

Committee:	Schools Forum
Meeting Date:	13 January 2022
Title:	Term of Office Chair and Vice Chair
Author:	Adrian Orr
Decision making / consultative / information:	Decision
Who can vote?	All forum members

What is the Forum being asked to decide?

1. To agree that the term of office for the chair and vice chair of schools forum should be 2 years.

Reason for recommendation

2. Historically schools forum has elected a new chair every January with a 1 year term of office. This has applied to the vice chair as well. This paper proposes that the term of office for these roles should be extended to 2 years for the reasons set out below.
3. The statutory guidance and regulation for schools forum does not specify a term of office for the chair and the vice chair. The guidance states that forum should decide upon the term of office for these roles. The chair and vice chair are significant roles that carry important responsibilities. The role of the chair is particularly complex, involving assimilating and summarising the information set before forum and then ensuring that all views are heard in forum's decision making, whilst keeping the meeting to time. It is an enabling role to enhance the effectiveness of the forum. A 2 year term of office would provide increased consistency and stability.

Alternative options

4. An alternative option would be to retain the current practice of electing the chair and vice chair on an annual basis. Regulation suggests that forum should give careful consideration to a term of office longer than 2 years. A review of a number of other forums found a mix of 1 and 2 year arrangements but none longer than 2 years. This is why a longer term of office is not being proposed.

Who will be affected by this decision?

5. Suffolk Schools Forum

Main body of the Report

6. Under the Regulations, if the position of chair falls vacant the schools forum must decide how long the term of office of the next chair will be. This can be for any period, but the schools forum should consider carefully whether a period exceeding two years is sensible. This paper proposes that a period of 2 years is agreed by forum to bring stability and continuity to the roles of the chair and vice chair.
7. Forum is asked to vote on the proposal that the term of office for the chair and the vice chair is extended to 2 years from the current arrangements of 1 year.