

LANCASHIRE SCHOOLS FORUM

Date of meeting 24 March 2020

Item No 3

Title: Forum Membership

Executive Summary

This report summarises the changes to the Forum membership since the last meeting.

Forum Decision Required

The Forum is asked to:

- a) Note the report and information about the annual membership review;**
- b) Thank Brendan Hassett for his contribution to the Forum.**

Individual members are asked to consider volunteering as Brendan's replacement on the BT Lancashire Services - Schools' Focus Group.

Individual members are asked to respond to the membership review communication if they have not already done so.

Background

This report provides information on Forum membership issues that have arisen since the last Forum meeting. Details are provided below.

i. Primary School Headteacher Representative

Brendan Hassett, Headteacher of Carter's Charity Primary School has recently resigned from the Forum, as he has just taken up a role as an Ofsted Inspector.

The county council will make arrangements to appoint a replacement primary school Headteacher, as part of the Forum annual membership review.

Brendan was also one of the Schools Forum representatives on the BT Lancashire Services - Schools' Focus Group. This group provides a direct link to BT Lancashire Services officers to discuss ICT or Payroll & Recruitment Services related issues.

The Forum will wish to thank Brendan for his contribution to the Forum.

Individual members are asked to consider volunteering as Brendan's replacement on the BT Lancashire Services - Schools' Focus Group.

ii. Schools Forum Annual Membership Review for September 2020

The Schools Forum regulations require that the balance of Forum membership is kept under review to ensure that the number of primary, secondary and academy members are reflective of the pupil population at these schools.

The current membership breakdown for these categories is:

- Primary schools 22 representatives;
- Secondary schools 12 representatives;
- Academies 6 representatives.

The January 2020 pupil data has been requested to calculate if any alternation to the membership split is needed, and if the numbers are received in time, the assessment will be reported to the meeting, including any known academy conversions.

The Forum's Operational Arrangements also include the following section in relation to the schools membership arrangements:

"A minimum of 10% of schools members of the Forum shall be re-elected each year. If this has not occurred through normal turnover, then, in the first instance, the LA shall contact annually all existing schools members to ascertain if individuals wish to continue to serve on the Forum. In the event that more than 90% of the schools members wish to continue, appointment date and term of office will be taken into account, and if necessary lots will be drawn to identify which members are no longer able to serve on the Forum."

All schools members of the Forum have been contacted to ascertain if members wish to continue on the Forum in September 2020. Responses are requested by requested by Friday

3 April 2020, so that any necessary appointments and elections can take place in the summer term 2020.

The Forum are asked to note the annual membership review.

Individual members are asked to respond to the membership review communication if they have not already done so.