

Schools Forum Funding Group

Action Notes for meeting held on 25 September 2019

Agenda item number	Action	To be completed by	Completion date
1	Election of Chairman and Vice-Chairman		
1	Election of Chairman and Vice- Chairman deferred to the next SFFG meeting.	CB	By next SFFG meeting
1	After electing Chairman and vice chairman agree membership and chairs of all sub committees Add to forward plan and SF agenda.	KP/CB	SF meeting
4	Minutes of the previous meeting		
4	Steven Sneesby was present but not included in the minutes of last meeting Add to the minutes of the last meeting	CB	For next meeting
4	Confirm with Simon Kearey around representation - Milbrook or Great Kingshill	CB	For next meeting
5	Review of the constitution		
5	Add in constitution paper to SF meeting.	CB/EW	For SF meeting
5	To refresh table under item 5, page 8 of the agenda, the % representatives of Grammar against Upper. Review and correct	JT	for circulation of SF papers
5	To reflect in the report the decision that was made when the review was completed one year ago regarding membership numbers.	JT	By circulation of SF papers

7	SEND Quarterly Update		
7	3.2 to add a more detail on the impact of the team structure and differences between the areas. To add risk factors.	HS	For circulation of SF papers
7	3.5- Remove item (b) and reword as paragraph rather than bullet points.	HS	For circulation of SF papers
7	Add educational equipment update into report	HS	For circulation of SF papers
7	Place introductory paragraph to section 7 to say this is an outline and this is what we are working towards with actions in place with realistic timelines.	HS	For circulation of SF papers

8	National Funding Formula (NFF) and Operational Guidance 2020-21		
8	Highlight actions required in report for item 8.	JT	For circulation of SF papers
8	Highlight principles in recommendation so the decision is already made and the discussion doesn't need to be made in the following meeting.	JT	For circulation of SF papers
8	Add a caveat in 4.1 in High needs block to state- currently the funding announcement is only for one year and proposals for use of funding will need to reflect this.?	JT	For circulation of SF papers
8	Can a piece be done under this agenda item at SF An explanation of the decision making issues/process.	JT	SF meeting

10	Financial Transparency in Maintained Schools		
10	To ensure that additional workload for schools or officers is noted in the response	JT	To note at SF meeting
10	Chairman to report back to Schools Forum that the Funding Group had considered the response	KP	To note at Schools Forum meeting

11	Forward Plan		
11	Need to be signing off banding values in December and January meeting. Add to January meeting on forward plan.	CB	By next meeting
11	Add verbal unitary update by Gareth to the October forward plan and draft agenda	CB	By SF meeting
11	Invite IMPOWER to do a presentation at the December meeting	EW	ASAP
11	Add timings to the SF meeting agenda	CB	By SF agenda publish