

| Schools Forum | | | |
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| REPORT TITLE | Annual Review of the Scheme of Delegation and Finance Manual and Terms of Reference of the Forum | | |
| KEY DECISION | Yes | Item No. | 9 |
| CLASS | Part 1 | Date | 16 March 2017 |

1. Purpose of the Report

To consider revisions to the Finance Manual to provide details of the support provided when a schools goes into deficit. The paper looks at updating the Terms of Reference of the Forum.

2. Recommendation

- The Forum agree that the budget and budget monitoring support and challenge shown in Appendix A should form part of the Finance Manual.
- The Forum agree the revised terms of reference in Appendix C

3. Background

Prior to the start of each financial year the Forum undertakes an annual review of the scheme of delegation and finance manual. This is to incorporate any legislatives changes required and any changes that the Forum consider desirable to make. The Terms of Reference of the Forum has not been updated for a number of years and it seems appropriate that they are revised at this time.

4. Budget and Budget Monitoring process

- 4.1 Over the past 18 month we have seen an increasing number of schools enter into deficits. It is expected that the number of schools going into deficit will increase next year as well. With the likely implementation of the national funding formula reducing funding further, coupled with no funding for cost pressures it is expected that this trend of schools in deficit will continue.
- 4.2 Appendix A details for the first time the whole support that is provided to schools in deficit. While it has been working practice this document allows schools to see the support they will receive.

5. Terms of Reference

The terms of reference is now out dated and has not been reviewed. Attached at Appendix B is the current terms of reference, while Appendix C shows an updated version.

6. Scheme of Delegation

There are no changes to the scheme of delegation proposed.

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