

8TORMONT HOUSE RESOURCES COMMITTEE

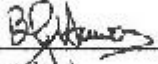
Minutes of the meeting held on Monday 9th May 2022.

ITEM	FOCUS/NOTES	Lead	Action
1	ATTENDANCE: BH(Chair), KM (Headteacher), FF(Deputy Headteacher) GC (Business Manager) BA, CN, NP, AR, JE.	BH	
2	Apologies for Absence: SC and GW sent their apologies	BH	
3	Minutes of the meeting held on 7th March 2022 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 reported that clarity around the Apprenticeship scheme was still awaited from Hackney although CPD courses for the Business and Assistant Business Manager were planned. Education Staff Wellbeing Charter: Governors confirmed they had read the document and had no further questions. 	BH	Agenda item for the next meeting
5	FINANCE: Review of Financial Year End Reports 31st March 2022: GC had circulated the reports prior to the meeting. GC confirmed that at the year-end an in year deficit of £80k was reported which was funded out of the b/fwd surplus. The c/fwd surplus of £230k which represented 7.22% of budget, was below the 8% threshold, and therefore did not require a formal spend plan. BH stated that the deficit mainly arose from the staffing level of TA's which was above the shadow structure throughout the year causing an overspend on the associated staff costs. KM suggested a better analysis of TA workflow and the associated funding/ cost would help tract this cost base more appropriately in future. Governors raised their concern over the future cost of utilities, which Hackney had advised could be double current levels, and sought comfort that all energy saving initiatives are actively followed. NC asked about the low level of investment in staff CPD. KM replied that Covid restrictions had prevented internal CPD being held for much of the year and external courses were postponed for similar reasons.	W	

	<p>Draft Budget 2022/23: GC stated that a draft budget would be available for circulation to governors on Friday 13th May. Governors were asked to raise any questions by end of day Wednesday 18th May. A revised draft budget would be circulated for approval at FGB meeting on the 23rd May.</p>		
6	<p>Human Resources: Staffing and Recruitment Update: KM reported that recruitment of a Yr 7 teacher for maternity cover, pending suitable references, had recently been successful. He also reported that the consolidation of the DT and FT teaching positions was still dependant on settling the long-term sickness situation of a teacher. The proposed positioning of permanent TLR's for the additional responsibilities undertaken whilst acting up for certain teachers had been agreed with HR.</p>	KM/FC	
7	<p>Audit and Risk: GC reported that 2 new risks had been added to the Risk Register. Building Closure due to staff shortage and Managing a second site under SEN expansion. Both were reported as low risk. A discussion around the effect on parents/carers and families of the current cost of living crisis and the advice and support the school could give. The forthcoming Parents Event on the 26th May would have resources available on the advice and help available, but further thought would be given to this risk in the coming months. Governors also highlighted the risk relating to higher energy costs and the need to always conserve energy GC reported that In-evacuation procedures had been received from Corporate Hackney and these were being reviewed by the school.</p>		Agenda item for next meeting

8	<p>Premises: Hackney Council continue to provide FM services until March 2023 via an addendum to the contract. GC reported that the school was liable for maintenance costs up to £780 and the costs of direct damage by the school under the contract. The new grounds maintenance contract was working well with shrubs and plants being planted within the school grounds.</p>		
9	<p>H&S: The minutes of the April H&S Team Meeting had been circulated. CN reported that the committee was functioning well and that the new Premises Manager was identifying and fixing problems daily before staff reported them. It was reported that consideration was being given to relocate some Bunsen burners in the science lab away from overhung cupboards. Staff wellbeing was also part of the remit for this committee and CN reported that staff were showing a positive attitude following the Covid pandemic with some still preferring to wear masks. Numerous staff had volunteered to help with the Parent/Carers evening. First Aid training had been arranged for the 6th of June KM informed governors of a recent safeguarding incident involving 3 students and a What's-app group. Although the incident had been handled appropriately by the police and the school it raised the need for parents to be aware of the dangers of on-line social communication. The Safer Schools Partnership would attend the Parents/Carers evening. Further CPD for staff on this problem is to be considered.</p>		
10	<p>School Development Plan: 3.2.2 Safeguarding: As a result of the Child Q incident BH had met with SC to review the policies and procedures which should prevent such an incident occurring in Stormont. The Findings on Child Q Enquiry, Searching Children in School Premises, the school's Behaviour Policy and the school's Safeguarding Policy were all referred to. Staff training and CPD were discussed as was pupils' awareness of drug abuse. BH stated that he was confident that if the agreed policies and procedures were followed by all staff then such an incident should not occur in Stormont 3.2.1 Staff Well-Being: The Education Staff Wellbeing Charter: Following the presentation of the The Education Staff Wellbeing Charter at the last Resources Committee KM had circulated a document detailing a Long-Term Strategy for Staff Well Being. In simple terms the document detailed "What needed to Change" and the "Benefits in implementing the Change". The H&S, Well-being Committee would monitor progress on the implementation of this strategy.</p>	<p>KM</p> <p>SC</p>	<p>Governors to read the charter and direct queries to CN.</p>

	<p>3.2.2 Strengthen linkage between the line management, appraisal and CPD for all staff: KF reported that the linkage was working with 1:1 meetings being put in the calendar and held. Appraisals were used to give feedback on achievement of set goals and identify individual training needs and future CPD programmes. Further work was required in identifying areas for development, the setting of ambitious goals and developing specific skills of both line managers and staff. Further CPD sessions were planned to look at these areas and tying them into the appraisal process. These sessions would be facilitated by an external resource.</p> <p>KF also reported that the T&L Team through lesson observations identified areas for individual teacher development and that there were several Professional Development Pathways that teachers and aspiring leaders could undertake. It was the intention to find and develop such pathways for all support and admin staff.</p> <p>3.2.3: Develop long-term Equalities & Diversity Plans: KF referred to a document circulated titled “Making Stormont House School an unbiased environment for staff, students, families and the wider community”. Following 2 staff trainings sessions in March several aims had been identified which would form the basis of an Equality and Diversity Plan. Governors discussed the underlying principles of the aims and agreed that a training session on Equality and Diversity would be beneficial. It was agreed that this should be arranged for the Autumn.</p>	KF	
		KF	KF to arrange governor training on Equality and Diversity.
11	Dates of Future Meetings: Monday 4th July		

(Signed) 
(Chair of Governing Body)

Signed:

Date: 9th May 2022

Chairperson of the committee

