

MINUTES OF PROCEEDINGS OF A MEETING OF THE BOARD HELD ON WEDNESDAY, 23 SEPTEMBER 2009 AT 2.00 PM IN THE BOARD ROOM

1. PRESENT Mrs M E Donnell (Chairperson)

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

2. IN ATTENDANCE

Mr A P Murphy, Ms L Ayling, Mr R Bullick, Mr G Butler, Dr C Mangan, Mrs L McCall and for part of the meeting Mr R McGreevy. Mr G Boyd, Chief Executive Designate of ESA, was also in attendance.

3. APOLOGIES

Apologies were received from Mr P H Aiken, Rev J Byrne, Councillor J Cavanagh, Councillor I E B Hanna, Councillor J Hanna, Councillor R A Harkness and Councillor J McCrum.

4. APPOINTMENT OF OFFICERS

Mr Murphy drew attention to funding arrangements for posts contained within the report. It was proposed by Mrs Brownlee, seconded by Mrs Wright, and agreed that the report** (B/9/09/2) prepared by the Head of Human Resources be adopted.

5. BOARD MEETING : MINUTES OF MEETING HELD ON 29 JULY 2009

On the proposal of Mr Twyble, seconded by Councillor McRoberts, the minutes* (B/7/09/3) of the meeting held on 29 July 2009 were approved as an accurate record and were signed by the Chairperson and the Chief Executive.

6. MATTERS ARISING FROM THE MINUTES

6.1 JOINT CHILDREN & YOUNG PEOPLE'S SERVICES COMMITTEE : MINUTES - REVIEW OF SPECIAL EDUCATIONAL NEEDS (9.2)

The Chairperson reported that a letter had been received from the Clerk to the Assembly's Education Committee advising that the Committee had written to the Department of Education seeking a response to the issues raised by SELB and WELB on the Review of Special Educational Needs. DE had subsequently responded to state that it had launched, on 10 August 2009, a consultation exercise

on its policy proposals which had emerged from the Review of Special Educational Needs and Inclusion. Details of the public meetings being organised by DE during September were made available for Members.

The Chairperson reported that the consultation document would be presented to the Joint Children & Young People's Services Committee at its meeting the following day.

6.2 JOINT CHILDREN & YOUNG PEOPLE'S SERVICES COMMITTEE – MINUTES (15)

The Chairperson advised that arrangements had been facilitated to enable Mr Gavin Boyd to visit the Clounagh Centre on 21 October 2009 at 3.00 pm in order to engage with SELB principals across various locations, via ICT support systems, on issues relating to ESA.

6.3 FINANCE COMMITTEE : MINUTES (16)

Ms Ayling reported that the formal allocation letter confirming the Board's capital budget and minor works budget had been received on 6 August 2009. She advised that the allocation had been more generous than the indicative figures.

(Councillor Casey entered the meeting at 2.12 pm.)

7. CHAIRPERSON'S BUSINESS

The Chairperson extended the Board's congratulations to Dr Mangan on her appointment to ESA as Director of Children and Young People's Services and to Mr McGreevy on his appointment as Director of Human Resources and Workforce Development. She advised that Mr G Boyd, in his presentation to Board Members and staff following the Board meeting, would elaborate on the other Director appointments.

The Chairperson stated that the Board had been requested to release Mr McGreevy to enable him to take up post immediately. Mr J Curran would return to the post of Inter-Board Services Manager for the five Boards from ESAIT. She pointed out that an arrangement had been facilitated with ESAIT to enable Dr Mangan to share her time between SELB / WELB and ESAIT. The Board wished Mr McGreevy and Dr Mangan every success in their new roles with ESA.

The Board noted that Mr Seán Hogan had been appointed initially Chairperson (Designate) of ESA from 27 August 2009 and then as Chairperson of ESA for a term of three years from the establishment of ESA on 1 January 2010. The Chairperson commented that Mr Hogan had attended the recent meeting of the Chairpersons with the Minister of Education, Mr G Boyd and DE officials.

8. ANNUAL REPORT AND ACCOUNTS 2008/09

8.1 FINAL DRAFT

Ms Ayling advised that the first draft of the Accounts had been presented to the Finance Committee on 14 May 2009 for submission to the Northern Ireland Audit Office by the due date of 15 May 2009. Over the ensuing months the NIAO had reviewed the appropriateness of the estimates and the accuracy of the Accounts.

Ms Ayling drew attention to the changes in the Annual Report and Accounts since its consideration by the Finance Committee in May. These changes included the Chief Executive's Statement; the narrative in the Post Balance Sheet Events which related to the crystallisation of the costs associated with Domestic Assistants' job evaluation (which had been discussed in detail at the Board meeting on 29 July 2009); the review of the Board's business in 2008/09 contained within the Management Commentary; the Financial Performance; and a revised Sustainable Development section.

Particular attention was given to the Financial Target – Recurrent (Note 37). The year end recurrent position was identifying an underspend of £2,299k. The change in this figure from May related to the additional accrual of £3.7m for Domestic Assistants' job evaluations and the additional allocation by DE to help cover this pressure of £2.3m.

Ms Ayling referred to the Balance Sheet and advised that the NIAO had identified an issue relating to the correct treatment of the downward revaluation of the Board's assets in the exceptional market circumstances of 2008/09 where land and property values had decreased considerably. In light of these circumstances NIAO had advised all Boards that a differing treatment within Reserves, than previously followed, was needed. However, NIAO had acknowledged that if the amount in question was below its materiality threshold no adjustment needed to be made in which case NIAO would include the point within its Governance report for 2008/09. A number of Boards, including SELB, had decided not to make the change. Ms Ayling highlighted that although the amount was in excess of £4m, the adjustment was a purely notional movement between reserves and would have no operating cost or budgetary impact in 2008/09. For that reason no adjustment had been made. She confirmed that ESAIT was satisfied with the Board's treatment of its assets which would transfer to the ESA asset register.

It was proposed by Mr Sleator, seconded by Mrs Wright, and agreed that the Annual Report & Accounts be approved. Ms Ayling advised that the Accounts would be signed by the Chairperson and Chief Executive, on behalf of the Board, and forwarded to the NIAO to meet the target for certification of 30 September 2009. She stated that the document would subsequently be published in order to be laid before the NI Assembly.

The Board noted that the NIAO would present a final report on the audit process for consideration by the Audit Committee at its meeting on 2 November 2009.

8.2 LETTER OF REPRESENTATION

It was proposed by Mr Sleator, seconded by Mrs Wright, and agreed that the Letter of Representation, which would accompany the Annual Report and Accounts, be approved.

9. SCHOOLS AND SERVICES COMMITTEE : MINUTES

Councillor McRoberts referred to the recommendation to commence the consultation process on Development Proposal No 237 which would seek comments on the proposal to reduce the number of places at Tandragee Nursery School from 78 (26 full-time and 52 part-time) to 52 full-time places. She also drew attention to the recommendations to adopt revised procedures relating to procurement for non-LMS budget holders,

procurement of goods and services by schools and colleges under LMS arrangements, the Gifts and Hospitality Policy and the implementation of a Bravo electronic tendering system. She highlighted the discussion which had taken place in connection with retrospective application of part-time hourly paid teachers to the NI Teachers' Superannuation Scheme and the recommendation which had ensued.

It was proposed by Councillor McRoberts, seconded by Councillor Brannigan, and agreed that the minutes** (SS/9/09/7) of the meeting held on 17 September 2009 be adopted.

Councillor Casey sought clarification on a transport issue. Mr Butler undertook to investigate the matter and report back to Councillor Casey.

10. COMMITTEE FOR THE APPOINTMENT OF PERIPATETIC TEACHERS : MINUTES

The minutes (PT/8/09/8.1 and PT/9/09/8.2) of the meetings held on 11 August and 11 September 2009 were noted.

11. MEMBERSHIP COMMITTEE : MINUTES

The minutes* (M/8/09/9) of the meeting held on 25 August 2009 were noted.

12. PREMATURE RETIREMENT

It was proposed by Dr Hollinger, seconded by Mr Twyble, and agreed that discussion in relation to a premature retirement would be held in committee.

Councillor Mulligan declared a non-pecuniary interest in this discussion.

It was proposed by Mr Mayne, seconded by Mrs Wright, and agreed to resume the meeting.

The Board noted that it had been proposed by Mr Campbell, seconded by Rev Canon McKegey, and agreed that a Senior Clerical Officer at Fivemiletown College be offered premature retirement on the grounds of voluntary redundancy with effect from 30 September 2009.

The meeting ended at 2.55 pm.

CHAIRPERSON

CHIEF EXECUTIVE

DATE

* Paper circulated
29 September 2009

** Paper tabled
LMcC