

Facilities Committee Constitution



**UNIVERSITY
OF LONDON**

CONNAUGHT HALL

36-45 TAVISTOCK SQUARE

LONDON WC1H 9EX

An intercollegiate hall of residence

HALL MANAGER

Harriet Harold

WARDEN

Dr Adrian Clark

Membership & Meetings

The members of the Connaught Hall Facilities Committee are as follows:

- the Warden (chair)
- a Senior Member (secretary)
- the Hall Manager and/or Assistant Manager;
- the Catering Manager;
- the President and Secretary of the elected Residents' Club Committee;
- six student residents of the Hall.

Other members may be co-opted at the discretion of the Warden. Some issues require co-ordination across all eight halls of residence at University level; in such cases, the Warden will represent the views of the Committee in the relevant forums.

There are normally three main meetings per academic year: one in each term, with a brief follow-up meeting at the end of term to report on progress made on agreed action points. Meetings are open to all student residents.

Scope & Objectives

Theme	Issues	Objectives
Communication & equality	Website & suggestion box Hall priorities Equality & diversity	Discern residents' priorities & preferences regarding Hall services & policies in general Promote equality & diversity
Catering services	Quality, quantity, variety & nutritional value of food Food hygiene Dining hall opening times Food service & staff politeness Packed / late suppers Cutlery, glassware & tableware	Promote healthy eating & a balanced diet Improve the nutritional value of food & reduce sugar, salt, & fat content Ensure that the catering service is responsive & accountable Promote the social importance of mealtimes
Health & safety	Fire safety First aid Smoking policy Pest control Facilities for disabled students Health & safety education	Ensure a safe environment in Hall Educate residents' about health & safety issues Encourage measures to enhance the Hall environment for disabled residents & visitors
Housekeeping & the environment	Cleaners & cleaning Toilets & showers Furnishings, fixtures & fittings Waste removal Recycling & re-use Water & energy efficiency	Ensure that housekeeping services are convenient, accessible & effective Encourage recycling & re-use Promote environmental awareness Promote efficient water & energy use
Maintenance services	Building upkeep Damage & fault reporting Politeness of contractors	Ensure that maintenance services are accountable & responsive Keep residents informed about maintenance & building projects
Reception services	Security Lost property Borrowed items Mail sorting & registered post Reception staff	Ensure an accessible, accountable, friendly & responsive service at Reception

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