

Primary Headteachers	Primary School Governors
Richard Thomas (Pevensey & Westham Primary) Debbie Gilbert (Burwash CE Primary) Richard Blakeley (Parkside Primary) Kate Owbridge (Ashdown Primary) Lizzie Field (Park Mead Primary)	Jane Johnson (Newick CE Primary) Geoffry Lucas (Etchingam CE Primary) Vicky Richards (St Mark's CE Primary) - APOLOGIES
Secondary Headteachers	Secondary School Governors
Hugh Hennebry (UCTC) – APOLOGIES Helen Key (Chailey) - APOLOGIES Emily Beer (Willingdon Community) - APOLOGIES	Monica Whitehead (Claverham Community College)
Special School Headteacher	Special School Governor
Sophie Gurney (Hazel Court School)	Vacancy
Pupil Referral Unit	
Frank Stanford – (Sabden Multi Academy Trust) - APOLOGIES	
Academy Representatives	Non School Members
John Greenwood (Aurora Academies Trust) (Chair) James Freeston (King Offa Primary Academy) Keith Pailthorpe (The Eastbourne Academy) - APOLOGIES Anna Robinson (Beacon Academy) - APOLOGIES Richard Preece (Saxon Mount and Torfield) Phil Matthews (Hailsham Community College) - APOLOGIES Sarah Pringle (Seahaven Academy)	Lesley Brown (Early Years) – DID NOT ATTEND Phil Clarke (Trade Union Representative) Joanna Sanchez (Diocese of Arundel and Brighton) Mandy Watson (Diocese of Chichester) Mike Hopkins (16-19 representative) – DID NOT ATTEND
Officers	Observer
Fiona Wright (Assistant Director Education & ISEND)	Cllr Bob Standley (Lead Member for Education and Inclusion, Special Educational Needs and Disability)
Jill Fisher (Finance Manager, Strategy and Schools)	Stuart Gallimore (Director Children's Services)
Edward Beale (Schools Funding Manager)	
Mark Whiffin (Head of Finance)	
Kirsten Coe (Principal Finance Officer)	
Gary Langford (Place Planning Manager)	
Brian Hughes (Head of SPoA, Early Help Keywork 5-19 & Troubled Families)	
Phyllis Allwood (Clerk)	
Lesley Leppard (Clerk)	

No.	ITEM	ACTIONS
1.0	WELCOME AND APOLOGIES	
	<p>The Chair welcomed Kate Owbridge (Ashdown Primary) and Lizzie Field (Park Mead Primary) as new Maintained Primary representatives and also welcomed Phil Clarke as the new trade union representative.</p>	
1.1	<p>Apologies received from:</p> <ul style="list-style-type: none"> • Vicky Richards (St Mark’s CE Primary) • Hugh Hennebry (UCTC) • Helen Key (Chailey) • Emily Beer (Willingdon Community) • Frank Stanford (Sabden Multi Academy Trust) • Anna Robinson (Beacon Academy) • Keith Pailthorpe (The Eastbourne Academy) • Phil Matthews (Hailsham Community College) <p>It was noted there was a secondary joint inset day which would have affected some of those unable to attend.</p>	
2.0	MINUTES OF PREVIOUS MEETINGS – 29 SEPTEMBER & 31 OCTOBER (EXTRAORDINARY MTG)	
	<p>The Minutes for both 29 September and 31 October (Extraordinary meeting) were signed off by the Chair as a true record.</p>	
3.0	MATTERS ARISING	
	<p>There were no matters arising other than those which were already on today’s Agenda.</p>	
4.0	SEN/HNB BUDGET MONITORING/EXPENDITURE UPDATE	
	<p>Fiona Wright (FW) provided an update on the High Needs expenditure for this financial year and the plans for 2018/19. It was noted that the Local Authority would manage the current resources and that no inter block transfer would be requested for 2018/19. FW confirmed the 2017/18 position at this stage would break even although there would still be ongoing volatility and pressures still exist within this budget.</p> <p>FW stated the LA were confident about the commitment of schools to work together and continuing collective endeavours with the LA to drive down this area of pressure, while securing better outcomes for children and young people. Examples include reducing the number of pupils in Independent Schools and a project with FE Providers where, although there is an increase in pupil numbers, the overall costs of these pupils is reducing.</p> <p>Members of Forum raised questions over the lack of narrative to go alongside the figures for HNB 2017/18 allocations. A request was made to see historical figures to improve clarity, together with information regarding how many children the funds covered.</p> <p>It was noted that some figures regarding HNB had been issued at a Primary SMB meeting which were found useful.</p> <p>ACTION: It was agreed after an in-depth discussion that a meeting be arranged where Richard Thomas, Richard Preece, Fiona Wright, Ed Beale and Nathan Caine would come together to decide on which information would be best to present at the Schools Forum meeting scheduled for 23 March 2018, to provide greater clarity on spend.</p> <p>TO NOTE: meeting arranged for 31 Jan 2018</p>	<p>FW/Clerk</p>

No.	ITEM	ACTIONS
5.0	EARLY HELP AND SOCIAL CARE EXPENDITURE UPDATE	
	<p>Paper presented by Brian Hughes (BH). BH gave an overview of the Early Help expenditure in relation to DSG funding. BH confirmed that on average each social worker would work with between 15-20 children, with Early Help Keyworkers covering 20-25 families; and that SPoA received over 2,000 contacts per month with the vast majority from schools. It was reported that there is an increase in demand for these teams, the trend is high with level 3 complex problem families with issues in attendance and behaviour increasing. It was noted that this generation of parents do not always have the same resilience in their family networks as previous generations.</p> <p>Sarah Pringle enquired about training school staff in Tier 1 counselling so that it would enable schools to provide effective lower level support.</p> <p>John Greenwood asked if support for training was possible via the Health sector and whether there was any merit in targeting support and intervention at the Primary phase.</p>	
6.0	ESCC FUNDING FORMULA 2018/19 CONSULTATION UPDATE	
	<p>Ed Beale (EB) presented the outcome from the Funding Formula Consultation which closed on 17 November 2017.</p> <p>Primary Phase: 24 establishments agreed with the proposal and 6 wanted no change. It was noted that the main concerns of the 6 schools that wanted no change were centred around the reduction in the lump sum where it was felt that this would be at the detriment of smaller schools. It was noted that from the working group's perspective this was why the maximum amount of MFG protection was proposed. It was noted only 19% of schools made a return.</p> <p>Secondary Phase: 10 establishments agreed with the proposal and only one wanted no change. The school that wanted no change queried the figures on the baseline which were different to the figures used by the Local Authority in the exemplifications (noting some had substantial differences). It was noted these had been discussed at the extraordinary schools forum meeting held in October and that the school were concerned that without this clarification they would be unable to make an appropriate decision. Questions were also raised around why the FSM eligibility was the only deprivation factor proposed for 2018/19. It was noted that the school had been contacted by the finance team and given a full explanation to their questions.</p> <p>Although after the deadline, another Secondary school also raised some questions, one was around wanting to understand why their gain was not as high as others with similar characteristics and the other was around the use of EALs as a factor even though there is a de-delegation element. The school had been contacted by the finance team and given a full explanation to their questions.</p> <p>It was noted 40% of schools made a return.</p> <p>The CSD SMT will be informed of the outcome at their meeting on 5 December 2017. A report recommending the changes to the 2017/18 formula as proposed will go to Lead Member for Education and Inclusion, Special Educational Needs and Disability meeting on 11 December 2017, for final approval.</p> <p>ACTION: It was agreed to reconvene the Funding Formula Working Group in the next financial year and until the NFF is fully implemented. JF/EB to contact members to ascertain continuance as members of FFWG.</p>	JF/EB
7.0	GROWTH FUND/FALLING ROLLS FUND 2018/19	
	<p>Gary Langford (GL) presented the report to Schools Forum. The paper relates to KS1 funding provision and additional class funding and the request is brought to Forum on an annual basis.</p>	

No.	ITEM	ACTIONS
	<p>GL gave an overview of both funds, together with background information. Appendices to the report showed which schools were in receipt of which fund for 2017/18. A breakdown of schools eligible for each fund for 2018/19 was also given in the report.</p> <p>GL asked Schools Forum (school members only; maintained and academy) to approve an allocation of £1,478,000 for 2018/19 Growth Fund and an allocation of £50,000 for the 2018/19 Falling Rolls Fund.</p> <p>VOTE: Approve an allocation of £1,478,000 for the 2018/19 Growth Fund DECISION: Unanimously approved (13 votes)</p> <p>VOTE: Approve an allocation of £50,000 for the 2018/19 Falling Rolls Fund DECISION: Unanimously approved (13 votes)</p>	
8.0	CENTRAL SCHOOL SERVICES BLOCK BUDGET	
	<p>Stuart Gallimore (SG) initially introduced the paper and gave Forum the direction of travel over the last 3-4 years in terms of an overview of the purpose of retaining some funding elements and acknowledging the impact this has on both schools and the Local Authority. Jill Fisher (JF) took Forum through the report. The paper relates to expenditure that in the past has been funded either from the Education Service Grant (ESG) or via funds approved by Schools Forum that were retained centrally from the Schools Block. The DfE have now created a new specific DSG block for these central funds, the Central School Services Block (CSSB), and expenditure proposals require Schools Forum approval from maintained and academy school representatives.</p> <p>The report specifically relates to the new CSSB. Schools Forum were asked to approve the proposals contained within the report for 2018/19 and the draft proposals for 2019/20.</p> <p>The report was divided into two parts. The first addressed the LA Ongoing Responsibilities for 2018/19 and second 2018/19 Historic Commitments. Spending proposals for 2018/19 are £3.5M for ongoing responsibilities and £2.8M for historic commitments. This represented a significant reduction of £1.7m on the expenditure proposal for last year (2017/18) and £1.7m will therefore be transferred into the schools block. Draft proposals for 2019/20 to reduce spend by a further £1.1m were also presented.</p> <p>It was also noted that, although LAs are able to seek approval from Maintained schools to retain some DSG to cover the statutory duties that are carried out for maintained schools, East Sussex did not request this funding for 2017/18 and would not do so for 2018/19 either.</p> <p>Discussion amongst Forum ensued. Query over how cost effectiveness was challenged in all areas, for example with funding for the Virtual School and outcomes for LAC children. Confirmed the LA regularly undertakes checks across a raft of benchmarking performance data and spend on a quarterly basis to ensure best value achieved.</p> <p>ACTION: Schools Forum asked to approve the proposed spend in Table 1 – 2018/19 Ongoing Responsibilities VOTE: 15 votes for with 1 abstention</p> <p>ACTION: Schools Forum asked to approve the proposed spend in Table 2 – 2018/19 Historic Commitments VOTE: 15 votes for with 1 abstention</p>	
9.0	ANY OTHER BUSINESS	
	There was no other business.	
	<p>Meeting concluded at 1014 hours Next meeting - Friday, 12 January, 2018, at 0830 hours at Wellshurst Golf Club</p>	