

<b>Time</b>	4.00 pm	<b>Public Meeting?</b>	YES	<b>Type of meeting</b>	Partnership Boards
<b>Venue</b>	MS Teams				

## Membership

Karen Preston (Chair)	Academies Sector Representative
Stephen Smith (Vice Chair)	Primary Sector Governor Representative
Daryl Asbury	Academies Sector Representative
Kirsty Banks	Academies Sector Representative
Rachael Brown	Pupil Referral Unit Headteacher Representative
Ian Browne	16 - 19 Education Representative
Linda Campbell	Nursery Sector Governors Substitute
Kate Charles	Primary Sector Substitute
Amarjit Cheema	Academies Sector Substitute
Louisa Craig	Academies Sector Representative
Ben Davis	Academies Sector Representative
Lorraine Dawney	Special School Sector Substitute
Gary Gentle	Diocesan Representative Substitute
Trisha James	Primary Sector Governor Representative
Susan Lacey	Nursery Sector Head Teacher Representative
Carroll McNally	Non-School Member Diocesan Schools Representative
Stuart Playford	Pupil Referral Unit Substitute
Bhaksho Raj	Academies Sector Representative
Zoe Rollinson	Primary Sector Headteacher Representative
Andrea Stephens	Secondary Sector Headteacher Substitute
Graham Tate	Academies Sector Representative
Lisa Thompson	Diocesan Schools Representative
Lucia Jayne Turner	Nursery Sector Governor Representative
Samantha Walker	Primary Sector Headteacher Representative
Lisa-Anne Westwood	Academies Sector Representative
Sarah Whittington	Special School Sector Head Teacher Representative
Phil Williams	Academies Sector Representative

## Observer Status

Emma Bennett	Executive Director of Families
Bill Hague	Head of School Business and Support Services
Councillor Dr Michael Hardacre	Cabinet Member for Education, Skills and Work

## Information for the Public

If you have any queries about this meeting, please contact:

<b>Contact</b>	Shelley Humphries
<b>Tel/Email</b>	01902 554070 shelley.humphries@wolverhampton.gov.uk

Copies of other agendas and reports are available from:

**Website** <http://wolverhampton.cmis.uk.com/decisionmaking>

**Email** [democratic.support@wolverhampton.gov.uk](mailto:democratic.support@wolverhampton.gov.uk)

**Tel** 01902 555043

Please take note of the protocol for filming, recording, and use of social media in meetings, copies of which are displayed in the meeting room.

Some items are discussed in private because of their confidential or commercial nature. These reports are not available to the public.

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# Agenda

## Part 1 – items open to the press and public

- | <i>Item No.</i> | <i>Title</i>   |
|-----------------|--|
| 1               | <b>Welcome and Introductions</b>   |
| 2               | <b>Apologies</b>   |
| 3               | <b>Declaration of Interest or Confidentiality</b>  |
| 4               | <b>Minutes of the Previous Meeting - 9 December 2021</b> (Pages 1 - 4)<br>[To approve the minutes of 9 December 2021 as a correct record.] |
| 5               | <b>Matters Arising</b><br>[To consider any matters arising from the minutes of the meeting held on 9 December 2021.]                       |
| 6               | <b>Schools' Forum Membership 2021- 2022 Update</b> (Pages 5 - 8)<br>[To receive an update on current Schools' Forum Membership.]           |
| 7               | <b>Schools' Forum Forward Plan 2021 - 2022</b> (Pages 9 - 10)<br>[To note the Schools' Forum Forward Plan 2021 - 2022.]                    |

### ITEMS FOR DISCUSSION OR DECISION

- |    |   |
|----|---|
| 8  | <b>Dedicated Schools Grant and School Funding 2022 - 2023 - To follow</b><br>[To endorse the proposals for the national funding formula and DSG settlements.] |
| 9  | <b>Early Years - Options for Future Use of Underspend</b><br>[To receive a presentation outlining future use of Early Years underspend.]                      |
| 10 | <b>Budget Monitoring Update</b><br>[To receive a verbal update on budget monitoring.]   |
| 11 | <b>High Needs Sub-Group Update</b><br>[To receive an update from the Chair of the High Needs Sub-Group.]  |
| 12 | <b>Any Other Business</b>   |
| 13 | <b>Dates for future meetings</b><br>17 February 2022  |

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<p>CITY OF <b>WOLVERHAMPTON</b> COUNCIL</p>	<h2 style="margin: 0;">Schools' Forum</h2> <h3 style="margin: 0;">Minutes - 9 December 2021</h3>
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## Attendance

### Members of the Schools' Forum

Karen Preston (Chair)	Academies Sector Representative
Daryl Asbury	Academies Sector Representative
Rachael Brown	Pupil Referral Unit Headteacher Representative
Linda Campbell	Nursery Sector Governors Substitute
Louisa Craig	Academies Sector Representative
Susan Lacey	Nursery Sector Head Teacher Representative
Bhaksho Raj	Academies Sector Representative
Andrea Stephens	Secondary Sector Headteacher Substitute
Lisa-Anne Westwood	Academies Sector Representative
Sarah Whittington	Special School Sector Head Teacher Representative
Phil Williams	Academies Sector Representative

### Observer Status

Bill Hague	Head of School Business and Support Services
Councillor Dr Michael Hardacre	Cabinet Member for Education, Skills and Work

### In Attendance

James Barlow	Finance Business Partner
Shelley Humphries	Democratic Services Officer
David Kirby	Service Manager - School Organisation and Support
Terry Shaw	Finance Manager
John Wood	Lead Commissioner for SEND

## Part 1 – items open to the press and public

*Item No.*    *Title*

- 1        **Welcome and Introductions**
  
- 2        **Apologies**  
 Apologies were received from members Stephen Smith, Ben Davis, Gary Gentle and Lucia Jayne Turner.  
  
 Apologies were also received from Emma Bennett.

3 **Declaration of Interest or Confidentiality**

There were not declarations of interest or confidentiality.

4 **Minutes of the Previous Meeting - 30 September 2021**

Resolved:

That the minutes of the meeting of 3 September 2021 be approved as a correct record.

5 **Matters Arising**

There were no matters arising from the minutes of the previous meeting.

6 **Schools' Forum Membership 2021- 2022 Update**

Bill Hague, Head of School Business and Support Services presented the Schools' Forum Membership 2021- 2022 Update and highlighted that the membership had remained stable although a few vacancies remained. It was noted that extra effort was going into filling the special school governor vacancies and a PRU substitute would need to be identified however, work was ongoing to fill these.

Resolved:

That the Schools' Forum Membership 2021- 2022 Update be received.

7 **Schools' Forum Forward Plan 2021 - 2022**

Bill Hague, Head of School Business and Support Services presented the Schools' Forum Forward Plan 2021 – 2022 and highlighted future agenda items.

Schools' Forum members were invited to suggest any items they wished to receive at future meetings by contacting either Bill Hague, Head of School Business and Support Services or Shelley Humphries, Democratic Services Officer.

Resolved:

That the Schools' Forum Forward Plan 2020 – 2021 be noted.

8 **Growth Fund Update**

Dave Kirby, Service Manager School Organisation and Support presented the Growth Fund Update report and highlighted salient points. The report provided an update on the deployment of the 2020–2021 Financial Year Growth Fund payment and outlines estimated Growth Fund allocations in 2021-2022 and 2022-2023 Financial Year. It was outlined what the fund could be utilised for and provided example for the deployment process.

Resolved:

1. That the 2020 - 2021 Growth Fund allocations be noted.
2. That the estimated 2021 - 2022 Growth Fund allocations be noted.
3. That the potential 2022 - 2023 Growth Fund allocation be noted.
4. That the anticipated demand for both the Primary and Secondary estates and the need for future Growth Funds to support both phases be noted.

9 **2022-2023 National Funding Formula Provisional Allocations and Authority Proforma Tool**

Terry Shaw, Finance Manager presented the 2022-2023 National Funding Formula Provisional Allocations and Authority Proforma Tool report and highlighted key points. The report outlined the National Funding Formula Provisional Allocations for the Schools Block, the High Needs Block and the Central Schools and Services Block for the 2022-2023 Dedicated Schools Grant (DSG) which had been published by the Department for Education (DfE) in July 2021.

It was noted that the Early Years Block Provisional Allocation was expected to be published by the Department for Education in early December 2021 and a report would be received by Schools' Forum in February 2022 detailing the proposed budget for approval.

The report provided Schools' Forum with indicative allocations for Schools Block, High Needs Block and Central Schools and Services Block (CSSB) as well as setting out the process for setting budgets funded by the DSG in 2022-2023.

An update on the growth fund outlined that the estimated required budget for 2022 – 2023 was £2.4 million and that the Council would be advised of the actual allocation in December 2021. This would be brought before Schools' Forum for discussion in January 2022.

A query was raised around deprivation rates for maintained nurseries in preparation for budget setting over the Christmas period. It was confirmed that a response would be sent directly to the representative making the enquiry.

Resolved:

1. That the indicative allocations and the process for setting budgets funded by the DSG in 2022-2023.
2. That a report outlining the Early Years Block Provisional Allocation would be included at the February 2022 Schools' Forum meeting.
3. That an update on the Growth Fund allocation would be included at the January 2022 Schools' Forum meeting.

#### 10 **Commissioning of High Needs Places for September 2022**

John Wood, Lead Commissioner for SEND presented the Commissioning of High Needs Places for September 2022 report and highlighted key points. The report provided an update on the commissioning of high needs places the academic year 2022-2023 and beyond. It also set out the commissioning process and rationale for agreeing high needs places.

It was reported that there had been a consultation on high needs place numbers with settings across the City and that the feedback from this had been used to inform any changes in commissioned places. It was also explained that the meetings with providers were intended to be the start of an ongoing dialogue between Commissioning, providers and SENSTART and to inform the development of the commissioning plan for high needs and special educational needs and / or disabilities (SEND) places. The report also outlined the refreshed approach to place planning.

The changes agreed with providers were explained, in particular, it was confirmed that the 76 places held by Juniper Training were mainly for other local authorities. This was because Wolverhampton was the host provider and needed to report all places held.

In response to a query around when schools would receive the final place allocations in order to plan ahead, it was confirmed that the work to determine future place requirements was substantial and could not be concluded in time to set budgets for 2022-2023 but that the aim was to confirm the number of places in the next 6-8 weeks and where practicable to make changes to funding. John Wood was also extended an invitation to join the High Needs Subgroup meetings.

The Chair extended thanks for the work undertaken and for the informative report.

Resolved:

1. That Schools' Forum note the high needs places already agreed and reported to the Education and Skills Funding Agency (ESFA).
2. That Schools' Forum note the work underway to complete the consultation on places for September 2022 which is due January 2022.
3. That a further update be provided once the consultation is complete.
4. That John Wood, Lead Commissioner for SEND be invited to attend High Needs Sub-Group meetings.

11 **Early Years - Options for Future Use of Underspend**

Resolved:

That the item be deferred to 20 January 2022.

12 **High Needs Sub-Group Update**

It was reported that no meeting of the High Needs Sub-Group had taken place since the last meeting of Schools' Forum due to changes in personnel. The Chair had been in discussion with officers to confirm new roles and membership of the Sub-Group and an update would likely be available in the new year.

Resolved:

That the High Needs Sub-Group Update be noted.

13 **Any Other Business**

Councillor Dr Michael Hardacre wished to record his thanks to all school colleagues for their hard work and support during another difficult year.

The Chair echoed this sentiment and requested that a formal communication to be forwarded on behalf of Schools' Forum to all school staff for their efforts.

The Chair wished all a Merry Christmas and closed the meeting at 16:42.

Resolved:

That a formal communication to be forwarded on behalf of Schools' Forum to all school staff in thanks for their hard work.

14 **Dates for future meetings**

- 20 January 2022
- 17 February 2022



# Schools' Forum Membership

Last updated: Dec 2021

Primary sector						
Headteacher / Representatives	Nominated	Term ends	Governors	Elected	Term ends	Notes
Samantha Walker (Wodensfield Primary School)	01.02.19	Sep 22	<b>Stephen Smith (Vice Chair)</b> (Warstones Primary School)	09.09.20	Sep 23	4 representatives of maintained <b>Primary</b> Schools, of which at least 1 must be governors.
Zoe Rollinson (Lanesfield Primary School)	24.03.18	Sep 24	Trisha James (Dovecotes Primary School)	01.09.20	Sep 23	
<b>Substitute</b>			<b>Substitute</b>			
Kate Charles (Stow Lawn Primary School)	16.09.19	Sep 22	<b>Vacancy</b>			

Secondary sector						
Headteacher / Representatives	Nominated	Term ends				Notes
Andrea Stephens (Headteacher – Colton Hills Schools)	17.02.2021	Sep 24				1 Representative of maintained <b>Secondary</b> Schools.
<b>Substitute</b>						
<b>Vacancy</b>						

Nursery sector						
Headteacher / Representatives	Nominated	Term ends	Governors	Elected	Term ends	Notes
Susan Lacey (Ashmore Park Nursery School)	03.09.20	Sep 23	Lucia Jayne Turner (Windsor Nursery)	01.09.20	Sep 23	2 Representatives.
<b>Substitutes</b>			<b>Substitute</b>			
<b>Vacancy - TBC</b>			Linda Campbell (Low Hill Nursery School)	13.11.20	Sep 23	

# Schools' Forum Membership

Last updated: Dec 2021

Special school sector						
Headteacher / Representatives	Nominated	Term ends	Governors	Elected	Term ends	Notes
Sarah Whittington (Tettenhall Wood School)	10.03.18	Sep 24	Vacancy			2 Representatives: 1 Headteacher 1 Governor.
<b>Substitute</b>			<b>Substitute</b>			
Lorraine Dawney (Green Park School)	22.10.20	Sep 23	Vacancy			

Pupil Referral Unit				Notes
Headteacher / Representatives	Nominated	Term ends		
Rachael Brown (Executive Headteacher – Lawnswood Campus)	06.02.20	Sep 23		1 representative
<b>Substitute</b>				
Stuart Playford (Lawnswood Campus)	07.02.20	Sep 23		

Academies Sector				
Representatives	Nominated	Term ends		Notes
Darryl Asbury (Executive Headteacher - Perry Hall MAT)	18.11.19	Sep 22		10 representatives Co-ordinated by ConnectEd.  *(Upon conversion)
Louisa Craig (St Francis and St Clare Catholic MAC)	11.10.18	Sep 24		
Ben Davis Headteacher (St. Martin's MAT)	11.10.18	Sep 24		
Lisa Westwood (Headteacher – Villiers Primary)	24.02.20	Sep 23		
<b>Vacancy</b>				
<b>Karen Preston (Chair)</b> (Governing Board Member, Woodfield Primary)	14.11.18	Sep 24		
Bhaksho Raj (St Francis & St Clare Catholic MAC)	26.09.19	Sep 22		

# Schools' Forum Membership

Last updated: Dec 2021

<b>Academies Sector</b>			
<b>Representatives</b>	<b>Nominated</b>	<b>Term ends</b>	
Graham Tate (Highfields)	01.10.20	Sep 23	
Phil Williams (CLPT)	11.10.18	Sep 24	
Kirsty Banks (St. Stephen's C of E Primary School)	14.11.18	Sep 24	
<b>Substitutes</b>			
<b>Vacancy</b>			
Amarjit Cheema (CEO - Perry Hall MAT)	10.09.20	Sep 23	
<b>Vacancy</b>			
<b>Vacancy</b>			

## Non School Members

<b>Sector</b>	<b>Representative</b>	<b>Nominated</b>	<b>Term ends</b>	<b>Notes</b>
Diocesan Schools (x2)	Carroll McNally (Holy Trinity Catholic)	15.09.20	Sep 23	Membership: 4 representatives.  Each of the sectors to nominate representatives.
	Lisa Thompson (St Andrews C of E Primary School)	25.02.21	Sep 24	
	<b>Substitutes</b>			
	Gary Gentle (Bilston CE)	01.09.20	Sep 23	
	<b>Vacancy</b>			
Early Years (PVI Sector)	<b>Vacancy</b>			
16 -19 Education	Ian Browne	13.09.20	Sep 23	

## Observer Status Members

<b>LA Role</b>	<b>Representative</b>	<b>Notes</b>
Cabinet Member for Education, Skills and Work	Councillor Dr Michael Hardacre	
Executive Director of Families	Emma Bennett	
Head of School Business and Support Services	Bill Hague	
<b>Clerk to the Forum</b>	<b>Democratic Services Officer</b>	<b>Contact</b>
Democratic Services Officer	Shelley Humphries	email: <a href="mailto:shelley.humphries@wolverhampton.gov.uk">shelley.humphries@wolverhampton.gov.uk</a> Tel: 01902 554070

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City of Wolverhampton Council

## **SCHOOLS' FORUM**

<b>Date</b>	20 January 2022
<b>Report title</b>	Schools' Forum – Forward Plan 2021-2022
<b>Contact Officer</b>	Bill Hague, Head of School Business and Support Services
<b>Telephone number</b>	01902 555100

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### **Summary**

This report outlines the Forward Plan for Schools' Forum for 2021-2022.

It is good practice to have a forward plan to ensure that Forum members are aware of the schedule of reports that need to be considered and decisions made.

### **Decision**

Members of the Schools' Forum are asked to note and comment on the Forward Plan.

<b>Wolverhampton Schools' Forum Forward Plan 2021 - 2022</b>		
<b>Date of Meeting</b>	<b>Item Type</b>	<b>Responsible Officer</b>
<b>20 January 2022</b>		
Dedicated Schools Grant and School Funding 2022 - 2023	Decision item	James Barlow / Terry Shaw
Early Years – Options for Future Use of Underspend	Decision Item	Bill Hague / Phil Leivers
Budget Monitoring Update Report	Information item	James Barlow
<b>24 February 2022</b>		
High Needs Block Funding 2022	Approval Item	James Barlow / Terry Shaw
Early Years Block Funding 2022	Approval Item	James Barlow / Terry Shaw
Central Services Block Funding 2022	Approval Item	James Barlow / Terry Shaw
Schools Block Funding 2022	Approval Item	James Barlow / Terry Shaw