

Hampshire Governors' Representative Group

Date **8 November 2005**
Time **6.00 pm**
Location **The Professional Centre, Winchester**

Present	Dianna Hopkins	Havant
	John Mason	Winchester
	Christina Hamilton	Winchester
	Colin McNab	Winchester
	Elizabeth Anson	Fleet
	Andrew Turk	Havant
	Jim Duckham	Fleet
	Ron Short	Havant
	Simon Harwood	Winchester
	Sylvia Vine	Havant
	Hazel Round	HCC

Action

- Apologies** were received from Robin Gray, Janet Sheriton, Margaret Cooper, Samantha New-Fielding, and Dave Chapman, Parent Governor Representative on Children's Services Policy Review Group. In Robin's absence Sylvia chaired the meeting. New members were welcomed.
- Election Of Officers**

Chairman - Robin Gray had expressed willingness to stand again and was unanimously elected as chair. The group wished to record their on-going appreciation of Robin's excellent chairmanship.

Vice Chairman (2) – Sylvia Vine was unanimously elected to one of the posts and Jim Duckham to the post which is always reserved for the representative to NGC.

Treasurer – Andrew Turk expressed his willingness to continue and HGRG was happy to appoint him.

Children's Services Policy Review Committee representative – Martina Humber was re-elected subject to her agreement to continue.

3. **Notes of 7 June 2005** – these were accepted as an accurate record.

4. **Matters arising**

Admissions Issues Members shared concerns over timing of letters to parents and the group wished to have a presentation at County Forum on both primary and secondary admissions.

Falling Rolls The information requested at the previous meeting is available in the Schools Organisation Plan. All schools have a copy of this.

HGRG leaflet It was agreed that the decision to leave radical overhaul of this document until the spring term remains sensible since there are still organisational changes taking place in the local authority.

Vacancy Management Statistics were discussed as planned at all local forums. Schools which had not yet re-constituted were encouraged to do so. HGRG acknowledged the difficulties some schools face in recruiting parent governors and there was a suggestion that the flexibility to appoint from outside the school's parent body may not always be used.

Compact Volunteering Code Reference to the Compact and the Code had been included in the Whole Governing Body training materials on this topic as requested.

Schools Forum The minutes are available under S in the A to Z index of the Governor Services website. Jim Duckham congratulated the Children's Services Department on the way in which websites have been updated.

5. **Draft County Governor Forum Agenda**

The group discussed matters arising from the notes of 21 June to decide whether additions to the Draft Agenda for 22 November were necessary. The following was agreed:

- There is no longer a need to have a report from Roger Mead about **SAP** as the group felt problems had settled as staff became more experienced in using the system. There was still some uncertainty over reports for governors but it was felt that support available to schools from the finance department was helping staff sufficiently.
- Members still had concerns over **admissions** arrangements and wanted a presentation at CGF to cover both primary and secondary issues. *CGF*

- Jim Duckham’s school had had difficulty contacting Anne Green Wilkinson about **sustainability** but Christina Hamilton praised the support her school had received. It was not felt to be necessary to discuss this further at CGF but Christina would share information with Jim. *JD/CH*
- There were still concerns over funding to support **PPA** and further clarification of what was available would be appreciated. *CGF*
- Clarification of the impact on nursery schools of the introduction of **Teaching and Learning Responsibility payments** had been requested but not received. A response from EPS was requested. (an error in the minutes shows TLRs as LLRs and needs correction) *CGF*

In considering the draft agenda the group made no changes to items 1 to 4.

Item 5 was identified as an opportunity to raise concerns about newspaper reports on a change in SCC strategies.

For **item 6** The group felt a written update (one side of A4) on the New Relationship with schools would be useful with the agenda, detailing the number of schools inspected under the new arrangements so far and an overview of the outcomes. Further information was also requested on how **SIPS** would carry out their role in the performance management of headteachers. There was concern that the use of headteachers may mean the relationship may be less objective and governor focussed than previously. *John Clarke*

For **item 8** the group identified their need for further clarification from Felicity Roe at the meeting about the CYPP paper’s meaning and purpose. *Felicity Roe*

The paper on the **Corporate Pay and Benefits project for support staff** was supplied with the draft agenda for information only. However HGRG felt they would like to have this as an agenda item with an appropriate member of EPS present to answer questions There were concerns over budget implications for schools and the LA as well as a sense that governor representatives had been insufficiently consulted/involved with this project. It was felt the presence of an EPS representative would also allow questions to be asked about other personnel issues arising from the previous meeting ie. TLRs in nursery schools, funding for home/school link workers and funding for PPA. *John Wakeling*

Elizabeth Anson left the meeting at this point.

6. **Schools Forum**

i. It was reported that funding arrangements for schools would continue to be linked to the financial year and not the academic year.

ii. The group requested clarification on the current membership of the forum. It was agreed that Sylvia will fill the secondary vacancy and Christina Hamilton will take up the primary post which then becomes available, subject to the agreement of her line manager. The clerk will write to the two special school HGRG representatives to see whether they are interested in joining the schools forum before seeking volunteers outside the group.

GS

Post Meeting Note: Nigel Wilson has agreed to join the Schools Forum to represent special schools. Mrs Dale Budzynski is on long term sick leave.

7. **HGRG Representatives' feedback from meetings.**

- Children's Services Policy Review Committee – no report as Martina not available.

- NGC – Jim had updated members via email prior to the meeting. He asked the group for their views on the merger of NASCG and NGC so that he could reflect the Hampshire perspective at the meeting on Saturday. HGRG support the merger.

JD

- Asset Management Plans – The meeting date was changed and then cancelled. John will write to Bob Eardley to ask what the future of the group is. There was concern that there's no other forum for discussion of these issues.

JM

- DfES Ofsted conference – Andrew was unable to go. Jim had emailed the feedback received but Dianna has no computer so Andrew will send her a paper copy.

AT

- Admissions Forum – The last meeting looked at the problems experienced over secondary school admissions and set up a working party to address the issues around hard-to-place pupils. Sylvia will produce a brief summary of the topics discussed for the next HGRG meeting.

SV

8. **Correspondence;** the log was noted. An invitation to the next One Compact meeting had been received and Jim Duckham agreed to represent HGRG again. *JD*
9. **Chairman's items** – none.
10. **Treasurer's items** – Andrew reminded members to give him their travel claims. Current rate is already entered on the forms distributed.
11. **Local Forum items**
- NE – before leaving the meeting Elizabeth Anson had commended the speaker on school meals who attended the recent NE forum.
- SE - A question was raised about whether speech therapy clinics could be held in schools rather than children needing to travel. HGRG discussed the issue, recognised that there was a shortage of speech therapists and believed that current practice was the most efficient way to meet children's needs.
- There was some dissatisfaction about insurance requirements meaning schools have to use large companies which are often more expensive for building works.
- There was a query about the possibility of combining the two Patch Forums in the SE. HGRG agreed that any decision regarding this was entirely for the members of the two Patch Forums and it was not a matter for HGRG.
- Western – Concerns were expressed over the rising costs of utilities.
12. **AOB** – Jim asked for email addresses of new members and it was agreed to send a copy of all members details with the minutes. *GS*