

1. School Forum Membership Review

1.1 The last review of membership by the Schools Forum was at the meeting in October 2017. As the balance between different categories of school may now have changed, it is appropriate to review the representation.

1.2 The representation agreed at that time was as follows:

Primary Maintained schools	11
Secondary Maintained schools	2
Primary Academies	3
Secondary Academies	6
Early Years	2
16-19 providers	1
Special Schools	2
PRUs	1
Trade Unions	1
Total	29

1.3 It is necessary to adjust the proportions of primary and secondary representations to reflect changes in pupil numbers and in the balance between maintained schools and Academies

Current pupil numbers are as follows:

Primary pupils in maintained schools:	27,807
Primary pupils in Academies and Free Schools:	5,160
Secondary pupils in maintained schools	6,047
Secondary pupils in Academies and Free Schools	19,320
Total	58,334

*Pupils attending all-through schools have been allocated to the relevant phase.

1.4 In order to minimise the number of vacancies and to enable existing members of the Forum to continue to be members, subject to expiry dates (see below), it is proposed that the total number of primary and secondary representatives on the Forum should in future be 19 instead of 22.

1.5 If this level of representation is then allocated to the different types and phase of school in proportion to pupil numbers, the representation, including current representation other than for primary and secondary schools (including all-through schools) should be as follows:

Primary Maintained schools	9
Secondary Maintained schools	2
Primary Academies	2

Secondary Academies	6
Early Years	2
16-19 providers	1
Special Schools	2
PRUs	1
Trade Unions	1
Total	26

1.6 It is proposed that all-through schools may be represented on the Forum either as a primary or as a secondary representative.

1.7 It is proposed that representatives may be headteachers or governors, provided that each category includes at least one headteacher and one governor representative (as per DfE guidance).

1.8 There are currently 23 members and the above proposal would mean there are currently just 3 vacancies:

- 1 - Secondary Maintained
- 1 - Secondary Academy or Free School
- 1 - 14-19 provider

1.9. Member of the Forum are appointed for a fixed-term. Due to a lack of nominations to fill vacancies in the past, the terms of existing members are often extended. It is proposed to regularise these arrangements in the following way:

Where a member's term of office has expired or is due to expire before the next meeting:

- Officers will write to the member to confirm that their term is expiring and to ask if they are willing to continue as a member.
- Officers will then write to the representative group to indicate there is a forthcoming vacancy and whether or not the existing member is willing to continue as a member and inviting nominations to fill the vacancy.
- If the existing member wishes to continue and there are no other nominations, the existing member's membership is extended for another term. If the existing member does not wish to continue and there is only one nomination for a vacancy, then that nominee is appointed for a term of office. If there are more nominations than vacancies, whether or not that includes the existing member, then the representative group will be asked to vote on who should represent them (with one vote per school).

i) Recommendation - Members are asked to approve the proposed changes to the membership of the Schools Forum set out above and the proposed arrangements for dealing with vacancies