

**Hayesfield School
Governors' Site Committee - new build project of Sports and Performing Arts
Facilities**

Terms of Reference: 2009

Purpose and Scope

- To provide the Governing Body with a lead on the strategic planning of the building project for performing arts and sport
- To oversee this specific building development and prepare recommendations to the governing body
- To agree the project plan for the development
- To monitor progress against the project plan
- To identify risks to achieving the development and agree actions to mitigate these

Responsibilities

- To agree financial planning for the project
- To report to the resources committee and propose recommendations in relation to project costs
- To monitor expenditure against the project plan
- To approve commissioning of professional works and appointment of consultants
- To report to the Governing Body progress against the project plan

Date Terms of Reference agreed by the Site Committee:

Date Terms of Reference agreed by the Full Governing Body:

Membership: Any Governor as appointed by the Full Governing Body. In addition any Governor is welcome to attend this Committee as an observer.

Quorum: The quorum for this committee shall be any four governors of which at least two will be non-staff governors

Chair of Committee: Mark Hunnybun **Date Appointed:** September 2007.

Last Reviewed: 1 March 2009.

Next Review: October 2009.