

Minutes of the meeting of the Project Implementation Group of the NGfL and SRB projects held on Thursday 22nd March 2001 at the PDC International House.

PRESENT:

Phil Redman	Lambeth Education
Tom Crowley	RM plc
Chris Davies	Lambeth Education
Jenny Davies	Turney School
Mayla Hardaker	Lambeth EAZ
Chris Barnes	Lambeth Education
Verna-Jean Gervais	IT Learning Exchange
Richard Charlton	Lambeth IT (Minutes)

APOLOGIES FOR ABSENCE:

Florence Wilson	St Judes Primary School
Tim Downie	Paradigm ICT
Diana Shepherd	Loughborough Juniors School
Gary Stevens	IT Learning Exchange
Richard Selwyn	BECTa
Nic Mitchell	IT Learning Exchange
Malcolm Forbes	Brixton On-Line

1. MEMBERSHIP

CD to write to representative headteachers to confirm the continuation of their membership. CD

2. MINUTES OF THE LAST MEETING

RM plc SERVICE PRE-MEETING update

- Draft order sign-off sheet. MS to send to CB Done
- RM to confirm use of permanent engineers for all future Lambeth installations. Done
- Training, TC provided details of the Newham training. CB to confirm phase 3 schools still to receive network training. CB to contact Newham, to confirm places for Lambeth school network training. CB
- Support contracts – TC to provide summary sheet of RM plc’s overall services. TC to send details to schools including existing contracts and expiry dates with the school hardware maintenance contracts and inventories. TC
- RC/TC to discuss future service proposals for the provision of network and support management services. Slot provided at summer ICT conference. RC/TC

All other items covered in agenda.

3. NGfL DELIVERY PROGRESS REPORT

CB confirmed that of the 10 previously outstanding school installations, 8 now completed satisfactorily by RM plc and 2 schools to be completed by March 31st, 2001. Further work at Christchurch school in Streatham, pending completion of site building works. CB and RM plc representative to visit sites, post installation and report to next meeting.

CB/RM plc

RC/PR confirmed that outstanding NGfL project invoices had been received from suppliers and they were being processed for payment as soon as possible.

Larkhall Autistic Unit – CB still to visit site, to confirm possible NGfL needs. Agreed to fund implementation of NGfL at LAU conditional on sufficient funding being available in the 2000/1 NGfL budget.

CB

Hillmead Primary – JNA Consulting agreed to install RM plc PC's on schools existing network. RM to deliver equipment when the room is fitted with appropriate furniture. CB to chase progress with JNA Consultants before end of April 2001 and confirm delivery details with RM plc.

CB

NGfL4 Funding sub-committee met 13th March 2001. PR confirmed that category A funding details required by the DfEE from schools would be collected by a Development plan pro forma. The group discussed the draft presented. PR/RC to amend draft schools development plan questionnaire and circulate for approval before sending to schools as soon as possible. PR/RC to report to next meeting.

PR/RC

It was agreed that there would be continued commitment to fund the existing arrangements with IT Learning Exchange for provision of Primary Classroom Consultant services to schools in 2001/2, to be funded from NGfL4 category A.

It was further agreed, to allocate a further notional £15,000 from NGfL category A for the provision of Secondary Classroom Consultant support for schools. PR/RC to report progress to future meetings.

PR/RC

5. ILS DELIVERY PROGRESS REPORT

Report deferred to next meeting.

CD to contact JH re report.

CD

6. LONDON GRID FOR LEARNING

London Learning – Consortium of 33 London boroughs to provide broadband internet access to London schools – PR member of content group, RC member of infrastructure group.

PR/RC confirmed that the LGfL procurement process for the three areas (Content, Infrastructure and Managed Services) was proceeding as planned.

PR to post LGfL consultation information on the Lambeth schools web-site and to circulate hardcopies to Lambeth Libraries.

PR

It was confirmed that Lambeth LEA had submitted a committee report recommending subscription to the regional broadband consortium (LGfL) and to implement the connection of at least 20% of schools to broadband within first year to the LGfL (2001/2). CD to confirm progress of committee report to next meeting.

CD

PR/RC to attend future meetings and report to group.

RC/PR

7. CLASSROOM CONSULTANTS REPORT

Primary

VJG confirmed that it had not been possible to move forward Macaulay and St Judes to the current round. To be rescheduled after March 31st

VJG

VJG confirmed that all phase 3 schools had now been contacted and initial meetings had been arranged with headteachers for the summer term.

Written report to be presented to the next meeting

VJG/GS

Secondary

PR reported on the progress of the secondary classroom consultant - from the Learning Circuit - at 4 secondary schools and presented a written report. PR to report to next meeting.

PR

8. EDUCATION EXTRA INITIATIVE – LAMBETH CR.ED

PR confirmed that the current NGfL funding for access to Cr.ed for all Lambeth schools was to end 31st March 2001. Future (2001/2) access for upto 23 schools + LEA agreed with Paradigm – schools wishing to receive access to this content resource should contact PR, all details on Lambeth schools web-site. PR to report to next meeting on take up by schools

PR

PR to provide slot for Paradigm at next ICT conference.

PR/TD

9. INTERNET/INTRANET STRATEGY

RC reported that Lambeth had discussed a number of suitable technologies and were trying to identify the most cost/effective method of connecting each Lambeth school for broadband access to the internet and access to the council intranet as appropriate, with potential suppliers.

Lambeth IT are compiling survey details of the borough topography and current WAN communications to existing council sites to provide GIS digitised maps of school locations and potential WAN options.

RC to report progress to next meeting

RC

It was confirmed that any future proposals to provide schools with the potential to access the council intranet and any electronic exchange of data/information options, would be as specified by DfEE requirements.

11. SCHOOLS ELECTRONIC MAIL

It was confirmed that there were still schools waiting for their domain names to be changed, to the new DfEE/Nominet standardised naming convention by RM plc. CB to provide TC with schools current email addresses and report to next meeting.

CB

12. LAMBETH S.W.O.P

PR confirmed that further schools now wanting to develop sites, PR pursuing sponsors. Paradigm still interested in development with small group of schools. Promethean, EAZ to confirm possible sponsorship of group of Lambeth schools MH.

MH/PR

It was confirmed that some of the current schools SWOP websites have been nominated for BECTa awards.

13. DATE OF NEXT MEETING

9:30am Thursday 10th May 2001 at International House, Professional Development Centre, Canterbury Crescent, Brixton SW9 7QE

and

9:30am Thursday 28th June 2001 at International House, Professional Development Centre, Canterbury Crescent, Brixton SW9 7QE