



GOVERNOR FOCUS VISIT

Date & names of governors participating
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Thursday 6 th June 2023 – Andy Williams (AW)

Focus of visit: Health & Safety
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Meeting with Steve Adams (SA) Estates Manager and Stuart Roberts (SR)

Steve had prepared a detailed and very helpful agenda, incorporating a thorough overview of the current H&S position of the school, including compliance based concerns and appropriate remedial actions, details of software that has been purchased to provide detailed analysis of all risk assessments and compliance issues.

Discussions and observations

<u>1/. New software in process of being trialled/rolled out</u>

ATLAS – Health and Safety (Risk Assessments/Training)

EVERY – Building Compliance Management and Premises Helpdesk “Ticketing”
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<u>2/. Focus since Steve’s arrival in January 2023</u>
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5 key areas

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| <ul style="list-style-type: none">a) Fire<ul style="list-style-type: none">a. New external risk assessment is imminentb. Periodic compliance checks (e.g. weekly fire alarm panel, monthly firefighting equipment, emergency lighting, fire doors)
b) Water (Legionella Control)<ul style="list-style-type: none">a. Temperature controlled hot and cold water systems (New risk assessment scheduled for August 2023/ flushing of infrequently used outlets / monthly testing and servicing by external contractor)
b. Chemically controlled swimming pool (3 times daily testing, external pool management support, periodic water analysis by Kingfisher/WCS)
c) Gas<ul style="list-style-type: none">a. All Science labs serviced in April 2023b. Full site gas tightness test being arranged |
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- d) Electricity
 - a. PAT test of all portable appliances undertaken in Feb 2023 (circa £5k items)
 - b. Next 5Yr fixed installation test due August 2024

- e) Asbestos
 - a. Enhanced periodic condition monitoring in addition to management plan

Questions for reflection

It was very clear from the entirely candid and open information that Steve and Stuart provided, that the previous Estates Manager had been less than transparent in his handling and management of H&S generally and that the number of compliance based and operational failures that Steve identified, were to some extent hidden. From a Governance perspective, I am satisfied that all that can and needs to be done, has been or is in the process of being done to ensure absolute compliance, however, we must dig deeper and probe further to satisfy ourselves that all is well, rather than taking anybody's word.

Actions, by whom and by when

AW to meet SA and SR at least termly to review progress and any issues that have been identified since the previous meeting. Next meeting date to be confirmed, but likely to be in September 2023.

Andy Williams

H&S Link Governor

23rd June 2023