

Actions from Schools Forum

Agenda item	Action	Lead Officer	Date required
9 January 2017			
CBSF/16/18 High Needs Block of the Dedicated Schools Grant (DSG) Update Report Regarding Pressures on the High Needs Block	1. Alternative ways to fund the Academy of Bedfordshire (ACB) would be discussed by the High Needs Technical Sub Group and reported back to the Schools Forum.	Stuart Powell / Leo Jones to oversee for CBC from Sept 17.	Work on this has begun. Further meetings to take place as of Sept 2017
CBSF/16/25 Sub-Groups of Schools Forum	2. The membership of the Schools Block Technical Sub Group would be reviewed once the response to the School Block consultation has been undertaken and the results made available.	Leo Jones to oversee for CBC from Sept 17.	Consultation to begin this term (Survey Monkey) . Results to be agreed by SF in Nov 17
CBSF/16/29 Dedicated Schools Grant (DSG)	3. The DSG funding costs requested for the Schools Admissions Team would be re-explored.	Leo Jones to oversee for CBC from Sept 17.	To be reviewed in the Autumn Term
CBSF/16/30 Training for Schools Forum members	4. Ideas for areas of training for Schools Forum members to be drafted for consideration by a virtual task and finish group as follow; <ul style="list-style-type: none"> • David Brandon-Bravo • Paul Burrett • Shirley-Anne Crosbie • Sue Howley MBE 	Leo Jones to oversee for CBC from Sept 17.	Wider review of SF and Technical Sub Group membership roles and oversight. Paper to come to Nov SF.
6 March 2017			
	1. The F40 would be contacted to request responses to question 3 from other local authorities and that any responses received prior to the deadline for the responses to the consultation would be circulated to Schools Forum members. If responses were not received the wording in the response would amended from 'unsure' to 'welcome clarity'	Sue Harrison	Completed
CBSF/16/46 Growth Fund Payments and Criteria	2. The guidance for the use of funding for furniture, fixing and equipment (FF&E) would be recirculated to Schools Forum members. 3. The Growth Fund allocation process would include a flow chart indicating how payments are allocated	Victor Wan Victor Wan	Completed Flowchart to be presented to SF in Sept 17.
Para 5 – Inclusion for HN	4. Clarification of whether children with additional needs who become 5 in the Reception year come under the remit of the Early Years team. 5. The Early Years Team will support to the end of Year R, in conjunction with School SENCo where appropriate.	SP – clarification provided below. Sue Tyler.	Completed

<p>Para 8 – Statements/ECH plans</p>	<p>6. Monitoring of the number of children on Statements/ENC Plans to be put in place and reported to Schools Forum.</p> <p>7. The figures in this report and SEND forecast do not align. The pressures and risks to the Council are to be flagged with Finance.</p> <p>8. Calculation of the level of risk from the forecast rise in numbers to be undertaken and reported to Schools Forum on a regular basis</p>	<p>Claire Harvey.</p> <p>Claire Harvey.</p> <p>Gerard Jones.</p>	<p>Overview of numbers to be presented at Sept SF. Monthly monitoring in place with Finance.</p>
<p>Para 11 – Special Schools Outreach</p>	<p>9. Funding decisions to be evidenced (accurate costs and projections) and reported to Schools Forum on a regular basis.</p> <p>10. Review of the gatekeeping and referral process for Outreach services.</p>	<p>Claire Harvey.</p> <p>Gerard Jones.</p>	<p>Completed</p> <p>Completed</p>
<p>Para 18 – DSG contribution to Central Overheads</p>	<p>11. To be flagged as a Children’s Services pressure as part of the MTFP process next year</p> <p>12. To be flagged as a Council pressure</p> <p>13. To be reviewed going forward.</p>	<p>Sue Harrison Dawn Hill. Dawn Hill.</p>	<p>Work ongoing as part of the wider MTFP planning</p>
<p>Para 27 - ACB</p>	<p>14. Council to support the set up of a Panel to determine the criteria for the allocation of Group 2 places at ACB and to provide advice on the application process.</p> <p>15. DCS committed to send letter to school requesting participation in contribution which will be invoiced (de-delegation not possible)</p>	<p>Gerard Jones.</p> <p>Sue Harrison.</p>	<p>Completed</p> <p>Completed</p>
<p>Para 30 – Special Schools - banding</p>	<p>16. Banding values to be re-visited and reported back on</p>	<p>Gerard Jones.</p>	<p>Being reported to the Tech Sub Grp in Oct 17</p>
<p>Para 31 – CBC allocation to Special Schools</p>	<p>17. Clarification on whether the figures reflect the predicted increase in numbers for Central Bedfordshire, the number of empty places, a breakdown of bands funded in relation to the number of pupil for all Special Schools.</p> <p>18. Special Schools to confirm their current number of pupils and their classification/banding in order for a comparison of the figures in this report with those in the School Organisational Plan to be undertaken.</p>	<p>Stuart Powell.</p> <p>Heads of special schools.</p>	<p>Completed</p> <p>Completed</p>
<p></p>	<p>19. Clarification of how the Early Years and High Needs funding risks (@£1.7m) would be met in the future.</p>	<p>Gerard Jones.</p>	<p>Completed</p>
<p>Early Years Funding Report</p>	<p>20. Early Years SEND linked funding strands to be defined as part of the review.</p>	<p>Sue Tyler.</p>	<p>To be undertaken during the Autumn Term and reported at the Jan 18 SF</p>
<p></p>	<p>Work plan for the next 9 months to be created and reported to next meeting Schools Forum (actions and mitigations to address issues)</p>	<p>Stuart Powell.</p>	<p>Completed</p>

<p>12 June 2017</p> <p>Matters Arising</p>	<ol style="list-style-type: none"> 1. School Improvement Consultant is to take the lead on the identification of appropriate School Forum members as an interim measure until the recruitment process for the vacant post of the Assistant Director Transformation had been completed. 2. That the membership of the High Needs Technical Sub Group will be revisited to ensure that it includes a cross section of schools representation on the Schools Forum. 3. Officers will review the membership of the Schools Forum, including clarification of the term of office for members and provide an update at the September meeting. 4. The two upper school representatives, Mr O Button and Mrs K Hayward will raise the issue of the lack of ACS places commissioned by secondary schools at the secondary heads meeting. 5. A full review of Special Needs and Inclusion spend carried out in the Early Years as part of the bigger review of High Needs spend would be reported back to the Schools Forum in autumn 2017. 	<p>Stuart Powell / Leo Jones to oversee for CBC from Sept 17.</p> <p>Dawn Hill/ Sharon Griffin</p> <p>Oliver Button Karen Hayward</p> <p>Sue Tyler</p>	<p>No vacancies currently.</p> <p>This forms part of the wider review to be undertaken of the SF and Technical Sub Group membership roles.</p> <p>Review being undertaken.</p>
<p>CBSF/17/3</p> <p>Action Plan 6 March 2017</p>	<ol style="list-style-type: none"> 6. Clarification will be given on wording of the response to question 3 of the High Needs Block consultation in terms of the proposed amendment from 'unsure' to welcome clarity' 	<p>Stuart Powell Sue Harrison</p>	<p>Completed</p>
<p>CBSF/17/4</p> <p>Growth Fund Payments</p>	<ol style="list-style-type: none"> 7. The proposed advertising costs for lower and primary schools would be reviewed and reported back to the Schools Forum. 8. Modelling of the Growth Fund allocation process would be undertaken and would include a flow chart indicating how payments are allocated. 9. The revised proposals for the Growth Fund would be circulated electronically to Schools Forum members for comments and approval. 	<p>Victor Wan</p> <p>Victor Wan</p> <p>Victor Wan</p>	<p>Addressed in Growth Fund Payments paper being considered at Sept 17 SF.</p>
<p>CBSF/17/7</p> <p>High Needs Block – final 2017/18</p>	<ol style="list-style-type: none"> 10. The number of pupils admitted to schools in Central Bedfordshire under the Fair Access Protocol would be reported back to Schools Forum. 11. The profile spend for May, June, July and August will be reported at the September meeting of Schools Forum which will include an update on the effect of the higher monitoring procedures. 	<p>Stuart Powell</p> <p>Stuart Powell</p>	<p>Verbal report to be made at Sept 17 SF</p> <p>Completed</p>

CBSF/11/8 School Finance update	12. The details of those schools holding excess balances would given at the September meeting of the Schools Forum for a decision on the possible process for clawback of excess funds	Dawn Hill	Completed
CBSF/17/11 Work Programme	13. The work programme for the Central Bedfordshire Schools Forum would be updated as required.	Sharon Griffin	Ongoing