



MINUTES OF MEETING
Held on Wednesday, 20th January 2016
In Limerick Training Centre, Raheen

Present: Ms. Joan Aherne, Chairperson
Cllr. Cathal Crowe,
Mr. Tony Brazil
Cllr. Michael Donegan
Ms. Mary Flanagan
Cllr. Gabriel Keating
Mr. Sean Kennedy
Mr. Sean Mc Mahon
Cllr. Kieran O’Hanlon
Ms. Mary Margaret Valance
Ms. Catherine (Kate) Harran De Parra
Cllr. Elena Secas

In attendance: Mr. George O’Callaghan, Chief Executive
Ms. Bernadette Cullen, Education Officer
Mr. Paul Patton, Head of Further Education and Training
Mr. Eamon Murphy, Head of Capital & Procurement
Mr. Denis O’Brien, Head of ICT
Ms. Mary Troy, Head of Finance
Mr. John O’Connor, Head of Corporate Affairs
Ms. Shelagh Graham, Head of Human Resources
Ms. Aileen O’Sullivan, Corporate Affairs (Recording Secretary)

Apologies: Cllr. Maria Byrne
Cllr. Richard O’Donoghue
Cllr. Lisa Marie Sheehy
Mr. Donal O’hAinifein

The Chairperson welcomed everyone to the meeting and congratulated Cllr. Ann Norton, Cllr. Mary Howard and Cllr. Richard O’Donoghue on running as candidates in the next general election, and to Sean Mc Mahon who has been nominated as a candidate for election to the Teaching Council.

1. Condolences

Votes of Sympathy were passed to the following;

Ms. Joan Aherne on the death of her mother, Nora.

Mr. Sean Kennedy on the death of his sister, Maria Curtin.

Ms. Mary McMahan (BTEI , Adult Education Centre, Ennis) on the death of her sister Dymphna O’ Sullivan.

Ms. Marion Harnett, (BOM Abbeyfeale) on the death of her mother,

Mr. Seamus Bane, Youth Officer, on the death of his aunt

The Feehan family on the death of Marie (formally Co. Limerick VEC Staff).

Ms. Bridget O'Reilly's (Teacher, St. Anne's SEN, Ennis) on the death of her father, Anthony (Tony) Harris.

Ms. Catherine Gleeson (Head Office) on the death of her uncle, Paddy Sherlock.

Ms. Eileen Hahessey's (Ennis Community College) on the death of her mother, Brid Vaughan

2. Adoption of the Minutes of the Previous Meetings

Minutes of Meeting held on 18th November, 2015, were confirmed and signed on the proposal of Cllr. Kieran O'Hanlon, seconded by Cllr. Elena Secas.

3. Matters Arising from the Minutes

There were no matters arising

4. Correspondence

Department Correspondence

CL 0047/2015 September, 2015	Re Ireland 2016 Centenary Programme for the Education Sector. Noted.
CL 0063/2015 1 st December, 2015	Re: Revised Sick Leave Arrangements for all staff in Education and Training Boards other than Teachers and Special Needs Assistants. Noted.
CL 0065/2015 1 st December, 2015	Re: Special Needs Assistants - Cessation of "Rolled-up Holiday Pay". Noted.
CL 0066/2015 4 th December, 2015	Re: Revision Of Salaries For Teachers With Effect From 1 January 2016 And Revision Of Pension-Related Deduction With Effect From 2015. Noted.
CL 0067/2015 4 th December, 2015	Re: Revision Of Salaries For Special Needs Assistants (SNAs) With Effect From 1 January 2016 And Revision Of Pension-Related Deduction With Effect From 2015. Noted.
CL 0068/2015 4 th December, 2015	Re: Revision Of Salaries With Effect From 1 January 2016 And Revision Of Pension-Related Deduction With Effect From 2015 For Clerical Officers And

Caretakers Employed In National Schools Under The 1978/79 Scheme And Clerical Officers Employed In Post Primary Schools Under The 1978 Scheme. Noted.

- CL 0069/2015**
4th December, 2015
Re: Revision Of Salaries In Respect Of All Staff Other Than Teachers And SNAs Employed By ETBs With Effect From 1 January 2016 And Revision Of Pension-Related Deduction With Effect From 1 January 2015 And 1 January 2016. Noted.
- CL 0071/2015**
4th December, 2015
Re: Revision Of Salaries Of School Secretaries In Community And Comprehensive Schools With Effect From 1 January 2016 And Revision Of Pension-Related Deduction With Effect From 1 January 2015 And 1 January 2016. Noted.
- CL 0072/2015**
4th December, 2015
Re: Revision Of Salaries Of School Maintenance Staff In Community And Comprehensive Schools With Effect From 1 January 2016 And Revision Of Pension-Related Deduction With Effect From 1 January 2015 And 1 January 2016 . Noted.
- CL 0073/2015**
4th December, 2015
Re: Revision Of Salaries Of All Staff Paid Directly By A Recognised School Or ETB With Effect From 1 January 2016. Noted.
- CL 0074/2015**
4th December, 2015
Re: Payment of Tool Allowance to Craft Workers. Noted.
- CL 0075/2015**
4th December, 2015
Re: Job Sharing Scheme for Registered Teachers in Recognised Primary and Post Primary Schools. Noted.
- CL 0078/2015**
4th December, 2015
Re: Carer's Leave For All Staff Other Than Persons Employed As Teachers/Special Needs Assistants Employed In Education And Training Boards. Noted.
- CL 0079/2015**
21st December, 2015
Re: Career Break Scheme For All Staff Other Than Persons Employed As Teachers And Special Needs Assistants In Education And Training Boards. Noted.
- CL 0080/2015**
21st December, 2015
Maternity Protection Entitlements For All Staff Other Than Persons Employed As Teachers/Special Needs Assistants In Education And Training Boards. Noted.
- CL 0082/2015**
21st December, 2015
Re: Revised Employment and Pension Arrangements for Staff in the Education and Training Sector who are elected or appointed to the Oireachtas. Noted.
- CL 0083/2015**
21st December, 2015
Re: Revision Of Salaries and Revision Of Pension-Related Deduction In Respect Of Adult Education Guidance Information Officers and Youthreach Resource Persons Employed By ETBs With Effect From 1 January 2016. Noted.

ETBI CORRESPONDENCE

January, 2016 Issue 1 – Education and Training Boards Ireland News Noted.

OTHER CORRESPONDENCE

None

5. For Adoption DES Circular Letters Nos 60 – 83/2015

- CL 0047/2015**
September, 2015 Re; Ireland 2016 Centenary Programme for the Education Sector. Adopted
- CL 0063/2015**
1st December, 2015 Re: Revised Sick Leave Arrangements for all staff in Education and Training Boards other than Teachers and Special Needs Assistants. Adopted
- CL 0065/2015**
1st December, 2015 Re: Special Needs Assistants - Cessation of "Rolled-up Holiday Pay". Adopted
- CL 0066/2015**
4th December, 2015 Re: Revision Of Salaries For Teachers With Effect From 1 January 2016 And Revision Of Pension-Related Deduction With Effect From 2015. Adopted
- CL 0067/2015**
4th December, 2015 Re: Revision Of Salaries For Special Needs Assistants (SNAs) With Effect From 1 January 2016 And Revision Of Pension-Related Deduction With Effect From 2015. Adopted.
- CL 0068/2015**
4th December, 2015 Re: Revision Of Salaries With Effect From 1 January 2016 And Revision Of Pension-Related Deduction With Effect From 2015 For Clerical Officers And Caretakers Employed In National Schools Under The 1978/79 Scheme And Clerical Officers Employed In Post Primary Schools Under The 1978 Scheme. Adopted.
- CL 0069/2015**
4th December, 2015 Re: Revision Of Salaries In Respect Of All Staff Other Than Teachers And SNAs Employed By ETBs With Effect From 1 January 2016 And Revision Of Pension-Related Deduction With Effect From 1 January 2015 And 1 January 2016. Adopted.
- CL 0071/2015**
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- CL 0073/2015**
4th December, 2015 Re: Revision Of Salaries Of All Staff Paid Directly By A Recognised School Or ETB With Effect From 1 January 2016. Adopted.
- CL 0074/2015**
4th December, 2015 Re: Payment of Tool Allowance to Craft Workers. Adopted.
- CL 0075/2015**
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- CL 0078/2015**
4th December, 2015 Re: Carer's Leave For All Staff Other Than Persons Employed As Teachers/Special Needs Assistants Employed In Education And Training Boards. Adopted.
- CL 0079/2015**
21st December, 2015 Re: Career Break Scheme For All Staff Other Than Persons Employed As Teachers And Special Needs Assistants In Education And Training Boards. Adopted.
- CL 0080/2015**
21st December, 2015 Maternity Protection Entitlements For All Staff Other Than Persons Employed As Teachers/Special Needs Assistants In Education And Training Boards. Adopted.
- CL 0082/2015**
21st December, 2015 Re: Revised Employment and Pension Arrangements for Staff in the Education and Training Sector who are elected or appointed to the Oireachtas. Adopted.
- CL 0083/2015**
21st December, 2015 Re: Revision Of Salaries and Revision Of Pension-Related Deduction In Respect Of Adult Education Guidance Information Officers and Youthreach Resource Persons Employed By ETBs With Effect From 1 January 2016. Adopted.

On the proposal of Cllr. Michael Donegan and seconded by Mr. Sean McMahon the DES Circular Letters Nos 60 – 83/2015 were adopted.

6. For Adoption Policies

- Adoptive Leave Policy Special Needs Assistants
- Adoptive Policy Staff other than Teachers and SNAs
- Adoptive Leave Policy Teachers
- Annual Leave Policy
- Attendance Policy
- Career Break Policy Special Needs Assistants
- Career Break Policy Staff other than Teachers and SNAs
- Career Break Policy Teachers
- Carers Leave Policy Staff other than Teachers and SNAs
- Carer's Leave Policy Teachers and Special Needs Assistants
- Employment Equality Policy
- Force Majeure Leave Policy
- Job Sharing Policy Special Needs Assistants

Job Sharing Policy Teachers
Maternity Leave Policy Special Needs Assistants
Maternity Leave Policy Staff other than Teachers and SNAs
Maternity Leave Policy Teachers
Parental Leave Policy Special Needs Assistants
Parental Leave Policy Staff other than Teachers and SNAs
Parental Leave Policy Teachers
Paternity Leave Policy
Policy Governing Work Experience
Sick Leave Policy Special Needs Assistants
Sick Leave Policy Staff other than Teachers and SNAs
Sick Leave Policy Teachers
Unpaid Leave Policy Staff other than Teachers and SNAs
Unpaid Leave Policy Teachers and Special Needs Assistants
Work Sharing Policy Staff other than Teachers and SNAs

On the proposal of Ms. Kate Haren De Parra seconded by Ms. Mary Margaret Valance the Policies outlined were adopted.

7. For Consideration: Chief Executive's report

EDUCATION REPORT

Board of Management Training

In all, eleven training sessions for Boards of Management were facilitated by the EO and the team of trainers for board members. Training sessions were well attended and the feedback was very positive. Standing Orders for Boards of Management for schools is to be adopted by the Board.

Meeting with the Parents Association of St. Nessian's Primary School

The CE and EO were invited to attend a meeting of the parents association of St. Nessian's Primary School, Mungret on Tuesday 12th January. Approximately 120 parents were present. This was an opportunity for the LCETB to outline the added value supports available to an ETB school if we were successful in obtaining the patronage role for the proposed new post-primary school. Further sessions are planned regarding patronage of the proposed new schools for Limerick.

Clr. Cathal Crowe voiced his concerns with the Common Application System and the need to overhaul the system before 2017 intake of students

Student Support Team Training

Training for our Limerick schools for student support team members was facilitated by the Psychological Services Officer and Ms. Bernie Carroll National Suicide Prevention Office. This training which was developed jointly with the HSE enables the school based teams to support students who are potentially at risk through self-harm and mental health issues. Training for our Clare schools is being rolled out in January 2016.

BT Young Scientist

2016 proved to be another very good year for Limerick and Clare ETB Schools in the BT Young Scientist Awards. Congratulations to all students and teachers on the standard and quality of the projects entered. A full report on our schools achievements will be presented at the next Board meeting.

Launch of Developing Critical Thinking Report

Minister Jan O'Sullivan officially launched a report on developing Critical Thinking in the Limerick Education Centre on Friday, 18th December. Two teachers from Colaiste Mhuire, Askeaton developed the programme as part of a Learning Schools Project with Limerick Education Centre. The programme was then delivered and evaluated by over forty teachers across LCETB Schools. This resource will be very useful in the context of significant curricular change in Irish post primary Education. Congratulations in particular to Principal, Ms. Norma O'Brien and Ms. Lorraine O'Loughlin and Ms. Maire O'Brien. Further details of this initiative are included in the supporting documentation file.

Curriculum Leaders Workshop

As part of the LCETB Leading Teaching and Learning initiative a third session for teachers on facilitation and presentation skills to support curricular change was held in the Greenhills Hotel on 2nd December. This programme is for curriculum leaders in our schools and will assist senior management in implementing curricular change. Further sessions are planned.

Thomond Community College

The interim Board of Management for Thomond Community College has been established. The formal handover meeting from the Steering Committee with the Interim Board of Management took place on Wednesday 16th December. A presentation was made to Dr. Joe O'Connell in recognition for his role as independent chairperson for the last two years. The work of the steering committee was also acknowledged. The post of Principal for Thomond Community College has been advertised and sanction for the appointment has been secured for commencement in February 2016.

The EO and Head of Capital and Procurement have met with Department of Education and Skills regarding the infrastructural requirements for Thomond Community College.

A sixth conjoint Staff Day was held on 8th December, 2015. This session provided staff with an opportunity to consider the Admissions/Enrolment Policy for Thomond Community College and also addressed the process of managing change.

The Chief Executive informed the Board that Mr. Eugene O'Brien had been appointed as Principal of Thomond College with effect from the 1st February.

Section 29 Appeal Department of Education and Skills Hearing

Two Section 29 Appeal hearings were held on Wednesday, 13th January. The decision of the Appeals Committee in both instances was not to uphold the appeals and the decisions of the Boards of Management in both instances stand.

Youth

The ETB Board is aware that there has been significant reduction to the funding of youth projects over the last number of years. We sought and received additional funding from the Department of Children and Youth Affairs for two youth projects which will support the continued work of the projects concerned. We are very appreciative of this additional funding from the DCYA.

The funding allocation: **Blue Box Limerick City:** €10,000

Rathkeale Youth Project: €12,000.

Youthreach

Three Boards of Management are to be established for the operation of the Youthreach programme across the LCETB. **Three LCETB nominees are sought for each of the Boards.**

Individual Schools Achievements

Colaiste Ide agus Iosef – official Opening by Minister for Education and Skills

Over 850 people gathered in Colaiste Ide agus Iosef on December 11th to attend a ceremony marking the official opening of the Community College. Minister for Education and Skills Jan O’Sullivan T.D attended the event and addressed the gathering of students, staff and guests from the locality. The Minister also unveiled a piece of art commissioned for the new Community College under the “Per Cent for Art Scheme”. The art work entitled “Planting a Seed” involved active participation from the students and wider community.

EDUCATION AND TRAINING REPORT

College Awareness Week

The Minister for Education and Skills, Jan O’Sullivan TD visited the LCFE campus at Mulgrave Street to launch the **College Awareness Week Programme** on Monday 23 November. Minister O’Sullivan said, “I am delighted to play an active role in College Awareness Week once again this year.” During her visit the Minister was interviewed on LCFE’s radio station, iMix, by the Advanced Media learners and also met learners from **Colaiste Mhichíl, CBS Sexton Street** who were attending **The LCFE College Experience**.

Intercultural Day

The richness and diversity of the nationalities and cultures of the college’s students was celebrated as part of the annual Intercultural Day on Thursday November 26, 2015. With over 37 different nationalities presently studying on full-time programmes in the College, there was significant representation on the day from Poland, Ireland, UK, Ghana, Zimbabwe, Sierra Leone, Slovakia, Estonia, Italy, Rwanda, Latvia, Spain, France, China and the Congo. The event was officially opened by the Mayor of the Metropolitan District of Limerick, Cllr. Jerry O’Dea accompanied by Cllr. Frank Daly. A rich array of delicious food, dance, music, information and national costumes were part of this educational, cultural and enjoyable day. A number of live performances included beat-boxers, magicians, stilt-walkers and traditional music. Traditional was fused with the contemporary, including singing ranging from various

traditional Irish groups to modern rap. Three Applied Social Studies groups co-ordinated this year's event, gathering learners from a variety of disciplines to put together an action-packed programme of entertainment and food displays.

Learners this year chose Pieta House, the charity working to prevent self-harm and suicide, as the recipient of monies raised from the event.

Shannon Training Centre

The Management and Staff at Shannon Training Centre would like to extend their thanks to the Board for their visit on 18 Nov 2015 for their bi-monthly meeting and for the recognition and acknowledgement they extended to Mr. Ros Wynne, the winner of Gold Medal in Aircraft Maintenance at the recent World Skills Competition and to his coach and mentor Mr. Michael Hayes.

Employer Engagement

- 10 Crafts persons from general industry have just completed an upskilling course at the centre and have joined Atlantic Aviation Resources (Shannon) as aircraft sheet metal workers and aircraft avionic technicians. This was a specific training initiative to support a local company who had experienced difficulty in recruiting skilled aircraft workers.
- An aircraft maintenance traineeship course with 14 learners (all taken from the live register) has recently commenced their training at the centre. On successful completion of this programme which runs for approximately 2 years; offers of employment will be issued to all successful participants. Currently we have a number of companies seeking workers with the training and qualifications this course offers.
- Currently we are at 100% capacity in our general apprenticeship training in the trades of Metal Fabrication, Toolmaking, Plumbing, Electrical, Air Conditioning and Refrigeration. There is evidence of an increase uptake across all the engineering trades at present.
- A local company, Eirtech Ltd., have submitted a request to have 24 aircraft painters a year trained for the next 3-5 years, we are currently working with them in developing a suitable course and we plan to be in a position to launch such a course in April 2016.

Limerick Training Centre

It is proposed to develop Business Management and Marketing Management modules as evening courses, as a number of learners have progressed from course to course completing modules such as Team Leadership, Supervisory Management and Customer Service, with the aim of working toward completing the Business Management (major award) at night.

Capital Works: Roof repairs were completed in the centre to the value of €255,000.00.

External Training

Community Training – the key focus during December was the review of CTCs and STPs. Meetings were held with each sponsor/provider to review 2015 performance and projected activity and budgets for 2016.

Contracted Training – a total of 79 courses were delivered through Contracted Training during 2015 across Limerick, Clare & North Tipperary. Courses delivered included QQI certification at Levels 3, 4, 5 and 6 in addition to courses with Industry Certification and City & Guilds.

Apprenticeship – to the end of November the number of Apprentices registered in Limerick, Clare & North Tipperary increased by 32% by comparison to the same period in 2014. This compares with an increase of 17% in registrations nationally for the same period.

Wider Benefits of Learning Workshop - Ms. Moira Greene (CABES) presented the CABES Framework at the two day ETBI workshop, organised in order to progress the recommendations of the ETBI commissioned report on the Wider Benefits of Learning. Participants included ETB representatives from three ETBs that have already developed local frameworks for measuring the wider benefits of learning (Clare, Limerick, Galway and CDET), as well as representatives from CEFA, ALOA, Youthreach Coordinators, Marian Lynch (National Coordinator), AONTAS, SOLAS and NIACE (the National Institute for Adult and Continuing Education for England and Wales). Participants explored how the ETB sector might take practical steps towards measuring the wider benefits of learning – with a focus on the implementation of some pilot projects. Conclusions from the workshop were presented at the ETBI Conference on Further Education and Training, 26 November 2015. Further details of developments in the FE sector is available in the supporting documentation.

Further to previous discussions, I wish to confirm the following in relation to the proposed lease arrangements at Ennistymon Vocational School:

For Approval of the Board

- **Recommended Premises** The Blue Frog, Old Town Street, Ennistymon, Co. Clare. To accommodate the PLC Art Programme and help alleviate pressure on the existing school.
- **Lease Duration** Three Years with an option to extend for a further two years. (This is to coincide with the new amalgamated school. The timeframe for the development of the new school is estimated at three years but may take longer.)
- **Rent** €600.00 per month.
- **Rent Review** After two years.
- **Commencement Date** 1st February, 2016.

We are in receipt of DES approval to enter into a lease as set out above and funding has been sought from SOLAS.

On the proposal of Cllr. Kieran O’Hanlon and seconded by Mr. Sean Kennedy approval was given for the lease of The Blue Frog, Ennistymon to accommodate the PLC Art Programme.

7. For Consideration: Finance Report

On the proposal of Cllr. Cathal Crowe, and seconded by Cllr. Kieran O’Hanlon the Finance Report was adopted.

Mr. Tony Brazil thanked the Finance Officer for the inordinate hours worked by the staff in Finance prior to year-end and highlighted the need for extra resources for that section. The CE was requested to write again to the Department to seek additional resources on the proposal of Cllr. Kieran O’Hanlon and seconded by Ms. Joan Aherne.

The completion of the Service Plan was raised by Mr. Brazil and the need for the Department to inform the LCETB of their budgets earlier in the year. The CE informed him that the Service Plan was not required until March. The CE has had lengthy discussions with the Secretary General but will write to the Department again with regard to the time that the budgetary figures are notified to the LCETB.

9. For Consideration

- a. Annual Report of Audit Committee July 2013 - December 2014
- b. Report of Audit Committee 2015
- c. Report of Audit Committee December, 2015

On the proposal of Cllr. Kieran O'Hanlon, and seconded by Ms. Mary Flanagan the Annual Report of Audit Committee July 2013 – December 2014 was adopted.

On the proposal of Cllr. Kieran O'Hanlon, and seconded by Ms. Mary Flanagan the Report of Audit Committee 2015 was adopted.

On the proposal of Cllr. Kieran O'Hanlon, and seconded by Ms. Mary Flanagan the Report of Audit Committee December 2015 was adopted.

For Confirmation – Decision of Section 29 Appeals Sub-Committee Hearings

The Board was briefed on two Section 29 Appeal Hearings that had taken place. The reports of the Sub-Committee were adopted on the proposal of Mr. Sean Kennedy, and seconded by Cllr. Kieran

11. Nomination of Member of the Board

John Bosco Community School, Hospital – Deferred to next meeting

12. Nomination of Member of the Board

Kilfinane Outdoor Education Centre - Deferred to next meeting

13. Increase in LCFE Course Fees for 2016/17 academic year

The Board were advised of an increase in course fees of €50 for the 2016/2017 academic year. Noted.

14 For Discussion: ETBI Reserved members Forum and ETBI Board

Agreement was reached at a previous meeting that the appointment to ETBI Reserve Members Forum would be done on a yearly basis and five members were nominated. It was brought to the Boards attention that the term of office was two years and that what had been previously agreed was not operational. After discussion the following solution was agreed between the members present

Cllr. Gabriel Keating to continue until September 2016

Cllr. Kieran O'Hanlon for two years to September 2018

Ms. Joan Aherne for one year- 2019

As Cllr. Liam Galvin and Cllr. Michael Hillery were not present at the meeting, this will be further discussed at the February meeting.

15. For Consideration: Proposal for the establishment of two post primary schools in Limerick City

Patronage of the two Post-Primary schools, Castletroy and Mungret, will be determined by competition but the Minister has the final say on who will be patron. The Board expressed the opinion that adequate resources would need to be in place if LCETB became patron. LCETB is interested in becoming Patron of both schools and has been involved in proving its credentials as a patron of schools.

16. For Consideration: Community National Schools

The Department has asked that LCETB consider becoming patron of Community National Schools

Discussion ensued and the general consensus was resourcing and what impact it would have before LCETB considered patronage.

With regard to assisting Primary Schools, Mr. Brazil proposed that the LCETB ask the Department to fund, on a pilot basis, the provision of a whole-time person with IT expertise as a support mechanist to primary schools in the region to assist with their IT requirements. This was seconded by Mr. Sean McMahon.

17. For Agreement of the Board: Schedule of Meetings 2016

The members agreed the Schedule of Meetings for 2016

18. AOB with the permission of the Chair

On the proposal of Cllr. Cathal Crowe and seconded by Cllr. Elena Secas the removal of the notification of AOB on or before Friday preceding the meeting was agreed.

Mr. Tony Brazil congratulated Management on their choice of meeting venue. He would like Management to provide the Board with a short briefing document on ongoing issues that would be relevant to the board e.g. flood damage to LCETB property. He also suggested the setting up of a Property Committee.

Cllr. Elena Secas asked whether the LCETB would be willing to help in requesting Bus Eireann to provide an extended bus service to Kilmallock Road. Paul Patton responded stating that this is already in hand.

The Board's sympathies were extended to Minister Michael Noonan on the death of his brother, Fr. Jim Noonan.

The meeting ceased at 18.15.

Date for next meeting: Wednesday 17th February 2016

(Signed) GEORGE O'CALLAGHAN,
Chief Executive.

Signed: Joan Ahern.

Chairperson of Meeting held on 16th March, 2016.