

## REPORT FOR SCHOOLS FORUM

1.	<b>Date of meeting:</b>	<b>5 April 2019</b>
2.	<b>Title:</b>	<b>School Forum Representation &amp; Responsibilities</b>
3.	<b>Directorate:</b>	<b>Finance and Customer Services</b>

### 1. PURPOSE OF THE REPORT

To provide an update to Schools Form members on the proposed structure of Schools Forum and remind members of schools forums powers and responsibilities

### 2. RECOMMENDATION(S)

That members of Schools Forum note the content of the report.

That the membership of Rotherham's Schools Forum is in line with ESFA guidance and is fit for purpose.

### 3. REASON FOR RECOMMENDATION(S)

To ensure members are aware of the proposed Schools Forum Structure.

To ensure that Rotherhams Schools Forum complies with the governing regulations & ESFA good practice guide.

### 4. BACKGROUND

The Education and Skills Funding Agency publish guidelines for the structure of a Schools Forum body (see paper 05c for details), giving a general indication on the expected structure, representation, and decision making responsibilities and the decisions each type of member is authorised to vote on.

The ESFA on 28 March 2019 communicated to all LA's the requirements and compositions of LA School Forums to ensure they are complying with governing regulations and the ESFA schools forums good practice guide.

### 5. SCHOOLS FORUM STRUCTURE

Schools and academies members together must number at least two-thirds of the total membership of the schools forum and the balance between maintained primary, maintained secondary and academies members must be broadly proportionate to the pupil numbers in each category.

School Members will be a combination of Headteachers and Governors and whilst there is no ESFA guidance for Academy Members it is suggested that they should also be Headteachers, Principal, CEO and Governors to ensure a consistent representation.

The structure should be regularly reviewed. It's important that all members of the schools forum and those that have attended the meeting are clearly detailed in the meeting minutes to enable interested parties to ensure the forum is representative and quorate.

Non school members may represent PVI settings, 16 to 19 providers and diocesan representatives.

## 6. VOTING RIGHTS

All **schools members** can vote on the scheme for financing schools All **schools members** can vote on any other schools forum business, including the consultation on the funding formula.

All **academies members** can vote on any other schools forum business, including the consultation on the funding formula.

For **non-school members** only **PVI** representatives can vote on the consultation on the funding formula. All **non-school members** can vote on any other schools forum business.

Further detail on the required structure for the schools forum can be found in the schools forum structure guide. The guide breaks down the types of members and elections (see paper 05c)

## 7. SCHOOL FORUM OPERATIONAL + GOOD PRACTICE GUIDE AND SCHOOL FORUM POWERS & RESPONSIBILITIES

The schools forum operational and good practice guide (see attached paper 05d) provides detailed information for local authorities, schools forum members and members of the public around the requirements of running effective school forum meetings. The guide provides good practice recommendations and information on how to comply with the regulations.

The ESFA have also published the schools forum powers and responsibilities guide (see attached paper 05e). This guide provides in depth detail around the voting rights of schools forum elected members. It highlights the topics members are required to vote or be consulted on. The document also shows which sector is required to vote and any restrictions.

## 8. NAME AND CONTACT DETAILS

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