

**Report on Minutes of Education Finance Board
18th November 2010**

Date	Topic	Decision
18.11.10	<p>Minutes The minutes of the meeting held on 14th October 2010 were adopted, subject to amendment.</p> <p>The minutes of the meeting of the audit committee held on 14th October, 2010 were circulated at the meeting.</p>	<p>Approved</p> <p>Noted</p>
	<p>Matters arising from the minutes This was dealt with at the commencement of the meeting.</p>	
	<p>Notification of Motions After discussion the Notification of the following Motion was unanimously agreed:</p> <p>“Noting that the Board has operated on a consensus basis to date, from here forward in any case where a member requests a vote, this request will be granted”.</p>	<p>Agreed</p>
	<p>Correspondence Letter from the Department of Education and Skills (DES) advising that the DES has recently revised its <i>Procedures for Responding to Allegations of Child Abuse</i> and enclosing a copy of these revised procedures for the Board’s information.</p> <p>Letter from the Ombudsman stating that a complaint by an applicant to the Board was not upheld and that the case was now closed.</p> <p>An invitation from the Lamh Healing Foundation for the official opening of the Foundation on 22nd November 2010 in Shreelane, Leap, Co. Cork.</p> <p>A letter of information re Right of Place/Second Chance new Board of Directors.</p> <p>A copy of the Ethics in Public Office form – Statement of Additional Interests – which needs to be signed in the New Year by Board members.</p>	<p>Noted and agreed that the matter be considered in detail at a future meeting.</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>
	<p>Approvals, Appeals and Queries There were 177 approvals in respect of 158 applicants to a total value of €150,624.18. The breakdown of the approvals is as follows: former resident 51 (28.82%); child 65 (36.72%); grandchild 53 (29.94%)/ spouse 8 (4.52%). Countries of applicants: Ireland 139 (78.54%); UK 33 (18.64%); Australia 1 (0.56%); USA 2 (1.14%); Sweden 1 (0.56%); New Zealand 1 (0.56%).</p> <p>Two members of the Board reported that they had examined the procedures relating to the processing of applications, with particular reference to the triaging of applicants, in an effort to look at the backlog in applications which is at present within the system. The members noted that it is the volume of applications at certain times of the year that cause the backlog and these were outlined as September-December and January-March. The system itself is robust and various ideas were put forward to deal with the problem.</p>	<p>The Board agreed to look at this issue of backlog at a future date.</p>

	<p>Criteria This item was discussed under No. 5 of the Agenda: Approvals, Appeals and Queries.</p>	
	<p>Publicity This item was discussed under No. 5 of the Agenda: Approvals, Appeals and Queries.</p>	
	<p>Finance The Board was presented with the Draft Financial Statements issued to the C&AG in March 2010 and which are now ready to be signed by the Board. The C&AG had indicated that the 2009 Accounts were a true and fair account of the Board's affairs and an unqualified clean certificate would issue once the accounts were signed off by the Board.</p> <p>The Chairperson of the Audit Committee presented the Quarterly Management Accounts for the period July to September 2010. After discussing the points that had been raised by the Accountants to the Board it was agreed that the Quarterly Management Accounts were in order and were a true reflection of the work of the Board.</p> <p>The Board was informed that the annual review of the system of Internal Financial Control would take place before the final meeting for the year 2010 as a follow-up to last year. It would take place over a four day period and the draft report would be available for the next meeting.</p>	<p>It was proposed and seconded that the Draft Financial Statements for the year ended 31st December 2009 be recommended for approval and signed on behalf of the Board.</p> <p>Noted.</p>
	<p>NTMA Report The total Fund value on 31.10.10 was €3,814,755.25. There was no request for a draw-down from the National Treasury Management Agency (NTMA) to CDVEC. City of Dublin VEC Financial Statement to October 2010.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p>
	<p>IT and Communication Requirements There was no business for this item.</p>	
	<p>Staffing The Board approved one temporary contract for 6 months and one fixed term contract for one year in relation to staffing.</p>	<p>Agreed</p>
	<p>Next Meeting The date of the next meeting was agreed as Thursday, 16th December commencing at 14.00 hrs.</p>	