



Pay & Personnel Committee
3 February 2022, 5:45 pm [by Zoom]

Minutes

1. Welcome and apologies

Apologies were noted from Lyn Broom and Lucy Rossiter.

2. Staffing structure

Governors acknowledged the success of recent temporary / part-time appointments in school, including in the office and kitchen, and a note of the discussion is found in a confidential annex.

3. Staff wellbeing

Governors appreciated the Christmas presents and additional well-being pack which had been given to staff, reiterated their thanks for how well everyone has adapted so well to staff shortages and parental enquiries etc. over the last two years, and noted that wellbeing is also considered in the forthcoming parent/staff surveys.

4. Minutes

The minutes of the previous meeting (8 November 2021) were approved *nem con*.

5. Matters arising

None.

6. Any other business

Governors agreed to review Adam's working arrangements in the Summer term.

7. Date of next meeting

9 June 2022 (online, from ca. 5:45 after other committee meetings), with Full Governing Body to follow on 7 July 2022 (in person, from 4pm).

[ends]

Confidential annex

Governors noted:

- the success of Zoe's appointment; she has become the subject leader for History and has the potential to be a senior leader in time;
- the success of Oliver's appointment and the potential for him to work alongside Sian;
- the need to discuss Lucy's future plans;
- that an additional incentive may be required to recruit a business manager, after a failed round in which 2 people were not interviewed and a remaining candidate subsequently withdrew;
- that Jody's appointment is working well alongside Helen and that it would be better to wait to find the right person than rush to recruit (notwithstanding the notice period for an HC9 post), particularly given the additional interim support provided by Wigmore;
- that in the kitchen Ann's continued sickness absence is being covered by Sara, and that Liz and Adam are meeting Ann before the end of February 2022 to discuss what might happen after Easter;
- that Sallie and Adam discussed the possibility of a private contract with Emma Jenkins to support pre-school and agreed that while this could be a suitable short-term solution it would not be appropriate in the longer term once a new business manager has been appointed.