

**Report on Minutes of Education Finance Board
held on 18th January 2012**

Date	Topic	Decision
18.1.12	Prior to the commencement of the meeting a minute's silence was held as a mark of respect to the late Mary Raftery. There was acknowledgement of the debt of gratitude that former residents felt in the airing of programmes such as 'States of Fear'.	Agreed
	<p>Minutes</p> <p>The minutes of the fourteenth and fifteenth meetings held on 14th December 2011 and 20th December 2011 were adopted.</p> <p>The minutes of the audit committee held on 14th December 2011 were circulated and noted.</p>	<p>Adopted</p> <p>Noted</p>
	<p>Matters arising from the minutes</p> <p>Possible outcomes for the Education Finance Board as a legal entity were outlined in the light of the present Board's tenure coming to an end on 16th February 2012. It was emphasised that, although the staff of the Board could process applications, they could not approve them. Any delay in approving applications would result in further backlogs occurring over which the Board had no control. The need to ensure that the establishment of the Statutory Fund did not lose its momentum if the new Board was appointed was also highlighted. It was noted that arrangements to be made for the continuation of the work of the Board after 16th February 2012 would be a matter for the Minister. It was agreed that if any such arrangements required the participation of members they would be willing to facilitate them.</p> <p>In compliance with the Standards in Public Office Commission the members and secretary signed their disclosure/nil return Ethics in Public Office forms to be forwarded to the Standards in Public Office Commission for the year 2011.</p> <p>The Board was presented with the draft Code of Business Conduct for Staff of the Board which had been discussed as part of the Audit Committee's agenda that morning. This is part of the programme to comply with the Code of Governance for State Bodies. It was agreed that, following staff consultation and approval, the draft document would be brought to the Board once more for approval at the next meeting.</p>	<p>Agreed</p> <p>Agreed</p>
	<p>Notification of Motions</p> <p>No Notices of Motions were received for this meeting.</p>	
	<p>Correspondence</p> <p>Notification of the Audit of Financial Statements 2011 by the Comptroller and Auditor General (C&AG) for the year 2011.</p>	Noted
	<p>Approvals, Appeals and Queries</p> <p>There were 62 approvals in respect of 51 applicants to a total value of €68,813.55. The breakdown of the approvals is as follows: former</p>	

	resident 12 (19.35%); child 25 (40.32%); grandchild 24 (38.72%); spouse 1 (1.61%). The country analysis is: Ireland 30 (48.39%); UK 29 (46.78%); Spain 1 (1.61%); Australia 1 (1.61%); USA 1 (.61%).	
	Criteria This item was dealt with under No. 2 Matters arising from the Minutes	
	Publicity The Board was informed that former residents were very concerned at the lack of information about the new Statutory Fund and how it would apply to them individually.	It was agreed to monitor the situation before making any further comment
	<p>Finance The Chairperson of the Audit Committee led the members through the discussion of the Audit Committee that morning. He informed the members that Crowleys DFK were completing the risk assessment for the Board. The Draft Code of Business Conduct for Staff or the Board was now in place and, following consultative processes with the staff, it was hoped the Code would be approved at the next meeting of the Board. The Board agreed that the quarterly management accounts were a true reflection of the work of the Board.</p> <p>NTMA Report: The total Fund value at 31.12.11 is €1,302,630.57.</p> <p>There was a request for a draw-down from the National Treasury Management Agency (NTMA) to CDVEC.</p> <p>City of Dublin Vocational Education Committee (CDVEC) Financial Statement to December 2011.</p> <p>Invoice dated 20.12.11 from Crowleys DFK Chartered Accountants for preparation or risk assessment on-site and attendance on-site at EFB offices for audit meeting in relation to risk assessment.</p>	<p>Noted and agreed.</p> <p>Noted</p> <p>Noted</p>
	IT and Communication Requirements The Board was informed that the work in relation to the issue of data protection for the documentation belonging to all the former residents and their relatives was nearly complete. It was hoped to bring the completed document to the Board at its next meeting.	
	Staffing This item was dealt with under No. 2 Matters arising from the minutes.	
	AOB There was no business for this item	
	Next meeting It was agreed that the Board would next meet on Wednesday, 15 th February 2012 at 13.00 hrs. with an audit meeting to take place at 11.30 a.m.	

