

Appendix 1b - Strategic Options – Governor Training (National Model for Regional Working)

January 2015

Current Arrangements:

- All training currently delivered predominately through local authority officers alongside some courses run by GwE and external providers – a total of 40 sessions per annum
- Direct course delivery costs are fairly modest (<£5k p.a.) but the related venue booking/sending course invitations etc. currently utilises an average of 0.4 FTE per authority (say £75k p.a.)
- Most authorities also employ the Governor Training Support officer for other Governor Support roles which are out of scope for the national Model for Regional Working

Options	Benefits	Risks	Minimum Score 1 – Maximum Score 5			Total Score
			Alignment with National Model	Delivering Additional Value	Potential for Successful Change Delivery	
1 – Do Nothing	<ul style="list-style-type: none"> • Continuation of existing arrangements tailored to local needs 	<ul style="list-style-type: none"> • No ownership of responsibilities within GwE • No benefits of economies of scale • No regional consistency 	0	0	5	5
2 – Transfer all budgets & current staff to GwE (with light touch supervision within existing GwE structure)	<ul style="list-style-type: none"> • Continuation of existing arrangements tailored to local needs • Ownership of responsibilities rests with GwE 	<ul style="list-style-type: none"> • No new budgets available to fully carry out supervisory responsibilities within GwE • Given average of 0.4 FTE per authority, dual line management for most roles is likely 	3	0	3	6
3 – Transfer All Budgets and (say) 80% of current staff to GwE (with remaining 20% budget used to create supervisory capacity within GwE)	<ul style="list-style-type: none"> • Potential to re-arrange FTE to deal with priorities on a regional basis • Fully funded supervisory capacity for team within GwE 	<ul style="list-style-type: none"> • A reduction of 20% in front line resource • Sharing of resource across some authority boundaries • Given average of 0.4 FTE per authority, dual line management for most roles 	4	3	3	10
4 – Transfer all budgets but no current staff to GwE (GwE to create own team & supervision)	<ul style="list-style-type: none"> • Potential to create specialist roles and leadership aligned and responsive to regional priorities • Opportunity exists to appoint 1x FTE regional Governor Training Support Co-ordinator (covering entire region) and generating up to £50k savings which can be used to fund other regional priorities 	<ul style="list-style-type: none"> • Existing staff may not have the required skills set and qualifications to undertake new roles • Potential redundancy costs unless the transition is phased to take advantage of natural staff turnover 	5	3	1	9

Governor Training - National Model for Regional Working – Current arrangements in north Wales (January 2015)

Activity	Gwynedd	Isle of Anglesey	Conwy	Denbigh	Flint	Wrexham
Delivery Mandatory Training – Chair	Keith Parry Education Quality Improvement Senior Officer (01286) 679588 2 or 3 courses per annum	D Gareth Jones Education Officer (01248)752926 2 courses annually	Commissioned via external provider (Ray Wells and Tony Jones) 2 sessions per annum	Working across borders with Flintshire, Wrexham and Conwy to provide a wider range of opportunities. Using Ray Wells or Tony Jones to deliver “face to face” training in Denbighshire. About to also launch on-line training in conjunction with the other North Wales LAs	1/ Commissioned via external provider (Ray Wells and others at £180 per session) 2/ Opportunity to attend sessions with Wrexham 1-2 sessions per term	nick.williams@wrexham.gov.uk Commissioned via external provider (Ray Wells and others at £180 per session) – close co-operation with Flint 2 per year
Delivery Mandatory Training – New Governors	Mai Bere Assistant Education Improvement Officer (01286) 685049 3 to 5 courses per annum	D Gareth Jones Education Officer (01248)752926 2 courses annually	Commissioned via external provider (Ray Wells and Tony Jones) 2 sessions per annum	As above for Chairs Training All arrangements are currently managed by Chris Harness Governor Support Officer 01824 708044 Chris.harness@denbighshire.gov.uk	1/ Commissioned via external provider 2/ Opportunity to share sessions with Wrexham 3/ Delivered by Governor Support Officer, Kim Brookes, Business Support Manager, Education Department, Flintshire, 01352 704025 2-3 sessions per term	ITeC – WCBC’s Work Based Learning Provider. Sits within Lifelong Learning so training is effectively free 6 sessions per year @ £180 – English only
Delivery Mandatory Training – Data Performance	Bethan James, Alwyn Jones & Elfyn Jones Challenge Advisers GwE (01286) 679976 3 to 5 courses per annum	Schools have been given the initial training session by LEA officers and the Headteachers hold the courses in their individual schools.	Commissioned via external provider (Ray Wells and Tony Jones) 2 sessions per annum	As above for Chairs Training, plus Julian Molloy (DCC) also running these sessions as so many governors require training. All arrangements are currently managed by Chris Harness Governor Support Officer 01824 708044 Chris.harness@denbighshire.gov.uk	1/ Commissioned via external provider 2/ Opportunity to share sessions with Wrexham 2-3 sessions per term	ITeC – WCBC’s Work Based Learning Provider. Sits within Lifelong Learning so training is effectively free 3 sessions per year @ £180 – English only
Delivery Mandatory Training – Clerks	Mai Bere Assistant Education Improvement Officer (01286) 685049 1 course per annum	D Gareth Jones Education Officer (01248)752926 2 courses annually	Commissioned via external provider (Ray Wells and Tony Jones) 2 sessions per annum	Cross border training offered as above. Have used Kim Brookes (Flintshire LA) to run recent sessions in Denbighshire and Chris Harness now able to deliver training also.	1/ Delivered by Governor Support Officer, Kim Brookes, Business Support Manager, Education Department, Flintshire, 01352 704025 1 session per term	Delivered by Flint Governor Support Officer

Co-ordination of courses	Meleri Humphreys Governors Support Assistant (01286) 679303	Margaret Williams Owen Senior Administration Officer & Governor Support Officer (01248) 752918	Delyth Wynne-Thomas Governor Training Support Officer (01492) 575003 Delyth.wynne-thomas@conwy.gov.uk	Chris Harness Governor Support Officer 01824708044 Chris.harness@denbighshire.gov.uk	Kim Brookes, Business Support Manager, Education Department, Flintshire, 01352 704025	Karen Brown Senior Governor Support Officer 01978 295447 Less than 0.1 FTE Bookings Wendy Clifton 0.2 FTE
Commissioning	No formal process required – delivery of courses & services contained within job descriptions	No formal process required – delivery of courses & services contained within job descriptions	No formal process required – delivery of courses & services contained within job descriptions		No formal process required – delivery of courses & services contained within job descriptions	No formal process required – delivery of courses & services contained within job descriptions
Quality Assurance	Mandatory courses delivered using standard WG approved scripts – with “observer” colleague regularly in attendance	Mandatory courses delivered using standard WG approved scripts – with “observer” colleague regularly in attendance	Mandatory courses delivered using standard WG approved scripts – with “observer” colleague regularly in attendance	All mandatory training delivered by trainers approved by hosting LAs and based on WG prescribed content	Mandatory courses delivered using standard WG approved scripts	Mandatory courses delivered using standard WG approved scripts 95% of school governor meetings attended by clerk
Delivery of advice services	Mai Bere Assistant Education Improvement Officer (01286) 685049 Meleri Humphreys Governors Support Assistant (01286) 679303 Advice Services includes all statutory / constitutional matters and convening the appropriate multi-disciplinary team for tackling specific problems (e.g. HR, Surplus Capacity & Competency issues)	Margaret Williams Owen Senior Administrative Officer & Governor Support Officer (01248) 752918 Advice Services includes all statutory / constitutional matters and convening the appropriate multi-disciplinary team for tackling specific problems (e.g. HR, Surplus Capacity & Competency issues)	Delyth Wynne-Thomas Governor Training Support Officer (01492) 575003 Delyth.wynne-thomas@conwy.gov.uk	Chris Harness Governor Support Officer 01824708044 Chris.harness@denbighshire.gov.uk All governor matters excluding specific issues where teams such as HR or Legal Services are required to advise The LA also maintains a full database record of all governors and clerks, including contact details (addresses, phone numbers and e- mail addresses), dates of appointment, specific roles and responsibilities, plus committees each serves on.	Kim Brookes, Business Support Manager, Education Department, Flintshire, 01352 704025	Dafydd Ifans Head of Education Infrastructure & Support Services 01978 295448 Karen Brown Senior Governor Support Officer 01978 295448 Work highly integrated into Clerking Service SLA with schools – providing spot advice Schools generally seek HR advice from their dedicated HR Officer

<p>Estimated FTE</p> <p>Mandatory Training & Advice Services</p>	<p>0.3 FTE (MB) 0.5 FTE (MH)</p> <p>Plus unspecified strategic and specialist support from various departments within Gwynedd Council (specifically HR)</p> <p>Live translation services used (and paid for) in each of the 14 courses</p>	<p>0.5FTE</p>	<p>0.5FTE</p>	<p>0.8 (CH) 0.4 (clerical support)</p> <p>Plus unspecified support from other departments (HR, Legal, etc)</p>	<p>0.2 FTE (KB) 0.1 FTE – pooled admin support</p>	<p>0.1 FTE (DI) 0.2 0.2 FTE (KB)</p>
<p>Finance / Budgets</p>	<p>Gwynedd's Finance Department advises that the Governors Support Assistant role is fully funded through the SEG grant, but all other budgets are covered by Gwynedd's Education Department core funding.</p> <p>Apportionment of staff costs against the Governor Training service is likely to be difficult – as it is shared between several roles within the HR & Education Departments</p>	<p>All budgets are covered by the Isle of Anglesey Lifelong Department core funding.</p>	<p>Core Funding</p>	<p>Governor Support Officer and clerical support posts both funded by DCC core budgets</p>	<p>Training/commissioning budget – All “clean” Flint funds without grant funded elements</p>	<p>Core Funding</p>
<p>Other</p>			<p>Additional 2 courses per annum also delivered in each of the following areas</p> <p>Wellbeing (Conwy Wellbeing Team) Annual Safeguarding Training (Conwy LA Child Protection Co-ordinator) Additional Learning Needs (ALN), Looked After Children (LAC) and Exclusions (Conwy ALN & LAC Teams)</p>	<p>Wales GSO working group North Wales GSO working group DCC – Chairs of Governors forum (termly)</p>		<p>Bespoke non-core services provided at cost if required</p>