

**THE JOHN OF GAUNT SCHOOL**  
**Minutes of the Resources and Audit Committee Meeting**  
**Monday 13 March 2023**

**Time:** 6 pm  
**Place:** Hub  
**Present:** **In person**  
Toby Corden (TC) – Chair, Jo Trigg (JT), Sophia Oleszynski (SO), David Whewell (DW)  
**Advisers:** **In person**  
Matt Doughty (MDO) Nigel Reeves (NRE) Ellie Green (EGR)  
**Apologies:** Matthew Woodville (MWO), Glyn Coy (GC) – Vice Chair, Pete Gear (PG), Sarah Marsh (SM)

Agenda Item	Actions Agreed	Who
36/23a	Accommodation Review – still being discussed between MWO and SLT and an update will be provided at the next RA meeting	MWO
36/23c	Review options for Gloucester Hallway doors	MDO
36/23d	Governor training on GDPR follow-up	NRE/TC
42/23	Post Cards	TC

**34/23 Apologies**

Apologies were agreed and accepted.

**35/23 Declaration of Business Interests**

Governors were reminded to declare business interests as necessary.

**36/23 Minutes and Matters Arising**

- a) 5/23a – Accommodation Review MWO – carried over and this will be updated at the next RA meeting.
- b) 26/23 – Guidance for Schools on Provision for Transgender Pupils – advice report shared with S&C
- c) 27/23f – Review options for Gloucester Hallway doors – not possible to change due to internal door mechanism
- d) 29/23b – Governor training on GDPR follow-up – will review this post Equa transition
- e) 32/23 – post card done

**37/23 Site**

**a) Site work update**

MDO gave an update on recent works

- 1. Fencing added to help protect grass areas from high traffic
- 2. Wingfield stage cleared – more useable space
- 3. Painting done around different areas of the school
- 4. C22 – LED lighting

EGR – asked if the Wingfield/Visitor lighting could be updated as this could do with the refreshed LED lighting.

**b) Capital Bids Update**

MDO – waiting to hear news on the submitted bids.

### **c) Secure biking storage area**

MDO – Quote obtained for a secure bike storage area for up to 100 bikes, this would be a secure metal cage with limited access during the school day and would potentially have the option to keep students and staff bikes separate.

**Governors asked about part time staff being able to access bikes during different times and consideration for access requirements. Governors – agreed a budget of 30k to get this in place. MDO to get more quotes and review options for potential access.**

### **d) ASD Support Base**

MDO & NRE – discussion regarding potential work to mobile after a recent survey – getting a breakdown of the work required and this will be reviewed. **Governors asked about the staffing caveat to ensure delay unless provision is confirmed in what is a challenging recruitment environment.**

## **38/23 Business and Finance**

Documents were circulated in advance of the meeting. NRE talked us through the details

### **a) 2022/2023 Months 3 & 4 Financial Reports**

NRE noted SEN funding increase.

### **b) Draft 5 Year Budget Plan**

NRE – the School has a financially secure outlook.

### **c) Catering – Food Hygiene Rating**

NRE – we maintained the highest possible rating at a score of 5 “Very Good”.

### **d) Legal Update**

NRE – update provided on legal claims being handled by the school’s insurer Zurich.

## **39/23 Audit**

### **a) GDPR Updates**

Update given on GDPR.

### **b) Risk Register**

NRE – no change.

### **c) Accounts to the 31<sup>st</sup> March 2023**

Shared updated accounts from Monahans.

### **d) School Resource Management Self-Assessment**

NRE – completed document shared.

## **40/23 Human Resources (HR) Report**

EGR gave an update.

Recent recruitment to fill vacant posts has continued to be a struggle – EGR confirmed her recommendation was to include/increase the potential recruitment allowance for the next year to give the school a bigger differentiator with other employers to help us compete. **Governors agreed this was sensible and that this was needed to ensure the school could maintain its provision.**

Amendment to the current pay policy was needed – DW proposed and TC seconded.

Discussion on staff absence levels with some information on previous years outside of Covid, we should now see an improving picture into Spring/Summer.

**41/23 Policies Reviewed**

- a) Staff Code of Conduct

**42/23 Postcards**

Discussed and agreed.

**43/23 AOB**

None.

The meeting closed at 8.00 pm. Date of next Meeting: N/A due to transition to Equa.

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_