

MINUTES OF PROCEEDINGS OF A MEETING OF THE BOARD HELD ON WEDNESDAY, 10 SEPTEMBER 2008 AT 2.30 PM IN THE BOARD ROOM

1. PRESENT Mrs M E Donnell (Chairperson)

Mr P H Aiken	Councillor P P McAleer
Councillor P Brannigan	Mrs C M McCaul
Mr M P Campbell	Councillor J McCrum
Councillor J Cavanagh	Rev Canon J McKegney
Councillor C Casey	Councillor S McRoberts
Mr P Gildea	Councillor R Mulligan
Councillor I E B Hanna	Councillor M Murphy
Councillor J Hanna	Mr A G Sleator
Councillor R A Harkness	Rev D Somerville
Dr M Hollinger	Mr J K Twyble
Councillor Ms C Lockhart	Mrs E Wright
Mrs M M Magennis	

2. IN ATTENDANCE

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

3. APOLOGIES

Apologies were received from Mrs S R Brownlee, Rev J Byrne, Dr P Cunningham, Mr B Doran, Councillor J Feehan, Mr W Mayne, Very Rev L M McVeigh and Professor P Murphy.

4. APPOINTMENT OF OFFICERS

Mrs McClenaghan drew attention to funding arrangements for posts contained within the report. It was agreed that the report** (B/9/08/2) prepared by the Head of Human Resources be adopted.

5. BOARD MEETING : MINUTES OF MEETING HELD ON 30 JULY 2008

On the proposal of Mr Campbell, seconded by Mr Twyble, the minutes* (B/7/08/3) of the meeting held on 30 July 2008 were approved as an accurate record and were signed by the Chairperson and the Chief Executive.

6. ESTABLISHING NEW PRIORITIES FOR THE YOUTH SERVICE : DRAFT RESPONSE

With the approval of the Board this item was taken next to facilitate the attendance of the Chairperson of the Youth Committee.

(Mr Gildea entered the meeting at 2.35 pm and Mrs Magennis entered at 2.36 pm.)

Mr Doran drew attention to the positive lessons which had been learned from the 2005-08 Youth Strategy. He advised that DE was proposing to establish new priorities for a youth

strategy from 2009 onwards through a phased consultation process. He explained that youth officers in SELB and WELB were endeavouring to promote responses to the questionnaires by all relevant stakeholders and were working with registered youth units and youth councils to assist them in their understanding and completion of the questionnaires.

Mr Aiken presented the draft response* (B/9/08/8) and accompanying letter of the SELB / WELB Joint Youth Committee, drawing attention in particular to issues relating to community planning, linkages to the voluntary sector and resourcing. He sought the Board's approval that authority would be given to the Joint Youth Committee to review the response again at its September meeting and to submit it to DE with subsequent endorsement by the Board. He advised that the Joint Committee would seek to incorporate the comments raised in the accompanying letter into an introductory paragraph in the response. It was proposed by Mr Aiken, seconded by Councillor J Hanna, and agreed that the draft response would be referred back to the Joint Committee for further consideration and submission in its final form to DE with subsequent endorsement by the Board.

7. MATTERS ARISING FROM THE MINUTES

7.1 DRAFT LEGISLATION FOR THE ESTABLISHMENT OF ESA (6.2)

Mr Sleator sought clarification in relation to the extension of the term of office for those Governors whose current term was due to end in 2009. Mrs McClenaghan undertook to clarify the position with DE and report back to the Board.

7.2 JOINT EDUCATION COMMITTEE : MINUTES (11.1)

Mr Sleator drew attention to the reference to the surplus supply of newly qualified teachers in NI and to the possibility of using this resource within the Vocational Enhancement Programme. He enquired if any further progress had been made to address this issue. Mr Campbell referred to various avenues which could facilitate the employment of newly qualified teachers, namely the additional day's release for teaching principals and the introduction of Planning, Preparation and Assessment time (PPA) in England and Wales. He stated that Board Members could urge Boards of Governors to consider employing newly qualified teachers in schools when requiring a teacher on a temporary basis.

8. CHAIRPERSON'S BUSINESS

8.1 WELCOME

The Chairperson welcomed Councillor J Cavanagh from Dungannon and South Tyrone Council to his first meeting of the Board.

COMMITTEE MEMBERSHIP : COUNCILLORS CASEY AND CAVANAGH

Councillor Casey indicated that he wished to serve on the Joint Youth Committee, the Joint Children & Young People's Services Committee and the Membership Committee. It was proposed by Mr Aiken, seconded by Councillor I E B Hanna, and agreed that Councillor Casey would serve on these Committees.

Councillor Cavanagh indicated that he wished to serve on the Joint Education Committee and the Library Committee. It was proposed by Mrs McCaul, seconded by Councillor McAleer, and agreed that Councillor Cavanagh would serve on these Committees.

8.3 MEETING WITH THE MINISTER FOR CULTURE, ARTS AND LEISURE

The Chairperson reported that the Chairpersons of the Education and Library Boards had met Mr Gregory Campbell on 3 September 2008 in Portadown Branch Library. Topics discussed had been the availability of a transfer scheme which Boards could apply; the business case DCAL had presented to DFP for redundancies among library staff; the level of future capital investment in libraries; digitalisation of libraries; Tomorrow's libraries; the need for a service level agreement between ESA and NILA in respect of the school library service; and the consideration required as to service level agreements between Boards and NILA should ESA not be established on 1 April 2009.

(Mr Aiken left the meeting at 2.55 pm.)

8.4 ANIELB ANNUAL CONFERENCE

The Chairperson reminded members wishing to attend the ANIELB conference to complete and return their booking form as soon as possible.

8.5 DOCUMENT RECEIVED BY BOARD MEMBERS ON 10 SEPTEMBER 2008

Mrs McClenaghan advised that a letter had been received earlier in the day for all Board Members. The content of the letter had been discussed by the Advisory Sub-Committee for Controlled Schools at its meeting that morning. Rev Canon McKegney, in his capacity as Chairperson of the Advisory Sub-Committee, stated that he would be writing to the addressee requesting clarification on various issues.

9. DEVELOPMENT PROPOSAL AS TO PRIMARY (INCLUDING NURSERY) AND SECONDARY EDUCATION NO 225 : BUNSCOIL UÍ CHLÉIRIGH, DUNGANNON

The Board noted the DE letter* (B/9/08/6) dated 20 August 2008 giving the Minister's approval for grant maintained status for Bunscoil Uí Chléirigh for an initial period of three years, at the end of which time the position would be reviewed.

10. PREPARATION FOR THE TRANSITION TO ESA : DE LETTER DATED 28 AUGUST 2008

The Board noted the DE letter* (B/9/08/7) enclosing a checklist of financial and accounting issues on which legacy organisations would be required to provide assurance to ESAIT that operations would be formally and properly 'closed off' and that full and accurate records of transactions would be maintained throughout the transfer phase. Mrs McClenaghan advised that Mr Sleator and she had attended a meeting the previous week involving the Chairpersons of the Audit Committees in order to give consideration to the transition phase. Mr Sleator stated that the meeting had emphasised the importance

of legacy organisations having in place a project plan to deal with transition, recognising the risks involved for services should slippage occur in the date of implementation of ESA and identifying the Board's assets and liabilities.

Mrs McClenaghan referred to the first issue in the checklist which stated that the ESA Chief Executive should engage with the legacy organisations to obtain assurances in order to sign off the final set of accounts after 1 April 2009. She considered it prudent therefore to invite Mr Boyd to attend relevant meetings of the Board and the Finance Committee to provide such an assurance. It was proposed by Mr Sleator, seconded by Mr Twyble, and agreed that an invitation would be issued to Mr Boyd personally to attend relevant Board and Finance Committees.

Mr Heron stated that the checklist was being addressed by the Chief Finance Officers at their monthly meetings with ESAIT. He pointed out that monthly meetings were now taking place with DE's Finance Director and each Chief Finance Officer.

(Councillor Ms Lockhart left the meeting temporarily at 3.16 pm.)

Mr Murphy advised that the Board had received a letter on 12 August 2008 requesting information on non-school accommodation in the education sector which would transfer to ESA.

11. COMMITTEE FOR THE APPOINTMENT OF PERIPATETIC TEACHERS: MINUTES

The minutes* (PT/8/08/9.1 and 9.2) of the meetings held on 19 and 29 August 2008 were noted.

12. PREMATURE RETIREMENTS ON THE GROUNDS OF VOLUNTARY REDUNDANCY

It was proposed by Councillor Harkness, seconded by Mrs Wright, and agreed that discussion in relation to premature retirements on the grounds of voluntary and compulsory redundancy would be held in committee.

(Councillor Ms Lockhart re-entered the meeting at 3.20 pm.)

It was proposed by Councillor J Hanna, seconded by Councillor McRoberts, and agreed to resume the meeting.

The Board noted that it had been proposed by Mrs McCaul, seconded by Mr Campbell, and agreed that the officers detailed in the table would be offered premature retirement, effective from 31 August 2008, for the reasons stated below:

<i>Name</i>	<i>Reason for Premature Retirement</i>
Mr F Glasgow Building Supervisor Cookstown Primary School	Compulsory Redundancy as a result of Cookstown Primary School being required to make substantial savings due to falling enrolments and budgetary constraints. The area of Building Supervision had been identified as an area where it had been deemed possible to reduce staffing levels and the Board was unable to offer any suitable alternative employment to Mr Glasgow.

Mrs S Fee Supervisory Assistant St Patrick's College, Dungannon	St Patrick's College had been a split site school. From 1 September 2008 the school was now based on one site which resulted in overstaffing in the areas of cleaning and lunch-time supervision. Mrs Fee had volunteered for redundancy.
Mrs R Clements 2 posts: Supervisory Assistant and Cleaner St Patrick's College, Dungannon	St Patrick's College had been a split site school. From 1 September 2008 the school was now based on one site which resulted in overstaffing in the areas of cleaning and lunch-time supervision. Mrs Clements had volunteered for redundancy.
Mrs M Devlin Librarian St Joseph's College, Coalisland	St Joseph's College was required to make substantial savings due to falling enrolments and budgetary constraints. Through consultation with the relevant trade union it had been agreed to change the contract of the Librarian from working 12 months to 10 months per year and to pay a partial redundancy payment as compensation for the loss of earnings.

The meeting ended at 3.30 pm.

CHAIRPERSON

* Paper circulated
11 September 2008

CHIEF EXECUTIVE

** Paper tabled
LMcC

DATE