

**Report on Minutes of Education Finance Board  
21<sup>st</sup> November 2006**

Date	Topic	Decision
21.10.06	<b>Minutes of Meeting of 12<sup>th</sup> October, 2006</b>	Approved
	<p><b>Matters arising from Minutes</b>            The Chairperson advised that he had conveyed the EFB's thanks for all assistance to date to the Principal Officer of the DES Residential Institutions Redress Unit. He will also meet with the Secretary General to convey appreciation for the significant support provided by the staff of the Unit during the Board's early days. The Chairperson also advised that he would make contact with the Director General of the Law Society and ask that clients of the EFB should not be charged by solicitors for supplying letters confirming their residence in institutions.</p>	
	<p><b>Correspondence</b>            Three letters from the Board in relation to the article that appeared in the Sunday Times were circulated.            A letter dated 17<sup>th</sup> October, 2006 from the National Centre for Education in Guidance was noted. The Adult Education Guidance Initiative hope to issue guidelines in relation to the personal, education and career guidance needed for clients of the EFB.</p>	<p>Noted</p> <p>The Board agreed to facilitate this initiative and to develop a working relationship with the Guidance Service.</p>
	<p><b>Criteria</b>            The Chairperson reported on feedback on meetings with representatives of support groups.            It was agreed that, as part of the future advertising and information campaign, the support groups would be partners with the Fund and that between January and June the EFB would attend, as appropriate, at support group meetings.            It was agreed to put in process the production of a poster for publicity purposes. It was agreed that the Chairperson would prepare an additional suitably edited copy of these minutes, which the Board could consider as a template for wider publication.            The members were advised of the arrangements for publication and media launch.</p>	<p>The Board unanimously adopted the revised Criteria for implementation with effect from 21<sup>st</sup> November, 2006.</p>
	<p><b>Application Forms</b>            Discussion took place regarding confusion as to the definition of a stepchild and a spouse.</p>	<p>It was agreed that in the case of a stepchild a marriage certificate would be needed. In the case of a spouse the definition would be on a case by case basis where a marriage certificate was not presented as documentation.</p>
	<p><b>Finance</b>            The balance in the account was noted.            It was agreed to invite the Principal Officer of the Residential Institutions Redress Board to the next meeting to discuss funding and transparency.</p>	
	<p><b>I.T. and Communication Requirements</b>            Refinements to the database to take account of the new criteria to be undertaken. The Computer Service Agreement was awarded.</p>	
	<p><b>Staffing</b>            It was reported that arrangements for the secondment of the Secretary/Manager from CDVEC were being finalised.</p>	

	<p>DES had sanctioned the appointment of a temporary Administrative Assistant for a period of four years. This appointment will be reviewed in four years' time as part of an overall review of the operation of the Board.</p> <p>A report was given on interviews held for a temporary Grade Three Officer on a three-month contract.</p>	
	<p><b>Approvals and Appeals</b></p> <p>There were 152 approvals from 138 applicants. These were noted and agreed.</p> <p><b>Appeals: 4 Appeals.</b> These were taken under the new criteria.</p>	