

SCHOOLS FORUM MINUTE ACTION LOG

The Action Log captures the actions arising from meetings of the Cambridgeshire Schools Forum. This is the updated action log as at 5th December 2018

MINUTES OF THE MEETING ON 6 JULY 2018

Minute Number	Title of Report	Lead Officer	Action	Update	Status
63.	Review of Membership and Proportionality a) Terminating Forum Appointments	Richenda Greenhill	To explore whether it would be possible for the Forum to decide to terminate an appointment in the event of a member's repeated non-attendance rather than asking the nominating group to do so.	<p>Democratic Services had been seeking further views from other Schools Forums using the Association of Democratic Services Officers (ADSO) forum. No further information has been received.</p> <p>The update advice at the October meeting explained that at Northamptonshire if a member failed to attend for four consecutive meetings without giving a suitable reason, the Forum_Secretary was empowered to take steps to secure a replacement. This would be after reasonable efforts had been made to alert members that they were at risk before the meeting at which this rule could be triggered,</p> <p>Do Forum wish to adopt this approach?</p>	On-going

	b) Academy appointments	Jon Lewis / Academy Proprietors Group	The need to progress the outstanding election of academies members to the Forum including the fact that the Chairman and Deputy Chairman's appointment extension runs out at the end of December.	A report will be circulated	
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MINUTES 5TH OCTOBER 2018

Minute Number	Title of Report	Lead Officer	Action	Update	Status
72.	GROWTH FUND AND NEW SCHOOLS FUNDING CRITERIA 2019-20	Martin Wade	Report deferred at the October meeting to enable more accurate information to come back to Forum.	A report is included on the current agenda	Completed
76.	HIGH NEEDS BLOCK a) More detail on Main Areas of overspend	Jon Lewis	That for the next meeting the main areas of overspend highlighted in the table under para 1.4 needed to be broken down further to show age profile and location in the County.	This is currently being produced and will be circulated to Schools Forum when available.	Ongoing
	b) Home Tuition	Jon Lewis	There was a request for information on how many of them had an Education and Health Care Plan (EHCP)	This is currently being produced and will be circulated to Schools Forum when available.	Ongoing
	c) Private Workshop	Jon Lewis	The 9 th November was agreed to hold a private workshop for Forum, concentrating on the pressures around the Special Needs Block and early years' settings, with an invite to be extended to Families / Social Care / Health and Business Intelligence officers.	This took place as requested	Completed

	d) Briefings on Consultation document		<p>Officers would arrange separate briefings with Primary and Secondary heads and also governors regarding the consultation document to include:</p> <ul style="list-style-type: none"> • implications for removing up to £1.7m and its impact per pupil and individual schools, • risk management, including the implications of heads not agreeing to a transfer of additional resources to the HNB from the Schools Block and what other options were available and their costs on the knowledge currently available. • Time tables on what options were available and the potential cost of any identified redundancies. • Outlining the position on growth funding. • Making explicit what the LA was recommending. 	<p>Two formal consultation briefings were held in Cambridge and March. Around 60 people attended the sessions.</p> <p>Briefings on the high needs funding position were also held with Cambridgeshire Primary Heads, Cambridgeshire Secondary Heads and Cambridgeshire Special Schools meeting.</p> <p>Briefings have also been held with the Leader of Cambridgeshire County Council and the Lead Member. The Children and Young People Committee were also given an overview of the challenges.</p>	Action completed
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