

- 1.1:0 **Constitution of the meeting:**
Chair: G. Wright
Minute: G. Joyce
Present: G. Hunter, L. Hunter, K. Farrell, R. Dempster, T. Barker
1.1:1 Apologies: W. Cowan
- 1.2:0 **Minutes Accuracy**
Minutes agreed as accurate
- 1.3:0 **Secretary's update:**
G. Hunter updated that PRD review procedure has been discussed at recent joint LNCT and issues surrounding Joint LNCT and procedures for agreeing common policy were highlighted.
- 1.3:1 G. Hunter update that 2 further papers were discussed at LNCT. Flexible Working Policy and Accelerated Incremental Progression was discussed at length as was the constitution of the appeal panel for the AIP application.
- 1.3:2 G. Hunter updated that a working group has been set up to focus on the Nursery sector. G. Hunter and R. Dempster are to attend a meeting on 26th March.
- 1.4:0 **Treasurer's Report:**
K. Farrell reported back that honoraria has still to be paid as some details are outstanding. Karen asked that concerned parties forward their details.
- 1.5:0 **Learning Rep update:**
K. Farrell updated that the EIS H&W Learning Conference was a success.
- 1.6:0 **AGM arrangements:**
G. Joyce has arranged accommodation and informed AGM delegates of details.
- 1.7:0 **Exec meeting dates:**
Exec agreed that the dates for the meetings until the summer break would be as follows:
 Wed 24th April
 Wed 15th May
 Wed 12th June
- 1.8:0 **AOCB:**
G. Joyce asked that K. Farrell check that the donation in lieu of rent for the EIS office space for the financial year April 2012-April 2013 had been paid.