

MINUTES

Committee Northern Ireland Branch

Date 16th June 2008

Venue Lesley Exchange 2

Present

Michael Carson (Chair)	David Nicholl
Mark McBride	Steve Mungavin
Patricia Blair	Una McGuinness
Catherine O’Hagan	Michael Tattersall
Joanne Devlin	Kate McKay

Apologies

Peter Harvey	Danny McConnell
Heather Cousins	Trevor Salmon
Jonathan Adams	

Action

1. Welcome

MC welcomed everyone to the meeting and noted apologies from those unable to attend.

2. Minutes

The minutes of the Committee meeting held on 21st April 2008 were agreed.

3. Matters Arising

➤ SM provided members with a current list of NI members on CIPFA technical panels. . MC said that was useful for the Branch to routinely review the make up of each of the panels, in part to ensure that the professional influence of members from Northern is maximised nationally. DN proposed that at least annually, the panel members from Northern Ireland should be invited to attend the Branch Committee to provide a brief update on recent developments in their areas. It was suggested that Derek Anderson, the representative on the Internal Audit Panel, should be approached and asked to attend the next Committee meeting. It was agreed that the CIPFA NI Office would e-mail all members to inform them that there may be vacancies for NI members on a number of panels and members could then advise if they would be interested in joining. PB to draft email to be sent and pass to Kate for issue.

PB

PB

➤ PB to follow up with Robert Street re provisions of Bye Laws 5&6 and circulate to members for consideration.

PB

➤ DN to investigate the possibility of developing a non-intrusive, cost-effective way of notifying local members of vacant non executive posts. As a first step, an article will be placed in the next edition of 'The Account' to direct members interested in taking up a non-executive role to register with OCPANI. **DN**

➤ It was noted that the Student Society Summer Ball had been cancelled, mainly due to difficulties in attracting sufficient numbers. The Branch noted that the CIPFA Office and Branch had been supportive in agreeing to book a number of tables. . The Committee was informed that there had been no financial or reputational loss, although future such events would need to consider such risks as part of the planning process. DN suggested that it may be an idea to hold a pre-conference dinner/get together on the eve of the Annual Conference. PB to suggest this to Student Committee. It was suggested that in future, the Students Society should work more closely with the Branch Committee and the CIPFA Office regarding organising and marketing future events. **PB**

4. Correspondence

➤ **Conference for the Regions, Plymouth, September 2008** – PB informed the Committee that there would be five representatives from Northern Ireland at this year's Conference for the Regions – PB, MC, CO'H, MT and MMcB (as regional rep). SM suggested that there may be an opportunity during the Conference to promote the CIPFA Office's IFRS training programme to other regions.

5. Finance Issues

➤ CO'H presented the paper that had been prepared by Jonathan Adams.

➤ CO'H enquired as to the role of the Treasurer within the Branch and specifically the authorising role and checking of invoices. It was agreed that in future, all invoices received in the NI Office will be checked by Nicola Greer before being passed to the Treasurer.

6. Development Plan

➤ UMcG to provide a list of dates for presentations to AAT students, NI University students and to employers **UMcG**

➤ It was agreed that it remains an important business need for the Branch to publish 'The Account' 3 times a year. The Account is widely read throughout the Province and plays an important role in promoting CIPFA locally. It was noted that the next edition will be available in August.

7. Board for Regions

➤ MMcB advised that the PIs model has been agreed in principle by the Board and following approval at the Board's meeting in July, guidelines for their use will be launched at the workshops at the Conference for the Regions in September.

➤ MMcB advised the Committee that in his view, PIs should be used internally and not for benchmarking against other regions. MMcB confirmed that the new PIs will be in place from 2009.

➤ MC thanked MMcB for his efforts spent in the area of PIs. His work in this important area has been of great benefit to the Board of the Regions.

8. Events Sub-Group

- KMcK circulated a draft programme for the Conference.
- DN noted that attendance at recent lunchtime events had been good, with an average of 55 delegates attending. The third lunch time event on Faster Closing had been held after the AGM on 9th May and 'Effective Support for the Accounting Officer' On 6 June.
- DN confirmed that plans for the Annual Luncheon would be considered at the next meeting of the Events Sub-group. SM advised that feedback from the Annual Luncheon had been positive.
- A list of contributors for 'The Account' has been agreed and the next edition will be available in August.
- A number of topics had been suggested for the Annual Debate including Housing and Immigration.

9. CIPFA NI Office – Presentation of Strategy

- DN gave the Committee an informative and comprehensive presentation setting out details of the CIPFA Northern Ireland Office role, its relationships with the CIPFA Northern Ireland Branch (and other parties) and also some insights into a number of opportunities and challenges. Committee members thanked David for his presentation. Above all members have a better insight into the unique relationship that the CIPFA Office has with the NI Branch and the importance and value of this to both parties.

10. Website Co-ordinator report

- MT advised that the website had been updated for minutes and photos from the most recent events. SM to provide summary details for forthcoming lunchtime events and MMcB to provide a copy of the Annual Report.
- CO'H to provide photo and pen portrait for website.

SM
MMcB

CO'H

11. Marketing, the Qualification and Student Support

- UMcG informed the Committee that a meeting of employers is to take place in the next week.
- UMcG advised the Committee that the current exam success rates were at their highest ever level – 71% (national average 69%, CETC 76%). She reiterated that the main focus remains on improving success of existing students.

12. CPD

- UMcG advised that as CPD has now been made mandatory, her role as CPD advisor is limited. She further advised that Robert Street intends to increase sampling of CPD plans.
- It was agreed that CPD should be removed as an agenda item in future.

13. Date of next meeting

- The next meeting will take place on Monday 8th September 2008 in Lesley Exchange 2.

Patricia Blair
19th June 2008