

**Project Implementation Group (P.I.G)**  
**of the NGfL and SRB projects held on**

Thursday 27<sup>th</sup> September 2001  
International House.

**PRESENT:**

**Chris Davies** (CD) Education ICT  
**Richard Charlton** (RC) Lambeth IT  
**Wade Randall** (WR) Education ICT  
**Mayla Hardaker** (ML) Lambeth EAZ  
**Tom Crowley** (TC) RMplc  
**Richard Selwyn** (RS) BECTa  
**Gary Stevens** (GS) IT Learning Exchange

**APOLOGIES FOR ABSENCE:**

**Phil Redman** Lambeth Education  
**Verna Jean Jervais** IT Learning Exchange

**1. MEMBERSHIP**

It was again recognised that these project steering groups need more schools involved.

**2. NGfL DELIVERY PROGRESS REPORT**

RC distributed copies of the DfES report with the minutes from last meeting for discussion. It was confirmed 21 primary, 7 secondary and all special schools in Lambeth are already at or above the DfES baseline recommended levels of 1 PC per 11 students in Primary schools and 1 PC per 7 students in secondary schools.

**3. NGfL4 CATEGORY A ALLOCATION PROGRESS REPORT**

RC has received all the relevant details from about 90% of schools. These schools have received their allocated funding. The remaining 10% of schools have all been contact via Fax and Telephone explaining that ICT has not yet received all the required information for the issuing of funding. Currently 4 schools have not issued the required information, even after being contact. Schools can gain advice on how to spend their allocated funding from,

- RC/PR or other members of the ICT team. The ICT Team can visit schools, and offer first hand advice.
- Schools can access information through the web.  
[www.lambeth.futureclass.net](http://www.lambeth.futureclass.net) and [www.lambeth-connections.org.uk](http://www.lambeth-connections.org.uk)

The question of "what is the future development of NGfL funding?" was asked,

It was noted that the future development of NGfL funding is still unknown. Although overall funding for 2002/3 have been indicated, no specifics on the allocation of expenditure for this funding has been released.

The NGfL 4 panel met on the 23rd May 01 in regard to the allocation of Category A funding to schools. Minutes of this sub meeting are on [www.lambeth-connections.org.uk](http://www.lambeth-connections.org.uk) website. It was noted by RC that all schools should have had all Cat A funding by the end of August 2001.

#### **4. NGfL CATEGORY B**

CD has sent out all the information that schools require to apply for Cat B funding.

A proposal of expenditure is currently being looked into by CD, RC and PR are working with Brixton-on-Line to set up and develop a web site with 6 key areas, each area referencing to a subject. 6 teachers would be trained to develop and maintain these areas. Schools would be funded to provide resources and for releasing their teachers.

RC made the point that schools would gain a teacher with technical knowledge in web updating and design.

LGfL consortium meeting is being held on Monday 1<sup>st</sup> Oct. The purpose of this meeting is to discuss the portal and how this will link in with LEA wide area networks. Lambeth will have a 100MB link. Each school link should 2MB or above. RC suggested that schools could also look at buying a web cache server to improve Internet speed.

RC and PR are currently investigating the possibilities of performing “bulk” uploads of school pupil details onto the LGfL portal. This is being advised by Digital Brain.

#### **5. CLASSROOM CONSULTANTS – REPORT**

GS presented a report on the progress of the work of the classroom consultants in the NGfL phase 3 primary schools

GS will complete the arrangements of project dates and classroom themes this term. The general feed back from schools has been very appreciative of the project and would not want to lose the funding from Cat A for this project. Schools will have to contribute to the funding of these services next year.

#### **6. ILS DELIVERY PROGRESS REPORT**

No report available JH to report schools at ICT Conference 28 November 2001

#### **7. LAMBETH CR-ed**

It was mentioned by RC that schools are still seeking details from PR on how to access CR-ed for 2001/2. Lambeth has taken out 22 license for schools

and PR is to issue passwords to schools. It was discussed that there are new versions of CR-ed being in French and a secondary version.

CD motioned that a more formal communication with schools was required and setting up a few meetings to discuss the benefits of CR-ed maybe beneficial.

## **8. WEBSITE STRATEGY - update**

RC and PR are currently in negotiations with potential suppliers about a proposition for the web site strategy. There are currently 3 web sites operating simultaneously and the proposal is to bring the 3 sites information into the 1 operating site.

The information that has been gathered and placed within the 3 existing sites over the last 3-4 years will be archived and accessible via links. This is to provide a more effectively organised site and encourage contributions and interaction from teachers and other site users.

## **9. Broadband WideArea Networks with Schools**

LGfL consortium has completed contract negotiations to input a WAN within LEA's to their schools. RC, PR, CD and Jeremy Coleman are to meet with representatives of the LGfL consortium to discuss time-scales and other implementation considerations of providing schools with broadband access to the LGfL consortium.

## **10. FUTURE ROLE and STRUCTURE of the PIG**

It was agreed that the P.I.G should turn into a forum based meeting set around the development of ICT learning and meeting once per term. It was noted that some formal reporting and monitoring was required of the NGfL project in Lambeth LEA and schools so far

## **11. IMS**

All schools have now received the IMS funding of £1120. RC went onto explain that this funding can be "topped up" with NGfL4 funding for use within the school.

## **12. Electronic Mail**

A discussion of the different ways in which schools could access e-mail took place. The general consensus was that schools should continue to use their RM Easymail accounts to access electronic mail. Schools will have other electronic mail options once LGfL is fully up and running.

## **13. AOB**

CD mentioned that ICT is now distributing a fortnightly newsletter, discussing ICT related topics. Each has schools have nominated an e-contact and it is hoped that by the end of October there will be no further need provide a paper newsletters

**The date of next meeting was set at 9:30am 6<sup>th</sup> December 2001 at International House, Canterbury Crescent, Brixton SW9 7QE. CD, RC, PR to meet to agree format and content of the meeting.**

**Gratitude was expressed by all, this was directed at the NGfL partners and school colleagues who had contributed to the PIG meetings, the NGfL and ILS projects in the past four years.**