

## ACTIONS ARISING FROM PREVIOUS SCHOOLS' FORUM MEETINGS 2014/15

Ref No.	Date – Item No.	Action	Officer	Comment / Update
1	03/03/14 - 7	Report on investing in West Berkshire high needs provision to further reduce the use of more expensive out of county provision.	J Seymour	To be presented at the HFG on 1st July and SF on 14 <sup>th</sup> July
2	03/03/14 - 8	Mid-year review of PRU funding arrangements.	C Burnham	On SF Agenda 8/12/14
3	03/03/14 - 12	Capita School Funding Conference materials to be emailed to all Schools' Forum members.	C Loosen	Complete – emailed on 7/3/14
4	03/03/14 - 14	Trade Union facility time annual report to be added to the Schools' Forum work programme.	C Loosen	On SF Agenda for 14 <sup>th</sup> July
5	03/03/14 - AOB	Trade Union facility time proposals for the arrangement and budget in 2015/16 to be brought to Schools' Forum.	K Watts & J Milone	To be presented at the HFG on 1st July and SF on 14 <sup>th</sup> July
6	03/03/14 - AOB	Schools' Forum Regulations 2012 (updated) to be emailed to Schools' Forum members.	C Loosen	Complete – emailed on 7/3/14
7	09/06/14 - 5	Election to be held to fill the Primary School Business Manager vacancy.	C Loosen	Complete – appointment made on 30 <sup>th</sup> June
8	09/06/14 - 6	Each school with an excess balance to be informed of the Schools Forum decision.	C White	Complete – each school informed by e-mail on 10 <sup>th</sup> June
9	09/06/14 – 6b	Investigate what other LAs do and determine what should be a reasonable excess surplus balance limit for special schools and PRUS	C White	On SF Agenda 9/3/15
10	09/06/14 - 7	Amendments to be made to the DSG budget as set out in minutes.	C White	Complete – DSG budget updated
11	09/06/14 - 8	Primary schools in financial difficulty money to be made to The Ilsleys	C Loosen	Complete – payment made on 17 <sup>th</sup> June
12	09/06/14 - 9	The scheme for financing schools to be circulated and posted on the West Berkshire website	C Loosen	Complete – posted on website and e-mailed to schools on 17 <sup>th</sup> June

13	09/06/14 - 10	Provide Claire with their opinions on the allocation of the additional DSG funding and any adjustments required to the local formula factors by 20 <sup>th</sup> June.	All SF members	Deadline now passed - 2 members responded
14	09/06/14 - 11	SVFS questions to be taken up with Laura King on behalf of the Schools' Forum	C White	Complete – answers e-mailed to SF members on 30 <sup>th</sup> June 2014
15	14/07/14 - 6	Nominations for Chair to Claire White and Carolynn Loosen	All SF members	Due September meeting
16	14/07/14 - 7	Primary School in Financial Difficulty Funding to Bradfield Primary School	C Loosen	Complete – payment made 17/7/14
17	14/07/14 - 8	2015/16 funding arrangements to be communicated to schools once received from the DfE	C White	Complete – e-mailed to schools on 21 <sup>st</sup> July 2014
18	14/07/14 - 8	Schools to be informed that the consultation with schools will be emailed to the Headteacher the week before the start of the Autumn Term	C White	Complete – consultation e-mailed to schools on 26 <sup>th</sup> August
19	14/07/14 - 13	Funding for Therapy Services detailed report including costings	J Seymour	HFG 25/11/14 SF 08/12/14
20	14/07/14 - 14	Engaging Potential £49k to be vired from the High Needs Block contingency to 90577	S Coleman-Slaughter	
21	14/07/14 - AOB	TU Facilities finance plan	K Watts	Taken to HFG 18/09/14
22	14/07/14 - AOB	Appointment of new Academies Governor Representative	Academy members	Reverend Mark Bennet, the Chair of Governors at Kennet School has been appointed from December 2014
23	29/09/14 - 7	Exceptional Premises Factor submission to be made to the EFA	C White	Submitted to the EFA – approval received from EFA on 10/10/14

24	29/09/14 - 7	Schools Funding Formula 2015/16 to be recommended to the Council's Executive	C White & Irene Neill	Recommendations agreed by the Council's Executive on 9/10/14
25	29/09/14 - 8	Update to be provided on the recruitment of a Portuguese Support Officer by EMS	I Pearson	IP reported on 8/12/14 that Recruitment process has commenced
26	29/09/14 - 8	Properly costed and concise Trade Union de-delegation report to be taken to the HFG 25/11/14	S Coleman-Slaughter & I Pearson	HFG 25/11/14 SF 08/12/14
27	08/12/14 - 5	Primary Heads Forum to appoint a replacement representative	I Pearson	To go to PHF on 11 <sup>th</sup> February 2015
28	08/12/14 - 6	HFG to investigate options to balance the high needs block and make recommendation to SF	HFG	HFG 8/1/15 SF 19/1/15
29	08/12/14 - 9	Budget estimates for high needs block to be reviewed and provide impact analysis against each service	J Seymour	HFG 8/1/15 SF 19/1/15
30	08/12/14 - 10	More detailed report on PRU budget proposals to be produced	C. Burnham	HFG 8/1/15 SF 19/1/15
31	08/12/14 - 14	Sub group to be formed to put together ideas for SEND funding reform – call for evidence	J. Seymour	
32	08/12/14 - 15	Reminder to HFG members regarding importance of 8 <sup>th</sup> January meeting	C White	Excellent attendance at 8 <sup>th</sup> January meeting
33	08/12/14 - AOB	Update to be brought to next meeting following discussion at SE DCS group on concern about school funding	I Pearson	To SF on 9/3/15
34	19/1/15 - 6	Decision on EY block carry forward to be further considered by HFG	HFG	Considered by HFG on 26/2/15
35	19/1/15 – 6 & 8	HNB savings to be further considered by HFG	HFG & J. Seymour	Considered by HFG on 26/2/15
36	19/1/15 - 7	All schools to be notified of their 2015/16 budget allocation	C. White	Schools e-mailed on 21/1/15
37	19/1/15 - 9	PRU budget proposals impact data to be produced for next HFG/SF	C. Burnham	HFG 26/2/15 SF 9/3/15

38	19/1/15 - 9	Consult schools on longer term proposals for PRUs	C. Burnham	
39	19/1/15 - 10	Final proposals on EY budget to be brought to next SF	C. White & EY Manager	SF 9/3/15
40	19/1/15 - 14	Remind HFG members to attend next HFG meeting	C. White & C. Loosen	