

Key	Priority	● ● ● High	● ● Medium	● Low
	Date	00.00.00 Target completion date	00.00.00 Actual completion date	

Page	Recommendation	Priority	Responsibility	Agreed	Comments	Date
R1	Continue to refine the forecasting methodology producing forecasts to ward and school level and where appropriate take account of: <ul style="list-style-type: none"> • Housing developments • Likely changes in cross boundary flows of pupils • Live births and GP registrations. 	● ●	Principal Research Officer	Yes	<ul style="list-style-type: none"> • (Housing developments) Contact with Development Services to seek and develop improved information on developments • (Cross boundary flows) Develop contact with neighbouring authorities to enable better information share on admissions and pupil flows with a view to improving the June 2001 surplus place return forecast • (Live births) Contact with Health Authority to be made re: information on live births and GP registration. 	<p>April 2001</p> <p>April 2001</p> <p>April 2001</p>
R2	Share and validate school level forecasts with schools and diocesan bodies.	● ●	Principal Research Officer	Yes	Forecast information proposed for surplus place return 2001 will have prior share and valuations with schools.	June 2001
R3	Undertake a further review of primary school places.	● ● ●	Assistant Director (AID)	Yes	Primary schools (community/controlled) Timetable: <ul style="list-style-type: none"> • Collation of information • Consultation document produced • Informal consultation meetings period until • Report to Cabinet and recommendations • Targeted Capital Bid • Implementation of proposals. 	<p>Sept 2001</p> <p>Dec 2001</p> <p>July 2002</p> <p>Sept 2002</p> <p>Jan 2003</p> <p>Sept 2003</p>

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R4	Formally consider the location and suitability of temporary accommodation.	● ●/● ● ●	Property Services Manager Asset Planning Manager	Yes	Already included in condition survey of AMP and suitability study. Relative prioritisation of removal to be under on-going review. However, in the context of Salford's overall condition profile, removal / replacement of temporary accommodation may not always be most urgent priority.	July 2001
R5	Continue with the secondary review and seek to gain agreement for the removal of surplus places in the RC sector.	● ● ●	DEL / Assistant Director (AID)	Yes	A letter has been sent by the Director of Education and Leisure to the Salford R.C. Diocesan Commission (30 October 2000) formally requesting them to bring forward proposals for the rationalisation of places in both the primary and secondary sector.	July 2001
R6	Identify and consider any pockets of overcrowding in the primary sector as part of any primary schools review.	● ●	See R3	Yes	See R3.	
R7	Following the secondary schools review consider the need to add capacity at overcrowded secondary schools.	● ●	Assistant Director (AID) Asset Planning Manager	Yes	<ol style="list-style-type: none"> 1. From AMP, identify overcrowding in secondary schools. 2. Develop with the schools, proposals to address overcrowding. 3. Working with the Property Matters Consultation Group, prioritise capital consequences of proposals to address overcrowding alongside other proposed projects arising from AMP. 	For ACG or Targeted Capital Fund round (2001/2002)
R8	Reappraise the viability of the feeder primary school admissions policy for secondary schools following the further review of primary schools.	● ●	Assistant Director (AID)	Yes		Sept 2003

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R9	Consider the need for indicating likely oversubscription in the authority's admissions booklets.	• • •	Senior Administrative Officer (Admissions and Exclusions)	Yes	In future publications of the admissions booklets a line will be included to say that the school was or was not oversubscribed in the previous September.	Sept 2001
R10	Consider the underlying structural issues affecting primary school size.	• • •	See R3	Yes	See R3.	
R11	Seek to gain agreement for measures tackling small RC secondary schools.	• • •	Assistant Director (AID)	Yes	See R3 and R5.	
R12	Consider the good practice checklist in Appendix 3 when redrafting the SOP.	• •	Assistant Director (AID)	Yes	Redrafting of SOP commences. Draft publication.	Feb 2001 June 2001
R13	Ensure that there are checks on the administration of admissions for oversubscribed primary schools.	• •	Senior Administrative Officer (Admissions and Exclusions)	Yes	1. Write to Headteachers informing them of intention to conduct random check of admissions (as per District Audit request). 2. Conduct random check.	Spring Term 2001 Summer Term 2001
R14	Continue with the development of asset management plans according to the DfEE timetable.	• •	Property Services Manager Asset Planning Manager	Yes	All deadlines met, to date, we will have broken down condition elements by April/May 2001. Information will be sent out to schools and anticipate work will be undertaken over next 3 years.	Autumn 2004