

Constitution Sub Group

Minutes

1st March 2013

Present:

Mike Doyle
Lynne Kay
Joanne Murphy
David Kay
Maureen Morrissy
Malcolm Fullerton
Janet Coysh
Ann Macleod
John Porteous
David Mole

Julie Edwards
David Smith

Primary Governor
Primary Governor
Secondary Governor
Secondary Governor
Special Governor
Union Representative
Primary Headteacher
Nursery Headteacher
Secondary Headteacher
Academy Representative

Manager, Schools Finance Unit
Head of Finance – Childrens Services

Mike Doyle chaired the meeting.

1. Introduction

The group was provided with :-

- Constitution and Terms of Reference of Forum
- Current membership of Forum
- Pupil numbers by sector – October 2012
- Current Membership of Formula Review Group
- Current membership of Early Years sub group
- Schools Forum Regulations

2. Composition of Forum

Ratio of pupil numbers/members – The current pupil numbers mean that there should be an additional academy representative on the Schools Forum. The options facing the group were:-

- Increase the Forum by an additional member
- Keep the same number of members on the Forum and reduce from another sector

Pupil Referral Units – Following the delegation of budgets to Pupil Referral Units the regulations state an additional member should be added to the Forum to represent Pupil Referral Units.

The Group recommended that:-

- the Forum should increase the School membership as follows:-

10 Primary/ 8 Secondary / 2 Special / 1 Nursery / 2 Academies

- a pupil referral unit representative to be added to the Forum

- Mike Doyle to send a letter to the Management Committee of the Pupil Referral Unit requesting a nomination
- the constitution should state that in making appointments consideration should be given to a wider representation as possible, for example Primary/Secondary, HeadTeacher/Governor

3. Sub Groups

Discussion was around how many representatives on the sub group are also on the Forum as this should be maximised for consistency, accountability and feedback.

Issues that were discussed included:-

- Should Academies be represented separately on subgroups or as part of the other sectors
- Primary Heads Partnership and Secondary Heads Association do not distinguish between maintained schools and academies.
- Its not desirable to have 2 representatives from the same school on Forum or sub groups but they are elected by their own peers.

The Group recommended that:-

Formula Review Group –

- at least 2 out of the 3 Primary heads should be on the Forum
- at least 2 out of the 3 Secondary heads should be on the Forum
- both Governors should be on the Forum
- the remit of the Formula review group should be set out in the Forum constitution, ie Primary and Secondary Formula

Early Years Group–

- at least 2 out of the 3 Primary/Nursery heads should be on the Forum
- 1 of the 3 private providers should be on the Forum
- both Governors should be on the Forum
- the Primary Headteachers should have a Nursery class within school
- the playgroup/PVI rep should be combined

4. AOB

Changes in Constitution – DS noted that CEL and Prudential borrowing should be deleted from the terms of reference as they are now obsolete.

Attendance – members who are not attending should be written to – this includes sub groups.

Je to circulate minutes for the March Forum, and to look for a formal approval of the revised constitution at the April meeting