

## **APPENDIX 3**

### **Records of Meetings with Staff and Governors**

- Allensbank Primary School Staff Meeting (10 May 2023)
- Allensbank Primary School Governing Body Meeting (10 May 2023)
- Gladstone Primary School Staff Meeting (11 May 2023)
- Gladstone Primary School Governing Body Meeting (11 May 2023)
- St Monica's Church in Wales Primary School Staff Meeting (17 May 2023)
- St Monica's Church in Wales Primary School Governing Body Meeting (17 May 2023)
- Ysgol Mynydd Bychan Staff Meeting (18 May 2023)
- Ysgol Mynydd Bychan Governing Body Meeting (18 May 2023)



**Schools Programme  
Record of Staff Meeting  
Allensbank Primary School  
10 May 2023, 3:35pm – 5:25pm**



**Present:** Richard Portas (SOP), Michele Duddridge-Friedl (SOP), Brett Andrewartha (SOP), Zoe Spencer-Biggs (HR), Ceri Tanti (SOP), Allensbank Primary School staff

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

### **Welcome and Introductions**

Richard Portas (RP) opened the meeting and welcomed staff.

The meeting was part of the first stage of formal consultation on proposed changes to primary school places to Serve Cathays and parts of Gabalfa, Heath, Llandaff North and Plasnewydd. The proposed changes would affect Allensbank Primary School, Gladstone Primary School, St Monica's Church in Wales Primary School and Ysgol Mynydd Bychan from September 2025. Two consultations are running simultaneously; the Council is running the consultation relating to the community schools, and also supporting the second consultation on behalf of St Monica's.

RP advised that the meeting was as opportunity for staff to share their views, but that there would be other opportunities; staff can speak to SOP staff individually, if they prefer, fill in the online form, or feedback as a group if they wish to. In addition, there are a number of online and face to face drop-in sessions and public meetings.

Notes of the meeting were being taken and would form part of the consultation feedback.

### **What is being proposed?**

There was a presentation from Brett Andrewartha (BA) setting out details of the proposal:

- What is being proposed?
- Why the changes are proposed
- Who is consulting
- Area-specific context
- Recent and future take up of places
- English-medium places
- Welsh-medium places
- Recent admissions allocations data – Local community schools
- Admissions: Reception Allocation for September intake 2023 (Local Community and Faith Schools)
- Demographic Data
- Quality and Standards of Schools
- Proposed Options 1, 2 and 3
- Federation and Collaboration
- Additional Learning Needs (ALN)

- Educational Benefits
- Financial Impact of Proposals
- Other Considerations
- What happens next?

It was noted that some of the numbers in the presentation were hard to see on the screen and agreed that headteacher Jenny Drogan (JD) could circulate the presentation to staff via email.

Further detail is available in the full consultation document which is available online.

Zoe Spencer-Biggs (ZSB) gave a presentation setting out the different HR implications for the three proposed options. ZSB advised staff that in the event of the proposals being progressed, HR would be providing support to them all through the process.

ZSB offered to have a separate HR meeting for the school if they would find it useful. JD agreed this would be useful, and that she would set this up with ZSB.

### **Questions and Answers**

RP invited questions from staff.

The points raised are set out in *italics* below and have been grouped according to the points raised where appropriate.

The Officer's response can be seen underneath.

### **Funding**

- *Are pupils funded better per head at Welsh-medium schools? Are there any additional grants?*
- *Many schools are showing a deficit, but the figures in the presentation show that Ysgol Mynydd Bychan has a large surplus. How are they so much better off?*
- *The pupils attending Ysgol Mynydd Bychan generally come from more affluent families than the Allensbank pupils. Has this had an impact on the funding that the school has received, in terms of money raised by the PTA etc?*
- *Why is there no option to wipe the school's deficit budget?*

Pupils are funded at the same level, regardless of the medium of learning.

It was noted that PTA funds wouldn't be included in the financial figures shown, however it is possible that the PTA at Ysgol Mynydd Bychan has funded purchases for the school thus saving the school from spending.

It is not possible to wipe the Allensbank deficit budget unless the school is closed.

### **Access to Consultation Documents**

- *Allensbank parents speak a variety of languages other than English/Welsh. What languages will the consultation document be available in?*
- *Will an audio version be made available for those whose literacy level is low?*
- *What if parents do not have internet access?*

Ahead of the consultation schools were asked for the languages that would be most useful for their parents. Allensbank put forward seven languages. In total a summary consultation document will be translated into nine languages. This is in the process of being translated and will be forwarded to the schools involved in the proposals as soon as possible. The consultation date has been extended to ensure that parents will have the opportunity to read the translated consultation summaries and have good time to reply.

In addition, text was provided to the schools for them to communicate to their parents using the schools' usual communication methods which allow for translation, such as Class Dojo and Schoop.

An audio version is not available, however if there is demand for it this could be considered. There are a variety of consultation opportunities for parents, both online and face to face, meaning that internet access is not required in order for people to feed back. These range from public meetings to one-to-one online sessions or drop in sessions at the local library. Officers are also making enquiries in order to access local groups.

### **Estyn**

- *It was queried whether Welsh-medium schools are inspected by Estyn less frequently, as the date of Ysgol Mynydd Bychan's last visit was given as 2015.*

Welsh-medium schools are not inspected less frequently. However, the date of the last Ysgol Mynydd Bychan inspection was 2015.

### **Equality**

- *Concern was raised regarding the ethnic makeup of the Council's Cabinet, that there is a lack of Ethnic diversity.*
- *Concern was raised regarding encouraging the feedback from ethnic minority individuals, as often they feel unable to engage.*

Reassurance was given that there is ethnic diversity in the Cabinet. Details of the councillors which make up the Cabinet are available on the Council's website.

Regarding encouraging feedback from ethnic minority staff and parents, additional HR sessions had been offered and measures taken to help encourage feedback from parents and members of the community from ethnic minorities had already been outlined.

### **Pupil Wellbeing**

- *What consideration has been given to staff and pupil wellbeing? The school has put up with years of significant disruption from building work, in addition to the upheaval from Covid. When upheaval seems to be finally coming to a close these proposals are now put forward.*
- *Would the children have to go through the upheaval of further building work, in addition to the upheaval of moving school?*

- *Feel that it's unfair to expect the children to move to a new building, which may be staffed with strangers as there is no guarantee of staff being successful in obtaining a role. Both pupils and their families will find this daunting.*

The Council is aware of the upheaval that the school has faced. The consultation process is lengthy which will allow for transition. Additional HR meetings have been offered for the school and possible support can be discussed at these meetings.

There would be some further level of building works, but the intention is for the current works to be completed before the proposed date for the schools to relocate. If the Allensbank pupils were to move to a different building it is not expected that they would have significant building works taking place there.

### **Concerns re. HR Processes**

- *Option one would mean that staff have to reapply for their jobs. These feels unethical and humiliating, as the school would just be moving to a new site?*
- *If Option one goes ahead and there is a new governing body, it is likely that the chair of the governing body will be one of the existing chairs. Does this mean that staff who originally came from that school will be at an advantage?*
- *What is the timescale of the HR process? As if Option one went forward recruitment would need to take place while the existing schools are still open?*
- *There would be redundancies under all options.*
- *Will a full recruitment process take place?*

Option One would require staff to re-apply for posts as it's not just moving to a new site, but both Allensbank and Gladstone being formally closed and a new school being created. It is a requirement for the Governing Body of a school to recruit the staff so all staff would need to apply. Under Option two, no staff would need to reapply for posts unless federation is considered – in this case the existing senior leadership (i.e., headteachers and deputies) would need to reapply for their posts. Under option three no staff would need to reapply for posts, however the size of Allensbank would be reduced, so there may need to be changes to staffing structure.

If Option one goes ahead there would be a governing body brought together for the new school. The Chair of Governors may be a governor from one of the existing schools, however it is not to say that they would be the current chair, or indeed a governor who has a personal connection to the school. For example, the chair could be a Local Authority or Community Governor.

If option one went ahead the governing body would be established in Spring 2024. It was agreed that ZSB would provide a timeline for the HR events for each option for the headteacher to pass on to staff.

Under option one staff would have to apply for posts in the new school. Some staff may choose to consider voluntary severance or to request to be put on the redeployment list or may do so if they are unsuccessful in securing a post in the new school. Under the other options staffing structures would need to be considered in each school.

If option one goes ahead and staff need to apply, applications would need to be completed in order for the process to be fair and transparent.

### **Alternative Options**

- *Staff asked whether additional options could be put forward?*
- *Why is there no option for the English medium two form of entry school to be based at Allensbank? There are many benefits to this site over the Gladstone/St Monica's site, such as availability of parking. Even if the site is slightly further for pupils to walk the increase is minimal, no more than a few minutes extra walking distance.*
- *Staff are aware of other issues with the current St Monica's building aside from the ongoing masonry work, such as issues with the sewers and rats.*
- *Feel that children and staff at Allensbank have equal rights to those at Gladstone and to host a new school at Allensbank should have been considered as an option.*
- *Would it be possible to put in a petition?*
- *Realistically, how much are proposals influenced by feedback?*

Although other options cannot be consulted on within this consultation period, it would be possible to suggest an alternative model as part of a response to the consultation. It is recommended to provide as much feedback as possible, especially capturing the views of pupils' families.

Allensbank as the host site for English medium was an option which was considered before reducing the numbers of options which went out to public consultation. This was discounted due to the demographics of the school populations, as more of the current pupils live in the southern part of the combined catchments, and so would have a longer walking distance to Allensbank than Gladstone.

It would be possible to put in a petition. A petition would be noted separately. Proforma letters are noted as x instances of proforma letter rather than several different letters raising the same issue.

Feedback from consultations is considered when the Cabinet decide whether to proceed with proposals. The quantity of responses is less important than the quality; if good reasons are raised that question whether a proposal should proceed this would hold more weight than a large number of responses giving lesser reasons.

### **Nursery Provision**

- *Does Gladstone have a nursery?*

Currently Gladstone Primary School has a nursery. Under option two it is proposed that the number of places at the Gladstone nursery are increased, as by moving to the shared site there wouldn't be room for two nurseries.

### **Other questions regarding the consultation process**

- *Could St Monica's halt these options from going forward, as they own their own site?*
- *Why was option one put first? Is it the council's preferred option?*

Yes, St Monica's could agree not to go forward with any changes to their school. However, they have agreed to be part of the consultation on the proposed changes. St Monica's could have opted to run their consultation themselves but instead have agreed the Council do it on their behalf.

No, the Council does not have a preferred option.

### **Other questions**

- *How much has the scaffolding cost that is all around the building?*

Do not have the number to hand, but FOI requests have been submitted asking for the figures. The scaffolding was needed to ensure that masonry didn't fall from the building and cause serious injury.

### **Actions Agreed**

- **Headteacher JD to contact ZSB (HR) to arrange additional meeting for staff.**
- **JD to circulate presentation to staff for them to be able to see the detail of the tables displayed on screen at the meeting.**
- **Translated versions of the consultation documents will be forwarded to the schools as soon as they are available in order for them to be provided to parents.**
- **ZSB to provide a timeline for the headteacher to pass on to staff for HR implications of the options.**
- **RP to provide details on the cost of the scaffolding which has been at Allensbank Primary School**

RP thanked staff and the meeting closed.



**Schools Programme  
Record of Governor Meeting  
Allensbank Primary School  
10 May 2023, 5:30pm – 7:20pm**



**Present:** Richard Portas (SOP), Michele Duddridge-Friedl (SOP), Brett Andrewartha (SOP), Zoe Spencer-Biggs (HR), Ceri Tanti (SOP), Allensbank Primary School staff

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

### **Welcome and Introductions**

Richard Portas (RP) opened the meeting and welcomed governors.

The meeting was part of the first stage of formal consultation on proposed changes to Primary School Places to Serve Cathays and parts of Gabalfa, Heath, Llandaff North and Plasnewydd. The proposed changes would affect Allensbank Primary School, Gladstone Primary School, St Monica's Church in Wales Primary School and Ysgol Mynydd Bychan from September 2025. Two consultations are running simultaneously; the Council is running the consultation relating to the community schools, and also supporting the second consultation on behalf of St Monica's.

The meeting was an opportunity for governors to share their views, but there would also be other opportunities; governors can speak to SOP staff individually, if they prefer, fill in the online form, and expectation that the governing body will make a formal response to the consultation. In addition, there are a number of online and face to face drop-in sessions and public meetings.

Notes of the meeting were being taken and would form part of the consultation feedback. One of the governors asked for a copy of the notes of the meeting. It was agreed that these would be provided but that they will also be made public as a matter of course, in the same way that they are for all SOP consultations. The notes taken are contemporaneous notes, so are not word for word, but should cover the comments raised during the meeting.

The governor asked for a link to the notes for the governor meeting which was held as part of the consultation on previous proposals, and it was agreed that this would be provided.

### **What is being proposed?**

There was a presentation from Brett Andrewartha (BA) setting out details of the proposal:

- What is being proposed?
- Why the changes are proposed
- Who is consulting
- Area-specific context
- Recent and future take up of places



- English-medium places
- Welsh-medium places
- Recent admissions allocations data – Local community schools
- Admissions: Reception Allocation for September intake 2023 (Local Community and Faith Schools)
- Demographic Data
- Quality and Standards of Schools
- Proposed Options 1, 2 and 3
- Federation and Collaboration
- Additional Learning Needs (ALN)
- Educational Benefits
- Financial Impact of Proposals
- Other Considerations
- What happens next?

It was noted that staff had found some of the numbers in the presentation hard to see on the screen at the earlier meeting. Headteacher Jenny Drogan (JD) would be circulating the presentation to staff and could circulate the presentation to governors via email if requested.

Further details are available in the full consultation document which is available online.

Zoe Spencer-Biggs (ZSB) gave a presentation setting out the different HR implications for the three proposed options. ZSB advised governors that in the event of the proposals being progressed, HR would be providing support to staff them all through the process.

ZSB advised that during the staff meeting she had agreed to hold a separate HR meeting with staff. JD advised that staff had been very concerned about the proposals, and some may have private concerns they would like to raise with HR.

### **Questions and Answers**

RP invited questions from governors.

The points raised are set out in *italics* below and have been grouped according to the points raised where appropriate.

The Officer's response can be seen underneath.

### **School Places**

- *The presentation shows first preferences expressed for Ysgol Mynydd Bychan, some of whom did not get places. Would second preference be a Welsh-medium place or closest English-medium?*
- *Do children who live in Ysgol Mynydd Bychan catchment and attend Welsh Medium education have to travel out of catchment?*
- *In previous years Ysgol Mynydd Bychan had 15 in catchment children who were unable to get a place, but last year there were only 2. Where will the extra children come from to fill the additional form of entry?*

- *Is there a risk that expanding YMB will endanger other Welsh-medium schools?*
- *Where will the children come from? Any additional children attending Welsh-medium will come from either EM schools or leaving other Welsh-medium?*
- *Is it more important to have the additional spaces in Welsh-medium, or to fill them? If the birth rate is declining it seems unachievable to increase places by 1FE.*
- *It is unfortunate that the school has been covered in scaffolding for so long, as this has made the school unappealing to parents. Allensbank is not being given the opportunity for numbers on roll to bounce back.*

Second preferences depend on the choice of parents. In the past some in catchment parents who have been unable to get a place at Ysgol Mynydd Bychan opted for Welsh medium places further away from home, and then have been unable to get a place at the same school for younger siblings. Ysgol Mynydd Bychan does not have spare places in the older age groups so if a younger sibling can get a place at the school there is usually not space for the older one to move, meaning that families may be in a situation where they can't find space for all of their children at one Welsh-medium school.

Across the wider area there are only 11 surplus places at present in the allocation to Reception in Welsh Medium schools in September 2023. There is not sufficient surplus for demand across North/Central Cardiff. If catchment boundaries were moved there would be additional places but not enough to meet demand or to grow Welsh-medium as targeted.

There is a risk that increasing places at Ysgol Mynydd Bychan may lead to fewer children attending other Welsh-medium schools. Therefore, we would need to work to increase the proportion of children attending Welsh-medium, by improving visibility and uptake. In some areas there could be growth in population from families moving in, such as in areas with new housing development.

In the past Ysgol Mynydd Bychan would not have been able to actively promote their school, as they were in a position of having to turn away catchment children. Research was done in another area of the city, and found that there were mistaken beliefs among parents, with some thinking that Welsh-medium was private education, or that families must speak Welsh at home in order for their children to attend. Work was done in this area and take up of Welsh-medium increased greatly due to efforts to actively recruit.

Increasing Welsh-medium by less than 1FE could be an option put forward in a response, perhaps stage the increase, have 1.5FE in the first instance. Over time we would expect birth rate to increase again.

### **Alternative Options**

- *Has additional Welsh-medium provision at one of the English-medium schools been considered?*
- *Why do all options have Ysgol Mynydd Bychan moving to Allensbank; why is there no option where they would move to the Gladstone site?*

- *Are there more details on the demographic information cited as the reason for there not to be an option to host English-medium at Allensbank?*
- *Is Gladstone Primary School in the catchment of Ysgol Mynydd Bychan?*
- *Could Ysgol Mynydd Bychan move to the site of another 1FE Welsh School and increase in size that way?*

A proposal to increase spaces at Ysgol Mynydd Bychan by hosting some children at Allensbank was previously considered and was rejected by the governing bodies of both schools, so wouldn't have formed one of the options to be considered in these proposals.

Allensbank as the host site for English medium was an option which was considered before reducing the numbers of options which went out to public consultation. This was discounted due to the demographics of the school populations, as more live in the southern part of the combined catchments, and so would have a longer walking distance to Allensbank than Gladstone.

As part of the preparation work, the addresses of pupils were plotted which showed that a greater proportion were closer to Gladstone, but as this is actual address, we are not able to share this.

Yes, Gladstone Primary School is also in the catchment of Ysgol Mynydd Bychan.

Staff had indicated at the staff meeting that they were considering responding with a fourth option, which would have Allensbank as the host site for English-medium.

Welsh medium catchments are larger, so moving Ysgol Mynydd Bychan to another catchment would mean a longer journey for WM pupils, and make it harder for active travel etc.

### **Concerns re. HR Processes**

- *How soon after a decision is made can the process start? Concerned that good staff may seek work elsewhere due to uncertainty over their posts.*
- *Why are these changes proposed? There are other options that would achieve the same without threat of redundancies. Feel that this very disruptive and scary for staff. Concerned that staff will leave.*
- *Is the offer of HR support open throughout the whole process?*

If option one were to go ahead, where staff would need to apply for posts we would look to have the headteacher in post from 12 months ahead of the new school opening, however, if the governing body is brought together and is minded to accelerate the process they could look to recruit sooner, on the basis that the role wouldn't come into effect until a later period. Once a headteacher is recruited then recruitment of other staff could take place, meaning that staff could have confirmation whether they will have a post in September 2025 as early as possible.

The offer of HR support is open throughout the whole process.

### **Funding/Budget**

- *Query regarding the figures on the presentation – 0 governor approved budget for St Monica’s and Gladstone doesn’t make sense.*
- *How does Ysgol Mynydd Bychan have such a large surplus?*
- *If Ysgol Mynydd Bychan is also 1FE, why are they not affected by financial constraints faced by smaller schools?*
- *How many Welsh-medium schools will be setting a deficit budget for 2023/24? It is concerning if Welsh-medium schools across the city are better off financially than English-medium ones.*

The numbers are for the last financial year and have been provided by Finance. SOP do not have information on the reasons for the surplus budget at Ysgol Mynydd Bychan. This year we are finding that an increasing number of smaller schools are having to set a deficit budget.

Ysgol Mynydd Bychan has been full for a long time and may have had children admitted on appeal over and above the 30 children for a year group. The building is smaller so it’s likely that there could have been lower costs for energy and running of the school. In the staff meeting there was a suggestion that the PTA or parental contributions may be able to fund things, which would have saved the school money. As consultation took place regarding changes to Ysgol Mynydd Bychan two years ago, the school may have held off on expensive purchases in case further proposals were made for the school to move. A large surplus cannot be kept year after year, it would have to be justified to Finance officers.

The deadline for schools to confirm that a deficit budget is being set is 12 May, therefore not all schools who are intending to set a deficit budget will have informed the LA of this yet. We would not be able to say which individual schools are setting a deficit budget but would be able to give an overall number after 12 May.

It is not the case across the board that Welsh-medium schools are better off than English-medium schools.

### **Educational Benefits / Pupil Wellbeing**

- *The benefits of the proposals appear to be largely financial. What are the pedagogical benefits of the proposals?*
- *One thing that Allensbank does exceptionally well is knowing the children and building relationships with the families. It may be better financially to have larger schools but it’s not always the best in terms of pupil wellbeing and school ethos.*
- *Is there a figure on how much better larger schools do in Estyn inspections?*
- *Is there any comparative information on larger schools compared to smaller, e.g., how many are excellent etc?*
- *What differences do you expect there to be locally in terms of impact?*

There is more detail in the consultation document, however there are benefits to larger schools in terms of curriculum. In addition, at smaller schools there is less opportunity to spread workload and roles which can be a welfare issue for senior leadership teams. Smaller schools may have a more family feel but this can be recreated in larger schools. SOP works with the Consortium, Senior Teachers and

takes into account findings such as the Estyn paper on school size and educational effectiveness.

There is no suggestion that any of the schools involved in the proposals are underperforming, all of the schools provide a good quality education to pupils. There is not expected to be any reduction in terms of quality of education.

Larger schools are more likely to be able to make savings due to scale of buying, saving on support staff etc meaning that a greater proportion of their budget can be used to support teaching and learning.

MDF will check if there is any information comparing how larger schools fare in inspections compared to smaller ones.

Under Welsh Government guidance comparative information has been removed, such as colour coding and judgements as to whether a school is good/excellent etc. The Estyn reports are now much more narrative, and it is harder to tell at a glance how a school is doing.

### **Consultation Process**

- *How is consultation taking place?*
- *If there is strong support for an option, will that option be going ahead?*
- *Concern was expressed at how long the process takes, as it leads to uncertainty for staff and families.*
- *What role do St Monica's play in this?*
- *If there is strong opposition to the options will the proposal proceed?*
- *What are the views of local councillors on the proposals?*
- *Would councillors have to declare a conflict of interest? Are they allowed to promote a view on social media?*
- *Will Scrutiny and Cabinet meetings considering this topic be available online?*
- *If a councillor has a child who may benefit from these proposals (extra spaces at Ysgol Mynydd Bychan) is there a conflict of interest?*
- *Concern was expressed about decision makers representing the views of the actual community of Cathays, rather than the views of the white, middle class voting community of Cathays.*
- *It is noted and appreciated that efforts have been made to make the consultation documents more accessible, by providing them in additional languages, however, they will need to be available soon so that these members of the community are not disadvantaged.*
- *Translation alone doesn't lead to engagement.*
- *Do you publish demographics of consultation responses?*

Meetings are taking place with staff and governors at each school involved in proposals. The schools have made parents aware of the proposals. The consultation documents are online. In addition, two public meetings have been scheduled to take place at Cathays Community Centre. There is also an online public meeting. In-person drop-in sessions have been scheduled, plus the offer of online drop in sessions or phone calls. In addition, the pupils at each of the four schools will be consulted.

The consultation is not a referendum. If one option is generally more popular but an issue is raised against it that may hold more weight. If any concern cannot be robustly dealt with this could prevent an option proceeding.

The process is set out in the SOP Code. Even a straightforward change with no opposition has to go through the process, and usually will take a minimum of nine months.

St Monica's has agreed to take part in the consultation, and the Council is carrying out their consultation on behalf of the school. If St Monica's choose not to proceed, then any options involving them could not go forward. At the time of the previous consultation governing bodies were invited to put forward alternative suggestions which the Governing Body of St Monica's did.

It is possible that if there is strong opposition to the proposals that a proposal may still proceed, however, responses will all be considered by Cabinet when deciding whether to proceed to the next step.

Local councillors have all been made aware of the proposals and have the opportunity to respond.

Cabinet members who have a conflict of interest would have to withdraw when such items are being considered. Local members would be able to promote the consultation on social media, but cabinet members should not.

Yes, meetings considering the reports on these proposals will be available online.

If a member of cabinet has a conflict of interest, they should withdraw. Other councillors would be making the decision on these proposals so there is no conflict. If there is particular concern about conflicts of interest, please let us know.

Not all councillors are white and middle class, and neither are all of Cabinet. We are seeking as broad a range of views as possible and are trying to target harder to reach groups. The summary consultation document is being made available in nine additional languages; they are currently being translated but the consultation period has been extended to allow for this delay. Efforts have been made to make the consultation more accessible compared to the previous consultation.

We agree that providing the documents in additional languages doesn't necessarily lead to further engagement. Officers are seeking ways to access community groups in order to reach more people.

When replying to the consultation providing demographic information is optional, however, if people do provide demographic information this can also be reported back. Cabinet will also ask what measures have been taken in order to seek views across the board.

### **Other Questions/Comments**

- *Feel that Allensbank has gone through the pain of years of building work and scaffolding and now it is coming to a close a Welsh-medium school will benefit. It*

*is hard not to feel that Welsh-medium is treated better, and English-medium is not valued as highly.*

- *There is a danger of the community perceiving that white, middle-class children are getting treated better than other children, which could cause division.*
- *Allensbank has made massive improvements following the last but one Estyn inspection. Feel like the school has gone through adversity and is now thriving, and the reward for all this hard work is to be threatened with closure.*
- *Children coming in from abroad already have to learn English, going to Welsh-medium school means that they have two languages to learn rather than one.*
- *It would be interesting to see if outcomes in Welsh-medium schools change if there is a change in demographics.*
- *The school have been told that YMB is telling parents/prospective parents that the move is definitely happening.*

We have to work to avoid a divide, but also want the message to be communicated to families that Welsh-medium education is open to everybody in the community.

There have been instances of asylum-seeking families actively choosing to put their children in Welsh-medium as the language of Wales.

Parents should not be told that any of the proposals are definitely going ahead, as the way forward has not yet been decided.

### **Actions Agreed**

- **Copy of the notes to the meeting to be provided to the governing body.**
- **Link to notes from the meeting held with governors regarding the previous proposals to be sent to the governing body.**
- **Agreed to tell the Governing Body what proportion of Welsh-medium schools are setting a deficit budget when this information is known.**
- **SOP officers to see if there is information available from Estyn on larger schools achieving better outcomes at inspection.**

RP thanked governors and the meeting closed.



**Schools Programme  
Record of Staff Meeting  
Gladstone Primary School  
11 May 2023 3:45pm**



**Present:** Richard Portas (SOP), Michele Duddridge-Friedl (SOP), Brett Andrewartha (SOP), Rosalie Phillips (SOP), Zoe Spencer-Biggs (HR), Louise Flynn (HR), Gladstone Primary School staff, Trade Union representatives

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

### **Welcome and Introductions**

Richard Portas (RP) opened the meeting and welcomed staff.

The meeting was part of the formal consultation on proposed changes to the primary school provision serving the area.

Notes of the meeting were being taken and would form part of the consultation feedback.

### **What is being proposed?**

There was a presentation from Brett Andrewartha setting out details of the proposed changes:

- What are we proposing to do?
- Why are the changes proposed?
- Who is consulting?
- Background
- Area specific context
- Recent and future take up of places
- Map of English-medium provision
- Recent and future take up of English-medium community school places
- Map of Welsh-medium provision
- Recent and future take up of Welsh-medium community school places
- Recent admissions allocation data (Reception): Albany Allensbank and Gladstone
- Recent admissions allocation data (Reception: Ysgol Mynydd Bychan
- Admissions: Reception Allocations September intake (Offer day, 17 April 2023)
- Demographic data: PLASC (school census)
- Quality and Standards of schools
- Site organisation option 1
- Site organisation option 2
- Federation and collaboration
- Site organisation option 3
- Additional Learning Needs provision



- Educational benefits
- Financial impact of proposals – school budgets
- Other considerations
- What happens next?

Zoe Spencer-Biggs (ZSB) outlined details of the HR implications specific to each option.

Option 1 would require the formation of a new governing body who would be responsible for appointments to the new school. HR would recommend that posts are ring fenced in the first instance with the exception of the Head and Deputy Head posts which would be subject to national advert. For staff appointed to a lower grade post, salary protection would be in place for up to three years. HR support would be available for any staff who were not successful.

Under Option 2, if a federation with Allensbank Primary School was progressed, a joint governing body would be established who would oversee the appointment of the Head and Deputy Headteacher posts; the process would be ringfenced to sitting heads in the first instance.

Under Option 3 there would be no impact on Gladstone Primary School.

RP advised that there was a commitment to providing a timeline for each option.

ZSB advised that HR would be running surgeries at the school and also happy to meet as a group.

### **Questions and Answers**

RP invited questions from staff.

The points raised are set out in *italics* below and have been grouped according to the points raised where appropriate.

The Officer's response can be seen underneath.

### **Proposals**

- *why did the previous proposal not go ahead?*
- *how many nursery places would there be under Option 1?*
- *the proposals feel like a penalty for not being Welsh-medium with £1.8m for investment in Welsh. Will this happen across other sectors?*
- *is it because there is a high student population in the area?*

An expansion of Ysgol Mynydd Bychan to 1.5FE across two sites as a temporary measure was proposed previously however the feedback received during the consultation did not support this; there were however views expressed on potential long-term solutions.

Option 1 proposes to have one 2FE English-medium primary school with up to 96 nursery places. Proposals are at the consultation phase and opportunities for views to be expressed which will be considered. Staff are encouraged to respond as a group but may also be a parent or a governor. All views expressed will be summarised and responded to in the report to Cabinet post consultation. Any of the three options could be progressed however this is not a fait accompli; in the event of one of the options being taken forward the next stage would be the publication of a statutory notice which would allow a period of up to 28 days for objections; previous proposals that have received a large number of objections, over 5000, have progressed and there are others with few which have not; the reasons expressed are what informs whether a proposal is progressed. The expected determination date is January 2024 with proposals taking effect in September 2025.

There is a requirement to deliver on Cymraeg 2050 and Welsh in Education Strategic Plan (WESP); we're not reducing the number of English-medium places here but proposing to reconfigure; increasing the number of Welsh-medium places in an area where there has been demand.

The number of pupils has fluctuated over time with children attending non-catchment schools; we expect the population to rise again in the future but implications in the short term of falling rolls.

### **Staffing**

- *would all staff have to apply for posts at the new school.*
- *how soon would staffing arrangements be known?*
- *would flexible working arrangements be reflected in the final outcome?*
- *difficult position for staff who need to consider employment position which will influence decisions.*

Based on statutory legislation there would be a requirement for all staff to apply for posts at the new school. The ring-fenced appointments process had been adapted with the majority of staff securing posts in previous reorganisations.

Timelines for each option are to be provided.

All working arrangements would be considered.

It is accepted that the position for staff is difficult. The number of primary aged children is falling, and numbers of staff will fall regardless of proposals which will have an impact.

There are no concerns regarding standards at the schools, looking to preserve and improve within constraints and provide the best for pupils. Staff have shown commitment and ability but acknowledge that there are risks, e.g., under Option 1, senior leadership, admin and mid-day supervisors at greatest risk.

### **Language Issues**

- *have difficulty believing that there is demand for Welsh from the EAL community; Cathays is a diverse area and difficulty imagining demand. Issues with parents who are not able to access information due to language barriers and need to bring in people who can speak to parents in their home language, issues with levels of understanding.*
- *parents trust staff: new to the country/language and issues with levels of literacy and there will be some families that miss out; some very unique languages and levels at the school.*
- *When will language translations be available?*
- *Would it be possible to have a summary in audio format?*

We will look at all options around engagement; have previously attended ESOL classes and walked through proposals which was helpful. Also, option for school to use Schoop; summary information already being translated into nine community languages.

Three language translations have been received and will be provided. The others will be made available as soon as they are received.

We will look into whether it is possible to have a summary in audio format.

### **Governing Body**

- *who would decide on the makeup of any temporary governing body?*

Temporary governing bodies are usually made up with governors from existing schools and additional appointments. Governor Services would support with this process, with HR supporting staffing matters.

The consultation runs to 30 June with drop-in sessions and public meetings and also happy to meet again if needed.

There were no further questions, RP thanked staff and the meeting closed.



**Schools Programme**  
**Record of Governors Meeting**  
**Gladstone Primary School**  
**11 May 2023 5pm**



**Present:** Richard Portas (SOP), Michele Duddridge-Friedl (SOP), Brett Andrewartha (SOP), Rosalie Phillips (SOP), Zoe Spencer-Biggs (HR), Louise Flynn (HR), Gladstone Primary School staff, Trade Union representatives

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

### **Welcome and Introductions**

Richard Portas (RP) opened the meeting and welcomed governors.

The meeting was part of the formal consultation on proposed changes to the primary school provision serving the area.

Notes of the meeting were being taken and would form part of the consultation feedback.

### **What is being proposed?**

There was a presentation from Brett Andrewartha setting out details of the proposed changes:

- What are we proposing to do?
- Why are the changes proposed?
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- Recent and future take up of English-medium community school places
- Map of Welsh-medium provision
- Recent and future take up of Welsh-medium community school places
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- Additional Learning Needs provision
- Educational benefits
- Financial impact of proposals – school budgets
- Other considerations
- What happens next?

Zoe Spencer-Biggs (ZSB) outlined details of the HR implications specific to each option.

Option 1 would require the formation of a new governing body who would be responsible for appointments to the new school. HR would recommend that posts are ring fenced in the first instance with the exception of the Head and Deputy Head posts which would be subject to national advert. For staff appointed to a lower grade post, salary protection would be in place for up to three years. HR support would be available for any staff who were not successful.

Under Option 2, if a federation with Allensbank Primary School was progressed, a joint governing body would be established who would oversee the appointment of the Head and Deputy Headteacher posts; the process would be ringfenced to sitting heads in the first instance.

Under Option 3 there would be no impact on Gladstone Primary School.

### **Questions and Answers**

RP invited questions from governors.

The points raised are set out in *italics* below and have been grouped according to the points raised where appropriate.

The Officer's response can be seen underneath.

### **Finance**

- *the Financial Impact slide made reference to budget projected for October 2022 which is incorrect and potentially confusing.*

The financial impact slide was to be amended; it was correct at the time information was supplied.

The deficit position would be wiped out under Option 1; under Option 2 the deficit would have to be addressed by Governing Bodies. The deadline for setting a deficit budget is tomorrow (12 May) and we're unable to provide up to date information before this.

### **Staffing**

- *would salary safeguarding apply to support staff?*
- *What was the feedback from staff?*

The position regarding salary safeguarding for support staff was to be confirmed.

Staff were concerned, particularly with Option 1. HR will support in any way possible with an adjusted application process for ringfenced posts and redeployment. HR would be running surgeries at the school and also happy to meet as a group.

Two 1FE schools could have similar staff numbers to a 2FE school however no guarantees with some staff at a greater risk and would encourage staff to access HR support. Reduced populations will also have an impact on staffing going forward, whether or not changes proceed. Have committed to the provision of timelines for each option.

### **Buildings**

- *the St Monica's building is not large enough to accommodate Allensbank Primary school, how would this work?*

Under Option 2, both schools would have to share the whole site.

### **Educational benefits**

- *educational benefits outlined but has there been an assessment of disbenefits; space wise the site is limited and need adequate facilities including outdoor space.*

There are confined sites across Cardiff and the proposed changes are compliant with site requirements; could look at staggered break times; no requirement to have a hall that can accommodate all children at the same time; confident that the required amount of space is available but able to consider options around how space is used.

Detailed feasibility would be undertaken if progressed and the Council would work closely with schools.

Advice from experienced staff within the Education Directorate, the Central South Consortium and headteacher input have informed the benefits e.g., greater opportunities at 2FE school, opportunities for staff, economies of scale and opportunities for extracurricular/after school activities. There is strong leadership and staff across all of the schools included in the proposals and we accept that some people prefer smaller schools.

### **Timelines**

- *What are the timelines?*

The consultation runs to 30 June 2023. Following this there will be a report to Cabinet which will include recommendation; subject to Cabinet approval a statutory notice would be published allowing 28 days for formal objections with an expected determination date of January 2024.

### **St Monica's CiW Primary School**

- *Are St Monica's following the same timeline?*
- *What would happen if St Monica's decided not to progress?*

St Monica's CiW Primary School are following the same timeline. Views regarding the pattern of school provision to serve the local area were sought during the previous consultation with St Monica's suggesting they could relocate and have a nursery. The Governing Body formally agreed to be part of the consultation and will have to consider the outcome for their school; the weight of any objections would have to be considered.

## **Federation**

- *Would federation be a matter for the governing bodies to consider?*

If Option 2 or Option 3 are progressed it is strongly recommended that a federation is established.

## **Capital Funding**

- *Significant demographic difference between the English-medium and Welsh-medium schools with closing the attainment gap a part of Cardiff 2020. Funding for Welsh-medium works has been secured but what is the commitment for English-medium?*

The commitment from the LA is that there would be investment which would depend on the option taken forward; we need to ensure facilities are suitable. Monies secured through capital grant limited to Welsh-medium only but committed to ensuring parity in terms of facilities.

There were no further questions, RP thanked governors and the meeting closed.



**Schools Programme  
Record of Staff Meeting  
St Monica's Church in Wales Primary School  
17 May 2023**



**Present:** Richard Portas (SOP), Michele Duddridge Friedl (SOP), Brett Andrewartha (SOP), Rhian Carbis (SOP), Shirley Karseras (SOP), Louise Flynn (HR), St Monica's Primary School Staff

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

### **Welcome and Introductions**

Richard Portas (RP) opened the meeting and welcomed staff.

The meeting was part of the formal consultation on proposed changes to the primary school provision serving the area.

Notes of the meeting were being taken and would form part of the consultation feedback.

### **What is being proposed?**

There was a presentation from Brett Andrewartha setting out details of the proposed changes:

- What are we proposing to do?
- Why are the changes proposed?
- Who is consulting?
- Background
- Area specific context
- Recent and future take up of places
- Map of English-medium provision
- Recent and future take up of English-medium community school places
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- Financial impact of proposals – school budgets
- Other considerations



- What happens next?

Louise Flynn (LF) outlined details of the HR implications specific to each option. She advised staff that in the event of the proposals being progressed, HR would provide support and liaise with employees and Trade Unions were needed. There would be full consultation on any changes.

### **Questions and Answers**

RP invited questions from staff.

The points raised are set out in *italics* below and have been grouped according to the points raised where appropriate.

The Officer's response can be seen underneath.

### **Pupil projections**

- *A comment was made that when considering pupil projection data relating to birth-rates, awareness should be given to the fact that some pupils may not have been born in the UK.*

BA explained how NHS GP registration figures are used bi-annually to inform projections in addition to a range of other data such as PLASC and preference data.

MDF explained that pupil mobility is heavily monitored and over a long period of time.

### **Admission Number**

- *If St Monica's moved to the Ysgol Mynydd Bychan site, why is there a difference in the Published Admission Number compared to that if Allensbank moved to Ysgol Mynydd Bychan?*

BA explained that the admission number of the school would be decided by the St Monica's Governing Body as long as it can be accommodated within the capacity of the school building.

It was noted that the admission policy for the school would have to change if the move was approved as the site of Ysgol Mynydd Bychan is in a different Parish to the current Roath / Cathays Parish.

- *Can you explain if this is the same as the nursery provision as a number has been stated?*

MDF explained that the nursery admission number is usually set slightly lower so as not to detrimentally impact other maintained nursery providers in the area. If in time, there is evidence to suggest that more places are required then that would be considered.

### **Options**

- *Do we need to choose one option over another?*

MDF explained that a formal response would be expected from the Staff and the Governing Body, but that people could also respond individually. It was up to them to explain what they liked / disliked about each option or comment on anything that they thought relevant. They must think what is right for our school.

BA advised that if St Monica's did not want to move forward with a relocation to the Ysgol Mynydd Bychan site, then option 3 would be the only one considered by default and would have to be determined by Cabinet.

Tim Adams from NASUWT was present and offered support if staff required it. He made apologies for Angela Jardine.

RP thanked the staff for their time and input and the meeting closed.



**Schools Programme**  
**Record of Governing Body Meeting**  
**St Monica's Church in Wales Primary School**  
**17 May 2023**



**Present:** Richard Portas (RP) SOP, Michele Duddridge Friedl (MDF) SOP, Brett Andrewartha (BA) SOP, Rhian Carbis (RC) SOP, Shirley Karseras (SK) SOP, Louise Flynn (LF) HR, St Monica's Primary School Governors

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

### **Welcome and Introductions**

Richard Portas (RP) opened the meeting and welcomed staff.

The meeting was part of the formal consultation on proposed changes to the primary school provision serving the area.

Notes of the meeting were being taken and would form part of the consultation feedback.

### **What is being proposed?**

There was a presentation from Brett Andrewartha setting out details of the proposed changes:

- What are we proposing to do?
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- Other considerations
- What happens next?

Louise Flynn (LF) outlined details of the HR implications specific to each option. She advised governors that in the event of the proposals being progressed, HR would provide support and liaise with employees and Trade Unions were needed. There would be full consultation on any changes.

## **Questions and Answers**

RP invited questions from governors.

The points raised are set out in *italics* below and have been grouped according to the points raised where appropriate.

The Officer's response can be seen underneath.

### **Admission Number**

- *Concern around admission number. If St Monica's moved to the Ysgol Mynydd Bychan site, they would only have an admission number of 20 pupils but would be in a bigger school with greater running costs.*

BA advised that the authority is not proposing an expansion of St Monica's but that the Governing Body of a Voluntary Aided school set their own admission number.

- *St Monica's were told in the previous proposal that they could only admit 27.*

MDF advised that an admission number of 30 at Ysgol Mynydd Bychan had been agreed with the school. The admission number for the school would ordinarily be 27.

BA explained that the capacity of the school is 192 and is based on classrooms of varying sizes. The published admission number is then arranged evenly over the seven-year groups but there is usually flexibility for each school to decide on how they use that space based on the needs of their learners.

- *Is there any flexibility with the proposed nursery admission number of 32?*

MDF advised that this would not alter as there needs to be a balanced approach so as not to compromise the viability of other nursery providers in the area. The funding mechanism of nursery provision is different to that for primary aged pupils and there is no clawback of finances.

### **Buildings**

- *What works are needed at the Ysgol Mynydd Bychan site? St Monica's have had several years of renovations.*

RP explained that the buildings are in good condition and that no works needed to be carried out.

- *Does Ysgol Mynydd Bychan have an established nursery and the relevant facilities already?*

MDF advised that it did but as this was new provision for St Monica's there would be some support to help purchase items for this such as nursery furniture.

- *How does the process of moving school practically work? Will they have to use Inset days for this?*

RC explained that she had been through the process and offered up information on how it works. She reassured staff that Facilities Management did the moving element, the school would have to simply do the packing, but that time would be allocated for this.

### **Consultation Process**

- *What is the process for parents to give feedback? Are there drop-in sessions arranged.*

BA explained the consultation process and gave details of what sessions have been scheduled and explained how to access them.

- *What is there in place for other establishments? What if they simply object to the proposals?*

MDF advised that if St Monica's did not want to move forward with a relocation to Ysgol Mynydd Bychan, then option 3 would be the only one considered by default and would have to be determined by Cabinet.

She understood that schools may feel conflicted about the proposals. She advised that they respond as a Governing Body based on what they feel is the correct decision for their school.

### **Close**

Cllr Ahmed requested a simplified outline of the proposal so that he could share with the community.

The Headteacher thanked SOP for the presentation and said that it had helped with clarity of the proposal and consultation process.

RP thanked the Governors for their time and input and the meeting closed.



**Schools Programme  
Record of Staff Meeting  
Ysgol Mynydd Bychan  
18 May 2023**



**Present:** Richard Portas (SOP), Michele Duddridge-Friedl (SOP), Brett Andrewartha (SOP), Rhian Carbis (SOP), Louise Flynn (HR), Sian Evans (YMB Headteacher), Cai Maxwell (SOP) and Ysgol Mynydd Bychan staff.

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

### **Welcome and Introductions**

The meeting was part of the formal consultation on proposed changes to the primary school provision serving the area.

Sian Evans (SE) opened the meeting and welcomed staff and LA colleagues.

### **What is being proposed?**

There was a presentation Rhian Carbis setting out details of the proposed changes:

- What are we proposing to do?
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- Financial impact of proposals – school budgets
- Other considerations
- What happens next?

Louise (HR) outlined details of the HR implications specific to each option. Each of the options would affect YMB in a similar way and that HR would support the staff and governors in expanding its school staff.

## **Questions and Answers**

RP invited questions from staff.

The points raised are set out in *italics* below and have been grouped according to the points raised where appropriate.

The Officer's response can be seen underneath.

## **Options**

- *It has been 'very difficult' to get a strong response from our parents at YMB as all three options essentially mean the same thing, which is to move school sites. We've found it difficult to get an enthusiastic reaction.*

MDF advised that it may be the case that none of the three options are taken forward, it is a consultation and not a referendum. The Cymraeg 2050 target remains in place however it is not a done deal.

## **Buildings**

- *Acknowledge that parents and staff at YMB are very much in support of increasing the number of Welsh speakers. Concern over the suitability of the Allensbank building given its listed building status; had SOP been in communications with CADW regarding coming to an agreement for amendments to the school building.*

RP advised that the SOP team had strong links with CADW and a professional relationship was there. In addition to this, Allensbank had received more funding and investment out of the three English Medium primaries involved in this consultation.

MDF advised that Cardiff County Council is responsible for a number of listed primary school buildings, this experience in working on listed buildings will be key.

- *Concerns over the whether pupils would be able to access the school yard from the ground floor classrooms. Advised that the previous Headteacher invested heavily in the current Ysgol Mynydd Bychan buildings, this will be a challenge moving forward in trying to bring the parents along with us in making the move. Also questioned whether there would be a nursery and reception starting at the same time in 2025.*

MDF advised that SOP would work with the school to incrementally increase the number of nursery and reception places over time, it would not be instant.

- *Regarding the £1.8million, what is it to be used for? Is it for works that need to be done, what's to stop this whole thing happening to us down the line the same as Allensbank.*

RP acknowledged that this was one of the risks, gradually increasing the size of the space.

MDF advised that there were benefits to opening up the school building to generate further income under the community focused schools banner.

- *Concerns over the amount of building work that still needs to be completed.*

RP advised that SOP would work closely with the school, the buildings are suitable as is, but some works needing to be done would be completed before 2025.

### **Finance**

- *Whilst the Headteacher agreed with the financial information presented, there were concerns under the current financial climate, however she will always prioritise pupils at the school.*

### **Process**

- *Are you aware of any previous processes like this take place, how will we gain access to the Allensbank building and how will have that relationship with the staff at Allensbank. What advice can you offer on how best to move forward with this whilst also bringing the parents of YMB along with us.*

MDF advised that the school had a good relationship with the parents and that there are several community activities that Ysgol Mynydd Bychan already hosts, these things can be brought into the fold moving forward. Regarding the relationship with Allensbank, the Council would advise to wait until the outcome of the consultation is known and any steps that are taken after that can be guided by SOP, as we have supported processes like this in the past.

### **Pupil Numbers**

- *How many children from the catchment of YMB attend other primary school nurseries and receptions? Acknowledged that Ysgol Hamadryad went out to the community in their school area to draw people in, addressing concerns of it being a 'private education' etc; the need to go out to the community was understood.*

BA advised that SOP analyse data regularly and would return this information to the school when available.

RP thanked the staff for their time and input and the meeting close.





**Schools Programme**  
**Record of Governing Body Meeting**  
**Ysgol Mynydd Bychan**  
**18 May 2023**



**Present:** Richard Portas (SOP), Michele Duddridge-Friedl (SOP), Brett Andrewartha (SOP), Rhian Carbis (SOP), Louise Flynn (HR), Sian Evans (YMB Headteacher), Cai Maxwell (SOP) and Ysgol Mynydd Bychan staff.

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

### **Welcome and Introductions**

The meeting was part of the formal consultation on proposed changes to the primary school provision serving the area.

Sian Evans (SE) opened the meeting and welcomed staff and LA colleagues.

### **What is being proposed?**

There was a presentation Rhian Carbis setting out details of the proposed changes:

- What are we proposing to do?
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- What happens next?

Louise (HR) outlined details of the HR implications specific to each option. Each of the options would affect YMB in a similar way and that HR would support the staff and governors in expanding its school staff.

## Questions and Answers

RP invited questions from staff.

The points raised are set out in *italics* below and have been grouped according to the points raised where appropriate.

The Officer's response can be seen underneath.

## Buildings

- *Understanding is that the current YMB site is considerably smaller than the Allensbank School site, also queried whether the Ysgol Mynydd Bychan Governors were able to visit or view the Allensbank school site.*
- *Concern was raised over the space available and works that would need to take place to make the school site safe.*
- *Concern was also raised over the £1.8million grant and whether it had already been spent.*

RP advised that the LA and SOP would work jointly with the school to work through ideas and the future process should a move go ahead. There had already been significant investment at the Allensbank site, it is a safe school environment with scaffolding due to be removed by December 2023. Significant roof repair work and window investment works continue to take place at the school. He envisaged, subject to discussions with Ysgol Mynydd Bychan in the context of the prospective new site, that provision for catering and FSM would be a key focus for improvement as well as outside play space from the classroom to the yard, especially for the foundation phase. Condition of the school is not derelict; it is completely usable as it stands currently. None of the four schools included in these proposals are in any way unsafe or in need of urgent repairs, investment is taking place to guarantee the viability of the buildings for future years.

MDF advised that this is an urban area with all schools in the area having limited outdoor space; the Allensbank site outdoor space would be a significant increase over what Ysgol Mynydd Bychan currently has.

RP reiterated that all works proposed at Allensbank including the additional spend of the Welsh Government Grant of £1.8million would be done prior to the school moving with the target of having these works done in the summer holiday period prior to the move in September 2025.

- *Worried about the outdoor spaces; Ysgol Mynydd Bychan currently have classrooms that open out onto the yard which specifically aligns with the Curriculum for Wales. The school would not want to be in a worse position regarding its classrooms. It's what YMB have currently and would want to at least*

*replicate or if possible, improve on the provision we have already at the proposed new site at Allensbank.*

- *Concern over the time it would take to confirm whether we are able to have the outdoor access space, doors and access to the yard from ground floor classrooms. Would this take six months or two years.*
- *Can a process be started with CADW to ensure readiness by 2025 when the proposed move would take place.*
- *Request for the most up to date condition in report to be made available to the Governors of Ysgol Mynydd Bychan to accurately make a decision on where they stand moving forward. Currently there is no information at their disposal to understand exactly what the situation of the building is at Allensbank Primary School. When the Governors have sight of this then a more united front can be achieved in terms of responding to the consultation.*

MDF advised that once an agreement or outcome is established processes could indeed be commenced. The condition report would be provided as soon as it is available.

- *Concern over misinformation and errors; what was the Council doing to process and deal with these responses from all sides. Concern over Ysgol Mynydd Bychan being the target.*

MDF advised that the information released from SOP and discussed at consultation meetings is the correct source of information, it would not be possible or fair to regulate the information discussed by others. This is not a referendum but a consultation.

RP thanked governors for their time and input and the meeting closed.