

London Borough of Waltham Forest

SCHOOLS FORUM

| Day/Date/Time | Venue |
|--|---|
| Wednesday 12 February 2014 Pre-briefing Technical Session: 5:45pm Tea/Coffee and Light Refreshments: 6:00pm Main Meeting: 6:30pm | Room 3, 1 st Floor, Waltham Forest Town Hall |
| Contact: | Telephone / Email: |
| Debbie Callender, Clerk to Schools Forum | 020 8496 3669 debbie.callender@walthamforest.gov.uk |

The Forum is only quorate if at least 40% (8) of the members are present

Dear Schools Forum Members and Observers

The Agenda is set out below.

Maintained Head teacher Representatives

Primary (3) Nursery (1)

Sandra Campbell
Maureen Okoye
Kathryn Soulard
VACANCY

Secondary (3)

John Hernandez
Lynnette Parvez
Shona Ramsay

Academy Representatives (1 Primary /1 Secondary)

Matt Hanks
Mark Morrall(Vice
Chair)

Maintained Governor Representatives

Primary (5)

Radhika Bynon
Aktar Beg
Peter Dawe (**Chair**)
James O'Rourke
Nicholas Russell (Cllr)

Secondary (2)

Ian Moyes
Rukhsana Yaqoob

Special School Representative (1)

Peter Falconbridge

Non-Schools Representatives (5)

Julian Lee
Paolo Ramella
Msgr George Stokes
VACANCY
Steve White

LBWF Council Officers

Linzi Roberts-Egan
Andrew Beckett
Debbie Callender
Gerry Kemble
(circulation only)
Graham Moss
Rishi Peetamsingh
Duncan Pike
Shehwar Sultan
Raina Turner

AGENDA

| ITEM | Report | Report Author |
|------|--|---------------|
| 1 | Welcome all | Chair |
| 1.1 | Apologies for Absence | |
| 1.2 | PVI Setting Vacancy | |
| 2 | Minutes of the last meeting held on 15 th January 2014 and Notes of the Pre-Briefing Technical Session | Chair |
| 2.1 | Matters Arising | Chair |
| | • High Needs Block update | |

| ITEM | Report | Report Author |
|------|---|---|
| 3 | Single Status update – February 2014 <i>To be tabled</i> | Gerry Kemble – Head of HR Delivery |
| 4 | Schools Energy Efficiency Programme Progress Report – Information Report | Nimish Shah - Schools Energy & Carbon Reduction Officer |
| 5 | Post 16 Local Offer : Task and Finish Group Recommendations – Information and Decision Appendices: <ul style="list-style-type: none"> Appendix A: Task and Finish Group Recommendations Appendix B: Executive Summary and Recommendations from LBWF commissioned research | Barbara Thurogood - 14-19 Education Manager |
| 6 | Early Years Funding Block – provision for the free education for 3 and 4 year olds Appendices: <ul style="list-style-type: none"> Appendix A: Actual Outturn budget shares for 2013-14 Appendix B: Predicted Budget shares for 2014-15 | Graham Moss – Strategic Development Consultant Eve McLoughlin Team, Leader Economic Well-Being (& Interim Head of Education Improvement Support Services Raina Turner – Head of Finance |
| 7 | The Introduction of Universal Infant Free School Meals from September 2014 Appendices: <ul style="list-style-type: none"> Appendix A: School Food Plan – summary and actions for headteachers Appendix B: Letter to Headteachers | Graham Moss – Strategic Development Consultant Rishi Peetamsingh – Group Accountant-Schools |
| 8 | Exit Strategy for Capital Expenditure from Revenue Account (CERA) in 2014/15 – Pooled Funding Appendices: <ul style="list-style-type: none"> Appendix A: Exit Strategy for CER- Pooled Funding | Raina Turner – Head of Finance Judith Kirk – Assistant Director, School Effectiveness Marina Dimopoulou – Assistant Director, Asset Management and Delivery |
| 9 | Any Other Business <ul style="list-style-type: none"> Schools Forum Terms of Reference – For Information | All |
| 10 | Date of Next Meeting – 12 th March 2014 Time: 5:45pm - Pre-Briefing Technical Session | |

| ITEM | Report | Report Author |
|------|--|---------------|
| | Time: 6:30pm – (Light refreshments from 6pm) Venue: Room 3, Waltham Forest Town Hall | |
| 10a | Task and Finish Groups Pupil Premium Task and Finish Group Chaired by Cate Duffy, Divisional Director Education Improvement Date: TBC Time: 5:15pm Venue: TBC, Waltham Forest Town Hall | |