

## **Schools Forum – 4 July 2017**

### **Schools Forum Membership Review**

#### **Recommendations**

1. That the Schools Forum:
  - a) Note the content of the report;
  - b) Consider whether changes to their membership are required to ensure it remains broadly proportionate;
  - c) Consider whether it is still necessary to include age differentiation in relation to secondary school representation;
  - d) Consider nominations for the vacancies which remain following the 2017 Elections.

#### **Report of the Director of Strategy, Governance and Change**

##### **PART A**

#### **Why is it coming here – what decision is required?**

2. To ensure that representation on the Schools Forum remains proportionate and in line with The Schools Forums Regulations 2012.

#### **Reasons for recommendation**

3. The Schools Forum Regulations 2012 set out changes to the Forum Membership and required that schools and academies should have a broadly proportionate representation according to pupil numbers in each category (regulation 4 (6)). At its meeting of 9 July 2015 the Forum agreed to review its membership annually to ensure it remained broadly proportionate.

##### **PART B**

#### **Background**

4. At their meetings of 28 May and 16 July 2012, and 11 February 2013 the Schools Forum reviewed its membership and representation. Changes included ensuring that the membership was proportionate to the number of pupils in different types of school, defined as maintained primary, maintained secondary, and academies.
5. Membership was changed to reflect the number of pupils in academies and to ensure different school types were represented, whilst maintaining geographical links where possible.
6. Prior to the 2012 membership changes, representation had been on a district basis making it easier for schools to know their Schools Forum representative. Following the move away from district representation schools were advised of the new membership approach.

7. Members need to ensure that their current membership remains broadly proportionate and in line with Regulations. The table below gives current pupil numbers (taken from the Schools Census January 2016) and the split between academy and maintained schools.

<b>Phase</b>	<b>No. Pupils</b>	<b>Maintained/Academy Split</b>
Nursery	78 pupils	100% maintained
Primary	66,474 pupils	68.2% maintained : 31.8% academies (45,327 pupils : 21,147 pupils)
Secondary (including Middle)	51,507 pupils	35.9% maintained : 64.1% academies (18,498 students : 33,009 students)
Special	2,427 pupils	62.1% maintained : 37.9% academies (1,506 pupils: 921 pupils)

8. The Regulations require representation from nursery schools, primary schools other than nursery schools, secondary schools, special schools and pupil referral units, as well as broadly proportional representation between academies and maintained schools. The table below gives the current pupil number on roll (NOR), the proportional membership and current membership for the required school categories in Staffordshire's maintained and academy schools.

<b>Sector</b>	<b>Pupil NOR</b>		<b>Proportional Membership</b>		<b>Current Membership</b>	
	<b>Academy (A)</b>	<b>Maintained (M)</b>	<b>A</b>	<b>M</b>	<b>A</b>	<b>M</b>
Nursery	0	78	0	1	0	1
Primary	21,147	45,327	3	6	2	7
Secondary	33,009	18,498	4	3	3	4
Special	921	1,506	1	1	1	1
PRU	0	204	0	1	0	1
<b>Total</b>	<b>55,077</b>	<b>65,613</b>	<b>8</b>	<b>12</b>	<b>5</b>	<b>15</b>

*Primary and Secondary Heads Forum representatives are not included in this table.  
The 13-18 secondary representative is counted in the maintained blocks here.*

9. Following their membership review the Staffordshire Schools Forum had agreed to include representation of different school types as far as possible, including infant, first, junior and primary schools within the primary allocation and 11-16, 11-18, 13-18 and middle schools within the secondary allocation. Appendix 1 gives the current membership
10. At their meeting of 31 March 2015 Members agreed that as there are only a small number of 13-18 schools, nominations should be sought from all 13-18 schools, both maintained and academy, when a vacancy occurs or an election is due. The current

13-18 school representative is Mr Philip Tapp, Headteacher, Wolgarston High School. However, it is now becoming too difficult to sub-divide secondary when there is a need to keep the correct balance between maintained and academy representation. The Regulations state that representation should be broadly proportionate between maintained secondary and academy, but don't specify any age differentiation in this representation. Forum therefore needs to consider whether this age differentiation is still necessary.

11. The Middle School representative is nominated by the Middle Schools Forum, and although the current representative is from an academy, their Forum agreed his nomination as a representative of all middle schools.
12. The Primary Heads Forum is represented by their Chairman and therefore their representation tends to change more frequently than the four year term of office.
13. Prior to the advent of academies both primary and secondary school representation had linked with the 8 districts. Whilst this link had initially been maintained it has become increasingly difficult to continue on this basis, and consequently the district link is no longer feasible.
14. The Forum also has a number of non-school members. A vacancy has been held since 2013 for the Birmingham Diocesan Schools Commission. The Clerk contacts the Commission each year reminding the Commission of their vacancy and seeking their nomination. The Commission were last contacted in February 2017.
15. Current membership is also available on the County Council web site.
16. The 2017 elections have taken place, following the timetable for the election process set out in the Constitution (Appendix 2). Governor Support Entrust colleagues administered the election process on the Forum's behalf. Following the elections, 3 vacancies remain unfilled: maintained infants, maintained junior and maintained secondary. According to the Constitution, under these circumstances:

"In the event that there are no applications from any of the Council's groups of schools subject to an election in that year, then the members who represent the relevant phase of schools which has the vacancy shall nominate the representative to be appointed. Where there are no representatives of the relevant phase, all schools members shall nominate the representative to fill the vacancy. Any person appointed under this rule shall not hold any other membership of the forum, either at the time of appointment or any time during their term of office."

Schools members are therefore invited to nominate representatives to fill the vacancies in the three categories outline above.

**Report author:**

Author's Name: Julie Roberts, Scrutiny and Support Officer

Ext. No.: 276136

**List of background papers:**

Schools Forum Regulations 2012

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/283814/Schools\\_Forum\\_Regulations\\_2012.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/283814/Schools_Forum_Regulations_2012.pdf)

Schools Forums Regulations 2012: departmental advice

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/283814/Schools\\_Forum\\_Regulations\\_2012.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/283814/Schools_Forum_Regulations_2012.pdf)

Staffordshire County Council Schools Forum Constitution

<http://moderngov.staffordshire.gov.uk/documents/s48367/Schools%20Forum%20Constitution.pdf>

## Appendix 1

### Schools Forum Membership

Member Category	Forum Member	Representing		Term of office
		School type	Area	
Maintained primary	Sara Bailey (Oaklands Nursery, Newcastle)	Nursery schools	All maintained nursery schools	2021
	<b>VACANCY</b>	Infants	All maintained infants schools	2021
	Kevin Allbutt (Head teacher – Leek First School)	First	All maintained first school	2021
	<b>VACANCY</b>	Junior	All maintained junior schools	2021
	Lesley Wells (Head teacher – Outwoods Primary School)	Primary	All maintained primary	2021
	Wendy Horden (Headteacher – Scotch Orchard Primary School)	Primary	All maintained primary	2019
	Steve Swatton (Chair of Governors)	Primary	All maintained primary	2019
	Jonathan Jones (Head Teacher – Castlechurch Primary School)	Primary	All maintained primary	2019
	Claire Evans (Head teacher- St Chad's Primary School, Lichfield)	Primary Heads Forum	n/a	n/a
Maintained secondary	<b>VACANCY</b>	11-18 Secondary	All maintained secondary	2019
	Nicky Crookshank (Headteacher – Cheslyn Hay Sport and Community High School)	11-18 Secondary	All maintained secondary	2021
	Alison Gibson (Head Teacher – Endon High School)	Secondary Heads Forum	n/a	n/a
Special	Awaiting Nomination	Special	All maintained special schools	2021
	Richard Redgate (Headteacher – Loxley Hall School)	Special	All academy special schools	2019
All 13-18 secondary	Philip Tapp (Headteacher –	13-18 Secondary	All 13-18 schools	2019

<b>schools</b>	Wolgarston High School)			
<b>All Middle Schools</b>	Chris Wright ( Head Teacher – Christchurch Academy)	Middle	All middle schools	2019
<b>PRU</b>	Kirsty Roger (Head Teacher – Kettlebrook PRU)	PRUs	All PRUs	2021
<b>Academies</b>	Liz Threlkeld (Principal – Perton Primary Academy)	Primary academy	All primary academies	2021
	Matthew Baxter (Headteacher – The Mosley Academy)	Primary academy	All primary academies	2021
	Ally Harvey (Business Manager – Wolstanton High School)	11-16 secondary academies	All 11-16 academies	2021
	Stuart Jones (Headteacher – Chase Terrace Technology College)	11-16 secondary academies	All secondary academies	2019
	Wendy Whelan (CEO – South Newcastle Trust MAT)	11-18 secondary academy	All secondary academies	2021
<b>Non- schools members</b>	Claire Shaw	Lichfield Diocesan Board of Education		2021
	Vacancy	Birmingham Diocesan Schools Commission		
	Vacancy	Parent Governor Representative		n/a
	David Ellison	Early Years		2017
	Philip Siddell (Humpty Dumpty Day Nursery Ltd, Lichfield)	Early Years		2021
	Karen Dobson (Principal - Newcastle College)	16-19 Education		2021
	vacant	16-19 Education		
	Judy Wyman	Schools Consultative Groups		2019
Steve Barr	Schools Consultative Groups		2021	

### County Councillor Observers

Mark Sutton, Cabinet Member for Children and Young People and Philip White, Support  
Cabinet Member for Learning and Employability.

## Appendix 2

# Membership Selection, Nomination and Appointment Timetable

---

During an election year, the Council will, where possible, arrange for vacancies on the Forum to be filled in accordance with this Constitution and by the dates indicated below:

### Spring term

- seek applications for schools members via a notice to head teachers and chairs of governing bodies requesting that the matter be raised with staff and governing bodies by no later than second week of spring term;
- seek nominations for non-schools members from the relevant bodies to be received by no later than the end of term;
- applications and nominations to be received by the end of the term.

### Summer term

- confirm membership of nominees by no later than second week of summer term;
- confirm membership where one application per position received by no later than second week of summer term;
- carry out election in those groups where there is more than 1 application by no later than half-term break .

All members are appointed and attend their first meeting as soon as possible.

---