

**MINUTES OF PROCEEDINGS OF A MEETING OF THE BOARD HELD ON WEDNESDAY, 8 OCTOBER 2008 AT 2.30 PM IN THE BOARD ROOM**

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

Mrs S R Brownlee	Councillor J McCrum
Rev J Byrne	Rev Canon J McKegney
Councillor J Cavanagh	Very Rev L M McVeigh
Councillor C Casey	Councillor R Mulligan
Dr P Cunningham	Councillor M Murphy
Mr P Gildea	Professor P Murphy
Councillor I E B Hanna	Mr A G Sleator
Councillor R A Harkness	Mr J K Twyble
Dr M Hollinger	Councillor Dr P A Weir
Mr W Mayne	Mrs E Wright

**2. IN ATTENDANCE**

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

**3. APOLOGIES**

Apologies were received from Mr P H Aiken, Councillor P Brannigan, Mr M P Campbell, Councillor J Feehan, Councillor J Hanna, Councillor Ms C Lockhart, Mr C Mackin, Councillor S McRoberts and Rev D Somerville.

**4. APPOINTMENT OF OFFICERS**

Mrs McClenaghan drew attention to funding arrangements for posts contained within the report. It was agreed that the report\*\* (B/10/08/2) prepared by the Head of Human Resources be adopted.

**5. BOARD MEETING : MINUTES OF MEETING HELD ON 10 SEPTEMBER 2008**

On the proposal of Mr Twyble, seconded by Councillor McCrum, the minutes\* (B/9/08/3) of the meeting held on 10 September 2008 were approved as an accurate record and were signed by the Chairperson and the Chief Executive.

**6. MATTERS ARISING FROM THE MINUTES**

**6.1 DRAFT LEGISLATION FOR THE ESTABLISHMENT OF ESA (7.1)**

The Chairperson reported that DE had confirmed orally to Mrs McClenaghan that a letter would be sent to Governors extending their period of office to 2010.

**6.2 PREPARATION FOR THE TRANSITION TO ESA : DE LETTER DATED 28 AUGUST 2008 (10)**

The Chairperson advised that Mr G Boyd, Chief Executive (Designate) of ESA, had indicated that he would attend the Board meeting on 10 December 2008 and the Finance Committee on 30 January 2009.

## **7. CHAIRPERSON'S BUSINESS**

### **7.1 SCHOOL VISITS**

The Chairperson reported that on 1 October 2008 the Chief Executive and she had visited Abercorn, Ballyoran and Gilford Primary Schools. On 3 October 2008 they had also visited Railway Street Nursery School and Dungannon, Killyman, Moneymore and Queen Elizabeth II Primary Schools. The focus of the visits had been to welcome principals who had taken up post at the start of the school year or who, in the case of one principal, was returning to school after a lengthy absence.

### **7.2 ADVISORY SUB-COMMITTEE FOR CONTROLLED SCHOOLS**

Mrs McClenaghan advised that a meeting of the Advisory Sub-Committee for Controlled Schools would be held at 11.00 am on 15 October 2008.

## **8. JOB EVALUATION – EDUCATION WELFARE OFFICERS : DELEGATION FROM NIPSA**

Mr McGreevy advised that the terms and conditions for Education Welfare Officers (EWOs) were dealt with under the Joint Negotiating Council Pay and Terms and Conditions of Service. The process agreed with Trade Unions to determine appropriate grades for all posts was job evaluation. He stated that the post of EWO was first evaluated in 1996 which resulted in the post being evaluated at the grade of Senior Executive Officer. Under job evaluation the emphasis was not on qualifications but rather on the duties and responsibilities associated with the post.

Mr McGreevy stated that the initial claim from NIPSA was rejected by Management Side in May 2002 on the basis that concerns raised by the EWOs had been dealt with previously when their post had been evaluated under the agreed scheme. Following a revised claim, submitted by NIPSA in June 2003, Management Side had agreed in October 2004 that the appropriate way to deal with the revised pay claim was through the agreed job evaluation scheme by means of re-evaluation. He stated that Management Side had agreed to this course of action because it recognised that the role of the EWO was developing, that legislation had changed and that the skills of the EWO were becoming more akin to that of a social worker. In November 2004 Management and NIPSA had agreed that should the job evaluation not prove successful, a business case would be submitted to DE citing issues relating to recruitment, retention and qualifications.

Mr McGreevy pointed out that the post had not been re-evaluated at a higher grade either at job evaluation stage or pre-appeal when the post was evaluated by the Boards in 2007 for a second time. NIPSA subsequently requested Management Side to prepare a business case for submission to DE. Management Side proposed to prepare a business case requesting 2 additional pay points on top of the current EWO salary scale. However this offer was rejected by NIPSA in June 2008 and its members were balloted on industrial action. NIPSA invited Management Side to enter into formal negotiations. Mr McGreevy pointed out that Management Side was prevented from becoming involved in formal negotiations as the business case had to be approved by DE and DFP before this could happen. This process however did not prevent informal negotiations and meetings took place over the summer months. As a result Management Side agreed to improve on its original offer and prepared a business case which was submitted to DE on 29 August 2008. DE subsequently sought further information and some amendments to the business case. On 12 September 2008 NIPSA informed Boards that staff had voted for industrial

action to commence on 22 September 2008. Following meetings between Management and NIPSA agreement was reached to suspend industrial action, based on a timescale of a turnaround period of 4 weeks to allow for the business case to be considered by DE and DFP. On 2 October 2008 DE had requested further information. Mr McGreevy advised that it was hoped that this information would be submitted to DE by the end of that week. He pointed out that the business case was unaffordable for Boards and that, should it prove successful, a bid for additional funding would be required from the Boards to prevent the Education Welfare Service incurring a significant overspend.

It was proposed by Very Rev Fr McVeigh, seconded by Councillor Harkness, and agreed that further discussion in relation to this matter would be held in committee.

It was proposed by Mr Twyble, seconded by Councillor Harkness, and agreed to resume the meeting.

*(Ms A Millar, Mr S Monaghan, Ms C McGarrell and Ms A Willis, as representatives from NIPSA, entered the meeting.)*

The Chairperson welcomed the delegates to the meeting and invited two representatives to speak.

Ms Millar thanked the Board for receiving the delegation. She explained that the Boards had agreed to support an additional 2 points on the EWO pay scale but when this proposal had been consulted on with NIPSA members it had been rejected. Members had felt that the offer did not recognise the comparative nature of their work with social workers. She stated that in 2000 Boards had insisted that EWOs must be social work qualified and also that they be registered with the NI Social Care Council. EWOs had agreed to take industrial action on 22 September 2008 but had subsequently agreed to suspend action while the Boards, DE and DFP could consider the business case by the deadline of 27 October 2008. Ms Millar stated that NIPSA was frustrated as it was unaware of the content of the business case and it was concerned as to whether or not it would satisfy the claim for EWOs. She requested Board Members to ensure that an offer would be put to NIPSA members at the end of October which would resolve the outstanding claim back to 2002.

Mr Monaghan drew attention to the work of an EWO and the holistic approach taken by officers to assist those children not attending school. He stated that almost all EWOs in the SELB had received or were about to receive Post Qualifying Consolidation which meant that they were in the top 15% of post qualified social workers in NI. He stated that the appeal for pay parity in March 2002 had been initiated as social workers had then been paid £2,000 - £2,500 more than EWOs. Currently the difference in pay was £6,459.

The Chairperson thanked the members for their attendance and presentations and the delegates withdrew from the meeting.

In order to provide clarification, Mr McGreevy stated that qualifications were not considered under job evaluation. Criteria used were duties and responsibilities of the individual. Mrs McClenaghan advised that a report on the business case, following its consideration by DE and DFP, would be presented to the Board at its next meeting.

The Board agreed that agenda items would be taken in the following order of business to facilitate the attendance of some Members.

## **9. JOINT YOUTH COMMITTEE : MINUTES**

Mr Twyble drew attention to the excellent hospitality received by the Committee at the Bawnacre Centre in Irvinestown. He highlighted concerns raised in relation to the delays being experienced in obtaining criminal record checks from AccessNI and its particular impact on registered youth groups. He also drew attention to the 'Priorities for Youth' response, the work being undertaken to promote participation of youth people in the Youth Service, the variances in the SELB budget due to recruitment difficulties and the consideration which had been given to the future of the SELB Equipment Pool based at Silverwood in Lurgan.

Mr G Doran presented the paper\*\* (B/10/08/9) providing details of the Equipment Pool and the options available with regard to its future use. Following consideration, it was proposed by Mr Twyble, seconded by Mr Mayne, and agreed that the Board would close the Equipment Pool, vacate the premises and share the equipment equitably amongst those groups who had historically borrowed from the Equipment Pool. Mr Doran undertook to present a report to the Committee on how the equipment could be allocated to historical users.

Mrs Brownlee referred to the delays in processing criminal record checks by AccessNI and highlighted the difficulties being experienced by young people seeking school placements. She queried the onus of responsibility for the young person's safety and how the timescale for checks could be improved. Councillor Dr Weir stated that the Assembly would be debating the timescale issue the following week. Mrs McClenaghan undertook to respond in writing to Mrs Brownlee's query on school placements.

It was proposed by Mr Twyble, seconded by Councillor Mulligan, and agreed that the minutes\* (Y/9/08/9) of the meeting held on 17 September 2008 be adopted.

## **10. JOINT EDUCATION COMMITTEE : MINUTES**

Mr Twyble outlined the excellent achievements of the principals who had attended the meeting and who had won awards in the NI Teaching Awards 2008. He referred to the sub-group which was meeting again in October to respond to the document 'Every School a Good School', the Extended Schools' Programme Annual Reports (SELB and WELB), minutes of meetings of PEAG and the Extended Schools' Project Management Board and the presentations given on the E2S Entitlement Framework. Mr Twyble particularly commended the outstanding work of Banbridge Learning Community within the project and considered that its report should be read by all Board Members.

It was proposed by Mr Twyble, seconded by Mr Mayne, and agreed that the minutes\* (E/9/08/10) of the meeting held on 25 September 2008 be adopted.

## **11. LIBRARY COMMITTEE : MINUTES**

Mr Mayne highlighted that the arrangements for the revised opening hours at Dungannon and Newry Branch Libraries would be operational from 1 November 2008. He advised that usage at Moneymore Branch Library continued to improve and that the Committee had requested that details of a new lease for the Library be presented to the Schools & Services Committee. He congratulated the Friends of Moneymore Library on their enthusiasm and support for the Library. Mr Mayne also drew attention to discussion in relation to the Library & Information Services Council (NI) and the report provided on usage of library services in the previous 10 year period.

It was proposed by Mr Mayne, seconded by the Chairperson, and agreed that the minutes\* (L/9/08/14) of the meeting held on 16 September 2008 be adopted.

*(Mrs Brownlee, Dr Cunningham, Councillor Harkness, Councillor Mulligan and Mr Twyble left the meeting at 4.00 pm.)*

## **12. REVIEW OF POLICY ON LOCATION OF PUBLIC SECTOR JOBS**

Mrs McClenaghan stated that a copy of the full report of the Review of Policy on the Location of Public Sector Jobs could be accessed on the website [http://www.dfpni.gov.uk/final\\_report-location-of-jobs](http://www.dfpni.gov.uk/final_report-location-of-jobs) Copies of the Executive Summary and Recommendations were available for any interested Member. She drew particular attention to the following recommendations contained in the report:

- Public sector jobs in NI should be relocated but grand and dramatic proposals should be avoided, instead proceed in a modest and prudent manner.
- Relocations should be implemented in a phased approach over a period of, for example, 5 years.
- Public sector jobs should be relocated to Londonderry, Omagh, Craigavon, Newry, Ballymena, Coleraine and the scale of the relocations should be commensurate with the infrastructural capabilities of the receiving locations.
- The longer term potential of Cookstown, Downpatrick and Enniskillen as relocation centres should be considered in the event of a future wave of relocations providing their infrastructure and access limitations could be addressed.
- The list of bodies which had been given as candidates for relocation, which included the Headquarters for ESA and NILA.
- The establishment of an Executive sub-committee to lead the relocation initiative.
- Integrating relocation plans into the business planning of departments and other public bodies with progress reported regularly to boards, ministers, the Executive and the Assembly.
- The establishment of a small central unit to provide direction, oversight and support on relocation.

## **13. DEVELOPMENT PROPOSAL AS TO PRIMARY INCLUDING NURSERY AND SECONDARY EDUCATION NO 222 : COLÁISTE SPEIRÍN, COOKSTOWN**

The Chairperson drew attention to the DE communication\* (B/10/08/8) advising that the Minister had turned down the development proposal to allow for the establishment of an Irish Medium post-primary college in Cookstown. The Minister had stated that she had not been convinced that the proposal would achieve sustainable intakes and that the proposed funding arrangements with Coláiste Feirste would represent a good way forward to deliver post-primary provision for the area in the medium of Irish.

Mrs McClenaghan pointed out that the DE communication had indicated that the report on the Review of Irish Medium Education Policy would soon be published. Mr Gildea reported that the launch of the Policy would be held at 10.30 am on Saturday, 11 October 2008 in Belfast.

## **14. JOINT CHILDREN AND YOUNG PEOPLE'S SERVICES COMMITTEE : MINUTES**

Dr Hollinger advised that the Committee expected to receive an updated report on the revised transport arrangements at its October meeting. She also highlighted staffing issues affecting the Educational Psychology Service in WELB.

It was proposed by Dr Hollinger, seconded by Councillor Murphy, and agreed that the minutes\* (CYPS/9/08/11) of the meeting held on 25 September 2008 be adopted.

*(Councillor Cavanagh left the meeting at 4.17 pm.)*

## **15. FINANCE COMMITTEE**

### **MINUTES**

Mr Sleator pointed out that the five Board bid for assistance with increased fuel costs had been unsuccessful. He also pointed out that DE had indicated that it would facilitate the reclassification of recurrent monies to capital monies within school budgets on a quarterly basis. Reference was also made to the update provided on those schools which had been unable to submit financial recovery plans which would return their budgets to an acceptable surplus or deficit position. Mr Sleator explained that the Board was now required to provide a monthly breakdown of projected spend on capital projects. He explained that the recurrent expenditure report had to be submitted to DE in a new format and he highlighted the pressures affecting the Centre budget.

Mr Sleator outlined the Committee's concerns regarding the letter from Mr J McGrath in relation to the F10 Monthly Expenditure Monitoring Report. He also drew attention to the DE consultation documents which had been issued to schools on potential changes to the LMS Common Funding Formula.

*(Mr Mayne left the meeting at 4.25 pm.)*

It was proposed by Mr Sleator, seconded by Mrs Wright, and agreed that the minutes\* (F/9/08/12.1) of the meeting held on 26 September 2008 be adopted.

### **ANNUAL REPORT AND ACCOUNTS 2007/08 : FINAL**

The Board noted the amendments made to the Annual Report and Accounts\* (B/10/08/12.2) following its consideration by the Finance Committee at its meeting on 26 September 2008.

It was proposed by Mr Sleator, seconded by Mrs Wright, and agreed that the Board should adopt the Annual Report and Accounts for 2007/08 and also authorise the Chairperson and Chief Executive to sign a copy for submission to the Comptroller and Auditor General.

## **16. SCHOOLS AND SERVICES COMMITTEE**

### **16.1 MINUTES**

Professor Murphy drew attention to discussion which had taken place in relation to the RPA Policy Paper No 22 on Area Based Planning and also to the changes introduced by DE for tendering procedures for the procurement of capital works.

It was proposed by Professor Murphy, seconded by Councillor Murphy, and agreed that the minutes\* (SS/9/08/13.1) of the meeting held on 18 September 2008 be adopted.

## **16.2 POLICY PAPER 22 : AREA BASED PLANNING**

Mr Murphy presented the draft response\*\* (B/10/08/13.2) to the Policy Paper.

Mr Sleator stated that the concept of area planning was not new to Boards. He stated that while work was progressing through the area planning groups, Boards should still be actively pursuing and progressing development schemes up until 31 March 2009.

Mr Murphy confirmed that Boards had been engaged in area planning for many years although the formal context had now been imposed. He advised that the Board was still submitting Economic Appraisals to DE but caution was now required that proposals should be compatible with what was being proposed by the area planning groups. Issues affecting Economic Appraisals being progressed in the previous two years had related to falling enrolments and the sustainability of schools. He confirmed that new start approvals would be difficult to obtain until the new area based plans were in place.

Rev Canon McKegney advised that he had attended a preliminary meeting the previous week involving the various area planning groups. He stated that the groups had discussed the concern which had been raised by Mr Sleator. They had however been of the view that the approach adopted by DE to the process was pragmatic.

The Board agreed to adopt the response and to submit it by the deadline of 31 October 2008.

## **17. TEACHING APPOINTMENTS COMMITTEE**

The minutes\* (TAC/9/08/15) of the meeting held on 9 September 2008 were noted.

## **18. MEMBERSHIP COMMITTEE : MINUTES**

The minutes\* (M/9/08/16) of the meeting held on 10 September were noted.

The meeting ended at 4.35 pm.

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**CHAIRPERSON**

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**CHIEF EXECUTIVE**

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**DATE**

\* Paper circulated  
9 October 2008

\*\* Paper tabled  
LMcC