

**Meeting of the Schools Forum  
Held on Thursday 29<sup>th</sup> June 2023 at 1:30pm  
via MS Teams**

[Click here to join the meeting](#)

**MINUTES**

**Quorum: 40% (8 of the 18 current School/Non-School Members)**

<b>NAME</b>	<b>Organisation - School Members</b>	<b>Attended</b>
Rachel Lewis	Hindley Sure Start Nursery	Yes
Louise Curran	Rowan Tree Primary	Apologies
Anne Isherwood	Three Towers Alternative Provision Academy	Yes
Tracy Mingaud-Cunningham	Primary Governor	Apologies
Adrian Hardy	Secondary Governor	Apologies
Gary Hayes	Orrell St James Primary	Yes
Fiona Quinlivan	Howe Bridge St Michael's Primary	Yes
Julie Hassan	St Oswald's Catholic Primary	Yes
Wendy Hughes	Golborne All Saints Catholic Primary	Yes
Lisa Hobden	St Patrick's Catholic Primary	Yes
Alan Birchall	Byrchall High (Chair)	Yes
Andy McGlown	St. Peters RC High School	Yes
Martin Wood	The Deanery High School	Apologies
Paul Davies	Fred Longworth High School	No
	<b>Organisation - Non School Members</b>	
Sue Morris	Care Love Learn Childcare Limited	No
Peter McGhee	St John Rigby College	Yes
Max Atkins	Wigan NEU	Yes
Chris Williams	Liverpool Archdiocese	No
	<b>Organisation- Nominated observers</b>	
Cllr Jenny Bullen	Cabinet Member	Yes
Karen Parkin	NEU	Yes
Mike Wilkinson	Wigan NASUWT	Yes
Vacancy	Unison	
	<b>Organisation - In Attendance</b>	
Mark Rotheram	LA Finance – Strategic Finance Manager	Yes
Kirsten Reid	LA Finance – Group Finance Manager (Schools)	Yes
Cath Pealing	Assistant Service Director, Education	Apologies
Jo Sullivan	Clerk to the Forum, Wigan Council Governor Services	Yes

**Meeting recorded.**

## 1 Apologies for Absence

Apologies were received and accepted from the following members:

Tracy Minguad-Cunningham  
Martin Wood  
Adrian Hardy  
Cath Pealing  
Emlyn Wright

## 2 Agreement of Any Other Urgent Business to Be Added to the Agenda

No other business was raised.

## 3 Previous Minutes

Members **confirmed** that the minutes from the Forum meeting held on **18<sup>th</sup> May 2023** were a correct record.

Subject to the following amendment:

- *Andy McGlown had sent apologies in advance which should be noted in the minutes.*

Members also noted the percentage of threshold on disproportionate SEND had been reported and noted in the minutes following the meeting.

## 4 Scheme For Financing Schools

For representatives from maintained schools to **approve** minor updates to the local scheme in line with DfE guidance  
***ACTION FROM PREVIOUS MEETING***

Members had received the scheme in advance of the meeting. Kirsten Reid reported that:

- The document had been shared for approval at the last meeting, but the meeting had not been quorate.
- There were no huge changes to the scheme.

Members noted the changes and **agreed** the Scheme for Financing Schools.

## 5 Schools' Forum membership and self-assessment

Members had received the relevant documents in advance of the meeting – with no changes to current constitution and membership and noted that:

- There were no vacancies as secondary schools were now fully represented.

Primary Headteachers raised concerns around locality representation at the Forum. Current representation was very faith school heavy. Not all localities were represented. Members agreed to open the meetings up to observers.

***ACTION - Primary consortia to discuss representation and Local Authority to consult with primary consortia leads around representation.***

Members **agreed** the constitution and membership for 2023-2024.

***ACTION – Constitution and membership to be discussed at next meeting.***

## 6 Schools outturn report 22/23 update

Members had received the 2022/2023 outturn report in advance of the meeting. Kirsten Reid highlighted that:

- Eight of the nine schools had not estimated that they would be in deficit. The table below summarised the results from 96 schools.

Variance to predicted results	Number of schools
+/- 50%	29
+/- 100%	22 including 1 school in deficit
+/- 300%	45 including 8 schools in deficit

- At the end of 2022/2023, 9 schools were in deficit, only 2 had been at the start of the year. One of these was no longer in deficit at year end and the other school had reduced their deficit.
- Forecasting was very difficult in the current climate due to rising costs particularly around salaries and energy prices.
- Predicted, revised, actual and variances had been detailed in the report.
- No clear pattern on final positions and deficits.

## 7 Permanent Exclusion Contribution

This was deferred to the next meeting.

***ACTION – Permanent Exclusion Contribution to be included on next agenda.***

## 7 Any Other Urgent Business

No other business had been raised.

## 8 Future Meeting Dates

Members **agreed** the 2023/24 Meeting Schedule, previously circulated.

The meeting closed at 2pm.

### **Background documents (available for public inspection):**

Appendices to the circulated briefing reports disclose important facts on which the reports are based and were relied upon in preparing the reports. Copies of the background documents are available up to 4 years after the date of the meeting. If you would like a copy, please contact the Forum Clerk

[j.sullivan@wigan.gov.uk](mailto:j.sullivan@wigan.gov.uk).