

**Southend Education Board (EB), Resources Sub Group (RSG)**

**30<sup>th</sup> November 2021, 4.30-5.45, (held virtually on-line through MS teams)**

**DRAFT Minutes of the meeting**

<b>Membership of the sub group for Resources</b>	<b>(nominations received) representation</b>
<p>3 nominations from the Education Board (Headteacher/governor)</p> <p>4 other members nominated from the four associations</p> <p>1 school business manager nominated from the RSG</p> <p>Council Officer representation as required for the papers</p>	<p>Robin Bevan (secondary) CHAIR Jane Ladner (secondary, governor) Stuart Reynolds (secondary)</p> <p>Vacant (primary) Vicky Wright (early years) Jackie Mullan (special) Anthony McGarel (post 16)</p> <p>Simon Oxenham (SHSB)</p> <p>Paul Grout (Senior Finance Business Partner) Elaine Hammans (Head of Early Years)</p> <p>cc. Brin Martin (Director of Education) Gary Bloom (Head of SEND) Cathy Braun (Head of Access and Inclusion)</p>

<b>Time</b>	<b>Agenda item</b>	<b>Decision? Action</b>
4.30	<p>Membership Apologies</p> <p>And council officer representation as required for papers</p> <p>Officers present:</p> <p>Paul Grout Elaine Hammans &amp; Cathy Braun (in attendance)</p>	<p>Previous apologies given from Jane and Vicky</p>
	<p>Membership Vacancies</p>	<p>Paul fed back that the request for a primary representative was raised at the Education Board (EB) and if no response received by the Christmas break the group can source directly.</p> <p>RSG did subsequently discuss it would be beneficial to have a maintained</p>

		<p>primary representative on the RSG given all other members are also from Academy Schools. This will be re-raised as a request at the next EB to be actioned by the Clerk, before sourcing wider if there is no nominee</p>
4.40	<p>Minutes of the last meeting 05.10.21</p> <p>Any matters arising not covered elsewhere on the agenda</p>	<p>No amendments. Minutes agreed and now Final.</p> <p>Other matters:</p> <p>Noted and welcome by RSG that EB approved the protocol for 'one off' expenditure from reserves. Cathy Braun will be taking a paper through the Vulnerable Learners Sub Group and then EB to seek access for one off conditional funds from the High Needs DSG reserve balances.</p>
4.45	<p>DSG 2022/23 budget planning and 2021/22 Forecast Outturn</p> <p>(DRAFT Paper attached)</p> <p>Officer Lead: Paul Grout</p>	<p>Key discussion items:</p> <p>As requested through EB, a focused discussion was held with regard to the de-delegated Public Duties fund (maintained voting rights only). As raised by Paul, in consideration, it's a small sum of funds and remains sustainable provided that a few academy schools also continue to buy in the fund. Further it presents minimal administration for the LA (a 10% LA admin charge is also agreed which is a notional peppercorn sum of administration). Both maintained schools and academy schools (that have bought in) have used this fund. Therefore it will, as already stated in the draft paper, be recommended to continue in view of the above basis. Should the position change or the fund come under strain it will be re-debated at the appropriate point in time.</p> <p>Robin reemphasised claims on this fund can be for representation of all schools, not just those schools that support this fund.</p> <p>It was however noted, no maintained school was part of this discussion</p>

		<p>hence another reason why a primary maintained representative would be beneficial to the RSG.</p> <p>Paper amendments agreed:</p> <p>Make reference within the background section of the paper:</p> <p>Feedback by Robin and Simon, that DfE civil servants have presented a 5% per pupil increase from 2021/22 baseline. Which, is now therefore anticipated to be a separate grant (at 2% per pupil) on top of the 2022/23 2% - 3% increases per school previously presented sums with the National Funding Formulae. It will be an additional schools grant because it didn't make it in time to be built into the NFF.</p> <p>That there have been no related announcements for Post 16 funding provision as yet.</p>
5.10	<p>Draft Early Years DSG One off use of reserves for 2022/23 and 2023/24.</p> <p>(Draft paper attached) – and noted not for December EB, but January 22.</p> <p>Officer Lead: Elaine Hammans (supported by Paul Grout)</p>	<p>Recognised, given the late Autumn 2021 announcements for Early Years funding 2022/23. This paper will now be completed heading for January 22 EB.</p> <p>Points recognised and raised:</p> <p>Considerations to sustainability of the one off asks beyond the 2 year period. In view that to sustain any of these provisions leading upto 2024/25 further Early Years funds will need to retained centrally to continue.</p> <p>Make recommendations that there are review points in terms of the effectiveness of any proposed funds.</p> <p>Possibility some of the one off asks, could be Covid impact so can be time limited in nature. However, this can be assessed at appropriate review points.</p>

		<p>Also recognised, that National Minimum Wages increases are set to rise by 6.6% in 2022/23. So, this is a further financial strain for Early Years providers.</p> <p>Elaine and Paul will consider all of these points in the papers to be presented for the January EB.</p>
5.30	<p>AOB</p> <p>FYI only:</p> <p>Date of next meetings and current forward plan</p> <p>June 2022 (Date <b>tbc</b> ahead of EB date <b>tbc</b>)</p> <ul style="list-style-type: none"> <li>• DSG Final Outturn 2021/22</li> <li>• DSG High Need detailed budget allocations 2022/23</li> </ul> <p>Meeting close</p>	