

Gloucestershire Schools Forum - Membership

Schools' Forum Date	17 September 2020
Type of Decision	For decision
Background Documents	Education & Skills Funding Agency - Schools Forum Operational and Good Practice Guide (May 2020) - LINK Schools Forum (England) Regulations 2012 - LINK
Author	Joanne Bolton – Clerk to the Forum
Purpose of Report	<p>1. To provide information on the requirements of the Schools Forum (England) Regulations 2012 on the membership structure of School Forums.</p> <p>2. To list the current membership structure of Gloucestershire Schools Forum, and to outline the balance between maintained primary, maintained secondary and academies members in regards to the pupil numbers in each category.</p> <p>3. To consider the request for a seat on the Schools Forum from the Gloucestershire Parent Carer Forum.</p>
Key Recommendations	The Forum is asked to consider the request from the Gloucestershire Parent Carer Forum, for one of its members to have a seat on the Schools Forum.
Resource Implications	N/A

1. Gloucestershire Schools Forum membership

1.1 In response to the queries raised at the June Forum meeting, this report provides information on the requirements of the Schools Forum (England) Regulations 2012, on the membership structure of schools forums.

1.2 The Schools Forum (England) Regulations 2012 provide a framework for the appointment of members. A summary is available here: [LINK](#)

1.3 Schools forums must have:

- schools members
- academies member(s), if there is at least one academy in the local authority's area
- non-schools members

1.4 School and academy members together must number at least two-thirds of the total membership of the schools forum. On Gloucestershire Schools Forum there are 21 school and academy members out of an overall total of 28 members. Non-schools members must not exceed a third of the Forum's total membership. There are currently 7 non-schools members of Gloucestershire Schools Forum (one third is 9 members).

1.5 Gloucestershire Schools Forum membership structure is outlined below:

Schools members:

Primary School Heads	3
Primary School Governors	3
Secondary School Heads	1
Secondary School Governors	1
Special School Headteachers	1
Special School Governor	1
Pupil Referral Units	1

Academies members

Primary School Headteachers	1
Primary School Governors	1
Secondary School Headteachers	3
Secondary School Governors	3
Special School Headteachers	1
Special School Governor	1

Non-School members:

Diocesan Representatives	2
Post 16 Representative	1
PVI providers/early years	2
Trade Union Representative	1
Community Representative - (Chair of the Schools Forum)	1

Total	----- 28
-------	-------------

1.6 In terms of proportionality, the Schools Forum regulations state '*primary schools, secondary schools and academies must be broadly proportionately represented on the forum, having regard to the total number of pupils registered at them*'. In addition the Schools Forum Operational and Good Practice Guide states '*the balance between maintained primary, maintained secondary and academies members must be broadly proportionate to the pupil numbers in each category*'.

1.7 In Gloucestershire, the School Census January 2020, reports that there are 47,409 pupils on roll in primary schools and 39,305 on roll in secondary schools. The School Census lists the number on roll at each school, and the table below provides a breakdown of the numbers on roll in primary and secondary local authority maintained schools and academies, alongside the number of Gloucestershire Schools Forum members representing those categories:

Category	Number on roll	Number of Gloucestershire Schools Forum members
Primary (local authority maintained schools)	35,515	6
Primary (academies)	11,894	2
Secondary (local authority maintained schools)	4,344	2
Secondary (academies)	34,961	6

1.8 Based on this information, the balance between maintained primary, maintained secondary and academies members, remains broadly proportionate to the pupil numbers in each category. Consequently, no changes are proposed by the local authority to amend the number of members representing those categories on Gloucestershire Schools Forum.

2. Gloucestershire Parent Carer Forum

2.1 A request has been received from the Gloucestershire Parent Carer Forum, for one of its members to have a seat on the Schools Forum, (the letter is attached at Appendix A).

2.2 If the Forum is minded to approve this request, a representative of the Parent Carer Forum will become a non-schools member of the Schools Forum, increasing the total number of non-schools members to 8 (still within one third of the Forum's total membership).

2.3 As a non-schools member of the Forum, the representative of the Parent Carer Forum will have voting rights. The Regulations provide that all Schools Forum members are entitled to vote on all matters put to a vote, save that voting on:

- The funding formula is limited to schools members, academies members and PVI representatives.
- De-delegation is limited to the specific primary and secondary phase of schools members.
- Retaining funding for statutory duties relating to maintained schools only is limited to maintained primary, secondary, special and PRU members.

2.4 The Regulations are very specific on who can speak at meetings of the Forum, if they are not members of the Forum. Consequently, there is no provision within the Regulations for a member of the Parent Carer Forum to attend and speak at a meeting of the Schools Forum as an observer only.

2.5 Recommendation

The Forum is asked to consider the request from the Gloucestershire Parent Carer Forum, for one of its members to have a seat on the Schools Forum.

**Joanne Bolton
Clerk to the Schools Forum
September 2020**