

**WESTMINSTER CITY COUNCIL****SCHOOLS FORUM – 13 JANUARY 2020****REPORT BY THE DIRECTOR OF OPERATIONS AND PROGRAMMES****REVIEW OF THE SCHOOLS FORUM CONSTITUTION**

The purpose of this report is to ensure that the Schools Forum is constituted in accordance with the Schools Forum (England) Regulations 2012 and that it continues to be an effective and robust decision-making forum. The report includes a draft constitution for Schools Forum comment prior to member decision.

**FOR COMMENT**

**BACKGROUND****1. Background**

- 1.1 The DfE updated the Schools Forum Operational and good practice guide in September 2018.
- 1.2 The DfE updated The Schools forum structure in 2018.
- 1.3 In 2018, the DfE issued a summary that sets out the powers and responsibilities of the Local Authority, the Forum and the DfE.
- 1.4 The DfE issued the Schools forum self-assessment toolkit in 2015.
- 1.5 The Operational and Good Practice Guide suggests there should be election procedures for each of the various member groups.

**2. Functions**

- 2.1 The overall function of the Schools Forum is to advise the Council, as the Local Authority, on the operation of the local Schools Budget, and its Distribution among schools and other bodies.
- 2.2 The Schools Forum Self-Assessment Toolkit has been reviewed and updated. (attached at Appendix 1)

**3. Forum Membership**

- 3.1 The composition of the Schools Forum was reviewed in June 2012 to ensure that it complied with the new legislation and that the representation was proportionate to the pupil numbers in each of the various phases.
- 3.2 The current composition of the current Schools Forum is shown at Appendix 2.

#### **4. Future School's Forum Membership**

- 4.1 There is now only one maintained secondary school in the LA.
- 4.2 It is proposed to decrease the number of maintained secondary school places from two places to one place and increase the secondary Academies places by one place from five places to six places. The proposed membership is shown at Appendix 3.
- 4.3 There are no other changes required as the membership numbers are still proportionate to the pupil numbers and the total number of members remains the same.
- 4.4 The term "recoupment" and "non-recoupment" against the Academy Schools phase is no longer relevant and has been removed.

#### **5. Constitution**

- 5.1 A written constitution for the Schools Forum has been produced at Appendix 4.

#### **6. Recommendations**

- 6.1 The Schools Forum are recommended:
  - 6.1.1 To give their consent to the proposed Membership changes outlined at Appendix 3
  - 6.1.2 To give their agreement to the adoption of the Draft Constitution attached at Appendix 4
  - 6.1.3 To note any additional items or issues that they wish to be taken into consideration in the review of the constitution or in the operation of the Schools Forum.

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#### **Contact officers:**

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#### **Appendices**

- Appendix 1 – The Schools Forum Self-Assessment Toolkit in 2015
- Appendix 2 – The current composition of the Schools Forum
- Appendix 3 - The proposed composition of the Schools Forum
- Appendix 4 - The proposed Schools Forum Constitution

**Background Papers:**

The Schools Forum Operational and good practice guide - September 2018.

Schools forum powers and responsibilities – September 2018

Schools forum Structure - September 2018

Schools forum self-assessment toolkit - March 2015

<https://www.gov.uk/government/publications/schools-forums-operational-and-good-practice-guide-2015>