

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

**15<sup>th</sup> January 2024, 4.15pm-5.15pm, (MS teams)**

**DRAFT Minutes of the meeting**

| <b>Membership of the sub group for Resources</b>                                    | <b>(nominations received) representation</b>   |
|---|--|
| 3 nominations from the Education Board (Headteacher/Governor)                       | Robin Bevan (secondary) CHAIR<br>Jane Ladner (secondary, governor)<br>Sarah Clements (primary, head teacher)   |
| 4 other members nominated from the four associations. (optional composition of RSG) | Andy Douglas (early years, primary, head teacher)<br>Ben Stickley (early years, primary, secondary, CEO)<br>Jackie Mullan (special, CEO)<br>Vacant                   |
| 1 school business manager nominated from the RSG                                    | Simon Oxenham (SHSB)   |
| Council Officer representation as required for the papers                           | Paul Grout (Senior Finance Business Partner)<br>Dianne Borien (Early Years Lead)<br><br>Optional:<br><br>Liz Hunt (Director of Education, Inclusion and Early Years) |

| <b>Time</b> | <b>Agenda item</b>  | <b>Decision? Action</b>  |
|-------------|---|--|
| 4.15        | Membership Apologies<br><br>And council officer representation as required for papers<br><br>Officers present:<br><br>Paul Grout<br>Dianne Borien | Apologies from Robin Bevan<br><br>Jackie Mullan (Chaired)<br><br>Welcome to new RSG members:<br><br>Sarah Clements<br>Ben Stickley   |
|             | Membership Vacancies  | 1 vacancy remaining<br><br>With the addition of the new members there is now good representation across educational provision.<br><br>Decision to be made at the next RSG as to whether to fill the vacancy or delete the vacancy when the substantive chair is present. |

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| 4.20 | Minutes of the last meeting 27.11.23   | <p>No amendments. Minutes agreed.</p> <p>Rolling “Acton note” applicable for this school term - Liz Hunt will write to all schools to encourage additional buy in to the public duty fund with an instruction link on how to do so.</p>  |
| 4.25 | <p>DSG Early Years Funding 202525</p> <p>DRAFT Paper supplied</p> <p>Officer Leads – Paul Grout &amp; Dianne Borien</p>  | <p>Discussion through the paper.</p> <p>No paper amendments.</p> <p>Key points to note:</p> <p>Assessment for sustainability for EY providers is strongly supported by a good quality EY Centrally retained service.</p> <p>And assurance required around the value of EY Centrally retained services. Will be picked up moving forward through the newly proposed EY Forum and feeding into future School Forums.</p> |
| 5.15 | <p>AOB</p> <p>FYI only:</p> <p>Date of next meetings and current forward plan</p> <p>Future RSG meeting dates – MS Teams or Southend High School for boys 4:15 pm to 5.30/6.00 pm current planned papers ahead of Education Board (EB):</p> <p>June 2024 (Date <b>tbc</b> ahead of EB date <b>18<sup>th</sup> June 2024</b>)</p> <ul style="list-style-type: none"> <li>• DSG Final Outturn 2023/24</li> <li>• DSG High Need detailed budget allocations 2024/25</li> </ul> <p>Meeting close</p> | <p>5 mins</p> <p>3<sup>rd</sup> or 4<sup>th</sup> June, date to be confirmed with Robin Bevan.</p>   |