CIRENCESTER KINGSHILL SCHOOL

GOVERNORS’ BUILDINGS AND HEALTH & SAFETY COMMITTEE

**Wednesday 16th November 2022 @ 4.00p.m.**

**AGENDA**

|  |  |  |
| --- | --- | --- |
| **Item No:** |  |  |
|  | **Apologies**  |  |
|  | **Declaration of Business Interests** |  |
|  | **Election of Chair and Vice Chair of the Buildings and Health & Safety Committee / Re-election of DEV as an Associate Member** |  |
|  | **Approval of Minutes of Meeting dated Wednesday 16th June 2022** |  |
|  | **Matters Arising** |  |
|  | **Terms of Reference** |  |
|  | **Policies to Approve** |  |
|  | **Site Manager’s Bungalow Update**  | SGA |
|  | **CIF 2021-2022 Project Appeal Update** | SGA |
|  | **CIF 2022-2023 Projects** | COA/SGA |
|  | **Governors’ Health & Safety Annual Inspection**  | RBL |
|  | **Annual Health & Safety Report**  | SGA |
|  | **ESFA Land & Buildings Return**  | SGA |
|  | **Cleaning Contract Review** | SGA |
|  | **CCTV / Paxton Update**  | DEV |
|  | **SHE Annual Audit**  | SGA |
|  | **Section 106 Update** | SGA |
|  | **Any Other Business**  |  |
|  | **Date of Next Meeting – Wednesday 25th January 2023 at 4.00p.m. on MS Teams** |  |

|  |  |
| --- | --- |
| **Correspondence** | **Agenda Item Number** |
| Agenda |  |
| Minutes of Last Meeting | 4 |
| Terms of Reference | 6 |
| Policies to Approve:* Fire Procedures
* CCTV System Policy
* Emergency Response Procedures & Lock Down Procedure
* Green Procurement Policy
 | 7 |

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| **Copy to** |
| Rene Blamey | Colin O’Hare (AM) |
| Duncan Evans (AM) | Alan Stone (AM) |
| Sarah Gardiner | Becky Bryant |
| Christine Oates |  |

**Policies to be Approved by Governors’**

**Buildings Health & Safety Committee**

|  |  |
| --- | --- |
| POLICIES REQUIRED BY LAW | DATE APPROVED |
| Fire Procedures | November |
| Health & Safety Policy | April |
| Risk Assessments | Ongoing |

|  |  |
| --- | --- |
| ADDITIONAL POLICIES | DATE APPROVED |
| CCTV System Policy | November |
| Emergency Response Procedures  | November |
| Lock Down Procedure | November  |
| Green Procurement Policy | November |
| Information Security Policy | June |
| Minibus Policy & Guidance | June |

**Committee Links with Faculties**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **FACULTY** | **TERM** | **GOVERNOR** | **LINK TEACHER** | **COMMITTEE** |
| Health and Safety | Term 6 | Rene Blameyrblamey@cirencesterkingshill.gloucs.sch.uk | Sarah Gardinersgardiner@cirencesterkingshill.gloucs.sch.uk | Buildings Health & Safety |

RBL and SGA will meet in Term 6. SGA will provide a report which will be published in the Headteacher’s Report for the October Full Governing Body meeting.