

**DIRECTORATE OF EDUCATION**

**JCC MEETING – SCHOOLS**

**9th November 2016**

<b>PRESENT:</b>	
Keri Cole	Chief Education Officer
Lisa Haile	HR Manager
Sue Richards	Principal Finance Officer
Mererid Lewis Davies	UCAC
Pamela Ireland	NUT
June Harvard	NUT
Neil Funnell	GMB
Gary Enright	UNISON
Matthew Ferris	(NASUWT)
<b>APOLOGIES</b>	
Ravi Pawar	(ASCL)
<b>NOT IN ATTENDANCE:</b>	UNITE (no apologies received) ATL and NAHT (no representative at this time)

<b>AGENDA ITEM NO:</b>	<b>DISCUSSION / DECISION</b>	<b>ACTION BY/DATE</b>
<b>1</b>	<b>Welcome and Apologies</b>  Keri Cole (KC) welcomed everyone to the meeting and thanked all for attending.	
<b>2</b>	<b>Minutes of the previous meeting 23.06.2016</b>  Were agreed.	
<b>3</b>	<b>Matters arising from the previous minutes</b>  No matters arising.	
<b>4</b>	<b>Hexagon Update – School Attainment</b>  KC confirmed:  Now judged to be 21 out of 22 in Wales, the LA is under significant pressure to raise attainment.  The categorisation of secondary schools is ongoing  Thus far the inspection picture for Caerphilly has been	

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	<p>positive.</p> <p>The pressure is on to raise attainment at key stage 4 and generally in English, Welsh and Maths.</p> <p>Primary Schools by and large show surpluses. Secondary Schools are in a real 'under pressure' situation.</p> <p>GE confirmed that he understood the terminology of hexagon but would welcome KC including 'Staffing and Resource Issues' as a topic to cover in JCC advising that not a day goes by without a staff issue.</p> <p>KC advised that the hexagon concept stems from the 'targets' for the Directorate's work and covers the cross cutting themes and MTFP. It is implicit that staffing issues will feature under each theme but has no issue with making the exploration of staffing issues more explicit through JCC.</p>	
5	<p><b>Workforce Planning Exercise Schools</b></p> <p>LH confirmed that a report will be presented again this year to CMT requesting authorisation to present the VER opportunity to all Schools.</p> <p>This scheme has supported a number of staff to retire this year, enabling crossmatch opportunities for staff from Cwmcarn High School. This will be an ongoing need over the next two years and other Schools in a position of budget deficit risk will welcome this scheme.</p> <p>All agreed that the scheme had worked well to date.</p>	
6	<p><b>Schools Financial Position Update</b></p> <p>SR confirmed that the Autumnal finance meetings have taken place with schools and that more are scheduled for this week.</p> <p>Not comfortable to name the schools in a position of budget risk yet, she confirmed that 3 secondary schools and 7 primary schools are in this position.</p> <p>There were 18 Schools in this position last year and all are hopeful that the number of schools that have been quoted will come down over the next few weeks.</p> <p>GE asked if the rationale for staff losses related wholly to the budget position of Schools. SR confirmed that one</p>	

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	<p>school's admission numbers mean that they are reducing by a class in every year group. The capacity position here has been visible to the staff over the last couple of years. KC advised that small schools could find themselves at risk. Collaboration / Sharing of Headteachers is encouraged to support this position. The ones we have put in place to date have worked out well. This however means a cultural shift and even when schools are aware of the risks of standing alone, there remains a resistance to collaborate.</p> <p>MF asked when will we know the Schools at risk. SR confirmed that the meetings with the Governors would need to happen first. Only they can validate the budget position and give authorisation to consult.</p> <p>KC advised that aside from the obvious position of pupil numbers affecting the budget position of the Schools, other issues will also impact, such as pupil referrals to EOTAS; changes to funding and pupil exclusions. The money follows the pupil.</p> <p>SR confirmed that there has been robust 3 year financial planning for Schools and only minor changes to finances this year are expected. There might be a change to the budget position but this likely to be minimal.</p>	
7	<p><b>Newbridge SRB</b></p> <p>A number of our schools host resource bases but there is insufficient provision at present and bases in Secondary Schools are bursting at the seams. The chances of extending bases in Schools overall are practically nil.</p> <p>Alternative provision for pupils is needed.</p> <p>With regard to Newbridge School specifically, the decision of the governors to close the base, moved the issue to the LA. The pupils and what was best for them at this stage in their education became the LA's priority.</p> <p>Newbridge School were in receipt of £250K each year to host the base. The money in itself was not an enticement for the School to keep the base. At this stage it is not known what, if any impact this will have on the permanent staff of the base but there will be no automatic redundancy position for these staff, they will be considered alongside all other schools staff in the school moving forward.</p> <p>The position of the base will be determined by the consultation. Any party could voice concern. Cabinet will</p>	

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	<p>consider this later in the month and the consultation process will follow on from that.</p> <p>The LA does not have involvement in the day to day running of the base. The headteacher has asked relevant officers including myself to have a presence in certain meetings but it is the headteacher that has responsibility for the base at the School.</p> <p>SR confirmed that Newbridge School would follow the same process as all other Schools in the Autumn Term, reviewing their budgets. The meeting with Mrs Perry is taking place tomorrow.</p> <p>NF advised staffing issues at the base are arising on a weekly basis and that the headteacher is not relaying the same information. Also that meetings that have been promised have not taken place. The staff were advised that the process would start after half term.</p> <p>LH confirmed that the staff would be kept informed and updated on the consultation process as the matter progresses. The consultation process had not yet commenced but is imminent.</p> <p>GE advised that consultation has to be meaningful and that this was being presented to the staff at the inclusion unit as a 'fait accompli'. Is space the real issue here or is this a School status issue? Communication with the staff has to be more careful in the future if staff are to understand that they are not automatically at risk.</p> <p>LH confirmed that she and JE were due to meet the staff on the 15<sup>th</sup> November 2016 and this would provide an opportunity to clear up any confusion.</p> <p>JH stated shouldn't staff already know that they are part of the school alongside everyone else.</p> <p>KC confirmed that this is a position she will continue to make clear in headteacher meetings.</p> <p>JE confirmed that the School Organisation Code is very prescriptive in content and gave an indication as to what it would entail.</p>	

<p><b>8</b></p>	<p><b>Cwmcarn High School</b></p> <p>KC confirmed that the focus here is very much on the needs and the well-being of both learners and staff; that she had met with the staff and is genuinely anxious to help.</p> <p>This week the Chair of Governors received the authorisation to proceed with progressing closure two calendar years from now meaning October 2018</p> <p>A communication has gone to pupils/parents/carers asking them to state their preferred school.</p> <p>There is an upper 6<sup>th</sup> form in Cwmcarn High that will need to see out their high school education in Cwmcarn.</p> <p>Neighbouring Schools are looking at collaborative working arrangements and the way that all Caerphilly Schools are responding to this position is a tribute to them.</p> <p>Next year there are an estimated 150 pupils in the school in total in years 8, 9 and 10.</p> <p>Staff are being released to other employments in a managed way and the headteacher has accelerated some TLR's this year to ensure status is recognized and clear.</p> <p>It is understood that staff need to be working purposefully and know where they will be at the end of this two year period. We are working very closely with them in this regard.</p> <p>There are a number of assumptions circulating the current position, for example that parents preference will be to convert to Newbridge; that where the pupils go, the staff can follow. These are assumptions, all schools have control of their own staffing position and they will review the impact of any pupil increases they may have. We expect and encourage all schools to work with us to provide relevant crossmatch opportunities for staff but this has to be within the needs of the Schools.</p> <p>SR confirmed that a number have applied to Newbridge but Newbridge has limited capacity to take in at this stage, 80 – 100 have already gone to Risca and some to Islwyn High.</p> <p>GE asked have you worked out how much Newbridge would gain and how this might impact the SRB/Cwmcarn issues.</p>	
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	<p>KC advised that all but the 6<sup>th</sup> form could go onto new sites. The difficult scenario will be if most go but only a few do not. SR advised that there are already 2 sets of parents that are adamant that their children will stay at Cwmcarn.</p> <p>KC confirmed that all of this would form part of a wider parental consultation position where the opportunities and risks will be made clear.</p> <p>KC confirmed that the school is supporting staff to move on and using fixed term contracts to release pressure. The SLT Team have advised that they feel at risk and she has agreed to meet with them, reassure them that they are not without help or support.</p> <p>There is also the scenario that all pupils may elect to stay at Cwmcarn for the next two years. ESTYN are then likely to inspect as legally they can.</p> <p>GE asked if there is any likelihood of challenge to the closure.</p> <p>SR confirmed that WG has given the approval to close now.</p> <p>KC advised that we are working day to day now with all concerned and there is no question of pulling the plug early on this.</p> <p>GE asked what will happen to the deficit position of the School at that time. KC advised that this would be a Council decision.</p> <p>Pam Ireland thanked KC and confirmed that staff are feeling supported in the school, the Authority has been very supportive.</p> <p>KC suggested that a Cwmcarn Update be tagged to each JCC.</p>	
<p><b>9</b></p>	<p><b>EWC Registrations</b></p> <p>LH confirmed that this year sees a number of changes to EWC Registration. In particular:</p> <p>The removal of the “subsidy” from the statutory document governing teachers’ pay, i.e. the STPCD. Thus removing the onus upon Local Authorities to administer this reimbursement. Unions will be aware that Welsh Government have chosen to do things differently this year. The EWC will directly attain subsidy funding and this will be reflected in their charging mechanism. Teachers’ EWC registration fees were £78 last year with £33 reimbursed to</p>	

	<p>them through the payroll.</p> <p>This year the EWC have reduced the contribution of the Teacher extensively to £45 in recognition of the changes. The Authority will continue to deduct these fees.</p> <p>The funding that supported these payments previously will go straight to the EWC from Welsh Government.</p> <p>Also this year, the Authority will become responsible for registering Youth Workers. Discussion is ongoing with Senior Officers in Local Authorities and the EWC on this.</p> <p>MLD confirmed the charging mechanisms have to be fair across the board. The EWC role is expanding but to what extent for the teacher.</p>	
<p><b>10</b></p>	<p><b>Gwent Sensory Impairment Service</b></p> <p>JE advised that Torfaen Council administratively manages and employs the sensory communications team based at Llantarnam. The Gwent Visually Impaired Service that Caerphilly administratively manages and employs is co-located with this team, which has been the case over the last few years.</p> <p>A report went to Cabinet on the 5<sup>th</sup> November 2016 proposing that the 3 services that make up SENCOM is managed under a single structure with Torfaen as the employer. Torfaen's Cabinet met on the 8<sup>th</sup> November 2016.</p> <p>Meetings are scheduled with the staff in early December to seek their thoughts on the proposal, answer any questions that they may have.</p> <p>Members were keen to know of any equality issues that may affect this position and this will be explored further in advance of any further meeting with Cabinet in the New Year.</p> <p>LH advised that TUPE would inevitably apply in this circumstance.</p> <p>JE advised that the 5 Authorities of SEWC have a shared interest in this position. These are some of our most vulnerable children and they will be at the core of any decisions that are taken.</p> <p>LH advised that the unions would be kept informed of developments, any future meetings that are planned.</p>	

11	<p><b>School Term Dates 2017-2018</b></p> <p>It was confirmed that these dates were in line with other Authorities. No objections were raised.</p>	
12	<p><b>Any Other Business</b></p> <p>To the question where can we find the dates for Inset in Caerphilly. KC advised these will be on the internet/individual school site.</p> <p>Next meetings will be scheduled in line with Corporate JCC</p>	