

**MINUTES OF PROCEEDINGS OF A MEETING OF THE BOARD HELD ON THURSDAY, 27 JULY 2006 AT 2.30 PM IN THE BOARD ROOM**

**1. PRESENT** Mrs M E Donnell (Chairperson)

Mr P H Aiken	Mrs C M McCaul
Councillor P Brannigan	Mr A McCreesh
Mrs S R Brownlee	Very Rev L M McVeigh
Rev J Byrne	Councillor R Mulligan
Mr M P Campbell	Professor P Murphy
Councillor F Dawson	Mr A G Sleator
Councillor I E B Hanna	Mr J K Twyble
Councillor R A Harkness	Councillor Dr P A Weir
Dr M Hollinger	Mrs E Wright
Mr W Mayne	

**2. IN ATTENDANCE**

Mrs H M McClenaghan, Dr C Mangan, Mrs K Ryan, Messrs R Bullick, T M Heron, P Mackey, A P Murphy, Mrs L McCall and for part of a meeting Mr G P Butler.

**3. APOLOGIES**

Apologies were received from Dr P Cunningham, Mr P Gildea, Mrs M M Magennis, Councillor J McCrum, Councillor S McRoberts and Rev D Somerville.

**4. APPOINTMENT OF OFFICERS**

Mrs McClenaghan drew attention to posts within the report which had attracted additional funding. It was proposed by Councillor Harkness, seconded by Councillor Dawson, and agreed that the report\*\* (B/7/06/2) prepared by the Head of Human Resources be adopted.

**5. BOARD MEETING : MINUTES OF MEETING HELD ON 15 JUNE 2006**

It was noted that Mr Mayne had not been included in the membership of the Joint Education Committee. On the proposal of Councillor Hanna, seconded by Mr Campbell, the minutes\* (B/6/06/3) of the meeting held on 15 June 2006, subject to the above amendment, were approved as an accurate record and were signed by the Chairperson and the Chief Executive.

**6. MATTERS ARISING FROM THE MINUTES**

**6.1 EDUCATION SECTOR : ISSUE 1 "RPA MOVING FORWARD" (6.1)**

Mrs Ryan reported that a letter had been received from Mr Will Haire advising that a meeting had been arranged for the following month between DE and DCAL officials to identify options for the future of the school library service.

## **6.2 LIBRARY COMMITTEE : MINUTES (6.2)**

Mrs Ryan reported that she had received a letter from the Minister for Education, Miss Maria Eagle, which had stated that legislation was currently being drawn up to establish the new Library Authority and to transfer functions to it. Miss Eagle had advised that no plans existed for the legislation to provide for a statutory advice body to the new Authority. She had stated that such a development would necessitate the creation of another NDPB which was not part of the RPA decisions. Mrs Ryan explained that her letter to Miss Eagle had asked for sources of advice to be made available to the new Authority and had not asked for the creation of a NDPB. She considered that a further letter should be sent in response to Miss Eagle's letter and stated that the matter would be presented to the Library Committee at its next meeting.

## **7. AUDIT COMMITTEE : MINUTES**

With the approval of the Chairperson, the Audit Committee minutes were next presented to facilitate the attendance of the Chairperson of the Audit Committee.

Mr Sleator referred to issues relating to the Northern Ireland Audit Office's management letter, the Chief Executive's statement on internal control, the corporate risk register, the 2005/06 Audit Strategy and Internal Audit's annual report. He drew attention to DE's proposals that all Boards of Governors would require to be vetted and that at least one member on panels would be trained in recruitment and child protection issues.

Mr Aiken referred to the Memorandum of Matters for Attention and asked how the recommendations had been taken forward in relation to Procurement. Mr Murphy undertook to respond to Mr Aiken's query in writing.

*(Very Rev McVeigh entered the meeting at 2.45 pm and Councillor Dr Weir entered at 2.46 pm.)*

It was proposed by Mr Sleator, seconded by Mrs McCaul, and agreed that the minutes\* (A/6/06/11) of the meeting held on 12 June 2006 be adopted.

## **8. MATTERS ARISING FROM THE MINUTES (CONTINUED)**

### **8.1 INDEPENDENT STRATEGIC REVIEW OF EDUCATION : DRAFT RESPONSE TO PROFESSOR BAIN (7.1)**

Mrs McClenaghan presented the draft response\* which had been compiled by officers of the WELB and the SELB. She indicated those areas within the response which were specifically tailored to the SELB and those areas which had facilitated commonality.

*(Mr Sleator left the meeting at 3.07 pm.)*

Members raised the following issues when considering the response:-

- while advocating that staffing (particularly teaching) costs be centrally funded and allocated on a PTR basis, it should not be used to reduce school funding with resulting higher pupil teacher ratios;
- the Minister's 5% tolerance level in school expenditure was excessively stringent for small schools; a higher figure of 10% was therefore recommended in respect of expenditure of all schools, irrespective of size;

- the necessity to carry out rural proofing in policy making and the need to consult DARD on issues relating to rural schools;
- economies of scale within the factors that should be taken into account in estate planning;
- the development of alternative models of management by DE that would support collaboration and co-operation between school sectors;
- strengthening officer comments attributed to the diversity of provision across the five Boards in relation to meeting the continuing needs of children with special educational needs;
- ensuring that provision for children with special education needs would be trustworthy, realistic and time-bounded;
- the intensity of provision required in particular areas to be highlighted under the heading of surplus capacity; and
- the conclusion should make reference to the agenda for raising standards of learning and teaching.

Mrs McClenaghan outlined the contents of the letter\*\* which the Chairperson proposed to issue to Professor Bain on the following day enclosing the response. She referred to the letter's request for SELB representatives to meet with Professor Bain and that the Board should not be treated as representing a sectoral interest. The Chairperson advised that the other four Boards had accepted an invitation to meet collectively with Professor Bain on 4 August. It was agreed that the Board's representatives to meet Professor Bain would comprise the Chairperson, Mr Campbell and Mrs McClenaghan.

It was proposed by Professor Murphy, seconded by Mr Campbell, and agreed that the response, to incorporate the above comments, be adopted and submitted to Professor Bain.

## **8.2 PRESS RELEASE "EXTENDED SCHOOLS SET TO TAKE OFF ACROSS NORTHERN IRELAND (7.3)**

Mrs McClenaghan reported that she had sent a letter to the Department of Education outlining the Board's concerns in this matter. She drew attention to improvements in the arrangements as a result of the ongoing discussions with DE.

## **8.3 RESIGNATION OF MR A B LEWIS (8)**

The Board noted that the Minister had not yet advised the name of the person to fill the vacancy created by the resignation of Mr Lewis.

## **8.4 ADVISORY SUB-COMMITTEE FOR CONTROLLED SCHOOLS (12.3)**

Notice was given of the next meeting of the Advisory Sub-Committee to be held on Tuesday, 26 September at 10.00 am. Members were also asked to indicate their availability to visit Augher, Clogher and Carnall Primary Schools on Thursday, 21 September.

# **9. CHAIRPERSON'S BUSINESS**

## **9.1 PRESS STATEMENT ABOUT FUTURE OF SMALL SCHOOLS**

Mrs McClenaghan reported that the Board had issued the press statement\*\* on the future of small schools in response to an article carried by the Belfast Telegraph

on 29 June 2006. She emphasised that no plans existed for a programme of school closures as had been identified in the article.

## **9.2 ORCHARD COUNTY PRIMARY SCHOOL : OFFICIAL OPENING**

The Chairperson reported that Orchard County Primary School officially opened on Friday, 23 June 2006. She paid tribute to the vision and commitment of the principal, Mrs Carole Lawson, the Board of Governors and the teaching and non-teaching staff of the school.

It was proposed by Councillor Harkness, seconded by Mrs Brownlee, and agreed that the Board would send a letter to Mrs Lawson expressing its appreciation for her commitment and hard work.

## **9.3 ABSENCE OF CHIEF EXECUTIVE**

Mrs McClenaghan drew attention to her proposed absence from the Board at its meeting on 13 September and advised that the Head of Corporate Services would be Acting Chief Executive at this time.

## **9.4 DEVELOPMENT PROPOSAL AS TO PRIMARY (INCLUDING NURSERY) AND SECONDARY EDUCATION NO 207 : DRELINCOURT PRIMARY SCHOOL**

The Chairperson reported that the Minister had turned down the proposal to extend Drelincourt Primary School to include year four pupils. She advised that the Board of Governors would have been made aware of this decision.

## **9.5 PRE-SCHOOL EDUCATION ADVISORY GROUP**

The Chairperson referred to the 395 additional pre-school places allocated by DE in June 2006 and advised that during June and July PEAG had allocated 367 of these places. She explained that 229 places had been awarded to existing providers and that approximately 138 places had been awarded to 9 new providers under the pre-school education programme.

## **9.6 CONGRATULATIONS TO CHIEF EXECUTIVE**

Mr Aiken expressed congratulations on behalf of the Board to Mrs McClenaghan on being awarded the Most Excellent Order of the British Empire.

## **9.7 FUNCTION FOR RETIRING TEACHERS**

Mrs McClenaghan outlined the provisional arrangements for a lunch for retiring teachers on 27 September 2006 to which all Board Members would be invited.

## **10. DEVELOPMENT PROPOSAL AS TO PRIMARY (INCLUDING NURSERY) AND SECONDARY EDUCATION NO 208 : ALL SAINTS PRIMARY SCHOOL, BALLELA – LETTER FROM THE DEPARTMENT OF EDUCATION**

The Chairperson reported that a letter dated 16 June 2006 had been received from DE outlining the Minister's approval to the closure of All Saints Primary School with effect from 31 August 2006 or as soon as possible thereafter.

*(Mr Mayne and Councillor Mulligan left the meeting at 4.00 pm.)*

## **11. COLLABORATIVE ARRANGEMENTS WITH THE WESTERN EDUCATION AND LIBRARY BOARD**

Mrs McClenaghan advised that the Schemes listed below had been revised to take account of the collaborative arrangements with the WELB.

### **11.1 SCHEME FOR THE JOINT EDUCATION COMMITTEE**

It was proposed by Mrs McCaul, seconded by Dr Hollinger, and agreed that the Board would authorise the Chairperson and Chief Executive to sign and seal the Scheme\* (B/7/06/7.1) for the Joint Education Committee.

### **11.2 SCHEME FOR THE JOINT SPECIAL EDUCATION COMMITTEE**

It was proposed by Mrs McCaul, seconded by Dr Hollinger, and agreed that the Board would authorise the Chairperson and Chief Executive to sign and seal the Scheme\* (B/7/06/7.2) for the Joint Special Education Committee.

### **11.3 SCHEME FOR THE JOINT YOUTH COMMITTEE**

It was proposed by Mrs McCaul, seconded by Dr Hollinger, and agreed that the Board would authorise the Chairperson and Chief Executive to sign and seal the Scheme\* (B/7/06/7.3) for the Joint Youth Committee. It was noted that the above Scheme also incorporated two additional functions which had been agreed by the Board at its special meeting held on 2 May 2006.

### **11.4 SCHEME FOR THE SCHOOLS AND SERVICES COMMITTEE**

It was proposed by Mrs McCaul, seconded by Dr Hollinger, and agreed that the Board would authorise the Chairperson and Chief Executive to sign and seal the Scheme\* (B/7/06/7.4) for the Schools and Services Committee.

## **12. THE LOCAL GOVERNMENT (EARLY TERMINATION OF EMPLOYMENT) (DISCRETIONARY COMPENSATION) (ENGLAND AND WALES) REGULATIONS 2006**

### **12.1 CONSULTATION DRAFT : LETTER FROM THE DEPARTMENT FOR COMMUNITIES AND LOCAL GOVERNMENT**

The Board noted a letter\* (B/7/06/8.1) dated 8 May 2006 enclosing draft regulations to replace the Local Government (Early Termination of Employment) (Discretionary Compensation) (England and Wales) Regulations 2000.

### **12.2 AGE DISCRIMINATION BRIEF**

Mr Heron outlined the implications arising from the proposed regulations as set out in the Brief\* (B/7/06/8.2). He drew attention to the working groups which had been established by the HR Managers within the five Boards to review the implications for terms and conditions of service and advised that the proposals arising from the five Boards would be presented to the Joint Negotiating Council.

In response to a query, Mr Heron advised that following consultation in England and Wales legislation was implemented in Northern Ireland by the Department of the Environment. It was proposed by Mr Aiken, seconded by Mr Campbell, and agreed that the Board would write to the DoE stating that consultation should take

place in NI on this particular legislation in light of the ramifications of RPA and that legislation in NI should not be reliant upon consultations in England and Wales.

*(During discussion of this item Mr McCreesh left the meeting temporarily at 4.12 pm and re-entered at 4.15 pm.)*

Members referred to the significant funding implications arising from this legislation and its impact on Boards of Governors. It was further agreed that the Board would write to DE expressing the Board's concerns that the proposed legislation should not be implemented in NI due to the impending reorganisation and drawing attention to the significant impact it would have on compensation available for redundancies arising out of reorganisation.

### **13. SPECIAL EDUCATION COMMITTEE : MINUTES**

#### **13.1 RATHORE SCHOOL VISIT (4.2)**

Mrs McCaul advised that the schedule of visits to special schools would be reviewed in the autumn to take account of special schools in the WELB area.

#### **13.2 VOCATIONAL ENHANCEMENT PROGRAMME (4.3)**

Mrs McCaul stated that Dr Mangan had raised the Committee's concerns with the Regional Strategy Group in relation to this programme. She understood that a favourable outcome had been achieved.

#### **13.3 EXTENDED SCHOOLS' PROGRAMME (4.5)**

Mrs McCaul expressed concern that all special schools in another Board area had been included in this programme. She advised that officers were liaising with DE to facilitate the inclusion of the Board's remaining two special schools in the programme.

#### **13.4 SPECIAL SCHOOL SUMMER SCHEME (4.6)**

Mrs McCaul paid tribute to officers and staff for their contributions towards the ongoing summer schemes.

#### **13.5 TRANSITION FROM CHILDREN TO ADULT SERVICES (6.3)**

Mrs McCaul reported that two Transition Co-ordinators had been appointed by both the SELB and WELB. She drew attention to the importance of collaborative working between the Officers appointed and the Transition Officers employed by the Health Trusts.

#### **13.6 EDUCATIONAL PSYCHOLOGY SERVICE TIME ALLOCATION : UPDATE (8)**

Mrs McCaul advised that the feedback from schools in relation to the pilot project was positive and that from September all schools would be included in the time allocation model.

It was proposed by Mrs McCaul, seconded by Mr McCreesh, and agreed that the minutes\* (SE/6/06/9) of the meeting held on 15 June 2006 be adopted.

**14. MEMBERSHIP COMMITTEE : MINUTES**

The minutes\* (M/6/06/10) of the meeting held on 15 June 2006 were noted.

**15. SERVICES COMMITTEE : MINUTES**

Councillor Brannigan referred to the recommendations arising from the minutes of the Property Sub-Committee held on 9 June and to the Catering Service presentation. He also drew attention to the £80k which DE was allocating to each Board in 2006/07 to assist with reshaping the schools' estate.

In response to a query, Mr Murphy outlined the proposals in relation to the Bann House disposal and the opportunity for a new Music Centre at this location.

The Chairperson stated that her apology had not been recorded in the minutes of the meeting. Subject to this amendment, it was proposed by Councillor Brannigan, seconded by Mr Twyble, and agreed that the minutes\* (S/6/06/12) of the meeting held on 29 June 2006 be adopted.

**16. LIBRARY COMMITTEE : MINUTES**

Mr Aiken drew attention to the venue of the Library Committee meeting and stated that he had been impressed by the way in which the school library at St Patrick's High School, Keady was integrated into the life of the school. He advised that the Library Working Group had met earlier in the day to consider progress in relation to the Library Service survey.

It was proposed by Mr Aiken, seconded by Councillor Harkness, and agreed that the minutes\* (L/6/06/13) of the meeting held on 26 June 2006 be adopted.

**17. TEACHING APPOINTMENTS' COMMITTEE : MINUTES**

The minutes\* (TAC/6/06/14.1, 14.2, 14.3 and 14.4) of the meetings held on 8 June, 13 June, 14 June and 27 June were noted.

**18. TEACHERS' STAFFING COMMITTEE : MINUTES**

The minutes\* (TSC/6/06/15) of the meeting held on 19 June 2006 were noted.

**19. PREMATURE RETIREMENTS**

It was proposed by Councillor Hanna, seconded by Councillor Dawson, and agreed that discussion in relation to premature retirements would be held in committee.

It was proposed by Councillor Dawson, seconded by Councillor Hanna, and agreed to resume the meeting. Mrs McClenaghan reported that it had been proposed by Mr Twyble, seconded by Councillor Hanna, and agreed that the officers listed below would be offered premature retirement on the grounds of voluntary redundancy with effect from 31 August 2006:-

<i>Officer</i>	<i>Post</i>
Mrs B McAleenan	Building Supervisor, All Saints Primary School, Ballela
Mrs N A Bell	School Crossing Patrol, Loughbrickland Primary School
Mrs T White	Catering Assistant, Rostrevor Convent of Mercy

Mrs McClenaghan subsequently reported that it had been proposed by Councillor Harkness, seconded by Mr Campbell, and agreed that the officer listed below would be offered premature retirement by reason of redundancy with effect from 31 July 2006:-

<i>Officer</i>	<i>Post</i>
Mr W Gordon	Executive Officer, Financial Control, Board Headquarters

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

The minutes of a meeting held on 3 May 2006 were noted.

The Chairperson drew attention to the annual conference to be held on 12-13 October 2006 at the Radisson SAS Roe Park Hotel, Limavady to which all Members were invited. She advised that the event was being sponsored which meant that Boards would only incur travelling expenses.

The meeting ended at 4.40 pm.

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**CHAIRPERSON**

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**CHIEF EXECUTIVE**

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**DATE**

\* Paper circulated

\*\* Paper tabled

31 July 2006  
/LMcC