

# Agenda



## Cabinet Member for Education & Skills

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Date: 2 January 2018  
Time: Not Required  
Venue: Not Required  
To: Councillor G Giles

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Item		Wards Affected
1	<u>School Re-organisation Proposal - Expansion of Maes Ebbw School</u> (Pages 3 - 22)	
2	<u>School Re-organisation Proposal - Expansion of Millbrook Primary School</u> (Pages 23 - 40)	

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# Report

## Cabinet Member for Education & Skills

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### Part 1

Date: 2 January 2018

**Subject** **School Reorganisation Proposal – Expansion of Maes Ebbw School**

**Purpose** To move to the publication of a statutory notice on the school reorganisation proposal “to expand the main Maes Ebbw School site and therefore provide additional pupil places by increasing the capacity of the school from 100 to 150”

**Author** Deborah Weston, Education Service Development Manager

**Ward** All

**Summary** Formal consultation has now concluded on the school reorganisation proposal “to expand the main Maes Ebbw School site and therefore provide additional pupil places by increasing the capacity of the school from 100 to 150 with effect from September 2018”.

This formal consultation was carried out between 11<sup>th</sup> September 2017 and 22<sup>nd</sup> October 2017. Following conclusion of this process a consultation report, which describes the consultation process and feedback received in some detail, has been drafted and is attached at Appendix 1. The report has also been published on the Newport City Council website and shared with stakeholders as outlined in the statutory School Organisation Code.

This report references those findings, the result of which recommends that the Council moves to publish a statutory proposal. During this statutory proposal period, legal objections can be lodged by any stakeholder, and will need to be considered before any final determination is taken.

It should be noted however that the consultation outlined that, if approved, the proposal would be implemented in September 2018. Since the consultation was drafted however, the school has appointed a new Headteacher who took up her role from September 2017. Given that the original plans were drafted in conjunction with the previous Headteacher, there was a need to undertake this same exercise with the new Headteacher, As a result of this delay it is now recommended that the proposed implementation date be modified to April 2019.

**Proposal** **To move to the publication of a statutory proposal for a period of 28 days in respect of the proposal “to expand the main Maes Ebbw School site and therefore provide additional pupil places by increasing the capacity of the school from 100 to 150 with effect from April 2019”.**

**Action by** Chief Education Officer

**Timetable** Immediate

This report was prepared after consultation with:

- Strategic Director - People
- Education Senior Management Team
- Senior HR Business Partner
- Senior Finance Business Partner
- Schools Resources Manager
- Headteacher, Maes Ebbw School
- Chair of Governors, Maes Ebbw School

**Signed**

## **Background**

A formal consultation on the proposal to increase the capacity of Maes Ebbw School was carried out between 11<sup>th</sup> September 2017 and 22<sup>nd</sup> October 2017. Following conclusion of this process a consultation report was prepared, published on the Newport City Council website and shared with stakeholders as outlined in the statutory School Organisation Code.

There is now a requirement to consider the content of this report and determine whether or not it is appropriate to move to the next stage in the school reorganisation process which is the publication of a statutory proposal. During this statutory proposal period, legal objections can be lodged by any stakeholder, and if any are received will need to be considered before any final determination is taken.

A copy of the Consultation Report is attached at Appendix 1 but there now follows a synopsis of the feedback received.

It should be noted however that the consultation outlined that, if approved, the proposal would be implemented in September 2018. Since the consultation was drafted however, the school has appointed a new Headteacher who took up her role from September 2017. Given that the original plans were drafted in conjunction with the previous Headteacher, there was a need to undertake this same exercise with the new Headteacher, As a result of this delay it is now recommended that the proposed implementation date be modified to April 2019.

## **Stakeholder Engagement**

An invitation to take part in the statutory consultation was issued to an extensive list of stakeholders, with two separate drop-in events arranged where people directly affected by the proposal could attend to find out more information and share their views. Both of these events were held at the school and were well attended by a variety of parents / carers, staff and governors, and supported by the Education Service Development Manager and the 21<sup>st</sup> Century Schools Manager who answered questions relating to both the reorganisation proposal and the build programme.

## **Learner Voice**

The Assistant Head of Education (Inclusion) and the Education Service Development Manager visited Maes Ebbw School on 11<sup>th</sup> October 2017 and met with a group of four pupils from the tertiary phase, accompanied by the Headteacher, to discuss the proposal and allow an opportunity for them to share their views. Their observations, comments and questions are outlined within the Consultation Report at Appendix A (page 10 of this report).

## **Consultation Responses**

18 consultation responses were received during the consultation period, 15 of which (equivalent to 83%) supported the proposal. 2 respondents (11%) were against the proposal with the remaining 1 response failing to indicate a view one way or another. The specific feedback received within these responses, along with the relevant comments from the Local Authority, are outlined within the Consultation Report at Appendix A (page 11 of this report).

## **Estyn**

The formal response from Estyn concluded that “the proposal is likely to at least maintain the current standards of specialist provision in the area”.

However the response also stated a view that the proposal did not demonstrate how the improved facilities would have a positive impact on the standards achieved at pupils across the Key Stages taught at the school.

This comment, along with the Local Authority response, is fully detailed within the Consultation Report at Appendix 1 (page 12 of this report).

## Financial Summary

The total cost of this project is estimated to be approximately £3.5 million, funded entirely via the 21<sup>st</sup> Century Schools Programme. This can be presented as a cost of approximately £74,468 per additional pupil place.

There will be an increase in whole authority staff costs as additional teachers and support staff will be required to meet the needs of the increased pupil population, although the school is currently over capacity and the original forecast for the development was planned earlier than now being proposed, therefore the school is being funded for staffing levels to support the current number of pupils on its main site. The proposal to extend Maes Ebbw School will provide additional specialist education places for children within special educational needs and could potentially enable pupils at out-of-county placements to return to the City for their education. This has the potential to reduce the cost of these school placements and the associated transport costs, however it is possible that some of these savings will need to be re-directed to meet the specific needs of these pupils.

## Risks

Risk	Impact of Risk if it occurs* (H/M/L)	Probability of risk occurring (H/M/L)	What is the Council doing or what has it done to avoid the risk or reduce its effect	Who is responsible for dealing with the risk?
Failure to move to statutory notice	L	L	This risk has been mitigated by carrying out a full consultation process in accordance with the statutory School Organisation Code. The proposal cannot be progressed without publishing a statutory notice.	Chief Education Officer

\* Taking account of proposed mitigation measures

## Links to Council Policies and Priorities

Wellbeing of Future Generations (Wales) Act 2015  
Council Improvement Plan  
Education Service Plan

## Options Available

Option 1: to move to the next stage in this school reorganisation process, which is the publication of a statutory proposal (notice) for a period of 28 days, and is the opportunity at which any legal objections can be lodged against the proposal.

Option 2: to withdraw the proposal following consideration of the feedback received during the formal consultation period and outlined in detail within the attached Consultation Report.

## Preferred Option and Why

The preferred option is Option 1. The publication of a statutory notice is the next stage in this school reorganisation proposal. This 28-day period will provide all consultees and stakeholders with an opportunity to further consider, and if necessary lodge legal objections to, the proposal.

## Comments of Chief Financial Officer

Whilst pupil numbers remain at current levels there should be no additional funding implications. However if additional specialist education placements are required there will need to be recognition that either some of the savings from out-of-county and transport budgets will need to be vired to Maes Ebbw School or additional funding needs to be built into the MTRP.

## **Comments of Monitoring Officer**

The proposed action is in accordance with the statutory school reorganisation procedures set out in the School Standards and Organisation (Wales) Act 2013 and the School Organisation Code. The proposal to increase the capacity of Maes Ebbw School from 100 to 150 is a regulated alteration and, therefore, has to be the subject of formal statutory consultation under the Code. In accordance with the statutory procedures, a detailed consultation document has been prepared, setting out the reasons for the proposals, and there has been meaningful consultation with key stakeholders, including children and young people, who are likely to be affected by the changes. The consultation responses are set out in the appendix to the Report and there were two objections based upon a perceived detrimental impact on the already overcrowded facilities at the school and the adequacy of the approved budget. However, for the most part, the consultation responses were supportive of the proposal and the formal response from Estyn concluded that the proposals would, at least, maintain current standards of specialist education provision in the area. The Cabinet Member is now required to consider these representations and decide whether or not to proceed with the necessary statutory notices, having regard to the educational impact of the proposals. If the decision is taken to proceed, then the proposal will need to be published by way of formal statutory notice, on the Council's website and by public notices, and a period of 28 days (including, at least, 15 school days) must be allowed for statutory objections. If there are no objections, then the final decision can be taken by the Cabinet Member but if there are any unresolved statutory objections then the final decision will be referred to full Cabinet. The statutory notices and consultation process will need to identify the fact that, since the original consultation, the proposed implementation date for the change has been moved back from September 2018 to April 2019, following the appointment of a new head teacher.

## **Comments of Head of People and Business Change**

As required by the Well-being of Future Generations (Wales) Act 2015 this proposal has considered all five aspects of the sustainable development principle. In addition a Fairness and Equality Impact Assessments (FEIA) has been completed. This assessment has been updated in light of the responses received in the formal consultation process. This should be reviewed again at each stage of the decision making process.

Finally, there are no human resources implications at this stage other than keeping current staff informed of the process. The original intention was that if approved, the decision would be effective from September 2018. The unforeseen delays will however mean that this implementation date is now being modified to April 2019. Again have no human resources implications other than keeping staff informed.

## **Local issues**

Comment from Gaer ward member, Cllr Debbie Wilcox, Leader of the Council:

Although the intake of Maes Ebbw School does not directly impact upon the residents of the Gaer Ward and pupil placement in the same way as one of our mainstream community schools, nevertheless this expansion is greatly welcomed. As the host ward for Maes Ebbw it is an enormously important asset within our community and I am delighted that we have been able to find the funding to increase both pupil intake and facilities at this important educational facility for some of our most challenged children and young people.

## **Scrutiny Committees**

None

## **Equalities Impact Assessment**

The Equality Act 2010 contains a Public Sector Equality Duty which came into force on 06 April 2011. The Act identifies a number of 'protected characteristics', namely age; disability; gender reassignment; pregnancy and maternity; race; religion or belief; sex; sexual orientation; marriage and civil partnership. The new single duty aims to integrate consideration of equality and good relations into the regular business of public authorities. Compliance with the duty is a legal obligation and is intended to result in better informed decision-making and policy development and services that are more effective for users. In exercising its functions, the Council must have due regard to the need to: eliminate unlawful discrimination, harassment, victimisation and other conduct that is prohibited by the Act; advance

equality of opportunity between persons who share a protected characteristic and those who do not; and foster good relations between persons who share a protected characteristic and those who do not. The Act is not overly prescriptive about the approach a public authority should take to ensure due regard, although it does set out that due regard to advancing equality involves: removing or minimising disadvantages suffered by people due to their protected characteristics; taking steps to meet the needs of people from protected groups where these differ from the need of other people; and encouraging people from protected groups to participate in public life or in other activities where their participation is disproportionately low.

The Fairness & Equality Impact Assessment (FEIA) has been updated and is attached at Appendix 2.

## **Children and Families (Wales) Measure**

Consultation with Children and Young People is outlined in the *Learner Voice* section of this report and the attached Consultation Report.

## **Wellbeing of Future Generations (Wales) Act 2015**

Report writers need to indicate how they have considered the five things public bodies need to think about to show they have applied the sustainable development principle put into place by the Act. You will need to demonstrate you have considered the following:

- Long term: the importance of balancing short- term needs with the need to safeguard the ability to also meet long – term needs ***by making additional specialist school places available to meet the needs of pupils living within Newport;***
- Prevention: How acting to prevent problems occurring or getting worse may help us meet our objectives ***additional specialist school places are made available therefore increasing provision for children to attend a school within the City as opposed to an Out-of-County placement;***
- Integration: Consider how the proposals will impact on our wellbeing objectives, our wellbeing goals, other objectives or those of other public bodies ***a formal statutory consultation has been carried out with key stakeholders, the outcome of which is detailed in the consultation report. This proposal supports the “A prosperous Wales” and “A more equal Wales” Well-being Goals and has no adverse effect on any of the other Well-being Goals. In addition this proposal supports the Newport City Council Well-being Objective “To improve skills, educational outcomes and employment opportunities”***
- Collaboration: have you considered how acting in collaboration with any other person or any other part of our organisation could help meet our wellbeing objectives ***a formal statutory consultation has already been carried out. A FEIA has also been prepared and updated to consider the impact of the proposal***
- Involvement: The importance of involving people with an interest in achieving the wellbeing goals, and ensuring that those people reflect the diversity of the City we serve ***a formal statutory consultation has already been carried out. A FEIA has also been prepared and updated to consider the impact of the proposal***

In summary this proposal supports wellbeing by improving facilities and increasing the availability of specialist school places within the City. This will enable pupils with additional educational needs to be educated within the City rather than having to attend Out-of-County placements.

## **Crime and Disorder Act 1998**

Section 17(1) of the Crime and Disorder Act 1998 imposes a duty on the Local Authority to exercise its various functions with due regard to the likely effect of the exercise of those functions on, and the need to do all that it reasonably can to prevent, crime and disorder in its area.

## **Consultation**

Stakeholder consultation has been carried out and is outlined in some detail in the attached consultation report.



## **Background Papers**

Consultation Report (attached at Appendix A).

**Dated: 2 January 2018**

# APPENDIX 1

## Newport City Council

### School Reorganisation Proposal

### Consultation Report

Proposal to expand Maes Ebbw School with effect from September 2018

**Formal Consultation Period:**  
**11<sup>th</sup> September 2017 to 22<sup>nd</sup> October 2017**

#### **Purpose**

This report is published in line with the requirements of the School Standards and Organisation (Wales) Act 2013 and the School Organisation Code, July 2013.

This consultation report includes the following sections:

- The Proposal
- Stakeholder Engagement
- Everyday Summary Version – Children & Young People
- Learner Voice
- Consultation Responses
- Estyn

#### **The Proposal**

To expand the main Maes Ebbw School site and therefore provide additional pupil places by increasing the capacity of the school from 100 to 150 with effect from September 2018.

## Stakeholder Engagement

An invitation to take part in the statutory consultation was issued to stakeholders overleaf, with either a link to the consultation pack on the Council's website and an electronic version of the pack sent by e-mail, or alternatively by hard copies of the consultation material being issued.

- Teachers, staff and the governing body of Maes Ebbw School;
- Parents, carers and guardians of pupils attending Maes Ebbw School;
- Pupils at Maes Ebbw School;
- Parents, carers and guardians of children attending Learning Resource Base classes across the City;
- The Headteachers and Governing Bodies of all other Newport schools;
- The Acting Headteacher and Governing Body of Ysgol Bryn Derw;
- All Newport City Council elected members;
- All Newport Community Councils;
- The Welsh Ministers;
- Assembly Members (AMs) and Members of Parliament (MPs) representing the area served by the schools subject to the proposals;
- Other Local Authorities across the South East Wales Consortium region, including relevant Transport departments;
- The South East Wales Education Achievement Service;
- The Church in Wales, Diocese of Monmouth;
- Roman Catholic Archdiocese;
- Estyn;
- Teaching and staff trade unions representing teachers and staff at Maes Ebbw School;
- The Police and Crime Commissioner for Gwent;
- The local Communities First partnership (or equivalent);
- SNAP Cymru;
- Serennu Children's Centre and relevant health partners.

The following consultation events were arranged and were publicised via a letter to stakeholders. This information was also shared on the Council website and outlined throughout the consultation document.

Venue	Date and Time	Event type
Maes Ebbw School, Maesglas Road, Newport, NP20 3DG	Wednesday 20 <sup>th</sup> September 2017 9.30am to 11.30am	Drop-in event
Maes Ebbw School, Maesglas Road, Newport, NP20 3DG	Tuesday 26 <sup>th</sup> September 2017 4.00pm to 6.00pm	Drop-in event

These drop-in events were well attended by a variety of parents / carers, staff and governors, and supported by the Education Service Development Manager and the 21<sup>st</sup> Century Schools Manager who answered questions relating to both the reorganisation proposal and the build programme.

## Everyday Summary Version – Children & Young People

An Everyday Summary Version of the main consultation document was also published and was targeted specifically at children and young people.

### Learner Voice

The Assistant Head of Education (Inclusion) and the Education Service Development Manager visited Maes Ebbw School on 11<sup>th</sup> October 2017 and met with a group of four pupils from the tertiary phase, accompanied by the Headteacher, to discuss the proposal and allow an opportunity for them to share their views.

After initially outlining the proposal to create a seven classroom extension with sensory courtyard area and subsequently demolish the existing demountable building, the Headteacher suggested it might be useful to show the pupils the physical location of the proposed build. The pupils enjoyed this but were disappointed that the demountable classroom would likely be demolished. There were also concerns raised about the trees that currently stand in the proposed build area. The pupils were advised that if some trees needed to be cut down, new trees would be planted to replace them. The pupils were then asked to share their views on the following questions:

#### What do you think is good about the plan?

The pupils felt that building some smaller classrooms could create room for different facilities to be enjoyed and could also enable more children to come to the school.

#### Do you think the school needs more space?

The pupils commented that there seemed to be enough space for everyone at the moment. However they asked whether it would be possible to create additional space by building a second floor. The Headteacher then asked how pupils in wheelchairs would be able to access the upper floor. Various suggestions were put forward, including the installation of either a traveller or a lift.

#### What kind of new things would you like to see in the school?

- More toilets as sometimes there aren't enough if lots of people want to go at the same time;
- Better playground facilities for older pupils;
- Additional or larger calming rooms / spaces;
- Dedicated facilities for IT, Art, Music and Cooking – maybe even a kitchen or cafeteria;
- An indoor garden / courtyard;
- Better facilities for pupils using wheelchairs.

#### What sort of problems are there at the start and end of the day?

The pupils commented that the car park is very busy at the start and end of the school day and a dedicated bus / taxi bay might assist. There was also the suggestion of enlarging the entrance gate so that two vehicles were able to pass each other easily.

Before ending the discussion the pupils were asked if there was anything else they would like to know about the proposal, and the following questions were raised:

#### How much will the project cost?

An amount of approximately £3.5million has been allocated to the project (one of the pupils indicated that this was probably insufficient given the current costs associated with the construction industry).

#### When will the building work commence and what will happen whilst it is taking place?

It is hoped that the building work will start in January 2018. Whilst the work is ongoing, it will be really important for the older pupils to continue to buddy up with younger pupils. There will also be a traffic management plan for the site whilst the work is ongoing.

## Consultation Responses

18 consultation responses were received during the consultation period, 15 of which (equivalent to 83%) supported the proposal. 2 respondents (11%) were against the proposal with the remaining 1 response failing to indicate a view one way or another.

### *Responses in support of the proposal*

In addition to supporting the proposal, responses included the following points:

- The proposal will provide improved capacity and facilities to meet demand and provide more local provision;
- Consideration needs to be given to providing additional car parking capacity;
- The building work should also support improved facilities for pupils including a Touch Trust room, play areas, sufficient and appropriate bathroom facilities, additional quiet areas and independent living skills;
- Additional funding should be allocated to the project to enable facilities across the whole site to be upgraded so that the needs of all pupils can be met, including hoist facilities and appropriate spaces for wheelchair users and storage.

Further questions were also raised in relation to the potential effect on Additional Learning Needs funding across other Newport schools and any changes to the entry criteria for the school.

### *Responses against the proposal*

One respondent felt that an increase of 50 pupils would negatively impact on the already overcrowded facilities at the school. The other respondent shared this view and added that the budget allocated was insufficient and therefore the project was uneconomical when compared with work undertaken in the Special School sector by neighbouring local authorities.

### *Other response*

The final response did not indicate whether or not the proposal was supported but commented that the school would benefit from a re-bound room and improved facilities for pupils with visual impairments.

### *Local Authority Response*

An amount of approximately £3.5million has been allocated to the project, made up of a contribution from Newport City Council match-funded by Welsh Government under Band A of the 21<sup>st</sup> Century Schools Programme.

This is the maximum funding available and therefore work has been undertaken to scope out the best way of using this limited amount of money whilst still providing much needed and improved facilities on this school site. This scoping exercise has been carried out in conjunction with the Senior Leadership Team of the school.

The project does include some additional parking facilities alongside a site traffic management plan which should go some way to improving the current situation. The plan is to provide a seven classroom extension, along with a sensory courtyard, and appropriate ancillary facilities including toilets, a hygiene room, two group rooms and storage areas. Once the project is complete, the build will be handed over to the governing body which will then be responsible for determining how the facilities across the whole site, including Maes Ebbw Bach, are best used to meet the needs of pupils across all year groups.

The governing body is also responsible for ensuring that any building maintenance work required at the school is undertaken through use of the delegated budget.

Maes Ebbw is currently oversubscribed with in the region of 140 children and young people on roll at the main site. This building has capacity for 100 pupils. The proposal will therefore provide improved facilities for the children who are currently attending the school and also create a small number of additional pupil places. This may in turn release pressure on schools elsewhere across the City. The potential impact on Additional Learning Needs funding is negligible therefore. It is not proposed that there will be any changes to entry criteria for either this school or Ysgol Bryn Derw.

The Council is committed to making best use of the resources available to improve and extend the facilities at the school, and to support increased pupil outcomes across all key stages.

## **Estyn**

The formal response from Estyn concluded that “the proposal is likely to at least maintain the current standards of specialist provision in the area.”

The response goes on to say that the proposal includes a clear rationale of the proposed expected benefits, appropriate information to support the advantages and disadvantages of the proposal, and appropriate reference to current performance and prospects for improvement.

However, it was Estyn’s view that the proposal does not demonstrate how the improved facilities would have a positive impact on the standards achieved at pupils across the Key Stages taught at the school.

In response to this, the Headteacher has stated that the current facilities at the school are poorly developed to sufficiently meet the range of needs across the pupil cohort. The building work will provide additional space for pupils with complex and high levels of sensory needs. This will ensure that pupils can be more effectively challenged to reach their individual potentials. The build project will also enable improved access to outdoor learning areas through the linked classroom and outdoor facilities.

The proposed use of tracking and hoist provisions throughout the new section of the building will also ensure that the care needs of individual pupils can be met more efficiently, effectively and swiftly, thereby enabling more focus on challenge within the curriculum during the school day.

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In accordance with the School Organisation Code (2013) this report is published electronically on Newport City Council’s website at [www.newport.gov.uk](http://www.newport.gov.uk)

To request a hard (paper) copy of this document please contact Newport City Council’s Education Service Development Manager on 01633 656656 or email [school.reorg@newport.gov.uk](mailto:school.reorg@newport.gov.uk)

## APPENDIX 2

### Fairness and Equalities Impact Assessments F&EIAs (2015)

This form presents evidence that equalities, Welsh language and fairness have been considered when taking policy and service delivery decisions in Newport City Council.

Our Equalities focus is taken from the Equalities Act 2010: we consider the nine protected equalities characteristics- age, gender reassignment, disability, marriage and civil partnership, pregnancy and maternity, race, religion and belief, sex, sexual orientation.

Under the General Equality Duty we have a duty to:

- Eliminate unlawful discrimination, harassment and victimisation
- Advance equality of opportunity and
- Foster good relations

across the nine protected characteristics.

Under the Welsh Language Measure 2011 the Welsh language cannot be treated any less favourably than the English language

In Newport we focus on Fairness through the following themes: Health, Poverty, Skills and Work, Domestic Abuse and Tackling Area Based Deprivation.

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Service Area	Head of Service	Person responsible for the Assessment	Date of Assessment
Education	Sarah Morgan	Deborah Weston	November 2017

1. What is the policy/ service being assessed?

To request permission to publish a statutory notice on the school reorganisation proposal to expand the main Maes Ebbw School site and therefore provide additional pupil places by increasing the capacity of the school from 100 to 150. The original intention was that if approved, the decision would be effective from September 2018. Unforeseen delays however mean that this implementation date is now being modified to April 2019.

2. What is the purpose of the policy/ service change?

To increase the number of special school places available at Maes Ebbw School.

**3. Protected Characteristics**

Protected Characteristic	Who are the customers/service users/potential service users?	If we take this decision what is the potential impact?  The impact may be either positive or negative  Explain how people may be affected and give the evidence for this	Action Plan to address issues raised  What changes or practical measures would reduce adverse impact on particular groups.  What changes would increase positive impacts e.g. improve access or opportunity  May be revisited post consultation	Who is responsible?	Timeframe to review
Page 16	All pupils aged between 3 and 19 years of age and whose statements of SEN require their education to be provided at a specialist environment, and their parents / carers	<p>The decision to publish a statutory notice gives stakeholders the opportunity to object to the proposal having found out more about the plans during the formal consultation period.</p> <p>The provision of additional special school places will benefit pupils across the whole of the Newport as additional facilities will be provided to support children who have specialist needs in an appropriate and secure environment.</p> <p>This will not have any detrimental impact on other schools and provision across the City.</p>	<p>This proposal was subject to formal consultation with a range of stakeholders, the results of which are outlined in the Consultation Report which has been prepared and published on the Newport City Council website.</p> <p>The proposal requires building work be carried out to extend the current school. The original intention was that if approved, this building work would take place during the course of the 17/18 academic year, with the change being effective from September 2018. Unforeseen delays however mean that this</p>	Chief Education Officer	January 2018



			proposed implementation date is now being modified to April 2019. All necessary actions will be taken to ensure that the school site is a safe environment for all pupils during these building works.		
Gender reassignment	Not applicable				
Disability	All pupils aged between 3 and 19 years of age and whose statements of SEN require their education to be provided at a specialist environment, and their parents / carers	<p>The decision to publish a statutory notice gives stakeholders the opportunity to object to the proposal having found out more about the plans during the formal consultation period.</p> <p>The provision of additional special school places will benefit pupils across the whole of the Newport as additional facilities will be provided to support children who have specialist needs in an appropriate and secure environment.</p> <p>This will not have any detrimental impact on other schools and provision across the City.</p>	<p>This proposal was subject to formal consultation with a range of stakeholders, the results of which are outlined in the Consultation Report which has been prepared and published on the Newport City Council website.</p> <p>The proposal requires building work be carried out to extend the current school. The original intention was that if approved, this building work would take place during the course of the 17/18 academic year, with the change being effective from September 2018. Unforeseen delays however mean that this proposed implementation date is now being modified to April 2019. All necessary actions will be taken to ensure that the school site is a safe environment for all pupils during these building works.</p>	Chief Education Officer	January 2018
Marriage/Civil Partnership	Not applicable				
Pregnancy and Maternity	Not applicable				
Race	All pupils aged between 3 and 19 years of age and whose statements of SEN require their	The decision to publish a statutory notice gives stakeholders the opportunity to object to the proposal having found out more	This proposal was subject to formal consultation with a range of stakeholders, the results of	Chief Education Officer	January 2018

	<p>education to be provided at a specialist environment, and their parents / carers</p>	<p>about the plans during the formal consultation period.</p> <p>The provision of additional special school places will benefit pupils across the whole of the Newport as additional facilities will be provided to support children who have specialist needs in an appropriate and secure environment.</p> <p>This will not have any detrimental impact on other schools and provision across the City.</p>	<p>which are outlined in the Consultation Report which has been prepared and published on the Newport City Council website.</p> <p>The proposal requires building work be carried out to extend the current school. The original intention was that if approved, this building work would take place during the course of the 17/18 academic year, with the change being effective from September 2018. Unforeseen delays however mean that this proposed implementation date is now being modified to April 2019. All necessary actions will be taken to ensure that the school site is a safe environment for all pupils during these building works.</p>		
Religion/belief (or the absence of)	Not applicable				
Sex	<p>All pupils aged between 3 and 19 years of age and whose statements of SEN require their education to be provided at a specialist environment, and their parents / carers</p>	<p>The decision to publish a statutory notice gives stakeholders the opportunity to object to the proposal having found out more about the plans during the formal consultation period.</p> <p>The provision of additional special school places will benefit pupils across the whole of the Newport as additional facilities will be provided to support children who have specialist needs in an appropriate and secure environment.</p> <p>This will not have any detrimental impact on</p>	<p>This proposal was subject to formal consultation with a range of stakeholders, the results of which are outlined in the Consultation Report which has been prepared and published on the Newport City Council website.</p> <p>The proposal requires building work be carried out to extend the current school. The original intention was that if approved, this building work would take place during the course of the 17/18 academic year, with the</p>	Chief Education Officer	January 2018

		other schools and provision across the City.	change being effective from September 2018. Unforeseen delays however mean that this proposed implementation date is now being modified to April 2019. All necessary actions will be taken to ensure that the school site is a safe environment for all pupils during these building works.		
Sexual Orientation	Not applicable				
Welsh language	Not applicable. The proposal concerns special school places delivered through English-medium provision				

**4. Who has the service consulted regarding the proposed change? When should new consultation take place?**

NB: It is essential that service users and other interested parties are involved in the planning process at the earliest opportunity. Consultation at an initial stage should be along broad themes. It is appropriate to ask what services are valued, how services could be changed and or what could be done differently. This feedback should then inform your business case proposals and the F&EIA. When specific proposals have been drawn up, they too will need to be consulted upon. All stakeholders and their views need to be represented.

This proposal was subject to formal consultation with a range of stakeholders as defined in the Welsh Government statutory School Organisation Code. The feedback received during the formal consultation has been outlined in the Consultation Report which has been published on the Newport City Council website.

The next stage in this process is the publication of a Statutory Proposal for a period of 28 days. This will provide all stakeholders with an opportunity to further consider, and if necessary lodge legal objections to, the proposal.

**5. What evidence/ data has been used to complete this F&EIA (This will include local and national guidance)**

A formal consultation document has been drafted. A formal consultation process will be carried out in accordance with the School Standards and Organisation (Wales) Act 2013, and the statutory School Organisation Code 2013.

The results of this consultation are outlined in the Consultation Report which has been prepared and published on the Council website.

## **6. How will the relevant groups be advised of the changes and the F&EIA?**

Stakeholders have been made aware of the publication of the Consultation Report and that this will form part of the decision as to whether or not to move to the publication of the statutory proposal. Copies of the statutory notice will be shared with stakeholders and also published on the Newport City Council website and at the school gates.

## **7 How will the policy/ practice make Newport more or less fair in relation to:**

- Health Inequalities
- Child Poverty
- Skills and Work
- Tackling Domestic Violence
- Alcohol and Substance misuse
- Homelessness
- Armed Forces Veterans

The provision of additional specialist places will increase provision across the City for pupils with additional educational needs.

## **8. How will the service / policy affect local areas of the city?**

Will it have a positive or negative impact in terms of fairness and addressing local area deprivation (you will need to use spatial data available through the Newport Profile and specific Ward Profiles to address this question)?

This proposal will benefit pupils across the whole of the Newport as additional facilities will be provided to support children who have specialist needs in an appropriate and secure environment.

## **9. In summary, how does the changed service /policy promote good community relations (cohesion)?**

The provision of additional specialist places will increase provision across the City for pupils with additional educational needs. Maes Ebbw School already successfully shares a site with Maesglas Primary School, and it is not considered that either school will be detrimentally affected by this proposal.

**10. In summary, how does the changed service /policy promote equality?**

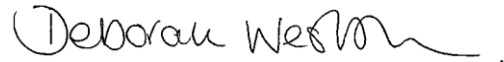
The provision of additional specialist places will increase provision across the City for pupils with additional educational needs.

**11. In summary, how does the changed service /policy eliminate discrimination?**

The provision of additional specialist places will increase provision across the City for pupils with additional educational needs.

**Completed by: Deborah Weston, Education Service Development Manager**

**Date: November 2017**



**Signed off by: Sarah Morgan: Chief Education Officer**

**Date: November 2017**



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# Report

## Cabinet Member for Education & Skills

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### Part 1

Date: 2 January 2018

**Subject** **School Reorganisation Proposal – Expansion of Millbrook Primary School**

**Purpose** To move to the publication of a statutory notice on the school reorganisation proposal “to increase the capacity of Millbrook Primary School from 210 to 315, therefore creating a permanent 1.5 form entry school from September 2018”

**Author** Deborah Weston, Education Service Development Manager

**Ward** Bettws

**Summary** Formal consultation has now concluded on the school reorganisation proposal “to increase the capacity of Millbrook Primary School from 210 to 315, therefore creating a permanent 1.5 form entry school from September 2018”.

This formal consultation was carried out between 11<sup>th</sup> September 2017 and 22<sup>nd</sup> October 2017. Following conclusion of this process a consultation report, which describes the consultation process and feedback received in some detail, has been drafted and is attached at Appendix 1. The report has also been published on the Newport City Council website and shared with stakeholders as outlined in the statutory School Organisation Code.

This report references those findings, the result of which recommends that the Council moves to publish a statutory proposal. During this statutory proposal period, legal objections can be lodged by any stakeholder, and will need to be considered before any final determination is taken.

**Proposal** **To move to the publication of a statutory notice for a period of 28 days in respect of the proposal “to increase the capacity of Millbrook Primary School from 210 to 315, therefore creating a permanent 1.5 form entry school from September 2018”.**

**Action by** Chief Education Officer

**Timetable** Immediate  
This report was prepared after consultation with:

- Strategic Director - People
- Education Senior Management Team
- Senior HR Business Partner
- Senior Finance Business Partner
- Schools Resources Manager
- Headteacher, Millbrook Primary School
- Chair of Governors, Millbrook Primary School

**Signed**

## **Background**

A formal consultation on the proposal to increase the capacity of Millbrook Primary School was carried out between 11<sup>th</sup> September 2017 and 22<sup>nd</sup> October 2017. Following conclusion of this process a consultation report was prepared, published on the Newport City Council website and shared with stakeholders as outlined in the statutory School Organisation Code.

There is now a requirement to consider the content of this report and determine whether or not it is appropriate to move to the next stage in the school reorganisation process which is the publication of a statutory proposal. During this statutory proposal period, legal objections can be lodged by any stakeholder, and if any are received will need to be considered before any final determination is taken.

A copy of the Consultation Report is attached at Appendix 1 but there now follows a synopsis of the feedback received.

## **Stakeholder Engagement**

An invitation to take part in the statutory consultation was issued to an extensive list of stakeholders, with two separate drop-in events arranged where people directly affected by the proposal could attend to find out more information and share their views. Both of these events were held at the school and were attended by five parents in total who were mainly in support of the proposal but wished to raise two separate concerns. These concerns are outlined within the Consultation Report at Appendix 1 (page 8 of this report).

## **Learner Voice**

Whilst a children's questionnaire was created and shared with Millbrook Primary School for distribution amongst pupils, it was unfortunate that no completed responses were returned to the Council.

However the Education Service Development Manager visited Millbrook Primary School on 17<sup>th</sup> October 2017 and met with six members of the School Council from across the Year Four, Five and Six groups to discuss the proposal and allow an opportunity for them to share their views. All six of the pupils present thought that the proposal was a good idea. Their specific comments and questions are outlined within the Consultation Report at Appendix A (page 9 of this report).

## **Consultation Responses**

Unfortunately no stakeholder responses were received other than that from Estyn as detailed below.

### **Estyn**

The formal response from Estyn concluded that "the proposal is likely to at least maintain the current standard of education provision in the area".

However the response also stated that:

- the proposal did not include sufficient information to outline how there would be increased opportunities for staff, and
- there was no full explanation as to how the proposed mixed-age classes might impact on the education of the children at the school.

These comments, along with the relevant Local Authority responses, are outlined in full within the Consultation Report at Appendix 1 (page 10 of this report).

## **Financial Summary**

There is no capital funding associated with this proposal, although some maintenance works have already been carried out on the site to improve existing facilities in terms of previously unused classrooms to ensure their suitability and appropriateness for delivery of the national curriculum across all year groups.



The provision of additional school places may affect the current pupil demographics across the City but should not increase the number of pupils within the primary cohort. There may however be savings in terms of home to school transport, as increasing the number of school places available could reduce the number of children who require free transport assistance to their next nearest available school. These savings, if they arise, cannot be quantified at the present time.

### Risks

Risk	Impact of Risk if it occurs* (H/M/L)	Probability of risk occurring (H/M/L)	What is the Council doing or what has it done to avoid the risk or reduce its effect	Who is responsible for dealing with the risk?
Failure to move to statutory notice	L	L	This risk has been mitigated by carrying out a full consultation process in accordance with the statutory School Organisation Code. The proposal cannot be progressed without publishing a statutory notice.	Chief Education Officer

\* Taking account of proposed mitigation measures

### Links to Council Policies and Priorities

Wellbeing of Future Generations (Wales) Act 2015  
 Council Improvement Plan  
 Education Service Plan

### Options Available

Option 1: to move to the next stage in this school reorganisation process, which is the publication of a statutory proposal (notice) for a period of 28 days, and is the opportunity at which any legal objections can be lodged against the proposal.

Option 2: to withdraw the proposal following consideration of the feedback received during the formal consultation period and outlined in detail within the attached Consultation Report.

### Preferred Option and Why

The preferred option is Option 1. The publication of a statutory notice is the next stage in this school reorganisation proposal. This 28-day period will provide all consultees and stakeholders with an opportunity to further consider, and if necessary lodge legal objections to, the proposal.

### Comments of Chief Financial Officer

The report states that the expansion of Millbrook Primary school will not increase overall Primary numbers but will lead to a redistribution of those pupil numbers. No additional funding is available so the Primary sector would have to absorb any financial implications arising from this proposal.

### Comments of Monitoring Officer

The proposed action is in accordance with the statutory school reorganisation procedures set out in the School Standards and Organisation (Wales) Act 2013 and the School Organisation Code. The proposal to increase the capacity of Millbrook Primary School from 210 to 315 by creating a permanent 1.5 form entry school is a regulated alteration and, therefore, has to be the subject of formal statutory consultation under the Code. In accordance with the statutory procedures, a detailed consultation document has been prepared, setting out the reasons for the proposals, and there has been meaningful consultation with key stakeholders, including children and young people, who are likely to be affected by the changes. The only consultation response received was from Estyn, who concluded that the proposals would, at least, maintain current standards of education provision in the area, although further information was requested, which is addressed in the attached consultation report. The Cabinet Member is now required to consider these representations and decide whether or not to proceed with the necessary statutory notices, having regard to the educational impact of the proposals.

If the decision is taken to proceed, then the proposal will need to be published by way of formal statutory notice, on the Council's website and by public notices, and a period of 28 days (including, at least, 15 school days) must be allowed for statutory objections. If there are no objections, then the final decision can be taken by the Cabinet Member but if there are any unresolved statutory objections then the final decision will be referred to full Cabinet.

## **Comments of Head of People and Business Change**

As required by the Well-being of Future Generations (Wales) Act 2015 this proposal has considered all five aspects of the sustainable development principle.

In addition a Fairness and Equality Impact Assessments (FEIA) has been completed. This assessment has been updated in light of the responses received in the formal consultation process. This should be reviewed again at each stage of the decision making process.

Finally, there are no human resources implications at this stage of the process other than keeping employees in the school informed.

## **Local issues**

Comment from Bettws ward member, Cllr Kevin Whitehead:

As I've stated previously this move can only be a good thing for Millbrook and Bettws in general as the demand for placements increases in particular due to the granting of further planning applications for social housing out here. Hopefully NCC will also have a look at the estates lack of infrastructure as well in the near future which is struggling to cope with the extra influx of people requiring services.

## **Scrutiny Committees**

None

## **Equalities Impact Assessment**

The Equality Act 2010 contains a Public Sector Equality Duty which came into force on 06 April 2011. The Act identifies a number of 'protected characteristics', namely age; disability; gender reassignment; pregnancy and maternity; race; religion or belief; sex; sexual orientation; marriage and civil partnership. The new single duty aims to integrate consideration of equality and good relations into the regular business of public authorities. Compliance with the duty is a legal obligation and is intended to result in better informed decision-making and policy development and services that are more effective for users. In exercising its functions, the Council must have due regard to the need to: eliminate unlawful discrimination, harassment, victimisation and other conduct that is prohibited by the Act; advance equality of opportunity between persons who share a protected characteristic and those who do not; and foster good relations between persons who share a protected characteristic and those who do not. The Act is not overly prescriptive about the approach a public authority should take to ensure due regard, although it does set out that due regard to advancing equality involves: removing or minimising disadvantages suffered by people due to their protected characteristics; taking steps to meet the needs of people from protected groups where these differ from the need of other people; and encouraging people from protected groups to participate in public life or in other activities where their participation is disproportionately low.

The Fairness & Equality Impact Assessment (FEIA) has been updated and is attached at Appendix 2.

## **Children and Families (Wales) Measure**

Consultation with Children and Young People is outlined in the *Learner Voice* section of this report and the attached Consultation Report.

## **Wellbeing of Future Generations (Wales) Act 2015**

Report writers need to indicate how they have considered the five things public bodies need to think about to show they have applied the sustainable development principle put into place by the Act. You will need to demonstrate you have considered the following:

- Long term: the importance of balancing short- term needs with the need to safeguard the ability to also meet long – term needs **by making additional school places available and therefore increasing provision for local children to attend local schools**
- Prevention: How acting to prevent problems occurring or getting worse may help us meet our objectives **additional school places are made available in an area of demand enabling pupils to attend a local school, therefore increasing accessibility and reducing the number of home to school transport applications**
- Integration: Consider how the proposals will impact on our wellbeing objectives, our wellbeing goals, other objectives or those of other public bodies **a formal statutory consultation has been carried out with key stakeholders, the outcome of which is detailed in the consultation report. This proposal supports the “A prosperous Wales” and “A more equal Wales” Well-being Goals and has no adverse effect on any of the other Well-being Goals. In addition this proposal supports the Newport City Council Well-being Objective “To improve skills, educational outcomes and employment opportunities”**
- Collaboration: have you considered how acting in collaboration with any other person or any other part of our organisation could help meet our wellbeing objectives **a formal statutory consultation has already been carried out. A FEIA has also been prepared and updated to consider the impact of the proposal**
- Involvement: The importance of involving people with an interest in achieving the wellbeing goals, and ensuring that those people reflect the diversity of the City we serve **a formal statutory consultation has already been carried out. A FEIA has also been prepared and updated to consider the impact of the proposal**

In summary this proposal supports wellbeing by increasing the availability of school places in an area of high demand, supporting the principles of parental preference and local schools for local pupils. Attendance and punctuality are likely to be positively affected where children are able to attend a local school of their choice. In turn, high school attendance rates is a significant factor in attainment and this therefore impacts on educational outcomes and on longer term employment opportunities.

### **Crime and Disorder Act 1998**

Section 17(1) of the Crime and Disorder Act 1998 imposes a duty on the Local Authority to exercise its various functions with due regard to the likely effect of the exercise of those functions on, and the need to do all that it reasonably can to prevent, crime and disorder in its area.

### **Consultation**

Stakeholder consultation has been carried out and is outlined in some detail in the attached consultation report.

### **Background Papers**

Consultation Report (attached at Appendix A)

**Dated: 2 January 2018**

# APPENDIX 1

## Newport City Council

### School Reorganisation Proposal

### Consultation Report

Proposal to expand Millbrook Primary School with effect from September 2018

**Formal Consultation Period:**  
**11<sup>th</sup> September 2017 to 22<sup>nd</sup> October 2017**

#### **Purpose**

This report is published in line with the requirements of the School Standards and Organisation (Wales) Act 2013 and the School Organisation Code, July 2013.

This consultation report includes the following sections:

- The Proposal
- Stakeholder Engagement
- Everyday Summary Version – Children & Young People
- Learner Voice
- Consultation Responses
- Estyn
- Copy of the Pupil Questionnaire (at Appendix A)

#### **The Proposal**

To increase the capacity of Millbrook Primary School from 210 to 315, therefore creating a permanent 1.5 form entry school from September 2018.

## Stakeholder Engagement

An invitation to take part in the statutory consultation was issued to the following stakeholders, with either a link to the consultation pack on the Council's website and an electronic version of the pack sent by e-mail or alternatively by hard copies of the consultation material being issued:

- Teachers, staff and the governing body of Millbrook Primary School;
- Parents, carers and guardians of pupils attending Millbrook Primary School;
- Pupils at Millbrook Primary School;
- The Headteachers and Governing Bodies of all local primary schools and those schools within the Newport High School cluster, ie., Newport High School, Kimberley Nursery School, Crindau Primary School, Malpas Church in Wales Infant School, Malpas Church in Wales Junior School, Malpas Court Primary School, Malpas Park Primary School, Monnow Primary School, Ysgol Gymraeg Bro Teyrnnon and Ysgol Gymraeg Ifor Hael;
- All Newport City Council elected members;
- The Welsh Ministers;
- Assembly Members (AMs) and Members of Parliament (MPs) representing the area served by the schools subject to the proposals;
- Other Local Authorities across the South East Wales Consortium region, including relevant Transport departments;
- The South East Wales Education Achievement Service;
- The Church in Wales, Diocese of Monmouth;
- Roman Catholic Archdiocese;
- Estyn;
- Teaching and staff trade unions representing teachers and staff at Millbrook Infant School and Millbrook Junior School;
- The Police and Crime Commissioner for Gwent;
- The local Communities First partnership (or equivalent).

The following consultation events were arranged and were publicised via a letter to stakeholders. This information was also shared on the Council website and outlined throughout the consultation document.

Venue	Date and Time	Event type
Millbrook Primary School, Parrett Road, NP20 7DQ	Thursday 12 <sup>th</sup> October 2017 10am – 12 noon	Drop-in event
Millbrook Primary School, Parrett Road, NP20 7DQ	Tuesday 17 <sup>th</sup> October 2017 2.00pm – 4.00pm	Drop-in event

Two drop-in events were held at Millbrook Primary School and were attended by five parents in total who were mainly in support of the proposal but wished to raise two separate concerns.

At the first event, an issue was raised in relation to the additional traffic that could potentially arise if the pupil numbers were increased beyond those currently on roll, and the resultant parking issues around properties in close proximity to the school. The majority of pupils attending Millbrook Primary School live within walking distance of the school, and whilst walking to and from school is encouraged, it is inevitable that some parents will use vehicles to transport their children even if not on a regular basis.

The increase in pupil numbers is not considered to have any significant impact on this, as it is anticipated that the pupil demographic will continue to come from the Bettws estate and will therefore be within walking distance of the school. Notwithstanding this however, the school does benefit from a large on-

site visitor car park which parents are able to use at the start and end of the school day. Parents are reminded of this in monthly newsletters from the Headteacher.

At the second event, one parent raised concerns over the effect mixed-age classes might have on pupils, Whilst this was noted within the consultation document as being a disadvantage of the proposal, mixed-age classes are currently operated successfully across a number of Newport schools, the majority of which have been categorised as either “Green” or “Yellow” schools. The proposal to move to 1.5 form entry means that the school would increase from the current 7 class arrangement to an 11 class arrangement. Traditionally where this model is employed, schools operate two small Reception classes, with mixed-age arrangements starting in Year 1 / Year 2. This ensures that the very youngest pupils are given appropriate support when first starting mainstream school.

## Everyday Summary Version – Children & Young People

An Everyday Summary Version of the main consultation document was published and shared with stakeholders. This document was also targeted at children and young people.

In addition a children’s questionnaire was created and shared with Millbrook Primary School for distribution amongst pupils. A copy of the questionnaire is shown at Appendix A, although it is unfortunate that no completed responses were returned to the Council.

## Learner Voice

The Education Service Development Manager visited Millbrook Primary School on 17<sup>th</sup> October 2017 and met with six members of the School Council from across the Year Four, Five and Six groups to discuss the proposal and allow an opportunity for them to share their views.

As a group, they made the following comments:

- Having more pupils in the school will be good as children will make more friends and will be given the opportunity to represent the school at more events;
- Mixed-age classes will allow pupils to make friends more easily with children in different year groups;
- Increasing the school incrementally from Reception upwards is a good idea.

They also raised two questions as follows, the responses to which are also outlined below:

- ***Why can’t the second wing in the junior building also be used as classroom space to make the school even bigger?***

The area on the first floor is currently used for Flying Start and this provision cannot be accommodated elsewhere. In addition, the current and projected demand for additional primary school places in the area is not significant enough at present to require an increase to a 2-form entry arrangement. The nearest alternative primary school, Monnow Primary School, is currently a 2-form entry school.

- ***Will children in mixed age classes have to do harder or easier work than children in straight-age classes?***

No, pupils will be taught the curriculum relevant to their age group. This might be achieved by arranging pupils into groups for certain parts of the school day.

All 6 of the pupils present thought that the proposal was a good idea.

## Consultation Responses

Unfortunately no stakeholder responses were received other than that from Estyn as detailed below.

### Estyn

The formal response from Estyn concluded that “the proposal is likely to at least maintain the current standard of education provision in the area.”

However, whilst acknowledging the view that the proposal will provide increased opportunities for staff, Estyn commented that there is no information to state how this will be carried out. The Headteacher has outlined however that the increased capacity and growth of the school will provide greater opportunity for existing staff to develop professionally. Staff teams will work together to cater for the growing school. This includes enhanced planning and whole school learning opportunities. In addition staff will be encouraged to work across the school sharing expertise in Foundation Phase and Key Stage 2 practice. Currently two staff members are undertaking additional training and assessment to attain Higher Level Teaching Assistant (HLTA) and Qualified Teacher Status (QTS).

In addition, the response felt that there was no full explanation as to how the proposed mixed-age classes might impact on the education of the children. The Headteacher has confirmed however that as the larger published admission number moves through the school, it will be necessary to organise some classes into mixed age groups. The school already has experience of working in this way as most classes were mixed age groups when the primary school originally opened. This experience has proven that a mixed age class organisation does not hinder a child’s progress as teachers will ensure that work is appropriately planned to meet the needs of every child.

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In accordance with the School Organisation Code (2013) this report is published electronically on Newport City Council's website at [www.newport.gov.uk](http://www.newport.gov.uk)

To request a hard (paper) copy of this document please contact Newport City Council's Education Service Development Manager on 01633 656656 or email [school.reorg@newport.gov.uk](mailto:school.reorg@newport.gov.uk)



## Expansion of Millbrook Primary School

We think Millbrook Primary School is big enough to take more children than it does at present and therefore would like to increase the number of pupils who are allowed to join each year group. Before doing this, we would like to know what you think about this plan.

1. Do you think there is enough room at the school for this to happen?



No



Don't know



Yes

2. What do you think will be good about this?

3. Can you think of any reasons why we shouldn't do this?

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4. If we do this, some pupils will be taught in a class with children from other year groups. Do you think this is a good or bad idea?



Bad idea



Don't know



Good idea

5. Why do you think this?

6. Is there anything else you would like to tell us about our plan?

Thank you for taking the time to tell us what you think!



## Fairness and Equalities Impact Assessments F&EIAs (2015)

This form presents evidence that equalities, Welsh language and fairness have been considered when taking policy and service delivery decisions in Newport City Council.

Our Equalities focus is taken from the Equalities Act 2010: we consider the nine protected equalities characteristics- age, gender reassignment, disability, marriage and civil partnership, pregnancy and maternity, race, religion and belief, sex, sexual orientation.

Under the General Equality Duty we have a duty to:

- Eliminate unlawful discrimination, harassment and victimisation
- Advance equality of opportunity and
- Foster good relations

across the nine protected characteristics.

Under the Welsh Language Measure 2011 the Welsh language cannot be treated any less favourably than the English language

In Newport we focus on Fairness through the following themes: Health, Poverty, Skills and Work, Domestic Abuse and Tackling Area Based Deprivation.

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Service Area	Head of Service	Person responsible for the Assessment	Date of Assessment
Education	Sarah Morgan	Deborah Weston	November 2017

1. What is the policy/ service being assessed?

To request permission to publish a statutory notice on the school reorganisation proposal to increase the capacity of Millbrook Primary School from 210 to 315, therefore creating a permanent 1.5 form entry school from September 2018.

2. What is the purpose of the policy/ service change?

To increase the number of primary school places available at Millbrook Primary School.

### 3. Protected Characteristics

Protected Characteristic	Who are the customers/service users/ potential service users?	If we take this decision what is the potential impact?  The impact may be either positive or negative  Explain how people may be affected and give the evidence for this	Action Plan to address issues raised  What changes or practical measures would reduce adverse impact on particular groups  What changes would increase positive impacts e.g. improve access or opportunity  May be revisited post consultation	Who is responsible?	Timeframe to review
Age  Page 35	Pupils of primary school age and their parents / carers	<p>The decision to publish a statutory notice gives stakeholders the opportunity to object to the proposal having found out more about the plans during the formal consultation period.</p> <p>The provision of additional primary school places will support parental choice and the provision of local schools for local children.</p> <p>This should not have any significant detrimental impact on other schools across the City.</p>	<p>This proposal was subject to formal consultation with a range of stakeholders, the results of which are outlined in the Consultation Report which has been prepared and published on the Newport City Council website. If approved, the proposal will be implemented on an incremental basis to reduce any impact on other schools, and to ensure that the increase in pupil numbers can be effectively managed by the governing body.</p> <p>Maintenance works have already been carried out on the site to improve existing facilities in terms of previously unused classrooms to ensure their suitability and appropriateness for delivery of the national curriculum across all year groups.</p>	Chief Education Officer	January 2018
Gender reassignment	Not applicable				
Disability	Pupils of primary school age who have a registered disability and their parents / carers	The decision to publish a statutory notice gives stakeholders the opportunity to object to the proposal having found out more about the plans during	This proposal was subject to formal consultation with a range of stakeholders, the results of which are outlined in the Consultation Report which has been prepared and published on the Newport City Council website. If approved, the proposal will	Chief Education Officer	January 2018

		<p>the formal consultation period.</p> <p>The provision of additional primary school places will support parental choice and the provision of local schools for local children. This should not have any significant detrimental impact on other schools across the City.</p> <p>The school is largely accessible and is capable of meeting all aspects of the mainstream school curriculum.</p>	<p>be implemented on an incremental basis to reduce any impact on other schools, and to ensure that the increase in pupil numbers can be effectively managed by the governing body.</p> <p>Maintenance works have already been carried out on the site to improve existing facilities in terms of previously unused classrooms to ensure their suitability and appropriateness for delivery of the national curriculum across all year groups.</p>		
Marriage/Civil Partnership	Not applicable				
Pregnancy and Maternity	Not applicable				
Race	Pupils of primary school age and their parents / carers	<p>The decision to publish a statutory notice gives stakeholders the opportunity to object to the proposal having found out more about the plans during the formal consultation period.</p> <p>The provision of additional primary school places will support parental choice and the provision of local schools for local children.</p> <p>This should not have any significant detrimental impact on other schools across the City.</p>	<p>This proposal was subject to formal consultation with a range of stakeholders, the results of which are outlined in the Consultation Report which has been prepared and published on the Newport City Council website. If approved, the proposal will be implemented on an incremental basis to reduce any impact on other schools, and to ensure that the increase in pupil numbers can be effectively managed by the governing body.</p>	Chief Education Officer	January 2018
Religion/belief	Not applicable				

(or the absence of)					
Sex	Pupils of primary school age and their parents / carers	<p>The decision to publish a statutory notice gives stakeholders the opportunity to object to the proposal having found out more about the plans during the formal consultation period.</p> <p>The provision of additional primary school places will support parental choice and the provision of local schools for local children.</p> <p>This should not have any significant detrimental impact on other schools across the City.</p>	This proposal was subject to formal consultation with a range of stakeholders, the results of which are outlined in the Consultation Report which has been prepared and published on the Newport City Council website. If approved, the proposal will be implemented on an incremental basis to reduce any impact on other schools, and to ensure that the increase in pupil numbers can be effectively managed by the governing body.	Chief Education Officer	January 2018
Sexual Orientation	Not applicable				
Welsh language	Not applicable.	The proposal concerns increased English language primary provision in an existing English-medium school.	There are currently two Welsh-medium primary schools in the cluster within which Millbrook Primary School sits, one of which is directly adjacent to the school. The provision of Welsh-medium education will not be affected by this proposal.	Chief Education Officer	January 2018

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#### 4. Who has the service consulted regarding the proposed change? When should new consultation take place?

NB: It is essential that service users and other interested parties are involved in the planning process at the earliest opportunity. Consultation at an initial stage should be along broad themes. It is appropriate to ask what services are valued, how services could be changed and or what could be done differently. This feedback should then inform your business case proposals and the F&EIA. When specific proposals have been drawn up, they too will need to be consulted upon. All stakeholders and their views need to be represented.

This proposal was subject to formal consultation with a range of stakeholders as defined in the Welsh Government statutory School Organisation Code. The feedback received during the formal consultation has been outlined in the Consultation Report which has been published on the Newport City Council website.

The next stage in this process is the publication of a Statutory Proposal for a period of 28 days. This will provide all stakeholders with an

opportunity to further consider, and if necessary lodge legal objections to, the proposal.

#### **5. What evidence/ data has been used to complete this F&EIA (This will include local and national guidance)**

A formal consultation document has been drafted. A formal consultation process will be carried out in accordance with the School Standards and Organisation (Wales) Act 2013, and the statutory School Organisation Code 2013.

The results of this consultation are outlined in the Consultation Report which has been prepared and published on the Council website.

#### **6. How will the relevant groups be advised of the changes and the F&EIA?**

Stakeholders have been made aware of the publication of the Consultation Report and that this will form part of the decision as to whether or not to move to the publication of the statutory proposal. Copies of the statutory notice will be shared with stakeholders and also published on the Newport City Council website and at the school gates.

#### **7 How will the policy/ practice make Newport more or less fair in relation to:**

- Health Inequalities
- Child Poverty
- Skills and Work
- Tackling Domestic Violence
- Alcohol and Substance misuse
- Homelessness
- Armed Forces Veterans

The provision of additional primary school places in an area of high demand will support the School Admissions Policy within which all applicants are treated fairly and equitably.

#### **8. How will the service / policy affect local areas of the city?**

Will it have a positive or negative impact in terms of fairness and addressing local area deprivation (you will need to use spatial data available through the Newport Profile and specific Ward Profiles to address this question)?

The proposed change will primarily impact on the Bettws area of the City, However applications for admission to the school can be made in respect of children living across the whole of the City.

**9. In summary, how does the changed service /policy promote good community relations (cohesion)?**

Making additional school places available means that more pupils can be accommodated in schools which are located as close as possible to their homes.

**10. In summary, how does the changed service /policy promote equality?**

The School Admissions Policy supports a fair and equitable system for the allocation of school places.

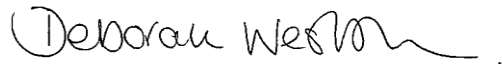
**11. In summary, how does the changed service /policy eliminate discrimination?**

The School Admissions Policy supports a fair and equitable system for the allocation of school places.

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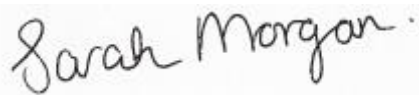
**Completed by: Deborah Weston, Education Service Development Manager**

**Date: November 2017**



**Signed off by: Sarah Morgan: Chief Education Officer**

**Date: November 2017**



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