

SCHOOLS CAPITAL SUB GROUP

(a sub group of Hartlepool Schools Forum)

MEMBERSHIP AND TERMS OF REFERENCE



1. MEMBERSHIP – October 2014

SCHOOLS

2 x primary headteachers to represent all primary schools

Peter Cornforth - Headteacher, Fens Primary School

Marian Fairley - Headteacher, Lynnfield Primary School

2 x secondary headteachers to represent all secondary schools

Mike Lee - Headteacher, English Martyrs School & Sixth Form College

Mark Tilling - Headteacher, High Tunstall College of Science

1 x special school headteacher to represent the special education needs sector

Karl Telfer - Headteacher, Springwell School

1 x academy headteacher to represent all academies

Julie Deville - Executive Headteacher, Eldon Grove Academy

1 x Church of England Diocese representative

Amanda Baines - Headteacher Holy Trinity CE Primary School

1 x Roman Catholic Diocese representative

Mary Frain - Headteacher, St Teresa's RC Primary School

COUNCIL OFFICERS

Assistant Director (Education), Dean Jackson

HBC Schools Capital Officer, Julie Reed

HBC Schools Capital Accountant, Chris Parkin

Other officers of Hartlepool Borough Council will be in attendance as required, by invitation

2. TERMS OF REFERENCE

Key Functions

- To establish a framework for the prioritisation and allocation of appropriate funds for schools' capital works programmes, adhering to the priorities and principles within the Education Capital Strategy

Agenda Item 9

- To develop a comprehensive Education Capital Strategy and review it on an annual basis, taking into account changes in legislation, guidance and national curriculum requirements
- To clarify which schools (maintained/voluntary aided /academy) can benefit from funding streams available to the Local Authority
- To allocate funding to capital schemes in a fair and transparent manner
- To commission studies/surveys, when appropriate, for potential schemes to be included within the Schools' Capital Works Programme
- Consider programmes of capital works and make recommendations to Children's Services Policy Committee to inform their decisions
- To receive reports, monitor progress / developments and expenditure of the approved programmes of capital works
- To submit progress reports on the content and outcome of its proceedings, through its minutes and escalating key issues to the full Forum agenda

Frequency of Meetings

- The Schools Capital Sub Group will meet on a termly basis
- A regular member should appoint another person to attend a meeting on their behalf, or to act on their behalf for a specified timeframe only if not able to attend in person