

Schools Forum

Minutes of meeting held on Wednesday 19 September, 2018 at 4.00 p.m. at Pelsall Educational Development Centre (EDC), Pelsall Lane, WS4

Present:- Mr. M. Vlahakis (Chair)
 Dr. A. Bruton (Vice Chair)
 Mrs M. Sheehy
 Mrs J. Garratt
 Mr. S. Davies
 Mrs N. Boyes
 Mr. A. Seager
 Mr. L. Baker
 Mr. R. Beech
 Mrs C. Fraser
 Mrs M. Turley
 Ms L. Foster
 Mr. M. Fox
 Mr. F. Hodgkinson
 Mr. B. Powell
 Ms J. Thompson
 Mr. S. Pritchard-Jones
 Mr. R. Bragger

In Attendance:- Mrs C. Beirne – Head of Educational Standards and Improvement
 Mr. L. Haynes – Senior Finance Manager
 Mrs D. Morris, Schools & Early Years Finance Manager
 Ms H. Baxter – Apprenticeship Programme Lead
 Mr. B. Percival – Sport & Leisure Manager
 Mr. S. Hollins, Music Education Manager, Forest Arts
 Mrs B. Mycock – Clerk to Schools Forum

		Action
1. 19.09.18	<p>Election of Chairman and Vice-Chairman</p> <p>Resolved</p> <p>That Mr. M. Vlahakis be appointed Chairman of the Forum for a period of twelve months.</p> <p>Mr. Vlahakis in the Chair</p>	
2. 19.09.18	<p>Election of Vice Chairman</p> <p>Resolved</p> <p>That Dr. A. Bruton be appointed Vice-Chairman of the Forum for a period of twelve months.</p>	

<p>3. 19.09.18</p>	<p>Apologies</p> <p>Apologies for non-attendance were submitted on behalf of Mrs C. Draper, Mr. K. Whittlestone, Mr. A. Beason, Mr. I. Baker, Mr. A. Orlik, Councillor Towe, Mrs S. Rowe and Mrs A. Birch.</p> <p>The Chair expressed disappointment regarding the regular non-attendance of the Executive Director for Childrens' Services and of the respective Portfolio Holder. Mrs Beirne reported that Ms. A. Birch, Assistance Director had hoped to attend but she had had to tend her apology as she was unwell.</p>	<p>Chair to speak with Executive Director</p>
<p>4. 19.09.18</p>	<p>Minutes – 26 June, 2018</p> <p>That the minutes of the meeting held on 6 March, 2018, a copy having been previously circulated to each Member of Schools Forum, be approved and signed as a true record, subject to Ms L. Foster having been omitted from the attendance list and that Mrs T. Coles had resigned before the meeting date and therefore had not submitted apologies.</p>	
<p>5. 19.09.18</p>	<p>Matters Arising from the Minutes of 26 June, 2018</p> <p>Page 2 – Matters Arising. Clerk to ensure an action sheet be provided to members following each meeting.</p> <p>Page 3 – Review of Schools Forum Membership. The Chair welcomed the following new Members to Schools Forum:-</p> <ul style="list-style-type: none"> • Mrs J. Thompson, Principal of Phoenix Academy appointed as representative of a Special Academy; • Mr. M. Moody, representative from Windsor Academy Trust (Goldsmith and Rivers) appointed as Primary Academy representative • Mrs N. Boyes, Head Teacher from Lodge Farm Primary School appointed as Primary Academy representative by PNS • Mrs M. Turley, Head Teacher from Ogle Hay Nursery appointed as the Nursery Head representative <p>Page 4 – Forward Plan – Mr. K. Haynes confirmed he had provided the de-delegation information to schools.</p>	<p>Clerk to provide action sheet following each meeting.</p>
<p>6. 19.09.18</p>	<p>Late Items (urgent) to be introduced by the Chairman</p> <p>There were no late items.</p>	
<p>7. 19.09.18</p>	<p>Local Government (Access to Information) Act, 1985 (as amended)</p> <p>The Forum was advised there were no items for consideration in private session.</p>	

<p>8. 19.09.18</p>	<p>Application for Continuation of Music Funding 2019/20</p> <p>The report of the Manager of the Forest Arts Centre & Walsall Music Education Hub was submitted.</p> <p>(see annexed)</p> <p>Mr. B. Percival, Sport & Leisure Manager and Mr. S. Hollins, Music Education Manager from Forest Arts were in attendance and the Chair enquired if members had any queries or comments they wished to raise in relation to the report.</p> <p>The Senior Finance Manager clarified that should members be minded to approve the funding request, there would be no impact upon individual school budgets.</p> <p>Members raised a number of queries, which included whether there were plans to increase prices in the near future and whether there were future plans to close the centre following its transfer to Walsall College.</p> <p>In response, officers confirmed the last price review in line with comparable facilities had come into effect January 2017; there was no knowledge of the centre closing in the near future and that although the centre had been transferred to Walsall College, clauses dictated that it could not be sold.</p> <p>Resolved (unanimous)</p> <p>That Schools Forum funding of £38,000 to Forests Arts Centre in 2019/20 in line with previous years be approved.</p>	<p>To note</p>
<p>9. 19.09.18</p>	<p>Apprenticeship Levy Annual Report</p> <p>The report of the Apprenticeship Programme Lead had been emailed to all members and copies available at the meeting.</p> <p>(see annexed)</p> <p>Ms H. Baxter, the Apprenticeship Programme Lead, apologised for the lateness of the report due to its last minute approval prior to its launch. Ms Baxter reported that Walsall was the leading school nationally, hitting its 2.4% target and she thanked everyone concerned. Members expressed their thanks and appreciation to Ms Baxter for the quality of the document and for the success of the programme.</p> <p>The Chair requested that the respective document be included on the agenda for the next Schools Forum meeting to allow all Members adequate time to consider the contents and provide comment/feedback, if any at the next meeting.</p>	<p>Clerk to include the item on next agenda.</p>

	<p>Resolved</p> <p>i. That the Apprenticeship Levy Annual Report be included as an agenda item for the next Schools Forum meeting.</p>	
<p>10. 19.09.18</p>	<p>Walsall Strategic Partnership Education and Inclusion Board</p> <p>The report of Ms C. Beirne, Head of Service Educational Standards and Improvement was submitted.</p> <p>(see annexed)</p> <p>Ms Beirne gave a brief summary of the background to the report and updated members of the establishment of the Board and the next steps.</p> <p>Resolved</p> <p>That Schools Forum noted the progress made to date in the establishment of the Board.</p>	<p>To note</p>
<p>11. 19.09.18</p>	<p>SENDI</p> <p>The Chair advised members that the agenda item had been deferred, and he requested a copy of the Education Overview and Scrutiny Committee SENDI report of 4th September be forwarded to all members, to enable them to see the report before the outcomes were published. The report will then be discussed at the next scheduled Schools Forum meeting of 17 October, 2018.</p> <p>A query was raised in relation to the infrequency of the updates and the Vice Chair restated that SENDI should be a standing item on every agenda and in report format not a verbal update.</p> <p>The Chair requested that the Head of SEND & Inclusion be informed that Schools Forum did not want any outcomes to be shared before it had had chance to consider the report.</p>	<p>Clerk to email report to all.</p> <p>Clerk to inform Head of SEND & Inclusion accordingly.</p>
<p>12. 19.09.18</p>	<p>Review of Schools Forum Constitution and Membership</p> <p>The report of the Clerk to Schools Forum was submitted.</p> <p>(see annexed)</p> <p>Members considered the report and discussions ensued around members' attendance and absence levels, as detailed in appendix 2 of the report, and of the wording contained within the current Constitution at appendix 1 which stated:-</p>	

	<ul style="list-style-type: none"> Any member failing to attend meetings for a period of 6 months shall cease to be a member’. <p>The consensus of the meeting was that the current wording regarding attendance was ambiguous and that all members should attend a specified number of meetings during the academic year to ensure consistency, although too strict a requirement may discourage people from applying.</p> <p>Further discussions took place, which included the need for members to provide reasons should they need to submit their apologies to any Schools Forum meeting; what would constitute a ‘reasonable’ reason for an apology; consistency must be paramount when determining reasonableness of an apology; the Clerk to record and monitor attendances including LA representation and the Cabinet Portfolio holder for Education and Skills.</p> <p>The Chair stated that any apologies and respective reasons must be submitted to the Clerk in advance of the meeting and that the Clerk advise the Chair and the Vice Chair prior to the start of a meeting when apologies had been received.</p> <p>Resolved</p> <p>That Schools Forum:-</p> <ol style="list-style-type: none"> Agreed the revised Constitution as set out at appendix 1, subject to the following amendment to page 3 of the Constitution – Period of Office:- <ul style="list-style-type: none"> <i>‘Any member failing to attend two consecutive meetings or more than three meetings within an academic year without having provided a justified reason shall cease to be member’.</i> Members submit their apology with the reason to the Clerk; Noted the appointments made by Primary, Nursery & Special Schools (PNS) of Mrs C. Fraser, Mrs M. Turley and Mrs J. Garratt; Noted the appointment of Mr. M. Moody, Primary Academy representative following the Clerk requesting nominations from the proprietor bodies of all primary academies within the local authority’s area to the vacancy; Chair and Vice Chair receive details of apologies immediately prior to the start of each meeting; Note the Membership of Schools Forum will next be reviewed in June, 2019 	<p>Members to provide reasons when submitting their apologies to a meeting.</p>
--	---	---

<p>13. 19.09.18</p>	<p>Annual Report</p> <p>The Annual report of Schools Forum for the period 19 September 2017 to 6 March, 2018 was submitted.</p> <p>Resolved</p> <p>That Schools Forum note the Annual Report covering the work of the Forum for the period 19 September 2017 to 6 March, 2018.</p>	<p>Noted</p>
<p>14. 19.09.18</p>	<p>Forward Plan</p> <p>The Forward Plan was submitted.</p> <p>Resolved</p> <p>That the Forward Plan be noted.</p>	
	<p>Late Items (if any)</p> <p>There were no late items.</p>	
	<p>Correspondence (if any)</p> <p>There was no correspondence.</p>	
	<p>Date and time of next meeting</p> <p>It was NOTED that the next meeting of the Schools Forum was scheduled for Wednesday 5 December, 2018 at 4.00 p.m. at Pelsall EDC, Pelsall Lane, Rushall. WS4 1NG</p>	<p>To note dates and change of venue</p>

The meeting terminated at 4.45 p.m.

Signed

Date: