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<b>Report title:</b>	<b>Training Programme</b>
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## Training Programme

### PURPOSE OF THE REPORT

1. The purpose of this report is to provide a range of topics to assist in the development of a targeted training programme, including induction, for new and existing Schools Forum and Subgroup members.

### RECOMMENDED ACTION FOR SCHOOLS FORUM

That the Schools Forum

2. Comment on the proposed training programme, including the method of delivery and proposed timetable by **4 April 2025** to [kate.bingham@southwark.gov.uk](mailto:kate.bingham@southwark.gov.uk).

### BACKGROUND INFORMATION

3. Except for one off induction training presented in December 2024, there is no formal induction / training programme offered to Schools Forum members.
4. New (and existing) members should be given the opportunity to have training sessions with the council's governance / finance officers to help develop understanding and knowledge of roles and responsibilities of schools forum members.

### KEY ISSUES FOR CONSIDERATION

#### Suggested Topics

5. The Local Authority suggest the following broad topics, with more detail provided at **Appendix A**:
  - (i) Induction: Schools Forum Regulatory Framework
  - (ii) Induction: Role and Powers of Schools Forum
  - (iii) Finance: Schools Block (Funding Formula)
  - (iv) Finance: Central, Early Years and High Needs Blocks

6. Each session will include programme evaluation and an assessment of additional training needs.

### **Delivery**

7. The training can either be delivered:-
  - (i) As a standing item on Forum Agendas – this would be the preferred option if all members wished to take part.
  - (ii) Separate training course – this would be the preferred option if not all members wished to take part.
    - a. Delivered before a scheduled Schools Forum meeting
    - b. Offered remotely at a mutually convenient time

### **Schedule**

8. Ideally, the main induction elements of the training programme would be delivered before the first Schools Forum meeting of the academic year with the other elements delivered in accordance with the decision making timetable; as set out below.

September (early to mid): Induction session 1 and 2

October (early to mid): Finance session 1 and 2

### **CONCLUSION**

9. Schools Forum is asked to:  
comment on the proposed training programme

1. **Induction: Schools Forum Regulatory Framework**, covering:

- An introduction to schools forum and its crucial role in allocating resources to reflect collective priorities
- The regulatory framework:
  - [Education Act 2002](#); [The Schools Forums \(England\) Regulations 2012](#) & [Local Government Act 2000](#)
  - Operational guides
  - School finance regulations
  - Schemes for financing schools
- The role of schools forum in outline form and procedural requirements ([Schools forum operational and good practice guide](#));

The purpose of the session is to ensure members have a clear picture of the legislation and regulations that govern the role of Schools Forum and the council's role in decision-making

2. **Induction: Role and Powers of Schools Forum**, covering:

- [Schools Forum powers and responsibilities](#)
- The [Southwark Schools Forum Constitution and Terms of Reference](#) and subgroups' terms of reference – the regulations and the powers local authorities have in constituting their schools forums
- The role of schools forum members in representing their sector, and settings and school more generally, and how members might communicate with and gather the views of their peers

The purpose of the session is to describe the makeup and remit of the Schools Forum; the range of subgroups and their contribution to decision-making and the importance of acting as a sector representative when contributing to discussion and voting

3. **Finance: Schools Block (Funding Formula)**, covering:

- The formula for distributing funding to mainstream schools
- The consultation on funding distribution and the proposed formula for the next financial year
- Comparative funding by phase and block compared with our statistical neighbours
- The proposals for de-delegation for mainstream maintained schools and general duties for maintained schools.

The focus of the session is on the schools funding formula for the current financial year and the changes proposed for the next financial year.

4. **Finance: Central, Early Years and High Needs Blocks**, covering:

- The central, early years and high needs blocks
- Comparative funding by phase and block compared with our statistical neighbours

This session will look in detail at the separate funding blocks