

**MINUTES OF PROCEEDINGS OF A MEETING OF THE TRANSITIONAL BOARD  
HELD ON WEDNESDAY, 29 JUNE 2011 AT 2.00 PM IN THE BOARD ROOM**

**1. PRESENT**

Mr M P Campbell  
Councillor J Cavanagh  
Councillor S Clarke  
Mr C Mackin

Mrs C M McCaul  
Councillor J McCrum  
Rev Canon J McKegey  
Mr R McVeigh

**2. IN ATTENDANCE**

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

**3. LENGTH OF TERM OF OFFICE OF CHAIRPERSON AND VICE-CHAIRPERSON**

The Board agreed that the length of term of office should be one year or until such earlier time as determined by the Department of Education.

**4. ELECTION OF CHAIRPERSON**

It was proposed by Rev Canon McKegey, seconded by Councillor McCrum, and agreed that Mr M P Campbell should be elected Chairperson. Mr Campbell took the chair and thanked the Board for his re-election to office.

**5. ELECTION OF VICE-CHAIRPERSON**

It was proposed by Mrs McCaul, seconded by Mr McVeigh, and agreed that Rev Canon J McKegey should be elected Vice-Chairperson.

**6. ORDER OF BUSINESS**

In order to facilitate the attendance of two delegations early in the afternoon it was agreed that agenda items would be taken in the following order.

**7. APOLOGIES**

Apologies had been received from Mrs R Brownlee, Dr P Cunningham, Professor P Murphy and Mr J Wilkinson.

**8. APPOINTMENT OF OFFICERS**

Mr Murphy drew attention to funding arrangements for the posts contained within the report. It was proposed by Councillor Cavanagh, seconded by Councillor McCrum, and agreed that the report\*\* (B/6/11/5) prepared by the Head of Human Resources be adopted.

## **9. MINUTES OF BOARD MEETINGS**

### **9.1 MEETING HELD ON 18 MAY 2011**

On the proposal of Mrs McCaul, seconded by Mr McVeigh, the minutes\* (B/5/11/6.1) of the meeting held on 18 May 2011 were approved as an accurate record and were signed by the Chairperson and the Chief Executive.

### **9.2 SPECIAL MEETING HELD ON 24 JUNE 2011**

On the proposal of Mrs McCaul, seconded by Mr McVeigh, the minutes\* (B/5/11/6.1) of the meeting held on 18 May 2011 were approved as an accurate record and were signed by the Chairperson and the Chief Executive.

## **10. MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 18 MAY 2011**

### **10.1 MEETING WITH WELB (6.2)**

The Chairperson reported that the meeting planned for 21 June 2011 had been cancelled due to unavailability of Members on that date. However, endeavours would be made to convene a joint meeting in September.

### **10.2 DE RECURRENT SCHEME – SCHOOL CENTRE (10.1.1)**

Mrs McCaul sought clarification on the possibility of the Board securing funding from DE's £50m 'Invest to Save' monies to assist with its financial difficulties. She emphasised that the Board did not wish to be placed in the same invidious position as the previous year when it had been given insufficient time to consider and effect efficiencies in support services so late in the financial year as part of the voluntary severance exercise. Mr Murphy confirmed that this issue would be raised at his Accountability meeting with the Permanent Secretary on 7 July 2011. He would seek confirmation on the Board's behalf from the Permanent Secretary as to when the expression of interest exercise might be commenced for 2011/12.

Mrs McCaul received clarification that the Earmarked allocations referred to in Mr McGrath's letter of 19 May 2011 had been received by the Board.

*(Councillor Clarke entered the meeting at 2.25 pm.)*

### **10.3 DE RECURRENT SCHEME (12)**

The Board noted the letters\* (B/6/11/7.1.1) dated 19 and 26 May 2011 from the Deputy Secretary, DE.

The Chairperson advised that invitations to meet and address the Board had been issued to the Minister for Education and the Minister for Employment and Learning. However, both Ministers had advised that diary commitments prevented their attendance at the Board at present. The Chairperson advised that officers were seeking to agree a suitable date with Mr J O'Dowd to enable his attendance at a future Board meeting.

The Board noted that Dr S Farry's office had indicated that it was the Minister's intention to meet representatives from the five Boards collectively in the Autumn to discuss matters of mutual interest. The Chairperson pointed out that liaison would therefore take place with the other Boards to pursue a joint meeting.

## **11. CHAIRPERSON'S BUSINESS**

### **11.1 COLLABORATION ON SERVICES : LETTER FROM THE MINISTER FOR EDUCATION**

The Board noted the Minister's letter\*\* dated 23 June 2011 to the Chairperson offering support and assistance to Boards to work towards efficiencies from greater collaboration and ultimately convergence of services ahead of the implementation of RPA.

Mr Murphy referred to the Minister's request that Boards should respond by 30 June 2011 setting out any specific legislative or accountability issues which would impede the Board to work more collaboratively on the delivery of services. Mr Murphy stated that opportunities between SELB and WELB to collaborate further were becoming more challenging although officers continued to explore all possible avenues. He confirmed that a response would be submitted to the Minister on this issue.

Mrs McCaul commented that the Minister's letter did not acknowledge the co-operation and collaboration that was already in existence between SELB and WELB, particularly the transition of four further services. She highlighted that leadership was needed to deliver education services on a joint Board approach.

### **11.2 CHAIRPERSON'S EVENTS**

The Chairperson advised that he had attended the following:

- the official opening of playing fields at Cortamlet Primary School on 19 May 2011;
- the Big Breakfast at Board Headquarters in aid of Macmillan Cancer on 27 May 2011;
- initial discussions on 27 May 2011 in relation to a swimming pool project at Sperrinview School;
- the Annual Music Service Prize-Giving and Concert at Craigavon Civic Centre on 3 June 2011;
- school visits on 7 June 2011 which had included the Grove Nursery School, Windsor Hill Primary School and Markethill High School. It was noted that the principals at these schools would retire in the current year. A visit had also been made to Tandragee Primary School on that day;
- the official opening of Carrick PS, Lurgan on 9 June 2011;
- school visits on 16 June 2011 which had included Edenderry Nursery School, Edenderry Primary School and Hart Memorial Primary School. A visit had also been made to Millington Primary School on that day to meet the principal who was retiring in the current year; and
- the SELB Sports Awards at Craigavon Civic Centre on 22 June 2011.

### **11.3 SUPERVALU BEST KEPT SCHOOL AWARDS ON 7 JUNE 2011**

The Chairperson reported that the SELB winners and runners up in this year's awards were:

*Pre-Primary*

Winner: Drumnamoe Nursery School, Lurgan

Runner up: Dromore Nursery School

*Primary*

Winner: Saints & Scholars Primary School, Armagh

Runner up: Bronte Primary School, Banbridge

*Post-Primary*

Winner: Killicomaine Junior High School

Runner up: Christian Brothers' Abbey Grammar School, Newry

#### **11.4 REMUNERATION COMMITTEE MEMBERS TRAINING**

The Chairperson advised that training had been held for Members of the Remuneration Committee across the five Boards on 13 June 2011 in Belfast.

The Board noted that a meeting of the Remuneration Committee would be held in the summer months.

#### **11.5 EVERY SCHOOL A GOOD SCHOOL**

The Board noted that the Chief Executive had attended a reception on 20 June 2011 at which acknowledgement had been given by the Minister to those schools who had achieved outstanding or very good inspection reports. The Board was pleased to note that 30 of the 90 schools acknowledged by the Minister were SELB schools.

#### **11.6 APPROVAL TO TRANSACT BUSINESS OVER SUMMER MONTHS**

As no Board meeting was taking place during July or August, it was proposed by Mr McVeigh, seconded by Councillor McCrum, and agreed that the Chairperson and Chief Executive would have Board powers to transact business in the Board's name during these months.

#### **11.7 CHAIRPERSON'S MEETING WITH MINISTER**

The Board noted that the Chairperson would be meeting the Minister on 5 July 2011.

### **12. DEVELOPMENT PROPOSALS AS TO PRIMARY (INCLUDING NURSERY) AND SECONDARY EDUCATION**

The Chairperson reminded the Board of the background information to Aghavilly and Keady Primary Schools. A map\*\* of the area was presented to the Board.

#### **12.1 DEVELOPMENT PROPOSAL NO 230 : CLOSURE OF AGHAVILLY PRIMARY SCHOOL**

The Chairperson welcomed the delegation to the meeting. The delegation comprised Mr D Kennedy MLA, Rev M Hagan, Chairperson of the Board of Governors, Mrs M Reddick, Board representative on the Board of Governors, Mrs J Baird, Teacher Representative on the Board of Governors, and Mrs A McCartney, Principal and Secretary to the Board of Governors.

Mrs Reddick drew attention to three documents: DoE's First Steps to Sustainability Strategy, published in 2006; DARD's Rural Strategy 2007-13; and DE's Schools for the Future : A Policy for Sustainable Schools, published in 2009. These documents highlighted the importance of sustainability, regenerating the rural environment, strengthening communities and infrastructure. She asked the

Board to take into consideration the quality of the educational experience of the children attending the school and the local circumstances of the school.

Rev Hagan outlined the strong leadership and management at the school, the high standards of teaching and learning, the extra curricular activities and the strong links with the community. He stated that the enrolment trend had declined in recent years due to demographic trends in the area. He also considered that the enrolment in the past four years had been impacted by the Board's Proposal regarding possible closure of the school. Parents had not enrolled their children on account of the uncertainty of the school's future. He explained that, due to a falling enrolment, the school was now finding itself in a deficit position at 31 March 2011.

Rev Hagan emphasised the importance of the rural culture and drew attention to the area's ranking within the United Kingdom's most socially deprived areas. He stated that the Board's decision two years previously had been that the school would not close in the Board's term but would await a decision by the Education and Skills Authority.

Rev Hagan urged the Board to have a duty of care to the very experienced staff at the school and to assist with redeployment should a decision be taken to implement the Development Proposal.

Mr Kennedy expressed apologies on behalf of other Assembly party colleagues who were unable to be present at the meeting but who had voiced their support to the continuation of the school. He gave a breakdown of the religious make-up of the population in the area, emphasising that the families attending the school were the minority population in this area. He drew attention to the school's strong historic financial position, its links with the local community and he referenced future changes to education. He requested the Board's consideration to not publish the Development Proposal to enable the continuation of the school for a further year to allow progress to be made at local and political levels. He stated that he had consulted with political colleagues with regard to models used in the Republic of Ireland regarding small rural schools.

Mrs McCaul drew attention to the tremendous support and empathy for small rural schools. She queried the cross party support with regard to the model referred to in the Republic of Ireland. Mr Kennedy stated that while insufficient progress had been made in the past by politicians in relation to rural schools, he was more optimistic at present. Political colleagues were giving firm support to the position of Aghavilly Primary School.

Mr Mackin commended the school on its educational achievements. He queried the distance from the school to the nearest controlled primary school. Mrs McCartney considered that parents would favour Lisnadill and The Armstrong Primary Schools. She explained that, over the last four years, parents had attended meetings at the school with Board officers to consult on a proposal to amalgamate Aghavilly, Keady and Drumhillery Primary Schools. She stated that enrolment numbers at Aghavilly Primary School had consequently decreased from 31 to 19 pupils during this period.

In response to a query from Councillor McCrum regarding enrolment figures for September 2011/12, Mrs McCartney stated that this number was expected to be 14 pupils.

Councillor Cavanagh commented that the crux of the matter related to support for rural communities, particularly minority rural communities.

Mr Kennedy asked that, without any prejudice to the school's presentation, the Board should have regard to the timing of the Development Proposal and its impact on the school's enrolment in 2011/12.

The Chairperson explained that the Board would give consideration to the issue and would inform the school of the outcome in due course. He thanked the delegation for its presentation and the representatives withdrew from the meeting.

## **12.2 DEVELOPMENT PROPOSAL NO 266 : CLOSURE OF KEADY PRIMARY SCHOOL**

The Chairperson welcomed the delegation to the meeting. The delegation comprised Mr D Kennedy MLA, Rev J McClenaghan, Chairperson of the Board of Governors, and Miss N Dougan, Assistant Teacher at the school. An apology was submitted on behalf of the principal of the school who unfortunately was unable to attend.

Rev McClenaghan drew attention to the importance of sustainability, the small school ethos, the strong links of the community and cross-community programmes evidenced at the school. He also referred to the quality of the educational experience, the high standard of teaching and learning, the strong leadership, the strong support of the Board of Governors, the excellent school accommodation and the sound financial provision. He stated that only in recent years had the school found it impossible to live within its budget which had been due to declining pupil numbers.

Rev McClenaghan considered that economic reasons should not be the main factor in determining the future of the school. He stated that the school was situated in Keady town and served an isolated community. If the school was to close, he believed that the minority community would be polarised even further and scope for cross-community approaches would be very limited. He explained that the distance for children travelling from Keady to nearby controlled primary schools could result in a distance of up to 10 miles. In addition, travelling conditions around Keady in winter months was hazardous. He asked the Board to take into consideration the special circumstances of Keady Primary School before coming to a decision.

Mr Kennedy again expressed apologies on behalf of other Assembly party colleagues who were unable to be present at the meeting but who had voiced their support to the continuation of the school. He gave a breakdown of the religious make-up of the population in the area and referred to the difficulties in developing a shared future in the area should this school close. He drew attention to the educational experience at the school, the highly committed teaching staff, nursery provision in the area and to the political and cross community support to the school. He urged the Board to have a duty of care to the experienced staff at the school. He requested the Board's consideration to not publish the Development Proposal which would enable the continuation of the school for a further year to allow progress to be made at local and political levels. He referred to the future of educational provision in Northern Ireland and discussions which he had held with political colleagues in relation to models used in the Republic of Ireland regarding small rural schools.

Mrs McCaul thanked the representatives for their presentation. She sought clarification on the distance of the journey from Keady to nearby controlled primary schools. Rev McClenaghan advised that the distance from Keady to Armagh was approximately 7 miles and pick up points for children on rural lanes would lengthen that journey. The expectation was that parents would gravitate to The Armstrong Primary School in Armagh.

Rev Canon McKegney stated that the Board had great sympathy for the position of small rural schools. However, it was mindful also of the difficult financial situation.

In response to a query from Councillor McCrum regarding enrolment figures for September 2011/12, Miss Dougan stated that this number was expected to be 17 pupils.

The Chairperson explained that the Board would give consideration to the issue and would inform the school of the outcome in due course. He thanked the delegation for its presentation and the representatives withdrew from the meeting.

### **Consideration of Development Proposals**

Attention was given to the distance between neighbouring controlled primary schools to Aghavilly and Keady Primary Schools. The budgetary situations showing no means of financial recovery were noted. It was pointed out that the schools had managed their budgets to their best endeavours but the declining enrolment numbers had caused a deficit financial situation over a number of years.

The Board was sympathetic to the situation of the small rural schools, especially where the community was a minority rural community. Examination of the Board's commitment to both schools in the previous review was given, ie 'that both schools should be retained for the remainder of the life of that Board'. It was noted that the term of that Board had ended on 31 December 2009. Discussion ensued in relation to the new Education and Skills Authority, its prioritisations at strategic level and to area based planning.

Consideration was given to the enrolment numbers at both schools, the educational experiences and social development of the children.

In order to provide clarity, Mr Butler confirmed that Board Officers would use their best endeavours to secure employment for the teaching staff through the Transferred Redundancy Procedure.

### **Aghavilly Primary School**

It was proposed by Councillor McCrum, seconded by Mrs McCaul, that the Board should seek to publish the Development Proposal with regard to Aghavilly Primary School and to highlight to the Minister the need to take account of special circumstances with regard to minority rural schools. The Board considered that it had exhausted all means of providing support to this school and was taking the proposal forward with deep regret which did not reflect in any way on the quality of the teaching as evidenced in the Education and Training Inspector report.

The Chairperson called for a vote which resulted as follows:

For 6            Against 0            Abstentions 2

The Chairperson declared the motion carried.

### **Keady Primary School**

It was proposed by Mr McVeigh, seconded by Mrs McCaul, that the Board should seek to publish the Development Proposal with regard to Aghavilly Primary School and to highlight to the Minister the need to take account of special circumstances with regard to minority rural schools. The Board considered that it had exhausted all means of providing support to this school and was taking the proposal forward with deep regret which did not reflect in any way on the quality of the teaching at the school.

The Chairperson called for a vote which resulted as follows:

For 6            Against 0        Abstentions 2

The Chairperson declared the motion carried.

## **13. CHILDREN AND YOUNG PEOPLE'S SERVICES : FORMAL STATEMENTS**

### **13.1 PROPOSED FORMAL STATEMENTS**

It was proposed by Rev Canon McKegney, seconded by Mr Mackin, and agreed that Statements of Special Educational Needs\*\* should be made on pupils with code reference numbers SEN 2011 / 76 to SEN 2011 / 110 inclusive.

### **13.2 AMENDED FORMAL STATEMENTS**

It was proposed by Rev Canon McKegney, seconded by Mr Mackin, and agreed that Amended Statements of Special Educational Needs\*\* should be made on pupils with code reference numbers SEN 2011 / 433A to SEN 2011 / 518A inclusive.

In response to a query from Mrs McCaul regarding maintaining statements of special educational need for those children who transferred from primary to post-primary schools, Dr Mangan confirmed that no withdrawal of resources took place on transfer. Statements were maintained to provide the same level of support in order to give protection to the young people. Should any difficulties arise in the first term, statements were reviewed or amended as required.

### **13.3 STATEMENT TO BE CEASED**

It was proposed by Rev Canon McKegney, seconded by Mr Mackin, and agreed that a Statement of Special Educational Needs\*\* should cease to be made on the pupil with code reference number SEN 2011 / 11C.

### **13.4 RESOURCING FOR PUPILS WHO LIVE IN OTHER ELBs BUT ATTENDING SELB SCHOOLS**

It was proposed by Rev Canon McKegney, seconded by Mr Mackin, and agreed that resourcing be made available for the pupils with Statements of Special Educational Needs\*\* (code reference numbers SEN 2011 / 07 OB to SEN 2011 / 18 OB inclusive) attending SELB schools.

### **13.5 AUTHORISATION TO PROCESS STATEMENTS OF SPECIAL EDUCATIONAL NEEDS OVER THE SUMMER MONTHS**

As the next meeting of the Board was due to take place in September 2011, it was proposed by Councillor Clarke, seconded by Councillor Cavanagh, and agreed that

officers would be authorised to process statements in July and August 2011. It was agreed that these statements would be reported to the Board at its September meeting.

#### **14. DRAFT EQUALITY SCHEME**

The Chairperson advised that the draft Equality Scheme had been prepared on a five Board basis and that each Board had subsequently adapted the Scheme in areas particular to its own needs.

Mr Shields stated that the Equality Scheme was required to be submitted to the Equality Commission by 1 August 2011. To date, the Board had completed an audit of inequalities, published the draft Scheme on the Board's website, consulted with key stakeholders and had agreed to devise the Equality Action Plan on an inter-Board basis. Approval was now being sought for the Board to authorise the Chairperson and Chief Executive to sign the Equality Scheme, when finalised, by 31 July 2011.

It was proposed by Councillor Cavanagh, seconded by Mr Mackin, and agreed to authorise the Chairperson and Chief Executive to sign the Equality Scheme in order that it might be submitted to the Equality Commission by 1 August 2011. The Board noted that the Scheme would be presented to the Board in September in its final form.

#### **15. PROCUREMENT IN THE EDUCATION SECTOR**

The Board agreed to defer this item of business to the September meeting.

#### **16. JOINT EDUCATION COMMITTEE : MINUTES OF MEETING HELD ON 15 JUNE 2011**

Mrs McCaul drew attention to discussion which had focused on CASS support being targeted towards individual schools due to the level of resources now available. She advised that a presentation would be given to the Committee in the new school year on the restructured CASS service and the criteria used to identify schools requiring CASS interventions.

Reference was also made to support given by Speech and Language Units to schools and to DE's targets for CASS and CYPS. Mrs McCaul paid tribute to officers for achieving the target of 100% of statutory assessments being completed within the statutory timeframe. She pointed out, however, that some targets set by DE were unrealistic as a result of the pressures on the CASS budgetary allocation.

Attention was drawn to further efficiencies which could be explored in the CYPS department in areas which had not been included in the voluntary severance exercise the previous year. Mrs McCaul pointed out that the Committee's view had been that DE should focus on allocating resources efficiently as opposed to effecting savings. DE should therefore recognise that voluntary severance should be made available where inefficiencies existed in areas which had previously been deemed to be protected. She urged the Chairperson to raise this issue at his meeting with the Minister on 5 July 2011.

Mr Mackey advised that, while the Committee had agreed to recommend the inclusion of a reference to the Whistleblowing Policy in the Parental Complaints Procedure for Schools, this Policy was only available to Board employees and not to parents.

Mr Mackin asked that careful attention be given to the timing of future meetings of the Teachers' Consultative Committees.

It was proposed by Mrs McCaul, seconded by Councillor Cavanagh, and agreed that the minutes\* (EC/6/11/12) of the meeting held on 15 June 2011 be adopted.

## **17. FINANCE COMMITTEE : MINUTES**

### **17.1 MEETING HELD ON 19 MAY 2011**

Ms Ayling confirmed that the Annual Report (extract) and Accounts for 2010/11 had been submitted to NIAO in draft format by the deadline of 20 May 2011. She pointed out that the variance between actual year end spend and forecast year end spend was an underspend of £920k, of which £410k related to Earmarked Initiatives.

The Board noted that small variances existed between forecast and actual year end spend within the Capital and Youth budgets.

It was proposed by Mr Mackin, seconded by Mr Campbell, and agreed that the minutes\* (F/5/11/13.1) of the meeting held on 19 May 2011 be adopted.

### **17.2 MEETING HELD ON 24 JUNE 2011**

Ms Ayling stated that the meeting had focused on the LMS three year budgetary plans. She drew attention to the general trends arising in each sector and to the significant number of schools, particularly in the post-primary sector, which would incur a financial management deficit position by 2013/14. It was noted that demographic trends and the AWPU cash reduction had impacted negatively on this sector's three year financial plans.

The Board noted with concern that 41 schools were listed within the 'Recovery not demonstrated – deficit' category. Ms Ayling outlined that the Committee had endorsed the prioritisation of LMS resources towards these high risk schools. Mr Mackin drew attention to the questionnaire which would be issued to schools in this category which would seek information in many areas including the uptake of financial training by members of a Board of Governors' finance committee.

*(Councillor Cavanagh left the meeting at 5.15 pm.)*

Mrs McCaul sought clarification on the general budgetary position concerning primary schools. Ms Ayling advised that the majority of schools in the primary sector were surviving financially over the three year period due to previous surpluses. Their enrolment numbers were either static or increasing which helped to offset the impact of the AWPU cash reduction.

It was proposed by Mr Mackin, seconded by Mr Campbell, and agreed that the minutes\* (F/6/11/13.2) of the meeting held on 24 June 2011 be adopted.

*(Rev Canon McKegney left the meeting at 5.18 pm.)*

## **18. AUDIT COMMITTEE : MINUTES OF MEETING HELD ON 13 JUNE 2011**

Ms Ayling drew attention to consideration which had been given to the new Risk (Budget cuts impact on delivery of services) in the Corporate Risk Register and the actions taken by the Board to manage the budget within its current allocation. She referred to the progress reports provided in relation to the shared service arrangements for Human

Resources, Maintenance, Building Cleaning and Internal Audit arising from the voluntary severance business cases and to the Audit Strategy for the ensuing three year period.

As no Member of the Audit Committee was present to support Mrs McCaul's proposal to adopt the minutes, it was agreed that the adoption of these minutes\* (A/6/11/14) would be considered by the Board at a subsequent meeting.

## **19. DEVELOPMENT, PLANNING AND SUPPORT SERVICES**

### **19.1 DEVELOPMENT PROPOSALS AS TO PRIMARY (INCLUDING NURSERY) AND SECONDARY EDUCATION**

#### **19.1.1 DEVELOPMENT PROPOSAL NO 265 : ESTABLISHMENT OF A THIRD FULL-TIME NURSERY UNIT AT EDENDERRY NURSERY SCHOOL**

Mr Butler presented the draft Proposal\* (B/6/11/15.1.2) setting out the establishment of a third full-time Nursery Unit at Edenderry Nursery School to increase the enrolment to 78 full-time places with effect from 1 September 2012 or as soon as possible thereafter.

The Board noted a paper\*\* (B/6/11/15.1) advising that 85 responses had been received to date in relation to the proposal. Of these responses, 84 had been in favour and 1 had been against the proposal. The Board was reminded of the background to the proposal, including the geographical nature of provision in the Portadown area and the delegation and representations made to the Advisory Sub-Committee for Controlled Schools.

The Chairperson highlighted that an increase in the number of statutory provisions also increased the responsibilities placed on Board services. He pointed out that no additional funding would be made available in the core budget for any additional provision.

It was proposed by Councillor McCrum, seconded by Mr McVeigh, and agreed to publish the Development Proposal. The Board also agreed that the Chairperson's comment on the centre resource implications would be included as part of the Board's response and in future responses of this nature.

#### **19.1.2 DEVELOPMENT PROPOSAL NO 254 : ESTABLISHMENT OF A NEW GRANT-AIDED IRISH-MEDIUM PRIMARY SCHOOL IN DUNGANNON TO BE KNOWN AS GAELSCOIL AODHA RUA**

The Chairperson reported that DE, in a letter dated 17 June 2011, had given approval to this Development Proposal for recurrent funding only. The approval was conditional upon the following:

- the school would achieve the minimum viability intake of 12 pupils in year 1;
- the site and premises would comply with health and safety requirements;
- the school provides DE with written confirmation that it would comply fully with all statutory conditions in relation to the operation and management of a grant-aided school; and

- The school must meet these conditions by 30 September 2011. If these conditions were not met the school would have one further opportunity to meet the conditions by 30 September 2012, otherwise a new Development Proposal would be required.

## **19.2 PROPERTY SERVICES**

### **19.2.1 APPOINTMENT OF CONSULTANTS**

Mr Butler presented a paper\*\* in relation to the procurement and the appointment of consultants for support services for the delivery of the Minor Capital Works Programme 2011/12. Attention was given to the process for this appointment which had been conducted through e-sourcing.

It was proposed by Councillor Clarke, seconded by Mr Mackin, and agreed to adopt the recommendation in the paper.

### **19.2.2 STATISTICAL ANALYSIS INCLUDING POPULATION PROJECTIONS (JUNE 2011)**

The Board noted the booklet\*\*.

### **19.2.3 REVIEW OF POST-PRIMARY PROVISION IN THE CONTROLLED SECTOR IN THE LURGAN AREA**

Mr Butler referred to the consultation which was currently taking place with key stakeholders with regard to this review and advised that the consultation period was due to finish on 9 September 2011. The Board agreed that no further extension should be afforded to the review.

## **19.3 SINGLE TENDER ACTION**

The Board noted the areas in the report\*\* (B/6/11/15.3) requiring single tender action as approved by the Accounting Officer.

Mr Butler advised that the Board had set aside Standing Orders in the previous year to enable young people in the Newry area to access courses through the STEPS programme. Approval was again being sought to enable this provision to continue for a further year. It was agreed by Mrs McCaul, seconded by Mr McVeigh, and agreed to set aside Standing Order 22 in order to facilitate this proprietary expenditure on the STEPS programme.

## **19.4 TENDER REPORT**

The Board noted the tender report\*\* (B/6/11/15.4) detailing tenders which had been opened and those which had been accepted. The Board noted that resources had been set aside to meet the requirements in the tender report.

## **19.5 TRANSLINK CONTRACT**

It was proposed by Mr Mackin, seconded by Councillor McCrum, and agreed that discussion in relation to this matter would be held in committee.

It was proposed by Mr McVeigh, seconded by Councillor Clarke, and agreed to resume the meeting.

The Chairperson reported that, on receiving an update on the Translink contract, the Board understood that DE was taking the matter forward in negotiation with DRD and that it would await further information from DE in this matter.

#### **19.6 LEGAL DOCUMENTS**

The Chairperson reported that the following legal documents had been signed and sealed:

- Supplemental Lease between the Board and Armagh City and District Council for a 4 year period relating to Armagh Divisional Youth Office; and
- Contract document in relation to Internal Alterations at Rathore School

#### **19.7 SCHEME FOR THE PROVISION OF CLOTHING FOR PUPILS ATTENDING GRANT-AIDED SCHOOLS OR INSTITUTIONS OF FURTHER EDUCATION**

Mr Butler presented the Scheme which had been amended to reflect the extension of the Working Tax Credit criterion to include all primary school children. It was proposed by Mr Mackin, seconded by Mrs McCaul, and agreed to adopt the revised Scheme.

#### **20. TEACHING APPOINTMENTS COMMITTEE : MINUTES**

The minutes\* (TAC/6/12/16.1 and 16.2) of the meetings held on 2 and 14 June 2011 and the minutes\*\* (TAC/6/12/16.3) of the meeting held on 29 June 2010 were noted.

#### **21. REDUNDANCIES**

It was proposed by Mr Mackin, seconded by Councillor Clarke, and agreed that discussion in relation to redundancies and the administration of honoraria payments, being the next item of business on the agenda, would be held in committee.

The Board noted that it had been proposed by Councillor Clarke, seconded by Mrs McCaul, and agreed that the redundancies, as detailed in the report, be effected.

The Chairperson also reported that the Board, in the current financial climate, had expressed concern with regard to the tension between a school's financial pressure to realise savings and a restricted centre fund for redundancy costs. The Board had recognised that this conflict would become increasingly more difficult in future as these inescapable pressures were outside the Board's control. The Board had again reiterated the need to impress upon DE the extent of the Board's financial difficulties and the possibility of assistance through 'Invest to Save' monies.

#### **22. ADMINISTRATION OF HONORARIA PAYMENTS**

The Board noted that it had been proposed by Mr Mackin, seconded by Mrs McCaul, and agreed that the recommendations, as detailed in the report, be approved.

It was proposed by Councillor Clarke, seconded by Councillor McCrum, and agreed to resume the meeting.

**23. CHAIRPERSON'S REMARKS**

The Chairperson paid tribute to those officers who were retiring over the summer months and wished them a healthy and happy retirement.

The meeting ended at 5.45 pm.

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**CHAIRPERSON**

\* Paper circulated

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**CHIEF EXECUTIVE**

\*\* Paper tabled

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**DATE**

1 July 2011 LMCC