



# **PUBLIC CONSULTATION ON THE FUTURE USE OF THE YSGOL PONTFADOG SITE**

## **FREQUENTLY ASKED QUESTIONS**

### **Q1. Why are you doing a Public Consultation?**

**A:** In 2011 The Local Government (Wales) Measure 2011 gave the power of wellbeing to community councils enabling a council to “do anything which it considers likely to achieve the promotion or improvement of the economic, social or environmental wellbeing of their area.”

As a matter of best practice, Glyntraian Councillors have a “responsibility to be well-informed, especially about diverse local views and cannot assume that we represent the interests of all our electors without consulting them<sup>1</sup>.”

The future use of the Ysgol Pontfadog site is a matter of significant local interest and with major long-term legal and cost implications if the asset is to be transferred to the stewardship of this Council as a community regeneration project – of whatever size, scale or scope.

Glyntraian Community Council has neither the resources nor expertise to manage a wide-ranging professional consultation and feasibility study on the school site. The Council agreed at its June 2019 meeting by a majority vote of 8-1 in favour of commissioning a professionally led Public Consultation exercise.

### **Q2. Who will do the Public Consultation**

**A:** The Consultation will be managed by Cadwyn Clwyd Cyfyngedig – the Rural Development Agency, which provides guidance and support to develop and diversify the rural economy in Denbighshire, Flintshire and Wrexham through EU funds, UK domestic funds and private sector funds. More information about the organisation can be found here:

[www.cadwynclwyd.co.uk](http://www.cadwynclwyd.co.uk)

### **Q3. What does the consultation and timeline look like?**

**A:** There are three distinct phases to the consultation.



- **The Phase 1** element is where the Community Council agrees the programme of activity with the appointed consultant. This is scheduled to complete at the end of October 2019.
- **The Phase II** element is when the most intensive community engagement will take place. This will be in the shape of 1-2-1 conversation with key stakeholders by Marc, small forums with interested parties as well as larger public events. This phase is scheduled to start in November and complete at the end of December 2019
- **The Phase III** element is where Marc will identify the strongest emerging themes around the community's preferred uses for the school in the future. At this point Marc Roberts, the consultant, will work closely with those groups, businesses or individuals who have a clear proposition for the site to develop a clearly defined, sustainable business plan for the long-term. This is scheduled to start in January 2020 and complete at the end of February 2020.

#### **Q4. How much will the Public Consultation cost**

**A:** The public consultation and feasibility study on the sustainable future use of the Ysgol Pontfadog site will cost £10,000. Cadwyn Clwyd agreed to fund the maximum 70% of eligible support cost towards this project. The Council, as applicant, must contribute a minimum of 30% of total eligible costs. This funding cannot be sourced from any other European Grant. The Council agreed at its June 2019 meeting to fund the remaining 30% from existing Council funds.

The total project cost of £10k covers activities such as feasibility study work, community consultation, online and physical hard copy surveys, costing up viable proposals, professional advice and business plans. This work is often a prerequisite for applying for larger funds (e.g. a regeneration project for the school site).

#### **Q5. When will the Public Consultation start and how long will it take?**

**A: PHASE 1;** The Council learned its application for funding was successful on Thursday 19<sup>th</sup> July 2019. In late July/August the invitation to Tender was submitted by Cadwyn Clwyd on the Sell to Wales public procurement website for the statutory 30 days.

On 11<sup>th</sup> September 2019, Marc Roberts, of Cynlas Cyf, an experienced community engagement consultant, was appointed jointly by Glyntraian Community Council and Cadwyn Clwyd after a stringent selection process from the Tenders submitted by the deadline.



Marc Roberts began work on the consultation and feasibility study on Monday 16<sup>th</sup> September. It will be Marc who is primarily responsible for conducting all elements of the public engagement programme (the consultation) and the feasibility research following such consultation.

As an experienced body, which has run several similar projects as the one proposed, Cadwyn Clwyd (and Cynlas Cyf) advised it would take up to 5 months in total to complete the entire process.

### **Community Engagement**

**PHASE II:** It is Marc Roberts of Cynlas Cyf who will predominantly engage and consult with local groups, organisations, individuals, Glyntraian residents, public bodies and private companies.

It is anticipated the community engagement elements will conclude in December 2019, after which all parties should have a clear idea of the emerging themes/proposal(s) for the school site as indicated by the majority of Glyntraian residents and key stakeholders.

### **Feasibility Study**

**PHASE III:** Marc Roberts will then work closely with those proposing a viable option(s); assisting in the development of the proposal(s) and providing support in the preparation of a sound business plan, provided such a proposal(s) meets Wrexham Council's criteria for wide community benefit, financial sustainability, and fits within the Council's wider strategic plan. Glyntraian Community Council's aim is that Marc Roberts will complete the feasibility study element and make his recommendation(s) to Glyntraian Council by the end of February 2020. Glyntraian Community Council will then discuss which (if any) proposal it is prepared to recommend to Wrexham Council.

### **Q6. Why will the Consultation take so long?**

**A:** There is a statutory process that Cadwyn Clwyd is obliged to follow when formally advertising the tender for managing the public consultation. The tender process, interview and appointment stages cannot, therefore, be circumnavigated.



Appropriate periods for online and physical survey distribution, returns and reporting must also be factored in, as must a fair and inclusive methodology for data collection. For example, obtaining the views of those who have no access to online tools or are not computer literate, which by nature takes longer than digital activity.

Due consideration must also be given to the time it will take to mine the data, properly analyse results and present a detailed report on the findings. This is a statutory requirement of the funders.

**Q7. Who do I go to if I have a query that isn't answered here?**

**A:** In all instances, your initial enquiry should be directed to the Glyntraian Community Council Clerk who is effectively the Project Manager of this consultation and feasibility study. You can email [clerk@glyntraian.org.uk](mailto:clerk@glyntraian.org.uk) or call 07948 214079.

The engagement consultant, Marc Roberts from Cynlas Cyf, is also very happy for any interested parties to contact him direct by email: [marcconsultancy@btconnect.com](mailto:marcconsultancy@btconnect.com) at any stage of the process outlined above.

**Q8. What happens to the school building and grounds whilst the consultation is taking place?**

**A:** The building remains in the ownership of Wrexham County Borough Council until such time as the Local Authority chooses to divest the asset into alternative ownership. Queries on the property should be directed to the WCBC Property Services or visit [www.wrexham.gov.uk](http://www.wrexham.gov.uk)

**Q9. What will happen to the recycling facilities in the school playground**

**A:** The Council has removed the recycling facilities from the school playground. Although used by members of the community, this was at the discretion of the school.

**Q10. Where can I keep up to date with progress?**

**A:** Visit the Council's website at [www.glyntraian.org.uk](http://www.glyntraian.org.uk) and subscribe to our Blog. You can do so by hitting the 'subscribe' button on the news page. In doing so, you will get an email notification every time there is an update posted on the website.

Alternatively, you can follow the Glyntraian Community Council Facebook page.



Look out for posters notifying the community of upcoming engagement events, public meetings, small forums and other engagement events.

**These can be found on the Council's noticeboards at:**

- Pontfadog Post Office
- The Oliver Jones Memorial Hall (exterior and interior)

**Posters can also be seen at:**

- The Swan Inn
- Other local shops and bus stops
- Local daily and weekly press and online media.

**Q11. If I take part in a survey what happens to the data you collect about me?**

**A:** Glyntraian Community Council strictly adheres to GDPR (2017)<sup>2</sup>. The Council's Privacy Policy is available to view on its website [www.glyntraian.org.uk](http://www.glyntraian.org.uk). Alternatively, you may contact the Clerk for a paper copy. Please note there may be a small charge for supplying a printed version. This document is also available in Welsh upon request.

1. Source: *The Good Councillor's Guide for Community and Town Councils in Wales* © 2016. Extract p8. Available to download as a PDF document from the Glyntraian website
2. General Data Protection Regulations introduced in 2017. The Council's Privacy Policy is available to download as a PDF document from the Glyntraian website

**USEFUL LINKS**

[www.glyntraian.org.uk](http://www.glyntraian.org.uk)

[www.cadwynclwyd.co.uk](http://www.cadwynclwyd.co.uk)

[www.wrexham.gov.uk](http://www.wrexham.gov.uk)

[www.facebook.com/glyntraiancommunitycouncil](https://www.facebook.com/glyntraiancommunitycouncil)