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For all enquiries relating to this agenda please contact Charlotte Evans
(Tel: 01443 864210 Email: evansca1@caerphilly.gov.uk)

Date: 18th February 2015

Dear Sir/Madam,

A meeting of the **Education for Life Scrutiny Committee** will be held in the **Sirhowy Room, Penallta House, Tredomen, Ystrad Mynach** on **Tuesday, 24th February, 2015** at **5.30 pm** to consider the matters contained in the following agenda.

Yours faithfully,

A handwritten signature in blue ink that reads 'Chris Burns'.

Chris Burns
INTERIM CHIEF EXECUTIVE

A G E N D A

- | | Pages | |
|--|--|--|
| 1 | To receive apologies for absence. | |
| 2 | Declaration of interest
Councillors and Officers are reminded of their personal responsibility to declare any personal and/or prejudicial interest(s) in respect of any item of business on this agenda in accordance with the Local Government Act 2000, the Council's Constitution and the Code of Conduct for both Councillors and Officers. | |
| To approve and sign the following minutes: - | | |
| 3 | Consideration of any matter referred to this Committee in accordance with the call-in procedure. | |
| 4 | To receive a verbal report from the Cabinet Member for Education and Lifelong Learning. | |

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5 To receive and consider the following Cabinet Reports*: -

1. 17th Edition Electrical Works in Schools – 4th February 2015;
2. Pupil Attainment at Foundation Phase, Key Stage 2, Key Stage 3 and Key Stage 4 (2015). – 4 February 2015.

**If a member of the Scrutiny Committee wishes for any of the above Cabinet reports to be brought forward for review at the meeting please contact Charlotte Evans, 01443 864210, by 10.00 a.m. on Monday, 23rd February 2015.*

To receive and consider the following Scrutiny reports: -

- | | | |
|----|--|---------|
| 6 | Consultation - Proposed Admission Arrangements 2016/2017. | 1 - 2 |
| 7 | Education Capital 2015/16. | 3 - 8 |
| 8 | Governor Training and DBS Requirements. | 9 - 50 |
| 9 | Pupil Attainment at Foundation Phase, Key Stage 2, Key Stage 3 and Key Stage 4 (2014). | 51 - 74 |
| 10 | To record any requests for an item to be included on the next available agenda. | |

To receive and note the following information items*: -

- | | | |
|----|---|-----------|
| 11 | Education Scrutiny. | 75 - 80 |
| 12 | Budget Monitoring 2014-15. | 81 - 94 |
| 13 | Interim Report - Asbestos in Schools Removal Programme. | 95 - 104 |
| 14 | Education for Life Scrutiny Committee Forward Work Programme. | 105 - 108 |

**If a member of the Scrutiny Committee wishes for any of the above information reports to be brought forward for discussion at the meeting please contact Charlotte Evans, 01443 864210, by 10.00 a.m. on Monday, 23rd February 2015.*

Circulation:

Councillors P.J. Bevan, Mrs A. Blackman, W. David (Chair), H.R. Davies, C. Durham, C.J. Gordon, D.M. Gray, D. Havard, G. Johnston, M.P. James, Mrs G.D. Oliver, D.W.R. Preece, J. Pritchard (Vice Chair), J.E. Roberts, Mrs M.E. Sargent and R. Saralis

Co-opted Members:

Cardiff ROC Archdiocesan Commission for Education Representative (with voting rights on educational matters)

Mr M. Western

Parent Governor Representatives (with voting rights on educational matters) Mr A. Farina-Childs and Mrs A. Goss

Outside Body Representatives (without voting rights)

Mr P. Jones (NAHT), Mrs J. Havard (NUT), Mrs P. Ireland (NUT) and Mr J. Short (NASUWT)

Caerphilly Governors Association (without voting rights)

Mrs S. Evans (Caerphilly Governors Association)

And Appropriate Officers

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EDUCATION FOR LIFE SCRUTINY COMMITTEE – 24TH FEBRUARY 2015

**SUBJECT: CONSULTATION – PROPOSED ADMISSION ARRANGEMENTS
2016/2017**

REPORT BY: ACTING DEPUTY CHIEF EXECUTIVE

1. PURPOSE OF REPORT

- 1.1 To consult Members on the proposed changes to the schools admission arrangements for the academic year 2016/2017.
- 1.2 To give Scrutiny Members the opportunity to comment on proposals as part of the consultation process before recommendations are considered by Cabinet at its meeting on 1 April 2015.

2. LINKS TO STRATEGY

- 2.1 Ensuring that the Authority's admission arrangements are reviewed to meet the needs of schools and the Authority and comply with relevant legislation.

3. THE REPORT

- 3.1 Members will recall that they are consulted annually regarding the proposed admission arrangements. The only significant changes proposed for 2016/17 relates to Secondary School Rationalisation Phase 1 – Islwyn West (Page 10 of the attached admission arrangements).
- 3.2 The consultation process has been taking place over the last couple of months and ends on 1st March in accordance with the school admissions Code. Consultees have included all Headteachers, all Chairs of Governors and all neighbouring LA's, as well as CCBC's Admission Forum and Scrutiny Committee.
- 3.3 In accordance with paragraph 2.10 of the Code, the admission arrangements must be determined by 15 April and will be considered by Cabinet at its meeting on 1 April 2015.

4. EQUALITIES IMPLICATIONS

- 4.1 The admission arrangements for 2016/17 have been assessed and no negative impact has been identified. The arrangements note compliance with current Equalities, Human Rights and Welsh Language legislation.

5. FINANCIAL IMPLICATIONS

- 5.1 None.

6. PERSONNEL IMPLICATIONS

6.1 None.

7. CONSULTATIONS

7.1 The Admission Forum meets termly to review all admission arrangements and procedures.

7.2 Other consultees are as outlined below and as stated in the report.

8. RECOMMENDATIONS

8.1 Members are asked to consider the report and provide any comments as part of the consultation process.

9. REASONS FOR THE RECOMMENDATIONS

9.1 To ensure agreed changes are implemented for the 2016/17 academic year.

10. STATUTORY POWER

10.1 The School Admissions Code (2013) and Schools Admissions Appeal Code (2013).

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E-mail: westam@caerphilly.gov.uk

Consultees: Sandra Aspinall, Acting Deputy Chief Executive
Tony Maher, Assistant Director, Planning & Strategy
Keri Cole, Manager, Learning Education & Inclusion
Bleddyn Hopkins, Assistant Director, 21st Century Schools
Councillor R Passmore, Cabinet Member, Education and Lifelong Learning
Sue Richards, Principal Officer, Finance
Lynne Donovan, Personnel Manager
David Thomas, Senior Policy Officer
Susan Ead, Legal Services
School Admission Forum
Headteachers and Chairs of Governors, CCBC schools
Neighbouring LA's

Appendices:

Appendix: Proposed Admission Arrangements For 2016/17



EDUCATION FOR LIFE SCRUTINY COMMITTEE – 24TH FEBRUARY 2015

SUBJECT: EDUCATION CAPITAL 2015/16

REPORT BY: ACTING DEPUTY CHIEF EXECUTIVE

1. PURPOSE OF REPORT

- 1.1 To update Members on proposals for the 2015/16 Education Capital Programme which are planned to be considered by Cabinet on 1st April 2015.

2. SUMMARY

- 2.1 The report identifies proposals for the allocation of Education capital budgets for the 2015/16 financial year in the context of the 3-year capital programme 2014/15 - 2016/17.

3. LINKS TO STRATEGY

- 3.1 The report considers the use of capital resources within Education to ensure the Council's key strategies are best achieved.
- 3.2 The report links directly to the Education for Life, sustainability, regeneration and equality strategies. The report also links to the Learning theme of Caerphilly Delivers, the Local Service Board single integrated plan.

4. THE REPORT

- 4.1 Special Council, at its meeting on 26th February 2014, agreed a medium term financial strategy 2014/17. The proposals included a 3-year indicative forward capital programme for Education, as follows:-

Scheme	Indicative		
	2014/15 £'000	2015/16 £'000	2016/17 £'000
Accommodation Requirements	200	225	225
Asset Management Strategy	600	600	600
Health and Safety	300	300	300
School Security	100	100	100
School Boiler Replacement Programme	224	220	220
Total	1,424	1,445	1,445

- 4.2 Scrutiny, at its meeting on 8th July 2014, were apprised of the budgetary pressures being faced and the need for ongoing funding, especially in the context of asbestos (2014/15) and electrical

rewiring works (rolling programme).

4.3 In this context, it is proposed to allocate a sum of £2m towards electrical rewiring works in schools over the 3 year period 2014/15 - 2016/17, funded as follows:-

- Asset Management 300k p.a. = 900k
- Health & Safety 300k p.a. in 2015/16 + 2016/17 = 600k
- School Security and Boiler Replacement 250k p.a. in 2015/16 + 2016/17 = 500k

4.4 On this basis, the residual capital budgets available for 2015/16 + 2016/17 would be as follows:-

	2015/16 £'000	2016/17 £'000
Additional Accommodation	225	225
Asset Management	300	300
School Boiler Replacement	70	70

The revenue/capital (50/50) budget is presently 325k and will be reviewed in the context of the MTFP.

The detailed proposals for 2015/16 are outlined below and in the Appendix.

Additional Accommodation

4.5 As in recent years, the annual capital allocation equates to circa 1 additional classroom per annum. Based upon the updated school places plan considered by Scrutiny, at its meeting on 4 November 2014, the 1st priority scheme for 2015/16 to cater for in-catchment demand has been identified as Y G Cwm Gwyddon and it is proposed to allocate the 225k for that purpose.

Asset Management

4.6 The sum of £300,000 for 2015/16 is proposed to be allocated to the identified highest priority schemes, as assessed by Building Consultancy, as follows:-

School	Description of Bid	£'000
Bedwas High	B Block asbestos sheet roof renewal/upgrade	80
Cwmaber Infants	Nursery block roof renewal/upgrade	50
Pengam Primary	Commence roof renewal/upgrade	60
Ty Sign Primary	Continuation of phased/elevation of curtain walling	110

School Boiler Replacements

4.7 The residual sum of 70k in 2015/16 would typically fund 1 Primary school replacement boiler and the identified priority scheme is in relation to Cwmaber Infants.

Revenue/Capital

4.8 It is proposed to utilise these monies to support schemes funded 50/50 with schools. Given the bids submitted in accordance with this requirement, the following are proposed for support (costs shown are the estimated gross amount):

School	Description of Bid	£'000
Cefn Fforest Primary	Replacement heating systems	30
Coedybrain Primary	Damp and wood block flooring	15
Fleur De Lys Primary	Windows replacement (phase 2)	25
Glyngaer Primary	Ceilings replacement	20
Libanus Primary	Re-pointing and repair of external wall	15
Maesycwmmwr Primary	Adaptations re ICT & PPA	20
Nant Y Parc Primary	Toilet upgrades	15
Pantside Primary	Toilet upgrades (junior boys)	12
Plasyfelin Primary	Adaptations	30
Rhydri Primary	Soft Play	20
St. Gwladys Primary	Staff toilets	10
YG Cwm Derwen	Kitchen Flooring & Tiling	10
Trinity Fields	Adaptations	40
Bedwas High	Toilet upgrade C block boys	22
Heolddu Comprehensive	Toilet upgrades B, C & D block (phase 1)	40
Rhymney Comprehensive	Roofing upgrades	40
St. Cenydd Comprehensive	Refurbish science laboratory	40

- 4.9 These schemes would commit circa 50% of the available budget and will allow further 50/50 links to be progressed during the financial year, if approved.

Flying Start Capital

- 4.10 The Welsh Government (WG) has approved 3 bids for Caerphilly for 2015/16 amounting to 856k as follows:-

School	Description of Bid	£'000
Blackwood Primary	Building containing childcare, multi agency office space, parenting and crèche spaces, toilets and kitchen	356
YGG Caerffili	Building containing childcare, multi agency office space, parenting room crèche, toilets and kitchen	353
Plasyfelin Primary	Demountable to include childcare, small office, kitchen and toilets	147
Total		856

- 4.11 Circa 200-250k of the Blackwood Primary scheme will be spent in 2014/15 as an agreed virement with the Welsh Government.
- 4.12 These will be progressed to ensure completion by the end of the 2015/16 financial year in accordance with grant terms and conditions.

5. EQUALITIES IMPLICATIONS

- 5.1 Many of the initiatives contained within the Education capital budget seek to address equality issues. Examples include accessibility issues in accordance with the Equality Act 2010 toilet upgrades, enhancements to accommodation. Improvements to existing buildings are also covered by the Access budget held by Corporate Property.

6. FINANCIAL IMPLICATIONS

- 6.1 These have been outlined in the report.

6.2 The report sets out the proposals for the 2015/16 financial year and identifies some potential future liabilities.

7. PERSONNEL IMPLICATIONS

7.1 No direct personnel implications.

8. CONSULTATIONS

8.1 The draft report was distributed as detailed below. All comments received have been reflected in the report.

9. RECOMMENDATIONS

9.1 Members are requested to note proposals to utilise the Education capital budget for 2015/16 as outlined in the report which will be reported to Cabinet, at its meeting on 1st April 2015.

10. REASONS FOR THE RECOMMENDATIONS

10.1 To apprise Members of proposals for the Education capital budget for 2015/16.

11. STATUTORY POWER

11.1 The School Standards and Framework Act 1998
The Learning and Skills Act 2000
Equality Act 2010

Author: Bleddyn Hopkins, Assistant Director, Our Schools Our Future
E-mail: hopkib@caerphilly.gov.uk

Consultees: Sandra Aspinall, Acting Deputy Chief Executive
Keri Cole, Manager, Learning Education & Inclusion
Tony Maher, Assistant Director, Planning & Strategy
Councillor Rhianon Passmore, Cabinet Member, Education & Lifelong Learning
Councillor Wynne David, Chair of Education Scrutiny Committee
Councillor James Pritchard, Vice Chair of Education Scrutiny Committee
Gail Williams, Acting Head of Legal Services/Monitoring Officer
Angharad Price, Solicitor/Deputy Monitoring Officer
Gareth Hardacre, Head of People Management and Development
Jane Southcombe, Financial Services Manager
Mark Williams, Manager, Building Consultancy Services
Donna Jones, Health & Safety Manager
David A Thomas, Senior Policy Officer (Equalities and Welsh Language)
Mike Lewis, Principal Accountant – Education Central
Sarah Mutch, Flying Start Co-ordinator.

Appendices:

Appendix 1 Proposed Capital Schemes 2015/16

Background Papers:

17th Edition Electrical Works (Cabinet Report 4th February 2015)

Capital Bid Pro-Formas 2015/16

Flying Start Capital Approvals (Welsh Government)

Proposed Capital Schemes 2015/16

<u>Category/School</u>	<u>Description of Bid</u>	<u>£'000</u>
<u>ADDITIONAL ACCOMMODATION</u>		
Ysgol Gyfun Cwm Gwyddon	Additional classroom accommodation	225
<u>ASSET MANAGEMENT</u>		
Bedwas High	B Block asbestos sheet roof renewal/upgrade	80
Cwmaber Infants	Nursery block roof renewal/upgrade	50
Pengam Primary	Commence roof renewal/upgrade	60
Ty Sign Primary	Continuation of phased/elevation of curtain walling	110
<u>BOILER REPLACEMENT</u>		
Cwmaber Infants	Replacement boiler	70
<u>REVENUE/CAPITAL (50/50)</u>		
Cefn Fforest Primary	Replacement heating systems	30
Coedybrain Primary	Damp and wood block flooring	15
Fleur De Lys Primary	Windows replacement (phase 2)	25
Glyngaer Primary	Ceilings replacement	20
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EDUCATION FOR LIFE SCRUTINY COMMITTEE – 24TH FEBRUARY 2015

SUBJECT: GOVERNOR TRAINING AND DBS REQUIREMENTS

REPORT BY: ACTING DEPUTY CHIEF EXECUTIVE

1. PURPOSE OF REPORT

- 1.1 To provide information on the legal framework in respect of CRB / DBS checks for Governors and mandatory training requirements.

2. SUMMARY

- 2.1 Under certain circumstances Governing Bodies (GB's) and Local Authorities (LA's) can require Governors to have enhanced DBS checks, although the position is not straightforward. In September 2013, the Welsh Government (WG) introduced mandatory training requirements for Governors in respect of Chair training, Induction training and School Performance Data training and introduced suspension and disqualification of Governors where these are not met.

3. LINKS TO STRATEGY

- 3.1 Local Authority Partnership Agreement.

4. THE REPORT

DBS Checks

- 4.1 **The Government of Maintained Schools (Wales) Regulations 2005 provides specific disqualification provisions under Schedule 5, Regulation 12: -**
A person is disqualified from holding or continuing to hold office as a governor at any time when he or she refuses a request by the governing body to make an application under section 113B of The Police Act 1997 for a criminal records certificate.
- 4.2 From 2012, following the introduction of the Safeguarding of Vulnerable Groups act 2006 and the Protection of Freedom Act 2012 the types of checks which can be taken changed to three types, Standard DBS check, Enhanced DBS check and Enhanced DBS check with barred list checks.
- 4.3 Enhanced DBS checks can only be applied for if the individual undertakes 'regulated activity'.
- 4.4 Governors used to be regarded as undertaking regulated activity under the original ISA system, and therefore were required to be CRB checked, with checks also being undertaken of the barred lists, to check that they were not deemed unsuitable to work with children.

- 4.5 However, under the new system, Governors will not generally be engaged in 'regulated activity' unless they are undertaking some 'work' at the school, on a regular basis, that is not supervised. The Government guidance specifically refers to Governors as having been removed from the scope of 'regulated activity' as of 10 September 2012. It will not be common for a governor to be undertaking work at a school when they are not being 'supervised' by someone who is in regulated activity themselves (e.g. if they are present at meetings etc., then generally the head teacher or another member of the school's staff will be present).
- 4.6 As a result, whilst Governing Bodies and Local Authorities can require Governors to have enhanced DBS checks, Governors Wales in their case study on the subject state that they do not believe that they can insist on all governors being checked under the barred lists unless they can establish that the governor in question is engaged in regulated activity. Governors Wales further state that they understand that the DBS may well decline applications for checks on this basis.

Mandatory Governor Training

- 4.7 Chairs Training - All Chairs elected after the 20th September 2013 and who have not attended chairs training in the two years prior to 20th September 2013 are required to attend Chairs training within 6 months of being elected as Chair.
- 4.8 Induction Training - Any new governor appointed or elected after 20th September 2013 or any existing governor who was first appointed/elected after 20th September 2011 and has not attended induction training will be required to attend induction training by 20th September 2014 or within one year of appointment if after 20th September 2013. Governors who are re-appointed/ re-elected or have served as a governor at another school prior to 20th September 2011 are not required to attend training.
- 4.9 School Performance Data Training - Any new governor appointed or elected after 20th September 2013 will be required to attend data training within 1 year of appointment/election. If governors are reappointed for a further term of office and have not completed training in the last year they will have to do so.
- 4.10 Headteachers are exempt from all mandatory sessions.
- 4.11 Governing bodies are ultimately responsible for suspending and possibly disqualifying governors who do not attend the mandatory training. To support governing bodies through the process this information has been provided in every EAS governor training programme for the past two years, in addition a protocol has been developed which will be circulated to Headteachers and Chairs of Governors in Spring 2015 (Appendix 1).
- 4.12 Attendance at Mandatory Training Sessions by Governors

Governor Induction				Chairs				Understanding Data			
<i>14/15 to date</i>	13/14	12/13	11/12	<i>14/15 to date</i>	13/14	12/13	11/12	<i>14/15 to date</i>	13/14	12/13	11/12
49	112	44	66	30	29	35	16	20	69	36	18

- 4.13 In 2013/14, 9 Data, 11 Induction and 10 Chair training sessions were offered across the EAS area. In Autumn 2014, 10 Induction (2 in CCBC area), 6 Data (1 in CCBC area) and 5 Chair (1 in CCBC area) were offered. In addition all Chairs in Caerphilly that had not attended Chair training were offered specific sessions at a venue to suit them, this has resulted in all Chairs apart from one in Caerphilly meeting the mandatory training requirement. Specific data training sessions have also been / are being arranged for every secondary school which meet the mandatory training requirements. For Spring 2015 two Induction courses out of the 10 being offered are specifically in the Caerphilly area, with the intention to monitor booking uptake and offer further courses if and when these become full (training programmes attached, Appendix 2 & 3).

5. EQUALITIES IMPLICATIONS

- 5.1 Equalities and Welsh Language Training is not currently mandatory but is offered to all governing bodies and school staff in the county borough via the Equalities and Welsh Language Team in the Corporate Services Policy Unit.
- 5.2 In addition to being offered courses on the general programme of training available, bespoke courses can also be run in schools where a specific issue has arisen and the governors and school staff need additional awareness around those specific issues.
- 5.3 The annual CCBC Equalities and Welsh Language Training report includes further information on governors and school staff attendance on these courses - www.caerphilly.gov.uk/equalities.

6. FINANCIAL IMPLICATIONS

- 6.1 DBS Criminal Records checks are free for volunteers including Governors, however there would be a requirement to keep records, ensure that new governors were informed of the requirement and undertake the checking of forms submitted, the LA would need to consider staff requirements to administer this, fully delegate it to schools or commission the service from the EAS, which could have financial implications. The only LA in the EAS area which currently carries out CRB checks is Monmouthshire which is fully administered by Monmouthshire LA staff.
- 6.2 Governor Training – none identified

7. PERSONNEL IMPLICATIONS

- 7.1 None arising out of this report.

8. CONSULTATIONS

- 8.1 All comments received are contained within the report.

9. RECOMMENDATIONS

- 9.1 CRB / DBS checks:- Members note the information as requested.
- 9.2 Mandatory Training: - Members note the information as requested.

10. REASONS FOR THE RECOMMENDATIONS

- 10.1 To respond to Members' request for information on governor training and DBS requirements.

11. STATUTORY POWER

- 11.1 The Government of Maintained Schools (Wales) Regulations 2005, Schedule 5, Regulation 12.
- 11.2 The Government of Maintained Schools (Training Requirements for Governors) (Wales) Regulations 2013.

Author: Liz Everson, Education Achievement Service /
Ceri Jenkins, Principal HR Officer

Consultees: Directorate Senior Management Team
Corporate Management Team
Councillor Rhianon Passmore, Cabinet Member, Education & Lifelong Learning
Councillor Wynne David, Chair of Education Scrutiny Committee
David Thomas, Senior Policy Officer (Equalities and Welsh Language)
HR Division
Finance Division

Appendices:

Appendix 1 Protocol for the Suspension / Disqualification of Governors – Mandatory Training
Appendix 2 Autumn Term 2014 Training Programme
Appendix 3 Spring Term 2015 Training Programme

PROTOCOL FOR MANDATORY TRAINING

INTRODUCTION

The Government of Maintained Schools (Training Requirements for Governors) (Wales) Regulations 2013, introduced a statutory requirement for Governors to attend mandatory training (Induction, Performance Data and Chair Training).

The protocol is intended to:-

- Outline who is required to attend which training sessions and within what timescales;
- Detail the responsibilities of LA's in providing training;
- Detail the responsibilities of governing bodies for suspending and possibly disqualifying governors who do not attend the mandatory training;
- Detail the actions the EAS (Governor Support Service) will take to support governing bodies in implementing the regulations;
- Establish a clear process, which includes model letters that can be followed by the Chair / Clerk to implement the requirements in a fair and consistent manner.

Please contact/Cysyllter â: Clare Coff
Direct line/Llinell union: 01633 415474
Email/Ebost: clare.coff@sewaleseas.org.uk

Date/Dyddiad: January 2015

Sent to all Chairs of governing bodies
within the South East Wales Consortium

Dear Chair

PROTOCOL FOR MANDATORY TRAINING

Under the **Government of Maintained Schools (Training Requirements for Governors) (Wales) Regulations 2013** governing bodies are ultimately responsible for suspending and possibly disqualifying governors who do not attend the mandatory training.

The Chairs role is pivotal in ensuring the governing body meets the mandatory requirements. Please find attached the EAS Protocol Pack to facilitate the suspension and disqualification process.

The Pack includes:

- Summary Guidance Document
- Protocol for Mandatory Training – Chair of Governors
- Protocol for Mandatory Training – Governor Induction & Understanding Data
- Model letters for Suspension and Disqualification

The Governor Support Service will continue to work with Chairs to ensure that the governing Body training records are up to date and accurate and the mandatory training programme is published to all governors.

If you require any further advice or support in this process please do not hesitate to contact the team.

Yours sincerely



Clare Coff
SENIOR GOVERNOR TRAINING
& DEVELOPMENT OFFICER

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Enc.

GUIDANCE ON MANDATORY TRAINING FOR GOVERNORS

SUMMARY

This document explains provisions in the Government of Maintained Schools (Training Requirements for Governors) (Wales) Regulations 2013, and the Government of Maintained Schools (Clerk to a Governing Body) (Wales) Regulations 2013, relating to mandatory training for governors. The full document can be found on the Welsh Government Website: <http://wales.gov.uk/docs/dcells/publications/140919-training-for-gov-en.pdf>



All local authorities, governing bodies and clerks to a governing body should have regard to this guidance which explains the statutory requirements for attendance of the mandatory training and those who are exempt.



Local Authorities are responsible for providing training for governors and for ensuring that the training delivered covers all the topics set out in the relevant 'Content of Mandatory Training' documents. Within the South East Wales Consortium the Education Achievement Service provides the Governor Support Service on behalf of all 5 Local Authorities.

Governing bodies are ultimately responsible for suspending and possibly disqualifying governors who do not attend the mandatory training and will require an accurate, up to date record of attendance to facilitate this.

The EAS will continue to work with governing bodies to ensure their training records are up to date and accurate.

The guidance recommends that governor training is a regular agenda item for governing bodies meetings so that attendance at training can be monitored and recorded in the minutes by the Clerk.

GOVERNOR INDUCTION

Who has to attend the induction training?

- Any governor newly elected or appointed after the date the regulations come into force is required to attend the mandatory induction within one year of their appointment or election.
- Any existing governors who have been in post for two years or less when the regulations come into force (i.e. since September 2011) who have not attended local authority induction training, will also be required to attend the induction training within one year of the regulations coming into force. i.e. September 2014
- Any governors who have attended local authority induction training or the mandatory induction training and have subsequently had a break in service of at least five consecutive years ("relevant break in service") as a governor at any school in Wales will have to complete the induction training again within one year of their appointment or election.

UNDERSTANDING DATA TRAINING

Who has to attend the data training?

- All governors elected or appointed (including for a further term of office) after the date the 2013 governors training regulations come into force i.e. September 2013, must attend the data training within one year of that governors appointment or election.

Headteachers are exempt from completing the mandatory training.

Q. What will happen to me if I do not complete the mandatory governor training?

A. If a governor has not completed the training within the required timescale, they will be suspended for 6 months and should undertake the training within that time. If a governor does not complete the mandatory training within the suspension period they will be disqualified from post.

Q. What is the process for suspension/disqualification of governors who do not complete the mandatory training within the timescales prescribed?

A. The suspension for nonattendance at mandatory training will be automatic (Please see EAS Protocol for details). If the governor has not completed the training within the 6 month suspension period, the local authority will notify the Chair and Clerk that the governor is to be disqualified from post. The Chair/Clerk will write to the governor informing them of this and the governing body can seek a new governor.

CHAIRS TRAINING

The following must attend the mandatory Chair training within six months of their election as Chair:

- All Chairs of governors elected for the first time after the regulations come into force in September 2013.
- Any Chair of governors elected after the regulations come into force and who has not attended the **mandatory training** within two years prior to their election.
- Any Chair of governors elected after the regulations come into force who has not attended **local authority Chair training** in the two years before the regulations come into force - September 2011 to 31 August 2013.
- Any Chair of governors who is elected following a relevant break in service as a Chair.

Responsibility of the Chair

When Chairs of governors are elected they should immediately contact the EAS so that they can be informed of the dates of the mandatory Chair training. Chairs must also inform the Clerk to governors and the Headteacher when they have completed the Chair training, so that they can continue in office.

Who is exempt from Chairs Training?

Any governor who has completed the mandatory Chair training or the local Authority Chair training and who has been elected to serve a further term of office as Chair after the regulations come into force - September 2013, and has not had a relevant break in service as a Chair, will not be required to complete the mandatory Chair training.

What happens if a Chair of governors does not complete the training?

Any Chair of governors who is required to complete the mandatory training and does not do so within the prescribed period will immediately cease to hold office as a Chair. (Please see the Protocol for details). If that governor wishes to stand again for election as Chair of governors they will be required to complete the Chair training before they are eligible to be elected as Chair. This includes Chairs of shadow governing bodies.

EXTENUATING CIRCUMSTANCES

Q. What happens if a governor is ill and does not complete the mandatory training within the prescribed timescale, can an extension be applied in special circumstances?

A. The regulations will not prescribe for exemptions if a governor is ill, the same process of suspension/disqualification will apply. It may be that a governor is ill for a long period of time and not only have they been unable to complete the mandatory training but have also been unable to attend governing body meetings. Whilst we accept that this could be a sensitive matter, implementing the suspension process means it will become a formal process which allows the governing body to record in the minutes the reasons for the suspension in the event of any challenge.

The guidance document does not allow the governing body, Local Authority or EAS discretion on this matter. However, if you are unable to attend training due to personal circumstances or a medical condition (e.g. reduced mobility) please contact your Chair of Governors or Clerk to discuss the matter.

The EAS will continue to work with governors to maximise the opportunities to access training throughout South East Wales.

Protocol for Mandatory Training Chairs Training



Under the **Government of Maintained Schools (Training Requirements for Governors) (Wales) Regulations 2013** all Chairs elected after the 20 September 2013 and who have not attended chairs training in the last two years i.e. prior to 20 September 2011 are required to attend Chairs training.

Before the election for Chair takes place at a governing body meeting the Clerk should inform the governors standing for election as Chair that they will be required to attend the mandatory training within six months of the election (if they have not previously done so) or they will be unable to continue as Chair of governors.

The following protocol has been developed ensuring Governing Body meets Welsh Government Guidance:

1. Clerk will formally write to the newly elected Chair outlining the requirement to attend the mandatory Role of the Chair Training session, include dates of sessions available.
2. 3 months after the election, a **reminder email** will be sent including a list of courses available.
3. If the required mandatory training course has not been completed by the 6 months anniversary of the election, a **letter** to be sent to notify the governor that they cease to hold office as a Chair. A copy of the letter should be sent to the Headteacher.

If that governor wishes to stand again for election as Chair of governors they will be required to complete the Chair training before they are eligible to be elected as Chair.

The EAS will continue to work with governing bodies to ensure accessibility to training and that training records are up to date and accurate.

Any governor experiencing specific difficulties in attending training should be encouraged to speak to the EAS Senior Governor Training & Development Officer.

Protocol for Mandatory Training Governor Induction & Understanding Data



Under the **Government of Maintained Schools (Training Requirements for Governors) (Wales) Regulations 2013**

governing bodies are ultimately responsible for suspending and possibly disqualifying governors who do not attend the mandatory training and will require an accurate, up to date record of attendance to facilitate this. The EAS will continue to work with governing bodies to ensure their training records are up to date and accurate.

To support governing bodies through the process the following protocol has been developed:

1. Appointment/welcome letters inform new governors of the requirement to attend Governor Induction training (new appointments) and Data Training (appointments and reappointments).
2. 6 months after appointment/reappointment, if any mandatory training remains outstanding, a **reminder letter/email** is sent including a list of available courses.
3. If a required mandatory training course has not been completed by the 12 months anniversary of appointment or reappointment, a **suspension letter** is to be sent. *However if a place has been booked on a course due to take place within 2 weeks following the anniversary date, the suspension letter can be withheld and only sent if the governor fails to attend the course.*
4. If the outstanding course(s) are completed within the 6 month suspension period, a **reinstatement letter** will be sent following the training course.
5. If the outstanding course(s) are not completed within the 6 months suspension period, a **disqualification letter** will be sent.

Governor Training should be a standard item on the agenda. The Chair and the Clerk to Governing Body will work together to ensure governors are fully aware of the regulations and the training available.

The Termly EAS Mandatory Governor Training & Strategic Development programme is published on the EAS website, sent to all governors via email and is attached to every agenda.

Any governor experiencing specific difficulties in attending training should be encouraged to speak to the Chair of Governors or EAS Training Officer.

Model reminder letter due to nonattendance at Chairs training

Dear

Governing Body of School: Mandatory Chairs Training

According to the Governing Body Training Records you have not attended the mandatory training. You will previously have been informed of the requirements imposed by Welsh Government regulations, a summary of the regulations is enclosed with this letter.

Please could you contact the EAS to book a place on one of the following sessions:

.....

.....

.....

I urge you to attend the training as soon as possible so that you can continue in the role of Chair of the Governing Body. Should you fail to attend a session by (6month anniversary of election) in accordance with **Government of Maintained Schools (Training Requirements for Governors) (Wales) Regulations 2013** you will automatically cease to hold office as Chair to the Governing Body.

If your reason for not being able to attend is due to exceptional circumstances (e.g. a medical condition or reduced mobility) please contact me so that we can discuss this confidentially.

I apologise for writing in such terms, however Welsh Government Regulations do not allow any discretion on this matter.

Yours sincerely,

Clerk to Governors -

Model letter for Disqualification due to nonattendance at Chair training

Dear

THE GOVERNING BODY OF SCHOOL

Our records show that you have not completed the mandatory training courses that governors are required to attend.

The Government of Maintained Schools (Training Requirements for Governors) (Wales) Regulations 2013 state that a Chair of governors is disqualified from holding office if they fail to complete the required training within Six months of their election.

Consequently, as you have not complied with the Welsh Government's mandatory training requirements for governors, I have to inform you that **you are no longer Chair the Governing Body**. If you wish to stand for election as Chair of governors in the future you will be required to complete the Chair training before being eligible for election.

I am sorry that this situation has arisen, but wish to thank you for your contribution to the governing body.

Yours sincerely

Model 6 month reminder letter due to nonattendance at induction and/or data training

Dear

Mandatory Training to serve on the Governing Body of School

According to the Governing Body Training Records you have not attended the mandatory training.

You will previously have been informed of the requirements imposed by Welsh Government regulations, a summary of the regulations is enclosed with this letter.

Please could you contact the EAS to book a place on one of the following sessions:

.....

.....

.....

I urge you to attend the training as soon as possible so that you can continue to serve on the governing body. Should you fail to attend a session by (6month anniversary of appointment/reappointment) in accordance with Government of Maintained Schools (Training Requirements for Governors) (Wales) Regulations 2013 you will be suspended and you would not be able to attend future governing body meetings.

If your reason for not being able to attend is due to exceptional circumstances (e.g. a medical condition or reduced mobility) please contact me so that we can discuss this confidentially.

I apologise for writing in such terms, however Welsh Government Regulations do not allow any discretion on this matter.

Yours sincerely,

Clerk to Governors -

Model letter for Suspension due to nonattendance at induction and/or data training

Dear.....

Governing Body of School

According to the Governing Body Training Records you have not attended the mandatory training within the required time scale.

Therefore, in accordance with Government of Maintained Schools (Training Requirements for Governors) (Wales) Regulations 2013, I am writing to inform you that **you have been suspended from serving as a governor for six months from the anniversary of your appointment/reappointment**. This means that you must not attend governing body meetings, including committee meetings, but you are still entitled to receive meeting papers during the period of your suspension.

You will previously have been informed of the requirements imposed by Welsh Government regulations, but you will find them at the end of this letter.

The suspension is for a period of six months during which time you should attend the necessary training. If you fail to do so, you will be automatically disqualified from the governing body and cannot be re-elected or re-appointed until you have attended the training.

I urge you to attend the training as soon as possible so that you can return to serve on the governing body. However, if you do not intend attending the training it would help the work of the governing body if you were to resign so that a replacement can be sought as soon as possible so that all sections of the school community can have the representation to which it is entitled.

If your reason for not being able to attend is due to exceptional circumstances (e.g. a medical condition or reduced mobility) please contact me so that we can discuss this confidentially.

I apologise for writing in such terms, however Welsh Government Regulations do not allow any discretion on this matter.

Yours sincerely,

Clerk to Governors -

Model letter for Disqualification due to nonattendance at induction and/or data training

Dear

THE GOVERNING BODY OF SCHOOL

Our records show that you have not completed the mandatory training courses that governors are required to attend.

The Government of Maintained Schools (Training Requirements for Governors) (Wales) Regulations 2013 state that a governor is disqualified from holding or continuing to hold office as a governor if they fail to complete the required training by the expiry of the six-month suspension period.

Consequently, as you have not complied with the Welsh Government's mandatory training requirements for governors, I have to inform you that **you are disqualified from serving on the governing body of the above school**. In accordance with the Regulations, you cannot be nominated, elected or appointed as a governor of any category at any school until such time as you complete the mandatory training.

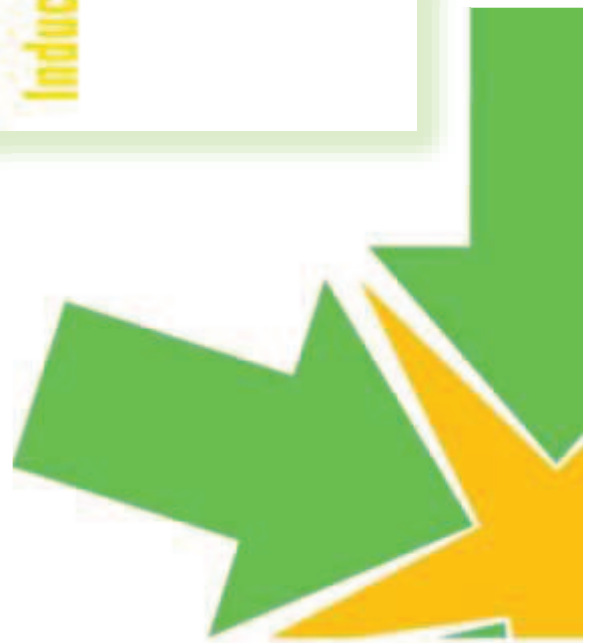
I am sorry that this situation has arisen, but wish to thank you for your contribution in the past.

Yours sincerely

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Mandatory Governor Training & Strategic Development Sessions



Autumn 2014

Strengthening Governance to raise standards in South East Wales

Here to Help

The Governor Support and Development Team is split between the two bases of Newport and Tredomen.

Elizabeth Everson (Caerphilly, Tredomen)
Head of Governor Support
& Development Team
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Stuart Foster (Newport, Llanwern High)
Deputy Head of Governor Support
& Development Team
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Senior Governor Training & Development Officer
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Tredomen Office 01443 863155

David Hutchings Liaison Officer for Blaenau Gwent
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Julie Parry julie.parry@sewaleseas.org.uk

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Newport Office 01633 415474

Wendy Barnard Liaison Officer for Monmouthshire
wendy.barnard@sewaleseas.org.uk

Deirdre Poulson deirdre.poulson@sewaleseas.org.uk

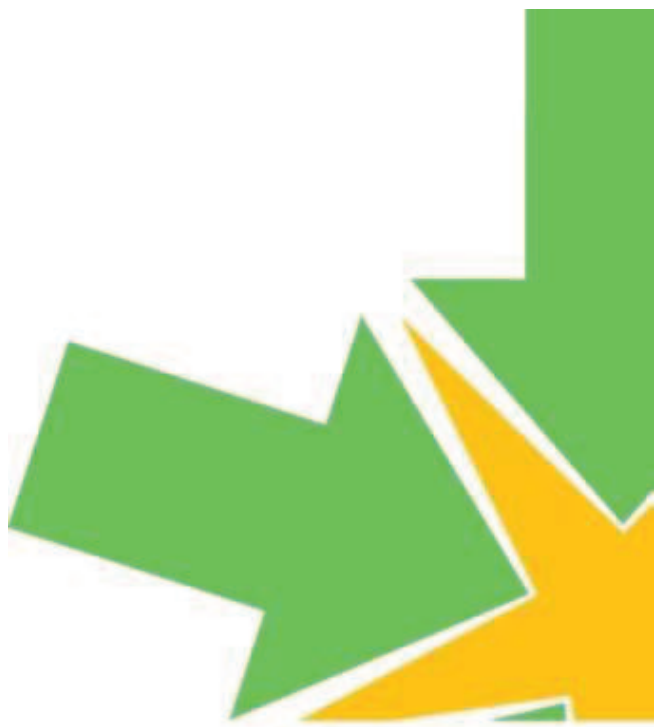
Vanessa Jones Liaison Officer for Newport
vanessa.jones@sewaleseas.org.uk

Paul Lambert paul.lambert@sewaleseas.org.uk

Chris James chris.james@sewaleseas.org.uk

Holly Barnard holly.barnard@sewaleseas.org.uk

Loren Taylor loren.taylor@sewaleseas.org.uk



Welcome

The role of the school governor in Wales has developed quite considerably over the last 2 years. The Governor Support and Development Team have put together a termly programme of sessions which aims at supporting school governors within their strategic role; to support and challenge schools in raising standards.

In September 2013 The Welsh Government introduced **mandatory training** for governors as part of The Government of Maintained Schools (Training Requirements for Governors) (Wales) Regulations 2013.

The criteria for attending mandatory sessions are outlined below:

Chairs Training - All Chairs elected after the 20 September 2013 and who have not attended chairs training in the last two years are required to attend Chairs training within 6 months of being elected as Chair.

Induction Training - Any new governor appointed or elected after 20 September 2013 or any existing governor who was first appointed/elected after 20 September 2011 AND has not attended induction training will be required to attend induction training by 20 September 2014 or within one year of appointment if after 20 September 2013. Governors who are re-appointed/re-elected or have served as a governor at another school prior to 20 September 2011 are not required to attend training.

School Performance Data Training - Any new governor appointed or elected after 20 September 2013 will be required to attend data training within 1 year of appointment/election. If governors are reappointed for a further term of office and have not completed training in the last year they will have to do so. Headteachers are exempt from all mandatory sessions.

Safeguarding/Child Protection - Although this is not a mandatory session, it is recommended that all governors should complete this session and renew their knowledge every 2-3 years. Each LA provides these sessions, please refer to your Local Authority calendars.

Following the completion of the mandatory sessions and to support governors further, the team has developed additional strategic sessions aimed at giving governors the skills, knowledge and confidence to undertake their challenge and support role effectively. These sessions include:

- Strategic Governance
- Performance Management
- Effective Meetings
- Pay Policy Seminar
- Governing Body Self Evaluation Workshops
- Estyn Inspection (Spring Term)

This term the programme includes a specific workshop on the **New National Model for School Improvement**. The purpose of the national model is to raise standards of pupil performance significantly through improving the quality of education provision at all levels. This session will look at the model and implications for governors, together with the annual school categorisation and what that means for your school.

In addition to the Mandatory and Strategic Development programme the team have developed individual Local Authority course calendars ensuring that governors across South East Wales have the opportunity to develop their skills and knowledge in all aspects of governance.

All sessions are designed to allow governors to progressively build up their knowledge and understanding of their role. To help ensure you are attending the most appropriate sessions during your time as a governor, over the page is the '**Planning Your Training Route**'. Please take the time to consider the training and development opportunities available and we look forward to seeing you at training.

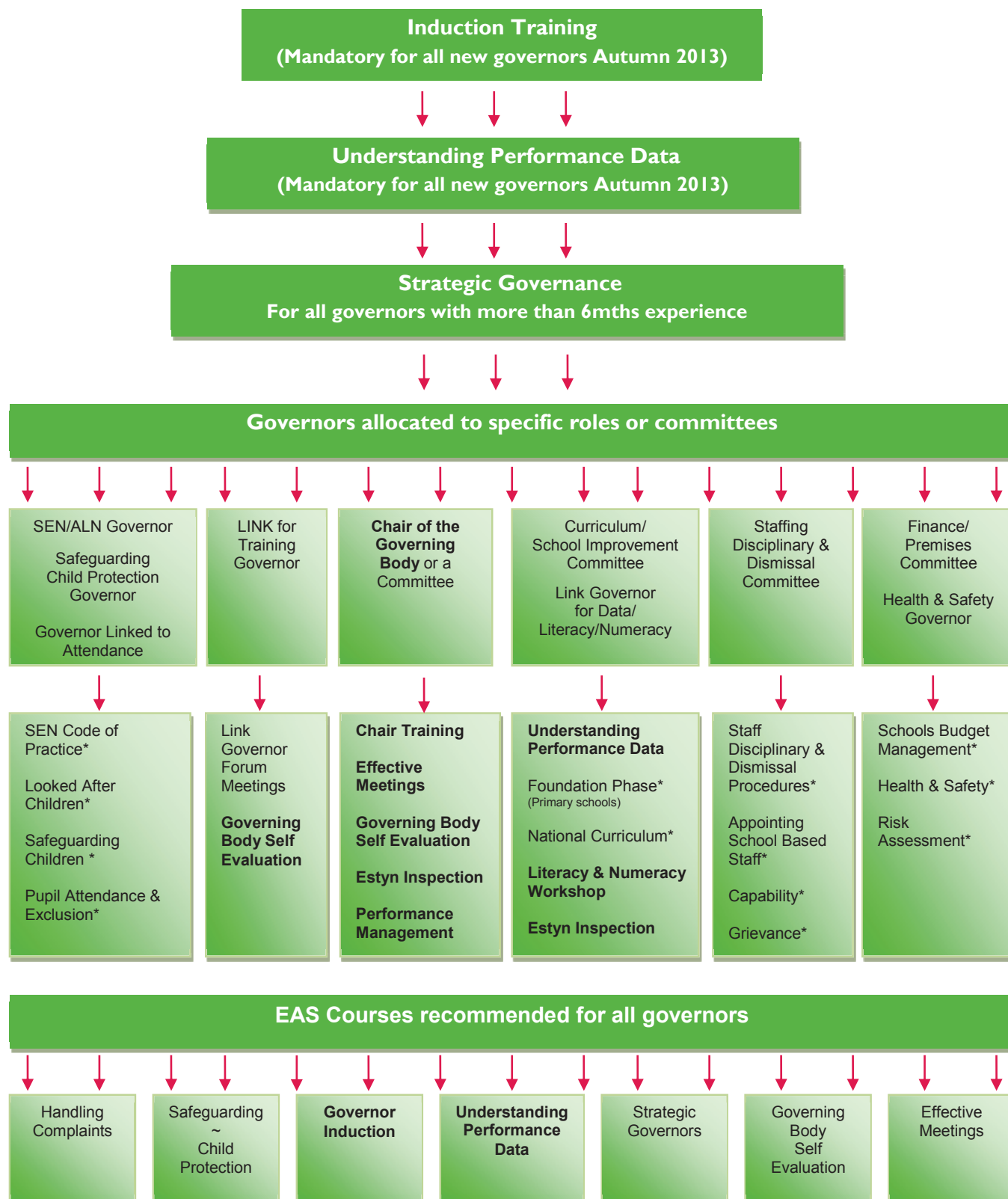


Clare Coff
Governor Training
& Development Officer

Planning Your Training Route

Governors are not expected to be experts in all the activities of a governing body. Therefore Governor Support recommend that, as a governing body, you give consideration to the training undertaken by individuals to ensure best use of time.

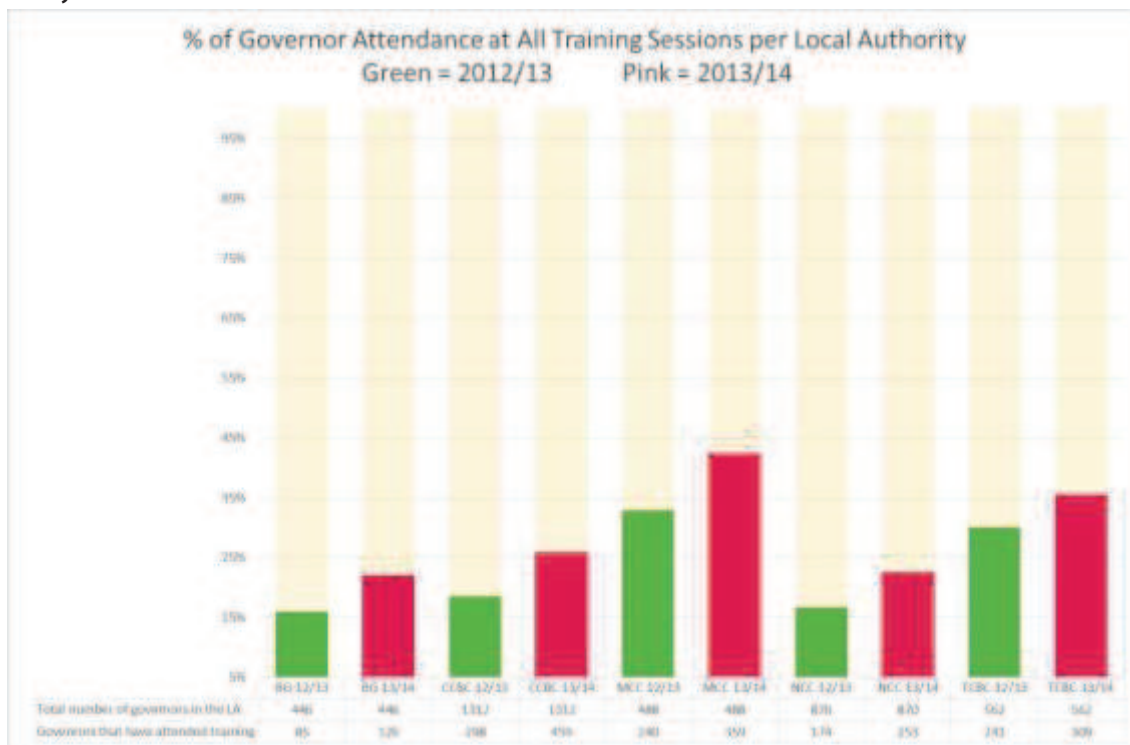
All new governors are required to attend the Introduction Session and the Understanding Data Sessions. Newly elected Chairs are required to attend The Role of the Chair Training. Below is a diagram providing an outline for your recommended training and development route.



* These are LA specific issues, Governor Support can sign post you to the relevant officers/ guidance or training available

Review of 2013 – 2014

Attendance at governor training has increased year on year. In 2012 over 1030 places were taken on sessions provided. In 2013/14 over **1490** places were taken on sessions representing over **215** schools throughout South East Wales. The EAS provided 57 mandatory and strategic development sessions together with over 24 Local Authority specific courses. The graph below highlights the increase in attendance across all authorities over the last 2 years.

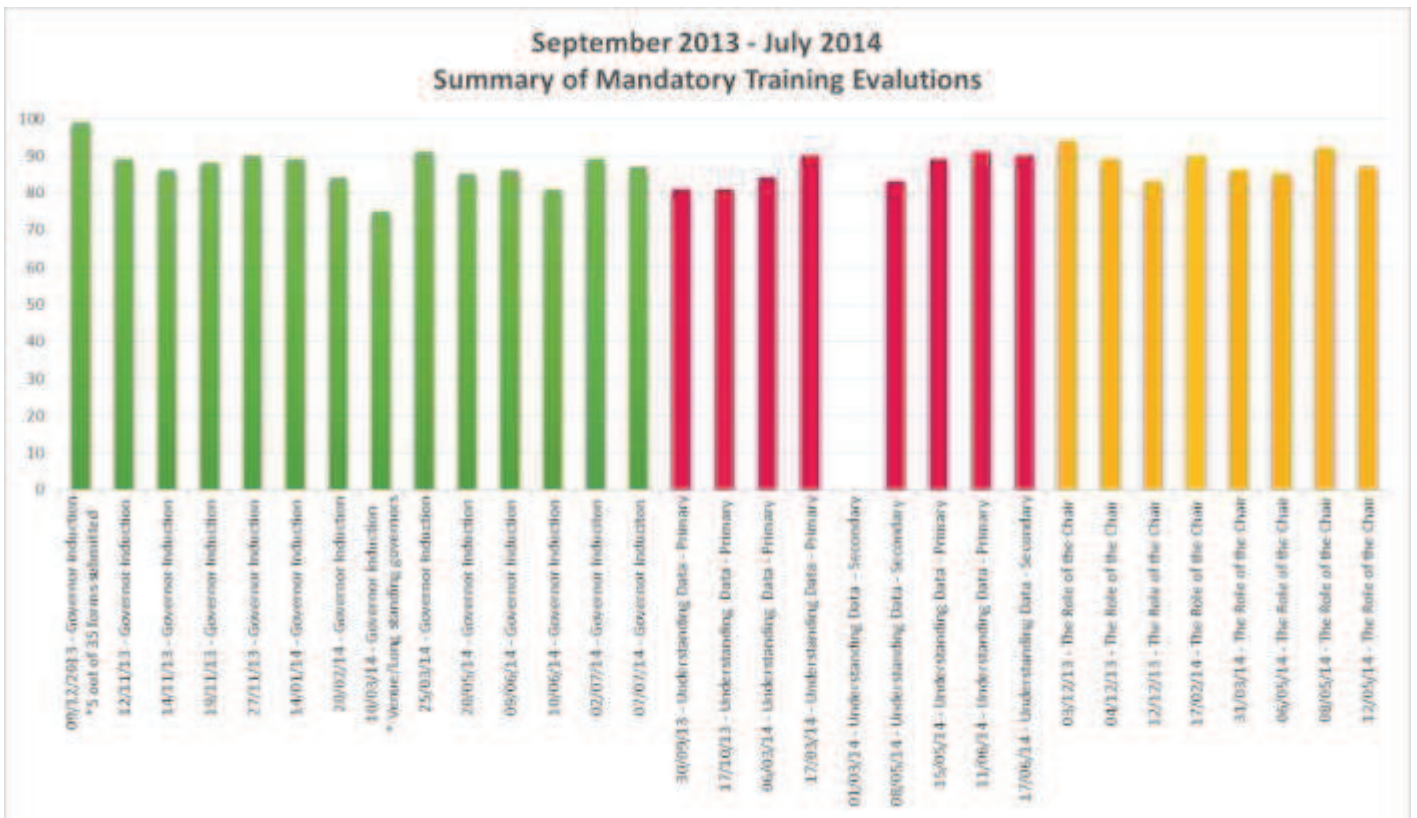


The following table provides a breakdown of the attendance at Mandatory Sessions. The demand for these sessions is currently high due to the sheer numbers of governors within the region that are required to attend. Attendance at future mandatory sessions will be purely dependent upon the turnover of new governors.

	Total no. Governors	Governor Induction			Understanding Performance Data			The Role of the Chair		
		13/14	12/13	11/12	13/14	12/13	11/12	13/14	12/13	11/12
Blaenau Gwent	446	38	19	Not available	21	31	Not available	10	14	Not available
Caerphilly	1312	112	43	66	68	36	18	27	35	16
Monmouthshire	488	89	66	34	73	20	33	30	21	7
Newport	870	47	43	35	52	25	74	37	19	7
Torfaen	562	31	45	32	33	21	53	10	16	2
Total	3678	317	216	167	247	133	178	114	105	32

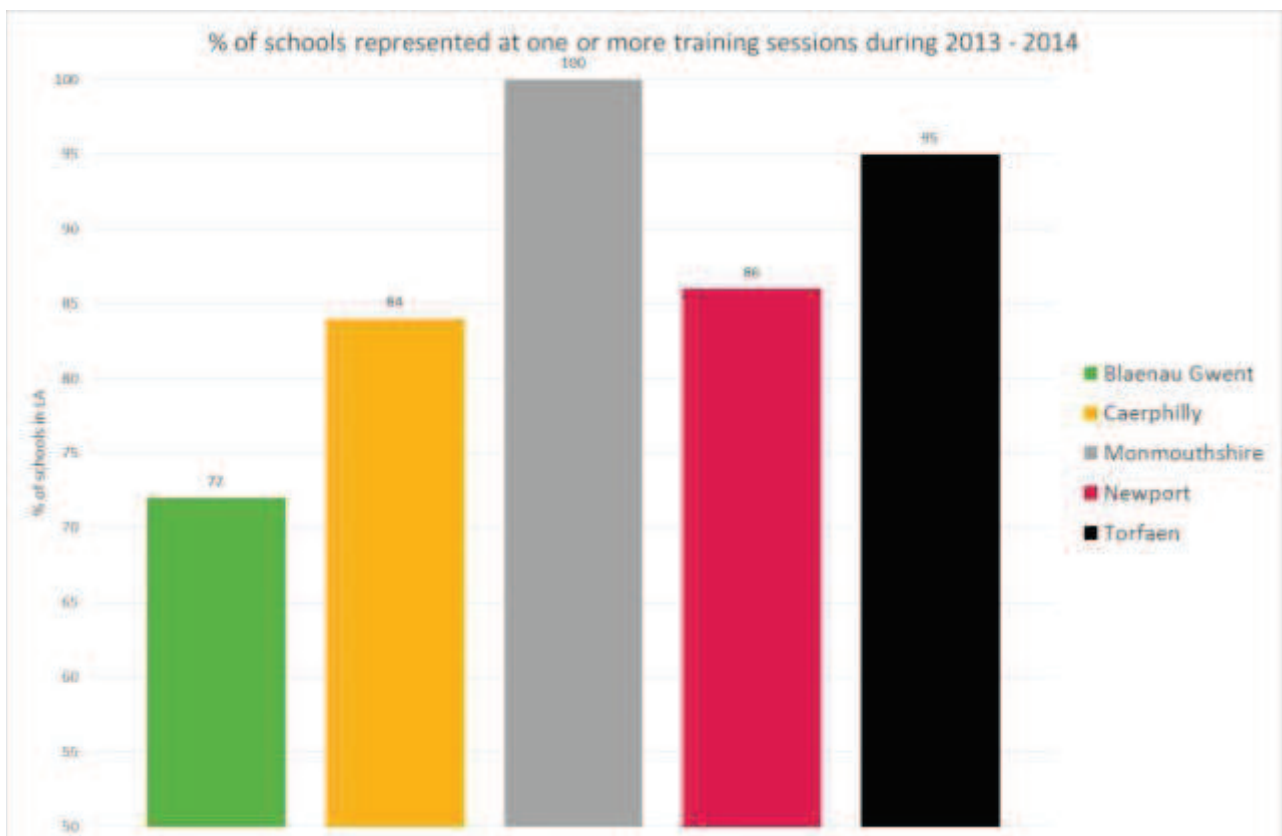
To ensure that governors have ample opportunity to attend mandatory courses the governor Induction session is now being provided twice per term within each Local Authority. Understanding Data will continue on its rolling programme throughout the region.

After every training session evaluation sheets are analysed and scores are generated to rate the effectiveness of each session. Scores and comments are fed back to facilitators and senior management to ensure consistency and quality of training is maintained across the region. In all but one of the sessions over 80% of delegates consider the course to be very good or better. The aim for the Governor Support and Development Team will be to achieve scores of 90% and over in the coming years.



The scores for the School Performance Data sessions reflect the nature of the subject. Data and statistics have been described by some as 'Marmite', many love it, many loathe it and some can even be intimidated by it. Following the session many governors felt it gave clarity to what they perceived to be a daunting subject. Many now feel "more confident to ask questions" in school and to positively question the data provided.

Whilst attendance is rising and the feedback from all sessions is very good, governor attendance at training remains inconsistent throughout South East Wales. The graph below highlights the percentage of schools that have been represented by one or more governors at training sessions throughout 2013-14.



The session dates, times and venues for this year's programme have been carefully considered to meet the needs and views of governors expressed over the last year through evaluation forms. If a particular session does not appear to be in the calendar for your area for this term this may be because it was held in your area last term or is due to be available next term. Any governor having specific difficulties in attending sessions, please do not hesitate to contact the team.

The Governor Support & Development Team will continue to work with governing bodies to help identify their training needs and access to the most appropriate training and resources. In 2012 a Training Needs Analysis was carried out which fed into both the EAS and LA Specific Programmes, a progress report can be viewed over the page. Looking forward to the Spring Term the programme will include sessions on the National Curriculum, The Governors Annual Report to Parents and the Headteacher and Deputy Headteacher Appointment Process. The next Training Needs Analysis will be carried out in December 2014 which will shape future Governor Training Programmes.

Whole Governing Body Self Evaluation ensures governing bodies can evaluate their effectiveness, identifying priorities for their own development and agree a process for deciding on how these needs could be met. The format of the session links directly to the Estyn Inspection Framework and the completed Evaluation and subsequent action plans form part of the evidence under Key Question 3 of the Schools Self Evaluation. Governor Support Officers provide the report for schools categorised as Red or Purple. A workshop is offered in the programme for governors who are interested in taking the lead for their governing body.

Governor Training is a standard item on every agenda for full governing body meetings. At the Annual General Meeting governing bodies will be asked to:

- consider the training they have attended (Report of Attendance will be provided),
- share the knowledge gained at sessions, (Share the knowledge form)
- and to continue to identify the training they require to support them in monitoring and evaluating school information.

The team will continue to work on engaging governing bodies throughout the region in Training and development, if there is anything you or your governing body would like to see in future programme please do not hesitate to contact us.

Top requested Topics for Training



	All Governors	Training & Support planned 2014 - 2015	Training & Support provided 2013 - 2014	Blaenau Gwent	Caerphilly	Monmouthshire	Newport	Torfaen
1	Additional Learning Needs	EAS will work with LA's to ensure governors receive guidance & support	EAS will work with LA's to ensure governors receive guidance & support	National Curriculum	Additional Learning Needs	School Development Planning	Staff Capability	Staff Absences
2	National Curriculum	In the Spring 2015 Programme	Literacy & Numeracy Sessions provided	Additional Learning Needs	National Curriculum	National Curriculum	Curriculum Link Role	Curriculum Link Role
3	Staff Capability	LA HR Officers to provide training and support on a case by case basis	EAS will work with LA's to ensure governors receive guidance & support	Looked After Children	Pupil Exclusion	Pupil Exclusion	Complaints	National Curriculum
4	School Development Planning	In Programme as part of Strategic Governance provided every term	Strategic Governance Training in the current training programme	Understanding Data	Complaints	Complaints	School Development Planning	Understanding Data
	Complaints	In Spring 2015 Programme	Complaints Training in the current training programme	Complaints	Staff Capability	Additional Learning needs	Welsh/ Bilingualism	Complaints
	Pupil Exclusions	EAS will work with LA's to ensure governors receive guidance & support	EAS will work with LA's to ensure governors receive guidance & support	Staff Capability	Looked After Children	Looked After Children	Additional Learning Needs	School Development Planning
7	Curriculum Link Governor	In Programme as part of Strategic Governance provided every term	Strategic Governance training and EAS Guidance Document to be issued	Welsh/ Bilingualism	Welsh/ Bilingualism	Staff Capability	Pupil Exclusion	Monitoring & Evaluation
8	Looked After Children	EAS will work with LA's to ensure governors receive guidance & support	EAS will work with LA's to ensure governors receive guidance & support	Monitoring & Evaluation	Pay Review	Understanding Data	Pay Review	Performance Management
9	Staff Absences	EAS will work with LA's to ensure governors receive guidance & support	EAS will work with LA's to ensure governors receive guidance & support	Pupil Exclusion	School Development Planning	Curriculum Link Role	Staff Absences	Pay Review
10	Welsh/Bilingualism	Training available on request	Training available on request	Learner Voice	ESDGC	Monitoring & Evaluation	Looked After Children	Additional Learning Needs
11	Pay Review	In Autumn 2014 Programme	Common Policy will be circulated in the Autumn Term for consideration	ESDGC	Curriculum Link Role	Pay Review	Understanding Data	Pupil Exclusion
12	Understanding Data	Mandatory sessions provided every term	Mandatory	Behaviour & Attendance	Staff Absences	Finance Budgets	Behaviour & Attendance	Finance Budgets

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September 2014 – December 2014

Autumn 2014				
Title & Description	Date	Time	Venue	Facilitator
Pay Policy Seminar This session looks at the recent changes in the Pay Review process for teachers and is aimed at all governors on the Pay Review Committee.	Monday 8 September 2014	5pm	Abertillery LAC, Abertillery	Rhiannon Emms, HR Officer
	Thursday 11 September 2014	5pm	County Hall, Usk	Rhiannon Emms, HR Officer
The Role of the Governor ~ Governor Induction This is a mandatory session for all new governors. The aim of the session is to introduce the main roles and responsibilities of school governors.	Monday 29 September 2014	5pm	Llanwern High School, Newport	Clare Coff & Paul Lambert
	Wednesday 1 October 2014	6pm	King Henry VIII, Abergavenny	Clare Coff & Wendy Barnard
	Tuesday 4 November 2014	5pm	Civic Centre, Pontypool	Stuart Foster & Liz Everson
	Monday 10 November 2014	5pm	Penallta House, Caerphilly	Sharon Bennett & Irene Jones
	Wednesday 19 November 2014	1pm	Ebbw Vale LAC Ebbw Vale	Clare Coff & David Hutchings
	Monday 24 November 2014	10am	Llanwern High School, Newport	Clare Coff & Chris James
	Thursday 27 November 2014	5pm	Brynmaur Foundation School, Ebbw Vale	David Hutchings & Julie Parry
	Monday 1 December 2014	12.30pm	Civic Centre, Pontypool	Clare Coff & Deirdre Poulson
	Monday 8 December 2014	10am	Penallta House, Caerphilly	Sharon Bennett & Irene Jones
	Thursday 11 December 2014	6pm	Caldicot School, Monmouthshire	Clare Coff & Wendy Barnard

Understanding Data – Primary Schools This is the mandatory introduction to understanding school performance data for primary schools	Tuesday 7 October 2014	5pm	Civic Centre, Pontypool	Ed Pryce, Challenge Adviser
	Tuesday 21 October 2014	5pm	Penallta House, Caerphilly	Ed Pryce, Challenge Adviser
	Tuesday 18 November 2014	5.30pm	County Hall, Usk	Ed Pryce, Challenge Adviser
Understanding Data – Secondary Schools This is the mandatory introduction to understanding school performance data for secondary schools	Tuesday 4 November 2014	5pm	Llanwern High, Newport	Ed Pryce, Challenge Adviser
	Tuesday 2 December 2014	5pm	Civic Centre, Pontypool	Ed Pryce, Challenge Adviser
Understanding Data – Special School Specific This is the mandatory introduction to understanding school performance data for special schools	Wednesday 15 October 2014	5.30pm	Crownbridge Special School, Cwmbran	Liz Jones, Challenge Adviser, Richard Drew, Crownbridge (Case Study) and Clare Coff
Role of the Chair This is the mandatory introduction to the Role of Chair. This session is aimed at newly elected Chairs and has to be completed within 6 months of being elected.	Wednesday 8 October 2014	5pm	Civic Centre, Pontypool	Clare Coff & Deirdre Poulosom
	Monday 20 October 2014	5pm	Penallta House, Caerphilly	Stuart Foster & Sharon Bennett
	Monday 3 October 2014	5pm	Blaenycwm Primary, Brynmawr	David Hutchings & Julie Parry
	Thursday 20 November 2014	6pm	County Hall, Usk	Wendy Barnard & Liz Everson
	Wednesday 22 October 2014	5pm	Llanwern High School, Newport	Clare Coff & Vanessa Jones
The New National Model This session will look at the model and implications for governors, together with the annual school categorisation and what that means for your school.	Monday 13 October 2014	5pm	Llanwern High School, Newport	Hayley Davies-Edwards, Principal Challenge Adviser & Paul Martin, Challenge Adviser
	Thursday 16 October 2014	5pm	Trinity Fields School, Caerphilly	John Rawlings, Principal Challenge Adviser & Karen Godwin, Challenge Adviser
	Thursday 23 October 2014	5pm	Willowtown Primary, Ebbw Vale	Kirsty Bevan, Principal Challenge Adviser & Ed Price, Challenge Adviser
	Tuesday 25 November 2014	6pm	County Hall, Usk	Nicola Allen, Principal Challenge Adviser & Chris Cherry, Challenge Adviser

	Wednesday 26 November 2014	5pm	Civic Centre, Pontypool	Julian Doroszczuk Principal Challenge Adviser with Alexis Edwards, Trevor Cole & John Healy, Challenge Advisers
Strategic Governance This session looks at what, how and when governors should monitor and evaluate their school. It is aimed at governors who have completed the induction session and are looking to further develop their skills	Thursday 6 November 2014	5pm	Civic Centre, Pontypool	Clare Coff & Liz Everson
Effective Meetings This workshop looks into what makes governing body meetings effective. It is also an ideal opportunity to share good practice.	Thursday 13 November 2014	6pm	Usk Primary School, Monmouthshire	Wendy Barnard & Clare Coff
Self-Evaluation Work Shop This session is open to all governors who wish to take the lead for their governing body in carrying out a self-evaluation	Thursday 27 November 2014	5pm	Penallta House, Caerphilly	Clare Coff & Sharon Bennett
Complaints This session is open to all governors but is a priority for governors on the Complaints Committee.	Wednesday 17 December 2014	5pm	Llanwern High School, Newport	Clare Coff & Stuart Foster
Performance Management This session is for all governors on the Headteachers Performance Management Committee	Thursday 2 October 2014	6pm	County Hall, Usk	Nicola Allan, Principal Challenge Adviser & Chris Cherry, Challenge Adviser
	Monday 6 October 2014	5pm	Blaenycwm Primary, Brynmawr	Kirsty Bevan Principal, Challenge Adviser & Julie Coldrick Challenge Adviser
	Tuesday 14 October 2014	5pm	Llanwern High School, Newport	Hayley Davies Edwards, Principle Challenge Adviser & Liz Jones, Challenge Adviser
	Monday 17 November 2014	5pm	Penallta House, Caerphilly	John Rawlings, Principal Challenge Adviser & Emma Wilmott, Challenge Adviser
	Wednesday 19 November 2014	5pm	Civic Centre, Pontypool	Julian Doroszczuk, Principal Challenge Adviser & Rob Lewis, Challenge Adviser

Confirmation emails of bookings will contain the full address and map for each venue.

How to make a booking

Early booking is advisable

To register on a session please email governor.support@sewaleseas.org.uk

Remember to include your name, school, Local Authority and contact details. Alternatively telephone 01633 415474

Important note about registering for governor training courses

Please ensure you register for all courses that you wish to attend. Registration enables us to make all the necessary catering, seating and copying arrangements for each training session. It also ensures that we are able to contact all attendees in advance in the rare event that a course is postponed due to unforeseen circumstances.

Attendance

Once a booking has been received you will be registered to attend and a confirmation email will be sent to you 5 days prior to the session. If you do not receive confirmation, please contact 01633 415474. Please do not attend a session that you have not received confirmation for, in case the venue, time, has been changed.

Venues

You will see from the programme that the events will be held in several locations across the 5 Authorities. These will be reviewed from time to time to ensure they are suitable for training. Please check the schedule and your confirmation letter/email before you travel. A map and details regarding parking will be sent with the confirmation.

If you have particular access requirement please contact the team.

A rolling programme of venues within individual authorities is being developed to ensure governors have the maximum opportunity to attend a session within their area.



Cancellations

If you are unable to attend a session please inform governor support as soon as possible, as we will then contact a governor from the reserve list.

We will make every effort to go ahead with training, however should we need to cancel due to unforeseen circumstances, we must be able to contact you. Therefore, please provide a telephone number and/or email address when making a booking.

If you require this programme in an alternative format please contact the team on 01633 415474



Feedback

Feedback for the facilitator:

At the end of each training session the facilitator will ask you to complete an evaluation sheet, please take a moment to do so. This will ensure that the feedback accurately reflects the session and will provide a firm base on which future provision can be developed.

The team always welcome governors input, so please email your feedback to governor.support@sewaleseas.org.uk or telephone 01633 415474 to speak to a Governor Support Officer.

Feedback to your Governing Body:

Once you have attended a training session please speak to your Chair of Governors or the LINK Governor for training to establish how the newly obtained information is to be shared with the whole governing body.

This could be a brief verbal update at the next meeting, you may wish to circulate any guidance documentation or useful website addresses. Alternatively Governor Support has a model feedback form that can be completed and distributed to the Governing Body as part of their next agenda.

When a governing body is well informed with up to date information, they are more likely to provide effective challenge and support.

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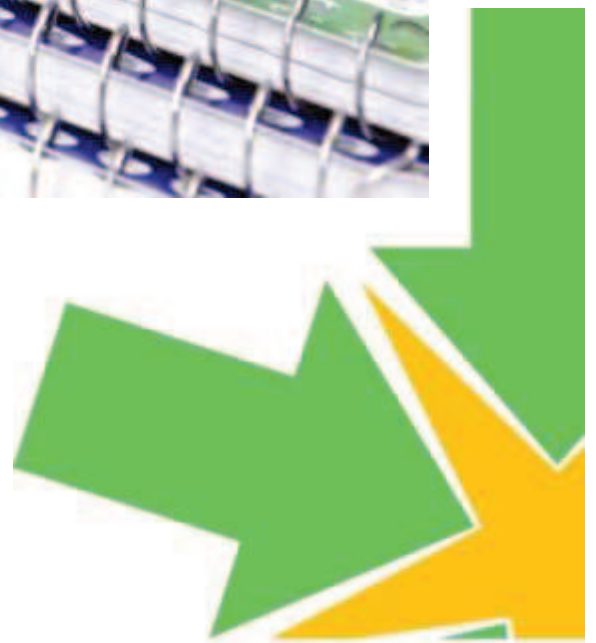
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Mandatory Governor Training & Strategic Development Sessions



Spring 2015

*Strengthening Governance
to raise standards in South East Wales*



Here to Help

The Governor Support and Development Team is split between the two bases of Newport and Tredomen.

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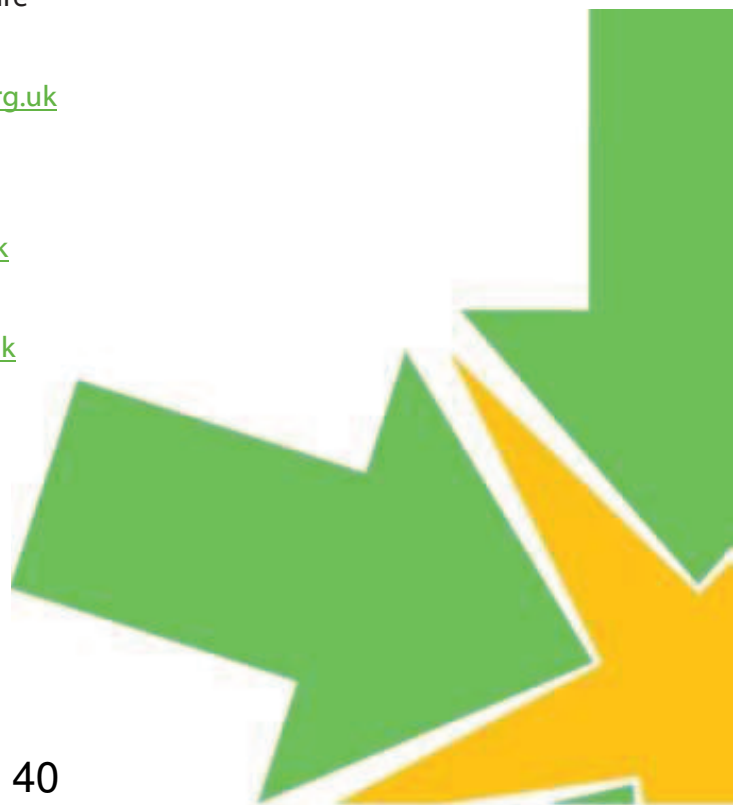
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Welcome

The Governor Support and Development Team have devised the Spring programme of sessions with the aim of supporting school governors within their strategic role; to support and challenge schools in raising standards.

In September 2013 The Welsh Government introduced **mandatory training** for governors as part of The Government of Maintained Schools (Training Requirements for Governors) (Wales) Regulations 2013. The criteria for attending the mandatory sessions are outlined below:

Chairs Training - All Chairs elected after the 20 September 2013 and who have not attended chairs training in the last two years are required to attend Chairs training within 6 months of being elected as Chair.

Induction Training - Any new governor appointed or elected after 20 September 2013 or any existing governor who was first appointed/elected after 20 September 2011 AND has not attended induction training will be required to attend induction training by 20 September 2014 or within one year of appointment if after 20 September 2013. Governors who are re-appointed/re-elected or have served as a governor at another school prior to 20 September 2011 are not required to attend training.

School Performance Data Training - Any new governor appointed or elected after 20 September 2013 will be required to attend data training within 1 year of appointment/election. If governors are reappointed for a further term of office and have not completed training in the last year they will have to do so. Headteachers are exempt from all mandatory sessions.

Safeguarding/Child Protection - Although this is not a mandatory session, it is recommended that all governors should complete this session and renew their knowledge every 2-3 years. Each LA provides these sessions, please refer to your Local Authority calendars.

Governing bodies are ultimately responsible for suspending and possibly disqualifying governors who do not attend the mandatory training. To support governing bodies through the process a protocol has been developed which will be circulated to Headteachers and Chairs of Governors in January. Governing bodies will also require an accurate, up to date record of attendance at training to facilitate this process. The EAS will continue to work with governing bodies to ensure their training records are up date, each school will receive a termly report on attendance.

Understandably the demand for mandatory courses is high, and places are available on a first come first served basis. The team have secured additional sessions for the Spring Term for each of the mandatory courses. Details on how to book can be found on page 10. We ask all governors to reserve a place and not to travel to training unless they have received an email reminder 5 days prior to the session.

It is suggested that governors aim to complete the mandatory sessions initially, following which additional strategic sessions aimed at giving governors the skills, knowledge and confidence to undertake their challenge and support role effectively are included in the programme and are recommended as the next stage of development. These sessions include: Strategic Governance, Governing Body Self Evaluation Workshops and Estyn Inspection for the Chair.

In addition to the Mandatory and Strategic Development programme the team have also developed individual Local Authority programmes ensuring that governors across South East Wales have the opportunity to develop their skills and knowledge in all aspects of governance.

All sessions are designed to allow governors to progressively build up their knowledge and understanding of their role. To help ensure you are attending the most appropriate sessions during your time as a governor, over the page is the '**Planning Your Training Route**'. Please take the time to consider the training and development opportunities available and we look forward to seeing you at training.

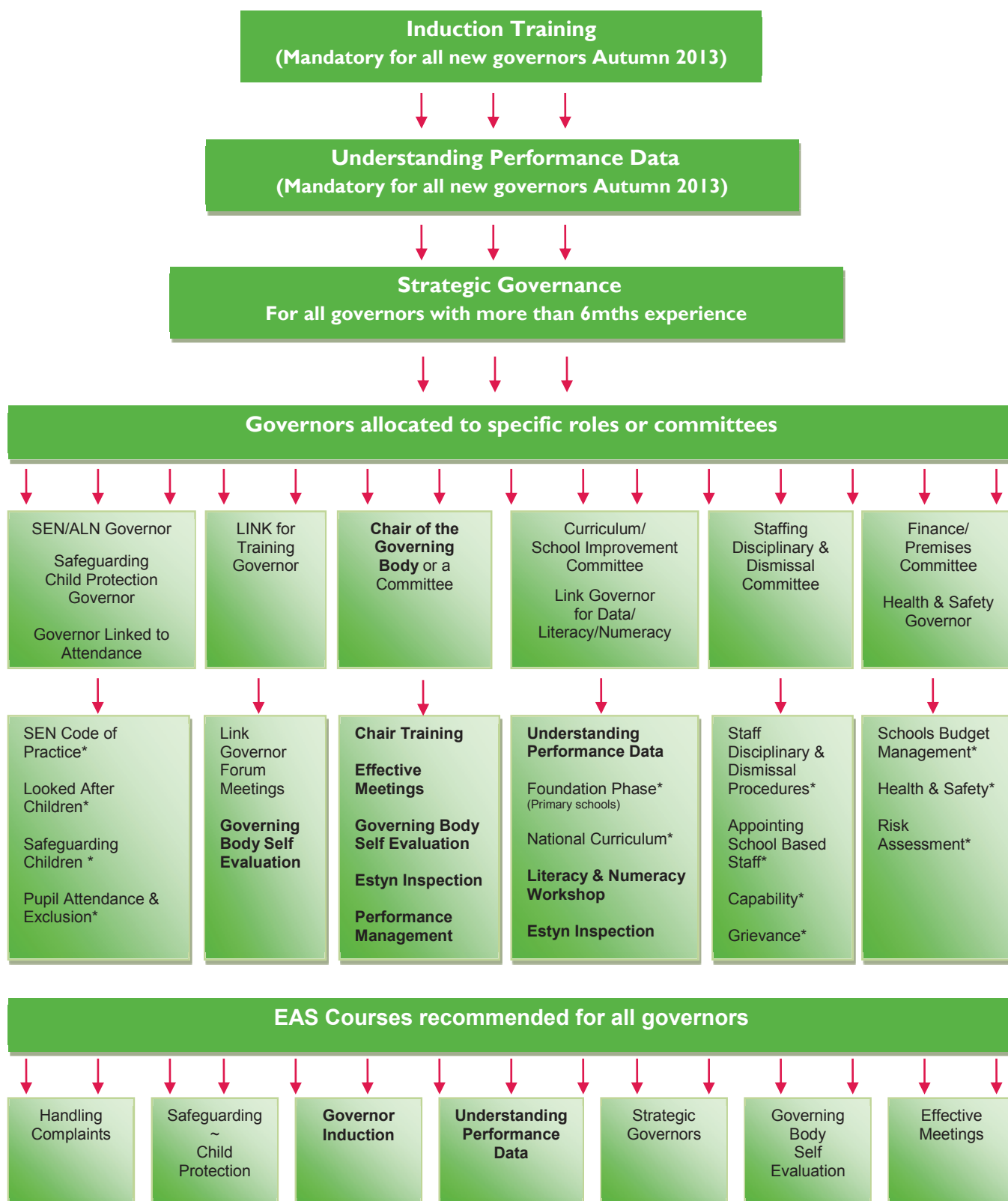


Clare Coff
Governor Training
& Development Officer

Planning Your Training Route

Governors are not expected to be experts in all the activities of a governing body. Therefore Governor Support recommend that, as a governing body, you give consideration to the training undertaken by individuals to ensure best use of time.

All new governors are required to attend the Introduction Session and the Understanding Data Sessions. Newly elected Chairs are required to attend The Role of the Chair Training. Below is a diagram providing an outline for your recommended training and development route.



* These are LA specific issues, Governor Support can sign post you to the relevant officers/ guidance or training available

Review of the Autumn Term 2014

Attendance at governor training has increased year on year. In 2013/14 over 1490 places were taken on sessions representing over 215 schools throughout South East Wales. This term has already seen over 730 governors trained, representing 223 Schools.

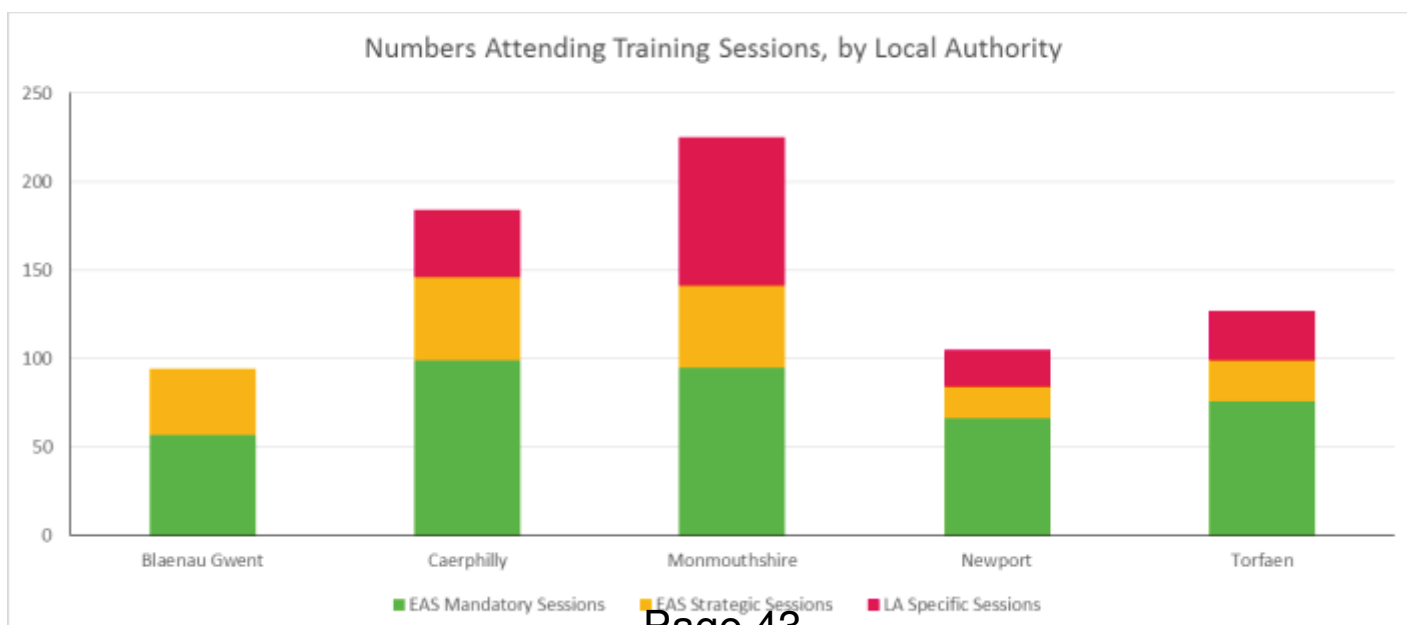
The following table provides a breakdown of the attendance at Mandatory Sessions. The demand for these sessions is currently high due to the sheer numbers of governors within the region that are required to attend. Attendance at future mandatory sessions will be purely dependent upon the turnover of new governors.

Total number of Governors		Governor Induction				Chairs				Understanding Data			
		14/15 to date	13/14	12/13	11/12	14/15 to date	13/14	12/13	11/12	14/15 to date	13/14	12/13	11/12
Blaenau Gwent	446	37	38	19	0	6	10	14	0	14	21	31	0
Caerphilly	1312	49	112	44	66	30	29	35	16	20	69	36	18
Monmouthshire	488	57	89	63	34	9	30	21	7	28	73	20	33
Newport	870	32	47	43	35	8	37	19	7	26	50	26	74
Torfaen	562	22	31	45	32	21	10	16	2	33	33	20	53
Total	3678	197	317	214	167	74	116	105	32	121	246	133	178

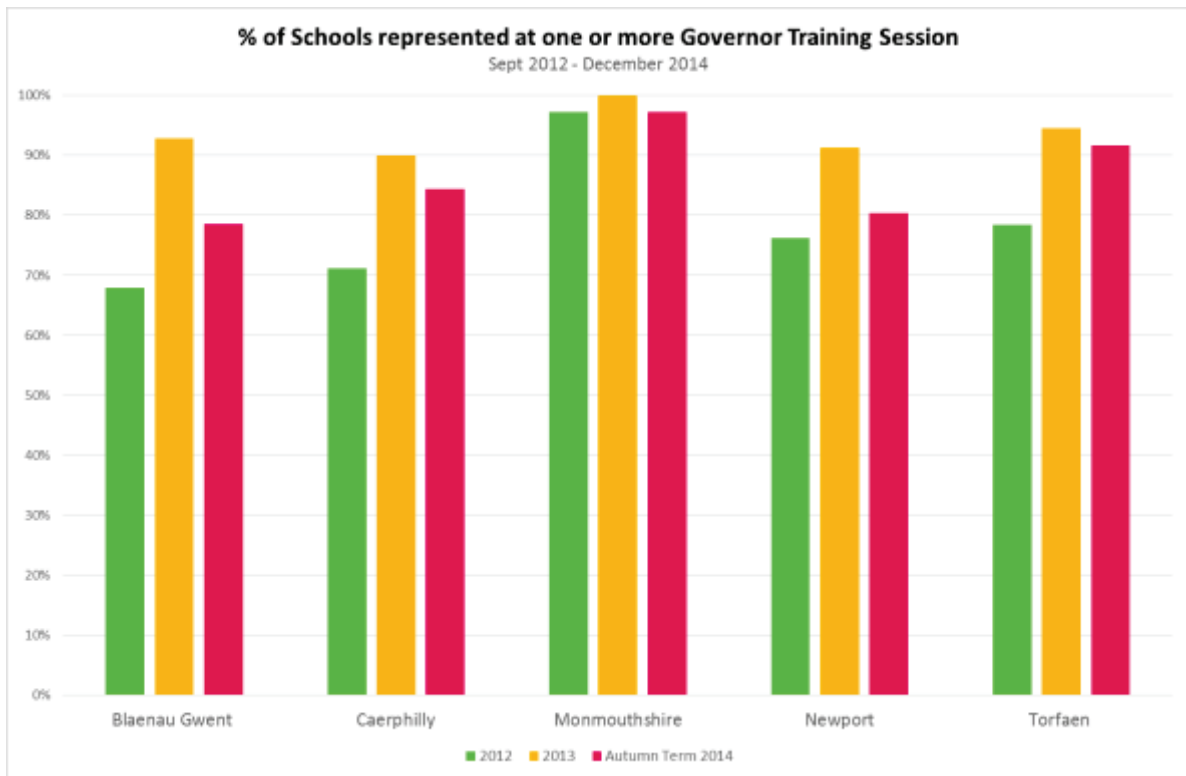
To ensure that governors have ample opportunity to attend mandatory courses the governor Induction session is now being provided twice per term within each Local Authority. Understanding Data will continue on its rolling programme throughout the region. In addition to the Mandatory Session Provided this terms programme has included sessions on the new Pay Policy, New National Model as well as LA specific sessions.

		EAS Strategic Sessions Pay Policy, Self Evaluation			LA Specific Sessions Safeguarding, Finance, SEN		
		14/15 to date	13/14	12/13	14/15 to date	13/14	12/13
Blaenau Gwent	446	37	79	19	0	5	2
Caerphilly	1312	47	272	84	38	58	102
Monmouthshire	488	46	120	45	84	97	97
Newport	870	18	135	29	21	24	59
Torfaen	562	23	126	70	28	139	88
Total	3678	171	732	207	171	323	348

Whilst attendance is rising and the feedback from all sessions is very good, governor attendance at training remains inconsistent throughout South East Wales.

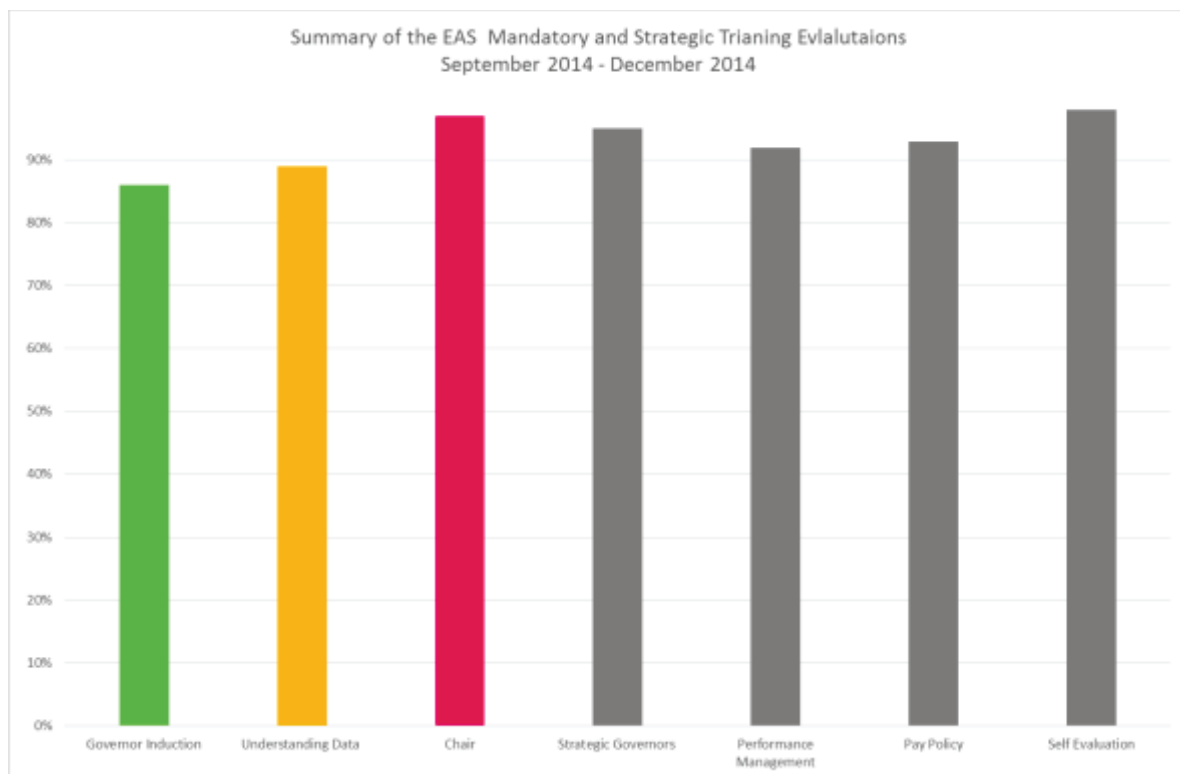


The graph below highlights the percentage of schools that have been represented by one or more governors at training sessions since September 2012.



Individual governing body attendance reports are provided termly via the agenda for full governors. For details on the attendance per school per Local Authority please refer to your relevant LA training programme.

After every training session evaluation sheets are analysed and scores are generated to rate the effectiveness of each session. Scores and comments are fed back to facilitators and senior management to ensure consistency and quality of training is maintained across the region.



The average scores for the Mandatory sessions is above 85%, which reflects the mandatory content of the sessions (one size fits all), the team continue to develop the programme adding up to date local and national aspects of governance. The strategic development sessions are all above 90%.

The session dates, times and venues for this programme continue to be carefully considered to meet the needs and views of governors expressed over the last year. If a particular session does not appear to be in the calendar for your area for this term this may be because it was held in your area last term or is due to be available next term. Any governor having specific difficulties in attending sessions, please do not hesitate to contact the team.

Reviewing individual and governing body training needs for the future

Governor Training is a standard item on every agenda for full governing body meetings. Governing bodies are being encouraged to:

- Ensure they meet the mandatory requirements
- Consider the training they have attended (Report of Attendance will be provided),
- Share the knowledge gained at sessions, (Share the knowledge form)
- Continue to identify the training they require to support them in monitoring and evaluating school information.

The next Training Needs Analysis Questionnaire will be circulated in the Summer Term, this will form the basis of the Training programme of September 2015. Until then the team will continue to work on engaging governing bodies throughout the region in training and development. If there is anything you or your governing body would like to see in future programme please do not hesitate to contact us.

January 2015 – March 2015

Title & Description	Date	Time	Venue	Facilitator
Estyn Training for Chairs This session is aimed at Chairs of Governors and outlines their role with in the Estyn Inspection Process.	Monday 26 January 2015	6pm	County Hall, Rhadyr, Usk NP15 1GA	Nicola Allen Principal Challenge Adviser
	Thursday 5 March 2015	5pm	Civic Centre Pontypool, NP4 6YB	Julian Doroszczuk Principal Challenge Adviser
	Tuesday 10 March 2015	5pm	Blaen-Y-Cwm Primary Brynmawr, NP23 4BR	Kirsty Bevan Principal Challenge Adviser
	Tuesday 24 March 2015	6pm	County Hall, Rhadyr, Usk NP15 1GA	Nicola Allen Principal Challenge Adviser
Governing Body Self Evaluation workshop This session is open to all governors who wish to take the lead for their governing body in carrying out self-evaluation.	Wednesday 4 February 2015	5pm	Willowtown Primary Ebbw Vale NP23 6NJ	Clare Coff David Hutchings
	Thursday 5 February 2015	6pm	County Hall, Rhadyr, Usk NP15 1GA	Clare Coff
Governor Induction/ The Role of the Governor This is a mandatory session for all new governors. The content of the session is provided by Welsh Government. The aim of the session is to introduce the main roles and responsibilities of school governor. It also includes the information of local and national issues facing education.	Tuesday 6 January 2015	5pm	Penallta House, Ystrad Mynach CF82 7PG	Elizabeth Everson David Hutchings
	Wednesday 21 January 2015	5pm	Croesyceiliog School Cwmbran NP44 2YB	Clare Coff
	Thursday 29 January 2015	12.30pm	Llanwern High Room3, Newport NP18 2YE	Clare Coff Chris James
	Thursday 29 January 2015	5pm	Llanwern High Room 3, Newport NP18 2YE	Clare Coff Vanessa Jones
	Tuesday 10 February 2015	10am	Civic Centre Pontypool, NP4 6YB	Stuart Foster Wendy Barnard
	Tuesday 24 February 2015	10am	Penallta House, Ystrad Mynach CF82 7PG	Elizabeth Everson Clare Coff
	Wednesday 25 February 2015	6pm	Monmouth Comprehensive Monmouth NP25 3YT	Wendy Barnard Clare Coff

	Thursday 26 February 2015	5pm	Willowtown Primary Ebbw Vale NP23 6NJ	Irene Jones David Hutchings
	Monday 9 March 2015	6pm	Rogiet Primary School Caldicot NP26 3SD	Wendy Barnard Deirdre Poulson
	Monday 23 March 2015	5pm	Glanhowy Primary Tredegar NP22 4RW	David Hutchings Julie Parry
<p>Role of the Chair This is a mandatory session, providing introduction to the role of the chair. The content is aimed at newly elected Chairs and has to be completed within 6 months of election.</p>	Thursday 8 January 2015	5pm	Llanwern High, Room 2, Newport NP18 2YE	Elizabeth Everson
<p>Strategic Governance - Providing Support & Challenge This session looks at what, how and when governors should monitor and evaluate their school. It is aimed at governors who have completed the induction session and are looking to further develop their knowledge and skills.</p>	Thursday 12 February 2015	6pm	Venue within Monmouthshire to be confirmed	Clare Coff
	Thursday 5 March 2015	5pm	Abertillery Learning Action Centre. Comprehensive School Site NP13 1YL	Clare Coff
<p>Understanding Performance Data for Primary Schools This is a mandatory introduction to understanding school performance data for primary schools.</p>	Thursday 15 January 2015	5pm	Willowtown Primary Ebbw Vale NP23 6NJ	Ed Pryce Challenge Adviser
	Monday 19 January 2015	6pm	Deri View Primary School, Abergavenny NP7 6AR	Nicola Allen Principal Challenge Adviser
	Monday 2 February 2015	5pm	White Rose Primary Caerphilly NP24 6DF	Ed Pryce Challenge Adviser
	Wednesday 4 February 2015	6pm	Raglan Primary, Usk NP15 2EN	Nicola Allen Principal Challenge Adviser
	Monday 9 February 2015	5pm	Llanwern High Room 2, Newport NP18 2YE	Ed Pryce Challenge Adviser

	Wednesday 11 February 2015	5pm	Croesyceiliog School Cwmbran NP44 2YB	Julian Doroszczuk Principal Challenge Adviser
	Thursday 26 February 2015	5pm	Pontypool Active Living Centre, Pontypool Park NP4 8AT	Ed Pryce Challenge Adviser
	Monday 2 March 2015	6pm	County Hall, Rhadyr, Usk NP15 1GA	Nicola Allen Principal Challenge Adviser
	Tuesday 3 March 2015	5pm	Blaen-Y-Cwm Primary Brynmawr, NP23 4BR	Ed Pryce Challenge Adviser
	Wednesday 18 March 2015	6pm	Chepstow Comprehensive Learning Zone, Monmouthshire NP16 5LR	Nicola Allen Principal Challenge Adviser
<p>Welsh in an English Medium School</p> <p>This session is aimed at English medium school governors and provides an introduction to the Welsh Curriculum. By the end of the session governors should have a greater understanding of:</p> <ul style="list-style-type: none"> • the Welsh Curriculum, • Assessment/tests/examinations in place for • the expected levels of attainment are for each Phase • What questions should I be asking when we receive a progress report from the school • What support for Welsh provision provided by the EAS 	Monday 12 January 2015	5pm	Llanwern High Room 2, Newport NP18 2YE	Welsh Team
	Thursday 26 February 2015	5pm	Penallta House, Ystrad Mynach CF82 7PG	Welsh Team
	Wednesday 11 March 2015	6pm	County Hall, Rhadyr, Usk NP15 1GA	Welsh Team
	Wednesday 25 March 2015	5pm	Civic Centre Pontypool, NP4 6YB	Welsh team

Summer Term 2015

The following sessions will be available in the summer term:

- Complaints
- Performance Management
- Foundation Phase

How to make a booking

We are aware that current booking systems have been overloaded by the demand and the team are working on an online booking solution for September 2015. In the meantime the team are working hard to ensure all books are processed effectively.

Registration

To register on a session please email governor.support@sewaleseas.org.uk. Remember to include your name, school, Local Authority and contact details. Alternatively telephone 01443 863155 or 01633 415474

Please ensure you register for all courses that you wish to attend. Registration enables us to make all the necessary catering, seating and copying arrangements for each training session. It also ensures that we are able to contact all attendees in advance in the rare event that a course is postponed due to unforeseen circumstances.

Once a booking has been received you will be registered to attend and a reminder email will be sent to you 5 days prior to the session. If you do not receive confirmation or a reminder, please contact 01633 415474.

Please do not attend a session that you have not received a reminder email, in case the venue, time, has been changed.

Venues

You will see from the programme that the events will be held in several locations across the 5 Authorities. These are regularly reviewed to ensure suitability and accessibility for training. Please check the schedule and your reminder email before you travel. A map and details regarding parking will be sent with the confirmation.

If you have particular access requirement please contact the team.

A rolling programme of venues within individual authorities has been developed to ensure governors have the maximum opportunity to attend a session within their area.



Cancellations

If you are unable to attend a session please inform governor support as soon as possible. We will make every effort to go ahead with training, however should we need to cancel due to unforeseen circumstances, we must be able to contact you. Therefore, please provide a telephone number and/or email address when making a booking.

If you require this programme in an alternative format please contact the team on 01633 415474

Feedback

Feedback for the facilitator:

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EDUCATION FOR LIFE SCRUTINY COMMITTEE – 24TH FEBRUARY 2015

SUBJECT: PUPIL ATTAINMENT AT FOUNDATION PHASE, KEY STAGE 2,
KEY STAGE 3 AND KEY STAGE 4 (2014)

REPORT BY: ACTING DEPUTY CHIEF EXECUTIVE

1. PURPOSE OF REPORT

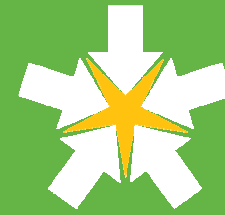
- 1.1 The attached report was considered by Cabinet on 4th February 2015.
- 1.2 Members are asked to consider the report and debate and challenge its content.

Author: Edward Pryce, Challenge Adviser, Education Achievement Service (EAS)

Appendices:

Appendix 1 Report to Cabinet on 4th February 2015

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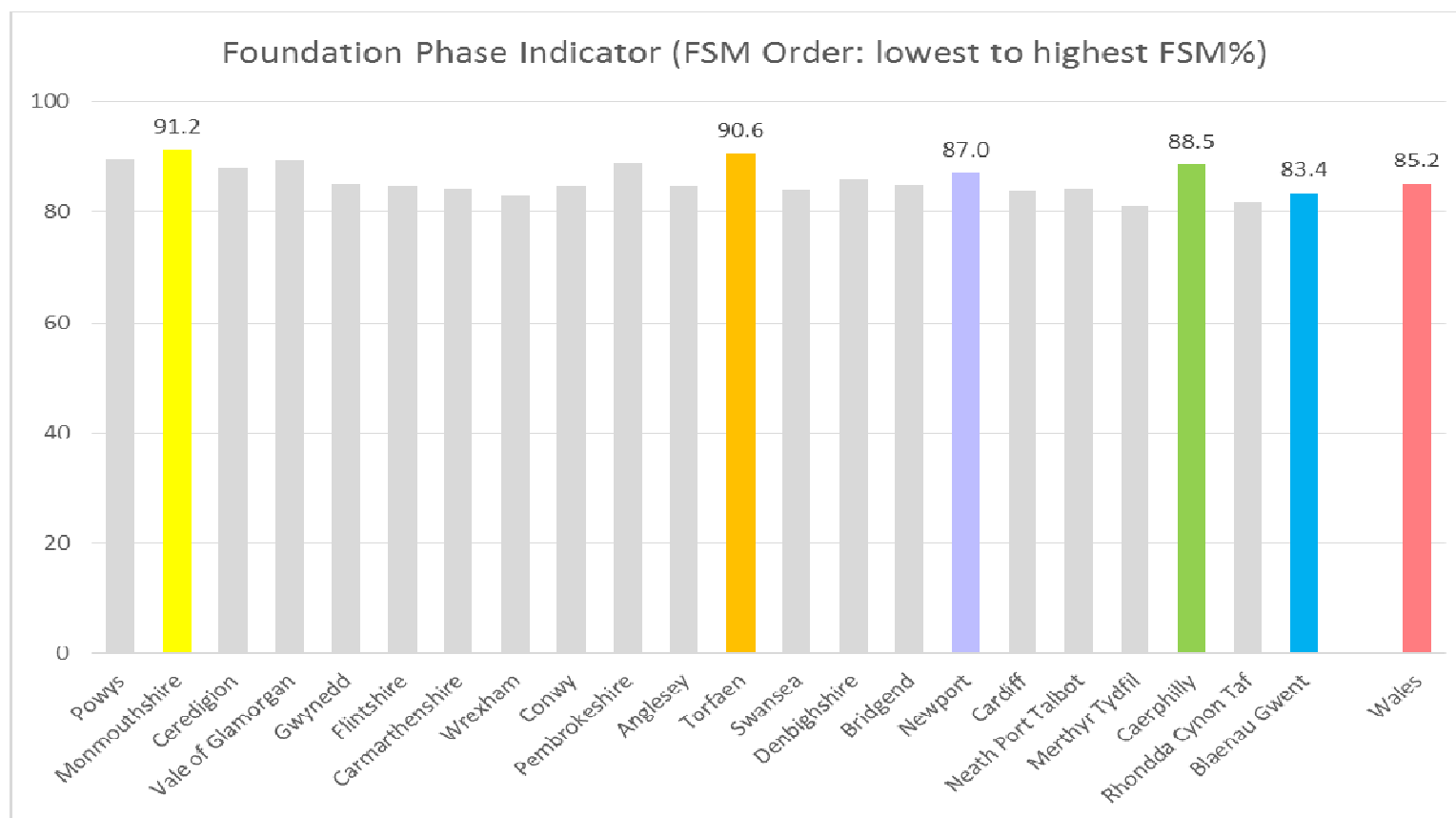
EAS

Education Achievement Service
for South East Wales
Gwasanaeth Cyflawni Addysg
i Dde Ddwyrain Cymru

Caerphilly Pupil Performance 2013/14

Foundation Phase

- Performance in the Foundation Phase continues to be above the Wales average for all indicators with 88.5% of pupils achieving the Foundation Phase indicator in 2014, an increase from 85.0% in 2013.
- Caerphilly currently ranks 6th in Wales when compared with other local authorities, which is well above Caerphilly's FSM ranking



Foundation Phase - expected Outcome 5+



- Performance improved in all indicators.
- The rate of improvement was at a faster rate than for Wales overall in all indicators except LLC-Welsh.

Page 55

Outcome 5+	FPI		LLC English		LLC Welsh		Mathematical Development		PSDWCD	
	2014	2013 +/-	2014	2013 +/-	2014	2013 +/-	2014	2013 +/-	2014	2013 +/-
Caerphilly	88.3	3.5	90.1	3.2	92.3	1.6	91.1	1.7	95.4	1.6
Wales	85.2	2.2	86.6	1.4	89.9	3.1	88.7	1.3	94.2	1.2

Foundation Phase LA rankings

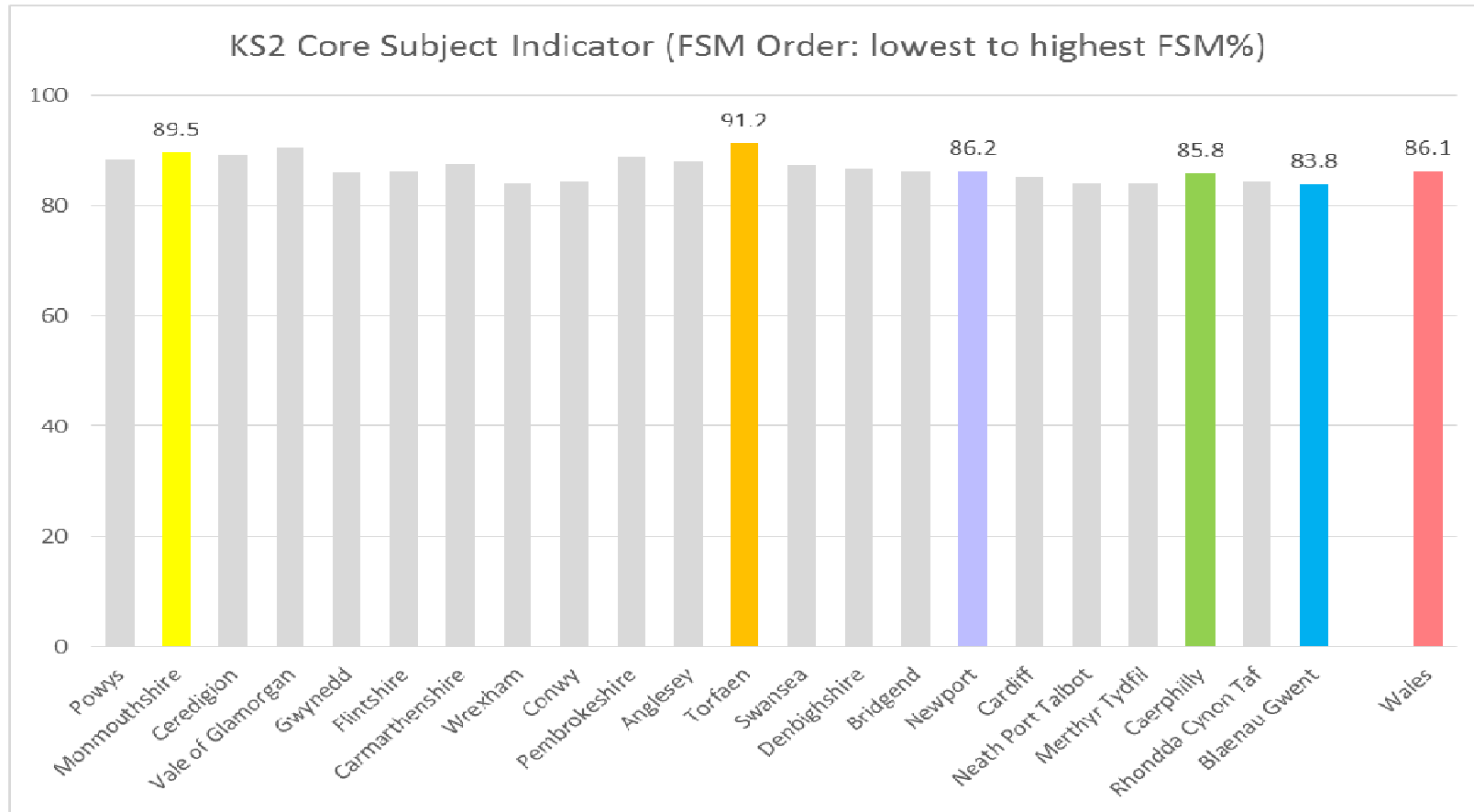
Caerphilly performance is above the Welsh average for all indicators

- FPI 6th
- LLC-English 5th
- LLC-Welsh 4th
- MD 6th
- PSDWCD 8th

FPI			LLC English			LLC Welsh			Mathematical Development			PSDWCD		
1	Monmouthshire	91.2	1	Monmouthshire	93.4	1	Vale of Glamorgan	97.1	1	Monmouthshire	93.3	1	Monmouthshire	97.2
2	Torfaen	90.6	2	Torfaen	93.0	2	Monmouthshire	96.1	2	Torfaen	93.2	2	Vale of Glamorgan	96.4
3	Powys	89.6	3	Powys	91.0	3	Merthyr Tydfil	92.5	3	Vale of Glamorgan	92.4	3	Torfaen	96.3
4	Vale of Glamorgan	89.5	4	Vale of Glamorgan	90.9	4	Caerphilly	92.3	4	Pembrokeshire	91.6	4	Powys	96.2
5	Pembrokeshire	88.7	5	Caerphilly	90.0	5	Pembrokeshire	91.8	5	Powys	91.3	5	Ceredigion	95.9
6	Caerphilly	88.5	6	Pembrokeshire	89.4	6	Neath Port Talbot	91.8	6	Caerphilly	91.1	6	Pembrokeshire	95.7
7	Ceredigion	87.9	7	Newport	89.4	7	Powys	91.6	7	Denbighshire	90.6	7	Fintshire	95.5
8	Newport	87.0	8	Ceredigion	88.1	8	Bridgend	91.4	8	Ceredigion	90.5	8	Caerphilly	95.4
9	Denbighshire	86.1	9	Denbighshire	87.4	9	Newport	91.1	9	Newport	90.0	9	Denbighshire	95.3
10	Gwynedd	85.2	10	Fintshire	87.4	10	Ceredigion	90.6	10	Gwynedd	89.7	10	Conwy	95.2
11	Wales	85.2	11	Bridgend	87.2	11	Cardiff	90.5	11	Conwy	89.7	11	Bridgend	94.4
12	Bridgend	85.1	12	Wales	86.6	12	Rhondda Cynon Taf	90.1	12	Wales	88.7	12	Anglesey	94.3
13	Anglesey	84.6	13	Anglesey	86.6	13	Wales	89.8	13	Fintshire	88.6	13	Neath Port Talbot	94.3
14	Conwy	84.5	14	Conwy	86.3	14	Gwynedd	89.4	14	Bridgend	88.3	14	Blaenau Gwent	94.3
15	Fintshire	84.5	15	Blaenau Gwent	85.8	15	Denbighshire	89.3	15	Anglesey	88.2	15	Wales	94.2
16	Neath Port Talbot	84.2	16	Wrexham	85.6	16	Cardiff	89.3	16	Cardiff	88.1	16	Swansea	94.1
17	Cardiff	84.1	17	Swansea	85.5	17	Swansea	89.0	17	Wrexham	87.7	17	Cardiff	94.0
18	Swansea	83.9	18	Cardiff	85.2	18	Torfaen	88.1	18	Neath Port Talbot	87.6	18	Newport	93.6
19	Cardiff	83.7	19	Neath Port Talbot	84.2	19	Anglesey	88.1	19	Cardiff	87.4	19	Cardiff	93.5
20	Blaenau Gwent	83.4	20	Rhondda Cynon Taf	82.9	20	Fintshire	87.3	20	Swansea	87.1	20	Gwynedd	93.4
21	Wrexham	82.9	21	Merthyr Tydfil	82.4	21	Conwy	86.3	21	Blaenau Gwent	86.5	21	Wrexham	93.2
22	Rhondda Cynon Taf	81.8	22	Cardiff	81.1	22	Wrexham	85.7	22	Rhondda Cynon Taf	86.1	22	Rhondda Cynon Taf	92.0
23	Merthyr Tydfil	81.2				23	Blaenau Gwent	75.7	23	Merthyr Tydfil	85.3	23	Merthyr Tydfil	91.8

Key Stage 2

- Performance in key stage 2 continues to be higher than expected given a FSM ranking of 21st for all core subjects at level 4 and above with Caerphilly ranking remaining 15th in Wales for the CSI in 2013
- The percentage achieving the CSI remains slightly below the national average



Key Stage 2 – Expected Level 4+



- Performance improved in all indicators
- The rate of improvement was at a faster rate than for Wales overall in mathematics and science, a slightly slower rate in the CSI and English
- Performance in Welsh First Language was at a slower rate than Wales, but performance remains above the Wales average

Level 4+	CSI		Cymraeg		English		Mathematics		Science	
	2014	2013 +/-	2014	2013 +/-	2014	2013 +/-	2014	2013 +/-	2014	2013 +/-
Caerphilly	85.8	1.5	90.0	0.3	88.0	1.1	89.0	2.7	90.4	1.0
Wales	86.1	1.8	88.1	1.4	88.4	1.3	88.9	1.2	90.3	0.4

Key Stage 2

Caerphilly's performance is above the Wales average for Welsh first language and Mathematics and science, but slightly lower for English and the CSI

- CSI 15th
- English 15th
- Welsh 10th
- Maths 11th
- Science 13th

CSI		
1	Torfaen	91.2
2	Vale of Glamorgan	90.5
3	Monmouthshire	89.5
4	Ceredigion	89.1
5	Pembrokeshire	88.7
6	Powys	88.3
7	Anglesey	87.8
8	Carmarthenshire	87.4
9	Swansea	87.3
10	Denbighshire	86.6
11	Newport	86.2
11	Bridgend	86.2
13	Flintshire	86.1
14	Wales	86.1
14	Gwynedd	86.0
15	Caerphilly	85.8
16	Cardiff	85.1
17	Conwy	84.3
18	Rhondda Cynon Taf	84.3
19	Wrexham	84.2
20	Merthyr Tydfil	84.2
21	Neath Port Talbot	84.1
22	Blaenau Gwent	83.8

English		
1	Torfaen	92.4
2	Vale of Glamorgan	92.2
3	Ceredigion	91.2
4	Monmouthshire	90.8
5	Pembrokeshire	90.7
6	Powys	90.3
7	Carmarthenshire	90.0
8	Newport	89.6
9	Anglesey	89.5
10	Denbighshire	89.2
11	Gwynedd	89.2
12	Flintshire	89.0
13	Swansea	88.8
14	Bridgend	88.7
15	Wales	88.4
15	Caerphilly	88.0
16	Cardiff	87.3
17	Conwy	87.2
18	Wrexham	87.2
19	Rhondda Cynon Taf	86.7
20	Merthyr Tydfil	86.3
21	Neath Port Talbot	86.3
22	Blaenau Gwent	85.8

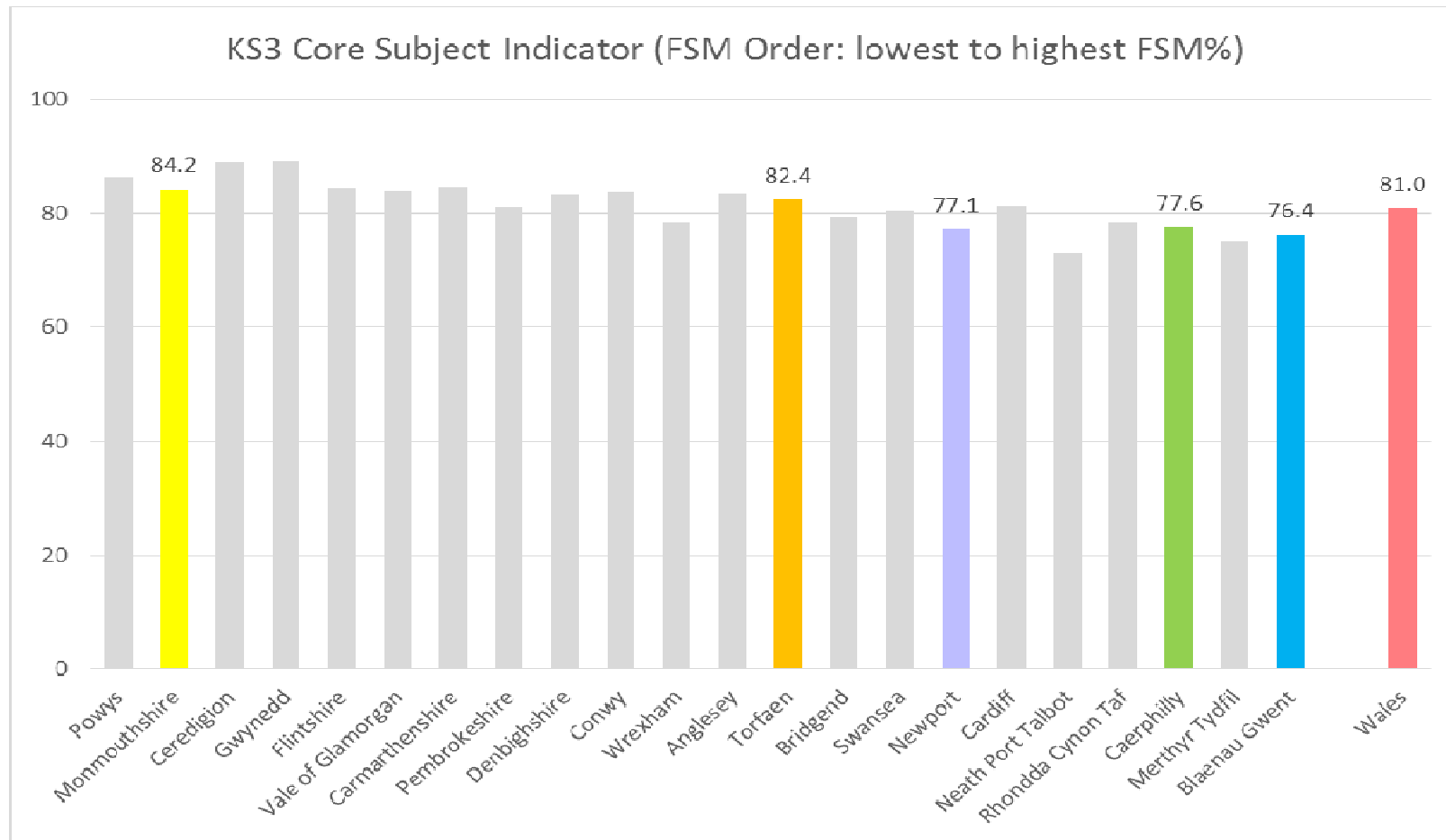
Welsh (first language)		
1	Merthyr Tydfil	96.9
2	Vale of Glamorgan	95.9
3	Newport	94.3
4	Powys	92.9
5	Torfaen	92.0
6	Bridgend	90.5
7	Wrexham	90.4
8	Cardiff	90.1
9	Flintshire	90.0
10	Caerphilly	89.9
11	Swansea	89.5
12	Ceredigion	88.8
13	Conwy	88.5
14	Rhondda Cynon Taf	88.4
15	Gwynedd	88.3
15	Wales	88.1
16	Blaenau Gwent	88.0
17	Neath Port Talbot	87.7
18	Pembrokeshire	87.6
19	Denbighshire	85.1
20	Carmarthenshire	84.4
21	Anglesey	83.4
22	Monmouthshire	82.9

Mathematics		
1	Torfaen	94.3
2	Vale of Glamorgan	93.0
3	Ceredigion	92.3
4	Monmouthshire	91.4
5	Pembrokeshire	90.9
6	Powys	90.3
7	Swansea	89.8
8	Carmarthenshire	89.7
9	Denbighshire	89.5
10	Anglesey	89.2
11	Caerphilly	89.0
12	Wales	88.9
12	Newport	88.8
12	Bridgend	88.8
14	Gwynedd	88.6
15	Flintshire	88.4
16	Blaenau Gwent	88.4
17	Wrexham	87.7
18	Cardiff	87.7
19	Conwy	87.7
20	Rhondda Cynon Taf	87.6
21	Neath Port Talbot	86.9
22	Merthyr Tydfil	86.2

Science		
1	Torfaen	94.5
2	Vale of Glamorgan	94.2
3	Monmouthshire	93.9
4	Ceredigion	93.6
5	Pembrokeshire	93.2
6	Newport	92.2
7	Powys	92.1
8	Gwynedd	91.3
9	Carmarthenshire	91.1
10	Denbighshire	90.9
11	Swansea	90.8
12	Anglesey	90.6
13	Caerphilly	90.4
13	Wales	90.3
14	Bridgend	90.3
15	Blaenau Gwent	89.6
16	Flintshire	89.4
17	Conwy	89.3
18	Cardiff	89.0
19	Rhondda Cynon Taf	88.8
20	Wrexham	88.4
21	Neath Port Talbot	87.6
22	Merthyr Tydfil	86.9

Key Stage 3

- Performance in key stage 3 continues to be stronger than expected in all core subjects at level 5 and above with Caerphilly ranking 18th in Wales for the CSI at 73.5% in 2013 (an improvement from 68.4% in 2012).



Key Stage 3 – Expected Level (5+)



- All core subjects improved in 2014, with the greatest improvement in English.
- The rate of improvement was faster than that of Wales as a whole in English and science, but slower in Welsh first language and mathematics

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Level 5+	CSI		Cymraeg		English		Mathematics		Science	
	2014	2013 +/-	2014	2013 +/-	2014	2013 +/-	2014	2013 +/-	2014	2013 +/-
Caerphilly	77.6	3.1	89.5	1.4	82.2	3.5	83.9	2.4	88.8	5.0
Wales	81.0	4.0	90.1	3.5	85.9	3.0	86.5	3.4	90.4	3.4

Key Stage 3

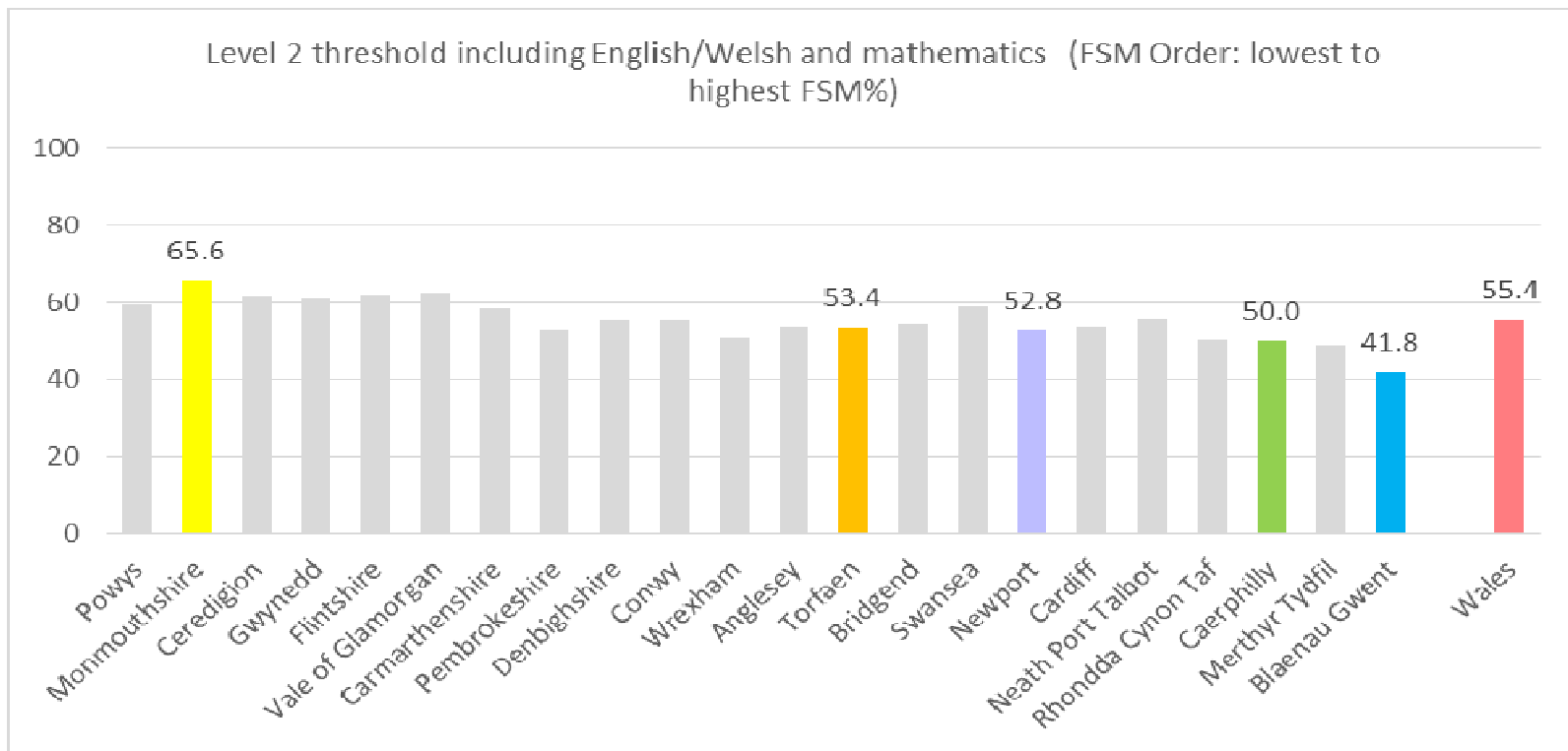
Caerphilly's performance is below the Wales average for all indicators, but the ranking positions are slightly above the expectation of 20th

- *CSI 18th,*
- *Cymraeg 11th*
- *English 20th*
- *Maths 19th*
- *Science 17th*

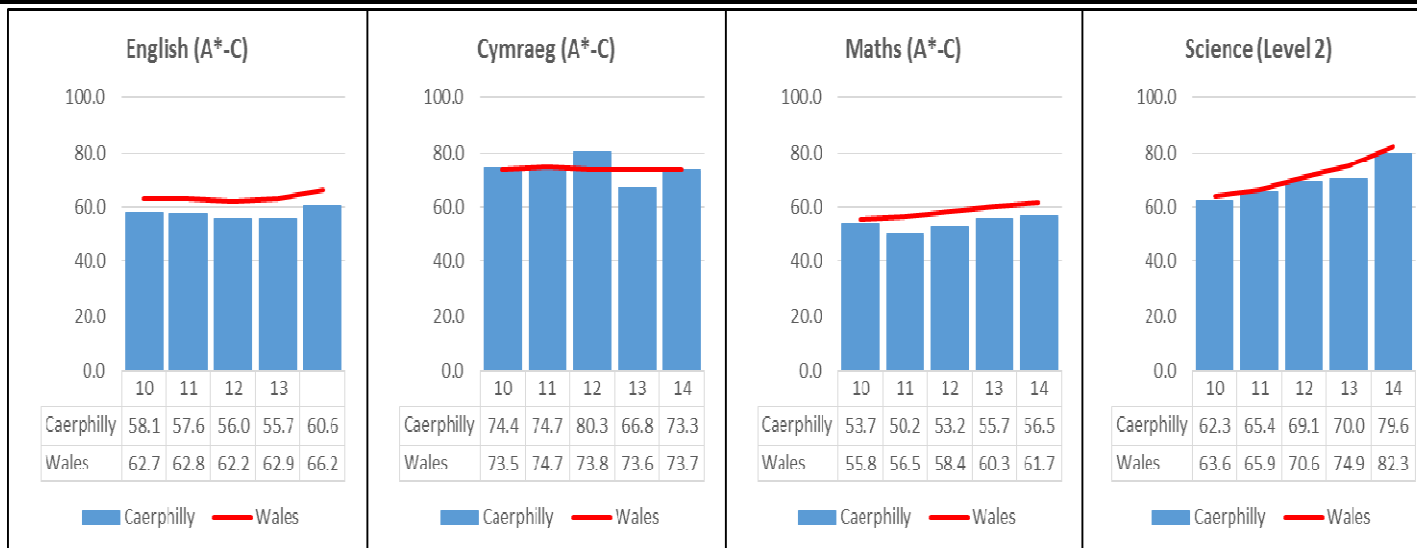
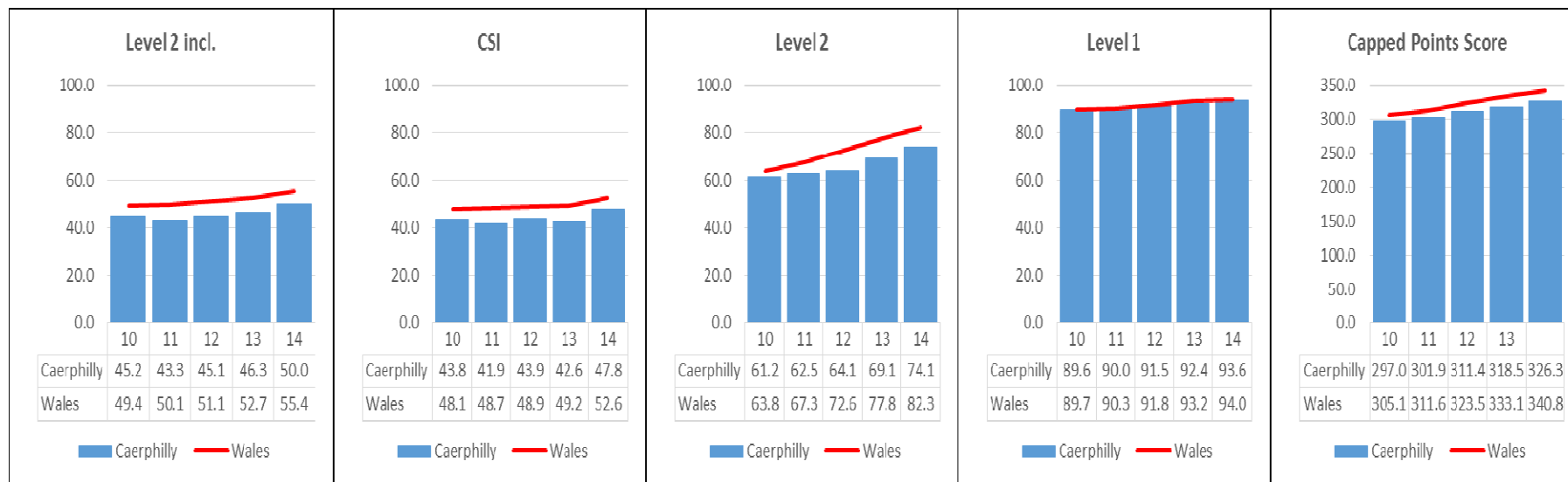
CSI			English			Welsh (first language)			Mathematics			Science		
1	Gwynedd	89.1	1	Gwynedd	90.6	1	Pembrokeshire	95.3	1	Gwynedd	91.9	1	Powys	94.4
2	Ceredigion	89.0	2	Ceredigion	90.5	2	Powys	94.2	2	Ceredigion	91.5	2	Gwynedd	93.9
3	Powys	86.5	3	Powys	90.3	3	Cardiff	94.0	3	Powys	89.8	3	Conwy	93.7
4	Carmarthenshire	84.5	4	Flintshire	89.4	4	Conwy	92.0	4	Conwy	89.1	4	Ceredigion	93.5
5	Flintshire	84.3	5	Monmouthshire	89.2	5	Wrexham	91.7	5	Vale of Glamorgan	89.0	5	Denbighshire	93.5
6	Monmouthshire	84.2	6	Vale of Glamorgan	88.7	6	Gwynedd	91.6	6	Denbighshire	88.8	6	Monmouthshire	93.0
7	Vale of Glamorgan	84.0	7	Conwy	88.7	7	Denbighshire	91.6	7	Flintshire	88.7	7	Vale of Glamorgan	92.6
8	Conwy	83.7	8	Carmarthenshire	88.5	8	Wales	90.1	8	Carmarthenshire	88.4	7	Torfaen	92.6
9	Anglesey	83.6	9	Denbighshire	88.5	8	Rhondda Cynon Taf	90.0	9	Monmouthshire	87.7	9	Flintshire	91.3
10	Denbighshire	83.2	10	Torfaen	88.1	9	Swansea	89.9	9	Cardiff	87.7	10	Anglesey	91.3
11	Torfaen	82.4	11	Anglesey	87.9	10	Ceredigion	89.8	9	Torfaen	87.7	11	Pembrokeshire	91.2
12	Cardiff	81.5	12	Cardiff	86.0	11	Caerphilly	89.5	12	Pembrokeshire	87.4	12	Carmarthenshire	91.1
13	Pembrokeshire	81.1	13	Wales	85.9	12	Anglesey	89.2	13	Anglesey	87.1	13	Cardiff	90.7
14	Swansea	80.6	13	Pembrokeshire	85.8	13	Bridgend	89.1	13	Swansea	86.9	13	Wales	90.4
15	Bridgend	79.3	14	Swansea	85.1	14	Carmarthenshire	88.7	14	Wales	86.5	14	Bridgend	90.3
16	Wrexham	78.4	15	Bridgend	85.1	15	Vale of Glamorgan	88.3	15	Wrexham	84.7	15	Swansea	89.8
17	Rhondda Cynon Taf	78.4	16	Wrexham	84.6	16	Torfaen	87.4	16	Bridgend	84.5	16	Wrexham	89.2
18	Caerphilly	77.6	17	Newport	83.7	17	Neath Port Talbot	86.0	17	Rhondda Cynon Taf	84.3	17	Caerphilly	88.8
19	Newport	77.1	18	Rhondda Cynon Taf	83.3	18	Flintshire	56.0	18	Newport	84.0	18	Rhondda Cynon Taf	88.7
20	Blaenau Gwent	76.4	19	Blaenau Gwent	82.7				19	Caerphilly	83.9	19	Blaenau Gwent	88.7
21	Merthyr Tydfil	75.1	20	Caerphilly	82.2				20	Merthyr Tydfil	83.0	20	Newport	87.6
22	Neath Port Talbot	73.1	21	Merthyr Tydfil	81.0				21	Blaenau Gwent	80.5	21	Merthyr Tydfil	85.0
			22	Neath Port Talbot	80.6				22	Neath Port Talbot	79.9	22	Neath Port Talbot	84.3

Key Stage 4

- Key stage 4 results indicate continued progress in 2014 with increases in all indicators
- The proportion of pupils achieving the Level 2 threshold inclusive of English/Welsh first language and mathematics has improved from 46.3% in 2013 to 50.0% in 2014. This places Caerphilly 20th in Wales for this indicator.



Key Stage 4 – All indicators (5 years)



Key Stage 4 Indicators

Caerphilly's performance is below the Wales average for all indicators, but the ranking positions are slightly in line with expectation of 20th

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- L2+ 20th
- L2 20th
- L1 16th
- CSI 19th
- CPS 21st

Level 2 threshold and first eng and maths			Level 2		Level 1		CSI		Capped Point Score					
1	Monmouthshire	65.6	1	Neath Port Talbot	89.4	1	Gwynedd	97.2	1	Monmouthshire	60.9	1	Gwynedd	382
2	Vale of Glamorgan	62.2	2	Denbighshire	88.8	2	Ceredigion	97.1	2	Gwynedd	63.8	2	Ceredigion	380
3	Flintshire	61.9	3	Ceredigion	88.7	3	Neath Port Talbot	96.8	3	Vale of Glamorgan	63.7	3	Anglesey	380
4	Ceredigion	61.4	4	Gwynedd	87.7	4	Powys	96.4	4	Ceredigion	63.6	4	Denbighshire	380
5	Gwynedd	61.1	5	Monmouthshire	87.4	5	Monmouthshire	96.4	5	Flintshire	63.5	5	Denbighshire	380
6	Powys	59.8	6	Vale of Glamorgan	87.0	6	Anglesey	96.0	6	Powys	63.2	6	Powys	380
7	Swansea	59.7	7	Powys	86.8	7	Denbighshire	95.7	7	Denbighshire	63.1	7	Neath Port Talbot	380
8	Cardiffshire	58.7	8	Conwy	86.8	8	Conwy	95.8	8	Swansea	63.0	8	Monmouthshire	351
9	Neath Port Talbot	58.6	9	Anglesey	86.8	9	Swansea	95.8	9	Brockton	63.0	9	Vale of Glamorgan	380
10	Denbighshire	58.6	10	Swansea	86.4	10	Merthyr Tydfil	95.4	10	Denbighshire	63.0	10	Swansea	380
11	Conwy	58.6	11	Cardiffshire	84.7	11	Denbighshire	95.2	11	Neath Port Talbot	63.0	11	Conwy	348
12	Wales	55.4	12	Rhondda Cynon Taf	84.8	12	Torfaen	95.2	12	Conwy	62.7	12	Merthyr Tydfil	344
13	Brockton	54.8	13	Newport	83.6	13	Pembrokeshire	94.8	13	Wales	52.6	13	Flintshire	347
14	Cardiff	54.0	14	Pembrokeshire	83.7	14	Flintshire	94.7	14	Anglesey	62.8	14	Wales	341
15	Torfaen	53.4	15	Wales	82.3	15	Vale of Glamorgan	94.0	15	Torfaen	52.2	15	Merthyr Tydfil	340
16	Pembrokeshire	53.2	16	Torfaen	82.3	16	Caerphilly	93.6	16	Newport	51.4	16	Newport	340
17	Newport	52.8	17	Merthyr Tydfil	82.0	17	Brockton	93.4	17	Cardiff	51.2	17	Torfaen	338
18	Anglesey	52.8	18	Brockton	79.8	18	Newport	93.4	18	Rhondda Cynon Taf	49.7	18	Rhondda Cynon Taf	338
19	Rhondda Cynon Taf	52.8	19	Cardiff	78.0	19	Cardiff	93.2	19	Caerphilly	47.8	19	Brockton	334
20	Caerphilly	50.0	20	Caerphilly	74.1	20	Rhondda Cynon Taf	93.2	20	Anglesey	47.8	20	Anglesey	333
21	Merthyr Tydfil	46.9	21	Anglesey	73.9	21	Anglesey	93.1	21	Merthyr Tydfil	46.7	21	Caerphilly	326
22	Blaenau Gwent	41.8	22	Blaenau Gwent	73.3	22	Blaenau Gwent	90.0	22	Blaenau Gwent	38.6	22	Blaenau Gwent	316

Key Stage 4 Core Subjects

Caerphilly's performance is below the Wales average for all indicators, but the ranking positions are in line with or above expectation of 20th

- *English* 20th
- *Maths* 19th
- *Science* 16th

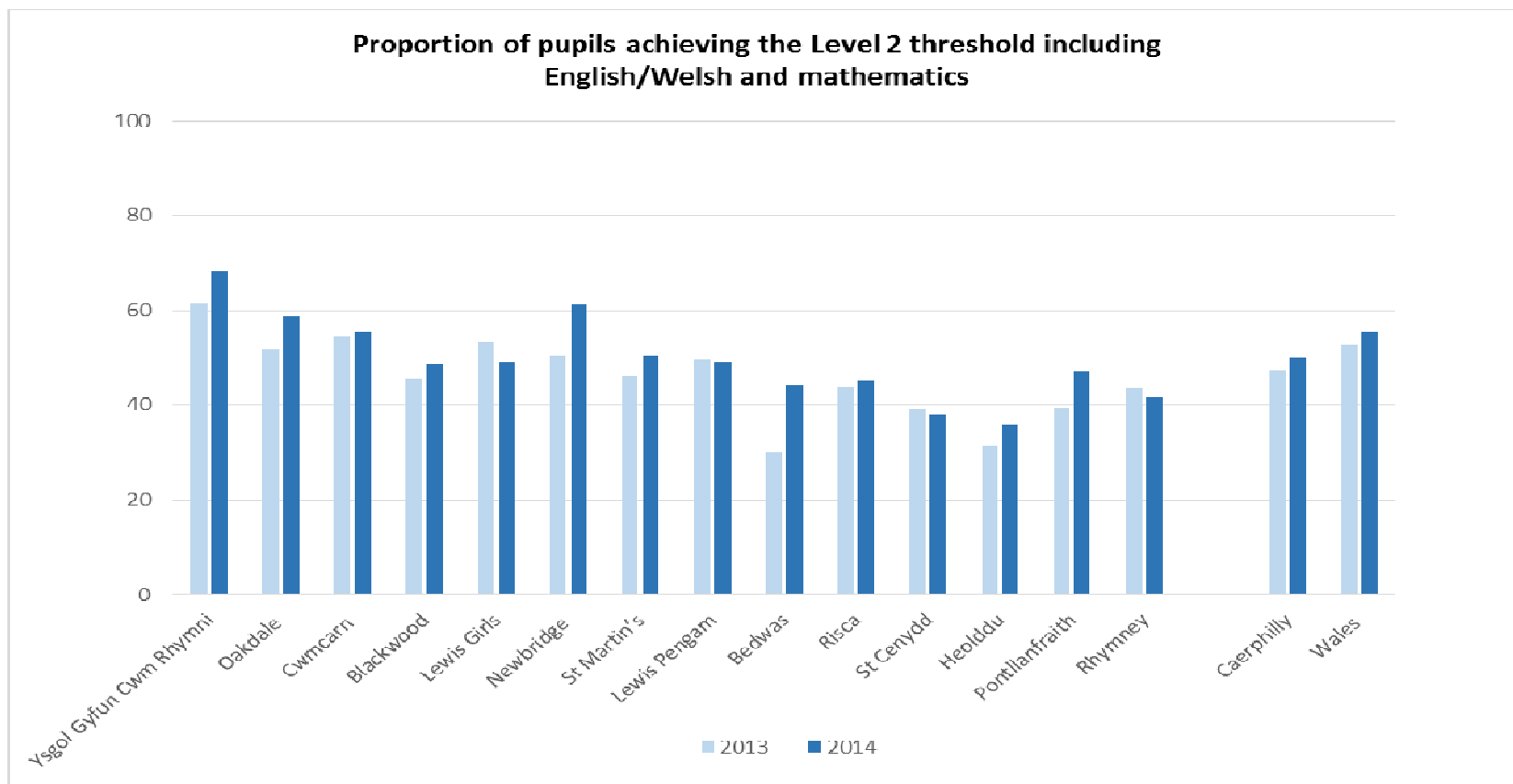
English A* G		
1	Monmouthshire	75.8
2	Fynfforde	70.3
3	Ceredigion	70.7
4	Yale of Gwent	70.9
5	Howell	69
6	Cardiffshire	69.3
7	Gwent	69.2
8	Newport	69.2
9	Swansea	67.2
10	Denbighshire	66.6
11	Brockton	66.6
12	Wales	66.2
13	Perthshire	66.0
14	Cardiff	66.0
15	Conwy	65.6
16	Arden	65.2
17	Torfaen	64.7
18	Neath Port Talbot	63.7
19	Llanelli	63.6
20	Rhondda Cynon Taf	63.6
21	Merthyr Tydfil	63.3
22	Blaenau Gwent	61.7

Mathematics A* G		
1	Monmouthshire	70.8
2	Fynfforde	68.1
3	Ceredigion	68.0
4	Yale of Gwent	68.0
5	Howell	67.1
6	Swansea	66.1
7	Gwent	65.2
8	Cardiffshire	64.1
9	Neath Port Talbot	63.6
10	Conwy	63.0
11	Denbighshire	62.6
12	Brockton	62.6
13	Wales	61.7
14	Torfaen	59.7
15	Cardiff	59.2
16	Perthshire	58.9
17	Llanelli	57.3
18	Rhondda Cynon Taf	56.6
19	Caerphilly	56.5
20	Newport	56.4
21	Merthyr Tydfil	55.6
22	Blaenau Gwent	48.2

Science Level 2		
1	Gwent	93.6
2	Torfaen	91.4
3	Brockton	89.1
4	Arden	88.2
5	Denbighshire	88.2
6	Yale of Gwent	87.1
7	Newport	86.5
8	Rhondda Cynon Taf	86.6
9	Conwy	86.1
10	Neath Port Talbot	84.9
11	Fynfforde	84.0
12	Swansea	82.0
13	Wales	82.3
14	Ceredigion	82.2
15	Perthshire	80.1
16	Howell	79.9
17	Caerphilly	79.6
18	Merthyr Tydfil	78.9
19	Llanelli	77.6
20	Cardiff	77.1
21	Blaenau Gwent	74.8
22	Monmouthshire	74.4

Key Stage 4 – Individual Schools

- Improvement across Caerphilly masks variation between schools
- 10 secondary schools improved performance in the Level 2 threshold inclusive of English/Welsh first language and mathematics, but performance declined in 4 schools.



Key Stage 4 - Individual School Performance



	Level 2 Threshold inc E.W & Maths (%)		CSI (%)		Level 2 (%)		Level 1 (%)		Capped Points Score	
	2013	2014	2013	2014	2013	2014	2013	2014	2013	2014
Ysgol Gyfun Cwm Rhymni	61.5	68.4	61	67.5	93	90.2	98.1	97.4	374.8	370.1
St Martin's	46.1	50.3	41.7	42.5	58.9	58.0	93.3	93.9	309.8	309.0
St Cenydd	39	37.9	33.9	34.7	60.5	71.1	91.8	93.2	309.1	319.4
Risca	43.9	45.1	42.1	35.4	72.8	80.5	97.4	97.6	329.9	339.0
Rhymney	43.7	41.5	27.9	37.7	66.5	59.1	93.7	95.0	295.2	301.1
Pontllanfraith	39.2	47.1	26.4	47.1	50.4	53.8	85.6	80.8	272.5	270.9
Oakdale	51.9	58.7	51.9	58.7	86.8	86.2	93.8	91.7	338.2	319.0
Newbridge	50.3	61.1	50.3	60.6	78.4	90.0	95.3	96.7	337.7	363.3
Lewis Pengam	49.5	49.0	48.4	47.7	81.9	88.7	90.7	93.4	329.2	332.8
Lewis Girls	53.2	49.0	51.5	49.0	71.7	81.0	93.1	96.1	340.4	350.2
Heolddu	31.5	35.9	31.5	35.9	60.5	66.9	90.3	95.1	297.4	313.8
Cwmcarn	54.6	55.4	47.2	54.7	72.4	71.2	95.7	98.6	324.1	322.8
Blackwood	45.7	48.8	45.2	48.3	57.9	68.2	91.9	96.5	310.2	332.5
Bedwas	29.9	44.1	27.9	38.1	52.4	69.5	85.7	81.4	279	296.5
Caerphilly	47.2	50.0	42.6	47.8	69.1	74.1	92.4	93.6	319	326.3
Wales	52.7	55.4	49.2	52.6	77.8	82.3	93.2	94.00	333	340.8

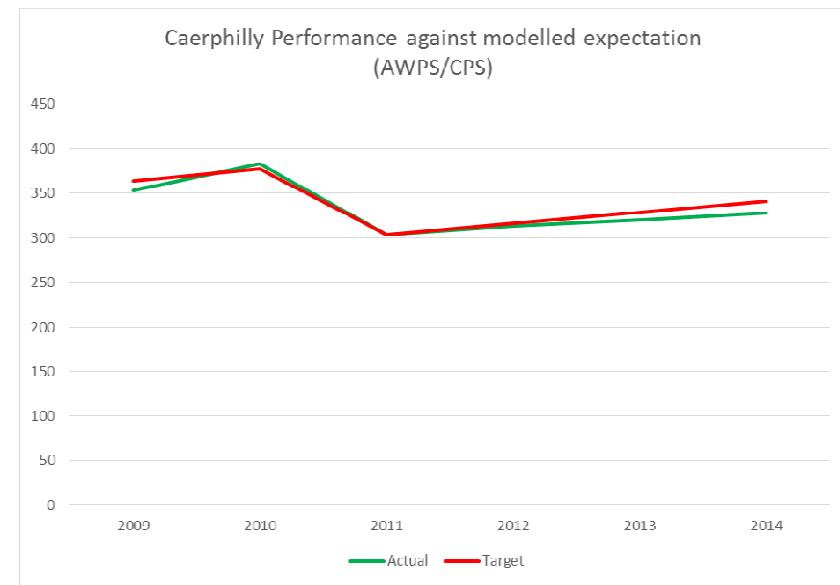
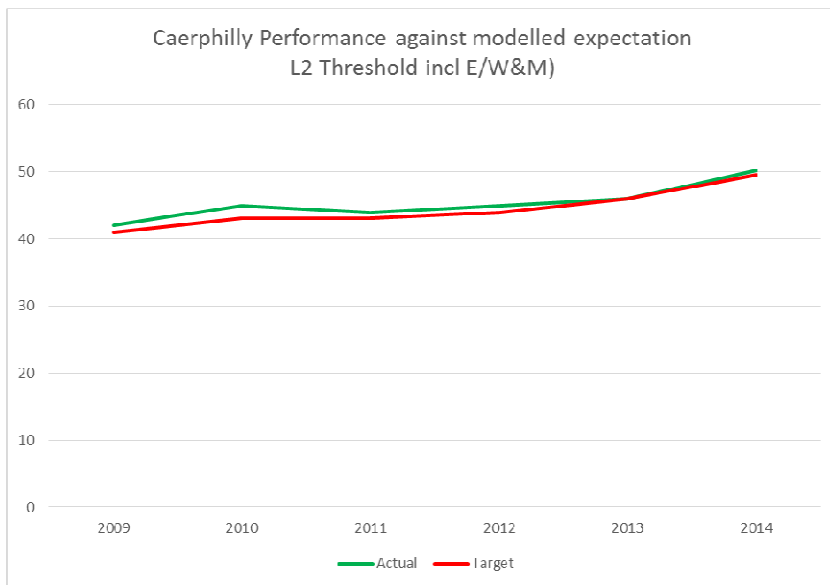
Key Stage 4 – Benchmark Summary



Key Stage 4 – Against Modelled Expectation



		2009	2010	2011	2012	2013	2014
Level 2 threshold including English/Welsh and maths	Actual	42	45	44	45	46	50.2
	Target	41	43	43	44	46	49.5
Average Wider Point Score (AWPS) up to 2009-10 / Capped Average Wider Point Score (CPS) 2011-14	Actual	353	383	304	313	320	328
	Target	364	377	304	316	329	341



L2 Threshold Including E/W&M – LA Comparison



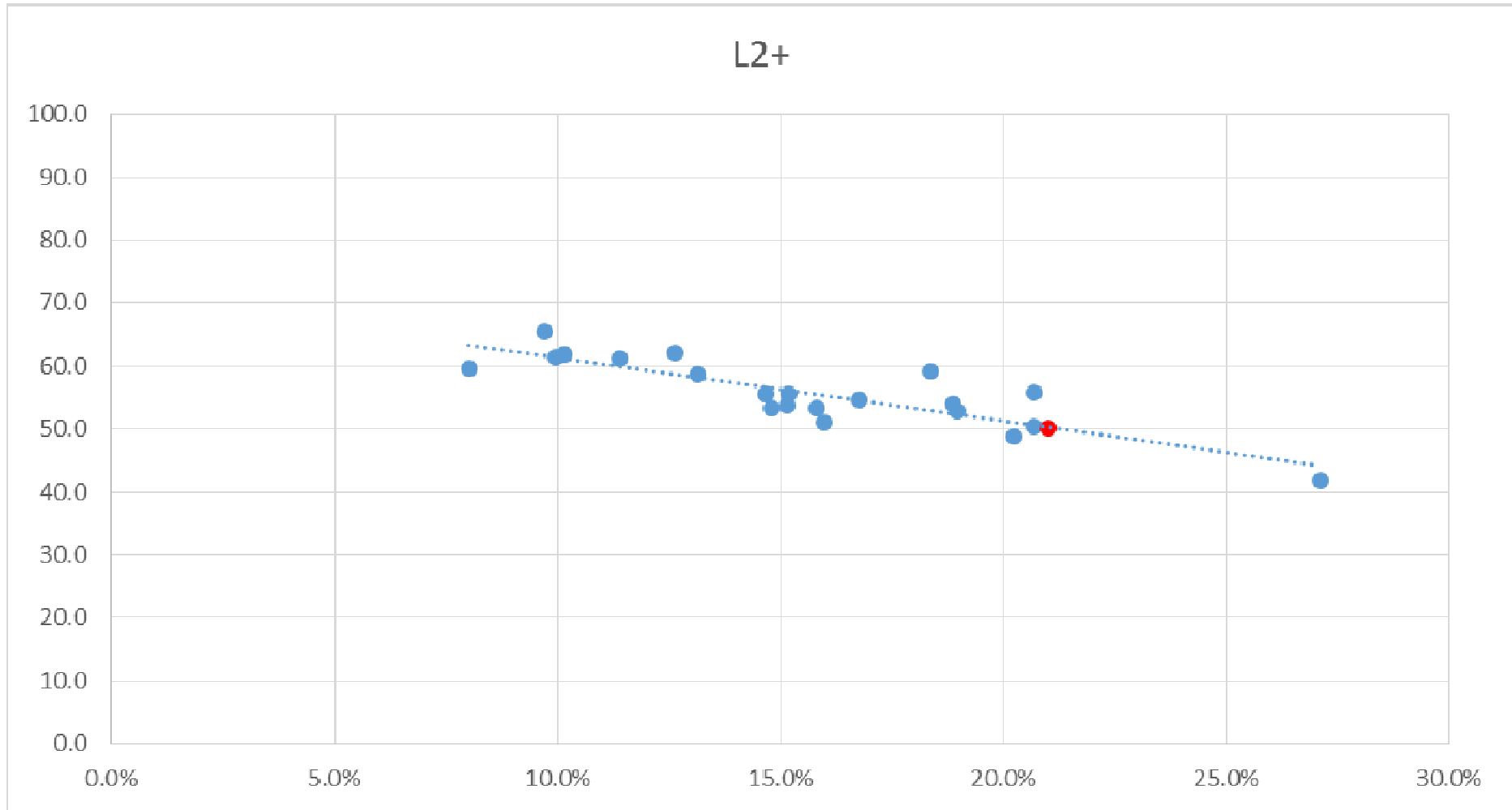
Rank	LA	FSM	L2+
1	Monmouthshire	9.7%	65.6
2	Vale of Glamorgan	12.6%	62.2
3	Flintshire	10.2%	61.9
4	Ceredigion	10.0%	61.4
5	Gwynedd	11.4%	61.1
6	Powys	8.0%	59.6
7	Swansea	18.4%	59.1
8	Carmarthenshire	13.1%	58.7
9	Neath Port Talbot	20.7%	55.8
10	Denbighshire	15.2%	55.6
11	Conwy	14.7%	55.5
12	Bridgend	16.8%	54.8
13	Cardiff	18.9%	54.0
14	Isle of Anglesey	15.1%	53.8
15	Torfaen	15.8%	53.4
16	Pembrokeshire	14.8%	53.2
17	Newport	19.0%	52.8
18	Wrexham	16.0%	51.0
19	Rhondda,Cynon,Taf	20.7%	50.5
20	Caerphilly	21.0%	50.0
21	Merthyr Tydfil	20.2%	48.9
22	Blaenau Gwent	27.1%	41.8

Less than 5%
between
20th and 12th

L2 Threshold Including E/W&M – LA Comparison



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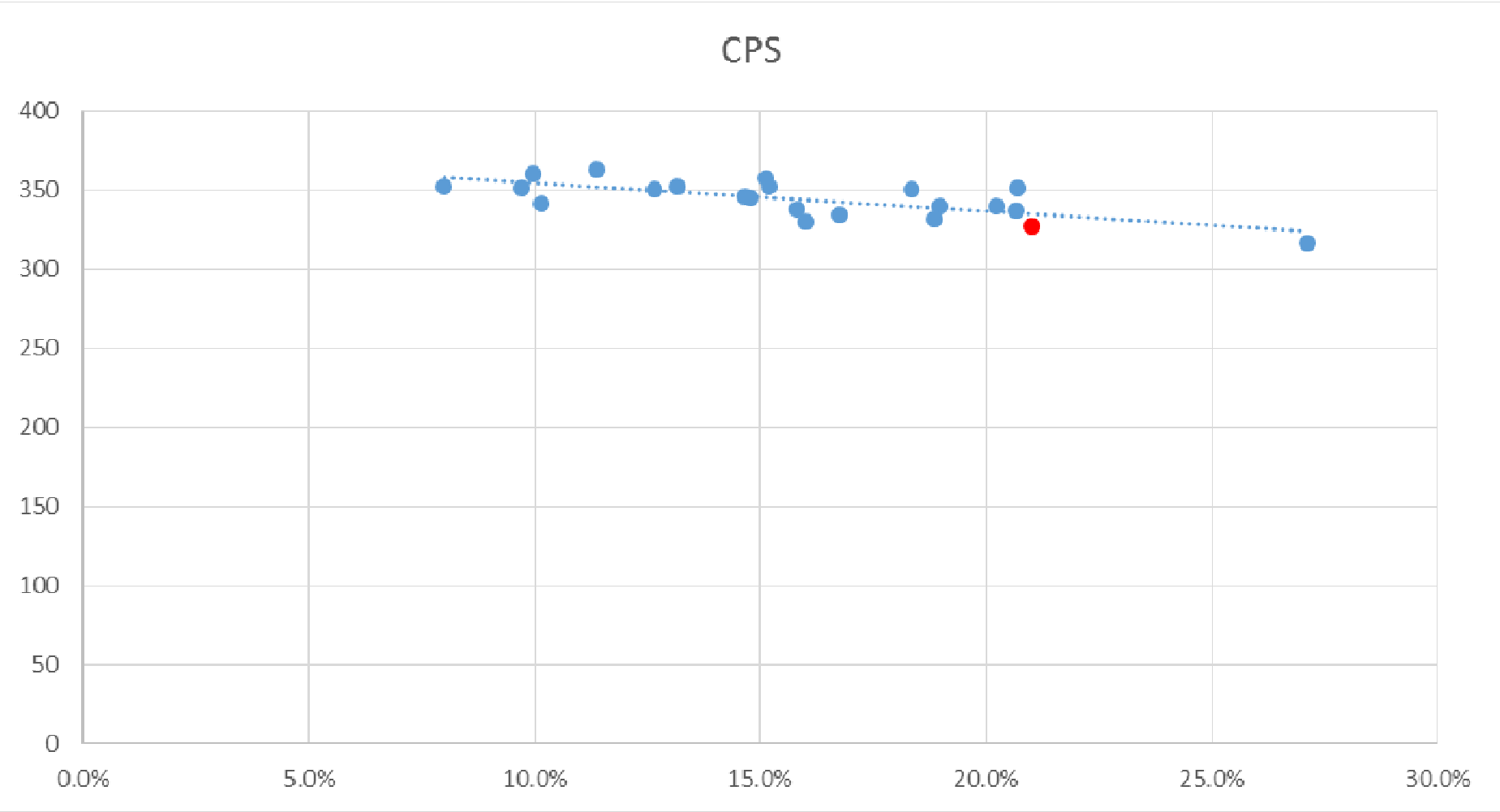
Capped Point Score– LA Comparison



Rank	LA	FSM	CPS
1	Gwynedd	11.4%	362
2	Ceredigion	10.0%	360
3	Isle of Anglesey	15.1%	357
4	Carmarthenshire	13.1%	352
5	Denbighshire	15.2%	352
6	Powys	8.0%	352
7	Neath Port Talbot	20.7%	351
8	Monmouthshire	9.7%	351
9	Vale of Glamorgan	12.6%	350
10	Swansea	18.4%	350
11	Conwy	14.7%	346
12	Pembrokeshire	14.8%	344
13	Flintshire	10.2%	341
14	Merthyr Tydfil	20.2%	340
15	Newport	19.0%	340
16	Torfaen	15.8%	338
17	Rhondda,Cynon,Taf	20.7%	336
18	Bridgend	16.8%	334
19	Cardiff	18.9%	331
20	Wrexham	16.0%	329
21	Caerphilly	21.0%	326
22	Blaenau Gwent	27.1%	316

Less than 15 points
between
21st and 14th

Capped Point Score – LA Comparison





EDUCATION FOR LIFE SCRUTINY COMMITTEE - 24TH FEBRUARY 2015

SUBJECT: EDUCATION SCRUTINY

REPORT BY: ACTING DIRECTOR OF CORPORATE SERVICES AND SECTION 151

- 1.1 The report was considered by the Scrutiny Leadership Group on the 27th November 2014.
- 1.2 The report from the Interim Deputy Monitoring Officer sought to clarify the role of scrutiny in relation to the legal functions and responsibilities of School and Council.
- 1.3 The Scrutiny Leadership Group were referred to section 4.18 of the report (as attached in Appendix 1) which outlined the Council's powers of intervention under the School Standards and Framework Act 2013 and the Schools Organisation Code. The different functions, roles and responsibilities and how they intersected and separated were discussed.
- 1.4 The Scrutiny Leadership Group having considered the complicated nature of the relationships involved proposed that the report be presented to the next appropriate meeting of the Education for Life Scrutiny Committee for their information and by a show of hands this was unanimously agreed.
- 1.5 Members are invited to note the report.

Author: E. Sullivan, Democratic Services Officer, Ext 4420.

Appendices:

Appendix 1 Scrutiny Leadership Group - 28th May 2014 - Agenda No. 6

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SCRUTINY LEADERSHIP GROUP – 27TH NOVEMBER 2014

SUBJECT: EDUCATION SCRUTINY

**REPORT BY: INTERIM DEPUTY MONITORING OFFICER/INTERIM HEAD OF
DEMOCRATIC SERVICES**

1. PURPOSE OF REPORT

1.1 To clarify the role of scrutiny in relation legal functions of Schools and the Council.

2. SUMMARY

2.1 This report gives a clarification of the roles and functions of Schools and the Council with regards to the scrutiny of Education functions.

3. LINKS TO STRATEGY

3.1 The operation of scrutiny is required by the Local Government Act 2000 and the Local Government (Wales) Measures 2009 and 2011.

4. THE REPORT

4.1 Section 21 (2) of the Local Government Act 2000 gives overview and scrutiny functions the following powers;

- (a) to review or scrutinise decisions made, or other action taken, in connection with the discharge of any functions which are the responsibility of the executive,
- (b) to make reports or recommendations to the authority or the executive with respect to the discharge of any functions which are the responsibility of the executive,
- (c) to review or scrutinise decisions made, or other action taken, in connection with the discharge of any functions which are not the responsibility of the executive,
- (d) to make reports or recommendations to the authority or the executive with respect to the discharge of any functions which are not the responsibility of the executive,
- (e) to make reports or recommendations to the authority or the executive on matters which affect the authority's area or the inhabitants of that area.
- (f) in the case of the overview and scrutiny committee or committees of an authority to which section 7 of the Health and Social Care Act 2001 applies, to review and scrutinise, in accordance with regulations under that section, matters relating to the health service (within the meaning of that section) in the authority's area, and to make reports and recommendations on such matters in accordance with the regulations.

4.2 However, as with all other functions of the Council, overview and scrutiny committees have to act within the powers of the Council and in line with the Council's Constitution, which includes the terms of reference of the respective Scrutiny Committees.

- 4.3 The Education for Life Scrutiny Committee's terms of reference includes; scrutiny of the discharge of the Council's obligations as Local Education Authority under statute and regulation, the details set out below provide a clarification about the Council's obligations.
- 4.4 The Welsh Assembly Government has devolved powers over education policy in Wales. Local Authorities have a duty to provide education to pupils of statutory school age in their area in accordance with section 13 of the Education Act 1996. In addition to this, section 13A of the Education Act 1996 places a duty upon local authorities to promote high standards in the provision of Education.
- 4.5 The Council provides support and strategic direction for schools, however schools are legally autonomous and under the Government of Maintained Schools (Wales) Regulations 2005, Governing Bodies have to be established for each school to control the school. Recently these regulations have been amended to include mandatory training for school governors.
- 4.6 The Policy and Resource Scrutiny Committee (P&R Committee) has financial planning and budget control within its terms of reference. However, most of the Council's budget for education is delegated to schools in line with the funding formula. Schools then provide education to pupils in accordance with the School Standards and Framework Act 1998. The P&R Committee also consider corporate policies and the corporate functions, including human resources. The Council contractually employs staff, including headteachers in schools (except in foundation and voluntary aided schools), however under the Staffing of Maintained Schools (Wales) Regulations 2006, Governing Bodies are also their employer and they have full control about their performance and conduct.
- 4.7 The P&R Committee also have corporate property within their terms of reference, this includes school buildings (except for foundation and voluntary aided schools), however under the Control of School Premises (Wales) Regulations 2008, Governing Bodies are given full control over the School, including the buildings. The P&R Committee also consider health and safety, equalities and legal functions of the Council, again schools are autonomous in this regard, however the Council provides advice and support through service level agreement in these areas.
- 4.8 The Audit Committee has within their terms of reference scrutiny of the Council's financial affairs and risk management. Once the Council has set Schools budgets, Governing Bodies are responsible for their own financial affairs and risk management. Additionally, schools have their own complaint's policies, however the Council again advises them and has provided a model procedure which includes 3 stages with the last being a hearing in front of a panel of Governors who have not been previously involved.
- 4.9 In summary, the Council's function with regards to education covers
- Strategic management: includes making grants and internal audits and provision of school advisory services
 - Special Educational Needs and
 - Additional Learning Needs: including funding for pupils and Pupil Referral Units
 - School Improvement: particularly supporting underperforming schools
 - Access to Education: admissions policy and process, home to school transport and assessing eligibility for free school meals
- 4.10 School Governing Body functions include all the main policy decisions within schools including:
- Strategic Management of the school
 - Setting and monitoring the Budget.
 - Academic matters;
 - School discipline;
 - The appointment and dismissal of staff;
 - Repair and maintenance of school buildings.

- 4.11 The Estyn inspector's presentation to the Gwent Scrutiny Challenge stated that Estyn inspectors judge the effectiveness of scrutiny by elected members and other supervisory boards in challenging underperformance and in informing the continuous improvement of service delivery and policy development.
- 4.12 The Estyn Inspector confirmed that scrutiny is good where: The scrutiny process is well organised and effectively supports improvement;
- Elected members across the council and senior officers share a consistent and coherent vision for education services, which is free from political bias;
 - Leaders and managers are willing to take difficult decisions for the benefit of learners;
 - Communication and engagement with all stakeholders is good. Elected members hold all managers to account for the outcomes they are responsible for including managers within schools.
 - Sharply focused task and finish groups are able to drill effectively into specific issues;
 - Information, intelligence and data is clear, concise and informative enough to enable scrutiny members to understand where there is good performance and where there is poor performance, and through this to focus on specific pieces of underperforming provision; and
 - Scrutiny committee work programmes lead to clear and challenging recommendations for cabinet, officers and providers of education services.
- 4.13 The WLGA guide on the Scrutiny of School and Education Issues confirms that the local authority and schools are subject to a range of regulatory activity including external regulation, inspection and audit, as well as internal auditing. Schools are also accountable to their Governing Bodies. For scrutiny to add value it must complement rather than duplicate the work of these bodies, for example, if a scrutiny committee seeks to investigate a service area that is due to be inspected or has recently been inspected it may be duplicating effort.
- 4.14 The Council is not responsible for the performance of individual Schools; that is the role of the Governing Body. However, as stated above, scrutiny has a valid role in testing the robustness of the Council's education function as well as the effectiveness of the Education Achievement Service. In terms of school performance this includes considering the robustness of the procedures that are in place to improve school performance such as the intervention planning process, which involves not only Council Officers but also Cabinet Members and Challenge Cymru.
- 4.15 Scrutiny committees should ask council officers to present details of poor performance to the committee so that good performance is recognised and poor performance challenged and that external inspections of the Council do not reveal significant failings or areas of underperformance that the Council is not already trying to improve. Where poor performance is identified by Council Officers or EAS, there is an opportunity for scrutiny committees to challenge Council officers on the failings or areas of underperformance. Scrutiny committees may decide to undertake a more detailed investigation into the underlying causes of the poor performance and can review any action the authority intends to take to improve performance. This cannot focus on single school issues but can consider the Council's relationship with schools and strategic planning to improve education.
- 4.16 Cabinet Members from any relevant departments and council officers can be called to account in respect of any areas of responsibility, including education. Representatives of schools can also be involved in the scrutiny process, for example, when reviewing the Council's Improvement Objectives, it may be useful to involve head teachers and governors as expert witnesses when council officers consider it appropriate. This can help to ensure that a 'schools' perspective is given when education issues are considered by scrutiny. Again members should note that this should be undertaken on a strategic basis and should not focus on single school issues.
- 4.17 Although scrutiny committees may invite anyone to attend, inviting a headteacher to attend a committee must be very carefully considered. Members would need to be particularly careful to keep to the purpose of inviting the headteacher and could not use it as an opportunity to

question the performance of an individual head teacher. As the Council is the contractual employer of headteachers, the Council owes a duty of care to them but the Governing Body are directly responsible for headteachers performance.

- 4.18 The Council also has additional powers to intervene and responsibilities under the School Standards and Framework Act 2013 and the School Organisation Code. The current challenges relating to rationalisation of school places and budgetary constraints mean that the strategic planning and direction in education is vital and scrutiny committees have a significant role to play in ensuring the best education for pupils in Caerphilly County Borough.

5. EQUALITIES IMPLICATIONS

- 5.1 This report is for information purposes, so the Council's EqIA process does not need to be applied.

6. FINANCIAL IMPLICATIONS

- 6.1 There are no financial implications not contained in the report.

7. PERSONNEL IMPLICATIONS

- 7.1 There are no personnel implications not contained in the report.

8. CONSULTATIONS

- 8.1 There are no consultation responses not contained in the report.

9. RECOMMENDATIONS

- 9.1 Scrutiny Leadership note and comment on the explanation in this report.

10. REASONS FOR THE RECOMMENDATIONS

- 10.1 For Scrutiny Leadership Group to clarify arrangements for Education Scrutiny.

11. STATUTORY POWER

- 11.1 Section 21 of the Local Government Act 2000

Author: Angharad Price, Interim Deputy Monitoring Officer/Interim Head of Democratic Services

Consultees: Sandra Aspinall, Acting Deputy Chief Executive/Director of Education
Gail Williams, Interim Head of Legal Services/Monitoring Officer
Jonathan Jones, Democratic Services Manager
Catherine Forbes-Thompson, Scrutiny Research Officer
Keri Cole, Learning Education and Inclusion Manager
Cllr Rhiannon Passmore, Cabinet Member for Education



EDUCATION FOR LIFE SCRUTINY COMMITTEE – 24TH FEBRUARY 2015

SUBJECT: BUDGET MONITORING 2014-15

REPORT BY: ACTING DEPUTY CHIEF EXECUTIVE

1. PURPOSE OF REPORT

- 1.1 To outline the financial position for the Directorate based on information available to the end of December 2014.

2. SUMMARY

- 2.1 The report identifies any potential under / overspends currently forecast for 2014-15. Full details are attached in Appendix 1.
- 2.2 The report also identifies the 2014/15 savings targets and provides an update with regards to progress. Details are attached in Appendix 2.

3. LINKS TO STRATEGY

- 3.1 The report considers the use of resources within the Directorate to ensure that key strategies are achieved.

4. THE REPORT

- 4.1 The report deals with the budget monitoring information for Education and Lifelong Learning (LL). The revenue position for the Directorate is summarised in Appendix 1, with a breakdown for the 3 service areas of Planning & Strategy; Learning, Education and Inclusion (LEI); and LL respectively.
- 4.2 The forecasted outturn position is based on actual income and expenditure details to the end of December 2014, together with data used to forecast income and expenditure. Account is also taken of the outturn position for 2013-14 and information available following discussions with Managers.

5. EQUALITIES IMPLICATIONS

- 5.1 There are no direct equality implications to this information report, therefore no Equality Impact Assessment has been undertaken. All operational work undertaken to implement the Directorate's key strategies will be assessed individually as appropriate.

6. FINANCIAL IMPLICATIONS

6.1 Revenue 2014-15

- 6.1.1 The report outlines the revenue budget position for Education & Lifelong Learning. The attached Appendix 1, provides projected revenue outturn figures for the financial year compared with the original budget to show anticipated under / (over) spends.
- 6.1.2 In summary a net underspend of £856k is currently forecast for the Directorate. The principal reason for this position relates to the release of £500k Out of County Reserves from previous financial years, this is a one off saving.
- 6.1.3 Details with regards to each of the service areas are outlined below.

6.2 Planning & Strategy (Including Home to School Transport) – (Underspend £105k)

- 6.2.1 The main variances in this service area relate to the following:-

	£'000
Additional Recreation / Grounds Maint.	10
Teachers Performance Management	30
School Meal Admin, Utility & Telephone	20
Relief Supply Cover (Special Resource Bases)	60
Maintenance of Buildings	(23)
Net Other	8
<hr/>	
Total	105

- 6.2.2 The projected savings with regards to Additional Recreation / Grounds Maintenance, Teachers Performance Management and the reimbursement of School Meal Admin, Utility and Telephone costs also form part of the Directorates Medium Term savings in 2015-16.
- 6.2.3 The relief supply cover budget is volatile in nature as it relates to additional costs in respect of maternity across all School settings and sickness cover for staff in the Special Resource Bases attached to mainstream schools. This £60k budget underspend needs to be linked to an overspend on the Additional Support budget.
- 6.2.4 In summary the net projected variance for Planning & Strategy is an underspend of £105k.

6.3 Learning, Education & Inclusion – (Underspend £1,018k)

- 6.3.1 The most significant variances within LEI are as follows:-

	£'000
Behaviour Support Training	(50)
Additional Support (Primary & Secondary)	(240)
Recoupment (SEN Out of County / LAC / Inter Authority)	947
Early Years (Rising 3's)	(34)
Visually Impaired Service	60
Music Service	90
In Year Vacancies (across LEI)	208
Net Other	37
<hr/>	
Total	1,018

- 6.3.2 The investment in behaviour support training across all Primary & Secondary Schools is essential to address behavioural issues that are giving rise to increasing cost pressures across Additional Support, EOTAS (Education Other Than At School's) and an increase in

potential Tribunal cases. A one off investment requirement of £200k, funded from in year savings, had been identified and reported previously and is essential to assist in Medium Term Financial Plan savings targets moving forward. However, due to the timing of the procurement process it has not been possible for our schools to schedule all the training by the end of March 2015, as their School Improvement Plans were already set for academic year 2014-15. Consequently up to £50k will be spent by the end of March 2015, with the majority of this planned spend falling into academic year 2015-16. As a result it is likely that 2015-16 spend will need to be funded from the projected 2014-15 underspend, balances carried forward.

- 6.3.3 The projected variance against the Additional Support budget continues to be closely monitored; this projection is in-line with the 2013-14 outturn. The increase over the last 18 months is closely linked to an increase in Statements around ASD (Autistic Spectrum Disorder), which is a national trend. The projection is based on the most recent data but is subject to on-going change as pupil needs and support is assessed.
- 6.3.4 The underspend on the Recoupment budget (Special Educational Needs and Looked After Children), is significant. This projected saving is based on current placements and an estimate for additional need, but remains uncertain due to the often emergency nature of the placement. The £947k variance includes the release of £500k Out of County reserves from previous financial years; this is a one off saving. The in year projected underspend should be reviewed against the level of overspend on additional support, as whilst the level of spend on the additional support budget has increased, this cost is significantly less than the cost of a child placed in an Out of County School on either a daily or residential placement.
- 6.3.5 The spend on Early Years (Rising 3's) is very much dependant on the pupil age profile and the uptake of places in Primary School's or non maintained settings (nursery placements in the term following the child's 3rd birthday). In 2013-14 there was a minimal overspend of £2k, but numbers and uptake is projected to increase in 2014-15.
- 6.3.6 Projected savings with regards to the Visually Impaired and Music Services are very much consistent with recent years and form part of savings in advance for the Medium Term Financial Plan.
- 6.3.7 Across the service area there are a number of in year vacancies, whilst the financial savings are small individually, collectively this adds up to a more significant sum. The savings relate to a number of areas notably Psychology Service, Behaviour Support, Education welfare Service, School Based Counselling, Advisory Support Service, Early Years Central Team, Central Support and Families First Central Admin. Team. Some of these savings form part of the Medium Term Financial Plan moving forward.
- 6.3.8 In summary, the net projected variance for Learning, Education & Inclusion is an underspend of £1,018k.

6.4 Life Long Learning – (Underspend £33k)

6.4.1 In 2014-15 the main budget variances are as follows:-

	£'000
Community Education	30
Community Centres	(11)
Central Administration	15
Net Other	(1)

Total 33

6.4.2 Whilst there are currently no significant variations specifically reported within this service area, the position with regards to Adult Community Learning is being closely monitored following the

funding reduction, as reported to Scrutiny 8th July 2014.

6.5 Directorate Wide – (Potential Overspend £300k)

- 6.5.1 In 2014-15 there are a number of our European Grant Funded projects coming to an end, this includes Prevent (14-19), Bridges into Work, Working Skills for Adult and Real Opportunities (Trinity Fields). Should we be in a position where staff have not been able to secure alternative employment by the end of the Projects the Authority could have a redundancy cost to meet. It is possible that some costs, should they arise, can be met from the grants, the position is under regular review.
- 6.5.2 Due to the reduction in the Adult Learning programme there is also a redundancy impact in relation to Adult Tutors, again this position is being updated and reviewed regularly.
- 6.5.3 The £300k is an estimate based on a worst-case scenario at this point and the expectation would be that this cost pressure would reduce as redeployment opportunities arise and some costs, if necessary, are met from the grants themselves.

6.6 Progress Made Against the 2014/15 Revenue Budget Savings Targets

- 6.6.1 The 2014/15 revenue budget settlement for Education and Lifelong Learning included a specific savings target of £1.202m. Managers have progressed implementation of the targets set and no significant issues have arisen in year. Consequently, as reported previously there is no specific impact on the projected outturn position for 2014/15.

6.7 Summary

- 6.7.1 In summary, based on information currently available there is projected revenue underspend for the Directorate of £856k. However it is important to note that £500k relates to a one off saving and is not on-going.

7. PERSONNEL IMPLICATIONS

- 7.1 To note that efficiency savings through vacant posts are reflected in the financial figures reported. In 2014-15 the Directorate will continue with the strategy of prudent vacancy management. There are no direct personnel implications arising from this report.

8. CONSULTATIONS

- 8.1 Consultation discussions and responses have been reflected in this report.

9. RECOMMENDATIONS

- 9.1 Members are requested to note the contents of this report and the budget monitoring information in Appendix 1.
- 9.2 Members are asked to note the progress made against the savings targets for the Directorate in 2014/15, Appendix 2.

10. REASONS FOR THE RECOMMENDATIONS

- 10.1 The Council Budget is based on the achievement of both expenditure and income targets. In order to ensure that these are met and the Council's financial integrity maintained Directors are required to review income and expenditure trends.

11. STATUTORY POWER

11.1 Local Government Act 1972.

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Sue Richards, Principal Finance Officer (Schools)
Mike Lewis, Principal Accountant Education
Lynne Donovan, HR Service Manager, Customer Services

Appendices:

Appendix 1 Projected Revenue Outturn Figures 2014-15

Appendix 2 Progress made against the 2014-15 Revenue Budget Savings Targets

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EDUCATION & LIFELONG LEARNING	Original Estimate 2014/2015 £	Estimated Outturn 2014/2015 £	Variance Under (Over) 2014-15 £
<u>SUMMARY</u>			
PLANNING and STRATEGY	102,598,728	102,493,728	105,000
LEARNING, EDUCATION and INCLUSION	15,894,461	14,876,892	1,017,569
LIFELONG LEARNING	5,541,350	5,507,899	33,451
DIRECTORATE WIDE	0	300,000	(300,000)
TOTAL SERVICE EXPENDITURE (Revenue)	124,034,539	123,178,519	856,020

EDUCATION & LIFELONG LEARNING	Original Estimate 2014/2015 £	Estimated Outturn 2014/2015 £	Variance Under (Over) 2014-15 £
<u>PLANNING and STRATEGY</u>			
Individual Schools Budget	100,254,767	100,254,767	0
Earmarked Formula Funding	275,983	265,983	10,000
LMS Contingencies/Other Direct School Related			
Schools	230,738	230,738	0
Teachers Performance Management	304,282	274,282	30,000
PFI Funding Gap	302,986	302,986	0
PFI Building Maintenance	45,855	45,855	0
School Rationalisations	27,247	27,247	0
Former Key Stage 2 Grant	1,287,134	1,287,134	0
Secondary Additional Funding	1,000,979	1,000,979	0
	3,199,221	3,169,221	30,000
Home to School/College Transport (Environment)			
School Meal Admin, Utility & Telephone	416,825	396,825	20,000
Relief Supply Cover	588,122	528,122	60,000
Early Retirement Pension Costs of School Based Staff	1,724,527	1,724,527	0
LEA Initiatives			
Parent Information/External Publications	11,169	11,169	0
Copyright & Licensing	49,346	49,346	0
Trade Union Contribution GMB	6,157	6,157	0
Police Checks	63,336	63,336	0
	130,008	130,008	0
Maintenance of Buildings	397,059	420,059	(23,000)
Administration & Insurance	887,578	879,578	8,000
Post 16 Initiative	(5,275,362)	(5,275,362)	0
<u>EXPENDITURE TO DIRECTORATE SUMMARY</u>	102,598,728	102,493,728	105,000

EDUCATION & LIFELONG LEARNING	Original Estimate 2014/2015 £	Estimated Outturn 2014/2015 £	Variance Under (Over) 2014-15 £
<u>LEARNING, EDUCATION and INCLUSION</u>			
<i>Social Inclusion</i>			
Psychological Service	540,722	533,033	7,689
Behaviour Support	227,051	294,186	(67,135)
Education Welfare Service	460,770	444,103	16,667
Learning Centre	325,717	358,368	(32,651)
Include	545,616	545,616	0
Youth Offending Team	51,523	51,523	0
Safeguarding	88,037	134,874	(46,837)
School Based Counselling	293,521	263,580	29,941
	2,532,957	2,625,283	(92,326)
<i>Additional Learning Needs</i>			
ALN Advisory Support service	288,578	260,376	28,202
Learning Support	90,321	104,886	(14,565)
Professional/Statementing	125,586	111,974	13,612
Additional Support Primary & Secondary	3,555,819	3,795,627	(239,808)
Language Support Primary	834,169	846,382	(12,213)
Specialist Resources	64,451	44,548	19,903
ALN Improvement Initiative	98,793	77,397	21,396
Childrens Centre	44,417	55,859	(11,442)
SNAP Cymru	31,339	30,509	830
Outreach Trinity Fields	46,923	46,923	0
Speech Therapy	47,924	47,924	0
Hearing & Language Service	274,436	274,436	0
ComIT	86,070	86,070	0
Autism	121,471	121,471	0
Hospital Classes	13,349	13,349	0
	5,723,646	5,917,731	(194,085)
<i>Recoupment (SEN Out of County / LAC / Inter Auth.)</i>			
	1,663,673	716,991	946,682
<i>Learning Pathways Partnership</i>			
Active Pathways	144,886	144,886	0
14 - 19 Initiative (Transport Costs)	200,124	169,216	30,908
EOTAS Tuition	594,086	560,194	33,892
	939,096	874,296	64,800
<i>School & Pupil Support</i>			
WJEC Contributions	53,652	45,508	8,144
	53,652	45,508	8,144
<i>School Effectiveness Grant</i>			
	559,478	559,478	0

EDUCATION & LIFELONG LEARNING	Original Estimate 2014/2015 £	Estimated Outturn 2014/2015 £	Variance Under (Over) 2014-15 £
Standards Quality & Development			
Early Years (Rising 3's)	771,220	805,611	(34,391)
Early Years Central Team (Previously under Lifelong Learning)	365,751	318,900	46,851
	1,136,971	1,124,511	12,460
Service Provision			
Performance Incentive Grant Initiative	203,602	197,001	6,601
Service Support & Resources	253,993	212,285	41,708
SACRE	2,357	2,357	0
Contribution to Outdoor Education Advisor	23,202	23,202	0
School Improvement Initiatives	100,000	100,000	0
	583,154	534,845	48,309
Education Achievement Service (EAS)			
Contribution to EAS Joint Working	1,169,666	1,169,666	0
Welsh in Education Grant (WEG) Match Funding	142,466	131,684	10,782
	1,312,132	1,301,350	10,782
Other			
Visually Impaired Service	423,177	362,715	60,462
Music Service	703,368	613,682	89,686
Families First Central Admin & Monitoring	169,611	110,956	58,655
Community Focus Schools	93,546	89,546	4,000
	1,389,702	1,176,899	212,803
EXPENDITURE TO DIRECTORATE SUMMARY	15,894,461	14,876,892	1,017,569

EDUCATION & LIFELONG LEARNING	Original Estimate 2014/2015 £	Estimated Outturn 2014/2015 £	Variance Under (Over) 2014-15 £
<u>LIFELONG LEARNING</u>			
<u>Community Education</u>			
Community Education	1,847,176	1,817,176	30,000
Community Centres	596,922	608,018	(11,096)
	2,444,098	2,425,194	18,904
<u>Early Years Team (Included under LEI in 2014-15)</u>			
<u>Library Services</u>			
Public Libraries	2,463,798	2,522,134	(58,336)
Library Headquarters	467,948	410,065	57,883
	2,931,746	2,932,199	(453)
<u>Central Lifelong Learning</u>			
Administration Support	30,408	15,408	15,000
Insurance & Non Operational Property/Land	135,098	135,098	0
	165,506	150,506	15,000
<u>EXPENDITURE TO SERVICE SUMMARY</u>	5,541,350	5,507,899	33,451
<u>DIRECTORATE WIDE</u>			
Potential Redundancy Costs		300,000	(300,000)
	0	300,000	(300,000)
<u>EXPENDITURE TO SERVICE SUMMARY</u>	0	300,000	(300,000)

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Description	Savings Targets 2014-15 £'000	Achieved in 2014-15 £'000	Details
Additional Recreation - District Use	30	30	Saving achieved through budget realignment from 1st April 2014. Consistent with recent underspends. Relates to ad hoc grounds works for playing fields.
Additional Recreation - Outdoor Education	5	5	Saving achieved through budget realignment from 1st April 2014. Consistent with recent underspends and savings from the non residential nature of the service.
Teachers Performance Management	25	25	Saving achieved through budget realignment from 1st April 2014. Consistent with recent underspends.
External Audit Fees	10	10	Saving achieved through budget realignment from 1st April 2014. Consistent with recent underspends.
School Finance - SLA Income (Core - Premium)	20	20	Additional income generated through Schools take up of "Premium" Support SLA.
School Effectiveness Grant Reimb. (Finance / Admin.)	40	40	Additional responsibility for collating details from Schools (for the Education Achievement Service) with regards to the School Effectiveness Grant. Workload absorbed by existing staff within Finance.
LMS Contingency	270	270	Budget reduced from 1st April 2014. No issues in year.
DBS (CRB) Checks	10	10	Saving achieved through budget realignment from 1st April 2014. Consistent with recent underspends.
Vacancy Management (Educn Finance)	25	25	Vacant post deleted.
Public Libraries - Cleaning	20	20	Cleaning contracts reviewed to progress the saving from 1st April 2014.
Library HQ - Vacancy Management	21	21	Vacant post deleted.
Public Libraries - Subscriptions	7	7	Budget reduced from 1st April 2014.
Public Libraries - Book Fund	50	50	Budget reduced from 1st April 2014. Impact over 3 year period in Libraries and on the Library Standards attainment.

Description	Savings Targets 2014-15 £'000	Achieved in 2014-15 £'000	Details
Community Education - Youth Rentals (Oakdale)	10	10	Saving achieved through budget realignment from 1st April 2014. Voluntary Youth Club in the area so the requirement of outreach rentals has changed.
Behaviour Support - Vacancy Management	30	30	Vacant Managers post deleted.
Behaviour Support - Supply Cover & Training	40	40	Budget reduced from 1st April 2014. No funding to cover the on-going costs of school based staff attending training courses (Team Teach).
Education Psychology - Income Flying Start	60	60	Education Psychologists time to be directed to support the Flying Start Agenda.
Language Support - Devolved Funding	200	200	Funding recently devolved to School's rather than filling vacancies. This funding discontinued from 1st April 2014, with School's now receiving an increase in Pupil Deprivation Grant (PDG) for this purpose.
Music Service - Vacancy Management	50	50	Vacant Managers post deleted.
ALN Advisory Support Service - Additional Income	15	15	Savings generated through in year secondment of staff to School's. Vacancies not filled.
Special Education Needs Recoupment (Inter Authority / Out of County)	50	50	Saving achieved through budget realignment from 1st April 2014. Consistent with recent underspends.
Education Welfare Service	64	64	Re-direction of staff roles to support the Flying Start Agenda.
SEN Review	100	100	Re-direction of staff roles to support grant funded areas.
Transport (Part of Home to School / College - budget in the Environment)	50	50	Savings achieved through efficiency negotiations on Contracts.
TOTAL	1,202	1,202	



EDUCATION FOR LIFE SCRUTINY COMMITTEE – 24TH FEBRUARY 2015

SUBJECT: INTERIM REPORT - ASBESTOS IN SCHOOLS REMOVAL PROGRAMME

REPORT BY: ACTING DEPUTY CHIEF EXECUTIVE

1. PURPOSE OF REPORT

- 1.1 This is an interim report to update Scrutiny members of the progress of asbestos removal in occupied areas of all Caerphilly owned schools, providing an update on planned works and examples of the improvements made.

2. LINKS TO STRATEGY

- 2.1 The Local Authority is responsible for the strategic management of asbestos in Local Authority owned schools, as duty holder in line with its statutory duties under current legislation.

3. SUMMARY

- 3.1 The Authority is committed to reducing the risk to health from asbestos products within its school buildings and in July 2014 Cabinet approved the funding of a project to remove all amosite asbestos containing products from occupied areas of school buildings. This decision committed £800,000 of H&S budgets over two budget years for removal and reinstatement work across 37 schools.
- 3.2 The works completed to date have resulted in asbestos removal work at 11 schools, of which 10 were Category 2 schools and 1 category 3 School. This is based on the categorisation table below.

Risk Rating	Definition
Category 1	Damaged Amosite Containing Materials in occupied areas of the school buildings.
Category 2	Un-Damaged Amosite Containing Materials in occupied areas at low level, which is vulnerable to impact damage from normal school activities, such as asbestos wall panels. Impact of chairs or tables being knocked against the wall panel.
Category 3	Un-Damaged Amosite Containing Materials in occupied areas of the school building which is not in a location vulnerable to impact damage from normal school activities. Asbestos fibres can be released due to deterioration of the product over time or can be disturbed by maintenance activities, such as changing light bulbs in light fittings attached to asbestos ceiling tiles.
Category 4	No Amosite Containing Materials in Occupied Areas.
Category 5	Asbestos Free Building.

4. BACKGROUND

- 4.1 Many of our school buildings were built at a time when asbestos was commonly used in construction materials and most still have some asbestos containing products within the fabric of the building. Monitoring of asbestos containing materials within buildings is a legal requirement to prevent exposure to fibres, however accidental damage and disturbances can occur as well as general deterioration of the product over time. Asbestos containing materials are normally only removed from buildings when they are damaged, when improvement works require their removal or when the building is demolished. However the risk of accidental damage remains and the monitoring, maintenance and cost burden on schools is a growing concern. A detailed report was provided to Cabinet in July 2014, advising of the history of asbestos management arrangements within the Authority and the recommendation to further improve asbestos management in schools by removing amosite asbestos products in occupied areas of school buildings. Cabinet Members provided their support and approved the proposed project which commenced in August 2014.

5. REPORT

- 5.1 Table 1 provides details of projects where asbestos removal works have been completed and schools re-categorised.

Table 1

Premises	Category Rating before	Category rating after all works	Position at each school prior to project commencing	Recommendations to be completed by December 2016	Completed / When
Bedwas Juniors	2	4	AIB wall panel behind heater in one classroom	Remove AIB wall panels.	Completed on: 04/08/2014
Cefn Fforest Primary (Phase 1)	2	4	Lagging debris within Boiler House	Environmental clean of Boiler House	Completed on: 04/10/2014
Fleur De Lys Primary (Phase 1) Variation	2	4	Lagging to pipe in store room and external pipework	Remove pipe lagging	Completed on: 30/07/2014
Fleur De Lys Primary (Phase 2) Variation	2	4	Lagging debris within Boiler House	Environmental clean of Boiler House	Completed on: 27/10/14
Fochriw Primary	2	4	Lagging debris within two Boiler Houses	Environmental clean of two Boiler Houses.	Completed on: 22/09/2014
Hendre Infants (Phase 1)	2	4	Lagging Debris to two Boiler Houses	Environmental clean of two Boiler Houses.	Completed on: 27/08/2014
Hendredenny Primary (Phase 1) Variation	2	4	AIB cladding around metal columns throughout buildings.	Removal of AIB cladding.	Completed on: 25/10/2014
St Cenydd Comprehensive (Phase 1)	2	4	AIB wall panels to occupied areas.	Remove AIB wall panels.	Completed on: 20/07/2014
St Martins Comprehensive (Phase 1) Variation	2	4	AIB debris within Boiler House	Remove AIB debris	Completed on: 01/08/2014

St Martins Comprehensive (Library)	2	4	Asbestos to columns & roof lights and above windows	Remove AIB	Substantially complete, re-instatement in progress
Ystrad Mynach Primary	2	4	Lagging debris within Boiler House	Environmental clean of Boiler House.	Completed on: 25/07/2014
Llancaeath Juniors	3	4	AIB ceilings to Kitchen toilet	Remove AIB ceilings.	Completed on:
Deri Primary	4	4	Gasket debris to floor of Boiler House	Environmental Clean of Boiler House	Completed on: 08/08/2014

5.2 Table 2 provides details of projects which are currently in the planning/commissioning stage.

Table 2

Premises	Category Rating	Position at each School prior to project commencing	Recommendations to be completed by December 2016	Current Position of AIS project in School
Cefn Fforest Primary (Phase 2)	2	AIB ceiling tiles in Kitchen areas	Removal of AIB ceilings.	In design
Graig Y Rhacca Primary Kitchen	3	AIB ceiling tiles in Kitchen areas	Removal of AIB ceilings.	Summer 2015
Graig Y Rhacca Primary (Phase 1)	2	AIB wall panels and AIB ceilings in several occupied areas	Remove AIB wall panels & AIB ceilings.	13 Feb 2015
Libanus Primary Variation	2	Lagging dust/debris to floor of Boiler House	Environmental clean of Boiler House	14 Feb 2015
Pontllanfraith Comprehensive	2	AIB wall panels and AIB ceiling tiles to several areas	Overboard AIB wall panels.	In design

5.3 Table 3 provides the details of schools where work is still to be completed by December 2016.

Table 3

Premises	Category Rating	Position at each School prior to project commencing	Recommendations to be completed by December 2016
Bedwas Infants	2	AIB wall panels in several Classrooms	Remove AIB wall panels.
Blackwood Comprehensive	2	AIB ceilings and skylights to several areas. Lagging debris within Boiler House	Environmental clean of Boiler House, removal of AIB ceilings and skylights.
Coed Y Brain Primary	2	AIB wall panel within WC and store area	Remove AIB wall panels.
Graig Y Rhacca Primary	2	AIB wall panels and AIB ceilings in several occupied areas	Remove AIB wall panels & AIB ceilings.
Hendre Infants (Phase 2)	2	AIB ceilings in toilet areas	Remove AIB ceilings.
Heolddu Comprehensive	2	AIB boxing/cladding around metal columns throughout buildings	Overboard AIB boxing/cladding.
Lewis Girls School	2	AIB wall panels in several Classrooms	Overboard/remove where possible AIB wall panels.
Newbridge School	2	AIB wall panels above several doors, AIB ceiling tiles to several areas	Remove AIB wall panels and ceilings.

Oakdale Comprehensive	2	AIB wall panels and AIB ceiling tiles to several areas	Overboard AIB wall panels.
Pantside Primary	2	One AIB wall panel to circulation area	Remove AIB wall panel.
Plasyfelin Primary	2	AIB ceilings to Kitchen areas. AIB debris to Tank Room	Remove of AIB ceiling and localised clean of Tank Room.
Risca Community Comprehensive	2	AIB wall panels above several doors	Remove AIB wall panels.
St Cenydd Comprehensive (Phase 2)	2	AIB wall panels to occupied areas	Remove AIB wall panels.
St Martins Comprehensive (Phase 2)	2	AIB boxing /cladding around metal columns throughout buildings. AIB ceiling tiles to several locations	Overboard AIB boxing/cladding and removal of AIB ceilings.
Tir Y Berth Primary	2	Lagging debris within Boiler House	Environmental clean of Boiler House.
Trinant Primary	2	Lagging to pipework in Kitchen	Remove lagging.
Tyn Y Wern Primary	2	Lagging to pipework in circulation area	Remove lagging.
Ynysddu Primary	2	Lagging debris within Boiler House	Environmental clean of Boiler House.
Ysgol Gymraeg Cwm Derwen	2	Lagging to pipework in dining room. AIB ceiling in Boiler House	Remove lagging and remove AIB ceiling.
Abercarn Primary	3	AIB ceiling in one Classroom	Remove AIB ceilings.
Abertysswg Primary	3	AIB heater plinth in Classroom	Remove AIB heater plinth.
Bedwas High School	3	AIB ceiling tiles to several occupied areas	Remove AIB ceilings.
Blackwood Primary	3	Encapsulated AIB ceiling panels to Boiler House	Encapsulate AIB panels
Bryn Primary	3	AIB to underside of shelf in circulation area	Remove AIB shelf.
Crumlin High Level Primary	3	AIB ceiling tiles in Kitchen areas	Remove AIB ceilings.
Cwmaber Infants	3	AIB skylights in Nursery Classroom.	Remove AIB skylights.
Cwmcarn Primary	3	AIB ceilings to Kitchen areas	Remove AIB ceilings.
Gilfach Fargoed Primary	3	AIB ceiling panels in Boiler House	Remove/Encapsulate AIB ceiling panels.
Hendredenny Primary (Phase 2)	3	AIB vent shafts to three Store Rooms	Remove AIB vent shafts.
St Cenydd Comprehensive (Phase 3)	3	AIB ceiling tiles	Remove AIB ceilings.
Ty Isaf Infants	3	Overboarded AIB wall panels to several areas	Remove of wall panels
Ty Sign Primary	3	Overboarded AIB wall panels to several classrooms	Remove of wall panels

5.4 Asbestos removal and reinstatement projects eliminate the risk from asbestos, however they also improve the building condition and reduce ongoing maintenance costs. In the case of affected school boiler rooms, asbestos removal work will also result in lifting of any prohibitions or restrictions placed on access to the boiler rooms, which would be an issue when maintenance/inspection is required. The ongoing management of school buildings is much less onerous and costly when amosite containing products have been removed.

5.5 The following photographs provide a visual account of areas of schools where work has already been completed; they show the condition of premises before and after the asbestos removal works.

Before



After



Before



After



Before



After



6. EQUALITIES IMPLICATIONS

6.1 There are no Equalities implications.

7. FINANCIAL IMPLICATIONS

7.1 It is estimated that the cost of the priority works including reinstatement works will be in the region of £800,000.

7.2 The cost of the priority works will be funded from unallocated Corporate Health and Safety reserve budgets, £500,000 and Education Capital Budgets allocated for health and safety schemes, £300K over two budget years 14/15 and 15/16.

8. PERSONNEL IMPLICATIONS

8.1 There are no personnel implications.

9. CONSULTATION

9.1 Consultations have been undertaken and comments received are reflected in the report.

10. RECOMMENDATIONS

10.1 Scrutiny members are asked to note the contents of the report.

11. REASONS FOR RECOMMENDATIONS

11.1 To further protect pupils, employees, contractors and visitors from the risk of exposure to asbestos in Caerphilly owned school buildings.

12. STATUTORY POWERS

12.1 School Standards and Framework Act 1998
Local Government Act 1972

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Consultees: Education Senior Management Team
Nicole Scammell, Acting Director of Corporate Services and S151 Officer
Gail Williams, Monitoring Officer
Angharad Price, Barrister, Legal & Democratic Services
Richard Phillips, Asbestos Team Manager
Sue Ruddock, Insurance and Risk Manager



EDUCATION FOR LIFE SCRUTINY COMMITTEE - 24TH FEBRUARY 2015

SUBJECT: EDUCATION FOR LIFE SCRUTINY COMMITTEE FORWARD WORK PROGRAMME

REPORT BY: ACTING DIRECTOR OF CORPORATE SERVICES & SECTION 151 OFFICER

1. PURPOSE OF REPORT

1.1 To report the Education for Life Scrutiny Committee Forward Work Programme.

2. SUMMARY

2.1 Forward Work Programmes are essential to ensure that Scrutiny Committee agendas reflect the strategic issues facing the Council and other priorities raised by Members, the public or stakeholders.

3. LINKS TO STRATEGY

3.1 The operation of scrutiny is required by the Local Government Act 2000 and subsequent Assembly legislation.

4. THE REPORT

4.1 The Education for Life Scrutiny Committee Forward Work Programme identifies reports that are due to be presented to scrutiny during the period February to April 2015 and have followed consultation process which includes key stakeholders and the public.

4.2 For information, the latest Education for Life Scrutiny Committee Forward Work Programme is attached at Appendix 1.

5. EQUALITIES IMPLICATIONS

5.1 There are no specific equalities implications arising as a result of this report.

6. FINANCIAL IMPLICATIONS

6.1 There are no specific financial implications arising as a result of this report.

7. PERSONNEL IMPLICATIONS

7.1 There are no specific personnel implications arising as a result of this report.

8. CONSULTATIONS

8.1 There are no consultation responses that have not been included in this report.

9. RECOMMENDATIONS

9.1 That Members note the Forward Work Programme.

10. REASONS FOR THE RECOMMENDATIONS

10.1 To improve the operation of scrutiny.

11. STATUTORY POWER

11.1 The Local Government Act 2000.

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Consultees: Jonathan Jones Democratic Services Manager

Appendices:
Appendix 1 Education for Life Scrutiny Committee Forward Work Programme

Education for Life Scrutiny Committee Forward Work Programme – February to April 2015		
Subject Area	Report Title	Proposed Meeting Date
Pre-decision Scrutiny	Capital Programme	24 th February 2015
	Proposed Admission Arrangements 2016/17	24 th February 2015
	Education Performance – Foundation Phase – Key Stages 4 & 5	24 th February 2015
	Community Centres	16 th April 2015
	Home to School Transport	16 th April 2015
Consultation & Information	Asbestos in Schools	24 th February 2015
Performance Management; <ul style="list-style-type: none"> • WAO Service Performance Reports • Improvement Objectives • Council Self-evaluation • Service Improvement Plans 	<u>No reports for this area</u>	
Budget Monitoring	Budget Monitoring Report	24 th February 2015
Ombudsman Reports	<u>No reports for this area</u>	
Task and Finish Group	<u>No reports for this area</u>	
Members/ Public Requests, Call-ins & CCfA	Governor Training and DBS Requirements	24 th February 2015
	Education Scrutiny (Information)	24 th February 2015
Scrutiny of Designated Persons and Other Organisations	<u>No reports for this area</u>	

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