

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	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 / Deputy Director for Education and Transformation	October 2017
CBSF/16/29 Dedicated Schools Grant (DSG)	The DSG funding costs requested for the Schools Admissions Team would be re-explored and an update given at the November meeting of the Schools Forum.	Deputy Director for Education and Transformation	November 2017
6 March 2017			
CBSF/16/46 Inclusion for High Needs	Clarification that the Early Years Team would support children with additional needs who become 5 in the Reception year 4 to the end of Year 5 in conjunction with the School SENCo where appropriate would be included in Central Essentials.	Head of Child Poverty and Early Intervention	October 2017
Para 8 – Statements/ECH plans	Monitoring of the number of children on Statements/ENC Plans to be put in place and reported to Schools Forum. The figures in this report and SEND forecast do not align. The pressures and risks to the Council are to be flagged with Finance. The outcomes of the work undertaken to calculate the level of risk from the forecast rise in number of Statements/EHC Plans would be circulated to Members of Schools Forum.	Deputy Director Safeguarding and Early Help	24 April 2017 and monthly thereafter Monthly monitoring Monthly monitoring
Para 11 – Special Schools Outreach	Funding decisions to be evidenced (accurate costs and projections) and reported to Schools Forum on a regular basis. A review of the gatekeeping and referral process for Outreach services would be undertaken.	Deputy Director Safeguarding and Early Help	Monthly monitoring Based on the above
Para 18 – DSG contribution to Central Overheads	The DSG contribution to Central Overheads had been flagged as a Children's Services pressure as part of the MTFP process for 2018/19. An update on the MTFP process would be given at a future meeting of the Schools Forum when the budgets had been set for 2018/19.	Senior Finance Manager	

Para 30 – Special Schools - banding	Banding values are to be re-visited and considered by the High Needs Technical Sub Group.	Deputy Director Safeguarding and Early Help/ Fiona Nnanyere	October 2017
12 June 2017			
Matters Arising	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.	Head of Child Poverty and Early Intervention	January 2018
18 September 2017			
CBSF/17/13 Chairman's Announcements and Communications	An explanatory note about LAG funding would be sent to all schools in the Sandy area.	Stuart Powell	September 2017
CBSF/17/14 Chairman of the Sub Groups of the Schools Forum	A full review of the membership of the Schools Forum and sub-groups and their purpose and remit would be undertaken in consultation with the current Chairman and that the outcome reported at the November meeting for approval by Members. An election would take place for Chairman of the sub-groups as part of the process following the outcome of the review of the membership.	Deputy Director for Education and Transformation Schools Forum Members	November 2017
CBSF/17/17 Vacancies, training and Terms of Reference	Analysis would be undertaken in order to obtain an understanding from Members of their training needs and requirements.	Deputy Director for Education and Transformation	November 2017
CBSF/17/19 Growth Fund responses	The Growth Fund Technical Sub Group would undertake a review of the 'pilot year' of the Growth Fund payments arrangements. All schools are advised in writing of the change in the payment of the Growth Fund award from an annual basis to monthly basis. The wording in paragraph 13 of the report is to be amended to Lower, Middle and all Primary/Secondary school places.	Head of School Organisation & Capital Planning (Interim) As above	2018 October 2017 October 2017

	<p>The Admissions statement would include the number of school places available.</p> <p>A review of the funding blocks for Early Years settings and Special Schools and how Infant Class Size applications are addressed will be discussed at relevant Sub Group of the Schools Forum.</p>	<p>As above</p> <p>Early Years/ High Needs Technical Sub Groups</p>	<p>October 2017</p> <p>2017</p>
<p>CBSF/17/20 School Finance update</p>	<p>A draft email to local authority maintained schools holding surplus balances would be sent to Members of the Forum for approval.</p> <p>The outcome of a working group to agree the criteria for the retention of excess surplus balances, and feedback from those schools currently retaining excess surplus balances would be reported at the November meeting of the Schools Forum.</p> <p>The amendment of the criteria for the Schools risk register 2017/18 to include surplus balances would be discussed at future meeting of the Schools Forum</p>	<p>Senior Finance Manager</p> <p>Senior Finance Manager</p> <p>Senior Finance Manager</p>	<p>September 2017</p> <p>October / November 2017</p>
<p>CBSF/17/21 DSG update</p>	<p>A briefing note explaining the process for reviewing and consulting on the pre-16 funding formula 2018/19 would be sent to all schools.</p> <p>The outcome of a working group to discuss the proposed response to the consultation would be reported at the November meeting of the Schools Forum.</p> <p>A survey about the consultation on the pre-16 funding formula 2018/19 would be sent to all schools and stakeholders which would include an appendix showing the impact of the formula on schools in Central Bedfordshire</p>	<p>Senior Finance Manager</p> <p>Senior Finance Manager</p> <p>Deputy Director for Education and Transformation</p>	<p>October 2017</p> <p>November 2017</p> <p>October 2017</p>
<p>CBSF/17/22 Dedicated School Grant Contingency Budgets</p>	<p>An update on Early Years funding would be given at the next meeting of the Schools Forum.</p>	<p>Head of Child Poverty and Early Intervention</p>	<p>November 2017</p>

CBSF/17/24 High Needs Block - Budget Monitoring and next steps	The pressures on the High Needs Block would be discussed at the High Needs Technical Sub Group and reported at the next meeting of the Schools Forum.	Deputy Director for Education and Transformation	October / November 2017
CBSF/17/25 Work Programme	The work programme for the Central Bedfordshire Schools Forum would be updated as required.	Committee Services Officer	
20 November 2017			
CBSF/17/30 Membership of the Schools Forum and Sub-Groups	<p>A detailed review of the School's Forum Constitution and Terms of Reference would be undertaken and any proposed changes would be submitted to the meeting on the 29 January 2018 for consideration and adoption.</p> <p>Elections for Schools Forum Members would be held in 2018 in order to fill any vacancies and for those posts where members have served their three year term of office.</p> <p>The membership of the Technical Sub-Groups, including their purpose, remit and Chairs would be revised.</p>	Deputy Director for Education and Transformation	January 2018
CBSF/17/31 Update on the National Funding Formula	A range of three options for funding for Blocks would be presented to schools setting out alternative funding proposals and would be accompanied by an explanatory note.	Chairman / Director of Children's Services	November 2018
CBSF/17/35 School Admissions Team	An annual report on the work delivered by the School Admissions Team, performance nationally and changes in demand volumes would be provided to the Schools Forum.	Head of School Organisation & Capital Planning (Interim)	November 2018
14 December 2017			
CBSF/17/3 National Funding Formula consultation	The Secretary of State would be advised of the outcome of the School Funding Formula consultation	Deputy Director for Education and Transformation	December 2018

29 January 2018			
<p>CBSF/17/8 Schools Forum and Technical Sub-Group membership</p>	<p>At the March meeting of the Schools Forum, further consideration would be given to:</p> <ul style="list-style-type: none"> ○ the revised Constitution and Terms of Reference for Members, current vacancies and the proposed structure and elections; ○ the propose revision to the Technical Sub-Groups including their purpose, remit and Chairs; <p>Evidence of election of membership and terms of office would be sent to the Committee Services Officer.</p> <p>An update on the working party meeting to determine the process for the election of Members to the Forum, the balance of representation of Members, Constitution and Terms of Reference, voting powers and the identification of an effective mechanism for the dissemination of information would be given at the March meeting of the Schools Forum.</p>	<p>Schools Forum Members</p> <p>Schools Form Members</p> <p>Deputy Director of Education and Transformation</p>	<p>March 2018</p> <p>February 2018</p> <p>March 2018</p>
<p>CBSF/17/11 Early Years Block</p>	<p>An update on the Early Years Block would be given at the June meeting of the Schools Forum.</p>	<p>Deputy Director of Education and Transformation</p>	<p>June 2018</p>
<p>CBSF/17/14 High Needs Block spend and proposed 2018/19 budget</p>	<p>An update on the High Needs Block 2018/19 budget and investment proposals would be given at the March meeting of the Forum.</p>	<p>Deputy Director of Education and Transformation</p>	<p>March 2018</p>
<p>CBSF/17/17 Work Programme</p>	<p>An update on the review of surplus balances held by schools would be given at the March meeting of the Forum</p>	<p>Deputy Director of Education and Transformation</p>	<p>March 2018</p>