

**CABINET MEETING: 28 MAY 2015**

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**SCHOOL ORGANISATION PROPOSALS: SECONDARY  
SCHOOL PROVISION IN THE WEST OF CARDIFF**

**REPORT OF DIRECTOR OF EDUCATION AND LIFELONG  
LEARNING**

**AGENDA ITEM: 6**

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**PORTFOLIO: EDUCATION (COUNCIILOR SARAH MERRY)**

**Reason for this Report**

1. This report is to inform the Cabinet of the responses received following consultation on a proposal to rationalise high school accommodation in the West of the city as part of maximising educational outcomes. The report presents an evaluation of the consultation responses and seeks permission from Cabinet to initiate statutory consultation.

**Background**

2. At its meeting on 26 January 2015 the Cabinet received a report outlining recommendations to hold public consultation on a proposal to transfer Glyn Derw High School to the Michaelston Community College site from January 2016. The two schools would remain as schools in their own right, under their existing federation, and would share the accommodation.

**Issues**

3. The consultation ran from 12 February 2015 – 25 March 2015.
4. Parents and others in the local community, together with staff and Governors of the affected schools were invited to respond to the consultation.
5. The consultation process involved:
  - distribution of a Consultation Document, outlining background, rationale and implications. This document has been distributed to parents, local childcare providers, Heads and Chairs of Governors of nearby schools, all Members and other stakeholders. The documents offered consultees the opportunity to comment on the proposals;

- a series of meetings, for staff and governors of each school and for the public, at which the proposals were explained and questions answered;
  - public drop in sessions where officers were available to answer questions.
  - a consultation response slip for return by post or e-mail, attached to the consultation document.
  - online response form at [www.cardiff.gov.uk/21stcenturyschools](http://www.cardiff.gov.uk/21stcenturyschools)
  - Cardiff Youth Service's Active Involvement Team (AIT) engaged and consulted with pupils from year 7-10 at Glyn Derw High School and Michaelston Community College as part of the School Organisation Consultation regarding developments in Cardiff West.
  - Workshop sessions were delivered on both school sites to capture the thoughts, ideas and concerns of a wide range of pupils from both schools.
  - In addition a short information film was produced using the facts from the official consultation document so that pupils could receive the information in an accessible manner.
  - Pupils also had the opportunity to complete a ballot paper which asked them to vote on the proposal
  - Council Officers in partnership with school staff engaged in discussion with pupils from, Herbert Thompson Primary School, Hywel Dda Primary School, Millbank Primary School, Pencaerau Primary School, Trelai Primary School and Windsor Clive Primary School to involve them in the consultation process and to obtain their thoughts and views. For the full methodology and results, please see Appendix 2.
6. The views expressed at Council organised meetings and on paper or electronically through the appropriate channels, have been recorded. In total, one public meeting and three drop in sessions were held as part of the consultation to ensure a wide and proper process of engagement.
  7. In total 19 written responses were received during the consultation period. Of these 11 were via online responses and 8 were via return of the paper consultation response form.
  8. Formal written responses were received from Estyn, Headteacher & Governors of Glyn Derw High School and Michaelston Community College Federation and The Principal of Cardiff & Vale College. Responses were also received from parents and members of the public.
  9. Formal responses are attached as Appendix 1.

### **Responses received during the consultation period**

10. Of the 19 responses received during the consultation period, four were in support of the proposal to transfer Glyn Derw High School to the Michaelston Community College site from January 2016. 15 responses were received from those not in support of the proposal.

11. A response from the Headteacher & Governors of Glyn Derw High School and Michaelston Community College Federation was received which included the following points:
- *The Governors and the Headteacher welcome the proposal to move to one site to secure the best possible environment for students and staff to be taught in and provide better outcomes.*
  - *The Governing Body is keen to state that additional support will be required to make that transition as seamless as possible and hopes that the Local Authority will work closely with the Headteacher to secure this goal.*
  - *The period of uncertainty will come to an end with the announcement of the new school in the West, once this has been announced there needs to be investment in promoting the two schools to its community and Primary Cluster of school.*
12. A response from Estyn was received which included the following points. (for the full response, please see Appendix 1. ):
- *The proposal is unlikely to improve the present standards of education provision in the area;*
  - *The proposal clearly demonstrates the authority's commitment to breaking the link between disadvantage and educational attainment;*
  - *The proposal sets out arrangements that, if implemented, could reduce surplus places and address budget deficits and substandard accommodation at Glyn Derw High School and Michaelston Community College;*
  - *The sharing of resources alone is not likely to result in the anticipated benefit of raising standards at each school;*
  - *Raising standards is more likely to be achieved with improved arrangements for leadership and management at each school and with a clear focus on improving the standards of teaching;*
  - *It is difficult to assess any impact upon learner travel arrangements for pupils of Glyn Derw High School should the school relocate to the Michaelston Community College site.*

### **Appraisal of views expressed**

13. With regards to the proposal for Glyn Derw High School to transfer to the Michaelston Community College site, it is acknowledged that the sharing of resources alone is not likely to result in the anticipated benefit of raising standards at each school. However, the Council believes that releasing funds from maintaining buildings and running two school sites will enable substantial amounts of money to be saved. The money saved by maintaining one site instead of two could then be more appropriately used to target underachievement and could begin to contribute to raising educational outcomes.
14. Furthermore engaging with the parent communities together from the two schools in a consistent way on a single site is anticipated to contribute toward raising standards.

15. Similarly whilst it is acknowledged that improving leadership and management to ensure a clear focus on improving the standards of teaching is likely to have a positive impact on raising levels of achievement standards, it is not an aspect that has been directly targeted as part of this proposal. However in order to address these concerns, the Local Authority exercised on 17 April 2015 its power of intervention under section 4 of the Schools Standards and Organisation Act 2013 in relation to both Glyn Derw High School and Michaelston Community College. With immediate effect the Local Authority exercised its powers under section 6 of the same Act to appoint additional governors and to nominate one of these governors to be the Chair of the Governing Body and additionally under section 8 of the same Act to suspend the right to a delegated budget in relation to both schools.
16. It has also put additional leadership capacity into the school to support the Federation Head and the senior management team in order to target the raising of standards and levels of attainment in both schools.
17. As set out in the realigned 21<sup>st</sup> Century Schools Programme, the Council is committed to breaking the link between disadvantage and educational attainment. It believes that a young person's background must never limit their achievements and that all children should receive a good education regardless of their location in the City.
18. As recognition of the current issues specific to KS4 attainment in the Ely and Caerau areas and in line with the commitment as outlined above, the Council has included a proposal within the realigned 21<sup>st</sup> Century Schools Programme to establish a new build 11-18 years, 8 form of entry (8FE) high school to replace both Glyn Derw High School and Michaelston Community College from September 2018. Proposals specific to the development of a new high school in the West will be brought forward later in the year and will include consideration of leadership and management for this new school as part of this.

### **Public Consultation Responses**

19. The concerns received from the public during the consultation period are set out below in bold italics and are appraised underneath, clarifying the rationale for decisions and plans for mitigation where appropriate:

***Concerns expressed regarding the distance to the Michaelston Community College Site for some existing Glyn Derw High School pupils***

***Glyn Derw High School pupils with behavioural problems will struggle getting to the Michaelston Community College site as cannot use buses independently and will not cope well with the longer journey***

20. The Council acknowledges the concerns of parents and pupils regarding the additional travelling times that some pupils would experience. However, there are currently no pupils attending Glyn Derw High School or Michaelston Community College that live more than 3 miles from

either site, and therefore no pupils would qualify for free school transport. This is only provided for secondary age pupils who live three or more miles, from the nearest appropriate catchment area school.

21. For those living very close to the Glyn Derw High School site, the walk to the Michaelston Community College site will be approximately 2.1 miles (distance from Glyn Derw HS to Michaelston CC) and will take approximately 45 minutes. The area is served by a regular bus service, with several buses (operated by Cardiff Bus) running from bus stops close to both the Glyn Derw School and the Michaelston Community College site.
22. Cardiff Council School Transport section would be able to provide families with advice on safe walking routes to school based on individual home addresses. If specific pupils were experiencing difficulties in attending school they would be referred by the school to the School Attendance Officer who would support the pupil and their family in adapting to a new routine and in finding ways to successfully get to and from the school site each day.

***Concerns expressed regarding potential for increased traffic and safety concerns around the Michaelston Community College site if Glyn Derw High School transfers across to share the site. The area is already very busy, particularly in the mornings and any additional provision will result in further difficulties.***

23. The Council would work with the Governing Body to develop a Travel Plan to minimise any potential disruption. Traffic and transport implications would be considered as part of the Transport Assessment that would be required in order to achieve planning consent for building works should this proposal be implemented.
24. Cardiff's Supplementary Planning Guidance (Access, Circulation and Parking Standards 2010) sets out that all new or expanded schools are required to develop a Travel Plan for submission with a planning application. A school Travel Plan is specifically designed to address the transport needs of pupils and staff and will vary according to the nature of the education being provided and any community facilities on site and the catchment area of a school. A Travel Plan is a policy and action plan to:
  - manage transport efficiently
  - improve access by all means of travel for employees, visitors, parents and students
  - encourage sustainable transport – walking, cycling, public transport and car sharing
  - reduce car use.
25. Cardiff's transport network is under pressure and experiences congestion from commuters driving into the city and people making short local trips by car. Traffic associated with the school run adds to congestion. The City of Cardiff Council's policy is to encourage and promote the

increased use of sustainable travel modes and to promote independent travel to school wherever possible.

26. Encouraging active travel to school is a very important means of increasing levels of physical activity in children and tackling the growing problem of childhood obesity. Reducing congestion at the school gate is key to ensuring the safety of pupils and to mitigating impacts on the local neighbourhood.
27. If there are highways improvements that are stipulated as conditions of any planning permission sought these will be addressed and there has been a nominal amount of funds built into the costs of the proposals to cover this in the event they are permitted to proceed.

***Glyn Derw High School should remain on current site instead of transferring to the Michaelston Community College site and money should instead be spent on improving the existing school buildings.***

28. Both Glyn Derw High School and Michaelston Community College are currently experiencing a number of challenges including poor outcomes, significant budget deficits, substandard accommodation for pupils and surplus places. The two schools had a combined surplus of 692 places at September 2013 and pupil projections indicate that both schools will continue to have high levels of surplus places. The level of surplus has had a significant impact on the funding available to both schools and has contributed to a combined revenue deficit of c£1m across the two schools.
29. A survey of the condition and suitability of both school buildings was carried out by EC Harris as part of a Welsh Government national exercise in 2010. The survey rated Glyn Derw High School buildings category condition as C- Poor and their suitability of school buildings was also rated as C-Poor. Michaelston Community College buildings category condition was rated as B- Satisfactory and their suitability of school buildings was rated as B- Reasonable.
30. The Cardiff Council repair backlog for school buildings was estimated at circa £2.8M in July 2013. It is likely that this backlog has significantly increased since this period.
31. By transferring Glyn Derw High School to the Michaelston Community College site, the two schools would remain as schools in their own right, under their existing federation, and would share the accommodation. By being located together on one site, it is expected that efficiencies could be made and staffing costs could be distributed more effectively and with greater benefit between the two schools. The Federation have been implementing the Challenge Wales Cymru initiative since 2014. As part of the programme the schools have received additional resources and expertise to undertake a programme of swift, sustained improvement.

### ***The Council should build both schools a new building instead***

32. At its meeting on 19 March 2015 the Cabinet received a report outlining a realigned strategy for the Council's 21<sup>st</sup> Century Schools Programme. This report included the proposal to establish a new build 11-18 years, 8 form of entry (8FE) high school to replace both Glyn Derw High School and Michaelston Community College from September 2018.
33. The Cabinet noted that the approval in principle of the realigned strategy by Welsh Government is required and authorised the Director of Education and Lifelong Learning to seek to secure Welsh Government approval in principle for the realigned programme, including additional grant funding.

### ***Concerns over bigger class sizes and insufficient space for all pupils at the Michaelston Community College Site***

34. Initial appraisal of the Michaelston Community College site has indicated that the site is large enough to accommodate the pupils and staff from Glyn Derw High School. By comparison to what should be the case at each school if both were operating at their intended capacity (as opposed to with a significant number of surplus places at each school) it is not expected that there would be significantly larger class sizes as a result of this proposal.

### ***Increased potential for incidents of bullying if the proposal goes ahead***

35. Glyn Derw High School and Michaelston Community College are already federated under one Executive Headteacher. If the proposal goes ahead, school staff would ensure that pastoral support is put in place during the initial transfer of pupils to the Michaelston Community College site so that any concerns of bullying raised by pupils can be heard and appropriately addressed by the school management.

### ***The transfer to another site will affect pupils' emotional well being and GCSE results***

36. The Executive Headteacher of the Federation for both schools confirmed that all Year 10 pupils from Glyn Derw High School transferred across to the Michaelston Community College site from September 2014. Therefore, there are already Glyn Derw High School Year 10 pupils in residence on the Michaelston Community College site.
37. The Executive Headteacher has explained that these pupils had access to a full and broad range of courses to choose from when they had the "offer" in Year 9, and that these courses bridge the gap between KS4 and ensures that there is an appropriate pathway to Post 16 options and/or College. The Executive Headteacher has commented that "*this would not have been the case if students had remained in their own respective schools*".

38. If the proposal goes ahead, Cardiff Council would work with the Executive Headteacher and the staff from both schools to ensure that the transfer of all pupils is co-ordinated and supported. The Federation would have strategies in place to support all pupils and to minimise disruption to the pupils and their studies.

***I chose to send my child to Glyn Derw High School, and now feel that I am being made to send my child to Michaelston Community College without choice in the matter.***

39. If the proposal goes ahead, parents and pupils will be supported by the Federation in adjusting to the change of school site. The schools have been federated since September 2011 with some year groups of children from Glyn Derw already being taught on the Michaelston site since September 2014. The option to apply or transfer between the two respective organisations remains albeit both will be physically located together.
40. The location of any school can be changed subject to consultation and consistent with any school change of this type, should parents feel that they do not want their children to access their education in a particular location they can opt to apply for a place in a different school in another part of Cardiff. Any parents of Glyn Derw High School pupils that do not wish their child to transfer to the Michaelston Community College site, can contact Pupil Admissions to seek advice on other schools that may have vacancies within Cardiff.

***Concerns about parking at the Michaelston Community College Site as the car park is already overcrowded***

41. Whilst many schools do have parking provision, there is no formal requirement to provide a staff/pupil car park on school sites. Parking is an issue on many school sites and parking on the Michaelston Community College site will be managed as part of the Travel Plan referred to at paragraph 22-26.

### **Engagement with children and young people**

42. Officers from the Youth Service ran sessions with pupils at Glyn Derw High School and Michaelston Community College to find out the thoughts of the pupils attending both schools regarding the proposal. Details of the consultation can be seen at Appendix [1]
43. As part of the process pupils were asked to vote on the proposal. Of the 169 pupils at Glyn Derw who voted, 40 were in favour of the proposal and 129 were against. Of the 311 pupils at Michaelston who voted, 124 were in favour and 187 were against.
44. Concerns raised by the pupils from both schools included: disruption to learning; level of support available for pupils at both schools; bullying/fighting; the need for transition activities if the proposal is progressed impact on behaviour at both schools; the additional time



needed for children to get to school; impact on attendance; the additional cost of transport and the need for free transport; standards of teaching; potential overcrowding on the Michaelston site; longer waiting times at lunchtime; the need to maintain separate classes; class sizes; uniform; start/finish times will need to be changed in order to allow additional time for pupils to get to school.

45. Additionally officers from the School Organisation Planning Team met with Year 5 and 6 pupils from Herbert Thompson Primary School, Hywel Dda Primary School, Millbank Primary School, Pencaerau Primary School, Trelai Primary School and Windsor Clive Primary School to involve them in the consultation process and to obtain their thoughts and views.

### **Views of Primary Pupils**

46. The pupils were asked to identify both good and bad things about the proposal. Collectively, pupils from the six primary schools identified that the following points were good: Making new friends; saving money; better education; more subjects; better teaching; more Health Mentors; more resources/equipment, more storage.
47. Things that they listed as causes for concern were increased bullying; further to travel to school (for some pupils); too many pupils on site; teachers may not get along; potential parking costs; potential for increased bad behaviour and increased litter impacting upon both pupils and local residents.

### **Appraisal of views expressed**

48. Many of the issues raised by the children and young people consulted on this proposal are consistent with other stakeholders including concerns around disruption to learning, traffic and transport, additional travel time, standards and class sizes and these have been addressed in the paragraphs above.
49. Additional issues raised by the pupils are set out below in bold italics and are appraised underneath, clarifying the rationale for decisions and plans for mitigation where appropriate:

### ***Concerns around the level of support available to pupil and the need for transition activities.***

50. The Federation will support Glyn Derw High School pupils with the transition across to the Michaelston Community College site to make sure that the transition is as smooth as possible for all pupils and staff and that the level of support available for pupils is appropriate to facilitate this.

### ***Concerns around the impact of the proposal on behaviour***

51. Glyn Derw and Michaelston Community College are already federated under one Executive Head. If the proposal goes ahead, school staff would ensure that support is put in place during the initial transfer so that any behavioural concerns can be addressed. As set out at paragraph 11 *“The Governors and Headteacher welcome the proposal to move to one site to secure the best possible environment for students and staff to be taught in and provide better outcomes”*.

### ***Concerns around the impact of the proposal on attendance***

52. If specific pupils are experiencing difficulties in attending school they would be referred by the school to the School Attendance Officer who would support the pupil and their family in adapting to the new environment.

### ***Concerns around longer waiting times at lunchtime***

53. The Council will work with both schools to ensure that appropriate arrangements are put in place to allow for the increased number of pupils who wish to access catering options on site.

### ***School start/finish times need to be changed in order to allow for additional travelling time***

54. School start/finish times are a schools matter and will be kept under review in order to respond effectively to any issues that arise as a result of the proposal if implemented.

### ***Pupils would like to see changes to school uniforms***

55. School uniform is a matter for the schools and the Federation. Changes have been made to unify those student groups from both schools that are already co-located on the Michaelston Community College site without families having to incur any significant costs. If the proposal is progressed to implementation the Governing Body will work with pupils representatives regarding the uniform.

### ***Concerns that classes will be mixed***

56. Class structure is a school issue and pupils will be allocated to classes taking account of a range of factors. From September 2014, all Year 10 pupils from the Glyn Derw High School site transferred across to the Michaelston Community College site. This move was to ensure continuity and stability for the Year 10 pupils whilst studying for their GCSE's. From September 2015, Years 10 and 11 will both be in residence on the Michaelston Community College site. To date, the transfer of those pupils studying for their GCSE's have been successful and it is expected that the transfer to the younger year groups will be equally effective.

### ***Concerns that increased littering will impact upon both pupils and local residents***

57. The Council will work with both schools to ensure that there are sufficient bins available on site and the school will work with pupils regarding the needs to maintain a clean environment both on and off the school site.

### **How would pupils be accommodated**

58. Any adaptations to the Michaelston Community College site would be within the Department of Education: Area guidelines for mainstream schools Building Bulletin 103: April 2014 which sets out that the following facilities need to be included in any school:

Teaching space: internal/external  
Storage  
Halls, dining area  
Toilets and personal care  
Learning resource areas  
Kitchen facilities  
Staff and administration  
Circulation, plant and internal walls

59. Indicative costs for the investment works required to allow for Glyn Derw High School to be co-located on the Michaelston Community College site are £450,000.

### **Reasons for Recommendations**

60. To respond to the need to rationalise high school accommodation in the West of the city as part of maximizing educational outcomes.

### **Local Member Consultation**

61. Members were consulted as part of the consultation process.

### **Legal Implications**

62. Any proposal to relocate a school to another site which is not within one mile of the current site (by virtue of Schedule 2 of the School Standards and Organisation (Wales) Act 2013 falls to be considered as a regulated alteration to a school under Section 42 of the 2013 Act.
63. Section 48 of the 2013 Act requires that any proposal in respect of a regulated alteration must be consulted and subsequently published in accordance with the schools organisation code for the time being. The code contains a mixture of statutory guidance to which Authorities must have regard in exercising any power or decision under the Act and actual provisions with which the Authorities must comply.
64. Under the code the Authority is required to take into account certain factors in formulating proposals which includes paying particular attention

to the impact of the proposals on vulnerable groups including improvement of accessibility for disabled pupils

65. In addition to publication of the consultation document in hard copy and electronically on the Authority's website the code requires the document to be sent to certain statutory consultees. Consultees must be given at least 42 days to respond (with at least 20 of those being school days).
66. The consultation document is required to set out certain information prescribed by the code as well as complying with the generic public law requirements of appropriate consultation.
67. Consultation gives rise to the legitimate expectation that the outcome of the consultation will be considered in terms of determining the way forward. Therefore consultation is required to be undertaken:
  - when the proposals are at a formative stage (with no decision having been made);
  - on the basis that the consultation feedback will be properly considered and could change the proposals;
  - with the provision of sufficient information and time to facilitate expression of views by consultees and consideration of those views prior to making any decision on the proposals;
68. The report sets out the consultation process which has been adopted, the responses received and the basis on which the matters raised are or will be addressed.
69. A consultation report has to be produced which sets out amongst other things the issues raised by consultees and responses to those issues. The report has to be issued within 13 weeks, and proposals must be published by way of statutory notice after that and within 26 weeks, of the end of the original consultation period.
70. The Council also has to satisfy its public sector duties under the Equalities Act 2010 (including specific Welsh public sector duties). Pursuant to these legal duties Councils must in making decisions have due regard to the need to (1) eliminate unlawful discrimination, (2) advance equality of opportunity and (3) foster good relations on the basis of protected characteristics
71. Protected characteristics are:
  - Age
  - Gender reassignment
  - Sex
  - Race – including ethnic or national origin, colour or nationality
  - Disability
  - Pregnancy and maternity
  - Marriage and civil partnership
  - Sexual orientation
  - Religion or belief – including lack of belief

72. As such the decision on whether to proceed to publish intention to implement the proposal has to be made in the context of the Council's equality act public sector duties.
73. The report identifies that the Equality Impact Assessment has been updated to take into account the consultation and is appended at Appendix 3. The purpose of the Equality Impact Assessment is to ensure that the Council has understood the potential impacts of the proposal in terms of equality so that it can ensure that it is making proportionate and rational decisions having due regard to its public sector equality duty.
74. The decision maker must have due regard to the Equality Impact Assessment in making its decision.
75. The decision maker must also have regard to certain other matters when making its decision as outlined in the Statutory Screening tool (including where appropriate a Strategic Environmental Assessment). The decision maker is therefore referred to the Screening Tool attached as Appendix 3.

### **Financial Implications**

76. At its meeting on 26 January 2015 the Cabinet committee authorised officers to hold public consultation on a proposal to transfer Glyn Derw High School to the Michaelston Community College site from January 2016.
77. At the Cabinet meeting on 19 March 2015 a further report proposing a realignment of the 21<sup>st</sup> Century Schools Programme was presented to Cabinet, which included a proposal to establish a new build 11-18 years, 8 form of entry (8FE) high school to replace both Glyn Derw High School and Michaelston Community College from September 2018.
78. The affordability of the realigned Programme was subject to attracting additional Welsh Government grant, and the realigned Programme was considered by WG at their Capital Panel meeting in March 2015. The Authority was advised by WG on 20 April 2015 that an expanded Programme had been successfully approved in-principle, and that – subject to the submission of scheme specific Business Cases – WG would be content to provide additional Capital resources totalling £82.062 million, supporting £164.124 million of total investment.
79. Within this Programme envelope, the Capital budget for Glyn Derw / Michaelston has an allowance for the interim costs required to relocate Glyn Derw High School to the Michaelston Community College site. Indicative Capital costs – as per this report – are £450,000.
80. The 21<sup>st</sup> Century Schools Programme as a whole is limited to the approved level of investment, and therefore any scheme specific overspends can only be managed by underspends on other 21<sup>st</sup> Century Schools schemes. The affordability of any specific scheme relies upon the successful budget management of all schemes within the Programme.

81. The Cabinet report of 19 March 2015 set out the levels of Capital investment which may be incurred upon a given scheme, relative to the Business Case submissions. Currently no Business Case has been submitted for Glyn Derw / Michaelston, and therefore up to 5% of the gross scheme budget may be incurred prior to the first stage submission (Strategic Outline Case). The interim Capital investment requirements detailed within this report would not breach the 5% threshold.
82. The Financial Model also includes a Revenue provision for the transition proposals, for expenditure items such as removals and storage.
83. As set out within this report, each school is currently experiencing a number of challenges to its delegated budget. It is anticipated that operating on a single site, with reduced premises costs, will generate Revenue savings for one or both of the schools, and therefore for the Authority as a whole.

### **Traffic and Transport Implications**

84. Traffic and transport implications will be considered as part of the Transport Assessment that will be required as part of the formal planning application and therefore until this is completed it will not be possible to predict the outcomes. The information from this assessment will inform any stipulations made as condition of planning consent should this proposal be permitted to proceed to implementation.
85. Under this proposal there are no plans to change the Council's policy on the transport of children to and from schools. Any pupils affected by these proposals will be offered the same support with transport as is provided throughout Cardiff and in accordance with the same criteria that apply across Cardiff. The Council's transport policy for school children can be viewed on the Council's website ([www.cardiff.gov.uk](http://www.cardiff.gov.uk)).

### **Admission Arrangements**

86. There are no plans to change the Council's policy on the admission of children to schools as a result of this proposal.
87. Detailed information regarding admission arrangements is contained in the Council's Admission to Schools booklet, and this information can also be viewed on the Council's website ([www.cardiff.gov.uk](http://www.cardiff.gov.uk))
88. The Council would implement this intake by authorising the admission of pupils in accordance with its published admissions criteria.

### **Equality Impact Assessment**

89. The Initial Equality Impact Assessment has been updated following consultation and concludes that the proposals would not adversely affect a particular group in society. If the proposals were to proceed, further equality impact assessments would be undertaken including an

assessment at the design stage. The assessment is attached at Appendix 3.

### **Sustainability Assessment**

90. A Strategic Environmental Assessment (SEA) of the proposals has been carried out in accordance with European Legislation. The assessment confirms that the proposals are compatible with the environmental objectives identified in the SEA of Cardiff's 21<sup>st</sup> Century: A Strategic Framework for a School Building Improvement Programme. If the proposals were to proceed, an environmental assessment would be carried out as part of the planning process.

### **Community Impact**

91. There is a need to maximise educational outcomes within the West of Cardiff without impacting adversely on the community. The following are taken into account when considering a proposal: Public Open space, parkland, noise and traffic congestion. Officers will work with schools and any community groups to ensure that should the proposal proceed it would avoid negative impacts wherever possible.

### **RECOMMENDATIONS**

The Cabinet is recommended to:

- 1 Authorise officers to publish a statutory notice to transfer Glyn Derw High School to the Michaleston High Community College site from January 2016.
- 2 Note that prior to implementation of the proposal a further report will be provided to the Cabinet providing details of any objections received, the proposed response to those objections and recommendations for implementation or otherwise of the proposal.

### **NICK BATCHELAR**

Director

22 May 2015

*The following appendices are attached:*

Appendix 1 – Formal Responses to Consultation

Appendix 2 - Pupil Consultation Methodology & Record of Pupil Meeting reports

Appendix 3 - Statutory screening tool including Equality Impact Assessment and Strategic Environmental Assessment

*The following Background Papers have been taken into account*

Cabinet Report - School Organisation Planning: 26 January 2015



**Schools Programme  
Record of  
Pupils Meeting  
Millbank Primary School  
12.03.2015  
2.15 pm to 3.15 pm**

**Present:**

Rosalie Phillips (Project Officer) and Laura Lloyd-Lewis (Project Officer)

*Please note: The following is not a transcript but a contemporaneous note of the meeting.*

No	Heading	Action
1.	<b>Presentation</b>	
	<p>RP opened the meeting, welcomed everyone and introduced Council officers.</p> <p>RP presented on the proposal of the secondary school provision in the West of Cardiff.</p> <p>The pupils watched a film which was proposed by the Youth Services which outlined the details of the proposal.</p>	
2.	<b>Comments</b>	
	<p>Officers discussed the pupils' likes and dislikes of the proposal.</p> <p>The pupils liked the proposal as it would be too crowded, lose pupils, facilities not as nice, have to leave earlier for school, have to walk further, have to catch a bus, overcrowded clubs, too busy at lunchtimes, more traffic and more bullying.</p> <p>The pupils disliked the proposal as it would mean more Post 16 provision, better buildings, more clubs and activities, better for the pupils and more friends.</p> <p>Pupils voted on the proposal. There were 22 pupils against the proposal and 3 in support of the proposal.</p> <p>Pupils asked the following questions:</p> <ol style="list-style-type: none"> <li>i. about walking to school as they were concerned about the distance and the time it would take to get to school;</li> <li>ii. whether the Glyn Derw High building was safe;</li> <li>iii. will there be a new school;</li> <li>iv. are you going to demolish Glyn Derw High and Michaelston Community College.</li> </ol> <p>Officers then explained that their responses will form part of the cabinet report for responses from the consultation.</p>	



No	Heading	Action
	As pupils had no questions the session ended.	



**Schools Programme  
Record of  
Pupils Meeting  
Pencaerau Primary School  
13.03.2015  
9.30 am to 10.30 am**

**Present:**

Rosalie Phillips (Project Officer) and Laura Lloyd-Lewis (Project Officer)

*Please note: The following is not a transcript but a contemporaneous note of the meeting.*

No	Heading	Action
1.	<b>Presentation</b>	
	<p>RP opened the meeting, welcomed everyone and introduced Council officers.</p> <p>RP presented on the proposal of the secondary school provision in the West of Cardiff.</p> <p>The pupils watched a film which was proposed by the Youth Services which outlined the details of the proposal.</p>	
2.	<b>Comments</b>	
	<p>Officers discussed the pupils' likes and dislikes of the proposal.</p> <p>The pupils liked the proposal as it would be more iPads, more pupils, more opportunities, more technology, more friends, more clubs /activities and more places to go exploring.</p> <p>The pupils disliked the proposal as it would mean disruption for pupils, easier to keep them separate, more pollution, too many people in the dinner hall, more traffic, too far away, waiting longer for lunch, more bullying, the site would be too big and pupils could get lost and there would be too many people.</p> <p>Pupils voted on the proposal. There were 36 pupils against the proposal and 0 in support of the proposal.</p> <p>Pupils thought that more people could get to Glyn Derw High School.</p> <p>Pupils thought if there was a fire at the building there would be too many people to get out of the buildings.</p> <p>Officers then explained that their responses will form part of the cabinet report for responses from the consultation.</p>	

No	Heading	Action
	As pupils had no questions the session ended.	



**Schools Programme**  
**Record of**  
**Pupils Meeting**  
**Trelai Primary School**  
**23.03.2015**  
**1:45pm to 2:45 pm**



**Present:**

Rachel Willis (Project Officer), Brett Andrewartha (Project Officer).

*Please note: The following is not a transcript but a contemporaneous note of the meeting.*

No	Heading	Action
1.	<p><b>Presentation</b></p>	
	<p>BA and RW opened the meeting, introduced themselves as Council Officers and welcomed everyone to the meeting.</p> <p>BA and RW took turns to present using the PowerPoint presentation on the following proposal for secondary school provision in the West of Cardiff:</p> <p>To transfer Glyn Derw High School to the Michaelston Community College site from January 2016. The schools would remain as schools in their own right, under their existing federation and would share accommodation.</p> <p>The pupils then watched a short film which was made by the Youth Service for SOP which outlined the details of the above proposal.</p>	
2.	<p><b>Comments</b></p>	
	<p>Officers discussed the pupils' likes and dislikes of the proposal and recorded their responses using post it notes and stickers.</p> <p>The pupils <b>liked the proposal</b> as it might mean pupils receive a better education, opportunities to meet different people, safer buildings, new equipment/ better computers, better electronics, bigger classrooms, rooms better used, wheelchair access, more teachers, better food, better accessibility, more sports equipment, share skills and ideas, better GCSE's, more subjects, better teaching, more support and better attendance. The issues which received the most stickers from pupils (and were therefore the most popular) were, in descending order :</p> <ol style="list-style-type: none"> <li>1. Better Education</li> <li>2. More Subjects</li> <li>3. Better Teaching</li> </ol> <p>The pupils <b>disliked the proposal</b> as it might mean there would be more bullies, further to travel to school for some pupils, pupils might have to move home, there could be too many pupils, concerns about school uniform, teachers would have to get to know new pupils, disruption for current pupils at the Michaelston CC site,</p>	

No	Heading	Action
	<p>pupil disruption and bad behaviour, getting to know a new site, losing memories, fighting between pupils, moving back into troubled friendships, new rules to learn, different cultural issues, expensive for parents, long walk to school and tiredness for some pupils, pupils travelling further may be late for school, less choice. The issues which received the most stickers from pupils (and were therefore the most popular) were, in descending order:</p> <ol style="list-style-type: none"> <li>1. Bullies</li> <li>2. Moving back into troubled friendships</li> <li>3. Too many pupils</li> </ol> <p>Following the interactive exercise above, officers then explained that their responses will form part of the cabinet report for responses from the consultation.</p>	



**Schools Programme**  
**Record of**  
**Pupils Meeting**  
**Windsor Clive Primary School**  
**24.03.2015**  
**2pm to 3pm**

**Present:**

Rachel Willis (Project Officer), Rosalie Phillips (Project Officer)

*Please note: The following is not a transcript but a contemporaneous note of the meeting.*

No	Heading	Action
1.	<b>Presentation</b>	
	<p>RW and RP opened the meeting, welcomed everyone and themselves as Council Officers.</p> <p>RW &amp; RP took turns to present using the PowerPoint presentation on the following proposal for secondary school provision in the West of Cardiff:</p> <p>To transfer Glyn Derw High School to the Michaelston Community College site from January 2016. The schools would remain as schools in their own right, under their existing federation and would share accommodation.</p> <p>The pupils then watched a short film which was made by the Youth Service for SOP which outlined the details of the above proposal.</p>	
2.	<b>Comments</b>	
	<p>Officers discussed the pupils' likes and dislikes of the proposal and recorded their responses using post it notes and stickers.</p> <p>The pupils <b>liked the proposal</b> as it might mean safer buildings, more teachers, more subject choice, more resources/equipment, better facilities, more health mentors, more clubs, opportunities for more friendships, better exam results and more storage. The issues which received the most stickers from pupils (and were therefore the most popular) were, in descending order :</p> <ol style="list-style-type: none"> <li>1. More Health Mentors</li> <li>2. More resources/equipment</li> <li>3. More storage</li> </ol>	M

No	Heading	Action
	<p>The pupils <b>disliked the proposal</b> as it might mean there would be increased traffic, more litter, cultural differences, fighting, bullying, disruption, over-crowding, cut jobs for teachers, extra pollution, further to travel, truancy/non-attendees, less room/storage. The issues which received the most stickers from pupils (and were therefore the most popular) were, in descending order:</p> <ol style="list-style-type: none"><li data-bbox="250 428 412 464">1. Fighting</li><li data-bbox="250 464 412 499">2. Bullying</li><li data-bbox="250 499 662 535">3. More litter/further to travel</li></ol> <p>Following the interactive exercise above, officers then explained that their responses will form part of the cabinet report for responses from the consultation.</p>	

# CONSULTATION RESPONSE FORM (Secondary school provision in the West of Cardiff 2015)

Your views matter, please tell us what you think about the proposal by:

Completing and returning the accompanying questionnaire to the address given at the bottom of the form.

Completing the online response form at [www.cardiff.gov.uk/21stcenturyschools](http://www.cardiff.gov.uk/21stcenturyschools)

Or if you prefer you can e-mail your views to: [schoolresponses@cardiff.gov.uk](mailto:schoolresponses@cardiff.gov.uk)

Please note that all comments sent in writing or by email must contain the full name and full postal address of the person making the comments.

The closing date for responses to this consultation is 25 March 2015. Unfortunately no responses received after this date can be considered by the Council.

Consultation responses will not be counted as objections to the proposals. Objections could only be registered following publication of a statutory notice.

Any responses received can be requested under the Freedom of Information Act and may have to be made public, however any information that would identify an individual such as name, email address and address would be removed.

Your name: Mike James, Principal Cardiff Vale College

Address: Cardiff & Vale College  
Unit 2 Dumbells Road, Cardiff

Postcode: CF10 5FE

Email Address: Mike.James@cafe.ac.uk

Date: 25/2/15

Please tell us whether you are responding as:

- 1. Parent
- 2. Pupil
- 3. Governor
- 4. Member of Staff
- 5. Local resident
- 6. Other (please specify)

<input checked="" type="checkbox"/>

site holder



02 MAR 2015

# CONSULTATION RESPONSE FORM (Secondary school provision in the West of Cardiff 2015)

Do you support the proposal to transfer Glyn Derw High School to the Michaelston Community College site from January 2016?

Yes

No

If you do not support the proposal, please give your reasons together with any changes or alternatives that you would like to suggest.

fully support the proposal.

Do you wish to make any other comments?

The document proposal fully responds to the 21st Century Schools vision for Cardiff in the need to rationalise high school accommodation in the West of the City. This new approach will offer the school and community a far better eventual deal that is fully sustainable.

Thank you for your comments

Please tick the box below if you wish to be notified of publication of the consultation report

Please return this form to the School Organisation Planning Team, Room 219, County Hall, CF10 4UW by 25 March 2015.

W15 / 10

## **Estyn response to the proposal to rationalise high school accommodation in the Cardiff West**

Her Majesty's Inspectors of Education and Training in Wales have prepared this report.

Under the terms of the School Standards and Organisation (Wales) Act 2013 and its associated Code, proposers are required to send consultation documents to Estyn. However, Estyn is not a body that is required to act in accordance with the Code and the Act places no statutory requirements on Estyn in respect of school organisation matters. Therefore as a body being consulted, Estyn will provide their opinion only on the overall merits of school organisation proposals.

Estyn has considered the educational aspects of the proposal and has produced the following response to the information provided by the proposer and other additional information such as data from Welsh Government and the views of the Regional Consortium, which deliver school improvement services to the schools within the proposal.

### **Introduction**

The proposal is that Cardiff City Council:

- Transfer Glyn Derw High School to the Michaelston Community College site from January 2016. The schools would remain as schools in their own right, under their existing Federation, but would share the accommodation.

### **Summary**

It is Estyn's opinion that this proposal is unlikely to improve the present standards of education provision in the area.

The proposal clearly demonstrates the authority's commitment to breaking the link between disadvantage and educational attainment. The proposal sets out arrangements that, if implemented, could reduce surplus places and address budget deficits and substandard accommodation at Glyn Derw High School and Michaelston Community College. However, the sharing of resources alone is not likely to result in the anticipated benefit of raising standards at each school. This is more likely to be achieved with improved arrangements for leadership and management at each school and with a clear focus on improving the standards of teaching. These factors are not addressed in sufficient detail in the proposal.

### **Description and benefits**

The proposer has given a clear and succinct rationale for the proposal and has set out the limitations of the existing provision clearly. The expected benefits of the proposal appear to build well on existing federation arrangements between the two

schools. The benefits are clearly defined and link well to the stated purpose and rationale.

The proposer has outlined the expected disadvantages of the proposal and has identified ways that the impact of these can be minimised. In general, the financial risks associated with the proposal are set out clearly. However, the proposal has not been fully costed and the proposal document lacks detail of how the risks associated with this will be managed.

In general, the proposer has identified many of the potential benefits and disadvantages appropriately.

The proposer has considered a range of alternative options. They have appropriately shown the potential advantages and disadvantages of each option and the reasons for their preferred option. The proposer anticipates that the changes proposed will reduce premises costs, reduce surplus places and generate savings for one or both of the schools and Estyn believes that these are reasonable assumptions. It will centralise resources on one site with the intention of making the provision both efficient and sustainable.

### **Educational aspects of the proposal**

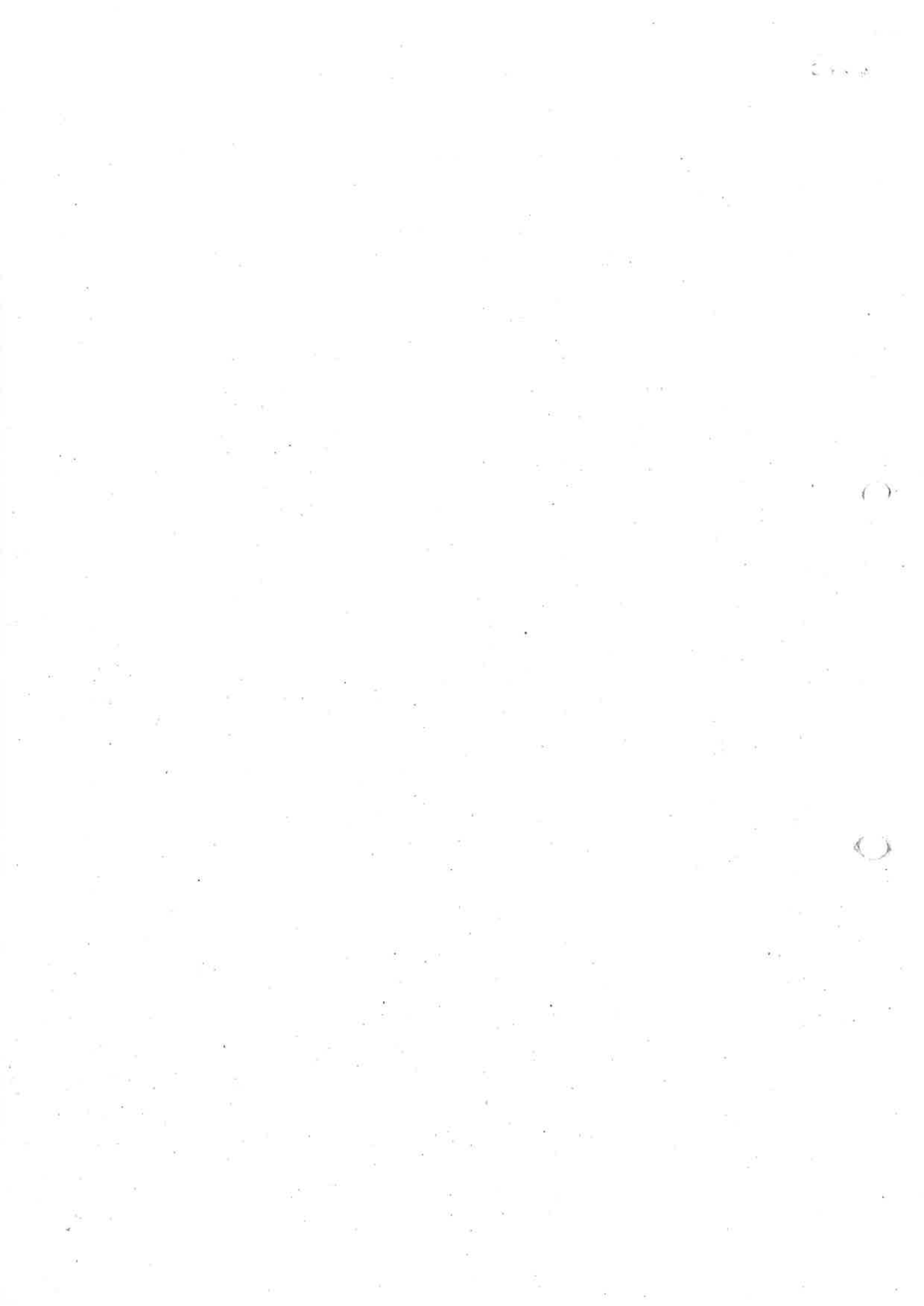
The proposer has considered the judgements made in the most recent Estyn inspection reports for each school. They have also given appropriate consideration to the categorisation applied to each school by the Council's School Improvement Services provided by Central South Consortium (CSC). The CSC uses data on the percentage of pupils achieving level 2 in English and mathematics, the percentage achieving the core subject indicator and attendance when placing a school into a performance category. Using this data, the CSC judges both schools as underperforming, requiring intensive additional support to address significant weaknesses across a wide range of areas.

The consultation document does not provide a detailed analysis of how the proposal will address each school's underperformance other than through improving accommodation and reducing the budget deficit. There is no mention of improving arrangements for leadership and management or the standards of teaching at each school.

The report states that impact assessments in respect of equalities and the community have been completed. However, the report does not provide details of these. The Council anticipates that the proposals will not have a negative impact upon the Welsh language.

The report notes that traffic and transport implications will be considered as part of the Transport Assessment that would be required in order to achieve planning consent for building works should the proposals be implemented. Therefore it is

difficult to assess any impact upon learner travel arrangements for pupils of Glyn Derw should the school relocate to the Michaelstone site.



W15/19

Headteacher & Governors of Glyn Derw and Michaelston Community College consultation reponse

The Governors and the Headteacher welcome the proposal to move to one site to secure the best possible environment for students and staff to be taught in and provide better outcomes.

The Governing Body is keen to state that additional support will be required to make that transition as seamless as possible and hopes that the LA will work closely with the Headteacher to secure this goal.

The period of uncertainty will come to end with the announcement of the new school in the West, once this has been announced there needs to be investment in promoting the two schools to its community and Primary Cluster of school

Sent on behalf of the Chair Of Governors

Martin Matthews

Headteacher



## Appendix 3

### Cardiff Council Statutory Screening Tool Guidance

If you are developing a strategy, policy or activity that is likely to impact people, communities or land use in any way then there are a number of statutory requirements that apply. Failure to comply with these requirements, or demonstrate due regard, can expose the Council to legal challenge or other forms of reproach.

For instance, this will apply to strategies (i.e. Housing Strategy or Disabled Play Strategy), policies (i.e. Procurement Policy) or activity (i.e. developing new play area).

Completing the Statutory Screening Tool will ensure that all Cardiff Council strategies, policies and activities comply with relevant statutory obligations and responsibilities. Where a more detailed consideration of an issue is required, the Screening Tool will identify if there is a need for a full impact assessment, as relevant.

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The main statutory requirements that strategies, policies or activities must reflect include:

- **Equality Act 2010 - [Equality Impact Assessment](#)**
- **Welsh Government's [Sustainable Development Bill](#)**
- **Welsh Government's Statutory Guidance - [Shared Purpose Shared Delivery](#)**
- **[United Nations Convention on the Rights of the Child](#)**
- **[United Nations Principles for Older Persons](#)**
- **[Welsh Language Measure 2011](#)**
- **[Health Impact Assessment](#)**
- **[Habitats Regulations Assessment](#)**
- **[Strategic Environmental Assessment](#)**

This Statutory Screening Tool allows us to meet all the requirements of all these pieces of legislation as part of an integrated screening method that usually takes no longer than an hour.

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The Screening Tool can be completed as a self assessment or as part of a facilitated session, should further support be needed. For further information or if you require a facilitated session please contact the Policy, Partnerships and Citizen Focus Team on 2078 8563 e-mail: [siadavies@cardiff.gov.uk](mailto:siadavies@cardiff.gov.uk). Please note:

- **The completed Screening Tool must be submitted as an appendix with the Cabinet report.**
- **The completed screening tool will be published on the intranet.**



## Statutory Screening Tool

<b>Name of Strategy / Policy / Activity:</b>  <b>SCHOOL ORGANISATION PLANNING: SECONDARY PROVISION IN THE WEST OF CARDIFF</b>	<b>Date of Screening:</b>  <b>Update April 2015</b>
<b>Service Area/Section:</b> Education & Lifelong Learning, Schools Organisation Planning	<b>Lead Officer:</b> Nick Batchelar
<b>Attendees:</b> Self assessment	

<b>What are the objectives of the Policy/Strategy/Project/Procedure/Service/Function</b>	<b>Please provide background information on the Policy/Strategy/Project/Procedure/Service/Function and any research done [e.g. service users data against demographic statistics, similar EIAs done etc.]</b>
<p>Proposal:</p> <p>To transfer Glyn Derw High School to the Michaelston Community College site from January 2016. The schools would remain as schools in their own right but would share the accommodation.</p>	<p>Both Glyn Derw and Michaelston Community College are currently experiencing a number of challenges including surplus places, significant budget deficits, substandard accommodation and poor outcomes for pupils.</p> <p>Between them, the two schools had a combined surplus of 692 places at September 13. Pupil projections indicate that both schools will continue to have high levels of surplus places. The level of surplus has had a significant impact on the funding available to both schools and has contributed to a combined revenue deficit of c£1m across the two schools.</p> <p>At September 2014 there were 89 Year 10 pupils on roll at Glyn Derw High School and 110 on roll at Michaelston Community College in comparison to the 342 places available across the two schools. This is due to fall to 70 Year 10 pupils at Glyn Derw High School and 92 at Michaelston Community College in 2015. In order to overcome the challenges to providing Year 10 provision on two sites and to ensure pupils have access to the full breadth of the GCSE curriculum all Year 10 pupils have been taught at the Michaelston Community College site since September 2014.</p> <p>Additionally Post 16 provision has been centralised on the Michaelston Community College site to ensure that pupils have access to an appropriate range of options.</p>

### **Condition of existing buildings**

The physical condition of the Glyn Derw High School premises is poor. Whilst some essential remedial work is being carried out to enable parts of the school to continue to function, disproportionate levels of expenditure would be required to bring the whole school up to modern standards. This is not an environment conducive to quality teaching and is deemed to be having a negative impact on learning and standards.

Accommodation at Michaelston College whilst not effectively supporting the delivery of the curriculum in some areas is deemed to be satisfactory.

The EC Harris survey which was part of a Welsh Government national exercise in 2010 summarised the premises as follows:

#### *Glyn Derw High School*

Overall condition: Category C – Poor. Exhibiting major defects and/ or not operating as intended.

Overall suitability: Category C – Poor. Teaching methods inhibited/ adverse impact on school organisation.

Overall rating: Red

#### *Michaelston Community College*

The Michaelston Community College premises were more suitable.

Overall condition: Category B – Satisfactory. Performing as intended but exhibiting minor deterioration.

Overall suitability: Category B – Satisfactory. Performing as intended, but does not effectively support the delivery of the curriculum in some areas

Overall rating: Amber

### **Quality and Standards**

Quality and standards in schools in Cardiff are monitored by Estyn and the Local Authority (LA). In 2011 Estyn described outcomes for learners at Glyn Derw High School as unsatisfactory and outcomes for learner at Michaelston Community College as adequate.

Since the establishment of the Central South Consortium (CSC) in September 2012 the LA has commissioned the Consortium to support and enable improvement in Cardiff Schools.

In January 2014 the CSC placed both Glyn Derw High School and Michaelston Community College in Category D which is defined as underperforming school with significant weakness across a wide range of areas – requires intensive additional support.

The latest available categorisation from the Welsh Government's School Standards Unit provided data on the performance of the schools. Each school was compared with similar schools nationally. This translated into an overall score that placed the schools in one of five bands. Band 1 being the highest and band 5 the lowest. In 2013 Glyn Derw appeared in Band 4 and Michaelston in Band 5.

GCSE results for pupils at Glyn Derw for 1013/14 saw only 27.3% of pupils achieve grade A-C including English/Welsh and Mathematics, Michaelston results saw only 25.4% of pupils achieve A-C including English/Welsh and Mathematics.

Owing to the high levels of Free School Meals entitlement at both Glyn Derw High School and Michaelson Community College (check %) both schools are in receipt of additional funding in the form of the Pupil Deprivation Grant (PDG) which is intended to help reduce the impact of poverty on educational attainment.

Additionally both schools are part of the Challenge Wales Cymru initiative launched by the Welsh Government in May 2014 to improve the quality of teaching and learning. As part of the programme schools receive additional resources and expertise to undertake a programme of swift, sustained improvement.

Maintaining both schools on their existing sites does not allow for the full

benefits of these programmes to be fully realised.

In order to respond appropriately to the challenges faced by both of these schools a proposal has been developed to establish a new build 10FE high school to replace both Glyn Derw High School and Michaelston Community College from September 2018. The new school would be on the current Glyn Derw High School site in order to maintain the links between the secondary school and adjacent special schools. As part of the proposal the Michaelston Community College site would be disposed of with any capital receipt contributing towards the funding of the proposed new school included in the realigned 21st Century Schools Programme.

To allow for both schools to begin realising the benefits of this reorganisation as quickly as possible and to maximise the value of additional funding through the PDG and Challenge Wales Cymru programme, it is proposed that Glyn Derw High School is transferred to the Michaelston Community College site from January 2016.

## Part 1: Impact on outcomes and due regard to Sustainable Development

Please use the following scale when considering what contribution the activity makes:		
<b>+</b>	Positive	Positive contribution to the outcome
<b>-</b>	Negative	Negative contribution to the outcome
<b>ntrl</b>	Neutral	Neutral contribution to the outcome
<b>Uncertain</b>	Not Sure	Uncertain if any contribution is made to the outcome

	Has the Strategy/Policy/Activity considered how it will impact one or more of Cardiff's 7 Citizen focused Outcomes?	Please Tick				Evidence or suggestion for improvement/mitigation
		+	-	Ntrl	Un-Crtn	
<b>1.1</b>	<p><b>People in Cardiff are healthy;</b>  <i>Consider the potential impact on</i></p> <ul style="list-style-type: none"> <li><i>the promotion of good health, prevention of damaging behaviour, promote healthy eating/active lifestyles etc,</i></li> <li><i>vulnerable citizens and areas of multiple deprivation</i></li> <li><i>Addressing instances of inequality in health</i></li> </ul>	x				<ul style="list-style-type: none"> <li>- See 1.2 below – encouraging walking, cycling and use of public transport</li> </ul>
<b>1.2</b>	<p><b>People in Cardiff have a clean, attractive and sustainable environment;</b>  <i>Consider the potential impact on</i></p> <ul style="list-style-type: none"> <li><i>the causes and consequences of Climate Change and creating a carbon lite city</i></li> </ul>	x				<ul style="list-style-type: none"> <li>- The buildings at Glyn Derw High School are rated C (Poor) for sustainability. Energy use is also inefficient as the buildings are under utilised due to the number of surplus places.</li> <li>- This proposal would result in the pupils attending Glyn Derw High School being accommodated in buildings on the Michaelston site that have an overall rating of B for sustainability. There would be high utilisation rates and therefore more efficient energy use.</li> <li>- The proposed scheme is to refurbish and reconfigure internal spaces and so there would be minimal impact on the external environment.</li> </ul>
	<ul style="list-style-type: none"> <li><i>encouraging walking, cycling, and use of public transport and improving access to countryside and open space</i></li> </ul>			x		<ul style="list-style-type: none"> <li>- The limited scope for parking would encourage walking and cycling to school.</li> </ul>
	<ul style="list-style-type: none"> <li><i>reducing environmental pollution (land, air, noise and water)</i></li> </ul>			x		<ul style="list-style-type: none"> <li>- The proposed scheme is to refurbish and reconfigure internal</li> </ul>

	Has the Strategy/Policy/Activity considered how it will impact one or more of Cardiff's 7 Citizen focused Outcomes?	Please Tick				Evidence or suggestion for improvement/mitigation
		+	-	Ntrl	Un-Crtn	
						spaces and so there would be minimal impact on the external environment.
	<ul style="list-style-type: none"> <li>reducing consumption and encouraging waste reduction, reuse, recycling and recovery</li> </ul>	x				<ul style="list-style-type: none"> <li>The buildings at Glyn Derw are rated C (Poor) for sustainability. The buildings are also under utilised due to the number of surplus places and therefore energy use is inefficient.</li> <li>This proposal would result in the pupils attending Glyn Derw being accommodated in buildings on the Michaelston site that have an overall rating of B for sustainability. There would be high utilisation rates and therefore more efficient energy use.</li> </ul>
	<ul style="list-style-type: none"> <li>encouraging biodiversity</li> </ul>			x		<ul style="list-style-type: none"> <li>The proposed scheme is to refurbish and reconfigure internal spaces and so there would be minimal impact on the external environment.</li> </ul>
<b>1.3</b>	<b>People in Cardiff are safe and feel safe;</b> <i>Consider the potential impact on</i> <ul style="list-style-type: none"> <li>reducing crime, fear of crime and increasing safety of individuals</li> <li>addressing anti-social behaviour</li> <li>protecting vulnerable adults and children in Cardiff from harm or abuse</li> </ul>			x		<ul style="list-style-type: none"> <li>Not in scope as the proposed scheme is to refurbish and reconfigure internal spaces.</li> </ul>
<b>1.4</b>	<b>Cardiff has a thriving and prosperous economy;</b> <i>Consider the potential impact on</i> <ul style="list-style-type: none"> <li>economic competitiveness (enterprise activity, social enterprises, average earnings, improve productivity)</li> <li>Assisting those Not in Education, Employment or Training</li> <li>attracting and retaining workers (new employment and training opportunities, increase the value of employment,)</li> <li>promoting local procurement opportunities or enhancing the capacity of local companies to compete</li> </ul>	x		x	x	<ul style="list-style-type: none"> <li>The school provides employment.</li> <li>See 1.5 below. The benefits of federation should help reduce the number of school leavers Not In Education, Employment or Training.</li> <li>Consideration would be given to using local contractors and suppliers.</li> </ul>
<b>1.5</b>	<b>People in Cardiff achieve their full potential;</b> <i>Consider the potential impact on</i> <ul style="list-style-type: none"> <li>promoting and improving access to life-long learning in</li> </ul>	x				<p>The proposal is to build on the benefits realised through the federation of the schools and would provide opportunities to:</p> <ul style="list-style-type: none"> <li>Further streamline policies and structures</li> </ul>

Has the Strategy/Policy/Activity considered how it will impact one or more of Cardiff's 7 Citizen focused Outcomes?	Please Tick				Evidence or suggestion for improvement/mitigation
	+	-	Ntrl	Un-Crtn	
<p><i>Cardiff</i></p> <ul style="list-style-type: none"> <li>• <i>raising levels of skills and qualifications</i></li> <li>• <i>giving children the best start</i></li> <li>• <i>improving the understanding of sustainability</i></li> <li>• <i>addressing child poverty (financial poverty, access poverty, participation poverty)</i></li> <li>• <i>the United Nations Convention on the Rights of a Child and Principles for Older persons</i></li> </ul>					<ul style="list-style-type: none"> <li>• Share good practice, preparation materials and resources</li> <li>• Enhance opportunities for staff professional development</li> <li>• Improved staff morale/decreased staff absence</li> <li>• Improve social opportunities for pupils</li> <li>• Maximise resources and professional expertise</li> <li>• Support efficiency by providing an economy of scale for undertaking key activities</li> <li>• Promote the broader welfare of pupils by offering potential for bringing together pastoral and other services to meet their all round needs</li> <li>• Support school improvement</li> <li>• Enhance opportunities for activities and the provision of a broad and balanced curriculum.</li> <li>• Maximise the benefits accrued from National initiatives</li> <li>• Foster a natural progression from school through to post 16 provision</li> </ul> <p>Potentially the buildings could be used to deliver community provision including life-long learning activities outside of school hours.</p> <p>If the proposal were to proceed, an equality impact assessment would be carried out to identify any reasonable adjustments that could be made to improve the accessibility to the accommodation for Glyn Derw High School on the Michaelston College site. The equality impact assessment would take into account policies such as the Equality Act 2010, TAN 12: Design 2014 as well as building regulations such as, BS8300, Part M and relevant Building Bulletins.</p>
				x	
				x	

	Has the Strategy/Policy/Activity considered how it will impact one or more of Cardiff's 7 Citizen focused Outcomes?	Please Tick				Evidence or suggestion for improvement/mitigation
		+	-	Ntrl	Un-Crtn	
1.6	<p><b>Cardiff is a Great Place to Live, Work and Play</b>  <i>Consider the potential impact on</i></p> <ul style="list-style-type: none"> <li><i>promoting the cultural diversity of Cardiff</i></li> <li><i>encouraging participation and access for all to physical activity, leisure &amp; culture</i></li> <li><i>play opportunities for Children and Young People</i></li> <li><i>protecting and enhancing the landscape and historic heritage of Cardiff</i></li> <li><i>promoting the City's international links</i></li> </ul>			x		There are no registered historic assets on the Michaelston site. There should be no impact on the landscape as the proposed scheme is to refurbish and reconfigure internal spaces.
1.7	<p><b>Cardiff is a fair, just and inclusive society.</b>  <i>Consider the potential impact on</i></p> <ul style="list-style-type: none"> <li><i>the elimination of discrimination, harassment or victimisation for equality groups</i></li> </ul>			x		<ul style="list-style-type: none"> <li>- See Equality Impact Assessment below and attached.</li> <li>- The Council's recruitment process would ensure that good practice is followed, including the application of the Council's policies on equal opportunities.</li> </ul>
	<ul style="list-style-type: none"> <li><i>has the community or stakeholders been engaged in developing the strategy/policy/activity?</i></li> <li><i>how will citizen participation be encouraged (encouraging actions that consider different forms of consultation, through more in depth engagement to full participation in service development and delivery)?</i></li> </ul>			x		<ul style="list-style-type: none"> <li>- Public consultation with relevant stakeholders.</li> </ul>
	<p><b>EQUALITY IMPACT ASSESSMENT (This is attached on page 13)</b>  <i>Will this Policy/Strategy/Project have a differential impact on any of the following:</i></p>					
1.8	<p><b>The Council delivers positive outcomes for the city and its citizens through strong partnerships</b>  <i>Consider the potential impact on</i></p> <ul style="list-style-type: none"> <li><i>strengthening partnerships with business and voluntary sectors</i></li> <li><i>the collaboration agenda and the potential for shared services, cross-boundary working and efficiency savings</i></li> </ul>			x		N/A



**SUMMARY OF APPRAISAL (highlight positive and negative effects of the policy / plan / project being assessed, demonstrating how it contributes to the economic, social and environmental sustainability of the city):**

**Economic**

- Investment in buildings enables schools to be best placed to provide the opportunities for learners to achieve their potential.
- The schools provide employment.
- Consideration would be given to using local contractors and suppliers.

**Social**

- There could be the potential for community use of school facilities outside of school hours.

**Environmental sustainability**

- The buildings at Glyn Derw are rated C (Poor) for sustainability. The buildings are also under utilised due to the number of surplus places and therefore energy use is inefficient. This proposal would result in the pupils attending Glyn Derw being accommodated in buildings on the Michaelston site that have an overall rating of B for sustainability. There would be high utilisation rates and therefore more efficient energy use.
- The limited scope for parking would encourage walking and cycling to school.

**WHAT ACTIONS HAVE BEEN IDENTIFIED OR CHANGES BEEN MADE TO THE POLICY / PLAN / PROJECT AS A RESULT OF THIS APPRAISAL:**

If the proposal were to proceed, an equality impact assessment would be carried out to identify any reasonable adjustments that could be made to improve the accessibility to the accommodation for Glyn Derw High School on the Michaelston College site. The equality impact assessment would take into account policies such as the Equality Act 2010, TAN 12: Design 2014 as well as building regulations such as, BS8300, Part M and relevant Building Bulletins.

## Part 2: Strategic Environmental Assessment Screening

		Yes	No
2.1	Does the plan or programme set the framework for future development consent?	x	
2.2	Is the plan or programme likely to have significant, positive or negative, environmental effects?		x

<p><b>Is a Full Strategic Environmental Assessment Screening Needed?</b></p> <ul style="list-style-type: none"> <li>▪ If yes has been ticked to both questions 2.1 and 2.2 then the answer is yes</li> <li>▪ If a full SEA Screening is required then please contact the Sustainable Development Unit to arrange (details below)</li> </ul>	<b>Yes</b>	<p><b>No</b> X An SEA has been undertaken (attached)</p>
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If you have any doubt on your answers to the above questions regarding SEA then please consult with the Sustainable Development Unit on 2087 3228 [sustainabledevelopment@cardiff.gov.uk](mailto:sustainabledevelopment@cardiff.gov.uk)

## Part 3: Habitat Regulation Assessment (HRA)

		Yes	No	Unsure
3.1	Will the plan, project or programme results in an activity which is known to affect a European site, such as the Severn Estuary or the Cardiff Beech Woods?		x	
3.2	Will the plan, project or programme which steers development towards an area that includes a European site, such as the Severn Estuary or the Cardiff Beech Woods or may indirectly affect a European site?		x	
3.3	Is a full HRA needed?		x	

Details of the strategy will be sent to the County Ecologist on completion of the process to determine if a Habitat Regulation Assessment is needed. For further information please phone 2087 3215 or email [biodiversity@cardiff.gov.uk](mailto:biodiversity@cardiff.gov.uk)

## Appendix 1 – Statutory Requirements

It is possible that the Impact Screening Tool will identify the need to undertake specific statutory assessments:

- **Equality Impact Assessment:** *This assessment is required by the Equality Act 2010 and Welsh Government's Equality Regulations 2011.*
- **Sustainable Development Bill:** *The Bill, when it comes into effect, will require sustainable development (SD) to be a central organising principle for the organisation. This means that there is a duty to consider SD in the strategic decision making processes.*
- **Shared Purpose Shared Delivery-** *The Welsh Government requires local authorities to produce a single integrated plan to meet statutory requirements under a range of legislation. Cardiff Council must therefore demonstrate its contribution towards Cardiff's own integrated plan; "What Matters".*
- **United Nations Convention on the Rights of the Child:** *The Children Act 2004 guidance for Wales requires local authorities and their partners to have regard to the United Nations Convention on the Rights of a Child.*
- **United Nations Principles for Older Persons:** *The principles require a consideration of independence, participation, care, self-fulfillment and dignity.*
- **The Welsh Language Measure 2011:** *The measure sets out official status for the Welsh language, a Welsh language Commissioner, and the freedom to speak Welsh.*
- **Health Impact Assessment:** *(HIA) considers policies, programmes or projects for their potential effects on the health of a population*
- **Strategic Environmental Impact Assessment:** *A Strategic Environmental Assessment (SEA) is an European Directive for plans, programmes and policies with land use implications and significant environmental effects.*
- **Habitats Regulations Assessment:** *The Conservation (Natural Habitats, &c.) (Amendment) Regulations 2007 provides a requirement to undertake Habitats Regulations Assessment (HRA) of land use plans.*

## Equality Impact Assessment

### Corporate Template



<p><b>Policy/Strategy/Project/Procedure/Service/Function Title:</b>                  Proposal to transfer Glyn Derw High School to the Michaelston Community College site from January 2016. The schools would remain as schools in their own right but would share the accommodation.</p>
<p><b>New/Existing/Updating/Amending</b></p> <p>Updating following Consultation</p>

<p><b>Who is responsible for developing and implementing the Policy/Strategy/Project/Procedure/Service/Function?</b></p>	
<p>Name: Janine Nightingale</p>	<p>Job Title: Head of Schools Organisation, Access &amp; Planning</p>
<p>Service Team: Schools Organisation Planning (SOP)</p>	<p>Service Area: Education</p>
<p>Assessment Date: April 2015</p>	

**1. What are the objectives of the Policy/Strategy/Project/ Procedure/ Service/Function?**

<p>To transfer Glyn Derw High School to the Michaelston Community College site from January 2016. The schools would remain as schools in their own right but would share the accommodation.</p>
---

**2. Please provide background information on the Policy/ Strategy / Project / Procedure / Service / Function and any research done [e.g. service users data against demographic statistics, similar EIAs done etc.]**

<p><b>(What is the basis for the proposal?)</b></p> <p>Both Glyn Derw and Michaelston Community College are currently experiencing a number of challenges including surplus places, significant budget deficits, substandard accommodation and poor outcomes for pupils.</p> <p>Between them, the two schools had a combined surplus of 692 places at September 13. Pupil projections indicate that both schools will continue to have high levels of surplus places. The level of surplus has had a significant impact on the funding available to both schools and has contributed to a combined revenue deficit of c£1m across the two schools.</p> <p>At September 2014 there were 89 Year 10 pupils on roll at Glyn Derw High School and 110 on roll at Michaelston Community College in comparison to the 342 places available across the two schools. This is due to fall to 70 Year 10 pupils at Glyn Derw High School and 92 at Michaelston Community College in 2015. In order to overcome the challenges to providing Year 10 provision on two sites and to ensure pupils have access to the full breadth of the GCSE curriculum all Year 10 pupils have been taught at the Michaelston Community College site since September 2014.</p> <p>Additionally Post 16 provision has been centralised on the Michaelston Community College site to ensure that pupils have access to an appropriate range of options.</p>
--

## Condition of existing buildings

The physical condition of the Glyn Derw High School premises is poor. Whilst some essential remedial work is being carried out to enable parts of the school to continue to function, disproportionate levels of expenditure would be required to bring the whole school up to modern standards. This is not an environment conducive to quality teaching and is deemed to be having a negative impact on learning and standards.

Accommodation at Michaelston College whilst not effectively supporting the delivery of the curriculum in some areas is deemed to be satisfactory.

The EC Harris survey which was part of a Welsh Government national exercise in 2010 summarised the premises as follows:

### Glyn Derw High School

Overall condition: Category C – Poor. Exhibiting major defects and/ or not operating as intended.

Overall suitability: Category C – Poor. Teaching methods inhibited/ adverse impact on school organisation.

Overall rating: Red

### Michaelston Community College

The Michaelston Community College premises were more suitable.

Overall condition: Category B – Satisfactory. Performing as intended but exhibiting minor deterioration.

Overall suitability: Category B – Satisfactory. Performing as intended, but does not effectively support the delivery of the curriculum in some areas

Overall rating: Amber

## **Quality and Standards**

Quality and standards in schools in Cardiff are monitored by Estyn and the Local Authority (LA). In 2011 Estyn described outcomes for learners at Glyn Derw High School as unsatisfactory and outcomes for learner at Michaelston Community College as adequate.

Since the establishment of the Central South Consortium (CSC) in September 2012 the LA has commissioned the Consortium to support and enable improvement in Cardiff Schools.

In January 2014 the CSC placed both Glyn Derw High School and Michaelston Community College in Category D which is defined as underperforming school with significant weakness across a wide range of areas – requires intensive additional support.

The latest available categorisation from the Welsh Government's School Standards Unit provided data on the performance of the schools. Each school was compared with similar schools nationally. This translated into an overall score that placed the schools in one of five bands. Band 1 being the highest and band 5 the lowest. In 2013 Glyn Derw appeared in Band 4 and Michaelston in Band 5.

GCSE results for pupils at Glyn Derw for 1013/14 saw only 27.3% of pupils achieve grade A-C including English/Welsh and Mathematics, Michaelston results saw only 25.4% of pupils achieve A-C including English/Welsh and Mathematics.

Owing to the high levels of Free School Meals entitlement at both Glyn Derw High School and Michaelson Community College (check %) both schools are in receipt of additional funding in the form of the Pupil Deprivation Grant (PDG) which is intended to help reduce the impact of poverty on educational attainment.

Additionally both schools are part of the Challenge Wales Cymru initiative launched by the Welsh Government in May 2014 to improve the quality of teaching and learning. As part of the programme schools receive additional resources and expertise to undertake a programme of swift, sustained improvement.

Maintaining both schools on their existing sites does not allow for the full benefits of these programmes to be fully realised.

In order to respond appropriately to the challenges faced by both of these schools a proposal has been developed to establish a new build 10FE high school to replace both Glyn Derw High School and Michaelston Community College from September 2018. The new school would be on the current Glyn Derw High School site in order to maintain the links between the secondary school and adjacent special schools. As part of the proposal the Michaelston Community College site would be disposed of with any capital receipt contributing towards the funding of the proposed new school included in the realigned 21st Century Schools Programme.

To allow for both schools to begin realising the benefits of this reorganisation as quickly as possible and to maximise the value of additional funding through the PDG and Challenge Wales Cymru programme, it is proposed that Glyn Derw High School is transferred to the Michaelston Community College site from January 2016.

### 3 Assess Impact on the Protected Characteristics

#### 3.1 Age

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative]** on younger/older people?

	Yes	No	N/A
3 to 11 years			
11 to 18 years	<p><b>Pupils benefit from federated schools occupying one site.</b></p> <p><b>Pupils attending Glyn Derw taught in buildings that are more suitable and in better condition</b></p>		
18 - 65 years			
Over 65 years			

**Please give details/consequences of the differential impact, and provide supporting evidence, if any.**

#### **Educational provision (Age 11-18)**

**The proposal is to build on the benefits realised through the federation of the schools and would provide opportunities to:**

- Further streamline policies and structures
- Share good practice, preparation materials and resources
- Enhance opportunities for staff professional development
- Improved staff morale/decreased staff absence
- Improve social opportunities for pupils

- Maximise resources and professional expertise
- Support efficiency by providing an economy of scale for undertaking key activities
- Promote the broader welfare of pupils by offering potential for bringing together pastoral and other services to meet their all round needs
- Support school improvement
- Enhance opportunities for activities and the provision of a broad and balanced curriculum.
- Maximise the benefits accrued from National initiatives
- Foster a natural progression from school through to post 16 provision

**Pupils attending Glyn Derw would be taught in buildings that are more suitable and in better condition:**

*Glyn Derw High School*

Overall condition: Category C – Poor. Exhibiting major defects and/ or not operating as intended.

Overall suitability: Category C – Poor. Teaching methods inhibited/ adverse impact on school organisation.

Overall rating: Red

*Michaelston Community College*

The Michaelston Community College premises were more suitable.

Overall condition: Category B – Satisfactory. Performing as intended but exhibiting minor deterioration.

Overall suitability: Category B – Satisfactory. Performing as intended, but does not effectively support the delivery of the curriculum in some areas

Overall rating: Amber

**What action(s) can you take to address the differential impact?**

**If no differential impact, explain the reason(s) for this assessment:**

The other high school serving the area is Mary Immaculate RC High School and it is not expected that this community school proposal would have any impact on Mary Immaculate as the school serves a Faith community.

*Transport and traffic*

Under this proposal there are no plans to change the Council's policy on the transport of children to and from schools. The Council's transport policy for school children can be viewed on the Council's website ([www.cardiff.gov.uk](http://www.cardiff.gov.uk)).

The existing Michaelston Community College catchment area encompasses the area North-West of Cowbridge Road West and pupils within this catchment area reside up to 2.1 miles from the school site. As these pupils reside within the statutory 3 mile limit for home to school transport to the nearest appropriate secondary school, home to school transport is not provided.

The existing Glyn Derw High School catchment area encompasses the area South-East of Cowbridge Road West and pupils within this catchment area reside up to 2.3 miles from the Michaelston site. Pupils' resident within the Glyn Derw catchment would therefore not qualify for transport to the Michaelston site.

For those living very close to the Glyn Derw High School site, the walk to the Michaelston Community College site will be approximately 2.1 miles (distance from Glyn Derw HS to Michaelston CC) and will take approximately 45 minutes. The area is served by a regular bus service, with several buses (operated by Cardiff Bus) running from bus stops close to both the Glyn Derw School and the Michaelston Community College site.

*Redeployment opportunities*

There may still be a perception that redeployment opportunities could be affected by age. The Council's procedure for managing staffing changes arising from reorganisation would be used in implementing any changes as a result of this proposal. This would ensure that good practice is followed, including the application of the Council's policies on equal opportunities.

**3.2 Disability and Access**

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative]** on disabled people?

	Yes	No	N/A
Hearing Impairment		x	
Physical Impairment		x	
Visual Impairment		x	
Learning Disability		x	
Long-Standing Illness or Health Condition			x
Mental Health			x
Substance Misuse			x
Other			x

**Please give details/consequences of the differential impact, and provide supporting evidence, if any.**

**What action(s) can you take to address the differential impact?**

**If no differential impact, explain the reason(s) for this assessment:**

**Accessibility of the accommodation**

If the proposal were to proceed, an equality impact assessment would be carried out to identify any reasonable adjustments that could be made to improve the accessibility to the accommodation for Glyn Derw High School on the Michaelston College site. The equality impact assessment would take into account policies such as the Equality Act 2010, TAN 12: Design 2014 as well as building regulations such as, BS8300, Part M and relevant Building Bulletins.

**Transport**

Transport for pupils with a disability would not be affected as it would be provided if required to meet the child's needs in accordance with the SEN Code of Practice.



### 3.3 Gender Reassignment

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative]** on transgender people?

	Yes	No	N/A
<b>Transgender People</b> (People who are proposing to undergo, are undergoing, or have undergone a process [or part of a process] to reassign their sex by changing physiological or other attributes of sex)		X	

<b>Please give details/consequences of the differential impact, and provide supporting evidence, if any.</b>
<b>What action(s) can you take to address the differential impact?</b>
<b>If no differential impact, explain the reason(s) for this assessment:</b>
The Council's procedure for managing staffing changes arising from reorganisation would be used in implementing any changes as a result of this proposal. This would ensure that good practice is followed, including the application of the Council's policies on equal opportunities.

### 3.4. Marriage and Civil Partnership

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative]** on marriage and civil partnership?

	Yes	No	N/A
Marriage			X
Civil Partnership			X

<b>Please give details/consequences of the differential impact, and provide supporting evidence, if any.</b>
<b>What action(s) can you take to address the differential impact?</b>
<b>If no differential impact, explain the reason(s) for this assessment:</b>
N/A

### 3.5 Pregnancy and Maternity

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative]** on pregnancy and maternity?

	Yes	No	N/A
Pregnancy			
Maternity			N/A

<b>Please give details/consequences of the differential impact, and provide supporting evidence, if any.</b>
<b>What action(s) can you take to address the differential impact?</b>
<b>If no differential impact, explain the reason(s) for this assessment:</b>

The Council's procedure for securing staffing requirements to implement this proposal would be used in implementing this proposal. This would ensure that good practice is followed, including the application of the Council's policies on equal opportunities.

If the proposal were to proceed, an equality impact assessment would be carried out to identify any reasonable adjustments that could be made to improve the accessibility to the accommodation for Glyn Derw High School on the Michaelston College site. The equality impact assessment would take into account policies such as the Equality Act 2010, TAN 12: Design 2014 as well as building regulations such as, BS8300, Part M and relevant Building Bulletins.

### 3.6 Race

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative]** on the following groups?

	Yes	No	N/A
White		x	
Mixed / Multiple Ethnic Groups		x	
Asian / Asian British		x	
Black / African / Caribbean / Black British		x	
Other Ethnic Groups		x	

**Please give details/consequences of the differential impact, and provide supporting evidence, if any.**

**What action(s) can you take to address the differential impact?**

**If no differential impact, explain the reason(s) for this assessment:**

The proposal would not have a differential impact upon one particular ethnic group as the provision would be available to all.

### 3.7 Religion, Belief or Non-Belief

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative]** on people with different religions, beliefs or non-beliefs?

	Yes	No	N/A
Buddhist		x	
Christian		x	
Hindu		x	
Humanist		x	
Jewish		x	
Muslim		x	
Sikh		x	
Other		x	

**Please give details/consequences of the differential impact, and provide supporting evidence, if any.**

**What action(s) can you take to address the differential impact?**

**If no differential impact, explain the reason(s) for this assessment:**

The senior staff in a school would be best placed to manage diversity in terms of belief. (e.g. provision of a space for prayer).

### 3.8 Sex

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative]** on men and/or women?

	Yes	No	N/A
Men		x	
Women		x	

<b>Please give details/consequences of the differential impact, and provide supporting evidence, if any.</b>
<b>What action(s) can you take to address the differential impact?</b>
<b>If no differential impact, explain the reason(s) for this assessment:</b>
The Council's procedure for managing staffing changes arising from reorganisation would be used in implementing any changes as a result of this proposal. This would ensure that good practice is followed, including the application of the Council's policies on equal opportunities.

### 3.9 Sexual Orientation

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative]** on the following groups?

	Yes	No	N/A
Bisexual		x	
Gay Men		x	
Gay Women		x	
Heterosexual		x	

<b>Please give details/consequences of the differential impact, and provide supporting evidence, if any.</b>
<b>What action(s) can you take to address the differential impact?</b>
<b>If no differential impact, explain the reason(s) for this assessment:</b>
(Fears that recruitment opportunities could be affected by sexual orientation)  Evidence collated by the Stonewall lobby group alleges that Lesbian, Gay, Bisexual people are likely to be discriminated against in workplace recruitment.  The Council's procedure for managing staffing changes arising from reorganisation would be used in implementing any changes as a result of this proposal. This would ensure that good practice is followed, including the application of the Council's policies on equal opportunities.

### 3.10 Language

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative]** on Welsh Language?

	Yes	No	N/A
Welsh Language		x	
Other languages		x	

<b>Please give details/consequences of the differential impact, and provide supporting evidence, if any.</b>
<b>What action(s) can you take to address the differential impact?</b>

<b>If no differential impact, explain the reason(s) for this assessment:</b>
<p><b>Language support</b></p> <p>The proposal will not directly impact on the level of support provided as all support is dependent on the Education Improvement Grant which is reviewed and then renewed according to the results of the annual Needs Assessment Survey. The allocation of teachers and BTAs is usually in place for the period of the academic year but is liable to change throughout the year to meet fluctuations in demand.</p>

**4. Consultation and Engagement**

What arrangements have been made to consult/engage with the various Equalities Groups?

The Council's Accessibility Officer would be given the opportunity to comment on the scheme.
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**5. Summary of Actions [Listed in the Sections above]**

<b>Groups</b>	<b>Actions</b>
Age	See Generic over-arching actions below
Disability	
Gender	
Reassignment	
Marriage & Civil Partnership	
Pregnancy & Maternity	
Race	
Religion/Belief	
Sex	
Sexual Orientation	
Language	
Generic Over-Arching [applicable to all the above groups]	If the proposal were to proceed, an equality impact assessment would be carried out to identify any reasonable adjustments that could be made to improve the accessibility to the accommodation for Glyn Derw High School on the Michaelston College site. The equality impact assessment would take into account policies such as the Equality Act 2010, TAN 12: Design 2014 as well as building regulations such as, BS8300, Part M and relevant Building Bulletins.

**6. Further Action**

Any recommendations for action that you plan to take as a result of this Equality Impact Assessment (listed in Summary of Actions) should be included as part of your Service Area's Business Plan to be monitored on a regular basis.

**7. Authorisation**

The Template should be completed by the Lead Officer of the identified Policy/Strategy/Project/Function and approved by the appropriate Manager in each Service Area.

Completed By: Rachel Willis	Date: April 2015
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Designation: Policy, Equalities and Reports Officer	
Approved By: Michele Duddridge-Hossain	
Designation: SOP Team Manager	
Service Area: Education	

- 7.1 On completion of this Assessment, please ensure that the Form is posted on your Directorate's Page on CIS - *Council Wide/Management Systems/Equality Impact Assessments* - so that there is a record of all assessments undertaken in the Council. For further information or assistance, please contact the Citizen Focus Team on 029 2087 3059 or email [citizenfocus@cardiff.gov.uk](mailto:citizenfocus@cardiff.gov.uk)

**Environmental Report: Sustainability Appraisal (SA) Incorporating Strategic Environmental Assessment (SEA) of the School Organisation Planning proposal to transfer Glyn Derw High School to the Michaelston Community College site from January 2016 .**

**Background**

In 2008, a retrospective Strategic Environmental Assessment (SEA) of Cardiff's 21<sup>st</sup> Century: A Strategic Framework for a School Building Improvement Programme (published in 2006) was carried out based on the guidance that supports the European SEA Directive 2001/42/EC.

The retrospective approach to assessment was quality assured by an external consultant and their independent compliance review determined that the report detailing the assessment on the strategic framework met the key requirements set out for reporting the SEA process as required by the SEA Directive.

The retrospective assessment provides the basis for assessing current and future school organisation proposals at a strategic level.

If a proposal were to proceed, an environmental assessment would be carried out as part of the planning application process.

**To request a copy of the assessment on the Strategic Framework please contact Rachel Willis, 029 2087 3946, [RWillis@cardiff.gov.uk](mailto:RWillis@cardiff.gov.uk)**

Proposal

To transfer Glyn Derw High School to the Michaelston Community College site from January 2016. The schools would remain as schools in their own right but would share the accommodation.

Both Glyn Derw High School and Michaelston Community College are currently experiencing a number of challenges including surplus places, significant budget deficits, substandard accommodation and poor outcomes for pupils.

Between them, the two schools had a combined surplus of 692 places at September 2013. Pupil projections indicate that both schools will continue to have high levels of surplus places. The level of surplus has had a significant impact on the funding available to both schools and has contributed to a combined revenue deficit of c£1m across the two schools.

At September 2014 there were 89 Year 10 pupils on roll at Glyn Derw High School and 110 on roll at Michaelston Community College in comparison to the 342 places available across the two schools. This is due to fall to 70 Year 10 pupils at Glyn Derw High School and 92 at Michaelston Community College in 2015. In order to overcome the challenges to providing Year 10 provision on two sites and to ensure pupils have access to the full breadth of the GCSE curriculum all Year 10 pupils have been taught at the Michaelston Community College site since September 2014.

Additionally Post 16 provision has been centralised on the Michaelston Community College site to ensure that pupils have access to an appropriate range of options.

## **Condition of existing buildings**

The physical condition of the Glyn Derw High School premises is poor. Whilst some essential remedial work is being carried out to enable parts of the school to continue to function, disproportionate levels of expenditure would be required to bring the whole school up to modern standards. This is not an environment conducive to quality teaching and is deemed to be having a negative impact on learning and standards.

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The EC Harris survey which was part of a Welsh Government national exercise in 2010 summarised the premises as follows:

### *Glyn Derw High School*

Overall condition: Category C – Poor. Exhibiting major defects and/ or not operating as intended.

Overall suitability: Category C – Poor. Teaching methods inhibited/ adverse impact on school organisation.

Overall rating: Red

### *Michaelston Community College*

The Michaelston Community College premises were more suitable.

Overall condition: Category B – Satisfactory. Performing as intended but exhibiting minor deterioration.

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## **Quality and Standards**

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Since the establishment of the Central South Consortium (CSC) in September 2012 the LA has commissioned the Consortium to support and enable improvement in Cardiff Schools.

In January 2014 the CSC placed both Glyn Derw High School and Michaelston Community College in Category D which is defined as underperforming school with significant weakness across a wide range of areas – requires intensive additional support.

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Additionally both schools are part of the Challenge Wales Cymru initiative launched by the Welsh Government in May 2014 to improve the quality of teaching and learning. As part of the programme schools receive additional resources and expertise to undertake a programme of swift, sustained improvement.

Maintaining both schools on their existing sites does not allow for the full benefits of these programmes to be fully realised.

In order to respond appropriately to the challenges faced by both of these schools a proposal has been developed to establish a new build 10FE high school to replace both Glyn Derw High School and Michaelston Community College from September 2018. The new school would be on the current Glyn Derw High School site in order to maintain the links between the secondary school and adjacent special schools. As part of the proposal the Michaelston Community College site would be disposed of with any capital receipt contributing towards the funding of the proposed new school included in the realigned 21st Century Schools Programme.

To allow for both schools to begin realising the benefits of this reorganisation as quickly as possible and to maximise the value of additional funding through the PDG and Challenge Wales Cymru programme, it is proposed that Glyn Derw High School is transferred to the Michaelston Community College site from January 2016.

Key:

xx	= very incompatible; very negative effect
x	= incompatible; negative effect
✓	= compatible; positive effect
✓✓	= very compatible; very positive effect
0	= no links; neutral effect
? and/or mitigation	= uncertain effects
DNA	= data not available

See table headers below: \* Comparison of the preferred option to a possible alternative option(s) are required in a SA/SEA.

SEA objective	Proposal to transfer Glyn Derw High School to the Michaelston Community College site from January 2016.		Do nothing	
	Rating	Commentary/ explanation of compatibility with SEA objective	Rating	Commentary/ explanation of compatibility with SEA objective
1. Promote a greener economy by delivering a sustainable pattern of schools across Cardiff	✓	<p>The buildings at Glyn Derw are rated C (Poor) for sustainability. The buildings are also under utilised due to the number of surplus places and therefore energy use is inefficient.</p> <p>This proposal would result in the pupils attending Glyn Derw being accommodated in buildings on the Michaelston site that have an overall rating of B for sustainability. There would be high utilisation rates and therefore more efficient energy use.</p>	x	The buildings at Glyn Derw are rated C (Poor) for sustainability. The buildings are also under utilised due to the number of surplus places and therefore energy use is inefficient.
<p>2. Reduce greenhouse gas emissions through:</p> <p>a) Energy efficient building design and disposing of poor quality surplus accommodation</p> <p>b) Promoting sustainable modes of transport and integrated transport systems</p>	<p>✓</p> <p>X</p> <p>Mitigation</p>	<p>a)</p> <p>This proposal would result in the pupils attending Glyn Derw transferring to accommodation on the Michaelston that has an overall rating of B (Good) for sustainability. There would be high utilisation rates and therefore more efficient energy use.</p> <p>b)</p> <p>An increase in the number of children attending the Michaelston site could increase the volume of traffic in the vicinity of the school.</p> <ul style="list-style-type: none"> <li>- Emphasis is placed on travel by active modes where this is possible and on providing the facilities and opportunities at school for students to travel by walking, cycling and public transport. Encouraging active travel to school is a very important means of increasing levels of physical activity in children and tackling the growing problem of childhood obesity. Reducing congestion at the school gate is key to ensuring the safety of pupils and to mitigating impacts on the local neighbourhood.</li> <li>- Provision of parent parking places is generally not supported by Cardiff Council. This is because such provision would promote travel to school by car, generate local traffic,</li> </ul>	x	See comments next to SEA Objective 1 above



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	Rating	Commentary/ explanation of compatibility with SEA objective	Rating	Commentary/ explanation of compatibility with SEA objective
		<p>contribute to congestion and reduce pupil safety. Parking facilities provided at schools is generally only for staff and to meet operational needs.</p> <ul style="list-style-type: none"> <li>- Management of access to the school site prior/during parent drop off and pick up times would help with health &amp; safety.</li> <li>- Cardiff's Supplementary Planning Guidance (Access, Circulation and Parking Standards 2010) sets out that all new or expanded schools are required to develop a Travel Plan for submission with a planning application. A Travel Plan is a policy and action plan to: <ul style="list-style-type: none"> <li>o manage transport efficiently</li> <li>o improve access by all means of travel for employees, visitors, patients and students</li> <li>o encourage sustainable transport – walking, cycling, public transport and car sharing</li> <li>o reduce car use.</li> </ul> </li> <li>- A School Travel Plan is specifically designed to address the transport needs of pupils and staff and will vary according to the nature of the education being provided and the catchment area of the school.</li> </ul> <p>School safety zones would be set up to address health and safety concerns from increased traffic flows in the school vicinity.</p>		
3. <i>Promote health and wellbeing</i> by protecting and enhancing Public Open Space (POS) and improving access to POS	<b>0</b>	As the open space in and around the school are not accessible to the public the only potential impact of the option on the open space would be loss of visual amenity value. There should be no impact as the proposed scheme is to refurbish and reconfigure internal spaces.	x	See comments next to SEA Objective 1 above
4. <i>Minimise</i> air, light and noise pollution associated with building development and traffic congestion	<b>0</b>  <b>0</b>	<p>a) Those delivering the scheme would be encouraged to minimise air, light and noise pollution during any works.</p> <p>b) To reduce congestion and associated pollution the following would be considered:</p> <ul style="list-style-type: none"> <li>▪ Formalising the parking regime outside the school to discourage unsafe parking and help with enforcement.</li> <li>▪ The school agrees to a Travel Plan which includes schemes such as the Park Safe / Walk Safe scheme</li> </ul>	x	See comments next to SEA Objective 1 above

SEA objective	Proposal to transfer Glyn Derw High School to the Michaelston Community College site from January 2016.		Do nothing	
	Rating	Commentary/ explanation of compatibility with SEA objective	Rating	Commentary/ explanation of compatibility with SEA objective
		which encourage parents to park further away from the school.		
5. <i>Protect</i> and enhance biodiversity, flora and fauna	<b>0</b>	There should be no impact as the proposed scheme is to refurbish and reconfigure internal spaces.	x	See comments next to SEA Objective 1 above
6. <i>Protect</i> and enhance the landscape (habitats/visual amenities)	<b>0</b>	There should be no impact as the proposed scheme is to refurbish and reconfigure internal spaces.	x	See comments next to SEA Objective 1 above
7. Conserve water resources and increase water efficiency in new developments and promote sustainable urban drainage systems	<b>0</b>	This would not be in scope as the proposed scheme is to refurbish and reconfigure internal spaces.	x	See comments next to SEA Objective 1 above
8. <i>Promote</i> regeneration by delivering inclusive schools that will improve equality of opportunity and access for all	<b>0</b>	Achieved by making schools community focused - opening facilities to the public e.g. evening classes.  If the proposal were to proceed, an equality impact assessment would be carried out to identify any reasonable adjustments that could be made to improve the accessibility to the accommodation for Glyn Derw High School on the Michaelston College site. The equality impact assessment would take into account policies such as the Equality Act 2010, TAN 12: Design 2014 as well as building regulations such as, BS8300, Part M and relevant Building Bulletins.	x	See comments next to SEA Objective 1 above

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	Rating	Commentary/ explanation of compatibility with SEA objective	Rating	Commentary/ explanation of compatibility with SEA objective
9. <i>Protect and enhance</i> designated historic assets	<b>0</b>	There are no registered historic assets on the Michaelston site.	x	See comments next to SEA Objective 1 above

## Conclusion

The proposal has been assessed to be compatible with the environmental objectives used to assess the goal and principles of the "21st Century Schools: A Strategic Framework for A School Building Improvement Programme" that underpin school organisation proposals.

The buildings at Glyn Derw are rated C (Poor) for sustainability. The buildings are also under utilised due to the number of surplus places and therefore energy use is inefficient. This proposal would result in the pupils attending Glyn Derw being accommodated in buildings on the Michaelston site that have an overall rating of B for sustainability. There would be high utilisation rates and therefore more efficient energy use.

There should be minimal impact on the external environment as the proposed scheme is to refurbish and reconfigure internal spaces.

Where the assessment has identified a potential negative environmental impact in terms of an increase in the volume of traffic (Objective 4), measures to mitigate the effect are detailed.