



NOTICE OF MEETING

SCHOOLS FORUM

WEDNESDAY, 3 OCTOBER 2012 AT 4.30 PM

CONFERENCE ROOM K - CIVIC OFFICES

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Membership

Schools Members

One head teacher representative - nursery phase
Three head teacher representatives - primary phase
Three head teacher representatives - secondary phase
One head teacher representative - special phase
One academy representative
Eight governors

Non School Members

Three Councillors from each political party
One representative from the following organisations:
The Anglican Diocese
The Roman Catholic Diocese
The 14-19 Partnership
The Early Years providers (from the private, voluntary and independent sector)

(NB This Agenda should be retained for future reference with the minutes of this meeting.)

Please note that the agenda, minutes and non-exempt reports are available to view online on the Portsmouth City Council website: www.portsmouth.gov.uk

AGENDA

- 1 Apologies
- 2 Declarations of Interest

- 3 Elect Chair**
- 4 Minutes and matters arising from last meeting on 11 July 2012 (Pages 1 - 10)**
- 5 Schools Forum Constitution (Pages 11 - 20)**
Richard Webb, Finance Manager will present the attached report.
- RECOMMENDED:**
It is recommended that the schools forum approve the constitution attached at Appendix 1.
- 6 AMS Matters (standing item) (Pages 21 - 24)**
John Bean, Head of Building Maintenance and Susan Whitehouse, Acting AMS Education Business Partner will present the attached report.
- RECOMMENDED:**
It is recommended that Schools Forum note the content of this report and give consideration to appointing 2/3 head teachers to assist with the finalisation of:-
- a) The Repair and Maintenance SLA for 2013/15**
 - b) The Catering SLA for 2013-15 (includes catering equipment repairs + maintenance)**
 - c) The 'Guide for Managing Premises'**
- 7 Pupil Place Planning**
- 8 Schools DSG 2012/13 and use of Contingency (Pages 25 - 28)**
Richard Webb, Finance Manager, will present the attached report.
- RECOMMENDED:**
It is recommended that the Schools Forum:
- a. note the final DSG settlement and the latest available contingency funding,**
 - b. agree the proposed usage of contingency funding.**
- 9 Review of Special Staff costs (Pages 29 - 30)**
Richard Webb, Finance Manager, will present the attached report.
- RECOMMENDED:**
It is recommended that the Schools Forum note the basis of the centrally charged costs.

10 Review of Nursery Quality Assurance (Pages 31 - 32)

Richard Webb, Finance Manager, will present the attached report.

RECOMMENDED:

It is recommended that the Schools Forum note the basis of the centrally charged costs.

11 Any Other Business