

Appendix 1: Schools Forum Information

The Schools Forum is a statutory body and has two distinct roles which are set out in DFE guidance.

1. A number of clearly defined statutory decision-making powers. These include making changes to the schools funding formula, the balance of spend between delegated budgets and de-delegated / centrally retained expenditure and expenditure on a number of defined categories, such pre-16 pupil growth.
2. Secondly the Schools Forum acts as the principal focus for consultation with schools on matters affecting school budgets, the Dedicated Schools Grant (DSG), and alongside updates for general financial issues affecting the local authority and children's services.

National regulations govern the composition, constitution and procedures of School forums. They can be accessed at:

<http://www.legislation.gov.uk/ukxi/2012/2261/contents>.

Membership of the school forum is prescribed in the regulations with headteacher and governor representatives broadly proportionate to the number of pupils in each type of school. Membership includes representatives from the private and voluntary Early Years Sector and diocesan authorities.

Schools forum members must take a strategic view across the whole education estate whilst acting as representative of the group that has elected them.

Function	Local Authority	Schools Forum	DfE
Formula change (including redistributions)	Proposes and decides	Must be consulted and informs the governing bodies of all consultations	Checks for compliance with regulations
Movement of up to 0.5% from the schools block to others blocks	Proposes	Decides	Adjudicates where schools forum does not agree LA proposal
Contracts (where the LA is entering a contract to be funded from the schools budget)	Propose at least one month prior to invitation to tender, the terms of any	Gives a view and informs the governing bodies of all consultations	None

	proposed contract		
<p>Financial issues relating to:</p> <p>Arrangements for pupils with special educational needs, in particular the places to be commissioned by the LA and schools and the arrangements for paying top-up funding.</p> <p>Arrangements for the use of pupil referral units and the education of children otherwise than at school, in particular the places to be commissioned by the LA and schools and the arrangements for paying top-up funding.</p> <p>Arrangements for early years provision; and</p> <p>Administration arrangements for the allocation of central government grants.</p>	Consult annually	Gives a view and informs the governing bodies of all consultations	None
Minimum Funding Guarantee	Proposes any exclusions from MFG for application to DfE	Gives a view	Approval to application for exclusions
<p>De-delegation for mainstream maintained schools for:</p> <ul style="list-style-type: none"> • contingencies • administration of free school meals • insurance • licences/subscriptions 	Proposes	Primary and Secondary school member representatives (maintained schools) will decide for their phase	Will adjudicate where Schools Forum does not agree LA proposal.

<ul style="list-style-type: none"> • staff costs – supply cover • support for minority ethnic • pupils/underachieving groups • behaviour support services • library and museum services • School improvement 			
<p>General Duties for maintained schools</p> <p>Contribution to responsibilities that local authorities hold for maintained schools</p>	Proposes	Would be decided by the relevant maintained school members (primary, secondary, special and PRU).	Adjudicates where Schools Forum does not agree LA proposal.
<p>Central spend on and the criteria for allocating funding from:</p> <p>funding for significant pre-16 pupil growth, including new schools set up to meet basic need, whether maintained or academy</p> <p>funding for good or outstanding schools with falling rolls where growth in pupil numbers is expected within three years</p>	Proposes	Decides	Will adjudicate where Schools Forum does not agree LA proposal
<p>Central spend on:</p> <ul style="list-style-type: none"> • early years block provision • funding to enable all schools to meet the 	Proposes	Decides	Adjudicate where Schools Forum does not agree LA proposal

<p>infant class size requirement</p> <ul style="list-style-type: none"> • admissions • servicing of schools forum • contributions to authorities for functions held for all schools. • Contribution to Combined Budgets 			
<p>Central spend on:</p> <ul style="list-style-type: none"> • High Needs block provision • Central Licences negotiated by the Secretary of State 	Decides	None but good practice to inform forum.	None
Scheme of financial management changes	Proposes and consults governing body and Head of every maintained school	Approves (School Members Only)	Adjudicates where Schools Forum does not agree LA proposal.
Membership: length of office	Decides	None (but good practice would suggest that they gave a view).	None
Voting procedures	None	Determines voting procedure.	None
Chair of Schools Forum	Facilitates	Elects (may not be an elected member of the Council or an officer).	None.