



**Birmingham Diocesan
Board of Education**



**THE CHURCH
OF ENGLAND
BIRMINGHAM**

**Diocesan Board of Education (DBE) Business Plan
January 2022 – December 2024**

Key priorities for 2022– 2024

Overarching aim of the business plan: to develop the work of the board further by ensuring that the duties outlined in the 'DBE Measure 21', directs the business of the DBE, so that Church schools are able to be sustained and enable children and young people to experience 'life in all its fullness' for coming generations.

In particular the key priorities to develop the work of the board further for the next 3 years are:

Key Priority 1: To strengthen governance in Birmingham Church schools

Key Priority 2: Support and develop DBE Structural strategy re Academies and MATs

Key Priority 3: To lead and support Schools in aiming for the Agreed net Zero Carbon output goal of 2030

Key priority 4: To develop strong partnerships between Church Schools and their parish Church

Key priority 5: To develop the Board of Education for its role in the future.

Key Priority 1: Key Priority 1: to strengthen governance in Birmingham Church schools

Success Criteria	<ul style="list-style-type: none"> a. The DBE Governors committee will be meeting regularly with defined ToR, admin needs will be identified and allocated to the appropriate officers b. Governing Boards will have a range of appropriate skills and be supported to find new and appropriate governors. c. Foundation Governors will be kept up to date with the DBE priorities and understand their role in ensuring these are on local agendas d. Chairs will have received training on the responsibility that board of academies and VA schools have for their schools e. A planned out strategy of communication and training will be in place f. Admissions policies will reflect the schools trust deeds g. Governing boards will be compliant in their duties regarding their land and buildings h. Governing boards will be knowledgeable about 'The Vision for education' i. Governing Boards will be active in supporting EDI in their schools.
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Actions		Lead Person	Time Frame	Progress
1.1	Reconvene Governors Committee, member ship to include DBE and School based Governors/ HT Dates of meeting in place.	SW/ (ET)	March 22	
1.2	Plan out three year timeline to include: Training events for new governors /chair updates/foundation governor update/ annual conference/ timing of news letters/adhoc briefings for DBE key priority work	SC/ADO	April 22	
1.3	Communications sent to Chairs and Foundation Governors to share dates and ways of working going forward.	SC/ADO	April 22	
1.4	Develop a power point and training notes for The Vision for Education' and role out to boards..identify and arrange training deliverers.	JS Associates	July 22 Sept 22-July 23	
1.5	Collate school trust deeds	ET?	By end of July 23	
1.6	Develop guidance and disseminate new process for work on land and buildings so School Governing Boards are compliant with the DBE Measure 21, and understand their responsibilities and relationship with Site trustees.	SS	Delivered by endof Sept 22 In operation from Sept 22	
1.7	Develop shadowing and mentoring framework for UK ME school staff. Disseminate framework to Governing Boards	SS	On going In place by Sept 22	

Actions		Lead Person	Time Frame	Progress
1.8	Set up task and finish group to discuss Admissions. DBE to agree guidance for schools for DBF to approve. Training for schools.	SS with RR	Sept 23- July 24 Schools consult Aut 24 New criteria in place from Aut 26	

Key Priority 2: Support and develop DBE Structural strategy re Academies and MATs

Success Criteria	<ul style="list-style-type: none"> a. The DBE has an agreed strategy in place for a fully academised system. b. Ensure that there is a home for all Birmingham Church schools that need one, in a Majority Diocesan Controlled Trust c. Develop a network of CEO's of Majority Diocesan Controlled trusts d. Strengthen DBET
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Actions		Lead Person	Time Frame	Progress
2.1	DBE to delegate discussion to DBET to develop proposal for DBE to consider	SS	March 22	
2.2	DBE to Update the current strategy for academisation. Develop a written policy for schools	SS	July 22	
2.3	Alert schools and Academies to the implications of the white paper regarding the school system and Church schools place in it (through Chairs briefings)	SS/ET	Sept 22	
2.4	Support development of a further Majority Diocesan Controlled MAT	SS	On going	
2.5	Work with All Saints to develop a viable offer for schools	SS	December 22	
2.6	Continue to mentor Fioretti Trust and support their growth	SS	On going	
2.7	Develop a Network of Diocesan CEO's to avoid overlap of work and create a shared vision for schools	SS	Start in Jan 23...on going	

Key Priority 3: To lead and support Schools in aiming for the Agreed net Zero Carbon output goal of 2030

Success Criteria	<ul style="list-style-type: none"> a. Schools have knowledge and understanding of the goal and their responsibility to deliver it b. Actively support schools in developing their individual action plans c. Commission surveys and a spending plan for VA schools d. DBE has an environmental policy e. Work with and support MATS to develop a strategy towards the goal
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Actions		Lead Person	Time frame	Progress
3.1	Develop an DBE environmental policy	SS	July 23	
3.2	Hold Briefings to inform Headteachers and Governing boards of the Carbon Zero goals and the work pace below. inspire and encourage Church of England schools to sign up to a vision of sustainable schools that create better outcomes for all children and young people, to conserve the environment and to enable the planet to flourish for future generations.	SS	Summer 22	
3.2	Schools, children and young people to produce key documents (flyers, presentations, info sheets etc.) to make the declaration to work toward net zero visible to the community	GB	Plans form Sept 2022	
3.3 ??	School boards to integrate an 'Annual Resilience Statement' into their agenda items	GB	Sept 22 on going	
3.4	Schools to establish an estates vision and strategy informed by DfE GEMS2 <ul style="list-style-type: none"> • revised to include Execution Plan • revised to include HDP 	GB	Dec 2022 Dec 2024 Dec 2026	

Actions	Lead Person	Time frame	Progress
3.5 School Governing Boards are to establish execution plans (funding, delivery method, programme etc) by end 2023 which will feed into their estates vision and strategy	GB	December 2023	
3.6 DBE, through their officers to ask for annual feedback (may be through GB minutes) of progress against targets.	SS/GB	Following briefings ongoing	
3.7 DBE contract Carbon surveys of all VA schools though DEP.. Map out suggested costs to meet goals. Meet with BDMAT and academies to promote their need to work on this	SS/ET	By End of March 22 By end of July 22	

Key Priority 4: To develop strong partnerships between Church Schools and their parish Church

Success Criteria	<ul style="list-style-type: none"> a. During an interregnum or change in head teacher, or priest- the partnership between the School and church continues to be maintained and is two way. b. Good practice is identified, collated and shared widely with schools to encourage developing links c. An increase in number of Families from school joining Church activities d. A protocol is developed for appointments to clergy vacancies in Church schools e. Schools are equipped as to contribute to the appointment process and how to do that well. f. The DBE is involved with all Clergy appointments to its Church schools. g. There are positive relationships between clergy and their church schools.
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Actions		Lead Person	Time frame	Progress
4.1	Set up a task and finish working party to bring together ideas of how to progress this. Officers to gather examples of good practice as and when they hear about it from schools, other diocese and opportunities Resulting in policy document sand online booklet of ideas with links to good practice Launch event at end of piece of work	DHB/SC/SS	Aut 22-Sum 23 Launch at garden party in the summer 23	
4.2	Annual Clergy briefing in person reinstated to include updates and heads up on up coming work	DHB	ongoing	
4.3	Develop written guidance for HT when involved in clergy appointments	DHB	Annual Dec 23	

Key Priority 5: To develop the Board of Education for its role in the future.

Success Criteria	<ul style="list-style-type: none"> a. Committees are set up with ToR and working efficiently b. Board Documentation is developed to include the processes the board is responsible for. c. Induction document is developed for future boards. d. Governor Hub is populated with all information regarding DBE matters and papers e. Work of the board is evaluated and matched against the requirements of the DBE Measure 21 f. Officer responsibilities are appropriate to their posts and cover all aspects of the board responsibilities g. Vacancies are covered in interim times h. Future ways of officer working are considered i. DBE has an effective Social media presence
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Actions		Lead Person	Time frame	Progress
5.1	Committees are set up with ToR and clear work pattern	MT	March 22	
5.2	Induction package for DBE is compiled, including information about the measure/vision for education/documents	SC/SS/MT	Sept 22	
5.3	Governor Hub is set and used appropriately. All documentation is available on the portal, clearly signposted	SC	Ongoing	
5.4	A review of DBE paper is carried out, and uploaded on to portal. Policy documents for MAT Strategy, guidance document on Admissions. Guidance document on net Carbon Zero strategy and expectation for schools, Guidance on managing land and buildings	SS/SC/	Dec 2024	
5.5	Appoint officer time to oversee buildings and estate management	SS	July 22	
5.6	Review work streams to ensure work load is manageable and enables the DBE to carry out its functions.	SS/SC	Sept 22	

Actions		Lead Person	Time frame	Progress
5.7	Create secondment opportunities for school based staff to join the Education team for sessional support to provide additional capacity	SS/JS	Ongoing From April 22	
5.8	Appoint a social media company to manage the DBE social media platforms	SS	July 22	
	SBE officers to be trained to use social media platforms and to continue to gather information to post on line using the 3 pillars approach	ET	On going.	

SS: Sarah Smith

JS: Jill Stolberg

CWL: Charlotte Ward Lewis

RR: Rachel Raftery

SC: Susan Crosthwaite

DHB: Duncan Hill Brown

MT Matt Thompson

SW: Sharon Warmington

ADO: Associate Diocesan Officer

ET Education Team

GB: Governing Boards

BUSINESS PLAN APPENDIX 1

3 Year DDE Work Programme: Plan

Key Focus areas of work:

- Land and Buildings (Carbon ZERO 2030 target)
- MAT Strategy
- Local Governance effectiveness as Church schools
- Church-Church school partnership
- Admissions
- Social Media
- DBE for the future

	SPRING	SUMMER	AUTUMN
2022	<ul style="list-style-type: none"> • Governors framework set up for training and comms • Social media company identified 	<ul style="list-style-type: none"> • MAT Strategy • Develop training package for Vision • Carbon Zero Briefing • Review roles officers • Social Media focus • Shadowing and mentoring scheme 	<ul style="list-style-type: none"> • MAT Strategy • Land and buildings briefing • Gather Trust deeds • Social Media focus
T and F			Church/School Partnership
2023	<ul style="list-style-type: none"> • DBE induction paper work 	<ul style="list-style-type: none"> • Develop CEO network • Environmental policy • Collate trust deeds 	<ul style="list-style-type: none"> • Clergy appointments protocol • Collate trust deeds
T and F	Church/School Partnership	Church/School Partnership	Admissions
2024	<ul style="list-style-type: none"> • DBE paper work • Review roles of officers 	Business plan review	
T and F	Admissions	Admissions	

BUSINESS PLAN APPENDIX 2**DBE Agenda Plan 2022-2024**

2022	
Spring 1	Setting up new DBE
Spring 2	Finance induction Officer written report (<i>SS</i>) Review of Partnership agreement (<i>SS</i>) Setting up committees Buildings capital works (Delegate to BDT) Mat Strategy (delegate to DBET) Interim support for education team
Summer 1	Governor support strategy SACRE update (<i>JS</i>) Risk register Shadowing and mentoring strategy for UK/ME staff
Summer 2	Officer written report (<i>SS</i>) Agree MAT Strategy Carbon Zero strategy
Autumn 1	Set up Task and finish group for Church school partnership work BDMAT update from CEO (<i>CM</i>) Admissions and appeals report (<i>RR</i>)
Autumn 2	Bishops Awards (<i>JS/NP</i>) SIAMS update (<i>JS</i>) Written Officer report (<i>SS</i>)

2023	
Spring 1	Report on admission and appeals (<i>RR</i>) Review of Business plan (<i>SS</i>) Risk register
Spring 2	SACRE update (<i>JS</i>) Officer written report (<i>SS</i>)

	DBE environmental policy
Summer 1	Report on Shadowing and mentoring strategy for UK/ME staff (SS) Risk register SACRE update (JS) DBE Environmental policy Church school partnership project report.
Summer 2	BDMAT update from CEO (CM) Officer written report (SS) Admission task and finish group to be convened
Autumn 1	SIAMS update (JS) Admissions and appeals report (RR)
Autumn 2	Carbon Zero progress report to DBE

2024	
Spring 1	Review of Business plan (SS)
Spring 2	Officer written report (SS) SACRE update (JS)
Summer 1	Admission guidance signed off by DBE Risk register
Summer 2	Officer written report (SS) Planning for new board membership (MT)
Autumn 1	Preparation for new DBE Board and Business plan SIAMS update (JS) Admissions and appeals report (RR)
Autumn 2	Review of Full Business Plan (SS) BDMAT update from CEO (CM) Carbon Zero report to DBE