

Document Pack



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FRIDAY, 24 MAY 2019

TO: THE EXECUTIVE BOARD MEMBER FOR EDUCATION AND CHILDREN

- A M E N D E D A G E N D A -

I HEREBY SUMMON YOU TO ATTEND AN **EXECUTIVE BOARD MEMBER DECISIONS MEETING FOR EDUCATION & CHILDREN** WHICH WILL BE HELD IN **ROOM 59, COUNTY HALL, CARMARTHEN** AT **9.00 AM ON MONDAY, 3RD JUNE, 2019** FOR THE TRANSACTION OF THE BUSINESS OUTLINED ON THE ATTACHED AGENDA.

Mark James CBE

CHIEF EXECUTIVE



PLEASE RECYCLE

Democratic Officer:	Janine Owen
Telephone (direct line):	01267 224030
E-Mail:	JanineOwen@carmarthenshire.gov.uk
Ref:	AD016-001



EICH CYNGOR arleinamdani
www.sirgar.llyw.cymru
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www.carmarthenshire.gov.wales

A G E N D A

- | | |
|---|---------|
| 1. DECLARATIONS OF PERSONAL INTEREST | |
| 2. APPROVAL TO IMPLEMENT FEDERATION PROPOSALS
(LOCAL AUTHORITY LED) | 3 - 12 |
| 3. APPOINTMENT OF L.A. GOVERNORS | 13 - 22 |
| 4. TO SIGN AS A CORRECT RECORD THE DECISION RECORD
OF THE MEETING HELD ON 18TH MARCH, 2019 | 23 - 24 |
| 5. TO SIGN AS A CORRECT RECORD THE DECISION RECORD
OF THE MEETING HELD ON 1ST APRIL, 2019 | 25 - 26 |

Note:- The press and public are not be entitled to attend the meeting. The decision record will be published normally within 3 working days.

3 JUNE 2019

Executive Board Member:	Portfolio:
Cllr. Glynog Davies	Education & Children

MODERNISING EDUCATION PROGRAMME (MEP)

APPROVAL TO IMPLEMENT FEDERATION PROPOSALS (LOCAL AUTHORITY LED)

Recommendations / key decisions required:

It is recommended that the Executive Board Member approves:

- the proposed process for determining the outcome of federation proposals.

Reasons:

To be able to proceed with and determine Local Authority led federation proposals in line with the "Federation process of maintained schools in Wales- Guidance for governing bodies and local authorities".

Directorate Name of Head of Service: Simon Davies	Designation: Head of Access to Education	Tel No. / E-mail Addresses: 01267 246471 SiDavies@carmarthenshire.gov.uk
Report Author: Sara Griffiths	Modernisation Team Manager	01267 246618 SMGriffiths@carmarthenshire.gov.uk

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	
Recommendation of the Officer was adopted subject to the amendment(s) and reason(s) specified:	
Reason(s) why the Officer's recommendation was not adopted:	

EXECUTIVE SUMMARY
EXECUTIVE BOARD MEMBER DECISION MEETING FOR EDUCATION & CHILDREN
3 JUNE, 2019

MODERNISING EDUCATION PROGRAMME (MEP)

APPROVAL TO IMPLEMENT FEDERATION PROPOSALS (LOCAL AUTHORITY LED)

Background Information

With the increasing need to consider more so the federation between schools as an option to address current issues, the Local Authority needs to consider in detail the federation process (for LA led proposals), in particular the determination element of federation proposals.

The attached document sets out the powers that the Local Authority have in proposing federations, the federation process and the options open to the Local Authority in determining the proposals.

Determining the Federation Proposals

As can be seen from the federation process timetable (attached), the Local Authority is fully responsible for completing all stages of the process through to implementation, inclusive of determining whether or not to proceed with the federation. Established processes are already in place with the Local Authority for the determination of school reorganisation proposals, however there is no process in place for determining school federation proposals.

Whilst the collation of a federation report, seeking the views of stakeholders and the preparation of a consultation report can be completed by the Modernising Education Team, the Local Authority must decide on a process/person to determine the outcome of the federation proposals.

Recommendation

It is recommended that the Executive Board Member approves the proposed process for determining the outcome of federation proposals

DETAILED REPORT ATTACHED

Yes – Approval to Implement Federation Proposals (Local Authority Led)

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: Simon Davies

Head of Access to Education

Policy and Crime & Disorder	Legal	Finance	ICT	Risk Management Issues	Organisational Development	Physical Assets
None	YES	NONE	NONE	NONE	NONE	NONE

2. Legal

The report provides information on why the process is required in order that Local Authority led federations can be progressed in line with the "Federation process of maintained schools in Wales – Guidance for governing bodies and local authorities".

CONSULTATIONS

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

Signed: Simon Davies

Head of Access to Education

1. **Scrutiny Committee** – Not applicable at this time

2. **Local Member(s)** - Not applicable

3. **Community / Town Council** – Not applicable

4. **Relevant Partners** - Not applicable

5. **Staff Side Representatives and other Organisations** - Not applicable

Section 100D Local Government Act, 1972 – Access to Information

List of Background Papers used in the preparation of this report:

Title of Document	File Ref No.	Locations that the papers are available for public inspection
Federation process of maintained schools in Wales – Guidance for governing bodies and local authorities		https://gov.wales/sites/default/files/publications/2018-03/federation-process-of-maintained-schools-in-wales-guidance-for-governing-bodies-and-local-authorities.pdf
School Organisation Code (2013)		https://beta.gov.wales/school-organisation-code-0
School Standards and Organisation (Wales) Act 2013		http://www.legislation.gov.uk/anaw/2013/1/contents/enacted

School Federations

Approval to Implement Federation Proposals (Local Authority Led)

Content

Subject	Page
Introduction	3
Federating Schools	3
• Carmarthenshire's School Federation Strategy	3
• Federation process of maintained schools in Wales	3
• Federation process table	4
Approval to Implement	5
• Determining Federation Proposals	5
• Possible Options	5
• Recommendation	5

Introduction

With the increasing need to consider more so the federation between schools as an option to address current issues, the Local Authority needs to consider in detail the federation process (for LA led proposals), in particular the determination element of federation proposals. This document sets out the powers that the Local Authority have in proposing federations; the federation process; and the options open to the Local Authority in determining the proposals.

Federating Schools

Carmarthenshire's School Federation Strategy

Carmarthenshire County Council has a statutory responsibility for the planning of school provision, a legal responsibility to review the number and type of schools it has in its area and whether or not it is making the best use of the resources and facilities to deliver the opportunities that learners deserve.

With the publication of the revised School Organisation Code in November 2018 and the addition of a presumption against the closure of rural schools, federation between schools is becoming more of a realistic option to address schools in need. The Local Authority's School Federation Strategy acknowledges that new ways of working are required to ensure sustainability and this increasingly involves collaborative working between schools and possibly other partners.

Federation process of maintained schools in Wales

As noted in the [Federation process of maintained schools in Wales](#), schools have been able to federate since 2010 using the process set out in The Federation of Maintained Schools and Miscellaneous Amendment (Wales) Regulations 2010. The Federation process of maintained schools in Wales replaced the 2010 Federation Regulations on 22nd May 2014, and in addition, provided Local Authority's with the power to federate schools. The current guidance sets out how Local Authorities, in addition to governing bodies can federate schools and how federations may be proposed, established and constituted.

The table below sets out briefly* the steps required to establishing federations:

Step	Description	Timeline
1.	Local Authority holds early discussions with the schools identified for federation and general agreement reached to explore federation options.	
2.	The Local Authority prepares a report to seek the views of stakeholders.	
3.	Proposals are published and the Local Authority seeks the views of stakeholders	6 weeks or 20 days for federation of small schools**
4.	School leaders, the Local Authority and Governing Body start scoping leadership roles and staffing structures.	
5.	The Local Authority prepares a report providing a summary of the responses received and the Local Authority's comments, and publishes on its website.	
6.	The Local Authority makes a final decision on whether to federate or not and publishes the decision on its website and notifies stakeholders. Implementation takes place.	Must be at least 125 days from the date proposals are published Or 100 days for federation of small schools
7.	Single governing body meets and professional processes aligned.	
8.	Headteacher builds overview of federation effectiveness.	
9.	Wider opportunities of professional development for all staff implemented.	

*The full details to each step can be found in the [Federation process of maintained schools in Wales](#) guidance document.

** The Education (Wales) Measure 2011 allows Welsh Ministers to make a Small School Order (SSO) which will define the size of a small school. Such an order has been made and has defined a small school as being one with few than **91** pupils on the third Tuesday in January immediately preceding the date on which a proposal is made.

Approval to Implement

Determining the Federation Proposals

As can be seen from the federation process timetable, the Local Authority is fully responsible for completing all stages of the process through to implementation, inclusive of determining whether or not to proceed with the federation. Established processes are already in place with the Local Authority for the determination of school reorganisation proposals, however there is no process in place for determining school federation proposals.

Whilst the collation of a federation report; seeking the views of stakeholders; and the preparation of a consultation report can be completed by the Modernising Education Team, the Local Authority must decide on a process/person to determine the outcome of the federation proposals.

Possible Options

Following the preparation of a consultation report, the report could be considered and a determination made on the outcome of the federation proposals by the following (the list is illustrative rather than exhaustive):

- Head of Access to Education;
- Head of Education Services;
- Head of Curriculum and Wellbeing;
- Director of Education & Children's Services;
- Departmental Management Team;
- Corporate Management Team;
- Executive Board Member for Education & Children;
- Executive Board;
- County Council;
- Or a combination of the above.

Recommendation

It is recommended that the **Executive Board Member for Education & Children** determines the outcome of federation proposals.

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3 JUNE 2019

Executive Board Member:	Portfolio:
Cllr. Glynog Davies	Education & Children

Subject

Purpose: 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: Name of Head of Service: Gareth Morgans Report Author: Tanja Neumayer-James	Designation: Director – Dept for Education & Children Principal School Governance Officer	Tel No. 01267 246450 (Gareth Morgans) 01267 246448 E Mail Address: edgmorgans@carmarthenshire.gov.uk TNeumayer-James@carmarthenshire.gov.uk
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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 subject to the amendment(s) and reason(s) specified:	
Reason(s) why the Officer's recommendation was not adopted:	

EXECUTIVE SUMMARY
EXECUTIVE BOARD MEMBER EDUCATION AND CHILDREN
3 June 2019

SUBJECT: APPOINTMENT OF LA GOVERNORS

BRIEF SUMMARY OF PURPOSE OF REPORT

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.

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.

DETAILED REPORT ATTACHED?

YES

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: **Gareth Morgans** Director – Department for Education & Children

Policy and Crime & Disorder	Legal	Finance	ICT	Risk Management Issues	Organisational Development	Physical Assets
NONE	NONE	NONE	NONE	NONE	NONE	NONE

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

3rd June 2019

PRIMARY SCHOOL	NO. OF VACANCIES	NOMINATIONS NAME AND ADDRESS	NOMINATED BY	DETAILS
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'.				
Gorslas	1 current and 1 from 1 st Sept	Mrs M Bennett-Williams	Mr Terry Davies, Chairperson	'Mrs Bennett-Williams has been a governor at Gorslas Primary School for 8 years and has been fully committed to her role. She has a very good knowledge of the school's strengths and areas to be developed. She is a well-respected member of the community and shows a willingness to share her skills and expertise within the Governing Body.'
Gymraeg Rhydaman	1 current and 1 from 16 th June	Cllr. Sue Allen, Penycoed Farm Whitland SA34 0LR Mr A Thomas	n/a – elected member Ms Cerys Gruffydd, Headteacher	Cllr. Sue Allen is seeking temporary appointment as LA Governor at Ysgol Gymraeg Rhydaman, following a request by the GB Chair. 'As a deputy in a local secondary school, Mr Thomas' commitment and his desire to raise standards of teaching in the school is passionate. This has been clearly seen since he started as Chair of Governors with us, and he has been a great asset to the school. His knowledge and unfailing willingness has helped us greatly. Most importantly, the school and governors need continuity and progression during challenging times.' Ms Gruffydd is seeking Mr Thomas' re-appointment.

Llandybie	1 (from 13 th July)	Mrs E Williams	Mrs Rhian Pritchard, Headteacher	<p>'Mrs Williams brings extensive knowledge and expertise to the panel. Her contributions are valuable and she is an asset to the Governing Body.'</p> <p>Mrs Pritchard is seeking Mrs Williams' re-appointment.</p>
Pontypool	1	Mrs A Esney	Mrs E Davies, Vice Chair	<p>'Mrs Esney is a parent at the school and a member of the PTA. She is a talented musician and regularly plays the piano at our school services, as well as assisting with the coaching of our choir and organising school concerts. She also teaches piano privately in the community. She is a keen fundraiser and has received a community 'Extra Mile Award' for her continued charity work. She also received the 'Editor's Choice Award' for her outstanding work within the community, as well as being invited to meet the Queen!</p> <p>Mrs Esney always demonstrates strong commitment, enthusiasm and interest in all school activities and pupil progress. I feel Mrs Esney would be a great asset to the school governing body, because of her wealth of experience in teaching and also her commitment and attitude generally to the school community.'</p>
Pwll	1 current and 1 from 16 th June	Mr R Staines	Mr Paul Trotman, Headteacher	<p>'Mr Staines has been a governor at Pwll School for the past 4 years and is interested in continuing. He is an asset to the governing body with a vast knowledge of procedures and policies appertaining to school governance. He has a commitment to education and to Pwll School and the area.'</p> <p>Mr Trotman is seeking Mr Staines' re-appointment.</p>
SECONDARY SCHOOL	NO. OF VACANCIES	NOMINATIONS NAME AND ADDRESS	NOMINATED BY	DETAILS
Bryngwyn Glanymor	1	Cllr. Dot Jones, Highfield	n/a – elected member	Cllr. Dot Jones is seeking appointment as LA Governor at Bryngwyn/Glanymor.

Gors Road
Upper Tumble
Llanelli

Mr DWH Richards OBE

Mrs Sharon Cole,
Chairperson

'Hugh Richards has a longer standing association with Bryngwyn School and evolution through Federation and this commitment is displayed by his regular attendance at Federation events.

Mr Richards was a LEA Governor on our Federated Governing Body until 2017. He lives within our catchment area, has involvement with our partner primary schools and therefore has a deep understanding of the context, challenges and achievements of our pupils in the secondary phase. He also has an understanding of strategic issues affecting education in Wales and therefore is well placed to balance local needs with national requirements. In addition, Mr Richards, a Welsh speaker, is able to offer an understanding of the successful delivery of Welsh medium and bilingual education, which is a strategic objective of the Local Authority and part of Welsh Government's national mission. Welsh is a skill set that has been identified as being presently missing from the skills matrix of our Federated Governing Body. He has excellent communication and interpersonal skills that would allow him to work effectively across the Federation and its partnerships and be able to undertake Governor visits as required. Mr Richards, by virtue of being an experienced Governor, will give valuable expertise to our Federated Governing Body to enhance the very best learning experiences and standards for all our learners.

We therefore wish to unreservedly support his nomination.'

Coedcae Page 20	1	Mrs K Bowen	Mrs Tracy Senchal, Headteacher	'Mrs Bowen has, over a number of years, demonstrated a resolute commitment to ensuring pupils (not only those in Coedcae) have access to the highest-quality educational experiences. She has played a key role in the successful improvement journey of the school and has well-developed skills as 'critical friend' to school.'
Gyfun Emlyn	1 (from 16th June)	Mrs M Peckham	Mrs Maureen Webley, Chairperson	<p>'Mrs Peckham has served as a governor at Ysgol Gyfun Emlyn for almost 20 years. During this time she has been an exemplary governor, providing support and encouragement to the Chair and newly appointed governors. More specifically she has served as one of two link governors attached to the Additional Learning Needs department and to the Assistant Head in relation to safeguarding issues. She attends ALN review meetings and regularly liaises with the ALNCO. She has built up a wealth of knowledge and experience in this important aspect of the school's work, giving regular feedback to full GB meetings. She is a member of the GB Staffing & Resources Sub-Committee where her previous employment background in care and personnel management has proved very relevant. In addition, she has been Chair of the Wellbeing Sub-Committee for a number of years, where her knowledge of pastoral matters has been significant in the current debates about behaviour, mental wellbeing and attendance.</p> <p>Mrs Peckham has been able to acquire very helpful insight into the current pupils' perspective of the school from several grandchildren who attend in various year groups. She is a very experienced governor who is always happy to assist with other duties, such as recruitment short listing and interviewing. She is totally committed to the ethos and future of Ysgol Gyfun Emlyn and as such is a highly valued member of the</p>

				Governing Body.’ Mrs Webley is seeking Mrs Peckham’s re-appointment.
SPECIAL SCHOOL	NO. OF VACANCIES	NOMINATIONS NAME AND ADDRESS	NOMINATED BY	DETAILS
n/a				

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Agenda Item 4

EXECUTIVE BOARD MEMBER DECISIONS MEETING FOR EDUCATION & CHILDREN

MONDAY, 18 March 2019

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

The following officers were in attendance:

L. Jenkins, Democratic Services Officer

Regeneration Meeting Room, County Hall, Carmarthen. SA31 1JP. 9.00 - 9.10 am

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 Local Authority Governor vacancies within the county. It was noted that nominations had been invited from the Chairperson, Headteacher and Local Member(s) in the case of Primary Schools/the member(s) who were governors in the case of Secondary Schools.

It was also noted that Local Authority Governors are appointed for 4 years and where the vacancy has 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.

It was further noted that the Governor vacancy at Brynteg School as noted in the report was deferred to the next meeting.

RESOLVED that, in order to meet statutory obligations for filling vacancies on Governing Bodies and having considered the applications received, the following appointments be made to vacancies for Local Authority Governors:-

PRIMARY SCHOOL	Appointments
Abergwili (1 Vacancy – 1 Nomination)	Ms G M Adams
Llangain (1 Vacancy – 1 Nomination)	Mrs G Burson
Old Road (2 Vacancies – 2 Nominations)	Rev Capt Lowe Mr D Maxted
Saron (1 Vacancy – 1 Nomination)	Mrs L Jones

St Mary's Carmarthen (1 Vacancy – 1 Nomination)	Cllr P Grice
Teilo Sant (1 Vacancy – 1 Nomination)	Mr R Jones
SECONDARY SCHOOL	Appointments
Dyffryn Taf (1 Vacancy – 1 Nomination)	Mr E Howells

3. TO SIGN AS A CORRECT RECORD THE DECISION RECORD OF THE MEETING HELD ON THE 21ST JANUARY 2019

RESOLVED that the Decision Record of the meeting held on 21st January 2019 be signed as a correct record.

EXECUTIVE BOARD MEMBER

DATE

Agenda Item 5

EXECUTIVE BOARD MEMBER DECISIONS MEETING FOR EDUCATION & CHILDREN

MONDAY, 1 April 2019

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

The following officers were in attendance:

K. Thomas, Democratic Services Officer

Education & Children EBM Office - 9.00 - 9.05 am

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 Local Authority Governor vacancies within the county. It was noted that nominations had been invited from the Chairperson, Headteacher and Local Member(s) in the case of Primary Schools/the member(s) who were governors in the case of Secondary Schools.

It was also noted that Local Authority Governors are appointed for 4 years and where the vacancy has 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 for filling vacancies on Governing Bodies and having considered the applications received, the following appointments be made to vacancies for Local Authority Governors:-

Primary School	Appointments
Bryn Teg (1 Vacancy – 2 nominations)	Ms M. Hill
Dafen (1 Vacancy – 1 nominations)	Mr G Edwards

EXECUTIVE BOARD MEMBER

DATE

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