KGGS Governors visit form. Please complete and return to the clerk to governors

Link Governor	Jo Green		
Faculty / Member of staff Visited	Duncan McBoyle, Facilities Manager	Date	07/06/17
Purpose of Visit	Health and Safety Link Governor visit		
Question asked	How does the school meet its responsibilities in terms of fire safety		

As link governor for Health and Safety, I visit Duncan three times a year, in order to give a report to the Resources Committee. This visit was a fairly brief meeting with Duncan, to have a general catch up as we near the end of the school and financial year, and to discuss briefly plans for 2017-18, before I visit again in September. My earlier visits during this school year have focused on the school's Health and Safety Audit and Fire Safety procedures.

The site budget for 2016/17 was £295,000. Duncan has requested a budget of £268,000 for 2017/18, mindful of financial issues facing the school. All mandatory and routine inspections are up to date, and at this stage, Duncan feels this reduction in budget is manageable without any real detriment to the site or the staff and pupils. When I asked Duncan how this reduction in budget would affect the site and health and safety, he felt that re-decorating and re-flooring in some areas will have to be delayed, and whilst this is not desirable, there is no part of the school where condition of rooms presents a health and safety risk.

There is a focus in the SDP for 2017/18 to react to the cut in school funding by investigating more efficient use of the utilities (gas, electric, water) on the school site as well as investigating other sources of income in order to mitigate the reduction in both the quality and range of the non-curriculum provision for our students. Duncan will report to Governors on this matter in due course.

The school is now a full year out of the LEA buy-back scheme, and has saved £10,000 in the year to date. Duncan is happy with the way things are working, and is finding it easier to get minor repairs dealt with. Under buy-back, a minor roofing repair could take a week to be resolved. Duncan recently had a local contractor on site within 2 hours to carry out a small repair.

The bid for capital funding for replacement of the fire alarm system was unsuccessful; the school was 1% short of the assessment threshold of 74%. On reflection and after reviewing feedback, David and Duncan feel that due consideration has not been taken by the assessors of all the information presented, and lodged an appeal, on the understanding that new information cannot be submitted.

The school has an excellent working relationship with ADT, its supplier for the new fire alarm system, and the new system will be fully installed this summer, after a lease arrangement has been agreed with ADT. £14,000 will be paid in 2016/17, and £15,000 for the following three financial years. If the appeal is successful and funding is subsequently received, governors should be aware that there may be a financial penalty for early termination of the lease agreement, but one which is substantially smaller than the school having to fund these essential fire alarm works in full.

All actions from the 2016/17 Health and Safety Audit are now complete.

There may be some staffing changes in the site team as a number of staff approach retirement

age. David and Duncan are managing this proactively.
How did the visit go? What did you learn? What were your impressions? As always, it is a pleasure to come into school during the working day, and to see the site looking well cared for. Duncan is always welcoming and very happy to answer my questions, which makes my role as a link governor an enjoyable and rewarding one. I look forward to seeing Duncan in September for a longer visit, during which we will review the next Health and Safety Audit Report, and conduct a tour of the site.
Signed _____Jo Green_____ Date _____14/06/17_____