



Haringey Council

The Children and Young People's Service

Report to Haringey Schools Forum 13/05/10

**Agenda Item
12**

Report Status

For information/note
For consultation & views
For decision

Report Title: Schools Forum Appraisal

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Purpose: To provide feedback on members' questionnaire distributed at last Forum meeting.

Recommendations: Forum members note content

1. Background and Introduction.

At their last meeting a questionnaire was distributed to all School Forum Members' requesting their feedback on the various questions set out below.

This report summarises the outcome and the comments received. In total 11 responses were received from 20 Members.

2. Questionnaire Analysis

The first question was concerned with whether the Agenda papers arrived in good time and served their purpose of informing Forum Members sufficiently to enable informed decisions to be taken?

The general response to this was that they did arrive on time and allowed proper consideration, it was felt papers were now more accessible than they

used to be. Although the hard copies sometimes arrived later than expected the electronic copies were emailed on time.

One respondent felt that the papers had come through the morning of the meeting emailed and the number of papers dissuaded them from printing it.

Question two asked whether the Forum concentrated on making key decisions and discussing matters that were truly the Forum's responsibility as opposed to discussing other issues or matters of detail?

The feedback to this was very positive, with the following comments being received from members, "they are pretty good", "we stick to the point" and "very well chaired, kept the focus" one negative response was received although it did not provide further detail on the concerns.

Question three asked if the Council officers attending the meeting have an opportunity to openly discuss current and likely future major issues with the Forum?

There was a unanimous 'yes' to this question.

Question four considered how the Forum works as a team on the issues before them?

The positive responses ranged from "We work well and keep to task", "quite well given some different interest", "effectively" and "very well, extremely good at reaching a consensus" but on a slightly less positive note "it was felt that many members make no contributions to any discussions".

Question five asked if meetings were too long or too short and if there was sufficient time made available to discuss issues?

Most members felt that 2 hours was the right amount of time for the meeting; however some issues needed to be time bound to assist with the pace of the meeting. The Meetings were felt to be well chaired therefore timings were good. One person felt they were too long, with too much content.

Question six sought views on how future meetings could be more effective.

Highlighting the "to note" and "FYI" and "Discussion" analysis was one suggestion received. To ensure Agenda meets needs of all the representatives and for people to introduce themselves before speaking was another. A final observation received was for people to speak up – too quiet.

Members generally felt that no further training was required for Forum Members; this was in response to question seven which asked members to identify any training needs arising from the meeting(s).

Question eight asked if the meeting was well chaired and the response was yes – very well chaired.

There was also an opportunity for other issues to be raised however none were.

3. Conclusions

Most Members seem happy with the Forum arrangements and no fundamental concerns were raised. However the Forum should continue to keep under review with a further questionnaire at relevant times.