

MINUTES OF PROCEEDINGS OF A MEETING OF THE BOARD HELD ON WEDNESDAY, 13 JUNE 2007 AT 2.30 PM IN THE BOARD ROOM

1. PRESENT Mrs M E Donnell (Chairperson)

Councillor P Brannigan	Mr A McCreesh
Mrs S R Brownlee	Rev Canon J McKegey
Mr M P Campbell	Councillor S McRoberts
Mr P Gildea	Very Rev L M McVeigh
Councillor R A Harkness	Councillor R Mulligan
Dr M Hollinger	Professor P Murphy
Mrs M M Magennis	Mr A G Sleator
Mr W Mayne	Mr J K Twyble
Councillor P P McAleer	Mrs E Wright
Mrs C M McCaul	

2. IN ATTENDANCE

Mrs H M McClenaghan, Dr C Mangan, Messrs R Bullick, J Curran, T Heron, P Mackey, T Murphy and Mrs L McCall and for part of the meeting Mr G Doran.

3. APOLOGIES

Apologies were received from Mr P H Aiken, Rev J Byrne, Dr P Cunningham, Councillor F Dawson, Mr B Doran, Councillor J Feehan, Councillor I E B Hanna, Councillor J McCrum, Councillor P McGinn and Rev D Somerville.

4. APPOINTMENT OF OFFICERS

Mrs McClenaghan advised that the posts contained within the report were replacement posts. It was agreed that the report** (B/6/07/2) prepared by the Head of Human Resources be adopted.

5. BOARD MEETING : MINUTES OF MEETING HELD ON 9 MAY

On the proposal of Councillor McRoberts, seconded by Mr Twyble, the minutes* (B/5/07/3.1) of the meeting held on 9 May 2007 were approved as an accurate record and were signed by the Chairperson and the Chief Executive.

6. MATTER ARISING FROM THE MINUTES

INVITATIONS TO MINISTERS FOR EDUCATION, CULTURE ARTS & LEISURE AND EMPLOYMENT & LEARNING AND THE RESPECTIVE CHAIRS OF COMMITTEES (7.1)

Mrs McClenaghan advised that Mr E Poots, the Minister for Culture, Arts and Leisure, and Mr B McElduff, Chair of the Assembly DCAL Committee, had indicated their availability to meet with Members at 11.45 am prior to the Board meeting on 25 July. She also advised that an invitation had been extended to Sir Reg Empey, Minister for

Employment & Learning to attend the September Board meeting and that Ms S Ramsay, Chair of the Assembly DEL Committee, would also be invited to attend.

Mrs McClenaghan advised that Mr Poots had launched a DVD at the AMMA Centre on 6 June 2007 and had also visited Armagh Branch Library.

(Councillor Mulligan entered the meeting at 2.38 pm and Mr McCreesh entered at 2.40 pm.)

7. SPECIAL BOARD MEETING : MINUTES OF MEETING HELD ON 31 MAY 2007

On the proposal of Mrs Wright, seconded by Councillor Harkness, the minutes* (B/5/07/3.2) of the special meeting held on 31 May 2007 were approved as an accurate record and were signed by the Chairperson and the Chief Executive.

8. CHAIRPERSON'S BUSINESS

8.1 SCHOOL VISITS

The Chairperson stated that Mrs McClenaghan and she had visited Downshire and Millington Nursery Schools and Drumadonnell and Edenderry Primary Schools on 1 June 2007. She advised that they had also visited Tullymacarette Primary School which would close at the end of August.

8.2 SOUTH ULSTER YOUTH ORCHESTRA AND SOUTH ULSTER YOUTH BAND – CD

Copies of the Christmas Concert, held on 14 December 2006, were made available to Members by the Music Service.

8.3 MUSIC SERVICE : PRIZE NIGHT

The Chairperson referred to the excellent evening hosted by the Music Service on 1 June 2007 in Newry Town Hall.

8.4 NORTHERN IRELAND LIBRARY AUTHORITY

Mrs McClenaghan advised that Miss Irene Knox had been appointed Chief Executive (Designate) of the new Library Authority. She understood that arrangements for the new legislation were proceeding satisfactorily to enable the establishment of the new Library Authority on 1 April 2008.

(Mrs Brownlee entered the meeting at 2.44 pm.)

8.5 SPECIAL OLYMPICS : FUND RAISING

Mrs McClenaghan stated that Board staff had participated in a fund raising event earlier in the day in aid of the Special Olympics.

9. JOINT NEGOTIATING COUNCIL : BOARD REPRESENTATION

Mrs McClenaghan advised that the Board had been invited to nominate a representative to fill the vacancy on the Management Side of the JNC which had formerly been held by an officer.

It was proposed by Mr Campbell, seconded by Councillor McRoberts, and agreed that Mr T Murphy be nominated to the Management Side of the JNC.

10. JOINT YOUTH COMMITTEE : MINUTES

Mr Mayne referred to the Service's Business Plan and to matters being progressed by the SELB / WELB Sub-Group. He drew attention to £60k which was being allocated to each Board for the Summer Intervention Scheme and also to the issues raised within the Service in relation to the ESA second tier structure document.

Very Rev Fr McVeigh paid tribute to the new facilities at Fivemiletown College which had hosted the Youth Committee meeting.

Councillor McRoberts and Mr Twyble stated that they had submitted apologies for their inability to attend this meeting. Subject to these apologies being recorded, it was proposed by Mr Mayne, seconded by Very Rev Fr McVeigh, and agreed that the minutes* (Y/5/07/7) of the meeting held on 16 May 2007 be adopted.

11. JOINT EDUCATION COMMITTEE : MINUTES

Mr Campbell drew attention to the Primary Principals' Conference at which an additional £3m had been announced which would be made available to primary schools for the Foundation Stage Curriculum. He also drew attention to the launch of the Teacher Competences document "The Reflective Profession" on 15 June to which he was invited to attend and also to the SELB's allocation of £6.446m from the Big Lottery Fund PE & Sport Initiative which would be distributed among 36 projects. Mr Campbell referred to the recommendation relating to the allocation of Class Size funding for two primary schools and to the balance of £124k which had been recommended for transfer to the Curriculum Reserve Fund for allocation in due course.

It was proposed by Mr Campbell, seconded by Mr Twyble, and agreed that the minutes* (E/5/07/8) of the meeting held on 24 May 2007 be adopted.

(Mr Gildea entered the meeting at 2.55 pm.)

12. JOINT CHILDREN AND YOUNG PEOPLE'S SERVICES COMMITTEE : MINUTES

Mrs McCaul referred to the proposals concerning budget arrangements for special schools during 2007/08 and advised that awareness raising sessions were being held for Chairpersons of the Boards of Governors in SELB / WELB before the end of June. She advised that service heads within the department had considered the ESA second tier structure document and had submitted comments to their respective Boards. Mrs McCaul also drew attention to the Early Years Conference on 14 May, organised by WELB, and to the opening of a play facility at Knockavoe which had been funded as a result of a successful application to 'Children in Need'.

It was proposed by Mrs McCaul, seconded by Dr Hollinger, and agreed that the minutes* (CYPS/5/07/9) of the meeting held on 24 May 2007 be adopted.

13. FINANCE COMMITTEE

13.1 MINUTES

Mr Sleator drew attention to the Committee's concerns in relation to the timescale being proposed by ESAIT to implement financial systems and also to the timescale which DE was requiring to be met to subsume its teachers' payroll system into the Boards' non-teaching payroll systems. He outlined the recommendations relating to schools' three year budget plans, Trust and Endowment Funds 2006/07, Statement of Losses and Special Payments 2006/07 and the Annual Report and Accounts 2006/07.

(Councillor Brannigan entered the meeting at 3.10 pm.)

13.2 ANNUAL REPORT AND ACCOUNTS 2006/07

Mr Heron presented the revised Annual Report and Accounts for 2006/07* (B/6/07/10.2) which had been further scrutinised by officers since the Finance Committee meeting and which had subsequently been submitted to the Northern Ireland Audit Office for audit on 1 June 2007.

Mr Heron referred to the changes in accounting policies which had impacted on the format of the Accounts, ie the replacement of the Income and Expenditure Account by an Operating Cost Statement and changes to FRS17 Retirement Benefits. He referred in particular to the Balance Sheet and to Note 35 which highlighted that the Board had contained its 2006/07 expenditure within the accrued limits approved by the three Departments in the Resource Allocation Plans. He drew attention to the year-end position indicating a carry over of almost £8m in respect of school delegated budgets and earmarked monies for the Extended Schools' Programme and Revised Curriculum. He pointed out the carry over figure of £5.7m related to expenditure for furniture & fittings and maintenance and £800k had been set aside as contingency monies to cover school deficits, thus leaving a balance of approximately £2m. He stated that the Board, when giving consideration to the 2006/07 year end position, had previously agreed to allocate £750k of its projected surplus at year end to education initiatives, maintenance and to the school library budget. He advised that the Finance Committee would be giving further consideration to pressures and easements during the 2007/08 financial year.

It was proposed by Mr Sleator, seconded by Mrs Wright, and agreed that the minutes* (F/5/07/10.1) of the meeting held on 31 May 2007 be adopted.

14. AUDIT COMMITTEE : MINUTES

Mr Sleator outlined concerns which arose during consideration of the Risk Register for the Children & Young People's Services Department. He advised that a DE representative planned to attend Audit Committee meetings in each of its non-departmental public bodies to enhance the effectiveness of departmental scrutiny. Mr Sleator drew attention to the Corporate Risk Register and in particular to the difficulties associated with managing teacher sickness absence. He further highlighted recommendations relating to the Internal Audit Plan for 2007/08 and the Chief Executive's Statement on Internal Control for 2006/07.

Mr Mayne referred to Internal Audit's Annual Report in relation to the review of stock records within two Branch Libraries and to the paper on Losses and Special Payments 2006/07 contained within the Finance Committee papers highlighting a rising trend in Library stock losses. Mrs McClenaghan undertook to relay Mr Mayne's concerns to Mrs Ryan in order that the Library Committee could give consideration to this matter.

It was proposed by Mr Sleator, seconded by Mrs McCaul, and agreed that the minutes* (A/5/07/11) of the meeting held on 1 May 2007 be adopted.

15. MEMBERSHIP COMMITTEE : MINUTES

The minutes* (MC/5/07/12) of a meeting held on 9 May were noted.

16. TEACHING APPOINTMENTS COMMITTEE : MINUTES

The minutes* (TAC/5/07/13.1, 13.2 and 13.3) of meetings held on 10, 16 and 25 May 2007 were noted and the minutes** (TAC/6/07/13.4 and 13.5) of meetings held on 6 and 8 June were noted.

Discussion ensued in relation to concerns which had been raised at the meeting held on 10 May pertaining to the marking scheme. Mrs McClenaghan undertook to report back on this matter.

Councillor Mulligan pointed out that while he was listed as being present at the meeting of 8 June 2007 he had been unable to attend.

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

The minutes of a meeting held on 2 May 2007 were noted.

The meeting ended at 3.40 pm.

CHAIRPERSON

CHIEF EXECUTIVE

DATE

* Paper circulated

** Paper tabled

14 June 2007

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