



Terms of Reference for Buildings, Health & Safety Committee

Membership

The governing body shall determine and review annually at its first meeting of the school year, the establishment, terms of reference, constitution and membership of the committees.

Associate members may be members of the committee, but the majority of committee members shall be governors. Associate members may give advice and may have limited voting rights in accordance with any restrictions placed upon them by the governing body. Statutorily, they may not vote on resolutions concerning admissions or pupil discipline

The committee shall comprise of at least 3 governors (to include at least 1 Foundation Governor).

The Committee may have in addition, such non-voting members as the Governing Body shall appoint.

The Governing Body may remove or replace a member of the Committee at any time.

Quorum

The quorum shall be 3 governors (to include at least 1 Foundation Governor).

(The committee shall not meet without the Headteacher, or substitute nominated by the Headteacher).

Chairing

The committee shall appoint a chairman at the first meeting of the autumn term. (There are no restrictions as to who can chair a committee).

Clerking

The governing body shall appoint a clerk to the committee. This must not be the Headteacher, but committee members may act as clerk in the absence of the formally appointed clerk.

Minutes will be sent out to all governors.

Terms of Reference

- To advise the governing body on priorities, including Health and Safety, for the maintenance and development of the school's premises, including security
- To oversee arrangements for repairs and maintenance in line with the Diocesan Building Scheme
- To make recommendations to the Finance Committee on premises related expenditure
- In consultation with the Headteacher and the Finance Committee, to oversee premises related funding bids
- To oversee arrangements, including health and safety, for the use of school premises by outside users, subject to governing body policy
- To establish and keep under review a Building Development Plan
- To establish in consultation with Vickery Holman an Asset Management Plan
- To establish and keep under review an Accessibility plan

Terms of reference agreed by the Governing Body: 13th October 2013

Name of Governor	Date Appointed to the Committee
Jacqui Scarborough	2004
Sue Marshall	11/2012
Tony Schorah	09/2016