

**Decision Maker:** EDUCATION, CHILDREN AND FAMILIES BUDGET AND PERFORMANCE MONITORING SUB-COMMITTEE

**FOR PRE DECISION SCRUTINY BY THE SCHOOLS FORUM  
11<sup>TH</sup> JANUARY 2018**

**Date:** 17<sup>th</sup> January 2018

**Decision Type:** Non-Urgent Executive Non-Key

**Title:** CONSTITUTION OF THE SCHOOLS FORUM

**Contact Officer:** David Bradshaw, Head of Education, Care & Health Services Finance  
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**Chief Officer:** Deputy Chief Executive & Director of Education, Care and Health Services

**Ward:** (All Wards);

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1. Reason for report

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

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2. **RECOMMENDATION(S)**

2.1 **The Schools Forum and are asked to comment on the report**

2.2 **Subject to the comments of the Schools Forum, the Sub-Committee are asked to approve the constitution of the Schools Forum.**

### Corporate Policy

1. Policy Status: Not Applicable
  2. BBB Priority: Children and Young People
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### Financial

1. Cost of proposal: Not Applicable:
  2. Ongoing costs: Not Applicable:
  3. Budget head/performance centre: Education Portfolio
  4. Total current budget for this head: £1k
  5. Source of funding: DSG
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### Staff

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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### 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:

### **3. COMMENTARY**

- 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, Children and Families Budget and Performance 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. Current pupil numbers in each sector (primary/secondary/special, etc) have not changed significantly. However there has been further movement towards Academy conversion in the Special and PRU areas resulting in small amounts of pupils in these areas being in both Academy and Maintained settings.
- 4.2 Officers have been in contact with DfE. The advice is, much like the current arrangements with the Secondary settings, that there needs to be a representative for Maintained and Academy in Special and PRU settings, if there are settings within the borough.
- 4.3 This has meant that there needs to be an increase in the membership of the Schools Forum by two members, a Special Academy representative and a PRU Academy representative. The theory of this is that once all of these settings convert to Academy, then the representative would be deleted as there would only be a need for one representative in each area.
- 4.4 This would increase the schools element of the Forum by two to fifteen and the overall membership from eighteen to twenty.
- 4.5 All other representation remains the same.

#### **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

**OLD    NEW    VACANT**

### SCHOOLS

Special Maintained school representative governor/head	1	1	1
Special Academy school representative governor/head	0	1	0
PRU Maintained representative head/governor	1	1	1
PRU Academy representative head/governor	0	1	0
Primary Academy head representative	2	2	1
Primary Academy governor representative	3	3	2
Primary Maintained head representative	1	1	0
Secondary Maintained head/governor representative	1	1	0
Secondary Academy head representative	2	2	0
Secondary Academy governor representative	2	2	0
	<b>13</b>	<b>15</b>	<b>5</b>

### NON SCHOOLS

Early year provider (PVI)	1	1	0
14-19 partnership**	1	1	0
Diocese CofE**	1	1	0
Diocese Catholic**	1	1	1
Joint Teacher Liaison**	1	1	1
	<b>5</b>	<b>5</b>	<b>2</b>

### 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	
	<b>5</b>	<b>5</b>	

\*\* 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 seven vacancies on the Forum as follows. Two are as a result of the restructuring of the membership and the other five are due to unfilled places:-

- 1 x Special Maintained
- 1 x PRU Maintained
- 1 x Primary Academy Head teacher
- 2 x Primary Academy Governors
- 1 x Catholic Diocese
- 1 x Joint Teacher Liaison

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 minor amendments to the text.
- 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.

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