

**Report on Minutes of Education Finance Board
18th February, 2010**

Date	Topic	Decision
18.2.10	<p>Minutes of meeting held on 26th January, 2010 The minutes of the meeting were adopted. The minutes of the Finance Committee held on 26th January 2010 were circulated and noted.</p>	<p>Approved</p> <p>Noted</p>
	<p>Matters arising from the Minutes It was reported that the revisions, dates of implementation and updating of the procedures document of the EFB to the Statement of Internal Financial Control had been accepted by Crowleys DFK. It was emphasised that the EFB has adequate systems in place to promote an effective system of internal financial control and with these changes in place the Board would be in a state of compliance with the Code of Practice for the Governance of State Bodies.</p> <p>It was agreed to raise the issue of staffing with the Secretary General of the Department of Education and Science.</p>	<p>The Review of the Statement of Internal Financial Control was approved.</p>
	<p>Notification of Motions No Notices of Motions were received for this meeting.</p>	
	<p>Correspondence A complaint had been received by the Board regarding the length of time taken to process applications. It was agreed that this is becoming an issue for the Board.</p> <p>A letter from the Comptroller and Auditor General regarding the implementation of a Remote Access Solution for enhanced data security was noted.</p> <p>The Chairperson and the Deputy Chairperson signed, in the presence of the Board, the National Treasury Management Agency (NTMA) "Notice to Financial Institutions" for return to the NTMA.</p>	<p>It was agreed to write to the complainant acknowledging receipt of the complaint.</p>
	<p>Approvals, Appeals and Queries There were 178 approvals in respect of 164 applicants to a total value of €129,885.75. The breakdown of the approvals is as follows: former resident 44 (24.72%); child 101 (56.74%); grandchild 30 (16.85%); spouse 3 (1.69%). The country analysis is: Ireland 148 (83.15%); UK 30 (16.85%); USA 2 (1.1%); France 1 (0.50%).</p>	
	<p>Criteria Matters for consideration at this meeting were dealt with Under No. 8 - Annual Report.</p>	
	<p>Publicity A request was received by the Board from an organisation wishing to arrange a website link to the EFB and it was agreed Board members would study the practicalities of this request before the next meeting of the Board</p>	
	<p>Finance NTMA Report: The total Fund on 31.10.10 was €4,952,033.79. There was a request for a draw-down from the NTMA to CDVEC. City of Dublin Vocational Education Committee (CDVEC) Financial Statement to February 2010.</p> <p>The Board was informed that the Finance Committee had reviewed with Crowleys DFK the quarterly management accounts for the period October-December 2009.</p>	<p>Noted and agreed.</p> <p>Noted and agreed.</p> <p>Noted and agreed</p> <p>Noted</p>

	The Board was also informed that preparation of the Financial Statements for the year ended 2009 and the commitments for the fund for submission to the Comptroller and Auditor General were in process with the office and the Finance Committee and the final financial statements would be brought for the Board's approval at the next meeting.	Noted and agreed.
	Annual Report Members of the Board were brought through the Annual Report 2008 and changes were pointed out that would be required under the Code of Practice for the Governance of State Bodies and the reconstitution of the Board	It was agreed that a draft Annual Report would be sent to members before the next meeting.
	IT and Communications Requirements The Board agreed for remote access by Calyx and Salespulse to the server of the EFB.	
	Staffing This item was dealt with under Matters Arising from Minutes.	
	Next meeting The date of the next meeting was agreed as Tuesday, 16 th March 2010 at 14.00 hrs. The Finance Committee agreed to meet beforehand.	