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EDUCATION LEEDS EAST AREA GOVERNORS' MEETING

Minutes of the meeting held on Monday 11 July 2005 at 7.30pm
at Temple Moor High School.

PRESENT:	I Garforth – Chair (IG)	Garforth Community College / Governors' Forum
	E Hayes	Colton Primary / Temple Moor High
	C Denton	All Saints CE Primary
	E Allan	Templenewsam Halton Primary
	I Furness	Templenewsam Halton Primary
	T Ball	Harehills Primary
	P Pawsey	Crossgates Primary
	J Maskell	Allerton Bywater Primary
	M Shaw (MS)	Meadowfield Primary
	N Turner	Crossgates Primary
	M Street	Great & Little Preston CE Infants
	J Burns	John Smeaton Community High
	A Nicholl	Oakwood Primary
	S Pace	Grimes Dyke Primary

IN ATTENDANCE: Richard Stiff – Deputy Chief Executive, Education Leeds (**RS**)
Kay Margerison – Team Leader (Personnel) (**KM**)
Phil Robson – Team Leader (Service Advice Team) (**PR**)
Barbara Walker – Clerk, Education Leeds (**GSS**)

1.00	APOLOGIES	ACTION
1.01	There were no apologies for absence received.	
2.00	WORKFORCE REMODELLING	
2.01	<u>Background</u> KM explained the background to workforce remodelling and a recent School Teachers' Pay and Conditions document. The other issues to be considered included extended schools, children's services and the Children's Act 2004.	
2.02	<u>Current situation and milestone dates</u> KM reported that by 2006 Leeds will have 30 extended schools and by 2010 all schools will have extended school provision. A letter had been sent to schools inviting applications to apply for funding to join the pilot project. An issue was raised concerning the sustainability of the provision. KM explained that consultants had recently been appointed	

and would be considering such issues. The changes to Teachers' Pay and Conditions were explained. These included removal of management allowances, teaching and learning responsibility payments, excellent teacher scheme and new safeguarding arrangements.

2.03

Statutory responsibilities for governing bodies

Governing Bodies are required to undertake a review and agree and publish the new staffing structure by December 2005. Governors should ensure an implementation plan is produced. There has to be formal consultation with staff and Unions. It was suggested that governing bodies needed to meet early in the Autumn term to have preliminary discussions. Governors were circulated with a timeline for carrying out the staffing reviews. Governors were reminded of the emotional and political barriers which had to be overcome. The personnel section is working with Headteachers on issues relating to teaching and learning responsibility payments. There had been training organised for Headteachers and Chairs on the subject of remodelling.

2.04

Current good practice in east wedge schools

An issue was raised regarding the use of support staff in respect of PPA time. KM explained that the use of support staff for this purpose was dependant on the school concerned. There were some successful examples around Leeds. It was reported that Temple Newsam Halton had recently needed to recruit seven teachers due to retirements / staff movements. This situation had provided an opportunity to review the staffing structure. There were other issues raised including having a floating teacher to cover PPA, using outside coaches / music input and the cost implications of these arrangements. It was suggested that schools should work together to share expertise / ideas e.g. modern foreign language input into primary from high school.

Kay was thanked for attending the meeting and for the information given.

3.00

SERVICE ADVICE TEAM

PR explained that the service advice team provide information to schools about services that are available. They offer support and training in procurement and contract management. IG reported that he was a member of the Traded Services Forum, the role of which is to consider the strategic aspect of the quality of services provided. A survey had been undertaken to assess the satisfaction of schools with the traded services provided. The services identified as rated as satisfactory were being challenged to make improvements by the autumn. The forum would be considering the catering services at its next meeting. There were some issues raised about the coordination of work in respect of some capital projects. RS acknowledged that there were issues to address and these were currently being reviewed including the allocation of contracts.

4.00

NEW ROLE FOR GOVERNORS IN CHILDREN'S SERVICES

MS reported that he was a member of the East Leeds Children and Young People Strategic Partnership. The introduction of the changes was to be rolled out on a wedge basis. MS explained that more input was needed from Headteachers and Governors. Governors would be involved in the process of allocation of extended schools funding. It was

agreed to have a general discussion at the next meeting on the proposals. It was agreed to invite Angela Bailey (Extended Schools Adviser – East) and Mark Hopkins (Strategic Manager – Study Support) to attend the next meeting. Governors expressing an interest in being involved at a wedge level included I. Garforth, J. Maskill, A Nicholl and E Allan.

GSS

5.00 MINUTES OF THE MEETING HELD ON 7 MARCH 2005

The minutes were agreed as a correct record.

6.00 MATTERS ARISING

6.01 Issue of condoms

A request was made for more information relating to the introduction of a scheme at Temple Moor High to issue condoms to students. Governors considered such a scheme to be an excellent development for schools. E Hayes agreed to obtain further information on the scheme.

E Hayes

7.00 OPEN FORUM

7.01 School places in inner east

Governors discussed the issue of extra provision being provided at Harehills Primary and the consultation process. RS explained that due to the urgent nature of the issue a temporary resolution was required and that the long-term solution would involve a wider consultation.

7.02 Great Preston School

A governor asked that the issue of the new school being based on two sites be considered as a matter of urgency by EL. RS explained that there was no capital funding available for the next two years unless more funds were provided by LCC. RS explained that the decision on the status of the school had delayed the process and money committed had been allocated to other projects. Governors noted the concerns of the governor. RS was to attend the next governors meeting for Great Preston School.

8.00 GOVERNOR TRAINING

The Governor Support Service stresses the importance of governors accessing training to update themselves on changes taking place and encourages them to attend at least one session every term. It is suggested that governing bodies can look to arrange customised training sessions or arrange sessions for a number of local schools on particular issues.

9.00 DATE OF NEXT MEETING

The next East Area Governors' Wedge Meeting would be held on Monday 5 December 2005 at 7.30pm at Temple Moor High School