

Terms of Reference for Minister's RPA meetings with Chairpersons of Existing Education Organisations

The Minister's announcement on the way forward for the Review of Public Administration in education on 19 July 2007 indicated her clear intention to lead the transformation personally. The Minister will chair regular meetings with the Chairpersons of the current education organizations.

Terms of Reference

The key aims of the meetings will be: -

- To provide briefing to chairs on the main developments in the RPA reform and in the convergence programme;
- To discuss the best way for the existing organisations to contribute to the reform programme;
- To enable the Minister and chairs to examine issues being faced in maintaining service continuity during this transformation period.

Attendees

The Chairpersons of the education organisations affected by the Review of Public Administration will be invited to the meetings. A list of the affected organisations is contained in Annex 1. Vice-Chairs can attend in the absence of the Chairperson.

DE Attendance

The Permanent Secretary, Will Haire, and the Chief Executive Designate of ESA, Gavin Boyd, will attend to support the Minister.

Timing / Frequency of Meetings

It is important that the frequency of the meetings is sufficient to give the Minister proper oversight of the reform programme, that the meetings have substantial agendas and add value to the reform process. It is recommended that meetings be held on a quarterly basis. More frequent meetings can be arranged if issues arise or the volume of business requires.

The following dates have been agreed:--

- Wednesday 10 October, 1700 – 1830, NICVA Conference Suite, Duncairn Gardens.
- Thursday 15 November, 1345 – 1515, Armagh, venue TBC
- Wednesday 16 January, 1345 – 1530, Newry, venue TBC.

Secretariat

The Department of Education will provide secretariat support for the meetings, arranging dates and venues, taking minutes of meetings, drafting agendas etc.

Agenda

The Department of Education will prepare draft agenda for the Minister's approval.

Annex 1: Attendees

Chairperson of the Belfast Education and Library Board

Chairperson of the Western Education and Library Board

Chairperson of the North-Eastern Education and Library Board

Chairperson of the South-Eastern Education and Library Board

Chairperson of the Southern Education and Library Board

Chairperson of the Council for Curriculum, Examinations and Assessment

Chairperson of the Council for Catholic Maintained Schools

Chairperson of the Youth Council for Northern Ireland

Chairperson of Comhairle na Gaelscolaíochta

Chairperson of the Northern Ireland Council for Integrated Education

Chairperson of the Staff Commission for the Education and Library Boards

If a Chairperson cannot attend a meeting, the Vice-Chairperson of that organisation can attend on behalf of their Chairperson.

Representatives of the GTC will also be welcome to attend.

DE Attendance

The Permanent Secretary, Will Haire

Chief Executive Designate of ESA, Gavin Boyd

Other DE officials or members of the ESAIT team will attend to report to the meeting as appropriate.