

Schools Forum Work Programme

There are a number of items the Schools Forum considers annually; 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.

Meeting	Item	Details
Summer Term 13 July 23	Election of Chair and Vice Chair	Every two years
	High Needs Block including Deficit Management Plan	Standard item
	Notices of Concern and Licensed Deficit Agreements	Standard item
	Growth Fund - Allocation Funding 2023/24	Standard item
	Schools Budget 2022/23 Final Outturn	Annual item
	Update to the Staffordshire Scheme for Financing Schools & Procurement Regulations	General update if required

Meeting	Item	Details
Autumn Term 9 November 23	High Needs Block including Deficit Management Plan	Standard item
	Notices of Concern and Licensed Deficit Agreements	Standard item
	Primary Behaviour Support Services – 2024-25 Financial Year	Annual item
	Minority Ethnic Achievement Service (MEAS) 2024-25 Financial Year	Annual item
	Update to the Staffordshire Scheme for Financing Schools & Procurement Regulations	General update if required
	Schools Budget 2024-25: De-delegation, Central Expenditure and Education Functions.	Annual item
	Education Banding Tool update	As required

Meeting	Item	Details
Spring Term 11 January 24	High Needs Block including Deficit Management Plan	Standard item
	Notices of Concern and Licensed Deficit Agreements	Standard item
	Update to the Staffordshire Scheme for Financing Schools & Procurement Regulations	General update if required
	Education Banding Tool update	As required

Meeting	Item	Details
Spring Term 21 March 24	Notices of Concern and Licensed Deficit Agreements	Standard item
	High Needs Block including Deficit Management Plan	Standard item
	Update to the Staffordshire Scheme for Financing Schools & Procurement Regulations	General update if required
	Schools Budget Update	Standard item

Meeting	Item	Details
Summer term 11 July 2024	High Needs Block including Deficit Management Plan	Standard item
	Notices of Concern and Licensed Deficit Agreements	Standard item
	Growth Fund Allocation 2023/24	Standard item
	Schools Budget 2022/23 Final Outturn	Annual item
	Update to the Staffordshire Scheme for Financing Schools & Procurement Regulations	General update if required
	Education Banding Tool update	As required

Meeting	Item	Details
Autumn Term 17 Oct 24	High Needs Block including Deficit Management Plan	Standard item
	Notices of Concern and Licensed Deficit Agreements	Standard item
	Primary Behaviour Support Services – 2025-26 Financial Year	Annual item
	Minority Ethnic Achievement Service (MEAS) 2025-26 Financial Year	Annual item
	Deficit management plan report	General update
	Update to the Staffordshire Scheme for Financing Schools & Procurement Regulations	General update if required
	Schools Budget 2024-25: De-delegation, Central Expenditure and Education Functions.	Annual item
	Education Banding Tool update	As required

Meeting	Item	Details
Spring Term 18 January 25	High Needs Block including Deficit Management Plan	Standard item
	Notices of Concern and Licensed Deficit Agreements	Standard item
	Update to the Staffordshire Scheme for Financing Schools & Procurement Regulations	General update if required
	Education Banding Tool update	As required

Meeting	Item	Details
Spring Term XX March 25	Notices of Concern and Licensed Deficit Agreements	Standard item
	High Needs Block including Deficit Management Plan	Standard item
	Schools Budget Update	Standard item
	Staffordshire Scheme for Financing Schools & Procurement Regulations	General update if required

Pending	
County Council Redundancy Policy	When there is something to report
In relation to minute 39 (150721) growth fund and schools not being asked to submit financial self-declarations post Covid.	It was asked if this could be added to the work programme so that it wasn't missed.
Education Banding Tool working group minutes to be circulated to Forum members as and when available	
Recovery Working Group to be reconvened to support with the development of the deficit management plan.	To take place on the 28 th November 2022.
Central Early Years Expenditure Working Group	To be arranged in January/February 2023 to support the allocation of the 23/24 funding rates.