



MINUTES OF LIMERICK AND CLARE EDUCATION AND TRAINING BOARD

COVID-19 - LCETB BOARD MEETING WAS CONDUCTED VIA ZOOM AND WAS NOT A FACE TO FACE MEETING

on Tuesday, 17th November, 2020, at 4.30 p.m.

Present: Cllr. Kieran O'Hanlon, Chairperson
Cllr. Clare Colleran Molloy
Cllr. Liam Galvin
Mr. Michael Guilfoyle
Ms. Catherine Hehir
Cllr. Gabriel Keating
Cllr. Joe Killeen
Mr. Sean McMahon
Cllr. Paul Murphy
Cllr. Ann Norton
Mr. Mark O'Dea
Mr. Donal ÓhAiniféin
Ms. Marian Petty
Cllr. Elena Secas
Cllr. Brigid Teefy
Ms. Elaina Fitzgerald

In attendance: Mr. George O'Callaghan, Chief Executive
Ms. Shelagh Graham, Director of Organisation Support and Development
Mr. Paul Patton, Director of Further Education and Training
Mr. Donncha O'Treasaigh, Director of Schools
Mr. Denis O'Brien, Head of Corporate Services and ICT
Ms. Joanne O'Brien, Recording Secretary, Corporate Services

1. For Consideration; Apologies/Condolences

Apologies: Ms. Sheila Hickey
Cllr. John Sheahan

Condolences:

A Vote of Sympathy was passed to the following;

- Ms. Vourneen Gavin Barry (Desmond College) on the death of her aunt, Nora Gavin and the death of her mother-in-law, Eileen Hogan.
- Ms. Rose Hogan (Marshal House) on the death of her mother-in-law, Eileen Hogan.
- The family of the late Tiernan Gillespie, former student in Gaelcholáiste Luimnigh.
- The family of the late, Eoghan Kelleher, third year student in Castletroy College.
- Ms. Sarah Blackwell (Scariff Community College) on the death of her mother, Joan Carroll.
- Ms. Wendy Gallahue (Castletroy College) on the death of her father, David Ryan.
- Ms. Shannon Naughton, (Desmond College) on the death of her Grandmother Eileen Hogan
- Ms. Patricia Ryan, (Thomond College) on the death of her father in law, Tom Ryan.
- Mr. Paul Breslin, (Thomond College) on the death of his father, Mr Danny Breslin.
- Ms. Ann Murphy, (Coláiste Ide agus Iosef, Abbeyfeale) on the death of her father, Mr. John Ward and her aunt, Ms. Bridget Quigley
- Ms Maureen McHale, (Coláiste Ide agus Iosef, Abbeyfeale) on the death of her Mother, Ms. Nora Campbell.
- Ms Nora Power, (Marshal House) on the death of her mother in law, Ms. Claire Power.
- Mr Conor Breen, (Scariff Community College) on the death of his father, Mr Michael Breen.
- Ms Niamh Prendiville (Coláiste na Trocaire, Rathkeale) on the death of her grandmother, Ms. Ita O'Connor.

2. Declaration of Conflict of Interests

All Board Members confirmed no conflict of interest with any Agenda item.

3. For Adoption;

Minutes of Meeting of Limerick and Clare Education and Training Board, held on 15th September, 2020, were adopted on the proposal of Cllr. Gabriel Keating, seconded by Cllr. Ann Norton.

4. For Consideration; Matters arising from the Minutes

None

5. Governance:

a. Business Continuity Plan incorporating COVID-19 Update

The Chief Executive briefed Member on the measures and supports to date within the organisation.

The CE extended sympathy to all bereaved during the current global pandemic and paid tribute and acknowledged those involved in ongoing work.

The CE stated that while we are still operating during unprecedented times, statutory deadlines e.g. allocations, reporting to DES, had to be complied with and paid tribute to all staff across the organisation.

The CE and Board paid tribute to the management and staff of schools and advised Members that the number of Covid cases within the organisation was minimal.

The Board Members paid tribute to the Schools and Centres in remaining open and concerned was raised re support for schools in relation to reported cases. The Director of Schools, Donncha O'Treasaigh advised Members that following the mid-term break a dedicated network of support was in place for schools and that development of this was ongoing.

In relation to wearing of face coverings, the CE advised that there were two Section 29 Appeals with regard to non wearing of face coverings.

Mr. Donal O'hAinifein requested the CE to acknowledge on behalf of the Board the work of Management and Staff in keeping schools and centres open.

6. Correspondence

Department Correspondence

<u>CL 0060/2020</u> 16 th September, 2020	Re: Revision of Teacher Salaries with Effect from 1 October 2020.
<u>CL 0061/2020</u> 16 th September, 2020	Re: Revision of Salaries for Special Needs Assistants (SNAs) with Effect from 1 October 2020.
<u>CL 0062/2020</u> 16 th September, 2020	Re: Revision of Salaries of all staff paid directly by a recognised school or ETB with effect from 1 October 2020.
<u>CL 0063/2020</u> 22 nd September, 2020	Re: Revision of Salaries in Respect of All Staff Other Than Teachers and SNAs Employed by ETBs with Effect from 1 October 2020.
<u>CL 0064/2020</u> 16 th September, 2020	Re: Revision of Salaries for Clerical Officer and Caretakers employed in National Schools under the 1978/79 Scheme and for Clerical Offices employed in Post Primary Schools under the 1978 Scheme with effect from 1 January 2020.
<u>CL 0065/2020</u> 16 th September, 2020	Re: Revision of Salaries of School Secretaries and School Maintenance Staff in Community and Comprehensive Schools with effect from 1 January 2020.
<u>CL 0067/2020</u> 22 nd September, 2020	Re: Advice on the use of assessment instruments/tests for Guidance or for additional and special educational needs (SEN) in post-primary schools.
<u>CL 0068/2020</u> 23 rd September, 2020	Re: Emergency Works Grant Scheme: Migration to On-Line Applications and Minor Revisions of Scheme.
<u>CL 0069/2020</u> September, 2020	Re: New Arrangements and Procedures for Appeals under Section 29 of the Education Act 1998 effective from 12 November 2020 onwards.

CL 0070/2020

6th October, 2020

Re: Curriculum and assessment related developments at Senior Cycle with particular reference to school years 2020/21 and 2021/22 and the postponement of implementation of revised specifications.

CL 0071/2020

October, 2020

Re: Arrangements for the Election of Staff to the Boards of KWETB and LMETB – 2020.

CL 0073/2020

3rd November, 2020

Re: Updated Guide to Child Protection and Safeguarding Inspections in Primary and Post-Primary Schools.

CL 0074/2020

November, 2020

Re: Communication/Teaching & Learning Platform.

7. For Consideration; Chief Executive's Report Incorporating;

Schools and Youth Work

Post Primary Schools

Update on Roadmap for Reopening Schools - Circular 0046/2020

All schools remain open in accordance with the Department of Education Roadmap for the full return to school (27 July 2020).

The Measures implemented in Schools to minimise the risk of introduction of infection in our schools and managing risk of spread, if introduced, have been very effective.

Principals and Deputy Principals Meetings

Weekly online meetings with school principals and deputy principals via Zoom take place each Thursday morning between 10.00 am and 11.00 am to support schools and share best-practice on addressing the challenges of managing schools during COvid-19.

Presentation from Professor Selina McCoy

Professor Selina McCoy, of the ESRI delivered a Keynote to our Principals and Deputy Principals during its weekly meeting on 15 October 2020 regarding the key learnings from the last six months of living through Covid-19 touching on implications for schools, school leaders and policy direction.

Dr Selina McCoy is Associate Research Professor in Social Research and joint research area coordinator for education at the ESRI and Adjunct Professor at Trinity College Dublin. Her broad areas of interest are social inequality, school leaver transitions, special educational needs and

the role of digital technologies in child development. Most recently, she examined the impact of the new Leaving Certificate grading scheme on student perceptions and behaviour.

Training and Supports for post-primary schools

Support seminars and training are planned for post-primary personnel in the following areas;

- Transition Year Coordinators Forum
- Guidance Counsellor Forum
- Digital Clusters Forum
- Student Support Team Coordinators online meeting
- Online meeting of Special Education Needs Advisory Group
- Online meeting of Risk Register and Safeguarding Advisory Group
- Leading Inclusive Learning, Teaching and Assessment (LILTA) online meeting
- Transition Year Coordinators

The supports and resources made available by the Department of Education have been made available to our schools on a central hub on the Schools Division Support site - www.lcetbdrive.ie.

This also includes resources that the Director of Schools and the Support Team have created and developed.

Student Support Teams Cluster Day

A Zoom meeting of all SST Coordinators took place on 14 October, 2020 with updates and an input from Gerard Dore, National Educational Psychological Service (NEPS). This was followed by a presentation from Bronagh Starrs, Adolescent Psychotherapist & Programme Director MSc Adolescent Psychotherapy DCTC, Dublin entitled 'Looking at anxiety and how the school community is impacted due to the current and unfolding Covid-19 Pandemic'.

Bronagh is an adolescent development specialist and has considerable experience as a trainer in adolescent development and therapy throughout Ireland. She also teaches and presents internationally on the developmental implication of trauma on the adolescent journey.

Section 29 Appeal

- A Section 29 Appeal Application form was received in respect of a suspension in Ennis Community College. This appeal was not upheld and the parents have been informed accordingly.
- A Section 29 Appeal Application form was received in respect of refusal to enrol in Ennis Community College. This was resolved locally and an offer of a place has been made.

BT Young Scientist 2021

A total of twenty-two (22) projects, from Limerick and Clare Education and Training Board schools, have qualified for the BT Young Scientist & Technology Exhibition at the RDS, Dublin, 6-8 January 2021. A summary of the schools, number of projects and titles of the successful projects are outlined in the following below;

School	Number of Projects accepted by BT Young Scientist 2020	Titles, Names of Teachers and Students of Projects
Castletroy College	2	<p>Leader Name: Orna Collins Project Title: Covidiocy' - An Emerging Phenomenon Ref. No: 3632 Category: Social and Behavioural Sciences</p> <p>Leader Name: Aronnya Khan Zakaria Project Title: The Development of Racial Prejudice In Children: A Statistical Analysis On The Influence of Society and Home Life On A Child's Thoughts and Attitudes Towards Racism Ref. No: 3697 Category: Social and Behavioural Sciences</p> <p>Teacher name: Ellie Murnane Orna is looking at the teenage response to covid restrictions Aronnya is looking at when do children first learn to be racist</p>
Mungret Community College	3	<p>Leader Name: Cathal Carmody Project Title: To Design A Learning Plan for Primary Schools To Prevent Future Hate Crime Category: Social and Behavioural Sciences</p> <p>Leader Name: Eoghan Hinchy Project Title: To Investigate The Nutrients of Fruits and Vegetables Over A Period of Time. Category: Biological and Ecological</p> <p>Leader Name: Aisling Hardiman Project Title: Blended Learning: Using Online Learning Techniques To Support 2nd Level Education Category: Social and Behavioural Sciences</p>

Coláiste Iósaef, Kilmallock	1	Project Title: Project Poles Teacher: Mr. Brian Clarke Students: Ciaran Cronin, Enda Buckley, Jamie O'Connor
St. Joseph's Kilkee	1	Teacher-Laura Egan Students- Fergal Keane, Fionn Doherty and Ciaran Bonfil
Coláiste Chiaráin, Croom	1	Shining A Light On School Coronavirus Cleaning Protocols Sean O'Sullivan and Taha Nije. Teacher : Edel Farrell
Desmond College / Gaelcholáiste Uí Chonba, Newcastlewest	10	<p>Leader Name: Jade Massey Project Title: D.o.r.a.s. "Door Operation Rural Alert System" Ref. No: 2009 Category: Technology</p> <p>Leader Name: Lucy Flaherty Project Title: Biodegradable Face Mask To Reduce Pollution & Protect The Environment Ref. No: 2010 Category: Biological and Ecological</p> <p>Leader Name: Aine Murphy Project Title: Electronic Taste Simulation Ref. No: 2019 Category: Technology</p> <p>Leader Name: Cathal Ryan Project Title: A Chemical Alternative To Google Maps Ref. No: 2021 Category: Chemical, Physical & Mathematical Sciences</p> <p>Leader Name: Laura Brennan Project Title: Treatment On Ecchymosis Using Ultrasound Ref. No: 2023 Category: Technology</p> <p>Leader Name: Emma O'Shea & Rebecca Enright Project Title: Polarised, Antibacterial Face Shield, for Use With Hurling Helmets Ref. No: 2002 Category: Technology</p> <p>Leader Name: Ethan Kirwan & Jack Kelly Project Title: "Using Magnets To Help Prevent Heart Attacks" Ref. No: 2004 Category: Chemical, Physical & Mathematical Sciences</p>

		<p>Leader Name: Aoife Lee & Emma Brennan Project Title: Self-Sanitising Surfaces Ref. No: 2007 Category: Technology</p> <p>Leader Name: Emma Greaney & Faye Murphy Project Title: Personal Pop-Up POD Ref. No: 2008 Category: Technology</p> <p>Leader Name: Emma O' Connell, Mischa Ní Chaoínleáin & Sienna O' Dwyer Project Title: Teacher's P.E.T. (Personal Educational Tools) Ref. No: 2055 Category: Technology</p>
Gaelcholáiste Luimnigh	4	<p>"My Nana & Telehealth", Teacher: Maria Ní Choinnfholaigh, Student: Chaladh Ní Chaoimh</p> <p>"Investigating Gender Balance On Student Councils", Teacher: Michael McCarthy, Students: Jane Madden, Olly Tierney, Aoibhe Gardiner</p> <p>"Comparáid Idir An Méid Iarann Atá Á Fáil AG Feoilséantóir I Gcomparáid Le Uiliteoir" Múinteoir: Pól O Drisceoil, Daltaí: Kate Hanafin agus Aoife Nic Craith</p> <p>"Automated Pill Dispenser - Increasing independence, efficiency and reducing dosage errors. (Dáileoír Pill Uathoibríthe - neamhspleáchas agus éifeachtúlacht a méadú.)" Múinteoir: Ciara Ní Dhrisceoil, Dalta: Sarah Moloney</p>

Board of Management Training

Training for Boards of Management will take place in December via Zoom. Please refer to the details below.

- Clare Schools and anyone who missed Round 1 of Training: Deferred Board of Management Training from March 2020 - Session via Zoom on Wednesday, 2 December 2020 from 7.30 pm to 8.30 pm
- Board of Management Training - Round 2 (All Schools) Option of two dates (8 or 9 December - 1 Hour duration via Zoom)

Date	Venue	Topics	Duration	Board Members
8 December 2020	On-line via Zoom (Link to follow)	<ul style="list-style-type: none"> • Anti-Bullying • School Self-Evaluation & School Improvement Plan • WSE/MML & Subject Inspections • Admission to School & Appeals 	60 minutes	All Members of Boards of Managements
Or 9 December 7.30 pm to 8.30 pm				

Youthwork

The Youth work team is implementing the new targeted youth funding scheme entitled, UBU – Your Place Your Space, which provides over €38.5 million for youth services.

The scheme aims to provide services that support young people to develop the personal and social skills required to improve their life chances. These include services covering health, education, employment and social connectedness. The scheme targets young people who are marginalised, disadvantaged, or vulnerable. Limerick and Clare Education and Training Board's Youth Work team are excited to be involved in rolling out the new scheme with our community and voluntary partners.

The Youth work team is supporting our Community and Voluntary partners through conference calls, telephone calls and regular email contact.

Partnership with Health Sciences Academy & Clinical Education & Research Centre, University Hospital Limerick

Limerick and Clare Education and Training Board schools will pilot a virtual interactive webinar to educate TY Students on the roles, career paths, subjects, study and days in the lives of Health Care Workers (HCWs) across clinical areas. This will be rolled out to TY students across counties Clare and Limerick in collaboration with the UL Health Sciences Academy project team, clinical staff, students and teachers.

The areas to be included in this interactive webinar are; Clinical Care and delivery, GP, Speech Therapist, Occupational Therapist, Physio, Nursing, Lab, X-Ray, social worker and psychiatry. Health care attendants who may have progressed in their career showing career progression.

FET Division

Full-Time Provision & Part-Time Provision

- PLC, Apprenticeship, Traineeship, Youth Education & Training, Core Skills, Community Education & Training

College of FET, Ennis Campus

PLC Provision in Ennis has relocated from Ennis Community College to the new College of FET, Ennis Campus. 7 staff, 9 programmes with 86 learners have had an excellent start to the academic year. Facilities including a childcare room and a health skills room have been established and will service a range of provision on the campus. PLC provision has moved to a strong blend of online teaching and learning when the new level 5 restrictions were announced. The learners were setup on TEAMS and engagement is excellent. Much of the provision was synchronous with thanks to the TEL Support Service that provided essential visualizers and webcams.

FET Centre, Mulgrave Street Campus (LCFE)

PLC Provision (Day) has enrolled almost 1,000 learners on full-time programmes and 1,084 on part-time programmes. LCFE has adopted a Blended Teaching & Learning modus operandi for this academic year.

LCFE is delighted to welcome a new Learner Support Worker provided by the Active Inclusion Support Service who operates out of the LCFE Learning Hub. Staff at LCFE have engaged in Professional Development focussing on upskilling their ICT skills in order to be able to deliver professional and effective classes e.g. Online Teaching & Learning Course, MS Teams, Moodle, Using Visualisers etc.

FET Centre, Shannon Campus

Apprenticeship/Traineeship: The new traineeships on Robotic Welding, Bar Management and Bicycle Engineering are now operational. Planning is underway for new Traineeships in 2021. Apprenticeship courses that were suspended have now recommenced and in some cases new apprenticeship courses have started. Approximately 40% of Apprenticeship and in-Centre provision is now delivered using remote delivery, where possible. All SST courses for Contracted Training have recommenced and are operating without incidence. A schedule of online courses will be offered in 2021 through contracted training.

FET Centre, Raheen Campus (incl. CTCs and LTIs)

Apprenticeship/Traineeship: Original Equipment Manufacturing (OEM) Apprenticeship started on Monday Nov 2nd.

NLN Raheen: There was a large intake of learners in October 2020 – 21 learners to Career Start (9 to Clare, 12 to Limerick) and 8 to other NLN programmes.

All Career Start Learners including those with ASD can now use their training room desktop at home for their portfolios, course work, etc. Instructors also have access and can see learners at work and can assign/correct work/share resources with them.

FAI Limerick: 22 learners recruited and attending. Innovative and creative ideas being used to make the training sessions challenging and interesting, without the prospect of matches and keeping to 2 separate pods and non-contact training.

Youth Education & Training: Coordinated support is being provided to Youthreach Provision in having it ready to respond to the Covid-19 crisis, while creating a safe environment for staff and learners. COVID response plans are in place in compliance with National and ETB FET guidelines. Attendance and engagement levels are being reported as high. Learners in Youth Education and Training are availing of AISS device support. Ongoing support is being provided to the AISS in identifying learners who have applied for learning support devices in the Youth and Community Education and Training. Youthreach Internal Centre Evaluations 2020 ongoing and being conducted remotely.

FET Centre, Watchhouse Cross

Youthreach: A new Youth Education & Training Co-ordinator has been appointed.

FET Centre, East Clare Campus

Youthreach: More external activity for learners being provided to support Covid 19 Response Plan i.e. Walking, Orienteering, Photography classes etc. outside the building. All learners training in MS Teams and becoming familiar with the systems needed in case of remote working.

FET Centre, West Clare Campus

Youthreach: QQI Level 3 Employability Skills - 6 Learners: 3 x Learners are being put forward for Major Awards & 3 x Learners for Component Awards. QQI Level 4 General Learning - 6 Learners: 4 x Learners being put forward for Major Awards & 2 x Learners for Component Awards.

FET Centre, O'Connell Avenue Campus

Youthreach: A new Youth Education and Training Co-ordinator has been appointed.

Hospitality Education & Training Centre

- New Traineeship - Bar Management, QQI Level 6;
- Schools to FET – First Term September – December;
- Barista City & Guilds Certificate (7-week course) 70 students are participating in this programme;
- Taster Apprenticeship Culinary Arts Course (8 Weeks) 50 students are participating in this programme;
- Shannon Region Junior Chef Competition 2021 (5 students will be in the final in May).

Core Skills

Large numbers of courses have started, with some classes moving to online/blended/remote learning. Family Learning in Clare presented remotely at Conference in Sweden on 7th October and was invited to do input on International Family and Inter-generational Literacy and Learning

(FILL) facilitator training with UNESCO Institute for Lifelong Learning on 29th October. www.familylearning.ie has 8 new videos created during lockdown available for use for parents of young children. Lots of activities are available on this site. The library service has provided an information sheet created for staff and learners on what is available through the libraries remotely. 275 Voices books have been received for learners. A new Beauty course at ITEC Level 1 has started with progression routes to Level 2.

ESOL

Since beginning of term, ESOL is providing 13 day classes in English Language and 7 evening classes using blended and face-to-face provision. These classes are both accredited and non – accredited.

Community Education

Six face-to-face induction sessions for 30 Community Education Tutors were held over three days in early September in The Engine, Cecil St. The staggered scheduling of the sessions ensured compliance with Covid-19 restrictions and preparation for the safe return to teaching in community venues was a particular focus of the induction. 'Flavours of Limerick' is a collection of memories, recipes and artwork from Community Education groups in Limerick City which was launched virtually by Mayor Collins during the Lifelong Learning Festival. The book is on sale for €5 and all of the proceeds are going to Limerick Marine Search and Rescue. Copies can be bought from the FET Centre, O'Connell Ave. Campus and also from the LMSR shop on Roche's Street.

Support Services

Active Inclusion

- Roll out of new online counselling service for FET Learners provided by My Mind.
- Roll out of new device equity library facilitating device loans (laptops) to learners who require access to devices to engage with their learning.
- Development of new Learner Support Page and online registration for supports on the FET Website <https://learningandskills.ie/learner-supports/>

Information, Recruitment & Guidance

- [Guidance and Information Using Social Media to reach out to learners, potential learners and community stakeholders.](#)

The IRGSS team across Limerick and Clare have now come together to use Facebook www.facebook.com/FETInformationRecruitmentGuidance as a key way to keep learners and community stakeholders across the region up to date with education, careers and wellbeing news and resources. In addition, as part of this year's virtual Limerick Lifelong Learning Festival the services did an online presentation on 'Guidance Tools and Education Information from the Comfort of Your Home' and held their first ever live on Facebook Q&A session on further education and training options.

- Supporting people in the Mid-West region facing redundancy. Guidance and Information staff are continuing to support staff in the Mid-West region facing redundancies and are currently liaising, through the Enterprise Engagement Service, with Pamela Scott and Shannon Airport employees, offering information, advice and guidance on upskilling, reskilling career change and job search.
- Highlighting supports for learners on Community Education Courses. IRGSS, the Community Education Programme and Limerick Community Education Network developed a new flyer for learners participating in Community Education classes highlighting Information and Guidance supports, other FET Learner Supports and local community supports available to learners and their families. As part of the roll-out of the flyer, Guidance staff also supported Tutor training on Induction for Learners.
- ‘The role of Lifelong Guidance in promoting sustainable development and change’ A number of IRGSS staff participated in an online webinar looking at the role of guidance in promoting sustainable development and change. The key note address ‘Career Guidance in Complex Systems – Considering Context, Culture and Theory’ was delivered by Dr Mary McMahon – School of Education, University of Queensland. The webinar was hosted by the National Forum on Guidance. **(The National Forum on Guidance provides an informal communication and cooperation facility for those involved in the provision of Guidance and the development and support of Guidance practitioners and services in Ireland.)**
- The IRGSS team in Clare are now supporting PLC Learners, College of FET, Ennis Campus.

8. For Adoption;

a. Finance Report

Adopted on the proposal of Mr. Sean McMahon, seconded by Mr. Mark O’Dea.

b. Nomination to Section 29 Appeals Sub-Committee

On the proposal of Mr. Liam Galvin, seconded by Mr. Mark O’Dea, Ms. Joan Aherne was adopted.

c. Minute of Section 29 Appeal - Ennis Community College

Adopted on the proposal of Mr. Mark O’Dea, seconded by Cllr. Liam Galvin.

9. For Approval:

a. Nomination to Mungret Community College Board of Management

Ms. Joan Aherne was adopted on the proposal of Mr. Liam Galvin, seconded by Mr. Sean McMahon.

10. For Noting: Board of Management Minutes

- a. Coláiste Ide agus Iosef, Abbeyfeale
- b. Castletroy College
- c. Coláiste Chiaráin, Croom
- d. Hazelwood College Dromcollogher
- e. Gaelcholáiste Luimnigh
- f. Mungret Community College
- g. Desmond College Newcastlewest
- h. Coláiste na Trocaire Rathkeale

The CE congratulated Mr. Michael Cregan on his election as President of the National Association of Principals and Deputy Principals (NAPD).


The CE thanks Members for their attendance at today's training, which was facilitated by ETBI.

On conclusion of meeting the Chairperson thanked all Members for their participation in the meeting and wished all Members a very Happy Christmas and New year.

Next Meeting: Tuesday, 19th January, 2021.

George O'Callaghan
Chief Executive.

Signed:



Chairperson of Meeting held on 19th January, 2021