

MINUTES OF PROCEEDINGS OF A MEETING OF THE BOARD HELD ON THURSDAY, 20 APRIL 2006 AT 2.30 PM IN THE BOARD ROOM

1. PRESENT Mrs M E Donnell (Chairperson)

Mr P H Aiken	Mr A McCreesh
Mrs S R Brownlee	Councillor J McCrum
Rev J Byrne	Councillor K McKeivitt
Councillor F Dawson	Very Rev L M McVeigh
Mr P Gildea	Councillor R Mulligan
Dr M Hollinger	Professor P Murphy
Mrs M M Magennis	Mr J K Twyble
Mr W Mayne	Councillor Dr P A Weir
Councillor P P McAleer	Mrs E Wright

2. IN ATTENDANCE

Mrs H M McClenaghan, Dr C Mangan, Mrs K Ryan, Messrs T M Heron, P Mackey, A P Murphy, B O'Hara, Mrs L McCall and for part of the meeting Mr R Gregg.

3. APOLOGIES

Apologies were received from Councillor P Brannigan, Mr M P Campbell, Councillor J Hanna, Councillor R A Harkness, Mr C Mackin, Mrs C M McCaul, Councillor P McGinn, Rev Canon J McKegey, Councillor B Monteith and Mr A G Sleator.

4. APPOINTMENT OF OFFICERS

It was proposed by Mrs Brownlee, seconded by Mr McCreesh, and agreed that the report** (B/4/06/2) prepared by the Human Resources Manager be adopted.

5. BOARD MEETING : MINUTES OF MEETING HELD ON 16 MARCH 2006

Dr Hollinger advised that the remarks attributed to her under the Special Education minutes were inaccurate. She had stated that the indicator for social deprivation should include children with 'health-related' needs and not 'SEN-related' needs. On the proposal of Councillor McCrum, seconded by Mrs Wright, the minutes* (B/3/06/3) of the meeting held on 16 March 2006 were approved as an accurate record, subject to the above amendment, and were signed by the Chairperson and the Chief Executive.

6. MATTERS ARISING FROM THE MINUTES

RPA : STAKEHOLDERS' GROUP AND COMMUNICATION STEERING GROUP (9.2)

Mrs McClenaghan stated that neither the Stakeholders' Group nor the Communication Steering Group had met as yet.

Mrs McClenaghan drew attention to the recent establishment of the Public Services Commission which would advise on the transfer of staff to the new authorities within Education, Health and Local Government. She reported that the Commission would present its advice to the Secretary of State who had given an undertaking to publicly report reasons for non-acceptance of any advice from the Commission. She stated that the Chief Executives of the Education and Library Boards had requested a meeting with the Public Services Commission to discuss terms and conditions of Board employees and the Commission had indicated an interest in such a meeting.

Mrs McClenaghan advised that the Department of Education was currently establishing a number of workstreams to progress RPA, including a Human Resources workstream. She stated that discussions were continuing with senior DE Officers in relation to the involvement of Board staff in these workstreams. Mrs McClenaghan stated that the Senior Management Team had attended a meeting with the Deputy Permanent Secretary on 5 April 2006 at which further information had been sought on the issues relating to timescales and community planning. She had been advised that a shadow Education and Skills Authority could not be established until January 2008 and that while the post of Chief Executive Designate would be advertised, legislation might not facilitate the appointment of second tier management during the interim period. She added that she had met with Board colleagues at various locations on 13 April 2006 to provide an update on matters relating to RPA.

Mr Aiken queried whether the time was appropriate for the Board to issue an invitation to the Minister for Education to meet with Board Members. Mrs McClenaghan confirmed that she would take action for the Chairperson to issue such an invitation.

7. CHAIRPERSON'S BUSINESS

7.1 ESTABLISHMENT OF LIBRARY AUTHORITY

Mrs Ryan drew attention to a letter dated 21 March 2006 from the Minister of State, Mr David Hanson MP, relating to the establishment of the new stand-alone Library body. She reported that the new body would be established as a non-departmental public body which would have Board Members appointed under the guidance of the Commissioner for Public Appointments for the relevance of their experience.

Mrs Ryan stated that the five Chief Librarians had met with DCAL Officers on 7 April 2006 to discuss the new legislation and possible timetable. She advised that DCAL would be liaising with DE on the way forward for the schools' library service and its relationship with the public library service.

(Councillor Dr Weir entered the meeting at 2.50 pm.)

7.2 VISITS BY CHAIRPERSON AND CHIEF EXECUTIVE

The Chairperson referred to the schools in the Lurgan and Portadown area that she and the Chief Executive had visited on 22 March.

7.3 ARMSTRONG PRIMARY SCHOOL – 75th ANNIVERSARY EVENT

The Chairperson drew attention to the Armstrong Primary School's 75th anniversary celebrations which she had attended on 31 March 2006.

7.4 TRAINING FOR BOARD MEMBERS

The Chairperson stated that she had received a letter from DE giving details of those Members who had still not attended the induction seminars on corporate governance. DE had stated that she should ensure that all Members would receive the training by the end of the year and, as an interim measure, Members should receive the information prepared by CIPFA which was enclosed with the letter from DE.

It was agreed that arrangements would be made to facilitate a further training seminar on Thursday, 18 May 2006 at 5.00 pm in the Board Room at Board Headquarters. Mrs McClenaghan indicated that representatives from CIPFA and DE would also be attending.

(Very Rev Fr McVeigh left the meeting temporarily at 3.02 pm and re-entered at 3.04 pm.)

8. COLLABORATION WITH WESTERN EDUCATION AND LIBRARY BOARD : REVIEW OF COMMITTEE STRUCTURES

Mrs McClenaghan presented the paper* (B/4/06/6). She drew attention in particular to the three proposals and to the benefits to be derived by children and young people across the two Board areas through further enhanced collaborative arrangements concerning Youth and Special Education Services. She advised that the WELB had accepted the first proposal and was meeting again on 25 April 2006 to further consider the impact of the structural arrangements on its committee structures. Mrs McClenaghan referred to a further paper** (B/4/06/6) detailing suggested amendments as to how the outworkings of such proposals might be achieved and listing sub-committees reporting to committees of the two Boards.

Dr Mangan outlined the proposed model of service delivery for Special Education Services involving one Head of Department and two Assistant Senior Education Officers (ASEOs) working across the two Board areas. Within this arrangement ASEO 1 would have responsibility for Special Education, Peripatetic Services and Training across the two Boards. This would permit the establishment of one service head for Special Education in each Board. ASEO 2 would have responsibility for Education Welfare, Educational Psychology, Education other than at School, Social Inclusion and Pupil Personal Development Services. This arrangement again would enable the establishment of one service head in each Board.

Dr Mangan advised that the revised proposal negated the need for a third ASEO. She explained that the revision had been initiated following discussions on the outworkings of the proposals with the Joint Working Group. She stated that the WELB did not currently have an Adviser for Special Education but this post could be created.

Mr Aiken enquired as to the financial implications of the proposals, the Department's view on the matter and whether any alterations to the staffing structure below the level of Head of Service would be required.

Mrs McClenaghan outlined savings resulting from the withdrawal of the ASEO post and explained that the WELB would be required to appoint one service head for Special Education. She referred to DE's genial attitude towards enhanced collaboration and stated that no difficulties were envisaged.

Mr Mackey advised that an ASEO had been appointed for Youth Services across the two Board areas and that the two posts of Deputy Head of Youth in each Board were currently being progressed. He further advised that the ASEO for Curriculum was in post in the SELB and the same post was currently being advertised within the WELB area.

Mr McCreesh drew attention to the high priority given to Special Education within the SELB. He wished to be assured that this priority would remain if Special Education services were amalgamated across the two Board areas.

Mrs McClenaghan advised that the SELB would continue to determine and be responsible for financial allocations to its services including Special Education.

In response to Mr Mayne, Mrs McClenaghan advised that DE had commissioned Deloitte to investigate the potential savings to be accrued through the implementation of RPA. On receipt of copies of this report by the five Boards, she stated that the Chief Executives had raised concerns with the Permanent Secretary in relation to the report's projected savings and a response was now awaited.

(Mr McCreesh left the meeting temporarily at 3.35 pm and re-entered at 3.37 pm.)

In response to Councillor Dr Weir, Mrs McClenaghan stated that the job description for the ASEO for Special Education could not be progressed until the two Boards came to an agreement in principle about the cross working arrangements. She confirmed that the WELB had agreed to the proposal that Youth and Special Education Services should, in terms of staffing structure and operational arrangements, function as single services.

(Councillor McAleer left the meeting at 3.55 pm.)

Mrs McClenaghan advised that three meetings of the Joint Working Group had taken place. She outlined Section 3 of the paper relating to Committee Structures and advised how governance of Youth and Special Education could be safeguarded.

Mrs McClenaghan drew attention to variations in the reporting arrangements for sub-committees in the WELB which was due to its Officer structure. She stressed that the proposed service structure was not dependent on a different Committee structure and wished Members to focus on the delivery structure at the present meeting.

Mr Mayne expressed concern in relation to the proposed size of membership of the three Joint Committees.

Mr Twyble stated that the Joint Working Group had expressed the same concerns in relation to membership but had considered that membership of the Joint Youth and Special Education Committees would be augmented from each Board. Membership of the Education Committee would be reduced but three parallel Committees were being established. Mrs McClenaghan stated that Development Proposals for Controlled Schools within the WELB were submitted to its Services Committee for consideration.

Councillor Dr Weir requested that minutes of the Joint Working Group be issued to Members. He observed that just over 50% of Board Members were in attendance and considered that a special meeting of the Board should be convened to facilitate consideration of the proposals concerning the revised Committee structures.

Mr Twyble considered that Schemes for each of the three Joint Committees, proposed dates of meetings and the issue of membership should feature on the agenda for the special meeting.

It was agreed to convene a special meeting of the Board on Tuesday, 2 May at 11.15 am following the Finance Committee at 10.00 am and prior to the Education Committee at 2.00 pm on the same day.

The Chairperson received confirmation that it was proposed that the current Vice-Chairpersons of the Committees in question would be designated as deputising Chairpersons of the new Joint Committees in the absence of the Chairpersons and Vice-Chairpersons of the Joint Committees.

It was proposed by Mr Twyble, seconded by Mrs Wright, that Youth and Special Education Services should, in terms of ASEO deployment and operational arrangements, function as single services across the two Board areas.

Mrs McClenaghan provided assurance that this proposal would not pre-empt any decision relating to governance of the two services at the special meeting of the Board.

The Chairperson called for a vote which resulted as follows:

For 16 Against 0 Abstentions 2

Mrs McClenaghan confirmed that a special meeting of the Board would be convened on 2 May 2006 unless the WELB, at its meeting on 25 April 2006, resolved not to accept the proposals concerning the Committee structure. She also confirmed that the same paper that had been presented to the Board would be issued to the WELB for its consideration.

(Mrs Magennis and Councillor McKevitt left the meeting at 4.43 pm.)

9. SPECIAL EDUCATION COMMITTEE : MINUTES

It was proposed by Dr Hollinger, seconded by Mr McCreesh, and agreed that the minutes* (SE/3/06/7) of the meeting held on 16 March 2006 be adopted.

10. EDUCATION COMMITTEE : MINUTES

Mr Aiken stated that the minutes had recorded him as being in attendance whereas he had submitted an apology for his inability to attend. Subject to this amendment, it was proposed by Mr Twyble, seconded by Councillor Mulligan, and agreed that the minutes* (E/4/06/8) of the meeting held on 4 April 2006 be adopted.

11. AUDIT COMMITTEE : MINUTES

It was proposed by Professor Murphy, seconded by the Chairperson, and agreed that the minutes* (A/3/06/9) of the meeting held on 23 March 2006 be adopted.

(Councillor Mulligan left the meeting at 4.46 pm.)

In response to a query from Mr Aiken regarding receipt of Board of Governors' minutes, Mrs McClenaghan drew attention to the software which would enable Board Officers to record and track non-receipt of minutes.

(Mr Gildea left the meeting at 4.47 pm.)

12. FINANCE COMMITTEE : MINUTES

Mr Aiken referred to the comments attributed to him in the minutes in relation to curriculum reserve monies and the level of spend by schools over a three year period. He stated that he understood that this information would be submitted to the Committee. Subject to this amendment, it was proposed by Mrs Wright, seconded by Mr Aiken, and agreed that the minutes* (F/4/06/10) of the meeting held on 4 April 2006 be adopted.

13. SERVICES COMMITTEE : MINUTES

In response to Mr Aiken, Mr Murphy advised that the minimum period for the initiative relating to advertising in school dining areas had not yet been agreed.

Mrs Brownlee and Dr Hollinger stated that their apologies for inability to attend the meeting had not been recorded in the minutes. Subject to this amendment, it was proposed by Mr Mayne, seconded by Councillor Dawson, and agreed that the minutes* (S/4/06/11) of the meeting held on 23 March 2006 be adopted.

14. CONSULTANTS' SELECTION PANEL : MINUTES

It was proposed by Professor Murphy, seconded by Mr Gregg, and agreed that the minutes* (CSP/4/06/12) of the meeting held on 4 April 2006 be adopted.

15. TEACHERS' STAFFING COMMITTEE : MINUTES

15.1 MEETING HELD ON 14 MARCH 2006

The minutes* (TSC/3/06/13.1) of the meeting held on 14 March 2006 were noted.

15.2 MEETING HELD ON 3 APRIL 2006

The minutes* (TSC/3/06/13.2) of the meeting held on 3 April 2006 were noted.

16. TEACHING APPOINTMENTS' COMMITTEE : MINUTES

The minutes* (TAC/3/06/14) of the meeting held on 21 March 2006 were noted.

17. COMMITTEE FOR THE APPOINTMENT OF PERIPATETIC TEACHERS : MINUTES

17.1 MEETING HELD ON 6 FEBRUARY 2006

The minutes** (PT/2/06/15.1) of the meeting held on 6 February 2006 were noted.

17.2 MEETING HELD ON 20 MARCH 2006

The minutes** (PT/3/06/15.2) of the meeting held on 20 March 2006 were noted.

18. BETTER GOVERNMENT FOR NORTHERN IRELAND : FINAL DECISIONS OF THE REVIEW OF PUBLIC ADMINISTRATION

A copy of the above booklet* dated March 2006 was noted.

19. CHILDREN AND YOUNG PEOPLE FUNDING PACKAGE : NORTHERN IRELAND PRIORITIES AND BUDGET 2006-08

A copy of the above booklet* dated March 2006 was noted. Mrs McClenaghan advised that amendments were currently being made to the contents of the Funding Package which would be launched on 31 May. She stated that the amended document would be referred to the Education and Special Education Committees in due course.

(Mr McCreesh left the meeting at 5.00 pm.)

20. ASSOCIATION OF NORTHERN IRELAND EDUCATION AND LIBRARY BOARDS : MINUTES

Mrs McClenaghan referred to an issue involving the Board's representative on the Staff Commission. She explained that while the Board at its meeting held on 28 July 2005 had nominated Mr Aiken as its representative to serve on the Staff Commission, Councillor Brannigan's name had subsequently been submitted by the ANIELB. She apologised to Mr Aiken for this error.

The minutes* (B/4/06/18) of a meeting held on 1 March 2006 were noted.

The meeting ended at 5.02 pm.

CHAIRPERSON

CHIEF EXECUTIVE

DATE

* Paper circulated

** Paper tabled

24 April 2006
/LMcC