

Consultation on the Proposed Amalgamation of

Ysgol Glan Gele

<u>and</u>

Ysgol Sant Elfod

Abergele, Conwy





This consultation document and appendices are also available on the Consultation page on the Council website.

Mae'r ddogfen yma ar gael yn y Gymraeg / This document is available in Welsh.





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1. Description and Benefits of the Proposal

Conwy County Borough Council has been reviewing current pupil numbers, equality of funding for pupils and the fitness for purpose of current school buildings across the Authority.

The Welsh Government's Statutory Code of Practice (School Organisation Code – Second Edition) gives guidance to local authorities that can help with this process.

Sections 1.7 and 1.8 of the Code encourage local authorities to look at options available to them and their schools, for example clustering, collaboration, or federation with other schools to increase the school's viability.

The School Organisation Code states that when "describing the proposals, proposers should normally refer to them using the terms set out in this Code (e.g. school closure) but where two or more existing schools become one school operating on more than one site (e.g. where former infant and junior schools become a primary school), the terms 'merger' or 'amalgamation' might be used".

For the purposes of this report the term "amalgamation" will be used.

The Local Authority is proposing the amalgamation of Ysgol Glan Gele and Ysgol St Elfod. The proposed new school would remain located on the sites of the two current schools but would operate under one Board of Governors and one management structure. The purpose of this consultation is to establish the views of the community, potential users, and other important stakeholders.

The consultation is on the basis that, if agreed, the amalgamated school will open in September 2026. Proposals brought forward by the maintaining Local Authority will require the determination by the Executive of the Local Authority in all cases; meaning that if any formal objections that are received through the Statutory process they will be considered and determined by Conwy County Borough Council's Cabinet. Only a Local Authority objection will trigger the requirement for Welsh Ministers' approval where the Local Authority is not the proposer.

Those being consulted with are listed in the below table:

Name/Organisation
Parents, carers and guardians, teachers & staff of Ysgol Glan Gele & Ysgol Sant Elfod
Governors of Ysgol Glan Gele & Ysgol Sant Elfod
Headteacher & Governors of Ysgol Emrys ap Iwan, Ysgol St George and Ysgol Glan Morfa
Church in Wales Diocese of St Asaph & Roman Catholic Diocese of Wrexham
Denbighshire County Council Education Services
Gwynedd County Council Education Services
Welsh Minister for Education & Skills
Welsh Government Schools Management and Effectiveness Division
Assembly Member & Member of Parliament representing area subject to proposals
Local Conwy Councillor for Abergele
Abergele Community Council
Estyn
Teaching & Staff Trade Unions
GWE
Police & Crime Commissioner for North Wales
Conwy CYPP
Conwy Community First
Flying Start Conwy

The consultation will take place during the period from 21 October 2024 ending on the 2 December 2024 inclusive.

A report on the outcome of the consultation will be submitted to a meeting of the Council's Cabinet in February 2025.

We would like to know your views on this proposal and have suggested the ways in which you can do this at the end of this document.

Conwy recognises the importance of involving pupils of the schools in the development and improvement of their educational experience and with this in mind will ensure their active participation in the consultation process and implementation. Education Officers will consult with pupils and produce a children and young people's version of the consultation document and ensure that teachers hold sessions to discuss the proposal with pupils and encourage their engagement and feedback which will be shared with Cabinet.

1.1 The Proposal to Amalgamate the Two Existing Schools

The proposal is to formally amalgamate Ysgol Glan Gele (Infants) and Ysgol Sant Elfod (Juniors).

The proposal to amalgamate Ysgol Glan Gele and Ysgol Sant Elfod will mean the 'formal' closure of both schools followed by the 'formal' opening of a new school.

The initial proposal for the schools in Abergele as part of the Sustainable Communities Band B programme was to amalgamate Ysgol Glan Gele and Ysgol Sant Elfod and relocate them to a new build school on a new site, co-located with the Welsh primary school, Ysgol Glan Morfa. This proposal was reviewed as part of a prioritisation exercise of all Band B projects. Given the increase in material and labour costs along with the affordability of the Welsh Government Mutual Investment Model methodology, Cabinet (10th October 2023) agreed that due to the financial risks not to proceed with a new school build in Abergele at this time.

The proposed new school would remain located on two separate sites, under the leadership of one Headteacher and Board of Governors but with a unified management structure, mission statement, school values, logos, uniform, policies, and procedures.

Cabinet approved the recommendation to consult on this proposal 8th October 2024.

During the interim period officers from Education Services have been consulting with the Headteachers and Governors of Ysgol Glan Gele and Ysgol Sant Elfod and they have supported exploring this proposal.

1.2 Alternative Options

Given that the initial proposal to merge schools and build a new school is financially unaffordable at present, the second option is to explore the initial amalgamation of both schools.

The other alternative would be to maintain the status quo and keep the schools as separate Junior and Infant schools.

Option	Description	Pros	Cons
Do Nothing	Maintains the status Quo	No additional Costs	No improvements or benefits
Amalgamation	Merge schools on current sites	Balance of costs and benefits	Limited savings
New School build	Merge both schools in a new build school	Maximise benefits and improvements	Already confirmed as unaffordable

The expected advantages and disadvantages of the Proposal to amalgamate Ysgol Glan Gele and Ysgol Sant Elfod have been considered by Education Services and are identified in the table below.

Advantages / Benefits of the Proposal	Disadvantages / Challenges of the Proposal
Headteacher and Governors support this proposal in principle and have expressed an interest in amalgamation.	Staffing implications; potential staff redeployment and/or redundancies

Streamlined policies and structures with a single point of contact for parents/guardians/carers	Development of new day to day operational challenges of a new school i.e. school processes, new uniforms, new school name.
Continuity of curriculum and educational progress of learners between ages 3 and 11, providing continuity and minimising any transitional dips in pupil performance, and focussing on the progress of individual learners in line with Curriculum for Wales.	
Reduced duplication and economies of scale in management of budgets	
Greater sense of school community for all staff, pupils, and parents	
Enhanced opportunities for staff professional development. To increase staff skills across both schools and to ensure that curriculum planning and resource sharing raising pupil standards and outcomes.	

Conwy Education Services have considered any potential risks associated with the proposal to amalgamate the two schools along with the action to be taken to mitigate the risk.

Risks Associated with Proposal	Action taken to Mitigate Risk				
Proposal may not be supported and approved	Continue to keep Cabinet members updated on				
by Conwy County Borough Council's Cabinet	the progress of the Proposal and the Strategic				
	Primary School Modernisation Programme				
	through democratic processes				

This proposal takes a long-term view of education, demonstrating the appropriate and effective planning for the current and future education provision in Abergele in line with the Strategy for the Modernisation of Conwy Primary Schools.

By amalgamating Ysgol Glan Gele and Ysgol Sant Elfod staff can work together creating stability and a shared vision to provide a consistent and coherent learning environment and offering greater potential for improving levels of achievement within the school.

2. Details of the Affected Schools

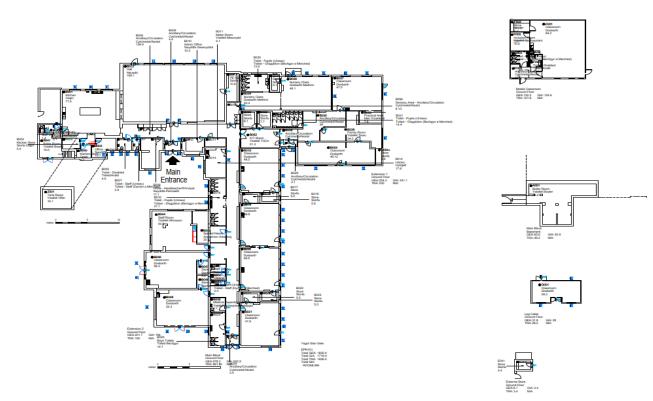


2.1 Ysgol Glan Gele

Ysgol Glan Gele is a community infants school, located in the village of Abergele in the county of Conwy, serving the Abergele area. The school, which was initially built in 1953, provides education for pupils between three and seven years old. English is the main language of the school.

The school plan below shows the layout and accommodation available.

Ysgol Glan Gele - School Plan



Ysgol Glan Gele has the capacity to accommodate 242 pupils between the ages of four to seven years old. Data shown below is taken from the statutory Pupil Level Annual School Census (PLASC) which must be undertaken in January each year.

Ysgol Glan Gele pupil numbers for the last 5 years										
	2020 2021 2022 2023 2024									
Total statutory aged pupils	227	240	241	226	215					

Ysgol Glan Gele pupil projections for the next 5 years								
2025 2026 2027 2028 2029								
Total statutory aged pupils	207	205	204	205	205			

Pupil numbers from 2025 – 2029 are forecasts and subject to change.

2.2 Ysgol Sant Elfod

Ysgol Sant Elfod is a community school situated on the outskirts of Abergele, in the County Borough of Conwy. The school, which was initially built in 1972, provides education for pupils between seven and eleven years old. English is the main language of the school.

The school plan below shows the layout and accommodation available.

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Ysgol Sant Elfod - School Plan

Ysgol Sant Elfod has the capacity to accommodate 300 pupils between the ages of seven to eleven years old. Data shown below is taken from the statutory Pupil Level Annual School Census (PLASC) which must be undertaken in January each year.

Ysgol Sant Elfod pupil numbers for the last 5 years							
	2020	2021	2022	2023	2024		
Total							

statutory	295	293	292	297	271
aged					
pupils					

Ysgol Sant Elf	Ysgol Sant Elfod pupil projections for the next 5 years									
	2025 2026 2027 2028 2029									
Total statutory aged pupils	292	290	290	282	276					

Pupil numbers from 2025 – 2029 are forecasts and subject to change.

2.3 Impact on Pupils and Staff

Given that the proposal would not result in any change in school site location, it is not anticipated that the proposal will have an adverse impact on pupils.

The main potential changes that pupils will see is around the school name and uniform if proposals are agreed.

For staff, if schools amalgamate, a Temporary Governing Body will work with the Headteacher and in liaison with Education Human Resources officers in establishing the staffing structure for the new school. These proposals will provide a greater opportunity for staff development of skills over the whole primary age curriculum and potential for more specialist staffing and management structures in the all-through school.

Ysgol Glan Gele - Current Staff

Teaching Staff FTE numbers			Support Staff FTE				
Head Teacher	Deputy Head	Qualified Teacher	HLTA	Teaching Assistant	Special Needs Support Staff	Admin Staff	School Business Manager or equivalent
1.00	1.00	9.49	1.91	14.18	2.68	1.00	0.22

Ysgol Sant Elfod – Current Staff

Teaching Staff FTE numbers			Support Staff FTE					
	Head Teacher	Deputy Head	Qualified Teacher	HLTA	Teaching Assistant	Special Needs Support Staff	Admin Staff	School Business Manager or equivalent
	1.00	1.00	10.29	0.00	5.26	2.25	0.95	0.22

2.4 Admissions Arrangements

Admissions arrangements for the new amalgamated school will continue to be administered by Conwy Education Services.

Teaching groups will remain within the statutory limit of 30 pupils in the Infant classes and 30 or less for Junior pupils.

2.5 Catchment Area

In the event of the proposed amalgamation of Ysgol Glan Gele and Ysgol Sant Elfod there will be no changes to the existing catchment area for the school. The new school will have the same catchment area that currently covers both the separate Infants and Junior schools.

Pupils will eventually transfer to the relevant Secondary Schools of Ysgol Emrys ap Iwan or Ysgol Y Creuddyn.

3. Quality & Standards in Education

3.1 Curriculum

The ESTYN inspection reports for both schools comments as follows on the curriculum provision:

Ysgol Glan Gele "Leaders and teachers have developed a curriculum that reflects the principles of the Curriculum for Wales. They use immersion days to ignite pupils' interests in their work and allow opportunities for them to contribute their ideas about what they would like to learn. The school provides a broad and balanced range of learning experiences. This includes a wide choice of exciting extra-curricular activities and a variety of educational visits, that enrich the curriculum. Many staff use questioning well to develop pupils' knowledge and understanding. However, teachers do not always provide pupils with activities that meet pupils' learning needs closely enough or challenge them suitably. Opportunities for pupils to engage in effective outdoor learning are underdeveloped."

Ysgol Sant Elfod – "Leaders and teachers have created an authentic and engaging curriculum that reflects the ethos of the Curriculum for Wales. They plan learning experiences which reflect the local community and the interests of the pupils. Feedback from teachers and staff supports pupils' progress appropriately. However, often teachers over-direct learning and, as a result, pupils have limited opportunities to choose how they wish to present their work. In addition, teachers do not always provide sufficient learning opportunities for pupils to develop as independent learners and thinkers."

Amalgamation would enable enhanced collaboration, providing the following potential benefits for pupils standards, enhanced provision, leadership and management:

- creating a shared educational ethos that supports children from age 3 through to 11
- having both schools working together with ease to track the childrens' progress from age 3
 to 11
- ability to share best practice around promoting the Welsh Language
- enabling pupils and staff from both schools to access specialisms, resources and facilities associated with either phases more easily
- accommodating a wider breadth of activities
- having consistent pastoral care from age 3 to 11
- allowing the community to identify with and support a single primary school and potentially providing a more effective community focussed role through its single governance
- promoting greater interaction allowing opportunities for additional activities which could be supported by parents, children and staff
- reduced duplication and and promoting economies of scale in management of budgets

 providing greater opportunities for staff development and learning from new ways of doing things.

3.2 Estyn Inspections

Schools are inspected as part of a national programme of school inspection. The purpose of inspection is to identify good features and shortcomings in schools in order that they may improve the quality of education offered and raise the standards achieved by their pupils (ESTYN).

The links to the full report are included below, and the recommendations of the ESTYN inspection teams for the schools are as follows:

3.2.1 Ysgol Glan Gele: October 2023 - Inspection report Ysgol Glan Gele 2023 (gov.wales)

- **R1** Further develop learning experiences to meet the needs of all pupils and to provide sufficient challenge in learning across the curriculum
- **R2** Improve the provision for outdoor learning

3.2.2 Ysgol Sant Elfod: September 2023 - Inspection report St Elfod Junior School 2023 (qov.wales)

- R1 Provide opportunities for pupils to make decisions about how they learn, how they respond to feedback, and develop well as independent learners
- **R2** Further develop the curriculum to ensure that the school provides a systematic approach to the development of pupils' Welsh language skills
- R3 Improve attendance

Following inspections, schools are required to draw up an action plan to address the recommendations from the inspection. The proposed amalgamation of the two schools is expected to provide an opportunity for further improvement under one Governing Body with a single ethos and policies to address these recommendations.

4. Finance

The revenue allocation for Ysgol Glan Gele for 2024/25 is £1,038,193 with a budget share per pupil figure of £4,203.

For Ysgol Sant Elfod the revenue allocation for 2024/25 is £1,194,003 with a budget share per pupil figure of £4,131.

This is a combined allocation of £2,232,196.

The average budget share per primary pupil in Conwy is £4,664.

One of the drivers for amalgamation is equality of funding for pupils and through the amalgamation of infants and junior schools the cost per pupil figure for the Abergele area will be rationalised.

Ysgol Glan Gele and Sant Elfod will be funded on the same formula as other schools if they are part of an amalgamation. As part of the Council's funding formula, schools are funded on the number of pupils and on other non-teaching costs.

If the schools were to be merged to become a single school, the formula would calculate a single budget of £2,199,934, which is smaller than the budget of operating as two separate schools.

To ensure a smooth transition of funding to maintain educational standards and avoid undue financial strain on the newly merged school the new school would receive transitional protection, as agreed by Cabinet (January 2024).

As the funding for the new school represents a reduction of 1% (£22,636 after SLA delivery cost retention), the transitional protection will be over 3 years in line with Conwy's approved transitional funding model.

	Year 1 50%	Year 2 25%	Year 3 0%	Total
Protection	£11,318	£5,659	£0	£16,977
Allocation	£11,318	£16,977	£22,636	£50,931
Reduction				

Additional funding in year one would be 50% of the difference between the funding of the new school and the original two schools and in the second year 25% of the difference between the funding of the new school and the original two schools. In subsequent years, there would be no additional funding and the new school would be funded as one school.

5. Condition of School Buildings

Conwy County Borough Council as part of their Asset Management data hold information in relation to the condition of all school buildings (Whole Life Works). They are scored by the following:

Α	Serviceable, maintained life with normal			
	maintenance			
В	Operational, with minor essential maintenance			
	requirements			
С	Operational but with some critical and/or essentia			
	maintenance requirement			
D	Barely operational, major critical and essential			
	maintenance requirement a risk of breakdown; due			
	for extensive refurbishment or replacement			

The scores for each school are detailed below:

Ysgol Glan Gele	Ysgol Sant Elfod	
В	В	

6. Community Impact

Ysgol Glan Gele and Ysgol Sant Elfod

In an amalgamation, the schools remain open in their communities.

6.1. Community use of school facilities

There is currently no community use of either school.

6.2. Out of School Childcare

Ysgol Glan Gele have Clwb Enfys which is a playgroup and afterschool club. The afterschool club is also available to pupils of Ysgol Sant Elfod and runs every day till 6pm (during term time only).

7. Transport Impact

The current Home to School Transport Policy states that free transport will be provided for Primary School pupils who reside over 2 miles from their nearest appropriate school.

There are currently two pupils receiving Home to School Transport to either Ysgol Glan Gele or Ysgol Sant Elfod that live over 2 miles from the school.

Should the Proposal to amalgamate the schools be approved, there will be no changes to the current transport provision.

Further details on school transport can be found on Conwy's web pages - School Transport - Conwy County Borough Council

8. Welsh Language Impact

The Welsh Government recommends that an analysis of the use of the Welsh Language in the schools referred to in this document is provided.

As the table below demonstrates both Ysgol Glan Gele and Ysgol Sant Elfod are English medium schools where all pupils are taught through the medium of English, with less than 25% of the teaching curriculum through the medium of Welsh. Both schools have a mainly English ethos with staff and Governor meetings and pupils informal activities taking place through the medium of English.

The ESTYN reports for both the schools comment on how Welsh is used within the curriculum and in the school as a whole.

Ysgol Glan Gele – "The school develops pupils' Welsh language skills effectively. Pupils learn about Wales and Welsh culture and develop their understanding of Welsh traditions and cultures. Pupils especially benefit from visits to enhance their knowledge, for example when visiting Conwy and Gwrych castles. The school strengthens its curriculum through an extensive range of extracurricular activities including running club, construction club and nature detectives."

Ysgol Sant Elfod – "The school provides suitable arrangements for pupils to develop their use of Welsh in Welsh lessons. Most teachers are good role models of the Welsh language. They promote the culture and heritage of Wales purposefully, for example providing opportunities for pupils to work with a Welsh graffiti artist. However, opportunities for the pupils to use and extend their Welsh skills outside of Welsh lessons are limited and, as a result, pupils do not develop their language skills well enough."

The proposal to formally amalgamate will not impact negatively on the use of the Welsh Language, by having one Governing Body there may be opportunities to work towards improving how the Welsh Language is promoted and expanded through the curriculum and in more informal activities with continued support from the Local Authority.

Analysis of the use of Welsh Language	Ysgol Glan Gele	Ysgol Sant Elfod
Pupil Numbers – Full and Part Time (as of	282 (inc. 67	
January 2024)	Nursery)	288
Language category of the school	English Medium	English Medium
(PLASC 2024) Percentage of pupils from homes		
where the language spoken is:		
Does not speak Welsh at Home	1%	2%
Speaks Welsh at Home	0%	2%
Not applicable, cannot speak Welsh	99%	96%
% taught through the medium of Welsh	0%	0%
Pupils language medium in the		
Playground	English	English
Breakfast Club	English	English
After-school club	English	English
School participates annually in:		
Cylch Meithrin / Ti a Fi	No	No
Eisteddfodau	No	No
Urdd Branches	No	No
Other Welsh Medium activities	No	No
The school is used by the community to learn	No	No
Welsh		
Percentage of Teaching staff able to teach through the medium of Welsh:	-	-

Percentage of Support Staff that are able to teach through the medium of Welsh:	-	-
Percentage of Governors that are able to speak Welsh:	-	-
Language most commonly used during: Governor meetings – PTA meetings Staff meetings	English English English	English English English
(of persons aged 3+) The percentage of the Local	Abergele	Abergele
Ward that as at census date 2011: Speak Welsh	11.6%	11.6%
No skills in Welsh	80.4%	80.4%

9. Equality Impact

The tables below consider the existing information of the schools in relation to any specific equality strands that may need to be considered during the implementation of the proposals. The information for the schools shows a diverse school population and there is no indication that any pupils would be disadvantaged should the proposal go ahead; given that they will both remain on the same site and pupils will have little change in their daily school routine.

Equality Strand	Ysgol Glan Gele
Race	(PLASC 2024) In Ysgol Glan Gele 90% of its pupils who are over 5 years old are 'White British', and the remaining 10% were 'Mixed', 'Asian, 'Black' and 'Other/Unknown'.
	PLASC 2024 data tells us that 59.6% of pupils are 'British', 28.7% 'Welsh', 5.7% 'Other', 4.6% 'English' and 1% 'Irish'.
	Information in relation to race is regarded as 'sensitive data' and as such, the information for pupils under the age of 5 is withheld.
Disability	(PLASC 2024) There are currently around 6% of pupils at Ysgol Glan Gele who receive some support for Additional Learning Needs.
Gender	(PLASC 2024) Of the pupils who currently attend school full time at Ysgol Glan Gele there are 51% boys and 49% girls.
Age	Ysgol Glan Gele is an infant's school providing full time education for pupils aged 4-7 and part time nursery for pupils aged 3-4 years old. Information classed as 'sensitive' e.g. ethnicity, nationality, is not reported for children under 5 years of age, in line with National recommendations.
Religion & Belief	Ysgol Glan Gele is not an affiliated denominational school.
Sexual Orientation	N/A
Welsh Language	See 'Language Analysis' for Ysgol Glan Gele (Section 8)
Other (please state)	(PLASC 2024) 26.0% of pupils that attend Ysgol Glan Gele are currently eligible for free school meals.

Equality Strand	Ysgol Sant Elfod
Race	(PLASC 2024) In Ysgol Sant Elfod 94% of its pupils are 'White British', and the remaining 6% were 'Mixed', 'Asian, 'Black' and 'Other/Unknown'.
	The PLASC 2024 data tells us that 59.4% of pupils are 'British', 32.6% 'Welsh', 5.6% 'English' and 2.4% 'Other'.
Disability	(PLASC 2024) There are currently around 23% of pupils who receive some support for Additional Learning Needs.
Gender	(PLASC 2024) Of the pupils who currently attend Ysgol Sant Elfod there are 57% Boys and 43% Girls.
Age	Ysgol Sant Elfod is a junior school providing education for pupils aged 7 to 11.
Religion & Belief	Ysgol Sant Elfod is not an affiliated denominational school.
Sexual Orientation	N/A
Welsh Language	See 'Language Analysis' for Ysgol Sant Elfod (Section 8)
Other (please state)	(PLASC 2024) There are around 22.9% of pupils who attend Ysgol Sant Elfod that are currently eligible for free school meals.

10. Consultation

This document marks the start of the consultation. This enables all interested parties to give their views on the proposal before any statutory notices are published. This period of consultation will last until the **2**nd **December 2024**. As a result of the consultation the Council may decide not to proceed any further with the proposal or to go ahead with the proposal or a modified version of it.

Any formal proposal would be set out and published in the form of a public statutory notice, which would be implemented in accordance with the date given in the statutory notice or any subsequently modified date.

The Council has the powers to propose expansions or closures of schools. If proposals are published following this period of consultation, there then follows a statutory 28-day period during which further representations and formal objections can be made.

Any responses during the Consultation will not be regarded as formal objections. To have responses considered as statutory objections they must be made in writing or by email within the 28-day objection period.

Whether or not objections are received within the statutory period, the proposal will be determined by the Authority at the end of the 28-day objection period. Conwy Cabinet is expected to determine this Summer 2025.

How can you comment or ask questions on the proposal or suggest alternatives?

- By filling in the attached questionnaire and sending it to Dr Lowri Brown, Head of Education, Education Services, Coed Pella, Colwyn Bay, LL29 7AZ.
- By writing to Dr Lowri Brown, Head of Education, Education Services, Coed Pella, Colwyn Bay, LL29 7AZ.
- By e-mailing your views to <u>School.Modernisation@conwy.gov.uk</u>.

Proposal for the Amalgamation of Ysgol Glan Gele and Ysgol Sant Elfod

PLEASE RETURN NO LATER THAN 2nd DECEMBER 2024

To: Dr Lowri Brown, Head of Education Services, Coed Pella, Colwyn Bay, LL29 7AZ. Online: www.conwy.gov.uk/AbergeleSchoolsConsultation You can also email your views to: School.Modernisation@conwy.gov.uk Do you agree with the proposal to amalgamate Ysgol Glan Gele and Ysgol Sant Elfod? Yes No I am: -The parent of a child currently at one of the above schools The parent of a child previously The parent of a child at another at the school school A member of staff at the school A member of staff at another school A governor of the school A governor of another school Other interested party Name of other school or interested party My comments are as follows: Do you wish to receive notification via email link of the Consultation Report once published on Conwy County Borough Council Education Services webpage? Yes No

Data Protection: Conwy County Borough Council is the data controller for the purposes of the General Data Protection Regulations 2016/Data Protection Act 2018. Conwy County Borough Council will manage the information you provide in a manner that complies with the Data Protection Regulation General Data 2016 / Data Protection Act 2018. The information you provide will only be used to provide you with feedback on the above. In order to see the privacy notice and more visit https://www.conwy.gov.uk/en/Council/Access-to-Information/Privacy-Notices/How-Conwy-County-Borough-Council-uses-your-Information.aspx

If 'Yes' please provide email address: