

Wiltshire Council

Wiltshire Schools Forum

5 October 2023

Wiltshire Schools Forum Review of Proportionality and Confirmation of Membership

Summary

The Membership of Schools Forum is reviewed on an annual basis with all those that make appointments (including Primary Heads Forum, Wiltshire Association of Secondary and Special School Heads and the Wiltshire Governors Association) of named representatives to the Forum being asked to confirm those persons for the ensuing academic year.

On 25 August 2023, Officers conducted a review of the balance of membership between maintained primary, maintained secondary and academies and special school members (which must be broadly proportionate to pupil numbers) and this showed that the current membership would not need to be amended as it reflects the current breakdown of the total numbers on roll in schools as at the October 2022 census, updated for academy conversions.

The Terms of Reference of Schools Forum were last reviewed by Schools Forum at their meeting on 6 October 2022 and subsequently approved by the Cabinet Member for Children, Education and Skills on 4 January 2023. As there are no required changes to the proportionality then it is proposed that no changes to the Terms of Reference are required on this occasion.

Proposals

That Wiltshire Schools Forum:

- a) Notes that the proportionality of the Forum has been reviewed and that no changes are recommended.
- b) Notes that no changes to the Terms of Reference as at 4 January 2023 are recommended.
- c) Notes the current Membership details of the Forum.
- d) Recommends that any vacancies for Schools Forum be appointed to.

Reason for Proposal

To ensure that all types of Wiltshire Schools are represented on Wiltshire Schools Forum and to ensure that the Forum complies with Department for Education (DfE) guidance and relevant legislation.

Helean Hughes/Richard Hanks - (Co Directors – Education & Skills)

Wiltshire Council

Wiltshire Schools Forum

5 October 2023

Wiltshire Schools Forum Review of Proportionality and Confirmation of Membership

1. Purpose of Report

- 1.1 To inform Schools Forum that a review of the proportionality and the annual review of the membership of Schools Forum has been carried out with all those that make appointments (including Primary Heads Forum, Wiltshire Association of Secondary and Special School Heads and the Wiltshire Governors Association) of named representatives to the Forum being asked to confirm those persons for the ensuing academic year. The Terms of Reference have also been reviewed and no changes are proposed.

2. Proportionality of Membership of Schools Forum

- 2.1 The table below sets out proportionality of schools in Wiltshire (based on the October 2021 census) following the changes that were agreed at the meeting of Schools Forum on 6 October 2022.

Sector	Pupil Numbers	Current Representation	Vacancies
Primary	21,041	3	
Primary Academy	17,114	3	
Secondary	3,008	1	
Secondary Academy	23,094	3	
Special	505	1	
Special Academy	387	1	
Governors		4	
Union		1	
Diocese		1	
Early Years		2	
TOTAL	65,149	20	0

- 2.2 There has been a change to the current pupil numbers (based on the October 2022 census and any academy conversions since the census) but not to the proportionality of the membership of Schools Forum.

See table below:

Sector	Pupil Numbers	Current Representation	Vacancies
Primary	19,993	3	
Primary Academy	17,596	3	
Secondary	3,136	1	
Secondary Academy	23,637	3	
Special	555	1	
Special Academy	462	1	
Governors		4	
Union		1	
Diocese		1	
Early Years		2	
TOTAL	65,379	20	0

3 Terms of Reference

- 3.1 The attached Terms of Reference (TOR) (Appendix 1) have been reviewed, however on this occasion it is not considered that any changes are needed following the TOR that were approved by the Cabinet Member for Children, Education and Skills that were approved on 4 January 2023 as a delegated Cabinet Member decision.

4. Membership of the Wiltshire Schools Forum

- 4.1 The current membership of the Forum is as detailed below:

Five maintained School representatives (3 primary, 1 secondary and 1 special school)

Name	Representing	Appointed by
1. Andy Bridewell	Maintained Primary	Primary Heads Forum (PHF)
2. John Read	Maintained Primary	PHF
3. Catriona Williamson	Maintained Primary	PHF
4. Georgina Keily-Theobald	Maintained Special School	Wiltshire Association of Secondary School Heads (WASSH)
5. Nick Norgrove	Maintained Secondary	WASSH

Seven Academy representatives (3 primary, 3 secondary and 1 special school)

Name	Representing	Appointed by
6. Rebecca Carson	Primary Academy	PHF
7. Graham Nagel-Smith	Primary Academy	PHF
8. Graham Shore (Vice Chair)	Primary Academy	PHF
9. Michelle Chilcott	Secondary Academy	WASSH
10. Lisa Percy (Chair)	Secondary Academy	WASSH

11. Helen Carpenter	Secondary Academy	WASSH
12. Mike Thomas	Special School Academy	WASSH

Four elected governor representatives (2 primary, 1 secondary and 1 special school)

Name	Representing	Appointed by
13. Stella Fowler	Primary School Governor	Wiltshire Governors Association (WGA)
14. Ros Sutton	Primary School Governor	WGA
15. David Whewell	Secondary School Governor	WGA
16. Aileen Bates	Special School Governor	WGA

Two Early Years representatives are the only members allowed to vote on the funding formula.

Name	Representing	Appointed by
17. Lyssy Bolton	Early Years	Early Years Reference Group
18. Emma Osmund	Early Years	EYRG

Two other nominated service partner representatives (1 from the Diocese and 1 teacher representative) who both have one vote. These are the **20** voting members.

Name	Representing	Appointed by
19. John Hawkins	Teaching Association	
20. Giles Pugh	Salisbury Diocesan Board of Education	Salisbury Diocesan Board of Education

In addition to voting members, the following representatives will have **observer** status:

Name	Representing	Elected by
i. Jo Grenfell (Nikki Barnett sub)	Post-16 (Wiltshire College)	Wiltshire College
ii. Trudy Srawley	Wiltshire Parent Carer Council	Wiltshire Parent Carer Council
iii. Angela Brennan (Chair of WCFVSF)	Wiltshire Children and Families Voluntary Sector Forum	Wiltshire Children and Families Voluntary Sector Forum
iv. Ross Henning	Local Youth Network	Local Youth Network
v. Any ESFA representative could attend SF meetings	Education & Skills Funding Agency	ESFA

5. Proposals

5.1 That Wiltshire Schools Forum:

- a) Notes that the proportionality of the Forum has been reviewed and that no changes are recommended.
- b) Notes that no changes to the Terms of Reference (as agreed on 4 January 2023) are recommended.
- c) Notes the current Membership details of the Forum.
- d) Recommends that any vacancies for Schools Forum be appointed to as soon as possible.

6. Reason for Proposal

- 6.1 To ensure that all types of Wiltshire Schools are represented on Wiltshire Schools Forum and to ensure that the Forum complies with Department for Education (DfE) guidance and relevant legislation.

**(Helean Hughes and Richard Hanks)
(Co Directors – Education & Skills)**

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26 September 2023

Appendices

- 1 – Current agreed Terms of Reference for Schools Forum