

Primary Headteachers	Primary School Governors
<p><b>Shirley Frankis (Woodlands Federation) - APOLOGIES</b></p> <p>Linda Appleby (Little Common Primary) Richard Thomas (Pevensey &amp; Westham Primary) Debbie Gilbert (Burwash CE Primary) Richard Blakeley (Parkside Primary)</p>	<p>Jane Johnson (Newick CE Primary) Geoffry Lucas (Etchingam CE Primary) Vicky Richards (St Mark's CE Primary)</p>
Secondary Headteachers	Secondary School Governors
<p>Hugh Hennebry (UCTC) Helen Key (Chailey) Emily Beer (Willingdon Community)</p>	<p>Monica Whitehead (Claverham Community College)</p>
Special School Headteacher	Special School Governor
<p><b>Sophie Gurney (Hazel Court School) - APOLOGIES</b></p>	<p>Vacancy</p>
Pupil Referral Unit	
<p>Frank Stanford – (Sabden Multi Academy Trust)</p>	
Academy Representatives	Non School Members
<p>John Greenwood (Aurora Academy Trust) (Chair) James Freeston (King Offa Primary Academy) <b>Keith Pailthorpe (The Eastbourne Academy) APOLOGIES</b> Anna Robinson (Beacon Academy) Richard Preece (Saxon Mount and Torfield) Phil Matthews (Hailsham Community College) VACANCY</p>	<p>Lesley Brown (Early Years) – <b>DID NOT ATTEND</b> Dave Brinson (Trade Union Representative) – <b>DID NOT ATTEND</b> Joanna Sanchez (Diocese of Arundel and Brighton) <b>Alison Flynn (Diocese of Chichester) - APOLOGIES</b> Mike Hopkins (16-19 representative) – <b>DID NOT ATTEND</b></p>
Officers	Observer
<p>Fiona Wright, Assistant Director (Education &amp; ISEND)</p>	<p>Councillor Bob Standley (Lead Member for Education and Inclusion, Special Educational Needs and Disability)</p>
<p>Jill Fisher (Finance Manager, Strategy and Schools)</p>	<p><b>Stuart Gallimore (Director Children's Services) - APOLOGIES</b></p>
<p>Edward Beale (Schools Funding Manager)</p>	
<p>Mark Whiffin (Head of Finance)</p>	
<p>Emily Taylor (Project Delivery Manager, HNB Review)</p>	
<p>Kirsten Coe (Principal Finance Officer)</p>	
<p>Martin Kelly (Strategy Manager, Apprenticeship Levy) – <b>DID NOT ATTEND</b></p>	
<p>Phyllis Allwood (Clerk)</p>	

No.	ITEM	ACTIONS
1.0	<b>WELCOME AND APOLOGIES</b>	
	<p>The Chair opened the meeting by welcoming Lesley Brown as the new Early Years representative (not in attendance) . The Chair also welcomed Cllr Bob Standley, together with Dave Brinson as the new trade union representative (not in attendance). The Chair expressed his thanks to Ian Thomas (the outgoing trade union representative) who had been on Forum for quite some time; the Chair gave thanks to Ian for the contributions and time spent with the group. The Chair also informed Forum of the resignation of Jenny Jones, St Leonards Academy, who had spent many years putting a huge amount of time and contribution into Forum especially representing those from the Hastings area. The Chair wished her well for the future.</p>	
1.1	<p><b>Apologies received from:</b></p> <ul style="list-style-type: none"> <li>• Keith Pailthorpe (The Eastbourne Academy)</li> <li>• Shirley Frankis (Woodlands Federation)</li> <li>• Sophie Gurney (Hazel Court School)</li> <li>• Alison Flynn (Diocese of Chichester)</li> <li>• Stuart Gallimore (Director of Children’s Services)</li> </ul>	
2.0	<b>MINUTES OF PREVIOUS MEETING – 17 MARCH 2017</b>	
2.2	Minutes were signed off by the Chair as a true record. (Noted May meeting was cancelled).	
3.0	<b>MATTERS ARISING</b>	
	There were no matters arising from the Minutes.	
4.0	<b>DSG MONITORING</b>	
	<p>Ed Beale made reference to the report issued. The report provided information on what the DSG that was carried forward from 2016/17 is being used for in 2017/18. A question was asked in regards to the ‘Centrally Managed Schools Allocation’ of £108k. It was explained that these funds were to be issued to schools and academies in July based on pupil numbers. A request was made for a breakdown of the Schools Projects Section and an update on the impact of the strategies / projects. (£220k and £10k) *</p> <p>The matter of recruitment and retention was referred to. Forum was informed of a number of media presentations including radio which were being undertaken. Website had taken a high number of hits. Presentations to primary and secondary headteachers have also been undertaken.</p> <p>*The £10k has been used for the ‘Finding the Spark’ campaign which relates to the recruitment and retention of teachers and governors. This has involved a radio campaign £6,000 and facebook campaign £3,000 and funds for teacher awards and activity with Canterbury University.</p> <p>The £220k relates to supporting schools with amongst other things an SEN attendance campaign and supporting school improvement in relation to the recent bidding for school improvement funding by schools. There is a second round of bidding in October and once the bidding is complete, this funding will be used to support the schools during the current academic year.</p>	FW/EB
5.0	<b>HIGH NEEDS BLOCK REVIEW - UPDATE</b>	
	Emily Taylor presented the paper to give an update on the High Needs Block Review Project	

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	<p>currently being undertaken. A summary of the project was given. Regular updates will be submitted to Forum in the future.</p> <p>Emily Beer (Willingdon Community) thanked ET and the High Needs team and encouraged colleagues to engage with and support the initiatives outlined by ET.</p> <p>It was noted there was under-representation in some areas including alternative provision. The Chair requested Forum to encourage colleagues to speak with the Review Team to support the work they are undertaking, stressing the importance of their participation in the review and added his thanks to Emily and the team for the work they are doing to shape the future of SEN provision.</p>	
<b>6.0</b>	<p><b>ADMISSIONS EXPENDITURE BREAKDOWN</b></p> <p>Fiona Wright presented the paper to Forum. The paper was for information purposes and followed on from the January Schools Forum whereby the LA was presenting various papers during the year to give an overview on various central budgets.</p> <p>The paper gave an overview of the background, summary of information and costs together with the key activities of the Admissions &amp; Transport Team and benchmarking information.</p>	
<b>7.0</b>	<p><b>FUNDING FORMULA 2018-19 WORKING GROUP</b></p> <p>Ed Beale presented the paper to Forum. Two meetings of the FFWG had taken place. The FFWG had identified recommendations for 2018/19 which were brought to Forum for discussion. .</p> <p>The recommendations were discussed and the rationale for them explained. Hugh Henneby reassured Forum that the FFWG had not made assumptions about the outcome of the NFF but focussed on the principles of supporting pupil characteristics. A full discussion ensued regarding whether information on funding for 2018/19 might be provided from Government before the summer holiday. It was agreed that if specific information was received by the end of July confirming an increase in funding overall of more than 3%, then the Working Party would convene to look at the whether it would be beneficial to amend the capping % .</p> <p>If information was not forthcoming, it was agreed the consultation would run from 1 August to 19 September and the results brought back to Schools Forum on 29 September where Forum would make a final recommendation to Lead Member.</p> <p>The Chair thanked the Working Group for the recommendations, noting this work was time consuming and complex.</p>	
<b>8.0</b>	<p><b>APPRENTICESHIP LEVY - UPDATE</b></p> <p>Jill Fisher gave a verbal update to Forum in the absence of Martin Kelly. The report outlined initiatives to support schools to obtain maximum benefit from the Apprenticeship Levy. Breakfast Briefings on the matter had been organised for the Autumn term which colleagues were encouraged to attend.</p> <p>The update noted the disparity of the pay rate for apprentices in East Sussex compared to neighbouring LA's. This matter would be going out to consultation in the autumn term.</p>	
<b>9.0</b>	<p><b>FORUM CONSTITUTION, MEMBERSHIP AND VACANCIES</b></p> <p>Jill Fisher presented copies of the constitution and a document which showed the current membership numbers and split of phases. It was confirmed that membership is reviewed regularly to ensure appropriate representation continues especially as schools convert to academies and that no changes to the membership were required at this time.</p> <p>The constitution was also shared. There were no changes required from a local perspective and the DfE had not made any changes to the document since Forum last reviewed it.</p>	

No.	ITEM	ACTIONS
	Action: Forum were asked to note the unchanged constitution and membership structure.	
<b>10.0</b>	<b>ANY OTHER BUSINESS</b>	
	None	
	<b>Meeting concluded at 0945 hours</b> <b>Next meeting 0830 hours on Friday, 29 September, 2017</b>	