

Lytchett Minster School

SITE AND SERVICES COMMITTEE

TERMS OF REFERENCE (Reviewed by this committee on 10th November 2016)

DELEGATED POWERS TO THE SITE AND SERVICES COMMITTEE (added 05/12/16)

The board of governors, at the Main Governing Body Meeting, has granted the Site and Services committee, where applicable, the power to ratify their own policies without the requirement for further ratification at the MGBM.

1. To monitor the state of the buildings and grounds and plan for its routine repair and maintenance.
2. To discharge Governors' responsibilities under the Health and Safety at Work Act promoting a safe environment.
3. To approve and monitor building contracts between the school and contractors.
4. To award and approve and monitor major service contracts and in-house service provision in consultation with the Chair of Governors and Chair of the Finance and Admin Committee.
5. To monitor and review the relevant section of the School Development Plan as delegated by the Main Governing Body.

DELEGATED POWERS

Headmaster

1. Routine repairs, maintenance and development within the agreed budget of a maximum of £25,000 for individual items.
2. Policies relating to the Site and Services committee may be ratified during a committee meeting with no requirement to be taken to the Main Governing Body

The Site and Services Committee meets once per term and has a quorum of three "core" committee members.