

Premises Portfolio Terms of Reference

Portfolio Holder: James Heike

Duties which are delegated to this governor:

Governing bodies may use their powers to delegate functions and decisions to committees or individual governors. It is the overall governing body, however, that in all cases remains accountable in law and to Ofsted for the exercise of its functions. (Governors' Handbook, September 2014.)

To assist the head(teacher) and discharge the responsibilities of the governing body on matters relating to the school premises and grounds, security and environment.	D - HT
To ensure an annual inspection of the premises and grounds is carried out and reported; receive reports from staff and agree a statement of priorities for maintenance and improvement (with reference to the Asset Management Plan).	D - HT
To agree the costs and arrangements for maintenance, repairs and redecoration within the budget allocation.	D – Finance PH/HT
To oversee the preparation and implementation of contracts, ensuring best value principles are adhered to.	D – Office
Review security of the premises and equipment and make costed recommendations for improvement to the FGB	D – HT/MH
Review catering/school meals/ vending machines/ nutritional policy. Re-affirm food standards in line with statutory duties.	D – Office
Monitor Premises aspects of the School Improvement Plan	D - HT

Agreed by the FGB on: 12th September 2018

Review Date: September 2019