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## SOUTHEND-ON-SEA BOROUGH COUNCIL

### Meeting of Education Board

**Date: Tuesday, 22nd June, 2021**

**Place: MS Teams**

- Present:** Jane Ladner (Chair) – Southend High School for Girls (Governor)  
Dr Robin Bevan (Vice-Chair) – Southend High School for Boys (Headteacher)  
Julia Jones – Barons Court School (Headteacher)  
Jim Johnson – Edwards Hall Primary (Headteacher)  
Stuart Reynolds - Southchurch High School (Headteacher)  
Dr Paul Hayman - Westcliff High School for Girls (Headteacher)  
Stephen Tollworthy - Shoeburyness High School (Governor)  
Darren Woollard - Blenheim Primary School (Headteacher)  
Lisa Clark - Hamstel Infant (Headteacher)  
Mark Jordan – Victory Park Academy (PRU)  
Anthony McGarel - South Essex College  
Vicky Wright - Professional Association for Childcare & Early Years  
Jackie Mullan - St Christophers (SEN Trust)  
Lesley Yelland - Essex Pre-School Learning Alliance (Early Years)  
Amanda Kipps - YMCA  
Jerry Glazier – Trade Unions  
Bev Williams – CEO MAT Group representative (non-voting)
- In Attendance:** P Grout, E Hammans, R Harris, B Martin, C Braun and M Marks and G Bloom

**Start/End Time:** 8.15 - 10.06 am

#### **1 Apologies for absence**

Apologies for absence were received from D. Allen (Academy Primary Governor) and L. Thorne (YMCA – Alternative Provision).

#### **2 Minutes of the meeting held on 15th December 2021**

Resolved:

That the minutes of the meeting held on 15<sup>th</sup> December 2021 be confirmed as a correct record.

#### **3 Matters arising (not covered elsewhere on the Agenda)**

##### **(a) Public Duties Fund**

The Board discussed a number of matters relating to the Public Duties Fund covering administration of the fund and take-up by Academies. The Board noted that a letter was sent to all Academies promoting the Public Duties Fund and there was a low take-up of the scheme (6 Academies had signed-up to the fund

in 2019/20 and only 1 Academy in 2020/21). It was reiterated that joining the scheme was voluntary/optional for Academies.

Brin also advised that the administration of the fund was not sustainable given additional low take up and proposals would be considered by the Resources Sub-Group and brought back to the Board for consideration.

#### **4 Education Board Membership, Vacancies, etc**

The Board received a verbal update from the Principal Democratic Services Officer covering the current membership and vacancies. There continues to be one vacancy in the maintained primary sector, one vacancy in the academy secondary sector and one in the Academy primary sector. These vacancies will be re-advertised/promoted within the relevant sectors with the intention to fill them as soon as practicable.

The Board also noted that this was the last meeting for Gerry Glazier and Paul Hayman and placed on record their thanks and appreciation for their significant contributions to the Board and the Borough and wished them well in the future.

Resolved:

1. That the current membership and vacancies be noted.
2. That Gerry Glazier and Paul Hayman be thanked for their significant contributions and the Board's best wishes be formally recorded.

#### **5 Dedicated Schools Grant 2020/21 Final Outturn**

The Board considered a report from the Senior Finance Business Support Officer providing an update on the Dedicated Schools Grant (DSG) final outturn for the 2020/21 schools budget, high needs, early years and centrally retained.

The Board discussed the report and noted positively that the DSG funding position was in a healthy and sustainable position. The Board stressed the need for a robust policy to manage the allocation of reserves and must focus on genuine educational improvement and the specific needs. The Resources Sub-Group will consider a report setting out proposals on how the funds could be utilised and bring back recommendations to the Board.

Resolved:

1. That the final 2020/21 outturn, be noted.
2. That the subsequent DSG reserve balances shown for each funding block to be carried forward into 2021/22, as referenced in paragraph 4.20 of the report, be approved.

## **6 Education Health Care Plan revised top up banding scheme from September 2021**

The Board considered a report of the Head of SEND seeking approval to the implementation of the proposed Banding Scheme to deliver high needs top up funding to all Southend schools effective from September 2021.

The Board discussed the report with a specific focus on the need to support Early Years financially. The Board noted that the banding descriptors for Early Years were currently being developed.

The Board asked that the SEND banding descriptors (MATRIX GRID) be shared with Schools.

Resolved:

1. That the banding scheme for all schools be implemented, recognising the need for change and the drive to ensure consistent decision making which is open and transparent.
- 2 That it be noted that the new banding scheme combined with a 2% uplift to the rates from September 2021 has been applied within the following subsequent "DSG High Needs Block detailed budget allocations for 2021/22" report.

## **7 Dedicated Schools Grant High Needs Detailed Budget Allocation 2021/22**

The Board considered a report of the Senior Finance Business Partner presenting the High Need's DSG (Dedicated Schools Grant) Block detailed budget allocations for 2021/22.

Resolved:

1. That the revised flexible place fund allocation scheme from September 2021, as referenced in paragraph 7.2 of the report, be adopted.
2. That the in borough high need top up funding rates awarded to special schools, enhanced mainstream units and mainstream schools be approved and adopted on the new and revised banded model from September 2021, including a 2.0% uplift applied to those new rates, as referenced in paragraph 7.3, 7.4 and 8.2 of the report.
3. That in view that there has been no recent increase in top up rates passed over to the Pupil Referral unit, the top up rates be uplifted by 4.0% from September 2021, as referenced in Paragraph 7.6 of the report.
4. That, in consideration of recommendations 1 to 3 above, combined with the budget requirements as presented in the report, the detailed High need budget allocations for 2021/22, be approved and adopted.
5. That it be noted that additional DSG funding for the former and separate teacher pay and pension grants will now be passported through to the Special Schools and Alternative Provision settings from April 21, as referenced in paragraph 7.5 of the report.

## **8 SEND Visit Feedback**

The Board received verbal update from the Director of Education providing feedback from the SEND revisit. The revisit was undertaken by 4 Inspectors via a desktop exercise and three days on site and examined/reviewed progress against the areas set out in the Written Statement of Action (WSOA).

Resolved:

That the update on the SEND revisit, be noted.

## **9 Education Response to Covid-19**

The Board received a verbal update from the Director of Learning on the education response to the COVID-19 pandemic and the current situation in the Borough. The Director also extended his appreciation and thanks to all schools for their support and work during the pandemic.

Resolved:

That the update be noted.

## **10 Report back from Sub Groups**

The Board received the following Sub Group minutes for information:

- (a) Resources S.G. held 8th June 2021;
- (b) School Performance S.G. held 11th May 2021; and
- (c) Vulnerable Learners S.G. held 27th May 2021

During consideration of the minutes the Board suggested that a review of the membership and attendance should take place for each Sub Group to ensure that there was appropriate representation.

Resolved:

That the minutes of the Sub Groups' be noted and their membership and attendance be reviewed.

## **11 Any other business**

There was no other business conducted at this meeting.

## **12 Date and time of future meetings**

To be advised. The schedule of meetings for the 2021/22 academic year will be circulated as soon as possible. The first meeting will take place in October 2021.

**Chair:** \_\_\_\_\_