

The Federation of Abbey Schools Academy Trust

Pay Review Sub-Committee

Minutes

Date & Time: 5.30 pm on Monday 10th September 2018

Present Governors: Mr J Briggs, Dr L Bryant, Mr M J Fryer and Mr P M Willson.

Also in Attendance: Mrs L Hawksby (Clerk to the Governing Body).

<u>ITEM</u>	<u>DESCRIPTION OF DISCUSSION</u>	<u>ACTION BY</u>
	<p><u>Dr L Bryant was in the Chair for this meeting of the Pay Review Sub-Committee.</u></p>	
1.	<p>Apologies for Absence</p> <p>There were no apologies for absence.</p>	
2.	<p>Notification of Items of Other Business</p> <p>There were no items of other business.</p>	
3.	<p>Declaration of personal and pecuniary interests in any matters arising from the Agenda of the current meeting</p> <p>There were no declarations of personal or pecuniary interests in any matters arising from the Agenda of the current meeting.</p>	
4.	<p>Pay Policy</p> <p>The Head Teacher reported on Stockton Borough Council’s Human Resources Model Pay Policy and advised that the Academy had adopted the same policy. He further advised that at the date of this meeting the pay awards had not yet been formalised.</p> <p>RESOLVED:</p> <p>That the Academy’s Pay Policy, being the same as Stockton Borough Council’s Model Pay Policy, be approved.</p>	<p><i>Head Teacher/ HR</i></p>

<p>5.</p>	<p>Appraisal Policy</p> <p>The Head Teacher reported on the Academy’s Appraisal Policy which had been adopted from Stockton Borough Council’s model policy. He advised that the Academy’s own guidelines would be brought back to the next meeting of the Finance Committee in the Autumn term.</p> <p>RESOLVED:</p> <ul style="list-style-type: none"> a) That the Appraisal Policy be approved. b) That the Academy’s guidelines be brought back to the next meeting of the Finance Committee scheduled for the 7th November 2018. 	<p><i>Head Teacher</i></p>
<p>6.</p>	<p>Report on Performance and Pay Awards</p> <p>The Head Teacher verbally reported that all teachers had achieved their targets and were eligible for pay progression, with the exception of one member of staff who had not quite reached their targets. The staff member was being provided with support and another review was scheduled for the end of October.</p> <p>The Head Teacher reported that one member of staff wished to retire in October and the Academy would retain their skills on a fixed term contract after this date. It was noted that Human Resources had agreed and that there would be no effect to the pupils.</p> <p>RESOLVED:</p> <ul style="list-style-type: none"> a) That pay progression for teaching staff be approved for the current year, with one member of staff’s being subject to review in October. b) That the retirement requested by the member of staff be approved. 	<p><i>Head Teacher/ HR</i></p> <p><i>Head Teacher/ HR</i></p>
<p>7.</p>	<p>Approval of Documents for Public Inspection</p> <p>RESOLVED:</p> <p>That the Agenda and approved Minutes be made available for public inspection.</p>	

The Meeting concluded at 5.30 pm

Approved :

Date: _____

Signature (Chair): _____

Name: _____