

**PROPERTY, HEALTH & SAFETY COMMITTEE MEETING**  
**ON**  
**Wednesday, 14<sup>th</sup> October at 3.30pm**  
**To be held on Microsoft Teams**

**Committee present: Sandra Boyd (SB), Simon Virgo (SV), Adam Rowland (AFR), Marion Wilcock (MGW), Bill Hatton (BH), Dave Pilbeam (DP), Alan Robinson (AR)**

**Clerk: Louisa Rydon (LR)**

**BUILDING UNIQUE FUTURES TOGETHER**

| MINUTES |  |                 |
|---------|--|-----------------|
| 1.      | <b>Welcome &amp; Apologies</b><br>There were no apologies.   |                 |
| 2.      | <b>Declaration of Interests</b><br>None to declare in the agenda.  |                 |
| 3.      | <b>Election of Chairman &amp; Vice Chair</b><br>Simon Virgo was duly elected as chair and Bill Hatton as vice chair for a further year.  |                 |
| 4.      | <b>Review Terms of Reference for recommendation to FGB</b><br>Approved.  | FGB<br>30/11/20 |
| 5.      | <b>Approve minutes of meeting dated 9<sup>th</sup> June 2020</b><br>The minutes were approved and electronically signed as a true record.  |                 |
| 6.      | <b>Matters Arising</b> <ul style="list-style-type: none"> <li>a) <u>Planning permission for Huts</u><br/>The committee noted planning permission for the huts expired in March 2021 and would wait for any action from WSCC.</li> <li>b) <u>Canopies</u><br/>AFR confirmed how effective the canopies were. It was not known whether having the ultraviolet light filters would reduce the benefits of being outdoors but AFR stressed the importance of ultraviolet protection.</li> <li>c) <u>Construction traffic access and building regs</u><br/>SV confirmed the traffic route was clearly laid out and that WSCC would charge themselves for building regulations.</li> <li>d) <u>Change of use for playing field</u><br/>No action possible until confirmation from Sports England had been received.</li> </ul> |                 |
| 7.      | <b>Update on operating in a Covid world</b><br>AFR reported on the challenges of operating the school and informed the committee of the first primary class closure due to staff cover availability. He confirmed the plans and risk assessments were working well and established routines were in place. Home learning was implemented if a class had to close. The committee appreciated the problems that were arising as the number of winter illnesses increased.  |                 |

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| 8. | <b>Existing Buildings: Report on any key issues and developments</b><br><p>The committee thanked DP for his comprehensive report. They noted the success of the solar panels and understood the aim was to replace all lights with LED bulbs this year.</p> <p>MGW asked about length of time the school site boilers were lasting and wondered if there was an alternative. The committee noted the short life span and cost of replacements. DP agreed to ask WM contractors for their opinion and possible solutions.</p>   | DP 27/1/20   |
| 9. | <b>New College Building progress, next steps and decisions</b><br><p>a) <u>Birchwood Grove Site Progress / Update</u><br/> SV reported on the slippage in the time line for the new build and noted that WSCC simply wrote themselves a new time plan when they fell behind. The committee had seen Nigel Jupp's concern about this at the Project Board meeting.</p> <p>The committee had just received the RIBA stage 2 document which looked as if there had been no progress since 18/9/20, except for an unknown reason, the estimated costs had been removed. The committee had been asked by WSCC to submit their comments by 19/10/20. MGW highlighted the position of the new electricity substation which would negatively impact the new entrance and there had been no update on Sports England. Committee to review document and respond to MGW with their comments by 18/10/20. (MGW to send document to AR.) The committee were agreed on the excellence of the college design in a limited space, but were disappointed by the progress being made and the delay in the planning application.</p> <p>MGW was keen to update parents/stakeholders and it was agreed to report that governors were very happy with the proposed design but it looked like there would be some time delay as WSCC were currently following internal processes before setting a new time line.</p> <p>b) <u>Jane Murray Way progress / Update</u><br/> There was no progress on Jane Murray way and the committee noted the rising abortive costs which WSCC had confirmed would be absorbed elsewhere. They were also aware that St Paul's were now putting their own proposal forward for the use of the site. Governors had agreed a school on Jane Murray Way would be a better option for the long term but did not want to risk losing the current proposal on the college site. They agreed they needed to keep constant pressure on WSCC and would raise their concerns on progress at the next Project Board meeting.</p> | All 18/10/20<br><br>MGW<br>14/10/20<br><br>MGW<br>16/10/20<br><br>All Nov 20 |
| 10 | <b>WSCC Health &amp; Safety Audit</b><br>AFR confirmed the audit had gone well with an action plan in place.   |  |
| 11 | <b>Annual Confirmation that Pool Policies are in place</b><br>DP confirmed all policies were in place.   |  |
| 12 | <b>Any other business</b><br>None.   |  |
| 13 | <b>Anything to change on risk register</b><br>St Paul's claim to Jane Murray site.<br>High volume of traffic surrounding Jane Murray site. Mitigation needed in design.  | LR 18/10/20  |

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| 14 | <b>What impact has the meeting had on pupils</b><br>Continued efforts and campaigning for the best possible college building for students. |  |
| 15 | <b>Date of next meeting</b><br>Wednesday, 27 <sup>th</sup> January at 3.30pm   |  |

SIGNED...*Simon Virgo*..... DATE.....27<sup>th</sup> January 2021...

|    | ACTION GRID OCTOBER 2020  |                     |
|----|---|---------------------|
| 4  | Recommended ToR to FGB  | ✓                   |
| 8  | Source information on solution for boiler replacements on school site from contractors.   | Chasing contractors |
| 9a | Comments on Riba stage 2 to MGW for submission to WSCC by 19/10/20  | ✓                   |
| 9a | Governor report to parents/stakeholders on new building status.   | ✓                   |
| 9b | Pressure on WSCC for progress on new building on college and Jane Murray sites. Raise concerns at November project board meeting. | ✓                   |
| 13 | Add to risk register  | ✓                   |