

## **Schools Forum**

**24 June 2021**

### **Chair's Business – Conduct of Future Meetings**

This report relates to all schools forum representatives and is for discussion and approval

#### **Recommendation**

The Schools forum is recommended to:

1. Agree an approach to how future schools forum meetings should be conducted.

#### **1. Introduction**

- 1.1 With the outbreak on Covid-19 last year the schools forum operational and good practice guide was amended in March 2020 to allow for schools forum to be conducted remotely until March 2021.
- 1.2 In March 2021 the guide was again updated and paragraph 7 now states:  
  
“The School and Early Years Finance (England) Regulations 2021 amended The Schools Forums (England) (Coronavirus) (Amendment) Regulations 2020 to make permanent provisions to enable schools forums meetings to be held remotely. This includes (but is not limited to) telephone conferencing, video conferencing, live webcast, and live interactive streaming. Where a schools forum decides to hold a public meeting by remote means only, the forum should provide support or make alternative arrangements so that any interested parties who do not have telephone or online access can attend virtual meetings”
- 1.3 Paragraph 63 goes on to say:  
“Local authorities should ensure that their schools forum clerk's contact details are published on their website and that it is clear to interested parties how they can attend the meeting remotely”

- 1.4 Since June 2020 schools forum has been conducted using Microsoft Teams with a live stream of the meeting available on You Tube and is in line with how council meeting have been conducted.

## **2. Future Meetings**

- 2.1 This report seeks the view of schools forum members on how future meeting are conducted and will be supported by the Local Authority in line with schools forum wishes.
- 2.2 The options are:
- Continue with virtual meetings
  - Return to meetings being held in a venue in Warwick
  - A combination of the 2 options
- 2.3 Neighbouring authorities have been approached to see how they tend to conduct future meetings with the majority saying they will continue with virtual meetings with some saying they may have a face to face meeting once a year, for example, when elections take place for a Chair and Vice Chair.
- 2.4 If any future Schools forum meetings are held virtually we cannot continue to provide a live YouTube link as this is no longer supported by our IT Service and there is no budget to use an external organisation to facilitate this.
- 2.5 Therefore if a member of the public contacts the Clerk in advance of the meeting wanting to attend we will send them a Teams invite or a link to join by phone. If this is not suitable then we will provide a link either in Shire Hall or at their nearest library.
- 2.6 It is worth noting that a member of the public has not attended a schools forum meeting in the last 4 years and possibly much longer.
- 2.7 If any meetings are conducted on Microsoft Teams these will recorded it order to assist with producing the voting and actions summary of the meeting.

**Phil Johnson and Nicci Burton**

Chair and Vice Chair of Schools Forum