

# **CYP Strategic Asset Board**

## **Terms of reference**

1. The Key responsibility of the CYP Strategic Asset Board (hereafter referred to as the 'Board') is to make necessary decisions and approvals (that are either within its gift, or as a precursor to further corporate and political decision making) relating to all asset based work that effects Children and Young People within Lewisham. This includes; School Place Planning, Early Years Place Planning, SEND Planning, Post-16 Place Planning, CYP Operational Estate, Strategy Development and Policy change (and its implications). Within this the Board will be working with the delivery of the Councils relevant statutory duties in mind, not least regarding providing sufficient educational places.
2. The Board will support the Executive Director for Children & Young People, in the development of advice to the requisite Cabinet Portfolio Holder, the Mayor and the Councils Executive Management team
3. Taking into account advice received from the Mayor and the Portfolio Holder, the Board will oversee the development and delivery of a CYP Places Strategy that represents best value and best outcomes for our Children and Young People whilst taking into account the resources at our disposal.
4. The Board will actively support the development of opportunities for joint/mixed-use developments (eg housing and schools) with both internal and external partners.
5. The Board will play an integral part of the new CYP Capital Governance Structure, scrutinising information provided and making recommendations to relevant hierarchical Boards as required (to include CYP Directorate Management Team, through to Schools Forum and CYP Select Committee, and Regeneration Board through to Mayor & Cabinet and Overview & Scrutiny).
6. Following relevant approvals the Board will commission provision through the Council's Regeneration and Asset Management Division, other partners such as the diocesan boards, and the Education Funding Agency as appropriate. The Strategic Board will ensure that full consideration is given of the opportunity to maximise the benefit to Lewisham residents of any future provision through Community Use.
7. The Board will review and sign off any opportunities to apply for specific funding streams (internal and external). It will nominate an officer to lead on the preparation of bids, working with Resources & Regeneration as appropriate, and will sign off bids before submission

8. In order to monitor (and brief accordingly) any potential impact on standards and achievements as well as have an informed overview of this stream of work the Board will receive regular reports from the following groups within the new governance structure; Place Working Group, CYP Capital Programme Board, CYP Estate Operational Board, and the Schools Place Planning & Admissions Forum.
9. Membership should include
  - Executive Director for Children & Young People (Chair)
  - Head of Standards and Inclusion
  - Head of Targeted Services and Joint Commissioning
  - Head of Financial Services
  - Service Manager, School Place Planning
  - Service Manager, Capital Programme Delivery
  - Service Manager, Operational Asset Management
  - Service Manager, Access, Inclusion and Participation
  - Programme Manager, Capital Programme Delivery (Schools)
10. The Board should meet at the beginning of each half term
11. Meetings should be minuted, identifying the key actions arising. The minutes should be circulated within 2 weeks of the meeting.
12. Agendas for future meetings should be circulated 2 weeks prior to the relevant meeting, with relevant papers for discussion as required/available.