

**REPORT TO:** Schools Forum

**DATE:** 18 June 2013

**REPORTING OFFICER:** Ann McIntyre – Operational Director  
Childrens Organisation and Provision

**SUBJECT:** Membership Update and Draft Terms of Reference

## **1.0 PURPOSE OF THE REPORT**

- 1.1 To advise the Forum of the current membership, introduce new Members and elect a Chairperson.
- 1.2 To present the draft Terms of Reference for approval.

## **2.0 RECOMMENDATION: That Schools Forum**

1. Notes the current membership;
2. Elects a Chairperson for a two year period; and
3. Agrees that the draft Terms of Reference be approved and adopted.

## **3.0 SUPPORTING INFORMATION**

- 3.1 Two members terms of office came to an end in March 2013. Both representatives have been written to and thanked for their contribution to the School Forum.
- 3.2 In addition, an item has been placed in the schools circular requesting nominations for a primary community school representative and a VA primary school representative.
- 3.3 Jim Wilson, Chair of Governors at Saints Peter and Paul Catholic College has agreed to join the Forum as a secondary Governor Representative.
- 3.4 Mark Dennett the Chair of the PRU Management Committee will also join the Forum as the PRU representative.
- 3.5 Linda Bowles, Nursery Representative will retire at the end of the Academic year. Amanda Brown, Head at Warrington Road will replace Linda.
- 3.2 Nominations were sought prior to the meeting for the role of Chairperson (names will be provided at the meeting) and the Forum is requested to elect one person from the nominations to assume the role of Chairperson.

3.3 Terms of reference have been drafted for consideration at the meeting. The terms of reference are based on the School Forums (England) Regulations 2012.

#### **4.0 POLICY IMPLICATION**

4.1 The list of members along with the agreed terms of reference will be circulated to schools through the e-circular. An update on the membership will also be sent out to all Chairs of Governors. Forum members are reminded that their role is to represent their sector and report back following each meeting.

#### **5.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES**

##### **6.1 Children and Young People in Halton**

It is important that all sectors are appropriately represented through the School Forum.

##### **6.2 Employment, Learning and Skills in Halton**

N/A

##### **6.3 A Healthy Halton**

N/A

##### **6.4 A Safer Halton**

N/A

##### **6.5 Halton's Urban Renewal**

N/A

#### **6.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972**

<b>Document</b>	<b>Place of Inspection</b>	<b>Contact Officer</b>
The Schools Forums (England) Regulations 2012	Municipal Building	Ann Jones