



SCHOOLS FORUM MEETING MINUTES

HELD ON 16th June 2021

8.30am

Microsoft Teams meeting

| Position | Attendee | 22 October 2020 | 10 December 2020 | 14 January 2021 | 10 February 2021 | 16 June 2021 |
|--------------------------------------|---|-----------------------|------------------------|-----------------------|------------------------|--------------------|
| Chairing the meeting | | | | | | |
| Chair | Brian Peacock / Diane Atkinson | ✓ | ✓ | A | ✓ | A |
| Vice Chair | Diane Atkinson / Michelle Smith | ✓ | A | ✓ | ✓ | ✓ |
| | | | | | | |
| 18 School Members | Appointed Members | | | | | |
| 8 Maintained School reps: | | | | | | |
| Maintained Secondary Head | Peter Tite | ✓ | ✓ | ✓ | ✓ | ✓ |
| Maintained Primary Head | Rob Andrew | | A | ✓ | ✓ | ✓ |
| Maintained Primary Head | Susan Aldred | ✓ | ✓ | ✓ | ✓ | ✓ |
| Maintained Primary Head | Michelle Smith | ✓ | A | ✓ | ✓ | ✓ |
| Maintained Primary Head | Carolyn Morris | ✓ | A | ✓ | ✓ | ✓ |
| Maintained Primary Head | Vicky Brown | | ✓ | ✓ | A | ✓ |
| Maintained Special Head | Rick Robinson | ✓ | ✓ | | ✓ | ✓ |
| Maintained Infant School Head | Gillian Crompton | ✓ | ✓ | A | ✓ | ✓ |
| Maintained PRU Head | Vicki Michael | R | ✓ | ✓ | ✓ | ✓ |
| 2 Free School reps: | | | | | | |
| Free School Head | Claire Gammon | A | A | A | A | A |
| Alt' Provision Free School Head | Gary Holding | ✓ | ✓ | ✓ | ✓ | ✓ |
| 4 Academy reps: | | | | | | |
| Secondary Academy Head | Dean Logan | | ✓ | ✓ | ✓ | ✓ |
| Secondary Academy Head | Diane Atkinson | ✓ | ✓ | A | ✓ | A |
| Primary Academy Head | Donna Simpson | A | ✓ | A | A | |
| Special Academy Head | Jen Ashworth | ✓ | | | ✓ | ✓ |
| 4 Governors: | | | | | | |
| Secondary Governor | Gillian Yates | A | ✓ | ✓ | | |
| Primary Governor | Brian Peacock / Vacant | | | | | |
| Primary Governor | Pauline Lovick | ✓ | ✓ | ✓ | ✓ | ✓ |
| Primary Governor | Helen Holden | ✓ | ✓ | ✓ | ✓ | A |
| 4 Non-school members: | | | | | | |
| Teacher Unions | Simon Jones | ✓ | ✓ | ✓ | ✓ | ✓ |
| Non-Teaching Unions | Paul Crewe | ✓ | ✓ | ✓ | ✓ | ✓ |
| Post 16 FE College | Fazal Dad / Elissa Best | ✓✓ | ✓✓ | ✓ / A | ✓ / A | A/✓ |
| Early Years Provider | Tracy Ellett | | | | | |
| Schools Forum Members present | | 15 | 16 | 15 | 17 | |
| <i>Quorate 40% of filled posts</i> | | <i>8</i> | <i>8</i> | <i>8</i> | <i>8</i> | <i>8</i> |
| | | | | | | |
| In Attendance | | | | | | |
| LA Officers | Jenny Hackett | ✓ | ✓ | ✓ | ✓ | ✓ |
| LA Officers | Kirsten Reid | ✓ | ✓ | ✓ | ✓ | ✓ |
| LA Officers | Jayne Ivory / Carol Grimshaw / Alison Ashworth- Taylor | | | ✓ | | |
| LA Officers | Jo Siddle | ✓ | ✓ | ✓ | ✓ | ✓ |
| LA Officers | Simon Ross | ✓ | ✓ | ✓ | | |
| LA Officers | Safiyya Mulla | ✓ | ✓ | ✓ | ✓ | ✓ |
| Council Members | CLlr Julie Gunn | | | | | |
| LA Officers | Corrine McMillan | | | | | |
| Total | | 5 | 5 | 6 | 4 | |

1. Welcome and introductions

In the absence of the Chair, Michelle Smith (Vice Chair) chaired the meeting and welcomed everyone.

Apologies were received from Diane Atkinson (Chair), Claire Gammon, Helen Holden and Fazal Dad.

2. Minutes from the previous meeting

It was agreed that the minutes from 11th February 2021 be accepted as a true and accurate record of the meeting.

3. Matters arising

JS reminded members to discuss at the School Improvement Board meetings with the SIG leads on funding.

4. Vacancies for 2021/22 academic year

JH explained that we are still short of governor reps. JH has mentioned in governor training. Andrew will mention in governing body meetings. It would be good to have a governor rep for each school. JH also mentioned that Diane will be standing down as Chair from September so a new Chair will need to be elected. Michelle Smith agreed to be Chair. Rob Andrew agreed to be Vice Chair.

5. Use of de-delegated funds 2020/2021

The three areas where the de-delegated funds were spent are; Free School Meals, Trade Union Facility Time and Maternity Reimbursement.

For free school meals, a contribution is made to the Revenue and Benefits team; there is no overspend.

For trade union, there is a small underspend as we have a bit in that pot.

For maternity reimbursement, it was forecasted for it to be an overspend; we have de-delegated more in the next financial year.

JS asked if academies contribute to the trade union facility time. JH responded that all academies have been invoiced. SJ mentioned that the Aldridge school have finally agreed to pay in. KR explained that all the academies schools are in apart from Witton Park. DL responded that he wasn't aware of this and will look into it. DL mentioned facilities time will be paid and continue. SJ will let Claire Ward know. KR will invoice the school

6. Schools out-turn position 2020/21

JH explained that in February it was discussed to waive the clawback policy if primary schools have more than 12% and secondary schools have more than 10% clawback. We still need to publish the clawback levels. It would have been 1.4 million if we had not waived that policy.

PL mentioned that she hadn't reported from six SIG schools. JH responded that we haven't asked the schools however Alison and Jo have expressed an interest of how much SIG money is out there.

7. DSG out-turn position 2020/21

JH explained that aside from the school balances and forecast of where we would be, there has been various ups and downs with an overspend of £165k.

In the schools block, the big question was the maternity reimbursement.

In central services block, a contribution was made to the admissions team, there were some vacancy savings in the team that's where the underspend was in that block.

In the high needs block, we know where the pressures were. We overspent for independent special schools due to cost of provision going up. The SEN funding wasn't spent much due to Covid. The Early Years' fund this is purely based on demand. The take up of early years places were a lot of lower. The DfE clawback the Early Years' funding if there is a drop.

8. DSG Budget Monitoring 2021/2022

JH explained that the forecast for high needs was increased and before the year started the contingency funding was taken out. We still have the pot for SEN emergency funding. We are already in overspend in some areas and end of May we are already seeing pressures. Probably by September we will see numbers shooting up. There is a high needs consultation this year, probably this term.

9. Any Other Business

On behalf of the School Forum, we would like to thank Jenny for everything she has done for the School Forum and wish her all the best in her new post. JH thanked the School Forum and stated she has really enjoyed working with the School Forum and a candidate has been appointed for her post but subject to references. Good luck Jenny!

10. Dates for future meetings

13th October 2021
8th December 2021
12th January 2022
9th February 2022