

INDEX

Contents	Page Number
Decisions by the Portfolio Holder for Education	
Decision Notice	4
Instrument of Government - Powys Pupil Referral Service	5
Instrument of Government - Treowen CP School	8
Appendix	11
Budget Virement	12
Appointment of School Governors	16

Decisions taken by Individual Portfolio Holders

County Councillor E.A. Jones
Portfolio Holder for Education

Decision Taken 14 August 2015
Decision published 14 August 2015
Decision effective from 24 August 2015

Instrument of Government - Powys Pupil Referral Unit

DECISION	Reason for Decision
To approve the Instruments of Government for the Pupil Referral Service as set out in the proposal to the report	In line with The Education (Pupil Referral Units) (Management Committee etc.) (Wales) Regulations 2014

Instrument of Government – Treowen CP School

DECISION	Reason for Decision:
To approve the change to the Instrument of Government in accordance with the draft attached as Appendix A to the Report.	In line with The Government of Maintained Schools (Wales) Regulations 2005

Budget Virements

DECISION	Reason for Decision
That the budget virements in respect of DDA works at Crickhowell High School be approved.	In accordance with Financial Standing Orders

Appointment of School Governors

DECISION	Reason for Decision
To approve the appointments of school governors.	In accordance with the Authority's policy for appointing governors to school governing bodies.

CYNGOR SIR POWYS COUNTY COUNCIL

**CABINET REPORT
FOR PORTFOLIO HOLDER DECISION
August 2015**

REPORT AUTHOR: Beth Groves
Principal Officer – Governor Support

SUBJECT: Instrument of Government – Powys Pupil Referral Service

REPORT FOR: Decision

Summary

In line with The Education (Pupil Referral Units) (Management Committees etc.) (Wales) Regulation 2014 all Pupil Referral Units are required to have an Instrument of Government (Instruments of Government are the legal documents that detail the composition).

Proposal

Having considered the Instruments of Government for the Pupil Referral Unit at a recent management, it was **RESOLVED** – to request permission from the Authority’s Cabinet to adopt the following Instruments of Government:

- 1 parent members
- 2 staff members
- 2 local authority members
- 6 community members

Corporate Improvement Plan

The proposed structure for the management of the Pupil Referral Service will assist the Authority’s priority of improving learning outcomes for all.

Options Considered/Available

Options were considered with fewer members.

Preferred Choice and Reasons

This is the preferred option as it is proposed the two local authority members are County Councillor Arwel Jones and Mrs Judith Walker, Behaviour Support Manager.

Sustainability and Environmental Issues/Equalities/Crime and Disorder,/Welsh Language/Other Policies etc

N/A

Children and Young People's Impact Statement - Safeguarding and Wellbeing

N/A

Local Member(s)

Although the Pupil Referral Service currently operates from three main bases in the North, Mid and South of the County.

All members could be affected as pupils in all wards may be referred to the Pupil Referral Service.

Other Front Line Services

No implications identified.

Support Services (Legal, Finance, HR, ICT, BPU)

Communications – No communication action required

Finance – No financial implications

Human Resources – Has no comments as the proposal does not affect staff

Legal: The recommendation can be supported from a legal perspective

Statutory Officers

The Strategic Director, Resources (Section 151 Officer) has commented as follows: he notes the comments made by finance.

The Solicitor to the Council (Monitor Officer) has commented as follows: "I note the legal comment and have nothing to add to the report.

Members' Interests

The Monitoring Officer is not aware of any specific interests that may arise in relation to this report. If the portfolio holder has an interest he should declare it, complete the relevant notification form and refer the matter to Cabinet for decision.

Recommendation:	Reason for Recommendation:
To approve the Instruments of Government for the Pupil Referral Service as set out in the proposal to the report	In line with The Education (Pupil Referral Units) (Management Committee etc.) (Wales) Regulations 2014

Relevant Policy (ies):			
Within Policy:	Y	Within Budget:	Y

Relevant Local Member(s):	All local members
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Person(s) To Implement Decision:	Beth Groves
Date By When Decision To Be Implemented:	As soon as possible

Contact Officer Name:	Tel:	Fax:	Email:
Beth Groves	01597 826402		beth.groves@powys.gov.uk

Background Papers used to prepare Report:

The Education (Pupil Referral Units) (Management Committee etc.) (Wales) Regulations 2014

CYNGOR SIR POWYS COUNTY COUNCIL.

**CABINET REPORT FOR PORTFOLIO HOLDER DECISION
August 2015**

**REPORT AUTHOR: Beth Groves
Principal Officer – Governor Support**

SUBJECT: Instrument of Government – Treowen C.P. School

REPORT FOR: Decision

Summary

The Government of Maintained Schools (Wales) Regulations 2005 (“the Regulations”) required all school governing bodies to review and adopt revised Instrument of Government (Instruments of Government are the legal documents that detail the composition of a school governing body). The Authority approved all revised Instrument of Government with effect from 3rd October, 2006.

Treowen C.P. School, which is a community primary school for the purposes of the Regulations opted for the composition as outlined below:-

5 parent governors;
4 LA governors;
2 teacher governors;
1 staff governor;
4 community governors
1 additional community governor - *appointed by Newtown and Llanllwchaiarn Town Council*
the headteacher

Proposal

Due to vacancies for community, LA and parent governors the Authority and the governing body at a meeting held on the 26th March 2015 having considered the Instruments of Government and both have **RESOLVED** – that the following Instruments of Government be adopted.

4 parent governors;
3 LA governors;
1 teacher governor;
1 staff governor;
3 community governors
1 additional community governor - *appointed by Newtown and Llanllwchaiarn Town Council*
the headteacher

The Instrument of Government would reduce by 1 community, 1 LA governor, 1 parent and 1 teacher governor.

A draft of the Instrument of government is attached as Appendix A.

Powys Change Plan

N/A

Options Considered/Available

N/A

Preferred Choice and Reasons

N/A

Sustainability and Environmental Issues/Equalities/Crime and Disorder,/Welsh Language/Other Policies etc

N/A

Children and Young People's Impact Statement - Safeguarding and Wellbeing

N/A

Local Member(s)

The local member County Councilor J.R. Jones has commented that she has no objections to the governing body being reduced.

Other Front Line Services

N/A

Support Services (Legal, Finance, HR, ICT, BPU)

Finance – No financial implications

Communication – No communication action required

Human Resources - Has no comments as the proposal does not affect employees

Legal: The recommendation can be supported from a legal perspective

Local Service Board/Partnerships/Stakeholders etc

N/A

Corporate Communications

Statutory Officers

The Strategic Director, Resources (Section 151 Officer) has commented as follows: he notes the comments made by finance.

The Solicitor to the Council (Monitor Officer) has commented as follows: "I note the legal comment and have nothing to add to the report.

Members' Interests

The Monitoring Officer is not aware of any specific interests that may arise in relation to this report. If the portfolio holder has an interest he should declare it, complete the relevant notification form and refer the matter to Cabinet for decision.

Recommendation:	Reason for Recommendation:
To approve the change to the Instrument of Government in accordance with the draft attached as Appendix A to the Report	In line with The Government of Maintained Schools (Wales) Regulations 2005

Relevant Policy (ies):			
Within Policy:	Y	Within Budget:	Y

Relevant Local Member(s):	County Councillor J.R. Jones
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Person(s) To Implement Decision:	Beth Groves
Date By When Decision To Be Implemented:	1st September 2015

Contact Officer Name:	Tel:	Fax:	Email:
Beth Groves	01597 826402		beth.groves@powys.gov.uk

Background Papers used to prepare Report:

The Government of Maintained Schools (Wales) Regulations 2005

CABINET REPORT TEMPLATE VERSION 3

Instrument of Government for Treowen C.P. School



1. SCHOOL

The name of the school is Treowen C.P. School.

2. CATEGORY OF SCHOOL

The school is a community school.

3. NAME OF GOVERNING BODY

The name of the Governing Body is Treowen C.P. School Governing Body.

4. COMPOSITION OF GOVERNING BODY

The governing body shall consist of:

- a) 4 parent governors
- b) 3 LA governors
- c) 1 teacher governor
- d) 1 staff governor
- e) 3 community governors
- f) 1 additional community governor - *appointed by Newtown and Llanllwchaearn Town Council*
- g) the headteacher (except at any time when he/she has given written notice to the clerk to the governing body of the school that he/she chooses not to be a governor).

5. TOTAL NUMBER

18 (except any time when the headteacher has given notice that he/she chooses not to be a governor, when the total number of governors will be 17).

6. DATE OF IMPLEMENTATION

Pursuant to regulation 37 of the Government of Maintained Schools (Wales) Regulations 2005, this instrument of government comes into effect:

- (i) on the date of making for the purpose of reconstituting the governing body;
- (ii) on 1st September 2015 for all other purposes.

7. DATE OF ORDER

This instrument was made by order of Powys Education Authority on 7th August 2015.

8. GOVERNING LEGISLATION

The Government of Maintained Schools (Wales) Regulations 2005.

Powys County Council

Ref:
Journal No:
Journal Name:

Capital Budget Virement Application Form

(Please see guidance notes on page 2532 of the Intranet)

To Professional Lead Finance

From Schools (Service)
Ian Roberts (Head of Service)
Gareth Jones (Budget Holder)
David Thompson (Project Manager)

Date 6th August 2015

Details of Virement (please refer to notes to ensure all the relevant details are included and extend box to additional page if required)

See report below.

New Scheme Name: Crickhowell C.P. School – new external DDA doors and ramps and alterations to accommodate addition Early Years toilet facilities
Job Code: to be confirmed by Finance Team

Budget Increases

Scheme Name		As above				
Job Code		As above				
	Total Cost	Prior Years	2015-16	2016-17	2017-18	Future Years
	£	£	£	£	£	£
Existing Budget	0.00	0.00	0.00			
Revised Budget	40,100.00	0.00	40,100.00			
Increase Required	40,100.00	0.00	40,100.00	0.00	0.00	0.00

Financing

Name of Scheme Reduced: 2014 Newtown Hs – John Beddoes Campus Toilet refurbishment Work
Job Code: 9E110 9SE593

	£	£	£	£	£	£
Existing Budget	137,800.00	16,544.29	121,255.71			
Revised Budget	97,700.00	16,544.29	81,155.71			
Decrease Required	-40,100.00	0.00	-40,100.00	0.00	0.00	0.00

Additional / New Resources						
Capital Receipts	0.00					
Prudential Borrowing	72,107.45		72,107.45			
Supported Borrowing	65,692.55	16,544.29	49,148.26			
Revenue/ Reserves	0.00	0.00	0.00			
Total	137,800.00	16,544.29	121,255.71	0.00	0.00	0.00
Total Financing must match increase required above						

Other Financial Implications (e.g. future years capital & revenue – must not be left blank)

The work is to be tendered and is subject to being completed on site and the agreement of contract final accounts.

Approvals

Signatures

In all cases	Head of Service		Date	11/8/15
In all cases	Strategic Director: Resources		Date	13/8/15
£25,001 - £75,000	Portfolio Cabinet Member		Date	14/8/15
£75,001 - £300,000	Cabinet Minute Ref.		Date	
Over £300,000	Council Minute Ref.		Date	

FMS Updated (office use only)

Accountant: Signature

Print Name

Date

Copy of Authorised form returned to Head of Service

Signature

Print Name

Date

Capital Budget Virement Report to Portfolio Holder for Learning and Cabinet Members – Crickhowell C.P. School New DDA External doors and ramps and alterations to accommodate addition Early Years toilets works

Background

There is a pupil at the school who is permanently in a wheelchair and the existing externally access doors to the rear of the building all have steps down and the double doors are not suitable to safely accommodate the wheelchair access and egress.

Following an Estyn inspection, the existing Early Years facility at Crickhowell High School is to relocate to Crickhowell C.P. School. Works are required at Crickhowell C.P. School to undertake alterations to accommodate 2N^o addition Early Years (EY) toilet cubicles to meet CSiW guidance. The relocation of the EY group will also benefit and enhance 6th form accommodation needs at Crickhowell High School.

Proposal

The proposal at Crickhowell C.P. School is to

- 1) Remove the existing double doors 4N^o and replace with DDA accessible doors and ramp access including handrails to meet the DDA & Building Regulations legislation.
- 2) Undertake alterations to an existing room to provide and accommodate an addition 2N^o Early Years toilet cubicles and WHB's including all associated reconfiguration work of existing room facilities and building services.

Options considered

- o **Option 1 – Do nothing.**

- o **Option 2 – Undertake essential DDA adaptation to meet a pupils needs and to ensure safe access/egress to the school at the rear. The DDA works will significantly improve accessibility to school facilities all around the site. Undertake the alterations to accommodate addition EY toilets to meet CSiW guidance to ensure continuity of the EY group.**

Risks

The status quo represents a significant risk to the authority in terms of:

- o **If Option 1 is chosen then the authority will not comply with statutory DDA legislation in making reasonable adjustments for the pupil in the wheelchair. For the toilets, the authority will not comply with CSiW guidance resulting in discontinuation of the EY group which feeds into Crickhowell C.P. School.**

- o **If Option 2 is chosen then the authority will comply with DDA legislation. For the toilet alterations this will allow the EY group to relocate and comply with CSiW guidance.**

Service objectives/benefits

Powys Change Plan - Maintaining the Schools to a fit for purpose standard ensuring they are capable of delivering high quality educational experiences for all pupils. The infrastructure improvement of these facilities will ensure the authority demonstrates it is complying statutory legislation and inspection bodies for its facilities. The improvement of facilities will improve the school facilities to a fit for purpose standard.

Financing

This type of investment represents an upgrading of the Schools Services infrastructure. This is not normally the type of project funded by the schools delegated budget.

Summary of estimated costs:

New external DDA doors and ramps	£19,000
Alterations to create EY toilets	£10,750
Asbestos survey work & removal	£1,100
Building Regulations	£300
Professional fees	£5,950
Client contingency (unforeseen works)	<u>£3,000</u>
Total Estimated Costs	£40,100

Rationale for recommendation

It is recommended to proceed with funding Option 2 to meet the needs of pupil and enable relocation of the Early Years group from Crickhowell HS to Crickhowell CP School.

Date of report: 6th August 2015

By: David Thompson



Appointment of Local Authority (LA)

Governors to School Governing Bodies

12th August 2015

In accordance with the Authority's policy regarding the appointment of Local Authority representative governors to school governing bodies which was approved on 16th October 2007, the following persons have been recommended by the local member(s) for the ward(s) in which the school(s) lie for appointment to serve as L.A. Governors with immediate effect (see table below).

Name of Recommended person to serve as LA Governor	School	Recommended by (Local Member(s) for the Ward in which the school lies)
Mr P Lewis	Ysgol Meifod	County Councillor EM Jones
Mrs JA Scott Lowe	Llangynidr C.P. School	County Councillor MR Harris
Mr P McCarthy	Crickhowell High School	County Councillor M.R. Harris, County Councillor J.C. Holmes, County Councillor L. Fitzpatrick, County Councillor J.G. Morris and County Councillor K.S. Silk

Signed: _____
(Portfolio Holder for Education and Children's Services)

Dated: 14/8/15