


Learning Resources Committee
Wednesday 15 June 2011, 7pm in R1

Minutes

Present	Ian Campbell David James Christina Haddrell Peter Norman Ian Peddie Derek Brown	Chair of Governors Staff Governor Head Teacher Parent Governor Foundation Governor (Chair) Foundation Governor
In attendance:	Gill Williams	Clerk

1	Apologies No apologies received	
2	Declaration of AOB Availability of school facilities for hire. Payroll Provider	
3	Declaration of Interests No declaration of interests received	
4	Minutes of the meeting - 16 February 2010 - previously circulated The minutes of the meeting dated 16th February were agreed and signed as a true record of the meeting.	
5	Matters arising Lettings: <ul style="list-style-type: none"> • T & C's had been amended. Payment process is to take a deposit and invoice the remaining amount after the event. • H & S items have been included in the T & C's • Feedback from hirers would indicate that they are happy with the T & C's. Swimming: <ul style="list-style-type: none"> • Governors expressed their disappointment that the school are unable to continue providing swimming coaching. The free scheme was offered to students by Northcroft Leisure centre last year; unfortunately funding for the project has been withdrawn and Northcroft is no longer able to provide the service. 	
6	Contracts/Accommodation/Maintenance The Facilities Manager was unable to attend the meeting, but had reported to members of the committee the previous evening. Ian Peddie relayed information from the Core group meeting. TDP's had been reviewed to focus on the work of Facilities in the new buildings. Concern was expressed at the apparent failure of Wilmott Dixon (WD) to deal with the remaining building issues. It appears that these issues are beginning to affect staff morale, which if not resolved could impact the quality of teaching being delivered. Governors determined that pressure should be increased on WD via the Ad Lucem project Director.	Ad Lucem

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	<p>Catering price increases had been implemented with no detrimental effect on sales. Sales would be reviewed in a year's time.</p> <p>Governors expressed their approval of the activities undertaken within the Facilities area. The committee recognised quality and volume of work being completed by the Manager and team in what had been and continues to be a challenging transition period. Thanks were expressed to staff in this area for their continued diligence and efforts.</p> <p>Working parties are being arranged to consider maintenance and cleaning contracts that require renewal in the near future.</p> <p>Governors requested feedback on resident's reactions (if any) to the new sports facilities.</p>	<p>CSS / GDW</p> <p>KMT</p>
7	<p>Health & Safety Minutes of the H & S meetings was circulated, reviewed and accepted. There were no minuted items in this area.</p>	
8	<p>Lettings Review: Letting proposals for the outdoor sports facilities were circulated and discussed. A review of lettings would be conducted in the summer term 2012. The committee expressed thanks to Mrs Tyson for the work completed along with the comprehensive review and benchmarking that had been undertaken. The proposal on hire charges was accepted</p>	KMT
9	<p>AdLucem: Phase 2 update There are no major issues to report on Phase 2, with the Ad Lucem project team focusing closely on resolving those outstanding issues from Phase 1. Finance on Phase 2 is positive and it may be possible to complete without the need to draw down on the loan previously arranged. Section 106 moneys have been received. It is anticipated that three 'fives' courts can be accommodated; the Ad Lucem Project Manager is preparing details for further discussion. Planting and landscaping is taking shape, with a horticultural area proposed to support future learning in this subject area.</p>	
10	<p>Human Resources Teachers Pay Review – Moved to Pay Committee</p>	
11	<p>Annual Work Plan – No items to discuss</p>	
12	<p>Policies reviewed: Grievance Procedure for Staff – Approved until Summer 2014 Flexible Working – Approved until Summer 2012 New Policy, approved for one year in order to allow the policy to be sense checked and tested against process for correctness Leave of Absence – Approved until Summer 2014 Proposed amendment of text from year to academic year in 8.3 & 8.4 (pending HR advice on legal implications if any).</p>	

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	<p>Pay– Approved until Summer 2014 Probation for Support Staff– Approved until Autumn 2011 Pending decision on Academy status. Confirmation of section ordering (7 & 11) from HR required</p> <p>Redundancy Approved until Autumn 2011 Pending further review from HR</p> <p>Note: consideration to be given to the Appeal Hearing Policy (staff) moving to the Pay Committee for future review.</p>	<p>KMP</p> <p>KMP</p>
13	<p>AOB</p> <p>Confirmation was requested on the availability of school facilities for hire on a Sunday. This was identified from the lettings report as 10:00 – 18:00 hrs.</p> <p>Payroll provider: Two providers have been identified as meeting the requirements of the school. HSS to provide a note to committee members to facilitate decision making.</p>	
	<p>Post Meeting Note: 28/06/2011</p> <p>The LR Committee reconvened after the meeting of 28/06/2011 to consider payroll provider information. The committee voted unanimously to appoint MoorePay as the new payroll provider.</p>	<p>HSS</p>



The meeting closed at 8.25pm.

These minutes are subject to final approval by the Learning Resource Committee at its next meeting.

SignedDate

Chair

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19th October 2011
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