

**PATCHAM HIGH SCHOOL
GOVERNING BODY**

Meeting of:	Finance Health and Safety Committee
Date/Time:	10 th November 2020 5.30 pm
Location:	Virtual – MS Teams – JJ Host
Distribution:	Full Governing Body, Di Bonner
Quorum	3

AGENDA

	AGENDA ITEM	PAPERS *may follow
1	WELCOME, APOLOGIES and DECLARATION OF INTEREST	
2	CHAIRING THE COMMITTEE	
3	MATTERS ARISING	Minutes
4	TERMS OF REFERENCE Agree responsibilities Agree how each will be discharged	5a School Development Plan 5b Terms of reference 2019/20 + draft 2020/21 policy list 5c Annual agenda plan
5	FINANCE 5.1 Budget monitoring 5.2 SFVS – 1. benchmarking – discuss 2 Receive other documents, 3 agree review process 5.3 Policy work – approve/note consider recommendations 5.4 Staff and governors interest review – consider recommendations	5.1 Budget monitoring information 5.2 SFVS monitoring info 5.3 Admin policies for approval/effectiveness reports 5.4 interest register – staff + governors
6	PREMISES	HT report
7	GOVERNOR DEVELOPMENT	
8	HEALTH AND SAFETY Receive report. Consider recommendations	School health and safety report
9	LEADERSHIP AND MANAGEMENT Update on SDP	
10	STAFFING	
11	PAY COMMITTEE * [Staff to withdraw]	
12	RECAP – work due for the next meeting	
13	ANY OTHER URGENT BUSINESS	

*This item may not be taken