The committee will adhere to the educational priorities. By doing this, the committee will always act in the best interests of Fairway and Northway Schools. The committee acknowledges the benefits of having a joint committee and embraces the opportunity to work with and learn from each other.

The aim of this joint committee is:

- To maintain a cohesive working relationship for the benefit of children and staff at both schools;
- To ensure efficient service provision from the schools' combined maintenance;
- To advise the respective governing bodies on priorities, including Health and Safety, for the maintenance and development of the premises of each school and shared areas;
- To oversee arrangements for repairs and maintenance concerning both schools;
- To make recommendations to the respective Finances and General Purposes (FGP)/Staffing committees on joint premises-related expenditure;
- In consultation with the respective Headteachers and FGP/Staffing committees, to oversee joint premises-related funding bids;
- To oversee arrangements, including Health and Safety, for the use of shared premises areas by outside users, subject to the policies of each governing body.

Membership

The constitution and membership of the committee shall be decided during the first annual meeting, at the beginning of the academic year. Membership will include a minimum of three governors per school, the headteachers and other appropriate representatives.

Committee members 2018/19:

<table>
<thead>
<tr>
<th>Name of Governor</th>
<th>School</th>
<th>Date appointed to committee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Matt Dreisin</td>
<td>Northway</td>
<td>16/1/2013</td>
</tr>
<tr>
<td>Caroline Korniczky</td>
<td>Northway</td>
<td>16/1/2013</td>
</tr>
<tr>
<td>Daniel Shaya</td>
<td>Northway</td>
<td></td>
</tr>
<tr>
<td>Diana Evans</td>
<td>Fairway</td>
<td></td>
</tr>
<tr>
<td>Ann Zinkin</td>
<td>Fairway</td>
<td></td>
</tr>
<tr>
<td>Laithe Jajeh</td>
<td>Fairway</td>
<td></td>
</tr>
</tbody>
</table>

Attendees reporting to the committee with no voting rights:

Headteachers

Michael Young – Site Manager, Fairway/Northway
Bina Doshi – IT Network Manager
Joint Chairs to the committee: Matt Dreisin & Diana Evans
Chairs alternate from one meeting to the next. The meeting will be chaired by
the co-chair of the school not hosting the meeting.

Clerk to the committee: to be appointed at each meeting

Quorum: 2 governors from each school minimum.
Only an equal number of governors from each school will have voting rights
at any one meeting. In the event of one school having an advantage in
numbers, the necessary number of governors from that school will relinquish
their right to vote on each issue.

Meetings: Once per term, location alternating between schools. The meeting will be
chaired by the co-chair of the school not hosting the meeting.

Terms of reference

- To establish and review a Building Development Plan.
- To advise the governing body on matters relating to building modification and
  construction.
- To establish and review each school’s Accessibility Plan.
- To monitor and review maintenance and improvement or repair to the buildings
  and grounds.
- To take responsibility for health and safety in regards to the buildings and
  grounds.
- To alert the LA to health and safety issues relating to maintenance of the
  buildings and grounds.
- To advise the governing body on statutory health and safety matters.
- To contact and liaise with the LA in matters relating to building work.
- To oversee the internal decoration of the schools.
- To approve maintenance contracts for planned and preventative maintenance
  work, as well as IT infrastructure and support.
- To arrange competitive pricing for the day-to-day maintenance of the buildings
  and grounds.
- To approve site contracts for cleaning and ground maintenance.
- To review the security of the buildings and grounds.
- To review and ratify the schools’ lettings policies.
- To advise the governing body on matters relating to community use.
- To prepare and review an Emergency Response Plan in line with LA
  regulations.
• To oversee premises related funding bids.
• To hire builders, surveyors, architects and ground maintenance workers, and monitor their standards.
• To oversee the Site Manager and IT Network Manager’s appraisals.