

### Schools Forum Work Programme

There are a number of items the Schools Forum considers annually and these are set out in the work programme below.

The “Schools Forums: operational and good practice guide” (October 2013) states that:

*Local authorities should as far as possible be responsive to requests from their School Forums and their members. Schools Forums themselves should also be aware of the resource implications of their requests.*

Forum Members are therefore able to suggest an item for consideration at a future Forum meeting as long as it is within the remit of the Forum. Any request must be agreed by the Schools Forum before being included on the work programme. Each Forum agenda is set by the Chairman in consultation with the Director and the Clerk. The scheduling of items included on the work programme will therefore be agreed through this process and taking account of resource implications and agenda management.

NB: There are two standard items that appear on each agenda, these being Notices of Concern and Fairer Funding Update.

<b>Meeting</b>	<b>Item</b>	<b>Details</b>
Spring term	Schools Budget (last financial year) : provisional outturn	Annual item
	Schools Budget (forthcoming financial year)	Annual item
	Fairer Funding Update	Standard item
	Notices of Concern	Standard item
Summer term 5 July 2016	Schools Forum Membership – annual review	At its meeting of 9 July 2015 the Forum agreed to review its membership annually to ensure it remained broadly proportionate.
	Schools Budget (last financial year) : Final outturn and Dedicated Schools Grant (DSG) Settlement	Annual item

Meeting	Item	Details
	Fairer Funding Update – oral update	Standard item
	Notices of Concern	Standard item
	LST Review – progress report and evidence of outcomes of pilot	Update requested at 9 December 2015 Forum meeting (pilot also discussed at 23 March Forum meeting)
	Protocol for issuing notices of concern	Requested at 23 March Forum meeting
	Procurement Regulations	Considered at 23 March Forum meeting – results of consultation will be considered at July meeting
	Staffordshire Scheme for Financing Schools	Considered at 23 March Forum meeting – results of consultation will be considered at July meeting
	Facilities Time - LMSCC paper	Requested at 23 March Forum meeting (last considered at 7 October Forum meeting, report entitled: “Review of Trade Union Facilities Time for Maintained Schools”)
	SEND Assessment & Planning Process	Report to address the concerns raised at 23 March Forum meeting around the speed of the process

<b>Meeting</b>	<b>Item</b>	<b>Details</b>
Autumn term, first meeting	Election of Chairman and Vice-Chairman	Annual item
	Behavioural Support Service update, evidencing the outcome of changes made	Update requested at 9 December 2015 Forum meeting
	De-delegation vote	Annual item
	Fairer Funding Update	Standard item
	Notices of Concern	Standard item
Autumn term, second meeting	Schools Budget, Central Expenditure	Annual item
	Fairer Funding Update	Standard item
	Notices of Concern	Standard item

<b>Proposed Sub Group Work</b>	<b>Details</b>
Forum related issues around the future of School Improvement	Suggested at 23 March meeting.