



Local Commissioning

Headteachers Forum Guidance

The proposed function for the Headteacher Forums is to make local decisions on devolved funding from the Single Quindrat Commissioning Board (SQCB). It is assumed that given the local changes with some of the schools becoming academies, there is an appetite amongst schools and academies to continue to work collaboratively through either existing local mechanisms (Quindrat Headteacher Forums) or emerging new mechanisms. On this basis it is proposed to devolve some funding to Headteacher Forums to commission a number of local services, including extended school provision, against criteria to meet local needs.

3. Guidance

3.1. Key principles for decision making how devolved funding should be spent

It is recommended that each Headteacher Forum use the following process/principles when making local decisions on devolved funding:

- Agree key local priorities and deliverables for which funding will be used.
- Where funding devolved is ring fenced to meet specific criteria, to ensure this is factored into decision making.
- Ensure transparency of decision making and equity of resources distribution.
- Ensure value for money and economies of scale where possible.
- Avoid duplication of funding services and providers that will be commissioned cross-borough/quindrat-wide through the SQCB.
- Ensure risk management and quality assurance mechanisms are considered when selecting providers to deliver grant funded services
- Consider how impact of grant funded services will be measured and evidenced.

3.2 Accountabilities

All local Headteacher Forums will be accountable for the devolved funding and its use to the SQCB. They will be asked to report on the progress and impact of service delivery through a simple reporting mechanism, highlighting use of funds, outputs and impact.

3.3 Financial guidance:

Once the borough-wide commissioning of services priorities are agreed, remaining funds will be available to the local commissioning processes.

Further funding will be devolved in 2011/12 – the level of this funding will be based on the Public Spending Review,

The Extended School Co-ordinator will assist in this process and will support:

- planning;
- procuring appropriate providers;
- developing and embedding extended services;
- supporting collaboration between schools;
- quality assuring providers and projects;
- monitoring outcomes; and
- fundraising.

4. Proposed implementation timescales:

The Single Quindrat Commissioning Board will have its first meeting in November 2010. Thereafter, Headteacher Forums can start planning with the remaining funds any project for the Spring Term and for 2011/12.

A twice yearly report of spend and impact will then be required by the Single Quindrat Commissioning Board.

5. Professional contact:

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