



Meeting of the Pay Review Subcommittee of  
The St Joseph & St Thomas More Catholic Primary Federation  
to be held via Microsoft Teams on Friday 6 November 2020 at 2.00pm

A G E N D A

- 1 Welcome and Opening Prayer  
BROD opened the meeting with a prayer
  
- 2 Election of chair of the Subcommittee  
Leo was elected to Chair
  
- 3 Declaration of Pecuniary Interest  
None
  
- 4 Apologies for absence and their acceptance or otherwise  
(Any Governor failing to attend meetings of the Governing Body for a period of six months, without the consent of the Governing Body, will be disqualified from membership)  
  
Governors accepted apologies from Dan Murray
  
- 5 Threshold Application  
The application for progression to UPS1 was discussed and it was felt that there was substantial evidence to support this. The member of staff has proved that they are working for the benefit of both schools, supporting staff and leading 3 curriculum areas. They have led staff training, carried out subject audits, work scrutinies, curriculum evaluations and shown that their own class outcomes are very good. They have also completed their aspiring DHT course. Governors agreed that this pay rise should go ahead.
  
- 6 Pay progression information  
The application to move from L8 to L9 was approved by governors, based on
- 7 the staff members performance throughout Lockdown – they managed St Joseph's on a day to day basis throughout.

The application to move from L3 to L4 was approved by governors, based on the work that the member of staff has done in leading English, in both schools, working closely with the English hub and disseminating the information across both schools.

Governors agreed to the pay rises within the upper pay spine, based on the successful PM these staff have had this academic year. One of these staff is also completing their aspiring DHT course, thus continuing their professional development.

The other requests for pay rises were also agreed based upon the successful performance management cycles of those individual staff.

Governors noted and agreed that one member of staff eligible for application to UPS1 had not submitted evidence to support an application and therefore would remain on the current 6b scale.

Throughout the discussions, governors questioned the achievement of targets given the COVID climate. BROD assured governors that any targets that were not achieved were purely down to the Lockdown (and partial opening of schools) and not to a lack of competence from staff. These targets have been incorporated into the new academic year PM actions in an appropriate manner.

Discussions around the work that staff have collectively continued to do (outside of classroom teaching) during these difficult times took place such as work scrutinies, production of resources (both physical and virtual), staff training (led in house by subject leads) and the continued development of curriculums.

#### Any Other Business

In his emergency powers, as Chair of the Governing Body Dan Murray agreed the pay policy.