

CHELMSFORD COUNTY HIGH SCHOOL FOR GIRLS

**Notice of a meeting of the Facilities & Finance Committee
to be held in Room A5a (first floor in the Languages Block) at School
at 7.45am on Wednesday 27th April 2022**

A G E N D A

- 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 11th February 2022 (*attached*)
- 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 February 2022 Management Report & Outturn Summary (*attached x2*) and March 2022 Management Report (*if available*)
- 8.10am 7. **SSEF Project & Campus Development** – to receive verbal update
- 8.25am 8. **Audit Responsibilities** – to receive Juniper Internal Scrutiny Report 2 (*attached*) and Cyber Audit Report (*if available*)
- 8.35am 9. **Policies** – to review and approve:
- a. **Lettings Policy and Rates 2022-23** – non-statutory, annual review (*attached x2*)
- b. **Charges & Remissions Policy** – statutory, 2-year review, no changes (*attached*)
- 8.45am 10. **IT Update** – to receive verbal update
- 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 22nd June 2022