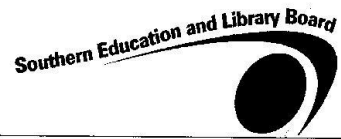


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Mr S McAteer
Clerk to the Committee for Finance and Personnel
Room 144 Parliament Buildings
Ballymiscaw
Stormont
BELFAST
BT4 3XX

27 March 2014

Dear Mr McAteer

Home Based Working Pilot Scheme(s)

I refer to your letter of 12 March 2014.

Home-based working was piloted in the SELB in 2005 across a limited range of Board support services which were deemed suitable.

The pilot exercise in the SELB involved trialling Home-based working across the following services, Curriculum Advisory and Support Services (CASS), Internal Audit and Maintenance. The assessment of suitability of Board services and individual employees within those services for inclusion in the pilot was based on the following general requirements:

- the job role requiring minimal face-to-face communication or physical contact at the work base;
- autonomy of role;
- easy use of technology;
- minimal need for specialised equipment;
- controllable work flow and definable output.

In order to fully appreciate the issues associated with implementation of the pilot and to gauge lessons to be learnt from its roll-out, it is proposed that it may be beneficial for the Committee to liaise with one of the senior SELB Officers who was involved in the exercise. For this purpose, Mr John Curran, Management Side Secretary has been nominated to act as the point of contact. In advance of any such discussion it should be highlighted, however, that some of the information provided will reflect working arrangements 8.5 years ago when technology and work practices may differ from today's environment.

I understand that the other Education and Library Boards did not engage in home-based working in light of the announcement that the new Education and Skills Authority for Northern Ireland was imminent. The rationale behind the decision was that the scheme would potentially change the work base locations of a significant number of staff whose posts were deemed to be "at risk" and this could be problematic at a time when major organisational change was imminent within Education.

Yours sincerely

A handwritten signature in black ink, appearing to read "Gavin Boyd".

Gavin Boyd
CHIEF EXECUTIVE (Interim)

LMCC