



Resources Committee Meeting

AGENDA

Thursday, 9th October 2014

Blenheim Centre @ 17:00 pm

Committee: Mr A Megahy[Chair]; Ms S Vickers [Headteacher];
 Mr G Alvy; Mr S Bismillah; Mr M Mayet; Mrs S Roe; Mrs L Whiteley [Business Manager]

Minutes: Mrs J Smart

Agenda Items

Actions

1. Apologies for Absence	AM	<ul style="list-style-type: none"> Apologies were received from Mr Mayet [consent]
2. Minutes of last meeting 19 th June 2014[10] Matters arising: <ul style="list-style-type: none"> Bungalow – SV reported that 2 staff have produced a lottery bid which will be submitted before the end of half term [24/10/14]. Health and Safety – SR reported following a recent visit to school she had compiled a report on staff accidents in school. SR confirmed that there were few accidents and generally the causes of accidents were not due to inadequate Health and Safety provision. 	AM	<ul style="list-style-type: none">
3. Finance[30] <ul style="list-style-type: none"> Budget – LMW to deliver information on projected pupil numbers Budget 15-16 LMW tabled a document demonstrating pupil number projections from 2013 to 2018 and how this would affect the budget. LMW spoke in detail about the comparisons of numbers for 2013 and 2014. Governors discussed the importance of student numbers and marketing the school. Governors asked LMW to contact the local school with a view to compiling evidence of predicted numbers for the forthcoming years. A discussion ensued regarding predicted numbers. LMW tabled a financial document in support of predicted student numbers. GA – <i>'is pupil premium factored into the figures'</i> SV – <i>'yes, for a further year pupil premium will be ring fenced, as of</i>	SV	<ul style="list-style-type: none"> SV/DEC to visit local primary/feeder schools on their Parents' Evenings to promote/market BBEC.



<p><i>2016-17 this will not have to be reported on to Ofsted.</i> AM asked if there were any further budget issues.</p> <p>SV confirmed that it is important to speculate to accumulate. It is imperative that money is spent on marketing and ICT equipment in school; this should encourage numbers of student to increase.</p> <ul style="list-style-type: none"> Staffing – SV reported that there are currently 2 staff on long term sick and should they leave these staff would not be replaced. AM – <i>‘Is there anything Governors can do to support this’.</i> SV reported that procedures are in place. A discussion ensued regarding staff absences. Premises – LMW spoke about site improvements and office moves throughout the summer. AM – <i>does the money for improvements etc come from Kirklees.</i> LMW – <i>these are paid from school budget or devolved capital.</i> AM – <i>if you do not spend the allocation from devolved capital does the school keep the money to spend as chosen.</i> LMW – <i>Yes, however there are guidelines on its usage. Requests have to be approved by Asset Management.</i> GA informed Governors of a trust [William Henry Coulter Trust] that donates amounts to support local projects. Governors discussed this and it was agreed that LMW contact the trust with a view to acquiring funding for the year 11 learning area. ICT Review – SV spoke about three year project to replace ICT equipment in school and tabled a 3 year projection regarding the replacement of computers in classrooms, projectors and print solutions. SV reported the importance of the replacement of equipment as some computers are slow and this will have a negative impact on teaching good and outstanding lessons. AM – <i>‘this is a good idea, how will this be funded’</i> SV – <i>‘it is intended to liaise with David Geering for financial advice on how this can be supported.</i> 	<ul style="list-style-type: none"> LMW to contact the William Henry Coulter Trust and report back to Governors at the next meeting [29/1/14]
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<p><i>GA – ‘Good idea – governors fully support this, it is important to provide a good business case’</i> <i>SV – ‘it is important that funding is found for this project, without the replacement of this equipment this could have a negative impact on the impending Ofsted inspection.’</i></p> <ul style="list-style-type: none"> Re-branding – SV tabled a number of copies of local school prospectus/magazines, also a copy of the BBEC Entrepreneur. As demonstrated our magazine does not compare to others. Other schools have a more professional approach. SV spoke about the importance of portraying the right image which will ultimately have an impact on increasing student numbers. SV went on to speak about rebranding the school; new name, logo, letterhead etc. For a company to do this would be in the region of 20k. A discussion ensued about a new name for the school. SV said the company would assist with this using market research and of course the student view. Governors agreed the request this would be dependent on funding being available in the near future. 		
<p>4. Any Other Business [5]</p> <ul style="list-style-type: none"> Recruitment of the DHT – SV spoke to Governors about using an external provider for the process. The cost of the service would be in the region of 3500. A discussion ensued about the use of an external provider for these services; governors recommended that the recruitment of staff should remain in the domain of the school currently. Should a DHT not be recruited in via the normal channels then an external provider should be sourced. It was agreed that an advert should be placed in November. Staff Appraisals – SV spoke about the process of whole staff appraisals and the complexity of running the process in school in the current paper format. SV introduced to Governors ‘Blue Sky’ which is an online system for recording staff appraisal. The system provides 	<p>ALL</p>	<ul style="list-style-type: none"> An advert for a DHT to be placed in November SV to arrange the purchase of the system.



<p>the tools to implement, manage and track a clear, consistent and robust appraisal policy linked to school improvement priorities.</p> <ul style="list-style-type: none"> • Governors approved the implementation of the system. • JAS to email the agreed dates of meetings to Governors. 		
<p>5. Date of Next Meeting</p> <ul style="list-style-type: none"> • 29th January 2014 	ALL	
<p>6. School Copy</p> <p>RESOLVED: It was agreed that the no part of the minutes would be excluded from the school copy.</p>	GA	