

STORMONT HOUSE RESOURCES COMMITTEE

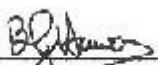
Minutes of the meeting held on Monday 7th March 2022.

ITEM	FOCUS/NOTES	Lead	Action
1	ATTENDANCE: BH(Chair), KM (Headteacher), SC (DHT), GC (Business Manager) BA, CN, NP, GW, AR	BH	
2	Apologies for Absence: KF and JE sent their apologies	BH	
3	Minutes of the meeting held on 29th November 2021 The minutes were agreed as an actual record of the business discussed.	BH	
4	Matters arising not on the agenda <ul style="list-style-type: none"> • GC had provided answers to the questions on the Financial Reports BH had raised. • KM/GC provided a summary of regulations applicable to fixed term employment contracts. Refer to Safer Recruitment and Selection Policy circulated. • GC confirmed it was slightly more cost effective to engage agency staff than permanent staff • GC had circulated H&S committee minutes • Governors had not raised any points concerning the Safeguarding policy 	BH	
5	FINANCE: Review of Financial Reports to 31st January 2022: GC had circulated the reports prior to the meeting. BH had reviewed the reports and had raised some queries. GC had provided answers to the queries. NP asked if the £200k loan from Hackney incurred interest. GC replied it arose because top-up funding was delayed from Hackney causing a possible cashflow problem. Interest was not being charged on the loan and repayment instructions were being pursued. BA asked if the additional cleaning because of Covid was continuing. GC stated that it would continue for the summer term. BA asked why IT Development expenditure was low. GC stated that some Virtual Reality equipment had been donated. AR enquired who provided IT support and maintenance. GC replied Covue. NP asked if the school managed its' utility contracts. GC said Hackney managed the contracts. GW asked if interest receivable was below budget because of the low interest rates offered by banks. GC confirmed this was the reason.	GC	

6	<p>Human Resources:</p> <p>Staffing and Recruitment Update: Reference was made to the document circulated. BA enquired about the long-term sickness of a teacher. KM explained that he was liaising with HR about this situation. He also stated that the teaching of DT was being reviewed in the light that the GCSE accreditation was not suitable for the pupils and that a unit-based accreditation was being considered. He stated that the connectivity of DT and Food Tech was being reviewed for timetable and accreditation purposes. Both were national curriculum subjects and required the same teacher training qualifications. BH noted that TA deployed numbers continued to be above the agreed staffing structure (reduced from 2.2 FTE in October to 1.06 in February) . KM stated that ongoing additional support was required for the new Yr 7 pupils and a pupil in Yr 8. KM also explained that many Long-Term Agency (LTA) TA'S were of high quality, flexible and individuals who worked well with the pupils. They were not seeking permanent positions and liked the flexibility of termtimes to pursue other interests</p> <p>Apprenticeship Scheme: GC stated that Hackney had not provided guidance on how the scheme could be used in schools. The school had contributed £40k to the scheme via the required levy. CPD courses for the Business and Assistant Business Manager are planned to be funded by the scheme.</p>	KM/FC	BH to put item on next meeting agenda.
7	<p>Audit and Risk: The current Risk Register was reviewed. There were no risks identified that were of concern. BH asked if there were other risks that should be included such as insufficient staff on site or closure of part or the whole building for safety reasons. GC replied, a further review of risks would be undertaken.</p>		GC to consider possible additional risks.
8	<p>Premises: Hackney Council continue to provide FM services until March 2023 via an addendum to the contract. No further indication of the long-term provision of these services. GC reported that the new premises manager who was IT literate had settled in and that regular audits of the premises were being completed. An audit of the fire doors is currently being completed.</p>		
9	<p>H&S: The minutes of the January H&S Team Meeting had been circulated.</p>		

	It was reported that pupils continue to complete Covid Lateral Flow Tests at home and that staff test twice a week.		
10	<p>School Development Plan: 3.2 Staff Well-Being: The Education Staff Wellbeing Charter: KM had provided a link to this Charter which the school will use as a basis for its' own Charter. Governors were encouraged to read this document and direct any questions to CN</p> <p>Teaching Assistant Wellbeing and Job Satisfaction: A document had been circulated detailing the vision and the action taken/to be taken under this initiative. KM emphasized the importance and impact of the TA role particularly with students and the necessity to ensure the roles are effective. TA's through the appraisal system had requested better communication, consistent Line Management and improved CPD. SC stated that consistency was beginning to show in lines of communication, line management and CPD with/of TA's, which was proving beneficial for all TA's.</p> <p>Equalities & Diversity: As KF was not in attendance it was agreed that this item should be carried forward to the next meeting</p> <p>Update on leave requests, return to work discussions and wellbeing support: A paper in support of this item had been circulated. KM gave a brief overview on this item.</p>	<p>KM</p> <p>SC</p> <p>KF</p> <p>KM</p>	<p>Governors to read the charter and direct queries to CN.</p> <p>BH to place on the agenda for the next meeting.</p>

11	<p>Climate Change: GC reported that the school took Climate Change seriously and was regularly looking for ways to improve the carbon footprint of the school. Current initiatives included:</p> <ul style="list-style-type: none"> • Sensors that turn off taps and lights when not in use. • 2 meat free days a week • Shrubs and fruit trees planted in the raised beds • More efficient and better usage of capital equipment • Waste collections twice a week which is sorted at contractors' site • Switching monitors off when not in use. • Gardening club producing produce for use in school kitchen. 	GC	
	<p>Dates of Future Meetings: Monday 9th May Monday 4th July</p>		

(Signed) 
(Chair of Governing Body)

Signed

Chairperson of the committee

Date: 09/05/2022