

STORMONT HOUSE RESOURCES COMMITTEE

Minutes of the meeting held on 22 January 2024

ITEM	FOCUS/NOTES	LEAD	ACTION
1	ATTENDANCE: NP (Chair), KM (Headteacher), AR, BH, CN		
2	APOLOGIES: BA, CC		
3	<ul style="list-style-type: none"> <li>- The Committee discussed the release of children premiums from LBH. 70 per cent of children trigger pupil premium. The money is not actually released. KM will get in touch with LBH and update the committee.</li> <li>- We discussed the Teacher Pay Award. We budgeted for 4.5% and the Committee deems this a fairly good sum to cover for raises in costs.</li> <li>- IT 5 years plans. How do we make decision about IT hardware/software. We are still lacking a strategy. At the moment we are only identifying out of date hardware. This is where teaching and learning committee should be also involved here. How do we plan to use to enhance T &amp;L strategy, that is missing. And how do we use Technology to make us more effective</li> <li>- We discussed our preparedness to changes introduced to AI. KM says we are not in a position to know how to use it well. We don't have any strategy or guidance about AI. This could be connected to the IT renewal in the library. For AR some of the licenses can include some AI usage. CN says it can impact the school in a positive way, not only in terms of plagiarism.</li> <li>- Capital budget. We are using this for the premises, for the library renewal and the space near the deputy HT office. At the moment, no other issues are identified. BH asks whether can we get a condition survey in order to respect system regulations. It is part of risk management for the future. <b>[Action for KM]</b>. In general, we need to know more about the possible uses of capital budget <b>[Action for CC]</b>. CN thinks that we should also future proof our equipment and furniture and spaces.</li> <li>- Finances. We discussed the uncertainty about how much top up funding we will receive from other boroughs but it is agreed that the risk is contained. BH says we should break even on the income side even if other boroughs do not pay the top up. KM says that the issue the lack of clarity about these top up is more important than the financial risks themselves.</li> </ul>		

	<p><b>The following points of action were discussed regarding projected income</b></p> <ul style="list-style-type: none"> <li>- Have we received the approx. £29k for FY 22-23 that we said we were owed by LBH for additional/ 1:1 funding? (Are we clear on who this was for?)</li> <li>- <u>'Standard' top-up</u> <ul style="list-style-type: none"> <li>o Clarify 'standard' top-up to be received from each borough for FY 23-24</li> <li>o What do we expect to receive from April 24? (LBH Contracts Manager Sonya Kahlon)</li> </ul> </li> <li>- <u>Additional top-up for a placement over PAN</u>  Generally, an additional £10k is added to top-up for a placement commissioned over our PAN (Published Admissions Number) e.g. XX (Islington). Sometimes we negotiate a bespoke amount based on need and prior levels of funding e.g. YY (£65k). Are we clear on who and are we receiving the sums agreed?</li> <li>- <u>Additional SEN funding</u>  Sometimes this is agreed, generally for individual support, on secondary transfer to be reviewed at an agreed point during Y7 e.g. December or the Annual Review. Sometimes additional funding is agreed through complex needs panels where needs exceed those that can be met within existing resources. This is again intended to be reviewed. <ul style="list-style-type: none"> <li>o Are we clear on who, the timescales, and are we receiving the sums agreed?</li> <li>o Clarify the time period that recently received additional funding relates to</li> </ul> </li> </ul> <p><b>Expenditure</b></p> <ul style="list-style-type: none"> <li>- Is our forecast teacher cost covered by the budgeted 4.5% plus the Teachers' Additional Pay Grant received?</li> <li>- Is our Teaching Assistant forecast covered by budget plus additional funding due to be received as a result of complex needs panel decisions (£66k overspend forecast at present- compare with Income action 4 above)?</li> <li>- Why are we overspent on Technicians in the structure line? Is this actually due to cover?</li> <li>- Insurance- clarify income from absence to separately account for offset to staffing costs.</li> <li>- Utilities- forecast approx. £60k over budget- investigate</li> </ul>	CC	
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3	<p>HUMAN RESOURCES</p> <ul style="list-style-type: none"> <li>- AR commending the practice of providing extra help to year 7 with the additional Teaching Assistants</li> <li>-</li> </ul>		
4	<p>Audit and Risk:</p> <ul style="list-style-type: none"> <li>- No specific or major risk identified to add to the risk register, aside from the above financial risks</li> </ul>		
5	<p>Premises</p> <ul style="list-style-type: none"> <li>- No specific update compared to previous meetings.</li> </ul>		
6	<p>H&amp;S and well being</p> <ul style="list-style-type: none"> <li>- In preparation for Ofsted inspection KM will circulate an updated report on staff wellbeing. We can table the policy about staff well being.</li> <li>- KM to produce simple figures about how long staff have been employed.</li> <li>- No H&amp;S incident or issue to take note of. Aside from a student injured themselves on the way to school and they were supported by the school through first aid help. It was later found out the had a fracture in the foot. Sandra can help support students in communicating pain in case they do not express they are hurt. Now there is a safety plan around her.</li> <li>-</li> </ul>		
7	<p>AOB</p> <ul style="list-style-type: none"> <li>- Forthcoming public works and street closure. LBH has not approached the school about the proposed street closure. KM raised with LBH and will pursue the conversation. CN says we need contingency plans for problems that might arise from the road works, including noises.</li> <li>- £2900 debt on School meals. KM to make sure that payment notices reach the parents. This sum is actually lower than it was.</li> </ul>		
	Date of Next meeting: 18 <sup>th</sup> March 2024		