

**Report on Minutes of Education Finance Board
31st January, 2007**

Date	Topic	Decision
31.1.07	<p>Minutes of meeting 13th December, 2006 Point of order raised by a member re authorship of minutes and implications for independence of Board. It was noted that following appointment of Secretary /Manager and subsequent termination of secretarial service provided by DES, the preparation of minutes had been dealt with solely by the Secretary/Manager in consultation with Chairperson.</p>	Approved
	<p>Matters arising from Minutes Chairperson reported on a preliminary discussion with the Director General of the Law Society re possibility of using the Law Society with regard to possible charges for validating confirmation of residency for clients of the EFB. Correspondence concerning solicitors has been referred to an officer of Department of Education and Science in an effort to bring closure on this issue. An officer of Department of Education & Science will meet Board when it has publicity schedule in place. Chairperson recommended that Board engage tax adviser to advise on VAT and Tax Clearance procedures This was noted and agreed.</p>	<p>To be followed up by Chairperson with a more detailed discussion.</p> <p>Noted</p> <p>Noted and agreed.</p>
	<p>Correspondence E-mail from Secretary of National Counselling Helpline Stating the members of the Board and brief of Helpline. Correspondence received from Standards in Public Office Commission – EFB comes under its remit from 1st January, 2007. Letter received from National Centre for Guidance in Education inviting nomination from Board to participate in new advisory group.</p>	<p>Clarification sought as to whether Helpline service is approved by the State.</p> <p>All Board members included under Act.</p> <p>Board Member nominated.</p>
	Criteria	Board decided that next meeting would be dedicated to this topic.
	<p>Internal Control Issues The Chairperson presented a paper on this issue and made recommendations.</p>	Members agreed in principle to recommendations but deferred consideration of implementation issues to the next meeting
	<p>Finance NTMA Report CDVEC Financial Statement of EFB to 31.12.06</p>	Noted Noted
	IT & Communications Requirements	Deferred to next meeting.
	Staffing	Deferred to next meeting
	<p>Approvals 283 proposed approvals 2 oral appeals</p>	Approved
	<p>Appeals and Queries 2 oral appeals - one of which was a no show by appellant.</p>	Remaining appeals and queries deferred to next meeting.