

PROPERTY, HEALTH & SAFETY COMMITTEE MEETING
ON
Monday, 17th May at 3.30pm
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. Welcome & Apologies	
There were no apologies.	
2. Declaration of Interests	
MGW: consultant, Coffin Mew SV: Sister in law employed as a cleaner at school.	
3. Approve minutes of meeting dated 27th January 2021	
The minutes were approved and electronically signed as a true record.	
4. Matters Arising	
<p>a) <u>Cost estimate for boiler replacements on school site</u> DP informed the committee of the out of warranty costs for new boilers and reported on the current replacement plan. All boilers would be replaced after 9 years. SV asked if it was possible to pay more for a boiler that would last longer but DP confirmed the replacements boilers though a like for like version had been upgraded. The cost was £6,000 per boiler.</p> <p>b) <u>Update on pool balance tank repair/replacement</u> The report (paid for by WM as WSCC would not cover the cost) had confirmed the balance tank was not repairable but DP had been unable to see a written version. The committee agreed that not being provided with a report that had been paid for was unacceptable. SV would email Adam Anderson from Empire Service, with a copy to David Western urgently requesting the report. Next step would be to go to their offices in Angmering to physically pick up the document. MGW commented that the maximum warranty would be 12 years, which would be coming to an end. They noted the importance of having the pool mended during the summer holiday.</p> <p>c) <u>Huts Planning Permission</u> MGW had been informed it was in hand and she would ask for the evidence at the next Project Board meeting.</p> <p>d) <u>Extra costs & insurance for hygiene room during delays to build process</u> Raised at project board meeting and response was a 'flat no'. The committee had noted the reference to a third party use of the hygiene room in legal documentation and MGW had asked for clarification with no reply.</p>	<p>SV 22/5/21</p> <p>MGW 18/5/21</p>
5. Update on operating in a Covid world	
AFR reported that the pupil and staff pods continued to work well and risk assessments were being carried out to allow some movement between	

	<p>pods. There was a high take up of testing amongst staff and pupils and he believed all staff had now had their second vaccination.</p> <p>AFR thanked DP and his team for ensuring the buildings were safe with multiple entrances used to be covid secure.</p> <p>AR commented that staff were happy and students were managing the system well and pleased by the relaxing of the mask regulations.</p>	
6.	<p>Existing Buildings: Report on any key issues and developments</p> <p>DP would follow his general maintenance plan over the summer. He noted the leaking hut roof, which he would fix as soon as there was a spell of dry weather. AFR reported on an upgrade to the canopy, the PMLD playground and remembrance garden with a memorial tree.</p>	
7.	<p>New College Building progress, next steps and decisions</p> <p>a) <u>Update on progress since last meeting</u></p> <p>Planning permission had been received. Regular design meetings were being held. A meeting to discuss pupils' occupation of the building whilst works were carried out was taking place and the committee noted the importance of ensuring pupils had access to sufficient space.</p> <p>b) <u>Outstanding design issues</u></p> <p>Despite being part of the Project Board, governors were not trusted with the budget and so were unable to see where savings were being made. Project Board members felt frustrated by this as it was hard to see the impact of essential changes in the context of saving and the budget. Governors had discussed the design areas they were not prepared to compromise on at the May FGB and AFR/MGW had meetings scheduled to take the design forward.</p> <p>AR was disappointed their recommendations for the planting scheme had not been listened to and plants they had highlighted as unsafe for students were within the plan. None of the RHS recommended sensory plants were included.</p> <p>The committee discussed the value of having a strong horticulture curriculum. They were aware the planned polytunnel was too small so groups would have to split. SV wondered if land at the school could be used, though appreciated bussing students across was not ideal. AFR felt an enterprise scheme on that site should be considered in the future. In the meantime, the committee realized it would be a battle too far to get WSCC to move the current polytunnel, but with some fundraising, it would be possible to get it repaired and useable.</p> <p>c) <u>Legal issues</u></p> <p>There had been no progress. MGW was working hard to ensure all legal issues were addressed and holding WSCC to account on the time frame to give sufficient time to report to the FGB.</p> <p>d) <u>Planning consent</u></p> <p>It seemed a WSCC had mistakenly included 3.5m acoustic fencing in the planning application and subsequently this had become a planning condition. The committee would fight hard against this at the next project board meeting as they were not necessary.</p> <p>e) <u>Next steps</u></p>	<p>MGW 18/5/21</p>

	Push on required design changes and legal agreements.	
8.	Any other business a) <u>Fire-extinguishers</u> SV checked WM owned rather than rented the fire extinguishers, as it was so much more cost effective. DP confirmed they were owned.	
9.	Anything to change on risk register Cost of balance tank repair. Needs to be covered by WSCC.	
10	What impact has the meeting had on pupils Working to provide a suitable and safe environment for a full curriculum for all pupils.	
11	Date of next meeting To be decided at July FGB. Meetings to continue on TEAMS. AFR reported on the new camera based system in meeting rooms which when meetings were in house could allow a mixture of members present and joining virtually.	

SIGNED.....*Simon Virgo*..... DATE... 18th October 2021....

	ACTION GRID MAY 2021	
4b	Urgently request balance tank report from Empire Services and follow up if not forthcoming.	✓
4c	Check planning permission for huts in place for further year.	✓
7d	Aim to remove acoustic fencing from design	✓
7e	Continue to work for design changes and secure legal agreements	✓
9	Add cost of balance repair tank to risk register.	✓