

MINUTES of a meeting of the Personnel Committee of Parc Eglos School
held at the school on 1st November 2016 at 8.30am

PRESENT: Mr Marc Talbot (Chair)
 Mr Brett Dye (Head)
 Mr Tom Tripp
 Mr John White

IN ATTENDANCE: Mrs Jayne Banner (Deputy Head)
 Mrs Maria Collins (Business Manager)
 Mr Luke Haslam (Clerk)

		ACTION
1.	<p>APOLOGIES & AOB</p> <p>Apologies were received and accepted from Mr Peter Jenkinson and Mrs Julia Worsdell.</p> <p>Governors were asked to consider increments to teaching scales and an inflationary award for non-teaching staff.</p>	
2.	<p>DECLARATION OF BUSINESS AND PECUNIARY INTERESTS</p> <p>Staff declared as staff, Mr White noted a family member was a member of staff in the school nursery.</p>	
3.	<p>ELECTION OF COMMITTEE CHAIR</p> <p>Governors appointed Mr Talbot as committee chair.</p>	
4.	<p>REVIEW MAINSCALE TEACHERS' PAY</p> <p>Governors reviewed performance management of mainscale teachers, discussed the process with the headteacher and agreed increments in line with the School Teachers Pay and Conditions Guidance 2016.</p>	
5.	<p>REVIEW UPPER SCALE TEACHERS' PAY</p> <p>Governors reviewed performance management of Upper Scale Teachers, discussed the process with the headteacher and reviewed requests from staff to progress on the scale.</p>	
6.	<p>REVIEW DEPUTY HEADTEACHER'S PAY</p> <p>Mrs Banner left the meeting at this point.</p> <p>Governors discussed performance management outcomes with the headteacher and resolved to accept the recommendation of the Head.</p>	

7.	<p>DATE & TIME OF HEADTEACHER'S PAY REVIEW</p> <p>Head's Performance Review Group: Performance Management Meeting with SIP - 10.30am, Tues 29th November.</p>	
8.	<p>ANY OTHER BUSINESS</p> <p>Teaching Increment Governors queried what had been budgeted for in the current fiscal year and were advised a 1% increment had been budgeted for on teaching roles, although some new appointments had come in higher than expected.</p> <p>Governors RESOLVED to make a 1% increment to all teaching and leadership scales in line with STRB recommendations for 2016/17.</p> <p>Non-Teaching Staff Scales Governors were advised Cornwall Council recommended consideration of an inflationary award (scaling from 2.6%-1%) and the adoption of the new foundation living wage rate.</p> <p>Governors reviewed impact of both options and RESOLVED to implement the inflationary award for all non-teaching roles.</p> <p>Based on an impact assessment and advice given across the Cooperative Trust governors did not adopt the new foundation living wage rate.</p>	
9.	<p>CONFIDENTIAL MATTERS</p> <p>Details on agreed increments are provided in the confidential part 2 of these minutes, these are not considered appropriate for the public minutes due to referencing pay scales of individual staff members.</p>	

The meeting concluded at 10.00am

SIGNED

DATED.....

Chair's Initials.....