

IL Steering Committee Meeting

Date – Tuesday 16th December 2025

Time – 10.00am

Venue – Online via Teams

Agenda

- Welcome
- Apologies
- Minutes of Meeting
- Matters Arising
- IL Programme / Events Update
- IL Steering Sub – Committees
- IL Evaluation
- Oide Re-Endorsement
- A.O.B
- Date of Next Meeting



In Attendance	Joan Russell, Sharon Coffey, Eugene Power, Becky Saunders, Anne McHugh, Finn Ó Murchú, Orlagh Ní Fhaoláin and Paula Fitzpatrick
Apologies	Sarah Buckley
Welcome / Opening Remarks	Joan welcomed the members of the committee to the meeting and wished all a happy Christmas and new year. Joan also welcomed a new member of the IL committee Orlagh Ní Fhaoláin.
Minutes of Meeting Dated: 26th June 2024	The minutes were adopted Proposed by – Becky Saunders Seconded by – Sharon Coffey
Matters Arising	It was raised the importance of having face to face meetings and it was agreed that the next IL meeting will be face to face.
Correspondence	Geraldine McNamara - Óide re Endorsement of ILP Andrew Drysdale, General Manager, Mount Wolseley

IL Programme / Events Update

Joan provided an update regarding the IL Programme / Events update.

[161225 IL Programme Update.pdf](#)

Following a discussion the below was noted.

Cohort 16 - Notification of requirements have issued to participants of Cohort 16 in advance of session 4 commencing. It was noted that participants will not graduate if they do not complete all requested requirements and it was agreed that a certificate of participation will issue.

Cohort 17 - Sharon Coffey provided an update regarding the participation of 11 of 13 KCETB schools for Cohort 17. KCETB agreed to pay 30% of the registration fee and the remaining 70% of the fee will be invoiced to the schools.

Lasair – It was agreed that more promotion of the programme is required. Orlagh has agreed to present at the Principals & DPs Conference in January, which will include a promotion for it.

NCSE – Sharon and Becky are leading out on the delivery and facilitation. Module 2 is scheduled for Tuesday 20th / Wednesday 21st January 2026 in the Talbot Hotel and Wednesday 28th / Thursday 29th January 2026 in the Athlone Springs Hotel.

Action	Person Responsible	Deadline
N/A	N/A	N/A

IL Steering Sub-Committees

Joan provided an update and slides regarding the current IL Steering Sub-Committees.

[Presentation IL Sub-Committees.pptx](#)

Following a discussion the below was noted and actions arising from the discussion recorded.

It was agreed to have Planning for the Sustainable Delivery of the Programme as a stand alone agenda item for future IL Steering Committee meetings and move forward with 1. Partnerships at National and International Level, 2. Support Structure for Graduates and 3. Research as IL Steering Sub-Committees. It was also agreed to issue an email to all members of the committee to seek nominations to join the sub-committees.

Action	Person Responsible	Deadline
Issue email to all to seek nominations for IL Sub-Committees	Paula Fitzpatrick	ASAP

IL Evaluation

Joan provided an update regarding the IL Evaluation.

[Tender Request.pdf](#)

Joan advised that she had met with Joe Collins and commenced the tender process. The closing date was 15th December 2025. The timeline is as follows: commence Jan 2026, conclude June 2026, with a launch in September 2026. Joan advised that she will provide a further update at the next meeting.

Action	Person Responsible	Deadline
Provide an update regarding the IL Evaluation	Joan Russell	Next IL Steering Meeting

Oide Re-Endorsement

Joan Russell provided an update regarding the *Oide* Re-Endorsement, to advise that Geraldine McNamara had scheduled a Zoom meeting for Friday 19th December 2025 to meet with the panel to discuss the re-endorsement of the ILP. Joan also advised that she will provide a further update at the next meeting regarding the outcome of the zoom meeting.

Action	Person Responsible	Deadline
Provide an update regarding the outcome of the Zoom meeting 19/12/2025	Joan Russell	Next IL Steering Meeting

A.O.B.

There was no AOB

Action	Person Responsible	Deadline
N/A		

Date of next meeting

It was discussed and agreed that the next meeting would be face to face.

It was agreed that Paula Fitzpatrick would issue an email and a doodle poll to all committee members to determine a date for the next meeting.

Action	Person Responsible	Deadline
Issue Doodle Poll to determine a date for the next meeting	Paula Fitzpatrick	ASAP
Issue the minutes of the meeting and agenda to all	Paula Fitzpatrick	ASAP

This concluded the business of the meeting and the meeting concluded @ 11.15am



Joan Russell
Chairperson