

APPENDIX A

Chairs and Clerks of Schools Forums.

31 August 2012

Dear Colleague,

As you may recall from our previous announcements about the reformed funding system, we will have observer status on schools forums. We believe that this will enable us to support the local process and provide a national perspective. We have said that an EFA representative will not attend every meeting but may want to see how the Forum is working, and could be asked to attend specific meetings if members thought it helpful or if there were any concerns about the running or composition of the forum.

It might be helpful if we clarify our role. This is to be impartial and ensure local authorities are compliant with the requirements of the new system and are behaving reasonably.

We have already explained in our previous announcements that we will not investigate general representations from individual schools that have lost funding under the new formula arrangements. What we will investigate is complaints from maintained schools or Academies that suggest they will be unreasonably funded as a result of the local authority not applying an allowable formula factor or not requesting an exceptional factor. We will also monitor the impact of the new formulae on different types of schools to inform future funding policy.

We thought it would be helpful if forums had a named contact for each region. We already have service delivery teams in place but for more technical queries and issues, there is a Funding Reform team, which will be able to offer advice and attend where there are particularly complex issues. The team includes two experienced local authority secondees and already has close contact with local authorities through regional finance officer meetings. If you have any general queries about the reforms or if you would like someone from the EFA to attend because there are particular concerns of the nature set out above, please contact
[:reformteam.funding@education.gsi.gov.uk](mailto:reformteam.funding@education.gsi.gov.uk)

The table below shows the contact in each team for each region.

Region	Service Delivery Team	Funding Reform Team
London	Sue Samson	Bev Pennekett
SE	Sue Samson	Bev Pennekett
SW	Sue Reekie	Bev Pennekett
East	Martin Lamb	Keith Howkins
West Midlands	Sue Reekie	Keith Howkins
East Midlands	Martin Lamb	Keith Howkins
North-west	Liz Butcher	Gavin Monument
Yorkshire and Humberside	Liz Butcher	Gavin Monument
North-east	Liz Butcher	Gavin Monument

As we move towards the implementation of the reformed system, we believe that you and your forums play a critical role in the scrutiny of local authority proposals. We hope that forum members will be actively engaged and we will be stressing to both maintained schools and Academies the importance of communicating with their representatives on their forum.

Yours sincerely,

Keith Howkins,
Team Leader, Funding Reform Team
Education Funding Agency, Department for Education

Copied to
Chief Finance Officers,
Finance Officers,