

STAFF COMMITTEE

The next meeting of the Staff Committee will be held on Monday, 17 January 2011 at 4.30 pm, in Fishbourne and Bosham Rooms

A G E N D A

1. Apologies for Absence
2. Declarations of Interest

Committee Members are reminded that they have a personal responsibility to declare any interests they may have in items under discussion and to know that they may be required to withdraw from the meeting during such discussions.
3. Minutes
 - a) To confirm the minutes of the meeting held on Monday, 1 November 2010. (White)
 - b) A schedule setting out progress on actions agreed at the last meeting of the Committee is attached for information. (Green)
 - c) Other Matters Arising.
4. Item raised by Staff Representatives

The following item was raised at the Staff Representatives Lunch:
College Catering Services
Jim Slaughter will introduce a discussion about changes to the Aramark service at the College.
5. Government Expenditure Plans 2011 Onwards

Shelagh Legrave will update the Committee on any further information regarding Government Expenditure Plans for 2011 onwards.

Members are reminded that they have a personal responsibility to declare any interests they may have in items under discussion and to withdraw from the meeting during such discussions. To enable business to be conducted expeditiously it will be assumed that Members have read all papers presented with the Agenda. To further this aim Members are encouraged to seek clarification or additional information where necessary via the Clerk in advance of the Meeting.

6. Governor Links

David Hett will introduce a discussion on the Governor Links Programme. A report on the programme, originally produced for the Governance and Search Committee, is circulated for information. (Yellow)
7. Lesson Observations

Andy Green will introduce changes to the Lesson Observation procedures. An update of the procedures is circulated for information together with the Observation Summary Form. (Pink)
8. Staff Representatives Induction

Julie Sleeman and Catherine Vinall will introduce a discussion on an induction for Staff Representatives. A document outlining the role and expectations of Staff Representatives is circulated for information. (Blue)
9. Environment Committee

Julie Sleeman will introduce a short discussion on topics of the future meetings of the Environment Committee. A summary of work undertaken by the Environment Committee, the Committee Terms of Reference and the Environment and Sustainability Action Plan are circulated for information. (Lilac)
10. Date of next Meeting

Monday, 7 March 2011 at 4.30 pm, Fishbourne and Bosham Rooms.
11. Any Other Business

To consider any other items of business which have been notified to the Clerk of the Governing Body in advance of the meeting.
12. Review of the Business of the Meeting

Members of the Committee are invited to consider whether any items of business before the meeting might have been dealt with in a different or more appropriate manner.