

PROPERTY, HEALTH & SAFETY COMMITTEE MEETING
ON
Wednesday, 27th January at 3.30pm
To be held on Microsoft Teams

Committee: Sandra Boyd (SB), Simon Virgo (SV), Adam Rowland (AFR), Marion Wilcock (MGW), Bill Hatton (BH), Dave Pilbeam (DP), Alan Robinson (AR)
Invited to the meeting: Matt Stuart (MS)
Clerk: Louisa Rydon (LR)

BUILDING UNIQUE FUTURES TOGETHER

MINUTES		
1.	Welcome & Apologies There were no apologies.	
2.	Declaration of Interests None to declare in the agenda.	
3.	Approve minutes of meeting dated 14th October 2020 The minutes were approved and electronically signed as a true record.	
4.	Matters Arising <p>a) <u>Any solution found for boiler replacements on school site</u> Not yet. DP was chasing contractors and would share information when available.</p> <p>b) <u>Planning permission for the huts</u> The committee had a robust discussion on their best action. Planning permission expired in 2021 but the huts would be in use until 2023 with the present build plan. BH confirmed in these instances, a regulation 3 application was made so it was not in the governors' remit to apply for the planning. It was agreed to highlight the issue with WSCC and MGW would add to the next Project Board agenda. AFR sought reassurance that insurance on the buildings would not be impacted with the expiration of planning.</p> <p>c) <u>Change in TOR to reflect the development agreement</u> The FGB had approved an additional clause to authorise the committee to negotiate the terms of the Development Agreement for the new building and report with recommendations to the FGB. Terms of reference had been updated.</p>	DP 12/5/21 MGW 16/2/21
5.	Update on operating in a Covid world AFR had submitted a full report to the January FGB. Staff recognized everything had been done to ensure WM is as safe as possible. Reassuringly, there had been no covid cases directly effecting WM since Christmas and governors would wait for information on government guidelines on reopening. A wellbeing survey had been issued and results would come to the next FGB. AFR was hopeful WSCC would begin to offer vaccinations to special school staff soon. Governors asked if he had any concerns about staff taking up the vaccines. AFR confirmed he could not insist staff were inoculated but he felt the uptake would be good. Governors understood the need to follow the government guidelines on social distancing would be kept in place until the majority had had the vaccine. Risk	FGB 24/2/21

	<p>assessments were in place and have been reviewed by WSCC with a follow up meeting arranged which MGW would attend.</p> <p>SV passed on the governors' gratitude and appreciation for the incredible work AFR and all staff had achieved and were continuing to during the long impact of covid 19.</p>	
6. Existing Buildings: Report on any key issues and developments	<p>DP had submitted his report, which he went through with the committee. They were concerned about the fault on the pool balance tank and were bemused by the WSCC declaration that they would pay for a replacement if required but not for a repair. They understood the warranty expired after 12 months and insurance would not cover it. DP to keep governors informed.</p> <p>The committee checked that there were no safety issues surrounding the need to replace the balcony glass and that it was purely due to water ingress.</p> <p>DP was pleased to be part of the WSCC Help Desk Pilot and commented on the benefit of the new reporting system.</p>	DP 12/5/21
7. New College Building progress, next steps and decisions	<p>a) <u>Birchwood Grove Site Progress / Update</u></p> <p>The next Project Board meeting was scheduled for 16/2/21. MGW confirmed she had requested approval to formally announce the appointment of ISG which governors were delighted about. They were a forward thinking and dynamic company and it was hoped they would be able to continue working with the architects.</p> <p>MGW confirmed section 77 consent was required for building on playing fields. She had sought advice from the DfE who had confirmed a general consent form was sufficient and she was completing the form. (The plans and information had been circulated to the committee.) As the plans for the playing fields would improve the provision for pupils, the committee were cautiously optimistic consent would be given.</p> <p>It was agreed that delaying the Development Agreement would ensure that areas of contention would be resolved but it was imperative to have it in place before work began.</p> <p>SV noted the importance of ensuring that any covenants on the land were future proofed. The committee had stressed the value of learning from the experience of building the school and would raise items of concern, such as the works area and collateral warranties at the Project Board meetings.</p> <p>The committee thanked MGW for her explanations on technical points and for BH's planning expertise.</p>	MGW
8. Any other business	<p>a) <u>Addendum to Safeguarding policy</u></p> <p>WSCC had recently submitted a covid addendum to the policy. Governors were reassured by Chris Carter that the addendum they had approved in April met the guidelines and was in place.</p>	
9. Anything to change on risk register	<p>AFR asked to review the risk register. LR to colour code the now obsolete concerns about Jane Murray Way and add to the risk on the huts with regard to planning permission. On questioning, DP confirmed it would be possible to keep the huts up to standard with continued ongoing maintenance. The committee felt WSCC should be responsible for repairs in view of the delays to the new building</p>	AFR 24/3/21

	and AFR raised the monthly charge for the portable hygiene room. They agreed to raise the extra costs being faced out of the school budget share at the Project Board meeting. SB asked if the hygiene room was being maintained under the contract, which AFR confirmed it was. The committee understood it was not possible to buy the room outright and that they would incur charges when it was finally moved, and it was noted this would be a charge to WSCC under clearing the site. They also flagged up how the building would be insured should a contractor damage it during the build.	MGW
10	What impact has the meeting had on pupils Action to improve facilities for pupils. Continue pressure on WSCC for building the best building possible and ensuring costs out of the school budget for items that should have been in place if WSCC had kept to the original time schedule were kept to a minimum. Ensuring the best possible options for the new building was reached to give value for pupils 50 years in the future. Ongoing maintenance to give huts longer life expectancy. Safe measures in place for covid restrictions	
11	Date of next meeting Wednesday, 12 th May at 3.30pm	

SIGNED.....*Simon Virgo*..... DATE.....17th May 2021.....

	ACTION GRID JANUARY 2021	
4a	Cost estimate for replacement boilers on school site	Agenda 17/05/21
4b	Re-inform WSCC of expiration of planning permission for huts in 2021 & clarify insurance.	Agenda 17/05/21
5	Results of surveys to FGB	✓
6	Updates on pool balance tank repair/replacement	Agenda 17/05/21
7	Complete section 77 consent form.	✓
7	Development agreement to be in place before work began on site. Ensure collateral warranties in place and no restrictive covenants on land.	Agenda 17/05/21
9	AFR to review risk register. Raise extra costs incurred by college due to delay in buildings & insurance for hygiene room during build process.	Once simplified ✓