

MINUTES OF PROCEEDINGS OF A MEETING OF THE BOARD HELD ON WEDNESDAY, 14 OCTOBER 2009 AT 2.30 PM IN THE BOARD ROOM

1. PRESENT Rev J Byrne (Presiding Chairperson)

Mr P H Aiken	Councillor P P McAleer
Councillor P Brannigan	Mrs C M McCaul
Mrs S R Brownlee	Councillor J McCrum
Mr M P Campbell	Rev Canon J McKegney
Councillor J Cavanagh	Councillor S McRoberts
Councillor C Casey	Very Rev L M McVeigh
Mr P Gildea	Councillor R Mulligan
Councillor J Hanna	Councillor M Murphy
Councillor R A Harkness	Professor P Murphy
Dr M Hollinger	Councillor S Rogers
Councillor Ms C Lockhart	Mr A G Sleator
Mr W Mayne	Mr J K Twyble

2. IN ATTENDANCE

Mr A P Murphy, Ms L Ayling, Dr C Mangan, Messrs R Bullick, J Curran, G Butler, P Mackey, Mrs L McCall and for part of the meeting Mr P Keating.

3. APOLOGIES

Apologies were received from Mrs M E Donnell, Rev D Somerville and Mrs E Wright.

4. APPOINTMENT OF OFFICERS

Mr Murphy drew attention to funding arrangements for posts contained within the report. It was proposed by Councillor Harkness, seconded by Mrs Brownlee, and agreed that the report** (B/10/09/2) prepared by the Head of Human Resources be adopted.

5. BOARD MEETING : MINUTES OF MEETING HELD ON 23 SEPTEMBER 2009

On the proposal of Mrs McCaul, seconded by Mr Twyble, the minutes* (B/9/09/3) of the meeting held on 23 September 2009 were approved as an accurate record and were signed by the Presiding Chairperson and the Chief Executive.

6. MATTERS ARISING FROM THE MINUTES

6.1 ANNUAL REPORT AND ACCOUNTS 2008/09 – FINAL DRAFT (8.1)

Ms Ayling reported that the final draft, which had been signed by the Chairperson and Chief Executive following the Board meeting on 23 September 2009, had been hand delivered to the NI Audit Office on 24 September 2009. Due to the submission of Accounts at the same time from other Boards to NIAO, the certification of the Accounts had been on 2 October 2009 which was slightly after the target date of 30 September 2009. She stated that the Annual Report and Accounts would be laid at the offices of the NI Assembly prior to 6 November 2009.

Ms Ayling advised that the draft Governance letter would be submitted to the Audit Committee for consideration at its meeting on 2 November 2009.

6.2 CHAIRPERSON'S BUSINESS : PRESENTATION BY MR G BOYD (7)

Mr Aiken received confirmation that a note of the presentation given by Mr Boyd to Board Members and staff on 23 September 2009 would be forwarded to Board Members.

7. CHAIRPERSON'S BUSINESS

WELCOME

The Presiding Chairperson welcomed Mr Curran on his return to the Board from ESAIT as Inter-Board Services Manager.

AREA BASED PLANNING REPORT

The Presiding Chairperson reported that the Minister was launching a document on Area Based Planning in Belfast the following day at which she would outline key reforms in education over the next year.

7.3 30 YEARS CELEBRATORY EVENT

The Presiding Chairperson advised that the Board would again be hosting an event to recognise employees from all services offered by the Board who had a minimum of 30 years of unbroken employment with the Board. Approval had been obtained from DE to hold the event. He stated that the event would be held on Wednesday, 25 November 2009 at 7.00 pm to which Board Members would be invited.

8. DRAFT EDUCATION (NO 2) BILL

The Board noted the Draft Bill* which was making provision for area education plans, the establishment and functions of the Education Advisory Forum, the management of controlled schools and the establishment and function of the holding body for Controlled Schools. The Presiding Chairperson pointed out that the Draft Bill had been presented to the Education Committee as part of the pre-legislative process.

Mr Twyble sought clarification on the progress of Education (No 1) Bill. Mr Murphy advised that the committee stage of the Bill had ended on 30 September. He was aware of a number of issues in the Bill which were still outstanding. It had been scheduled to be considered by the NI Assembly at a meeting the previous day but this meeting had been cancelled due to other circumstances. He outlined the process which would be required in order for the Bill to make Royal Assent by December 2009. He undertook to keep Members informed of developments in the progress of the Bill as information became available.

Mr Sleator referred to the information which had been issued to the Board on the third meeting of the Controlled Schools' Steering Group and queried whether Members could have sight of the minutes of these meetings. It was noted that the Group maintained its own minutes which were not issued to DE. Rev Canon McKegney commented that while he was a member of that Steering Group he was not receiving any documentation for the meetings. Officers undertook to inform the Steering Group of this omission.

(Councillor Mulligan entered the meeting at 2.55 pm.)

9. JOINT YOUTH COMMITTEE : MINUTES

Very Rev Fr McVeigh drew attention to the additional funding allocated by DE to the Community Relations Scheme up to March 2010 and the Committee's recommendation to write to DE to enquire about the future strategy for Good Relations work and further funding streams. He highlighted the information which was currently being made available by DE on the website on the Priorities for Youth consultation which would lead to the publication of the new Youth Service policy in 2010. He pointed out that each Board had received £20,000 to promote Irish-medium youth provision.

Very Rev Fr McVeigh referred to the presentation on the evaluation of the Stakeholder Forum. It was noted that members who had engaged in the Stakeholder Forum would be invited to meet on 5 October 2009 to contribute to the final evaluation report. Very Rev Fr McVeigh also referred to the guidance on Swine Flu which had been drawn up for staff at various locations within the Youth Service and also referred to the positive results of the Inspection Reports on Pilot's Row Centre and Killowen Outdoor Education Centre.

The Board reviewed the proposed amended dates for the October and November meetings of the Youth Committee. It was agreed that, as a special meeting of the Finance Committee was being convened on the morning of 23 October 2009, officers should find an alternative date for the October meeting. The date of 13 November was agreed although it was noted that the venue might require changing.

Councillor Hanna applauded the collaboration between SELB and WELB in promoting best practice particularly in the case of administering grants to youth organisations. He requested that the synergy of the two Boards be highlighted to ESA. Mr Mackey advised that a report on the collaborative arrangements between the two Boards had already been submitted to ESAIT on youth, curriculum and children and young people's services.

(Professor Murphy entered the meeting at 3.00 pm.)

Mr Mayne queried the mechanism for distributing the £20k received for promoting youth provision through the medium of Irish language. He expressed concern that some youth groups would not benefit from this funding as they were not involved in Irish-medium provision. Councillor Casey drew attention to the huge demand for Irish language provision. Mr Mackey advised that this funding was earmarked monies and that the mechanism for its allocation could be discussed at the next meeting of the Youth Committee.

Subject to the change in date of the October Committee meeting, it was proposed by Very Rev Fr McVeigh, seconded by Councillor McAleer, and agreed that the minutes* (Y/9/09/7) of the meeting held on 16 September 2009 be adopted.

10. JOINT EDUCATION COMMITTEE : MINUTES

Mr Campbell paid tribute to the four recipients who had been recognised in the NI Teaching Awards 2009 from the SELB / WELB area. He referred to the minutes of the PEAG meetings held on 30 July and 3 September 2009, the minutes of the Extended Schools' Project Management Board meeting on 3 July 2009 and commented that

Members should continue to lobby DE for additional funding for staff to support the Extended Schools' Programme and the Neighbourhood Renewal Programme.

Mr Campbell drew attention to the SELB and WELB Annual Reports 2008/09 for Extended Schools and highlighted that both Boards continued to support schools and clusters to implement and develop their programmes, as acknowledged by the Education and Training Inspectorate. He commented that schools were continuing to integrate their Extended Schools action plans into the overall school planning process. It was noted that both Reports were recommending that a guarantee of funding should be given for more than one year to allow schools to plan and embed the Extended Schools initiative within the core services of the schools and their communities.

Very Rev Fr McVeigh welcomed the integration of the Extended Schools action plans into the schools' development plans but expressed concern that the Extended Schools action plans might become part of the school's curriculum. Mr Mackey advised that all schools involved in the Programme were required to produce an action plan detailing the activities against the funding. A school's development plan was an overarching plan which would give an account of all activities in a school, the individual action plan of a school would ensure that money was spent appropriately. Mr Campbell pointed out that Extended Schools action plans also required schools to detail the time of activities.

Mr Gildea extolled the benefits of the Extended Schools' Programme and commended Board officers on its rigorous implementation. It was proposed by Mr Aiken, seconded by Councillor Hanna, and agreed that the Board would reaffirm its position by writing to DE to request that funding be secured in the following financial year in order that the Extended Schools' Programme would be accessible to all schools.

Mr Campbell referred to the discussion on the Learning Communities within SELB. He drew attention to the on-line Entitlement Framework tool (www.efaudit.org) which was used to gather data, show development of collaborative working and the progress of schools working towards the Entitlement Framework. He highlighted that the overarching policy of the Entitlement Framework was to guarantee all post-primary pupils aged 14 and over a greater choice and flexibility by providing access to a wide range of learning opportunities suited to their needs, aptitudes and interests, irrespective of where pupils lived or the schools attended. Mr Aiken referred to the date of 30 October 2009 imposed by DE for schools to submit their implementation plans if they wished to access funding under the collaboration element. He expressed concern that some Boards of Governors might not have an opportunity to review their implementation plans by this date in order to meet the deadline of 30 October. Mr Mackey stated that local development officers would be advising schools on the submission of their plans.

Councillor Hanna considered that the focus of the curriculum was catered to young people of an academic nature and did not adequately prepare some young people for gainful employment. Councillor Cavanagh believed that a change in education culture was needed to improve the parity of esteem between academic and vocational courses. While high achievement should be applauded he said it was important to bear in mind provision for all young people. Mr Mackey advised that the aim of the Entitlement Framework was to provide a balanced and suitable plan for all young people with scope for a wide variety of provision.

Mr Sleator sought clarification on the issues referred to within the Craigavon Area Learning Community (ALC). Mr Mackey advised that the size of this ALC had been considered to be too large to be manageable and therefore three smaller groupings had

been established which could provide genuine links between the schools in terms of delivering courses. Mr Sleator asked that updates be provided on the Craigavon ALC. This was agreed.

In response to further queries from Mr Sleator, Mr Butler advised that the Economic Appraisal for Portadown College had been submitted to DE and that Lurgan Junior High School was able to avail of lottery funding which would make provision for a synthetic sports area.

Mr Campbell referred to the website being developed by WELB CASS officers (www.brightfuturesni.org), on behalf of the Regional Entitlement Framework team, which would enable pupils, parents and members of the public to access information on courses available for 14-19 year olds across NI. It was noted that this prospectus was currently being piloted in Foyle Learning Community and would be launched in November 2009.

It was proposed by Mr Campbell, seconded by Very Rev Fr McVeigh, and agreed that the minutes* (E/9/09/8) of the meeting held on 24 September 2009 be adopted.

(Mrs Brownlee left the meeting at 4.10 pm.)

Councillor Harkness referred to the minutes of the PEAG meeting held on 30 July 2009 which advised that Little Oaks Pre-School Playgroup was not proceeding with the move to the accommodation at Portadown Integrated Primary School. He queried whether the Playgroup would be returning to its former premises. Mr Butler undertook to respond to Councillor Harkness' query.

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

Mrs McCaul advised that all schools in NI had received copies of the guidance and regional criteria for statutory assessment. However she pointed out that the criteria was still provisional and subject to EQIA. She referred to the presentation given by the Chief Executive of Middletown Autism Centre on the services to be provided by the Centre and the issues which had been raised by Members at the meeting. She also referred to the consultation document on the Review of Special Educational Needs and Inclusion which would be considered by the Committee in depth at its October meeting and to the response on the DHSSPS consultation document entitled 'Review of Health Visiting and School Nursing in NI'.

Mrs McCaul stated that the Minister had awarded the contract to provide counselling services to all post-primary schools to 3 organisations from September 2009. She advised that the Committee had sought clarification in relation to various issues relating to the counselling service. Mrs McCaul also referred to the paper setting out the provisions for children with special educational needs across SELB and WELB and commended this directory to Members.

It was proposed by Mrs McCaul, seconded by Dr Hollinger, and agreed that the minutes* (CYPS/9/09/9) of the meeting held on 24 September 2009 be adopted.

12. FINANCE COMMITTEE : MINUTES

Mr Sleator drew attention to the findings in the Fujitsu report on the virus which had affected the Board's financial systems. He pointed out that LMS officers had been able to

access the new payroll system (Resourcelink) from mid-August 2009 but to date had still not received any formal training. He commented that this Board, along with two other Boards, were jointly pursuing this issue of formal training being provided to staff.

Mr Sleator outlined discussion which had taken place in relation to the Annual Report and Accounts 2008/09, in particular the discussion on End Year Flexibility and Third Party Assets. He drew attention to the capital and recurrent position as at 31 August 2009. It was noted that the schools' delegated budget was forecasting an overspend of £2.9m and that a request for delegated EYF access had been submitted to DE for £3m. Mr Sleator drew attention to areas of potential easement in the recurrent budget and to the recommendation that £1.25m should be re-allocated to the Maintenance budget and that funding be re-allocated to other areas of pressure as identified by the Chief Executive and Chief Finance Officer. It was noted that a report on this spend would be presented to the Finance Committee at its meeting on 30 October 2009.

Mr Sleator updated Members on the work being carried out to support schools on the change from cash to accruals accounting. It was noted that a recommendation would be made to ESAIT that general accruals awareness training sessions should be provided to schools in February / March before the next round of financial planning. Ms Ayling undertook to liaise with Mr T Mullan to ensure that any discussions with ESA on training needs for Boards of Governors in the New Year would highlight this issue for SELB schools. Councillor Hanna queried the arrangements for the transfer of assets to ESA and if these assets would remain in the Southern area. Ms Ayling advised that the details and history of all assets were recorded within the SELB fixed register. These assets would transfer to the central fixed asset register for ESA on 1 January 2010.

(During discussion of this item Councillor Mulligan left the meeting at 4.30 pm, Mr Mayne left at 4.31 pm, Mr Gildea left at 4.34 pm and Councillor Brannigan left at 4.38 pm.)

It was proposed by Mr Sleator, seconded by Mr Campbell, and agreed that the minutes* (F/9/09/10) of the meeting held on 25 September 2009 be adopted.

13. CONSULTANTS' SELECTION PANEL : MINUTES

Professor Murphy advised that the Panel was recommending the adoption of a select list of tenderers to construct planned works at Lurgan Junior High School.

It was proposed by Professor Murphy, seconded by Councillor McRoberts, and agreed that the minutes* (CSP/9/09/11) of the meeting held on 17 September 2009 be adopted.

14. COMMITTEE FOR THE APPOINTMENT OF PERIPATETIC TEACHERS : MINUTES

The minutes* (PT/9/09/12) of the meeting held on 21 September 2009 were noted.

15. REDUNDANCIES (SCHOOL CLOSURES AND SEN CLASSROOM SUPPORT)

It was proposed by Councillor McRoberts, seconded by Very Rev Fr McVeigh, and agreed that discussion in relation to redundancies would be held in committee.

It was proposed by Mr Campbell, seconded by Mrs McCaul, and agreed to resume the meeting.

The Board noted that it had been proposed by Councillor Hanna, seconded by Mr Twyble, and agreed that the redundancies, as detailed in the report, be effected.

16. ASSOCIATION OF NORTHERN IRELAND EDUCATION AND LIBRARY BOARDS : MINTUES

The minutes* (B/10/09/14) of a meeting held on 2 September 2009 were noted.

Mr Murphy provided an update on the speakers at the conference. Members were advised to visit the website www.anielb.org for information on all aspects of the conference.

The meeting ended at 4.55 pm.

CHAIRPERSON

CHIEF EXECUTIVE

DATE

* Paper circulated
15 October 2009

** Paper tabled
LMcC