

**Staff Commission for Education and Library Boards  
Annual Report and Accounts  
For the year ended 31<sup>st</sup> March 2010**

*The Accounting Officer authorised these  
Financial statements for issue on  
29 June 2010*

*Laid before the Northern Ireland Assembly under Article 38(2)  
of the Education and Libraries (Northern Ireland) Order 2003  
by the Department of Education*

*on*

*29 June 2010*



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## **SECTION 1**

### **MISSION STATEMENT**

“To maintain the Commission as a key strategic resource within the Education and Library Service ensuring best practice in relation to organisational development and human resources management.”

### **EQUALITY STATEMENT**

The Commission is fully committed to an organisational culture that provides and promotes diversity. It will mainstream equality and diversity into its policies and practices. The Commission will also explore opportunities to promote good relations in the delivery of its services.

### **CORE VALUES**

In delivering services the Commission will:-

- be equitable;
- be accessible;
- respond to customer needs;
- be open and accountable;
- act promptly;
- be professional;
- behave with integrity;
- maintain confidentiality;
- respect all opinions.

## CHAIRPERSON'S FOREWORD

I am pleased to present this Annual Report for the year 2009/10, which includes a brief account by the Commission's Chief Executive Patricia Weir of another highly successful programme of work, together with a set of accounts that illustrates once again that the Staff Commission offers the taxpaying public excellent value for money. It is worth noting that the actual expenditure in the year under review was again within the modest resources allocated by the Department of Education, and that all the Key Performance Indicators established for the reporting year were achieved, with the exception of those relating to the planned wind-down of the Commission by 31 December 2009. The Commission's system of financial controls and risk management was recently declared by our independent internal auditors to be "satisfactory".

This represents a consistently excellent achievement, and the Commission staff deserve our warm congratulations and appreciation.

Alongside the Commission's statutory services to the five Education and Library Boards (summarised in sections 2.3 and 2.4 below), the work of the Commission has continued to be dominated by the prolonged transition to the establishment of the Education and Skills Authority, which was due to be established on 1 January 2010, but which was postponed in December 2009 pending passage through the Northern Ireland Assembly of the necessary legislation. At the same time, the life of the Commission was extended until such time as the ESA is eventually established. During the reporting year, Commission staff contributed to the development of draft policy documentation on a wide range of HR issues in the lead-up to the establishment of the new organisation, summarised in section 2.1 of the Chief Executive's report below.

As an example, comprehensive information had to be collected and analysed on the terms and conditions of service for non-teaching staff employed in the current education employing authorities, and the resultant proposals submitted by the working group to the ESAIT enabled agreements to be reached at the Education Sector Joint Forum in November 2009 on a range of important terms and conditions for newly appointed staff to ESA.

The Staff Commission has continued to play a leading regional role in the area of workplace equality. In addition to its continuing co-ordination of the equality duties across the Education and Library Boards (see section 2.2 below), the Commission led and coordinated the Disability Survey of the experiences at school of children and young people with disabilities. Giving the keynote address at the launch of the report, Bob Collins, Chief Commissioner of the Equality Commission, commented that it was *'an innovative survey, which gave a direct voice to children and young people with disabilities from within our education system'*. He also said that the Equality Commission welcomed the report and the openness displayed by the commissioning organisations and felt that the challenge now was to set in motion an agenda for change that the ESA could take on board.

Like all other organisations in the Education sector, the work of the Commission has inevitably been disrupted by the continuing uncertainty about ESA, followed by the indefinite postponement of its establishment. The Commission was formally re-constituted in January 2010, with the tenure of the majority of commissioners (myself included) extended until the establishment of the ESA and the consequent dissolution of the Commission. The term of office of the commissioners representing the five Boards was ended on 31 December, and I would like to place on record my appreciation of the services to the Commission of Patrick Brannigan, Florence Brunt, Selwyn Graham, Hilary Sloan, and William Ward.

This year again, the Staff Commission has carried out a very wide range of duties on behalf of the whole Education sector, with limited staffing and other resources. The Chief Executive and her staff deserve full recognition for what they have achieved and will continue to achieve for all the Commission's stakeholders. I would like to take this opportunity to thank our many partners (not least in the Community and Voluntary sectors) for their continuing cooperation and support. Finally, I wish to commend all the Commission staff for another successful year's work, and to record once again my appreciation to all my fellow commissioners for their valued contribution to our endeavours.



---

**Professor Bernard Cullen**  
**Chairperson**

## SECTION 2

### CHIEF EXECUTIVE'S REVIEW OF THE YEAR

#### 2.1 REVIEW OF PUBLIC ADMINISTRATION (RPA)

The main focus of the RPA was on the rationalisation and modernisation of the present Local Government, Health Bodies and Education administration structures. The key proposal for Education was the formation of a new Education and Skills Authority (ESA) and a new Northern Ireland Regional Library Authority (NILA). Libraries NI was established on 1 April 2009.

In November 2008, the Education Minister announced a revised RPA implementation timetable for education with a view to having the ESA operational by 1 January 2010.

During December 2009 the Minister confirmed that, due to the delay in the progress of the first Education Bill, the Education and Skills Authority (ESA) would not be established by 1 January 2010. In a statement to the Assembly on 1 December 2009 she emphasised that work to establish ESA would continue. She said that she would be using existing legislation to reduce bureaucracy and streamline education services in preparation for ESA. Paragraph 4.11 of the Minister's Convergence Delivery Plan, issued on 26 February 2010, states "*Whilst the Staff Commission will continue to exist in line with legislation, the executive support functions will be integrated with the HR and Workforce Development area of responsibility*".

Selection and appointment processes have been put in place to appoint the Commission's Board members for the transitional period until the establishment of ESA. With regard to membership of the Staff Commission the Minister announced that the term of office of existing members, with the exception of the Education and Library Board members, would be extended for the transitional period.

During this extensive change programme, the Staff Commission is committed to providing professional advice and guidance to all the education partners on human resource and equality matters connected with the change process, as well as providing on-going services to the Education and Library Boards. In particular, there has been significant input to the gathering and analysing of information relating to the terms and conditions of service for non-teaching staff employed in the current education employing authorities and six other education employers. This valuable work will assist in the development of terms and conditions of service for new staff in ESA, as well as identifying harmonisation and protection issues for existing staff. Commission officers have also contributed to the development of a human resource equality strategy for ESA. Much of this extensive work will not bear fruit until after the new employing body has been established.

Commission officers contribute to a number of teams which have been created to take forward the convergence work towards the establishment of the ESA.

### **Education Sector Joint Forum for Human Resource Issues**

The purpose of the Forum is to discuss, consult and negotiate, where appropriate, on issues relating to the current education employing authorities. The scope of the Forum extends to all non-teaching staff employed by the Northern Ireland Education Sector employing authorities affected by the RPA. Membership consists of representatives from the employing authorities and the trade unions.

Key issues considered by the Forum during the reporting year included:

- ESA Director Structure;
- Recruitment, Redeployment and Voluntary Severance (RRVS) Strategy for ESA Senior Management (Director and Assistant Director levels);
- Vacancy Control;
- Terms and Conditions of Employment for New Appointees to ESA;
- Finance Projects;
- Staff Transfer Scheme;
- RPA Workforce Database.

During the reporting year, Commission staff contributed to the development of draft policy documentation on a range of HR issues in the lead-up to the establishment of ESA. In developing the draft policies, the recommendations and guiding principles of the Public Service Commission (PSC) were taken into account.

### **Terms and Conditions Working Group**

During the year Commission staff played a key role in collecting and analysing information on the terms and conditions of service for non-teaching staff employed in the current education employing authorities. Proposals submitted by the Working Group to the ESAIT enabled agreements to be reached at the Education Sector Joint Forum in November 2009 on a range of terms and conditions for newly appointed staff to ESA which included:

- Leave entitlement and time off provisions; and
- Work-Life Balance policies including the Working Week, Flexible Working Hours Scheme, Job Share Scheme and Career Break Scheme.

The following policies are currently under consideration by the Education Sector Forum:

- Equal Opportunities;
- Joint Declaration of Protection;
- Sick Leave;
- Maternity/Adoption/Paternity/Parental Leave.

Other work carried out by the Working Group included analysis of current pay arrangements across the education employing authorities including the payment of allowances and benefits. This work is on-going.

### **ESAIT - Section 75 Equality Duties Group**

The purpose of this Group is to consider how best equality can be mainstreamed into ESAIT's project work and to assist in the development of an equality strategy for ESA.

Key issues considered by the Group during the reporting year included:

- the development of a draft Equality Scheme, Corporate Equality Plan and Disability Action Plan for ESA;
- a DE/ESAIT Audit of Inequalities;
- the commissioning of research by DE on the roles and responsibilities of school governors including those in regard to equality of opportunity.

### **ESAIT - Employment Equality Group**

The purpose of this Group is to contribute to the development of an employment equality strategy for ESA. This work has involved:

- the redrafting of policies and procedures to take account of legislative developments; the Equality Commission's most recent guidance, the 'Unified Guide to Promoting Equal Opportunities in Employment' and to, as far as possible, achieve a consistency between the policies and procedures for ESA and school based staff;
- initial work on the development of an ESA Policy and Code of Practice on Employment Monitoring of teaching and non-teaching staff;
- contributing to the development of an ESA Draft Model Scheme for Recruitment and Selection of Teaching and Support Staff in Schools.

### **Communicating Change Consultative Group**

Communication has been recognised as a key priority throughout the RPA. In January 2008, at the request of the RPA Management Board, the Communicating Change Consultative Group was established. The Group is made up of nominees from the RPA affected organisations and it was formed in order to:

- establish clarity on RPA communication needs and flows;
- explore the methods and media for communicating with staff of the respective affected organisations; and
- update affected organisations on what is currently happening with the RPA.

The Commission's Chief Executive is a member of this Group which meets regularly. The minutes of meetings can be viewed on the ESAIT website at [www.esani.gov.uk](http://www.esani.gov.uk).

### **RPA Chairperson's Forum (Education)**

Meetings between the Minister of Education, Caitriona Ruane, and the Chairpersons of RPA affected groups are held on a regular basis. The aim of these meetings is for the Minister to engage with the Chairpersons of the groups, providing them with briefings on RPA developments, discussing the best way of engaging the organisations involved and examining jointly the issues faced in maintaining service continuity during the transition period. The Commission's Chairperson is a member of this Forum.

The Forum's terms of reference are:

- to provide briefing to chairs on the main developments in the RPA reform and in the convergence programme;
- to discuss the best way for the existing organisations to contribute to the reform programme;
- to enable the Minister and chairs to examine issues being faced in maintaining service continuity during the transformation period.

The minutes of Forum meetings can be viewed on the ESAIT website at [www.esani.gov.uk](http://www.esani.gov.uk).

## **2.2 EMPLOYMENT EQUALITY ISSUES – PROMOTING BEST PRACTICE**

### **Equality Statement**

The Commission, in carrying out its functions, has a statutory responsibility to have due regard to the need to promote equality of opportunity:

- between persons of different religious belief, political opinion, racial group, age, marital status or sexual orientation;
- between men and women generally;
- between persons with a disability and persons without; and
- between persons with dependants and persons without.

In addition, without prejudice to the above obligation, the Commission should also in carrying out its functions, have regard to the desirability of promoting good relations between persons of different religious belief, political opinion or racial group.

### **Equality Duties**

The Commission contributed to the promotion of best practice on the promotion of equality of opportunity and good relations through its work with the Equality Commission and its partnership working with ESAIT and the five Education and Library Boards.

In this regard, the Commission is involved in the following work.

#### **a) Indicators of Equality of Opportunity and Good Relations in Education**

The Equality Commission's Advisory Group on which the Staff Commission represents ESAIT, has appointed the Equality Company to develop a fit for purpose framework of indicators and associated measures of equality of opportunity and good relations in education (within the school environment).

#### **b) Principles for Equality of Opportunity and Good Relations in Schools**

The Equality Commission has drafted a Principles document to encourage Heads, Governors and Teachers to focus on how best to promote equality and good relations in schools. They had envisaged that the document be used as a tool to assist schools meet their equality and good relations obligations and commitments. The Staff Commission represented ESAIT in discussions on the Principles document. In light of feedback from educationalists, equality specialists etc., the Equality Commission have withdrawn the document and

agreed to a fresh approach, to be progressed in tandem with the work of the Advisory Group at a) above.

**c) Promoting a Good and Harmonious Working Environment**

The Equality Commission published its revised guidance for employers on the promotion of a good and harmonious working environment. The Staff Commission contributed to the development of the guidance.

**d) Guidance for Implementation of Section 75**

The Staff Commission represented the Education Sector's NDPBs on an Advisory Group appointed to assist the Equality Commission with the development of revised guidance on the implementation of Section 75. During the year the Secretary of State approved the revised guidance. The revised Guidance will be launched in the coming months with new Equality Schemes operational by April 2011.

**e) Screening and Impact Assessments**

The Commission drafted and issued for consultation an inter-Board Annual Supplementary Report on the screening of new policies during the period April 2008 - March 2009.

The Commission assisted ESAIT in the screening of the 'Education Sector Staff Transfer Scheme', under the Department of Education's Equality Scheme.

**f) Disability Duties**

The voice of the child is often highlighted as being of paramount importance. In the reporting year the Commission, the five Education and Library Boards and the Council for Catholic Maintained Schools launched the findings of its innovative survey which has given a voice to children and young people with disabilities from within the education system. The report, including a children and young people's version can be accessed from the Commission's website at <http://www.staffcom.org.uk/disabilityduties.htm>.

The report has been issued to schools that participated in the survey, inviting their feedback on the findings; meetings are planned with Disability Groups to discuss the report and its findings. Following this an action plan will be developed to address the issues raised in this report. Work is also on-going to obtain information on the educational experiences of children and young people in special schools.

## **2.3 CODE OF PROCEDURES ON RECRUITMENT AND SELECTION**

The review of the implementation of the Code is on-going in the context of the Education Sector Policy on the Control of Vacancies, the development of HR policies in relation to the establishment of ESA and the implementation of the Convergence Delivery Plan.

## **2.4 FACILITATING INDUSTRIAL RELATIONS**

The Staff Commission is charged with responsibility for ensuring that suitable machinery exists for negotiating the terms and conditions of employment of all officers of the Education and Library Boards. The Staff Commission provides an independent secretariat and research facility to progress the work of the negotiating machinery and to provide impartial advice and assistance to the Employers' Side and Trade Union Side Secretaries. The Joint Negotiating Council (JNC) and the Senior

Management Pay Review Panel (SMPPR) are the main mechanisms through which this responsibility is discharged.

### **Joint Negotiating Council**

During the reporting year there were three JNC meetings, three meetings of the Executive Committee, and numerous working party meetings for specific initiatives. Twenty three JNC agreements were promulgated and issued during this period.

Key items of business related to:

- **Review of Public Administration  
Transitional Arrangements in the lead-up to the planned Establishment of the Education and Skills Authority – 1 January 2010**

Through the Joint Negotiating Council and the Education Sector Joint Forum, there have been on-going discussions between Management, Trade Unions, the Department of Education and the Education and Skills Authority Implementation Team (ESAIT) in relation to the preparations for the establishment of ESA. Particular emphasis was placed on the Change Management Programme, Equality Monitoring, the Recruitment, Redeployment and Voluntary Severance Strategy (RRVS), the Staff Transfer Scheme, the Policy on the Control of Vacancies, the 2<sup>nd</sup> Tier Structure and Terms and Conditions.

On the 1 December 2009 the Education Minister confirmed that, due to a delay in progressing the first Education Bill, ESA would not be established by 1 January 2010 and that transitional governance and management arrangements would be implemented from January 2010 to ensure that convergence continues and planned efficiency savings are achieved.

Discussions relating to transitional governance and management arrangements in the context of a Convergence Delivery Plan are ongoing.

- **Job Evaluation**

The majority of posts to be evaluated in Headquarters, Outcentres and Schools have now been completed and during the latter part of the year ongoing discussions have been held between Management and the Trade Unions on the documentation relating to the outstanding school based posts to be evaluated i.e. Nursery Assistants and Domestic Assistants. Lengthy discussions have also taken place with regard to complexities associated with the appeals process and payment of job evaluation outcomes to Classroom Assistants.

## **2.5 ENSURING ORGANISATIONAL EFFECTIVENESS**

### **Freedom of Information**

The Commission has adopted the Model Publication Scheme which was drawn up by the Information Commissioner in January 2009. A guidance document on accessing information is published on the Commission's website at [www.staffcom.org.uk](http://www.staffcom.org.uk).

### **Equality**

Section 75 of the Northern Ireland Act 1998 requires public authorities to promote equality of opportunity and good relations. The Staff Commission, in fulfilment of its obligations imposed by the Act and its Equality Scheme, continued to implement a programme of work aimed at mainstreaming equality. A separate Annual Report on the implementation of the Commission's Section 75 equality duties and its disability

duties for the period 1 April 2009 - 31 March 2010 will be submitted to the Equality Commission for Northern Ireland. It will also be published on the Staff Commission's website at [www.staffcom.org.uk](http://www.staffcom.org.uk).

### **Corporate Strategy**

The Commission's Corporate and Business Plan 1 April 2009 - 31 December 2009 details the Commission's specific legislative mandates, the planning context and the key strategic objectives in the lead-up to the establishment of the Education and Skills Authority which was planned to be operational from 1 January 2010.

All the key performance indicators established for the reporting year were met with the exception of those relating to the wind-down of the Commission by 31 December 2009.

### **Staff Training and Development**

Individual training and development plans are reviewed on an ongoing basis to ensure that staff are provided with the necessary training to develop their knowledge and skills to support the implementation of the Staff Commission's objectives and to prepare for the major change issues associated with the establishment of the Education and Skills Authority.

### **Working in Partnership**

The Staff Commission's commitment to working in partnership is evident throughout this report. Partnership working is fundamental to the successful implementation of the Commission's Corporate Strategy.

During the year, at the request of the Department of Education, a special meeting of the Joint Consultative Forum was organised to obtain views on the Department of Education's Equality Impact Assessment of the Transfer 2010 Guidance. Forty members of the Forum attended. There was a very constructive engagement on the equality issues regarding Transfer 2010. The event demonstrated to the Department the uniqueness and importance of the Forum as a vehicle for a multi-dimensional approach to engagement.

The Commission's statutory remit covers the five Education and Library Boards, however, Commission officers continue to work collaboratively with all the education employing authorities in the lead-up to the establishment of ESA.

## **2.6 FINANCE**

### **Financial and other Systems**

In accordance with approved internal audit plans, an audit of Financial Processes, Asset Registers and Risk Management was carried out by the Health & Social Care Business Services Organisation (HSCBSO) during November 2009 in preparation for the planned dissolution of the Staff Commission on 31 December 2009 and the establishment of ESA on 1 January 2010.

Internal Audit provided "Satisfactory" assurance on the system of Internal Control over Financial Processes and Risk Management and recommended that the Commission should continue to manage the potential risks associated with the delay in establishing ESA. It was acknowledged that the delay was outside the control of the Commission.

### **Statement of Accounts**

Under paragraph 6 of Schedule 2 of the Education and Libraries (NI) Order 2003, the Staff Commission for Education and Library Boards is required to prepare a statement of accounts for each financial year in accordance with the Financial Reporting Manual (FReM) issued by the Department of Finance and Personnel (DFP) and in the form and on the basis directed by the Department of Education with the approval of DFP. The accounts are prepared on an accruals basis and must provide a true and fair view of the income and expenditure for the financial year and the balances held at year-end. The statement of accounts is set out at Section 3 of this report.

## SECTION 3

### MANAGEMENT COMMENTARY FOR THE YEAR ENDING 31 MARCH 2010

#### 1. BACKGROUND INFORMATION

The Staff Commission for Education and Library Boards was established in 1972 under the provisions of Article 70 and Schedule 11 of the Education and Libraries (Northern Ireland) Order 1972 (consolidated as Article 82 and Schedule 15 of the Education and Libraries (Northern Ireland) Order 1986 and as amended by Article 40 and Schedule 2 of the Education and Libraries (Northern Ireland) Order 2003).

The terms of reference of the Commission are to exercise general oversight of matters connected with the recruitment, training and terms and conditions of employment of officers of Boards and to make recommendations to Boards on such matters.

Article 114 of the Order provides that the Department of Education may pay to the Commission grants equal to the approved net expenditure incurred in accordance with financial schemes approved by the Department.

These accounts have been prepared in accordance with paragraph 5(a) of Schedule 15 to the Education and Libraries (Northern Ireland) Order 1986 and in accordance with the Financial Reporting Manual (FReM) issued by the Department of Finance and Personnel (DFP), and accounting and disclosure requirements issued by the Department of Education with the approval of the Department of Finance and Personnel insofar as these are relevant.

#### **Statutory Functions**

The functions of the Staff Commission are set out in Schedule 15 of the Education and Libraries (Northern Ireland) Order 1986 (as amended by Schedule 2 of the Education and Libraries (Northern Ireland) Order 2003) as follows: -

- (a) to make recommendations regarding the training of officers of Boards;
- (b) to recommend appointment and promotion procedures for officers of Boards and to establish a Code of Procedure for securing fair and equal consideration of applications to Boards by persons seeking to be employed as officers of Boards and fair and equal treatment of persons who are so employed;
- (c) to establish advisory panels for the purpose of giving advice to Boards on the suitability of applicants for appointment to such offices as the Commission considers appropriate;
- (d) to ensure that suitable machinery exists for negotiating the terms and conditions of employment of all officers of Boards;
- (e) to perform such other functions as are conferred on it by any statutory provision or as the Department of Education may from time to time assign it.

## 2. BRIEF HISTORY

### Business Review

The Corporate and Business Plan for 2009/10 details the Commission's strategic objectives and demonstrates how the work of the Commission contributes towards the achievement of those objectives.

All the key performance indicators established for the reporting year were met with the exception of those relating to the wind-down of the Commission by 31 December 2009.

The key factors underlying the 2009/10 development and performance of the Commission are included in the full review of the Commission's activities as detailed in Section 2.

### Pension Liabilities

Details of how pension liabilities are treated in the accounts are given in the Remuneration Report which follows and notes 1.6, 5(c) and 15 to the accounts.

### Results for the Year

The financial results for the year of the Commission are set out in detail on Page 25. The net operating cost for the year was £421,789 (2009: £371,187, as restated) after notional credits of £20,547 (2009: £5,156).

### Non-current Assets

Details of the movement of non-current assets are set out in note 9 to the accounts.

The estimated 2009/10 operating costs and income per the Commission's Resource Allocation Plan, compared with the actual operating costs and income in 2009/10 stated prior to the incorporation of depreciation, pension scheme costs and liability, can be summarised as follows:

	Estimated £K	Actual £K	Variance £K
Contribution from Youth Council for Northern Ireland towards shared costs	6	6	0
	-----	-----	-----
Total revenue income	6	6	0
	=====	=====	=====
Staff costs*	295	298	(3)
Other operating expenses	92	93	(1)
	-----	-----	-----
Total revenue expenditure allowing for accruals and prepayments (excluding depreciation, notional costs/credit and actuarial pension cost)	387	391	**(4)
	=====	=====	=====
Capital expenditure	6	4	2
	=====	=====	=====

\* Staff costs includes £3k increase in untaken paid leave, together with pension cost paid, but not the current service cost as calculated by the actuary.

\*\* This (£4k) does not represent a breach in the Commission's resource allocation which includes depreciation, notional costs/credit and actuarial pension cost.

### 3. FUTURE DEVELOPMENTS

The Commission will continue to develop its role in promoting good employment practice, particularly in relation to the on-going work associated with the establishment of the Education and Skills Authority (ESA) and the interim arrangements which stem from the implementation of the Convergence Delivery Plan.

Future key developments include:-

- Providing support and assistance to the ESA Implementation Team in taking forward the HR issues associated with its programme of work for the establishment of the ESA;
- Involvement in convergence activities during the transitional period;
- Providing support to the Public Service Commission to ensure that “the interests of staff are safeguarded and there is a smooth transfer to new organisations established as a consequence of government decision on the RPA”.

### 4. IMPORTANT EVENTS OCCURRING AFTER THE YEAR END

There have been no significant events since the year-end which would affect these accounts. The Accounting Officer authorised these financial statements for issue on 29 June 2010.

### 5. CHARITABLE DONATIONS

During the year the Commission made no donations for charitable or political purposes.

### 6. COMMISSION MEMBERS

Commission Members are appointed by the Minister and consist of:-

- (a) a Chairperson;
- (b) 5 Members of Boards,  
2 Chief Executives, and  
2 Staff Association Representatives;
- (c) 2 other persons.

The following persons served as Members of the Commission during the financial year 2009/2010:-

- |                     |                                  |
|---------------------|----------------------------------|
| (a) Prof. B Cullen* | (Contract extended January 2010) |
| (b) Mrs H Sloan     | (Contract ended December 2009)   |
| Rev S Graham        | (Contract ended December 2009)   |
| Mr W Ward           | (Contract ended December 2009)   |
| Mr P Brannigan      | (Contract ended December 2009)   |
| Mrs F Brunt         | (Contract ended December 2009)   |
| Mr D Cargo*         | (Contract extended January 2010) |
| Mr B Mulholland*    | (Contract extended January 2010) |
| Mr B Graham*        | (Contract extended January 2010) |
| Mrs L Kerr*         | (Contract extended January 2010) |

- (c) Mrs A Connolly\* (Contract extended January 2010)  
Mrs U O’Kane\* (Contract extended January 2010)

\* Approval was granted to extend the term of office for these Commission Members for the transitional period until ESA is established.

**7. PEOPLE WITH DISABILITIES**

The Commission actively encourages applications for employment from disabled persons where the requirements of the job may be adequately performed by a disabled person.

Where existing employees become disabled it is the Commission’s policy, wherever possible, to provide continuous employment under normal terms and conditions and to provide training and career development and promotion where appropriate.

The Commission aims to adopt a positive and coherent equal opportunity strategy which influences its wider community involvement having particular regard to people with disabilities.

**8. PAYMENT TO SUPPLIERS**

**Public Sector Payment Policy – Measure of Compliance**

The Government requires that the Commission pays its trade creditors in accordance with the Better Payment Practice Code and Managing Public Money Northern Ireland.

The Commission’s payment policy is consistent with the Better Payment Practice Code and Managing Public Money Northern Ireland. Following communication from the Department of Education in December 2008, the target for payment of all invoices has been revised to 10 days of the receipt of goods or services, or presentation of a valid invoice or similar demand, whichever is later, unless otherwise stated in the contract.

During the year ending 31 March 2010 100% (2009:100%) of bills were paid within this standard.

**9. EMPLOYEE INVOLVEMENT**

Meetings of the Commission staff are held on a regular basis and include briefings on Commission business and future developments.

**10. COMPANY DIRECTORSHIPS AND OTHER SIGNIFICANT INTERESTS**

A register of members’ interests is available and can be inspected on application to the Chief Executive’s office.

**11. AUDITORS DETAILS**

The Principal Auditor is the Northern Ireland Audit Office, 106 University Street, Belfast, BT7 1EU.

	<b>2010</b>	<b>2009</b>
<b>COST OF EXTERNAL AUDIT</b>	<b>£</b>	<b>£</b>
Audit Services (notional cost)	5,391	3,735

The services provided relate to the statutory audit of the financial statements. There were no non-audit services provided by the Principal Auditor.

The Chief Executive, as Accounting Officer, has taken steps to make herself aware of all relevant audit information and to establish that the Commission's auditors are aware of that information.

Insofar as the Accounting Officer is aware, there is no relevant audit information of which the auditors are unaware.

**12. HEALTH AND SAFETY**

The Commission is committed to adhering to all existing legislation on Health and Safety at work to ensure that staff and visitors enjoy the benefits of a safe environment.

**13. SUSTAINABILITY REPORT**

Due to the nature and size of the Staff Commission, there is limited scope to promote sustainability in comparison with larger NDPBs such as the Education and Library Boards.

The key activity which the Staff Commission contributes to sustainability is through Recycling, for example:

*Paper* - the majority of waste paper is shredded and recycled through a centralised arrangement for the offices in Forestview. This facility was initiated by Commission staff.

*Printer Cartridges and Water Containers* - After use these are returned to the manufacturers for recycling.

**14. PERSONAL DATA**

With regard to managing information risks, the risk register details the controls in place and the action taken by the Commission in relation to the security of data. There were no personal data related incidents during the 2009/10 financial year.

**15. SICKNESS ABSENCE**

	2009/10	2008/09
Days of sickness absence	25	20.5

This equates to 4 days per employee (FTE) for 2009/10 (2008/09: 3 days).

*Bernard Cullen*

**Prof. B Cullen**  
Chairperson

*Patricia Weir*

**Mrs P Weir**  
Chief Executive/  
Commission Secretary

**2<sup>nd</sup> June 2010**  
Date

## REMUNERATION REPORT FOR THE YEAR ENDING 31 MARCH 2010

The Commission does not have a Remuneration Committee and, other than the Chairperson, the Commission members do not receive emoluments.

The Chairperson of the Commission is paid by the Commission for his duties as Chairperson at a rate and on such conditions as determined by the Department of Education with the approval of the Department of Finance and Personnel. Commission members also receive travelling and subsistence allowances for expenditure incurred, at such rates and on such conditions as determined by the Commission, subject to the approval of the Department of Education.

The remuneration of the Chief Executive is in accordance with salary scales agreed by the Joint Negotiating Council for Education and Library Boards. While the remuneration is not based on a performance related pay scheme, performance is assessed through Commission meetings and reporting meetings with the Commission Chairperson.

### Service Contracts

Officer appointments are in accordance with the Joint Negotiating Council for the Education and Library Boards (JNC) terms and conditions and, in particular, are in accordance with the Staff Commission for Education and Library Boards' Code of Procedures on Recruitment and Selection.

Unless otherwise stated below, the officers covered by this report hold appointments which are open ended until they reach normal retiring age of 65. The normal period of notice is 3 months. Policy on termination payments in relation to premature retirement are in accordance with the Local Government Regulations and the Statutory Redundancy provisions.

Commission members, including the Chairperson, are appointed by the Minister, normally for a four-year period, co-terminous with the Education and Library Boards.

The term of office for each Commission member who served during the year is as follows:-

<b>Commission Members</b>	<b>Date of Contract</b>	<b>Unexpired Term</b>	<b>Notice Period</b>
Prof B Cullen	Contract extended January 2010	*	None
Mrs H Sloan	Contract ended December 2009	-	None
Rev S Graham	Contract ended December 2009	-	None
Mr W Ward	Contract ended December 2009	-	None
Mr P Brannigan	Contract ended December 2009	-	None
Mrs F Brunt	Contract ended December 2009	-	None
Mr D Cargo	Contract extended January 2010	*	None
Mr B Mulholland	Contract extended January 2010	*	None
Mr B Graham	Contract extended January 2010	*	None
Mrs L Kerr	Contract extended January 2010	*	None
Mrs U O'Kane	Contract extended January 2010	*	None
Mrs A Connolly	Contract extended January 2010	*	None

\* Approval was granted to extend the term of office for these Commission Members for the transitional period until the Education and Skills Authority is established.

**Chief Executive**

Mrs P Weir

Open-ended contract

3 months

**Emoluments of Senior Postholders and Commission Members (Audited)**

Name	Pensionable Earnings £	Accrued Pension £	Real Increase £	Accrued Lump Sum £	Real Increase £	CETV @ 31/03/09 £	CETV @ 31/03/10 £	Real Increase £
Mrs P Weir	59,867	26,845	1,254	77,542	768	539,614	594,182	43,930
Mr P Robinson	46,697	21,320	982	61,626	610	454,100	501,300	36,451
Ms D Vaugh*	28,018	11,151	619	32,053	456	213,283	238,539	19,618
* Ms D Vaugh works part-time, 21 hours per week								

The inflation rate used in this year's calculation is 0% (2009: 5%).

**Notes:**

- a No benefits-in-kind were received.
- b For the above members of the NILGOSC Pension Scheme, a lump sum equal to three times the accrued pension at 31<sup>st</sup> March 2010 is also payable on retirement.

**Northern Ireland Local Government Officers' Superannuation Committee (NILGOSC) Scheme arrangements**

The Commission's senior post holders belong to the Northern Ireland Local Government Officers' Superannuation Committee (NILGOSC) Scheme.

The NILGOSC Scheme is of the defined benefits type, the assets of the schemes being held in separate trustee-administered funds.

The Commission's contribution to the Northern Ireland Local Government Pension Fund is determined by the fund's actuary based on a triennial Valuation.

The scheme is administered by NILGOSC, Hollywood Road, Belfast.

The pension costs are assessed in accordance with the advice of independent qualified actuaries using the projected unit method.

The most up to date actuarial valuation of the Scheme was carried out as at 31 March 2007, details of which are available in the Northern Ireland Local Government Officers' Pension Fund Accounts.

**Cash Equivalent Transfer Values**

A Cash Equivalent Transfer Value (CETV) is the actuarially assessed capitalised value of the pension scheme benefits accrued by a member at a particular point in time. The benefits valued are the member's accrued benefits and any contingent spouse's pension payable from the scheme. A CETV is a payment made by a pension scheme or arrangement to secure pension benefits in another pension

scheme or arrangement when the member leaves a scheme and chooses to transfer the benefits accrued in their former scheme. The pension figures shown relate to the benefits that the individual has accrued as a consequence of their total membership of the pension scheme, not just their service in a senior capacity to which disclosure applies. The figures include the value of any pension benefit in another scheme or arrangement which the individual has transferred to the CSP arrangements. They also include any additional pension benefit accrued to the member as a result of their purchasing additional years of pension service in the scheme at their own cost. CETVs are calculated within the guidelines and framework prescribed by the Institute and Faculty of Actuaries.

**Real increase in CETV**

This reflects the increase in CETV effectively funded by the employer. It does not include the increase in accrued pension due to inflation, contributions paid by the employee (including the value of any benefits transferred from another pension scheme or arrangement) and uses common market valuation factors for the start and end of the period.

No awards were made, or other compensation was payable during the year to past senior managers.

**Commission Members (Audited)**

The total emoluments excluding social security cost (incl. Honoraria) of the Chairperson were £6,501 (2009: £6,501). The remaining 11 (2009:12) Commission members do not receive emoluments.

There were no payments for compensation for loss of office or benefits-in-kind paid to Commission members or senior management during the year ended 31<sup>st</sup> March 2010 (2009: £nil).

No element of the remuneration package for the Chairperson or senior management is not cash.

No amounts were payable to third parties for services of Commission members or the Chief Executive during the year.

*Patricia Weir*

**Mrs P Weir**  
**Chief Executive/Accounting Officer**

**2<sup>nd</sup> June 2010**  
**Date**

## **STATEMENT OF STAFF COMMISSION'S AND CHIEF EXECUTIVE'S RESPONSIBILITIES:**

Under Paragraph 6(2) of Schedule 2 of the Education and Libraries (NI) Order 2003, the Staff Commission for Education and Library Boards is required to prepare a statement of accounts in respect of each financial year in such form and containing such information as the Department, with the approval of the Department of Finance and Personnel, may direct.

The accounts are prepared on an accruals basis and must give a true and fair view of the Commission's state of affairs at the year-end and of its income and expenditure, changes in reserves and cash flows for the financial year.

In preparing the accounts the Commission is required to:-

- observe the Accounts Direction issued by the Departments including the relevant accounting and disclosure requirements, and apply suitable accounting policies on a consistent basis;
- make judgements and estimates on a reasonable basis;
- state whether applicable accounting standards have been followed and disclose and explain any material departures in the financial statements; and
- prepare the financial statements on the going concern basis, unless it is inappropriate to presume that the Commission will continue in operation.

As the senior full time official of the Staff Commission for Education and Library Boards for N.I., the Chief Executive carries the responsibilities of an Accounting Officer for the Commission. Her relevant responsibilities as Accounting Officer, including her responsibility for the propriety and regularity of the public finances and for the keeping of proper records, are set out in the Non-Departmental Public Bodies' Accounting Officer Memorandum issued by the Department of Finance and Personnel.

## STATEMENT ON INTERNAL CONTROL

### 1. **Scope of Responsibility**

As Accounting Officer, I have responsibility for maintaining a sound system of internal control that supports the achievement of Commission policies, aims and objectives, set by the Commission, whilst safeguarding the public funds and departmental assets for which I am personally responsible, in accordance with the responsibilities assigned to me in Managing Public Money Northern Ireland.

### 2. **The Purpose of the System of Internal Control**

The system of internal control is designed to manage risk to a reasonable level rather than to eliminate all risk of failure to achieve policies, aims and objectives; it can therefore only provide reasonable and not absolute assurance of effectiveness.

The system of internal control is based on an on-going process designed to identify and prioritise the risks to the achievement of Commission policies, aims and objectives, to evaluate the likelihood of those risks being realised and the impact should they be realised, and to manage them efficiently, effectively and economically. The system of internal control has been in place in the Commission for the year ended 31 March 2010 and up to the date of approval of the annual report and accounts and accords with DFP guidance.

### 3. **Capacity to Handle Risk**

The Deputy Secretary is the Risk Management Co-ordinator for the Commission and works with all staff in the implementation and review of the strategy.

Risk Management is a key agenda item at staff meetings where all staff are encouraged to contribute to the risk management process.

### 4. **The Risk and Control Framework**

We have carried out appropriate procedures to ensure that we have identified the Commission's objectives and risks and determined a control strategy for each of the significant risks. As a result, risk ownership has been allocated to the appropriate staff and the Commission has set out its attitude to risk to the achievement of the Commission's objectives. With regard to managing information risks, the risk register details the controls in place and the action taken by the Commission in relation to the security of data. There were no personal data related incidents during the 2009/10 financial year.

The Commission has ensured that procedures are in place for verifying that aspects of risk management and internal control are regularly reviewed and reported on. A risk register has been developed and arrangements have been made for this to be regularly reviewed and updated. Risk management has been incorporated more fully into the corporate planning and decision making processes of the Commission.

The Commission, through its Audit Committee, receives periodic reports concerning internal control. The appropriate steps have been taken to manage risks in significant areas of responsibility and monitor progress on key projects.

The Internal Audit report for 2009/2010 provided satisfactory assurance on the system of internal control over Financial Processes and Risk Management.

Audit noted that the Risk Register had been reviewed and further developed during the 2009/2010 year.

**5. Establishment of Education and Skills Authority (ESA)**

In preparation for the Commission's transition to ESA, a programme of work had been developed with a view to the Commission being dissolved on 31 December 2009. On the 1 December 2009 the Education Minister confirmed that, due to a delay in progressing the first Education Bill, ESA would not be established by 1 January 2010 and that transitional governance and management arrangements would be implemented from January 2010 to ensure that the convergence continues and planned efficiency savings are achieved. Commission staff are actively engaged with the ESA Implementation Team in relation to the Convergence Delivery Plan.

The delay associated with progressing the legislation to establish ESA and the current lack of clarity in relation to the implementation of the Convergence Delivery Plan have had a negative impact on staff morale. The fact that the Executive was unable to agree the 2010/11 budget at an early stage and the subsequent delay in the Department of Education confirming the Commission's Resource Allocation for 2010/11 has also impacted on the Risk Management process. An interim resource allocation has been provided to the Commission to enable it to deliver its statutory responsibilities. The Department has emphasised that the allocation, which is equivalent to  $\frac{3}{12}$  of the opening budget for 2009/10, *"in no way reflects what may be the budget outcome for the Commission following the Executive's decision on the level of funding to be made available to the Department"*.

The Commission has confirmed that *"it will continue to deliver its statutory responsibilities at a level no greater than the first three months of 2009/10 and refrain from entering long-term commitments"*.

The Department of Education confirmed the Commission's recurrent budget for 2010/11 on 23 April 2010.

**6. Review of Effectiveness**

As Accounting Officer I have responsibility for reviewing the effectiveness of the system of internal control. My review of the effectiveness of the system of internal control is informed by the work of the internal auditors and the Deputy Secretary, who has responsibility for the development and maintenance of the internal control framework, and comments made by the external auditors in their management letter and other reports. I have been advised on the implications of the result of my review of the effectiveness of the systems of internal control by the Commission and the Audit Committee, and a plan to address weaknesses and ensure continuous improvement of the system is in place.

*Patricia Weir*

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**Mrs P Weir**  
**Chief Executive/Commission Secretary**

**2<sup>nd</sup> June 2010**  
**Date**

## **STAFF COMMISSION FOR EDUCATION AND LIBRARY BOARDS**

### **THE CERTIFICATE AND REPORT OF THE COMPTROLLER AND AUDITOR GENERAL TO THE NORTHERN IRELAND ASSEMBLY**

I certify that I have audited the financial statements of the Staff Commission for Education and Library Boards for the year ended 31 March 2010 under the Education and Libraries (Northern Ireland) Order 2003. These comprise the Net Expenditure Account, the Statement of Financial Position, the Statement of Cash Flows, the Statement of Changes in Reserves and the related notes. These financial statements have been prepared under the accounting policies set out within them. I have also audited the information in the Remuneration Report that is described in that report as having been audited.

#### **Respective responsibilities of the Commission, Chief Executive and auditor**

As explained more fully in the Statement of the Commission and Chief Executive's Responsibilities, the Chief Executive is responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view. My responsibility is to audit the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require me and my staff to comply with the Auditing Practices Board's Ethical Standards for Auditors.

#### **Scope of the Audit of the Financial Statements**

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the Staff Commission's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the Staff Commission; and the overall presentation of the financial statements.

In addition, I am required to obtain evidence sufficient to give reasonable assurance that the expenditure and income reported in the financial statements have been applied to the purposes intended by the Assembly and the financial transactions conform to the authorities which govern them.

#### **Opinion on Regularity**

In my opinion, in all material respects the expenditure and income have been applied to the purposes intended by the Assembly and the financial transactions conform to the authorities which govern them.

#### **Opinion on financial statements**

In my opinion:

- the financial statements give a true and fair view, of the state of the Staff Commission's affairs as at 31 March 2010 and of its net expenditure, cash flows and changes in reserves for the year then ended; and
- the financial statements have been properly prepared in accordance with the Education and Libraries (Northern Ireland) Order 2003 and the Department of Education directions issued thereunder.

### **Opinion on other matters**

In my opinion:

- the part of the Remuneration Report to be audited has been properly prepared in accordance with Department of Education directions issued under the Education and Libraries (Northern Ireland) Order 2003; and
- the information given in the Management Commentary for the financial year for which the financial statements are prepared is consistent with the financial statements.

### **Matters on which I report by exception**

I have nothing to report in respect of the following matters which I report to you if, in my opinion:

- adequate accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- I have not received all of the information and explanations I require for my audit; or
- the Statement on Internal Control does not reflect compliance with Department of Finance and Personnel's guidance.

### **Report**

I have no observations to make on these financial statements.



**KJ Donnelly**  
**Comptroller and Auditor General**  
**Northern Ireland Audit Office**  
**106 University Street**  
**Belfast**  
**BT7 IEU**

**29 June 2010**

**FINANCIAL STATEMENTS FOR YEAR ENDING 31 MARCH 2010****NET EXPENDITURE ACCOUNT FOR YEAR ENDING 31 MARCH 2010**

		<b>2010</b>	<b>2009</b>
		£	(as restated) £
	<b>Notes</b>		
<b>Expenditure</b>			
Staff costs	5	321,517	291,092
Depreciation	6	1,191	860
Other expenditure	6	93,172	88,343
Finance charge re pension scheme	15(ii)	32,000	2,000
		<u>447,880</u>	<u>382,295</u>
<b>Income</b>			
Miscellaneous operating income	4	5,544	5,952
		<u>442,336</u>	<u>376,343</u>
<b>Net Expenditure</b>			
Notional costs/(credit)	6	(20,547)	(5,156)
		<u>421,789</u>	<u>371,187</u>
<b>Net expenditure after cost of capital charge and other notional costs</b>		<u><u>421,789</u></u>	<u><u>371,187</u></u>

All amounts above relate to continuing activities.

Figures for 2008-09 have been re-stated in line with International Financial Reporting Standards.


The notes on pages 29 to 40 form part of these accounts


**FINANCIAL STATEMENTS FOR YEAR ENDING 31 MARCH 2010****STATEMENT OF FINANCIAL POSITION AS AT 31 MARCH 2010**

	Notes	2010 £	2009 (as restated) £	2008 (as restated) £
<b>Non-current assets</b>				
Property, plant and equipment	9	4,619	1,839	1,705
<b>Current Assets</b>				
Trade and other receivables	10	3,699	4,497	7,216
Cash and cash equivalents	11	1,061	4,282	829
<b>Total current assets</b>		<u>4,760</u>	<u>8,779</u>	<u>8,045</u>
<b>Total assets</b>		<u><b>9,379</b></u>	<u><b>10,618</b></u>	<u><b>9,750</b></u>
<b>Current Liabilities</b>				
Trade and other payables	12	15,019	15,127	19,801
<b>Total assets less current liabilities</b>		<u>(5,640)</u>	<u>(4,509)</u>	<u>(10,051)</u>
		=====	=====	=====
<b>Non-current liabilities</b>				
Pension liability	15(i)	(1,085,000)	(387,000)	(119,000)
<b>Total non-current liabilities</b>		<u>(1,085,000)</u>	<u>(387,000)</u>	<u>(119,000)</u>
<b>Assets less liabilities</b>		<u><b>(1,090,640)</b></u>	<u><b>(391,509)</b></u>	<u><b>(129,051)</b></u>
		=====	=====	=====
<b>Reserves</b>				
General Reserve		<u><b>(1,090,640)</b></u>	<u><b>(391,509)</b></u>	<u><b>(129,051)</b></u>
		=====	=====	=====

Figures for 2008-09 have been re-stated in line with International Financial Reporting Standards.

The financial statements on pages 25 - 28 were approved and authorised for issue by the Commission.

  
**Prof. B Cullen**  
**Chairperson**

  
**Mrs P Weir**  
**Chief Executive/  
Commission Secretary**

**2<sup>nd</sup> June 2010**  
**Date**

**The notes on pages 29 to 40 form part of these accounts**

**FINANCIAL STATEMENTS FOR YEAR ENDING 31 MARCH 2010****STATEMENT OF CASHFLOWS FOR THE YEAR ENDING 31 MARCH 2010**

	Notes	2010 £	2009 (as restated) £
<b>Cash flows from operating activities</b>			
Net expenditure after cost of capital charge		(421,789)	(371,187)
Adjustment for non-cash items	6	(19,356)	(4,296)
Decrease in trade and other receivables		798	2,720
Decrease in trade payables excluding capital creditors		(108)	(4,675)
Increase in pension liability		698,000	268,000
Actuarial loss in respect of the pension scheme		(642,000)	(259,000)
Revision to valuation of pension scheme assets		-	(4,476)
<b>Net cash outflow from operating activities</b>		<b>(384,455)</b>	<b>(372,914)</b>
<b>Cash flows from investing activities</b>			
Purchase of property, plant and equipment £3,000 per individual asset		(3,971)	(994)
<b>Net cash outflow from investing activities</b>		<b>(3,971)</b>	<b>(994)</b>
<b>Cash flows from financing activities</b>			
Financing – grant drawn down from Department of Education			
- Recurrent Grant		381,234	376,366
- Capital Funding ( <i>now re expenditure below revised capitalisation threshold</i> )		3,971	995
<b>Net Financing</b>	3	<b>385,205</b>	<b>377,361</b>
<b>Net (decrease) increase in cash and cash equivalents in the period</b>	11	<b>(3,221)</b>	<b>3,453</b>
<b>Cash and cash equivalents at the beginning of the period</b>	11	4,282	829
<b>Cash and cash equivalents at the end of the period</b>	11	<b>1,061</b>	<b>4,282</b>

The notes on pages 29 to 40 form part of these accounts

**FINANCIAL STATEMENTS FOR YEAR ENDING 31 MARCH 2010****STATEMENT OF CHANGES IN RESERVES FOR THE YEAR ENDED 31 MARCH 2010**

	Notes	General Reserve £
<b>Balance at 31<sup>st</sup> March 2008 as originally stated under UK GAAP</b>		(122,824)
IFRS adjustment – employee benefits (holiday pay) accrual		(6,227)
		<hr/>
<b>Restated balance at 1<sup>st</sup> April 2008</b>		<b>(129,051)</b>
		<hr/>
<b>Changes in reserves for 2008-2009</b>		
Net operating expenditure after cost of capital charge, as restated		(371,187)
Non cash charge/credit – Notional Credit	6	(5,156)
Actuarial loss in respect of the pension scheme		(259,000)
Revision to valuation of pension scheme assets		(4,476)
		<hr/>
<b>Total restated recognised income and expense for 2008/2009</b>		(639,819)
<b>Grant from Department of Education – drawn down in 2008/2009</b>		377,361
		<hr/>
<b>Balance at 31<sup>st</sup> March 2009 (as restated)</b>		<b>(391,509)</b>
		<hr/> <hr/>
<b>Changes in reserves for 2009-2010</b>		
Net operating expenditure after cost of capital charge		(421,789)
Non-cash charge/credit – cost of capital		(20,547)
Actuarial loss in respect of the pension scheme		(642,000)
		<hr/>
<b>Total recognised income &amp; expense for 2009-2010</b>		(1,475,845)
<b>Grant from Department of Education drawn down in 2009/2010</b>		385,205
		<hr/>
<b>Balance as at 31<sup>st</sup> March 2010</b>		<b>(1,090,640)</b>
		<hr/> <hr/>

The general fund serves as the chief operating fund. The general fund is to be used to account for all financial resources except those required to be accounted for in another fund.

**The notes on pages 29 to 40 form part of these accounts**

## NOTES TO THE FINANCIAL STATEMENTS FOR YEAR ENDING 31 MARCH 2010

### 1. STATEMENT OF ACCOUNTING POLICIES

The financial statements comply with the Financial Reporting Manual (FReM) issued by the Department of Finance and Personnel and accounting and disclosure requirements issued by the Department of Education with the approval of the Department of Finance and Personnel, insofar as those requirements are appropriate. The accounting policies contained in the FReM apply International Financial Reporting Standards as adapted or interpreted for the public sector context. Where the FReM permits a choice of accounting policy, the accounting policy which is judged to be the most appropriate to the particular circumstances of the Staff Commission for Education and Library Boards for the purpose of giving a true and fair view has been selected. The particular policies adopted by the Staff Commission for Education and Library Boards are described below. They have been applied consistently in dealing with items that are considered material to the accounts.

#### 1.1 Accounting Convention

These financial statements are presented in £sterling and are rounded to the nearest pound.

The financial statements have been prepared in accordance with the historical cost convention. In view of the immaterial amounts involved, assets are not subject to revaluation but are disclosed at historic cost.

#### IFRS 1 – First time adoption

IFRS 1 First time adoption of International Financial Reporting Standards allows entities adopting IFRS for the first time to take certain exemptions from the full requirements of IFRS in the first year of transition (i.e. 2009-10). The Staff Commission for Education and Library Boards elected not to take any exemptions.

Management has reviewed new accounting standards that have been issued but are not yet effective, nor adopted early for these accounts. Management consider that these are unlikely to have a significant impact on the accounts in the period of initial application.

#### 1.2 Recognition of Income

The final approved resource allocations (recurrent) from the Department of Education are credited direct to the General Fund reserve on a cash draw-down basis.

The annual recurrent allocations from the Department of Education are intended to meet recurrent costs.

Income from other grants received for a specific purpose, that is restricted income, is included in the operating cost statement to the extent of matching the relevant expenditure incurred in the period. Restricted income received but not matched to relevant expenditure during the period is shown as deferred income on the statement of financial position.

Income from services rendered is included to the extent of the completion of the contract or service concerned.

## NOTES TO THE FINANCIAL STATEMENTS FOR YEAR ENDING 31 MARCH 2010

### 1.3 Taxation

The Commission is exempt from corporation tax on income it receives. Items in the operating cost statement are inclusive of V.A.T. where relevant.

### 1.4 Property, plant and equipment

Items of property, plant and equipment costing in excess of £3,000 per individual item, which are held for use on a continuing basis in delivering the Commission's activities, and which yield a benefit of more than one year, are treated as capital expenditure in the accounts. On initial recognition assets are measured at cost including any costs such as installation directly attributable to bringing them into working condition. This excludes expenditure on repairs and maintenance of property plant and equipment, which only maintains the value of asset.

#### 1.4.1 Assets other than Land and Buildings

Assets other than land and buildings costing less than £3,000 (formerly £150) per individual item are written off to the operating cost statement in the period of acquisition. In view of the immaterial amounts involved, assets are not subject to revaluation but are disclosed at historic cost. The increase in capitalisation threshold during the year is regarded as a change in accounting estimate.

#### 1.4.2 Depreciation

Depreciation is provided for on all property, plant and equipment with a finite useful life, by allocating the cost less estimated residual value of the assets as fairly as possible to the periods expected to benefit from their use. Useful lives are estimated on a realistic basis, reviewed regularly and revised where appropriate.

All assets are depreciated on a straight line basis over their expected useful lives. A full month's depreciation is charged in the period of acquisition/commissioning and no depreciation is charged in the month of disposal.

Capitalised assets are depreciated over their useful economic lives as follows:-

<b>Asset Class</b>	<b>Asset Sub-Class</b>	<b>Asset Life</b>
Computers	Hardware and Software	3 years
Fixtures and Fittings	Office Furniture and Fixtures	7 to 10 years

Where these assets are acquired with the aid of specific grants the asset is capitalised and depreciated in accordance with the above policy, with the related grant being credited to a government grant reserve and released to the General Fund over the useful economic life of the related asset.

### 1.5 Stocks

There are no material stocks held by the Commission.

### 1.6 Pension Scheme

The Commission's employees belong to the Northern Ireland Local Government Officers' Superannuation Committee (NILGOSC) Scheme. The NILGOSC Scheme is of the defined benefits type; the assets of the schemes being held in separate trustee-administered funds.

**NOTES TO THE FINANCIAL STATEMENTS FOR YEAR ENDING 31 MARCH 2010**

The Commission's contribution to the Northern Ireland Local Government Pension Fund is determined by the fund's actuary based on a triennial Valuation. The scheme is administered by NILGOSC, Hollywood Road, Belfast.

The pension costs are assessed in accordance with the advice of independent qualified actuaries using the projected unit method.

**1.7 Reserves**

The General Reserve balance represents the deficit of revenue expenditure over income together with any Pension Scheme actuarial gains or losses and grant-in-aid from the Department of Education which is credited directly to the General Reserve.

**1.8 Staff Costs**

Under IAS 19 Employee Benefits legislation, all staff costs must be recorded as an expense as soon as the organisation is obligated to pay them. This includes the cost of any untaken leave as at the year end.

**1.9 Capital Charge**

A charge, reflecting the cost of capital utilised by the Commission, is included in other expenditure. The charge is calculated at the real rate set by HM Treasury (currently 3.5 per cent) on the average carrying amount of all assets less liabilities.

**2. FIRST TIME ADOPTION OF IFRS**

	<b>General Fund £</b>
<b>Taxpayers' deficiency as restated at 31 March 2008 under UK GAAP</b>	(122,824)
IAS19 Employee Benefits- accrued untaken leave	(6,227)
	<hr/>
<b>Taxpayers' deficiency at 1 April 2008 under IFRS (as restated)</b>	<b>(129,051)</b>
	<hr/> <hr/>
<b>Taxpayers' deficiency as restated at 31<sup>st</sup> March 2009 under UK GAAP</b>	(385,216)
IFRS Adjustment for:	
IAS 19 Employee Benefits – Accrued untaken paid leave	(6,293)
	<hr/>
<b>Taxpayers' deficiency at 31st March 2009 under IFRS (as restated)</b>	<b>(391,509)</b>
	<hr/> <hr/>
<b>Net expenditure for 2008/09 under UK GAAP(per note 2)</b>	<b>371,121</b>
IFRS adjustment for:	
Movement in accrued untaken paid leave – 2008-09	66
	<hr/>
<b>Net expenditure for 2008-09 under IFRS</b>	<b>371,187</b>
	<hr/> <hr/>

**NOTES TO THE FINANCIAL STATEMENTS FOR YEAR ENDING 31 MARCH 2010**

The adoption of IFRS has no impact on the cash position of the Staff Commission for Education and Library Boards. No reconciliation is therefore required for prior year cashflow.

**3. GRANT FROM DEPARTMENT****DEPARTMENT OF EDUCATION FOR NORTHERN IRELAND**

	<b>2010</b>	<b>2009</b>
	<b>£</b>	<b>£</b>
<b>Recurrent Grant</b>		
RfR A grant-in-aid	381,234	376,366
<b>Capital Grant-in-Aid</b>		
Capital grant-in-aid used for purchase of tangible fixed assets	3,971	995
<b>Total grant credited to General Fund</b>	<b>385,205</b>	<b>377,361</b>

The total amount of grant drawn down and accounted for by the Commission is in accordance with the resources allocated by the Department of Education.

**4. OTHER INCOME**

	<b>2010</b>	<b>2009</b>
	<b>£</b>	<b>£</b>
N.I. Youth Council	5,544	5438
Refund from NILGOSC	-	514
<b>Total other income</b>	<b>5,544</b>	<b>5,952</b>

**5. STAFF COSTS**

(a) Other than the Chairperson whose details are given in the Remuneration Report on page 17, the average number of persons employed by the Commission during the year and staff costs are as follows:-

	<b>2010</b>	<b>2009</b>
	<b>Number</b>	<b>Number</b>
Professional/Administrative	6	6
Manual – Domestic	1	1
<b>Total</b>	<b>7</b>	<b>7</b>

**NOTES TO THE FINANCIAL STATEMENTS FOR YEAR ENDING 31 MARCH 2010**

(b) The staff costs incurred in respect of the above staff and the Chairperson were:-

	<b>2010</b> £	<b>2009</b> £
<i>Professional/Administrative</i>		
Wages & salaries	232,623	226,666
Social security costs	18,252	17,845
	<hr/> 250,875	<hr/> 244,511
<i>Manual – Domestic</i>		
Wages & salaries	9,196	9,087
Social security costs	446	494
	<hr/> 9,642	<hr/> 9,581
	<hr/> 260,517	<hr/> 254,092
Pension costs – current service cost as calculated by the scheme actuary	61,000	37,000
<b>Total staff costs</b>	<hr/> <b>321,517</b>	<hr/> <b>291,092</b>

Pension costs include an amount of £27,000 relating to Past Service costs. These relate to changes in member benefits which came into effect on 1<sup>st</sup> April 2009.

**(c) Pension costs**

The Commission provides retirement benefits to its employees through participation in the Northern Ireland Local Government Officers' Pension Fund. This is a defined benefit scheme which produces its own resource accounts.

The most up to date actuarial valuation of the Scheme was carried out as at 31 March 2007, details of which are available in the Northern Ireland Local Government Officers' Pension Fund Resource Accounts.

For 2009/2010, employer's contributions of £37,611 (2008/2009: £34,476) were payable to the Scheme at 16% (2008/2009: 15%) of pensionable salary.

Further details of pension scheme costs and obligations as accounted for under IAS 19 are given in note 15 below.

## NOTES TO THE FINANCIAL STATEMENTS FOR YEAR ENDING 31 MARCH 2010

## 6. OTHER EXPENDITURE (Including VAT, where relevant)

	2010	2009 (as restated)
<b>Cash items</b>		
	£	£
Travelling & subsistence - Officers	4,564	4,643
-Members	761	823
Rent, rates and insurance	33,414	36,402
Hospitality	1,877	2,069
Conferences, courses and training	5,708	4,952
Service charge, electricity, cleaning, eye tests/advert'g	12,142	10,672
Maintenance and repairs	851	816
Capital expenditure of less than £3,000 per asset in 09/10	4,988	-
Maintenance contract	1,001	2,285
Printing, stationery and office requisites	6,547	4,547
Telephone and postage	5,503	5,148
Miscellaneous	2,652	2,701
IAS 19 (formerly FRS17) fees	1,060	4,953
Internal audit services	3,525	3,358
Accountancy services (including addn' IFRS work)	7,854	4,664
Consultancy and research	725	310
<b>Total other cash expenditure</b>	<b>93,172</b>	<b>88,343</b>
<b>Non-cash items</b>		
<b>Depreciation</b>	<b>1,191</b>	<b>860</b>
<b>Notional cost/(credit)</b>		
External auditors' remuneration	5,391	3,735
Cost of capital	(25,938)	(8,891)
<b>Total notional cost/(credit)</b>	<b>(20,547)</b>	<b>(5,156)</b>
<b>Total net non-cash items</b>	<b>(19,356)</b>	<b>(4,296)</b>
<b>Total</b>	<b>73,816</b>	<b>84,047</b>
Other expenditure above includes:-		
	2010	2009
	£	£
Operating leases - hire of machinery	1,901	1,717
Operating leases – property	22,250	22,250
	<b>24,151</b>	<b>23,967</b>

**NOTES TO THE FINANCIAL STATEMENTS FOR YEAR ENDING 31 MARCH 2010****7. INTRA GOVERNMENT BALANCES**

As a minor body, the Commission is exempt from the requirements of the Whole of Government accounts.

**8. INTEREST PAYABLE**

The Commission did not pay any interest during the year.

**9. PROPERTY, PLANT AND EQUIPMENT****2009-2010**

	<b>Computers</b>	<b>Fixtures &amp; Fittings</b>	<b>TOTAL</b>
<b>Cost</b>	<b>£</b>	<b>£</b>	<b>£</b>
At 1 April 2009 (as restated)	25,510	6,238	31,748
Disposals	(11,126)	-	(11,126)
Additions (assets over £3,000)	3,971	-	3,971
<b>At 31 March 2010</b>	<u>18,355</u>	<u>6,238</u>	<u>24,593</u>
<b>Depreciation</b>			
At 1 April 2009	23,985	5,924	29,909
Eliminated on disposal	(11,126)	-	(11,126)
Charge for period	1,073	118	1,191
<b>At 31 March 2010</b>	<u>13,932</u>	<u>6,042</u>	<u>19,974</u>
<b>Net Book Value at 31 March 2010</b>	<u><b>4,423</b></u>	<u><b>196</b></u>	<u><b>4,619</b></u>
<b>Net Book Value at 31 March 2009</b>	<u>1,525</u>	<u>314</u>	<u>1,839</u>

The Commission owns all the above assets. Should fixed assets be sold, proceeds from the sale can only be retained with the approval of the Department and otherwise must be surrendered to the Department of Education.

**NOTES TO THE FINANCIAL STATEMENTS FOR YEAR ENDING 31 MARCH 2010****2008-2009**

	<b>Computers</b>	<b>Fixtures &amp; Fittings</b>	<b>TOTAL</b>
<b>Cost</b>	<b>£</b>	<b>£</b>	<b>£</b>
At 1 April 2008	24,516	6,238	30,754
Additions	994	-	994
<b>At 31 March 2009</b>	<u>25,510</u>	<u>6,238</u>	<u>31,748</u>
<b>Depreciation</b>			
At 1 April 2008	23,256	5,793	29,049
Charge for period	729	131	860
<b>At 31 March 2009</b>	<u>23,985</u>	<u>5,924</u>	<u>29,909</u>
Net Book Value at 31 March 2009	<u>1,525</u>	<u>314</u>	<u>1,839</u>
<b>Net Book Value at 31 March 2008</b>	<u>1,260</u>	<u>445</u>	<u>1,705</u>

**10. TRADE RECEIVABLES AND OTHER CURRENT ASSETS**

	<b>2010</b>	<b>2009</b>	<b>2008</b>
<b>Amounts falling due within one year:</b>	<b>£</b>	<b>£</b>	<b>£</b>
Prepayments and accrued Income	3,699	4,497	7,216
	<u>3,699</u>	<u>4,497</u>	<u>7,216</u>
	=====	=====	=====

**11. CASH AND CASH EQUIVALENTS**

	<b>2010</b>	<b>2009</b>	<b>2008</b>
	<b>Total</b>	<b>Total</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Balance at 1 April	4,282	829	147
Net change in cash and cash equivalent balances	(3,221)	3,453	682
<b>Balance at 31 March</b>	<u><u>1,061</u></u>	<u><u>4,282</u></u>	<u><u>829</u></u>
The following balances at 31 March were held at:			
Commercial banks and cash in hand	<u>1,061</u>	<u>4,282</u>	<u>829</u>
Balance at 31 March	<u>1,061</u>	<u>4,282</u>	<u>829</u>

**NOTES TO THE FINANCIAL STATEMENTS FOR YEAR ENDING 31 MARCH 2010****12. TRADE PAYABLES AND OTHER CURRENT LIABILITIES**

	<b>2010</b>	<b>2009</b>	<b>2008</b>
	£	(as restated) £	(as restated) £
<b>Amounts falling due within one year:</b>			
Accruals and deferred income	15,019	15,127	19,801
	<u>15,019</u>	<u>15,127</u>	<u>19,801</u>
	=====	=====	=====

**13. RELATED PARTY TRANSACTIONS**

The Staff Commission for Education and Library Boards is a Non-Departmental Public Body sponsored by the Department of Education (DE). DE is regarded as a related party. During the year, the Commission has had various material transactions with DE and with other entities for which the Department of Education is regarded as the parent Department. These include:-

- the Belfast Education and Library Board;
- the North Eastern Education and Library Board;
- the South Eastern Education and Library Board;
- the Southern Education and Library Board;
- the Western Education and Library Board.

During the year, none of the Commission members or members of the senior management team have undertaken any material transactions with the Commission. The information contained in the accounts of the Staff Commission relevant to the Department of Education is included in the Resource Accounts of the Department of Education, which are published separately.

**14. COMMITMENTS UNDER LEASES**

	<b>2010</b>	<b>2009</b>	<b>2008</b>
	£	£	(as restated) £
Total future minimum lease payments under operating leases are given in the table below for each of the following periods.			
Obligations under operating leases comprise:			
Land and buildings:			
In respect of an operating property lease expiring on 31 March 2010*, with a break option at April 2007, which was not exercised	11,125	22,250	44,500
	<u>11,125</u>	<u>22,250</u>	<u>44,500</u>
Office Equipment:			
- not later than one year **	670	1,267	2,017
	<u>670</u>	<u>1,267</u>	<u>2,017</u>
	=====	=====	=====

**NOTES TO THE FINANCIAL STATEMENTS FOR YEAR ENDING 31 MARCH 2010**

- \* In April 2005 the property operating lease, which expired on 31 March 2005, was renegotiated for a five year period to 31 March 2010 at an annual rental of £22,250 with a break option at April 2007, which was not exercised.

Due to the uncertainty regarding the timing of the change in arrangements for the Commission, in March 2010 the property operating lease was extended to 30<sup>th</sup> September 2010, at the same rental of £22,250pa. Accordingly, the property lease obligation at the year end was £11,125. The situation will be reviewed at the end of September.

- \*\* Both the Postage Equipment and Photocopier operating leases expired in July/August 2008. Due to the amalgamation which had been expected in December 2009 but which has since been postponed, the decision was made to extend the leases. It has been agreed with lessors that these equipment operating leases will be reviewed on a quarterly basis, giving an obligation at the year end under these leases of just one quarter.

The Commission does not have any finance leases.

**15. EMPLOYEE BENEFIT OBLIGATIONS**

- (i) The amounts recognised in the statement of financial position are as follows:-

	31.03.10	31.03.09	31.03.08
	£	£	£
Fair value of employer assets	1,593,000	1,086,000	1,372,000
Present value of funded liabilities	(2,678,000)	(1,473,000)	(1,491,000)
Net underfunding in funded plan	(1,085,000)	(387,000)	(119,000)
Present value of unfunded obligations	-	-	-
Unrecognised past service cost	-	-	-
Net liability	(1,085,000)	(387,000)	(119,000)
	=====	=====	=====

- (ii) The amounts recognised in the Net Expenditure Account are as follows:-

	31.03.10		31.03.09		31.03.08	
	£	% of payroll	£	% of payroll	£	%
Current service cost	34,000	14.7%	37,000	16.3%	48,260	21.8%
Interest cost	104,000	44.6%	104,000	45.4%	98,000	44.5%
Expected return on employer assets	(72,000)	(30.9%)	(102,000)	(44.5%)	(102,000)	(46.4%)
Finance Charge	32,000		2,000		(4,000)	
Past Service Cost	27,000		-		-	
	93,000	40.0%	39,000	17.2%	44,260	20.0%
	=====		=====		=====	
Actual return on plan assets	461,000		(323,000)		(51,000)	
	=====		=====		=====	

**NOTES TO THE FINANCIAL STATEMENTS FOR YEAR ENDING 31 MARCH 2010****(iii) Reconciliation of deferred benefit obligation**

	<b>31.03.10</b>	<b>31.03.09</b>	<b>31.03.08</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Opening deferred benefit obligation	1,473,000	1,491,000	1,795,000
Current service cost	34,000	37,000	48,000
Interest cost	104,000	104,000	98,000
Contributions by members	16,000	14,000	13,000
Actuarial gains	1,032,000	(166,000)	(446,000)
Past service costs	27,000	-	-
Benefits paid	(8,000)	(7,000)	(17,000)
Closing deferred benefit obligation	<u>2,678,000</u> =====	<u>1,473,000</u> =====	<u>1,491,000</u> =====

**(iv) Reconciliation of fair value of employer assets**

	<b>31.03.10</b>	<b>31.03.09</b>	<b>31.03.08</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Opening fair value of employer assets	1,086,000	1,367,000	1,402,000
Expected return on assets	72,000	102,000	102,000
Contributions by members	16,000	14,000	13,000
Contributions by the employer	37,000	35,000	29,000
Actuarial gains	390,000	(425,000)	(162,000)
Benefits paid	(8,000)	(7,000)	(17,000)
Closing fair value of employer assets	<u>1,593,000</u> =====	<u>1,086,000</u> =====	<u>1,367,000</u> =====

**(v) Amount recognised in Statement of Changes in Reserves**

	<b>31.03.10</b>	<b>31.03.09</b>	<b>31.03.08</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Actuarial (losses) gains	(642,000)	(259,000)	283,000
Cumulative actuarial (losses) gains	<u>(870,000)</u> =====	<u>(228,000)</u> =====	<u>31,000</u> =====
Other loss recognised in respect of the pension scheme assets	-	(4,476)	-
	<u>-</u> =====	<u>(4,476)</u> =====	<u>-</u> =====

**(vi) The major categories of scheme assets as a percentage of total scheme assets are as follows:-**

	<b>31.03.10</b>		<b>31.03.09</b>		<b>31.03.08</b>	
	<b>£</b>	<b>%</b>	<b>£</b>	<b>%</b>	<b>£</b>	<b>%</b>
Equities	1,226	77%	793,000	73%	1,077,000	79%
Bonds	223	14%	152,000	14%	158,000	12%
Property	96	6%	76,000	7%	111,000	8%
Cash	48	3%	65,000	6%	21,000	1%
	<u>1,593</u>	<u>100%</u>	<u>1,086,000</u>	<u>100%</u>	<u>1,367,000</u>	<u>100%</u>
	<u>=====</u>	<u>=====</u>	<u>=====</u>	<u>=====</u>	<u>=====</u>	<u>=====</u>

**NOTES TO THE FINANCIAL STATEMENTS FOR YEAR ENDING 31 MARCH 2010****(vii) The principal actuarial assumptions used were:-**

	<b>31.03.10</b>	<b>31.03.09</b>	<b>31.03.08</b>
	<b>% pa</b>	<b>% pa</b>	<b>% pa</b>
Price increase rate	3.8%	3.1%	3.6%
Salary increase rate	5.3%	4.6%	5.1%
Expected return on assets	7.2%	6.5%	7.3%
Discount rate	5.5%	6.9%	6.9%

**(viii) Amounts for the current and previous four periods are as follows:-**

	<b>31.03.10</b>	<b>31.03.09</b>	<b>31.03.08</b>	<b>31.03.07</b>	<b>31.03.06</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Fair value of employer assets	1,593,000	1,086,000	1,367,000	1,402,000	1,300,000
Asset value of deferred benefit obligation	(2,678,000)	(1,473,000)	(1,491,000)	(1,795,000)	(1,400,000)
(Deficit) /surplus	<u>(1,085,000)</u>	<u>(387,000)</u>	<u>(124,000)</u>	<u>(393,000)</u>	<u>100,000</u>
Experience gains (losses) on assets	390,000	(425,000)	(162,000)	(16,000)	187,000
Experience gains (losses) on liabilities	-	-	120,000	(1,000)	27,000

**16. FINANCIAL INSTRUMENTS**

As the cash requirements of the Staff Commission for Education and Library Boards are met through Grant-In Aid provided by the Department of Education, financial instruments play a more limited role in creating and managing risk than would apply to a non-public sector body. The majority of financial instruments relate to contracts to buy non-financial items in line with the Commission's expected purchase and usage requirements and the Commission is therefore exposed to little credit, liquidity or market risk.

**Liquidity Risk**

The Commission's net revenue resource and capital expenditure requirements are largely financed by grants from its sponsoring department. The Commission is not, therefore, exposed to significant liquidity risks.

**Interest Rate Risk**

The Commission's financial assets and liabilities do not carry interest. The Commission is not, therefore, exposed to significant interest rate risk.

**Foreign Currency Risk**

The Commission's exposure to foreign currency risk is not significant. Foreign currency income and expenditure are negligible.

**17. FINANCIAL TARGET**

The Commission's only financial target for 2009-2010 was to contain expenditure within the resource allocation approved by the Department. The actual expenditure incurred by the Commission in 2009/10 was in line with the resources allocated by the Department of Education.





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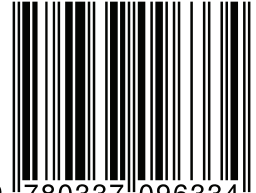
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