

STORMONT HOUSE RESOURCES COMMITTEE

Minutes of the meeting held on 3 July 2023

ITEM	FOCUS/NOTES	LEAD	ACTION
1	ATTENDANCE: NP (Chair), KM (Headteacher), GC (Business Manager), BH, BA, CN. Apologies: AR; JE		
2	ACTIONS to carry forward from previous meetings: <ul style="list-style-type: none"> - School meals will be increased from £2 to £2.25 in September -- the benchmark is £2.41. Another £ 0.25 increase will take place in September 2024. Parents will be informed about the staged increase. - IT Risks were mitigated by 2FA protocol now being implemented. - We should plan to spend the money available from capital expenditure. There is a risk of this money being clawed back by LBH. This money needs to be spent on specific items, like IT. GC to check the financial regulations. - Staff insurance costing is fairly similar to the past. No problem in this respect. 	GC and KM	<ul style="list-style-type: none"> - GC to chase the third-party company for the pitch hire; they haven't replied. - KM – School will publicise eligibility to free school meals at the same time as communicating the increase. - KM – Wellbeing charter to be formatted in a digestible way that can be used in recruitment. - GC – carrying forward the action on understanding lower limit for capital expenditure, criteria to be clarified by LBH -
3	FINANCE <ul style="list-style-type: none"> - We discussed the NTP money clawed back by Hackney, £18,647 - We discussed possible staff cost increases. This does not pose any immediate threat. - We discussed the profile of students joining in September and what additional funds might be needed to support them. - 		<ul style="list-style-type: none"> - GC to follow up with LBH to understand why this figure of £18,647 has been clawed back. - KM to produce a detailed breakdown of additional funding for the extra pupils that will join.
4	HUMAN RESOURCES		

	<ul style="list-style-type: none"> - The School will address by September the curriculum support staff needed. - In times of difficult teacher recruitment, the School has successfully recruited for several positions as outlined in the Update on Human Resources report. 		
5	<p>Audit and Risk:</p> <ul style="list-style-type: none"> - We discuss the risk of key members of the staff leaving or being sick. This could be mitigated through professional development and leadership development of other members of the staff who could step in. This item could be outlined on the risk register. 	BA and GC	BA and GC will review the risk register
6	<p>Premises</p> <ul style="list-style-type: none"> - FM contract is discussed. We are pooling with other schools to discuss unresolved issues about the next contract. The cost has increased but we are still in a solid financial situation compared to the other schools. This review with the FM provider might occur before the end of the term. Where is the School's "single point of failure"? Where is the expertise tied up with one person? These are questions worth asking. - 		
7	<p>H&S and well being</p> <ul style="list-style-type: none"> - The committee has not met again since last RC meeting so there are not minutes to discuss 		
8	<p>SDP Forward Plan [we keep this as an item on the agenda for next meetings]</p> <ul style="list-style-type: none"> - We discuss pupils' attendance. The increased attendance after COVID is a national problem. More students are arriving in school with a history of low attendance. BH asks for a more detailed distribution graph of the attendance. There is also the question of staff absences. At the end of this school year the comparison will be done with the previous year. - What have we got in place to tackle persistent absences. Three-stage letters of warning. <p>DATE of next meeting: TBA – KM will suggest some dates</p>	KM	KM to produce a more detailed breakdown of the spread of attendance for a more granular analysis.