

# Document Pack



Mark James LLM, DPA, DCA  
Prif Weithredwr,  
Chief Executive,  
Neuadd y Sir, Caerfyrddin. SA31 1JP  
County Hall, Carmarthen. SA31 1JP

THURSDAY, 16 NOVEMBER 2017

## TO: THE EXECUTIVE BOARD MEMBER FOR EDUCATION AND CHILDREN

I HEREBY SUMMON YOU TO ATTEND A MEETING OF THE EXECUTIVE BOARD MEMBER DECISIONS MEETING FOR EDUCATION & CHILDREN WHICH WILL BE HELD IN DEMOCRATIC SERVICES COMMITTEE ROOM, COUNTY HALL, CARMARTHEN, AT 10.00 AM, ON THURSDAY, 23RD NOVEMBER, 2017 FOR THE TRANSACTION OF THE BUSINESS OUTLINED ON THE ATTACHED AGENDA.

*Mark James* CBE

CHIEF EXECUTIVE



PLEASE RECYCLE

Democratic Officer:	Martin S. Davies
Telephone (direct line):	01267 224059
E-Mail:	MSDavies@carmarthenshire.gov.uk
Ref:	AD016-001

# A G E N D A

1. DECLARATIONS OF PERSONAL INTEREST.
2. EDUCATION ADMISSIONS FORUM MEMBERSHIP. 3 - 6
3. APPOINTMENT OF L.A. GOVERNORS. 7 - 16
4. TO SIGN AS A CORRECT RECORD THE DECISION RECORD OF THE MEETING HELD ON THE 26TH SEPTEMBER 2017. 17 - 18

## EXECUTIVE BOARD MEMBER EDUCATION AND CHILDREN

23<sup>RD</sup> NOVEMBER 2017

<b>Executive Board Member:</b>	<b>Portfolio:</b>
<b>Cllr.Glynog Davies</b>	Education & Children

### EDUCATION ADMISSIONS FORUM MEMBERSHIP

#### Recommendations / key decisions required:

Resolved that the following appointments be made to the Education Admissions Forum, for an initial period of four years, in accordance with the constitution determined by the Executive Board at its meeting of the 17<sup>th</sup> September, 2012:

Roman Catholic Schools:

Mr Ashley Howells representative of Diocesan Director of Education for Menevia;

Church in Wales Schools:

Cannon Brian Witt, Diocesan Director of Education;

Parent Governors [2]:

Ms Jenifer Gilmore & Ms Lindi Lloyd

Local Community Representatives [2]:

Town Cllr. Phillip Warlow & Community Cllr. Julian Evans ;

Headteacher Representatives [4]:

Ms Helen-Wyn Davies, Ms Karen Towns, Mr Paul Jones and Mr Ashley Howells

#### Reasons:

In line with Welsh Government Schools Admissions Code 005/2013 nominations were sort by email from all member groups by 27<sup>th</sup> October 2017.

Nominations were considered and representatives proposed by the Head of Education Services, and Strategic Development Manager at a meeting held on 8<sup>th</sup> November 2017.

Directorate		
Name of Head of Service:	Designation	Tel No. 01267 246427
Mr David Astins	Strategic Development Manager	E Mail Address:
Report Author: Sue John	Information & Improvement Manager	<a href="mailto:SJohn@carmarthenshire.gov.uk">SJohn@carmarthenshire.gov.uk</a>

**Declaration of Personal Interest (if any):**None

**Dispensation Granted to Make Decision (if any):**N/A

**DECISION MADE:**

**Signed:**

DATE: \_\_\_\_\_

EXECUTIVE BOARD MEMBER

The following section will be completed by the Democratic Services Officer in attendance at the meeting

Recommendation of Officer adopted	YES / NO
Recommendation of the Officer was adopted <b>subject to the amendment(s) and reason(s) specified:</b>	
Reason(s) why the Officer's recommendation was <b>not adopted:</b>	

**EXECUTIVE SUMMARY**  
**EXECUTIVE BOARD MEMBER - EDUCATION AND CHILDREN**  
**23<sup>RD</sup> NOVEMBER 2017**

<b>EDUCATION ADMISSIONS FORUM MEMBERSHIP</b>	
<b>1. BRIEF SUMMARY OF PURPOSE OF REPORT.</b>	
<p>The Executive Board at its meeting held on the 17<sup>th</sup> September 2012 (Minute 3 refers) approved the establishment of an Education Admissions Forum.</p> <p>The Executive Board at its meeting on the 31<sup>st</sup> July 2017 appointed the Local Authority Members of the Education Admissions Forum. The Executive Board agreed that nominations for the remaining appointments were to be sought by the Education &amp; Children Department and appointments made by the Executive Board Member for Education and Children.</p>	
<b>DETAILED REPORT ATTACHED?</b>	<b>NO</b>

**IMPLICATIONS**

**I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report :**

**Signed: David Astins** **Strategic Development Manager**

Policy and Crime & Disorder	Legal	Finance	ICT	Risk Management Issues	Organisational Development	Physical Assets
<b>NONE</b>	<b>YES</b>	<b>YES</b>	<b>NONE</b>	<b>YES</b>	<b>NONE</b>	<b>NONE</b>

**2. Legal**  
 Council is required under the Education Act 2002 to establish an Admission Forum.

**3. Finance**  
 Members attending meeting may claim attendance and travelling expenses.

**5. Risk Management Issues**  
 Should the Forum not be established then there would be a risk that the Council would be not complying with a legal requirement.

# CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below  
 Signed: **David Astins** **Strategic Development Manager**

- 1. Scrutiny Committee N/A
- 2. Local Member(s) N/A
- 3. Community / Town Council N/A
- 4. Relevant Partners N/A
- 5. Staff Side Representatives and other Organisations N/A

**Section 100D Local Government Act, 1972 – Access to Information**  
**List of Background Papers used in the preparation of this report:**

**THESE ARE DETAILED BELOW**

Title of Document	File Ref No.	Locations that the papers are available for public inspection
School Admission Code	Statutory Code No 005/2013	Available on line/libraries/Welsh Government
Admission Forums (Wales) Regulations 2003	N/A	Available on line/libraries/Welsh Government



**EICH CYNGOR arleinamdani**  
[www.sirgar.llyw.cymru](http://www.sirgar.llyw.cymru)  
**YOUR COUNCIL doitonline**  
[www.carmarthenshire.gov.wales](http://www.carmarthenshire.gov.wales)

## EXECUTIVE BOARD MEMBER EDUCATION AND CHILDREN

23<sup>RD</sup> NOVEMBER 2017

<b>Executive Board Member: Councillor Glynog Davies</b>	<b>Portfolio: Education &amp; Children</b>
---	--

### APPOINTMENT OF LA GOVERNORS

#### Recommendations / key decisions required:

That the Executive Board Member makes appointments to the listed vacancies.

#### Reasons:

To meet statutory obligations of filling vacancies on Governing Bodies.

Directorate:	Designation:	Tel No.
Name of Head of Service:		01267 246450 (Gareth Morgans)
Gareth Morgans	Director – Dept for Education & Children	01267 246448
Report Author:	Principal School Governance Officer	E Mail Address:
Tanja Neumayer-James		<a href="mailto:edgmorgans@carmarthenshire.gov.uk">edgmorgans@carmarthenshire.gov.uk</a>
		<a href="mailto:TNeumayer-James@carmarthenshire.gov.uk">TNeumayer-James@carmarthenshire.gov.uk</a>

**Declaration of Personal Interest (if any):**

None

**Dispensation Granted to Make Decision (if any):**

N/A

**DECISION MADE:**

Signed:

DATE: \_\_\_\_\_

EXECUTIVE BOARD MEMBER

**The following section will be completed by the Democratic Services Officer in attendance at the meeting**

Recommendation of Officer adopted	YES / NO
Recommendation of the Officer was adopted <b>subject to the amendment(s) and reason(s) specified:</b>	
Reason(s) why the Officer's recommendation was <b>not adopted:</b>	



**EXECUTIVE SUMMARY  
EXECUTIVE BOARD MEMBER - EDUCATION AND CHILDREN  
23<sup>RD</sup> NOVEMBER 2017**

<b>APPOINTMENT OF LA GOVERNORS</b>	
<b>BRIEF SUMMARY OF PURPOSE OF REPORT</b>	
<p>In accordance with the LA appointment policy for LA Governors, vacancies exist in certain schools and schedules of nomination for these vacancies are attached. Nominations were invited from Chairperson, Headteacher and Local Member(s) in the case of Primary Schools / the Member(s) who is/are governors of that school in the case of Secondary Schools.</p> <p>LA Governors are appointed for 4 years and where the vacancy occurs as a result of an individual's term of office coming to an end, this is noted in the details for that particular person if he/she is seeking appointment.</p>	
<b>DETAILED REPORT ATTACHED?</b>	<b>YES</b>

**IMPLICATIONS**

<b>I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report :</b>						
<b>Signed: Gareth Morgans Director – Department for Education &amp; Children</b>						
Policy and Crime & Disorder	Legal	Finance	ICT	Risk Management Issues	Organisational Development	Physical Assets
<b>NONE</b>	<b>NONE</b>	<b>NONE</b>	<b>NONE</b>	<b>NONE</b>	<b>NONE</b>	<b>NONE</b>

# CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below

Signed: Gareth Morgans

Director – Department for Education & Children

**1. Scrutiny Committee - n/a**

**2. Local Member(s)**

Relevant Local Members have been notified of received nominations and invited to submit additional nominations.

**3. Community / Town Council – n/a**

**4. Relevant Partners – n/a**

**5. Staff Side Representatives and other Organisations – n/a**

**Section 100D Local Government Act, 1972 – Access to Information  
List of Background Papers used in the preparation of this report:**

**THERE ARE NONE.**

## APPOINTMENT OF LA GOVERNORS

### *List for Consideration*

**23<sup>rd</sup> November 2017**

PRIMARY SCHOOL	NO. OF VACANCIES	NOMINATIONS NAME AND ADDRESS	NOMINATED BY	DETAILS
<p><b>Please note: CCC's 'The Appointment of LA Governors' states that, 'All County Councillors [when elected] may stipulate on which school governing bodies they will sit and their decision will take preference over 'non-elected' LA governors'.</b></p>				
Blaenau	2	Cllr. Dai Thomas Brynteg Heol Maesybont Castell-Y-Rhingyll Llanelli, Carm. SA14 7NA	n/a – elected member	Cllr. Dai Thomas is seeking appointment as LA Governor.
Bro Banw	3	Mr J G Evans	Mrs Emma Williams, Chairperson	'I consider that Mr Evans is an appropriate person to stand as a governor of the school as he is very familiar with the local community, having served as a community councillor. He has previously served as a governor of the school and his contribution to improving the standard of education at the school cannot be overstated. His passion to assist the school and its pupils is unquestionable.'
		Cllr. Deian Harries Parc y Bryn Teras Brynteg Rhydaman SA18 3AU	n/a – elected member	Cllr. Deian Harries is seeking re-appointment as LA Governor.
Carreg Hirfaen	2	Mr D Evans	Mr Aled Jones Evans, Headteacher	'Mr D Evans has been a governor since 2013, he is the Chair of Governors and lives locally. He's the parent of

Page 12				two pupils. He shows great commitment to education, often visiting the school to see the pupils and staff and discussing matters with the Headteacher. Various governors' meetings are held to discuss data, School Development Plan and finance using the expertise of all governors to maintain good standards in the school.'
Dewi Sant	1	Cllr. Rob James 8 Old Road Llanelli Carms. SA15 3HW  Mrs C M Thomas	n/a – elected member  Mrs Ann Clwyd Davies, Headteacher	Cllr. Rob James is seeking appointment as LA Governor.  'Mrs Thomas is invited to join the Governing Body as LA Governor. As a former head teacher, her contribution from an educational background would be beneficial to the school. She can present the opinion of the LA, but is not a representative of the LA.'
Llanybydder	1	Mr P Bonning	Mr Gareth Jones, Headteacher	'Mr Bonning has served as an LA Governor for many years. He is diligent and has a wide knowledge of how the Governing Body works. He is active in the community and is very supportive of the school.'  Mr Jones is seeking Mr Bonning's re-appointment.
Nantgaredig	1	Mr L Thomas	Mr Wyn Hinds, Chairperson	'Mr Thomas is willing to share his skills and expertise within the context of the Governing Body. He has a knowledge of and interest in the community in which the school is situated.'  Mr Hinds is seeking Mr Thomas' re-appointment.
Gymraeg Rhydaman	1	Cllr. Deian Harries Parc y Bryn Teras Brynteg	n/a – elected member	Cllr. Deian Harries is seeking re-appointment as LA Governor.

		Rhydaman SA18 3AU		
Stebonheath	2	Cllr. Suzy Curry 72 Alban Road Llanelli Carms. SA15 1EW	n/a – elected member	Cllr. Suzy Curry is seeking appointment as LA Governor.
Y Castell	1	Mrs M Buffrey	Ms Delyth Goodfellow, Headteacher	'Mrs Buffrey has been a valued member of our Governing Body for many years and is very supportive of our school.'  Ms Goodfellow is seeking Mrs Buffrey's re-appointment.
<b>SECONDARY SCHOOL</b>	<b>NO. OF VACANCIES</b>	<b>NOMINATIONS NAME AND ADDRESS</b>	<b>NOMINATED BY</b>	<b>DETAILS</b>
Bro Dinefwr	2	Mr D W Davies	Mrs JD Griffiths, Headteacher	'Mr Davies has been a member of the GB of Ysgol Bro Dinefwr since its establishment 4 years ago, he was a member of the Ysgol Dyffryn Tywi Shadow GB during its existence and was a long standing member of the GB of Ysgol Tre-Gib, during which time he has shown total commitment to the schools and the provision of education in general. Mr Davies has great interest in all aspects of school life – educationally, pastorally, extra-curricular activities. During his time as governor, Mr Davies has amassed an enormous amount of knowledge and has been of great support to me as headteacher. Mr Davies has vast knowledge of the communities in which the school is located and is very active within the community. He has attended many governor training courses and is mindful to impart this knowledge to new governors.'

		Mr G Kilby	Cllr. Edward Thomas, LA Governor at Ysgol Bro Dinefwr	<p>'Mr Kilby is a retired teacher, highly qualified. He was a Head of Music in his last post at Harris CE High School Rugby.</p> <p>Since moving to Llandeilo, Mr Kilby has got involved with the local community – member of Llandeilo Town Council (mayor in 14/15), member of Llandeilo &amp; District Civic Trust, member of Llandeilo Primary School Governing Body. Was previously a member of Abbots Farm Junior School GB for 12 years.</p> <p>Principal Examiner and subsequently Chief Examiner for External Music Grade and Diploma Examinations at Guildhall School of Music and later Associate Chief Examiner Trinity College London.</p> <p>In addition, Mr Kilby is a conductor of Cantorion Llandeilo Singers and under his leadership the choir has expanded and is reaching high standards.</p> <p>I believe Mr Kilby would be an asset to Ysgol Bro Dinefwr, especially with his strong background in education and music.'</p>
Coedcae	1	Dr B Jones	Mrs Tracy Senchal, Headteacher	<p>'Dr Jones has a wealth of experience as a school governor, and has a keen understanding of critical issues that he deploys to excellent effect in supporting and challenging the work of Coedcae School. His experience, skills and understanding provide excellent coaching models used with new / newer members of the board.'</p> <p>Mrs Senchal is seeking Dr Jones' re-appointment.</p>
Dyffryn Taf	1	Cllr. Sue Allen Penycoed Farm Whitland Carmarthenshire SA34 0LR	n/a – elected member	Cllr. Sue Allen is seeking re-appointment as LA Governor.

QE High School	1	Mrs G Parker	Mrs Helen Starkey, Chairperson	<p>'Mrs Parker is a qualified and experienced Primary School teacher who is currently employed as a Senior Lecturer in Education Studies at Trinity St David's University. Mrs Parker is a trained Estyn Inspector with recent and relevant experience of school inspections in a variety of educational settings.</p> <p>Mrs Parker is nearing completion of a term of office as a Parent Governor at Queen Elizabeth High School. In this role she has completed all LA Governor training and school based training. She has applied the knowledge and skills gained from these to effectively support and challenge the School during some difficult circumstances. She has been able to bring a wealth of experience from her extensive education background to assist in for example: introducing other governors to the school, actively supporting in school teacher induction, mentoring NQTs in collaboration with school staff and providing support on In Service training days.</p> <p>Mrs Parker is conscientious and committed to Queen Elizabeth High School and due to a degree of flexibility in her employed role she is able to attend school during term time to see the day to day operational functions, to undertake learning walks, to assist with monitoring, attend meetings and to take part in staff appointments.'</p>
<b>SPECIAL SCHOOL</b>	<b>NO. OF VACANCIES</b>	<b>NOMINATIONS NAME AND ADDRESS</b>	<b>NOMINATED BY</b>	<b>DETAILS</b>
Rhydygors	1	Mrs B T James	Mr Ian Berryman, Headteacher	<p>'Mrs James is the Service Manager for Corporate Parenting and Child Welfare within Carmarthenshire LEA and has been in this post for 12 years. She has a strategic leadership role in supporting improved outcomes for children who are disadvantaged by poverty and provides line management for the Education Welfare Service, Education and Wellbeing</p>

(LAC 0-25), Young Carers, Independent Reviewing Service and School Safeguarding Services within the authority. She is currently the lead officer for the development of Attachment Aware Schools and is committed to socially inclusive, relational based practice.

Mrs James has previous experience of teaching children with additional learning needs in Carmarthenshire and lecturing in Early Years Education at Coleg Ceredigion. She has also been an active community volunteer in the past including: Coordinating parent and toddler groups and integrated summer play schemes; various roles with Brechfa CP PTA including treasurer and helping hands coordinator; Girl Guide leader for 10 years. Mrs James also sits on the policy board of the national charity Voices from Care.'



**EXECUTIVE BOARD MEMBER DECISIONS MEETING FOR  
EDUCATION & CHILDREN**

**TUESDAY**, 26 September 2017

**PRESENT: Councillor:** G. Davies (Executive Board Member).

**The following officers were in attendance:**

M.S. Davies, Democratic Services Officer

Room 72A, County Hall, Carmarthen - 1.00 pm - 1.05 pm

**1. DECLARATIONS OF PERSONAL INTEREST**

There were no declarations of personal interest.

**2. APPOINTMENT OF L.A. GOVERNORS**

The Executive Board Member considered applications received for L.A. Governor vacancies within the county. It was noted that nominations had been invited from the Chairperson, Head teacher and Local Member(s) in the case of Primary Schools. It was also noted that L.A. Governors were appointed for 4 years and where the vacancy occurred as a result of an individual's term of office coming to an end this was noted in the details for that particular person if he/she was seeking appointment.

**RESOLVED that, in order to meet statutory obligations of filling vacancies on Governing Bodies and having considered the application received, the following appointments be made to vacancies for LA Governors:-**

Primary School	Appointments
<b>Burry Port</b> (1 Vacancy – 1 Nomination)	<ul style="list-style-type: none"> <li>Mrs S. Reynolds</li> </ul>
<b>Bynea</b> (1 Vacancy – 1 Nomination)	<ul style="list-style-type: none"> <li>Councillor Deryk Cundy</li> </ul>
<b>Johnstown</b> (1 Vacancy – 1 Nomination)	<ul style="list-style-type: none"> <li>Mr. S. Murphy</li> </ul>
<b>Llanedi</b> (1 Vacancy – 1 Nomination)	<ul style="list-style-type: none"> <li>Rev. V. Jones</li> </ul>
<b>Llangennech</b> (1 Vacancy – 2 Nominations)	<ul style="list-style-type: none"> <li>Mr. T. Davies (appointment from 13<sup>th</sup> Nov 2017)</li> </ul>
<b>Myrddin</b> (1 Vacancy – 1 Nomination)	<ul style="list-style-type: none"> <li>Councillor Emlyn Schiavone</li> </ul>

<b>Primary School</b>	<b>Appointments</b>
<b>Pontiets</b> (1 Vacancy – 1 Nomination)	<ul style="list-style-type: none"> <li>• Mrs D. Bowen</li> </ul>
<b>Richmond Park</b> (1 Vacancy – 1 Nomination)	<ul style="list-style-type: none"> <li>• Councillor Emlyn Schiavone</li> </ul>
<b>Stebonheath</b> (1 Vacancy – 1 Nomination)	<ul style="list-style-type: none"> <li>• Mr. N. Bevan</li> </ul>
<b>Secondary School</b>	<b>Appointments</b>
<b>Emlyn</b> (1 Vacancy – 1 Nomination)	<ul style="list-style-type: none"> <li>• Mr H. Davies</li> </ul>

**3. DECISION RECORD - 6TH JULY 2017**

**RESOLVED** that the decision record of the meeting held on the 6<sup>th</sup> July 2017 be signed as a correct record.

\_\_\_\_\_  
**EXECUTIVE BOARD MEMBER**

\_\_\_\_\_  
**DATE**