

CHELMSFORD COUNTY HIGH SCHOOL FOR GIRLS

**Notice of a meeting of the Facilities & Finance Committee
to be held via Zoom at 7.45am on Friday 11th February 2022**

A G E N D A

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| 7.45am | 1. Apologies for Absence |
| | 2. Declaration of Interests – to declare any business interests or conflicts of interest additional to the Annual Register, or the receipt of gifts or hospitality |
| 7.50am | 3. Minutes of the Last Meeting – to approve the minutes of the last meeting held on 17 th November 2022 (<i>attached</i>) |
| 7.55am | 4. Matters Arising – to discuss any matters arising and not covered as a separate item below |
| | 5. Chair's Action – to report any actions/approvals taken since the last meeting |
| 8.00am | 6. Financial Update – to review December 2022 Management Report (<i>attached</i>) |
| 8.15am | 7. SSEF Project & Campus Development – to receive verbal update |
| 8.30am | 8. Site Team Report – to receive for information (<i>attached</i>) |
| 8.35am | 9. IT Update – to receive verbal update and WiFi proposal (<i>attached</i>) |
| 8.45am | 10. Risk Register – to review and approve Facilities & Finance Committee and SSEF sections (<i>attached</i>) |
| 8.50am | 11. GDPR – to receive a verbal update |
| 8.55am | 12. Any Other Business |
| 9.00am | 13. Date of Next Meeting – to agree as 7.45am on Wednesday 27 th April 2022 |