



Incorporating any amendments approved at subsequent Board meetings

### **Minutes of Board Meeting of 21 September 2016**

<i>Present</i>	Provost (Dr P J Prendergast), Vice-Provost/Chief Academic Officer (Professor C Morash), Senior Lecturer/Dean of Undergraduate Studies (Professor G S Martin), Registrar (Professor P Murphy), Bursar/Director of Strategic Innovation (Professor V Campbell), Professor D Ahern, Professor S Alyn Stacey, Dr O Braiden, Mr S Collins, Ms S Dunphy, Ms S Farrell, Dr D Fayne, Professor R Gilligan, Mr J Keogh, Professor C Laudet, Professor B M Lucey, Professor C McCabe, Mr K McNulty, Professor R Moss, Ms A Ní Lochlainn, Professor E O'Halpin, Professor D R Phelan, Professor R Timoney, Mr D Whelehan.
<i>Apologies</i>	Professor S M Draper, Mr T Keohane, Professor A Seery.
<i>In attendance</i>	Assistant Secretary to the College (Acting) (Ms S Kavanagh).
<i>(ex officio)</i>	Secretary to the College (Mr J Coman), Treasurer/Chief Financial Officer (Mr I Mathews).
<i>(by invitation)</i>	Chief Operating Officer (Ms G Ruane), Vice-President for Global Relations (Professor J Hussey).

### **SECTION A**

**BD/16-17/001**

#### **Statement of Interest**

The Secretary to the College advised that Mr James Keogh had contacted him in relation to a potential conflict of interest in relation to agenda item A.5 Update on Trinity Visitor Experience (TVE) as Mr Keogh was a staff member in the Library. The Secretary to the College advised the Board that he had discussed the matter with Mr Keogh, with the Librarian and College Archivist and with the Commercial Director and, as Mr Keogh has no direct involvement in the project, recommended he should remain in the meeting for this item and take a full part in any discussion. This recommendation was accepted by the Board.

A potential conflict of interest for a number of Board members in relation to Agenda items A.16 (Membership of Principal and Compliance Committees of Board 2016-2017) and A.18 (Membership of Science Gallery Governance Board) was identified after one of the Board members concerned contacted the Secretary to the College. The Secretary to the College had discussed the matter with the Provost and recommended that the Board members concerned remain present for the relevant agenda item but would not take part in any discussion nor take part in any vote (if a vote is called) on the item concerned. This recommendation was accepted by the Board.

**BD/16-17/002**

#### **Statutory Declaration**

New members of the Board made the statutory declaration as required under the 2010 Consolidated Statutes.

**BD/16-17/003**

#### **Minutes - Meeting of 22 June 2016**

The Minutes of the Board meeting of 22 June 2016 were approved and signed subject to the following amendment:

**BD/15-16/332 Provost's Report**

Engagement with multiple stakeholders is continuing and is being incorporated into the E3 plans.

**BD/16-17/004**

**Matters Arising from the Minutes**

**BD/15-16/331 Matters Arising from the Minutes (BD/15-16/304 and BD/15-16/279 Junior Academic Staff Progressions for 2016)**

The Vice Provost/Chief Academic Officer confirmed that the merit bar step is retained in the proposals for Junior Academic Staff Progressions 2016, and that the relevant paperwork reflects this retention.

**BD/15-16/336 Trinity Business School Update incorporating Value Engineering Options and requesting approval to sign the Main Contractor, Electrical Contractor, Mechanical Contractor contracts**

The Bursar/Director of Strategic Innovation informed the Board that the value engineering component of the Trinity Business School project is at an advanced stage of negotiation with the contractor, with only minor details remaining.

**BD/16-17/005**

**Provost's Report**

The Vice-Provost/Chief Academic Officer chaired the meeting for this item.

The Provost introduced his Workplan for 2016-17 by reminding Board members of the Mission Statement contained in the Strategic Plan 2014-2018. The Workplan is designed to meet the objectives and targets of this plan.

The Provost presented his Workplan for 2016-17 to the Board, under the following headings:

- (i) Redesign of management structures to focus on the Strategic Plan goals and increase the speed of decision-making, including:
  - Chief Officers Group (to include the Vice-Provost/Chief Academic Officer, Chief Operating Officer, Treasurer/Chief Financial Officer and Bursar/Director of Strategic Innovation): responsible for implementing the Board-mandated direction of the University.
  - Executive Officers Group: with a focus on strategic goals and issues;
  - Planning Group: with responsibility for recurrent budget planning and strategy; and
  - Capital Review Group, overseeing the financing of capital projects.
- (ii) Trinity Fundraising Campaign:
  - Executing a successful campaign is of strategic importance to the University;
  - To date, a number of projects have been selected for the campaign, and additional projects may be added as the campaign progresses;
  - The Provost's Council, which held its first meeting in September 2016, will meet annually, or more often if required;
  - The Campaign Cabinet, with an external Chair, will meet in plenary once a quarter, with a subgroup meeting monthly, to oversee the fundraising milestones and donor engagement.
- (iii) High-level strategic projects:
  - The Trinity Education Project (TEP), with the Provost as Chair and the Vice-Provost/Chief Academic Office as project sponsor, will move to the implementation phase in 2016-17. The Online Education Project may be aligned more closely with the TEP;
  - The Estates and Infrastructure Masterplan, being led by the Bursar/Director of Strategic Innovation, will include a comprehensive review of the Estate and the use of buildings and long-range planning for the Trinity Technology and Enterprise Campus (TTEC) and Pearse Street buildings.
- (iv) Projects in progress

The following are some of the key projects in progress. The Board will be informed of key development milestones as the year progresses:

- Trinity Business School and the Innovation and Entrepreneurship Hub: construction underway;
  - The Global Relations Strategy 2, under the direction of the Vice-President for Global Relations, would be reviewed;
  - Oisín House and student accommodation: essential for Global Relations Strategy 2, re-submission for planning permission would be brought to the Board in October;
  - E3-TTEC-Grand Canal Dock: Estates Strategy masterplan will include long-range planning to maximise use of this part of the campus. Government support would be essential;
  - Cancer Institute: joint approach with St James' Hospital. Discussion document to be brought to next Board meeting;
  - Trinity as a creative arts catalyst: successful launch in 2015-16, designed to seed projects in the creative arts community.
- (v) Communications and Government Relations;
- Pursue with the Director of Public Affairs and Communications the University's objectives in Dáil Éireann and the Oireachtas, including meetings with Ministers;
  - Updates to the Board through the Provost's Report;
  - Continue building research alliances aboard, led by the Dean of Research;
  - Supporting the Global Relations Strategy 2, led by the Vice-President for Global Relations, by fronting key international work visits (China, Singapore and India, among others, planned for 2016-17, to pursue academic collaborations and fundraising).
- (vi) Gender Implementation Plan;
- Led by the Vice-Provost/Chief Academic Officer, the University's response to the HEA review will be brought to Board by end 2016.
- (vii) Governance and general management:
- The Provost will chair the following in 2016-17, among others:
    - Board;
    - Council;
    - Appointment panels;
    - Promotion committees.

The following were noted in response to comments from Board members:

- Trinity performed well against other universities in philanthropic donations in 2015-16. The Trinity Fundraising Campaign will provide a focus and renewed impetus in the coming months;
- Additional projects can be added to those selected to date. Successful projects must be strategic to the University, be well organised with a champion at senior level, and meet the expectations and attract the interest of donors. Donors frequently seek matching funding to a donation. The Chief Operating Office is currently reviewing other means of funding student services.

In response to a question, the Provost informed the Board that the Douglas Hyde Gallery, whilst internationally recognised and enjoying wider community support, is currently undergoing governance changes, with plans to increase footfall while maintaining high quality exhibits. In response to comments from Board members, the Provost will invite Prof. Linda Doyle, Chair of the Douglas Hyde Gallery Board, to present to the Board on future plans for the Gallery in academic year 2016-17.

The Vice-Provost/Chief Academic Officer returned the chair to the Provost at this point.

**BD/16-17/006 Update on Trinity Visitor Experience (TVE)**

The Provost welcomed Mr Adrian Neilan, Commercial Director, Ms Helen Shenton, Librarian and College Archivist, and Mr Mark Ryan, external member of the TVE Steering Group, who joined the meeting for this item.

The Bursar/Director of Strategic Innovation informed the Board that the Trinity Visitor Experience (TVE) programme consists of (i) the Library Treasures Exhibition project and (ii) the Trailhead project. Both projects aim to enrich the visitor experience, enhance the image of Trinity and improve the University's ability to communicate effectively with visitors, ultimately yielding a growth in revenue and providing funds to commence necessary conservation work in the old Library, including replacement of the Book of Kells display case. The Bursar/Director of Strategic Innovation informed the Board that a full business case will be presented to the Board for approval in due course.

Ms Shenton provided an update on (i) the Library Treasures Exhibition project, including:

- The main aims of the Library Treasures Exhibition project are to improve the experience for visitors and to showcase the treasures the Library is holding on behalf of Ireland, while incorporating best practice in stewardship and conservation;
- Project centres around the Old Library and the Berkeley Podium;
- Re-locating the Library shop to the Berkeley Podium will allow more space for a reimagined Treasures Exhibition;
- The current exhibition was opened in 1998 as a temporary exhibition, and originally planned for 250,000 visitors. In excess of 750,000 people per year are now visiting making, it the second most attended paying visitor attraction in Dublin;
- Integrating the uniqueness of a working Library in a working University into the exhibition;
- Enhance the experience for non-English speaking visitors;
- The design team for the Podium and related construction works have been appointed;
- The Exhibition designer, Single Point design team and Project Management Quantity Surveying team for the Treasures Exhibition have been appointed.

Mr Neilan provided an update on (ii) Trailhead project, including:

- The Trailhead project will enhance the appearance of the Nassau Street and Front Gate entrances to the campus and provide improved access to information and facilities for visitors;
- The schedule of works started at the end of May and will conclude by September 2016 for Nassau Street and the end of December 2016 for Regent House;
- The refurbishment of Regent House will provide a better layout, provision of lift access and improved AV facilities, as well as improved access and toilet amenities for the Discipline of Music;
- Regent House will be significantly upgraded to become a place where visitors can learn more about Trinity via a short video message and a showcase of carefully selected objects;
- Regent House will revert to academic use during teaching term;
- The increased use of technology will be a primary integrator of the overall TVE programme.

Mr Ryan informed the Board that the current Treasures Exhibition appears dated and that analysis shows that repeat visitors are limited. Mr Ryan stated that project team are very happy with the appointed internationally renowned designers and architects, and that that the outcome will blend a visitor attraction with a working library to make for a unique visitor experience.

The following were noted in response to comments from Board members:

- The design of the new exhibition will be expected to draw additional academic visitors, and a student/research element will be incorporated into the design;
- The architects are currently finalising options for a permanent entrance to the new library shop in the Berkeley podium;

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- The works in Regent House and at the Nassau Street entrance are due to complete in the agreed timeframe;
- There are interim arrangements in place for the Discipline of Music during the refurbishment period;
- While some environmental work in the Old Library will be carried out, major conservation of the Long Room is out of scope of this phase of the TVE project;
- Improvements to the changing of opening of the Book of Kells and other materials are included within the TVE project;
- Other areas of College with potential attraction for tourists will be examined in due course.

Ms Shenton thanked Professor O'Hagan and colleagues involved in the procurement element of the project.

The Board noted the document dated 14 September 2016, from the Bursar/Director of Strategic Innovation, Mr Adrian Neilan (Commercial Director) and Ms Helen Shenton (Librarian and College Archivist).

*Mr Neilan, Ms Shenton and Mr. Ryan left the meeting at this point.*

#### **BD/16-17/007**

##### **Update on Simon Perry Building relocation matters**

The Bursar/Director of Strategic Innovation provided a summary of the proposed demolition of the Simon Perry Building, in relation to the Trinity Business School and the E3 projects.

The Bursar/Director of Strategic Innovation asked Board to note the unfavourable financial situation associated with building a replacement building for the Simon Perry occupants at this time and to consider and approve the following:

- Postpone the demolition of the Simon Perry Building until a viable business case can be developed to provide a replacement facility via a comprehensive and integrated E3 project;
- Should the timeline for construction of the E3 capital project go slightly beyond 2020, then an application will be made to Dublin City Council to extend the required demolition date of the Simon Perry Building;
- A modification to the Trinity Business School to allow for the enhanced use of the Pearse Street entrance, until an opening onto College Park becomes available. Additional costs associated with the Pearse Street entrance will be covered by the contingency approved by Board in June 2016 (BD/15-16/313 Trinity Business School (TBS) Revised Business Case);
- The relationship with donors to the Business School, which was considered a risk associated with any delay to demolition of the Simon Perry Building, is being carefully managed.

The following were noted in response to comments from Board members:

- The regularisation of planning permission, should the demolition of the Simon Perry Building be postponed beyond five years, has been assessed and is considered a low risk;
- The new plans include a side entrance from College Park to the Trinity Business School, but the main entrance will be via Pearse Street;
- The Project Management Office (PMO) levy, included in the business case, has been agreed by Executive Officers as the best way to fund the PMO Office. This method follows best practise for strategic project management;
- Trinity Development and Alumni are monitoring the re-orientation of the main entrance to the Trinity Business School, to ensure donors' concerns are addressed. The Pearse Street entrance will be designed as a feature of the building, and will be appropriate to the overall aesthetic of the building.

The Board noted and approved the document, dated 13 September 2016, from the Bursar/Director of Strategic Innovation.

*Dr. Braiden left the meeting at this point.*

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**BD/16-17/008 2010 Consolidated Statutes – Proposed changes to Chapter on the Fellows**

The Registrar informed the Board that eligibility for Fellowship is confined to full-time members of academic staff and that, currently, part-time members of the academic staff are ineligible to apply for Fellowship, and existing Fellows who go part-time are no longer Fellows.

The proposal presented to Board, to open eligibility to apply for Fellowship to part-time staff, was recommended in the report compiled by the Working Group of the Equality Committee, because the exclusion of part-time members of academic staff has a disproportionate impact upon women, and is also an Athena SWAN Gender Action (2015). Under the proposals, part-time members of academic staff will be eligible to apply for Fellowship from the 2017/18 academic year, subject to assent by the Fellows.

In response to a query from a Board member, the threshold of eligibility of at least 50% of the normal hours of work of a full time member of academic staff was proposed through consultation with the Fellows themselves, partly because it showed a substantial allegiance to College.

The Board noted and approved the memorandum, dated 1 September 2016, from the Registrar.

The Registrar will seek the assent of the Fellows to the proposal.

The Provost thanked the Registrar and all those involved in the proposal, and especially Prof. Eileen Drew for her work on gender matters.

**BD/16-17/009 University Council**

The Board noted and approved the draft Acta of the University Council meeting of 29 June 2016.

**BD/16-17/010 Any Other Urgent Business**

Following discussion by Board members, the Provost, Vice-Provost/Chief Academic Officer and Senior Lecturer/Dean of Undergraduate Studies will consider how best to support the Students' Union proposal for student participation in a day of action on underfunding in the higher education sector, scheduled for 19 October 2016.

**SECTION B****BD/16-17/011 Board Business****(i) Callover**

The Vice-Provost/Chief Academic Officer informed the Board that a draft report on the promotions process had been received from the Independent reviewer, Prof. Sanders, and will be presented to the Board in due course.

The Board noted the Board Callover from the meeting of 22 June 2016.

**(ii) Outcomes**

The Board noted the Board Outcomes from the meeting of 22 June 2016.

**BD/16-17/012 Finance Committee**

The Treasurer/Chief Financial Officer drew the Board's attention to minute FN/15-16/149, Consolidated Financial Estimates 2015/16, noting that this had been one of the key discussion points at the Annual Budget and Accountability Meeting with the HEA which took place on 12 May 2016. The Treasurer/Chief Financial Officer informed the Board that the University had issued a letter under Section 37 of the Universities Act, 1997, indicating that expenditure will exceed income in 2015-16, and had been asked by the HEA to provide a viable financial plan to return to balance within a reasonable timeframe. Further details on the meeting will be

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provided in the draft Finance Committee minutes that will be presented to Board at the meeting of 12 October 2016. The Treasurer/Chief Financial Officer noted that the Consolidated Financial Estimates form part of the induction for new Board members.

The Treasurer/Chief Financial Officer drew the Board's attention to minute FN/15-16/151, Trinity Business School (TBS) Update, highlighting that the requested increase in the project budget had been recommended by the Committee and was later approved by Board, but that any future cost increases must be met from value engineering approved by Board in June 2016. The Treasurer/Chief Financial Officer informed that Board that the Finance Committee also recommended that a thorough review of the budgets and cost estimates of existing capital projects, along with a review of the cost estimate process overall, be undertaken by the Capital Review Group as a matter of priority.

The Treasurer/Chief Financial Officer drew the Board's attention to minute FN/15-16/152, Online Education Strategy II Update, noting that the Online Education Strategy is to be refreshed given that pipeline courses for 2016/17 have been slow to materialise and in light of the performance to date.

The Board noted and approved the draft minutes of Finance Committee meeting of 10 June 2016.

**BD/16-17/013 Engagement Advisory Group**

The Board noted and approved the draft minutes of the Engagement Advisory Group meeting of 25 April 2016.

**SECTION C**

**BD/16-17/014 Board Meetings**

The Board noted the following changes to the schedule of Board meetings:

- Wednesday 7 December 2016 rescheduled to Wednesday 14 December 2016;
- Wednesday 21 June 2017 rescheduled to Wednesday 28 June 2017.

**BD/16-17/015 Administrative Procedures in the Summer Session**

The Board noted the memorandum from the Secretary to the College, as circulated, dated 29 August 2016.

**BD/16-17/016 Prizes and Awards - Amendment to the value of the Pollard Fellowship**

The Board noted and approved the memorandum, as circulated, from the College Librarian and Archivist dated 14 September 2016.

**BD/16-17/017 Membership of Principal and Compliance Committees of Board 2016-2017**

The Board noted and approved the memorandum, as circulated, from the Provost dated 9 September 2016.

**BD/16-17/018 Membership of Sub-Committees of Human Resources Committee**

**(i) Administrative and Library Staff Review Committee**

The Board noted and approved the nomination of Professor Agnes Higgins as Chair of the Administrative and Library Staff Review Committee in place of Professor Henry Rice, from 2016-2019.

**(ii) Chair of the Secretarial and Executive Officer Staff Review Committee**

The Board noted and approved the nomination of Professor John Saeed as Chair of the Secretarial and Executive Officer Review Committee in place of Professor Monica Gale, from 2016-2019.

**BD/16-17/019 Membership of Science Gallery Governance Board**

The Board noted and approved the following nominations:

- (i) Professor Christopher Morash, *ex officio*, replacing Professor Linda Hogan from 2016-2021.
- (ii) Professor Rachel Moss as Board representative on the Governance Board of the Science Gallery, replacing Professor Cliona O’Farrelly, from 2016-2020.

**BD/16-17/020 Ad Hoc Appeals Committee for the Decisions of the Review Committees for Administrative, Professional and Support Staff**

The Board noted the memorandum from the Registrar, as circulated, dated 8 September 2016.

**BD/16-17/021 Sealings**

The Board noted the sealings, as circulated, and attached as Appendix 1 to this Minute.

**BD/16-17/022 Memorandum and Articles of Association and nomination of Members of Trinity Asia Services Limited**

The Board noted and approved the memorandum from the Secretary to the College, as circulated, dated 29 August 2016.

**BD/16-17/023 Representation - National Digital Research Centre (NDRC) Board**

The Board noted and approved the memorandum from the Provost, as circulated, dated 26 August 2016.

**BD/16-17/024 Headship of School of Histories and Humanities**

The Board noted and approved the appointment of Professor David Ditchburn as Head of the School of Histories and Humanities for 1 year (2016-2017) (second term).

**BD/16-17/025 Trinity-Thapar Contractual Agreement**

The Board noted the memorandum from the Vice-President for Global Relations, as circulated, dated 14 September 2016.

**SECTION D**

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

Signed: .....

Date: .....



### Sealings

8 June 2016

**The Governor and Company of Bank of Ireland  
Proposed Bank of Ireland Premises**

The Seal of the College was put for Licence for Works between the Provost, Fellows, Foundation Scholars, and the other members of Board, of the College of the Holy and Undivided Trinity of Queen Elizabeth near Dublin and The Governor and Company of Bank of Ireland.

14 July 2016

**The Birr Scientific & Heritage Foundation Limited**

**Lease of the field known as the Wetherlock and Mount Palmer Yard and Buildings in Birr Castle Demesne**

The Seal of the College was put in duplicate for Agreement for Lease between the Provost, Fellows, Foundation Scholars, and the other members of Board, of the College of the Holy and Undivided Trinity of Queen Elizabeth near Dublin and The Birr Scientific & Heritage Foundation Limited.

25 July 2016

**Cesanta Software Limited  
Unit 6.8 The Tower Trinity Technology & Enterprise Campus, Pearse Street  
Licence**

The Seal of the College was put in duplicate for Licence between the Provost, Fellows, Foundation Scholars, and the other members of Board, of the College of the Holy and Undivided Trinity of Queen Elizabeth near Dublin and Cesanta Software Limited, Unit 6.8 The Tower Trinity Technology & Enterprise Campus, Pearse Street.

25 July 2016

**Cesanta Software Ltd.  
Unit 6.8 The Tower, Trinity Technology & Enterprise Campus, Pearse Street  
Licence**

The Seal of the College was put in duplicate for Licence between the Provost, Fellows, Foundation Scholars, and the other members of Board, of the College of the Holy and Undivided Trinity of Queen Elizabeth near Dublin and Unit 6.8 The Tower, Trinity Technology & Enterprise Campus, Pearse Street.

27<sup>th</sup> July 2016

**Kabardin Limited, Lunarium Property Holdings Limited,  
Conor Martin/Terry McGovern and Ian Lacey/Shane McLoughlin.  
Lincoln Inn, 18/19 Lincoln Place, Dublin 2  
Lease**

The Seal of the College was put in quadruplicate for Agreement for Lease between the Provost, Fellows, Foundation Scholars, and the other members of Board, of the College of the Holy and Undivided Trinity of Queen Elizabeth near Dublin and Kabardin Limited, Lunarium Property Holdings Limited, Conor Martin/Terry McGovern and Ian Lacey/Shane McLoughlin, Lincoln Inn, 18/19 Lincoln Place, Dublin 2.

29<sup>th</sup> July 2016

**The Financial Services Ombudsman's Bureau and the Office of The Pensions Ombudsman  
Fourth Floor, Lincoln House, 6-16 Lincoln Place, Dublin 2**

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**Including use of three car spaces**

**Lease**

The Seal of the College was put in duplicate for Lease between the Provost, Fellows, Foundation Scholars, and the other members of Board, of the College of the Holy and Undivided Trinity of Queen Elizabeth near Dublin and The Financial Services Ombudsman's Bureau and the Office of The Pensions Ombudsman.

4 August 2016

**Cesanta Software Ltd.**

**Unit 17(i) The Tower, Trinity Technology & Enterprise Campus, Pearse Street**

**Licence**

The Seal of the College was put in duplicate for Licence between the Provost, Fellows, Foundation Scholars, and the other members of Board, of the College of the Holy and Undivided Trinity of Queen Elizabeth near Dublin and Unit 17(i) The Tower, Trinity Technology & Enterprise Campus, Pearse Street.

17 August 2016

**Catherine Pepin,**

**Unit 5.2 The Tower, Trinity College Enterprise Centre, Trinity College, Dublin 2**

**Lease**

The Seal of the College was put in duplicate for Agreement for Lease between the Provost, Fellows, Foundation Scholars, and the other members of Board, of the College of the Holy and Undivided Trinity of Queen Elizabeth near Dublin and Catherine Pepin.

31 August 2016

**Trinity College, the University of Dublin, Shane Allwright, Paula Murphy, John Burke, Michael Murray, Michael Gleeson**

**Deed**

The Seal of the College was put for Deed between the Provost, Fellows, Foundation Scholars, and the other members of Board, of the College of the Holy and Undivided Trinity of Queen Elizabeth near Dublin and Shane Allwright (Retiring Trustee of the Marino Institute of Education (MIE)), Professor Paula Murphy (New Trustee of MIE), John Burke, Michael Murray and Michael Gleeson (Continuing Trustees of MIE).

1 September 2016

**Amethyst Designs Limited**

**5.7 and 5.8 The Tower, Trinity Technology & Enterprise Campus, Pearse Street, Dublin**

The Seal of the College was put in duplicate for Licence between the Provost, Fellows, Foundation Scholars, and the other members of Board, of the College of the Holy and Undivided Trinity of Queen Elizabeth near Dublin and Amethyst Designs Limited.

1 September 2016

**The Governor and Company of the Bank of Ireland**

**On-Campus Premises for use as a Retail Bank Branch and for the Retail Sale of Financial Services**

**Deed of Variation of Lease**

The Seal of the College was put in duplicate for Deed of Variation of Lease between the Provost, Fellows, Foundation Scholars, and the other members of Board, of the College of the Holy and Undivided Trinity of Queen Elizabeth near Dublin and The Governor and Company of the Bank of Ireland.

1 September 2016

**Michael Edwin Allen and David Allen  
Fourth Floor, Lincoln House, Lincoln Place, Dublin 2  
Settlement Agreement**

The Seal of the College was put in duplicate Settlement Agreement between the Provost, Fellows, Foundation Scholars, and the other members of Board, of the College of the Holy and Undivided Trinity of Queen Elizabeth near Dublin and Michael Edwin Allen and David Allen.

1 September 2016

**Whitefire Offices Limited  
Unit 23 Trinity Technology and Enterprise Centre  
Licence**

The Seal of the College was put in duplicate for Licence between the Provost, Fellows, Foundation Scholars, and the other members of Board, of the College of the Holy and Undivided Trinity of Queen Elizabeth near Dublin and Whitefire Offices Limited.