Incorporating any amendments approved at subsequent Council meetings  

XX = Board relevance

Trinity College Dublin  
The University of Dublin

A meeting of the University Council was held on Wednesday 5 April 2017 at 11.15 am in the Board Room.

Present  
Provost, Vice-Provost/Chief Academic Officer, Registrar, Senior Lecturer/Dean of Undergraduate Studies, Dean of Graduate Studies, Senior Tutor, Dean of Students, Vice-President for Global Relations, Dean of Arts, Humanities and Social Sciences, Professor D Faas, Professor J Walsh, Professor C Gardiner, Dean of Health Sciences, Professor J P Spiers, Professor M Clarke, Professor P Cronin, Ms S Cameron-Coen, Professor A O’Gara, Mr D Whelehan, Mr N Cooke, Ms E Crespo, Ms L Peters.

Apologies  
Dean of Research, Professor S Garrigan, Professor A Holohan, Dean of Engineering, Mathematics and Science, Professor J Jones, Professor S Murphy, Professor E O Nuallain, Professor C Comiskey, Dr S Chandra, Ms A MacPherson, Ms L Killeen, Mr M Kenyon.

In attendance  
Academic Secretary, Secretary to the College, Librarian and College Archivist, Dr A Oldam (Director of Student Services), Ms S De Brunner.

Observers  
Secretary to the Scholars (Mr S Johnston).

SECTION A

The Provost requested that Council members declare any potential conflicts of interest in relation to the agenda. None was declared.

CL/16-17/146  Declaration  
A new member made the statutory declaration.

CL/16-17/147  Minutes  
The minutes of the meeting of 8 March 2017 were approved and signed.

CL/16-17/148  Matters Arising  
(i)  
CL/16-17/119 (i): the Dean of Arts, Humanities and Social Sciences, referring to the progress report for the School of Languages, Literatures and Cultural Studies, confirmed that the student-staff committee, mentioned in the progress report, had met on several occasions prior to the production of the report and was also due to meet on 6 April 2017. He advised that details concerning philanthropic funding from the Al Maktoum Foundation, which would cover four additional academic posts in the area of Islamic Studies, were not yet finalised but he stressed that the Department of Near and Middle Eastern Studies was in a strong position to contribute to the delivery of the new course in Middle Eastern and European Languages and Cultures, even if the
positions were not forthcoming. The current average teaching load in the Department is 4.5 hours per week, which, when compared to the average of 7 hours across the School, indicates that staff have teaching capacity. Finally, he confirmed that there is a workload model in place in the School but that it is being reviewed and reworked.

(ii) **CL/16-17/121**: the Provost noted that the panel to select the external reviewers for the review of entry into the Two Subject Moderatorship (TSM), and other two-subject combinations, had met and has made decisions in relation to appropriate nominees. The process of contacting these nominees is underway.

**CL/16-17/149 Provost’s Report**

The Provost provided an update on the College-wide funding campaign and spoke about the prioritisation of academic activities, chief among which are E3 (the Engineering, Energy and Environment Institute), the Library project, the Trinity Cancer Institute, the Trinity Business School, innovation in education, which will cover Access 21, Bridge 21, the Trinity Access Programmes and the Science Gallery, and scholarships and postgraduate awards. In relation to the funding campaign he advised that an internal Trinity forum would be established to ensure widespread support within College and to help to increase the number of prospective donors. He confirmed that philanthropic funding is due to be received from Ryanair to fund a Professorship in Entrepreneurship.

The Provost and all others involved in the campaign were commended for the amount of work undertaken and for the impressive scope of the funding programme. In response to a query from a member in relation to seeking funding for professional academic development related to the Trinity Education Project (TEP), the Provost advised that it might be possible to design strong funding propositions for some elements, for example, the Trinity Electives, however, he noted that TEP is due to be delivered within existing Trinity resources. Another member commented that the campaign has entered a very active phase and it would be useful to consider where synergies might be created between areas for funding, for example, the Library and the Long Room Hub.

**CL/16-17/150 Trinity Education Project**

(i) **Trinity Electives**

A set of draft recommendations and proposed next steps arising from the work of TEP Strand 4: Trinity Electives, prepared by the Senior Lecturer/Dean of Undergraduate Studies, dated 30 March 2017, was circulated. The Senior Lecturer/Dean of Undergraduate Studies spoke to the item by way of a presentation and explained that the Trinity electives, along with approved modules and the ability to take an additional subject, within the common architecture, are ways in which greater breadth in student learning can be realised. She further explained that these electives will be standalone modules, available to undergraduate students across the University, who are free to choose their preferred modules, and which should contribute to the development of the graduate attributes.

She spoke to the guiding principles behind the development of the Trinity electives in addition to the operational principles for implementation. She advised that these modules will carry 5 ECTS each, be delivered within a teaching semester, be available to students in the Senior Freshman and Junior Sophister years and be designated specific slots in the fixed timetable. The suite of Trinity electives, when developed, should include modules that link to current strategic research themes, broaden student knowledge of key societal challenges or cover languages.

She advised that when TEP is fully implemented, across all Senior Freshman and Junior Sophister course years, it is expected that up to 2,000 students will have to be

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facilitated on Trinity electives; more could be accommodated if some modules were to be delivered fully online. It is expected that all of these modules will have an element of blended online learning ranging from 20% to more than 80%, with some delivered wholly online. Each module will have a specific module co-ordinator in a named School, including those categorised as multidisciplinary modules.

In the start-up phase, there will be a dedicated Trinity Elective Committee to approve and oversee the set-up of new Trinity electives; in time these functions will be mainstreamed into normal processes under existing academic governance structures. In terms of the generation of these modules, a number of activities are planned including events for ideas exchanges, targeting research team leaders and an institution-wide call for proposals. She stressed the need for adequate funding to initiate and sustain the delivery of Trinity electives into the future.

Responding to a number of members’ queries, the Senior Lecturer/Dean of Undergraduate Studies confirmed that she is aware of accreditation requirements, particularly in courses in the Health Sciences and advised that modules in inter-professional learning would be sufficient to meet the Trinity elective requirement; in relation to the Science architecture and the requirement for students to take Trinity electives in that structure, she highlighted that this structure had been developed and approved by the Undergraduate Science Education Working Group; in relation to fully online courses, she confirmed that no targets will be set and that students will be able to choose from modules with varying levels of online components and blended learning; student quotas will be set for each module but the Trinity electives will occupy dedicated timetable slots which should facilitate more students getting their preferred modules since timetable clashes will be minimised; some modules are likely to be repeated in the Hilary Term; a significant difference between approved modules and Trinity electives is that approved modules are chosen by those responsible for each programme, whereas, Trinity electives are chosen by the student; it should be possible for programme owners to approve modules taken abroad. In addition, she confirmed that the first tranche of Trinity electives is due to become available to a small number of students in 2019/20 and to a larger number of students in 2020/21.

Decision/Action
150(i).1: Council approved the recommendations arising from TEP Strand 4: Trinity Electives, as circulated, and noted the next steps.

The Dean of Graduate Studies joined the meeting.

(ii) Internships and Student Mobility
A document, from the Vice-President for Global Relations, containing preliminary recommendations coming from the work of TEP Strand 2: Internships and Student Mobility, dated 30 March 2017, was circulated for discussion and feedback. Speaking to the document via a presentation, the Vice-President for Global Relations noted that internships and student mobility significantly contribute to the development of the Trinity graduate attributes. She brought the meeting through the proposed definitions for an academic internship, student mobility and study abroad and suggested possible assessment methods for internships.

She also brought the meeting though opportunities provided under TEP to increase the levels of student mobility and student mobility with internships in terms of courses that currently enable internship and/or study abroad, courses where these possibilities are only partially possible and courses that currently provide opportunities for neither activity. She outlined existing data in relation to student mobility and future targets for increased internship and detailed the next steps for Strand 2. These are to:

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• draft policy based on the agreed recommendations;
• develop guidance to support and facilitate opportunities for academic internships and student mobility;
• hold discussions at school and faculty levels regarding requirements to support internships.

The Vice-Provost/Chief Academic Officer commented that the Faculties of Health Sciences and Engineering, Mathematics and Science have significant numbers of courses that include integrated placements or opportunities for students to undertake these voluntarily, however, he noted gaps in relation to courses in the Faculty of Art, Humanities and Social Sciences and suggested that this Faculty should draw on the expertise available in the other two.

Responding to a query, the Vice-President for Global Relations advised that Trinity does not currently have data related to these activities in other universities. The Provost suggested that the report concerning the final recommendations could usefully provide some comparative information on other universities for benchmarking purposes. It was suggested that more placements and internships could be aligned to Trinity’s research themes. It was noted by a member that the number of students availing of student mobility opportunities had increased by almost 50% in 2014/15, when compared to figures for 2012/13, showing that students will take these opportunities when presented.

There was a discussion in relation to legal agreements, liability for health and safety issues, insurance and risk assessments, particularly in relation to internships. The Vice-President for Global Relations confirmed that a separate policy would be required.

**Decision/Action**

150(ii).1: The Vice-President for Global Relation to present a policy document related to student mobility and internships to a future meeting of Council.

150(ii).2: The Vice-President for Global Relations to provide information on the timeline for the development of these policies at a future meeting of Council, under Matters Arising.

(iii) **Draft proposal for phased implementation arising from implications of recent decisions**

A memorandum from the Vice-Provost/Chief Academic Officer, concerning the phased implementation of TEP, dated 30 March 2017, was circulated. The Vice-Provost/Chief Academic Officer, introducing the item, noted the previous decision of Council to decouple consideration of entry into TSM, and other two-subject combinations, from TEP and to convene, instead, an external panel of reviewers to examine this matter and to develop recommendations during Michaelmas Term 2017.

This decision was considered in the context of the implementation of the various components of TEP and it was found that entry routes, subject combinations, pathways and the fixed timetable were inextricably linked. In addition, the new architecture will require the creation of a new and separate model for admission and progression through programmes in SITS. This model can run in parallel with the existing model but programmes could not run across a hybrid of the two. Finally, in the TEP architecture, points of intersection can be clearly seen between a number of single and joint honors programmes which means that these cannot operate under separate models in SITS. Therefore, it was proposed that the implementation of TEP moves forward on a phased basis in the following way.
2018/19 – Phase One
- the new academic year structure is rolled out across all programmes;
- entry into the four new Science streams progresses;
- entry via existing entry routes into programmes which are not affected by the outcomes of the external review remains in place (Engineering, Engineering with Management, Medicine, Dental Science, Dental Technology, Human Health and Disease, Nursing, Midwifery, Children’s and General Nursing, Pharmacy, Occupational Therapy, Physiotherapy, Radiation Therapy and Clinical Speech and Language Studies);

2019/20 – Phase Two
- entry into Year 1 of all other programmes operating under the new architecture, in accordance with the agreed outcomes of the external review panel, is implemented.

Responding to a query, the Vice-Provost/Chief Academic Officer confirmed that the fixed timetable will also be implemented on a phased basis.

Decision/Action
150(iii).1: Council noted the phased implementation plan for TEP.

CL/16-17/151 Undergraduate CAO Admission Data 2017/18
A memorandum from the Senior Lecturer/Dean of Undergraduate Studies and the Admissions Officer concerning undergraduate CAO admissions data for 2017/18, was circulated. The Senior Lecturer/Dean of Undergraduate Studies brought the meeting through the data. She noted that whilst the number of applicants to Trinity has fallen slightly from the previous year (18,469 to 18,237 (-1.2%)) the number of first preference applications has increased by 2% (7,998 to 8,142). Applications from Northern Ireland have increased by 4% but she noted from data produced last year that the conversion rate into acceptances has not been as high as expected. Referring to a survey conducted of Northern Irish applicants, the main reasons proffered for not accepting a Trinity place included a wish to remain closer to home and the cost implications. She also highlighted specific courses where the number of applicants rose or declined significantly.

The Vice-Provost/Chief Academic Officer noted that a sub-group of the Planning Group is considering student numbers and suggested that its findings should be circulated to a future meeting of Council.

A discussion followed in relation to the number of overall applications and first preference applications compared to quotas in the other universities to allow for a richer analysis. The Academic Secretary advised that other universities tend to publish average quotas per course, making comparisons difficult. The Provost noted that Trinity received the second highest number of first preferences to UCD, which has significantly more student places available to fill, and commented on the effect of normalising this data on the basis of cohort size. He queried if Trinity should conduct more or different types of marketing. In response members suggested that there could be greater engagement with guidance counsellors or deeper engagement with potential applicants through outreach activities.

Decision/Action
151.1: Council noted the undergraduate CAO admission data for 2017/18.

CL/16-17/152 Quality Review of the School of Pharmacy and Pharmaceutical Sciences
A memorandum from the Quality Office on behalf of the Vice-Provost/Chief Academic Officer, dated 23 March 2017, was circulated with a report to Council on the Quality Review of the
School of Pharmacy and Pharmaceutical Sciences. The Vice-Provost/Chief Academic Officer spoke to the item via a presentation and commented that the external review team were to be commended for producing such an incisive report. He noted the overall positive findings, particularly in relation to the new integrated Master in Pharmacy programme, which they suggested had the potential to be a world leading programme. They also commented positively on the strategic direction and leadership of the School, the number of successful world-class researchers working in the School, the ‘entrepreneur-in-residence’ initiative, College’s support of the School’s commercialisation efforts, the modern and spacious accommodation and the very strong external collaborations, and the composition of the School’s Strategic Advisory Board.

They made key recommendations for improvements under the following headings.

**Organisation and Management**

They recommended a review of the terms of reference of the School’s management and programme committees, the need to put in place succession planning in relation to the Head of School position and the repositioning of administrative reporting lines into the School Administrative Manager.

**Teaching and Learning**

They particularly highlighted that staff are over-teaching and suggested a 20% reduction in contact hours, whilst covering the same content. They also recommended the introduction of a workload model.

**Research**

They made several suggestions in relation to the area of research including a renewal of the research culture in the School, the introduction of research sabbaticals and doubling the number of PhD students.

**Resources**

They particularly suggested that College should revisit its resource allocation model and commented that the high student to staff ratio needed to be addressed in the School. In addition, they commented on potential difficulties in recruiting senior academic leaders from outside the institution.

**Communication and Marketing**

The need for a more effective communication strategy was emphasised.

The Dean of Health Sciences commented that many of these recommendations are embedded in the School’s strategic plan so that they remain in focus. The implementation of the new integrated Master in Pharmacy course has taken up significant staff time and there is a need now for senior staff to re-focus their attention somewhat to research in the School. She noted that studentships would be critical to increasing the number of PhD students.

**Decision/Action**

152.1: Council approved the report on the Quality Review of the School of Pharmacy and Pharmaceutical Sciences and the external reviewers’ recommendations.

152.2: The implementation plan is to be prepared and circulated to the Quality Committee in due course.

**Postgraduate Course Proposal: Master’s course in Education Studies in Leadership in Christian Education**

A memorandum from the Dean of Graduate Studies, dated 15 March 2017, was circulated with a proposal for the validation of a new postgraduate programme in Education Studies in Leadership in Christian Education, developed by the Marino Institute of Education (MIE).
The Dean of Graduate Studies spoke to the proposal and explained that it has been designed to meet the demand to prepare teachers to undertake leadership roles in Christian faith-based schools. The proposal concerns a 90 ECTS, two-year, part time course comprising four compulsory taught modules (15 ECTS each) to be taken in the first year and a compulsory dissertation module (30 ECTS) to be taken in the second year. The course, as designed, is aligned to level 9 of the National Framework of Qualifications.

He advised that the proposal had been externally reviewed by Professor James M. Frabutt, Senior Advisor to the Provost, Concurrent Faculty, Alliance for Catholic Education, University of Notre Dame. He reported positively on the curriculum noting that it is relevant, cohesive and strong in academic merit. It was noted that the proposal had been considered and recommended by the Graduate Studies Committee (GSC) and the Associated Colleges Degrees Committee.

A member queried the inclusion of statements regarding the spirituality of individuals and their spiritual preparedness to undertake the course. The Dean of Graduate Studies commented that this course is designed to prepare teachers for leadership roles in faith-based schools rather than requiring specific beliefs to be held by those registering to the course.

Responding to a query regarding the Roman Catholic predominance in the course, the Dean of Graduate Studies responded that this is a practical consideration of meeting demand given the Roman Catholic patronage of the majority of schools in Ireland.

Professor A O’Gara, President of MIE, advised that the proposal had been through a rigorous approval process which involved the School of Education and the Confederal School of Religions, Peace Studies and Theology, in addition to consideration by the aforementioned committees and the external reviewer.

The Vice-Provost/Chief Academic Officer commented that MIE is a separate institution with a distinct ethos with which Trinity has a formal relationship in terms of validating its programmes of study. The Provost noted that Trinity is involved in other courses of a similar nature, such as the Master in Theological Studies, jointly delivered with the Church of Ireland Theological Institute.

Decision/Action

153.1: Council approved the proposal from MIE for the validation of a course leading to a Master in Education Studies in Leadership in Christian Education, with an exit award of P.Grad.Dip., and noted that it is due to start in September 2017.

CL/16-17/154 Undergraduate Course Proposal: Bachelor in Stage Management and Technical Theatre

A memorandum from the Senior Lecturer/Dean of Undergraduate Studies, dated 31 March 2017, was circulated with a proposal from the Lir for a degree course in Stage Management and Technical Theatre to replace the current two-year Professional Diploma in Stage Management and Technical Theatre course. The Senior Lecturer/Dean of Undergraduate Studies introduced the item and noted that the new course would carry 240 ECTS but would be taken over three years, rather than four, which is in line with the Bachelor in Acting also delivered in the Lir. This means that each course year carries 80 ECTS which necessitates the delivery of the course across all three terms, which is out of line with the normal academic year structure.

Applications to the course will be managed outside the CAO and candidates are expected to have previous work experience, are required to prepare and submit a portfolio and to undergo an entrance interview. The student quota is 18 places across the EU and non-EU cohorts and the new course is expected to attract a larger proportion of school leavers.
Speaking to the structure of the course she explained that the first year is a general year, introducing students to a range of disciplines and technical skills. In the second year, students have the option to specialise in one or two areas or to maintain a broad approach and gain skills across a number of areas. The third year includes a mandatory internship and a research project, and may include one or two Trinity electives in the future. Current graduates of the current Professional Diploma course will have an opportunity to return and to complete sufficient credits to be awarded the Bachelor degree, and students currently registered to the existing course may transfer into the degree course.

The proposal was reviewed by Dr Nick Hunt of Rose Bruford College of Theatre and Performance. He made a number of useful comments, which have been addressed in the course proposal, however, a number of his comments originate from a philosophical difference of opinion in relation to the best educational model for stage management and technical theatre roles. Different viewpoints have been offered in relation the most appropriate modes of learning (practical versus classroom based) and in relation to whether training should be of a general nature or more specialised to the different roles in theatre production. The Lir favours practical training from the start of the course along with allowing students to choose whether to maintain a broad range of study or to specialise. Following the receipt of a response from Professor Brian Singleton and a meeting to discuss the focus of the proposed course with Professor Singleton, Mr Loughlin Deegan, Director of the Lir, and Mr Barry Conway, Director of Technical Training in The Lir, she confirmed that she was confident to recommend the proposal to Council.

In the brief discussion that followed, it was noted that there are limited student services available over the summer months. The Provost queried whether or not a new degree title is required and asked for information on this to be reported at the next meeting of Council.

**Decision/Action**

154.1: Council approved the proposal for a new Bachelor in Stage Management and Technical Theatre course to replace the existing Professional Diploma in Stage Management and Technical Theatre, to commence in September 2017.

154.2: The Senior Lecturer/Dean of Undergraduate Studies to provide further information in relation to the specific degree title to the next meeting of Council.

**CL/16-17/155 Any Other Urgent Business**

The Secretary to the College asked members to note the revised start times of the next two meetings of Council.

10 May 2017: 10.00 am
7 June 2017: 9.30 am

**SECTION B**

**CL/16-17/156 Undergraduate Studies Committee**

The draft minutes of the meeting of 21 March 2017 were noted and approved.

**CL/16-17/157 Graduate Studies Committee**

The Dean of Graduate Studies highlighted discussions at the recent meetings of GSC, in particular, he highlighted item B3, of the meeting of 16 February 2017, related to a proposal for a creative PhD in Literary Practice. He explained that doctoral candidates would produce both a literary piece of work and a thesis and likened this development to doctorates in the area of Music. The Dean of Arts, Humanities and Social Sciences noted that he has done some work on
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policy in this area. The Provost suggested that the creation of new types of PhD would require further discussion at a future meeting of Council.

The draft minutes of the 16 February 2017 were noted and approved, apart from item B3 on the proposal for a creative PhD in Literary Practice. The draft minutes of 23 March 2017 were noted and approved.

Decision/Action
157.1: The Vice-Provost/Chief Academic Officer to meet with the Dean of Graduate Studies, the Dean of Arts, Humanities and Social Science and the Academic Secretary to discuss and refine the policy in the area of creative doctorates.
157.2: The Dean of Graduate Studies to present a paper to a future Council meeting to enable a full discussion of this matter.

CL/16-17/158 International Committee
The minutes of the meeting of 25 January 2017 were noted and approved.

CL/16-17/159 Quality Committee
The minutes of the meeting of 9 March 2017 were noted and approved.

CL/16-17/160 Research Committee
The minutes of the meeting of 21 February 2017 were noted and approved.

CL/16-17/161 Student Life Committee
The draft minutes of the meeting of 21 February 2017 were noted and approved.

CL/16-17/162 Engagement Advisory Group
The minutes of the meeting of 15 December 2017 were noted and approved.

SECTION C

CL/16-17/163 Council Membership 2016/17
The Council noted and approved Ms Lisanne Peters as the representative of the Graduate Students’ Union on the University Council for the remainder of 2016/17, following the resignation of Ms Elvira Ruiz Jiménez, with immediate effect.

CL/16-17/164 Higher Degrees—Reports of Examiners
The Council noted and approved the reports of examiners on candidates for higher degrees, circulated, approved by the sub-committee of Board and Council on 8 March 2017 and noted by Board on 22 March 2017.

(i) Professional Higher Degrees by Research Alone
M.D. Ezzat Elhassadi, Paul Fleming, Robbie Seton Rowan Woods.

(ii) Higher Degrees by Research Alone
PhD Sultan Alshareef, Caroline Bergin Mcloughlin, Michelle Browne, Helen Burke, Obianuju Chike-Anamdi, Emma May Corr, John Cotter, Gene Mary Dalton, Aoife Delaney, Fergus Denman, Stephen Erskine, Sarah Fulham Mc Quillan.

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MSc Julie Donohoe, David Connor Montgomery, Aisling Marie O’Malley, Conor Parle, Nikki Siu Hai Wong.

**CL/16-17/165 Heads of School**
The Council noted that the Board on 22 March 2017 had approved the following:

(i) **School of Natural Sciences**
The nomination of Professor Patrick Wyse Jackson as Head of School of Natural Sciences for a three-year term commencing 3 July 2017.

(ii) **Extension of Term – Head of School of Pharmacy and Pharmaceutical Sciences**
The extension of Professor Anne Marie Healy’s first term as Head of School of Pharmacy & Pharmaceutical Sciences which began on 1 November 2013 and is to be extended until the end of Trinity Term 2017.

(iii) **School of Law**
The appointment following an election of Professor Oran Doyle as Head of School of Law for a second term of one year commencing 3 July 2017.

(iv) **School of Linguistic, Speech and Communication Sciences**
The appointment following an election of Professor Martine Smith as Head of School of Linguistic, Speech and Communication Sciences for a second term of two years commencing 3 July 2017.

**CL/16-17/166 School Directors**
The Council noted and approved the following appointments:

(i) **School of Histories and Humanities – Director of Research**
Professor Daniel Geary as Director of Research in the School of Histories and Humanities with immediate effect until the end of Trinity Term 2019.

(ii) **School of Linguistic, Speech and Communication Sciences**
To note and approve the Memorandum from the Head of School of Linguistic, Speech and Communication Sciences dated 30 March 2017.

(iii) **School of Natural Sciences:**
   a. Professor Mark Hennessy as Director of Undergraduate Teaching and Learning for a second term from 3 July 2017 to the end of Trinity Term 2020.
   b. Professor Mary Bourke for a first term as Director of Postgraduate Teaching and Learning from 3 July 2017 to the end of Trinity Term 2020.
   c. Professor Jane Stout for a second term as Director of Research from 3 July 2017 to the end of Trinity Term 2020.

**CL/16-17/167 Consolidated List of External Examiners 2017-18**
The Council noted and approved the Memorandum from the Senior Lecturer/Dean of Undergraduate Studies, circulated, dated 29 March 2017.

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SECTION D

In compliance with the Data Protection Acts this information is restricted.

Signed  ...................................................

Date  ....................................................