

**Report on Minutes of Education Finance Board
held on 22nd September, 2011**

Date	Topic	Decision
22.9.11	<p>Prior to the commencement of the meeting the Chairperson drew attention to the large number of applications to the Board since the last meeting. After discussing the situation with regard to the acceptance of any new applications to the Board, it was agreed to arrange a meeting with the Department of Education and Skills in order to discuss a number of issues including the timeframe of the new Statutory Trust Fund and the functions of the Statutory Trust Fund in relation to the education fund.</p> <p>It was also agreed that the office would continue to accept applications to the Board for the present. This is in light of the information notices that are being sent to all applicants informing them that when the funds have been fully allocated the Board will no longer be in a position to award grants in respect of any new applications. Former residents will also be informed of the proposed new Statutory Fund and will be directed to the DES website for detailed information.</p>	
	<p>Minutes The minutes of the meetings held on 23rd August 2011 were adopted.</p> <p>The reports of the meetings dated 19th May and 9th June were noted.</p>	<p>Adopted</p> <p>Noted.</p>
	<p>Matters Arising The Board was informed of personnel changes in the Department of Education and Skills. The Chairperson also informed the Board that he had written to DES proposing the renewal of fixed term contracts for members of office staff.</p> <p>It was agreed that consideration would be given to the holding of weekly approvals meetings, which would be of benefit in processing applications, and that the signature of one Board member and the signature of the Secretary/Manager would be sufficient for an approval meeting to take place.</p>	<p>Noted</p> <p>Noted and agreed.</p>
	<p>Notification of Motions No Notices of Motions were received for this meeting.</p>	
	<p>Correspondence A copy of the report on the Board's operations and activities to the Minister for Education and Skills, as required by paragraph 13.1 of the Code of Practice for the Governance of State Bodies.</p> <p>A copy of the letter from the Chairperson to the Department of Education and Skills informing them of the Board's decision to renew the contracts of its employees for further fixed terms.</p> <p>Letter of acknowledgement from the Minister for Education and Skills regarding the report of the Board's operations with regard to the Code of Practice for the Governance of State Bodies.</p> <p>Letter of invitation from the Irish Deaf Society for members to attend the launch of a photography exhibition entitled "Signs of Life" on October 13th. It was agreed that one of the Board members would represent the Board at this function.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>

	<p>Approvals, Appeals and Queries There were 89 approvals in respect of 78 applicants to a total value of €69,501.43. The breakdown of the approvals is as follows: former resident 18 (20.22%); child 34 (38.20%); grandchild 31 (34.84%); spouse 6 (6.74%). The country analysis is: Ireland 54 (60.68%); UK 27 (30.34%); USA 4 (4.49%); New Zealand 4 (4.49%).</p>	
	<p>Criteria A discussion took place regarding the family limit of €15,000 and it was agreed that the matter would be reviewed at a future meeting of the Board.</p>	Agreed
	<p>Publicity There was no business for this item.</p>	
	<p>Finance</p> <p>The Comptroller and Auditor General had informed the Board that the Financial Statements for the year ended 2010 are now ready to be signed. It was agreed that the Financial Statements for the year ended 31st December 2010 be recommended for approval and signed by the Chairperson of the Board and the Chairperson of the Audit Committee.</p> <p>The Board was also presented with the Letter of Representation which noted that the Board would have sufficient working capital for the year 2011 and that the Statement on Internal Financial Control reflected the Board's compliance with the Code of Practice for the Governance of State Bodies.</p> <p>NTMA Report: The total Fund value at 31.7.11 is €2,097,673.61.</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 August 2011.</p>	<p>Noted and agreed</p> <p>Noted and agreed.</p>
	<p>IT and Communication Requirements IT support contract for the year 2011/2012 noted and agreed.</p>	
	<p>Staffing The item was dealt with under Item 2 of the Agenda: Matters arising from the Minutes.</p>	
	<p>AOB There was no business for this item.</p>	
	<p>Next meeting It was agreed that the Board would next meet when a date for a meeting with DES had been arranged.</p>	