

STORMONT HOUSE RESOURCES COMMITTEE

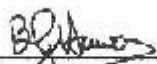
Minutes of the meeting held on Monday 16th November 2020.

[illegible]

5	<p>Finance:</p> <p>Review of Finance Reports for the Period to 30th September 2020:</p> <p>GH had circulated the reports prior to the meeting. BH had raised some questions on the reports and GH had provided answers. No further questions were raised.</p> <p>GH reported that approximately £20k had been spent on COVID-19 related expenditure but this was covered by the available grant of up to £50k.</p> <p>IT 5 Year Plan:</p> <p>An update to the 5 Year Refresh Plan was circulated prior to the meeting. Hardware costing £18,150 was planned to be purchased in 2020/21. It was noted that these items had not yet been ordered.</p> <p>No progress had been made on the future of the stored/for repair/scrap items identified on the summary presented at the November meeting.</p> <p>It was reported that the IT asset register had been lost on the transfer to CO:VUE and the information was currently being rebuilt.</p> <p>A discussion followed on the need for the IT strategy to be “joined up” so that the infrastructure, T&L software and equipment requirements and staff training linked and ran smoothly. It was confirmed that the software and equipment was the responsibility of the IT Director and the MIS the responsibility of the Business Manager. It was further suggested that future development needed the input from staff whose daily requirements and usage is key to the effective operation of the school. The services of an Education Technical Business Consultant had been engaged to help with this project.</p>	KM/GH	<p>FJ/GH to produce summary for next meeting.</p>
6	<p>Human Resources:</p> <p>GH had circulated a detailed Staffing and Recruitment Update.</p> <p>Teacher Recruitment:</p> <p>KM reported that the recent recruitment initiative to fill the DHT Inclusion & Safeguarding position had not been successful with the preferred candidate deciding to remain in their current position. Following a discussion between KM and FJ it was agreed that she would continue to work 3 days a week until the end of the summer term, to strategically develop the management systems for Inclusion and Safeguarding with the daily operational responsibilities of the position being delegated to other personnel.</p>	GH	

	<p>KM further reported that Fiona Crossland was appointed as Acting DHT T&L from early 2021 whilst Katie Foster took maternity leave. Some responsibilities currently undertaken by Fiona will be delegated to other members of the T&L team.</p> <p>TA Recruitment: FJ reported that the recruitment of TA's was continuing with another set of interviews being held on 30th November.</p>		FJ to report back at the next meeting.
7	<p>Risk Register: GH reported that the Risk Register was regularly reviewed particularly in the COVID environment and was regularly updated as necessary. There were no areas of concern to report.</p>		
8	<p>Premises: FM Contract: GH reported that the current contract with Hackney Council was due to end in January 2021. Although the FM staff were employed by the school the ability of the individuals was requiring regular close management by the Business Manager to ensure the school was maintained and cleaned to the required standards. The job descriptions are being reviewed and revised to ensure an experienced FM manager is recruited when the current post holder retires in February 2021. GH further reported that under the contract, security around the perimeter fence had been improved with the planting of shrubs, but the lift was proving to be a major problem with it regularly breaking down. Whilst each breakdown is being attended to by a Lift Engineer the problem is not being resolved. The draft SLA for the current contract previously circulated for information now needs to be approved.</p>		GH/BH to review and approve SLA.
9	<p>Health & Safety: GH reported that the H&S committee was meeting regularly and raising items of concern. The security/safeguarding improvements relating to the perimeter fence have been dealt with as have the issues connected with door stops. The one major concern currently relates to the Cupboard Shutter in the Sports Hall which was difficult to close. It was noted that the Fire Brigade had recently inspected the premises and recommended that additional fire extinguishers should be purchased. Although some staff had been trained in the use</p>		

	of such equipment it was stated that the top priority in the case of fire was to ensure all pupils and staff exit the building as quickly as possible.		
10	<p>School Development Plan:</p> <p>3.1 Student Well-being.</p> <p>FJ stated that the WAMHS project was ending and was now a centrally funded provision through the Multi-Disciplinary Team. A resource is available one day a week to discuss with the Safeguarding and Inclusion Deputy Head any complex cases and the possible need to engage a higher level of professional referral. The wellbeing of staff, pupils and families is now an integral part of school life and Stormont's outreach into the community.</p> <p>FM reported that an Internal Audit by City and Hackney Children Safeguarding Partnership was currently being completed and was due to be submitted by 30th November.</p> <p>5:1 Improve efficiency and effectiveness:</p> <p>GH reported that the Admin Team was operating more effectively but that the structure was under review particularly with the DSL role being developed and reporting to another member of the SLT.</p>		
11	<p>Dates of Future Meetings:</p> <p>Monday 8th February 2021</p> <p>Monday 26th April</p> <p>Monday 5th July</p> <p>Monday 8th November</p>		

(Signed) 
 (Chair of Governing Body)

SIGNED:

Date: 11th February 2021