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# Schools' Forum Task and Finish Group: Governance Review

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**Report being considered by:** Schools' Forum  
**Date of Meeting:** 14 July 2025  
**Report Author:** Graham Spellman  
**Item for:** Decision      **By:** All Forum Members

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## 1. Purpose of the Report

- 1.1 To provide an update from the first meeting of the Task and Finish Group set up to review the governance of the Schools' Forum including:
- Schools' Forum Constitution
  - Heads Funding Group Terms of Reference
  - Work Programme for both groups
  - Number of meetings and meeting format

## 2. Recommendations

- That the revised Constitution and Work Programme are brought to the Schools' Forum for consideration in October 2025 to allow more time for the review to take place.
- The current Constitution (as agreed in July 2024), membership and draft Work Programme 2025/26 remain in place until October 2025.

<b>Is the Schools' Forum required to make a decision as part of this report or subsequent versions due to be considered later in the meeting cycle?</b>	
Yes: <input checked="" type="checkbox"/>	No: <input type="checkbox"/>

## 3. Implications and Impact Assessment

Equalities Impact:	Impact			Commentary
	Positive	No Impact	Negative	

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<p><b>A</b> Are there any aspects of the proposed decision, including how it is delivered or accessed, that could impact on inequality?</p>		x		
<p><b>B</b> Will the proposed decision have an impact upon the lives of people with protected characteristics, including employees and service users?</p>		x		
<p><b>Data Impact:</b></p>		x		
<p><b>Consultation and Engagement:</b></p>	Neil Goddard, Trevor Keable, Paul Davey and Keith Harvey			

#### 4. Introduction/Background

- 4.1 At the Schools' Forum meeting held on 14th June 2025, it was agreed that a working group would be established to review the Constitution/Terms of Reference of both the Schools' Forum and the Heads' Funding Group (HFG), along with their work programmes, number of meetings, and reporting deadlines.
- 4.2 Forum members were invited to express their interest in joining the group by Thursday, 19th June. The working group is comprised of the following members:
- **Chair:** Graham Spellman
  - **Vice Chair:** Keith Harvey
  - Trevor Keable
  - Paul Davy
  - Neil Goddard

#### 5. Supporting Information

- 5.1 The first meeting of the Task and Finish Group took place on 26th June, during which initial discussions were held regarding the work programme, meeting format, and the Forum's decision-making and consultative roles.
- 5.2 Actions have been taken away by the group and it was acknowledged that additional time is required to complete the review thoroughly. A further meeting is scheduled for 22<sup>nd</sup> September, following which proposals will be brought to HFG and Schools' Forum for consideration at their October meeting.

#### 6. Proposals

- 6.1 The Schools' Forum agrees to postpone its decision on the Constitution, membership, and work programme for 2025/26 until its meeting in October 2025. It

is proposed that the current governance arrangements, including the Constitution (last agreed by the Forum in July 2024) and the draft Work Programme for 2025/26, remain in place until this time.

## **7. Appendices**

### **7.1 Draft Work Programme 2025/26**