

**Council for Catholic Maintained Schools  
Annual Report and Accounts  
For the year ended 31 March 2023**

*Laid before the Northern Ireland Assembly  
under paragraph 17 of Schedule 8 of The Education Reform (Northern Ireland) Order 1989  
by the Department of Education*

*on 5 July 2023*

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## **PERFORMANCE REPORT**

### **OVERVIEW**

This section outlines the functions and remit of the Council for Catholic Maintained Schools (CCMS), including analyses of performance against objectives and targets over the 2022/23 period and, how the organisation has managed the key corporate risks to the achievement of these objectives.

### **CHAIRPERSON'S FOREWORD**

I am pleased to report on another positive year for CCMS. What were once new ways of working and engaging have become embedded as normal practice and I am assured of the professional and pastoral approach that CCMS has continued to provide. That said, the environment within which we operate is constantly changing and evolving. It is important that CCMS articulates its voice on behalf of Catholic maintained schools and the distinctive benefits that Catholic education brings to Northern Ireland – strengthening local communities, wider society and, making an important contribution to building a strong economy.

It is particularly pleasing to report that CCMS successfully managed the transitional arrangements that were necessary due to the loss of two key senior members of staff.

Firstly, we had to manage the premature loss of our highly experienced Chief Finance Officer, who was off from April until his planned retirement at the end of December. Both the Finance & Personnel and the Audit & Risk Assurance Committees worked in harmony to guide the officer team through some very uncertain times in what would have been our busy end-of-year reporting period last April through to June. It is to the credit of those Committee members and the junior officers of our finance team, supported with some limited oversight provided by a seconded professional qualified accountant that we delivered on all reporting and accounting targets during the year. It would be remiss of me not to highlight the patient assistance and support that was provided to every request by the officials from the Department. Their guidance was invaluable during this period. We have a new Chief Finance Officer in post since December 2022.

In December, our then Chief Executive announced that he been offered a new position with CCEA as its new Chief Executive. He left us at the end of February, and we wish him every success in his new role.

There is never a good time to lose such a key member of staff. However, given the time of the year and the looming year-end reporting cycle, Council immediately initiated a public recruitment exercise whilst also putting in place alternative arrangements covering the dual role of temporary acting Chief Executive Officer and interim acting Accounting Officer. Council and the Department are keeping this arrangement under review with the risk being managed by the Audit and Risk Assurance Committee. Again, I am extremely grateful to the members of Council who have worked with the officer team to manage the recruitment of a new Chief Executive Officer who will join us in August and to oversee the transitional arrangements that manage us through from the end of February with review.

Whilst we have witnessed significant disruption to our education system over these past few years, I am continually reminded and encouraged by the sheer resilience and determination demonstrated by our children and young people. Where there have been challenges, they have found a way to overcome. Where they have faced obstacles, they have found a way to get around. Our children and young people have continually shown that with every difficulty, there is always a way forward. For these reasons I remain optimistic about the future. I remain confident that CCMS will continue to provide a vital function in supporting our schools to provide the highest quality of education and that the organisation will continue to play a leading role as a partner in supporting educators as they seek to protect, enhance, and enrich the educational experiences for all our children and young people.

Since my appointment as Council Chair in April 2018, I have been impressed, but not surprised, by the commitment, dedication and professionalism shown by Council officers as they go about their daily duties. Their advice, guidance and support to school leaders, governors and school communities really does make a positive difference. I know that schools are thankful of the support they receive from CCMS across a wide and varied range of issues. That support has been crucial throughout the past twelve months in maintaining the continuity of learning and in adapting to the new and innovative ways of working post the pandemic.

During the year, CCMS contributed to the Independent Review of Education. Thirty plus years of experience of working with schools to raise standards and improved educational outcomes has certainly made a difference to thousands of children and young people over this time. CCMS strongly believes that the child must be at the centre of any future education system. Our vision is for an education system that supports every pupil, and which ignites pupils' aspirations to be the very best that they can be. CCMS looks forward to the Review Panel outlining its recommendations in 2022/23 and is fully committed to working with all stakeholders to deliver a truly excellent education system for all.

The Trustees of Catholic schools and CCMS continue to believe that the values and ethos of a Catholic education are critical to the identity of Catholic schools but agree that the 'exception' in the 1998 Order is no longer appropriate or required. Catholic schools are diverse and welcoming to all children and we believe our teaching workforce should also continue to reflect that. Therefore, the Trustees of Catholic schools and CCMS supported the repeal of the Article 71 'exception' as it applied to the recruitment of teachers and have engaged in significant work to prepare the way for the implementation of the new Fair Employment (School Teachers) Bill Act next year.

The Trustees of Catholic schools and CCMS will want to maintain the right to promote our ethos and will want to ensure that the ethos and values of Catholic education continue to permeate Catholic schools and we have been considering how this will be delivered whilst also reflecting diversity in our workforce.

On a personal level, I wish to acknowledge the support and assistance given to me by Council members throughout the past year as we continued to adapt to new ways of meeting and carrying forward our business. All of them continued to go the extra mile in ensuring that Council exercised its statutory duties and that CCMS continued to demonstrate leadership and vision during a period of considerable challenge and change.

I am pleased to report that the strong relational culture of CCMS has been able to respond very well to the challenges we have faced in the last twelve months. Staff have been very flexible and creative in both dealing with ongoing business and keeping school communities supported through new challenges. Senior staff have shown leadership and have kept Council members fully informed of ongoing developments. Council committees have been able to function as required.

I am pleased that the majority of targets within the 2022/23 Business Plan have been achieved. This highlights our commitment to excellence and operational delivery, often within extremely challenging circumstances. I also recognise that significant challenges lie ahead but am confident that CCMS will remain committed to addressing all issues in the service of improving educational and other outcomes for all our children and young people.

Catholic Education is valued and exercises a positive influence on society across the world. I am confident that the Catholic maintained sector in Northern Ireland will continue to be successful not only in improving outcomes for our children and young people and developing them as unique individuals, but also in contributing to a more cohesive, inclusive, and respectful society, which nurtures young people and prepares them for adult life.

I appreciate how our schools are already quietly being very creative in how we accommodate both diverse backgrounds and high standards. These schools are not the relics of a divided past but are showing how they can be architects of a shared and diverse future. Indeed, it is their ethos of community set within a culture of high expectations, that attracts people from a range of backgrounds. Catholic schools are chosen by many parents not despite their ethos but because of it.

In these very testing times for all of society, I have been impressed by how the Catholic maintained sector has displayed a great sense of common purpose. So many of the schools have deep roots in their local communities that have facilitated collaboration with a wide range of community organisations in offering support to people of all ages. The staff at CCMS have worked with energy and diligence to ensure that schools are supported to deal with the range of challenges that they face. For that dedication, I thank all concerned.

Reflecting over the past 12 months, I can see the positive impact and difference that CCMS has made to education, communities, and learners. I have every confidence that CCMS will build on this over the next year.



**Bishop Donal McKeown**  
**Chairperson**  
**28 June 2023**

## **STATEMENT FROM THE INTERIM CHIEF EXECUTIVE**

In December, our previous Chief Executive announced that he would be leaving CCMS to take up a similar role at CCEA. He left us at the end of February.

My name is Eugene O'Neill, Director of Workforce Planning and Governance. I am in the 14<sup>th</sup> year of my current substantive role having served in various roles across CCMS since late 1993. At the time of the last Chief Executive Officer's departure, I was the only member of the Senior Leadership Team declaring no long-term aspiration to the substantive position. Given the circumstances, Council nominated me to assume the dual role of temporary acting Chief Executive Officer for CCMS and interim acting Accounting Officer for the Department of Education.

Albeit that this is a short-term temporary arrangement, my performance and discharge of the duties and responsibilities attached to the dual roles are kept under regular and open review both by the members of Council and by the Permanent Secretary of the Department. I am pleased to report that I am well supported and guided by the Chairman and the Chairs of the various Committees. I am even more pleased to report the willing and selfless support and counsel from my two colleagues on the Senior Leadership Team and throughout CCMS.

Where they differ, the nature of the role that I am required to discharge in this Annual Report are clearly noted.

### **Challenges and Opportunities**

The 2022/23 year was another challenging year for schools and the wider education system in Northern Ireland. CCMS has had to adapt and evolve over the past 12 months and in doing so, has demonstrated a flexibility and agility in managing its internal operations to provide the leadership and support to Catholic maintained schools. The learning and innovation across CCMS, allied to a resilience in approach, will ensure that CCMS is in a strong position to meet future challenges.

The external operating environment remained extremely challenging this year. CCMS continued to deliver an ambitious programme of work in an efficient, effective, and economical manner within the constraints of significant budget pressures. Financial challenges have continued to affect the education sector and CCMS has continued to rationalise and reform its organisational structure to ensure that its work remained focused on the right areas and that the organisation remained fit for purpose.

I am pleased to report that a fully embedded approach to interdisciplinary working across locality teams within CCMS continued to deliver real benefit in terms of how officers work together to provide a fully rounded support for our schools. The tangible out-workings of this approach are being realised in terms of the professional levels of support that CCMS can provide to our maintained schools, whether that is in the areas of HR; governance; educational support; leadership; guidance in addressing financial challenges; industrial relations; area planning; building and maintenance. We have quantified the extent of this work further on in the report. The other benefit to having already embedded the inter-



disciplinary approach is that CCMS can operate in an agile, flexible manner to support schools effectively.

Internally, we have worked hard to strengthen collaboration and a partnership approach which is underpinned by a united purpose in addressing the challenges and supporting schools to do the very best that they can do within the most challenging of circumstances. CCMS remains optimistic about the future as we all work together to overcome the challenges as a result of having to operate within a highly constrained financial envelop.

However, the past year has not been without very significant impact on the resilience of our own staff with CCMS experiencing its highest and most sustained rates of staff absences due to ill health in its 32 year history. Eleven staff, from our complement of 60 full time equivalents have had absences of at least 2 months duration with many well beyond that and some still absent from work. This is coupled with the inevitable backwash created by the work flowing from a further three long term and two short term vacancies and comes at a time when schools are struggling to deal with an almost unmanageable financial, employee relations and, policy vacuum climate. Whilst always striving to sustain a consistently high level of service no matter the challenge is within our DNA, it is inevitable, given the financial climate we will be required to work within in the next period, that we consider our key business priorities so that we can concentrate our limited resources towards supporting their delivery.

### **Support to Schools**

Support for Catholic maintained schools, particularly to Boards of Governors and school leaders has continued throughout the past year – the use of remote technology remains a key element in any officer's weekly work schedule. We have worked hard to facilitate and support staff to work from home with the introduction of a new Hybrid Working Policy that provides a framework through which we manage the maintenance of a strong and visible office presence balanced with the most effective use of officer time. Staff have continued to adapt and refine this approach to avoid reducing the level of support or service provided to schools and we have begun to evaluate how we might better use technologies and different working practices to improve our engagement with schools.

It is also important to emphasise that schools have been extremely resilient over the past year and they themselves have demonstrated a flexibility of approach that has continued to deliver a high-quality learning experience for our children and young people; again, within the extremely challenging financial environment they also face.

CCMS, its school leaders and, many others have continuously highlighted the impact that the financial challenges and constraints in education spending are having on outcomes for pupils, particularly for the most vulnerable who are still recovering from the long lasting after effects of COVID-19. As we move in to the 2023/24 period, these pressures look set to become even more challenging, placing further stress on a school system that is stretched to the limit already. I can however, report that CCMS officers continued to be proactive in working with school leaders and governors to address these challenges and will continue to do so in the year ahead. Often, the tangible support provided by the CCMS team has made

the important difference, helping schools to manage these most difficult situations and progress with practical and positive interventions and solutions.

## **Performance Delivery**

CCMS has delivered on the majority of targets and actions within the 2022/23 Business Plan.

The Audit and Risk Assurance Committee ensures that a robust approach to risk management is embedded into how we go about our business, and this has complemented delivery of the Business Plan and improving overall performance. The Corporate Risk Register and Risk Management Framework clearly underpin the strategic decisions taken by Council and the corresponding operational activity of CCMS. With help from Departmental colleagues, CCMS also completed its annual review of the Corporate Risk register to ensure that its identification of Risks both remained fully aligned to the Departmental strategy and, was reflective of new developments in risk management approaches.

The delivery of CCMS' key objectives was aided by a clearly defined organisational structure that provides clarity in terms of decision-making. The members of the Senior Leadership Team provide effective and highly visible leadership across their respective functional disciplines and across the whole organisation; and there is a clear commonality of purpose in how we all go about our work. Together with the very professional and dedicated staff within CCMS, I firmly believe that CCMS continues to positively support, challenge, and guide our family of Catholic maintained schools to raise educational standards and deliver a high quality, broad and balanced educational curriculum to all of our children and young people.

Managing finite resources to deliver a range of support functions to schools is challenging in its own right. However, it is important to highlight the way in which the officer team managed through the unanticipated premature retirement of the Chief Finance Officer during the period April 2022 to November 2022. I am pleased to report that despite this setback, CCMS remained able to respond very positively to the demands of annual reporting, internal and external auditing, and presentation of the annual account. I am pleased also to acknowledge the guidance and practical help and support provided throughout this period by our own Council members and by our colleagues in the Department of Education who so willingly lend help when we needed it.

Throughout the course of the year, we engaged positively and constructively with all partners on matters such as the Independent Review of Education, preparations for the new Fair and Employment (School Teachers) Act 2022 (Northern Ireland); the legislation to support the development of integrated education; teachers' pay, workload and industrial relations; and, our contribution to policy development in areas such as area planning, school improvement, special needs and Irish Medium provision. All this being reflective of our statutory duties and our own business priorities.

Also, under the direction of the Audit and Risk Assurance (ARAC) and the Finance and Personnel (FPC) Committees who brought forward our own comprehensive review of the full suite of internal policies related to our own good governance. This is summarised elsewhere in this Report. Related to that work, Officers and relevant Council members have been

engaging extensively with Departmental colleagues to develop and trial a new Partnership Agreement, with proportionate autonomy, between the Department and CCMS. When completed, this work will replace the existing Management Statement and Financial Memorandum and will set out a new approach to financial management, reporting, and the internal governance and assurance arrangements that would support that.

At a local level within schools, we continue to maintain constructive and productive relationships with our Trade Union colleagues. We bring that positive working relationship into our participation as members of Management Side. We regret, however, the continuing industrial action including strike action but remain fully committed to working constructively with the rest of Management Side and all trade unions in the hope we can reach a just settlement.

### **Looking to the Future**

CCMS is assured of the contribution that Catholic education continues to make to building a strong economy and a respectful society. Whilst acknowledging CCMS' achievements, progress, and successes in 2022/23, it is nonetheless important to look forward to next year as we continue to strengthen and improve working relationships and engagements with schools to support them to raise educational standards even further.

Critically, CCMS remains committed to engaging constructively with our political, Departmental, sectoral, school and Trade Union colleagues to address what we all already know will be the challenging financial context in which we now must work.



**Eugene O'Neill**  
**Interim Chief Executive**  
**28 June 2023**

## **NON-EXECUTIVES' REPORT**

I have been asked to provide a non-executive perspective on the conduct of Council business during the past year.

For the foreseeable future, Council and Committees will continue to meet both remotely and in Lisburn to address the continuing challenges for the education sector. Full information on membership and the roles of committees can be found in the Governance Statement.

### **Council**

The Council met six times in 2022/23 and its agenda over the year addressed the many challenges facing Catholic maintained schools, particularly those flowing from the COVID-19 pandemic. Financial issues faced by schools remained a challenge throughout 2022/23 and these financial pressures have been added to by the Government seeking significant savings throughout the public service, including CCMS which is facing cuts in the region of 10%. Delivering education advisory services, area planning, and HR advice to schools whilst operating within significantly reduced budgets remains enormously challenging for CCMS.

We have also continued to engage with political parties to explain the role and ethos of Catholic schools and the diverse and welcoming nature of all our schools. In terms of the potential elevation of any one sector above others and the potential effect of any emerging policies for those parents and children who choose faith-based education, we will always continue to promote and support the values and ethos of Catholic schools.

Most Rev Donal McKeown DD is the Chair of Council and continues to lead the Council through challenging times for Catholic schools. The membership and operation of the Council and its committees is regularly reviewed with the aim of ensuring that we remain fit-for-purpose and able to provide effective support and challenge.

### **Committees**

Council places a high priority on effective financial management and the Finance and Personnel Committee (FPC) continues to play a key role in that respect. Of particular significance this year has been the Committee's work for Council on the Fair Employment and Treatment Order. The Council met the relevant Assembly Committee and supported the Private Members Bill to have Teachers included within the remit of the Bill.

The Audit and Risk Assurance Committee (ARAC) continues to manage risks on behalf of the Council and provides an oversight on the audit function and the preparation of the Council's Annual Report. The ARAC welcomed the unqualified audit opinion of the 2021/22 accounts and expects to receive the same in 2022/23.

The Education Provision Committee (EPC) continues with the important work of overseeing effective utilisation of the maintained school estate, area planning and the oversight of the Capital programme for Catholic schools.

The Education and Curricular Committee continues to oversee the advisory services to schools and has prioritised the ongoing development work on the ethos of Catholic schools.

The Chairperson's Committee continued to focus on the management of the Council's agenda and the Chief Executive's performance in delivery of the Council's approved Business Plan.

Throughout the year, all Committees have kept a focus on the ongoing Independent Review of Education and the developing political debate in relation to the funding of the Education sector.

The Diocesan Education Committees continued to meet regularly with Council officials and work on developing Terms of Reference leading to a scheme of management for Diocesan Education Committees continues. We are always grateful for the views of DEC's and particularly their contribution to the recruitment of senior school leaders.

### **Looking Ahead**

Council continues to undertake an annual review of its effectiveness. The review outcomes inform continuous improvement in how Council meets its strategic objectives and business planning priorities. It also informs the constitution of committees on an ongoing basis to ensure that we have the right people in the right place, capable of making effective contribution to setting our strategic direction.

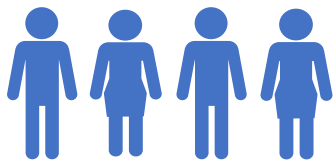
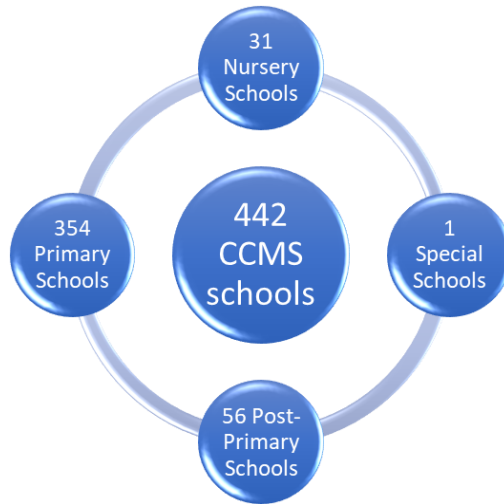
The Independent Review of Education will in due course publish its findings and Council will wish to examine the findings in some detail, particularly in relation to the Panel's view about the nature and definition of a single education system for Northern Ireland. The current budgetary situation will require close attention particularly in relation to the support available for the Catholic School sector.

Non-executive Council members devote considerable time to the work of Council and committees in addition to other aspects such as recruitment and ratification of teacher appointments. The financial challenges facing teachers, students, and parents, will continue to be a high priority for us. Our key strategic and business objectives remain to ensure that our schools provide high quality education for all our children within a safe and welcoming environment.

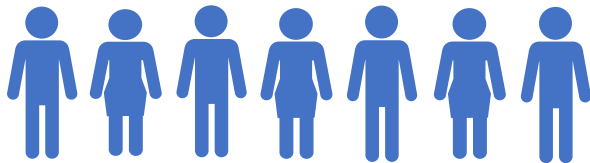


**Tony McCusker**  
**Non-Executive Council Member**  
**28 June 2023**

## CCMS OVERVIEW



6,657 teachers

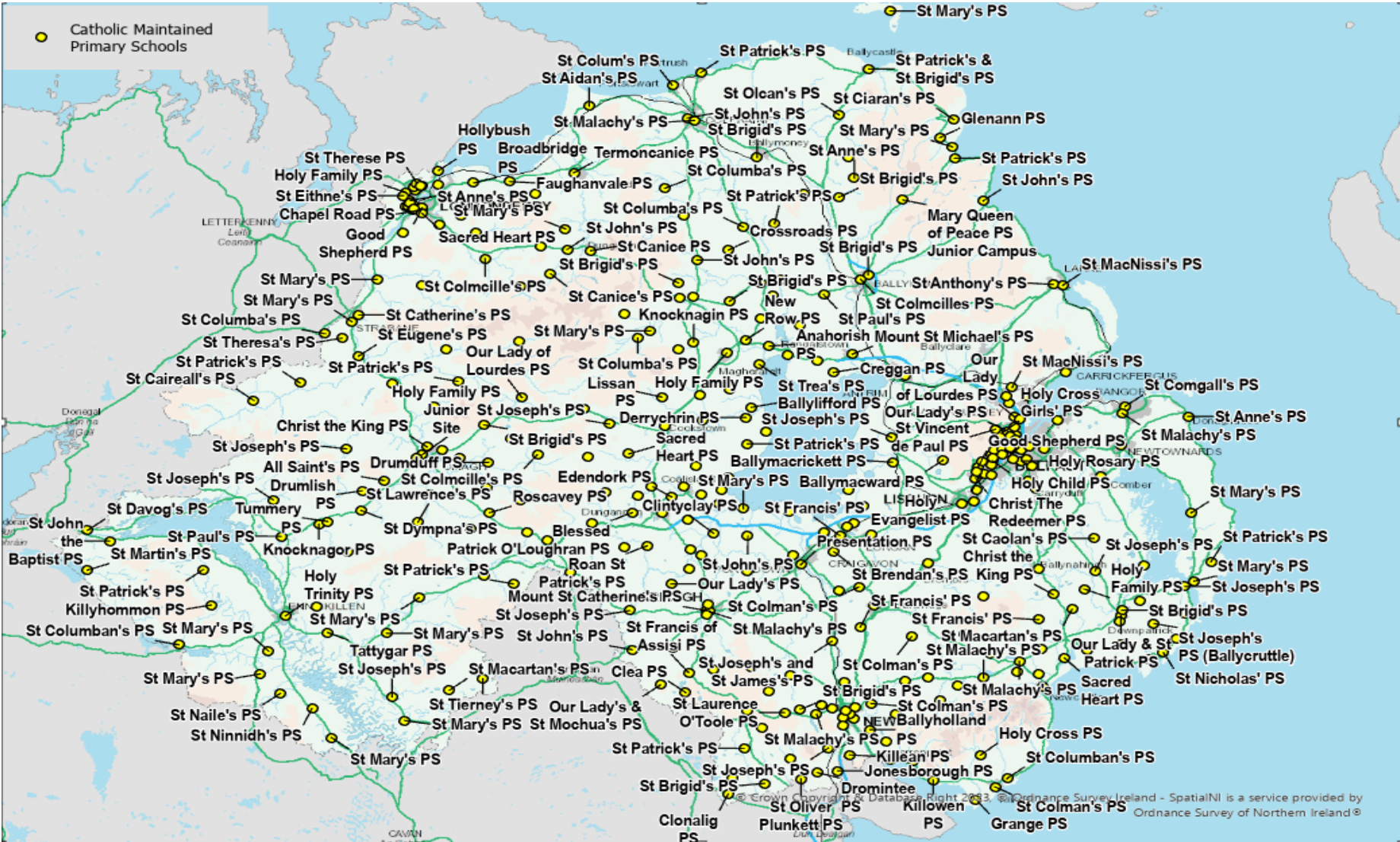


124,224 pupils

# CATHOLIC MAINTAINED POST PRIMARY SCHOOLS



# CATHOLIC MAINTAINED PRIMARY SCHOOLS





## STRATEGIC REPORT

Established under the auspices of the Education Reform (Northern Ireland) Order 1989, the purpose of the Council for Catholic Maintained Schools (CCMS) is the provision of an upper tier of management for the Catholic maintained sector with the primary objective of raising standards in Catholic maintained schools. CCMS is a Non-Departmental Public Body (NDPB) sponsored by the Department of Education (DE).

The 1989 Order cites the following as Council's responsibilities, to:

- employ all such teachers as are required on the staff of Catholic maintained schools;
- advise the Department or a board on such matters relating to Catholic maintained schools as the Department or board may refer to the Council or as the Council may see fit;
- promote and co-ordinate, in consultation with the trustees of Catholic maintained schools, the planning of the effective provision of such schools;
- promote the effective management and control of Catholic maintained schools by the Boards of Governors of such schools;
- with the approval of the Department, provide, or secure, the provision of such advice and information to the trustees, Boards of Governors, principals, and staff of Catholic maintained schools as appears to the Council to be appropriate in connection with the Council's duty; and
- exercise such other functions as are conferred on it by the Education Orders.

Subsequent Orders have conferred additional responsibilities on the Council – for example the duty to encourage and facilitate Integrated, Irish-Medium and Shared Education.

Under the Education Reform (Northern Ireland) Order 1989, as amended by the Education and Libraries (Northern Ireland) Order 2003, DE has directed CCMS to prepare for each financial year, a statement of accounts in the form and on the basis set out in the Accounts Direction. The accounts are prepared on an accruals basis and must give a true and fair view of the state of affairs situation of CCMS. In preparing the accounts, the Accounting Officer is required to comply with the requirements of the Government Financial Reporting Manual (FReM).

This Annual Report for CCMS covers the year from 1 April 2022 to 31 March 2023.

CCMS is wholly funded by DE, therefore the Council's financial risk in terms of managing liquidity, funding, investment and including risk from volatility in currency, interest rates, commodity prices and counterparty credit risk is not material.

There were no events occurring after the period end which would require disclosure in, or adjustment to, the financial statements.

CCMS received confirmation of its Resource Allocation for 2022/23 on 5 April 2022 (including earmarked funding which is confirmed under a separate allocation) and is now awaiting approval from DE on its 2023/24 Financial Plan.

CCMS continues to operate within a very challenging financial environment where resources are stretched to capacity and service delivery continues to be assessed against statutory obligations and business priorities.

As per DAO/DFP 04/13 there is a commitment to pay suppliers in respect of valid invoices from the invoice date or from the date of receipt of goods/services (whichever is the later) as promptly as possible. I refer to the report within for additional information relating to prompt payment.

## EMPLOYMENT POLICIES

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

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

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

CCMS is an Equal Opportunities employer and promotes the employment of staff on merit. There was some limited opportunity to recruit which allowed CCMS to engage in recruitment through open competition. CCMS is committed to developing closer working relationships with both the Equality Commission and with Disability Action so that going forward CCMS can address equality and diversity through the review of existing policies and the development of more proactive approaches.

The community representation of the workforce directly employed by CCMS at 31 March 2023 was:

	CCMS Staff 2023	CCMS Staff 2022
Protestant males	2	2
Protestant females	5	5
Roman Catholic males	10	17
Roman Catholic females	31	36
Unknown males	2	1
Unknown females	10	3
<b>Total</b>	<b>60</b>	<b>64</b>



**Eugene O'Neill**  
**Interim Accounting Officer**  
**28 June 2023**

## PERFORMANCE ANALYSIS REPORT

The CCMS 2022/23 Business Plan was based on eight corporate goals set by DE. The thirty-five targets and sub-targets were agreed by Council and approved by DE.

The performance analysis section of the annual report from page 14 onwards is therefore presented under the eight corporate goals of:

- Make learning accessible to all;
- Improve the quality of learning for our children and young people;
- Look after our children and young people;
- Support those who need more help with learning;
- Improve the learning environment;
- Tackle Disadvantage and Underachievement;
- Support and develop our education workforce; and
- Effectively manage, review, and transform our education system.

At all times CCMS has prioritised its work to support the efforts of the Department, our statutory partners, school staff and our trade union colleagues in delivering a consistently high standard of education for all pupils.

There were twenty-seven DE approved targets in the 2022/23 Business Plan. Three targets are considered not achieved by the end of the financial year.

- **Staff Absence** – Whilst some have pointed to the aftermath of COVID-19 having some residual adverse impact on workforce attendance more generally, it was nonetheless bitterly disappointing to note the rising absence rates for teachers particularly in Catholic maintained schools. CCMS is steadfastly committed to reducing the levels of teacher absence in its schools. We will continue to work with those schools where absence is highest to address the issue and ensure robust implementation of the Managing Attendance Strategy. More detail is provided later in this part of the report.
- **Performance Review and Staff Development (PRSD)** – The PRSD process was suspended during 2022/23, therefore CCMS was unable to meet this target. However, CCMS led on a review of the Scheme and continued work on the accreditation of external advisers so that a panel of advisers was in place for the resumption of the scheme in schools.
- **Corporate Plan** – It was not possible to progress this target during the period for reasons outside the control of CCMS. We will continue to work with DE and looks forward to being able to submit a revised Corporate Plan in the 2023/24 period.

Despite the unanticipated and unplanned early retirement of our Chief Finance Officer rendering the post vacant from March to November 2022, CCMS managed to end the financial year within the margins of acceptable tolerance. Over the final three months of the year, the newly appointed Chief Finance Officer has worked hard to ensure that we ended the year with a nominal underspend of £28k, equivalent to less than 0.75% on the overall budget allocation.

Regrettably, CCMS is unable to provide any meaningful forecasting information on spending patterns and long-term expenditure trends as budgets are determined on one-year allocations confirmed in March of the preceding financial year. The difficult financial climate is well documented and, like other education bodies, CCMS strives to meet its business objectives whilst constraining expenditure within allocated budgetary limits set by the Department. CCMS continues to plan on the basis that it is likely that the challenge brought about by competing priorities for limited public finances will continue into the immediate future.

CCMS takes its environmental commitments seriously and is committed to making sustainable improvements where possible. CCMS continues positive action to improve sustainability such as minimising paper waste, paper production and utilising electronic technology where possible to deliver business activities. CCMS also facilitates staff to work remotely when applicable to business needs. Latterly, albeit a budget driven decision, CCMS has impressed on its officers the need for us all to bear down on official travel.

CCMS operates within a very robust governance and control environment and takes a zero-tolerance approach to fraud, bribery, and corruption. During the year CCMS revised its Anti-Fraud Policy which is now supported by a clear Critical Response Plan that will support implementation and collective ownership of the revised policy.

## **1: Make learning accessible to all**

*We give all children and young people access to pre-school, school, and youth education provision*

CCMS achieved or substantially achieved the Business Plan targets under this priority.

CCMS officers continued to work in collaboration and partnership with DE, EA and other educational partners to support schools in the work they were doing to address learning lost as a result of the Covid 19 pandemic. As the direct impact of Covid 19 lessened in terms of the need for remote learning, etc, CCMS officers continued to provide advice to school leaders as school-based activities began to return to pre-Covid normality.

CCMS Education Advisers continued to provide direct support to Catholic maintained schools in terms of their planning to address loss of learning and support pupil and staff well-being and mental health, using additional funding stream such as Healthy happy Minds.

CCMS officers continued to support the updating of a range of guidance and support information and materials for schools to support them during the year, in partnership with colleagues from DE and EA

CCMS officers continued to support school leaders in the formation of one year school development plans with a particular focus on support children in terms of any loss of learning and to address the emerging issues around well-being, mental health and growing additional needs, especially in early years provision.

CCMS's work continued to progress in relation to strategic area planning aimed at delivering DE's Sustainable Schools Policy (2009) and in so doing increasing access to the curriculum for learners. CCMS participates fully with the EA and DE in taking forward the area-based planning process. CCMS continues to focus on the educational benefits for all pupils of area planning proposals. The multi-disciplinary locality teams annually monitor the curricular provision and sustainability of all Catholic maintained schools. This work is detailed further under priority 5.

### **Entitlement Framework**

CCMS Officers continue to monitor schools in terms of their full compliance with the DE Entitlement Framework (EF). Officers continue to work with school leadership in schools where there is not full compliance at post-16 level to assist in building collaborative curriculum offers across other schools in local Area learning Communities.

CCMS continued to work closely with colleagues in CCEA and to support schools with revised arrangements for examinations through membership of the Curriculum, Qualifications, and Standards Directorate (CQSD) Standards and Learning Programme Board.

CCMS continues to work collaboratively with other stakeholders and partners in developing advice and guidance in light of the many challenges and constraints posed as a result of the COVID-19 pandemic.

CCMS continues to support all schools to ensure that the curriculum offered goes beyond compliance: is pupil-centred and future-focused, aligning with the NI Skills barometer and local labour market intelligence.

CCMS supports schools with effective School Development Planning, setting challenging targets and implementing appropriate interventions to close the performance gap.

## **2: Improve the quality of learning for our children & young people**

*We ensure that education provision is of a high quality and supports learning and progression*

CCMS officers engaged with Catholic Maintained Schools, across all phases from nursery to post-primary, to provide a wide range of supports to school leaders to help identify and remove barriers to learning. They supported school leaders in the formation of their one-year action plan for the 2022/23 academic year.

CCMS Education Advisers continue to work with school to advise in the creation of Targeting Social Needs (TSN) planners and to access and use Engage 111 funding. Action short of Strike (ASOS) has impacted on the lodging of planners, although schools continue to carry out the work associated with these.

Whilst the formal Inspection process remains paused, CCMS Education Advisers continued to work with two Catholic maintained schools in the Follow Up Process (FUP), with one of the schools moving out of FUP after an inspection in term three of the 2021/22 academic year. The other school remains in FUP, as the school chose not to engage in an inspection in term two of the 22/23 academic year, due to ASOS. One Catholic maintained school remained in the Formal Intervention Programme, even though progress had been noted during an inspection in the third term of the 21/22 academic year. CCMS Education advisers continue to support the schools in the work the need to do to successfully exit the processes.

CCMS Education Advisers engaged with the Education and Training Inspectorate's development of inspection team regarding the development of new inspection processes. This engagement included meeting with the inspection team and then forwarding written comments to the team. CCMS Education Advisers supported schools that chose to engage in pilot inspections based on the new format of inspections, in term one of the 2022/23 academic year. The Education Team also met with principals of schools who had been part of pilot inspections.

## **3: Look after our children & young people**

*We support and promote positive physical and emotional health and wellbeing and support high-quality affordable childcare*

CCMS continued to encourage schools to access funding streams put in place by DE to address children's recovery of learning and improve well-being and mental health, resulting from their experiences during the Covid 19 pandemic.

CCMS Officers continued to contribute to Programme Boards such as the Engage III Programme and Fair Start Programme Board.

The Director of Education continued as a member of the COLO Oversight Group until it was stood down given the changing situation with Covid in schools. The role of COLO was also stood down, but CCMS Education Advisers continued to be available to give advice and support to schools if any situation arose in relation to Covid in particular school settings.

#### **4: Support those who need more help with learning**

*Working with health & education partners, we deliver high quality services for children & young people, including those with Special Educational Needs*

Education Advisers within CCMS have continued to work collaboratively with schools, DE, the Education Authority (EA) and other stakeholders throughout the 2022/23 academic year to shape educational policies with a view to improving the wellbeing of children and young people as outlined within the Children's Services Co-operation Act 2015 (CSCA). CCMS Education Advisers have support school leaders in their planning to meet not just the learning needs of pupils, but also in terms of meeting the growing pastoral needs pupils are displaying as schools return to normal after the Covid 19 pandemic.

CCMS continues to give advice and support to schools in terms of their self-evaluating arrangements for safeguarding using the updated Education Training Inspectorate (ETI) Safeguarding pro forma as guidance. CCMS officers have also contributed to the ongoing review of guidance on suspensions and expulsions and to attend consultative meetings as part of the expulsion process. We continue to use the publication, Catholic Schools – Delivering for Communities, as a template for continued enhancement of the distinct ethos of Catholic Schools. This ethos reflects Catholic schools as inclusive centres of learning, providing high quality learning experiences for all pupils.

CCMS worked with officers in EA Children and Young People's Directorate to assist in the placement of individual pupils with additional needs in specific school settings and in identifying and supporting schools where additional SEN provision was established Specialist Provision in Mainstream Settings (SPiMS).

The Director of Education represents CCMS on the Special Education Needs and Disability (SEND) Strategic Development Programme Board and CCMS has begun to engage with DE's End to End review of SEN provision.

#### **Special Education Provision**

CCMS continues to support the Education Authority's work in regard to Special Education Provision and progressing the priorities in the Special Education Strategic Area Plan: Plan for Special Education Provision (SESAP). CCMS Area Planning and Building and Development Officers supported identification and progression of Specialist Provision in Mainstream Schools (SPiMS) for September 2022. CCMS Area Planning and Education Advisers were involved in workshops in November 2022 and February 2023 with APLGs to look at the priority areas for SPiMS for September 2023. The workshops provided an opportunity to plan and identify locations for SPiMS to meet the identified demand for September 2023. CCMS officers have contacted schools to discuss the potential establishment of SPiMS within the schools. As part of the conversations with schools the following information was collated.

- Assessment the school ethos / willingness to host SPiM.
- Availability of accommodation - number of classes available for September and beyond.
- Assessment of staffing requirements – whether schools had the resource capacity and what might need to happen to assure appropriate staffing arrangements.
- Written BoG approval to establishing Specialist Provision within the school.



## **5: Improve the learning environment**

*We promote equality of opportunity, respect for others, good relations and inclusivity and we provide modern, sustainable educational settings which are fit-for-purpose and facilitate shared learning*

CCMS achieved or substantially achieved the Business Plan targets under this priority.

### **Irish Medium/Integrated Education**

CCMS discharged its statutory duties in respect of Irish Medium, Integrated Education and Shared Education, through area planning work and DE working group collaboration as well as providing support to the Shared Education Campus schemes underway.

CCMS currently has one standalone Irish Medium School with seven primary schools and two post primaries having Irish Medium units. In the 2022/23 academic year, 1520 pupils were in Irish Medium CCMS provision, with 1,351 in Irish Medium units (+45 from 2021/22). This includes 52 pupils in nursery Irish Medium Education.

During April 2022 to March 2023, further work has been taken forward with Comhairle na Gaelscolaíochta (CnaG) on protocols to support the effective management and development of Irish Medium units in CCMS schools. The CCMS Irish-medium cross-directorate working group is also developing related CCMS policies to support high-quality delivery in its IM provision. It will also help support and shape potential future projects.

CCMS and CnaG co-funded an independent engagement with the stakeholders of a dual language provision school, with both English-medium and Irish-medium pupils. The report was completed in February 2023 and will inform CCMS support for the school and the Irish medium provision.

CCMS continues to contribute to a network of sustainable schools, collaborating with NICIE and CnaG through the area planning structures and departmental working groups.

CCMS has collaborated with NICIE and Integrated Education Sector representative bodies on the Department of Education's Integrated Education Act (IEA) Steering Group and IEA Working Group.

CCMS also worked with Ulster University and the Integrated Education Fund, in collaboration with DE and EA, on the Future Schools Project. CCMS officers supported and informed the development of the Future Schools toolkit, which was launched in May 2022.

### **Shared Education Campus (SEC) Programme/Strule Shared Education Campus Project**

CCMS officers were involved in work in relation to five proposed SEC schemes involving Catholic maintained schools during this year, collaborating with school leadership teams, boards of governors, trustees, EA and DE and supporting the projects at the varying current stages of the process:

- Ballycastle;
- Limavady;
- Moy;

- Brookeborough; and
- Strule.



In respect of Strule, CCMS sits on the Programme Board and three Project Boards.

Progress in relation to supporting the shared campus work was impacted in year due to notification in November 2022 of a 55% reduction in funding for CCMS for this work. The annual mechanism of CCMS spending at risk whilst awaiting approval of a business case for resource to support shared education makes allocation of staffing resource very challenging. This was highlighted in this financial year.

### **Area Planning**

CCMS' continues to progress strategic area planning aimed at delivering DE's Sustainable Schools Policy (2009). CCMS participated fully with the EA and DE in supporting and progressing the area-based planning process with a focus on the educational benefits for all pupils of area planning proposals.

As a planning partner CCMS contributed to development of the Strategic Area Plan 2022 - 2027: Planning for Sustainable Provision, and the Special Education Strategic Area Plan: Plan for Special Education Provision (SESAP) which were published June 2022. CCMS also worked with planning partners to develop proposals for progression of area planning priorities for Operational Plan 1 2022-24 (OP1) which was published in September 2022.

CCMS has been progressing, where possible, actions carried forward from the Annual Action Plan 2019-2021 and new actions from OP1. During 2022/23 CCMS contributed to all discussions and engagement on area planning in rural areas including the DE Rural Education Provision Programme and a programme of Insight Labs.

### **Area Planning Structures**

CCMS has participated at all levels of the Area Planning Structures, including active participation in the following activities:

- 30 Area Planning Local Group meetings - reviewing area challenges and proposing locality actions and solutions to inform and develop OP1 for publication in September 2022; and supporting planning for Special Education in Mainstream Provision;
- Five Area Planning Working Group meetings - enabling discussion and development of cross-sectoral, cross-locality area planning issues and monitoring the progression of area planning workstreams;

- Four Area Planning Steering Group meetings - providing a strategic direction for the implementation of area planning policies and the improvement and review of area planning progress and processes;
- Monthly EA/CCMS Area Planning coordination meetings;
- The APWG Collaborative Working Sub-group; and
- The Departmental Rural Programme Initiative.

CCMS has facilitated its own internal area planning processes through: school review and project development via the multi-disciplinary locality team; providing area briefings and facilitating discussion across the five quarterly Diocesan Education Committees; and, bringing forward projects, proposals and protocols for the CCMS Education Provision Committee (EPC)'s review and approval. During the period, CCMS facilitated six EPC meetings whereby area planning projects were considered for progression, and Department of Education policy and processes consultations were reviewed. CCMS's EPC continues to take a flexible approach to requests for additional meetings to assist the progression of area planning work.

### **Diocesan Trust Engagement**

CCMS met with the Diocesan Trusts to review projects for inclusion in OP1 and discuss demographic and enrolment trends and diocesan priorities for area planning.

### **Development Proposals**

The Minister for Education approved proposals in relation to one CCMS primary school and one area project involving two CCMS post-primary schools.

- Downpatrick. On the 10<sup>th</sup> October 2022 the proposal to amalgamate the three Catholic post-primary schools in Downpatrick (De La Salle High School, St Mary's High School and St Patrick's Grammar School) to create a new co-educational, Catholic Grammar school was approved. The La Salle Trustees, with the support of CCMS, has commenced the implementation process in this project to establish the new school for September 2024.
- St Mary's Primary School Saintfield. On 13<sup>th</sup> June 2022 the proposal to discontinue St Mary's PS from 31 August 2022 was approved. CCMS officers supported the school with the implementation of the decision.

The following five project proposals are currently awaiting a Ministerial decision, these comprise eight CCMS development proposals as noted below.

- St Anne's Primary School, Donaghdee. The CCMS pre-publication consultation re discontinuance of St Anne's PS closed 2 July 2021 and the subsequent two-month public consultation period closed 21 March 2022. Following a ballot to transform to integrated status, the associated public objection period for transformation closed 14 October 2022.
- North Belfast Sacred Heart area. The pre-publication consultation period on the amalgamation of Sacred Heart Boys' Primary School and Our Lady's Girls' Primary School closed 9 May 2022. The public objection period on the proposal closed 15 March 2023.

- St Joseph's Primary School, Ballycruttle and St Patrick's Primary School, Saul. The pre-publication consultation re the discontinuation of St Joseph's PS and the expansion of St Patrick's PS closed 1 February 2022. The public objection period on the proposals closed 15 March 2023.
- Drumduff Primary School, Beragh. The pre-publication consultation re discontinuance of Drumduff PS completed 10 June 2022. The public objection period closed 20 March 2023.
- St Eugene's Primary School, Tircur. The CCMS pre-publication consultation re discontinuance of St Eugene's PS closed 2 July 2021 and the 2-month public objection period closed 21 March 2022. Following a ballot to transform to integrated status, the 6 week affected schools consultation period for transformation will close 10 May 2023.

Three project proposals are currently at public objection stage:

- St Mary's Primary School, Fivemiletown. The pre-publication consultation on discontinuance of St Mary's PS commenced 8 February 2022. The public objection period will close 24 April 2023.
- St Brigid's Primary School, Cloughmills. The pre-publication consultation on discontinuance of St Brigid's PS commenced 26 September 2022. The public objection period will close 25 May 2023.
- Dromore Area (Tummery Primary School /Drumlish Primary School and St Dympna's Primary School). The pre-publication consultation on the discontinuance of Tummery and Drumlish PSs and the expansion of St Dympna's PS commenced 16 May 2022. The public objection period will close 20 June 2023.

### **Pre-publication Consultation Stage**

The pre-publication consultation process has now completed in:

- Roan St Patrick's Primary School. The pre-publication consultation on expansion of the school's admission and enrolment numbers completed on 30 January 2023. A request to expand the school admissions and enrolment numbers will be submitted to EA in May 2023.

The pre-publication consultation process has commenced at:

- St John the Baptist Primary School, Roscor on the future of the school, March 2023; and,
- St Colmcille's Primary School, Carrickmore on the establishment of a statutory nursery, March 2023.

### **Options development work**

Scoping, research and analysis has been undertaken for the following OP1 projects including:

- expansion of admissions and enrolment numbers at St Colman's Primary School, Saval;
- rationalisation of post-primary maintained schools in the Fermanagh area;

- establishment of statutory nursery provision at Our Lady's and St Mochua's Primary School, Derrynoose; and
- establishment of an Irish Medium Unit at St Francis of Assisi Primary School, Keady.

Scoping, research and analysis are continuing for the following medium-term projects:-

- Holy Cross area Belfast: This area was included in OP1 as a medium-term project that will review provision to consolidate provision to provide where possible 7,14 or 21 classroom school/s. CCMS is assessing the needs of the area in light of updated data in order to complete a review in consultation with the local schools.
- IME West Belfast: CCMS in collaboration CnaG included this area as a medium-term project to explore collaborative solutions for the promotion of Irish Medium education within the primary sector in West Belfast. CCMS and CnaG have carried out an initial review of the area.
- Newry Post Primary: CCMS in collaboration with Trustees and EA included this area as a medium-term project to address sustainability and consolidate provision. CCMS and Trustees have carried out a review of school data/enrolment trends for the area and initiated engagement with several schools.
- Strangford and Kilclief Area: This area was included in OP1 as a medium-term project that will address sustainability and the location of school places. CCMS has carried out a preliminary review of the area and has initiated engagement with the schools.
- Ballynahinch/Crossgar/Saintfield Area. CCMS and the EA included this area in OP1 as a medium-term project to review non-selective schools in the area to address sustainability and consolidate provision. CCMS and the EA have carried a review of school data/enrolment trends for the area and engaged with a number of schools.
- South Derry area: CCMS is continuing to work with the schools in the area to complete its assessment of the most effective way to meet the demand for Irish Medium Education.
- Ballygawley: This area was included in OP1 as a medium-term project that will address sustainability and the location of school places. CCMS is assessing the needs of the area considering updated data in order to complete a review in consultation with the local schools.
- Granemore, Clady and Foley: CCMS and the EA, included this project in OP1 as a medium-term project. An option review is ongoing with the schools.
- Caledon/Aughnacloy Area: This area was included in OP1 as a medium-term project that will address sustainability and the location of school places. CCMS has carried out a preliminary review of the area and has initiated engagement with the schools.
- West Tyrone Area: This area was included in OP1 as a medium-term project that will address sustainability and the location of school places. CCMS has reviewed school data and enrolment trends for the area.

### **Equality and Rural Needs**

CCMS has carried out equality screening and a Rural Needs Impact Assessment on each proposal brought forward in year.

## **Normalisation**

DE published Guidance on a Pilot process for Normalising a school's enrolment numbers (increases only) in September 2022. CCMS carried out significant DE engagement and school data review and analysis as to the possible impacts of this process on the CCMS family of schools' sustainability in the longer-term and the capital investment concerns. CCMS's EPC considered this pilot process in detail during the year, responding to DE in relation to the committee's concerns with aspects of the proposed process.

## **Views of Children and Young People**

CCMS and EA are reviewing existing methods for seeking the views of children in the development proposal processes based on the legal requirements of Article 14, The United Nations Convention on the Rights of the Child (UNCRC) 1989 and the SEND Act (NI) 2016. Updated processes, guidance and materials will be developed to support area planning consultation by both organisations.

## **Research**

CCMS, in conjunction with the Catholic Schools Trustee Service, is conducting research that aims to identify, and evaluate, the factors contributing to the management of CCMS and Trustee school reorganisation and change projects (2005-2022) to inform strategic area planning direction for 2023-2033.

This work aims to report on the impact, values, drivers for the projects as well as the key process and challenges associated with the development proposal stages and the implementation and delivery phases of the projects. It also aims to review progress in implementing the recommendations from the NICCE post-primary review. The research will identify and inform diocesan area planning priorities and opportunities as well as strategic opportunities within the sector and across sectors for the next ten years.

## **Judicial Review and Freedom of Information**

CCMS engaged in work undertaken for a pre-action protocol notification and the application for leave to apply for judicial review regarding a decision by the Minister of Education to approve a CCMS/Trustee project.

## **Enrolment Variations**

CCMS continued to provide advice and guidance to primary and post-primary schools in the setting and application of admissions criteria, as well as commenting on applications to the Department for temporary variations relating to Catholic maintained schools.

The Director of Education communicated with all schools in relation to the need to ensure that DE 's admissions criteria guidance was being adhered to.

From April 2022 to March 2023, CCMS reviewed/commented on schools' temporary variation requests to the DE for the 2022/23 academic year. From September 2022 – March 2023 there were:

- 48 post primary applications; and
- 85 primary applications.

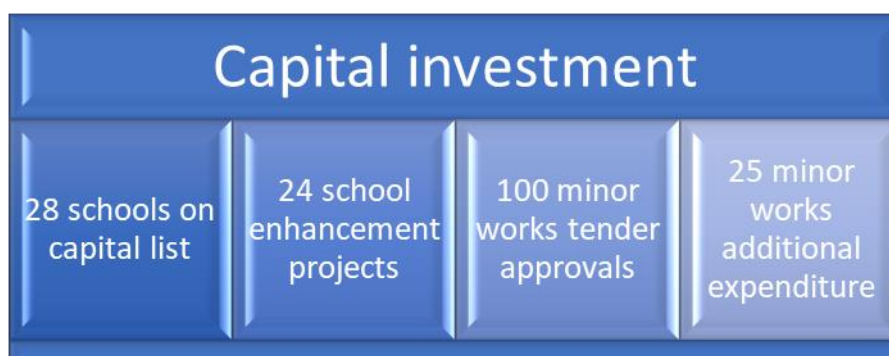
### Partnership Working

As well as through the structures outlined above, CCMS continues to work closely with our sectoral colleagues to progress area planning. Regular senior team and locality meetings with EA enable consistency of approach.

CCMS works closely with its colleagues in the Catholic Schools Trustee Service on a range of areas for development including planning, school support and educational resource design.

Work is ongoing with the DE and sectoral partners at strategic level via the Area Planning Steering group to improve the agility of area planning. However, the lack of alignment of capital funding when considering options for changing provision remains a challenge, both at the consultation and implementation/delivery stages. The availability of capital for implementation of area planning would be a significant aid in incentivising schools to engage in area planning discussions at an earlier stage when a wider range of area options may be available. CCMS continues to work with DE to identify capital implications at the early stages of area planning projects and to highlight the need for minor works, school enhancement schemes and capital projects to be aligned with and support area planning priorities.

### CAPITAL INVESTMENT



### Major Works

St Joseph's High School Crossmaglen took possession of their new build on the existing site in June 2022. The new build for 600 (11-18 year) pupils replaced the original 1964 building and was built for a cost of approximately £19.6m. The new facilities include a flood-lit 3g pitch, a private balcony for art students, a conference room, and modern ICT suites.

The Minister for Education, Michelle McIlveen, announced ten CCMS post-primary schools for major works investment in March 2022:

- Dean Maguirc College, Carrickmore;
- Edmund Rice, Newtownabbey;
- Mercy College, Belfast;
- St Brigid's College, Londonderry;
- St Catherine's College, Armagh;
- St Ciaran's College, Dungannon;

- St Joseph's College, Belfast;
- St Louise's Comprehensive College, Belfast;
- St Paul's High School, Newry; and
- St Pius X College, Magherafelt.

CCMS supported DE in initial engagement with the ten schools including the delivery of an induction and information event for Principals and Chairs of Boards of Governors in Parliament Buildings in June 2022. CCMS Building and Development officers continue to support the progression of these projects.

CCMS continued to provide support to trustees and schools on 18 major capital projects:

- Holy Trinity PS, Enniskillen;
- St Catherine's PS, Strabane;
- St Mary's PS, Derrymore;
- All Saints College, Belfast;
- Blessed Trinity College, Belfast;
- St Conor's College, Kilrea; and
- St Patrick's College, Maghera.
- Lismore Comprehensive, Lurgan;
- Our Lady of Fatima Primary School, Slaughtmanus;
- Mary Queen of Peace Primary School, Glenravel;
- St Joseph's and St James' Primary School, Poyntzpass;
- St Killian's College, Carnlough;
- St Vincent de Paul Primary School, Belfast;
- St Columban's Primary School, Lower Mourne;
- St Peter's Primary School, Dungannon;
- St Malachy's Primary School, Armagh;
- Edendork Primary School, Dungannon; and
- Holy Trinity College, Cookstown.

The primary role of CCMS in major capital schemes is supporting the trustees in their role as Senior Responsible Officer (SRO). CCMS continued to work with the EA who provide the Project Sponsor role on a number of schemes.

### **School Enhancement Programme**

Forty-four Catholic maintained schools applied under the second call for the School Enhancement Programme in February 2017. Nine applications were unsuccessful due to falling below the initial sustainability threshold. The successful applications from this call formed a list that was used to announce a series of tranches of schools for investment up to summer 2020. There are currently 24 schemes currently under various stages of progression that were announced in tranches in 2018, 2019 and 2020:-

- Chapel Road Primary School, Derry;
- Holy Rosary Primary School, Belfast;
- Presentation Primary School Portadown;
- Our Lady of Lourdes Primary School, Belfast;



- St John's Primary School, Kingsisland;
- St Mary's Primary School, Barr;
- St Kevin's College, Lisnaskea;
- St Mary's Primary School, Cloughcor; and
- St Patrick's Primary School, Crossmaglen.
- St Bride's Primary School, Belfast;
- St Joseph's Primary School, Holland Drive, Belfast;
- St Mary's Primary School, Newtownbutler;
- St Patrick's & St Brigid's Primary School, Claudy; and
- St Columbanus' College, Bangor.
- St Patricks College, Maghera\*;
- Holy Child Primary School, Derry;
- St John the Baptist Primary School, Belfast;
- St Kieran's Primary School, Belfast; and
- St Paul's Primary School, Mica Drive.
- Christian Brothers Primary School, Armagh;
- Our Lady's & St Patrick's Primary School, Downpatrick;
- St Brigid's Primary School, Mayogall;
- St Comgall's Primary School, Antrim;
- St Patrick's Primary School, the Meadow, Newry; and
- St Patrick's Primary School, Moortown.

*\* St Patrick's College, Maghera, withdrew from their SEP offer so as to enable a submission for the school being considered in the Major Works capital call.*

CCMS sits on the SEP Programme Board. CCMS Building and Development Officers are also working with DE, EA, trustees, and each of the individual schools to support the varying scoping, design or construction stages of each project.

### **Minor Works**

Minor Works applications continue to progress via DE and EA. CCMS officers continue to provide support to schools in relation to development proposal works, unavoidable minor works applications and a wide range of building and development issues. 100 CCMS schools had minor works tender approvals progressed in 2022/23. Additional expenditure was progressed for 25 schools.

## 6: Tackle Disadvantage and Underachievement

*We improve developmental and learning outcomes for all children & young people, with a particular focus on those who are underachieving, at risk of underachieving, or disadvantaged*

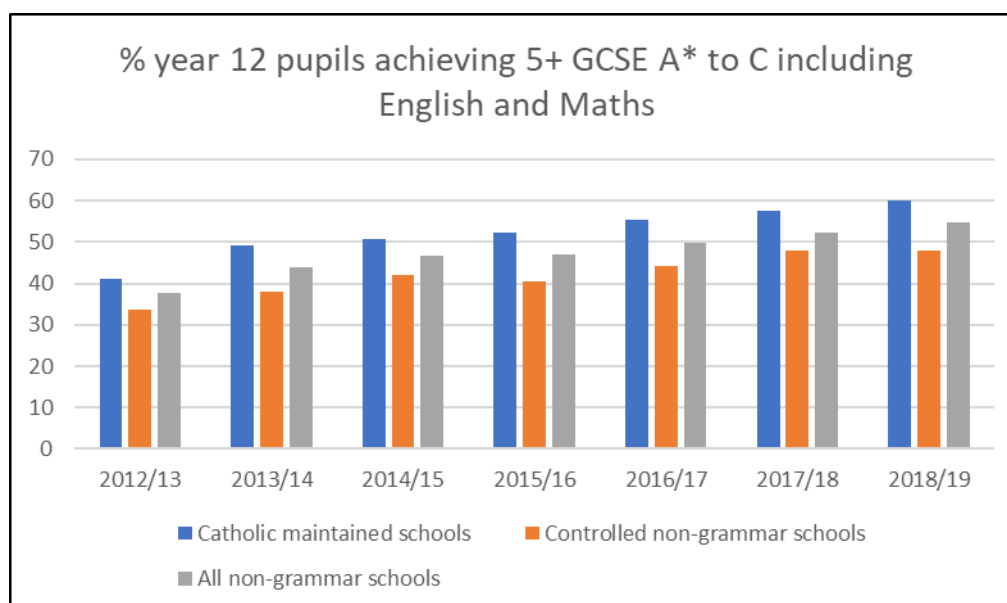
CCMS continues to support schools in their work to tackle underachievement. In particular this year, officers supported school leaders in their planning to address any loss of learning that children may have experienced as a result of the Covid 19 pandemic.

CCMS Education officers promote the use of TSN planners to enable schools to focus support for particular pupils and to tackle underachievement.

It is not appropriate to compare the 2022 examination data with data from previous years due to the context of examinations taking place as schools were emerging from the Covid 19 pandemic.

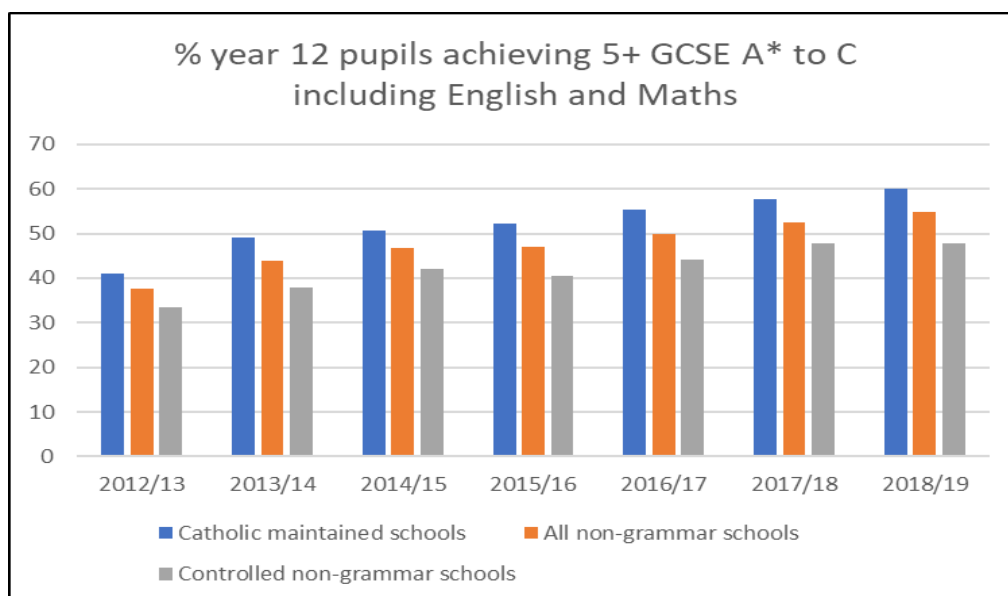
### Year 12 pupils achieving 5+ GCSEs grades A\* to C (including equivalents) 2012/13, 2013/14, 2014/15, 2015/16, 2016/17, 2018/19, 2019/20, 2020/21, 2021/22

		Controlled non-grammar schools	Catholic maintained schools	All non-grammar schools
% year 12 pupils achieving 5+ GCSE A* to C (inc. equivalents)	2021/22	N/A	N/A	N/A
	2020/21	N/A	N/A	N/A
	2019/20	N/A	N/A	N/A
	2018/19	74.2	83.6	79.7
	2017/18	73.2	80.5	77.3
	2016/17	68.8	78.7	74.4
	2015/16	64.4	79.2	72.7
	2014/15	64.6	77.8	72.0
	2013/14	63.0	76.7	70.6
	2012/13	59.2	73.7	67.2



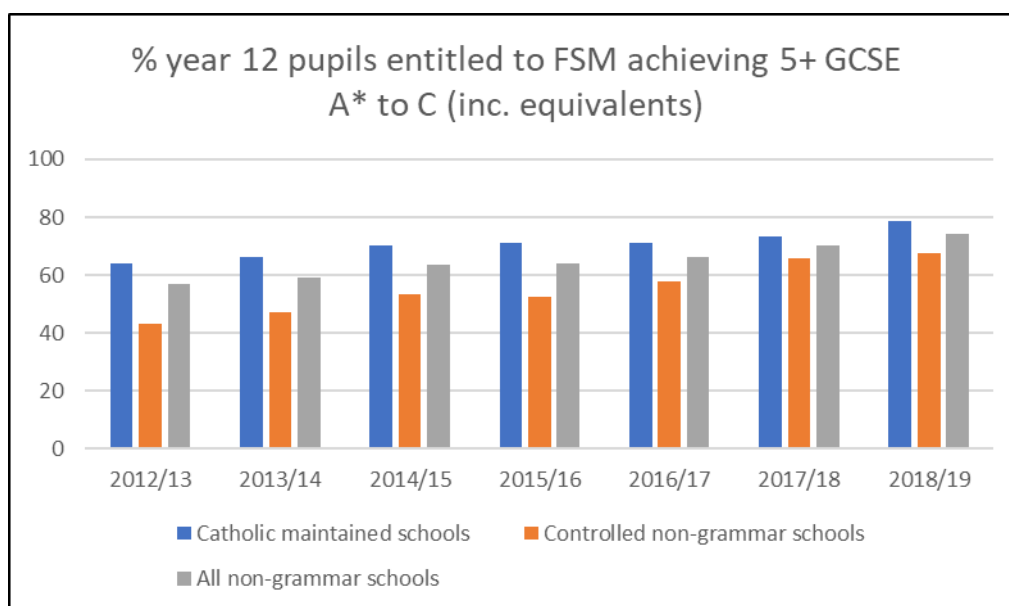
**Year 12 pupils achieving 5+ GCSEs grades A\* to C including English and Maths  
2012/13, 2013/14, 2014/15, 2015/16, 2016/17, 2017/18, 2018/19, 2019/20, 2020/21, 2021/22**

		Controlled non-grammar schools	Catholic maintained schools	All non-grammar schools
% year 12 pupils achieving 5+ GCSE A* to C including English and Maths	2021/22	N/A	N/A	N/A
	2020/21	N/A	N/A	N/A
	2019/20	N/A	N/A	N/A
	2018/19	47.9	60.1	54.9
	2017/18	47.8	57.6	52.4
	2016/17	44.1	55.4	49.9
	2015/16	40.6	52.2	47.0
	2014/15	42.1	50.8	46.8
	2013/14	38.0	49.2	44.0
	2012/13	33.5	41.0	37.7



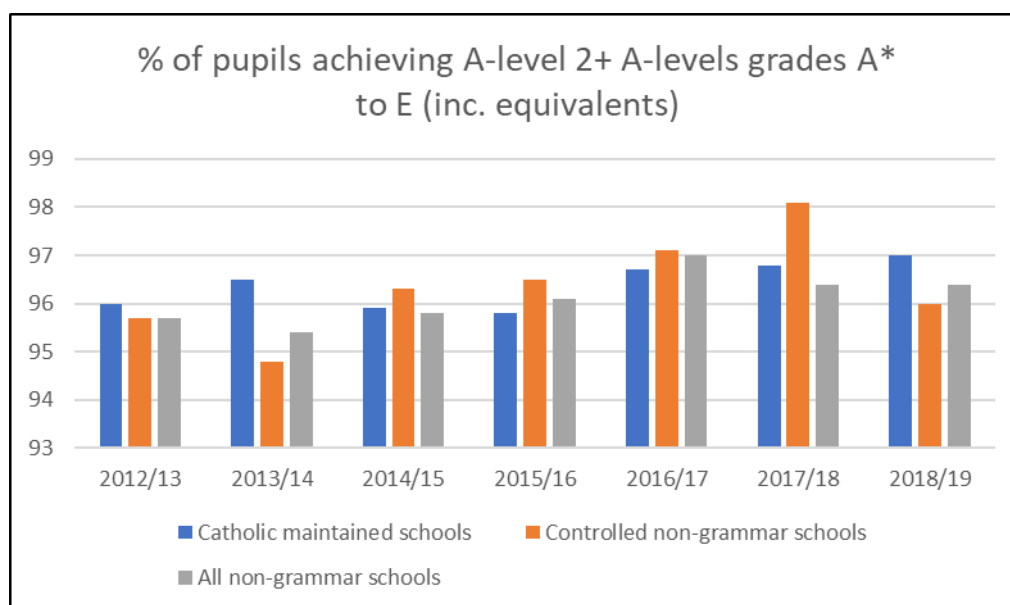
**Year 12 pupils entitled to Free School Meals (FSM) achieving 5+ GCSEs grades A\* to C (including equivalents) 2012/13, 2013/14, 2014/15, 2015/16, 2016/17, 2018/19, 2019/20, 2020/21, 2021/22**

		Controlled non-grammar schools	Catholic maintained schools	All non-grammar schools
% year 12 pupils entitled to FSM achieving 5+ GCSE A* to C (inc. equivalents)	2021/22	N/A	N/A	N/A
	2020/21	N/A	N/A	N/A
	2019/20	N/A	N/A	N/A
	2018/19	67.5	78.7	74.4
	2017/18	65.7	73.4	70.2
	2016/17	57.8	71.2	66.1
	2015/16	52.6	71.3	64.0
	2014/15	53.2	70.2	63.8
	2013/14	47.0	66.2	59.0
	2012/13	43.3	64.2	56.9



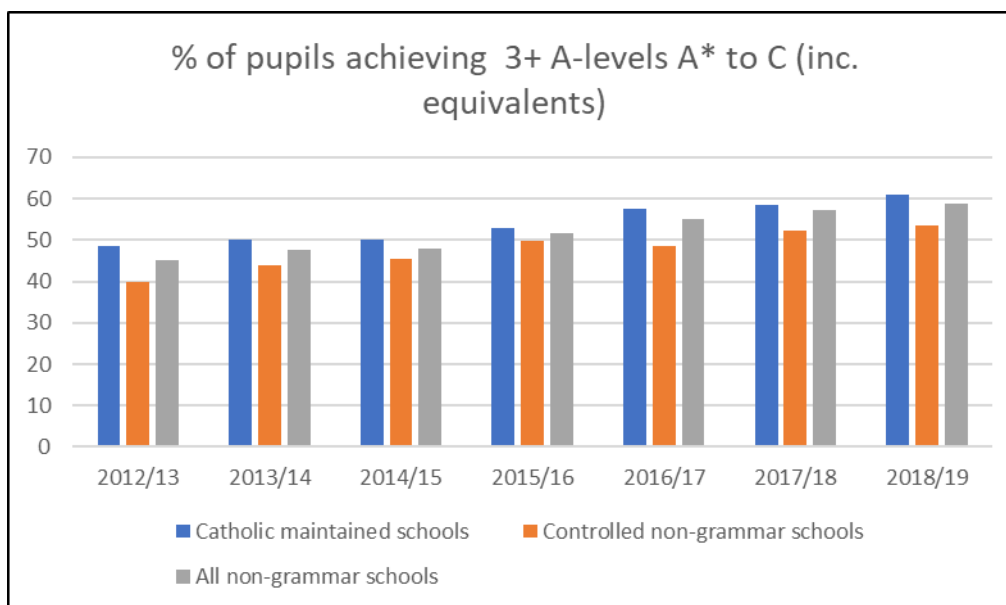
**Pupils in the final year of an A-level achieving 3+ A-levels grades A\* to C (including equivalents) 2012/13, 2013/14, 2014/15, 2015/16, 2016/17, 2017/18, 2018/19, 2019/20, 2020/21, 2021/22**

		Controlled non-grammar schools	Catholic maintained schools	All non-grammar schools
% of pupils achieving 3+ A-levels A* to C (inc. equivalents)	2021/22	N/A	N/A	N/A
	2020/21	N/A	N/A	N/A
	2019/20	N/A	N/A	N/A
	2018/19	53.4	61.0	58.8
	2017/18	52.3	58.4	57.2
	2016/17	48.4	57.5	55.0
	2015/16	49.9	52.9	51.5
	2014/15	45.4	50.1	47.8
	2013/14	43.8	50.2	47.7
	2012/13	39.8	48.6	45.0



**Pupils in the final year of an A-level achieving 2+ A-levels grades A\* to E (including equivalents) 2012/13, 2013/14, 2014/15, 2015/16, 2016/17, 2018/19, 2019/20, 2020/21, 2021/22**

		Controlled non-grammar schools	Catholic maintained schools	All non-grammar schools
% of pupils achieving A-level 2+ A-levels grades A* to E (inc. equivalents)	2021/22	N/A	N/A	N/A
	2020/21	N/A	N/A	N/A
	2019/20	N/A	N/A	N/A
	2018/19	96.0	97.0	96.4
	2017/18	98.1	96.8	96.4
	2016/17	97.1	96.7	97.0
	2015/16	96.5	95.8	96.1
	2014/15	96.3	95.9	95.8
	2013/14	94.8	96.5	95.4
	2012/13	95.7	96.0	95.7



## **SCHOOL INSPECTIONS**

Formal inspection activity remained suspended in the reporting period due to the COVID-19 pandemic and as a result of Action Short of Strike (ASOS). As referenced above, CCMS Education Advisers continued to work with two Catholic maintained schools in the Follow Up Process (FUP), with one of the schools moving out of FUP after an inspection in term three of the 2021/22 academic year. The other school remains in FUP, as the school chose not to engage in an inspection in term two of the 22/23 academic year, due to ASOS. One Catholic maintained school remained in the Formal Intervention Programme, even though progress had been noted during an inspection in the third term of the 21/22 academic year. CCMS Education advisers continue to support the schools in the work they need to do to successfully exit the processes.

CCMS Education Advisers engaged with the Education and Training Inspectorate's development of inspection team regarding the development of new inspection processes. This engagement included meeting with the inspection team and then forwarding written comments to the team. CCMS Education Advisers supported schools that chose to engage in pilot inspections based on the new format of inspections, in term one of the 2022/23 academic year. The Education Team also met with principals of schools who had been part of pilot inspections.

## **7: Support and develop our education workforce**

*We develop and deploy teachers, other education professionals and support staff effectively, promoting high standards and leadership and improving health & wellbeing*

CCMS is the Employing Authority for 6,657 (FTE) teachers in Catholic Maintained post-primary, primary and nursery schools. Pursuant to this role, CCMS undertook several activities consistent with an employing authority's responsibilities. The following details reflect some aspects of that work.

### **Preparing for the Fair Employment (School Teachers) Act 2022 (Northern Ireland)**

The single most significant development in the area of teacher employment was the decision of the NI Assembly to repeal Article 71(1)(b) of FET(NI)O 1998, meaning that schools will no longer be able to rely on that exception to lawfully discriminate against a person seeking to be recruited as a teacher on the grounds of their religion or political opinion. Catholic schools are diverse and welcoming to all children and the Trustees of Catholic schools and CCMS believe that our teaching workforce should reflect that diversity. We have engaged constructively with DE and political parties to impress on everyone that whilst CCMS and Catholic school Trustees continue to believe that the values and ethos of a Catholic education are critical to the identity of Catholic schools, we all considered that the 'exception' in the 1998 Order was no longer appropriate or required. However, to ensure that the ethos and values of Catholic education continue to permeate their schools, the Trustees and CCMS will continue to require that all teachers in Catholic primary schools should possess a Certificate in Religious Education qualification as a necessary occupational qualification.

Throughout the past year, CCMS and CSTS have worked together to prepare for enactment of the new Act. A steering group has been established comprising members and officers from both organisations to oversee work that will enable CCMS as an employer to comply with both the rule and the spirit of the new statutory duties that will fall to CCMS as an employer of over 6,600 teachers. Internally, we have commenced a full review of the CCMS website's presentation and content, our online recruitment portal, the teacher recruitment policies, applicant information packs and, application forms and references to ensure that there is no unintended or indirect discrimination or bias built into those areas.

CCMS officers have also engaged proactively with the cross sectoral employers' group to standardise our approaches to issues such as monitoring and reporting to the Equality Commission and to ensure that we all take steps to redesign recruitment training for both Governors and our own officers.

### **Teacher Recruitment**

Throughout the year, CCMS maintained a determined focus on regularising the legacy of the informal arrangements put in place to facilitate schools during the periods of lockdown in 2020 and 2021 and those from 2022 that supported the rapid expansion in the provision for the growing numbers of children who have special educational needs. Our consistent focus has been on returning to normality in recruitment, whilst at the same time taking proactive steps to rationalise the temporary measures put in place in the previous three years.



Whilst last year we were pleased to report that appointments had risen sharply against the norms of pre-COVID years, this year the number of formal teaching appointments is record breaking in the history of CCMS.

We are also pleased to report genuinely meaningful rises in the numbers of newly and recently qualified teachers, a sustained rise in the numbers of external appointees to leadership positions and a properly reflective number of females appointed into school leadership positions. All of this points to the dedication and professionalism of school governors who act in the interest of schools and their pupils as they seek to secure the best teachers possible through open and competitive processes.

### **Recruitment Appeals**

We are pleased to report again this year that no appeals were lodged against the actions of governor selection panels in the appointment of teachers. This builds on the previous three years and reflects the quality of decision making of our Boards of Governors whilst making appointments.

## PRINCIPAL APPOINTMENTS

**222** People applied for leadership posts

**153** People were shortlisted for interview

**42** People were appointed to a leadership post



**22** FEMALES WERE APPOINTED TO A LEADERSHIP POST

**2** Females were appointed to a leadership post in a nursery school – both were internal applicants

**16** Females were appointed to a leadership post in a primary school – 13 were internal applicants

**6** Females were appointed to a leadership post in a post primary school – 4 were internal applicants



**20** MALES WERE APPOINTED TO A LEADERSHIP POST

**18** males were appointed to a leadership post in a primary school – 3 were internal applicants

**2** males were appointed to a leadership post in a post primary school – both were internal applicants

## VICE – PRINCIPAL APPOINTMENTS

**226** People applied for Vice-Principal posts

**118** People were shortlisted for interview

**28** People were appointed to a leadership post



**19** FEMALES WERE APPOINTED TO A VICE – PRINCIPAL POST

**11** Females were appointed to a vice-principal post in a primary school – 8 were internal applicants

**6** Females were appointed to a vice-principal post in a post primary school – 3 were internal applicants



**9** MALES WERE APPOINTED TO A VICE – PRINCIPAL POST

**5** males were appointed to a vice-principal post in a primary school – 1 was an internal applicant

**4** males were appointed to a vice-principal post in a post primary school – all 4 were internal applicants

## TEACHING APPOINTMENTS

**613\*** ADVERTS OFFERING **681** TEACHING POSITIONS

**5,211** PEOPLE APPLIED FOR A TEACHING POST

**521** PEOPLE WERE APPOINTED TO A TEACHING POST

**4** NURSERY **228** PRIMARY **279** POST PRIMARY **10** SPECIAL

\* Includes posts that were re-advertised and those that were advertised before 31 March 2023 but remaining live at 1 April 2023



**393** FEMALES WERE APPOINTED TO TEACHING POSTS

**5** Females were appointed to a teaching post in a special school – 2 were internal applicants and 3 were external applicants

**190** Females were appointed to a teaching post in a primary school – 108 were internal applicants and 82 were external applicants – 3 were newly qualified

**198** Females were appointed to a teaching post in a post primary school – 87 were internal applicants and 111 were external applicants – 23 were newly qualified



**124** MALES WERE APPOINTED TO TEACHING POSTS

**5** Males were appointed to a teaching post in a special school – 2 were internal applicants and 3 were external applicants

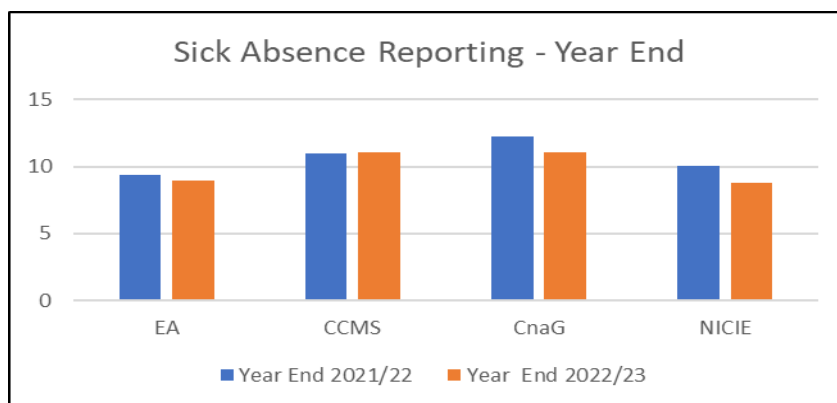
**38** Males were appointed to a teaching post in a primary school – 27 were internal applicants and 11 were external applicants – 0 were newly qualified

**81** Males were appointed to a teaching post in a post primary school – 40 were internal applicants and 41 were external applicants – 8 were newly qualified

## Attendance Management

DE set a target for CCMS to reduce the teacher absence rates to an average of 9.3 days per annum. CCMS is bitterly disappointed that despite the early year indications that schools were on course to meet the target, the increased absences particularly in the fourth quarter have contributed to a failure to meet the target. This was despite a determined increased focus on absence monitoring and interventions. Officers continued to contribute to the DE led Regional Strategy on absence management. Throughout the year CCMS dedicated substantial resources to support schools in the management and promotion of teacher attendance. In addition, CCMS continued to refine its own strategies focused on the small number of schools where absence rates have been consistently high and on that small group of teachers who exhibit consistently high absence patterns, sometimes over many years. Better information systems are in place and the CCMS officer team has conducted a thorough review of its own intervention strategies and processes.

<b>Sick Absence Reporting 2022/23 and previous year</b>											
		Quarter 1		Quarter 2		Quarter 3		Quarter 4		Whole Year	
	Year End 2021/22	21/22	22/23	21/22	22/23	21/22	22/23	21/22	22/23	21/22	22/23
<b>Teaching Staff (Days) - NI Average (excluding VG schools) for 21/22 was 10.07</b>											
<b>EA</b>	9.36	2.10	2.31	0.87	0.77	2.91	2.73	3.37	3.04	9.36	8.93
<b>CCMS</b>	10.98	2.94	3.10	1.04	0.81	3.13	3.18	3.69	3.80	10.98	11.05
<b>CnaG</b>	12.27	2.30	2.78	1.28	0.76	4.11	3.16	4.33	4.10	12.27	11.07
<b>NICIE</b>	10.01	2.44	2.31	1.02	0.73	2.83	2.62	3.52	3.09	10.01	8.82
<b>VGS<sup>1</sup></b>	-	Not Available	Not Available	Not Available	Not Available	Not Available	Not Available	Not Available	Not Available	Not Available	Not Available
<p>1 VGS Schools - Due to the COVID -19 pandemic and the competing priorities of Principals/Bursars the response to GBA re sickness absences for both teaching &amp; non-teaching staff was not received from enough of the individual schools to make any results viable in the 20/21 or 21/22 years.</p>											



A deeper analysis of the school-by-school absence rates across the 449 reporting schools during the year has allowed CCMS to focus on the characteristics of the schools with the highest rates of absence. This has thrown up some indicators that will inform the development of targeted interventions in the next year:

- 29 schools posted no sickness absence during the year;
- 130 schools posted average sickness absence rates of 4 days or less per teacher;
- 245 schools posted average sickness absence rates of 9.3 days or less per teacher; and
- 204 schools posted average sickness absence rates greater than 9.3 per teacher.

Looking in detail at the 204 schools where absence rates exceeded the target of 9.3 days per teacher, we learn that:

- 131 schools posted absence rates greater than 9.3 and up to 20 days per teacher;
- 73 schools posted average absence rates ranging from 20 to 82 days per teacher;
- All but 25 of the 204 schools that have absence rates exceeding the target average of 9.3 days per teacher are primary schools;
- All but 2 of the 50 schools that have the highest average absence rates are primary schools; and
- All but 9 of the 100 schools that have the highest average absence rates are primary schools.

### III Health Retirements

Over the year, there were 27 ill-health retirement cases of which a significant number were for reasons of stress/anxiety/depression related illnesses. Throughout the period 268 teachers were referred to the occupational health services, many in advance of returning to work after a prolonged period of absence. A small number of people had their employment terminated on the grounds of ill health or capability due to their inability to demonstrate that they could maintain a sustained level of attendance at work.

## Application of the Voluntary Exit Scheme in Catholic Maintained Sector 2022/23

The Voluntary Exit Scheme (VES) was limited to teachers being made redundant due to school closures and amalgamations and those coming out of the Reorganisation Agreement.

	Voluntary	Transfer	Total Redundancies
Primary	1	3	4
Post-Primary	0	0	0
<b>Total</b>	<b>1</b>	<b>3</b>	<b>4</b>

## Pilot of a Flexible Deployment Scheme

Throughout the year CCMS continued to operate a pilot scheme to examine the potential for moving teachers from school to school within the system. This pilot is designed to evaluate whether and how teachers might move within the Catholic maintained sector. Its broad aims are to better facilitate home to school travel arrangements, to suit family or other caring commitments, to provide other professional experience, to access a wider range of management progression and other career development opportunities, to resolve relationship difficulties; or more simply, to allow teachers to explore new challenges. This year again, a number of teachers were successfully redeployed from one school setting to another.

## Revised Scheme for the Appointment of School Leaders

All leadership recruitment at Principal and Vice-Principal levels are now conducted through the new CCMS competence-based Scheme for the recruitment and selection of School Leaders.

Due to the staff shortages caused by vacant posts and unusually high sick absence within the complement of CCMS staff, we have reluctantly had to defer plans to conduct a full review of learnings from the application of the scheme over the last few years.

## School Legal Cases

During the year CCMS assisted Boards of Governors through the conduct of a number of legal cases arising from employment matters. These are summarised below.

Tribunal Cases		
Case Type	Lodged	Status
Unfair Dismissal	October 2018	Previously on hold pending due to High Court proceeding for Personal Injury Resolved February 2023
Constructive Dismissal	January 2019	Previously on hold pending due to PSNI proceedings Withdrawn March 2023
Trade Union Detriment	September 2021 and February 2022	Awaiting hearing dates

Disability Discrimination	October 2021 and January 2022	Hearing postponed. Awaiting new dates
Disability Discrimination and Protected Interest Disclosure	December 2021	Hearing postponed. Awaiting new dates
Disability Discrimination	March 2022	Ongoing. Awaiting hearing dates
Disability Discrimination	February 2023	In the process of legal discovery
Unfair Dismissal	March 2023	In the process of legal discovery

<b>Special Educational Need and Disability Tribunal (SENDIST)</b>		
<b>Case Type</b>	<b>Lodged</b>	<b>Status</b>
Special Educational Need and Disability Tribunal (SENDIST) applications	1 - previously postponed following COVID  1 – awaiting hearing dates  1 – lodged March 2023	Case was listed for 20 March 2023. On the morning of the first day of hearing parents withdrew their application  Agreement Reached before Hearing  Response issued. Awaiting Hearing date

<b>Judicial Reviews</b>	
1 Pre-Action correspondence	Resolved without Leave Application

### **Critical Incidents - Bereavements**

Sadly, this year there were several incidents involving the deaths of seven children and three teachers from the community of Catholic maintained schools. As incidents occurred, CCMS worked proactively and closely with 'Inspire Workplaces' and the Critical Incident/Pupil Support Teams from EA and is very grateful to both organisations for the professional and sensitive support provided.



## 8: Effectively manage, review, and transform our education system

We deliver our Corporate Governance and Finance responsibilities while seeking to improve efficiency, increase sustainability and introduce new ways of learning

The period of this Business Plan continued to be challenging for all staff in CCMS. However, CCMS is pleased to report that once again, it has been successful in delivering the majority of its Business Plan.

Despite the challenge presented by the loss of our Chief Finance Officer and the post remaining vacant for the period March – November 2022, CCMS met its target to produce accurate and timely accounts for 2022/23 in accordance with the accounts' direction from DE.

Throughout 2022/23 CCMS has met its target for prompt payment to its suppliers; it has lived within budget and limited under-spending to within 1% of the overall budget. Underspend for recurrent expenditure was within 1% of the recurrent budget.

CCMS has ensured that the monthly cash drawdown has remained within 5% of forecasts and that the total annual cash drawdown has not exceeded the limit agreed at the spring supplementary estimates.

CCMS staff have fully engaged with all relevant bodies and personnel in both DE and EA and will continue to seek opportunities for synergies in service development.

### Key Performance Targets

The following key financial performance targets have been agreed with DE and achieved by CCMS as reported in the annual accounts:

1. To live within budget allocation and to contain expenditure within the budgetary limits with an under spend of not more than 1%.
2. To produce accurate and timely accounts.
3. To pay 97% of all non-disputed invoices within 30 days and to maximise the payment of all non-disputed invoices within 10 days.

The performance achieved during the year is noted in the table below:

	<b>% paid within 30 days</b>	<b>% paid within 10 days</b>
Quarter 1	99.06	96.62
Quarter 2	100.00	98.31
Quarter 3	100.00	100.00
Quarter 4	100.00	99.22
<b>Total/Average</b>	<b>99.77</b>	<b>98.54</b>

As far as I am aware, there is no relevant audit information of which CCMS' auditors are unaware. I have taken all the steps that ought to have been taken to make myself aware of any relevant audit information and to establish that CCMS' auditors are also aware of that information.



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**Eugene O'Neill**  
**Interim Accounting Officer**

28 June 2023

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**Date**

## **ACCOUNTABILITY REPORT**

## **CORPORATE GOVERNANCE REPORT**

## **DIRECTORS' REPORT**

### **Constitution of Council**

There are 36 seats on Council, made up as follows:

- Trustee representatives (20)
- Department of Education representatives (8)
- Parent representatives (4)
- Teacher representatives (4)

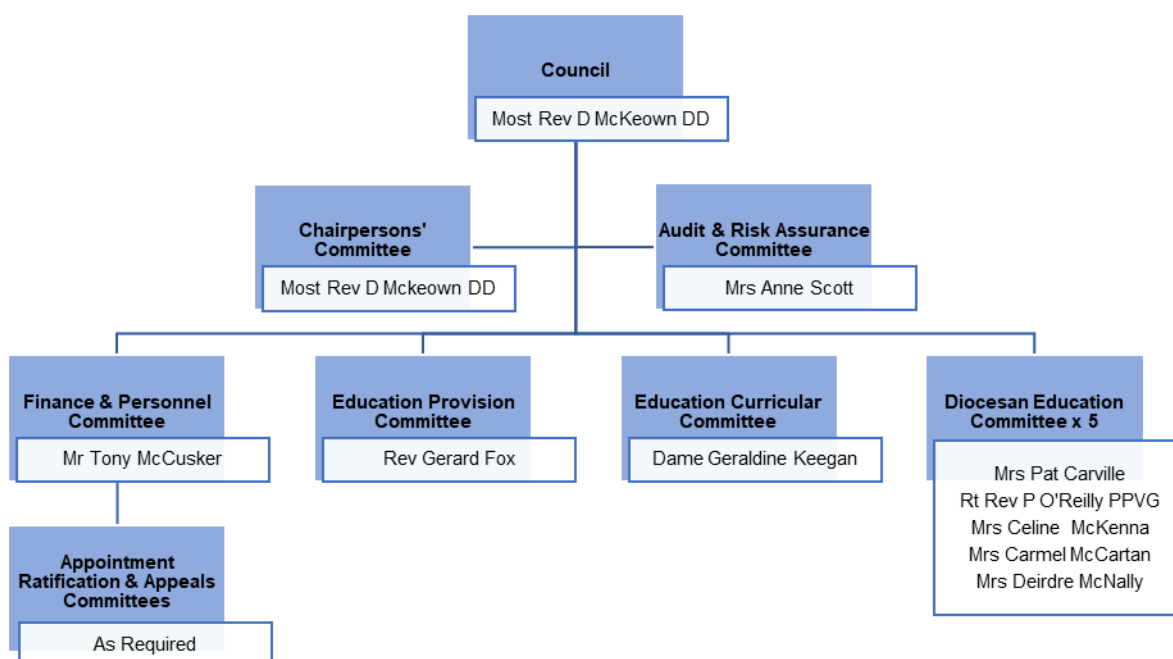
### **Procedures for the Appointment and Induction of Members**

Trustee representatives are appointed by the Trustees. Department of Education representatives are appointed by DE through a process of public advertisements followed by interview and selection. Parent and teacher representatives are appointed through a self-nomination and interview process conducted by a sub-committee of Council. At the outset of their term of office, Council members go through a formal induction scheme and an approved training programme on good governance in public office. Arrangements are also made to keep members trained on good practice in recruitment and selection. Members are generally restricted to two terms of office or a maximum of 10 years.

### **Membership**

The Council is chaired by Most Rev D McKeown DD who seamlessly led the transition to a new way of conducting business through remote access. Meetings of Council and Committees were well attended, participative and engaging occurred regularly.

## Committee Structure



## Roles of Committees

The work of CCMS is assisted by a system of formal and informal committees, working groups and panels – each supported by Council officers. The formal committees approve, monitor, and evaluate the relevant aspects of the Corporate and Business Plans. Final decisions on all matters of policy formulation in all areas remain with the Council itself.

Given the ongoing changes in education, the responsibilities of the committees are subject to periodic review. Presently they are as follows:

### Audit and Risk Assurance Committee (ARAC)

The Audit and Risk Assurance Committee supports the Accounting Officer and Council by reviewing the comprehensiveness and reliability of assurances on governance, risk management, the control environment and the integrity of financial statements and the annual report.

### Chairpersons' Committee

The Chairpersons' Committee comprises the Chair and Vice-Chair of Council along with the Chair of each of the Council's sub-committees. It has an overarching role in setting the agenda for all Council business as well as examining and reviewing the performance of the Chief Executive - this includes performance against objectives and targets and reviewing and recommending remuneration for the Chief Executive to Council (in accordance with guidance as laid down by DE).

### Education Curricular Committee (ECC)

The main purpose of the Education Curricular Committee is to review strategies and structures with a view to improving standards within Catholic maintained schools.

### **Education Provision Committee (EPC)**

The Education Provision Committee maintains a strategic overview of the school network within the Catholic maintained sector with a view to ensuring that school provision matches area needs.

### **Finance and Personnel Committee (FPC)**

The main purpose of the Finance and Personnel Committee is to provide detailed challenge and scrutiny to the CCMS Business Plan, the use of all financial resources and the application of HR policies.

### **Diocesan Education Committees (DECs)**

The five Diocesan Education Committees offer a diocesan perspective on strategies, policies and performance. They also play an important quality assurance role in the appointment to prescribed posts, i.e. principal and vice-principal, and advise Council on matters of area planning.

### **Appointment, Ratification and Appeals Committees**

The Recruitment, Ratification and Appeals Committees quality assure the application of recruitment and selection schemes by Boards of Governors. They will also consider any appeals in relation to maladministration of the schemes.

### **Register of Interests**

A Register of Interests of all Council members and officers is held by CCMS and is available on request by contacting Mrs Alison Russell, PA to the Chief Executive – [alison.russell@ccmsschools.com](mailto:alison.russell@ccmsschools.com) . During the year this was augmented with revised policies on the Declaration of Interests and on a Code of Conduct in Public Office.

## **Council Members: 1 April 2022 – 31 March 2023**

### **Trustee Representatives**

Most Rev Donal McKeown DD, Bishop of Derry (*Chair of Council*)

Dame Geraldine Keegan, DBE, Retired Principal St Mary's College, Derry

Sr Eithne Woulfe, Education Co Director, Conference of Religious of Ireland

Mrs Pat Carville, OBE, Retired Principal St Patrick's College, Dungannon (*Vice Chair of Council*)

Rev John Chester PP, Roslea Parish (*replaced Fr Gerard Alwill PP VF in September 2020*)

Very Rev Dean Kevin Donaghy, Retired Principal St Patrick's Grammar School, Armagh

Mrs Celine McKenna, Retired Principal St Mary's High School, Limavady (joined June 2022)

Mr Tony McCusker, Retired Civil Servant

Rt Rev Mgr Peter O'Reilly PP VG, Clogher Diocese

Mr Pat McCartan, Chair of BOG, St Columbanus' College, Bangor (*Member Audit and Risk Assurance Committee*)

Rev Dr Paul Fleming, Senior Tutor, St Mary's University College

Rev Gerard Fox, Associate Episcopal Vicar for Education, Down and Connor Diocese

Mrs Anne Scott, Retired Principal St Patrick's College, Maghera (*Chair Audit and Risk Assurance Committee*)

Mrs Martha Smyth, Retired Principal of St Fanchea's College, Enniskillen

Dr Bob Cummings, Dominican Education Trustee Representative and former Principal, Dominican College, Portstewart

Very Rev Lawrence Boyle PP VF, Cookstown Parish

Most Rev Michael Router DD, Auxiliary Bishop of Armagh

Mrs Diane Russell, Edmund Rice Schools Trust (ERST)

Mrs Catherine O'Neill, Retired Teacher (*Member Audit and Risk Assurance Committee*)

Mrs Deirdre McNally, Retired Principal St Mary's Junior High School, Lurgan

### **DE REPRESENTATIVES**

Ms Maxine Murphy-Higgins, NASUWT Representative (*Member Audit and Risk Assurance Committee*)

Mr Hugh Cox, retired Student Union Administrator

Ms Patricia Corrigan, Senior Lecturer in Business and Enterprise at Stranmillis University College

Mr John Martin Allen, retired Director of Operational Support Services, NI Fire and Rescue Service

Dr Ana Kerr, Company Director of CEON Ltd

Ms Nuala Toman, Head of Policy in Disability Action (*Member Audit and Risk Assurance Committee*)

Mr Michael James Beatty, former Assembly Clerk

Dr Mary Elizabeth McIvor, NI Civil Service

### **PARENT REPRESENTATIVES**

Ms Ciara Faloon, St Bernard's PS, Rosetta, Belfast

Dr Justin Quinn, St Francis' PS, Derrylatinee, Dungannon

Ms Ciara Farry, Holy Trinity PS, Enniskillen (resigned January 2023)

Ms Wendy Gibbons, St Joseph's Boys' School, Derry (resigned May 2022)  
Mr Matthew Feeney, St Mary's on the Hill, Glengormley (joined June 2022)

### **TEACHER REPRESENTATIVES**

Mr Eamon McDowell, St Louise's College, Belfast  
Mr Justin McCormick, All Saints' College, Belfast  
Ms Therez McGuigan, St Mary's PS, Newtownbutler  
Mr Brian McGale, St Kevin's PS, Belfast (resigned October 2022)

## **EXECUTIVE ORGANISATION**

### **Senior Leadership Team**

Mr Gerard Campbell was the Chief Executive (CEO) of CCMS and the Accounting Officer (AO) responsible to the Department for the period April 2022 to February 2023. He was responsible for the strategic direction of CCMS and the effective management of the public funding provided to CCMS by the Department.

With the approval of the Department, Mr Eugene O'Neill assumed the dual roles of CEO and AO on a temporary acting basis whilst Council members conducted a process to appoint a new CEO. He is a member of the Senior Leadership Team, in his 14<sup>th</sup> year as Director of Workforce Planning and Governance prior to which he has served in various roles across CCMS since late 1993.

Albeit that this is a short-term temporary arrangement, his performance and discharge of the duties and responsibilities attached to the dual roles are kept under regular and open review by both the members of Council and the Permanent Secretary of the Department.

Ordinarily, the Senior Leadership Team (SLT) consists of the Chief Executive and three Senior Directors, each with delegated areas of responsibility for:

- education standards;
- planning and school provision; and
- workforce planning and governance.

Mr O'Neill continues to undertake his substantive duties (workforce planning and governance) whilst he acts as temporary acting CEO interim Accounting Officer responsible to the Department.

### **Arrangements for the Evaluation of SLT's Performance**

The members of the SLT are subject to an annual Performance Related Pay Scheme.

### **Office Base**

CCMS is based in Lisburn, with the majority of staff located there since 2018. A new hybrid working policy governs the arrangements that support officers working from home.

### **Pensions**

The CCMS pension fund is a defined benefit scheme which is part of the pension fund operated for the Northern Ireland Local Government Officers Superannuation Committee (NILGOSC) with benefits up to 31 March 2015 being linked to final salaries and benefits after 31 March 2015 being based on a career average revalued earnings scheme. The costs of the scheme are detailed in Note 2 of the Financial Statements.

### **Related Parties**

Related parties with whom CCMS dealt during the year are recorded in Note 10 to the Financial Statements. No member of Council, employee of CCMS or members of their immediate families have had any commercial dealings with CCMS during the financial year.



## **Risk Management**

The principal risks and uncertainties facing CCMS are described in the Governance Statement. CCMS' financial risk management depends on strong financial controls which are necessary to ensure the integrity and reliability of financial and other information on which CCMS relies for day-to-day operations, external reporting and for longer term planning. CCMS exercises financial control through a combination of qualified and experienced personnel, detailed performance analysis, monthly management reporting, budgeting and clearly defined approval limits. Internal auditors have tested the effectiveness of selected financial controls.

CCMS has in place a Risk Management Strategy and Corporate Risk Register which has been aligned with that of the Department of Education.

All relevant officers within CCMS have been involved in the process of identification of risks pertaining to their areas of responsibility. They have looked at the causes, the likelihood of the risk occurring and the measurement of the risks in order of priority. Further to this, senior managers have together identified major risks to the organisation. This group of senior managers, referred to as the Risk Strategy Group (RSG), continually reviews all inherent risks and the controls in place to manage these risks. Following a review of the current actions to mitigate the risks a residual risk matrix is scored and key risks are identified and reported to the Audit and Risk Assurance Committee via a Corporate Risk Register.

The Corporate Risk Register is updated on a quarterly basis. At each review the RSG assesses the risks considering current information and prepares Statements of Assurance in respect of the Risk Management Process for the Senior Leadership Team and Audit and Risk Assurance Committee. The CCMS Risk Strategy was last updated in 2017 and is currently being reviewed.

## **Complaints**

One complaint was received during the 2022/23 year relating to employment matters. It was handled in accordance with the Council's policy for handling complaints.

Following the conclusion of any complaint process, CCMS conducts an internal review of the circumstances underlying to the complaint and its subsequent handling. It is standard practice that any lessons learned are applied throughout the organisation. Complaints and organisational responses are managed centrally through the Chief Executive's Office.

## **Freedom of Information (Fol) and GDPR Data Subject Access Requests (DSAR)**

CCMS responded to 24 Freedom of Information and Subject Access Requests. Many of these were complex and detailed requests that demanded a significant commitment on the part of officers.

There was also one request for an internal review of the handling of a request for information in relation to the equality screening of a case for change that underpinned a development proposal. Not only was the original request for information wide ranging and complex but the review of CCMS' response to the original case demanded significant officer time and detailed attention.

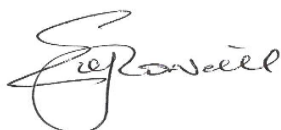
## External Audit

The financial statements are audited by the Comptroller and Auditor General for Northern Ireland (C&AG) in accordance with the Education Reform (Northern Ireland) Order 1989 as amended by the Education and Libraries (Northern Ireland) Order 2003. As Head of the Northern Ireland Audit Office she and her staff are wholly independent of CCMS.

The Northern Ireland Audit Office appointed ASM Chartered Accountants to undertake the detailed work to support the C&AG's opinion. On a day-to-day basis, the audit is managed and the work carried out by ASM staff, under the direction of the NIAO. The overall responsibility for recommending the form of audit opinion to the C&AG is retained by the NIAO. The audit of the financial statements resulted in an audit fee of £13,445 for 2022/23 which is included within operating costs.

## Personal Data

There were no personal data related incidents during the year.



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**Eugene O'Neill**  
**Interim Accounting Officer**

28 June 2023

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**Date**

## STATEMENT OF ACCOUNTING OFFICER'S RESPONSIBILITIES

Under the Education Reform (Northern Ireland) Order 1989 as amended by the Education and Libraries (Northern Ireland) Order 2003, DE has directed CCMS to prepare for each financial year, a statement of accounts in the form and on the basis set out in the Accounts Direction. The accounts are prepared on an accruals basis and must give a true and fair view of the situation of CCMS, and of its income and expenditure, Statement of Financial Position and cash flows for the financial year.

In preparing the accounts, the Interim Accounting Officer is required to comply with the requirements of the Government Financial Reporting Manual and in particular to:

- observe the Accounts Direction issued by the Departmental Accounting Officer, including the relevant accounting and disclosure requirements, and apply suitable accounting policies on a consistent basis;
- make judgements and estimates on a reasonable basis;
- state whether applicable accounting standards as set out in the Government Financial Reporting Manual have been followed, and disclose and explain any material departures in the financial statements;
- prepare the financial statements on a going concern basis; and
- confirm that the Annual Report and Accounts as a whole are fair, balanced and understandable and take personal responsibility for the Annual Report and Accounts and the judgements required for determining that it is fair, balanced and understandable.

The Interim Chief Executive will ensure that as far as he is aware, there is no relevant audit information of which CCMS' auditors are unaware. I have taken all the steps that ought to have been taken to make myself aware of any relevant audit information and to establish that CCMS' auditors are also aware of that information.



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**Eugene O'Neill**  
**Interim Accounting Officer**

28 June 2023

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**Date**

## **GOVERNANCE STATEMENT FOR THE YEAR TO 31 MARCH 2023**

### **SCOPE OF RESPONSIBILITY**

The Council for Catholic Maintained Schools (CCMS) is a Non-Departmental Public Body (NDPB) of the Department of Education (DE). It was established under the auspices of the Education Reform (Northern Ireland) Order 1989 with the primary objectives of raising standards, employing teachers and ensuring effective human resource policies and improving the schools' estate in the Catholic maintained Sector. CCMS has a responsibility for 442 nursery, primary and post-primary schools with 6,657 (FTE) teachers providing for 124,224 young people<sup>1</sup>. CCMS provides services to, and on behalf of, the Catholic maintained sector and its Trustees.

Both the Chair of Council and I are accountable to the Permanent Secretary of DE. Along with senior staff, we meet the Permanent Secretary and senior Departmental officials three times a year to discuss progress, performance, and key risks to CCMS. As temporary acting Accounting Officer, I have responsibility for maintaining a sound system of internal control that supports the achievement of CCMS' policies, aims and objectives, whilst safeguarding public funds and departmental assets for which I am personally responsible, in accordance with the responsibilities assigned to me in Managing Public Money Northern Ireland (MPMNI). This Governance Statement outlines how my predecessor and I have discharged our responsibilities to manage and control these resources throughout the 2022/23 year.

The Governance Framework within CCMS comprises the systems, processes, culture and values by which CCMS is directed and controlled. This framework is designed to manage organisational risks effectively, particularly identifying and prioritising the risks to the achievement of CCMS policies, aims and corporate and business objectives.

The ownership and identification of the organisation's risks have been delegated to a Risk Management Group (RMG) comprising the Senior Leadership Team (SLT) and the Chief Finance Officer (CFO). Internal control issues that are causing concern are highlighted and future action to resolve the issues is identified and, where appropriate, actioned. The risks are identified and discussed at regular RMG meetings timed to coincide with planned meetings of the Audit and Risk Assurance Committee (ARAC). The CCMS Corporate Risk Register is updated through a risk assessment process leading to the identification and management of risks, including deleting risks where applicable. The strategic risks identified are reported to ARAC as a standing agenda item at its meetings. It is accepted that there may be some risks which are outside the Council's direct control.

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<sup>1</sup> Figures reported on 31 October 2022

## THE COUNCIL

Members of Council formulate, in consultation with the SLT, and oversee the development of Council policy. Council members, approve and monitor the CCMS Business Plan, and oversee accountability arrangements for officers. Council leads the development and implementation of strategic planning and policies designed to meet statutory obligations, support school leadership, improve standards and advocate for the Catholic maintained sector. CCMS strives to support the vision and character of Catholic education in Catholic maintained schools.

Council members lead the drive to continuously raise standards in the Catholic maintained sector through the promotion of policies and strategies to aid the effective management and control of Catholic maintained schools by their boards of governors, best practice in the employer function, and, in consultation with Trustees, the planning and development of the schools' estate.

The work and vision of Council's committee structure is to support schools to optimise educational opportunities and outcomes for all pupils in support of the common good and a shared future.

The Council is chaired by Most Rev D McKeown DD. Council and all Committees are running with optimum membership, all members have received training in good governance and the members of the Audit and Risk Assurance Committee have undertaken specific training relevant to that role. All members and officers continue to have access to the Civil Service online training portal (Links), from which they can access relevant training from the extensive resources that are available.

Over the financial year the Council met on six occasions.

There was a 58.02% attendance rate for Council meetings.

During the last financial year, the Council, in its oversight role on governance matters:

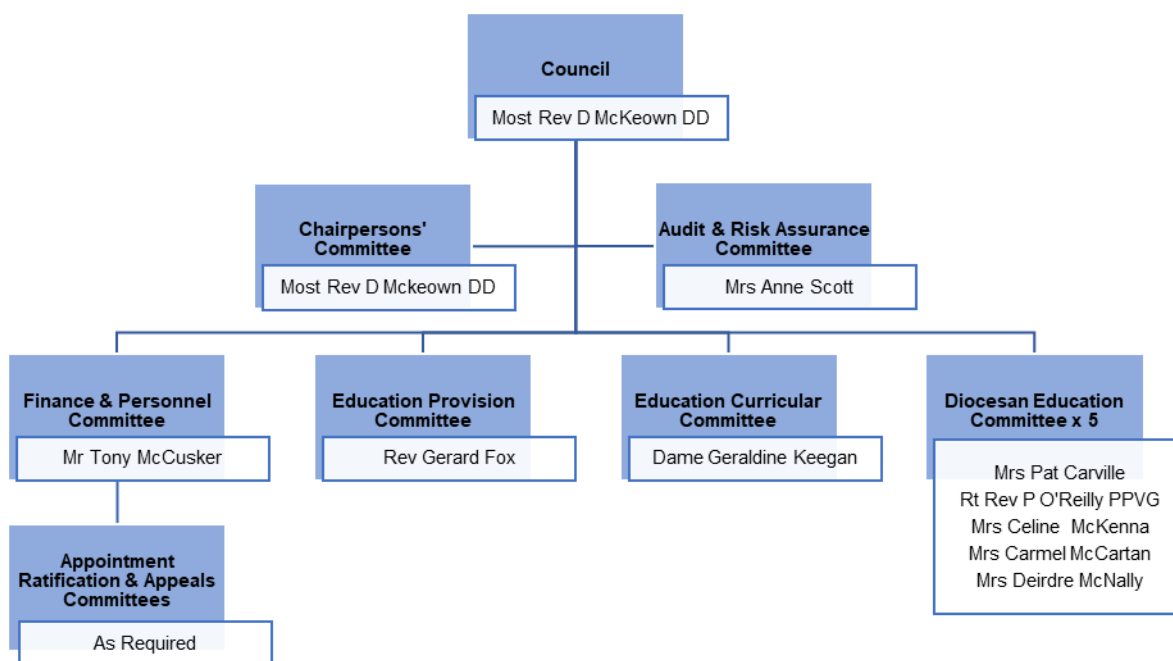
- approved and monitored the delivery of the Business Plan 2022/23;
- supported the development of the Business Plan 2023/24;
- approved the Annual Report and Accounts 2021/22;
- considered CCMS Budget Allocations;
- approved, monitored and regularly reviewed the corporate risk register;
- reviewed the completion of an evaluation tool for the Annual Skills and Audit for Council and Committee members; and
- considered and approved the Governance Statement.

In addition, the Council also:

- contributed to and approved the submission to the Independent Review of Education;
- considered the impact on schools and CCMS in relation to the challenges posed by the COVID-19 pandemic and industrial action in relation to teachers' pay and workload;
- considered the opportunities for schools pertaining to the ending of industrial action following the Pay and Workload Agreement;
- considered reports from officers in relation to the challenges presented in the effective management of CCMS and schools' finances;
- considered and approved an options paper on the issues of The Fair Employment (Schools Teachers) Act (Northern Ireland 2022);
- considered a CCMS review of the response of Catholic maintained schools post-COVID-19;
- considered and approved a CCMS Policy on Safeguarding and Child Protection;
- reviewed and considered a response to the Department of Education on an investment call;
- reviewed the minutes of the DE's quarterly Governance and Accountability Review (GAR) meetings;
- approved the Report to Those Charged with Governance;
- considered and approved an addendum to the current CCMS Lease;
- considered and approved a DE consultation response on the GTCNI;
- reviewed and considered a response to the Minister for Education on the Normalisation process;
- reviewed and considered Every Child – Department of Education's Corporate Plan; and
- provided oversight and approval for the Audit Strategy 2022/23.

The Council is accountable, through the Chief Executive, to the Permanent Secretary of the DE for matters pertaining to propriety and regularity in the management of public finances and members play an important role in ensuring scrutiny.

## Council Membership and Attendance: 1 April 2022 – 31 March 2023



	Notes	Council Attendance 2022/23	Sub-Committee Attendance (N.B. Total possible attendance is shown in brackets)				
			Chairpersons'	Audit & Risk	Finance & Personnel	Education Provision	Education Curriculum
Mr John Allen		0 (6)			5 (5)		
Mr James Beatty		1 (6)			4 (5)		
Ver Rev Laurence Boyle PP VF		2 (6)					2(4)
Mrs Pat Carville, OBE		4 (6)	4 (5)		3 (5)	4 (6)	
Fr John Chester PP		5 (6)					
Dr Patricia Corrigan		6 (6)					2 (4)
Mr Hugh Cox		4 (6)			3 (5)		
Dr Bob Cummings		2 (6)					2 (4)
Very Rev Dean Kevin Donaghy PP VG		3 (6)					0 (4)
Mr Matthew Feeney	2	0 (5)					
Ms Ciara Faloona		2 (6)			3 (5)		
Ms Ciara Farry	5	2 (5)			3 (4)		
Rev Dr Paul Fleming		4 (6)			3 (5)		
Rev Gerard Fox		4 (6)	4 (5)			6 (6)	
Ms Wendy Gibbons	1	1 (1)				0 (2)	
Dame Geraldine Keegan, DBE		5 (6)	5 (5)				4 (4)
Dr Ana Kerr		3 (6)					3 (4)
Mr Pat McCartan, CBE		4 (6)		5 (6)		2 (6)	
Mr Justin McCormick		4 (6)		4 (6)		3 (6)	
Mr Tony McCusker		5 (6)	4 (5)		5 (5)		
Mr Eamonn McDowell		4 (6)					3 (4)
Mr Brian McGale	3	2 (3)		2 (4)			
Ms Therez McGuigan		0 (6)					0 (4)

Dr Mary Mclvor		5 (6)		5 (6)		2 (4)
Mrs Celine McKenna	4	3 (5)			1 (4)	
Rev Donal McKeown DD		5 (6)	4 (5)			
Mrs Deirdre McNally		6 (6)			3 (6)	
Mrs Maxine Murphy-Higgins		5 (6)		5 (6)		
Mrs Catherine O'Neill		6 (6)		4 (6)		1 (4)
Rt Rev Peter O'Reilly PP VG		4 (6)			3 (6)	
Dr Justin Quinn		0 (6)			5 (6)	
Most Rev Michael Router DD		3 (6)				
Mrs Diane Russell		5 (6)				
Mrs Anne Scott		4 (6)	4 (5)	6 (6)		
Mrs Martha Smyth		3 (6)				3 (4)
Ms Nuala Toman		4 (6)		4 (6)		
Sr Eithne Woulfe		3 (6)			3 (6)	

1. Parent rep stood down May 2022
2. Parent rep replaced June 2022
3. Teacher rep stood down October 2022
4. Trustee rep appointed June 2022
5. Parent rep stood down January 2023

### **The Chairpersons' Committee**

The Chairpersons' Committee comprises the Chair and Vice-Chair of Council along with the Chairs of each of the Council's sub-committees. It has an overarching view in setting the agenda for all CCMS business. It also considers the Chief Executive's remuneration including the setting of performance objectives for approval by Council.

In the current financial year this committee met on five occasions. There was a 83.33% attendance rate for committee meetings.

### **The Audit and Risk Assurance Committee (ARAC)**

The Audit and Risk Assurance Committee (ARAC) is chaired by a non-executive member of the Council. Members are required to exercise a high degree of objectivity alongside providing an oversight of key organisational risks. The role of the ARAC is to provide:

- assurance on risk management;
- assurance and scrutiny on governance arrangements;
- scrutiny of the internal and external audit functions;
- approval of the Annual Report;
- advice to the Accounting Officer; and
- an effective challenge to the Council, its committees and the Chief Executive Officer.

The ARAC review the following matters as standing agenda items:

- Corporate Risk Register;
- External Audit Strategy;
- Internal Audit Programme and Strategy;



- Follow Up on internal and external audit recommendations;
- Report to those Charged with Governance;
- Mid-year Governance Statement; and
- Conflicts of Interest.

During the last financial year, the Audit and Risk Assurance Committee:

- approved the Annual Accounts for the period ended 31 March 2022;
- approved the Internal Audit Report 2022/23;
- monitored delivery of the Business Plan for 2022/23;
- reviewed the draft Business Plan for 2023/24;
- approved the draft internal audit programme for 2022/25;
- reviewed the draft NIAO Audit Strategy for 2022/23;
- approved and monitored the Internal Audit Strategy 2021/22;
- reviewed the Governance and Accountability Arrangements – Arm’s Length Bodies;
- reviewed the Annual Skills Audit of Board and Committee Members;
- approved the Report to Those Charged with Governance 2021/22;
- approved the Governance Statement 2021/22;
- reviewed and approved a CCMS Policy on Fraud;
- considered a Protocol for EA Response to Schools IA Reports;
- considered Every Child – Department of Education’s Corporate Plan;
- led the review of a range of internal CCMS policies relating to good governance;
  - CCMS Anti-Fraud Policy and supporting Fraud Response Plan;
  - CCMS Whistle-blowing Policy for Dealing with Malpractice in the Workplace;
  - CCMS Complaints Handling Policy and Procedures;
  - CCMS Code of Conduct for Council Members and Officers;
  - CCMS Conflict of Interest/Register of Interest Policy;
  - CCMS Hybrid Working/Occasional Working from Home Policy; and
- examined a range of issues relating to governance in Catholic maintained schools.

In the current financial year, the ARAC met on six occasions. The Committee had the following membership:

1 April 2022 – 31 March 2023

Mrs Anne Scott (Chair)  
 Mr Pat McCartan  
 Mrs Maxine Murphy-Higgins  
 Mrs Catherine O’Neill  
 Mr Justin McCormick  
 Mr Brian McGale (resigned October 2022)  
 Dr Mary McIvor  
 Ms Nuala Toman

There was a 76.09% attendance rate for ARAC meetings.

## **The Finance and Personnel Committee (FPC)**

The main purpose of the Finance and Personnel Committee is to provide strategic direction to and oversight of the management of CCMS resources and all matters relating to the employment of teachers and CCMS staff.

The Finance and Personnel Committee provide a detailed challenge and scrutiny of the organisation's progress.

During the last financial year, the Finance and Personnel Committee:

- approved CCMS' Management Statement and Financial Memorandum;
- approved the Annual Accounts 2021/22;
- approved the CCMS Business Plan 2022/23 and monitored delivery against objectives;
- reviewed financial and performance management issues, including reviewing the operational budget plan for 2022/23 presented to DE and approving a response to DE on a proposed Budget Allocation;
- reviewed and approved the Recruitment and Selection of School Leaders and teachers throughout 2022/23;
- reviewed the Annual Report on Appointments and Redundancies 2022/23;
- monitored a range of employment related issues impacting upon Catholic maintained schools;
- considered the actions required in the Catholic maintained sector following the Industrial Action Short of Strike by the Teaching Unions;
- considered and approved an options paper on the issues of The Fair Employment (Schools Teachers) Act (Northern Ireland 2022);
- reviewed internal processes for the approval of expenditure within delegated limits;
- received an update on the Strule Shared Campus;
- reviewed and considered a DE consultation response on the GTCNI;
- contributed to a discussion on Succession Planning in Catholic maintained schools and formation of a cross Committee Working Group with FPC;
- reviewed and made comment on a draft
  - CCMS Fraud Response Plan Policy;
  - CCMS Whistle-blowing Policy for Dealing with Malpractice in the Workplace;
  - CCMS Complaints Handling Policy and Procedures;
  - CCMS Code of Conduct for Council Members and Officers;
  - CCMS Conflict of Interest/Register of Interest Policy;
  - CCMS Hybrid Working/Occasional Working from Home Policy;
- considered and reviewed financial trends in Catholic maintained schools;
- reviewed the changes to the Northern Ireland Substitute Teachers Register; and
- regularly monitored the process for the management of Teacher Suspensions to ensure progress was made.

The FPC met on five occasions. The Committee had the following membership:

1 April 2022 – 31 March 2023

Mr Tony McCusker (Chair)

Mr John Allen

Mr Jim Beatty

Mrs Patricia Carville  
Mr Hugh Cox  
Mrs Ciara Faloona  
Mrs Ciara Farry  
Dr Rev Paul Fleming

There was a 80.56% attendance rate for FPC meetings.

### **The Education Curricular Committee (ECC)**

The main purpose of the Education Curricular Committee is to review strategies and structures with a view to improving standards within Catholic maintained schools.

Providing scrutiny and challenge to the work of officers, the Education Curricular Committee:

- approved the CCMS Business Plan 2022/23 and monitored delivery against objectives;
- reviewed and approved a CCMS draft Child Protection policy;
- contributed to a discussion on Succession Planning in Catholic maintained schools and formation of a cross Committee Working Group with FPC;
- considered a DE letter on the Independent Review of Special Educational Needs;
- contributed to the area planning process for special education including the placement of children with specialist provisions in mainstream for September 2022 and planning for September 2023;
- contributed to an Ethos Workshop and implementation of the of the publication 'Catholic Schools – Delivering for Communities';
- reviewed guidance to schools on Admission Criteria;
- reviewed and considered a DE consultation response on the GTCNI;
- monitored and reviewed the response of Catholic maintained schools post COVID-19;
- considered and discussed the impact of COVID-19 on provision in schools;
- considered the approach and feedback from the First Time Principals and Acting Principals conferences; and
- reviewed and considered guidance on Standardisation/Normalisation of Pre-School Provision.

In the current financial year, the ECC met on four occasions. The Committee had the following membership:

1 April 2022 - 31 March 2023

Dame Geraldine Keegan DBE (Chair)  
Very Rev Laurence Boyle PP  
Ms Patricia Corrigan  
Dr Bob Cummings  
Rt Rev Dean Kevin Donaghy PP VG  
Mr Eamon McDowell  
Ms Therez McGuigan  
Mrs Catherine O'Neill  
Mrs Martha Smyth  
Dr Ana Kerr  
Dr Mary McIvor

There was a 50% attendance rate for the ECC meetings.

### **The Education Provision Committee (EPC)**

The Education Provision Committee maintains a strategic overview of the schools' network within the Catholic maintained sector ensuring that the network matches the needs of the school community. It contributes to strategic area planning priorities and oversees the delivery of bi-annual Operational Plans alongside approving progression of Development Proposals. It also monitors the capital investment programmes to support improvement in the CCMS schools' estate.

The Education Provision Committee provided a detailed challenge and scrutiny of the organisation's work and carried out the following:

- approved finalised area planning projects for inclusion in Operational Plan 1 for publication in September 2022;
- reviewed the Strategic Area Plan 2: 2022-2027;
- reviewed and approved all area planning Development Proposals for progress through their relevant governance stages;
- reviewed and approved equality and rural screening reports for Development Proposals;
- considered and responded to the work of the Area Planning Steering Group [APSG];
- reviewed and approved individual school responses to the DE normalisation pilot;
- submitted a detailed response on the pilot normalisation process to DE;
- contributed to the area planning process for special education including the placement of children with specialist provisions in mainstream for September 2022 and planning for September 2023;
- monitored issues regarding Admission and Enrolment Numbers, First preference data and demographic trends;
- monitored progress of the School Enhancement Programme projects;
- approved the CCMS Business Plan 2022/23 and monitored delivery against objectives; and
- reviewed the draft Business Plan for 2023/24.

In the current financial year, the EPC met on six occasions. The Committee had the following membership:

1 April 2022 – 31 March 2023

Rev Gerard Fox (Chair)  
Mrs Patricia Carville  
Mrs Wendy Gibbons (resigned May 2022)  
Mr Pat McCartan  
Mr Justin McCormick  
Mrs Celine McKenna (appointed June 2022)  
Dr Justin Quinn  
Mrs Deirdre McNally  
Rt Rev Mgr Peter O'Reilly

Sr Eithne Woulfe

There was a 55.6% attendance rate for the EPC meetings.

### **Diocesan Education Committees (DECs)**

At local level, five Diocesan Education Committees function as committees of the Council established under Schedule 8 of the Education Reform (Northern Ireland) Order 1989.

Each DEC brings its own local diocesan perspective to the strategic work of the Council. Some of the main responsibilities of the committees include oversight and advice on decisions in relation to:

- school provision and area planning;
- school inspection findings/reports;
- school governance and matters related to the employment of teachers; and
- other information in relation to school matters.

The DECs:

- provide advice, from a diocesan perspective to the Council, in particular to its Education Provision Committee;
- provide members who will oversee and ensure the independent chairmanship of all principal and vice-principal appointments to nursery, primary and post-primary schools; and
- receive reports and provide a strategic overview of educational standards within the respective diocese including monitoring the outcome of inspections undertaken by the Education and Training Inspectorate (ETI). In the absence of inspections, CCMS Education Advisers have continued to provide updated information based on feedback from ETI District Inspectors.

The Chairs of the five DECs have a bimonthly meeting with each other and the members of the CCMS SLT to aid communications and ensure consistency of approaches.

In the current financial year, the existing Council members (highlighted below) were also members of DECs:

#### **Armagh DEC**

- Mrs Pat Carville
- Mrs Anne Scott

#### **Clogher DEC**

- Rt Rev Peter O'Reilly PP VG

#### **Derry DEC**

- Mrs Celine McKenna

### **Down and Connor DEC**

- Mr Hugh Cox
- Fr Gerard Fox
- Mrs Maxine Murphy-Higgins
- Mr Jim Beatty
- Dr Mary McIvor

### **Dromore DEC**

- Mrs Deirdre McNally

## **ANNUAL REVIEW OF COUNCIL EFFECTIVENESS**

CCMS has complied with the Governance Code. The Council and ARAC both recognise that ongoing monitoring and evaluation of members' performance is good practice and essential for effective corporate governance. In line with best practice, members were invited to conduct a review and evaluation of their own effectiveness. This process proves useful in that it identifies the many strengths and areas for development of the individual members, the findings of which are then used to ensure that we have informed and challenging membership of the internal Committees. This evaluation, together with a fundamental review of the operation of Diocesan Education Committees, have strengthened the governance processes and functions within Council and continues to support a strong and effective culture of effective governance within CCMS.

## **BUSINESS PLAN**

CCMS, like other education bodies, continues to face significant challenges. The legacy issues from COVID, the impact of renewed industrial action, financial constraints and staff shortages have all impacted on the Business Plan.

In delivering the Business Plan, CCMS has focused on providing interventions and support to schools and pupils and has worked closely with DE and EA in tailoring collective measures to support learning.

The Council believes that it has delivered and met expectations in the nature and quality of its work, its support to stakeholders and its contribution to the wider education and public sectors. The quality of education in Catholic maintained schools is consistently good despite the constrained resources available to CCMS to challenge underperformance and support improvement.

CCMS believes that its officers have contributed positively towards the delivery of its Business Plan, given the challenges. CCMS believes that it has effectively managed throughout the year the process of supporting staff to work remotely and in utilising new technologies to underpin business engagement.

## **ACCEPTABILITY OF DATA USED**

Council and Committees are supported by the SLT and appropriately experienced senior officers from within CCMS. The Committees rely on the following data to inform their deliberations:

- financial information produced internally;
- HR information, mainly data on attendance management, produced by DE;
- statistical information, data relating to enrolments, attainment, attendance and the workforce, provided by DE; and
- inspection evidence, mainly data used to compile the Chief Inspector's report. In the absence of inspections, CCMS Education Advisers have continued to provide updated information based on feedback from ETI District Inspectors.

The finance data presented to the Committees is prepared from internal finance systems, which are supported by internal control frameworks. These are subject to both internal and external audit scrutiny.

Human Resource information from DE is sourced from official reports provided by the Northern Ireland Statistics and Research Agency (NISRA).

All statistical information provided by DE is designated as 'Official Statistics' and accordingly, the Committees consider that they can take assurance as regards the quality of the statistical data they use to monitor performance and inform decision-making.

Inspection data (including performance levels and overall effectiveness conclusions) is provided in published ETI inspection reports. It is important to note that inspection data for the year 2022/23 was impacted by the COVID-19 pandemic and ongoing industrial action, preventing inspections from taking place in the period.

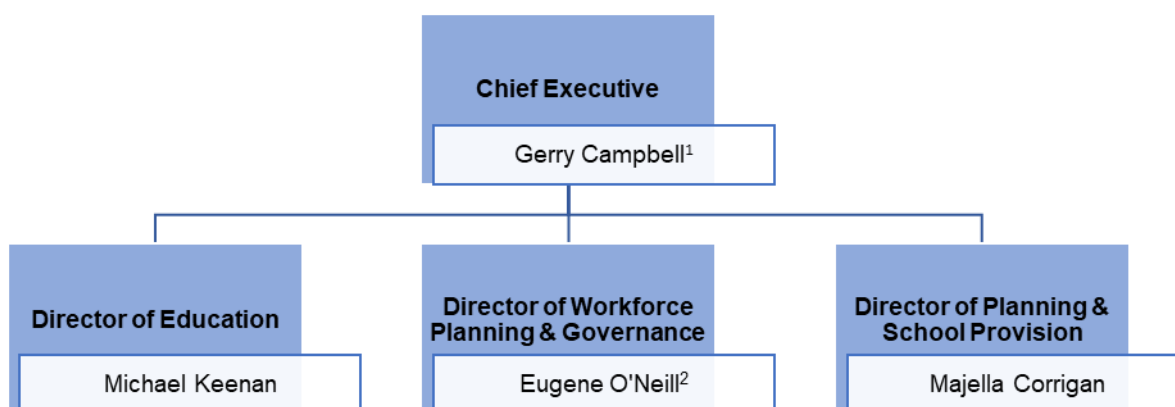
Committee members regularly seek clarification from officers on the information presented to them. It is the considered view of the Committees, on the basis of this on-going engagement, that the quality of data used by Council and its Committees is of an acceptable standard.

## **COMPLIANCE WITH THE CORPORATE GOVERNANCE CODE OF GOOD PRACTICE (NI) 2013**

Corporate Governance is 'the way in which an organisation is directed and controlled'. This code represents guidance on good practice. Its principles should be applied flexibly in the context of the organisation's own circumstances.

CCMS has complied with the Governance Code. The Council and ARAC both recognise that ongoing monitoring and evaluation of members' performance is good practice and essential for effective corporate governance. In line with best practice, members were invited to conduct a review and evaluation of their own effectiveness. This process proves useful in that it identifies the many strengths and areas for development of the individual members, the findings of which are then used to ensure that we have informed and challenging membership of the internal Committees. This evaluation, together with a fundamental review of the operation of Diocesan Education Committees, have strengthened the governance processes and functions within Council and continues to support a strong and effective culture of effective governance within CCMS.

## CCMS Senior Leadership Team



<sup>1</sup> Mr Gerry Campbell, Chief Executive, resigned 28 February 2023.

<sup>2</sup> Mr Eugene O'Neill, designated temporary interim Accounting Officer with effect from 1 March 2023. His substantive post has not been backfilled. He continued to carry the duties attached to his substantive post due to the short term nature of the interim role.

The Council is committed to ensuring the organisation delivers on its core responsibilities and the current Business Plan. While essential services have been assured, some desirable developmental and strategic issues remain in progress.

Following consultation with the DE, the Corporate Plan 2021/2025 remains in draft to allow for the development of a new Programme for Government (PfG) and the DE's own Corporate Plan. CCMS will revisit its draft corporate plan to align with the PfG and DE's new Corporate Plan.

The Council believes that it has been effective in directing and controlling the organisation.

### MINISTERIAL DIRECTIONS

There were no Ministerial Directions given for the year to 31 March 2023.

### THE RISK AND CONTROL FRAMEWORK: MANAGING RISK

A Risk Management Group, comprising the officers of the SLT and the CFO, manages risks in accordance with guidance issued by the Department of Finance. The process is monitored and supported by the Audit and Risk Assurance Committee. Risk Management is embedded in, and owned by, the Council and its senior officers. The post of CFO was vacant for 8 months of this financial year, further detail is provided in the section Significant Internal Control Issues on page 19.

Risk 8 relating to dealing with the legacy impact of Covid has been closed in this financial year. The risk management group proposed closure of this risk in February 2023 as areas in relation to school support and learning loss are now incorporated in other risks. There was



one additional strategic risk identified in February 2023 relating to CEO leaving the organisation for another role, this is now risk 8. This risk sits with CCMS Council for management. Risk 10 relating to the office lease for CCMS in Lisburn / potential future office accommodation was amended to reflect the planning underway for August 2024. Risk 9 was also updated to reflect the implementation of the Integrated Education Act and Fair Employment (School Teachers) Act 2022 (FETO). There were amendments to the risk evaluation of some of the other strategic risks due primarily to the ongoing staffing and funding challenges and delays in the recruitment strategy. The following strategic risks (inherent risk scores >12) have been highlighted by the Risk Group:

- Risk 001: The implementation of agreed educational policies and strategies do not adequately contribute to ensuring that we give children and pupils the best start in life.

The pressure on this risk increased during this financial year due to the industrial action being taken by the teaching unions. There were no additional schools placed in the Formal Intervention Process during this year. CCMS Officers continued to support all schools in their self-evaluation of Safeguarding Procedures using the ETI Safeguarding Proforma. Schools reporting safeguarding issues are signposted to the CPSS at all times. The three multidisciplinary locality teams have identified schools requiring support and prioritised resources appropriately. All first-time principals continue to be supported by the Locality Teams. CCMS also continues to work with DE and EA to develop and plan school support and strategic interventions.

- Risk 002: Education provision is not planned and implemented in a manner which delivers a network of educationally and financially sustainable schools.

This risk encompasses the planning of education provision and the management of the schools' estate. The risk pressure remained static and amber throughout the year as area planning proposals delayed by Covid challenges were progressed alongside the development of the Strategic Area Plan 2 and Operational Plan 1. The use of virtual methodologies continues to be used to support more timely engagement and consultation with schools. However, increasing challenges in the delivery of the area planning process and implementation of project proposal outcomes in a timely manner remain. These include: a staff vacancy; legal and procedural challenges to project proposal progression; extension of proposal consultation periods; introduction of transformation proposals for projects under consultation for closure; and challenges with engagement of school stakeholders. CCMS officers participate at all levels in the area planning structures, working alongside education sector colleagues. The CCMS multi-disciplinary locality teams support the prioritisation of schools facing challenges in the provision of education in line with Department of Education policies and priorities and this supported project prioritisation for Operational Plan 1.

CCMS officers work closely with the Department of Education and the Education Authority to support schools in relation to the maintenance of and investment in the schools' estate. Financial pressures remain in relation to capital investment in schools and the update and maintenance of the schools' estate, with additional challenges as a result of significantly increased construction costs and the larger number of schools now awaiting investment following the capital call in March 2022.

- Risk 003: Appropriate action is not taken to align resources (including CCMS staff resources) to ensure the delivery of agreed priorities and obligations.

The risk score increased during the 2022/23 period. A significant risk was identified early in the year when CCMS lost the services of its CFO due to long term health issues for the 8-month period March to November. This necessitated a temporary solution until such times as a new CFO could be recruited and took up post. CCMS now operates a hybrid working model with digital technologies enabled to fully support remote and home working where required. However, there remain significant challenges with staff resources stretched to deliver CCMS's statutory duties and with challenges with recruitment to vacant positions. A reduction in financial allocation for Shared Education in the 22/23 also meant a review of staff resource to this area in year. A mid to long term resource business case for additional staff resource had to be paused in December due to the current financial challenges across the whole of the public sector.

Despite these challenges, CCMS has managed to deliver a balanced budget for 2022/23 but has only been able to do so utilising the savings accrued from carrying vacant posts.

See also the notes to Risk 7 below.

- Risk 007: Ineffective financial planning, monitoring of expenditure or resource constraints result in a balanced resource budget not being achieved by CCMS.

The FPC continues to scrutinise budget plans and expenditure to ensure a balanced budget. The Council continues to liaise closely with DE in its decision-making around staffing and service delivery.

CCMS had to manage the unplanned loss of its Chief Executive Officer to a new opportunity outside the organisation. This has the potential to adversely impact on the end of year reporting cycle and the preparation of the annual accounts. Council has put in place an interim Accounting Officer to support the management of this risk.

The risk pressure increased during the third quarter of the period to reflect financial challenges.

- Risk 008: Failure to effectively manage the corporate governance and management arrangements in CCMS.

Towards the end of the 2022/23 period, the unplanned loss of its Chief Executive Officer had the potential to adversely impact on the end of year reporting cycle and the delivery of the organisation's strategic priorities. Council has put in place interim arrangements to support the management of this risk and has initiated a recruitment and selection process for a permanent replacement.

In the meantime, Council members, with the approval of DE, has put in place temporary acting Accounting Officer arrangements which will be subject to a robust risk management approach which will be monitored and kept under review to ensure that it remains effective.

- Risk 009: There are ineffective arrangements in place to manage the recommendations from the Independent Review of Education; the implementation of the Integrated Education Act and Fair Employment (School Teachers) Act (FETO) and the impact on CCMS and its role in advocating and supporting Catholic maintained schools.

This risk focuses on the potential recommendations from the independent review of education which was due to report in 2023/24. The risk also incorporates the future outworkings of the Integrated Education Act and Fair Employment (School Teachers) Act 2022 (FETO) This risk remained static in this financial year.

CCMS continues to adopt a cautious risk appetite, ensuring that internal controls in place are proportional to the risk. CCMS reviewed the Corporate Risk Management Strategy and updated the Risk Management Framework in Autumn 2021 and continues to keep this under review. The Corporate Risk Register was reviewed to take account of the recommendations arising from the DE annual Alignment Exercise.

## **INFORMATION RISK AND COMPLIANCE WITH GDPR**

During this last financial year there were no major data loss incidents. All data and information is managed by CCMS in accordance with a Service Level Agreement in place with EA. All servers are backed daily and staff adhere to information management policies and procedures. With the new hybrid home / office working arrangements the majority of staff continue to work from home attending the office for two days per week. This continues to be managed via the safeguards and protocols under the Service Level Agreement and policies and procedures.

There are no major non-compliance issues to report. As part of the restructuring process a full review of all policies and processes has been initiated to ensure CCMS meets best practice guidance.

## **GOVERNMENT FUNDING DATABASE**

CCMS does not provide funding to Voluntary and Community organisations.

## **FRAUD RISK**

CCMS has zero tolerance in respect of fraud and is proactive in its approach to fraud awareness, prevention, detection, and investigation. There were no instances reported of any actual or suspected fraud within CCMS during the reporting period.

CCMS continues to participate in the National Fraud Initiative (NFI). During the most recent exercise for 2022/23 the Finance department uploaded the required information in March 2023

to the NFI. At the date of this report there had been no data matches of concern to this organisation.

During the year, the Council's Audit & Risk Assurance and its Finance & Personnel Committees considered and approved a new Council Anti-Fraud Policy and a new Fraud Response Plan that are built on best practice models. Arrangements are being made to incorporate these documents into a new Good Governance and Best Practice Manual which will be presented to all members and staff through a series of in-person engagements.

## **WHISTLEBLOWING**

There were no disclosures made through the Whistleblowing policy during this financial period.

## **LAPSES OF SECURITY**

There were no lapses of security during this financial period.

## **HEALTH AND SAFETY**

It is a legal requirement that all places of work have a health and safety policy, which staff should be made aware of and adhere to. I am satisfied that the organisation has complied with all of its duties under health and safety legislation and that a fit-for-purpose health and safety policy is in place and reviewed regularly. Provision is made to support staff working from home e.g., providing laptops, printers, and office chairs.

## **THE CONTROL REGIME: REVIEW OF EFFECTIVENESS**

As Accounting Officer, I have responsibility for reviewing the effectiveness of the system of internal control. My review of that system is informed by the work of the Chief Finance Officer, internal auditors and the executive managers who have responsibility for the development and maintenance of the internal control framework, and comments made by the external auditors in their management letter and through other reports. I have been advised on the implications of the result of my review of the effectiveness of the system of internal control by the Council, the Audit and Risk Assurance Committee [ARAC] and the Risk Group and a plan to address weaknesses and ensure continuous improvement of the system is in place. The work of Council is underpinned by a system of committees, working groups and panels each supported by CCMS officers. Together they approve, monitor, and evaluate the relevant aspects of the Corporate and Business Plans. Final approval in all areas does, however, remain with the Council and, thereafter, DE.

The ARAC Chairperson and meets with the Accounting Officer and CFO on a regular basis and the CEO attends ARAC meetings as this is considered best practice. The ARAC Chairperson is a member of the CCMS Chairpersons' Committee and makes an annual report to the full Council each year on the work of the Committee. I am grateful to the Chairperson and members of the ARAC for their contributions to maintaining and supporting sound internal controls.

The Internal Audit Unit of the EA was commissioned to provide an Internal Audit service to CCMS. In the year 2022/23 it was contracted to carry out 18 days operational work. The work was carried out in accordance with an Internal Audit Strategy Plan prioritised according to risk assessments. The audit plan was agreed by the ARAC as part of an agreed three-year audit strategy approved in November 2022. The internal audit report for 2022/23 has identified three Priority 2 and nine Priority 3 recommendations. These have been accepted by management and arrangements are in train to implement the recommendations.

The Audit Opinion was based on a three-tiered system of opinion [Satisfactory – Limited – Unacceptable], in line with the Government Internal Audit Standards, which was devised to promote consistency across the public sector. On the basis of the review carried out it was the opinion of the Internal Auditors that a **‘Satisfactory’** assurance could be given in respect of CCMS.

### **SIGNIFICANT INTERNAL CONTROL ISSUES**

CCMS continues to rebalance and restructure to become more effective within the available financial envelope. Council has proactively sought to improve the procedures for effective governance of the Council and this work is expected to continue over the course of the next year.

The Council has become used to operating in a flexible and responsive manner to discharging its roles and responsibilities in an environment of structural uncertainty and budget reductions. The officer team, fully supported by the Council, has for the most part succeeded in delivering the CCMS Business Plan and increasing its profile within schools, particularly those experiencing significant challenges. The re-organised service delivery and the effectiveness of multi-disciplinary structures and working practices has supported CCMS to continue to deliver a high-quality service aimed at raising standards within Catholic maintained schools.

The most significant challenge facing CCMS throughout the period were those presented through unexpected and unplanned for vacancies and staff absences coming at a time when schools were facing into a period of significant challenge with industrial action short of strike and the growing financial pressures facing everyone. CCMS officers have worked tirelessly to absorb these pressures and despite the many challenges, normal business has run smoothly. I want to acknowledge the support and dedication of staff and stakeholders for their patience and resolve in making this happen.

Officers have engaged with and support schools by holding meetings and seminars remotely and staff have adapted remarkably well to the “new ways of working” although I would add some caution to this in that senior officers and I are taking an active interest in the health and well-being of staff to monitor potential “burn-out”. CCMS as an organisation has always valued its people who have a strong track record of going the extra mile in duty and service. Working practices have changed at a phenomenal pace over the past couple of years and it is important that robust welfare, well-being, and support mechanisms are in place to mitigate any potential adverse impacts.

The Chief Finance Officer was absent from CCMS due to a serious illness from the middle of January 2022 through to his retirement on 31 December 2022. Arrangements were put in place to secure the appointment of a temporary accountant seconded from a reputable

accountancy practice to support the organisation through the end of year process, the completion of the annual accounts process 2021/22 and the budgeting arrangements for 2022/23. This covered the period April 2022 to November 2022 at which point a new Chief Finance Officer took up post.

CCMS operates at a time of highly significant change and challenge. The independent Review of Education and opportunities arising from other strategic discussions and reviews provides an opportunity for CCMS to articulate its voice and share its vision for the future education system in Northern Ireland. An education system that is both diverse, inclusive and values driven, and which recognises and celebrates the achievements of all our children and young people and supports their aspirations to be the best that they can be in shaping the world in which they live and contributing to the Common Good. I am, however, confident that the Council members and officers regard change as an opportunity more than a challenge. It is with that optimism that we acknowledge but manage the risks to ensure that the services provided by CCMS will help our schools educate our children and young people to be prepared to contribute fully to society and the economy.

As the Interim Chief Executive and Accounting Officer for CCMS, I can confirm that the Governance Statement has been formally reviewed by the Audit and Risk Assurance Committee, that it is complete and accurately reflects the latest assessment of the state of governance within CCMS.

**Signature of temporary acting Accounting Officer**



**Eugene O'Neill**

**Date of Signature:**

28 June 2023

## **REMUNERATION AND STAFF REPORT**

### **REMUNERATION POLICY**

The remuneration of the Chief Executive is set by the Chairpersons' Committee and approved by DE.

The purpose of the Performance Related Pay Scheme (PRP) is to reward members of the SLT according to their achievement of agreed performance objectives in the preceding year. To this end, Council has delegated to its Chairpersons' Committee, the authority for making recommendations to the Department on PRP for the Chief Executive.

The current Members of the Chairpersons' Committee are:

The Most Reverend Donal McKeown	Chair of Council
Mrs Pat Carville OBE	Vice-Chair of Council
Rev Gerard Fox	Chair of EPC
Mr Tony McCusker	Chair of FPC
Dame Geraldine Keegan DBE	Chair of ECC
Mrs Anne Scott	Chair of ARAC

The Remuneration Policy for current and future years is outlined in the Department's Performance Review Pay Scheme. The scheme includes methods of assessment of performance conditions and the relative importance of the proportion of remuneration which is subject to performance conditions.

### **SERVICE CONTRACTS**

Contracts are permanent, notice period is three months, and there is no provision for termination payments.

The Chairperson of Council is not a member of the Northern Ireland Local Government Officers' Superannuation Scheme and emoluments, therefore, do not include pension contributions. The emoluments of each of the other Council Members fall into the range of £Nil to £5,000.

## REMUNERATION AND PENSION ENTITLEMENTS (AUDITED)

Single total figure of remuneration								
Officers	Salary Including Performance Related Pay (PRP) £'000		PRP up to 2022/23 £'000		Pension Benefits * to the nearest £1,000		Total (£'000)	
	2022 - 2023	2021 - 2022	2022 - 2023	2021 - 2022	2022-2023	2021-2022	2022 – 2023	2021 – 2022
<b>Gerard Campbell</b> Chief Executive Until 28/02/2023	75-80	75-80	0 - 5	0 - 5	15	22	95-100	100-105
<b>Majella Corrigan</b> Director of Planning and School Provision	65-70	60-65	0 - 5	0 - 5	38	30	105-110	95-100
<b>Eugene O'Neill</b> Director of Workforce Planning and Governance & Interim Chief Executive from 01/03/2023	65-70	60-65	0 - 5	0 - 5	(25)	14	45-50	80-85
** <b>Michael Keenan</b> Director of Education	65-70	25-30	0 - 5	0 - 5	0	0	65-70	30 - 35

\* The value of pension benefits accrued during the year is calculated as (the real increase in pension multiplied by 20) plus (the real increase in any lump sum) less (the contributions made by the individual). The real increases exclude increase due to inflation and any increase or decrease due to a transfer of pension rights.

\*\* Michael Keenan joined CCMS on 25 October 2021 and is not in a pension scheme.



## SALARY

'Salary' refers to gross salary only. It does not include overtime, performance related pay or any other emolument.

## PERFORMANCE RELATED PAY (PRP)

Details of PRP payments accrued in 2022/2023 for each senior post holder are provided in the table above. These PRP accruals are for the 2021/22 financial year and refer to performances during the period 2021/22. No actual payments are made until approval has been received from the Department of Finance (DoF) through a pay remit process. PRP is not a bonus but assists progression up the pay scale for the individual as determined by their performance.

## BONUSES

Bonuses are not currently paid to CCMS directors.

## BENEFITS IN KIND

There were no benefits in kind paid during the period.

## FAIR PAY DISCLOSURE

### PAY RATIOS

Reporting bodies are required to disclose the relationship between the remuneration of the highest paid director in their organisation and the lower quartile, median and upper quartile remuneration of the organisation's workforce.

The banded remuneration of the highest paid director in CCMS in the financial year 2022/2023 was £75 - 80k. (2021/2022, £75 - £80k) This was 2.11 (2021/2022 2.17) the median remuneration of the workforce, which was £36,298 (2020/2021, £35,745). Salary ranges were based upon NJC scale points 1 to 56. The relationship between the mid-point of this band and the remuneration of the organisation's workforce is disclosed below.

2022/23	25 <sup>th</sup> Percentile	Median	75 <sup>th</sup> Percentile
Total Remuneration (£)	27,852	36,298	49,590
Pay Ratio	2.75%	2.11%	1.55%

2021/22	25 <sup>th</sup> Percentile	Median	75 <sup>th</sup> Percentile
Total Remuneration (£)	25,927	36,371	47,665
Pay Ratio	2.99%	2.13%	1.63%

Total remuneration includes salary, non-consolidated performance – related pay, benefits in kind as well as severance payments. It does not include employer pension contributions and the cash equivalent transfer value of pensions.

For 2022/23 the 25<sup>th</sup> percentile, median and 75<sup>th</sup> percentile remuneration values consisted solely of salary payments.

In 2022/23, 0 (2021/22, 0) employees received remuneration more than the highest paid director.

Remuneration ranged from £21,000 to £77,000 (2021/22 £18,000 to £78,000)

### PERCENTAGE CHANGE IN REMUNERATION

Reporting bodies are also required to disclose the percentage range from the previous financial years in the:

- (a) Salary and Allowance; and
- (b) Performance Pay and Bonuses.

of the highest paid Director and of their employees as a whole.

The percentage changes in respect of CCMS are shown in the following table. It should be noted that the calculation for the highest paid Director is based on the mid-point of the band within which their remuneration fell in each year.

<b>Percentage Change for</b>	<b>2022/23 V 2021/22</b>	<b>2021/22 V 2020/21</b>
Average employee salary and allowance	1.77%	8.84%
Highest paid Director's Salary and allowances	(1.04%)	0.50%
Average Employee Performance Pay and Bonuses	0%	1.0%
Highest paid Director's Performance Pay and Bonuses	1.0%	0.80%

## PENSIONS OF SENIOR MANAGEMENT (AUDITED)

Officer	Accrued Pension at pension age as at 31/3/23 and related lump sum (£'000)	Real Increase in pension and related lump sum at pension age (£'000)	CETV at 31/03/23 (£'000)	CETV at 31/03/22 (£'000)	Real increase in CETV (£'000)
<b>Gerard Campbell</b> Chief Executive To 28/02/2023	5 - 10  Plus Lump Sum of 0	0 - 2.5  Plus Lump Sum of 0	115	91	10
<b>Eugene O'Neill</b> Director of Workforce Planning & Governance & Interim Chief Executive from 01/03/2023	30 - 35  Plus Lump Sum of 50 - 55	(0 - 2.5)  Plus Lump Sum of (2.5 - 5.0)	678	622	(12)
<b>Majella Corrigan</b> Director of Planning and School Provision	20 - 25  Plus Lump Sum of 40 - 45	0 - 2.5  Plus Lump Sum of 0 - 2.5	465	361	104
* <b>Michael Keenan</b> Director of Education	0	0	0	0	0

\*Michael Keenan is not in a pension scheme.

## 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 because of their total membership of the pension scheme, not just their service in a senior capacity to which disclosure applies. They also include any additional pension benefit accrued to the member because of their purchasing additional years of pension service in the scheme at their own cost. CETVs are calculated in accordance with the Occupational Pension Schemes

(Transfer Values) and do not take account of any actual or potential benefits resulting from Lifetime Allowance Tax which may be due when Pension Benefits are taken.

CETV figures are calculated using the guidance on discount rates for calculating unfunded public service pension contribution rates that was extant at 31 March 2023. HM Treasury published updated guidance on 27 April 2023; this guidance will be used in the calculation of 2023-24 CETV figures.

### **REAL INCREASE IN CETV**

The CETV factors used in these calculations were suspended on 30 March 2023 and to date we have not been provided with updated factors. Therefore, the real increase in CETVs are based on the factors in force at 1 April 2022 and at 30 March 2023.

The spreadsheet also includes the pension values required for the Single Total Figure of Remuneration, in line with the remuneration report requirements from 2022/2023.

When calculating the real increase in CETV and the pension benefits accrued during the year 2022/23 for the single total figure of remuneration, NILGOSC takes account of inflation. The CPI increase for September 2022 was 10.1%. The in-service revaluation rate for the Career Average Revalued Earnings Scheme was also 10.1%.

The disclosure information now includes both final salary pensionable pay and CARE pensionable pay, where relevant. Any difference in the two pays is because different elements are included in the CARE pay, such as non-contractual overtime and additional hours, that are not included in the final salary pensionable pay. Final salary pensionable pay will include averages of fluctuating emoluments where applicable.

In some cases, the real increase in CETV and the pension benefits accrued for the single total figure of remuneration can be negative - that is, there can be a real decrease. This is particularly likely to happen during periods of pay restraint and/or where inflation is higher than pay increases.

The final salary portion of the pension (built up before 1 April 2015) is calculated by reference to their final salary pensionable pay and length of service. The pension will increase from one year to the next by virtue of any pay rise during the year. In addition, there is the post-31 March 2015 CARE element of pension. Where there is no pay rise, the increase in pension may not be sufficient to offset the inflation increase - that is, in real terms, the pension value can reduce, hence the negative values.

The other main scenario where there can be negative results is where a member is over their normal pension age. The factors used to calculate the CETV are such that the value of pension that could have been taken at normal pension age decreases as the member gets older.

## **NORTHERN IRELAND LOCAL GOVERNMENT SUPERANNUATION SCHEME (NILGOSC)**

Pension Benefits are provided through and administered by the Northern Ireland Local Government Superannuation Scheme (NILGOSC). Employee contributions for 2022/23 are variable, depending on salary, ranging from 5.5% to 8.5% of pensionable earnings. As part of the March 2019 fund valuation the actuary certified the employer's contribution rates at 19.5% of the employee's pensionable pay. Benefits accrue at the rate of 1/49<sup>th</sup> of pensionable salary for each year of service. In addition, members can choose to commute some of their pension to provide a tax-free lump sum of up to 25% of the capital value of their pension assets.

### **Northern Ireland Teachers' Pension Scheme**

The Teachers Superannuation Scheme is an unfunded, defined benefit scheme to which teachers and their employers contribute. Employee contributions for 2022/23 are variable, depending on salary, ranging from 10.2% to 11.3% of pensionable earnings. The GAD completed the valuation of the scheme as of 31 March 2016 which resulted in an increase in the employer contribution rate in April 2019 from 17.7% to 25.1% of the employee's pensionable salary. The Department determines the contribution rates for employees after a consultation exercise. The contribution partially funds payments made by the scheme, the balance of funding being provided by the Northern Ireland Assembly through the annual Supply Estimates process. Benefits accrue to new entrants (from 1 April 2007) at the rate of 1/60<sup>th</sup> of pensionable salary for each year of service. In addition, members can choose to commute some of their pension to provide a tax-free lump sum of up to 25% of the 'fund value' after commutation.

## STAFF REPORT

A breakdown of staff costs can be found in the table below. This section provides details of the Remuneration and Pension interests of Senior Management. It also details the staff costs for all employees.

### STAFF COSTS [Audited]

	Permanently Employed staff	Others	2022/23	2021/22
	£		£	£
Wages and Salaries	2,309,448	-	2,309,448	2,177,053
Social Security Costs	253,296	-	253,296	229,563
Other Pension Costs	893,816	-	893,816	951,686
Agency Staff Costs	12,165	-	12,165	25,751
<b>Sub Total</b>	<b>3,468,725</b>	<b>-</b>	<b>3,468,725</b>	<b>3,384,053</b>
Less recoveries in respect of outward secondments	(27,089)	-	(27,089)	-
<b>Total Net Costs</b>	<b>3,441,636</b>	<b>-</b>	<b>3,441,636</b>	<b>3,384,053</b>

A breakdown of the average number of persons employed into permanent staff and others can be found below.

### AVERAGE NUMBER OF PERSONS EMPLOYED (Audited)

Average Number of whole-time equivalent persons employed during the period was as follows:

Activity	Permanently Employed Staff	Others	2022-23 Total	2021-22 Total
Management/Administration	63	0	63	63
Agency Staff	1	0	1	0
<b>Total</b>	<b>64</b>	<b>0</b>	<b>64</b>	<b>63</b>

The number of persons of each sex who were Directors and Employees was:	2022/23			2021/22		
	Male	Female	Total	Male	Female	Total
Director	3	1	4	3	1	4
Management	11	15	26	9	19	28
Administration Staff	3	30	33	5	26	31
Manual Staff	0	0	0	0	0	0
Agency Staff	1	0	1	0	0	0
	<b>18</b>	<b>46</b>	<b>64</b>	<b>17</b>	<b>46</b>	<b>63</b>

## Staff Composition by gender

### CCMS Staff Absence

	2022/23	2021/22
Total working days	14,942.5	14,898
Number of days absence due to illness	780.5	622.5
Average number of days absence per employee	11.5	9.43
Percentage of working days lost due to illness	5.22%	4.18%

The slight rise on the figures for 2022/23 is explained by the fact that there were 11 staff members absent on long term illness. This is higher than previous years.

### Staff Engagement

Senior management maintained open and effective communication and engagement with staff as working patterns continued to evolve. To keep in touch, the Chief Executive provided all staff with regular written updates, staff continued to use the staff group chat and, the various members of the SLT hosted regular planned remote access meetings within their Directorates.

### Staff Policies and Other Employee Matters 2022/23

CCMS applied a number of staff policies throughout the 2022/23 year:

1. We continued to operate Flexible Working including Family Friendly Working Practices;
2. We refined our approaches to support working from home;
3. We applied our Attendance Management, Occupational Health Referral and Return to Work procedures;
4. Recruitment and Selection Procedures to recruit from outside the organisation; and
5. We updated our registers of Interests and conflicts and Gifts and hospitality;
6. We continued to review our staffing Contingency Plan to incorporate our response to COVID-19.

Implicit in all of the above policies is the duty to consider the needs of disabled people and to reflect these into our workplace and to support this we engaged with other agencies to fully review our Disability Action Plan. Similarly, CCMS is pro-active in its strategies to reflect a fair and balanced workforce.

CCMS considers its relationship with the recognised Trade Union (NIPSA) to be both positive and constructive. There is a two way communication that is open and transparent.

### **Staff Turnover**

CCMS employee turnover rate is set out in the table below.

	<b>April 2022 to March 2023</b>		<b>April 2021 to March 2022</b>	
	Number of leavers	% of headcount	Number of leavers	% of headcount
<b>Grand total</b>	10	17%	6	9%

### **Expenditure on Consultancy**

There was no expenditure on consultancy during the 2022/23 financial year (2021/22: nil).

### **Off-Payroll Engagements**

There were no 'off-payroll' engagements in place during the 2022/23 financial year (2021/22: nil).

### **Exit Packages (Audited)**

During 2022/23 there were no exit packages paid.

Redundancy and other departure costs if required, are paid in accordance with the provisions of the Department of Education's Voluntary Severance Scheme, a statutory scheme made under the Superannuation Act 1972. Exit costs are accounted for in full in the year the departure is agreed. Where the Department has agreed early retirements, the additional costs are met by the department and not by the NILGOSC pension scheme. Ill-health retirement costs are met by the pension scheme and are not included in the table.



## COUNCIL MEMBERS' AND CHAIRPERSON'S EMOLUMENTS (AUDITED)

<b>Total emoluments of the Council Members</b>		<b>2022/23 £</b>	<b>2021/22 £</b>
Chairperson	Attendance Fees Taxable Benefits	4,878 0	4,878 0
Vice-Chair	Attendance Fees Taxable Benefits	0 0	0 0
Other Council Members	Attendance Fees Taxable Benefits	9,728 4,586	6,256 3,376
<b>Totals</b>		<b>19,192</b>	<b>14,510</b>

### Note:

Fees – Attendance Allowance for attending a Council or Committee meeting.  
Taxable Benefits – travel allowance.

Attendance rates are paid as follows:

<u>Period</u>	<u>Attendance Allowance Payable in any period of 24 hrs</u>	<u>Financial Loss Allowance Payable in any period of 24 hrs</u>
Up to and including 4 hours	£22.00	£27.65
More than 4 hours	£30.39	£55.31

Mileage rates are paid @ £0.45 per mile.

## **ASSEMBLY ACCOUNTABILITY DISCLOSURES**

Regularity of expenditure (Audited Information)

**i. Losses and special payments (Audited)**

There were no losses for the period.

Special Payments

There were no special payments for the period.

Other Notes

There were no gifts or other significant payments

**ii. Fees and Charges (Audited)**

There was no income from fees and charges incurred for the period.

**iii. Remote Contingent Liabilities (Audited)**

There were no contingent liabilities requiring disclosure under Assembly reporting requirements.



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**Eugene O'Neill**  
**Interim Accounting Officer**

28 June 2023

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**Date**

## **COUNCIL FOR CATHOLIC MAINTAINED SCHOOLS**

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

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

I certify that I have audited the financial statements of the Council for Catholic Maintained Schools (CCMS) for the year ended 31 March 2023 under Schedule 3 of the Education (Northern Ireland) Order 1998. The financial statements comprise: the Statements of Comprehensive Net Expenditure, Financial Position, Cash Flows, Changes in Taxpayers' Equity; and the related notes, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and UK adopted international accounting standards as interpreted and adapted by the Government Financial Reporting Manual.

I have also audited the information in the Accountability Report that is described in that report as having been audited.

In my opinion the financial statements:

- give a true and fair view of the state of CCMS' affairs as at 31 March 2023 and of CCMS' net expenditure for the year then ended; and
- have been properly prepared in accordance with Schedule 3 of the Education (Northern Ireland) Order 1998 and the Department of Education's directions issued thereunder.

#### **Opinion on regularity**

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

#### **Basis for opinions**

I conducted my audit in accordance with International Standards on Auditing (ISAs) (UK), applicable law and Practice Note 10 'Audit of Financial Statements and Regularity of Public Sector Bodies in the United Kingdom'. My responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of this certificate.

My staff and I are independent of CCMS in accordance with the ethical requirements that are relevant to my audit of the financial statements in the UK, including the Financial Reporting Council's Ethical Standard, and have fulfilled our other ethical responsibilities in accordance with these requirements.

I believe that the audit evidence obtained is sufficient and appropriate to provide a basis for my opinions.

## **Conclusions relating to going concern**

In auditing the financial statements, I have concluded that CCMS' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work I have performed, I have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on CCMS' ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

The going concern basis of accounting for CCMS is adopted in consideration of the requirements set out in the Government Reporting Manual, which require entities to adopt the going concern basis of accounting in the preparation of the financial statements where it anticipated that the services which they provide will continue into the future.

My responsibilities and the responsibilities of the Council and the Accounting Officer with respect to going concern are described in the relevant sections of this report.

## **Other Information**

The other information comprises the information included in the annual report other than the financial statements, the parts of the Accountability Report described in that report as having been audited, and my audit certificate and report. The Council and the Accounting Officer are responsible for the other information included in the annual report. My opinion on the financial statements does not cover the other information and except to the extent otherwise explicitly stated in my report I do not express any form of assurance conclusion thereon.

My responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or my knowledge obtained in the audit or otherwise appears to be materially misstated. If I identify such material inconsistencies or apparent material misstatements, I am required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work I have performed, I conclude that there is a material misstatement of this other information, I am required to report that fact.

I have nothing to report in this regard.

## **Opinion on other matters**

In my opinion, based on the work undertaken in the course of the audit:

- the parts of the Accountability Report to be audited have been properly prepared in accordance with Schedule 3 of the Education (Northern Ireland) Order 1998 and the Department of Education's directions thereunder;
- the information given in the Performance Report and Accountability Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

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

In the light of the knowledge and understanding of CCMS and its environment obtained in the course of the audit, I have not identified material misstatements in the Performance Report and Accountability Report. 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 and the parts of the Accountability Report to be audited are not in agreement with the accounting records; or
- certain disclosures of remuneration specified by the Government Financial Reporting Manual are not made; or
- I have not received all of the information and explanations I require for my audit; or
- the Governance Statement does not reflect compliance with the Department of Finance's guidance.

### **Responsibilities of the Council and Accounting Officer for the financial statements**

As explained more fully in the Statement of Accounting Officer Responsibilities, the Council and the Accounting Officer are responsible for:

- the preparation of the financial statements in accordance with the applicable financial reporting framework and for being satisfied that they give a true and fair view;
- such internal controls as the Accounting Officer determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error;
- ensuring the annual report, which includes the Remuneration and Staff Report is prepared in accordance with the applicable financial reporting framework; and
- assessing CCMS' ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Accounting Officer anticipates that the services provided by CCMS will not continue to be provided in the future.

### **Auditor's responsibilities for the audit of the financial statements**

My responsibility is to audit, certify and report on the financial statements in accordance with Schedule 3 of the Education (Northern Ireland) Order 1998.

My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error and to issue a certificate that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

I design procedures in line with my responsibilities, outlined above, to detect material misstatements in respect of non-compliance with laws and regulation, including fraud.

My procedures included:

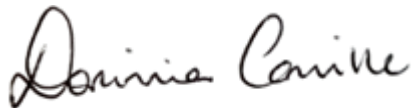
- obtaining an understanding of the legal and regulatory framework applicable to CCMS through discussion with management and application of extensive public sector accountability knowledge. The key laws and regulations I considered included Schedule 3 of the Education (Northern Ireland) Order 1998;
- making enquiries of internal audit, management and those charged with governance as to susceptibility to irregularity and fraud, their assessment of the risk of material misstatement due to fraud and irregularity, and their knowledge of actual, suspected and alleged fraud and irregularity;
- completing risk assessment procedures to assess the susceptibility of CCMS' financial statements to material misstatement, including how fraud might occur. This included, but was not limited to, an engagement director led engagement team discussion on fraud to identify particular areas, transaction streams and business practices that may be susceptible to material misstatement due to fraud. As part of this discussion, I identified potential for fraud in the following areas: revenue recognition, expenditure recognition and the posting of unusual journals;
- engagement director oversight to ensure the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with the applicable legal and regulatory framework throughout the audit;
- documenting and evaluating the design and implementation of internal controls in place to mitigate risk of material misstatement due to fraud and non-compliance with laws and regulations;
- designing audit procedures to address specific laws and regulations which the engagement team considered to have a direct material effect on the financial statements in terms of misstatement and irregularity, including fraud. These audit procedures included, but were not limited to, reading board and committee minutes, and agreeing financial statement disclosures to underlying supporting documentation and approvals as appropriate;
- addressing the risk of fraud as a result of management override of controls by:
  - performing analytical procedures to identify unusual or unexpected relationships or movements;
  - testing journal entries to identify potential anomalies, and inappropriate or unauthorised adjustments;
  - assessing whether judgements and other assumptions made in determining accounting estimates were indicative of potential bias; and
  - investigating significant or unusual transactions made outside of the normal course of business.

A further description of my responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of my certificate.

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

### **Report**

I have no observations to make on these financial statements.



*Dorinnia Carville*  
*Comptroller and Auditor General*  
*Northern Ireland Audit Office*  
*106 University Street*  
*BELFAST*  
*BT7 1EU*  
3 July 2023

## FINANCIAL STATEMENTS

### COUNCIL FOR CATHOLIC MAINTAINED SCHOOLS

#### STATEMENT OF COMPREHENSIVE NET EXPENDITURE FOR THE YEAR ENDED 31 MARCH 2023

		2022/23	2021/22
	Note	£	£
Staff Costs	2	3,441,636	3,384,053
Other Operating Expenditure	3	635,672	831,526
Depreciation	4/5	187,122	34,079
<b>Total operating expenditure</b>		<b>4,264,430</b>	<b>4,249,658</b>
<b>Net operating expenditure</b>		4,264,430	4,249,658
Net Return on Pension Finance	2	105,000	117,000
<b>Net expenditure for the year</b>		<b>4,369,430</b>	<b>4,366,658</b>
<b>Other comprehensive net expenditure</b>			
Actuarial (gain) in respect of pension liability	2	(4,849,000)	(2,458,000)
<b>Comprehensive net expenditure for the year</b>		<b>(479,570)</b>	<b>1,908,658</b>

All amounts above relate to the continuing operations of the Council.

The notes on pages 97- 118 form part of these Financial Statements.



**COUNCIL FOR CATHOLIC MAINTAINED SCHOOLS**

**STATEMENT OF FINANCIAL POSITION  
AS OF 31 MARCH 2023**

		<b>2022-23</b>	<b>2021-22</b>
	<b>Note</b>	<b>£</b>	<b>£</b>
<b>Non-current assets</b>			
Property, plant, and equipment	<b>4</b>	262,434	37,482
Intangible assets	<b>5</b>	1,384	2,768
Retirement benefit surplus	<b>2</b>	328,000	-
<b>Total non-current assets</b>		<u><b>591,818</b></u>	<u><b>40,250</b></u>
<b>Current assets</b>			
Trade & other receivables	<b>6</b>	30,023	41,599
Cash & cash equivalents	<b>7</b>	174,885	219,913
<b>Total current assets</b>		<u><b>204,908</b></u>	<u><b>261,512</b></u>
<b>Total assets</b>		<u><b>796,726</b></u>	<u><b>301,762</b></u>
<b>Current liabilities</b>			
Trade & other payables	<b>8</b>	(212,473)	(285,874)
Lease liabilities	<b>10</b>	(162,057)	-
<b>Total current liabilities</b>		<u><b>(374,530)</b></u>	<u><b>(285,874)</b></u>
<b>Total assets less current liabilities</b>		<b>422,196</b>	<b>15,888</b>
<b>Non-current liabilities</b>			
Retirement benefit obligation		-	(3,942,000)
Lease liabilities	<b>10</b>	(59,738)	-
<b>Total non-current liabilities</b>		<u><b>(59,738)</b></u>	<u><b>(3,942,000)</b></u>
<b>Total assets less total Liabilities</b>		<b>362,458</b>	<b>(3,926,112)</b>
<b>Taxpayer's equity and other reserves</b>			
General Reserve		362,458	(3,926,112)
<b>Total equity</b>		<u><b>362,458</b></u>	<u><b>(3,926,112)</b></u>

The notes on pages 97 - 118 form part of these Financial Statements.

The Financial Statements on pages 97 - 118 were approved on **14 June 2023** on behalf of the Council by:



14 June 2023

Chair, Bishop Donal McKeown

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Date



28 June 2023

Interim Chief Executive, Eugene O'Neill

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Date

**COUNCIL FOR CATHOLIC MAINTAINED SCHOOLS**

**STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED 31 MARCH 2023**

	Note	2022/23	2021/22
<b>Cash flows from operating activities</b>			
Net operating expenditure		<b>(4,369,430)</b>	<b>(4,366,658)</b>
<b>Adjustment for non-cash transactions</b>			
IFRS16 Interest	<b>3</b>	2,655	-
Depreciation	<b>4/5</b>	187,122	34,079
Pension Costs	<b>2</b>	579,000	660,000
Less movements in payables for items not passing through the Net Expenditure Account	<b>10</b>	(156,997)	-
(Increase)/Decrease in Trade and other receivables	<b>6</b>	11,576	(22,228)
Increase/(Decrease) in Trade and other payables	<b>8</b>	(73,401)	(111,523)
<b>Net cash (outflow) from operating activities</b>		<b>(3,819,475)</b>	<b>(3,806,330)</b>
<b>Cash flows from investing activities</b>			
Purchase of property, plant, and equipment	<b>4</b>	(34,553)	(35,832)
Purchase of intangible assets	<b>5</b>	-	(4,152)
<b>Net cash (outflow) from investing activities</b>		<b>(34,553)</b>	<b>(39,983)</b>
<b>Cash flows from financing activities</b>			
Recurrent grants received		3,774,000	3,750,000
Capital grants received		35,000	40,000
<b>Net financing</b>		<b>3,809,000</b>	<b>3,790,000</b>
<b>Net (decrease) in cash and cash equivalents in the year</b>		<b>(45,028)</b>	<b>(56,313)</b>
<b>Cash and cash equivalents on 01 April 2022</b>		<b>219,913</b>	<b>276,226</b>
<b>Cash and cash equivalents on 31 March 2023</b>		<b>174,885</b>	<b>219,913</b>

The notes on pages 97 – 118 form part of these Financial Statements.

**COUNCIL FOR CATHOLIC MAINTAINED SCHOOLS**

**STATEMENT OF CHANGES IN TAXPAYERS' EQUITY**

**FOR THE YEAR ENDED 31 MARCH 2023**

	<b>2022/23</b>	<b>2021/22</b>	<b>2020/21</b>
	<b>General Reserve</b>	<b>General Reserve</b>	<b>General Reserve</b>
	£	£	£
<b>Balance at 31 March 2022</b>	(3,926,112)	(5,807,454)	(5,361,447)
Net expenditure cost	(4,369,430)	(4,366,658)	(4,008,887)
Actuarial Gain/ (loss) in respect of pension liability	4,849,000	2,458,000	2,000
Recurrent funding from Sponsoring Department	3,774,000	3,750,000	3,509,093
Capital funding from Sponsoring Department	35,000	40,000	39,907
Restatement of Reserves	-	-	11,880
<b>Balance at 31 March 2023</b>	<b>362,458</b>	<b>(3,926,112)</b>	<b>(5,807,454)</b>

The notes on pages 97 – 118 form part of these Financial Statements.

## 1. NOTES TO THE FINANCIAL STATEMENTS

### Statement of Accounting Policies

These financial statements have been prepared in accordance with the 2022-23 Government Financial Reporting Manual (FReM) issued by the Department of Finance. The accounting policies contained in the FReM apply International Financial Reporting Standards (IFRS) as adapted or interpreted for the public sector context. Where FReM permits a choice of accounting policy, the accounting policy which is judged to be the most appropriate to the circumstances of CCMS for the purpose of giving a true and fair view has been selected. The policies adopted by CCMS are described below. They have been applied consistently in dealing with items that are considered material to the accounts.

#### (a) *Accounting Convention*

The financial statements have been prepared in accordance with the historical cost convention. We have used the historical cost convention without modification on the basis that the revaluation of assets is not considered material to the accounts.

#### (b) *Grant and Grant-in-aid*

Grant-in-aid received from the Department for both capital and revenue expenditure are credited to the general reserve.

#### (c) *Property Plant and Equipment*

Property, plant, and equipment assets comprise land, buildings, vehicles, Information Technology, plant and machinery, payments on account and assets under construction.

An item of property, plant and equipment is capitalised if:

- it is held for use in delivering services or for administrative purposes;
- it is probable that future economic benefits will flow to the organisation;
- it is expected to be used for more than one financial year;
- the cost of the item can be measured reliably;
- the item is computer equipment and has a cost of at least £200;
- the item is other than computer equipment and has a cost of at least £1,000; and
- the item is part of the initial furniture and equipment supplied to make a new or refurbished facility fully operational.

On initial recognition, items of property, plant and equipment are measured at cost including any costs directly attributable to bringing the asset to the location and condition necessary for it to be capable of operating in the manner intended by management. Items classified as 'under construction' are recognised in the

Statement of Financial Position to the extent that money has been paid or a liability has been incurred.

**(d) Depreciation**

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

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

The following useful economic lives should, where necessary, be used as approximations to the levels estimated annually:

<b>Asset Class</b>	<b>Asset Sub-class</b>	<b>Asset Life</b>
Buildings – Capital Works	Leasehold Improvements	Life of Lease
Computers	Hardware	3 years
Plant & Equipment	General and Other	10 years
	Reprographics	7 years

**(e) Intangible Assets**

Intangible assets comprise software and software licences.

Intangible assets are non-financial non-current assets that do not have physical substance but are identifiable and are controlled by the Council for Catholic Maintained Schools through custody or legal rights.

An intangible is capitalised if:

- it is held for use in delivering services or for administrative purposes;
- it is probable that future economic benefits will flow to the organisation;
- it is expected to be used for more than one financial year;
- the cost of the item can be measured reliably; and
- the item has a cost of at least £1,000.

On initial recognition, intangible assets are measured at cost. Subsequently, they are carried at fair value which is estimated by restating the value annually by reference to appropriate indices.

**(f) Amortisation**

Amortisation is provided for all intangible non-current assets with a finite useful life, by allocating the cost less estimated residual value of the assets as fairly as possible to the periods expected to benefit from their use. Useful lives are estimated on a realistic basis, reviewed annually and adjusted over the revised remaining economic life where appropriate.

The following useful economic lives should, where necessary, be used as approximations to the levels estimated annually:

<b>Asset Class</b>	<b>Asset Sub-Class</b>	<b>Asset Life</b>
Intangible Assets	Software Licences	3 years

**(g) Pensions**

CCMS participates in the Northern Ireland Local Government Officers' Superannuation Committee Scheme. The Northern Ireland Local Government Officers' Superannuation Committee Scheme is of the defined benefits type, the assets of the scheme being held in separate Trustee administered funds. CCMS' contribution to the Northern Ireland Local Government Officers' Superannuation Committee Scheme is determined by the fund's actuary based on a triennial valuation. The scheme is administered by the Northern Ireland Local Government Officers' Superannuation Committee (NILGOSC), Hollywood Road, Belfast.

The pension costs are assessed in accordance with the advice of independent qualified actuaries using the projected unit method and are accounted for on the basis of charging the cost of providing pensions over the period during which CCMS benefits from the employee's services. Variations from regular cost are spread over the expected average remaining working lives of members of the scheme after making allowances for future withdrawals.

The difference between the fair value of the assets held in CCMS' defined benefit pension scheme and the scheme's liabilities measured on an actuarial basis using the projected unit method are recognised in CCMS' Statement of Financial Position as a pension scheme asset or liability as appropriate.

In accordance with IAS 19 'Retirement Benefits', the in-year movement in the defined benefit pension scheme asset or liability arising from facts other than cash contribution by CCMS are charged to the Statement of Comprehensive Net Expenditure or the Statement of Changes in Taxpayers' Equity.

The Northern Ireland Teachers' Pension Scheme (NITPS) is a contracted out, unfunded, defined benefit pay-as-you-go occupational pension scheme operated by the Department of Education on behalf of the members. There are currently five

members of staff (including one director) who are members of this scheme and do not participate in the funded pension scheme operated by NILGOSC.

**(h) Provisions**

Provisions are recognised when CCMS has a present obligation as a result of a past event, it is probable that CCMS will be required to settle the obligation, and a reliable estimate can be made of the amount of the obligation.

The amount recognised as a provision is the best estimate of the consideration required to settle the present obligation at the Statement of Financial Position date, considering the risks and uncertainties surrounding the obligation. Where a provision is measured using the cash flows estimated to settle the present obligation, its carrying amount is the present value of those cash flows.

When some or all of the economic benefits required to settle a provision are expected to be recovered from a third party, the receivable is recognised as an asset if it is virtually certain that the reimbursement will be received, and the amount of the receivable can be measured reliably.

**(i) Employee Benefits**

Under IAS19 the cost of providing employee benefits is recorded in the Statement of Comprehensive Net Expenditure in the period in which the benefit is earned by the employee, rather than when it is paid or payable. This is applicable to all employee benefits.

**(j) Leases**

IFRS 16 Leases as adapted for the public sector was implemented with effect from 01 April 2022, replacing IAS17 leases. The existing premises lease was identified as a contract conveying the right to use an underlying asset for a period in exchange for consideration. On transition, from 01 April 2022, a right-of-use asset and a corresponding lease liability was recognised in the Statement of Financial Position.

The right-of-use asset is measured at cost, which is made up of the initial measurement of the lease liability. The lease liability is the outstanding value of lease payments due measured in accordance with HM Treasury published discount rates. The asset is depreciated on a straight-line basis over the remaining lease term. The lease liability is reduced by payments made and is increased by interest. Previously, under IAS 17 lease payments were expensed as rental charges.

Short-term leases and leases of low-value assets are not recognised as right-of-use assets and lease liabilities. The payments in relation to these are recognised as an expense in the Statement of Comprehensive Net Expenditure. The IFRS 16 standard is not applied to photocopiers, which are low-value items.



On the Statement of Financial Position, right-of-use assets have been included in Property, Plant and Equipment. Lease liabilities have been shown separately.

The IFRS 16 standard is applied from 01 April 2022 for the premises. The lease is taken from 01 April 2022 to 12 August 2024, when it terminates and is not expected to be renewed.

**(k) Cash & Cash Equivalents**

Cash and cash equivalents include cash-in-hand and banks.

**(l) VAT**

The activities of CCMS are outside the scope of VAT. Hence CCMS is not registered for VAT.

**(m) Going Concern**

The Statement of Financial Position shows a net asset as of 31 March 2023. The bulk of this is accounted for by the Pension Asset This is the first time in many years, where the pension fund has recorded a surplus rather than a significant liability.

In accordance with FReM, the Council would not be able to accrue funding from the Department of Education to match any pension liabilities recorded within the Statement of Financial Position. Under International Accounting Standard (IAS) 1 (revised), Presentation of Financial Statements, such a closing financial position, which shows a surplus of liabilities over assets, would require the Accounting Officer to assess the viability of the Council as a going concern.

However, as stated above, there is a pension surplus, as of 31 March 2023. Thus, there are no material uncertainties affecting the Council's ability to continue as a going concern and these accounts have therefore been prepared under the going concern principle.

The following bullet points detail the impact of Going Concern, if any, against the relevant International Accounting Standards:

- IAS1 Presentation of Financial Statements – no impact
- IAS2 Inventories – N/A
- IAS 7 Statement of cash flows – no impact
- IAS 8 Accounting policies, Changes in Accounting Estimates, and Errors – no impact
- IAS 10 Events after the reporting period – [adjusting and non-adjusting events] – no impact
- IAS 16 PPE – no impact

- IAS 20 Accounting for government grants – no impact
- IAS 21 Effects of Changes in Foreign Exchange Rates – N/A
- IAS 36 Impairment of Assets – N/A
- IAS 37 Provisions, Contingent liabilities and Contingent – no impact
- IFRS 7 and IFRS 9 Financial instruments/Disclosure – N/A
- IFRS 13 Fair Value Measurement – N/A
- IFRS 15 Revenue from Contracts with Customers – N/A

**(n) Accounting standards, interpretations, and amendments to published standards adopted in the year ended 31 March 2023**

Additional or revised accounting standards and new (or amendments to) interpretations contained within FReM 2022-23 have been considered. In line with the requirement of the FReM, IFRS 16 has been implemented, as interpreted, and adapted for the public sector, with effect from 1 April 2022. Apart from IFRS 16, the adoption of these standards has not had a significant impact on CCMS's financial position or results.

**(o) Impending Application of Accounting standards, interpretations, and amendments to published accounts not yet effective**

CCMS has reviewed new accounting standards that have been issued but are not yet effective, nor adopted early for these accounts. CCMS provide disclosure that there are no new relevant accounting standards, which it has not yet applied. The application of any new or amended IFRS standard is governed by their adoption by FReM. CCMS applies changes to standards when they become effective. There are no known material impacts from IFRS changes that have been issued and are not yet effective on the financial statements in the period of initial application.

Specifically:

- IFRS 17 Insurance Contracts – No known material impacts

IFRS 17 Insurance Contracts will replace IFRS 4 *Insurance Contracts* and is effective for accounting periods beginning on or after 01 January 2023. In line with the requirements of FReM, IFRS 17 will be implemented, as interpreted and adapted for the public sector, with effect from 01 April 2025.

CCMS considers that IFRS 17 will not have a material impact on the accounts in the period of initial application.

## 2 STAFF COSTS

	2022-2023	2021-2022
	Permanently employed staff	Permanently employed staff
<b>(a) STAFF COSTS COMPRISE</b>		
Wages and Salaries	2,309,448	2,177,053
Social Security Costs	253,296	229,563
Other Pension Costs	893,816	951,686
Agency Staff Costs	<u>12,165</u>	<u>25,751</u>
<b>SUB TOTAL</b>	3,468,725	3,384,053
Less recoveries in respect of Outward Secondments	<u>(27,089)</u>	<u>0</u>
<b>TOTAL NET COSTS</b>	3,441,636	3,384,053

A breakdown of the average number of persons employed into permanent staff and others can be found in the Remuneration and Staff Report within the Accountability Report.

## **(b) PENSIONS**

### *Defined Benefit Scheme*

The Council for Catholic Maintained Schools (CCMS) pension fund is part of the pension fund operated for the Northern Ireland Local Government Officers' Superannuation Committee.

The disclosures [below] relate to the funded liabilities within the Northern Ireland Local Government Officers' Pension Fund (the "Fund") which is part of the Local Government Pension Scheme (Northern Ireland) (the "LGPS"). There are no unfunded liabilities in the Pension Fund.

The LGPS is a funded defined benefit plan with benefits earned up to 31 March 2015 being linked to final salary. Benefits after 31 March 2015 are based on a Career Average Revalued Earnings scheme. Details of the benefits earned over the period covered by this disclosure are set out in 'LGPS Regulations (Northern Ireland) 2014' (as amended) and 'the LGPS (Transitional Provisions, Savings and Amendment) Regulations (Northern Ireland) 2014' (as amended).

The funded nature of the LGPS requires participating employers and their employees to pay contributions into the Fund, calculated at a level intended to balance the pension liabilities with investment assets. Information on the framework for calculating contributions to be paid is set out in LGPS Regulations (Northern Ireland) 2014 and the Fund's Funding Strategy Statement. The last actuarial valuation was on 31 March 2019 and the contributions to be paid until 31 March 2023 resulting from that valuation are set out in the funds rates and adjustment certificate.

The Fund Administering Authority, Northern Ireland Local Government Officers' Superannuation Committee is responsible for the governance of the Fund.

The assets allocated to the Employer in the Fund are notional and are assumed to be invested in line with the investments of the Fund for the purposes of calculating the return over the accounting period. The Fund holds a significant proportion of its assets in liquid investments. Consequently, there will be no significant restriction on realising assets if a large payment is required to be paid from the Fund in relation to an employer's liabilities. The assets are invested in a diversified spread of investments and the approximate split of assets for the Fund as a whole (based on data supplied by the Administering Authority) is shown in the disclosures.

The Administering Authority may invest a small proportion of the Fund's investments in the assets of some of the employers participating in the Fund if it forms part of their balanced investment strategy.

The liabilities used for accounting purposes are calculated using a discount rate set with reference to corporate bond yields at the accounting date. If assets underperform this yield

this will create a deficit in the accounts. The Fund holds a significant proportion of growth assets which, while expected to outperform corporate bonds in the long term, creates volatility and risk in the short term in relation to the accounting figures.

A decrease in corporate bond yields will increase the value placed on the liabilities for accounting purposes although this will be marginally offset by the increase in the assets as a result. (to the extent the Fund invests in corporate bonds)

Most of the pension liabilities are linked to either pay or price inflation. Higher inflation expectations will lead to a higher liability value. The assets are not perfectly correlated with inflation meaning that an increase in inflation will increase the deficit.

Most of the Fund's obligations are to provide benefits for the life of the member following retirement, so increases in life expectancy will result in an increase in the liabilities.

Employers who leave the Fund (or their guarantor) may have to make an exit payment to meet any shortfall in assets against their pension liabilities. If the employer (or guarantor) is not able to meet this exit payment the liability may in certain circumstances fall on other employers in the Fund. Further the assets at exit in respect of 'orphan liabilities' may, in retrospect, not be sufficient to meet the liabilities. This risk may fall on other employers. 'Orphan liabilities' are currently a small proportion of the overall liabilities in the Fund.

The Actuaries had previously made an allowance for the impact of the McCloud judgement and the cost management exercise on the projected current service cost. The McCloud underpin liability was reflected as a past service cost in the previous year up to 31 March 2020 in the results shown below. The current service cost includes an allowance for an accruing McCloud underpin liability over the full accounting period.

The major assumptions used by the actuary were:

**Key assumptions**

	<b>31 March 2023</b> <b>% p.a.</b>	<b>31 March 2022</b> <b>% p.a.</b>
Salary increases	4.20%	4.60%
Pension increases	2.70%	3.10%
Discount rate	4.70%	2.80%
CPI inflation	2.70%	3.10%
Pension accounts revaluation rate	2.70%	3.10%

<b>Asset allocation</b>	<b>Value at 31 March 2023 (£000)</b>	<b>Value at 31 March 2022 (£000)</b>
Equities	9,046	10,290
Bonds	5,337	6,564
Property	2,533	2,763
Cash	2,691	2,458
Multi Asset Credit	3,008	3,270
<b>Total</b>	<b>22,615</b>	<b>25,345</b>

<b>Reconciliation of funded status to balance sheet</b>	<b>Value at 31 March 2023 (£000)</b>	<b>Value at 31 March 2022 (£000)</b>
Fair value of assets	22,615	25,345
Present value of funded defined benefit obligation	(22,287)	(29,287)
<b>Funded status</b>	<b>328</b>	<b>(3,942)</b>
Unrecognised asset	0	0
Asset / (liability) recognised on the balance sheet	<b>328</b>	<b>(3,942)</b>

## REVENUE ACCOUNTS

<b>Amount Charged to SoCNE</b>	<b>Year to 31 March 2023 (£000)</b>	<b>Year to 31 March 2022 (£000)</b>
Current Service Cost	827	876
Past Service Cost	0	0
Curtailment and Settlements	0	0
Decrease in irrecoverable Surplus	0	0
Other Superannuation	0	0
<b>Total Operating Charge (A)</b>	<b>827</b>	<b>876</b>
<b>Net Return on Pension Finance (credited to finance costs in SoCNE)</b>	<b>Year to 31 March 2023 (£000)</b>	<b>Year to 31 March 2022 (£000)</b>
Expected Return on Employer Assets	706	516
Interest on Pension Scheme Liabilities	(811)	(633)
<b>Net Return (B)</b>	<b>(105)</b>	<b>(117)</b>
<b>Net Revenue Account Cost (A) – (B)</b>	<b>932</b>	<b>993</b>

## ANALYSIS OF AMOUNT RECOGNISED IN OTHER COMPREHENSIVE INCOME

	Year to 31 Mar 2023 £(000)	Year to 31 Mar 2022 £(000)
Actual Return Less Expected Return on Pension Scheme Assets	3,135	(473)
Actuarial Losses/(Gains) due to changes in financial assumptions	(10,127)	(1,782)
Actuarial Losses/(Gains) due to liability experience	1,985	93
Actuarial losses/(Gains) due to changes in demographic assumptions	158	(296)
<b>Total amount recognised in other comprehensive income</b>	<b>(4,849)</b>	<b>(2,458)</b>

## MOVEMENT IN DEFICIT DURING THE YEAR

	Year to 31 Mar 2023 £(000)	Year to 31 Mar 2022 £(000)
<b>(Deficit) at Beginning of the Year</b>	<b>(3,942)</b>	<b>(5,740)</b>
Operating Cost	(827)	(876)
Employer Contributions	353	333
Net return on assets – financing costs	(105)	(117)
Actuarial (loss)/gains	4,849	2,458
<b>Surplus / (Deficit) at end of year</b>	<b>328</b>	<b>(3,942)</b>

## HISTORY OF GAINS AND LOSSES

Amounts for the current and previous accounting periods

	Year to 31 Mar 23	Year to 31 Mar 22	Year to 31 Mar 21	Year to 31 Mar 20	Year to 31 Mar 19
Fair value of Employer Assets	22,615	25,345	24,802	20,338	22,189
Present value of defined Benefit Obligators	<b>(22,287)</b>	<b>(29,287)</b>	<b>(30,542)</b>	<b>(25,643)</b>	<b>(27,894)</b>
Pension Liability/Provision	328	(3,942)	(5,740)	(5,305)	(5,705)
Experience (Losses)/Gains on Assets	(3,135)	473	4,451	(2,059)	957
Experience results on Liabilities	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Actuarial (Losses)/Gains on Assets	(3,135)	473	4,451	(2,059)	957
Actuarial Gains/(losses) on Liabilities	7,984	1,985	(4,449)	2,949	(355)
Actuarial gains/(losses) recognised in SoCNE	<b>4,849</b>	<b>2,458</b>	<b>(2)</b>	<b>(890)</b>	<b>602</b>

## SENSITIVITY ANALYSIS

IAS 19 valuation results depend critically on the principal assumptions used in the calculations.

The discount rate used to value the liabilities is prescribed under IAS 19 and the results are particularly sensitive to the discount rate. If the yield used to discount each future benefit payment decreases, then the value placed on the liabilities increases. The results are also sensitive to unexpected changes in the rate of future mortality improvements. If longevity improves at a faster rate than allowed for in the assumptions then, again, a higher value would be placed on the employer's liabilities. In addition, if pensionable pay increases more than allowed for in the assumptions, the active liability will increase. Similarly, if inflation (and therefore pension increases) is higher than assumed, this will increase the value of the liabilities. If the liabilities increase, the employer's statement of financial position will worsen.

The approximate impact of changing the key assumptions on the present value of the funded defined benefit obligation as of 31 March 2023 and the projected service cost for the period ending 31 March 2024 are set out below:

### Discount rate assumption

Adjustment to discount rate	+0.1% p.a.	Base figure	-0.1% p.a.
Present value of total obligation (£000)	21,953	22,287	22,644
% change in present value of total obligation	(1.5%)		1.6%
Projected service cost (£000)	410	425	440
Approximate % change in projected service cost	(3.5%)		3.6%

### Rate of general increase in salaries

Adjustment to salary increase rate	+0.1% p.a.	Base figure	-0.1% p.a.
Present value of total obligation (£000)	22,332	22,287	22,242
% change in present value of total obligation	0.2%		(0.2%)
Projected service cost (£000)	425	425	425
Approximate % change in projected service cost	0.0%		0.0%

### Rate of increase to pensions and rate of revaluation of pension accounts

Adjustment to pension Increase Rate	+0.1% p.a.	Base figure	-0.1% p.a.
Present value of total obligation (£000)	22,599	22,287	21,997
% change in present value of total obligation	1.4%		(1.3%)
Projected service cost (£000)	440	425	410
Approximate % change in projected service cost	3.6%		(3.5%)



## Post retirement mortality assumption

Adjustment to mortality age rating assumption	-1 year	Base Figure	+1 year
Present value of total obligation £(000)	22,889	22,287	21,685
% change in present value of total obligation	2.7%		(2.7%)
Projected service cost £(000)	440	425	410
Approximate % change in projected service cost	3.5%		(3.6%)

In each case, only the assumption mentioned is altered; all other assumptions remain the same.

## Mortality assumptions

The mortality assumptions are based on actual mortality experience of members within the Fund based on analysis carried out as part of the 2022 Actuarial Valuation and allow for expected future mortality improvements. Sample life expectancies at age 65 and at age 45 in normal health, resulting from these mortality assumptions are shown below.

Member	Males	Females
Pensioner member aged 65 at accounting date	22.2 years	25.0 years
Active member aged 45 at accounting date	23.2 years	26.0 years

	<b>2022/23</b>	<b>2021/22</b>
	<b>£</b>	<b>£</b>
<b>3. OTHER OPERATING EXPENDITURE</b>		
Professional & Legal Services	219,046	265,132
Computer Support	73,041	71,418
Travel & Subsistence	42,403	43,571
Rent & Rates	37,015	202,144
Heating & Lighting	25,787	19,474
Assessor's Fees	25,770	19,704
Cleaning	23,740	23,991
Conferences, Room Hire & Training	21,265	22,313
Miscellaneous Expenses	19,660	17,235
Hospitality	18,114	7,666
Repairs & Maintenance - Buildings / Grounds	17,897	24,073
Conferences / Courses - Others	15,931	7,560
Attendance Allowance	15,820	13,328
Telephones	14,799	10,264
External Audit Fees	14,764	13,098
Travel & Subsistence - non-staff	12,492	9,663
Printing & Stationery	8,729	21,790
Internal Audit fees	8,100	8,100
Recruitment & Advertising	7,765	10,334
Insurance	3,956	3,670
Access NI	3,358	4,653
IFRS 16 Interest	2,655	-
Library Services/ Subscriptions	1,491	1,525
Repairs & Maintenance of Equipment	946	352
Postage	613	8,000
IT/Sundry equipment	515	2,468
	<hr/>	<hr/>
TOTAL	<b>635,672</b>	<b>831,526</b>

<b>Disclosure note</b>	<b>2022/23</b>	<b>2021/22</b>
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<b>National Fraud Initiative</b>	<hr/> <b>1,319</b> <hr/>	<hr/> <b>-</b> <hr/>
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During the year CCMS purchased the following non-audit services from its auditors, the Northern Ireland Audit Office.

#### 4. PROPERTY, PLANT, AND EQUIPMENT

	Building	Leasehold Improve- ments	General & Others	Repro- graphics	Hardwar e & Software	Total
<b>Cost or Valuation</b>						
At 1 April 2022	0	138,549	7,956	14,565	197,270	358,340
IFRS 16 adjustment	376,137	-	-	-	-	376,137
Additions	-	19,560	-	-	14,993	34,553
Disposals	-	-	(3,660)	(6,696)	(30,686)	(41,042)
<b>At 31 March 2023</b>	<b>376,137</b>	<b>158,109</b>	<b>4,296</b>	<b>7,869</b>	<b>181,577</b>	<b>727,988</b>
<b>Depreciation</b>						
At 1 April 2022	-	(138,549)	(7,669)	(14,565)	(160,075)	(320,858)
Charged in year	(158,861)	(1,151)	(58)	0	(25,668)	(185,738)
Disposals	-	-	3,660	6,696	30,686	41,042
<b>At 31 March 2023</b>	<b>(158,861)</b>	<b>(139,700)</b>	<b>(4,067)</b>	<b>(7,869)</b>	<b>(155,057)</b>	<b>(465,554)</b>
<b>Carrying value at 31 March 2022</b>	<b>-</b>	<b>-</b>	<b>287</b>	<b>-</b>	<b>37,145</b>	<b>37,482</b>
<b>Carrying value at 31 March 2023</b>	<b>217,276</b>	<b>18,409</b>	<b>229</b>	<b>-</b>	<b>26,520</b>	<b>262,434</b>
<b>Asset Financing:</b>						
Owned		18,409	229	-	26,520	45,158
Leased	217,276					217,276
On-balance sheet PFI contracts						
<b>Carrying value at 31 March 2023</b>	<b>217,276</b>	<b>18,409</b>	<b>229</b>	<b>-</b>	<b>26,520</b>	<b>262,434</b>

All Assets shown above on 31 March 2023 were owned by CCMS, except for our premises which is leased. The lease was capitalised from 01 April 2022 according to IFRS 16 and FReM for public sector guidance.

**4. PROPERTY, PLANT, AND EQUIPMENT**  
(cont'd)

	Building	Leasehold Improve- ments	General & Others	Repro- graphics	Hardware & Software	Total
<b>Cost or Valuation</b>						
At 1 April 2021	-	138,549	7,956	14,565	161,439	322,509
Additions	-	-	-	-	35,831	35,831
Disposals	-	-	-	-	-	-
<b>At 31 March 2022</b>	<b>-</b>	<b>138,549</b>	<b>7,956</b>	<b>14,565</b>	<b>197,270</b>	<b>358,340</b>
<b>Depreciation</b>						
At 1 April 2021	-	(138,549)	(7,612)	(14,565)	(128,331)	(289,057)
Charged in year	-	-	(57)	-	(31,744)	(31,801)
Disposals	-	-	-	-	-	-
<b>At 31 March 2022</b>	<b>-</b>	<b>(138,549)</b>	<b>(7,669)</b>	<b>(14,565)</b>	<b>(160,075)</b>	<b>320,858</b>
<b>Carrying value at 31 March 2021</b>	<b>-</b>	<b>-</b>	<b>344</b>	<b>-</b>	<b>33,108</b>	<b>33,452</b>
<b>Carrying value at 31 March 2022</b>	<b>-</b>	<b>-</b>	<b>287</b>	<b>-</b>	<b>37,145</b>	<b>37,432</b>
<b>Asset Financing:</b>						
Owned	-	-	287	-	37,145	37,432
Leased	-	-	-	-	-	-
On-balance sheet PFI contracts	-	-	-	-	-	-
<b>Carrying value at 31 March 2022</b>	<b>-</b>	<b>-</b>	<b>287</b>	<b>-</b>	<b>37,145</b>	<b>37,432</b>

All Assets shown above on 31 March 2022 were owned by CCMS. There was no outstanding Finance in the form of loans or leases.

## 5. INTANGIBLE NON-CURRENT ASSETS

	<b>Software Licences</b>
<b>Cost</b>	<b>£</b>
1 April 2022	30,472
Additions	0
Disposals	0
31 March 2023	<u>30,472</u>
<b>Accumulated Amortisation</b>	
1st April 2022	27,704
Charge for Year	1,384
Disposals	0
31st March 2023	<u>29,088</u>
Carrying amount at 31 March 2022	<u>2,768</u>
Carrying amount at 31 March 2023	<u>1,384</u>

### Asset Financing:

	1,384
Owned	
Leased	-
On-balance sheet PFI contracts	-
<b>Carrying value at 31 March 2023</b>	<u>1,384</u>

All Assets shown above at 31 March 2023 were owned by CCMS. There was no outstanding Finance in the form of loans or leases.

## 5. INTANGIBLE NON-CURRENT ASSETS

	<b>Software Licences</b>
<b>Cost</b>	<b>£</b>
1 April 2021	26,320
Additions	4,152
Disposals	0
31 March 2022	<u><b>30,472</b></u>
<b>Accumulated Amortisation</b>	
1st April 2021	25,426
Charge for Year	2,278
Disposals	0
31st March 2022	<u><b>27,704</b></u>
Carrying amount at 31 March 2021	<u><b>894</b></u>
Carrying amount at 31 March 2022	<u><b>2,768</b></u>
<b>Asset Financing:</b>	
	2,768
Owned	
Leased	-
On-balance sheet PFI contracts	-
<b>Carrying value at 31 March 2022</b>	<u><b>2,768</b></u>

All Assets shown above at 31 March 2022 were owned by CCMS. There was no outstanding Finance in the form of loans or leases.

**6. TRADE AND OTHER RECEIVABLES**

	<b>As at 31 March 2023</b>	<b>As at 31 March 2022</b>
	<b>£</b>	<b>£</b>
<b>Amounts falling due within one year:</b>		
Trade Receivables	957	22,363
Prepayments and accrued income	29,066	19,236
	<b>30,023</b>	<b>41,599</b>

There were no amounts falling due after more than one year.

**7. CASH AND CASH EQUIVALENTS**

	<b>As at 31 March 2023</b>	<b>As at 31 March 2022</b>
	<b>£</b>	<b>£</b>
Balance at 1 April	219,913	276,226
Net change in cash and cash equivalent balances	(45,028)	(56,313)
Balance at 31 March	<b>174,885</b>	<b>219,913</b>

The following balances at 31 March were held at:

Commercial banks and cash in hand	174,885	219,913
Balance at 31 March	<b>174,885</b>	<b>219,913</b>

**7.1 Reconciliation of liabilities arising from financing activities**

	2022	Cashflow	Non-Cash Changes		2023
			Cost of Right of Use Asset	Interest Charges	
Lease Liability	-	(156,997)	376,137	2,655	221,795

<b>8. TRADE AND OTHER PAYABLES</b>	<b>As at 31 March 2023</b>	<b>As at 31 March 2022</b>
	<b>£</b>	<b>£</b>
<b>Amounts falling due within one year:</b>		
Accruals and Deferred Income	194,632	219,454
Trade Payables	17,841	66,420
	<b>212,473</b>	<b>285,874</b>

There were no amounts falling due after more than one year.

#### **9. RETIREMENT BENEFIT SURPLUS & OBLIGATION**

<b>At 31 March</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>

##### **Amounts falling due after more than one year:**

Retirement Benefit surplus	328,000	
Retirement Benefit deficit		(3,942,000)

Pension scheme details are outlined in the Staff Report. The net pension liability has decreased by £4,270,000 resulting in a surplus of £328,000 (2021-22: deficit £3,942,000)

The fund is valued every three years by the Fund's actuary. The last valuation was carried out as of 31 March 2022, which determined the employer rate from 01 April 2023. CCMS contribution rates are currently 19% for the next three years.

#### **10. LEASES**

CCMS leases its office premises. The lease terminates on 12 August 2024. The lease is not expected to be renewed.

The lease is capitalised and appears on the Statement of Financial Positions as a right-of-use asset with a corresponding lease liability.



### 10.1 Quantitative disclosures around right-of-use assets

	<b>Premises 2022-23 £</b>
<b>Right-of-use assets</b>	
At 1 April 2022	376,137
Depreciation expense	<u>(158,861)</u>
At 31 March 2023	<u>217,276</u>

The right-of-use asset £217,276 is in Note 4 Property, Plant & Equipment under the heading 'Buildings'.

### 10.2 Quantitative disclosures around lease liabilities

	<b>2022-23 £</b>
<b>Buildings</b>	
Not later than one year	162,057
Later than one year and not later than five years	59,738
Later than five years	0
Less interest element	<u>(1,192)</u>
Present Value of obligations	<u>220,603</u>

The lease liabilities are also recorded in the SFP under current liabilities (£162,057) and non-current liabilities (£59,738). The total lease liabilities are £221,795.

### 10.3 Quantitative disclosures around elements in Statement of Comprehensive Net Expenditure

	<b>2022-23 £</b>
Expense related to low-value asset leases	1,304

CCMS has two leased photocopiers. The older photocopier is on a rolling annual lease. The newer photocopier is on a five-year lease terminating in October 2027. The actual expensed incurred in 2022-23 is £1,304.

### 10.4 Quantitative disclosures around cash outflow for leases

**2022-23  
£**

Total cash outflow for leases 156,997

CCMS paid £156,997 in rent. This is also recorded in the SCF as a movement in payables relating to items not passing through the net expenditure account.

## **11. RELATED PARTIES**

The Council for Catholic Maintained Schools is a non-departmental public body sponsored by the Department of Education (DE). DE is regarded as a related party. During the year the Council has had several material transactions with DE. CCMS also has service level agreements with the Education Authority (EA) for internal audit services and IT support.

There were no other related parties with whom CCMS dealt with during the year.

No member of Council, employee of CCMS or members of their immediate families have had any commercial dealings with CCMS during the Financial Year.

## **12. CONTINGENT LIABILITY**

The accommodation lease for the council expires on 12 August 2024. The Council may be required to pay dilapidations, or 'exit costs' at the end of the lease. Dilapidations are the cost of putting the property back to its original, pre-let state.

## **13. FINANCIAL INSTRUMENTS**

Financial Reporting Standard IFRS 7 requires disclosure of the role that financial instruments have had during the period in creating or changing the risks a body faces in undertaking its activities. As the cash requirements of CCMS are met through Grant-in-Aid provided by the Department of Education, financial instruments play a very limited role in creating and managing risk. Most financial instruments relate to contracts to buy non-financial items in line with CCMS' expected purchase and usage requirements. CCMS has no material deposits, and all material assets and liabilities are denominated in sterling, CCMS is therefore exposed to little credit, liquidity, or market risk.

## **14. EVENTS AFTER THE REPORTING PERIOD**

There were no materials events after the reporting period.

## **DATE AUTHORISED FOR ISSUE**

The Accounting Officer authorised these financial statements on the date of certification by the Comptroller and Auditor General, on 3 July 2023.