



# GTCNI

General Teaching Council for Northern Ireland

## Annual Report and Accounts

for the year ended 31 March 2009

2008-2009

[www.gtcni.org.uk](http://www.gtcni.org.uk)



GTCNI Annual Report and Accounts  
for the year ended 31 March 2009

The Registrar/Chief Executive Officer authorised these  
Financial Statements for issue

on

22 December 2010

Laid before the Northern Ireland Assembly in accordance with  
paragraph 12 of Schedule 1 to the Education Order (Northern Ireland) 1998  
by the Department of Education

on

10 November 2011



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## Chairperson's Foreword

This is the fifth Annual Report published by the General Teaching Council for Northern Ireland. It comes at a time of continuing uncertainties about fiscal stability and the impact on economic and social wellbeing.

In a world characterised by endemic uncertainty it is ever more vital that we as teachers recognise our role in preparing the young people, placed in our care, to meet the demands of modern living. To fulfil that role it is essential that the profession as a whole has a clear sense of purpose and mission and this has been an on-going theme of the Council's work in the past year namely the empowerment of teachers and the profession as a whole.

It must be noted that the on-going lack of political consensus in regard to post primary education structures has contributed in no small way to the pressures facing the profession. Hopefully the resolution to these issues will be forthcoming in the coming year.

The report outlines progress against what was an ambitious programme and in so doing has helped to set the priorities for the coming year.

What remains constant is the commitment of the profession to the well-being of our young people and the commitment of GTCNI to support the profession in its endeavours.



Ivan Arbuthnot  
Chair, GTCNI

## **Professional Advisors**

### **AUDITORS**

Comptroller and Auditor General  
Northern Ireland Audit Office  
106 University Street  
Belfast  
BT7 1EU

### **INTERNAL AUDITORS**

ASM Horwath  
Horwath House  
20 Rosemary Street  
Belfast  
BT1 1QD

### **SOLICITORS**

Cleaver Fulton Rankin  
50 Bedford Street  
Belfast  
BT2 7FW

### **BANKERS**

Northern Bank Ltd  
Donegall Square North  
Belfast  
BT1 2HQ

## Report of the Council Members

The Council are pleased to present their Annual Report and Accounts for the year to 31 March 2009.

Our Annual Report and Accounts have been prepared in accordance with the requirements and guidelines set out in the Government's Financial Reporting Manual (FReM) issued by the Department of Finance and Personnel which is in force for the financial year for which the accounts are being prepared and under an Accounts Direction given by the Department of Education in accordance with paragraph 12 of Schedule 1 to the Education (Northern Ireland) Order 1998.

### BACKGROUND AND INFORMATION

The General Teaching Council for Northern Ireland was established by the Education (Northern Ireland) Order 1998, and held its first meeting on the 15 October 2002. The Council is the statutory, independent body for the teaching profession and is dedicated to enhancing the status of teaching and promoting the highest standards of professional conduct and practice. The Council has a membership of 33, the majority of whom are teachers.

The Council is constituted as follows: 14 members are elected directly by the profession with a further 5 members nominated by the Northern Ireland Teaching Council. In addition, 10 members are nominated by broader interests within education including Higher Education Institutions, Employing Authorities and other agencies. The remainder are appointed by the Department of Education of whom one will be representative of industry and commerce and 3 will reflect the wider public interest. In essence the membership reflects the broad professional educational community. All members of the Council are independent, non-executive members and they report on other interests in the Register of Members' Interests which is held in the Council offices.

The Registrar is the Chief Executive Officer of the Council and he is supported by professional staff responsible for the Council's strategic and operational work programmes. The staff includes the Senior Management Team, the Registration Team, and the Corporate and Support Services.

### PRINCIPAL OBJECTIVES AND ACTIVITIES

The Council's responsibilities, as set out in the Education (Northern Ireland) Order 1998, Articles 34-41, are as follows:

- the registration of all teachers in grant-aided schools;
- the development of a Code of Professional Values and Practice;
- disciplinary functions relating to unacceptable professional conduct and serious professional incompetence; and
- the provision of advice to the Department of Education and employing authorities.

## **FUTURE DEVELOPMENTS**

The Council's work in the forthcoming year will include the completion of a number of key initiatives:

- the introduction of an accreditation pilot process in respect of initial teacher education programmes;
- development of final version of Council's regulatory procedures and processes;
- initiation of training programme for staff and Council members in regard to regulatory rules;
- development of a strong working relationship with Education and Skills Authority, (when established), the new single employing authority for teachers; and
- the development of registration categories and systems, including online and telephone payments.

## **COUNCIL MEMBERS AND RESPONSIBILITIES**

Council Members have corporate responsibility for ensuring that the Council complies with any statutory or administrative requirements for the use of its income from registration fees. They are specifically responsible for:

- ensuring that high standards of administration and decision-making are observed at all times;
- establishing the overall strategic direction of the Council by means of oversight of the production of the Corporate Plan;
- overseeing the delivery of planned results by monitoring performance against agreed strategic objectives and targets;
- formulating a strategy for the security of personal information held so as to comply with the Council's statutory responsibilities; and
- ensuring that the Council does not exceed its powers or functions whether defined in statute or otherwise. Members are normally advised on these matters by the Council's Registrar and its legal advisors.

Council membership for the period was:

**ELECTED MEMBERS**

**Nursery School Representative**

- Mrs Susan Campbell

**Special School Representative**

- Mrs Sally McKee

**Primary School Representatives**

- Mr Charles Glenn
- Mr John McGrady
- Ms Daisy Mules
- Mrs Thea Patton
- Mr John Kerr

**Secondary School Representatives**

- Mr Keith Smith
- Mr Damian Walls
- Dr Theo Lavery
- Mrs Teresa Graham
- Mrs Rosemary Barton

**Primary School Principal**

- Mrs Audrey Stewart

**Secondary School Principal**

- Mr Ivan Arbuthnot

## APPOINTED MEMBERS

### **Northern Ireland Teachers' Council**

- Mr John Pollock
- Mr Peter Scott
- Mr Malachy Doherty
- Mr Tony Lappin
- Mr Alistair Orr

### **Association of Education and Library Boards**

- Mr Gary Haire (Appointed April 2008, resigned November 2009)
- Mr Gordon Topping

### **Council for Catholic Maintained Schools**

- Mr John Colgan
- Mrs La'Verne Montgomery

### **Comhairle na Gaelscolaíochta**

- Ms Aine Andrews

### **Governing Bodies Association**

- Mr Ronnie Hassard

### **Northern Ireland Council for Integrated Education**

- Mrs Frances Donnelly

### **Transferor Representatives' Council**

- Ms Rosemary Rainey (Appointed November 2009)

### **Trustees of Catholic Maintained Schools**

- Mr Joe Corrigan

**Universities Council for the Education of Teachers**

- Dr Leslie Caul

**Department of Education**

- Mrs Dorothy Black
- Dr Jennifer Cornyn
- Mrs Miriam Karp
- Mr Brendan McConville

**COUNCIL'S COMMITTEE STRUCTURE**

The Council provides leadership, monitors performance to ensure that the GTCNI's aims and objectives are met, and promotes the highest standards of probity and propriety. In order to facilitate this work, the Council delegates different areas of the work to a range of committees as outlined below. The Committees report on the work they have undertaken at the Council meetings and bring forward significant issues for discussion and approval.

**The General Purposes and Finance Committee**

This Committee has responsibility for overseeing the Council's planning and operational processes encompassing:

Planning Processes

- Corporate and Business Plans
- Annual Reports

Financial Procedures

- Financial Procedures Manual
- Procurement
- Budget approval
- Annual Accounts

#### Staffing and Accommodation

- Recruitment
- Staff Discipline

#### Policy Issues

- Equal opportunities
- Health and safety

#### **The Registration Committee**

This Committee has strategic responsibilities in regard to all aspects of Teacher Registration, including:

- The development and maintenance of registration processes.
- The commissioning of the registration database and managed services.
- The exceptional registration processes and applications for same.
- Review of the Council's disciplinary procedures.

In addition the Committee will advise on:

- The profile of the Profession and its implications for recruitment and supply.
- The implications of statutory policies in respect of registration requirements.

#### **The Policy Committee**

This Committee has responsibility for the analysis of issues arising from changes and policy decisions within the education service.

The Committee exercises an analytical and advisory role in responding to issues emerging from policy developments, administrative changes or emerging trends or conditions within education.

It has a specific role in the consideration of issues such as:

- The Professional Code for Teachers.
- Standards of teaching.

- Initial teacher training.
- Professional development.
- Performance management.

### **The Audit Committee**

This Committee has responsibility for:

- Approval and review of the Council's systems of internal control to ensure compliance with statutory regulations and guidance, and in-house procurement strategies.
- Consideration and approval of the Council's annual and long term audit programmes.
- Liaison with external auditors in relation to the nature and scope of the audit programme and processes.
- Review and submission to the Council, of the Code of Practice for Members and the Code of Conduct for Staff.

### **The Risk Management Committee**

The Risk Management Committee is a sub-committee of the Audit Committee. It focuses on the risk management process within the Council and its terms of reference are as follows:

- to set the tone and influence the culture of risk management within the Council;
- to raise the level of management awareness and accountability for the business risks experienced by the Council ;
- to determine which type of risk is acceptable and which are not;
- to set the standards required from staff with respect to conduct and probity;
- to determine the appropriate risk appetite or level of exposure of the Council;
- to approve major decisions affecting the Council's risk profile or exposure;
- to monitor the management of significant risks to reduce the likelihood of unwelcome surprises;
- to ensure that the less significant risks are being actively managed, with the appropriate controls in place and working effectively; and

- to provide a mechanism for risk management issues to be discussed and disseminated to all areas of the Council.

The Committee also provides advice on the co-ordination of risk management strategies with the following objectives:

- to co-ordinate activities to obtain a more effective risk management process from existing resources;
- to prioritise and accelerate those risk management strategies that are critical to the achievement of corporate objectives; and
- to ensure that actions required are given the appropriate level of sponsorship and support.

#### Corporate Governance

To ensure coherence in the operation of the Audit Committee, it is chaired by an independent Council member, who is not the Chairperson of the Council, and includes in its membership the Chairs of the other Committees. The Audit Committee ensures that the internal control systems, including audit activities, are monitored actively, independently and objectively in order to promote and ensure the highest standards of propriety, accountability and financial management within the Council. The Chair of the Audit Committee reports directly to the Council on the Committee's activities.

#### The Remuneration Committee

The Remuneration Committee meets annually to confirm the Registrar's objectives for the forthcoming year and to determine the annual pay award, in line with the Council's Performance Related Pay Scheme.

#### **AUDITORS**

Our financial statements are audited by the Comptroller & Auditor General for Northern Ireland (C&AG) in accordance with paragraph 12 of Schedule 1 to the Education (Northern Ireland) Order 1988. He is head of the Northern Ireland Audit Office and he and his staff are wholly independent of the Council and the Department. He reports his findings to the Northern Ireland Assembly.

The audit of the financial statements resulted in a notional audit fee of £5,000 which is included within operating costs. Remuneration in respect of non-audit work amounted to £Nil.

The Council confirms that:

- (a) so far as its Registrar/CEO is aware, there is no relevant audit information of which the Council's auditors are unaware, and

- (b) the Registrar/CEO has taken all the steps that he ought to have taken to make himself aware of any relevant audit information and to establish that the Council's auditors are aware of that information.

#### **PROMPT PAYMENT**

GTCNI is committed to the prompt payment of bills for goods and services received in accordance with the terms of contracts and aims to pay within 10 days but no later than 30 days. GTCNI shall comply with the British Standard for Achieving Good Payment Performance in Commercial Transactions (BS 7890), and with the Late Payment of Commercial Debts (Interest) Act 1998 as amended and supplemented by the Late Payment of Commercial Debts Regulations 2002 DAO (DFP) 12/98 and DAO (DFP) 10/02 refer. This was achieved for 88% of all such invoices in 2008-09, and no commercial debt interest was paid or was due in respect of transactions in 2008-09.

#### **DISABLED PERSONS**

The Council adopts an equal opportunities approach to the recruitment, development and promotion of staff. Full and fair consideration is given to applications for employment from disabled people where they have the appropriate skills and abilities to perform the job. The Council provides work experience to a trainee for one day per week as part of its commitment to assist disabled people enter the workforce.

#### **EQUALITY OF OPPORTUNITY**

We follow the Northern Ireland Civil Service policy that all eligible persons shall have equal opportunity for employment and advancement on the basis of ability, qualifications and aptitude for work.

#### **EMPLOYEE INVOLVEMENT**

Staff are regularly briefed on Council business and future developments. Employees are consulted and kept informed of matters which affect them, by means of staff forums, written communication, informal discussions, and where appropriate, information meetings.

#### **HEALTH AND SAFETY**

The Council 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.

#### **CHARITABLE DONATIONS**

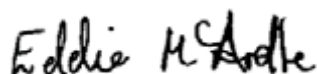
The Council made no charitable donations during the period.

## RESULTS FOR THE YEAR

The financial statements show an operating surplus on ordinary activities of £280,681. The Council had committed expenditure of £33,174 at the balance sheet date for work commenced in 2008/09 which is to be delivered in 2009/10.

## FIXED ASSETS

Details of the movement of fixed assets have been summarised in note 10 to the accounts. The Council do not believe that there is any material difference between the market and historical book values of its fixed assets as at 31 March 2009. The fixed assets are stated at historical cost less depreciation and have not been revalued during the year.



Mr Eddie McArdle  
Registrar &  
Chief Executive Officer

Date: 22 December 2010

## Management Commentary

The Council continues to operate within an environment which is subject to rapid change and uncertainty. The teaching profession works with moral purpose to create a better future for the young people of Northern Ireland; and it is the Council's on-going responsibility to help ensure that the profession continues to fulfil its commitments to learners and the wider education service.

### A PROBLEMATIC TASK: PROBLEMATIC WORLD

As teachers we in Northern Ireland are currently facing one of the most uncertain periods in our history. The global economic crisis allied to the structural changes emanating from the potential establishment of the Education and Skills Authority and the advent of the entitlement curriculum has brought an almost unique confluence of pressures for our schools and teachers. In periods such as this it is imperative that the profession, has a secure sense of its work and purpose and thus it is an appropriate time to reflect afresh on our professional mission. Such a re-examination offers an element of stability to our sense of direction and provides us with a benchmark against which to measure policies and actions. The definition of purpose is itself not without difficulties; any definition of the purposes of education will always be characterised by a degree of impermanence as differing contexts, changing understandings and values shape thinking and expectations. However, what must be accepted is that education, if it is to be meaningful, must have at its core, values and a sense of mission or moral purpose. The last two decades or so has seen not just the advent of globalisation but a parallel rise to prominence of an increasingly utilitarian view of education with values featuring less prominently, if at all, in policy documents and political discussion. In this utilitarian world education is primarily expected to develop:

- the skills/capacity to survive in the knowledge economy;
- the capacity for flexibility, resilience, problem solving; and
- creativity, motivation and the capacity to work collaboratively

in essence the attributes necessary to prosper in the new and increasingly assertive global economy.

In its purest form this vision stands in stark contrast with the assertion that education is, in essence, the conversation from generation to generation about matters of significance.

The irony of course is that the consensus that sustained the simple utilitarian approach to living, policy making and government action has collapsed as crisis has swamped the world economies. The resulting turmoil has led to an unprecedented period of introspection and reflection. Social commentators across the globe have come to recognise that many of the philosophies that come to prominence in our modern world are potentially destructive. Commentators speak of an increasing individualism, a decline in social capital, a growing gap between the poor and the rich. They note that modern technology has created greater access to information, but does not guarantee its quality. Modern communications offers enhanced connectivity but no real intimacy.

Social networking has created virtual communities but offers little meaningful communication granting an unparalleled immediacy but little depth of interaction.

It is at times such as this that the teaching profession must restate its core values and resist any return to the sterility of a simplistic utilitarianism. This is not to adopt an impoverished view of education indeed the Council has already outlined its vision of mission and purposes in its Charter for Education which reminds us that education, if it is to be meaningful, must be an activity that is a liberating enterprise designed to develop individuals in order that they might participate fully in society and in doing so lead lives that are both life creating and fulfilling.

### **AGENTS OF CHANGE**

However, having a clear sense of moral purpose is only one of the attributes required for teaching profession to respond successfully to the challenges of this new era. If we are to address the issues emerging then teachers must become agents of change rather than victims driven by imperatives over which they exercise little control. It must be recognised that we in Northern Ireland are lucky in so far as the philosophical underpinnings of the new curriculum resonate readily with the core values underpinning GTCNI's competences and charter document. Thus there is little if any sense within the profession that an inappropriate curriculum is being imposed. However, if the profession is to remain energated in the face of change it also requires that the new structures emerging from ESA facilitate and support the work of the council in ensuring that:

- teachers are adequately empowered to exercise informed discretionary judgement with regard to the curriculum and pedagogy;
- schools develop as communities of good practice in a culture that is both transparent and collaborative;
- there is recognition that teaching involves an interactive chemistry between teacher and learner and is a complex blending of process and personal values; and
- teachers collectively and singly have the opportunity to reflect on practice and engage in self directed learning with appropriate opportunities for accreditation of learning.

The Council is committed to working with ESA and its other partners in the education service to enhance the status of the profession and to ensure, as far as is possible, that the new educational administrative arrangements arising from the establishment of ESA will ensure that the aspirations above become a reality.

### **OBJECTIVES, TARGETS AND ACHIEVEMENTS**

Quite simply the core thrust of the Council's work is, and will continue to be, about empowerment and professional autonomy. The Council will continue to impress upon policy makers and others that it is only by sustaining the morale and commitment of teachers that we optimise the opportunities for our young people and secure the future social and economic well being of Northern Ireland. The Council has established four key objectives and associated targets. These will now be considered in more detail and the achievements for the 2008/09 period identified.

**Objective 1: To provide an independent, representative and authoritative voice for the profession on matters pertaining to teaching.**

Associated with this object were the following targets: to provide evidence informed advice on the issues set out in Article 37 of the 1998 Order; to continue to be recognised as the definitive voice for teachers on professional matters in Northern Ireland; to conduct consultations to best practice standards and respond authoritatively, on behalf of the profession to consultations from external organisations; develop a research capacity and programme commensurate with the Council's remit and needs; and establish alliances of influence with appropriate stakeholders.

Achievements in 2008/09 included the following:

- specific advice regarding the requirement to employ only registered teachers in grant-aided schools has been issued to employing authorities. The Council has continued to advise the Department through consultation response and response to ad hoc queries, on a range of Article 37 issues;
- the Council continued to make an input to the Safeguarding Vulnerable Groups Education Stakeholders Group and the Home Office sponsored Regulators Group;
- the Council has now carried out an initial consultation exercise on its Charter Milestone recommendation. The results of the consultation exercise were discussed at the September 2008 Policy and Professional Education Committee. A draft report on teacher induction and Early Professional Development was discussed at the September 2008 Policy and Professional Education Committee. This agreed report has been sent to DE;
- ongoing discussions with DE and Education and Training Inspectorate have taken place and a draft circular on the Approval of Initial Teacher education programmes has been issued by DE. Officers are developing the Council's accreditation processes in partnership with Higher Education Institutions;
- a paper on this proposal was drawn up in light of the consultation on the Chartered Teacher recommendation and was discussed at the November 2008 Policy and Professional Education Committee. A joint GTCNI/ Universities Council for Education of Teachers (NI) paper on teaching as a masters-level profession was discussed at the Policy and Professional Education Committee in February 2009. There was also a policy seminar on the issue following the committee meeting;
- the Council has responded to the following consultations:

DE Consultation, 'Every School A Good School' paper (GTC08/24/P5) and GTCNI Policy Advice on the current strategic review of modern language teaching in Northern Ireland (PC/25/08/P2), and the Council has responded to DE Consultation on Irish Medium Education;

- an advisory group of stakeholders met on three occasions to consider the induction and EPD of newly qualified teachers in light of the new competences and changing employment opportunities. A draft of the report was discussed at the September 2009 Policy and Professional Education Committee. The Final report was agreed and issued to DE; and

- work is ongoing regarding the cleansing of existing qualification data via the 'Quals Review' Project. Discussions have taken place with C2K regarding the availability of 'Subject Taught' data and plans are underway to attempt to collect this information via the 'School List Return,' if the data is unavailable from C2K.

**Objective 2: To promote and maintain the highest standards of professional conduct and practice in collaboration with key partners.**

Associated with this object were the following targets: Establish a teacher competence model for all teachers in Northern Ireland; establish a comprehensive CPD framework for the profession; maintain and enhance the Council's Register of Teachers and registration processes; ensure appropriate professional oversight of professional education and development within Northern Ireland; establish a robust, professionally-led regulatory regime. Achievements in 2008/09 included the following:

- the review of the Teacher Education Partnership Handbook was completed and was submitted to DE for consideration. A successful Regional Training Unit summer school took place in Wellington College on 18 August, 15 teachers, including principals and vice-principals attended;
- the GTCNI continues to be represented on the NI Teacher ePortfolio project Working Group and Advisory Board. Project with GTC Wales on hold until clarification regarding possible British Educational Communication Technology Agency funding;
- the Phase 4 of the bursary programme has been initiated and is now operational;
- the annual registration data collection exercise was completed and new input protocols have been developed and are being implemented and reviewed;
- since taking on responsibility for assessing qualifications on 19 October 2007 the Registration Team has handled 190 qualification/non admission enquiries, 1,762 general admission/qualification enquiries, received 962 requests for applications and had 891 applications submitted for assessment. Of the 891 applications received, 73 are still incomplete. Of the remaining 818 applications, 761 have been assessed: of these 752 have been grant recognition and registered with the Council and 9 have been declined. (Reporting period 1 October 2007 to 31 October 2008);
- a new Applications Handling Database (AHD) has been developed, delivered and is currently being used to support the quals assessment process;
- a paper was presented to the Registration Committee, in May 2008, and approval given to explore further the possibility of online payments. Further investigation has been undertaken and a Credit/Debit Card Payment Project has been approved by both the Registration and GP&F Committees. The project has been scoped and specification developed and programme work has been commenced by Miller Technology Limited;

- work has been completed on an 'Archive Data Universe', to enable 'historic' reporting and trend analysis. AHD data is now automatically being copied into the data warehouse on a nightly basis and reporting is facilitated by Business Objects;
- an online search the register facility was 'rolled out' to grant-aided schools in August 2008 and the use of this is being monitored; and
- the Council will now commence its regulatory work in January 2010, subject to the passage through the Assembly of the Education Bill. Work continues to develop regulation processes and procedures, study visits have been made to GTC Wales and GTC England. Details of the Council's regulatory procedures and processes will be finalised in the 2009/10 work programme. A training programme will be implemented from September 2009.

**Objective 3: To enhance the status of teaching as a profession in the eyes of the public and within the profession itself.**

Associated with this object are the following targets: further enhance public confidence in the teaching profession; promote the importance of education in the political/policy agenda; further develop appropriate interfaces between GTCNI and its stakeholders. Achievements in 2008/09 included the following:

- the Council has submitted its response to the DE consultation 'Every School a Good School' and has also met with DE officials to discuss the Council's concerns in this area. A draft response to the DE consultation 'Every School a Good School – a Strategy to Improve Literacy and Numeracy' was discussed at the September 2008 Policy and Professional Education Committee;
- the Council Officers have continued to build relationships with Assembly Executive and MLAs. Officers have continued to liaise with the Assembly Education Committee, as required;
- the Council's website continues to be developed with the addition of a new 'GTCNI Update' feature; and
- officers continue to attend a wide range of meetings and have participated in working groups dealing with: e-portfolios, vetting/barring, Induction/EPD reviews and approval of ITE qualifications, furthermore, officers of Council continue to attend meetings of the Project Management Board and its Research and Evaluation Sub-Committee.

**Objective 4: To develop effective and cost efficient structures, processes and systems to support the delivery of the Council's objectives.**

Associated with this object are the following targets: optimise the use of human and financial resources through careful planning, monitoring, financial control and policy development; maintain a climate of probity and propriety in relation to operations and business of the Council;

provide an efficient and effective support service for Council members; ensure appropriate staffing profile commensurate with Council business activity. Achievements in 2008/09 includes following:

- an Operational Plan and budget for 2008/09 were developed and monitored. Financial reporting, monitoring and budgeting systems were updated as part of the Council's review of its financial administration systems.
- the new audit requirements were confirmed with DE and the NIAO and a tender for internal audit services awarded and internal audit support delivered;
- the Council's banking services, investments, bank interest and strategic reserves assessed in light of changing financial climate;
- an updated GTCNI Finance Manual, which underpins the financial administration of the Council, was approved by GP&F Committee in September 2008;
- budgets and resource implications were revised in light of changing circumstances and the Council's Risk Register was updated and maintained. The identified highest risks were prioritised and addressed and changes were made to the Council's policies and procedures. IT Risks were continually assessed and updated;
- support and maintenance contracts were reviewed and updated in conjunction with the Council's procurement policy; and
- Policies and procedures developed in 2008/09 included:
  - Reserves Policy;
  - Updated Financial Manual;
  - Attendance at Conferences and Events;
  - Waste Minimisation and Recycling;
  - GTCNI Procurement Policy;
  - Internet and Email Policy;
  - Maternity, Paternity and Adoption Policy; and
  - GTCNI Childcare Vouchers Scheme.

#### **PERSONAL DATA RELATED INCIDENTS**

There were no personal data related incidents during the year.

## MANAGING ATTENDANCE

Absence management continues to be a key objective in order to reduce the level of sick absence within GTCNI. An average of 17.3 days (2008: 3.5 days) were lost through sickness absence during 2008/09.

GTCNI is committed to reduce absence levels and to ensure that the management of absenteeism is an integral part of a line managers remit.

## SUSTAINABILITY

A Waste Minimisation and Recycling Action Plan has been developed to progress and implement the recommendations identified by an audit of the Council's offices and working practices, as part of the Council's Waste Minimisation and Recycling Policy.

The action plan will also facilitate additional measures that may be identified in the future. Actions have a target date for implementation and are prioritised depending on the contribution they can make towards improved waste management performance.

A number of recommendations have been made based on the issues highlighted during the waste audit. The recommendations have been prioritised according to the waste management hierarchy, prevention, and minimisation and re-use taking precedence over recycling and disposal.

The Action Plan prioritises the following:

- the largest waste streams currently sent for disposal to landfill;
- waste prevention, minimisation and re-use initiatives which directly impact on practices that currently sit low on the Waste Management Hierarchy (i.e. recycling and disposal);
- measures that can be easily implemented; and
- measures where significant cost benefits could be made.

The actions are proposed for implementation on given timescales reflected by action dates. Any actions that relate to legislative compliance have been given a high priority.

Actions which are seen as a prerequisite to obtaining reliable monitoring data and actions which contribute significantly to meeting the aims of this plan have also been given a high priority rating. Actions that will contribute in the long-term or actions that require a significant cost outlay have been given a medium priority. An action that may be a minor contributor in meeting the objectives but has no cost outlay has been given a low priority.

In meeting waste prevention, minimisation and re-use initiatives, the Council could significantly reduce the volume of waste disposed of/recycled resulting in significant cost benefits.

This 'Action Plan' will be a working document with officers/departments assigned responsibility for each action in it. They will determine who will lead and assist with each action and the timescales for completion of each. Regular reviews will take place to monitor the progress of the initiatives. Once a target has been met, the item will be closed and others introduced. The Council will achieve the reduction of waste generated through the proactive implementation of reduce, re-use and recycle processes.

## Remuneration Report

### REMUNERATION POLICY

The remuneration of all Council staff, except for the Registrar, is determined by the National Joint Council for local authorities and other authorities of equivalent status. The National Joint Council's principal role is to reach agreement, based on shared values, on a national scheme of pay and conditions for local application throughout the UK.

The National Joint Council's guiding principles are to support and encourage:

- high quality services delivered by a well trained, motivated workforce with security of employment. To this end employers are encouraged to provide training and development opportunities for employees;
- equal opportunities in employment; equality as a core principle which underpins both service delivery and employment relations; and both the removal of all discrimination and the promotion of positive action;
- a flexible approach to providing services to the community, which meets the needs of employees as well as employers; and
- stable industrial relations and negotiation and consultation between employers and recognised trade unions.

The remuneration of the Registrar is entirely performance based. The Registrar's annual pay award is determined by the Remuneration Committee of the Council, in line with the Council's Performance Related Pay Scheme, and approved by the Department of Education. However, due to the ongoing issue regarding the status, the Department has not approved the Registrars pay award since 2005/06 and a contingent liability has been included within the accounts.

### TERMS AND CONDITIONS OF SERVICE

Staff appointments are made in accordance with the Council's Appointments and Promotions Procedure, which requires appointment to be on merit on the basis of fair and open competition. Permanent members of staff hold appointments, which are open-ended until they reach normal retirement age. Staff terms and conditions of employment including salary progression, payment of allowances, leave entitlement and notice periods are outlined in the National Joint Council's Green Book on Pay and Conditions of Service.

### CHAIRPERSON'S EMOLUMENTS

No remuneration was paid to members of the General Teaching Council except for an allowance to the Chairperson Mrs Sally McKee. Mrs McKee's total emoluments comprised an allowance of £10,000.

**GENERAL TEACHING COUNCIL FOR NORTHERN IRELAND**

*for the year ended 31 March 2009*

**SENIOR MANAGEMENT REMUNERATION (AUDITED)**

Officials	2008-09		2007-08	
	Salary £'000	Benefits in kind (to nearest £100)	Salary £'000	Benefits in kind (to nearest £100)
E McArdle Registrar	60-65	-	60-65	-
B Ball Registration Manager (Acting Registrar June 2008- September 2008)	50-55	-	40-45	-
G Devlin Senior Education Officer	45-50	-	40-45	-
Y McCool Corporate services Manager	-	-	30-35* (35-40)	-

\* The Corporate Services Manager salary is pro-rated due to reduced work hours. The Corporate Services Manager retired on 31 January 2008 and all figures disclosed are at that date, the full year equivalent is shown in brackets.

**SALARY**

'Salary' includes gross salary; performance pay, bonuses and any allowances all of which are subject to UK taxation. This report is based on payments made by the Council and thus recorded in these accounts.

**BENEFITS IN KIND**

The monetary value of benefits in kind covers any benefits provided by the employer and treated by the Inland Revenue as a taxable emolument.

GENERAL TEACHING COUNCIL FOR NORTHERN IRELAND

for the year ended 31 March 2009

PENSIONS OF SENIOR MANAGEMENT (AUDITED)

	Accrued pension at age 60 as at 31/03/09 and related lump sum	Real increase in pension at age 60	CETV at 31/03/09	CETV at 31/03/08	Real increase in CETV
	£	£	£	£	£
E Mc Ardle Registrar	27,810 plus lump sum of 83,430	-	675,398	638,976	10,277
B Ball Registration Manager	17,863 plus lump sum of 53,590	2,029	345,646	280,706	50,905
G Devlin Senior Education Officer	17,834 plus lump sum of 53,502	206	365,115	331,084	17,477
Y McCool Corporate Services Manager	-	-	-	279,755	N/A

The Corporate Services Manager retired on 31 January 2008 and all figures disclosed are at that date.

The factors used in calculating the CETVs have been updated by the Government Actuary from 1 October 2008. The CETV amounts at 31 March have therefore been recalculated, upon instruction from DFP, to give more meaningful comparisons with this year's figures.

PENSIONS

The Council is a member of the Northern Ireland Local Government Officers' Pension scheme. The Scheme is a defined benefit scheme, which provides retirement benefits on a "final salary" basis. For each year of service, an individual in the NILGOSC Scheme will accrue retirement benefits at the rate of 1/80<sup>th</sup> (pension) and 3/80<sup>th</sup> (tax free lump sum) of their pensionable salary.

All pensions (including spouses' pensions, children's pensions, age pensions, ill health pensions, redundancy pensions provided the pensioner is aged 55 or over and preserved benefits) are index-linked and increased each year in line with inflation, as measured by the Retail Price Index. The Government determines this increase each year by way of the Local Government Superannuation – Pensions Increase (Review) Order (Northern Ireland) 2002.

The Scheme is funded by contributions made by both employees and employers who have been admitted to the Scheme. Employee contribution rates have been fixed at 6% of their pensionable remuneration, while employer contribution rates are determined by the Scheme's actuary every three years and the rate is currently 13%. Following the results of the actuarial as at 31 March 2004, the Committee approved a series of stepped employer increases with effect from 1 April 2008.


The Scheme is a statutory public service pension scheme as defined by the Pensions Schemes Act 1993 and is regulated by the Local Government Pension Scheme (Northern Ireland) Regulations 2002. As a public service pension scheme, the Scheme is contracted out of the State Second Pension (S2P) and is exempt approved for purposes of Chapter 1 of Part XIV of the Income and Corporation Taxes Act 1988; full tax relief is granted on members' and employers' contributions paid to the Fund.

### CASH EQUIVALENT TRANSFER VALUES

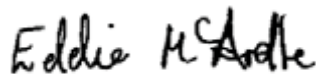
A Cash Equivalent Transfer Value (CETV) is the actuarially assessed capitalised value of the pension scheme benefits accrued by a member at a particular point in time. The benefits valued are the member's accrued benefits and any contingent spouse's pension payable from the scheme. A CETV is a payment 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 CETV figures include the value of any pension benefit in another scheme or arrangement which the individual has transferred to the Northern Ireland Local Government Pension Scheme.

### REAL INCREASE IN CETV

This reflects the increase in CETV effectively funded by the employer. It takes account of the increase in accrued pension due to inflation, contributions paid by the employer (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.



MR IVAN AROUTTNOT  
Chairperson of GTCNI



MR EDDIE MCARDLE  
Registrar &  
Chief Executive Officer

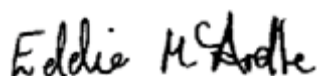
Date: 22 December 2010

## Statement of the Council's and Registrar's Responsibilities

Under paragraph 12 of Schedule 1 to the Education Order (Northern Ireland) 1998, the General Teaching Council for Northern Ireland is required to prepare financial statements in the form and on the basis determined by the Department of Education with the approval of the Department of Finance and Personnel (DFP). The financial statements are prepared on an accruals basis and must give a true and fair view of the state of affairs of the Council at the year end and of its income and expenditure, total recognised gains and losses and cash flows for the financial year. In preparing these financial statements, the Council is required to:

- observe the accounts direction issued by the Department of Education including relevant accounting and disclosure requirements, and apply suitable accounting policies on a consistent basis;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Council will continue in operation.

The responsibilities of the Registrar/CEO; including responsibility for the propriety and regularity of the public finances for which the Registrar is answerable, for keeping proper records and for safeguarding the Council's assets, are set out in 'Managing Public Money Northern Ireland'.



Mr Eddie McArdle  
Registrar &  
Chief Executive Officer

Date: 22 December 2010

## Statement of the System of Internal Control

### 1. SCOPE OF RESPONSIBILITY

As Registrar, I have the responsibility for maintaining a sound system of internal control that supports the achievement of the Council's aims and objectives whilst safeguarding the funds and Council assets for which I am personally responsible, in accordance with the responsibilities assigned to me in Managing Public Money in Northern Ireland.

### 2. PURPOSE OF THE SYSTEM OF INTERNAL CONTROL

The system of internal control is designed to manage rather than eliminate the risk of failure to achieve the Council's aims and objectives; it can therefore, only provide reasonable and not absolute assurance of effectiveness.

The system of internal control is based on an ongoing process designed to identify and prioritise the risks to the achievement of the Council's aims and objectives, to evaluate the likelihood of these risks being realised and the impact should they be realised, and to manage them efficiently, effectively and economically.

To support the achievement of the Council's objectives, the Council has established a Risk Management Committee, which is a sub-committee of the Audit Committee, comprising of the senior management team and members of Council. The Risk Management Committee carry out exercises to formally identify the significant risks that may affect the achievement of the Council's objectives and identify the most appropriate control strategies for each of the significant risks.

An integral part of this exercise includes the allocation of responsibility for the management of the identified risks, to the most appropriate staff. The risk framework has been developed in line with the Department of Finance and Personnel (DFP) guidance and has been used as a risk management tool during 2008/09.

### 3. CAPACITY TO HANDLE RISK

The identification and impact of risk is incorporated into the corporate and operational planning, and decision making processes of the Council. Consequently, the Council ensures that there are procedures in place for verifying internal controls and ensuring that aspects of risk management are regularly reviewed and reported on.

The Council currently receives periodic reports from Line Managers concerning internal control measures, manages risks in significant areas of responsibility and monitors progress on key projects.

### 4. THE RISK AND CONTROL FRAMEWORK

The Audit Committee oversees the Council's Risk Management policy. The risk and control framework includes maintenance of a Risk Register which is reviewed quarterly by senior officers,

and at meetings of the Council's Audit and Risk Management Committees. The Risk Register details all key threats to achieving the corporate objectives as set out in the Corporate and Operational Plans.

Each key risk is given a score based on its potential impact on the business of the Council and its likelihood. The management strategy involves accepting, reducing or transferring risks in response. Specific actions required are identified, allocated and actioned by set deadlines. Progress is reported during the regular review by the Senior Management Team. The Risk Register is also taken to Council for consideration at least once during the year.

The Council holds a specific risk registrar in respect of its IT systems and data security. The Council has reviewed and updated its Electronic Communications Policy and Guidelines to help ensure it complies with data protection and data security best practice.

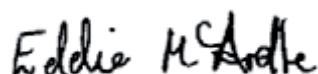
## 5. REVIEW OF EFFECTIVENESS

As Registrar, I have responsibility for reviewing the effectiveness of the system of internal control. My review of this system is informed by the work of the internal audit and Corporate Services Section and the executive managers within the Council who have responsibility for the development and maintenance of the internal control framework, and comments made by the external auditors in their report on the Council's financial activities. I am advised on the implications of the result of my review of the effectiveness of the system of internal control by the Council and Audit Committee and I ensure that any weaknesses are addressed and that continuous improvements to the system are put in place.

ASM Howarth provided Internal Audit services to the Council during the year. The work was carried out in accordance with an Internal Audit Strategy and Plan prioritised according to risk assessments. The registration and financial systems were reviewed in year as part of a one year Internal Audit Plan. Satisfactory assurance ratings were received for the following: fixed assets; travel and expenses; financial management and information; and registration systems. Limited assurance ratings were received for the following: purchasing and procurement; payroll; and bank and cash. An overall limited assurance level was given. The Council established an action plan to address the issues raised and this plan has been implemented.

## 6. SIGNIFICANT INTERNAL CONTROL PROBLEMS

In addition the Council's internal auditors identified significant issues in relation to staff flexi-sheets, contracts management, banking reconciliation and the updating of the finance manual. Action to implement recommendations associated with these issues has been included in the 2009/10 work programme, to help ensure continuous improvement of the systems in place.



**Mr Eddie McArdle**  
**Registrar / Chief Executive Officer**

**Date: 22 December 2010**

## The Certificate of the Comptroller and Auditor General to the Northern Ireland Assembly

I certify that I have audited the financial statements of the General Teaching Council for Northern Ireland for the year ended 31 March 2009 under the Education (Northern Ireland) Order 1998. These comprise the Income and Expenditure Account, the Balance Sheet, the Cash Flow Statement, the Statement of Total Recognised Gains and Losses 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 COUNCIL, REGISTRAR AND AUDITOR

As explained more fully in the Statement of the Council's and Registrar's Responsibilities, the Council and Registrar are 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 General Teaching Council for Northern Ireland's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the General Teaching Council for Northern Ireland; and the overall presentation of the financial statements.

In addition, I am required to obtain evidence sufficient to give reasonable assurance that the financial transactions conform to the authorities which govern them.

### OPINION ON REGULARITY

In my opinion, 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 General Teaching Council for Northern Ireland's affairs as at 31 March 2009 and of its surplus, cash flows and total recognised gains and losses for the year then ended; and the financial statements have been properly prepared in accordance with the Education (Northern Ireland) Order 1998 and 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 (Northern Ireland) Order 1998; and
- the information given in the Report of the Council Members 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.



K J Donnelly  
Comptroller and Auditor General  
Northern Ireland Audit Office  
106 University Street  
Belfast  
BT7 IEU

Date: 4 January 2011

## Income and Expenditure Account

OPERATING INCOME	Notes	2009 £	2008 £
Registration Fees	2	1,225,857	1,207,548
Income from Department of Education		71,000	29,000
Other Income		<u>278</u>	<u>11,033</u>
<b>Total Income</b>		<b>1,297,135</b>	<b>1,247,581</b>
EXPENDITURE			
Staff Costs	3	488,698	565,220
Registration/Direct Programme Costs	5	64,297	50,266
CPD Programme Costs	6	40,330	68,835
Other Operating Costs	7	431,795	415,982
Depreciation	10	29,088	31,635
Notional Cost of Capital	8	29,248	19,050
Depreciation on Donated Assets	15	<u>(1,000)</u>	<u>(2,680)</u>
<b>Total Expenditure</b>		<b>(1,082,456)</b>	<b>(1,148,308)</b>
<b>Surplus on Ordinary Activities</b>		<b>214,679</b>	<b>99,273</b>
Interest Receivable	9	26,754	53,450
Adjustment for Notional Cost of Capital	8	29,248	19,050
Other Finance Gains	17	<u>10,000</u>	<u>21,000</u>
<b>Surplus for year transferred to reserves</b>	13	<b>280,681</b>	<b>192,773</b>

## Statement of Total Recognised Gains and Losses

		2009 £	2008 £
Surplus for the year		280,681	192,773
Actuarial (losses)/gains on pension scheme	17	<u>(378,000)</u>	<u>246,000</u>
<b>Total recognises (losses)/gains for the year</b>		<b>(97,319)</b>	<b>438,773</b>

The notes on pages 33 to 43 form part of these financial statements and should be read in conjunction therewith.

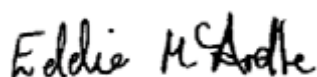
## Balance Sheet

	Notes	2009	2008
		£	£
<b>FIXED ASSETS</b>			
Tangible Fixed Assets	10	57,336	76,169
<b>CURRENT NET ASSETS</b>			
Debtors and Prepayments	11	36,021	53,989
Cash at Bank and in Hand	20.3	1,019,774	671,422
		<u>1,055,795</u>	<u>725,411</u>
<b>CURRENT LIABILITIES</b>			
Creditors: Amounts falling due within one year	12	<u>(138,136)</u>	<u>(98,266)</u>
<b>NET CURRENT ASSETS</b>		<u>917,659</u>	<u>627,145</u>
<b>NET ASSETS EXCLUDING LIABILITIES</b>		<u>974,995</u>	<u>703,314</u>
<b>PROVISION FOR LIABILITIES AND CHARGES</b>			
Pension (Liability)/Asset		<u>(334,000)</u>	<u>36,000</u>
<b>NET ASSETS INCLUDING PENSION LIABILITY</b>		<u>640,995</u>	<u>739,314</u>
<b>FINANCED BY:</b>			
<b>CAPITAL AND RESRVES</b>			
General Reserve	13	639,997	737,316
Donated Asset Reserve	15	<u>998</u>	<u>1,998</u>
<b>TOTAL CAPITAL AND RESERVES</b>		<u>640,995</u>	<u>739,314</u>

The financial statements were approved by the Council on 22 December 2010 and signed on its behalf by:



Mr Ivan Arbuthnot  
Chairperson of GTCNI



Mr E McArdle  
Registrar &  
Chief Executive Officer

The notes on pages 33 to 43 form part of these financial statements and should be read in conjunction therewith.

## Cash Flow Statement

	Notes	2009	2008
		£	£
<b>NET CASH (OUTFLOW)/INFLOW FROM OPERATING ACTIVITIES</b>	<b>20.1</b>	<b>348,731</b>	<b>151,777</b>
<b>RETURNS ON INVESTMENTS AND SERVICING OF FINANCE</b>			
Bank interest received	26,754	53,450	
Bank interest and charges	<u>(2,014)</u>	<u>(30)</u>	
<b>NET CASH INFLOW FROM RETURNS ON INVESTMENTS AND SERVICING OF FINANCE</b>		<b>24,740</b>	<b>53,420</b>
<b>CAPITAL EXPENDITURE</b>			
Payments to acquire tangible fixed assets	<u>(25,119)</u>	<u>(52,576)</u>	
<b>NET CASH (OUTFLOW)/INFLOW FOR CAPITAL EXPENDITURE</b>	<b>20.4</b>	<b><u>(25,119)</u></b>	<b><u>(52,576)</u></b>
<b>INCREASE IN CASH</b>	<b>20.3</b>	<b><u>348,352</u></b>	<b><u>152,621</u></b>
<b>MOVEMENT IN NET FUNDS</b>	<b>20.2</b>	<b><u>348,352</u></b>	<b><u>152,621</u></b>

The notes on pages 33 to 43 form part of these financial statements and should be read in conjunction therewith.

## Notes to the Accounts

### 1. ACCOUNTING POLICIES

#### 1.1 Basis of Accounting

These financial statements have been prepared in accordance with the Northern Ireland Financial Reporting Manual (FRem) and Accounting Guidance issued by the Department of Finance and Personnel.

#### 1.2 Registration Fee Income

The annual registration year runs from 1 April to the following 31 March, with the fee becoming due on 1 April every year. The fee is required to be paid in full regardless of the date on which a teacher actually registers with the Council. There is no reduction for part year registration.

#### 1.3 Continuing Professional Development (CPD) Expenditure

CPD expenditure is recognised on receipt of a claim. Where CPD support has been offered but no claim received by the year end these amounts are recorded as commitments.

#### 1.4 Tangible Fixed Assets

Tangible fixed assets are defined as any single piece of equipment costing more than £1,000 (inclusive of VAT) that has an estimated economic/operational life of more than one year. Where it is more usual to treat individual components as a group, these are treated as assets so long as their collective value exceeds the capitalisation threshold.

The value of software licences is not capitalised.

Tangible fixed assets have been valued at historic cost at the year end as, in the opinion of the Council; any revaluation adjustments are not material.

#### 1.5 Depreciation

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost, less any estimated residual value of each asset evenly over their expected useful lives as follows:

- Computer equipment is depreciated on a straight line basis over three years. Depreciation will commence from the month of purchase.
- Furniture, fittings and office equipment are depreciated on a straight line basis over five years from the month of purchase.

**1.6 Stock**

The Council holds stocks of publications. These have no net realisable value and as a result all related expenditure during the year is charged to the income and expenditure account.

**1.7 Pension Costs**

Council employees are given the option of joining NILGOSC. Further details regarding the operation of the pension scheme are contained in the pensions section of notes 3 and 18 to the accounts.

**1.8 Value Added Tax (VAT)**

The Council is not registered for VAT. All expenditure and fixed assets purchases in the accounts is stated inclusive of VAT.

**1.9 Cost of Capital**

A notional charge, calculated in line with Treasury guidance as 3.5% of the average capital employed between 1 April 2008 and 31 March 2009, is included as an operating cost within the income and expenditure account.

**1.10 Operating Leases**

Expenditure on leases of property is charged to the income and expenditure account on the basis of costs incurred in the year. Operating lease rentals of equipment are charged to the income and expenditure account in equal amounts over the term of the lease.

**1.11 Changes in Accounting Policies**

In line with the amended provisions of FRS 17, quoted securities have been measured at their bid-values at 31 March 2009 as opposed to mid values as was the case in prior year accounts. Prior year amounts at 31 March 2008 and 2007 have not been restated as the difference is not considered to be material.

**2. INCOME**

	<b>2009</b>	<b>2008</b>
	<b>£</b>	<b>£</b>
Registration fees	<b>1,225,857</b>	1,207,548
Income from DE for administration duties	<b>71,000</b>	29,000
Other Income	<b>278</b>	11,033

### 3. STAFF COSTS

#### 3.1 Total Staff Costs

	2009	2008
	£	£
Salaries & Wages	402,327	388,044
Social Security Costs	31,497	30,923
Pension Costs	54,874	74,347
Early retirement pension payment	-	69,126
Temporary	-	2,780
Total	<u>488,698</u>	<u>565,220</u>

#### 3.2 Average Number of Persons Employed

During the year the General Teaching Council of Northern Ireland employed an average total of 13 full-time permanent and 1 temporary employees.

#### 3.3 Pension Commitments

The General Teaching Council for Northern Ireland is an Employing Authority within the scheme provided by the Local Government Pension Scheme (NI). Membership of the scheme is optional for employees, but in practice almost all staff opt into this pension provision arrangement.

Staff employed under National Negotiating Council based conditions (that is probation grades) contribute 6% of remuneration. The employer's contribution is determined by the Committee's Actuary every 3 years and for 2008/09 year is 11% of remuneration.

Staff employed under the conditions based on those of the NICS (Administrative Staff) contribute 1.5% and the Board's contribution is 15.5%

Pension benefits are provided through the Local Government Pension Scheme (NI). This is a committee based scheme open to all permanent and temporary staff aged between 16 and 65 and provides benefits on final salary basis. Benefits accrue at the rate of 1/80<sup>th</sup> of pensionable salary for each year of service. In addition, a lump sum at a rate of 3/80<sup>th</sup> of pensionable salary for each year of service is paid. Members pay contributions of 6% and 1.5% respectively as Probation and Administrative staff. Pensions increase in payment in line with the Retail Prices Index. On death, pensions are payable to the surviving spouse for a short-term period of 3 months payable at the rate of the member's pensionable remuneration at the date of death. Provided that the deceased member had statutory pension entitlement this is followed by a long-term pension which is payable for life. The calculation is 50% of the deceased's benefits had they taken early retirement. On death in service the scheme pays a lump sum benefit of twice pensionable pay and also provides a service enhancement on computing the spouse's pension.

The Local Government Pension Scheme (NI) is a multi employer defined benefit scheme. The Council's contributions are affected by a surplus or deficit in the scheme. The most recent full actuarial valuation was completed as at 31 March 2004. The employer's rate for year commencing

GENERAL TEACHING COUNCIL FOR NORTHERN IRELAND

for the year ended 31 March 2009

1 April 2009 has been increased to 13.0%. The full actuarial revaluation as at 31 March 2004 shows a reduction in the scheme surplus and an employer contribution rate of 17.5% has been proposed for year commencing 1 April 2008.

Medical retirement is possible in the event of serious ill-health. In this case pensions are brought into payment immediately without actuarial reduction and with service enhanced as for widow(er) pensions.

Salaries include gross salaries and performance pay but exclude travel lump sums.

#### 4. CHAIRPERSON'S REMUNERATION

No remuneration was paid to members of the General Teaching Council except for an allowance to the Chairman.

	2009	2008
	£	£
Mrs Sally McKee	<u>10,000</u>	<u>9,390</u>

#### 5. REGISTRATION/DIRECT PROGRAMME COSTS

	2009	2008
	£	£
Database Development and Enhancements	38,844	32,630
Database Licences	5,816	4,054
Database Maintenance	<u>19,637</u>	<u>13,582</u>
Total	<u>64,297</u>	<u>50,266</u>

#### 6. CONTINUING PROFESSIONAL DEVELOPMENT (CPD) COSTS

	2009	2008
	£	£
CPD Bursary Payments	26,033	42,284
Research – Grants	5,000	7,000
Research – AARTS Repository	-	18,231
Research – Teacher Competences	9,297	-
SENCO	-	<u>1,320</u>
Total	<u>40,330</u>	<u>68,835</u>

**GENERAL TEACHING COUNCIL FOR NORTHERN IRELAND**

*for the year ended 31 March 2009*

**7. OTHER OPERATING COSTS – RECURRENT BUDGET**

	<b>2009</b>	<b>2008</b>
	<b>£</b>	<b>£</b>
Rent and Rates	81,001	87,064
Service Charge and Utilities	33,378	35,604
Insurances	9,837	5,108
Training and Recruitment	21,641	18,307
Legal Fees	246	5,868
Professional and Consultancy Fees	41,371	19,650
Printing and Stationery	64,112	65,417
Postage	54,350	58,530
Computer Costs	41,812	28,746
Travel and Subsistence – Staff	12,872	13,056
Travel and Subsistence – Council	14,622	15,181
Hospitality and Venue Hire	11,524	13,077
PR, Advertising & Outreach Activities	1,475	3,253
Maintenance Services	18,577	18,093
Election Costs	-	-
Other Core Costs	8,147	8,898
Substitution Costs	<u>16,830</u>	<u>20,130</u>
Total	<u><b>431,795</b></u>	<u><b>415,982</b></u>

Other Core Costs

	<b>2009</b>	<b>2008</b>
	<b>£</b>	<b>£</b>
Books & Newspapers	1,771	1,333
Storage	-	-
Equipment Hire	-	445
Bank Charges	2,014	30
Subscriptions	1,715	861
Suspense Account	-	-
Miscellaneous Expenses	2,547	6,229
Gifts & Samples	<u>100</u>	<u>-</u>
	<u><b>8,147</b></u>	<u><b>8,898</b></u>

**8. NOTIONAL COSTS**

	<b>2009</b>	<b>2008</b>
	<b>£</b>	<b>£</b>
Cost of Capital	<u>29,248</u>	<u>19,050</u>

**GENERAL TEACHING COUNCIL FOR NORTHERN IRELAND**

*for the year ended 31 March 2009*

The income and expenditure account bears a non-cash charge for the interest relating to the use of capital by the General Teaching Council for Northern Ireland. The basis of the charge is 3.5 per cent of the average capital employed by the Council during the year 1 April 2008 to 31 March 2009, defined as total assets less total liabilities.

**9. INTEREST RECEIVABLE**

Interest of £26,754 (2008: £53,450) was receivable in respect of the Council's bank accounts.

**10. TANGIBLE FIXED ASSETS**

	<b>Office Equipment</b>	<b>Computer Equipment</b>	<b>Furniture &amp; Fittings</b>	<b>Total</b>
	£	£	£	£
<b>Cost or Valuation</b>				
As at 1 April 2008	64,446	29,146	45,133	138,725
Additions	-	5,171	5,084	10,255
Disposals	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>As at 31 March 2009</b>	<b><u>64,446</u></b>	<b><u>34,317</u></b>	<b><u>50,217</u></b>	<b><u>148,980</u></b>
<b>Depreciation</b>				
As at 1 April 2008	22,177	21,794	18,585	62,556
Charge for period	12,889	6,155	10,044	29,088
Disposals	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>As at 31 March 2009</b>	<b><u>35,066</u></b>	<b><u>27,949</u></b>	<b><u>28,629</u></b>	<b><u>91,644</u></b>
<b>Net Book Value</b>				
<b>As at 31 March 2009</b>	<b><u>29,380</u></b>	<b><u>6,368</u></b>	<b><u>21,588</u></b>	<b><u>57,336</u></b>
As at 31 March 2008	<u>42,269</u>	<u>7,352</u>	<u>26,548</u>	<u>76,169</u>

Donated Assets with a Net Book Value of £998 are included in Total assets.

**11. DEBTORS AND PREPAYMENTS**

	<b>2009</b>	<b>2008</b>
	£	£
Amounts falling due within one year		
Other Debtors	-	11,033
Prepayments and accrued interest	<u>36,021</u>	<u>42,956</u>
	<b><u>36,021</u></b>	<b><u>53,989</u></b>

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**12. CREDITORS**

	2009	2008
	£	£
Other Creditors	2,332	3,652
Trade Creditors	104,845	64,481
Accruals	<u>30,959</u>	<u>30,133</u>
	<u>138,136</u>	<u>98,266</u>

**13. GENERAL RESERVE**

	2009	2008
	£	£
Balance as at 1 April 2008	737,316	298,543
Actuarial gain/(loss) on pension	(378,000)	246,000
Surplus for year	<u>280,681</u>	<u>192,773</u>
Balance as at 31 March 2009	<u>639,997</u>	<u>737,316</u>

**14. OTHER FINANCIAL COMMITMENTS**

GTCNI has entered into non-cancellable contracts (which are not leases or PFI contracts), for the payment of CPD bursaries. The payments to which GTCNI is committed during 2008/09, analysed by the period during which the commitment expires are as follows:

	2009	2008
	£	£
Not later than one year	33,174	42,500

**15. DONATED ASSET RESERVE**

	2009	2008
	£	£
Opening Balance	1,998	4,678
Depreciation released to the income and expenditure accounts	<u>(1,000)</u>	<u>(2,680)</u>
Closing Balance	<u>998</u>	<u>1,998</u>

**16. ANALYSIS OF RESERVES**

	2009	2008
	£	£
General Fund excluding pension	973,997	701,316
Pension Fund	<u>(334,000)</u>	<u>36,000</u>
General Fund including pension (Note 13)	639,997	737,316
Donated assets	<u>998</u>	<u>1,998</u>
Closing Balance at 31 March 2009	<u>640,995</u>	<u>739,314</u>

GENERAL TEACHING COUNCIL FOR NORTHERN IRELAND

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17. PENSION COMMITMENTS

The General Teaching Council for Northern Ireland makes employer contributions to the Northern Ireland Local Government's Officers Superannuation Scheme (NILGOSC) which is a funded scheme of the defined benefit type.

The latest actuarial valuation of the scheme was carried out at 31 March 2009; the liability and cost calculations are as follows:

Assumptions as at:

	2009	2008	2007	2006	2005
Price Inflation	3.1%	3.6%	3.2%	3.1%	2.9%
Salary Increase Rate	4.6%	5.1%	4.7%	4.6%	4.4%
Discount Rate	6.5%	7.3%	5.4%	6.0%	6.5%
Expected Return on Assets	6.9%	6.9%	7.2%	6.9%	7.1%

Assets (employer)	Long-term return at 31/03/09 % pa	Assets at 31/03/09 £'000	Long-term return at 31/03/08 % pa	Assets at 31/03/08 £'000	Long-term return at 31/03/07 % pa	Assets at 1/03/07 £'000	Long-term return at 31/03/06 % pa	Assets at 31/03/06 £'000	Long-term return at 31/03/05 % pa	Assets at 31/03/05 £'000
Equities	7.0%	1,076	7.7%	1,454	7.8%	1,366	7.4%	930	7.7%	673
Bonds	5.4%	206	5.7%	221	4.9%	194	4.6%	140	4.8%	115
Property	4.9%	103	5.7%	147	5.8%	175	5.5%	81	5.7%	80
Cash	4.0%	88	4.8%	18	4.9%	20	4.6%	12	4.8%	18

Net pension asset at	31/03/09 £'000	31/03/08 £'000	31/03/07 £'000	31/03/06 £'000	31/03/05 £'000
Estimated employer assets	1,473	1,840	1,755	1,163	886
Present value of scheme liabilities	<u>(1,807)</u>	<u>(1,804)</u>	<u>(1,957)</u>	<u>(1,101)</u>	<u>(853)</u>
Net pension (liability)/asset	<u>(334)</u>	<u>36</u>	<u>(202)</u>	<u>62</u>	<u>33</u>

Analysis of amount charged to the operating cost statement

	2009 £'000	2009 % payroll	2008 £'000	2008 % payroll
<b>Operating charge</b>				
Current Service Cost	54	15.4	74	21.4
Past Service Cost	-	-	69	20.3
<b>Other finance costs</b>				
Expected Return on Employer Assets	(137)	(39.4)	(131)	(38.0)
Interest Cost	<u>127</u>	<u>36.5</u>	<u>110</u>	<u>31.9</u>
Net return	<u>(10)</u>	—	<u>(21)</u>	—
<b>Net revenue account cost</b>	<u>44</u>	<u>12.5</u>	<u>122</u>	<u>35.4</u>

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Statement of recognised gains and losses

	2009	2008	2007	2006
	£'000	£'000	£'000	£'000
Actuarial return less expected return on scheme assets	<u>(378)</u>	<u>246</u>	<u>(264)</u>	<u>24</u>
Actuarial (loss)/gain recognised in the STRGL	<u>(378)</u>	<u>246</u>	<u>(264)</u>	<u>24</u>
<b>Movement in deficit during the year</b>				
	2009	2008	2007	2006
	£'000	£'000	£'000	£'000
Surplus/deficit at the beginning of the year	36	(202)	62	33
<b>Movement in the year</b>				
Current service cost	(54)	(74)	(50)	(28)
Past Service Cost	-	(69)	-	-
Employer contributions	52	114	36	29
Net return on assets	10	21	14	4
Actuarial (loss) gain	<u>(378)</u>	<u>246</u>	<u>(264)</u>	<u>24</u>
<b>Surplus/ deficit at the end of the year</b>	<u><b>(334)</b></u>	<u><b>36</b></u>	<u><b>(202)</b></u>	<u><b>62</b></u>

**18. DERIVATIVES AND OTHER FINANCIAL INSTRUMENTS**

The Council's core functions are funded from fee income from teachers' registration. The Council has no borrowings and mitigates its exposure to liquidity risk by managing its resources. Its cash balances are held in commercial bank accounts, none of which expose the Council to interest rate risk. All assets and liabilities are denominated in sterling, so it is not exposed to currency risk.

**19. RELATED PARTY TRANSACTIONS**

The Council administers a Continuing Professional Development (CPD) funding programme to registered teachers in Northern Ireland. Schools that have been awarded such CPD funding during the financial year where that school employs either a teacher or headteachers who is also a member of Council are regarded as related parties.

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The table below provides details of funding awarded. In each case the member took no part in the decision to award funding.

Name of School	Number of teachers awarded CPD funding	Total amount of CPD funding awarded (£)
Ballydown PS	1	470
St Joseph's PS	<u>1</u>	<u>800</u>
Total	2	1,270

## 20. NOTES TO THE CASH FLOW STATEMENTS

### 20.1. Reconciliation of Operating Surplus to Net Cash Inflow/(Outflow) from Operating Activities

	2009 £	2008 £
Operating surplus	280,681	192,773
Depreciation	29,088	31,635
(Increase)/decrease in debtors	17,968	(29,935)
Increase/(decrease) in creditors	54,734	5,404
Bank interest	(26,754)	(53,450)
Bank fee	2,014	30
Pension scheme movement	(8,000)	8,000
Donated asset reserve releases	<u>(1,000)</u>	<u>(2,680)</u>
<b>Net Cash Inflow/Outflow from operating activities</b>	<b><u>348,731</u></b>	<b><u>151,777</u></b>

### 20.2. Reconciliation of Net Cash Flow to Movement in Net Fund

	2009 £	2008 £
Increase in cash in the year	348,352	152,621
Opening net funds	<u>671,422</u>	<u>518,801</u>
Closing Net Funds	<b><u>1,019,774</u></b>	<b><u>671,422</u></b>

### 20.3 Analysis of Changes in Net Funds

	1 April 2008	Cash Flow	31 March 2009
Cash at bank and in hand	671,422	348,352	1,019,774

### 20.4 Capital Expenditure

Fixed Asset Additions	10,255	64,015
Less creditors at year end	-	(14,864)
Add creditors at prior year end	<u>14,864</u>	<u>3,425</u>
	<b><u>25,119</u></b>	<b><u>52,576</u></b>

**21. CAPITAL COMMITMENTS**

There were no capital commitments at 31 March 2009 for which contracts had been entered into or authorised by the Council.

**22. COMMITMENTS UNDER OPERATING LEASES**

Commitments under operating leases to pay rentals during 2008/09 are given in the table below, analysed according to the period in which the lease expires.

Obligations under operating lease comprise:

	<b>2009</b>	<b>2008</b>
	£	£
Expiry within one year	<b>41,007</b>	41,007
Expiry after one year but not more than five years	<b>37,353</b>	78,360
Expiry thereafter	-	-

**23. CONTINGENT LIABILITY**

The Registrar's annual pay award is determined by the Remuneration Committee of the Council, in line with the Council's Performance Related Pay Scheme, and approved by the Department of Education. However, due to the ongoing issue regarding the status the Department has not approved the Registrars pay award since 05/06 and therefore no pay awards have been granted.

**24. LOSSES AND SPECIAL PAYMENTS**

There were no losses or special payments during the year.

**25. POST BALANCE SHEET EVENTS**

The Annual Report and Accounts were authorised to be issued and laid in the NI Assembly on 4 January 2011.

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