

Southend-on-Sea Education Board

on
13th December 2022

Report prepared by:
Robert Harris, Ed. Board Clerk

Education Board – Review of Membership

1. Purpose of Report

- 1.1 To present the findings of a review of the membership and make-up of the Education Board (formerly referred to as The Schools Forum).

2. Recommendations

- 2.1 That the current membership and vacancies set out at Appendix 1, be noted.
- 2.2 That the Board provide their views on the proposed revised membership and make-up of the Education Board, set out at Appendix 2.

3. Background/Context

- 3.1 There continues to be one governor vacancy in the maintained primary sector which has now been vacant for several years despite advertising and promotion of the vacancy. There are two vacancies in the academy secondary sector. These vacancies have arisen as a result of one head teacher retirement and one governor standing down.
- 3.2 The Board at its 18th October requested that the membership and make-up of the Education Board was reviewed to ensure it was appropriately proportional across the various school sectors (i.e. maintained primary conversion to academy status).
- 3.3 A review has been carried out in line with the Education and Skills Funding Agency (ESFA) Schools Forum Operational and Good Practice Guide. There are some key points for the Board to note when determining its membership:
- There is no maximum or minimum size for a schools forum. However, care should be taken to keep to a reasonable size to ensure that it does not become unwieldy;
 - Schools forums must have ‘schools members’, academies members and ‘non-school members – schools and academies members together must number at least two thirds. (Currently the Board’s membership is 19 with 14 ‘schools members’).

- The balance between maintained primary, maintained secondary (none in Southend) and academies members must be broadly proportionate to the pupil numbers in each category;
- As a minimum there must be at least one representative of headteachers and one representative of governors among the schools members;
- Where there are one or more special schools the schools forum must have at least one schools member from that sector and the same provision applies to nursery schools and pupil referral units; and
- Non-school members may not number more than a third of the total membership. One representative of providers of 16-19 education and one person to represent early years providers from the private, voluntary and independent sector (PVI) must be appointed.

3.4 The below table sets out the number of schools in each sector and the number of pupils which has been used to calculate the proportionality.

Southend Mainstream Schools 2022/23

School Type	Maintained / Academy	Number of Schools	Numbers of Pupil on Roll *
Primary	Maintained	11	5,167
Primary	Academy	22	9,683
Primary total		33	14,850
Secondary	Academy	12	11,774
Grand Total		45	26,624

Numbers of Pupil on Roll * As at October 2021 Census

3.5 Based on the calculations for proportionality and applying across the above sectors the potential make-up of the Board would be:

Maintained Primary – $2.72 = 3$ members (currently 4)

Academy Primary – $5.09 = 5$ members (currently 4)

Secondary Academy – $5.31 = 6$ (currently 6)

3.6 Therefore there is potentially two changes to the membership in the maintained and academy primary representation.

3.7 The Secondary academy does not require any changes to the number of representatives. Therefore, no change to the number of representatives is proposed at this time.

3.8 In terms of headteacher/headteacher representative and school governors, where possible, the Board has provided a 50/50 split. Under the proposed revised membership (if agreed) the Board will need to consider how the representation would be split (i.e. maintained primary – 2 HTs and 1 Governor; 2 Governors and 1 HT, etc).

3.9 The Board has discretion in determining its total membership but it must ensure representation remains broadly proportionate to pupil numbers.

- 3.10 Once the Board has determined the membership the election and nomination of school members may be required, particularly if there are more representatives than places in the relevant sector.

4. Appendices

Appendix 1 – Current Membership and vacancies

Appendix 2 – Proposed new membership