

Schools Capital and Asset Management Advisory Group

Terms of Reference

Proposals for Revision (2016)

The Schools Capital Group is a subgroup of the Schools Funding Forum and acts as the school consultative group to Kent County Council's Asset Development and Collaboration Unit to:

- Consider, advise and make appropriate recommendations on the implications of national and local policies on school capital matters, including the school capital programme. *(For additional consideration) to include all school improvement works, new builds, maintenance etc.*
- Advise on priorities and criteria for programmes of school building maintenance and improvement work to ensure best support for improving standards of teaching and learning and value for money.
- Consider proposed programmes of work for each year and, where necessary, propose amendments. The timings of these meetings should reflect the approval process within KCC to include all preparation. This should also reflect the Funding Forum cycle of meetings.
- Monitor progress of programmes of building maintenance and improvements targets, to include finance and delivery as well as performance of supply chain.
- Consider changes to policy and legislation which would affect school property and advise schools on premises management, premises development planning and project management.
- Monitor progress and development on the management arrangements for, and use of, the Interprise Property Management database (or any replacement).
- Consider arrangements for updating Asset Management Plan (AMP) information and where necessary propose amendments. This needs to be the strategy itself. SCG and SFF need to feed into the AMP.
- Assist in the evaluation of the AMP against its objectives. This needs to have SCG and SFF input.
- Consider issues raised by any of the parties to the AMP and advise other parties.
- The group will be involved in the planning of any new Asset Management Plan.