

**TERMS OF REFERENCE FOR THE  
BUILDINGS COMMITTEE**

**CONSTITUTION:**

The Committee to consist of six members:

Governors:

Mr R Taylor (Chair)  
Mr T Capper

Staff Members:

Mrs J Cahalin (Headteacher)  
Miss S Bellin (Deputy Headteacher)  
Mr D Green (Assistant Headteacher)  
Mrs J Mason (School Business Manager)  
Mr S Sharp (Premises Manager)

A quorum will be at least 3 Governors.

The Committee to meet at least once per term.

**TERMS OF REFERENCE:**

1. To consider the spatial requirements of the school and make appropriate recommendations for the capital programme and School Improvement Plan.
2. To review the fitness for purpose of buildings and facilities and prepare schemes and programmes to update facilities to meet current and anticipated standards and best practice. Safeguarding and safety of all students and staff.
3. To assess maintenance requirements and continue the preparation of a rolling programme of planned and preventative maintenance with a view to keeping the school estate in first class condition.
4. To ensure building management activities are undertaken in the most economical manner, both in relation to fabric and energy aspects.
5. To respond to current and future initiatives in relation to funding opportunities and the needs of the school estate.
6. To aspire that, in all activities of the committee, quality and good design are prioritised.