

MINUTES OF PROCEEDINGS OF A MEETING OF THE INTERIM BOARD HELD ON TUESDAY, 23 FEBRUARY 2010 AT 2.00 PM IN THE BOARD ROOM

1. PRESENT Mr M P Campbell (Chairperson)

Mr P Gildea
Mr C Mackin

Mrs C M McCaul
Rev Canon J McKegey

2. IN ATTENDANCE

Mr A P Murphy, Ms L Ayling, Mr G Butler, Mrs L McCall and for part of the meeting Mr P Keating, Mrs G Douglas and Mr T Mullan.

3. WELCOME

The Chairperson welcomed Mrs McCaul on her return to the Board. He advised that Very Rev L M McVeigh had resigned his membership of the Interim Board on account of other work commitments.

4. APOLOGY

An apology had been received from Dr M Hollinger.

5. APPOINTMENT OF OFFICERS

Mr Murphy drew attention to funding arrangements for posts contained within the report. It was proposed by Rev Canon McKegey, seconded by Mr Mackin, and agreed that the report** (B/2/10/2) prepared by the Head of Human Resources be adopted.

6. BOARD MEETING : MINUTES OF MEETING HELD ON 28 JANUARY 2010

On the proposal of Mr Gildea, seconded by Mr Mackin, the minutes* (B/1/010/3) of the meeting held on 28 January 2010 were approved as an accurate record and were signed by the Chairperson and the Chief Executive.

7. MATTERS ARISING FROM THE MINUTES

7.1 AUDIT COMMITTEE : APPOINTMENT OF MEMBERS (10.6)

It was agreed that Mrs C M McCaul would fill the vacancy on the Audit Committee caused by the resignation of Very Rev L M McVeigh from the Interim Board.

7.2 COMMENTARY ON FINANCIAL POSITION (MEMR) AS AT 31 DECEMBER 2009 – DE (11.3)

Ms Ayling reported that the bid for delegated EYF access had been reduced to £1.5m in the February monitoring round and that confirmation had been received from DE on 10 February of this schools' EYF.

7.3 UPDATE ON BUDGET 2010/11

Mrs McCaul received confirmation that no information was yet forthcoming to schools of their indicative budgets on the DE website. She highlighted that the lateness of this information impacted on the timescale for schools to effectively plan their budgetary positions. The Chairperson commented that the lateness of the budgetary notification appeared to be a recurring theme each year.

7.4 INTERNATIONAL REPORTING STANDARDS (IFRS) – REPORT TO THOSE CHARGED WITH GOVERNANCE (11.6)

Ms Ayling advised that the Chief Finance Officers would be meeting officials of the NI Audit Office on 25 February in the expectation that agreement would be reached on the direction to be taken on issues arising from the IFRS Shadow Accounts 2008/09 impacting on the 2009/10 Accounts preparation.

8. CHAIRPERSON'S BUSINESS

8.1 LETTER FROM THE MINISTER OF EDUCATION DATED 15 FEBRUARY 2010 ON TRANSFER 2010

The Board noted the letter** (B/2/10/5) from the Minister to the Chief Executive. It was agreed that Mr Murphy would respond to the Minister highlighting that the Board played no part in setting or marking entrance examinations, that its 14+ booklet which was published for parents specified no dates or venues for assessments and that the Board also played no part in passing examination results from Junior to Senior High Schools. The Board agreed that the letter of response should state that the Board had taken due account of all relevant DE advice and guidance to ensure the smooth transition of children from Junior to Senior High Schools.

8.2 STANDING ORDERS

The Chairperson advised that as a result of changes in the way DE processed the funding for the School Partnership Programme (SPP) through the Area Learning Partnership a number of schools were receiving invoices for courses which exceeded £30,000. Mr Butler explained that the cost of the courses was negotiated between the school and the Further Education College and the overall cost could impact on Standing Orders.

The Board agreed that the designation of the SPP courses should be termed 'Proprietary Expenditure' retrospectively. This would facilitate authorisation of invoices awaiting payment.

9. INTERIM GOVERNANCE ARRANGEMENTS : UPDATE

Mr Murphy pointed out that the main emphasis in the transitional period would be the introduction of shared services, uniformity in implementing key policies and rationalisation of senior management structures. He drew attention to the Convergence Development Plan which was still under consideration by the Minister of Education and which had not yet been seen by the Assembly's Education Committee. He stated that Mr Boyd, since meeting Board Members on 28 January, had advised that he would not

now be attending individual Board meetings. Mr Murphy referred to the £7m which had been set aside in the current financial year for voluntary severance and to the expectation that £26m would be set aside in 2010/11 for a further release of staff.

The Chairperson queried if the Board would be consulted on the release of staff in order that account would be taken of the potential impact on service delivery. Mr Murphy stated that DE officials would have to discuss with Boards the Convergence Development Plan and in particular accountability issues. Each Board would be required to make an assessment in terms of the confidence of the process and the practicability of services.

Mr Mackin stated that schools were concerned that, during this period of uncertainty, the current level of support afforded to them by the Board might diminish in any way. Mr Gildea stated that the support provided at Board level was always outstanding and also commented on the positive manner in which CCMS was continuing with its current business support. Mrs McCaul expressed concern in relation to the impact on workloads of staff who would remain within services following the release of staff through voluntary severance.

10. FINANCE

10.1 CAPITAL EXPENDITURE REPORT AS AT 31 JANUARY 2010

Ms Ayling presented the report* (B/2/10/7.1) which set out the forecasted position at year end for Major Works, Other Capital and Capital Receipts. She drew attention to the underspend of £128k in Major Works, the majority of which related to work not meeting targets at Banbridge Academy due to adverse weather conditions. Attention was also drawn to the underspend of £22k in the Minor Works budget, £12k of which had been as a result of a late allocation from DE for equipment for the Audiology Service. The Interim Board noted that £150k would be surrendered to DE and that £100k of the Youth budget would also be surrendered due to work not being able to progress at Killowen Outdoor Education Centre in the time available.

Ms Ayling referred to the £210k pressure on capital receipts which had arisen as a result of current market conditions where receipts from land sales had not realised original expectations.

10.2 DE MONTHLY EXPENDITURE MONITORING REPORT (MEMR) AS AT 31 JANUARY 2010

The Interim Board noted the report* (B/2/10/7.2) which set out spend within DE Schools and Youth budgets.

10.3 COMMENTARY ON FINANCIAL POSITION (MEMR) AS AT 31 JANUARY 2010 – DE

Ms Ayling presented the commentary* (B/2/10/7.3) which explained that the bid for access to delegated EYF had been reduced from £2m to £1.5m based on the December trends. She advised that, as part of the February monitoring round, confirmation had been received from DE of access to the £1.5m. This funding would be reflected in next month's reports.

Ms Ayling drew attention to the 'Resources allocated to Schools from the Centre budget' and advised that savings were anticipated in the areas of Teacher

Substitution costs, Rates and Special Education in Mainstream Education. She also advised that savings in the region of £200k which related to funding for Furniture & Equipment (£80k for St Patrick's College, Dungannon and £120k for Banbridge Academy) would be surrendered to DE. It was noted that contingency funding in the amount of £275k had been reinstated to cover potential business case costs arising from outstanding job evaluations. Due to progress within the nursery assistant job evaluation process, it was pointed out that costs could crystallise before the 2009/10 Accounts were certified in September.

Ms Ayling reported that, within the Centre budget, savings were forecast in the areas of Transport and Special Schools & Pupil Support. It was noted that an overspend in the Headquarters' budget would be absorbed by the re-allocation of budget savings from the Centre budget.

The Interim Board noted that clarification had been received from DE that the technical accounting change arising from the introduction of the International Financial Reporting Standards would have no budgetary impact on the PFI costs relating to Drumglass High School.

Ms Ayling highlighted that staff vacancies within the Youth Service had contributed to its underspend of £80k. A further £20k of underspend was forecast in the Community Relations Programme which related to an unexpected late allocation.

The Interim Board noted DE's year end forecast position detailing a DE schools' overspend of £1,152k, a school centre underspend of £581k and a youth underspend of £80k resulting in an overall overspend of £491k in the DE Schools / Youth budget (excluding earmarked funds).

Mrs McCaul queried the position of the underspends between the primary and the post-primary sectors. Ms Ayling stated that she did not expect much variance between the two sectors.

10.4 CONSULTATION WITH SCHOOLS ON POTENTIAL CHANGES TO THE LMS COMMON FUNDING FORMULA : SCHOOLS' RESPONSES TO DATE

The Interim Board noted the paper** (B/2/10/7.4) summarising the responses from schools to DE's proposed changes to the LMS Common Funding Formula. Ms Ayling advised that while the closing date for school responses was 25 February only 20 schools had responded to date, representing 7% of all schools, as opposed to a response rate the previous year of almost 35%. Mr Mackin considered that the minimum response reflected schools' confidence in the consultation exercise especially during the current period of uncertainty.

Consideration was given to the common themes which had been raised within each sector group. Mrs McCaul highlighted the budgetary difficulties affecting nursery schools as a result of having little scope to recover deficits and expressed disappointment that nursery principals did not qualify for principals' release time factor. The Chairperson requested that the Interim Board's concerns should be conveyed to DE that nursery principals should be entitled to principals' release time factor as was the case for principals of other sectors.

11. BUDGET 2010/11 : UPDATE

Ms Ayling presented a paper** (B/2/10/8) giving an overview of unavoidable pressures facing the Board in 2010/11 and updates on the Youth and Capital positions. She advised that the ARNE model was currently under consideration by DE and that the Chief Executive had written to DE to seek information on what basis the ARNE model was being reviewed and if it would have any negative impact on the Board's allocation.

Mr Butler drew attention to the introduction of the Carbon Reduction Commitment with effect from 1 April 2010. He informed Members that 2010/11 would be the baseline year for the scheme. In April 2011 there would be a potential financial pressure where the Board, along with other public sector organisations, would compete in a grouping to buy back carbon credits. Thereafter, each subsequent year, the Board's performance on energy consumption would be gauged along with the other bodies in that grouping in order that claims could be submitted if credits were gained. He highlighted the potential difficulty in the 2010/11 year of a reduction in the level of grants under the Central Energy Efficiency Fund from the Department of Finance and Personnel to 50% for the provision of energy saving measures. He informed Members that these energy saving measures could potentially impact on the ability of the Board to further reduce its carbon emissions.

Discussion ensued in relation to the reduction of £22m in the overall Capital budget for 2010/11 and the uncertainty in relation to the Education Minister's press release of 11 February which announced the total capital budget as being £170m. Mr Butler advised that new International rules meant that funding relating to PPP projects would be classified as capital. He advised that currently DE had 8 such schemes which would impact considerably on the capital budget.

Consideration was given to the best possible usage of the Board's allocation should the capital budget be severely restricted within each Board. It was considered that numerous works within the Minor Works Programme, as opposed to a small number of Major Works, would be most beneficial to a greater number of schools.

Ms Ayling drew attention to areas of potential savings in 2010/11 which had been considered by the Board's Senior Management Team. Detailed consideration and costings of such areas could only be pursued following confirmation of the Board's total allocation.

Ms Ayling advised that the LMS Steering Group was meeting on 9 March following which an announcement from the Minister was expected on the budget. The Board, at its meeting on 18 March, would consider a draft 2010/11 Scheme in order to submit the Resource Allocation Plan to DE by the expected deadline of 22 March.

Mr Mackin drew attention to the considerable budgetary pressures on schools and paid tribute to the invaluable assistance provided by the LMS Section.

12. CHILDREN & YOUNG PEOPLE'S SERVICES COMMITTEE

12.1 PROPOSED FORMAL STATEMENTS

It was proposed by Mrs McCaul, seconded by Rev Canon McKegey, and agreed that Statements of Special Educational Needs** should be made on pupils with code reference numbers SEN 2010 / 21 to SEN 2010 / 34 inclusive.

12.2 AMENDED FORMAL STATEMENTS

It was proposed by Mrs McCaul, seconded by Rev Canon McKegney, and agreed that Amended Statements of Special Educational Needs** should be made on pupils with code reference numbers SEN 2010 / 58A to SEN 2010 / 152A inclusive.

12.3 STATEMENTS TO BE CEASED

It was proposed by Mrs McCaul, seconded by Rev Canon McKegney, and agreed that Statements of Special Educational Needs** should cease to be made on pupils with code reference numbers SEN 2010 / 13C to SEN 2010 / 14C inclusive.

12.4 RESOURCING FOR PUPILS WHO LIVE IN OTHER ELBs BUT ATTENDING SELB SCHOOLS

It was proposed by Mrs McCaul, seconded by Rev Canon McKegney, and agreed to recommend that resourcing be made available for the pupils with Statements of Special Educational Needs** (code reference numbers SEN 2010 / 01 0B to SEN 2010 / 03 0B inclusive) attending SELB schools.

12.5 EDUCATION AND TRAINING INSPECTORATE (ETI) : SURVEY OF LEARNING SUPPORT CENTRES (LSCs)

Mrs Douglas reported that the ETI had announced that it was commencing a regional survey of LSCs. This included 12 LSCs in the Southern Board's area.

13. DEVELOPMENT, PLANNING AND SUPPORT SERVICES

13.1 DEVELOPMENT PROPOSAL AS TO PRIMARY (INCLUDING NURSERY) AND SECONDARY EDUCATION NO 250 : ESTABLISHMENT OF A NEW GRANT-AIDED IRISH-MEDIUM POST-PRIMARY SCHOOL IN ARMAGH CITY

Mr Butler advised that the Board was required to publish all Development Proposals received from any parties outside the Controlled Sector and to submit comments on them to DE.

The Board considered the Development Proposal* (B/2/10/10.1.1) detailing the establishment of a new grant-aided, Irish-Medium post-primary school in Armagh city, to be known as Gaelcholáiste Ard Mhacha, from 1 September 2010 or as soon as possible thereafter.

Mr Butler drew attention to Comhairle na Gaelscolaíochta's (CnaG) preferred option, as set out in the paper, of a free-standing Irish Medium post-primary provision in Armagh City which would provide for additional Irish Medium post-primary places for 2010 and 2011 to complement the 25 existing places available in the Irish Medium in Coláiste Chaitríona and which could eventually evolve into a Catholic managed free standing Irish Medium post-primary school. He added that the outcome of the Post-Primary Review being carried out by CCMS was expected in the coming weeks.

Members considered the letter of objection* (B/2/10/10.1.2) from Christian Brothers' Primary School, Armagh and a letter** from St Catherine's College,

Armagh concurring on the need for additional second level places in an Irish Medium setting in the County Armagh area but highlighting areas of concern.

The Board acknowledged the concerns set out in both letters and was supportive of the comments made by the two schools. It agreed that the Board's comments on the Development Proposal should highlight:

- Its support for Irish Medium post-primary provision in the County Armagh area;
- Its reservations in relation to CnaG's expected enrolment numbers as not every child would transfer from Irish Medium primary to Irish Medium post-primary provision;
- Its concerns that the proposal could create over-capacity and endanger the viability and sustainability of both Coláiste Chaitráona and Gaelcholáiste Ard Mhacha;
- Consideration that the location of the provision should take cognisance of already established bus routes from Lurgan, Craigavon and Crossmaglen to Newry where demand for Irish Medium post-primary provision was perceived to be high;
- The ability of the system to recruit qualified staff to deliver high quality education across all subjects in Irish Medium; and
- The necessity to ensure that the location of an Irish-Medium provision would be as inclusive as possible to all sections of the community.

13.2 TERM SERVICE CONTRACT FOR MAINTENANCE

Mr Butler reported that, in line with European ruling, the Board was required to move to a new procedure for procuring maintenance contracts known as the NEC 3 Term Service Contract. The Board was currently advertising for a term service contract for works which would allow for the appointment of three contractors, known as lead contractors, who would be capable of delivering all works with the assistance of sub-contractors. Mr Butler advised that the contracts would be awarded in geographical areas for one year with provision to extend the contract duration by a further three years. He stated that this work would be paid on a single monthly invoice as opposed to multiple invoices currently received in the Board. It was noted that the contact notice had been placed in the Supplement to the Official Journal of the European Union.

Mr Butler advised that an advertisement would soon be placed for a further term service contract to cover Mechanical & Electrical works. Members noted that the Southern Board was the first Board to introduce this new procurement arrangement.

13.3 ACQUISITION OF LAND FOR NURSERY AT FAIRHILL PRIMARY SCHOOL

Mr Crooks explained that, in order to facilitate arrangements to develop a single nursery unit at Fairhill Primary School, the Board would be required to amend the terms of its lease agreement on this land with the NI Housing Executive. He advised that the portion of land in question, 0.28 acres, was under a 999 year lease with the NI Housing Executive and a covenant existed on the lease which prohibited any building development on the land. It was noted that the NI Housing Executive would be prepared to remove the covenant on the lease with appropriate compensation.

It was proposed by Rev Canon McKegney, seconded by Mrs McCaul, and agreed that the Board would enter into negotiations with the NI Housing Executive to amend the lease agreement in order to progress a single nursery unit at Fairhill Primary School.

13.4 OPENING OF TENDERS

The Interim Board noted that the following tenders had been opened:

Opened in the presence of Mr P Gildea on 5 February 2010:

	£
T2934 Sperrinview Special School : Alterations and Extension (Retender)	
W R Jenkins, Armagh	525,000.00
Francis Haughey, Keady	539,963.91
Greystone Joinery & Construction Limited, Greystone	549,995.00
O'Hanlon Brothers Construction Limited, Coalisland	550,925.00
O'Neill of Clonoe Limited, Dernagh	557,800.00
Bann Limited, Portadown	580,100.00

Opened in the presence of Mr P Gildea on 9 February 2010:

T2933 Bush Primary School : Minor Improvements	
Greystone Joinery & Construction Limited, Greystone	193,980.00
Francis Haughey, Keady	204,470.80
W R Jenkins, Armagh	212,500.00
Felix O'Hare & Company Limited, Newry	218,000.00
L W Campton, Moneymore	228,268.00
Bann Limited, Portadown	229,000.00

Opened in the presence of Mr P Gildea on 22 February 2010:

T2935 Millington Primary School, Portadown St John the Baptist Primary School, Portadown Drumnamoe Nursery School, Lurgan Supply and Installation of Photovoltaic Panels	
Solar Century, Waterloo	59,482.00
The Low Carbon Partnership, Sundog Energy Limited, Penrith	62,500.00
<i>Low Carbon Building Department, Windsor did not return a tender</i>	
T2936 Annalong Primary School : Minor Improvements	
Peter O'Hare Limited, Mayobridge	73,690.00
Bell Contracts, Cookstown	88,400.00
Mascott Construction, Belfast	88,640.00
Henry Coary & Sons Limited, did not return a tender	Not Tendering
<i>Dungannon H J Bell & Sons, Portadown did not return a tender</i>	
<i>New Quay Developments, Cabra did not return a tender</i>	

13.5 REPORT ON TENDERS

The Interim Board noted that the following tenders, being the lowest received or the lowest received not subsequently withdrawn, had been accepted:

Tender No	Name of Contract	Successful Tenderer	Amount
T.2918	Killowen Outdoor Education Centre – Phase 1 Extensions & Refurbishment	W R Jenkins 153 Crosskeys Road ARMAGH BT60 3LB	£409,648.00
T.2921	Dickson Primary School (Lurgan) – Refurbishment and Extension to Nursery Unit and Main School	Bradley Construction 25 Main Street Mountfield OMAGH BT79 7PY	£329,000.00
T.2925	Carrick Primary School (Lurgan) – Extension & Refurbishment to Nursery Unit	Felix O’Hare & Company Limited 88 Chancellors Road Dublin Road NEWRY BT35 8NG	£279,000.00
T.2926	Newry High School – Music and Art Refurbishment	Peter O’Hare Limited 9 Ryan Road Mayobridge NEWRY BT34 2HZ	£426,495.00
T.2928	Rathfriland High School – Minor Improvements	O’Hanlon Brothers Construction Limited 3 Annaghmore Road Coalisland DUNGANNON BT71 4QZ	£186,760.00
T.2929	St Patrick’s Primary School (Magheralin) – Extension & Refurbishment Works to Servery	Lir Construction Stony Brae Upper Darkley Road Keady ARMAGH BT60 3RE	£69,850.00

T.2931	Cortamlet Primary School Multi-use Games Area & Associated Works	Martin Coleman Limited Brigh Quarry Brigh Road Stewartstown DUNGANNON BT71 5JP	£80,800.00
T.3992 (M)	St Catherine's College (Armagh) – Window Replacement	B H Glazing Limited 18 Newtown Place STRABANE BT82 8DS	£49,850.00

Tender No	Description	Tender Period	Firm(s) Accepted
50698	Digital Duplicators (2 valid tenders received)	Period: 1 January 2010 – 31 December 2010 (with option to extend for 2 further periods of 12 months each)	Riso UK Ltd, ELSTREE
50703	Fuel and Lubricants for Board Vehicles (12 Valid Tenders Received)	Period Ending: 31 August 2010 (with option to extend for 2 further periods of 12 months each)	Aughnacloy Filling Station, AUGHNACLOY Maxol Direct (NI) Ltd, NEWTOWNABBEY M/S McKnight Bros, DROMORE Nicholl Fuel Oils Limited, GREYSTEEL Rafferty's Garage, KILKEEL Seamus Mullan of Square Filling Station, NEWTOWNHAMILTON Thompson Fuels Ltd, TANDRAGEE
50761	Supply, Delivery, Installation and Commissioning of Biometric Cashless Systems (7 Valid Tenders Received)	N/A	Cunningham Cash Registers Ltd, BELFAST

The Interim Board also noted the following tenders accepted by another Board on behalf of all five Boards under agreed Joint Board tendering arrangements:

Tender Number	Subject	Tender Period	Firm(s) Accepted
20159	General Storage Furniture (Accepted by BELB)	Period: 1 January 2010 – 31 December 2011	Alpha Office Furniture, BELFAST Dunn & Co, BALLYNAHINCH Safeguard Devices, NEWTOWNARDS School & Office Supplies, BELFAST Sperrin Metal Products Ltd, DRAPERSTOWN Storage, Planning & Sales Ltd, BELFAST

13.6 LEGAL DOCUMENTS

The Interim Board noted that the following contract documents had been signed and sealed by the Chairperson and the Chief Executive:

- Killowen Outdoor Education Centre – Phase 1 Extensions & Refurbishment
- Dickson Primary School, Lurgan – Refurbishment and Extension to Nursery Unit and Main School
- Carrick Primary School, Lurgan – Extension & Refurbishment to Nursery Unit
- Newry High School – Music and Art Refurbishment
- Rathfriland High School – Minor Improvements
- St Patrick’s Primary School, Magheralin – Extension & Refurbishment Works to Servery
- Cortamlet Primary School – Multi-use Games Area & Associated Works
- Newry Scout Hall – Refurbishment
- St Catherine’s College, Armagh – Window Replacement

14. MEMBERSHIP COMMITTEE

It was proposed by Mrs McCaul, seconded by Rev Canon McKegey, and agreed to appoint the following persons to represent the Board on the Board of Governors of the following schools:

Controlled Nursery Schools

Fivemiletown Nursery Mrs A Millar, 405 Belfast Road, Fivemiletown, BT75 0SN

Controlled Primary Schools

Churchtown Primary Deferred
Foley Primary Deferred (2 seats)
Moyallon Primary Rev G Best, Newmills Manse, 28 Manse Road,
Portadown, BT63 5NW

Maintained Primary Schools

St Patrick's Primary

Changed back to a 9 Member Board. Therefore advised by CCMS that no further members would be required.

Maintained Secondary Schools

St Ciaran's High, Ballygawley Mrs M Rafferty, 88 Aughnagar Road, Galbally, Dungannon, BT70 2PW

15. PRE-SCHOOL EDUCATION ADVISORY GROUP : MINUTES

The minutes* (B/2/10/12.1 and 12.2) of the meetings held on 3 December 2009 and 14 January 2010 were noted.

16. REDUNDANCIES

It was proposed by Mr Mackin, seconded by Rev Canon McKegey, and agreed that discussion in relation to redundancies would be held in committee.

It was proposed by Mr Mackin, seconded by Rev Canon McKegey, and agreed to resume the meeting.

The Board noted that it had been proposed by Mrs McCaul, seconded by Mr Gildea, and agreed that the redundancies, as detailed in the report, be effected.

Rev Canon McKegey queried if a Classroom Assistant, employed to work with a pupil who had a statement of special educational need (SEN) in a primary school, was able to transfer to a post-primary school with the same statemented pupil should the primary school no longer require his or her services. Mr Keating advised that this transfer could be facilitated provided that it was in the pupil's best interests, the location of the post-primary school was deemed to be within reasonable distance for the Classroom Assistant, the Statement of SEN had not been amended for that particular child, and the functions of that Classroom Assistant could not be undertaken by an existing Classroom Assistant in the post-primary school setting.

The meeting ended at 4.45 pm.

CHAIRPERSON

CHIEF EXECUTIVE

DATE

* Paper circulated
26 February 2010

** Paper tabled
LMcC