

Decision Maker: EDUCATION BUDGET SUB-COMMITTEE

Date: Tuesday 31st January 2017

Decision Type: Non-Urgent Executive Non-Key

Title: CONSTITUTION OF THE SCHOOLS FORUM

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Chief Officer: Jane Bailey, Director of Education

Ward: Borough-wide

1. Reason for report

1.1 This report provides an overview of the representation on the Schools Forum.

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2. RECOMMENDATIONS

2.1 The Education Budget Sub-Committee is requested to:-

- i) Agree the constitution of the Schools Forum.

Impact on Vulnerable Adults and Children

1. Summary of Impact: Not Applicable.
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Corporate Policy

1. Policy Status: Existing Policy
 2. BBB Priority: Excellent Council
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Financial

1. Cost of proposal: Not Applicable
 2. Ongoing costs: Recurring costs – Not Applicable
 3. Budget head/performance centre: Not Applicable
 4. Total current budget for this head: Not Applicable
 5. Source of funding: Dedicated Schools Grant (DSG)
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Personnel

1. Number of staff (current and additional): N/A
 2. If from existing staff resources, number of staff hours: N/A
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Legal

1. Legal Requirement: Statutory Requirement:
 2. Call-in: Applicable
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Procurement

1. Summary of Procurement Implications: N/A
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Customer Impact

1. Estimated number of users/beneficiaries (current and projected): The 2017/18 budget reflects the financial impact of the Council's strategies, service plans etc. which impact on all of the Council's customers (including council tax payers) and users of the services.
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Ward Councillor Views

1. Have Ward Councillors been asked for comments? Not Applicable
2. Summary of Ward Councillors comments: Council-wide

3. BACKGROUND

- 3.1 As part of the constitution and terms of reference, the constitution of the Schools Forum is regularly reviewed to reflect any changes to the make up of the Forum in terms of member representation.
- 3.2 The Constitution was last fundamentally reviewed in September 2012 when Department for Education (DfE) introduced new Schools Forum regulations.
- 3.3 Since this point there have been no further major DfE regulations affecting Schools Forums.
- 3.4 The Constitution will be agreed at the next Education Budget sub committee where any comments from the Forum will be considered.

4. MEMBERSHIP OF THE FORUM

Schools Membership

- 4.1 Representation on the Schools element of the Forum is derived in the main from pupil numbers. Currently there are thirteen members made up of Heads and Governors. Although current pupil numbers in each sector (primary/secondary/special, etc) have not changed significantly there has been movement between primary maintained and primary academy. This is as a result of Primary maintained schools converting to academy status.
- 4.2 This has meant that there should be a shift in membership with an increase of two primary academy members and a decrease of two primary maintained members of the Forum.
- 4.3 It is proposed that:-
 - a) there is a reduction of one maintained primary governor representative (down to zero), the position is currently vacant.
 - b) there is a reduction of one maintained primary head representative (down to one), there are currently two maintained primary head representatives.
 - c) there is an increase of one academy primary head representative (up to two).
 - d) there is an increase of one academy primary governor representative (up to three).
- 4.4 Overall membership will remain static at thirteen.
- 4.5 It has come to light that there are currently two representatives from one school on the Forum which is a breach of the constitution as per paragraph 1.10. It is recommended that the member with the shortest length of membership should be removed from office and an alternative member sought.

Non Schools Membership

- 4.6 Current representation in the non schools element of the Forum is five. It is recommended that this remain the same.
- 4.7 A summary of the new constitution is below. Details of how this was derived are contained within Appendix one.

CONSTITUTION

Membership	OLD	NEW
SCHOOLS		
Special school representative governor/head (non academy)	1	1
PRU representative head/governor	1	1
Primary Academy head representative	1	2
Primary Academy governor representative	2	3
Primary head representative (non academy)	2	1
Primary governor representative (non academy)	1	0
Secondary head/governor representative (non academy)	1	1
Secondary Academy head representative	2	2
Secondary Academy governor representative	2	2
	<u>13</u>	<u>13</u>
NON SCHOOLS		
Early year provider (PVI)	1	1
14-19 partnership**	1	1
Diocese CofE**	1	1
Diocese Catholic**	1	1
Joint Teacher Liaison**	1	1
	<u>5</u>	<u>5</u>
OTHER NON- VOTING ATTENDEES		
Portfolio Holder/Portfolio Holder Assistant	1	1
Director of Education/Schools	1	1
Head of Finance	1	1
Head of Schools Finance Support	1	1
Clerk of the Forum	1	1
	<u>5</u>	<u>5</u>

** These members cannot vote on matters relating to the funding formulae to be used by the Local Authority

Vacancies

- 4.8 Assuming the new constitutional arrangements are agreed, there are currently three vacancies on the Forum as follows. Two are as a result of the restructuring of the membership and the other one is due to an unfilled place:-
- 1) Primary Academy Headteacher
 - 2) Primary Academy Governor
 - 3) Diocese - Catholic
- 4.9 As per the terms of reference the relevant group will be asked to nominate a representative using a democratic process. The Council will assist where necessary. Where this is not possible, the Council will approach the relevant group for nominations.

5. TERMS OF REFERENCE OF THE FORUM

- 5.1 The terms of reference are largely unchanged apart from some amendments to the text in paragraph five.
- 5.2 Terms of reference are attached in Appendix 2. The latest DfE Forums good practise guide and regulations are contained in Appendix 3 and 4.

6. CONSIDERATION BY THE SCHOOLS FORUM

- 6.1 On the 12th January 2017 the Schools Forum considered the proposals on the constitution. Although the Forum has no powers to determine the constitution it is considered good practise to consult them on any potential changes.
- 6.2 One area highlighted by a forum member was the different number of headteachers represented in the Primary and Secondary sectors. Their view was that there should be equal representation. It was pointed out that the membership was determined by pupil numbers and that there were proportionally more pupils in primary settings than in secondary.
- 6.3 It is not proposed to amend the constitution to reflect this
- 6.4 The Schools Forum voted on the constitution and majority agreed with the changes being proposed by the Council.

Non-Applicable Sections:	Policy, Financial, Legal, Vulnerable Adults and Children, Procurement and Personnel Implications
Background Documents: (Access via Contact Officer)	N/A