

Agenda



Cabinet

Dyddiad: Dydd Gwener, 8 Ionawr 2021

Amser: 2.00 pm

Lleoliad: MS Teams

At: Cyngorwyr: Councillor J Mudd (Cadeirydd), Councillor R Jeavons, P Cockeram, G Giles, D Harvey, D Mayer, Councillor R Truman, D Davies and M Rahman

Eitem		Wardiau Dan Sylw
1	<u>Ymddiheuriadau dros Absenoldeb</u>	
2	<u>Datganiadau o ddiddordeb</u>	
3	<u>Cofnodion y Cyfarfod Diwethaf (Tudalennau 3 - 16)</u>	
4	<u>Monitor Cyllideb Refeniw (Tudalennau 17 - 132)</u>	All Wards
5	<u>Monitor Cyllideb Refeniw Tachwedd (Tudalennau 133 - 156)</u>	All Wards
6	<u>Monitor Cyllideb Gyfalaf (Tudalennau 157 - 176)</u>	All Wards
7	<u>Dadansoddiad Perfformiad Canol Blwyddyn 2020/21 (Tudalennau 177 - 222)</u>	All Wards
8	<u>Bil Llywodraeth Leol ac Etholiadau (Cymru) - Ymgynghori (Tudalennau 223 - 230)</u>	All Wards
9	<u>Diweddariad Ymateb ac Adferiad Covid-19 (Tudalennau 231 - 250)</u>	All Wards
10	<u>Diweddariad ar ôl Brexit (Tudalennau 251 - 258)</u>	All Wards
11	<u>Dogfen Gryno PSB</u> https://sway.office.com/FtOkw8cU70JHtZRj?ref=Link	All Wards
12	<u>Rhaglen Waith (Tudalennau 259 - 266)</u>	
13	<u>Digwyddiad Byw</u> Click on the link below to view the Live Event:	

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Dyddiad cyhoeddi: 4 Ionawr 2021

Minutes



Cabinet

Date: 16 December 2020

Time: 4.00 pm

Present: Cllrs Jane Mudd (Chair); P Cockeram, D Davies, G Giles, D Harvey, R Jeavons; D Mayer, M Rahman, R Truman

In attendance: Mrs B Owen, Mr M Rushworth, Mr R Cornwall, Mr O James, Mr R Thomas, Mrs J Evans.

Part 1

The Leader opened the meeting and asked everyone to bear in mind the significance of today being Armistice Day and to remember those that have given their lives in conflict; she thanked all those that had attended the Remembrance Service at the Civic Centre this morning.

1 Apologies for Absence

There were no apologies.

2 Declarations of Interest

There were no Declarations of Interest.

3 Minutes

The minutes of the meeting held on 11 November 2020 were confirmed as a true record.

4 Treasury Management Monitoring Report

The Leader presented the report, informing Cabinet of the Treasury Management activities for the first half of the year to 30 September 2020. It was a backwards looking report and confirmed that the Council continued to follow its strategy of maintaining investments to a minimum, rather than taking out new long-term borrowing.

The report showed that in the first half of the year there was a reduction in net borrowing from the end of March from £153.8 million to £121.1 million. The main reason was the reimbursement from extra borrowing from the Council at the end of March to front-fund the business grants at the start of the pandemic.

Welsh Government also front-loaded the revenue support grant in the first half of the year, resulting in a positive cash flow. Moving to the second part of the year, it was anticipated that the level of investments will fall to minimum level, which might lead to more borrowing towards the end of the financial year.

In terms of the investments, with the current economic climate and uncertainly, the priority was security rather than return, and investments were short-term and mainly held with UK or local government, which were considered safe.

The report had been to Audit Committee for noting and comments, which were included within the report for noting and consideration.

Overall, the report confirmed that the limits and indicators were met in line with the approved strategies.

Cabinet were asked to note and provide any comments prior to the report being taken to full Council for approval.

Decision:

- Cabinet noted and would provide positive comments to Council on the activities outlined in the report for the period to 30 September 2020.
- Cabinet noted the comments from Audit Committee on the report.

5 Quarter 2 Corporate Risk Register Update

The Leader to Cabinet an update of the Council's Corporate Risk Register for the end of Quarter two (30 September 2020).

Cabinet were asked to consider the contents of the report and note the changes to risks in the Corporate Risk Register.

The Council's Risk Management Policy and Corporate Risk Register enabled this administration and officers to effectively identify, manage and monitor those risks, which could prevent the Council from achieving its objectives in the Corporate Plan (2017-22) and undertake its statutory duties as a local authority.

The Quarter two risk report would also be presented to the Council's Audit Committee in January 2021 to review the Council's risk management process and governance arrangements.

Following the presentation of the quarter one Corporate Risk Register, the Council's Audit Committee welcomed the receipt of the report and acknowledged the impact(s) that the Covid-19 pandemic has had on the delivery of the Council services.

The Council's Audit Committee were asked for mitigating actions to be included in the register and from this quarter's report, these have been included.

The report update identified 56 risks that were recorded across the Council's eight service areas. The risks that posed the most significant risk (Red Risks), to the delivery of Council services and achievement of its Corporate Objectives were escalated to the Council's Corporate Risk Register.

The Leader explained in detail further figures from severe to moderate risks at the end of quarter two, as well as the possible risks and uncertainty due to Brexit negotiations. The Leader concluded that Cabinet Members were asked to agree the contents of the Quarter 2 Risk Report and continue to monitor progress of actions taken to reduce the impact of the risks in the report.

The Leader invited comments from Cabinet members.

The Deputy Leader referred to Risk 5, Ash Die back and the devastating effects on the trees and the works carried out along Caerleon Road. Appropriate discussion was taking place with WG and the Council would monitor other areas as time went by. The Leader complimented the team on their excellent work in removing the trees along Caerleon Road.

Decision:

Cabinet considered the contents of the update of the Corporate Risk Register.

6 Audit Wales – Audit of Newport City Council’s Assessment of 2019-20 Performance (Certificate of Compliance)

The Leader presented the report advising that this was the second Certificate of Compliance issued by Audit Wales as required by the Local Government (Wales) Measure 2009.

Audit Wales were the Council’s External Auditors and had a duty to ensure that public bodies such as Newport Council had the necessary arrangements in place for securing economy, efficiency and effectiveness in the use of its resources to deliver Council services.

As part of the Local Government Measure, Newport Council was required to publish its Annual Report for the previous financial year (2019/20) before 31st October.

To meet this requirement, Cabinet endorsed the Council’s Annual Report 2019/20 at the October Cabinet meeting, which was subsequently published on the Council’s website.

The Auditor General for Wales had published the second Certificate of Compliance acknowledging the Council was discharging its duty under sections 15(2), (3), (8) and (9) of the Measure.

The report also outlined the audit reviews completed in 2019/20 and 2020/21 of services delivered by Newport Council and also consideration of the national reviews of services delivered by councils across Wales.

This Cabinet acknowledged this work delivered by Audit Wales in providing the necessary assurance and where required recommendations for services to deliver continuous improve.

The Leader proposed that Cabinet accepted the conclusion contained in the Auditor General’s second Certificate of Compliance.

The Leader invited comments from Cabinet members.

Councillor Harvey thanked staff, saying that it was a testament to their hard work that they were still continuing to protect the residents of Newport.

Decision:

Cabinet noted the positive outcome of the Certificate of Compliance in relation to meeting its statutory duty under the Local Government (Wales) Measure 2009.

7 Annual Corporate Safeguarding Report

The report was out of timescale with the Cabinet timetabling functions in 2019/20 due to Covid-19 measures imposed in March 2020 when it was due to be presented to Scrutiny Committee and Cabinet.

Safeguarding progress within the Council continued through the ‘lock down’ period and work that was planned was completed. For example the safeguarding champions were now embedded across the Council and currently met virtually.

Other legislative changes that would have provided a challenge to the council and workforce was the Deprivation of Liberty Safeguards (DoLS) to Liberty Protection Safeguards (LPS) which were due to be implemented in October 2020, and postponed until March 2022. This would enable the workforce and the regional consortium to plan, and train the workforce in readiness for the changes to practice.

The Scrutiny Committee received the full Annual Report on Corporate Safeguarding on 30 October 2020, with the caveat that progress was made in the intervening months, this report was now being presented to Cabinet.

The committee were advised, in order to assure and improve the accountability for corporate safeguarding arrangements across Newport City Council that all future reports to scrutiny committee would comprise of the following information:

A council-wide set of performance and information as identified by the WAO recommendations; presentation of the Welsh

Government Key Performance measures for safeguarding specifically, local indicators/measures from the teams comprising the Safeguarding Unit, and the presentation of any identified risks/challenges likely to be encountered within the authority and the actions available to mitigate these risks.

Newport City Council remained an active member of the "Gwent Safeguarding Board", which was an amalgamation of the two former specific regional boards; the South East Wales Safeguarding Children's Board (SEWSCB) and Gwent Wide Adult Safeguarding Board (GWASB). Newport continued to host the regional Violence against Women, Domestic Abuse and Sexual Violence (VAWDASV) team and work closely with the regional Partnership Board (VAWDASVB).

The proposals outstanding for 2019/20 were also highlighted and the options available to be considered were:

1. Council to view safeguarding training as a social services responsibility only.
2. Council to acknowledge the importance of having an informed and responsible workforce aware of legislative requirement for safeguarding citizens when representing the council.

The Leader invited the Cabinet Member for Social Services to present the report.

The Cabinet Member advised that everyone had a responsibility towards safeguarding and read out the Council's Statement sent out to all staff, highlighting their duty of care.

The Cabinet Member was pleased to inform Cabinet that due to the successful pilot in Newport this training model would be implemented across Wales.

Decision:

Cabinet reviewed the progress of the key priority work plans for both corporate safeguarding arrangements and the safeguarding of specific teams as identified in 2019/20.

8 Director of Social Services Annual Report

The Leader introduced the Corporate Director of People to present the report.

It was highlighted that 2019/20 was another demanding year characterised by the maintenance of quality and standards of service delivery and the beginning of the Coronavirus Pandemic.

In acknowledgement of the need to respond to the Pandemic, Welsh Government suspended the requirement to report year-end figures therefore not all data was available. A new performance framework that was due to be in place from April 2020 was also delayed but the measures would be in place from April 2021. During 2021/22 the Council would be making the necessary changes to recording and reporting processes to ensure full implementation.

The year was characterised by a considerable increase in demand across adults and children's services. Assessment numbers were up by 2,245 The Social Services and Well-Being (Wales) Act 2014 continued to influence the provision of Early Intervention and Preventative services and in the ongoing work to manage demand.

The well-being objectives wind through all Social Services operations and tied closely to the Council's Corporate Plan, notably:

- To improve skills, educational outcomes and employment opportunities.
- To enable people to be healthy, independent & resilient.
- To build cohesive & sustainable communities.

The Cabinet Member for Social Services thanked Chris Humphrey for standing in as Interim Corporate Director of People and proceeded to provide the following figures and that 2019/20 demonstrated a further significant increase in demand for services:

- **4,038 adult assessments** - Number increased by **891** (3147 in 2018/19)
- **5,944 children assessments** - Number increased by **919** (5025 in 2018/19)
- **188 carers assessments** - Number increased by **135** (71 in 2018/19)
- **3,000 Housing Support referrals** – Number increased by **300** (2,700 in 2018/19)

Continuous efforts was made during the year to minimise costs, identify savings and improve integrated working between health and social care. Services were adapted to the Coronavirus Pandemic to ensure continuity but we were still in the midst of a Public Health crisis and uncertain about the medium to long-term impact of the Pandemic.

Comments from Cabinet:

Councillor Harvey reported that relationship between staff and young people was warm, and that a child in care had thanked the team for their excellent care. Child exploitation was taking place within Newport and Councillor Harvey mentioned that Newport City Council staff were on another level when it came to the professional care afforded to the children in Newport.

The Leader also thanked the Cabinet Member for his dedication to the services as well as thanking Chris Humphrey, Interim Director of Social Services for her continued hard work. The Leader however mentioned the pressure that staff were under and that their solution focussed approach, going above and beyond was greatly appreciated, especially during the last year, and offered her sincere thanks.

Decision:

Cabinet noted the Annual Report of the Director of Social Services 2019/20.

9 Endorsement of RR DA Recommendation for Consultation

The Leader introduced the report to Cabinet who were already aware that the Council endorsed the LDP Annual Monitoring Report in October, which gave the green light to reviewing our LDP. The creation of a Review Report and Delivery Agreement were the next stages in the process towards delivering a replacement LDP.

The Review Report and Delivery Agreement were currently in draft form and Cabinet was asked to approve the documents for public consultation starting in January. Comments and proposed changes would be reported back to Cabinet in March 2021, and if satisfactory, would go before Full Council in April 2021. Approval by Full Council would mean that the documents would be sent to Welsh Government, and following their acceptance, would signal the legal commencement of the LDP review process.

The Draft Review Report set out the changes in National policed and legislation since the adoption of the LDP in January 2015. Most notably, the Well-Being of Future Generations Act (April 2015) and the

pending National Development Framework now known as 'Future Wales'. These were important policy changes, not least the identification of Newport as an area of national growth.

The report summarised the main findings of the previous five Annual Monitoring Reports, assessing the current LDP and identifies where changes might be necessary, for example:

- New development sites would be needed
- Retail policies may need reviewing to reflect the changing picture of retailing
- Renewable energy, climate change and air quality policies may need strengthening as we move towards a more sustainable and carbon neutral position

Public consultation on the draft Review Report would help to identify what residents and stakeholders thought of the LDP and what policies should be reviewed.

The purpose of the report was to agree to launch the consultation on the review report and the delivery agreement, the Leader had no reservations in recommending this to Cabinet.

The Leader invited the Cabinet Member for Sustainable Development to speak.

The Cabinet Member supported moving to the next stage of public consultation, which was a vital component to feed in to the development of the plan. The Cabinet Member looked forward to hearing the feedback from the public at the Cabinet meeting in March 2021.

Decision:

Cabinet approved the draft review for public consultation.

10 Local Government and Elections (Wales) Bill Consultation

The Leader introduced the report to Cabinet. The current local government structure in Wales consisted of 22 county and county borough councils (known as "principal councils") and was established in 1996 by the Local Government (Wales) Act 1994.

In recent years there were a number of reports, commissions and white paper consultations, with the aim of reforming the local government structure, strengthening democratic accountability and increasing diversity of representation.

In 2019 the Welsh Government introduced the Local Government and Elections (Wales) Bill. The Bill proposed to reform the legislative framework for local government electoral arrangements, democracy, performance and governance. It was anticipated that the Bill would receive Royal Assent early in 2021 in time for the 2022 local elections.

The report provided an overview of the Bill and proposed a response to the consultation regarding the establishment of Corporate Joint Committees.

Bill Overview

This was an extensive piece of legislation, a brief summary of key points were therefore highlighted:

Part 1 Elections

Part 2 General Power of Competence

Part 3 – Promoting Access to Local Government

Part 4 – Local Authority Executives, Members, Officers and Committees

Part 5 – Collaborative Working by Principal Councils:

This focussed the creation of corporate joint committees (CJCs) for two or more principal councils to deliver specified functions.

These CJCs could be seen as an evolution from existing regional arrangements such as the City Deal, school improvement consortia and regional planning and transport arrangements.

CJCs would be a new form of governance body, comprised of the democratic leadership of local authorities in its area, rather than traditional committees.

Part 6 - Performance and Governance of Principal Councils:

This section would be the subject of a further Cabinet Report.

Part 7 onwards:

The Bill also provided principal councils with the opportunity to merge voluntarily.

In terms of local government finance, the Bill introduced new measures in relation to non-domestic rates.

There was also a number of miscellaneous provisions. These included information sharing between regulators; and the merging and demerging of Public Services Boards.

Impact on Newport City Council and Consultation response

Colleagues would be aware that an all member seminar took place and there was a range of views expressed.

These were carefully considered in the draft consultation response, which was included as an Appendix to the report. Key points from this were:

- The intention to provide a general power of competence to local government was helpful, although its use may be limited in practice.
- Members welcomed the intention to extend the voting franchise to include 16 and 17 year olds and foreign nationals which reflected the principle of involvement. This was also in keeping with our Young Person's Promise. However, it was recognised that the proposals to allow changes to the voting system could be confusing for the electorate.
- The Council had already proven track record of working collaboratively on a local and regional footprint. We had formed formal and informal partnerships with neighbouring Authorities and third sector partners, including the Public Services Board and Regional Skills Partnership.
- Members had however voiced concerns about the lack of transparency and accountability of the proposed CJCs, and the consequent impact on local government resources, skills and expertise.
- Members were also rightly concerned that the move to more regional bodies may not represent the views of local communities, and that was reflected in the response that is attached.

The report acknowledged that the proposed changes were continuing at pace but it was felt that a number of points should be raised through the consultation about how this would work in practice. This included workforce conditions and management, the impact on local government finances and skills, and most importantly that the voice of our communities was reflected in decision making through the engagement of members of the Council.

The Leader invited the Cabinet Member for Licensing and Regulation to speak.

The Cabinet Member highlighted that Newport City Council had always remained flexible and compliant with any changes and would continue to do this. The electorate however, would have concerns and the Cabinet Member felt that decision making should be made at local level. CJCs would move away from a local community engagement and the issues that needed to be addressed from Central Government to Welsh Government. We would continue to work with what we were given, but it was reiterated that decision making needed to be closer to people.

The Leader invited the Chief Executive to speak.

Chief Executive echoed comments of the Leader that this was an important document for Local Government and the report accurately reflected the feedback from members at the all member seminar and as the Cabinet Member had mentioned, the Bill had made significant progress through the Senedd and would continue to do so. It was therefore important to work with councillors so that whatever model

was adopted in terms of CJs would be brought to officers, the Council would be working closely with members to ensure that they would be brought forward for further discussion.

Decision:

Cabinet considered the contents of the report and agreed the consultation response for submission by the closing date of 4th January 2021.

11 Covid-19 Recovery: Update

The Leader gave an update on the progress made by Newport Council and its partners to support the City to comply with the necessary restrictions in place and continued to support Newport's communities as part of the Council's Strategic Recovery Aims.

Since the last report presented to Cabinet in November the Council had seen significant steps taken in the rollout of the vaccine across the nation however Covid-19 continued to impact on many families, communities and businesses.

Covid-19 has continued to and would remain prevalent across Newport's communities throughout this winter period.

- In response, the Welsh Government had implemented further restrictions during December. This meant that the Council maintained social distancing measures across households and also further restrictions on the City's indoor entertainment and hospitality sector.
- We understand the (entertainment and hospitality sectors) frustrations and concerns with these measures at what would normally be their busiest time of the year. But at this point in time the health and wellbeing of the wider community and the most vulnerable has to be put at the forefront of our minds.
- The Leader of Newport Council strongly urged all of those businesses affected to seek the necessary financial support and take up the grant funding being offered by the Welsh Government.
- The Council echoed the statements of the Welsh Government and leading scientific advisors for households to continue to practice social distancing in this period and to use their common sense in protecting their most vulnerable family members.
- The road to recovery would be hard and we must not forget the many lives that had been impacted by the disease and measures taken to restrict wide spread transmission across communities.
- What Covid-19 highlighted was the inequality that still remained in society and the work that this Council and our partners needed to undertake in order to make Newport a fair place for all to live, work and prosper now and into the future.
- There were many people that lost their jobs, children and young people's education impacted, businesses that had closed and marginalised communities that were impacted the most by Covid-19.

As highlighted in the report, Council Officers, supporting organisations and public services had continued to deliver throughout Newport. The report highlights the challenges being faced by Council Services but also the achievements being made despite the issues faced.

- Many schools across Newport were still reporting positive cases across different year groups. The schools in response to these cases have been reacting to ensure Welsh Government guidelines are followed and ensuring young people, children and their families have the necessary support to continue home schooling.
- The supermarket voucher scheme had continued to support young people and children since the October half term and would be supporting families during the Christmas period.
- Newport Council was completing a bid for the DWP's Kick-start scheme to help improve the employability and chances of sustained employment for at risk people in the 16-24 year old age group.
- Continuing work was being undertaken to support BAME community working in partnership with EYST to develop digital literacy skills.

- Total of 25 grant applications had been approved for the Transforming Towns' fund.
- The Council has been successful in securing over £1million of additional funding for affordable housing in Newport and would support the development of units on two RSL developments.
- NCC owned car parks were free for visitors and residents in Newport to support the City Centre retail and encouraged shoppers into the centre.
- Newport City Council alongside its partners in the Public Services Board signed up to the Gwent Healthy Travel Charter. This aimed to promote active travel, encouraged the use of public transport and agile working for staff. All of this would help the Council and the City of Newport to achieve its goal of being Carbon neutral by 2030.
- Housing support was extended to assist homeless people to move into temporary accommodation.
- The Council worked closely with Charity and Not for Profit groups to support the homeless and those at risk of becoming homeless to find long term housing and support solutions.
- Since the Halloween break reflecting back on the Council's partnership work on the Op Bang initiative was deemed a success adopting a zero tolerance approach.
- Perception and engagement work on the delivery of Council's services was extended to Bus Wi-Fi surveys and the Participatory Budget programme was underway to enable local groups to access funding to support local initiatives.

The Leader Concluded that everyone had a responsibility to keep Covid safe and to Track, Trace and Protect and continued to thank all staff, partners, charities organisations and Councillors for supporting communities and services throughout this very difficult 2020. Further updates on the Council's progress would be provided next month.

The Leader invited Cabinet Members to give their comments.

- The Cabinet were unanimous in thanking the staff for their hard work during this difficult time and urged members of the public to stay at home and take advantage of the Track, Trace and Protect system.
- The vaccine was in sight however, Wales was in Tier 4 and it was reiterated that everyone have a happy and safe Christmas.
- The socio economic impact was difficult and thanks to volunteers working at food banks working hard to ensure that families did not go hungry and free food parcels provided by the hub by contacting the City Contact Centre.
- There was great concern regarding misinformation regarding the vaccine and residents were urged to obtain information from trusted sources, such as Aneurin Bevan University Health Board and Public Health Wales.
- Staff were also thanked for their continued support for vulnerable young people, IT provision and those officers dealing with skills, supporting young people from 16-25 to find work.

The Leader echoed comments of the Cabinet and reiterated that information should be obtained from trusted sources, including Newport City Council. There would also be impact on service provision due to staff self-isolating or suffering from Covid themselves therefore the Leader thanked residents for their patience.

Finally the Leader's key message was that residents contacted by Track, Trace and Protect follow the actions indicated to ensure that lives were saved.

Decision:

Cabinet considered the contents of the report and agreed the consultation response for submission by the closing date of 4 January 2021.

12 Brexit Update Report

The Leader reported to Cabinet on the current status of the EU Trade Negotiations between the UK Government and the European Union; and Newport Council's ongoing preparations for a post 31 December trade arrangements.

Since the last Cabinet Report in November, the UK Government and European Union remained locked in negotiations. Many of the outcomes of this negotiation was out of the Welsh Government and Council's hands.

The Welsh Government had published its 'End of Transition' Action Plan which set out its priority areas in preparation for 31 December and life beyond this date.

In addition to the Trade negotiations, new immigration rules would be coming into place that would impact residents living in or wanting to live/work in the UK.

EU citizens living in Wales and Newport (already living in the UK before 31 December) were also being encouraged to apply to the EU Settlement Scheme before the 30 June 2021 deadline and the Leader wanted to assure EU citizens that they were welcome to live and work in Wales.

The Leader invited the Cabinet Member for Licensing and Regulation to speak.

The Cabinet Member agreed that this was a difficult time for forward planning as no agreement had been made to date. Officers in regulatory and environmental services were waiting for guidance on new Regulations after 31 December. Training would also be required on the new regulations and what was compounded was that regulatory services were also working on the Track and Trace services and their resources were already stretched.

In conclusion, the Leader requested that Cabinet to accept the contents of the report and receive regular updates as progress was made through the transitional period whilst there was a huge degree of uncertainty.

Decision:

Cabinet considered the contents of the report and noted the Council's Brexit preparations.

13 City Centre Leisure and Learning

The Leader presented the report to seek approval to consult on plans for a new leisure and wellbeing facility in the city centre, The Leader was excited to present this report on the next stage of the Council's ambitious plans for the City Centre, which focused on Leisure and Learning right in the heart of the City.

The city centre Masterplan adopted in January 2019 identified key areas of the city as priority locations for regeneration, linked by commonalities of use and economic drivers. The ongoing regeneration of Usk Way is critical to the City Core.

At the heart of the regeneration proposals was the development of the Newport Knowledge Quarter, which would re-locate the provision of further education into the city centre, close to the city's existing higher education provision. Early development work was on-going with Coleg Gwent to relocate their campus from Nash Road to the city centre, creating an enhanced learning offer as well as bringing footfall into the city centre.

The existing Newport Centre building, constructed over 35 years ago, was suffering from a range of structural issues and required significant investment to bring it up to modern day standards. Following closure of the centre as a result of the Covid lockdown, inspections of the pool had found it required investment up to £2.5 Million to enable the pool area to be re-opened to the public. Following wider survey work, it was estimated that an additional investment of approximately £9.1 Million would be needed in the medium term to maintain the site within operational standards. The existing Newport

Centre building configuration was neither efficient nor sustainable and changes in demand over the decades meant that it was no longer able to compete with modern facilities.

It was therefore proposed to build a new environmentally sustainable and energy efficient leisure and wellbeing facility on a brownfield site overlooking the River Usk, near the existing centre. The land on which Newport Centre was currently located would be released to facilitate the relocation of Coleg Gwent's further education campus into the city centre. As part of the proposals for a new leisure and wellbeing facility, the opinions of residents and stakeholders were welcomed in order to ensure that the development delivered a scheme which was ambitious, fit for purpose and reflective of the needs of our residents.

Costs to improve Newport Centre was £2.5M for swimming pool roof, with £9.1M wider maintenance needed over the medium term. There were two options to be considered:

- Option 1 – Larger pool, but smaller sports facilities
- Option 2 – Smaller pool, but multi-functional hall

Both options offered a modern swimming pool, fitness suites, family friendly changing, roof garden and café and the proposed development would also provide:

- BREAM excellent with active travel connections
- Coleg Gwent to close Nash and release for housing. No disruption to learning.
- 2,000 students at new site
- Cost £19.7M
- Funded by £8.2M Operational saving, £7M TRI, £4.5M NCC capital borrowing

The proposals will bring increased footfall into our City Centre and help support retail and hospitality business as it sought to recover from the impact of Covid.

Whilst the project would cost £20M, a large part of this would be financed from efficiency savings as a result of operating from a modern facility which would attract greater patronage. The council was also seeking capital investment from Welsh Government through its Targeted Regeneration and Investment Fund.

The last 9 months have been extremely challenging, but throughout the pandemic, we have not stopped working on plans to improve the City and the lives of our residents and in particularly supporting our City Centre to return stronger.

Two broad options had been developed, but the council wanted to hear the views of the Newport residents to understand what they wanted in their new facility. The Leader therefor sought approval from cabinet to consult on these plans.

The Leader invited the Cabinet Member for Leisure and Culture to speak.

The Cabinet Member was excited about the proposals set out in the report, which was long overdue. The new centre was future proof and would provide excellent modern facilities for students and families alike. The Cabinet Member urged residents to go online and provide their feedback on the consultation.

The Leader invited Cabinet Members to give their comments.

- The Cabinet was unanimous in their support for the public consultation to commence on the development of a new leisure facility within the city centre.
- The Cabinet were looking forward to hearing from residents of Newport on the new development which would be a huge benefit for families and students.
- The proposal would increase footfall and businesses and links to Coleg Gwent within Newport as well as providing a wellbeing facility.

- Colleagues reflected on the use of the Newport Centre over the past 35 years and felt that this would be an ideal opportunity to sustain a positive use of facilities in a newer build.
- With the increase of population and household, the proposed development was welcome.
- The building was delivering on a new accessible building that would deliver on the wellbeing and the equality of residents as well as being a green and sustainable build.
- The development was welcome for Newport and was brilliant news under the circumstances.
- The modernisation of the city centre and the facilities for student was excellent and the university intake figures had improved which was also another positive reason for the build to take place.

The Leader invited the Chief Executive to speak.

The Chief Executive echoed the comments in particular those regarding education and Coleg Gwent being a key partner. Dialogue was ongoing with Coleg Gwent and University of South Wales to have two facilities co-located within the city centre. It had been a difficult year and we were working with Friars Walk and the Business Improvement District on how to improve the city centre during these challenging times. This was public sector led investment fit for the future and more particularly fit for Newport. The investment would inspire residents for Newport and be attractive to businesses and the Chief Executive welcomed the views and outcome of the public consultation and would listen to and incorporate these views.

The Leader picked up on a few points made by Cabinet from a personal perspective with positive memories of using the Newport Centre. It also met the policy aspirations of the Welsh Government. This was also about sustainable development and the impact on wellbeing and the inclusive nature of the proposed scheme. The Leader asked the citizens of Newport to consider the potential of the development, that Newport was a listening council and that she was personally looking forward to feedback from residents.

Decision:

Cabinet agreed to commence with a public consultation for plans to build a new leisure and wellbeing facility in the city centre, enabling the release of land to Coleg Gwent to support the creation of the Newport Knowledge Quarter.

14 Cabinet Work Programme

This was the Cabinet's regular monthly report on the work programme. The Leader asked Cabinet to move acceptance of the updated programme.

Decision:

Cabinet agreed the updated programme.

15 Exclusion of Press and Public

To consider whether to exclude the press and public during consideration of the following item on the grounds that its consideration involved the likely disclosure of exempt information as defined in the Local Government Act 1972 and the exemption outweighs the public interest disclosure

16 Pension Arrangements Newport Transport Limited

Councillor Harvey declared and interested and left the meeting at this point.

Cabinet were presented with the report outlining details relating to the pension arrangements for Newport Transport Limited.

Decision:

Cabinet considered and noted the key issues and agreed to the proposals as set out within the report.

17 Date of Next Meeting

Friday 8 January 2021 at 2pm.

Mae'r dudalen hon yn wag yn

Report

Cabinet

Part 1

Date: 08 January 2021

Subject 2021/22 Budget and Medium Term Financial Plan (MTFP)

Purpose To highlight key issues affecting the development of the Council's 2021/22 budget and Medium Term Financial Plan (MTFP) and present the draft proposals for the 2021/22 budget. Cabinet are asked to agree the proposals in order to commence the budget consultation process for this year. Consultation results will be reported back to Cabinet in February 2021, when Cabinet will agree a final budget and recommend the required / corresponding council tax level to full Council.

Author Head of Finance

Ward All

Summary This report presents the draft budget proposals for 2021/22. It has been the subject of significant work over the last few months; much of it done within a challenging context of very little or no information from UK or Welsh Government (WG) regarding core and short term Covid-19 related funding for 2021/22 and uncertainty coming out of Brexit. The Council only received details of its draft 'Revenue Support Grant' (RSG) on 22 December and given the significant uncertainties mentioned above, finalised proposals after that. The result of that is a slightly later start to budget consultation but the remaining budget-setting timetable has been adjusted to maximise the time available for consultation and residents, service users and stakeholders, such as the independent Fairness Commission, will have four full weeks to take part in the consultation.

Details of the budget are shown within this report and its appendices and as always, both savings and an increase in local council tax are key elements of the proposed budget to ensure it is sustainable and able to maintain key services as best as possible for both Newport as a whole and the most vulnerable in our communities.

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- 5 Budget process and consultation
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Proposal

1. **Cabinet is asked to agree the following draft proposals for public consultation:**
 - i) Budget savings proposals in appendix 2 (summary table) and appendix 5 (detailed proposals), including the decision making point (either full Cabinet or Head of Service) for each one
 - ii) Approve implementation of the delegated decisions in appendix 3 by Heads of Service with immediate effect, following the usual Council decision making processes
 - iii) A council tax increase of 5%, a weekly increase of £0.77 - £1.02 for properties in Band A to C, the most common bands in Newport, as set out in paragraphs 3.21 – 3.24
 - iv) Proposed fees and charges in appendix 7
 - v) The budget investments shown in appendix 1
 - vi) The budget investment provision in schools of up to £4,937k, which is based on an assumed teachers/ NJC pay increase and provides for a fully funded increase funding requirement, based on that, plus the cost of new/ expanding school provision as noted in paragraph 3.14 – 3.20. Specifically here, Cabinet agrees to confirm and finalise this when there is certainty on Teacher's pay from September 2021 with the intention of retaining the objective described above, within the funding provision available.

2. **Cabinet is asked to note:**
 - i) The position on developing a balanced budget for 2021/22, acknowledging that the position will be subject to ongoing review and updates especially in light of the late announcement from WG in respect of the final 2021/22 funding
 - ii) The medium term financial projections, assumptions contained within and that projections contain investments required to implement the Corporate Plan promises
 - iii) That initial Fairness and Equality Impact Assessments have been completed for all those requiring one
 - iv) The need to prioritise the development of a 'strategic change programme' in order to develop a long-term sustainable financial footing for services.

Action by Chief Executive / Heads of Service

Timetable Immediate:

1. Delegated decisions in appendix 3 will be implemented with immediate effect, in line with internal decision making protocols
2. Decisions subject to consultation in appendix 2, fees and charges, and schools funding position to form the basis of the budget consultation process.

This report was prepared after consultation with:

- Cabinet Member for Community & Resources
- Chief Executive
- Head of Finance
- Head of Law and Regulation
- Head of People and Business Change

Signed

1 Our Financial Challenge

- 1.1 The medium term financial plan (MTFP) included within the Council's 2020/21 budget report identified a potential budget gap of £5 million (m) in 2021/22 and £9.9m over the period 2021/22 to 2022/23. This report provides an update to the planning assumptions made over the medium term, includes a further two years to 2024/25 and outlines the 2021/22 budget strategy and associated timetable. It highlights considerations directly associated with the coronavirus pandemic that will need to be kept under close review from a financial planning perspective over the coming months as well as an assessment of the Council's financial resilience given the continued challenges the Council faces in these unprecedented times.
- 1.2 The Council provides over 800 services, for over 156,000 people, living in over 69,000 households. Newport's population is growing and increasing demand and pressure for services means that the council continues to face financial challenges, namely:
- increasing inflationary costs e.g. contracts and pay;
 - costs of funding the Council's increasing levels of planned debt, linked to its substantial capital programme in its commitment to improving the city and its infrastructure plus the reduction in its 'internal borrowing' capacity;
 - increasing demand for services and therefore costs. These stem from demographic and societal changes and are most acute in the larger budget areas of social services and education;
 - local government funding in Newport sees the 'Revenue Support Grant (RSG)' funding over 75% of its net budget. Funding is therefore controlled largely outside of the Council's influence, resulting in a disconnect from its own spending pressures, requirement and priorities. In addition, the lack of any medium term indication of the grant level and increasingly late notification of the following years value is not helpful for medium term financial planning and increases uncertainty;
 - a historically low relative council tax level, which based on 2020/21 rates would provide a further £8.3m and if calculated at 100% council tax base would provide equivalent to £9.2m as set out in paragraph 3.21. If it was set at that level assumed by Welsh Government (WG) when setting the Councils 'standard spending assessment' compared to current levels or £8m if it was at the average rate in Wales.
- 1.3 In addition, the Council has demonstrated its ability and willingness to invest in services over the longer term, linked to priorities as set out in the Corporate Plan in order to fulfil its ambition of 'Improving People's Lives'. The Council's Corporate Plan sets out 20 clear promises and, in some cases, these require financial investments, which are included in the 2021/22 budget and the MTFP as appropriate.
- 1.4 The council has made savings of £35m over the last 5 years and in order to achieve this has helped people to live independently, rationalised the Council's estate, invested in prevention and early intervention and seen a significant reduction in the number of staff supported by digitalisation and automation of processes.
- 1.5 The public sector has faced a prolonged period of real term reductions in funding levels for a number of years and core spending is still below 2008/9 levels, in real terms. Unprecedented challenges lie ahead for services across local government, not least because of the coronavirus pandemic. Despite Newport being one of the better off councils last year and this year in terms of funding allocation, this uncertainty coupled with increasing demand and therefore costs, in particular within social care / schools, means that, prior to the acceptance of the proposed savings, further savings must still be found – at least £9m by 2024/25 based on current planning assumptions and projections.

2 Setting the budget

- 2.1 This section outlines the key contextual areas and events, which influence the Councils medium term financial planning and within that; next year's budget. This year has brought some new and very significant challenges over and above previous years, the future year impact of which is

currently unknown but could well be significant. The key context areas which have shaped the thinking and the preparation of the draft proposals include:

- the significant economic challenge, resulting from UK Government response to the Covid -19 pandemic;
- the UK national context coming out of the annual spending review and what that meant for WG funding for 2021/22;
- the local Newport City Council context given the draft RSG funding which was confirmed on the 22 December and issues coming out of how the Council is funded and lack of medium term certainty on funding availability;
- the Council Corporate Plan, which drives priorities. These factors are explained in more detail below.

2.2 There are two main elements to the council's financial planning:

- strategic planning; the MTFP
- within that, the annual council budget.

2.3 The Council reviews its budgetary position regularly and produces a rolling four-year plan known as the medium term financial plan (MTFP). This plan considers the financial climate at both the local and national level together with forecast available resources and budgetary pressures in arriving at a financial strategy. Importantly, it is linked to the Councils Corporate Plan to ensure that key priorities are funded, where additional funding is required. The Council is required by law to set a balanced budget every year. For over a decade councils across Wales have faced continued financial pressures, therefore meaning that savings are to be found to meet the funding gap between the funding available (RSG grant and local council tax), and expenditure on the wide variety of services provided.

2.4 To meet this gap, in putting together the budget proposals each year we review:

- budget commitments (both investments and savings) agreed in the MTFP previously;
- new areas in need of investment and growth;
- new proposals for savings and efficiencies;
- new proposals on our fees and charges.

2.5 As in previous years, Cabinet will be asked to keep the medium term position in mind, and in February will approve the new medium term savings and investments over the life of the MTFP, to be added to those already approved / in progress.

Economic Context

2.6 As a result of the pandemic, Wales and the UK experienced an unprecedented collapse in economic output (gross domestic product (GDP)) in the second quarter of this calendar year, followed by a large recovery in the third quarter. On this basis, economic recovery is extremely uncertain and the longer-term impact of national and local lockdowns and ongoing public health measures remains to be seen.

2.7 Further adding to the uncertainty is Brexit. Although the UK left the European Union (EU) on the 31 January 2020, it was only at the end of 2020 that the UK completed its formal separation from the EU. The medium to longer-term economic impact of the new arrangements is still uncertain at this time.

2.8 Government support for jobs and businesses during the pandemic has had a significant impact on public sector borrowing. In September, UK debt reached almost £2.1 trillion for the first time and further heavy borrowing is anticipated. At the end of September, debt was 103.5% of GDP, the first time it has exceeded 100% in almost 60 years. The significance of this and the need to restore debt to more sustainable levels clearly has the potential to affect spending on public services in the future. Having said this, the Chancellor states within the spending review announced at the end of November that the coronavirus health emergency is not over and that the "economic emergency has only just begun".

National Context

2.9 The Chancellor has conducted the 2020 Comprehensive Spending Review (CSR) in unprecedented conditions as the nation continues to deal with the impact of the Covid-19 pandemic on people, the economy and public finances. The Treasury had initially planned to carry out a three year review, however, the 2020 pandemic has thrown public finances into such uncertainty that it opted for another single year review. The key headlines, for local government, as set out within the spending review include:

- forecasts from the Office for Budget Responsibility (OBR) show that the economy will contract by 11.3% this year, the biggest decline in three centuries;
- it will take until the end of 2022 for the economy to return to its pre-pandemic size;
- Welsh Governments core resource Departmental Expenditure Limit has risen £694m, an increase of 4.6% in cash terms. In addition, the Chancellor also confirmed additional funding in relation to Covid-19, which will provide an extra £766m. The extra cash means new funding for Wales will rise to £1.3 billion next year to deal with 'exceptional circumstances';
- the Chancellor announced that public sector pay outside of the NHS and the lowest paid would be frozen. However, uncertainty exists as he also acknowledged that Local Government had its own pay review arrangements and decisions on teachers, doctors and nurses pay in Wales will rest with ministers in Cardiff. Pay pressures remains a key budget risk, in particular as local council workers/ teachers work through some of the most challenging conditions to support their communities and vulnerable residents.

The Welsh Government budget was published on the 21 December 2020 with the Minister for Finance stating that the budget has been based on 'the needs of the people of Wales to deliver the fairest possible settlement for Welsh public services'.

Local Context

2.10 Local Government in Wales do not receive medium term funding allocations even though the sector has asked for this over many years. For the second year running, due to delays in concluding the UK spending review, the WG draft budget has been significantly delayed and this has unavoidably delayed the notification of Councils draft RSG, which makes up 76% of Council core funding.

2.11 In light of the above issues, this Council, like others, are planning in a void with no certainty on the level of funding they will receive over the medium term, and for the following year didn't receive the allocation until recently. The settlement dates were/ are as follows:

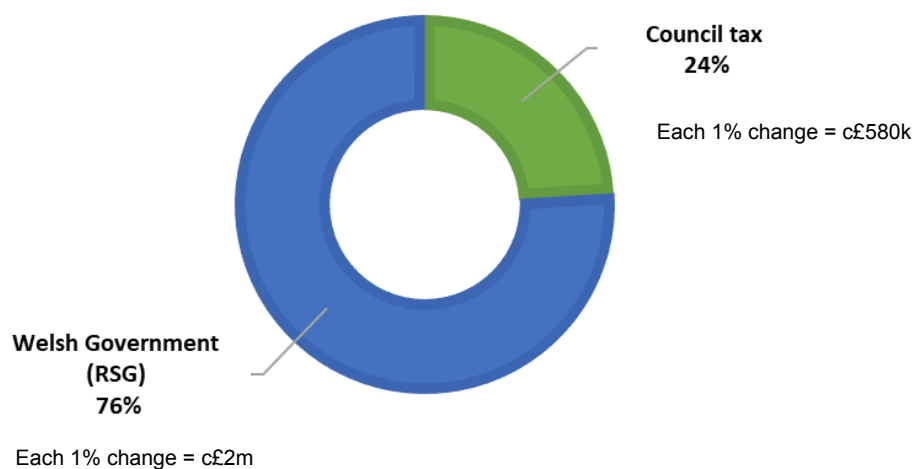
22 December 2020	Provisional local government settlement for 2021/22 published
2 March 2021	Final local government settlement for 2021/22 published

2.12 The outcome of this announcement has been pivotal to agreement of the Council's 2021/22 draft budget as this accounts for the largest part of council's funding, and the 5.48% uplift is welcome and has enabled the Council to deal with a number of pressures, including a number that will assist in reducing the budget gap over the medium term. This funding is provided through a non-hypothecated grant – the Aggregated External Finance (more commonly referred to as the "Revenue Support Grant"- RSG). In addition to this, other grants provide funding for specific purposes. The scale of the budget challenge is very sensitive to changes, both current and future, to RSG funding as shown in table 5. Less than a quarter of a councils funding is raised through local council tax, representing a small proportion of funding that is under the councils own decision-making. Given the above scenario in Wales, there is a relatively weak connection between individual Council's own decision-making on spending priorities / pressures and its ability to raise the funds required to meet that. Consequently, the lack of medium term funding from this source adds to uncertainty and challenges in financial planning.

2.13 In Newport, the RSG funding makes up 76% of its net budget, with council tax at 24%. As the RSG makes up such a large proportion of the councils budget, what happens to this grant is

crucial, as any reductions cannot be easily offset by an increase to council tax. For example, it would take a 3.5% increase in council tax to offset a 1% reduction in the RSG.

Chart 1: Newport Council funding sources – 2020/21



- 2.14 The headlines of the draft settlement received on the 22 December confirms:
- Whilst WG core resource Departmental Expenditure Limit has risen by £694m in 2021/22, an increase of 4.6% in cash terms, core budget for day to day spending per person in 2021/22 will remain more than 3% lower in real terms than in 2010/11;
 - £766m additional funding in Wales for Covid-19 next year which is far below the £5bn allocated to Wales this year;
 - An increase of £10m to the social care workforce grant in 2021/22 to £50m to support the delivery of sustainable services and sustainability of the workforce;
 - £176m to support pressures on schools and social services;
 - A further £40m to support the Housing Support Grant, over £20m to meet sixth form and further education demographic pressures;
 - £58.6m (£30.6m revenue) in flood and coastal defence;
 - Additional £3m revenue to support our high streets, and town and city centres recognising the important contribution they make to the economy;
 - An additional £13.4m to support children and young people, including £8.3m for curriculum reform;
 - Extra £40m investment in education infrastructure, including £5m for the net-zero carbon schools pilot and boosting active travel funding by £20m, and providing a total investment of £274.7m in rail and metro.
- 2.15 Overall, the draft RSG was positive compared to previously modelled assumptions, and confirmed that the council would receive £240,796k for 2021/22. After allowing for new specific grant transfers into the RSG, this is a cash increase of £12.5m (+5.48%) from current funding, compared to a Welsh average of +3.8%. There remain a number of uncertainties around specific grants; however, these should be confirmed between this report and the final settlement from WG early March 2021.
- 2.16 A key contributing factor to the significant growth in Newport's RSG is due to the correction and rebasing of population data for authorities, which drives a significant amount of the share of the overall core funding for Local Government in Wales. Newport's population growth estimates have been under-estimated and whilst over the last few years, while being one of the better off Councils in terms of annual RSG uplift, was still lower than it should have been. Like the current 2020/21 financial year, Newport's RSG change for next year is the highest across Wales, due to it having the fastest growing population. This comes with pressures on budgets as noted above, in particular on our schools. The distributional impact of this correction is estimated to have contributed around £4m to our overall increase as noted above.

- 2.17 The Council's final RSG settlement will be announced on 2 March 2021. Apart from late transfers of specific grants into/ out of the final settlement, which are 'neutral' in their impact, the main changes would usually come from Council's confirmation of their individual 'tax bases' – i.e. the number of Band D equivalent properties. The late draft settlement has meant that any adjustments required to allow for the 'equalisation' process for council tax base has already been included, which usefully takes away that particular uncertainty in the final settlement. At this point therefore, we will be assuming that the final grant settlement will not change from the draft other than for 'cost neutral' issues.
- 2.18 The Head of Finance (HoF) has set the tax-base for 2021/22 and it will increase by 0.4%, which is similar to the all Wales average over the last two years. This council tax base is net of a decrease of 0.4% in collection rates reflecting the historical and current increasingly challenging task of collecting council tax income, which will increase further due to the ongoing economic uncertainty. This is consistent with all Councils across Wales and given that Newport's budgeted collection rates continue to be one of the highest in Wales the impact of the pandemic on collection has been particularly challenging and will continue to be reviewed. Council tax 'equalisation' is a key feature of the Local Government grant settlement process and provides some challenges to those Councils, like Newport, who have significant cost pressures resulting from housing and population growth. The impact on the RSG funding for Newport council this year is a reduction of £286k from this.

Implementing the Corporate Plan

- 2.19 The Council's business and financial planning is underpinned by the Council's Corporate Plan 2017-22 that sets out a clear set of aspirations and plans for the future under our mission of 'Improving Peoples Lives'. This provides a focus for decisions around spending and will direct activity across the council.
- 2.20 The current medium term financial projections included in appendix 9 and the detailed budget investments in appendix 1 includes funding for the key priorities and promises set out in the plan, as needed. The Council has yet to develop a 'strategic change programme', which outlines the key areas and initiatives, which will guide services and the Council in the future to deliver sustainable services. Such a programme's financial impact would be reflected in the Council's MTFP, contribute towards delivering a balanced / sustainable medium term financial position, and is recognised as a priority throughout the organisation.

3 Financial planning assumptions

- 3.1 Whilst the above section highlights challenges for this and other Councils in carrying out effective medium term financial planning, it nonetheless needs to be completed. Clearly, a number of important assumptions are required in order to do this. This section deals with the key areas affecting the MTFP and the budget for next year. These are:

- the impact of increasing costs and demand on the Councils budget;
- the impact of the Councils significant capital programme on its need to increase borrowing to fund that and resulting increased revenue costs to pay for that;
- the impact of increased costs in the Councils schools budgets, and in particular from new/ growing schools;
- Council tax funding which makes up 24% of the Councils core funding and is the only element of funding controlled by the Council.

Increasing costs and demand

- 3.2 Financial pressures and demands on our services have increased over a number of years and this increase is projected to continue. The main issues include:
- inflationary cost increases – of the council's £300m net revenue budget, over three quarters of expenditure relates to pay and contracts subject to inflationary increases year on year and whilst a one year pay freeze was announced by the Chancellor in the UK spending review,

he has confirmed that Local Government has its own pay review arrangements. In addition, WG decides on teacher's pay in Wales, advised by a pay review body and a stated commitment to at least match any pay increase in England. This is a high risk area of the budget and therefore provision in pay budgets for an inflationary increase has been made for 2021/22 (and future years) but the extent to which what, if any, of it will be required in 2021/22 will not be known until well into the Spring 2021.

- significant increases in demand led services – specifically social care;
- cost of new and growing schools, linked to the continued growth of the city.

3.3 Unavoidable pay and inflationary cost increases, excluding schools, equate to £5,196k in 2021/22 and £19,482k over the four-year period to 2024/25, based on current planning assumptions.

3.4 In addition to these cost increases, the council has also seen a significant increase in demand led service pressures since 2015/16. Whilst independent fostering continues to forecast overspends against budget there are also two other areas facing significant demand and will continue to be monitored closely:

- Independent fostering £373k overspend
- Emergency placements £493k overspend
- Leaving care £354k overspend

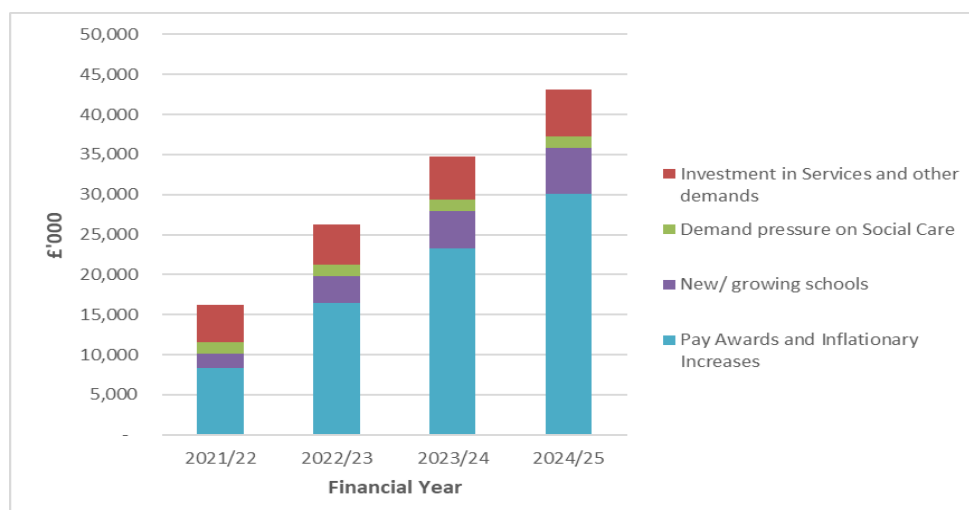
3.5 During 2020/21 these three areas alone are contributing over £1.2m to service area forecast overspend. Despite investment in independent fostering agency placements in 2020/21, demand continues to accelerate beyond the budget available. As a result of the demands in key areas, specifically emergency placements, investments in areas across children's social care are proposed within 2021/22 to support the level of demand that is being experienced and to ensure a robust and deliverable budget.

3.6 Detailed demand models for social care have been included within appendix 6 and form the basis of the investments proposed for inclusion within the medium term projections.

3.7 For 2021/22 specifically, the council is currently planning to invest almost £8m in the draft budget over and above an allowance for pay and pricing inflation. More details on proposed investments are included in appendix 1 and some of the key items include:

- £1,848k investment in school budgets
- £1,476k for increasing demand in social care demand for both children and adult services
- £305k investment to deliver the promises set out within the Corporate Plan such as the delivery of digital aspirations and a new household waste recycling centre

Chart 2: Cumulative pressures up to 2024/25 by source



- 3.8 The financial pressures facing the Council continue to increase significantly over the four-year period. Despite Newport receiving a favourable settlement in recent years even with different and more optimistic funding assumptions in the future, the budget pressures remain higher and savings therefore are likely to be needed. The following table illustrates the cumulative funding assumed over the 4 year period compared to the investment required for the council to achieve a 'stand still' position i.e. investments for unavoidable pay and pricing inflationary increases and committed investments for new and growing schools – things that the council have no choice over. This confirms that savings of over £3m are required over the life of the MTFP before taking account of additional investment to support demand in social care and to deliver corporate plan promises.

Table 1: Savings requirement over the medium term to achieve 'stand still' position

MTFP Summary	2021/2022 £'000	2022/2023 £'000	2023/2024 £'000	2024/2025 £'000
RSG Increase +5.58% in 21/22, +1.85%, +1.18% and 1% thereafter	(12,719)	(17,016)	(19,771)	(22,121)
Council tax increase	(2,956)	(5,390)	(7,922)	(10,555)
Change in Income	(15,675)	(22,406)	(27,693)	(32,676)
Standstill/ committed pressures	10,133	19,804	27,931	35,854
Cumulative savings requirement (before non-pay and pricing investments)	(5,542)	(2,602)	238	3,178

- 3.9 As can be seen, the increase/ change in RSG funding has a significant impact and provides significant increased funding to potentially reduce savings required. Notwithstanding this, in the context of what might actually happen given no medium term funding certainty and what might happen to public service funding over the medium term as explained above, it is important that the council continues to carefully review all budget pressures/ investments and that services operate in such a way as to managing/ minimise demands to the extent possible.

Capital programme and financing / Cardiff Capital Region City Deal

- 3.10 The capital expenditure undertaken by the Council gives a long-term and fixed commitment to fund the associated revenue costs for the provision of the repayment of that borrowing (Minimum Revenue Provision (MRP)) and interest costs – together called 'capital financing costs'. The current Council's capital financing costs make up for almost 7.8% of the net revenue budget, which is high when compared to other Welsh local authorities. The MTFP period includes £3,088k of pressures for the increasing cost of capital financing due to the borrowing required to complete the Council's current capital programme, ending in 2022/23. The Council's very significant capital programme in its commitment to improving the city and its infrastructure requires a significant increase in borrowing with the associated increase in costs outlined above.
- 3.11 The Capital Strategy, which details the capital programme and the long-term impact of capital expenditure, is approved by full Council, alongside the budget report setting the Council Tax level.
- 3.12 Within the capital programme is the Council's contribution to the Cardiff Capital Region City Deal (CCR). The CCR is funded by both UK Treasury and its ten constituent Councils and for the latter; a total 'funding envelope' was agreed over its life.
- 3.13 The Council's contribution to the City Deal was agreed by full Council in 2017/18. Newport City Council contributes just under 10% of the Local Authorities contribution to its overall funding. Whilst this Council, like others, has medium term capital programmes, this is the one individual project within it, which spans over multiple programme periods and the funding commitment for this goes into 2035/36. Funding is made up of two aspects:

- making capital funds available to the CCR. This will incur capital financing costs of MRP and Interest for this Council as it will need to 'borrow' funds itself to pass it on to the CCR
- making capital funds available in advance of UK Treasury funding. In this respect, this Councils capital financing costs is just the interest element, as borrowing will be reimbursed when funds are made available by Treasury in line with current agreements.

The CCR latest business plan requires accelerating proposed funding in order for them to increase spending at an earlier date than previous estimates given. This Councils contribution therefore have been pulled forward and capital expenditure of £8.2m is required to 2022/23 and a further £17.4m is required across the life of the MTFP to cover capital funds in advance of UK Treasury funding. This is estimated to have brought forward revenue costs into the current MTFP of c£500k.

Schools funding

- 3.14 The current position provides for a cash increase for the overall school budget. This has been developed within the context of significant uncertainty around teacher's/ non-teaching staff pay from September/ April 2021 respectively. As pay is the most significant cost heading within school budgets, any funding decision needs to be informed by any change to this. Whilst the UK Chancellor indicated there would be no pay increases for this part of the public sector, the Council is taking a prudent view and making provision within these budget plans for a pay increase from September 2021. The Welsh Government were explicit in informing Councils that the draft funding settlement would need to fund any pay increases. The actual change in pay is a matter for the relevant Welsh Minister, informed by an independent pay advisory body and Councils will have no choice but to implement.
- 3.15 The draft budget makes provision for schools to receive investment of up to £4,937k in 2021/22, which represents a 4.6% growth in schools budget. This is based on an assumed level of inflationary pay award increase as noted above plus the additional costs of new/ expanding schools as the table below shows. In this respect, it represents a 'standstill increase in budget' and fully funds the pay increase (to that assumed) and new/ expanding schools. It is proposed that all of the budget increase provision will be added to the 'Individual School Budgets' with the exception of the allowance for the pay award increase, which will be considered by Cabinet when a final figure is known/ agreed, up to the value of the budget provision made. The intention of fully funding cost increases in the school budget sector remains.
- 3.16 The context for this proposed funding is the challenging financial management position within schools. Throughout the 2020/21 and previous two year financial years in particular, the level of in year overspending at schools has been highlighted as a risk. However in the latest monitoring position, schools are forecasting to be underspent against budget, mainly due to the impact of Covid-19 which has seen many schools closed/ substantially closed for prolonged periods and specific costs reimbursed. Excluding the temporary impact of this current situation, their baseline / core position continue to be a significant area of concern given that £2.7m has been transferred from schools reserves over the last 2 years to fund overspending on their budgets. Current projections of £542k underspending would see reserve balances increase to £1,655k, which based on previous financial positions is not a sustainable position. Officers continue to work closely with schools to ensure that deficit recovery plans are in place and that action is taken to reduce spend.
- 3.17 Whilst the proposed budget increase seeks to fully fund the cost increases in the school sector, it represents a 'standstill' budget increase. Therefore, it is not sufficient to deal with the extent of accumulated deficits in schools at this time and therefore schools will need to find robust solutions to ensure they manage within available budget and repay these accumulated deficits. This resolution is critical as current spending levels in schools is not sustainable and has the potential to cause a significant and adverse impact on the councils overall finances if it continues as previous years.
- 3.18 Assessed budget pressures in school budgets over the life of the MTFP amount to £16.4m based on current assumptions on teacher's pay and new/ expanding schools costs. These will, like

other MTFP assumptions, need to be reviewed regularly and any actual proposed funding increases confirmed through the budget process.

Table 2: School budget pressures 2021/22 to 2024/25

	2021/2022	2022/2023	2023/2024	2024/2025
	£'000	£'000	£'000	£'000
Teaching staff - pay award - 2.75% Sept 2021, 2% there	1,398	1,285	960	986
Teaching staff - increments	712	605	489	375
Non Teaching school staff - pay award - 2% per annum	642	659	674	688
Non Teaching school staff - increments	165	101	82	42
Contract & Income Inflation	172	179	186	194
New and growing Schools	1,115	865	846	1,050
Secondary School Transitions	733	682	463	25
	4,937	4,375	3,700	3,360

- 3.19 Final allocations of specific grant are yet to be determined across the Education Achievement Service (EAS) region. Officers will assess these allocations once confirmation has been received.
- 3.20 Whilst it is recognised that schools have experienced significant financial challenge, school funding in overall terms is better than other parts of the council, and has increased by 19% over the last 5 years. This includes specific grants and is shown in the table below.

Table 3: School budgets by sector – 2015/16 to 2020/21

Year	Nursery £'000	Primary £'000	Secondary £'000	Special £'000	Total £'000
2015/16	519	52,924	47,480	3,724	104,647
2016/17	494	54,627	48,619	4,040	107,780
2017/18	512	54,959	47,505	4,247	107,223
2018/19	562	57,396	47,497	4,773	110,228
2019/20	496	58,492	49,619	5,091	113,698
2020/21	484	64,118	54,851	5,144	124,597

Increase in funding over 5 year period (incl. specific grants)	19%
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Increase in funding (excl. specific grants & delegations)	24%
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Council tax

- 3.21 It is well documented that Newport's council tax is low compared to others in Wales, generating 24% of our income. This council's current year budget is well below its 'standard spending assessment', a relative spending needs assessment between all Welsh councils, by £9.2m, which is almost entirely due to our low level of council tax funding. If Newport's council tax were set at the average rate in Wales this would generate additional income of £8m.
- 3.22 A base 4% increase in council tax is already included in our MTFP each year. This year, the draft budget proposals include an additional 1% increase to council tax in 2021/22 (appendix 2 & 5) bringing the proposed increase to 5%. This is subject to consultation and a final recommendation to Council on the council tax level and will be confirmed in the Cabinet's February 2021 meeting.
- 3.23 For contextual purposes, the table below shows the weekly increases in council tax based on a 5% increase. Given the low starting point on Newport council's tax, it will still be lower than most (if not all) of the neighbouring authorities, even at a 5% increase and the actual monetary increases in tax are low in themselves. Newport City Council proposed tax increase would maintain its position as one of the lowest in Wales.

Table 4: Scenarios illustrating weekly council tax increases

Band	A	B	C	D	E	F	G	H	I
Annual increase based on 5% increase	£39.93	£46.58	£53.24	£59.89	£73.20	£86.51	£99.82	£119.79	£119.79
Weekly increase based on 5% increase	£0.77	£0.90	£1.02	£1.15	£1.41	£1.66	£1.92	£2.30	£2.30

3.24 Given that over half of Newport’s chargeable properties are banded A – C the majority of households would see an increase of between £0.77 and £1.02 per week based on a 5% increase.

Summary of key budget assumptions

At this point, the following assumptions are included.

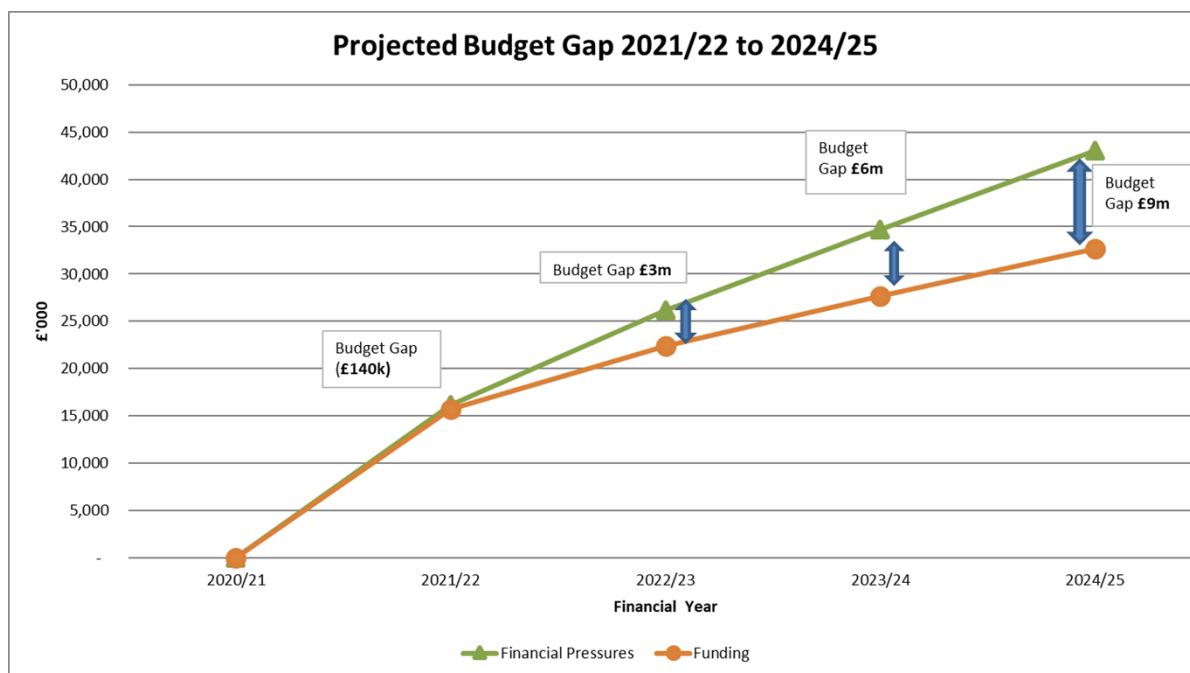
Table 5: Summary of key assumptions

MTFP Summary	2021/2022 £'000	2022/2023 £'000	2023/2024 £'000	2024/2025 £'000
RSG Increase +5.58% in 21/22, +1.85%, +1.18% and 1% thereafter	(12,719)	(4,297)	(2,755)	(2,350)
Council tax increase +5% in 21/22 and 4% pa thereafter	(2,956)	(2,434)	(2,532)	(2,633)
Budget pressures/ investments (appendix 1)	16,184	9,959	8,519	8,398
Previously agreed budget savings (appendix 4)	(649)	(563)	0	0

Resulting budget gap and sensitivity of assumptions

3.25 In summary, the following chart shows the impact that the above assumptions lead to in terms of the Councils medium term financial gap projection.

Chart 3: Projected budget gap 2021/22 to 2024/25



3.26 Clearly, the gap is based on assumptions, listed above, over the life of the MTFP. In light of the final settlement received on the 2 March 2021, Cabinet will need to consider and review key funding assumptions over the medium term.

3.27 The HoF will continue to work with the corporate management team and Cabinet to develop the budget strategy over the medium term, however, some of the key issues, currently, are:

- on-going financial issues on school budgets;
- increasing demand within service areas over and above provision already made within the MTFP;
- increasing costs of funding the Council's increasing levels of planned debt, linked to its substantial capital programme and the reduction in its 'internal borrowing' capacity
- uncertainty around future funding from WG;
- on-going impact of covid-19 and subsequent economic recovery;
- Brexit.

Sensitivity analysis

3.28 As table 5 above confirms, the budget gap is significantly affected by funding assumptions - the WG grant and council tax increases projections. The graph and table below show the sensitivity that the council faces in respect of these.

Chart 4: Sensitivity analysis – budget gap based on RSG and council tax assumptions



3.29 The table below shows how sensitive each of the variables are to changes in assumptions. The key elements within the medium terms projections, which also have the greatest level of sensitivity, include RSG funding, council tax increases, pay and contract inflation.

Table 6: Sensitivity analysis – key projections

RSG Sensitivity	£'000
RSG growth +/- 1%	2,281
Council Tax Sensitivity	
Council tax change +/- 1%	578
Pay Sensitivity	
Pay inflation - NJC staff +/- 1%	1,024
Pay inflation - Teachers and soulbury +/- 1%	519
Contract Inflation Sensitivity	
Contract inflation - +/- 1%	1,245

4 Budget savings

- 4.1 The draft proposed savings identified for 2021/22 to date total £3,360k. The table below provides a summary of the savings by decision over the 4-year planning horizon.

Table 7: Summary of projected savings

Savings Decision Type	2021/2022 £'000	2022/2023 £'000	2023/2024 £'000	2024/2025 £'000	Staff Impact FTE
Budget savings for full Cabinet decision (appendix 2 & 5)	924	239	0	0	24.09
Budget savings delegated to officers (appendix 3)	1,787	19	0	0	6.9
New Budget Savings	2,711	258	0	0	31.0
Previously agreed budget savings (appendix 4)	649	563	0	0	0.0
Total Budget Savings	3,360	821	0	0	31.0

- 4.2 Under the constitution and our scheme of delegation, the Cabinet takes some budget decisions collectively. These proposals total £924k for 2021/22 and £1,163k over the life of the MTFP. Some lower level, operational and efficiency type budget proposals are delegated to Heads of Service for decision and implementation. These proposals, totalling £1,787k for 2021/22 and £1,806k over the life of the MTFP are listed in appendix 3.
- 4.3 In previous years, only those proposals requiring Cabinet decisions were subject to public consultation. This process was changed last year and an impact-based approach adopted whereby each proposal is considered on a case-by-case basis, regardless of where the decision approving the saving is taken. The list of new savings in appendix 2 and 3 identifies if the proposal is subject to public consultation or not. Regardless of their categorisation, the normal protocols for staff, unions and any other required consultation are being adhered to in respect of all savings.
- 4.4 The savings already agreed in the February 2020 MTFP are either in progress of implementation or due to be implemented in 2021/22. The pandemic has had an impact upon delivery in some areas therefore delaying the implementation to 2021/22. No further details are shown for these savings, as they have already been approved.

Fairness and Equality Impact Assessments (FEIAs)

- 4.5 All budget proposals have been reviewed against our Equality and Welsh language duties, and, where appropriate, have had an initial Fairness and Equality Impact Assessment completed. The initial FEIA identifies potential negative or positive impacts in relation to protected characteristics,

as defined by the Equality Act 2010, and on Welsh language. These FEIAs will be further informed as a result of public consultation, and developed in line with the new Socioeconomic Duty, coming into force on the 31 March 2021. FEIAs for all proposals requiring one can be found [here](#).

Medium term strategic change

- 4.6 Whilst good progress has been made on the 2021/22 budget, challenges remain over the medium term, even with more optimistic assumptions around funding as the sensitivity analysis above shows. In particular, significant spending pressures remain to be tackled, particularly in Adults and Children's social care because of growing demand. Containing and then reducing such pressures will require a whole council response, and the active collaboration of our partners such as health services, as part of our new longer-term strategy in going forward.
- 4.7 The success of this longer-term approach will depend on the councils starting with a stable financial platform, and the budget proposals and draft budget set out in this report are designed to do this. A key element of this is taking a longer-term strategic view on how funds are deployed to contribute towards sustainable services, as well as meet priorities. Proposals for major change in service delivery will be considered early in the New Year and will include the need for investment in service redesign, new technological tools and the re-skilling of our staff at all levels to improve productivity and job security.

5 Budget process and consultation

- 5.1 This report presents the draft proposals for the 2021/22 budget. The report asks Cabinet to note:
- the position on developing a balanced budget for 2021/22, acknowledging that the position will be subject to ongoing review and updates;
 - agree that delegated decisions in appendix 3 will be implemented with immediate effect;
 - in addition, where appropriate that all proposals have had an initial Fairness and Equality Impact Assessments completed.
- 5.2 The report also asks Cabinet to agree a series of proposals for public consultation. This includes:
- budget savings proposals in appendix 2 (summary table) and appendix 5 (detailed saving proposals);
 - proposed fees and charges in appendix 7;
 - the position regarding the proposed school funding for 2021/22 in section 3.

Budget engagement

- 5.3 As part of the budget engagement strategy there has been a targeted engagement approach with members of the public to inform budget priorities for the next three years. This will help with budget and service planning. However, the outbreak of Covid-19 and subsequent restrictions in 2020 has meant that the usual pre-budget engagement activities have not been possible. For example, outreach engagement work and events like the over 50's information day were cancelled and bus Wi-Fi surveys were suspended whilst passenger numbers dropped considerably. Instead, engagement resources have focused on ascertaining which services have been most important in supporting households and the wider communities. Community engagement sessions were held with eight of the groups worst affected by Covid-19 as identified in the community impact assessment. This focused engagement will inform the budget setting process as Covid-19 looks set to shape Council strategic and financial planning at least for the medium term.
- 5.4 As the usual budget engagement mechanisms were not available, the Council has pursued innovative ways to strengthen the resilience of communities whilst involving them in financial decision-making. A participatory budgeting project in partnership with Aneurin Bevan University Health Board is currently underway. This will allow the communities who have been worst affected by Covid-19 to decide on the allocation of £100k funding (provided by ABUHB) to put in place additional services, support and projects.
- 5.5 In recent years (before 2020), there have been a series of outreach engagement sessions with communities across public venues including Newport Central Library and Newport City Council Information station. Officers have attended these venues and using an engagement tool have captured the views of residents to gain an understanding of how the public perceives the Council and how the authority uses its budget. Primarily feedback has focused on livability issues including community safety, recycling and lighting. The findings of this engagement remains relevant and an important evidence base to inform budget planning for 2021/22.
- 5.6 Seeking to capture and understand the opinions, needs and suggestions of the public, specific service users and other stakeholders has been an important part of the Council's budget setting process in recent years. Each year the budget is informed by extensive consultation, which allows our knowledge and understanding to grow over time. Over the last four budget cycles, we received almost 20,000 responses from the public with over 3,800 in the last financial year alone. It, however, needs to be recognised that for 2021/22, this level of response will not be possible because of social distancing and further restrictions on public gatherings and travel continue to take effect.
- 5.7 In addition to external public consultation, proposals will be reported to Scrutiny Committees, the Fairness Commission, Youth Council, older people's forums, Unions, Schools Forum and Third sector/ Business community throughout January. As already noted, further work is required on the Council's Corporate Plan, Change programme and proposals to balance the overall MTFP both in total and over individual years.
- 5.8 A second budget report will be presented to Cabinet on 22 February 2021. This will ask Cabinet to agree its final proposals for the 2021/22 budget and the resulting recommended level of council tax to fund that. The February report to Cabinet will include:
- the results of the public consultation process;
 - any updates from Welsh Government about future grant settlements
 - any emerging details on specific grants, which have financial implications.
- 5.9 Setting the council tax level and resulting total net revenue budget is the responsibility of full Council, so Cabinet's recommendations will be presented to the Council meeting on 3 March for approval and adoption.
- 5.10 Below is this year's timetable for consulting on and approving the 2021/22 budget:

Table 8: Budget consultation timetable 2021/22

Cabinet agrees budget proposals as a basis for consultation	8 January 2021
Consultation period	8 January 2021 to 12 February 2021
Cabinet considers feedback from consultation and agrees final budget proposals and recommends resulting overall budget and council tax required to full Council	22 February 2021
Council approves the 2021/22 overall budget and resulting council tax level required	3 March 2021

6 Risk, financial resilience and performance

- 6.1 A key driver in our budget strategy and MTFP framework is the need to manage the Councils general and financial risks, its financial resilience and performance. This next section looks at these issues and identifies how they are dealt with, whilst considering how they influence the councils 2021/22 budget and medium term projections.

Risk

- 6.2 The Council maintains a corporate risk register, which is regularly reviewed by the corporate management team and Cabinet, as well as the Audit Committee from a procedural/ risk management framework viewpoint. The Council's budget strategy and MTFP framework needs to reflect risks and incorporate appropriate financial mitigation, where required.
- 6.3 The quarter 2 corporate risk register reported to December Cabinet identifies 11 severe risks some of which are linked to the issues set out within the economic context of this report. In some cases, it is increasingly difficult for the Council to effectively prepare and quantify the financial impact of some of these risks until outcomes are known. There are a number of risks identified in the risk register that to fully mitigate would be unaffordable i.e. highways asset backlog maintenance. In these cases, the risk is identified and the Council will provide adequate budgets based on risk based assessments and will lobby WG to provide more funding in these areas, as these risks are not unique to Newport. These areas do, however, continue to be monitored closely to ensure that where information is available these risks are considered and where appropriate factored into the councils financial planning.
- 6.4 Two current risks with significant uncertainty are Brexit and the Covid-19 pandemic:

Covid-19

During 2020/21, external support from WG in the form of the hardship fund has seen loss of income and additional costs relating directly to the pandemic being reimbursed. It is hoped that key elements of the hardship fund will continue into 2021/22 to support the ongoing pressures and subsequent recovery of income. There are currently no pressures factored into the MTFP for Covid as the ongoing projections remain so uncertain.

Brexit

Whilst there is an acknowledgement that any trade negotiations are likely to result in increasing tariffs the impact on costs to the council are unknown at the time of writing.

In both of these cases, whilst the financial impact remains unknown the council's financial resilience set out in appendix 8 provides mitigation in the form of a good level of reserves and the general contingency budget. As we progress with discussions over the next few months, it is hoped that any potential impact will be known with greater certainty and the medium term projections updated.

- 6.5 Appendix 11 sets out the current risks included within the register. Key mitigation includes the Council's (i) revenue contingency budget (ii) 'Invest to Save' reserve to support and fund implementation costs of the current and future change programme, and (iii) capacity to develop the strategic and change programmes to meet the corporate plan within financial context. At this point, the Council's finances and reserves provide the financial capacity to deal with the current risks identified.

Financial Resilience

- 6.6 A robust view is taken in managing budget risks and protecting the financial health of the Council. In that respect, the Council's financial resilience is a key consideration and appendix 8 shows the current 'snapshot' of the key data and information showing an overview of the health of the Council at this time. Key headlines include:

- The council maintains a good level of reserves with the vast majority earmarked for specific purposes and already committed. The contingency base budget and other risk reserves held by the council are taken into consideration when assessing the level of the general reserve, and help to mitigate the risk to the Council. The decline in school reserves over the last few years is a concern and although current projections suggest a forecast of £542k under budget this is a result of lower than estimated costs due to Covid. The forecast underspend will see reserve balances increase to £1,655k at the end of this financial year but unless schools continue to manage within budget in future this has the potential to significantly impact on the financial resilience of the overall council. This will need to be considered between this meeting and the February 2021 meeting when the budget is finalised.
- The council has identified and continues to monitor budget reductions of £4.5m in 2020/21. This is alongside delivering outturn within budget over recent years, despite the delivery of £35m savings over the last 5 years. This needs to be viewed within the context of continued significant demands which are faced by service areas namely children's social care and schools, which have been highlighted throughout the year as part of the budget monitoring process.
- Although the 2020/21 forecast is within budget the overspending position in some key areas is not sustainable in the longer term and is a risk should the level of investment in 2021/22 be insufficient to match demand.
- In light of the continuing financial pressures and demands placed on the Council further savings of at least, £13m need to be found by 2024/25 based on current assumptions. A strategic longer-term approach is recognised as being needed to deal with this given savings found to date over the last 5 years and more.

- 6.7 Overall, whilst there are some underlying issues and challenges, the Council's financial resilience remains strong and it has financial capacity to develop and change services in response to continuing pressure on funding and increased demand for services.

7 Report review and statutory comments

7.1 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?
Planning parameters around inflation are incorrect	M	M	<ol style="list-style-type: none"> 1 Use of contingency, where required 2 Use of reserves, where appropriate 	Head of Finance SLT
Planning parameters around Welsh Government revenue grant are incorrect over medium term	H	M	<ol style="list-style-type: none"> 1. Use of contingency, where required 2. Keep the assumptions under constant review 3. Use of conservative assumptions 	Head of Finance
Increasing budget pressures over medium term	M	M	<ol style="list-style-type: none"> 1. Manage demand, where possible 2. Keep MTFP under constant review 3. SLT review of all budget pressures within MTFP 	SLT

* Taking account of proposed mitigation measures

7.2 Links to Council Policies and Priorities

The overall aim of the budget and MTFP is to ensure resource allocation is based on priorities, supports the delivery of the Council's change programme and saving proposals and protects the financial health of the Council.

7.3 Options Available and considered

There are few options available as the Council is required to consult on its budget where decisions do not fall under delegated authority and therefore needs to agree the basis of its consultation.

7.4 Preferred Option and Why

To consult on the new medium term package to ensure that savings are deliverable from the earliest opportunity.

7.5 Comments of Chief Financial Officer

The key financial impacts are contained within the body of the report and Appendixes.

The main purpose of this report is to agree the budget investments and savings for consultation. Whilst specific budget savings have been identified for specific public and other consultation processes, the details of all individual investments and savings are either shown in detail or referenced in this report. Final decisions will be taken in the February Cabinet meeting, taking account of consultation responses and as always, the budget process will continue and develop over the consultation period, before finalisation in February. A Council Tax rate will be recommended by Cabinet at that point and reviewed/agreed by full Council in their early March meeting.

7.6 Comments of Monitoring Officer

There are no specific legal issues arising from the Report at this stage. Cabinet is being asked to approve the draft savings and investment proposals and council tax rate set out in the Report in order to recommend to Council a balanced budget for 21/22. Cabinet are also asked to agree to the draft budget proposals being submitted for public consultation, where the relevant business

cases will have an impact on service delivery and are not operational matters delegated to Heads of Service. Cabinet will then take the final decisions on those business cases in the light of the responses to the public consultation, prior to making a recommendation to Council regarding the budget for 21/22. The implementation of all the savings business cases are executive matters, with the exception of any consequential staffing proposals, which are non-executive matters delegated to Heads of Service. However, whichever decision-making process applies, all of the savings business cases have been the subject of fairness and equality impact assessments to ensure that the Council has regard to its public sector equality duties under the Equality Act and is also acting fairly in terms of the impact of the proposed changes on service delivery. In addition, where specific savings proposals require more focussed consultation with staff and key stakeholders, this will be carried out prior to the implementation of any proposed changes. Public consultation is also required to evidence that the Council has had due regard to the socio-economic duty which will form part of the equalities obligations as from 1st April 2021 and has considered what impact, if any, the savings and investment proposals may have on the socially disadvantaged. Because the additional schools funding is specifically for any additional increase in teachers' pay, the recommendation is that the necessary funding should be ear-marked for this purpose but only paid over as part of the delegated ISB's if and when any additional pay increase is confirmed. The setting of the overall base budget and council tax rate for 21/22 is a matter for full Council as these are non-executive reserved matters under the Constitution.

7.7 Comments of Head of People and Business Change

The report outlines the proposals for Cabinet consideration in order to set a balanced budget for 2021/22 and also looking forward, with consideration of the medium term financial plan.

Proposals that have an impact on staff will be subject to the required consultation, and consultation with trade unions. As is the case each year when setting the budget, there is a conscious effort to minimise impacts on staff, whilst focusing on priority services and setting a robust and balanced budget. With the continued constriction of governmental funding and the increase in cost pressures, this becomes more and more difficult each year. Due to this the decisions presented for consideration and public consultation are often inevitably a difficult series of 'trade-offs' between service priorities.

In recent years, the business case process has further embedded the five ways of working expressed within the Well-being of Future Generations Act and the organisation has moved to the development of a broader equality impact process, which also includes the five ways of working, alongside protected characteristics and concepts of fairness (developed with the Newport Fairness Commission).

Public consultation on the proposals seeking Cabinet agreement will commence on 8th January 2021 and will run until 12th February 2021. Alongside the traditional paper based consultation process and on-line questionnaires, a bus Wi-Fi survey will be used, although the health crisis will preclude face-to-face consultation activity. As previous, the Fairness Commission will be asked to provide a consultation response.

7.8 Comments of Cabinet Member

The Chair of Cabinet, as Cabinet Member for resources has approved the report for consideration and approval by Cabinet.

7.9 Scrutiny Committees

The constitution requires that Scrutiny Committees be consulted on Cabinet's draft budget proposals.

7.10 Equalities Impact Assessment and the Equalities Act 2010

This is referenced in paragraph 4.5 of the report.

7.11 Children and Families (Wales) Measure

All proposals will be consulted on widely, as required.

7.12 Wellbeing of Future Generations (Wales) Act 2015

The Act is referenced in the report.

7.13 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.

Dated: 8 January 2021

APPENDIX 1 – Budget Investments

New Budget Investments

Service Group	Activity Short Code	Activity Description	Category	Proposal Title	21/22 (£'000)	22/23 (£'000)	23/24 (£'000)	24/25 (£'000)
PEOPLE								
Children & Young People Services	SOC30	NCC Child res	Policy Change	Potential loss of Integrated Care Fund (ICF) funding from March 2022 for statutory services.	0	TBC	0	0
Children & Young People Services	SOC30	NCC Child res	Demand - Social Care	There is no budget for emergency placements within Children Services however, there are situations where no other suitable placement can be found and therefore locations such as Brynglas Bungalow, holiday cottages and caravans are used and staffed accordingly depending on the need of the child. £200k is the predicted annual overspend as at end of June 2020.	200	0	0	0
Children & Young People Services	SOC20	Leaving Care	Demand - Social Care	Newport has a growing portfolio of properties to accommodate young people who are both British nationals and Unaccompanied Asylum Seeking Children (UASC) ageing between 16-18yrs. The management of these properties is becoming increasingly difficult due to the trauma these young people have experienced and some have had to move into 24hr provision which is costly.	300	0	0	0
Adult & Community Services	SOC5	First Contact	Policy Change	Potential loss of Integrated Care Fund (ICF) funding from March 2022 for statutory services.	0	TBC	0	0
Education	n/a	n/a	Other	RSG Transfer In - Teachers pay	209	0	0	0
Education (Schools)	EDU1	Schools	Demand - New Schools	Bubble Classes - New reception bubble classes from September 2020 to be established in Mount Pleasant - 30 FTE class opening from Sept 2020	75	0	0	0

APPENDIX 1 – Budget Investments

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Service Group	Activity Short Code	Activity Description	Category	Proposal Title	21/22 (£'000)	22/23 (£'000)	23/24 (£'000)	24/25 (£'000)
Education (Schools)	EDU1	Schools	Demand - New Schools	Bubble Classes - New reception bubble classes from September 2020 to be established in Ysgol lfor Hael - 15 FTE class opening from September 2020	38	0	0	0
Education (Schools)	EDU1	Schools	Demand - New Schools	New Rogerstone Autistic Spectrum Disorder (ASD) Learning Resource Base (LRB) - an additional 10 place ASD specific LRB has been established in Rogerstone Primary from September 2020. This unit is to be funded for the period September 2020 - March 2021 via the Additional Learning Needs (ALN) grant, funding will then be required to be met via the ISB from 2021/22.	157	0	0	0
Education (Schools)	EDU1	Schools	Demand - New Schools	Amalgamation of Kimberley and Fairoak Nursery Schools onto current Fairoak site effective September 2021. Amalgamated mainstream FTE for nursery will be 70 FTE with the additional communication class seeing a reduction from 8 FTE to 4 FTE (16 pupils to 8 pupils) from September 2021. £35k one off amalgamation funding in 2021/22 will be removed in following year.	51	-65	-16	-13
Education (Schools)	EDU1	Schools	Demand - New Schools	Ysgol Bryn Derw Satellite Provision - Funding based on Category 2 Special school place led funding. To open a total of 24 places over the foundation phase - 8 places per year group for reception, year 1 and year 2. Opening to Reception pupils in September 2021.	129	185	160	67
Education (Schools)	EDU1	Schools	Demand - New Schools	Ysgol Bryn Derw Satellite Provision - Funding based on Category 2 special school place led funding. To open a total of 32 places for Key Stage 2 provision, 8 places per year group for years 3 to 6. Opening to year 3 pupils in September 2023.	0	0	123	181
PLACE								
RIH	RIH2	Strategy & Dev	Other	Events/ Marketing - enhancement to destination management and events resource	30	0	0	0

APPENDIX 1 – Budget Investments

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Service Group	Activity Short Code	Activity Description	Category	Proposal Title	21/22 (£'000)	22/23 (£'000)	23/24 (£'000)	24/25 (£'000)
RIH	RIH12	Plan & Dev Mngt Acc	Other	Empty properties fund - Empty property enablement fund to bring empty properties back into use	150	0	0	0
RIH	RIH28	Tredegar House + Grounds	Other	Tredegar House pension deficit - pension valuation led to an increase which has been passed on to NCC via an increase in the contract price.	63	0	0	0
RIH	RIH2	Strategy & Dev	Other	Strategic Economic development post	73	0	0	0
RIH	RIH2	Strategy & Dev	Other	Unauthorised use of council land	20	0	0	0
RIH	Various	Various	Other	Neighbourhood Hubs - defer final savings pending evaluation and future development of neighbourhood hub model	315	0	0	0
City Services	STR5	Senior management team	Other	Christmas lights - base budget for Christmas lights in the City centre	40	0	0	0

APPENDIX 1 – Budget Investments

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Service Group	Activity Short Code	Activity Description	Category	Proposal Title	21/22 (£'000)	22/23 (£'000)	23/24 (£'000)	24/25 (£'000)
City Services	STR11	Sustainable waste	Other	Waste Enforcement Officers - to provide permanent funding for waste education and enforcement officers	90	0	0	0
City Services	STR24	Winter Maintenance	Other	Winter maintenance - further investment required to deal with increasing demands due to extreme weather conditions	40	0	0	0
City Services	STR19	SDR South Distrib Road	Other	SDR contract - Electricity cost increases	60	0	0	0
City Services	STR15	Drainage Operations	Other	SAB (drainage) - Income pressure	70	TBC	0	0
CORPORATE								
Finance	FIN5	Council Tax & NNDR	Other	NDR Allowance - reduction in grant	40	0	0	0
Law & Regulation	LAW9	Comm safety	Other	CCTV - unachieved income from contracts	150	0	0	0
NON SERVICE								
Non-Service	n/a	n/a	Other	Crematorium - Shortfall in income	151	0	0	0

APPENDIX 1 – Budget Investments

Service Group	Activity Short Code	Activity Description	Category	Proposal Title	21/22 (£'000)	22/23 (£'000)	23/24 (£'000)	24/25 (£'000)
Non-Service	n/a	n/a	Other	Corporate Joint Committees - shared cost of committees	40	0	0	0
NEW BUDGET INVESTMENTS TOTAL					2,491	120	267	235

APPENDIX 1 – Budget Investments

Agreed/ Revised Investments

Service Group	Activity Short Code	Activity Description	Category	Proposal Title	21/22 (£'000)	22/23 (£'000)	23/24 (£'000)	24/25 (£'000)
PEOPLE								
Adult & Community Services	SOC10.1-10.3	Community Care Packages	Demand - Social Care	Demand on Adult Community Care budgets - Whilst it is impossible to predict how the whole of the community care cohort might fluctuate the service is aware of new learning disability (LD) children turning 18 and LD clients who were previously looked after by relatives but now are unable to look after them. This pressure also takes into account a reprofiled saving (20-21 pressure reduction of £250k) which has been pushed back to 22/23 due to Covid and includes a pressure reduction of £96k that needs to be achieved in 21/22.	976	-63	0	0
Education	EDU6	SEN Recoup OOC	Demand - Other	SEN Out of County (OOC) pupil demand - Demand increasing at 16 pupils per year based on 16/17-20/21 trend at an average cost for 20/21 pupils with a conversion rate of 75% for pupils moving to out of county provision.	30	255	157	192
Education	EDU14	Breakfast clubs	Demand - Other	SEN Out of County (OOC) pupil demand - Demand increasing at 16 pupils per year based on 16/17-20/21 trend at an average cost for 20/21 pupils with a conversion rate of 75% for pupils moving to out of county provision.	35	15	0	0
Education (Schools)	EDU1	Schools	Demand - New Schools	<p>Secondary School Transitions - In line with pupil projections as reviewed by Planning of School Places group and 2020/21 average pupil funding for secondary school pupils.</p> <p>This equates to an increase of 238 FTE from 20/21 - 21/22 and 227, 157 and 29 to the year 24/25 respectively.</p> <p>This excludes Welsh medium pupils who are accounted for in a separate pressure</p>	733	682	463	25

APPENDIX 1 – Budget Investments

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Service Group	Activity Short Code	Activity Description	Category	Proposal Title	21/22 (£'000)	22/23 (£'000)	23/24 (£'000)	24/25 (£'000)
Education (Schools)	EDU1	Schools	Demand - New Schools	Ysgol Gyfun Gwent Is Coed: This is the new Welsh Medium Secondary School, which was established from September 2016 as a seedling school with a capacity of 750. The school will continue to grow beyond the current medium term financial planning cycle. The school was established under a a seedling model and expanded by 1 year group per academic year, the school had year 7 - 11 pupils in September 2020, growing to accommodate post 16 pupils in the following 2 years. Costs have been revised in line with pupil projections as reviewed by Planning of School Places group and 2020/21 average pupil funding for secondary school pupils.	107	116	99	77
Education (Schools)	EDU1	Schools	Demand - New Schools	New Llanwern (Village) Primary Schools - This school will be established on the housing development at Llanwern Village, and is being funded as part of S106 agreements. The school will be a 1.5 FE school, with a nursery and 10 place learning resource base (LRB) unit on site. The MTFP assumes that the school will open in September 2024 as a growing school with a small number of pupils in each year group with the intention of these growing each year. N = 20 FTE R-Y6 = 15 pupils LRB = 10 pupils	0	0	0	428
Education (Schools)	EDU1	Schools	Demand - New Schools	New West Glan Llyn Primary School: This school was established on the housing development at St Modwens, and was built by the developer as part of S106 agreements. The school is a 2 form entry school, with a nursery and 20 place learning resource base (LRB) unit on site. The school opened in September 2019 as a growing school with a small number of pupils in every year group with these growing each year.	211	324	86	0
Education (Schools)	EDU1	Schools	Demand - New Schools	New Primary School - Whiteheads: This school will be established on the housing development at the Whiteheads site, and is being built by the developer as part of S106 agreements. The school will allow for the move and expansion of Pillgwenlly Primary school to expand from 2 form entry (FE) to 3FE. The MTFP assumes that the school will expand from January 2023.	0	19	185	91

APPENDIX 1 – Budget Investments

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Service Group	Activity Short Code	Activity Description	Category	Proposal Title	21/22 (£'000)	22/23 (£'000)	23/24 (£'000)	24/25 (£'000)
Education (Schools)	EDU1	Schools	Demand - New Schools	Welsh medium primary school: The school will be a 2 form entry, with a nursery on site. The school will open in September 2021 as a seedling school, with a capacity of 444. The school will open with a nursery and reception class in the first year with a further year group added every year until it reaches capacity. A 10 place learning resource base will open in the school in September 2023 and is anticipated to be full upon opening.	278	243	173	184
Education (Schools)	EDU1	Schools	Demand - New Schools	Expansion of Nursery provision within maintained schools: Expanding nursery provision in St Michaels, Marshfield and Pentrepoeth Primary Schools from September 2020 from 16 FTE to 20 FTE.	40	0	0	0
Education (Schools)	EDU1	Schools	Demand - New Schools	Expansion of Tredegar Park Primary - increase admissions to 75 from 60 on a year by year basis starting with reception from September 2021	29	43	36	35
PLACE								
RIH	RIH9	Centralised Properties	Pricing	Norse joint venture (JV) - pension deficit. Greater Gwent (Torfaen) highlighted an annual shortfall of pension contribution as well as a deficit payment.	5	5	0	0
RIH	RIH9	Centralised Properties	Pricing	Norse JV - Increased contract payment as a result of assumed 2% uplift each year from 20/21.	154	186	0	0
RIH	RIH30	Transporter Bridge	Investment	Corporate Plan Promise - Discovery Centre - A Heritage discovery centre and tourist trail in the city will be launched. Likely to be established beyond 20/21	TBC	TBC	0	0
City Services	STR11	Sustainable waste	Investment	Corporate Plan promise - New Household Waste Recycling Centre (HWRC) - The opening of a second HWRC supports the corporate plan and the waste strategy. New site has been delayed so full year impact not required in 21/22.	55	175	0	0

APPENDIX 1 – Budget Investments

Service Group	Activity Short Code	Activity Description	Category	Proposal Title	21/22 (£'000)	22/23 (£'000)	23/24 (£'000)	24/25 (£'000)
CORPORATE								
People & Business Change	PBC12	Shared Res Serv	Pricing	Shared Resource Service (SRS) - Increased contract payment as a result of assumed pay award and pension deficit cost.	53	55	0	0
People & Business Change	PBC10	Digital	Investment	Corporate Plan Promise - Delivery of digital aspirations - improvement of the IT infrastructure and other digital services. Investment required to meet the promises set out in the Corporate Plan	250	0	0	0
NON-SERVICE								
Non-Service	n/a	n/a	Capital Financing - other	Corporate Plan Promise - Capital Programme - To fund the capital financing costs of the current (in principle) capital programme. Investment required to meet the promises set out in the Corporate Plan	2,664	-94	235	283
Non-Service	n/a	n/a	Pricing	Pension Deficit - Estimated 1% pa increase from 2021/22 following valuation of the public service pension schemes. This assumes that employer contributions will increase to 24.2% by 2022/23 however the outcome of the 2019 triennial pension valuation will be confirmed by the Greater Gwent Pension Scheme at the end of this calendar year.	0	753	0	0
AGREED/ REVISED BUDGET INVESTMENTS TOTAL					5,620	2,714	1,434	1,315
BUDGET INVESTMENT TOTAL					8,111	2,834	1,701	1,550

APPENDIX 1 – Budget Investments

Pressures Summarised:

Pressures by Type	21/22 (£'000)	22/23 (£'000)	23/24 (£'000)	24/25 (£'000)
New budget pressures	2,491	120	267	235
Previously agreed/ revised budget pressures	5,620	2,714	1,434	1,315
New and previously agreed/ revised pressures	8,111	2,834	1,701	1,550
Inflationary pressures (Inc increments)	8,073	7,125	6,818	6,848
TOTAL BUDGET PRESSURES	16,184	9,959	8,519	8,398

APPENDIX 2 – New Budget Savings for Consultation

Service Group	Activity Short Code	Activity Description	Unique ID	Proposal Title	21/22 (£'000)	22/23 (£'000)	23/24 (£'000)	24/25 (£'000)
PEOPLE								
Adult and Community Services	SOC4	Day Opportunities	AS2122/03	Transformation of adult day services	437	145	0	0
Children and Family Services	SOC30	NCC Child Res	CS2122/03	Closure of Cambridge House as a Children's home	254	85	0	0
PLACE								
City Services	STR13	HWRC	STR2122/02	Charges for non-household waste taken to household waste recycling centre (HWRC)	20	0	0	0
City Services	STR4	Asset Management	STR2122/05	Streetworks – Increased fees and charges	21	0	0	0
City Services	STR20	Car Parks	STR2122/06	Creation of pay and display car park Mill Parade	21	0	0	0
City Services	STR1	Env Serv	STR2122/07	Introduce parking charges to three park and countryside car parks	29	9	0	0
City Services	STR2	Cemeteries	STR2122/08	New fees and charges within cemetery services	25	0	0	0

APPENDIX 2 – New Budget Savings for Consultation

Service Group	Activity Short Code	Activity Description	Unique ID	Proposal Title	21/22 (£'000)	22/23 (£'000)	23/24 (£'000)	24/25 (£'000)
Regeneration, Investment and Housing	RIH8	Station Buildings	RIH2122/04	Information Station move to central museum and library	117	0	0	0
NEW BUDGET SAVINGS FOR CONSULTATION					924	239	0	0
Funding	n/a	n/a	n/a	Increase council tax increase from 4% base assumption by 1% to 5%	580	0	0	0

APPENDIX 3 – New Budget Savings Implemented Under Delegated Authority

Service Group	Activity Short Code	Activity Description	Unique ID	Proposal Title	21/22 (£'000)	22/23 (£'000)	23/24 (£'000)	24/25 (£'000)
PEOPLE								
Adult and Community Services	Various	Various	AS2122/01	Proposed reductions in non-staffing budgets	284	0	0	0
Adult and Community Services	SOC10.1-10.3	Community Care Packages	AS2122/02	Community opportunities for adults with learning disabilities and adults with physical disabilities	150	0	0	0
Children and Family Services	Various	Various	CS2122/01	Savings across children's services	74	0	0	0
Children and Family Services	SOC28	Child Protection	CS2122/02	Staffing	35	0	0	0
Education Services	Various	Various	EDU2122/01	A reduction in various budget lines within Education Services which will not have an impact on services or people	124	0	0	0
Education Services	EDU10/ EDU11	Education Welfare Service/ Bridge Achievement Centre	EDU2122/02	Term time only contracts	7	0	0	0
Education Services	EDU19	Schools Admissions + Appeals	EDU2122/04	Deletion of post in schools admission team	28	0	0	0
PLACE								
City Services	Various	Various	STR2122/01	Miscellaneous operational savings	64	0	0	0

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APPENDIX 3 – New Budget Savings Implemented Under Delegated Authority

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Service Group	Activity Short Code	Activity Description	Unique ID	Proposal Title	21/22 (£'000)	22/23 (£'000)	23/24 (£'000)	24/25 (£'000)
City Services	STR21	Street Cleansing	STR2122/03	Reduced use of chemical for weed removal	10	0	0	0
City Services	STR18	Highways	STR2122/04	Construction of footway vehicle crossing	20	0	0	0
Regeneration, Investment and Housing	Various	Various	RIH2122/01	Reduction in budget lines	16	0	0	0
Regeneration, Investment and Housing	RIH9	Centralised Properties	RIH2122/02	Budget realignment to reflect agreed changes to payments for services	85	0	0	0
Regeneration, Investment and Housing	RIH16	Development Mngt	RIH2122/03	Increase in income generation (planning pre-application fees)	15	0	0	0
CORPORATE								
Finance	FIN5	Council Tax + NNDR	FIN2122/01	Revenues income collection section (council tax/ national non-domestic rates NNDR) - self service developments	24	0	0	0
Finance	FIN4	Strategic Procurement	FIN2122/02	Removal of software license budget	28	0	0	0
Finance	FIN1	Accountancy	FIN2122/03	Reduction in support / management costs for budget management system (BMS)	13	0	0	0

APPENDIX 3 – New Budget Savings Implemented Under Delegated Authority

Service Group	Activity Short Code	Activity Description	Unique ID	Proposal Title	21/22 (£'000)	22/23 (£'000)	23/24 (£'000)	24/25 (£'000)
Finance	FIN4	Strategic Procurement	FIN2122/04	Generate additional income through the corporate credit card programme (pCard)	0	7	0	0
People and Business Change	PBC2	HR Emp Serv	PBC2122/01	Process digitisation and transformation – employment services	70	0	0	0
People and Business Change	PBC12	Shared Res Serv	PBC2122/02	IT Systems rationalisation and associated contract savings	90	12	0	0
Law and Regulation	LAW6	Legal	LR2122/01	Reorganisation of the Legal Section to delivery efficiency savings	75	0	0	0
Law and Regulation	Various	Various	LR2122/02	Miscellaneous increases in income and reductions in supplies and services budgets	65	0	0	0
NON-SERVICE								
Non Service	n/a	n/a	NS2122/01	Early repayment of loan premium which requires use of earmarked reserve	510	0	0	0
NEW BUDGET SAVINGS TOTAL - DELEGATED AUTHORITY					1,787	19	0	0

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Business cases for the above delegated savings can be found on the following link:

<https://www.newport.gov.uk/en/Council-Democracy/About-the-council/Budget-consultation-2021-2022.aspx>

Mae'r dudalen hon yn wag yn

APPENDIX 4 – Budget Savings Previously Approved

Cabinet

Service Group	Activity Short Code	Activity Description	Unique ID	Proposal Title	21/22 (£'000)	22/23 (£'000)	Staff Impact
PEOPLE							
Children and Family Services	SOC28	Child Protection	CFS2021/03	Reduction in Legal Costs	20	150	0.0
CORPORATE							
People and Business Change	PBC6	Partnership	PBC1920/02	Reduction in Voluntary Sector Grants	27	0	0.0
People and Business Change	PBC10	Digital	PBC2021/03	Digital Savings - Public Building Wi-Fi - "Community Cloud"	15	0	0.0
Non Service	n/a	n/a	NS2021/01	Council Tax Reduction Scheme	280	280	0.0
PREVIOUSLY AGREED SAVING - Cabinet					342	430	0.0

Head of Service

Service Group	Activity Short Code	Activity Description	Unique ID	Proposal Title	21/22 (£'000)	22/23 (£'000)	Staff Impact
PEOPLE							
Education	EDU23	Joint Services	EDU1920/03	Reduction in core funding to EAS of 2% for the financial year 2019/20	8	0	0.0
PLACE							
City Services	Potentially all codes	Potentially all codes	CS2021/02	Training Within Industry (TWI) Programme	100	100	0.0
City Services	STR11	Recycling	CS2021/03	Composting site expansion	20	0	-1.0
City Services	Various	Various	CS2021/11	My Newport Development	70	0	0.0

APPENDIX 4 – Budget Savings Previously Approved

Service Group	Activity Short Code	Activity Description	Unique ID	Proposal Title	21/22 (£'000)	22/23 (£'000)	Staff Impact
Regeneration, Investment and Housing	RIH11	Building control	RIH2021/01	Increase in Income Generation (Building Control & Regeneration)	56	0	0.0
Regeneration, Investment and Housing	RIH9	Centralised properties	RIH2021/02	Increased Revenue from Newport Norse profit share	30	30	0.0

CORPORATE

Finance	FIN4	Strategic Procurement	FIN2021/02	Increase income through additional collaborative contract work	5	0	0.0
Finance	FIN4	Strategic Procurement	FIN2021/03	Increase Income Through pCard Programme	3	3	0.0
People and Business Change	PBC14	Spatial Data	PBC2021/04	Newport Intelligence Hub - Finalise centralisation of Resources and Restructure	15	0	1.0
PREVIOUSLY AGREED SAVING - Delegated Head of Service					307	133	0

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Savings Decision Type	21/22 (£'000)	22/23 (£'000)	Staff Impact FTE
Previously Agreed Cabinet Savings	342	430	0.0
Previously Agreed Delegated Head of Service Savings	307	133	0.0
PREVIOUSLY AGREED BUDGET SAVINGS	649	563	0.0

Appendix 5 – Budget Savings for Consultation – Proposals

Proposal Number	Unique ID	Service Area	Proposal Title
1	AS2122/03	Adult and Community Services	Transformation of adult day services
2	CS2122/03	Children and Family Services	Closure of Cambridge House as a Children's Home
3	STR2122/02	City Services	Charges for non-household waste taken to household waste recycling centre (HWRC)
4	STR2122/05	City Services	Streetworks – Increased fees and charges
5	STR2122/06	City Services	Creation of pay and display car park Mill Parade
6	STR2122/07	City Services	Introduce parking charges to three park and countryside car parks
7	STR2122/08	City Services	New fees and charges within cemetery services
8	RIH2122/04	Regeneration, Investment and Housing	Information Station move to central museum and library
9	n/a	Non Service - Funding	Increase council tax increase from 4% base assumption by 1% to 5%

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Service Area	Adult and Community Services			
Proposal Title	Transformation of adult day services			
Summary Description, Delivery Arrangements and Timescales	<p>The day opportunities service provides specialist services for people with profound and multiple learning disabilities (PMLD) and people needing support with their mental health. A number of rooms on the Brynglas site are also used by an older persons' group,</p> <p>The PMLD and older people's services provide respite for carers as they require round-the-clock personal care and support. Brynglas also provides the opportunity for people to socialise and participate in a range of activities.</p> <p>Over the past few years, the numbers attending the services have significantly reduced so that typically there are between 10-14 people in the mental health service each session; and between 21-23 in the PMLD per day.</p> <p>There have been minimal referrals to the PMLD day service over the past two years while there has been an increase in the referrals for older persons' respite care.</p> <p>Younger people coming into the adult PMLD group and their families do not want the traditional building-based service.</p> <p>The ending of the contract for an external respite for mainly older people ends on 31 March and this presents an opportunity to deliver the same level of service by our own staff. Community based care would mainly focus on supporting older people and unpaid carers. In order to deliver a community based model of care and support that meets people's needs, a staffing restructure would be required. There are efficiencies that can be made by delivering this service model compared to a building based model, which would be achieved through a reduction in overall staffing.</p> <p>It is proposed to commission day services for people with PMLD or mental health services from providers who have the experience and facilities.</p>			
Decision Point (Please tick appropriate box)	Head of Service		Cabinet	✓

Public Consultation Required (Please tick appropriate box)	YES	✓	NO	
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MTRP Budget Proposal – 2021/22 to 2023/24

PART ONE

Net Savings (£000's)	2021/22 (£'000)	2022/23 (£'000)	2023/24 (£'000)
	437	145	
One-Off Implementation Costs (£000's)			
2021/22 (£'000)	2022/23 (£'000)	2023/24 (£'000)	
Revenue – Redundancy/Pension	175 (based on estimated 7 compulsory redundancies with other staff being redeployed)		
Revenue – Other			
Capital – Building related			
Capital – Other			
Implementation Cost - Total	175		

Impact on FTE Count	16.97 FTE
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Does this proposal require an FEIA and/or WFG Act assessment? (Please tick appropriate box)	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
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MTRP Budget Proposal – 2021/22 to 2023/24

PART TWO

Options Considered

Option 1 – Continue to deliver a building based day service from Brynglas for people with PMLD, older people and people with mental health problems (status quo)

Option 2 – Move to a community outreach model and:

- Re provision the Mental Health service to third sector provision
- Move to a community based outreach model of respite, care and support for older people and unpaid carers
- Provide a mixed range of provision for PMLD clients which includes both building and community based services using a mix of internal and external provision.

Considerations

- a) Due to Covid 19, Brynglas day service closed in mid-March 2020. Since this time, people have not attended the day centre and instead have received care and support through a community based model i.e. day service staff visiting them in their own homes and supporting them to access community based activities. This has successfully resulted in some people receiving a different type of service.
- b) Over the past several years, there has been a significant reduction in new referrals for people with PMLD to the day service at Brynglas. Compounded by a gradual reduction from when people leave the day service, has led to an over deployment of staff. There are 661 weekly care and support hours that can be delivered by current staffing structure. However only 250 hours per week are currently being utilised (via an outreach model), resulting in capacity for 441 weekly hours. To mitigate this, staff have been temporarily redeployed into other teams and service areas across the Council.
- c) During the past 6 months, some people have not accessed a service at all, or have been supported in other ways and used alternative services during the pandemic. Some people have said they are reluctant to return to building based services due to the risks this potentially presents. Therefore, the current staffing structure of 661 hours per week, is well above the current demand for the service. Social work teams have continued to liaise with families over their needs requirements moving forward, and we project that the current demand for the Brynglas based services at circa 250 hours per week will continue for the foreseeable future.
- d) The current service model delivered from Brynglas is not flexible enough to meet the needs of younger people coming through transition (which is a likely factor in the service not receiving many new referrals). Some people tend to stay in the service for longer than they should, which creates a dependency. For example, many of the people with mental health problems have continued to be supported by the service for more than 12 months, when there are other community based services that could meet their needs.
- e) By developing a community based model of respite, care and support, we will be able to meet people's needs in a different way. Along with the service capacity identified in point c), this new service model will allow us to offer community respite for older people. Therefore, the existing community respite contract with an external provider for 160 hours per week, can end as at 31st March 2021, with the new internal service being able to support people in a different way. As the existing contract has an end date of 31st March 2021, there will be no TUPE implications.
- f) A review of charging for respite and community services will be needed to ensure the proposed new service is consistent with all other services.
- g) Option 1 will not realise any financial savings that will contribute towards the MTFP.

Recommended Option

Option 2 – Move to a community-based outreach model of respite, care and support.

- a) It is proposed that a new community based outreach model of respite, care and support is set up to replace the current building based day service model. The service would primarily focus on supporting older people and unpaid carers, but would retain the capacity to support anyone eligible person. This option would result in the provision of the mental health and PMLD day service.
- b) Existing people supported by the day service will either be:
 - I. Older people - Continued to be supported by the new community based outreach model of respite, care and support
 - II. PMLD – Some people will move to other services, and some will continue to be supported by the new community based outreach model of respite care and support
 - III. Mental Health – will be supported by an existing third sector specialist mental health service provider.
- c) Based on identified demand for the service and peoples assessed care needs, it is proposed that the new service will have capacity for up to **400** hours per week. This will include capacity for 250 hours (similar to what is currently being provided as at October 2020), along with the additional 150 hours per week from the Carers respite contract.
- d) Option 2 can be taken forward regardless of the wider context of the future of Brynglas site. It is proposed that the new office base for the community based outreach model of respite, care and support is moved from Brynglas to Spring Gardens, where there is synergy with the existing building based respite service for older people. This will allow the existing management structure in day services to be stream lined, and overseen by the Homes Team Manager of Spring Gardens. This will allow the existing management structure to be reduced from 4 to 2 managers.
- e) As the new service will be community based, there will be a reduced need for a cook, kitchen assistants, administrative support and drivers due to people being supported in the community, as opposed to being transported to and from a building each day. The need for relief staff will also decrease, and it is proposed that the current relief pool is no longer utilised as there will be capacity within the new proposed staffing structure for cover.
- f) Overall there will be reduced staffing of 16.97 FTE. However due to the service currently being under-utilised, a number of staff have already moved into temporary and permanent positions across the Council. This will reduce the need for compulsory redundancies.
- g) We would look to utilise the new internal community based outreach model of respite, care and support for all new referrals for this type of service in the first instance.

Estimated re-provision costs

- h) There will be some re-provision costs where external providers will be commissioned to deliver day services to those people who still require a building based service, notably people with PMLD. These costs have been calculated as follows:
Based on feedback from operational social work teams, it is estimated that 6 people PMLD will require a building based service from 1st April 2021. The cost of this has been calculated based on the anticipated number of people that would require an external service to be commissioned, noting that the figure of 20 people in the introduction includes people funded by other Councils and the Health Board.
- i) There will also savings achieved from not operating from the Brynglas site, notably cleaning, food and utility costs. However, these savings will be offset by a reduction in income that was previously achieved by delivering day services for other statutory partners.
- j) There will also be a small re-provision cost to enable an external provider to increase their capacity to support people with mental health problems.

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TOTAL REPROVISION COSTS £145,000 (excluding the estimated redundancy costs)

The new budget for the service includes mileage costs in order for staff to claim increased transport costs associated with an outreach service.

Option 2 will result in a proposed net saving of £582,642

Summary of proposed changes

	Current Position	Proposed Changes (Option 2) from 1st April 2021
Staffing FTE	33.78 FTE	16.81 FTE (reduction of 16.97 FTE)
Location	Office base at Brynglas	Office base will be at Spring Gardens
	Services delivered from Brynglas day centre and the Annex	Services delivered in the community and at people's homes
Service	PMLD average 20 people per day	Capacity for up to 400 hours per week for any eligible person, primarily focussing on older people and unpaid carers
	Older persons average 7 people per day	
	Mental health average 14 people per day	
Drivers and vehicles	Drivers and vehicles are used to support people to access the Brynglas day centre	Whilst there is a proposed reduction in the number of drivers, we are working with internal colleagues to explore potential redeployment.
Roles	Staff attend a building each day	Staff will be required to visit people in their own homes and support people to access community based activities
		New job descriptions will be developed to reflect the new service model

Risks

Identified Risk	Mitigation
Demand for services is uncertain due to the current pandemic	If option 2 is agreed, the service is reviewed in 12 months' time to ensure that the new service model meets future demands. We have also built in some contingency capacity within the proposed new outreach service model.
Difficult to undertake consultation events with stakeholders due to potential future lockdowns and the need to social distance	Consider organising virtual consultation sessions on Microsoft Teams

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	Work with local advocacy groups and trade unions to ensure people’s views are fed back into the consultation process
The proposal identifies a number of staff that are at risk of redundancy	Continue the ongoing work around offering affected staff development opportunities in other areas of the Council Hold vacancies within the service area for any staff at risk
Ensure clear communication with stakeholders regarding service changes	Work with advocacy groups to ensure peoples voices are heard Clearly communicate with people to ensure they understand the proposed changes and how this will impact them – follow up in writing
Some staff may not have access to a vehicle in order to provide a new outreach service model	Consider use public transport which also supports people’s independence and the use of pool cars.

Consultation

Consultation with stakeholders will be vital in ensuring a seamless transition from the current model to the new model, and alternative services.

We will consider the recommendations below, in a recent report titled “*Learning Disabilities: the ‘new normal’ – Day Centre Services Gwent*”, published by the Gwent Peoples First groups.

1. Identify ways for future collaborative working with NCC to take place so that conversations can happen regarding topics and issues important to people with learning disabilities. This includes finding a suitable platform on which these conversations can take place within the COVID climate.
2. Actively work to increase representation of people with lived experiences (people with learning disabilities and parents and carers), and service providers at future conversations once a suitable platform has been identified.
3. Set a date for this conversation to take place, so that conversation contributors can obtain answers to the prescribed questions above.

All stakeholders will have the opportunity to feedback their comments on this proposal during the formal consultation process, which will begin December 2020.

We will have separate consultation meetings with staff and trade unions during the formal consultation period, so that staff are aware of how the changes may affect them. If option 2 is agreed, staff will also be formally consulted as part of a 30-day consultation process.

Any individual discussions that need to take place with people who use the day service, will be facilitated by operational social work teams.

A number of exploratory discussions with external organisations and that are affected by this proposal have already begun.

Timescales

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If Option 2 is agreed, a planned 30-day consultation process with staff will begin at the end of February 2021, with an implementation date in the first quarter of 2021/22.

Specific Links with Wellbeing of Future Generations (WFG) Act

Integration

Corporate Plan

- Our communities are strong and can support themselves
- Our city and surrounding communities feel safe and they are places where people want to make their lives
- For citizens that need tailored specialist support we intervene early and work together with people to help stabilise, maintain and improve their lives as quickly as possible.
- Early intervention and prevention: We act early to prevent issues from happening in the first place, and where they do occur we intervene

Long Term

- Less reliance on building based services, which will reduce overheads such as maintenance and repair costs
- Ensure that we meet the changing needs and demands of younger people coming through transition

Prevention

- Given that there have not been any new referrals into the existing PMLD and older person's day service for many years, we need to change the service to ensure it is fit for purpose and supports people to be as independent as possible.
- The new service will prevent carer breakdown by giving people a break from their caring role, therefore preventing the risk of Carer breakdown.

Collaboration

- Working with the transport unit to explore options in order to fully utilise drivers and vehicle capacity within day services and avoid compulsory redundancies of the drivers
- Utilising existing infrastructure within adult services (at Spring Gardens) in order to maximise efficiencies and synergy through this proposal

Involvement

- Initial discussions have taken place with Trade Unions in order to engage them in this proposal
- Ongoing discussions with external third sector providers in order to develop services for people to move onto

Fairness and Equality Impact Assessment

Yes – all factors have been considered

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For internal use:

<i>Unique reference number</i>	AS2122/03
<i>Activity Code</i>	SOC4

Tudalen 66

MTRP Budget Proposal – 2021/22 to 2023/24

Service Area	Children and Families Services
Proposal Title	Closure of Cambridge House as a children's home
Summary Description, Delivery Arrangements and Timescales	<p>Cambridge House (CH) is a children's home in the Stow Hill area of the city. There has been a children's home at CH for over 30 years.</p> <p>As a children's home, CH is a very large building which is out of kilter with best practice in children's residential care. The building layout is challenging to manage children with more difficult behaviours. The building is in poor condition and in order for continued safe use requires extensive capital spend. It is in the middle of the city, which again poses extensive challenges because of the risk to children being exploited and targeted.</p> <p>As a local authority (LA), Newport City Council has undertaken extensive works to maintain and enhance the residential care in Newport. This includes Forest Lodge and Rose Cottage with Rosedale due to come into operation at the end of November 2020. Windmill Farm is progressing and it is anticipated will come into operation during the autumn of 2021. Oaklands provides short breaks for disabled children. The proposed closure of Cambridge House would be in line with the developments of smaller children's homes with focussed methodologies of care set in the more rural areas of the city. Smaller homes are more able to meet the needs of children and are better suited to developing a family environment. Children's homes in close proximity to the city centre do have advantages in terms of access to facilities, public transport and other services. However, these advantages are outweighed by risks because of being close to areas of the city with inherent risks and difficulties for children and young people. Children's homes a little out of the city centre provide children with the advantages of more space, some rural activities and distance from more difficult aspects of the city centre. The developments within Newport are all within easy distance of services and facilities and do not suffer from isolation.</p> <p>The council currently has the largest number of residential homes of any Welsh LA with a commitment to quality of practice and safe care for children.</p> <p>In order to achieve a closure and savings for a full year the decision for closure will require a timely decision. The staff group across children's residential care would be consulted in order to ensure the remaining children's homes were effectively and safely staffed.</p> <p>Rosedale has been acquired and the capital works completed using Integrated Care Fund (ICF) grant funding. Rosedale is on schedule to be ready for use by early December. The revenue budget has been calculated on the same basis as Rose Cottage which has the same number of children and is working in the way planned for Rosedale. Rosedale has been planned in the same way as Rose Cottage with the original revenue budget coming with the children who have been placed out of county. If this business case is agreed, then the revenue attached to the children returning will be</p>

Tudalen 67

MTRP Budget Proposal – 2021/22 to 2023/24

Tudalen 68

	<p>reconsidered either against the pressures being absorbed within Children’s Services or as the next steps to reduce the numbers of agreed placements in out of county residential.</p> <p>In order to maximise the savings element of this proposal, the final element is the targeting of one bed in Rosedale to be used by a neighbouring LA. Discussions have commenced with another LA for one child to return to Gwent and to be placed in Rosedale. This will also ensure the regional element of ICF capital funding is sustained. The current need for residential placements across Wales vastly outstrips local provision. It is therefore anticipated that one bed could consistently be used by another LA contributing towards the revenue budget for Rosedale.</p> <p>The existing Cambridge House budget is £816k. The Rose Cottage budget is £601k. Therefore £215k is the projected saving. In addition, the contribution from another LA to a placement a year will equal £124k. The total saving in this business case is thus £339k with savings being realised from June 2021 onwards.</p>			
Decision Point (Please tick appropriate box)	Head of Service		Cabinet	✓

Public Consultation Required (Please tick appropriate box)	YES	✓	NO	
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PART ONE

Net Savings (£000’s)	2021/22 (£’000)	2022/23 (£’000)	2023/24 (£’000)
	254	85	
One-Off Implementation Costs (£000’s)	2021/22 (£’000)	2022/23 (£’000)	2023/24 (£’000)
Revenue – Redundancy/Pension	128		
Revenue – Other			
Capital – Building related			
Capital – Other			
Implementation Cost - Total	128		

Impact on FTE Count	5.12 FTE
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MTRP Budget Proposal – 2021/22 to 2023/24

Does this proposal require an FEIA and/or WFG Act assessment? (Please tick appropriate box)	YES	✓	NO	
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PART TWO

Options Considered
<ol style="list-style-type: none"> 1. Retain Cambridge House as a children’s home. 2. Cambridge House is closed as a children’s home
Recommended Option
Option 2
Specific Links with Wellbeing of Future Generations (WFG) Act
<p>This proposal reflects a saving in the Children’s Services core budget. In term of the links with the Wellbeing of Future Generations the link is the contribution the saving makes to ensuring the Council as a whole is able to deliver a balanced budget. Officers have looked at the five key ways of working Integration, Long Term, Prevention, Collaboration and Involvement when considering the savings and sought to ensure the proposals have the least negative impact. However, at core these savings are necessary steps towards a balanced budget as opposed to any form of improvement or positive changes to delivery. While officers are cognisant of the principles the proposals are the least damaging options as opposed to desirable steps of change.</p>
<p>This proposal is a way of considering where the overall spend within Children’s Services lies and the best way to consider the ways of working. All of Children’s Services works to the earliest possible intervention and so focusses on prevention. Services are integrated within the Council and more widely regionally and nationally with other agencies including looking at the use of Transformation and ICF grant monies. These posts have been identified as having the lowest impact on overall service delivery.</p>
<p>In addition, the closure of Cambridge House aligns with the need for children to be safely cared for in their own community with effective collaboration with local services and involvement of all agencies.</p>
Fairness and Equality Impact Assessment
Yes

Tudalen 69

For internal use:

<i>Unique reference number</i>	CS2122/03
<i>Activity Code</i>	SOC30

Tudalen 70

MTRP Budget Proposal – 2021/22 to 2023/24

Service Area	City Services		
Proposal Title	Charges for non-household waste taken to household waste recycling centre (HWRC)		
Summary Description, Delivery Arrangements and Timescales	<p>Historically the council has accepted non-household waste from residents such as DIY and construction materials.</p> <p>This has incurred additional costs to the council and this proposal is to introduce a small charge to offset these costs.</p> <p>Benchmarking analysis shows that while charges for these type of materials are not common in Wales, most other councils across the UK apply charges to DIY waste, plasterboard and tyres, with prices ranging between £2.50 and £6 per bag of plasterboard, and £4 to £5 per tyre.</p> <p>New fees would be in place from 1st April 2021, and residents would be charged at the point of booking an appointment for disposal of the items.</p>		
Decision Point (Please tick appropriate box)	Head of Service		Cabinet <input checked="" type="checkbox"/>

Public Consultation Required (Please tick appropriate box)	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
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PART ONE

Net Savings (£000's)	2021/22 (£'000)	2022/23 (£'000)	2023/24 (£'000)
	20		
One-Off Implementation Costs (£000's)			
Revenue – Redundancy/Pension			
Revenue – Other			
Capital – Building related			
Capital – Other			
Implementation Cost - Total			

Impact on FTE Count	n/a
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MTRP Budget Proposal – 2021/22 to 2023/24

Does this proposal require an FEIA and/or WFG Act assessment? (Please tick appropriate box)	YES	<input checked="" type="checkbox"/>	NO	
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PART TWO

Options Considered
<p>Docks Way HWRC currently accept a number of items that fall outside the definition of household waste as per Section 51 of the Environmental Protection Act (1990), such as doors and windows, fitted kitchens, fitted wardrobes, inert material such as rubble, concrete, bricks and roof tiles, plasterboard, soil from landscaping activities, other building materials and tyres.</p> <p>There is an acknowledgment that residents sometimes generate these types of waste, however their handling generates an extra cost that is currently covered by the Council as an extra, creating a pressure. Legislation allows for the Council to impose a charge to help cover the cost of handling and disposing of those items.</p> <p>Option 1 – Maintain status quo</p> <p>Option 2 – Introduce charges for rubble, tyres and plasterboard</p> <p>Main costs are generated by collection of rubble, tyres and plasterboard.</p> <p>Rubble is a material commonly produced as part of house renovations and the amount of rubble disposed of at the HWRC is high. While introducing new charges would bring additional revenue, it would impact on more residents and significantly impact on the recycling rate.</p> <p>If charges were introduced for all three elements, based on a cost recovery basis, the council would save c£90k</p> <p>However, it is expected that some residents would opt for disposing of their items a different way or just not recycle them, which would lead to an overall decrease in the amount of material</p> <p>Option 3 – Introduce charges for tyres and plasterboard</p> <p>Rubble is a material commonly produced as part of house renovations and the amount of rubble collection at Docks Way Recycling Centre is high; although the impact of introducing new charges would be high in terms of additional revenue, it would affect a higher number of residents too both in frequency and cost, and would also have a significant negative impact to the recycling rate.</p> <p>However, tyres and plasterboard are relatively minor waste streams by weight, so any losses due to resident’s opting out would be negligible in terms of recycling rate, while at the same time contributing to decrease the current extra costs to the recycling budget.</p> <p>Imposing charges for disposal of tyres and plasterboard would deliver savings of 20k while not having a significant negative impact on the recycling rate.</p>

Tudalen 72

MTRP Budget Proposal – 2021/22 to 2023/24

Option 4 – Stop accepting tyres and plasterboard

There would be a saving, but a reduction in recycling and not be in line with the council's well-being objective of promoting economic growth and regeneration while protecting the environment.

Benchmarking analysis shows that while charges for these type of materials are not common in Wales, most other Councils across the UK apply charges to DIY waste, plasterboard and tyres, with prices ranging between £2.5 and £6 per bag of plasterboard, and £4 to £5 per tyre.

In Wales, Conwy charges 42 per bag of plasterboard or £30 per trailer, and £4 per tyre. And Pembrokeshire, while not accepting tyres, will charge £1.9/bag over the 3 bag FOC limit, or £69 for a boot load.

Recommended Option

Recommended option is Option 3 - Introduce charges for tyres and plasterboard

The proposal is based on introducing set charges per item. Use of the HWRC is done by appointment only, so charges could easily be introduced at the moment of booking based on the information provided by the resident as to the number of chargeable items. On site monitoring would then be carried out to ensure items disposed of matched items booked and paid for. The existing booking system already has the functionality to introduce charges so it would only imply a relatively simple modification to set up payments.

Benchmarking analysis shows that while charges for these type of materials are not common in Wales, most other Councils across the UK apply charges to DIY waste, plasterboard and tyres, with prices ranging between £2.5 and £6 per bag of plasterboard, and £4 to £5 per tyre.

In Wales Conwy charge £4 per bag of plasterboard or £30 per trailer load and £4 per tyre. Pembrokeshire, does not permit tyres and charge a min of £33.5 for plasterboard. We are aware that other Welsh councils are currently considering introducing charges.

In England, charges are usual, with variable prices. Some examples:

Dorset	Plasterboard £2.5/bag or £12/sheet, £5/tyre
Hampshire	Plasterboard £6/bag
Kent	Plasterboard £6/bag, £2.5/tyre
Oxfordshire	Plasterboard £2.5/bag, £5/tyre
Somerset	Plasterboard £4.5/bag, tyres range between £3.69, £5.2 or £52.2 depending on size
Staffordshire	Plasterboard £4/bag, £4/tyre
Surrey	Plasterboard £4/bag or £12/sheet, £5/tyre

MTRP Budget Proposal – 2021/22 to 2023/24

Proposed charges are:

- Plasterboard: £5 per bag (up to approx. 25kg)
- Tyres: £2.5 per item

Based on those charges, and estimated tonnage of each waste stream to be collected in 21/22, proposed savings would be:

Specific Links with Wellbeing of Future Generations (WFG) Act

Integration – This proposal helps to maintain collections of waste streams that get recycled in line with the waste hierarchy and the Council's Waste Strategy. It is also aligned to the Corporate Plan's well-being objective – 'To promote economic growth and regeneration whilst protecting the environment'.

Long Term – By covering the cost of the service for some non-household waste, we ensure its long term viability so that residents can keep bringing all their waste to the Council recycling centres.

Prevention – A chargeable scheme will ensure recycling of these items continues being viable for the Council and would prevent issues with potential increase of flytipping or issues with breach of duty of care requirements if the Council was not available to accept these materials in future.

Collaboration - As part of the circular economy principles, the Council aims to work with local reprocessors whenever possible and uses local companies for recycling DIY material. A charging structure would guarantee this collaboration and long term contribution to a more prosperous Wales

Involvement – This proposal will require a FEIA, which will analyse potential impact on the community at large, and will be included as part of the consultation with residents included in the budget approval process. All residents will have the opportunity to provide feedback on the proposal and comments will be taken into account before a decision is made

Fairness and Equality Impact Assessment

Tudalen 74

For internal use:

<i>Unique reference number</i>	STR2122/02
<i>Activity Code</i>	STR13

MTRP Budget Proposal – 2021/22 to 2023/24

Tudalen 75

Service Area	City Services												
Proposal Title	Streetworks – Increased Fees and Charges												
Summary Description, Delivery Arrangements and Timescales	<p>This proposal seeks to increase the Council’s current fees for the approval and processing of Temporary Traffic Regulation Orders applications by public utilities and developers who want to carry out works in the adopted highway.</p> <p>This a statutory requirement that all contractors must obtain prior to commencing any works that will affect the availability for roadusers and pedestrians whereby roads will require closure and diversion to a suitable alternative route to enable the works to be carried out safely.</p> <p>The Council’s Streetworks team administer all such applications and ensure efficient coordination is carried out to ensure minimal service disruption and shared access can be agreed as far as possible.</p> <p>This legal process incurs both administrative and legal costs and includes advertising where required. Currently the council charge £800.00 per application exclusive of advertising, which is charged separately to the applicants on long term road closures only.</p> <p>The proposal is to increase the fees charged to be inclusive of advertising costs so applicants are aware that a standard set fee is relevant to every application. The fee proposal is £1,450 per application, in line with other Councils.</p> <p>Analysis of applications received per year indicate an anticipated number per annum of 58 will be received and an anticipated increase of gross income will be generated.</p> <p>An allowance for advertising costs is to be included based on long term closures experienced previously for £15k</p> <p>Finance:</p> <table data-bbox="721 1013 1630 1262"> <tr> <td>Current fees arrangement 58 applications @ £800.00</td> <td>£46,400 per annum</td> </tr> <tr> <td>Advertising fees</td> <td>£15,000 per annum</td> </tr> <tr> <td>Total income</td> <td>£61,400 per annum</td> </tr> <tr> <td>New proposed fees 58 applications @ £1,450.00</td> <td>£84,100 per annum</td> </tr> <tr> <td>Less 4% Default Council Increase</td> <td>-£1,856 per annum</td> </tr> <tr> <td>Net additional income</td> <td>£20,844 per annum</td> </tr> </table>	Current fees arrangement 58 applications @ £800.00	£46,400 per annum	Advertising fees	£15,000 per annum	Total income	£61,400 per annum	New proposed fees 58 applications @ £1,450.00	£84,100 per annum	Less 4% Default Council Increase	-£1,856 per annum	Net additional income	£20,844 per annum
Current fees arrangement 58 applications @ £800.00	£46,400 per annum												
Advertising fees	£15,000 per annum												
Total income	£61,400 per annum												
New proposed fees 58 applications @ £1,450.00	£84,100 per annum												
Less 4% Default Council Increase	-£1,856 per annum												
Net additional income	£20,844 per annum												

MTRP Budget Proposal – 2021/22 to 2023/24

Decision Point (Please tick appropriate box)	Head of Service		Cabinet	✓
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Public Consultation Required (Please tick appropriate box)	YES	✓	NO	
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PART ONE

Net Savings (£000's)	2021/22 (£'000)	2022/23 (£'000)	2023/24 (£'000)
	21		
One-Off Implementation Costs (£000's)			
	2021/22 (£'000)	2022/23 (£'000)	2023/24 (£'000)
Revenue – Redundancy/Pension			
Revenue – Other			
Capital – Building related			
Capital – Other			
Implementation Cost - Total			

Impact on FTE Count	No impact on FTE count
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Does this proposal require an FEIA and/or WFG Act assessment? (Please tick appropriate box)	YES		NO	✓
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For internal use:

<i>Unique reference number</i>	STR2122/05
<i>Activity Code</i>	STR4

MTRP Budget Proposal – 2021/22 to 2023/24

Tudalen 77

Service Area	City Services		
Proposal Title	Creation of pay and display car park at Mill Parade		
Summary Description, Delivery Arrangements and Timescales	<p>At the moment, the council does not charge to park at 30-space car park at Mill Parade, directly opposite the Transporter Bridge visitor centre.</p> <p>It has been recently upgraded with electric vehicle charging facilities for 4 vehicles at this site.</p> <p>Currently the site is being used by residents and commercial businesses, some of which are storing and maintaining vehicles off road free of charge for inordinate periods. Complaints have been received regarding a lack of public parking at the location currently being available. The site is an ideal parking facility for the nearby Transporter Bridge tourist attraction and nearby commercial premises.</p> <p>This proposal is to introduce charging for the facility in line with the other out of city council car parks and adopt tariff charges as used at Maindee car park to enable its use to be for utilisation of residents and visitors to the area.</p> <p>There will be a requirement for an initial invest to save capital allocation to be approved for the equipment and associated signage and legal traffic order amendments.</p> <p>The scheme will include the installation of a CCTV camera to monitor the site. It is also noted that regular enforcement patrols by the council’s civil parking enforcement officers will be necessary.</p> <p>It is estimated these works and the formal process will be delivered by March 2021.</p>		
Decision Point (Please tick appropriate box)	Head of Service		Cabinet <input checked="" type="checkbox"/>

Public Consultation Required (Please tick appropriate box)	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
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MTRP Budget Proposal – 2021/22 to 2023/24

PART ONE

Net Savings (£000's)	2021/22 (£'000)	2022/23 (£'000)	2023/24 (£'000)
	21		
One-Off Implementation Costs (£000's)			
	2021/22 (£'000)	2022/23 (£'000)	2023/24 (£'000)
Revenue – Redundancy/Pension			
Revenue – Other			
Capital – Building related	15		
Capital – Other			
Implementation Cost - Total	15		

Impact on FTE Count	No impact on FTE count
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Does this proposal require an FEIA and/or WFG Act assessment? (Please tick appropriate box)	YES	✓	NO	
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For internal use:

<i>Unique reference number</i>	STR2122/06
<i>Activity Code</i>	STR20

MTRP Budget Proposal – 2021/22 to 2023/24

Service Area	City Services		
Proposal Title	Introduce parking charges to three park and countryside car parks		
Summary Description, Delivery Arrangements and Timescales	<p>To install pay and display meters in:</p> <ul style="list-style-type: none"> • Glebelands, • Christchurch (Local Nature Reserve) viewing point, • Morgans Pond (off Bettws Lane). <p>Income generation will allow a reduction in the budget. This proposal will be undertaken as a third phase following the successful installation in Belle Vue park in 2018/19, Tredegar Park and Fourteen Locks in 2019/20.</p> <p>Following approval of budget savings, traffic orders will be placed on the car parks and following their confirmation improvement works and installation of ticket machines will be undertaken by July 2021.</p>		
Decision Point (Please tick appropriate box)	Head of Service	<input type="checkbox"/>	Cabinet <input checked="" type="checkbox"/>

Public Consultation Required (Please tick appropriate box)	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
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PART ONE

Net Savings (£000's)	2021/22 (£'000)	2022/23 (£'000)	2023/24 (£'000)
	29	9	
One-Off Implementation Costs (£000's)			
Revenue – Redundancy/Pension			
Revenue – Other			
Capital – Building related	51		
Capital – Other			
Implementation Cost - Total	51		

MTRP Budget Proposal – 2021/22 to 2023/24

Impact on FTE Count	Support the creation of 0.5 FTE post
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Does this proposal require an FEIA and/or WFG Act assessment? (Please tick appropriate box)	YES	✓	NO	
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PART TWO

Options Considered													
<p>Introducing charging may displace parking to neighbouring residential areas and this will be monitored following implementation. To counteract any displacement, we would work with user groups and implement measures such as designating bays for school drop off at the Glebelands, which will be free between 08:00 - 09:00 and 15:00-16:00 daily. Although with recent schemes potential displacement was a concern of residents, this did not materialise as a major issue following their implementation.</p> <p>The usage for each site has been estimated using a formula acknowledging seasonal and daily variations for each site and data available for parking income derived from other sites. The annual income per space is estimated as £200/year. This has been measured against the number of spaces. available at each location which are:</p> <table style="margin-left: 40px;"> <tr> <td>Glebelands</td> <td>149 spaces (including school drop off)</td> </tr> <tr> <td>Christchurch Viewing Area</td> <td>50 spaces</td> </tr> <tr> <td>Morgans Pond</td> <td>67 spaces</td> </tr> </table> <p>The parking tariff at these sites and on all sites will be the same as for the city park sites 2020/21:</p> <table border="1" style="margin-left: 40px;"> <tr style="background-color: yellow;"> <td>101A</td> <td>£1.00 for 2 hours</td> </tr> <tr style="background-color: yellow;"> <td>101B</td> <td>£3.00 up to 5 hours</td> </tr> <tr style="background-color: yellow;"> <td>101C</td> <td>£5.00 for over 5 hours</td> </tr> </table> <p>Therefore, the annual income for these sites is expected to be a total of £53,200 broken down as follows:</p>		Glebelands	149 spaces (including school drop off)	Christchurch Viewing Area	50 spaces	Morgans Pond	67 spaces	101A	£1.00 for 2 hours	101B	£3.00 up to 5 hours	101C	£5.00 for over 5 hours
Glebelands	149 spaces (including school drop off)												
Christchurch Viewing Area	50 spaces												
Morgans Pond	67 spaces												
101A	£1.00 for 2 hours												
101B	£3.00 up to 5 hours												
101C	£5.00 for over 5 hours												

Tudalen 80

MTRP Budget Proposal – 2021/22 to 2023/24

	anticipated income per site	Income minus 2% handling fee for card payments
Car Parking income Glebelands	£29,800	£29,204
Car Parking income Morgans Pond	£13,400	£13,132
Car Parking income Christchurch Viewing Point	£10,000	£9,800
Total income anticipated	£53,200	£52,136

This proposal includes **capital costs** for legal orders, installation of parking meters, access control measures where required, signage, surface repairs and re-lining of bays. Estimate of 1-2 machines per site plus associated costs would require initial one off cost of **£51k**, funded as a capital from the Invest to Save reserve.

Running costs per site including operational costs of machines would include the 2% handling fee for processing card payments etc. and when this is applied to the income the overall total reduces to **£52k**. The additional car parking pay and display sites would be added to the remit of the Parking Services team for management, including collection and servicing. At present, the Parking Services team is already over capacity and therefore funding from collections under this proposal would be used to support an additional 0.5 FTE undertaking back office and onsite duties as an ongoing cost funded from revenue.

The 0.5 FTE Car Park Support Officer would be graded as a scale 4 and therefore revenue funding of **£14k** would be taken from gross income generation to support the post. The remaining expected income of **£38k** would be taken as a saving to be added to the Parks and Countryside budget income line at a set level of £38k. Any additional income above this annual income would be used to improve and update facilities at the sites and parks.

Prior to installation, the council will put in place legal orders to ensure that the parking tariff is enforceable. The legal costs and advertisements required will be in the region of £2k per site included in the capital figure. As legal orders will take time to implement, following budget approval it is estimated that three quarters (75%) of the saving/income will be achieved in the 2021/22 financial year with the remaining quarter (25%) achieved in 2022-23. This would be the timeline for the recruitment of the FTE officer in 2021/22.

Payment machines would be card/contactless and App operated only due to experience of vandalism that has occurred at sites where machines are not overlooked

Option 1: I Introduce the charges as detailed above.

Option 2: Do not introduce the charges.

MTRP Budget Proposal – 2021/22 to 2023/24

Recommended Option

Option 1: improved income generation. Improve and increase security of car park areas, as additional officer support would be available.

Specific Links with Wellbeing of Future Generations (WFG) Act

Integration –

This proposal will increase income opportunities and savings for the service area and potentially enable funds to be reinvested within the parks assets. The income generation will allow us to continually improve, conserve and protect parks and open spaces within the city, providing access to sites and activity area that are available for everyone in the city. Usage of all of the sites will fall initially as we have seen at other sites following introduction of parking charges, however within the first year the usage rises back to former levels.

If successful, ongoing improvement will increase revenue over the years and is linked to ensuring resilience and protecting green space areas.

Long Term

Contribution to costs associated with servicing park infrastructure. Parks and open spaces are an important cultural asset especially where these offer the opportunity to undertake formal and informal recreation serving a wide range of residents.

Income generation that can be used to offset on going future maintenance costs of parks and open spaces.

Once charges are applied, sites within reach of the M4 would be assessed for suitability to install EV charging points which would benefit local people and commuter traffic, encouraging people to consider electric as an alternative sustainable form of transport.

Prevention

Renovating and updating facilities prevents vandalism and theft, protecting assets located in very public areas. Improving sites, through the capital expenditure, benefits other site users.

Collaboration

Parks user groups, anglers, bowlers, football and rugby clubs, societies, canal trust and other user groups will be included in the consultation of the proposal as will the people using the schools and local residents. Groups and individuals will also have the opportunity to comment of the legal order process.

Involvement

User groups will be supportive of a proposal to protect the assets linking the public with Newport Parks, open spaces, canal and ponds.

MTRP Budget Proposal – 2021/22 to 2023/24

Fairness and Equality Impact Assessment

Yes, it is required. The impact on community post covid is that we wish to encourage more people to use local parks and open spaces for recreation. If parking charges are implemented people are more likely to walk to the sites to take exercise which is beneficial for their health and also for the air quality

Post Covid we will see increase in vehicular traffic once schools and leisure sites are fully open

For internal use:

<i>Unique reference number</i>	STR2122/07
<i>Activity Code</i>	STR1

MTRP Budget Proposal – 2021/22 to 2023/24

Service Area	City Services		
Proposal Title	New fees and charges within cemetery services		
Summary Description, Delivery Arrangements and Timescales	<p>Introduction of new fees and charges for services provided within the cemetery service. To date these services have not been provided or were not defined as a separate service or have been benchmarked against service provision and costs within the authority and other neighbouring local authorities.</p> <p>These new charges will be implemented from the 1st April 2021 and will provide the public with a clear and concise list of charges for burial services and memorialisation within Newport owned and managed cemetery sites.</p>		
Decision Point (Please tick appropriate box)	Head of Service		Cabinet <input checked="" type="checkbox"/>

Public Consultation Required (Please tick appropriate box)	YES	<input checked="" type="checkbox"/>	NO	
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PART ONE

Net Savings (£000's)	2021/22 (£'000)	2022/23 (£'000)	2023/24 (£'000)
	25		
One-Off Implementation Costs (£000's)			
Revenue – Redundancy/Pension			
Revenue – Other			
Capital – Building related			
Capital – Other			
Implementation Cost - Total			

Impact on FTE Count	No impact on FTE count
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Does this proposal require an FEIA and/or WFG Act assessment? (Please tick appropriate box)	YES	<input checked="" type="checkbox"/>	NO	
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MTRP Budget Proposal – 2021/22 to 2023/24

PART TWO

Options Considered

The publication of the policy document, Newport Cemetery Management Guidelines, in 2019 clarified service provision. The service has benchmarked the Newport Cemetery offer against the neighbouring authorities

Proposed new or additional services:

- Costs and expenses incurred and due to the authority for undertaking funeral services under the Public Health Act 1984 in addition to closed cremation or burial cost. Costs to be identified in fees and charges and recovered from the estate of the deceased where possible. Service has been traditionally offered to local undertakers, however the costs of providing the service through an external funeral company has more than doubled in recent in recent years (up to £2,734/ per funeral in 2020). Numbers of public health funerals will fluctuate from as low as three, up to fifteen in some years which presents a large cost for the service to absorb and as a statutory requirement is causing increased budget pressure. By bringing this service in-house to be covered by the existing team, we will generate a saving to the service, which can be reflected in a reduction of the budget for this element of the cemetery service.
- Allowing installation of full kerb sets within 'Traditional Grave' sections of the cemetery. Costs will be on top of the purchase for grant of exclusive right.
- Purchase of plot with requirement for double depth grave;
- Purchase of plot with requirement for triple depth grave;
- Test Dig of a Grave – usually for verification of available depth in previously purchased plots
- Brick lining of walls of a Single Grave – for support where ground conditions require or on request by a family
- Brick lining of walls of a Double Grave – for support where ground conditions require or on request by a family
- Incorrect or missing details off forms. Interment forms not complete, sent back to funeral directors, epilogue changed, funeral cancelations. Where required return of incomplete, incorrect or missing details off forms. £15.00

The proposed new costs are as follows:

Description

	Unit Price	Estimated Number per year	Estimated Annual Income
Traditional Graves Installation of full kerb sett	£ 400.00	10	£ 4,000.00

MTRP Budget Proposal – 2021/22 to 2023/24

Double Depth Grave	£	200.00	30	£	6,000.00	
Triple Depth Grave	£	300.00	15	£	4,500.00	
Test Dig of a Grave	£	140.00	10	£	1,400.00	
Bricking up a Single Grave	£	650.00	4	£	2,600.00	
Bricking up a Double Grave	£	1,300.00		£	-	
Total additional income from new charges					£18,500.00	
Public Health Funerals undertaken through external undertaker						
Estimated Av Annual Funerals	Undertaker Contractors Costs	Interment	Cremation Costs	Total	no. funerals x cost	Potential Saving
8	£ 1,581.00	£ 1,158.00	to be added where required	£ 2,739.00	£ 21,912.00	
The in-house team can undertake these funerals for a cost of						
8	£ 800.00 fixed costs and staff time	£ 1,158.00	to be added where required	£ 1,958.00	£ 15,664.00	£ 6,248.00
Total additional saving from undertaking as in-house operation					£ 6,248.00	
Additional annual income for cemetery service from new service					£ 24,748.00	
A small amount of capital funding will be required to undertake re-working of price lists and provide updated publicity information. This has been estimated as £7K.						
Option 1: is the option stated above to introduce charges at the levels indicated.						
Option 2: To not provide additional services – or only as necessary – with additional costs applied retrospectively, causing distress to grieving families.						

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Recommended Option

Option 1: is the option stated above to introduce charges at the levels indicated. This gives clarity to families arranging funeral and allows all costs to be identified and considered at the earliest stage therefore eliminating 'hidden' costs.

The undertaking of public health funerals as an in-house service will save the service area a minimum of £6K per year.

This service would be commensurate with existing job descriptions and requirements of cemetery workers and supervisors

Specific Links with Wellbeing of Future Generations (WFG) Act

Integration –

This proposal will increase income opportunities and savings for the service area and potentially enable funds to be reinvested within the cemetery assets. The income generation will allow us to continually improve, conserve and protect city cemeteries and provide resilience for this service in line with the Newport 2020, Corporate Plan, Well-being Plan and Improvement Plan.

Addition of kerb sets within the traditional areas will not impact on maintenance as these areas are already maintained by strimming due to access constraints in the Victorian sections.

Long Term

Contribution to and reducing costs associated with cemetery services will protect this important cultural asset and income generation that can be used to offset on going future maintenance costs.

Prevention

Updating the costs prevents confusion or misunderstanding with the services that are available. Provision of public health funerals as an internal service ensures that costs are kept manageable.

Collaboration

Improvements to the service will benefit the public and staff to avoid 'hidden' costs. This information has been in the public domain for over twelve months and there have been no issues raised within these works. Requests for installation of the kerb sets are made on a regular basis.

Involvement

Clients and the public are supportive of a proposal to protect the assets and continue to provide improvements to the service.

Fairness and Equality Impact Assessment

Yes

MTRP Budget Proposal – 2021/22 to 2023/24

For internal use:

<i>Unique reference number</i>	STR2122/08
<i>Activity Code</i>	STR2

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MTRP Budget Proposal – 2021/22 to 2023/24

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Service Area	Regeneration, Investment and Housing		
Proposal Title	Information Station move to Central Museum and Library		
Summary Description, Delivery Arrangements and Timescales	<p>The saving will be achieved by moving the Information Station call centre and face to face facilities to the Central Museum and Library (CML) building. The overall budget saving will be offset by the cost of borrowing, facilities management of the CML and transferring of utilities budgets.</p> <p>The relocation of the face- to-face service has previously been approved by Cabinet and will enable the use of the Information Station as a business incubator/co-working hub. The occupier has been secured (Tramshed Tech) and will not only bring this successful concept to Newport, but it will also provide much needed flexible working space for start-ups and knowledge intensive small and medium enterprises (SMEs). There is currently a lack of such facilities in Newport and will provide us with the opportunity to retain and support some of the new start-ups and talent emanating from the likes of the National Software Academy, the Cyber Academy and the Alacrity foundation, all of which are based very close to (or within) the Information Station building.</p> <p>This decision also allowed the council to conform to the approach outlined in the Strategic Asset Management Plan for rationalising our estate reducing our risk and liability. The Central Museum and Library was chosen as a suitable new venue for the provision of the Information Station service due to it providing the opportunity to maximise use of an existing council building and also being located in an accessible and central part of the city centre.</p> <p>This saving should be fully realised by April 2021, with the CML site becoming fully operational in September 2021.</p>		
Decision Point (Please tick appropriate box)	Head of Service		Cabinet <input checked="" type="checkbox"/>

Public Consultation Required (Please tick appropriate box)	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
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MTRP Budget Proposal – 2021/22 to 2023/24

PART ONE

Net Savings (£000's)	2021/22 (£'000)	2022/23 (£'000)	2023/24 (£'000)
	117		
One-Off Implementation Costs (£000's)			
	2021/22 (£'000)	2022/23 (£'000)	2023/24 (£'000)
Revenue – Redundancy/Pension			
Revenue – Other	250		
Capital – Building related			
Capital – Other	265		
Implementation Cost - Total	515		

Impact on FTE Count	
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Does this proposal require an FEIA and/or WFG Act assessment? (Please tick appropriate box)	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
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MTRP Budget Proposal – 2021/22 to 2023/24

PART TWO

Options Considered
<ol style="list-style-type: none"><li data-bbox="197 368 2163 432">1. To proceed with opportunities to commercialise the Information Station building, on the basis that officers can secure new occupiers and external finance required to deliver the project. Also relocate existing staff and services from the Information Station to the Central Museum and Library.<li data-bbox="197 459 2163 523">2. To not proceed with opportunities to commercialise the Information Station building, continue to operate the building in the current format, including no change to the services provided in the Central Museum and Library building.
Recommended Option
Option 1
Specific Links with Wellbeing of Future Generations (WFG) Act
<p data-bbox="197 679 2163 711">The project accords well with the five ways of working as set forth in the Wellbeing of Future Generations Act:</p> <p data-bbox="197 743 2163 839">Long Term – This offer provides a sustainable future for a key city centre building and provides a different and important offer within Newport. Diversification of the economy, and support for knowledge intensive business trading is identified as a key factor driving the economic sustainability of town and city centres across the UK.</p> <p data-bbox="197 871 2163 935">Prevention – The project will secure an enhanced provision of the current Information Station offer in the city centre and ensure the services accessed remain able to carry out key preventative services, such as housing options and migrant support.</p> <p data-bbox="197 967 2163 1031">Integrated – The City Centre Masterplan denotes the ‘Northern Gateway’ areas adjacent to the train station as a key economic anchor for the urban core. This potential use of the Information Station building will integrate positively with sustainable public transport and wider regeneration proposals.</p> <p data-bbox="197 1062 2163 1126">Involvement – The project has engaged with staff and the private business community to date to ensure the project is a long-term, viable option. Targeted consultation will be carried out with service users of the Museum and Library along with the current Information Station.</p> <p data-bbox="197 1158 2163 1222">Collaboration – Newport City Council has worked in partnership with a number of organisations to develop this potential offer, particularly private sector operators as well as both the Homes and Places and Economy and Transport divisions of the Welsh Government.</p> <p data-bbox="197 1254 2163 1323">The project is compliant with the well-being goals through improvements to economic, social and environmental aspects of both the immediate property and surrounding area as follows:</p>

MTRP Budget Proposal – 2021/22 to 2023/24

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Goal 1 – A Prosperous Wales

By providing much needed, collaborative working space for start-up businesses, particularly those in the economically resilient knowledge-based tech and digital sector.

Goal 2 - A Resilient Wales

By providing a base for hosting existing and new businesses in the City Centre, these businesses will contribute to a sustainable and diverse economic base.

Goal 3 - A Healthier Wales

By enabling and encouraging access to each facility by sustainable transport – either rail, bus or active travel.

Goal 5 - A Wales of Cohesive Communities

By embedding a culture of collaboration within the local the business community.

Goal 6 - A Wales of Vibrant Culture and Thriving Welsh Language

By encouraging access to the current Museum and Library offer by co-locating this provision alongside other key services.

Goal 7 - A Globally Responsible Wales

By securing investment for south east Wales and the local supply chain and businesses. Applying sustainable regeneration principles based around this engagement of local businesses will ensure that the objectives contribute fully to a globally responsible Wales.

Fairness and Equality Impact Assessment

In partnership with the Corporate Policy Team, a Fairness and Equality Impact Assessment has been undertaken and the key points from this are:

1. The impacts on users of the Information Station service are likely to be positive (refurbishment and upgrade) and with no significant detriment to protected groups.

The information station service will remain in the city centre with improved accessibility and co-location of public services.

For internal use:

<i>Unique reference number</i>	RIH2122/04
<i>Activity Code</i>	RIH8

MTRP Budget Proposal – 2021/22 to 2023/24

Tudalen 95

Service Area	Non Service																										
Proposal Title	Increase in Council Tax																										
Summary Description, Delivery Arrangements and Timescales	<p>A base 4% increase is already included in our medium term financial projections each year. This year, it is proposed that an additional 1% increase is applied to council tax in 2021/22 bringing the proposed increase to 5%.</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>Percentage Increase</th> <th>5%</th> </tr> </thead> <tbody> <tr> <td>Newport Band D Tax 2021/22</td> <td>£1,257.77</td> </tr> <tr> <td>Increase per annum</td> <td>£59.89</td> </tr> <tr> <td>Increase per week</td> <td>£1.15</td> </tr> </tbody> </table> <p>It is well documented that Newport’s council tax is low compared to others in Wales, generating approximately 24% of our income, compared to around 25% for most Welsh councils. Newport continues to be one of the lowest council tax levels in Wales.</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th colspan="2">Comparison with existing Band D Council Tax (rounded) Current year (2020/21) before any increase</th> </tr> </thead> <tbody> <tr> <td>Caerphilly</td> <td>£1,184</td> </tr> <tr> <td>NEWPORT</td> <td>£1,198</td> </tr> <tr> <td>Wrexham</td> <td>£1,233</td> </tr> <tr> <td>Cardiff</td> <td>£1,266</td> </tr> <tr> <td>Torfaen</td> <td>£1,367</td> </tr> <tr> <td>Monmouthshire</td> <td>£1,381</td> </tr> <tr> <td>Swansea</td> <td>£1,406</td> </tr> </tbody> </table> <p>The Welsh Government uses the Standard Spending Assessment (SSA) to calculate the level of spending required to deliver a ‘standard level’ of service in each council area. However, our actual spend is well below our SSA (around £9.2m in 2020/21), which is mainly due to our low level of council tax funding.</p>			Percentage Increase	5%	Newport Band D Tax 2021/22	£1,257.77	Increase per annum	£59.89	Increase per week	£1.15	Comparison with existing Band D Council Tax (rounded) Current year (2020/21) before any increase		Caerphilly	£1,184	NEWPORT	£1,198	Wrexham	£1,233	Cardiff	£1,266	Torfaen	£1,367	Monmouthshire	£1,381	Swansea	£1,406
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Monmouthshire	£1,381																										
Swansea	£1,406																										
Decision Point (Please tick appropriate box)	Head of Service		Cabinet <input checked="" type="checkbox"/>																								

Public Consultation Required (Please tick appropriate box)	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
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MTRP Budget Proposal – 2021/22 to 2023/24

PART ONE

Net Savings (£000's)	2021/22 (£'000)	2022/23 (£'000)	2023/24 (£'000)
	580		
One-Off Implementation Costs (£000's)			
	2021/22 (£'000)	2022/23 (£'000)	2023/24 (£'000)
Revenue – Redundancy/Pension			
Revenue – Other			
Capital – Building related			
Capital – Other			
Implementation Cost - Total			

Impact on FTE Count	n/a
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Does this proposal require an FEIA and/or WFG Act assessment? (Please tick appropriate box)	YES		NO	✓
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For internal use:

<i>Unique reference number</i>	
<i>Activity Code</i>	n/a

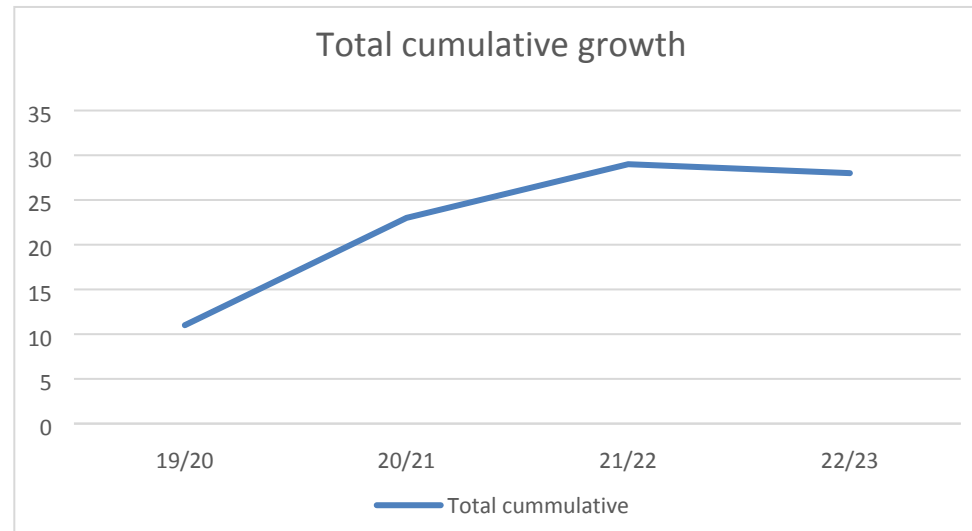
APPENDIX 6 – Demand Models for Social Care

ADULT & COMMUNITY SERVICES

Demand on Adult Community Care budget

This is a very complex area made up of a number of provisions with fluctuating demands and changes of care needs. Modelling is based on current known users and trend analysis. The main impact here is where relatively younger adults have ageing carers that can no longer support them. Modelling for demand stats are as follows:

	19/20	20/21	21/22	22/23	Average annual value per place
Children moving into supported living	1	4	6	7	£128,594
Direct Payments turning 18	3	8	9	9	£52,143
Ageing carers	4	7	11	11	£72,681
High end Autism Placements	3	4	3	1	£124,800
Total	11	23	29	28	



Figures are cumulative

The above shows the rise in demand due to known children turning 18 or ageing parents. Unit costs are significant – see table.

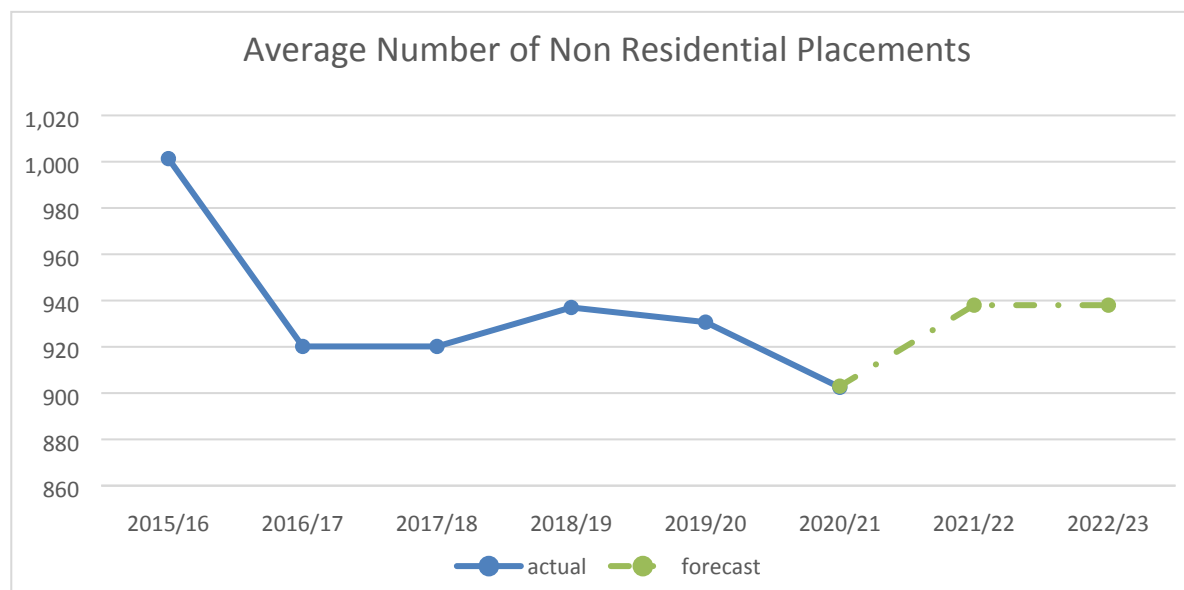
APPENDIX 6 – Demand Models for Social Care

Non-residential placements – older persons / mental health

The table below shows the number of users dating back to 2015/16 as well as the projected numbers over the medium term.

	APR	MAY	JUNE	JULY	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR
2015/16	952	979	1,046	1,010	1,026	1,007	1,007	1,008	1,009	1,001	1,003	968
2016/17	886	916	937	941	935	934	919	950	928	912	892	892
2017/18	886	916	937	941	935	934	919	950	928	912	892	892
2018/19	892	917	919	933	936	966	979	963	949	925	947	918
2019/20	930	947	934	910	878	909	889	899	1,002	992	971	907
2020/21	930	947	934	910	878	909	889	899	919	907	886	822
2021/22	938	938	938	938	938	938	938	938	938	938	938	938
2022/23	938	938	938	938	938	938	938	938	938	938	938	938

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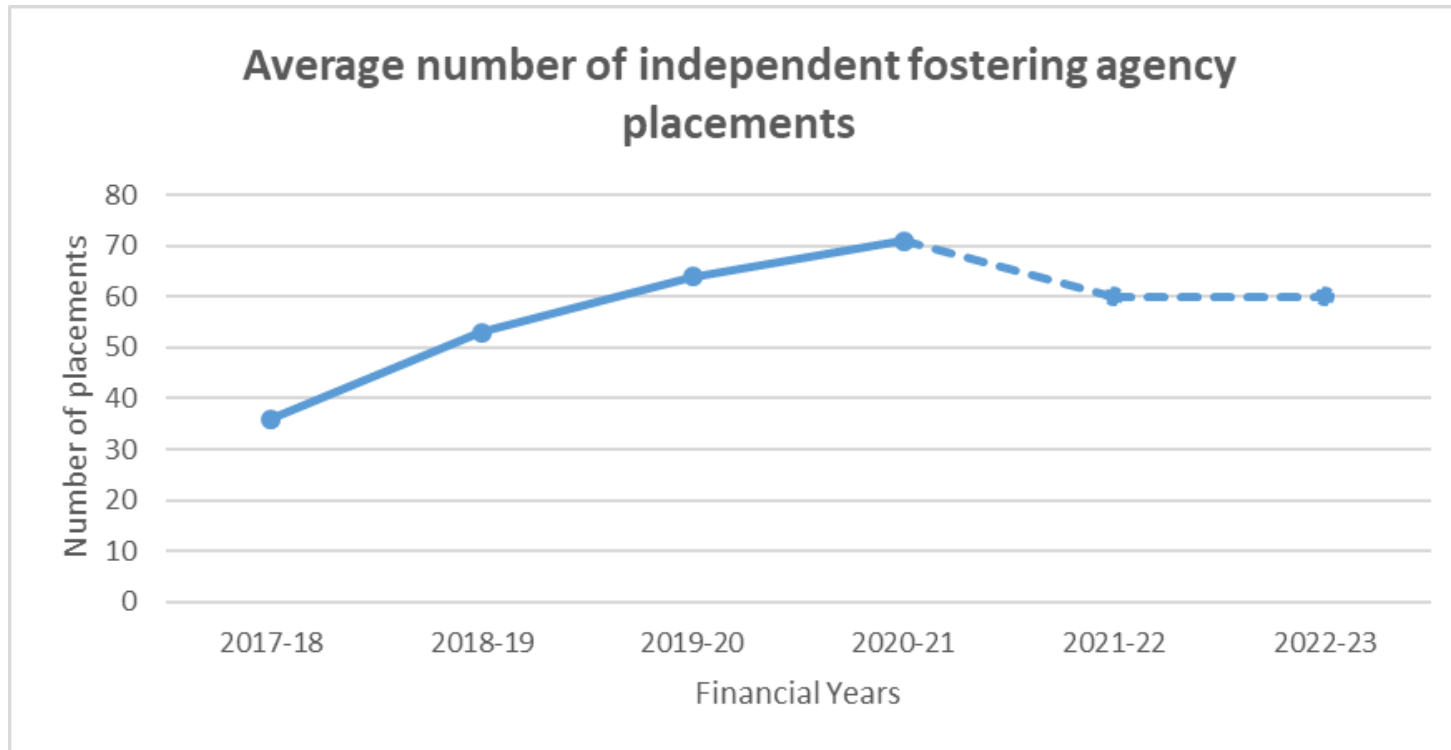


APPENDIX 6 – Demand Models for Social Care

CHILDREN & YOUNGER PEOPLE

Fostering Service

In 17/18, the average number of Independent Fostering Agency placements (IFA) was 36, this average increased to 53 in 2018/19 and to 64 in 2019/20 with the average April to November 20 being 71. A pressure was requested and awarded for the 2020/21 financial year to rebase the budget at 60 IFA placements going forward.

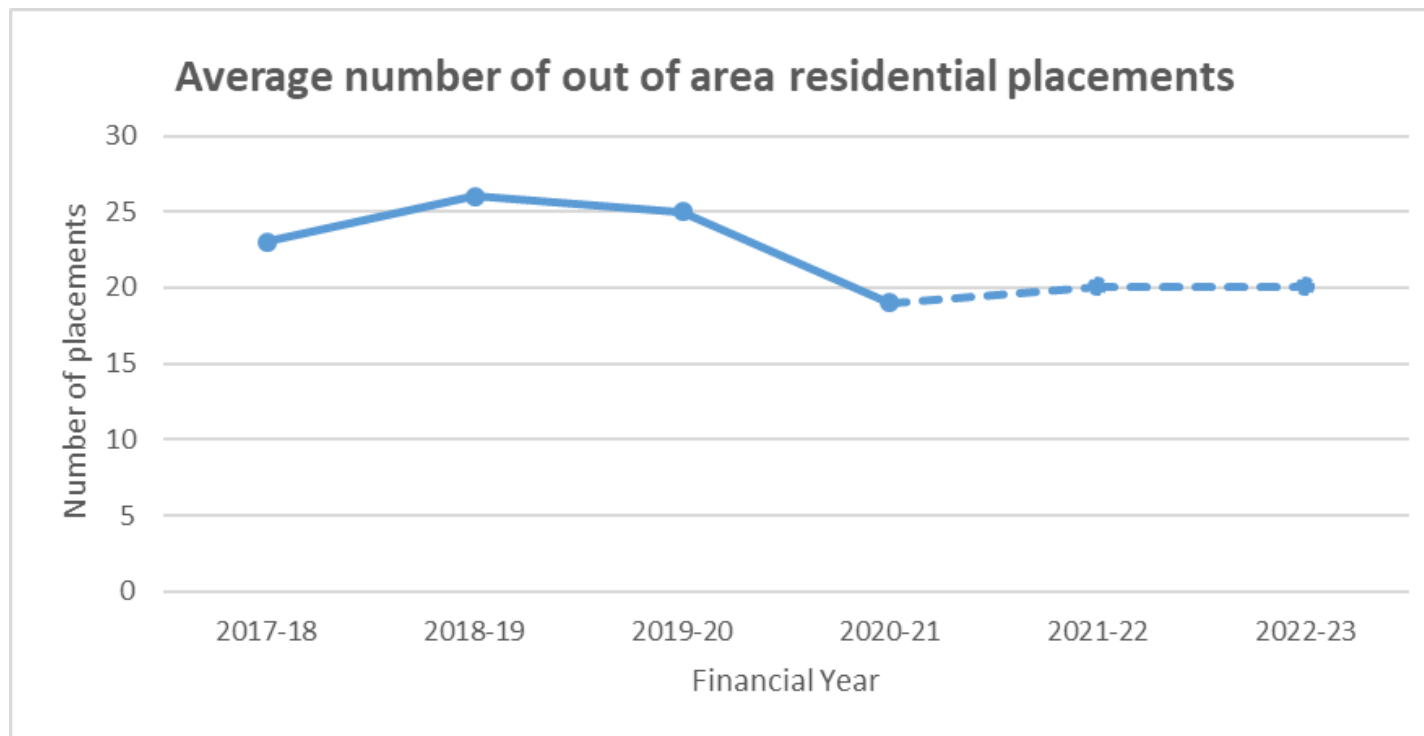


APPENDIX 6 – Demand Models for Social Care

Children's Out of Area Residential

The chart shows the average number of children in Out of Area Residential placements since 2017/18. The council has opened a new children's home in 2019/20 with a further home to open shortly. This has enabled some children in expensive out of authority placements to be accommodated within Newport. There was a drop off from children turning 18 (linked to adult pressures) or moving to other placements. In 2019/20 the average number of Out of Area Residential placements was 25, with the average April to November 20 being 19 placements. The majority of placements are costing between £2,300 and £4,600 per week (£119.6k and £239.2k per annum) with 20% of placements costing between £6,900 and £8,100 per week (£358.8k and £421.2k per annum). A pressure was requested and awarded for the 2020/21 financial year to rebase the budget at 20 OOA placements going forward.

Tudalen 100



APPENDIX 7 – Fees and Charges for Consultation

SERVICE AREA: Social Services

Income Source	Current Charge (exc VAT) £	Proposed Charge (exc VAT) £	Unit of Charge (per hr / day etc)	% Increase
Other Local Authority Charges				
NCC Residential Homes (£ per week)				
Blaen-y-pant - Residential/Dementia Care	690	710	per week	3%
Parklands - Residential Care	595	613	per week	3%
Spring Gardens - Dementia Care	690	710	per week	3%
External Respite Facilities (£ per week)				
Centrica	1,035	1,066	per week	3%
Day Services (£ per week)				
Day Services/Opportunities – Learning Disability	105	108	per day	3%
Day Services/Opportunities – Mental Health/Older People	90	93	per day	3%
Spring Gardens Day Opportunities	90	93	per day	3%
Newport Residents Charges				
NCC Residential Homes (£ per week – short term stays over 8 weeks and permanent admissions).				
Blaen-y-pant - Residential/Dementia Care	690	710	per week	3%
Parklands - Residential Care	595	613	per week	3%
Spring Gardens - Dementia Care	690	710	per week	3%
<i>Applicable to those who have capital in excess of £50k (capital threshold level set by the WG) or sufficient disposable income.</i>				
NCC Residential Homes (£ per week - short term stays up to 8 weeks duration)				
Blaen-y-pant - Residential & Dementia Care				
Parklands - Residential Care				
Spring Gardens - Dementia Care				
External Respite Facilities (£ per week – short term stays up to 8 weeks duration)				
Centrica				
Supported Housing (£ per week)				
Supported Housing for Learning Disability clients				
Day Services (£ per day)				
Day Services/Opportunities – Learning Disability				
Day Services/Opportunities – Mental Health/Older People				
Spring Gardens Day Opportunities				
Meal Income (per meal)				
All establishments (visitors and staff)	3.60	3.60	per meal	0%
Legal and Administration Charges				
Deferred Payment Administration Charge (DPA)	100	100	each	0%
Legal charge	50	100	each	100%
Interest Charges	Variable - Could be applied to property sales			
Residential care - provided by external providers				
<i>Applicable to those who have capital in excess of £50k (capital threshold level set by the WG) or sufficient disposable income.</i>				
Residents charge will be dependent on weekly charge from external provider				
Non-residential care - provided by external providers				
Direct payments				
Telecare				
<i>Where services are provided by external providers the charges made are based on actual costs paid to providers (after income assessment has been made)</i>				
Charged under non-residential charging policy and capped at £100 per week				
Pendant Alarm basic package				
£4 per alarm				
Appointeeships/Deputyships				
Between £8 and £25 per week - dependent on complexity				
Animal welfare/property clearances				
Dependent on external provider charge				
Protection of property				
Dependent on NCH charge				

SERVICE AREA: Regeneration, Investment and Housing

Income Source	Current Charge (exc VAT) £	Proposed Charge (exc VAT) £	Current Retrospective Charge (applies to Building Control Charges only)	Proposed Retrospective Charge (applies to Building Control Charges only)	Unit of Charge (per hr / day etc.)	% Increase
Building Control Fees						
Single Storey Extensions						
Single storey extension, floor area not exceeding 10m ²						
Full plans charge	325.00	325.00	487.50	487.50	each	0%
Single storey extension, floor area exceeding 10m ² but not exceeding 40m ²						
Full plans charge	404.17	404.17	606.26	606.26	each	0%
Single storey extension, floor area exceeding 40m ² but not exceeding 100m ²						
Full plans charge	570.83	570.83	856.25	856.25	each	0%
Two Storey Extensions						
Two storey extension not exceeding 40m ²						
Building notice charge	466.67	466.67	700.00	700.00	each	0%
Two storey extension, floor area exceeding 40m ² but not exceeding 100m ²						
Full plans charge	570.83	570.83	856.25	856.25	each	0%
Loft Conversions						
Loft conversion that does not include the construction of a dormer	420.83	420.83	631.25	631.25	each	0%
Loft conversion that does include the construction of a dormer	466.67	466.67	700.00	700.00	each	0%
Garages and Carports						
Erection of extension of a non exempt detached domestic garage or carport up to 100m ²	245.83	245.83	368.75	368.75	each	0%
Erection of a non exempt attached single storey extension of a domestic garage or carport up to 100m ²	245.83	245.83	368.75	368.75	each	0%
Other						
Conversion of a garage to a habitable room(s)	245.83	245.83	368.75	368.75	each	0%
Alterations to extend or create a basement up to 100m ²	466.67	466.67	700.00	700.00	each	0%
Underpinning	229.17	229.17	343.76	343.76	each	0%
Renovation of a thermal element to a single dwelling	87.50	87.50	131.25	131.25	each	0%
Creation of New Dwelling						
i) Plan charge	203.13	203.13			each	0%
ii) Inspection charge	406.87	406.87			each	0%
iii) Building notice charge	610.00	610.00	915.00	915.00	each	0%

Income Source	Current Charge (exc VAT) £	Proposed Charge (exc VAT) £	Current Retrospective Charge (applies to Building Control Charges only)	Proposed Retrospective Charge (applies to Building Control Charges only)	Unit of Charge (per hr / day etc.)	% Increase
Internal Alterations						
i) cost of works <£2,000	125.00	125.00	187.50	187.50	each	0%
ii) cost of works £2,001 to £5,000	204.17	204.17	306.26	306.26	each	0%
iii) cost of works £5,001 to £15,000	245.83	245.83	368.00	368.00	each	0%
iv) cost of works £15,001 to £25,000	345.83	345.83	368.75	368.75	each	0%
v) cost of works £25,001 to £40,000	441.67	441.67	662.50	662.50	each	0%
vi) cost of works £40,001 to £60,000	537.50	537.50	806.35	806.35	each	0%
Window Replacement						
Window replacement (non competent persons scheme) - 1 to 3 windows	83.33	83.33	125.00	125.00	each	0%
Window replacement (non competent persons scheme) - 4 to 20 windows	125.00	125.00	187.50	187.50	each	0%
Window replacement (non competent persons scheme) - 20+ windows	208.33	208.33	312.50	312.50	each	0%
Electrical Work						
Electrical work (not competent persons scheme) carried out by a qualified electrician in accordance with BS7671	133.33	133.33	200.00	200.00	each	0%
Electrical work carried out by others	279.17	279.17	418.76	418.76	each	0%
Installation of Heat Producing Appliance						
Installation of solid fuel heat producing appliance where the installer is not a member of a competent persons scheme	125.00	125.00	187.50	187.50	each	0%
Non Domestic Work						
Commercial Building - Floor Area not exceeding 40m ²	533.00	533.00	799.50	799.50	each	0%
Commercial Building - Floor Area exceeding 40m ² but not exceeding 100m ²	612.50	612.50	918.75	918.75	each	0%
Commercial Building - Floor Area exceeding 100m ² but not exceeding 200m ²	891.67	891.67	1,337.51	1,337.51	each	0%
Underpinning - Est. cost up to £50,000	341.67	341.67	512.51	512.51	each	0%
Underpinning - Est. cost exceeding £50,000 and up to £100,000	441.67	441.67	662.51	662.51	each	0%
Underpinning - Est. cost up to £100,000 and up to £250,000	550.00	550.00	825.00	825.00	each	0%
Window Replacement						
Window Replacement - 1 to 20 windows	204.17	204.17	306.63	306.63	each	0%
Window Replacement - 21 to 50 windows	325.00	325.00	487.50	487.50	each	0%

Income Source	Current Charge (exc VAT) £	Proposed Charge (exc VAT) £	Current Retrospective Charge (applies to Building Control Charges only)	Proposed Retrospective Charge (applies to Building Control Charges only)	Unit of Charge (per hr / day etc.)	% Increase
New Shop front(s)						
Window Replacement - 1 to 20 windows	291.67	291.67	437.51	437.51	each	0%
Window Replacement - 21 to 50 windows	370.83	370.83	556.25	556.25	each	0%
Renovation of a thermal element - Est. cost up to £50,000	204.17	204.17	306.63	306.63	each	0%
Renovation of a thermal element - Est. cost exceeding £50,000 and up to £100,000	245.83	245.83	368.75	368.75	each	0%
Renovation of a thermal element - Est. cost exceeding £100,000 and up to £250,000	312.50	312.50	468.75	468.75	each	0%
Alterations not described elsewhere inc. structural alterations and installation of controlled fittings						
Estimated cost up to £5,000	204.17	204.17	306.63	306.63	each	0%
Estimated cost exceeding £5,000 and up to £15,000	262.50	262.50	393.75	393.75	each	0%
Estimated cost exceeding £15,000 and up to £25,000	345.83	345.83	518.75	518.75	each	0%
Estimated cost exceeding £25,000 and up to £50,000	508.33	508.33	762.50	762.50	each	0%
Estimated cost exceeding £50,000 and up to £75,000	675.00	675.00	1,012.50	1,012.50	each	0%
Estimated cost exceeding £75,000 and up to £100,000	795.83	795.83	1,193.75	1,193.75	each	0%
Installation of Mezzanine floor up to 500m ²	587.50	587.50	881.25	881.25	each	0%
Office Fit Out - floor up to 500m ²	570.83	570.83	858.25	858.25	each	0%
Office Fit Out - floor 500m ² to 2000m ²	733.33	733.33	1,100.00	1,100.00	each	0%
Shop fit out - Floor up to 500m ²	570.83	570.83	856.25	856.25	each	0%
Shop fit out - Floor 500m ² to 2000m ²	733.33	733.33	1,100.00	1,100.00	each	0%
Letter of acceptance to Als	20.00	20.00	20.00	20.00	each	0%
Preliminary enquiries	50% of plan fee	50% of plan fee	50% of plan fee		each	
Civic Centre Room Hire						
<p><i>The charges for the Civic Centre below are subject to charging under the following criteria:</i></p> <ul style="list-style-type: none"> - Full Charge : Industrial or Business Organisations; Organisations whose members are engaged in trade, business or professional practice (other than student associations); Statutory official or Government Bodies including Local Government except where reciprocal arrangements apply. - Half Price : Political, Social or Trade Union Groups not included under full price or free - Free (this applies to evening sessions only) : Organisations devoted exclusively to charitable causes; Societies for the handicapped; Organisations for promotion of recreational activities for young people; Trade Union Branches whose members are employed by Newport City Council; Any political group meetings of Councillors and invited guests are free of charge (provided that not more than 25 % of the people attending the political group meetings are non Councillors). NB Any registered charities chaired by the Mayor of Newport can use the meeting rooms free of charge at any time 						

Income Source	Current Charge (exc VAT) £	Proposed Charge (exc VAT) £	Current Retrospective Charge (applies to Building Control Charges only)	Proposed Retrospective Charge (applies to Building Control Charges only)	Unit of Charge (per hr / day etc.)	% Increase
Council Chamber	78.00	80.00			per session	3%
	244.00	250.00			per day	2%
Committee Room 1	42.00	43.00			per session	2%
	124.00	127.00			per day	2%
Committee Room 2	29.00	30.00			per session	3%
	89.00	92.50			per day	4%
Committee Room 3	29.00	30.00			per session	3%
	89.00	92.50			per day	4%
Committee Room 4	29.00	30.00			per session	3%
	89.00	92.50			per day	4%
Committee Room 5	24.00	25.00			per session	4%
	70.00	72.50			per day	4%
Committee Room 7	70.00	72.50			per session	4%
	212.00	220.50			per day	4%
Equipment Hire						
Full facilities in Committee Room 7 including staff assistance	62.00	64.50			per meeting	4%
Council Chamber Microphones	31.00	32.00			per meeting	3%
Council Chamber 1 Microphone	14.00	14.50			per meeting	4%
Bechwood House						
Meeting room - G1	£65.00	£67.50			half day	4%
Meeting room - G1	£125.00	£130.00			full day	4%
Meeting room - G5	£65.00	£67.50			half day	4%
Meeting room - G5	£125.00	£130.00			full day	4%
Meeting room - G6	£50.00	£52.00			full day	4%
Reception Room	£50.00	£52.00			full day	4%
Community Centres Room Hire						
Caerleon Town Hall						
Non Profit Making/ Voluntary Organisations						
Town Hall (Monday to Friday)	9.80	10.50			per hour	7%
Town Hall (Weekend)	14.55	15.00			per hour	3%
Memorial Hall (Monday to Friday)	7.70	8.00			per hour	4%
Memorial Hall (Weekend)	12.50	13.00			per hour	4%
Hire of Kitchen	5.90	6.00			per hour	2%

Income Source	Current Charge (exc VAT) £	Proposed Charge (exc VAT) £	Current Retrospective Charge (applies to Building Control Charges only)	Proposed Retrospective Charge (applies to Building Control Charges only)	Unit of Charge (per hr / day etc.)	% Increase
Small Group Organisations						
Town Hall (Monday to Friday)	12.45	13.00			per hour	4%
Town Hall (Weekend)	17.20	18.00			per hour	5%
Memorial Hall (Monday to Friday)	9.75	10.00			per hour	3%
Memorial Hall (Weekend)	14.55	15.00			per hour	3%
Hire of Kitchen	6.80	7.00			per hour	3%
Commercial/ Business (per hour)						
Town Hall (Monday to Friday)	15.35	16.00			per hour	4%
Town Hall (Weekend)	20.15	21.00			per hour	4%
Memorial Hall (Monday to Friday)	12.45	13.00			per hour	4%
Memorial Hall (Weekend)	17.20	18.00			per hour	5%
Hire of Kitchen	7.95	8.50			per hour	7%
England Community Centre						
Non Profit Making/ Voluntary Organisations (per hour)						
Main Hall	15.00	16.00			per hour	7%
Meeting Rooms	15.00	16.00			per hour	7%
Small Group Organisations - Member Rates						
Meeting Rooms	20.00	21.00			per hour	5%
Main Hall - Half Day	60.00	62.50			per hour	4%
Main Hall - Full Day	120.00	125.00			per hour	4%
Small Group Organisations - Non Member Rates						
Meeting Rooms	26.82	28.00			per hour	4%
Main Hall - Half Day	90.00	94.00			per hour	4%
Main Hall - Full Day	175.00	182.00			per hour	4%
Always Community Centre						
Non Profit Making/ Voluntary Organisations (per hour)						
Main Hall (Monday to Friday)	7.45	8.00			per hour	7%
Main Hall (Weekend)	17.80	18.50			per hour	4%
Meeting Rooms (Monday to Friday)	6.65	7.00			per hour	5%
Meeting Rooms (Weekend)	11.40	12.00			per hour	5%
Hire of Kitchen	5.30	5.50			per hour	4%

Income Source	Current Charge (exc VAT) £	Proposed Charge (exc VAT) £	Current Retrospective Charge (applies to Building Control Charges only)	Proposed Retrospective Charge (applies to Building Control Charges only)	Unit of Charge (per hr / day etc.)	% Increase
Small Group Organisations (per hour)						
Main Hall (Monday to Friday)	10.63	11.00			per hour	3%
Main Hall (Weekend)	21.55	22.50			per hour	4%
Meeting Rooms (Monday to Friday)	8.50	9.00			per hour	6%
Meeting Rooms (Weekend)	13.30	14.00			per hour	5%
Hire of Kitchen	5.30	5.50			per hour	4%
Commercial/ Business (per hour)						
Main Hall (Monday to Friday)	12.75	13.50			per hour	6%
Main Hall (Weekend)	27.10	28.00			per hour	3%
Meeting Rooms (Monday to Friday)	13.30	14.00			per hour	5%
Meeting Rooms (Weekend)	15.40	16.00			per hour	4%
Hire of Kitchen	5.30	5.50			per hour	4%
Rivermead Community Centre						
Non Profit Making/ Voluntary Organisations (per hour)						
Both Halls (Monday to Friday)	19.60	20.50			per hour	5%
Both Halls (Weekend)	28.10	29.00			per hour	3%
Main Hall (Monday to Friday)	9.80	10.00			per hour	2%
Main Hall (Weekend)	18.30	19.00			per hour	4%
Meeting Rooms (Monday to Friday)	9.50	10.00			per hour	5%
Meeting Rooms (Weekend)	18.00	18.50			per hour	3%
Small Group Organisations (per hour)						
Both Halls (Monday to Friday)	22.55	23.50			per hour	4%
Both Halls (Weekend)	31.05	32.50			per hour	5%
Main Hall (Monday to Friday)	11.30	12.00			per hour	6%
Main Hall (Weekend)	19.80	20.50			per hour	4%
Meeting Rooms (Monday to Friday)	10.90	11.50			per hour	6%
Meeting Rooms (Weekend)	19.40	20.00			per hour	3%
Commercial/ Business (per hour)						
Both Halls (Monday to Friday)	28.00	29.00			per hour	4%
Both Halls (Weekend)	36.50	38.00			per hour	4%
Main Hall (Monday to Friday)	14.00	14.50			per hour	4%
Main Hall (Weekend)	22.50	23.50			per hour	4%
Meeting Rooms (Monday to Friday)	13.50	14.00			per hour	4%
Meeting Rooms (Weekend)	22.00	23.00			per hour	5%

Income Source	Current Charge (exc VAT) £	Proposed Charge (exc VAT) £	Current Retrospective Charge (applies to Building Control Charges only)	Proposed Retrospective Charge (applies to Building Control Charges only)	Unit of Charge (per hr / day etc.)	% Increase
Bettws Day Centre						
Non Profit Making/ Voluntary Organisations (per hour)						
Main Hall (Monday to Friday)	9.80	10.50			per hour	7%
Main Hall (Weekend)	14.55	15.00			per hour	3%
Day Club (Monday to Friday)	7.70	8.00			per hour	4%
Day Club (Weekend)	12.50	13.00			per hour	4%
Hire of Kitchen	5.90	6.00			per hour	2%
Small Group Organisations (per hour)						
Main Hall (Monday to Friday)	11.70	12.00			per hour	3%
Main Hall (Weekend)	17.20	18.00			per hour	5%
Day Club (Monday to Friday)	9.75	10.00			per hour	3%
Day Club (Weekend)	14.55	15.00			per hour	3%
Hire of Kitchen	6.80	7.00			per hour	3%
Commercial/ Business (per hour)						
Main Hall (Monday to Friday)	15.35	16.00			per hour	4%
Main Hall (Weekend)	20.15	21.00			per hour	4%
Day Club (Monday to Friday)	12.45	13.00			per hour	4%
Day Club (Weekend)	17.20	18.00			per hour	5%
Hire of Kitchen	7.95	8.50			per hour	7%
Cefn Wood Centre						
Small Group Organisations (per hour)						
Leased to Education - SLA		As per SLA				
Maesglas Community Centre						
Main Hall (Monday to Friday before 6pm)	10.00	10.50			per hour	5%
Main Hall (Monday to Friday after 6pm)	20.00	21.00			per hour	5%
Main Hall (Weekend)	20.00	21.00			per hour	5%
Committee Room (Monday to Friday before 6pm)	10.00	10.50			per hour	5%
Committee Room (Monday to Friday after 6pm)	20.00	21.00			per hour	5%
Committee Room (Weekend)	20.00	21			per hour	5%

Income Source	Current Charge (exc VAT) £	Proposed Charge (exc VAT) £	Current Retrospective Charge (applies to Building Control Charges only)	Proposed Retrospective Charge (applies to Building Control Charges only)	Unit of Charge (per hr / day etc.)	% Increase
Museum and Art Gallery						
Educational Publications UK Rights	18.75	19.50				4%
Educational Publications World Rights	36.50	38.00				4%
Commercial Publications & Websites UK rights	37.50	39.00				4%
Commercial Publications & Websites world rights	78.50	81.50				4%
Publication Jacket, Covers & Homepages UK Rights	89.00	92.50				4%
Publication Jacket, Covers & Homepages World Rights	182.00	189.00				4%
Television Flash Fees UK rights	89.50	93.00				4%
Television Flash Fees world rights	177.00	184.00				4%
Digital Image 300 dpi	6.80	7.00				3%
Ship Project						
Staff Consultancy and Training services						
Hourly Rate	45.00	50.00			per hour	11%
Staff Consultancy and Training services						
Day Rate	300.00	320.00			per day	7%
Faro Arm Rental	85.00	90.00			per day	6%
Libraries						
Fines (per day)	0.20	0.20			per day	0%
Overdue Administration Adult	0.30	0.30			per letter	0%
Replacement Library Card	4.00	4.00			each	0%
Lost Books and other items	charging scale linked to Book Price				each	
Photocopying B&W A4	0.20	0.20			per copy	0%
Photocopying B&W A3	0.30	0.30			per copy	0%
Photocopying Colour A4	1.10	1.10			per copy	0%
Photocopying Colour A3	1.60	1.60			per copy	0%
Computer Printout A4	0.20	0.20			per copy	0%
Computer Printout A3	0.30	0.30			per copy	0%
Hire of Talking Books	1.40	1.40			each	0%
Charge for late return of Talking Books	0.20	0.20			per day	0%
Family History Research	28.00	28.00			per hour	0%
Hire of Rooms	20.00	20.00			per hour	0%

Income Source	Current Charge (exc VAT) £	Proposed Charge (exc VAT) £	Current Retrospective Charge (applies to Building Control Charges only)	Proposed Retrospective Charge (applies to Building Control Charges only)	Unit of Charge (per hr / day etc.)	% Increase
Transporter Bridge						
Day Ticket - Adult	4.00	4.00			per ticket	0%
Day Ticket - Child	3.00	3.00			per ticket	0%
Gondola - Adult (one way)	1.50	1.50			per ticket	0%
Gondola - Adult (return)	2.00	2.00			per ticket	0%
Gondola - Child (one way)	1.00	1.00			per ticket	0%
Gondola - Child (return)	1.50	1.50			per ticket	0%
Abseil Fee	250.00	260.00			per event	4%
Development Management Fees	Various based on scale of development	Statutory fees - no change			per application	0%
Pre-application advice	Various depending on the scale of development	Various depending on the scale of development			per application	0%
Dangerous Structures - Building Control	0.00	0.00			per application	0%
Demolition Notice	0.00	0.00			per application	0%

Tuesdays 11.10

SERVICE AREA: City Services

Income Source	Current Charge (exc VAT) £	Proposed Charge (exc VAT) £	Unit of Charge (per hr / day etc)	% Increase
Cemeteries				
Exclusive right of burial and issue deed and marker	1,113.84	1,158.39	per plot	4%
Standard grave space not exceeding 2.15m x 0.76m (30") including headstone permit	1,113.84	1,158.39	per plot	4%
Purchase of two grave spaces to accommodate Fibreglass burial cube, including headstone - REMOVED	1,733.00	0.00	per plot	REMOVED
Large or special external coffin size over 30" including the extended size of coffin handles £60.00 per inch.	0.00	60.00	per inch	NEW
Green burial in green burial area - excluding headstone permit	0.00	774.68	per plot	NEW
Cremated remains in Garden of Rest – grave space not exceeding 0.23m x 0.92m	532.48	553.78	per plot	4%
Interments – including use of grass mats as necessary				
Stillborn child or child not exceeding one month	no charge	no charge	per plot	
Child one month to eighteen years	no charge	no charge	per plot	
Persons exceeding eighteen years	1,210.56	1,258.98	per plot	4%
Interment of second person in grave space on same day	192.40	200.10	per plot	4%
Cremated remains in full grave space	268.32	279.05	per plot	4%
Cremated remains in garden of rest	268.32	279.05	per plot	4%
Interment of second person cremated remains in same space on same day	62.92	279.05	per plot	
Scattering of ashes	146.12	151.96	each	343%
Scattering of ashes of second person at same time	62.92	119.55	each	4%
Headstones and Tablets – including all inscriptions				
Columbaria Sanctum 2000 Units – above ground	2,066.68	2,149.35	each	4%
second and subsequent Interment Sanctum 2000 units	62.92	65.44	each	4%
Memorial plaque - NCC owned and maintained bench	0.00	400.00	each	NEW
Other Services and Items				
minute period)	16.22	33.84	per 30 minutes	109%
Provision of fibreglass burial cube	853.84	887.99	each	4%
Provision of BROXAP bench and concrete plinth	1,173.12	1,220.04	each	4%
Exhumation of Ashes	268.32	279.05	each	4%
Exhumation Full - Facilitation undertaken in house	2,200.00	2,288.00	each	4%
Exhumation of a child under the age of 3 years	2,200.00	525.00	each	-76%
Exhumation of a child aged 3 - 8 years	2,200.00	725.00	each	-67%
Exhumation of a child aged 8 - 14 years	2,200.00	925.00	each	-58%
Exhumation of a child aged 14 -18 years	2,200.00	1,144.00	each	-48%
Statutory Declaration	52.00	54.08	each	4%
Incorrect or missing details off forms. Interment forms not complete and where required, return to funeral directors to complete forms.	15.00	15.00	each	0%
Change in Circumstances (Grant name, marriage etc)	32.00	33.28	each	4%
Cancellation of Funeral (48hrs)	312.00	324.48	each	4%
Change in Funeral Times	32.00	33.28	each	4%
Copy of Exclusive Right of Burial (LOST/MISPLACED)	156.00	162.24	each	4%
Grant of Exclusive Right - 50 YEARS	873.60	908.54	each	4%
Grant of Exclusive Right - 25 YEARS	436.80	454.27	each	4%
Fee for plot for Non Newport resident	2,142.40	2,228.10	each	4%
Additional Tablet on Existing plot with Headstone	191.23	198.88	each	4%
Fee for new ashes plot Non Newport resident	1,333.28	1,386.61	each	4%
Headstone fee - Before April 2011	368.95	383.71	each	4%
Tablet Fee - Before April 2011	191.23	198.88	each	4%
Additional inscription	60.00	62.40	each	4%

Income Source	Current Charge (exc VAT) £	Proposed Charge (exc VAT) £	Unit of Charge (per hr / day etc)	% Increase
Weekend Burial Services (Standard Burial Charges also apply)	500.00	520.00	each	4%
Memorial tree (no plinth)	475.00	494.00	each	4%
Traditional Graves (allowing the installation of full kerb sets). Additional cost on top of the purchasing of a grant of exclusive right.	0.00	400.00	each	NEW
Double Depth Grave	0.00	200.00	each	NEW
Triple Depth Grave	0.00	300.00	each	NEW
Test Dig of a Grave	0.00	140.00	each	NEW
Bricking up a Single Grave	0.00	650.00	each	NEW
Bricking up a Double Grave	0.00	1,300.00	each	NEW
Transport and Highways				
Streetworks				
Skip License (28 days)	45.00	46.80	each	4%
Unauthorised skips	165.00	171.60	each	4%
Private works: new apparatus Sec 50	405.00	585.00	each	44%
Sec 50 – Single dwelling new apparatus	405.00	585.00	each	44%
Sec 50 – Licence for repair or replace	405.00	585.00	each	44%
Sec 50 inspection – repair or replace	262.00	272.48	each	4%
Sec 50 inspection of excavations >200m long	405.00	585.00	each	44%
S171 Highway Excavation	215.00	223.60	each	4%
Tower Crane Over sailing the Highway Licence: 10 working days notice required.	500.00	600.00	each	20%
Road space booking	145.00	200.00	each	38%
Filming on the highway (new charge)	145.00	200.00	each	38%
Temporary Traffic Orders	550.00	1,700.00	each	209%
Emergency Temporary Traffic Orders	800.00	1,700.00	each	113%
Public rights of way temporary order	Various	1,600.00	each	
Public rights of way permanent order	Various	1,600.00	each	
Bus service departure Fees (Market Square)	0.75	0.75	each	0%
SAB Pre Applications - area is <0.4 ha	250.00	260.00	each	4%
SAB Pre Applications - area is 0.5-0.99 ha	600.00	624.00	each	4%
SAB Pre Applications - area is >0.99 ha	1,000.00	1,040.00	each	4%
Pre Application Meeting - area is <0.49 hectares	125.00	125.00	each	0%
Pre Application Meeting - area 0.5-0.99 hectares	300.00	300.00	each	0%
Pre Application Meeting - area is > 0.99 hectares	500.00	500.00	each	0%
Additional SAB services	50.00	50.00	each	0%
SAB Full Applications - fees set by WG	£420 to maximum	Variable	each	
Section 38 application fees	£7,500(dependent on size of site)			
Section 278/111	1,500.00	1,500.00	application	0%
	1,500.00	1,500.00	application	0%
Vehicle crossing service - installation and inspection	0.00	1,500.00	each	NEW
APM Access protection markings	200.00	250.00	each	25%
Temporary Sign Application	80.00	83.20	each	4%
Permanent/Tourism Sign applications	156.00	162.24	each	4%
E/O per sign	10.00	10.40	each	4%
Switch off existing signal installation and reinstate within office hours	405.00	421.20	each	4%
Switch off existing signal installation and reinstate outside office hours	480.00	499.20	each	4%

Income Source	Current Charge (exc VAT) £	Proposed Charge (exc VAT) £	Unit of Charge (per hr / day etc)	% Increase
Parking				
Residents parking permits	32.00	34.00	each	6%
Visitor parking permits (Book of 10)	12.50	13.00	per book of 10	4%
Business Parking	1,040.00	1,040.00	per annum	0%
Car Park Charges (exc Maindee)				
Up to 3 hours	2.50	2.50		0%
Up to 5 hours	4.50	4.50		0%
Over 5 hours	6.00	6.00		0%
City Centre Kingsway - up to 1 hour	1.00	1.00		0%
Maindee Car Park				
Up to 2 hours	1.00	1.00		0%
Up to 5 hours	2.50	2.50		0%
Over 5 hours	3.00	3.00		0%
Car Parking in City Parks				
Up to 2 hours	1.00	1.00		0%
Up to 5 hours	3.00	3.00		0%
Over 5 hours	5.00	5.00		0%
Car parking Fourteen Locks Canal Centre				
Up to 4 hours	1.00	1.00		0%
Up to 5 hours	2.50	2.50		0%
Over 5 hours	3.00	3.00		0%
Allotment Rents - admin charge per plot	28.50	30.00	per plot	5%
Allotment Perch Fee (Plots can be made up of multiple perches - each perch represents approx 25m2)	3.50	3.70	per perch	6%
Waste Collection				
Trade waste collection:-				
Trade blue sacks	29.99	30.29	per roll of 13	1%
Trade blue labels	59.99	60.59	per pack of 26	1%
Recycling sacks	14.32	14.46	per roll of 13	1%
Cardboard labels	11.25	11.36	per pack of 10	1%
240 Litre bin	6.10	6.16	each	1%
360 Litre bin	7.99	8.07	each	1%
660 Litre bin	14.60	14.75	each	1%
1100 Litre bin	24.35	24.59	each	1%
Residual bin replacement				
Residual bin replacement	20.00	20.80	each	4%
New Developments - set of new bins				
New Developments - set of new bins	50.00	52.00	each	4%
Bulky/Special Collection				
Bulky/Special Collection	21.00	21.00	up to 3 items	0%
Bulky/Special Collection	6.00	6.00	additional items above £21	0%
Cesspit emptying:				
1,000 gallons	174.72	174.72	per 1,000 gallons	0%
2,000 gallons	220.48	220.48	per 2,000 gallons	0%
Waste Disposal Charges				
Active Waste Disposal Charge (set gate fee but variables for asbestos and commercial waste contracts)	54.35	56.52	per tonne	4%
Inactive Waste Disposal Charge	16.00	16.64		4%
Hazardous Waste Disposal Charge	82.50	85.80		4%
Hazardous Waste Note	23.00	50.00		117%

Income Source	Current Charge (exc VAT) £	Proposed Charge (exc VAT) £	Unit of Charge (per hr / day etc)	% Increase
Parks And Open Spaces				
Belle Vue Park				
Wedding Photography - Annual Permit	82.16	85.45	annually	4%
Caerleon Pavilion				
Commercial hire per hour	16.45	17.11	per hour	4%
Education hire per hour	13.52	14.06	per hour	4%
Children's Parties per hour	13.52	14.06	per hour	4%
Community Groups hire per hour	10.82	11.25	per hour	4%
Sport and Leisure Pitch Hire				
Football				
Pitch only (adult) (per match/pitch) summer and winter	41.18	42.83	each	4%
Pitch and 1 x changing (adult) (per all sports summer and winter)	52.62	54.72	each	4%
Changing room (per U16 age group)	23.10	23.10	each	0%
Seasonal football charge exclusive use – football pitch only	1,234.38	1,283.76	each	4%
Seasonal football charge exclusive use - football pitch and changing room	1,291.58	1,343.24	each	4%
Seasonal football charge priority - pitch only	647.50	673.40	each	4%
Seasonal football charge priority - pitch & changing room	792.79	824.50	each	4%
Seasonal football charge standard - pitch only	469.04	487.80	each	4%
Seasonal football charge standard - pitch and changing room	671.80	698.67	each	4%
Seasonal football charge general use - Sunday sides - pitch only	360.80	375.23	each	4%
Seasonal football charge general use - Sunday sides - pitch and changing room	454.30	472.47	each	4%
Football pitch hire aged 11-12 years	10.30	10.30	each	0%
Football pitch hire and changing rooms aged 11-12 years	15.50	15.50	each	0%
Football pitch hire aged 13-16 years	20.89	20.89	each	0%
Football pitch hire and changing rooms aged 13-16 years	26.31	26.31	each	0%
Rugby				
Pitch only (adult) (per match/pitch) summer and winter	41.18	42.83	each	4%
Pitch and 1 x changing (adult) (per all sports summer and winter)	52.62	54.72	each	4%
Changing room (per U16 age group)	23.10	23.10	each	0%
Rugby - exclusive use pitch and changing	1,291.40	1,343.06	each	4%
Rugby - exclusive pitch only	1,234.20	1,283.57	each	4%
Rugby - standard pitch	469.15	487.92	each	4%
Rugby - standard pitch and changing	633.60	658.94	each	4%
Rugby pitch hire aged 12-14 years	10.30	10.30	each	0%
Rugby pitch hire aged 13-14 years	15.50	15.50	each	0%
Rugby pitch hire and changing rooms aged 13-14 years				
Rugby pitch hire aged 15-16 years	20.89	20.89	each	0%
Rugby pitch hire and changing rooms aged 15-16 years	26.31	26.31	each	0%
Glan Usk				
Glan Usk Astro Juniors	27.74	27.74	each	0%
Glan Usk Astro Seniors	55.00	57.20	each	4%
Events				
Major Charitable Events - Price upon application Charity Events land hire (per day discretionary)	216.32	224.97	each	4%
Setup and Derig	309.00	321.36	each	4%
Fun fair 1-3 rides	309.00	321.36	each	4%
Fun fair 3 plus ride	515.00	535.60	each	4%
Outdoor cinema	412.00	428.48	each	4%
Catering/Commercial stall per trader	123.60	128.54	each	4%
Alcohol bar	1,030.00	1,071.20	each	4%
NCC Street Cleaning Service per day	312.00	324.48	each	4%

Income Source	Current Charge (exc VAT) £	Proposed Charge (exc VAT) £	Unit of Charge (per hr / day etc)	% Increase
Major Commercial Events - Price upon application	540.80	562.43	each	4%
Commercial Events land hire (per day discretionary)				
Setup and Derig	520.00	540.80	each	4%
Fun fair 1-3 rides	416.00	432.64	each	4%
Fun fair 3 plus ride	520.00	540.80	each	4%
Outdoor cinema	520.00	540.80	each	4%
Catering/Commercial stall per trader	156.00	162.24	each	4%
Alcohol bar	2,080.00	2,163.20	each	4%
NCC Street Cleaning Service per day	312.00	324.48	each	4%
Low Key Community Events (no Income Generation (per day))	54.08	56.24	each	4%
Community Events Income Generation (per day)	104.00	108.16	each	4%
Land rental for car boot sales - location tredegar park when available	0.00	280.00	each	NEW
Lodges - Rental Costs				
Grove Park Lodge	553.11	575.23	per month	4%
Shaftesbury Park Lodge	543.84	565.59	per month	4%
Christchurch Cemetery Lodge	499.55	519.53	per month	4%
St.Woolos Cemetery Lodge	618.00	642.72	per month	4%
Belle Vue Park - top lodge	618.00	642.72	per month	4%
Belle Vue Park - Residential Lodge Rent	568.56	591.30	per month	4%

SERVICE AREA: Corporate Services

Income Source	Current Charge (exc VAT) £	Proposed Charge (exc VAT) £	Unit of Charge (per hr / day etc)	% Increase
CCTV for NCC clients			per SLA	
Environmental Health Advice and Training	Variable	Variable	per contract	
Houses in Multiple Occupation Pre-licensing Advice Service				
Property inspection and report with one schedule & fire plan	200.00	208.00	per survey	4%
Property inspection and report with 2 schedules & fire plans	250.00	260.00	per survey	4%
Each additional proposal over 2 proposals above	50.00	52.00	per additional proposal	4%
Property Surveys (Non-Statutory)	193.48	201.00	per survey	4%
Health and Safety - swimming pool/spa pool resamples following unsatisfactory result (plus VAT)	70.87	74.00	per sample	4%
Port Health Ship Sanitation Certificates				
Gross Tonnage				
Up to 1,000	95.00	100.00	per certificate	5%
1,001 to 3,000	130.00	135.00	per certificate	4%
3001 to 10,000	200.00	205.00	per certificate	3%
10,001 to 20,000	255.00	265.00	per certificate	4%
20,001 to 30,000	330.00	340.00	per certificate	3%
Over 30,000	390.00	400.00	per certificate	3%
With exception of vessels with capacity to carry between 50 and 100 persons	390.00	400.00	per certificate	3%
With exception of vessels with capacity to carry more than 1,000 persons	665.00	680.00	per certificate	2%
Extensions to Certificates	65.00	70.00	per certificate	8%
Tables and Chairs (Licence)				
Annual Fee	168.73	175.50	per licence	4%
4 chairs	61.87	64.50	per licence	4%
12 Chairs	95.61	99.50	per licence	4%
24 chairs	168.73	175.50	per licence	4%
24+ chairs	208.10	216.50	per licence	4%
smoking area	56.24	58.50	per licence	4%
change name on licence	28.12	29.00	per licence	3%
Animal Establishment Licensing				
Pre Audit Inspection - New service to be offered for inspection prior to application for advice and suitability of premises. The fee will be reviewed during 20/21 to establish if it is appropriate.	50.00	50.00	per hour	0%
Re Audit - In the event a licence is not issued following an audit the fee for an additional visit will be required.	50.00	50.00	per hour	0%
[a] Riding Establishments (Application Audit applies - see above)				
Up to 10 horses	128.23	133.50	per licence	4%
11 to 20 horses	156.36	162.50	per licence	4%
21 to 30 horses	167.60	174.50	per licence	4%

Income Source	Current Charge (exc VAT) £	Proposed Charge (exc VAT) £	Unit of Charge (per hr / day etc)	% Increase
[b] Animal Boarding Establishments (Application Audit applies - see above)				
Pet Sitters	146.23	152.00	per licence	4%
Up to 25 animals	146.23	152.00	per licence	4%
25 to 50 animals	166.48	173.00	per licence	4%
Over 51 animals	194.60	202.50	per licence	4%
[c] Pet Shops (Application Audit applies - see above)	121.49	126.50	per licence	4%
[d] Dangerous Wild Animals (Application Audit applies - see above)	559.06	581.50	per licence	4%
[e] Dog Breeding Establishments (Application Audit applies - see above)	121.49	126.50	per licence	4%
[f] Zoo Licence (Application Audit applies - see above)	1,066.37	1,109.00	per licence	4%
<i>For [a] to [f] above, in addition to the licence fee, the licensee to pay the Council's veterinary fees. The fee is payable on application and is not refundable if a licence is not issued.</i>				
Legal Services				
Local Land Charges Official Search (LLC1 and Con 29 R)	115.00	120.00	per search	4%
Optional questions	13 (for 20 out of 22 questions) 16 (2 out of the 22 questions)	14 (for 20 out of 22 questions) 17 (2 out of the 22 questions)	per search	
Solicitors own questions	26.00	27.00	per search	4%
Additional parcel fee (Con29 R)	25.00	26.00	per search	4%
Additional parcel fee (total)	26.00	27.00	per search	4%
Query re: personal search (dealing with errors etc)	26.00	27.00	per search	4%
Stray Dogs Reclaiming Fees:				
Dogs reclaimed after one day	97.00	100.00	per dog	3%
Dogs reclaimed after two day	112.00	116.00	per dog	4%
Dogs reclaimed after three day	127.00	132.00	per dog	4%
Dogs reclaimed after four day	141.00	146.00	per dog	4%
Dogs reclaimed after five day	156.00	162.00	per dog	4%
Dogs reclaimed after six overnight stays	170.00	176.00	per dog	4%
Dogs reclaimed after seven overnight stays	185.00	192.00	per dog	4%
Dogs reclaimed and staying with the kennels for an extended period (charge per night)	11.50	12.00	per dog	4%
<i>However there will be discretion given to the Kennels Officer on the level of charging due to unusual circumstances. Further, where the Council has found it necessary to pay for vet treatment, these fees should be passed on to the owner reclaiming the dog.</i>				
Dog re-homing fee	Variable	Variable	per dog	
Street Naming				
Property naming/renaming (does not cover newly built properties)	43.50	45.00	per property	3%
Single Plot Development	119.00	124.00	per plot	4%
Development 2+ Plots	119.00 + 43.50 per additional plot	124.00 + 45.00 per additional plot	per site/plot	4%
Changes to Development Layout after Notification	43.50 per plot affected	45.00 per plot affected	per plot	4%
Street Renaming at Residents Request	119.00 + 43.50 per property	124.00 + 45.00 per property	per street/property	4%
Confirmation of Address to Conveyancers etc	43.50	45.00	per property	3%

Income Source	Current Charge (exc VAT) £	Proposed Charge (exc VAT) £	Unit of Charge (per hr / day etc)	% Increase
[a] Ear piercing, acupuncture, electrolysis and Tattooing - Registration				
Premises	103.49	107.50	per registration	4%
Practitioners	103.49	107.50	per registration	4%
Replacement Certificates	25.87	27.00	per certificate	4%
Addition of new Procedure to existing Certificate	51.75	54.00	per certificate	4%
Temporary Premises for Public Event	71.39	74.50	per registration	4%
Temporary Practitioners for Public Event	35.69	37.00	per registration	4%
Voluntary Surrender of Food Certificate	61.87 for first half hour and 61.87 for every additional half hour or part thereof plus VAT	64.50 for first half hour and 64.50 for every additional half hour or part thereof plus VAT	per certificate	4%
Collection and Disposal of Food (with or without agreement)	To be determined by cost of disposal and officer time	To be determined by cost of disposal and officer time	per disposal & hour	
Food Hygiene Rating Scheme - Rescore Fee	180.00	180.00	per certificate/ abortive visit	0%
[c] Export Health Certificates				
Export Health Certificate - Food Safety (per certificate)	121.49	126.50	per certificate	4%
Local land searches/Environmental Information Regulations requests in respect of contaminated land etc. [other than those under the Local Land Charges Act 1975]	60.74 for first hour and 60.74 for each additional hour or part thereof	63.50 for first hour and 63.50 for each additional hour or part thereof	per hour	5%
UK Entrance Clearance - Premises Assessment				
Property inspection	193.48	201.00	per inspection	4%
Re-assessment for additional person (within 6 months)	98.99	103.00	per assessment	4%
Houses In Multiple Occupation Licensing Fees				
(i) Initial Licence	1,013.50	1054.00	per licence	4%
(For larger HMO (6+ units of accommodation/households)	£58.49 extra per additional unit up to a max of 1,704	£61.00 extra per additional unit up to a max of 1,704	per additional accommodation unit	4%
(ii) Renewal of Licence made before expiry of existing licence	800.90	833.00	per renewal	4%
(For larger HMO (6+ units of accommodation/households)	£58.49 extra per additional unit up to a max of 1,499	£61.00 extra per additional unit up to a max of 1,499	per additional accommodation unit	4%
(iii) Renewal of Licence made after expiry of existing licence	1,013.50	1054.00	per renewal	4%
(For larger HMO (6+ units of accommodation/households)	£58.49 extra per additional unit up to a max of 1,704	£61.00 extra per additional unit up to a max of 1,704	per additional accommodation unit	4%
(iv) Licensing following revocation of previous licence (where ownership unchanged)	800.90	833.00	per application	4%
(For larger HMO (6+ units of accommodation/households)	£58.49 extra per additional unit up to a max of 1,499	£61.00 extra per additional unit up to a max of 1,499	per additional accommodation unit	4%
(v) Licence Variations				
Property inspection required	91.11	95.00	per Variation	4%

Income Source	Current Charge (exc VAT) £	Proposed Charge (exc VAT) £	Unit of Charge (per hr / day etc)	% Increase
Camp Site Licences	701.92	730.00	per site licence	4%
Mobile Homes				
Site Licence fees - small site (3-10 caravans)	701.92	730.00	per site licence	4%
Site Licence fees - medium site (11-49 caravans)	784.03	815.50	per site licence	4%
Site Licence fees - large site (50+ caravans)	935.89	973.50	per site licence	4%
Site Licence fees - sites of 2 or fewer pitches	0.00	0.00	per site licence	N/A
Amendment to site licence conditions - variation	64.12	66.50	per amendment	4%
Amendment to site licence conditions - variation requiring an inspection	164.23	171.00	per amendment	4%
Fee to deposit site rules	52.87	55.00	per fee	4%
Fee for replacement licence	15.75	16.50	per replacement licence	5%
Fixed Penalty Notice charge	87.74	91.50	per FPN charge	4%
Housing Act 2004 Notice Fees	400.00	400.00	per notice	0%
Each additional notice (where schedule is identical) served on another recipient at the same time (charges added and split equally across recipients)	54.00	54.00	per notice	0%
Works in Default - Administration fee				
	Fee charged by the contractor (ex.VAT) plus: 20% for fees up to £1,000	Fee charged by the contractor (ex.VAT) plus: 20% for fees up to £1,000		
	10% for fees £1,001+	10% for fees £1,001+		
	*Fee charged by contractor plus "officer time" charge (up to a max. of the above charge) where RS Manager agrees defaulter has special circumstances.	*Fee charged by contractor plus "officer time" charge (up to a max. of the above charge) where RS Manager agrees defaulter has special circumstances.		
Port Health – Water Sampling				
(i) Drinking water – Microbiological (First Sample) (Plus VAT)	102.81	107.00	per sample	4%
(ii) Drinking water – Microbiological (each subsequent sample) (plus VAT)	72.64	75.50	per sample	4%
(iii) Legionella water sample (first sample) (plus VAT)	122.70	127.50	per sample	4%
(iv) Legionella water sample (each subsequent sample) (plus VAT)	91.77	95.50	per sample	4%
Port Health – Organic Animal Feed and Food Import Certificate	45.00	45.00	National flat rate charge of £45	0%
Sports Grounds General Safety Certificates				
General Safety Certificates	Cost recovery up to maximum of £500	Cost recovery up to maximum of £500	per certificate	0%
Special Safety Certificates for Sports Grounds	162.24	169.00	per certificate	4%

Income Source	Current Charge (exc VAT) £	Proposed Charge (exc VAT) £	Unit of Charge (per hr / day etc)	% Increase
CCTV Monitoring for external clients			per SLA	
Street Trading				
City centre pitch - application fee (monthly)	58.49	61.00	per licence	4%
City centre pitch - application fee (quarterly/full year)	175.48	182.50	per licence	4%
License fee (daily) - static trader	52.87	55.00	per licence	4%
License fee (weekly) - static trader	105.74	110.00	per licence	4%
License fee (monthly) - static trader	292.46	304.00	per licence	4%
License fee (quarterly) - static trader	409.45	426.00	per licence	4%
License fee (full year) - static trader	935.89	973.50	per licence	4%
City centre pitch - license fee (full year) - static trader	2,924.65	3,041.50	per licence	4%
License fee (daily) - mobile trader	52.87	55.00	per licence	4%
License fee (weekly) - mobile trader	105.74	110.00	per licence	4%
License fee (monthly) - mobile trader	140.61	146.00	per licence	4%
License fee (quarterly) - mobile trader	175.48	182.50	per licence	4%
License fee (full year) - mobile trader	350.96	365.00	per licence	4%
Taxi Licensing Fees				
Vehicles - less than 5 years	83.00	83.00	per licence	0%
Vehicles – more than 5 years, less than 10	114.00	114.00	per licence	0%
Vehicles – over 10 Years	166.00	166.00	per licence	0%
Drivers 3 year	249.00	249.00	per licence	0%
Driver instalments	83.00	83.00	per licence	0%
Operators 1-9 vehicles	1,000.00	1,000.00	per licence	0%
Operators 10-19 vehicles	1,500.00	1,500.00	per licence	0%
Operators 19-35 vehicles	2,000.00	2,000.00	per licence	0%
Operators 35+ vehicles	2,500.00	2,500.00	per licence	0%
Replacement rear plate	19.00	19.00	per item	0%
Replacement internal plate	12.00	12.00	per item	0%
Replacement licence	6.00	6.00	per licence	0%
Replacement bracket	13.00	13.00	per item	0%
Replacement Badge	19.00	19.00	per item	0%
Transfer Plate	65.00	65.00	per item	0%
Change of vehicle	115.00	115.00	per licence	0%
Knowledge test	65.00	65.00	per test	0%
Scrap Metal				
Site Licence	466.82	485.50	per licence	4%
Variation of licence	52.87	55.00	per licence	4%
Collectors licence	303.71	316.00	per licence	4%
Ceremony Charges for Naming and Vow Renewal Ceremonies				
Booking fee	70.00	70.00		0%
Mansion House - Monday to Thursday	285.00	300.00	per event	5%
Mansion House - Friday	340.00	355.00	per event	4%
Mansion House - Saturday (includes Premier Package)	375.00	390.00	per event	4%
Approved Venue - Monday to Thursday	395.00	415.00	per event	5%
Approved Venue - Friday	450.00	470.00	per event	4%
Approved Venue - Saturday	485.00	505.00	per event	4%
Approved Venue - Sunday, Bank holidays	555.00	575.00	per event	4%
Commemorative certificate packs	10.00	11.00	per pack	10%
Save the Date Fee	25.00	30.00	per request	20%
Approved Premise Licensing	1,700.00	1,800.00	per licence	6%
Citizenship Ceremony (individual)	95.00	100.00	per event	5%
Citizenship ceremony (additional relative)	35.00	40.00	per person	14%
Certificate Fees				
Certificate Search Fees				
Search 1 year either side of date				
Search a further 5 years	10.00	10.00	per request	0%
Search a further 10 years	18.00	18.00	per request	0%

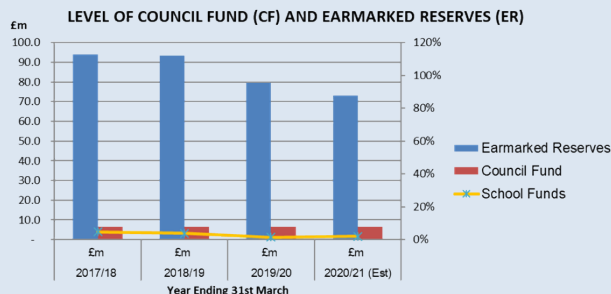
Income Source	Current Charge (exc VAT) £	Proposed Charge (exc VAT) £	Unit of Charge (per hr / day etc)	% Increase
Same Day Service				
Standard Certificate - premium for issuing certificate on same day	10.00	10.00	per certificate	0%
Short Certificate - premium for issuing certificate on	10.00	10.00	per certificate	0%
Certificate Postage Costs - "signed for" delivery				
Administration Charge - Registrar Certificate	2.00	2.00	per envelope	0%
Administration Charge - Superintendent Certificate	2.00	2.00	per envelope	0%
Same day service certificates *	37.00	37.00		0%
Regular service applications *	13.00	13.00		0%
<i>* These total charges are made up of 2 elements - the certificate (statutory fee for Priority or Regular service) plus postage - see sections above</i>				
Private Water Supplies				
Risk Assessment (each assessment) - Up to 3 hours	£181.71 for up to 3 hours plus £60.75 for each additional hour or part thereof, up to a maximum of £500*	£181.71 for up to 3 hours plus £60.75 for each additional hour or part thereof, up to a maximum of £500*	per assessment	
Sampling (each visit)	£100*	£100*	per sample	0%
Investigation (each investigation)	£100* plus the analysis cost	£100* plus the analysis cost	per investigation	0%
Grant of an authorisation (each authorisation)	£100*	£100*	per authorisation	0%
Analysis (taken under regulation 10)	£25*	£25*	per analysis	0%
Analysis (taken during check monitoring)	Analysis cost up to £100*	Analysis cost up to £100*	per analysis	0%
Analysis (taken during audit monitoring))	Analysis cost up to £500*	Analysis cost up to £500*	per analysis	0%
<i>* Maximum permitted by regulation</i>				
Fireworks - all year sales licence (set at statutory maximum)	500.00	500.00	per licence	0%
Ceremony Charges for Marriage and Civil Partnership				
Mansion House - Monday to Thursday	285.00	300.00	per event	5%
Mansion House - Friday	340.00	355.00	per event	4%
Mansion House - Saturday (includes Premier Package)	375.00	390.00	per event	4%
Approved Venue - Monday to Thursday	395.00	415.00	per event	5%
Approved Venue - Friday	450.00	470.00	per event	4%
Approved Venue - Saturday	485.00	505.00	per event	4%
Approved Venue - Sunday, Bank holidays	555.00	575.00	per event	4%
Register Office (simple ceremony)	46.00	46.00	per event	0%
Church/Chapel ceremony attendance	86.00	86.00	per event	0%
Legal notice of marriage or civil partnership	35.00	35.00	per notice	0%
Certificate (issued at time of registration)	11.00	11.00	per certificate	0%
Certificate (issued within 28 days)	11.00	11.00	per certificate	0%
Citizenship Ceremonies	95.00	95.00	per event	0%
Single Adult	35.00	35.00	per event	0%
Same Day Service				
Certificate (from archive)	35.00	35.00	per certificate	0%
Regular Service				
Standard Certificate (from archive)	11.00	11.00	per certificate	0%
Short Certificate (from archive)	11.00	11.00	per certificate	0%
Legal Services				
Local Land Charges (LLC1 only)	6.00	6.00	per search	0%
Local Land Charges (NIis LLC1))	4.00	4.00	per search	0%
Additional parcel fee (LLC1)	1.00	1.00	per search	0%

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Appendix 8 - Financial Resilience

The following tables, charts and figures give an indication of the financial resilience of the Council as per the Statement of Accounts

Level of Council Fund (CF) and Earmarked Reserves (ER)



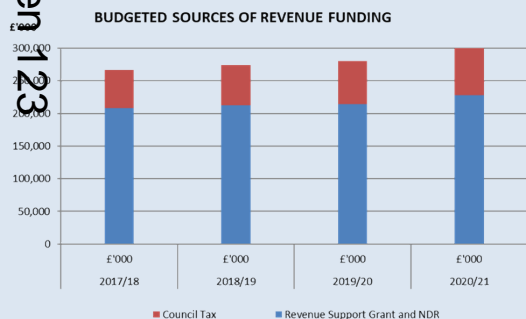
Level of Reserves

	2017/18	2018/19	2019/20	2020/21 (Est)
	£m	£m	£m	£m
Earmarked Reserves	93.9	93.4	79.5	73.1
Council Fund	6.5	6.5	6.5	6.5
School Funds	3.9	3.1	1.1	1.7

Budgeted Sources of Funding

Total Revenue Funding	2017/18	2018/19	2019/20	2020/21
	£'000	£'000	£'000	£'000
Revenue Support Grant and NDR	208,250	212,790	214,343	228,077
Council Tax	58,122	61,806	66,268	72,193

Budgeted Revenue Funding Split



Financial Performance and Ratios

Ratio	Calculation	2016/2017	2017/2018	2018/2019	2019/2020
		£'000	£'000	£'000	£'000
Net Worth (Assets - Liabilities)	(Asset - Liabilities)	20,785	20,213	48,973	7,812
Net Worth (exc Pension Liab.)	(Asset - Liabilities)	345,530	344,230	351,614	339,338
Working Capital Ratio	(Curr. Assets / Curr. Liabilities)	1.17	1.10	1.08	1.03
Gearing Ratio	(Borrowing / Total Reserves)	49.9%	66.9%	52.8%	51.9%

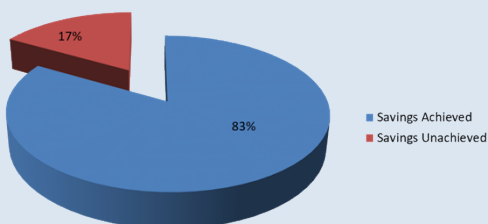
The figures below shows the 20/21 forecast position for both revenue and capital

2020/21 Revenue Forecast Position - November

Directorate	Current Budget	Budget Forecast	Variance	Variance
	£'000	£'000	£'000	%
Children & Young People	25,855	26,620	765	3.0
Adult & Community Services	49,216	47,976	(1,240)	(2.5)
Education	15,364	14,796	(568)	(3.7)
Schools	106,527	105,985	(542)	(0.5)
Regeneration, Investment & Housing	10,043	10,318	275	2.7
City Services	24,624	24,564	(60)	(0.2)
Corporate Services	18,954	18,416	(538)	(2.8)
Total Directorates	250,583	248,675	(1,908)	(0.8)
Capital Financing	23,316	23,316	-	-
Contingency/ Provisions	2,932	2,169	(763)	(26.0)
Levies / other	23,738	22,631	(1,107)	(4.7)
Reserves / Transfer	(299)	243	542	(181.3)
Total Budget	300,270	297,034	(3,236)	(1.1)
Additional funding - CT surplus	-	500	500	-
Projected Over/ (Under) spend	300,270	297,534	(2,736)	(0.9)

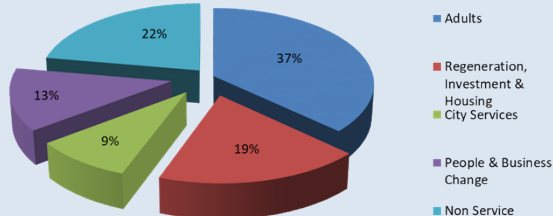
Revenue Savings Achieved and Unachieved (November 2020/21)

2020/21 REVENUE SAVINGS ACHIEVED AND UNACHIEVED



Analysis of Unachieved Savings

ANALYSIS OF UNACHIEVED SAVINGS - 2020/21



2020/21 Capital Forecast Position - November

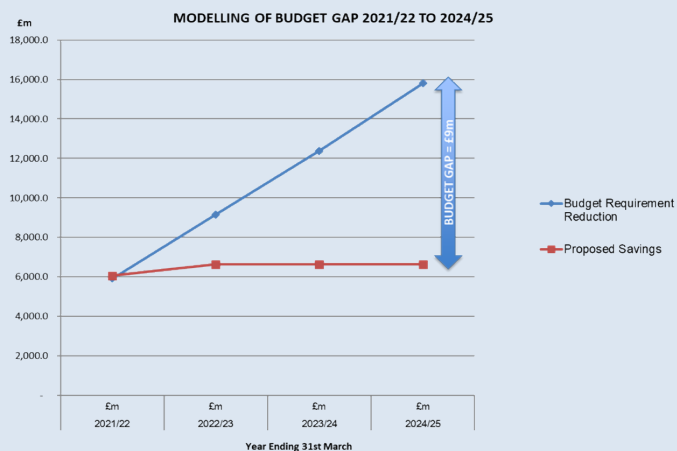
Directorate	Final Budget	Budget Forecast	Variance Slippage	Variance (Under)/ Overspend
	£'000	£'000	£'000	£'000
Education	9,683	8,229	(1,412)	(42)
Regeneration, Investment & Housing	11,969	10,318	(1,651)	-
People & Business Change	636	636	-	-
Adult & Community Services	250	250	-	-
Children & Young People Services	2,356	1,056	(1,300)	-
City Services	11,641	11,141	(205)	(295)
Total Budget	36,535	31,630	(4,568)	(337)

The tables below show the Medium Term Financial Plan (MTFP) and the risks facing the Council.

MTFP Scenario (prior to 'new' savings being approved)

	£'000	£'000	£'000	£'000	£'000
Financial Pressures	16,184	9,959	8,519	8,398	43,060
Funding Uplift	(12,719)	(4,297)	(2,755)	(2,350)	(22,121)
Budget Requirement Reduction	3,465	5,662	5,764	6,048	20,939
Increase in Ctax/ tax base	(2,956)	(2,434)	(2,532)	(2,633)	(10,555)
Savings	(649)	(563)	0	0	(1,212)
Budget Gap	(140)	2,665	3,232	3,415	9,172

Modelling of Budget Gap 2021/22 to 2024/25



Capital Expenditure & Need to borrow

Capital Expenditure	2019/20	2020/21	2021/22	2022/23
	Estimate	Estimate	Estimate	Estimate
	£m	£m	£m	£m
Total capital expenditure	31.9	60.2	49.1	8.4
Capital Financing Requirement				
Investments or (new borrowing)	-	0.4	27.3	43.7
CFR	281.2	294.9	304.1	304.4

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APPENDIX 9 – Medium Term Financial Projections (MTFP)

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	2021/22 £'000	2022/23 £'000	2023/24 £'000	2024/25 £'000	Total £'000
Funding					
Change in WG Revenue Support Grant (+5.6% in 21/22, +1.85%, +1.18% and 1% thereafter)	(12,719)	(4,297)	(2,755)	(2,350)	(22,121)
Increase in tax base - C.Tax @ 21/22 rate	(110)	-	-	-	(110)
C. Tax @ 5% 21/22 and 4% thereafter	(3,623)	(3,043)	(3,165)	(3,291)	(13,122)
Less consequential increase in benefits	777	609	633	658	2,677
Change in Income/Funding	(15,675)	(6,731)	(5,287)	(4,983)	(32,676)
Revenue Investments / Increased Costs					
Pricing - Pay Inflation & Increments (non schools)	1,742	2,481	1,509	1,539	7,271
Pricing - Contract/ Income Inflation (non schools)	3,454	2,815	2,918	3,024	12,211
Pricing - Pay Inflation & Increments (schools)	2,917	2,649	2,205	2,091	9,862
Pricing - Contract/ Income Inflation (schools)	172	179	186	194	731
Demand - Schools	1,848	1,547	1,309	1,075	5,779
Standstill/ 'committed' position	10,133	9,671	8,127	7,923	35,854
Demand - Social Care	1,476	(63)	-	-	1,413
Demand - Other	65	270	157	192	684
Other	1,541	-	-	-	1,541
Investments - Corporate Plan Promise	305	175	-	-	480
Capital Financing - other	2,664	(94)	235	283	3,088
Total Pressures	16,184	9,959	8,519	8,398	43,060
Gap Before Cost Reduction Plans	509	3,228	3,232	3,415	10,384
Cost Reduction - Transformation / Change Programme					
Cost reduction - new savings	-	-	-	-	-
Cost reduction - previously agreed savings	649	563	-	-	1,212
Total Savings	649	563	-	-	1,212
Balance - @ WG +5.6% 21/22, +1.85%, +1.18% and 1% thereafter	(140)	2,665	3,232	3,415	9,172
2 year budget gap (2021/22 to 2022/23)	2,525				

The MTFP represents the budget gap prior to any 'new' savings being approved.

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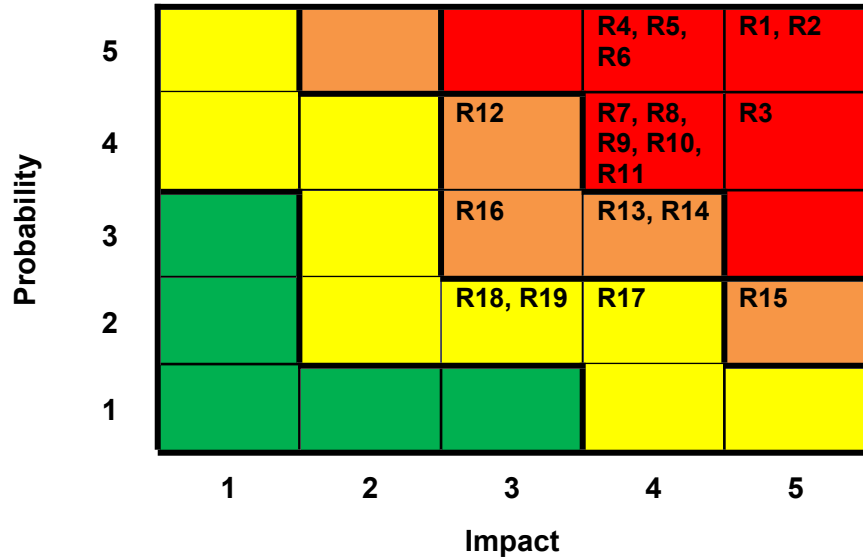
APPENDIX 10 – Projected earmarked reserves

Reserve	Balance at 31-Mar-20	Balance at 31-Mar-21	Balance at 31-Mar-22	Balance at 31-Mar-23	Balance at 31-Mar-24
	£'000	£'000	£'000	£'000	£'000
Council Fund:	(6,500)	(6,500)	(6,500)	(6,500)	(6,500)
Balances held by schools for future use	(1,113)	(1,655)	(1,655)	(1,655)	(1,655)
Earmarked Reserves:					
Music Service	(127)	(127)	(127)	(127)	(127)
Pay Reserve	(1,418)	(1,418)	(1,418)	(1,418)	(1,418)
Insurance Reserve	(664)	(664)	(234)	196	626
MMI Insurance Reserve	(602)	(602)	(602)	(602)	(602)
Health & Safety	(16)	(16)	(16)	(16)	(16)
Education Achievement Service	(92)	(92)	(92)	(92)	(92)
Schools Redundancies	(725)	(516)	(110)	296	701
General Investment Risk Reserve	(658)	(658)	(658)	(658)	(658)
European Funding I2A & CFW	(394)	(394)	(394)	(394)	(394)
Metro Bus	(9)	-	-	-	-
GEMS Redundancies	(78)	(78)	(78)	(78)	(78)
SUB TOTAL - RISK RESERVES	(4,783)	(4,565)	(3,729)	(2,893)	(2,058)
Capital Expenditure	(5,344)	(5,269)	(5,269)	(5,269)	(5,269)
Invest to Save	(9,938)	(8,039)	(7,672)	(7,344)	(7,344)
Super Connected Cities	(426)	(298)	(170)	(42)	86
Landfill (fines reserve)	(332)	(332)	(307)	(307)	(307)
School Reserve Other	(182)	-	-	-	-
School Works	(452)	(452)	(452)	(452)	(452)
Investment Reserve	(342)	(324)	-	-	-
Usable Capital Receipts	(8,259)	(6,139)	(5,691)	(5,103)	(5,103)
Streetscene Manager Support	(117)	-	-	-	-
SUB TOTAL - ENABLING RESERVES	(25,391)	(20,852)	(19,560)	(18,516)	(18,388)
Municipal Elections	(130)	(166)	(168)	(206)	-
Local Development Plan	(625)	(644)	(502)	(360)	(146)
Strategic Development Plan	-	(55)	(55)	(55)	(55)
Business Support Reserve	-	(54)	(54)	(54)	(54)
Glan Usk PFI	(1,607)	(1,603)	(1,639)	(1,649)	(1,633)
Southern Distributor Road PFI	(40,691)	(40,364)	(39,959)	(39,417)	(38,741)
Loan modification technical reserve (IFRS 9)	(1,085)	(910)	(835)	(755)	(665)
Building Control	(104)	(126)	(126)	(126)	(126)
SUB TOTAL - SMOOTHING RESERVES	(44,242)	(43,922)	(43,338)	(42,622)	(41,420)
Works of art	(21)	(21)	(21)	(21)	(21)
Theatre & Arts Centre	(232)	(232)	(232)	(232)	(232)
Cymorth Income	(25)	(25)	(17)	(8)	(0)
Blaen Y Pant	(18)	(10)	(10)	(10)	(10)
Homelessness Prevention	(38)	(38)	(12)	(12)	(12)
Environmental Health - Improve Air Quality	(49)	(49)	-	-	-
Refurbishment of a Children / Older People Homes	(41)	-	-	-	-
Apprenticeship Scheme	(29)	(29)	(21)	(21)	(21)
City Economic Development Reserve	(90)	(90)	(90)	(90)	(90)
Welsh Language Standards	(169)	(169)	(89)	(89)	(89)
Port Health	(16)	(16)	(16)	(16)	(16)
CRM	(244)	-	-	-	-
Financial System Upgrade	(400)	-	-	-	-
Events	(216)	(216)	(216)	(216)	(216)
MTFP Reserve	(2,037)	(2,037)	(2,037)	(2,037)	(2,037)
Voluntary Sector Grants	(49)	(37)	0	0	0
Bus Wifi	(17)	-	-	-	-
Bus Subsidy	(15)	(11)	-	-	-
Feasibility Reserve	(117)	(117)	(117)	(117)	(117)
IT Development	(53)	-	-	-	-
Leisure Delivery Plan	(103)	(103)	(103)	(103)	(103)
Chartist Tower	(256)	-	-	-	-
Joint Committee City Deal Reserve	(626)	(626)	(626)	(626)	(626)
NEW - Civil Parking Enforcement	(175)	-	-	-	-
SUB TOTAL - OTHER RESERVES	(5,036)	(5,326)	(3,606)	(3,598)	(3,590)
RESERVES TOTAL	(87,065)	(81,320)	(78,389)	(75,784)	(73,611)

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APPENDIX 11 – Corporate Risk Register Update – Quarter 2

Corporate Risk Register Heat Map



Corporate Risk Heat Map Key (Quarter 1 2020/21)	
R1 – Covid-19 Outbreak	R11 – Brexit – Trade Agreement
R2 – Stability of Social Services Providers	R12 – Pressure on Housing Service
R3 – Highways Network	R13 – Educational Out of County Placements
R4 – Pressure on Adult & Community Services	R14 – Demand for ALN and SEN support
R5 – Ash Die Back Disease	R15 – City Centre Security and Safety
R6 – Pressure on the delivery of Children Services	R16 – Climate Change
R7 – Balancing the Council’s Medium Term Budget	R17 – Newport Council’s Property Estate
R8 – Schools Finance / Cost Pressures	R18 –In year financial management
R9 – Cyber Security	R19 - Safeguarding
R10 – Pressure on Homelessness Service	

Risk Score Profile between Quarter 3 2019/20 and Quarter 2 2020/21

* Information on Cabinet portfolios added to the report to improve alignment with portfolios.

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Risk Reference	Risk	Lead Cabinet Member(s) *	Risk Score Quarter 3 2019/20	Risk Score Quarter 4 2019/20	Risk Score Quarter 1 2020/21	(Current) Risk Score Quarter 2 2020/21	Target Risk Score
R1	COVID-19 Pandemic Outbreak	Leader of the Council /Cabinet	-	20	25	25	6
R2	Stability of Social Services Providers	Cabinet Member for Social Services	20	25	25	25	6
R3	Highways Network	Deputy Leader and Cabinet Member for City Services and Member Development	20	20	20	20	9
R4	Pressure on Adult & Community Services	Cabinet Member for Social Services	16	16	20	20	10
R5	Ash Die Back Disease	Deputy Leader & Cabinet Member for City Services & Member Development	-	-	20	20	6
R6	Pressure on the delivery of Children Services	Cabinet Member for Social Services	16	16	20	20	6
R7	Balancing the Council's Medium Term budget	Leader of the Council / Cabinet	20	15	16	16	10
R8	Schools Finance / Cost Pressures	Leader of the Council /Cabinet Member for Education and Skills	20	16	16	16	6
R9	Cyber Security	Cabinet Member for Community & Resources	12	12	16	16	10
R10	Pressure on Homelessness Service	Leader of the Council	12	12	16	16	6
R11	Brexit – Trade Agreement	Leader of the Council / Cabinet	12	12	12	16	10

Risk Reference	Risk	Lead Cabinet Member(s) *	Risk Score Quarter 3 2019/20	Risk Score Quarter 4 2019/20	Risk Score Quarter 1 2020/21	(Current) Risk Score Quarter 2 2020/21	Target Risk Score
R12	Pressure on Housing Service	Leader of the Council	12	12	16	12	5
R13	Educational Out of County Placements	Cabinet Member for Education and Skills	16	16	16	12	5
R14	Demand for ALN and SEN support	Cabinet Member for Education and Skills	20	16	16	12	6
R15	City Centre Security and Safety	Deputy Leader and Cabinet Member for City Services and Member Development	15	15	10	10	8
R16	Climate Change	Cabinet Member for Sustainable Development	12	12	9	9	10
R17	Newport Council's Property Estate	Cabinet Member for Assets	12	12	8	8	9
R18	In year financial management	Leader of the Council / Cabinet	12	3	9	6	6
R19	Safeguarding	Cabinet Member for Social Services	6	6	6	6	4

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Report

Cabinet

Part 1

Date: 8 January 2021

Subject **November Revenue Budget Monitor**

Purpose To highlight the current forecast position on the Council's revenue budget and the risks and opportunities that present themselves within the November position.

Author Head of Finance (HoF)

Ward All

Summary The November 2020 revenue position forecasts an underspend of £2,736k. This is an improvement on the September position (£1,679k underspend), and reflects the improved forecast position within schools and also lower than anticipated demand currently being experienced with adult social care as a consequence of the ongoing Covid-19 pandemic. The bottom line underspend is inclusive of the £1.4m revenue budget contingency which is currently not required and accounts for just under half of the overall underspend. Other in year underspends are linked to some one-off budget savings this year due to significant delays in recruitment and far less miscellaneous expenditure being incurred than would have been ordinarily.

Undelivered MTFP savings have a significant impact on the overall service area position and represents the largest individual budget issue at this time. The performance on forecast delivery of savings has been significantly impacted by the Covid-19 situation and whilst this position has improved since that reported in September, there remains over £1 million of undelivered savings. It is very important that as much of this outstanding amount is delivered by 1 April 2021 to help both service area budgets in the current year but more importantly, next year 2021/22, especially given that new budget savings are likely to be required for full delivery from 1 April 2021.

Despite forecasting an overall underspend there remain key budget issues in a number of areas. The key areas of overspending include:

(i)	Undelivered 2020/21 and prior year budget savings	£1,033k
(ii)	Increased demand in social care	£725k

These overspends have been offset by savings against other service / non-service areas totalling £3,021k resulting in an overall underspend of £1,263k which to this is then added the currently unused general contingency budget of £1,473k.

Whilst the level of forecast overspending across schools has been an area of significant concern throughout the year, a forecast underspend is now anticipated. Forecasts have been reviewed in light of the impact of the pandemic and the reimbursement that the schools will receive from the Welsh Government hardship fund and one off funding received. Although it is pleasing to note that school forecasts have improved, they do remain an area of concern given that £2.7m has been transferred from schools reserves

over the last 2 years to fund schools overspending. Many schools are still projecting an overspend in the current year and the projected overall school reserves as at the end of this financial year is £1,655k, representing around only 1.6% of schools budgets and so the ongoing sustainability of schools budgets is a key issue.

- Appendix 1 Overall budget dashboard – November 2020
- Appendix 2 Revenue summary monitor – November 2020
- Appendix 3 Schools funding and balances
- Appendix 4 Planned movement in reserves

Proposal Cabinet is asked to:

- Note the overall budget forecast position and the significant overspending areas that is predominately resulting from undelivered MTFP savings impacted by the on-going pandemic; the risks associated with this and recommend that Heads of Service (HoS) continue to focus on implementation of agreed savings;
- Note the planning assumptions within the forecast position and in particular, the uncertainty around (i) the ongoing impact that Covid will have upon service areas and (ii) funding support available from Welsh Government (WG) for the remainder of the financial year;
- Note the forecast movements in reserves;
- Note the significant financial challenges that have the potential to face schools in future should schools not manage within approved budget and the serious impact it will likely have on the Councils other revenue budgets and reserves and that further work is in progress to review forecasts;
- Note that work is in progress to identify the impact of unspent budgets and grant funded areas to determine what needs to be carried forward to next year.

Action by Cabinet Members / Head of Finance/ Senior Leadership Team / Corporate Management Team to:

- HoS complete their review of key demand areas which are forecasting an overspending position to take action/ mitigate where possible financial pressures in future years;
- HoS deliver agreed 2020/21 budget savings as soon as practically possible under the current situation but by end of the financial year at latest;
- Promote and ensure robust forecasting throughout all service areas.

Timetable On going
This report was prepared after consultation with:

Chief Executive
Heads of Service
Budget Holders
Accountancy Staff

Signed

1 Background

- 1.1 Following the confirmation from Welsh Government (WG) of Covid-19 financial support for specific areas continuing to the end of the financial year, the general contingency was released and reported in the September update. Since this time the forecast continues to predict a much-improved position of £2,736k underspend, (£1,679k underspend in September).
- 1.2 At this stage of the year, this is a very positive position. However, with record numbers of people with Covid-19 in Wales and as we enter alert level 4; seeing tighter restrictions to control the spread of the virus, there may be currently unknown costs that arise in the coming months, which could affect the forecast.
- 1.3 The positive position reflects that the significant additional costs and loss of income in relation to Covid-19, which will be funded by the WG hardship, fund. The Council has been able to manage its other expenditure within its overall budget, which include staff savings and specific savings resulting from new ways of working over this period e.g. less travel, across the Council.
- 1.4 The key changes to forecasts since the September update relate to the following:

September forecast	(£1,679k)
Reduction in service area forecast overspend	(£938k)
Reduction in schools forecast overspend	(£186k)
Non service (inc. C Tax collection and CTRS)	<u>£67k</u>
Overall November forecast	(£2,736k)

- 1.5 Whilst it is evident that the Covid-19 virus and associated lockdown measures have had significant financial implications for the Council, in terms of both additional costs and loss of income, the financial support in the form of the hardship fund has meant that the financial consequence to the council has been kept to a minimum. That said, these issues are in addition to the 'usual' challenges placed upon the Council budget and, in addition, the reality is that the council could be facing the consequence of the pandemic and the impact of the economic downturn for many months and years to come. The key areas likely to be affected include:
- (i) Demand led service areas and delivering agreed savings, which have been directly or indirectly affected by the current situation;
 - (ii) Demand for council tax reduction scheme and the downturn in council tax collection rates, especially as furlough scheme ends and the ongoing economic impact of the pandemic.
- 1.6 The following section highlights the key areas contributing to the position as well as the risks embedded within these forecasts.

2 Key areas contributing to position

- 2.1 The following highlights the key areas that contribute to the overall Council position, with the report providing further details below:

(i)	Actual loss of income resulting from Covid-19 (para 2.4)	£2,686k
(ii)	Offset by WG funding	(£2,686k)
(iii)	Increased demand across key social care areas (para 2.6)	£725k
(iv)	Undelivered budget savings (para 2.13)	£1,033k
(v)	Council tax reduction scheme	(£1,200k)
(vi)	Collection of council tax	£800k
(vii)	Other mitigating savings (inc staff savings)	(£2,621k)
(viii)	General contingency budget	(£1,473k)

2.2 The key 'downsides' to this forecast, which have the potential to worsen the position, are

- Within children's services, additional pressure/challenges in families resulting from Covid could increase demand in the future;
- Specific costs of 'service recovery actions' are not reflected in detail in these forecasts as services continue to work these through and in current circumstances, are paused / affected by the worsening Covid-19 situation. Where not eligible for reimbursement, they will worsen forecasts and services are therefore recommended to minimise these wherever possible;
- There is an assumption that there will be full reimbursement of Covid related costs and loss of income to end of the financial year. As funding is currently fixed and demand on it grows and might grow further/faster with the worsening situation, there may not be sufficient funding to offset these costs. This is regularly reviewed by WG officials and Welsh Treasurers. Therefore, there is a potential that these will negatively affect the forecast.

2.3 The forecast is unavoidably subject to some potentially significant changes as we progress through the financial year much of which will be dependent upon the longevity of the hardship funding from WG and furthermore the impact of the recent tiered system announced by the First Minister, which has seen Wales enter level 4 lockdown at the end of December. In the meantime, the Council continues to:

- (i) Ensure that all costs that are being claimed are eligible as per the latest terms and conditions and ensure we know and understand the 'terms' / 'eligibility' for the hardship fund to help ensure this. The Head of Finance (HoF) distributes and discusses this with services on a regular basis and finance staff supporting services to assist with this.
- (ii) Review current levels of staff overtime and agency costs required to cover for staff who are shielding or cannot work in the current situation; ensuring they are unavoidable and therefore claimable. The situation where these are claimable are now more restricted than previously.

Key assumptions & budget variances include:

Assumption - WG Financial Support on key areas of Expenditure:

- The following areas of eligible spend will be reimbursed for the remainder of the financial year:
 - Homelessness and continued support for adult social care providers;
 - Staffing additional hours and overtime as a direct result of Covid. It was expected that these costs would reduce significantly in the second part of the year as service areas move to recovery phase but the on-going and worsening situation means these costs are rising again as Councils own staff are affected and demands for support continues/increases;
 - Any expenditure in relation to social distancing measures and enhanced infection control;
 - Future claims in relation to additional free schools meals will be reimbursed in full.

Assumption - WG financial Support on Loss of income due to Covid-19 - £2,686k:

2.4 In addition to the increased costs, the Council is also impacted by reduced external income from activities such as car parking and adult social care. Given that some of the income will not recover immediately the forecasts have been updated to reflect the anticipated impact over the remainder of the year.

2.5 The forecast assumes that the Hardship Fund will be sufficient to cover all lost income claims to the year –end and this is reviewed regularly by WG officials and Welsh Treasurers.

Key assumptions in this area include:

- All relevant lost income (net of reduced costs) for 2020/21 financial year will be reimbursed by WG. The councils claim for lost income in quarter 1 and 2 was in the region of £2.7m and the quarter 3 claim is due to be submitted in January.
- The forecast includes reimbursement of some types of income that WG are withholding payment on currently i.e. planning and registrars fees. This will be reviewed by WG at the back end of the financial year and therefore there is a risk that full reimbursement may not be achieved.

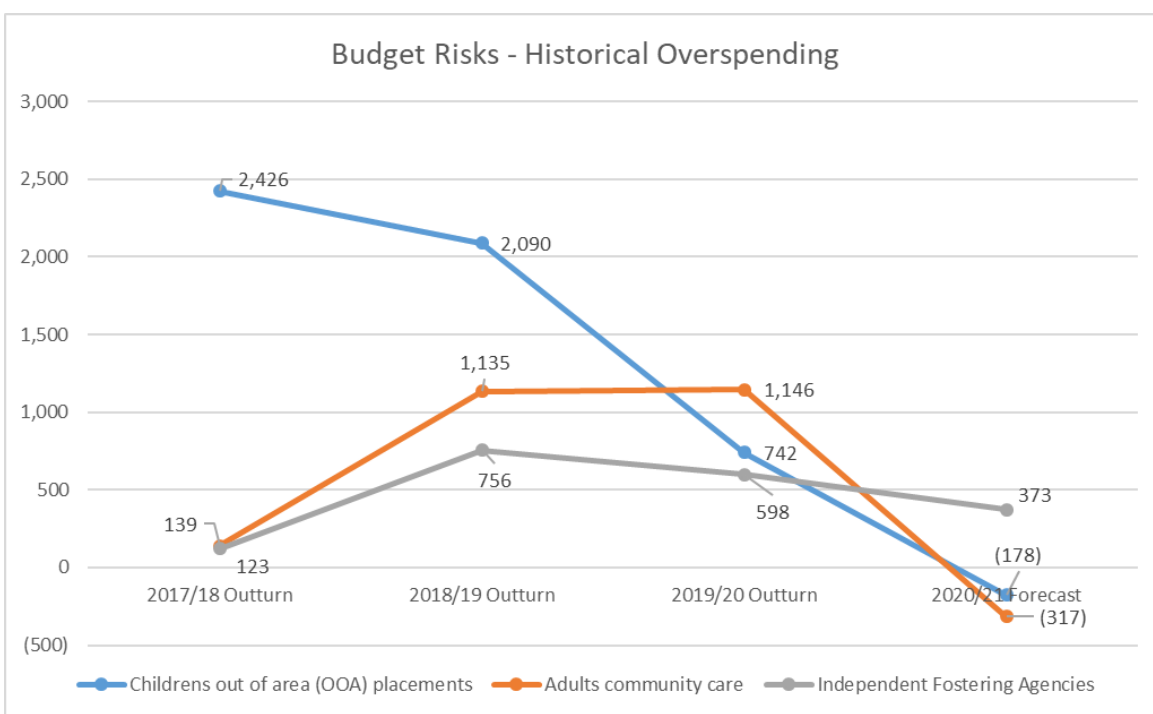
Variance - Demand led budgets - £725k overspend

2.6 There are three areas of continued risk in terms of significant overspending against budget, which have been well documented throughout the year:

- Children’s out of area placements
- Independent fostering agencies
- Adult community care

2.7 These are recurring issues and demand in most of these areas have been increasing over the last 2-3 years. Although these areas have received significant investment year on year, previously the demand continued to accelerate beyond the budget available. However, the outbreak of the pandemic has seen demand in community care reduce significantly due, in part, to service users being cared for by family members temporarily which has led to a reduction in forecast.

2.8 The following chart represents the forecasts over the last 3 years in these areas. Whilst the level of overspending in these areas has reduced due to significant investment in 2020/21, independent fostering agencies continue to forecast an overspend of £373k.



- 2.9 **Children's out of area placements** – After investment of £182k, over and above inflation, in the 2020/21 budget, this budget can support 20 out of area placements. In November, the number of out of area placements are at 19 forecast to the end of the year resulting in a forecast underspend of £178k for the year.
- 2.10 **Children's independent fostering** – Investment of £382k, over and above inflation, in 2020/21 enables the budget to support 60 placements which is reasonable given the level of increasing demand that was experienced in 2019/20. This year demand has continued to increase with placements peaking at 73 as at the end of July. Covid-19 has delayed alternative suitable placements and adoptions resulting in the number of placements in this sector reducing to 64 at the end of November. The expectation is that numbers will be maintained at this level until the end of the year resulting in an overall forecast overspend of £373k for the year.
- 2.11 **Adults community care** - £1.4m has been invested into the adult's community care budget for 2020/21, over and above inflation. Whilst the numbers of residential /nursing users started to increase earlier in the year there has recently seen a reduction of over 100 service users – the majority of this change has been because of the ongoing pandemic. The ongoing situation regarding the virus and the onset of the winter period, which in previous years has resulted in a number of placements ending, adds an element of increased uncertainty to the forecast position. Based on the current trajectory of users an underspend of £317k is forecast. This also assumes that income in respect of non-residential placement income lost due to Covid will be reimbursed in full (£400k).
- 2.12 In addition to the three areas set out above careful consideration should also be given to another two budget areas within social care:
- (i) the emergency placements budget within children's services is under significant pressure due to current circumstances and is forecasting an overspend of £493k. This is an area, which will continue to be closely monitored and will feature within future updates as a risk area once placement information has been received and analysed further, and
 - (ii) within leaving care, there are new properties that have been taken on and in addition, payments are being made which are not eligible under the hardship fund. An overspend of £354k is forecast.

Variance - Delivery of agreed budget savings - £1,033k overspend

- 2.13 The position on delivery of savings is shown in appendix 1. Although the performance on forecast delivery of savings has been significantly impacted by the Covid-19 situation, there has been an improvement in the last few months. The levels of projected savings are 83% of target. In addition to the £900k shortfall this represents, there remains £133k of undelivered savings from 2019/20, which need to be addressed by children's social services. Whilst the current delay is unavoidable, services will need to deliver these savings as best they can, at least by the end of current financial year so that they do not carry forward as an issue into next year, alongside potentially further new savings requiring delivery. Cabinet are asked to note and approve this, which will require on-going focus by Heads of Service (HoS) and their teams.

Summary by Portfolio	People	Place	Corporate	Non Service	Total
2020/21 MTRP Target (£) Total	2,211	1,282	794	1,130	5,417
Total Savings Realised by Year End 2020/21	1,878	1,034	676	930	4,517
Variation to MTRP Target	-333	-248	-119	-200	-900
Variation % to MTRP Target	-15%	-19%	-15%	-18%	-17%
Undelivered Savings from Previous Years	-133	0	0	0	-133
Total Undelivered Savings	-466	-248	-119	-200	-1,033

2.14 Whilst these areas are considered as part of our future financial planning and budget process, overall they contribute over £1m of overspending against the current year's budget and the current overall overspending of the Council's budget.

2.15 Some of the key areas and projects experiencing delays in 2020/21 due to Covid are set out below:

Adult Services (£333k)

- Reduction in Projected Cost of Accommodation Based Care and Support Services for People with Learning Disabilities - £233k
- Telecare service - £100k

Regeneration, Investment and Housing (£167k)

- Implementation of neighbourhood hubs - £137k
- Increased Revenue from Newport Norse profit share - £30k

City Services (£81k)

- Increase in fees – £24k
- Increased Recycling - Bag Sorting at Household Waste Recycling Centre - £57k

People & Business Change (£119k)

- Innovation and Transformation Offering - reduction in programme management capacity - £71k
- Digital Savings - Public Building Wi-Fi - "Community Cloud" - £48k

Non-service (£200k)

- Challenge the Council's Risk Appetite for Investments, and Undertake Larger Long-Term Investments (£10m) in Riskier Instruments - £200k

2.16 A review of unspent budgets and in year grant funding is currently being co-ordinated to understand the ongoing impact and to identify which elements need to be carried forward. The outcome of this work has the potential to have a minor impact on the forecast underspend.

3 Council Tax and Council Tax Reduction Scheme (CTRS)

3.1 In previous monitoring reports, the risk to the collection of council tax income and the potential increased cost of the CTRS has been highlighted. Following six months of collection data, there is now a bit more certainty to be able to provide an initial projection on these.

3.2 In terms of council tax income, collection at end of September income is c£2m down on comparative period in 2019/20, representing a shortfall for in-year collection of 1.8%. This will ultimately lead to an increased arrears balance at year-end and while collection of this debt can

take place over a number of years, there will be a required increased bad debt provision at year-end.

- 3.3 Crucially here, whilst in year collection of the current years Council Tax due has stabilised at about the above percentage in terms of shortfall against normal years, the collection of previous years Council Tax debts brought forward into the year for collection is still worsening compared to what we'd normally expect to recover. In essence, collection of older year Council Tax debts is much worse than normal and we will be adding much more to that older year's debt compared to a normal year, as more of the current year tax due remains unpaid at 31 March. The Head of Finance will be requesting that some additional one-off grant funding received this current year for the revenues function but which can't be spent; is carried forward and used to bring in some fixed term resources for c18 months to help catch up with recovery and other areas of general administration of Council Tax. The grants were received for additional work in administering 'business rates grant schemes' but the focus of doing those has meant a lesser time/focus on arrears and recovery work.
- 3.4 The calculation of the increase in provision has led to a forecast overspend on Council Tax income of £800k, this will be closely monitored to assess whether there will be further impact on collection as national and local lockdowns impact on the ability of households to pay and how arrears collection processes might impact on this over the second half of the year. This has increased from the previous month forecast to reflect that the collection of council tax continues to be low and there is uncertainty that this will be easily recovered in future years. The provision set aside for this can then be reviewed during 2021/22 to assess the adequacy of the provision. In this monitoring this has been offset by an adjustment to the CTRS budget as discussed below.
- 3.5 At the end of November CTRS has seen an increase in the claims compared to the same time last year, however this has not been as significant as may be expected. The UK furlough scheme has also been extended and will have had a positive impact here. However, it is an area of uncertainty and on balance, the risks of cost pressures here are significant – there are normally significant lag between the claim and the value coming through, ending of the furlough scheme and further lockdowns may cause job losses or significant reductions in income and an increase in CTRS claims could follow. The increase in CTRS has been mitigated somewhat with WG agreeing that increases in costs for quarter 1 and quarter 2 over and above 'baseline caseloads' as of February 2020 will be funded, and therefore it could realistically be assumed that increases to the end of the year will be covered. In Newport, as in previous years, we have set a prudent budget for CTRS and this has given rise to underspends for a number of years, and this is estimated to be the case in 2020/21 with a forecast underspend of £1,200k, after taking into account increase in demand and associated reimbursement from a baseline of February 2020 demand levels. The availability of the benefit is widely communicated and made aware to all taxpayers who are experiencing paying Council Tax.

4 Schools

- 4.1 Appendix 3 highlights that overall schools are currently forecasting an underspend of £542k. This is a significant improvement from the last monitoring position and is due to:
- schools own forecasts improving by c£560k given reduced costs from school closures earlier in the year
 - One –off grant funding from WG of c£320k for teachers pay
 - distribution on some ISB contingency not needed this year for supply teachers costs, back to schools, at c£200k
 - contribution from Educations department budget for specific ALN provision costs at c£440k

Whilst the projected schools balances have improved this month they still highlight that 26 out of 56 schools have an in year overspend and will have minimal balances remaining at the end of the financial year. As with other service areas schools have assumed that eligible Covid expenditure and lost income will be reimbursed.

- 4.2 With the exception of primary, all school sectors are currently forecasting an in year overspend against approved budget. The main sectors forecasting in year overspending are nursery and secondary sectors, which combined, contribute 88% to the in year overspending position. A summary table is shown below:

	Reserves balance 31/03/20	In year Under/(overspend)	Reserves Balance 31/03/21
	£	£	£
Nursery	(36,456)	(86,463)	(122,919)
Primary	3,331,795	82,787	3,414,581
Secondary	(2,177,504)	(83,005)	(2,260,510)
Special	(4,677)	(21,175)	(25,851)
Total	1,113,157	(107,856)	1,005,301
Assumed grant and other compensation		649,955	649,955
Total	1,113,157	542,099	1,655,256

- 4.3 Schools reserves have been depleted significantly over the last two years resulting in a closing balance as at 31st March 2020 of £1,113k. The forecast level of underspending across schools will see balances increase to £1,655k at the end of the year. Given that £2.7m has been transferred from school reserves over the last 2 years and that 26 out of 56 schools are anticipating in year overspends there must continue to be close monitoring of this area.
- 4.4 For those areas forecasting an in year overspend it is unlikely to be resolved after this financial year by current 'deficit recovery plans' given the size of that or deal with the large, historical deficits which have been built up. It has the real potential to negatively impact on other Council budgets and reserves for more than this one year.
- 4.5 Ten schools are anticipating a negative balance position at the end of the current financial year, one from the nursery sector, two from the primary sector, six from the secondary sector and one from the special sector. The cumulative forecast deficit for these schools is over £3.1m.
- 4.6 The Cabinet approved additional funding in the 2020/21 budget to resource some analytical and senior leadership capacity to this challenge and the current situation has delayed recruitment to date, which is unhelpful given the position, but unavoidable. Currently officers, including the Chief Education Officer and AHoF / HoF are engaged on this alongside colleagues.

5 Use of reserves

- 5.1 Appendix 4 illustrates the planned movements in reserves throughout the year. Cabinet should note the opening balance as at 31st March 2020, forecast planned transfers in/ (out) of reserves in 2020/21 and the forecast balance as at 31st March 2021. Current projections suggest that 7% of the Council reserves will be utilised by the end of the financial year, which is in line with planned and expected use. The general fund reserve is at the minimum level required (£6.5m) representing 2% of the overall net budget.
- 5.2 The above position on reserves is based on planned use of reserves. As the general reserve is at the minimum level and other reserves are earmarked, any un-planned use will require the Cabinet to approve use of current earmarked reserves for these, which could affect future finances of the Council.
- 5.3 The Council has a good level of reserves but these are virtually all earmarked and committed but they do ultimately provide, in the last resort, some mitigation for overspending. If this was to happen, then future projects, which were funded from these reserves, may not be able to progress or in using other reserves, budgetary provision would need to be made to 'repay' these,

creating further pressure on the Council's MTFP. There are no easy, impact free solutions through reserves but they do ultimately provide some cover in the last resort and in the short term.

Timetable

Ongoing

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?
Risk of overspending	H	M	Regular forecasting and strong financial management Revenue budget contingency	
Poor forecasting	M	M	Better forecasting in non-service areas where large variances occurred in 1920 Review and refinement in service areas of risk based modelling CX/HoF setting out clear expectations	Asst. Head of Finance (HoF) Senior Finance Business Partners (SFBP's) and budget managers CX / HoF

* Taking account of proposed mitigation measures

Links to Council Policies and Priorities

Despite the uncertainty that the current pandemic presents, strong financial management continues to underpin services and medium term financial planning.

Options Available and considered

In terms of the overall forecast, position and financial management there are no options – the Council needs to operate within its overall budget. Although a forecast underspend is anticipated there remains a risk that with the second wave of the pandemic there may be currently unknown costs that arise in the coming months, which will affect the current forecast. Furthermore, with the WG hardship fund likely to become under further strain to support local authorities there is a need to carefully manage key demand areas/ areas of significant overspending and identifying mitigation for these wherever possible. Schools must also take action to ensure they manage within available funding as previous spells of overspending in schools has highlighted the significant impact that and net overspend could have on the overall council position.

Preferred Option and Why

CMT take a targeted approach to reducing spend across service areas whilst ensuring management of key budgets and risks, specifically the delivery of previously agreed MTFP savings.

Comments of Chief Financial Officer

Since receiving confirmation from WG that financial support would continue to the end of the year the 2020/21 revenue budget forecast position has improved. This has allowed the release of the general contingency budget and that represents the vast majority of the 'bottom line' underspend. Since the last monitor, the schools position has improved both from their own updating of forecasts which better reflects the financial support they are getting and also from some one-off funding. The underlying position is however, still challenging for schools.

Whilst the overall position is positive, there remain issues requiring on-going review and focus to improve, in particular

- the delivery of agreed savings, which although it has improved, continues to be relatively significant. Particular focus is required to improve this further and provide the best 'platform' to go into the 2021/23 financial year as any new savings required for that year would be in addition to any non-delivered one's and increase our challenges

Council Tax collection is an on-going potential problem and could be significant if the collection of this income does not improve. Although the first six months data has been used to reflect collection rates this will continue to be carefully monitored to assess whether there is a further impact on collection as national and local lockdowns impact on the ability of households to pay. The use of grant funding received this year as highlighted in the report for some fixed term resources to 'catch up' on general administration back-logs and enable more recovery work will hopefully help.

Comments of Monitoring Officer

There are no legal issues arising from the report

Comments of Head of People and Business Change

The report notes the forecast financial position of the Council. Welsh Government will continue to reimburse the Council for the remainder of the financial year for additional staff hours and overtime incurred as a direct result of Covid-19. Service areas continue to review current levels of staff overtime and agency costs required to cover for staff who are shielding or cannot work in the current situation; ensuring they are unavoidable and therefore claimable. The situations where these are claimable are now more restricted than previously.

The report notes delays in the delivery of agreed budget savings, including £119k for the People and Business Change service area. We remain focused on delivering these savings.

The Well-being of Future Generations Act requires public bodies to apply the five ways of working to any financial planning, which will address short-term priorities with the need to safeguard the ability to meet long-term needs. This report gives an early indication of the revenue forecast position and the issues affecting financial management during 2020/21 and notes that any future reductions in funding will need to reflect and be consistent with the five ways of working. Sound financial planning and monitoring by the Council support the well-being goal of a Prosperous Wales.

Comments of Cabinet Member

The Chair of Cabinet, as Cabinet Member for resources has approved the report for consideration and approval by Cabinet.

Local issues

N/A

Scrutiny Committees

N/A

Equalities Impact Assessment and the Equalities Act 2010

N/A

Children and Families (Wales) Measure

N/A

Wellbeing of Future Generations (Wales) Act 2015

This update is against a backdrop of prolonged pressure on public services as a combination of reduced income, rising demands on services, increased expectations, compliance with new legislation and the increasing costs of running services, which has seen the delivery of significant budget savings over the last five years. Any future reductions in funding will need to reflect and be consistent with the five principles underpinning the Wellbeing of Future Generation (Wales) Act 2015.

Wellbeing of Future Generations (Wales) Act 2015 forms an integral part of the financial management of the Council and the MTFP process of which the outturn of the Council is an essential part. Analysis and review of reserves are an important aspect on the future generations and the Head of Finance reviews and assesses the robustness and adequacy of these reserves as part of this report.

Consultation

N/A

Background Papers

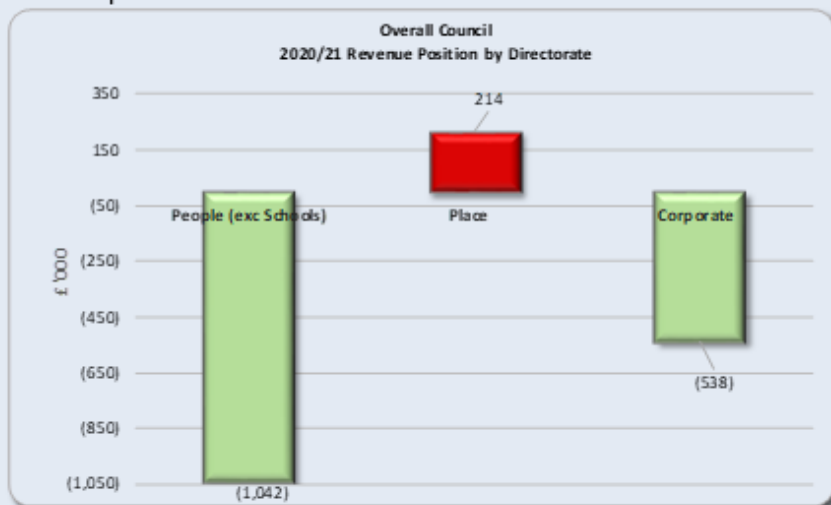
Dated:

Appendix 1

Budget Monitoring Position – November 2020

Position by Directorate	Current Budget	Forecast	Variance
	£'000	£'000	£'000
People (exc Schools)	90,434	89,392	(1,042)
Place	34,668	34,882	214
Corporate	18,953	18,416	(538)
Service Area Budget	144,055	142,690	(1,365)
Schools	106,527	105,985	(542)
Service Area Budget (inc Schools)	250,583	248,675	(1,907)
Schools - transfer to reserve	0	542	542
Non Service	48,215	48,317	102
Total Budget (excluding contingency)	298,797	297,534	(1,263)
General Contingency	1,473	0	(1,473)
Total Budget (Including contingency)	300,270	297,534	(2,736)

Detailed explanations can be found within service area dashboards



Undelivered Savings:

- 2020/21 - £900k
- Previous years - £133k
- Overall, undelivered savings are resulting in forecast overspend against budget of £1m. This is predominantly due to delays in implementation due to Covid.

Position Summary

- Revenue outturn reports an underspend of £2,736k which includes an underspend against the general contingency of £1.4m.
- In addition to the general contingency, service area forecasts have improved, the majority of which relates to lower than anticipated demand within social care and an improved position on school forecasts.
- Schools are now forecasting an underspend against budget and so no residual pressure on the overall council position is expected.
- The forecast has benefitted from some one off budget savings this year:
 - Vacancy savings are significant due to delays in recruitment in the current situation
 - A number of staffing costs e.g. overtime claimed under the hardship fund which may have ordinarily been incurred
 - Loss of income assumed to be reimbursed although some areas may have seen a downturn in income levels despite Covid
 - Far less miscellaneous expenditure being incurred that would have been ordinarily.
- Although the overall position is positive there are key budget issues in a number of areas which need to be addressed:
 - Undelivered 20/21 and prior year savings (£1,033k)
 - Increased demand for independent fostering agencies (£373k) and emergency placements (£493k).
- It is important to note that the future of the pandemic and the likely financial consequence of further local and national lockdowns is unknown at this time and has the potential to affect forecasts should the WG hardship fund be insufficient to cover.

Budget Monitoring Position – November 2020

Key Assumptions and Risks - Covid

WG Financial support

- Forecasts assume that all eligible Covid related spend incurred for the remainder of the financial year will be reimbursed by the WG hardship fund; Significant areas which will be claiming from this fund include continued homelessness costs, continued support of Adult Social Care; cover cost of overtime and agency for shielding and covid related sickness; and additional cost of cleaning in schools and social distancing measures.
- Whilst it is assumed that lost income will also be reimbursed by WG the value of this is yet to be confirmed. This will continue to be reviewed as there is a risk that full reimbursement will not be achieved.
- Key areas of lost income include:
 - Adult Social Care – Charges for externally provided residential care
 - RIH –Commercial & Industrial property income; & Norse profit share
 - City Services – Bus shelter advertising; Bus station departures; Car parking
 - Corporate (registrars) – drop in ceremony income
- Additional cleaning costs in schools from September expected to have nil impact on the overall Education position.

Other Key Assumptions and Risks

- Vast majority of schools have spent more than their funding in 20/21;
- Whilst the projected schools balances have improved this month as a result of £542k in year underspending it should be highlighted that 26 out of 56 schools have an in year overspend and will have minimal balances available at the end of the year. Whilst this position has improved **this is a concern for the Council and something that requires attention.**

In summary the forecast position is made up of the following:

MTFP undelivered savings 2020/21	£1,033k
Key demand led areas across social care	£725k
Staffing and other service area variances	(£2,621k)
Council tax collection and CTRS	(£400k)
General contingency	<u>(£1,473k)</u>
Forecast position	(£2,736k)

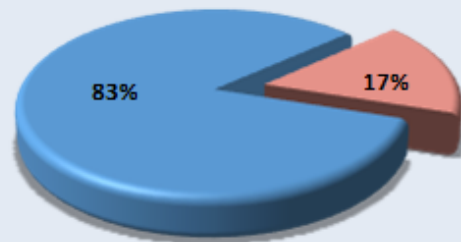
Budget Monitoring Position – November 2020

Staff Forecasts

Overall Staffing	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Budget (€'000)	59,926	59,926	60,116	59,906	59,425	59,431	59,551	54,233	54,233	54,233	54,233	54,233
Forecast (€'000)	59,926	59,958	59,157	58,396	57,875	57,911	57,865	52,586	52,586	52,586	52,586	52,586
Variance (€'000)	0	32	(959)	(1,510)	(1,550)	(1,519)	(1,686)	(1,647)	(1,647)	(1,647)	(1,647)	(1,647)

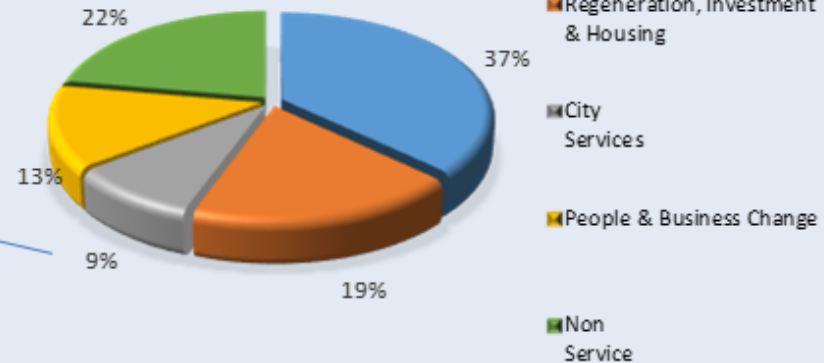
- Whilst there are a number of vacancies across the council and recruitment into these non essential posts has been somewhat delayed these savings are being offset in part by an increased requirement for additional staff time and agency staff.

2020/21 Delivery of Savings (Forecast)



■ Savings Achieved ■ Savings Unachieved

Analysis of Unachieved Savings



■ Social Services Adults
 ■ Regeneration, Investment & Housing
 ■ City Services
 ■ People & Business Change
 ■ Non Service

- The first chart shows that 83% of the total savings are forecast for full delivery in 2020/21;
- The second chart illustrates the areas where savings are forecast not to be delivered (17% of overall target);
- The delivery of savings in 2020/21 has been significantly affected by the ongoing pandemic and the resulting overspends against budget have been reflected within the forecast;
- In addition to the £900k undelivered savings in 20/21 there remains £133k of undelivered savings from previous years within social care.

Overall Summary by Directorate	People	Place	Corporate	Non Service	Total
2020/21 MTRP Target (£) Total	2,211	1,282	794	1,130	5,417
Total Savings Realised by Year End 2020/21	1,878	1,034	676	930	4,517
Variation to MTRP Target	-333	-248	-119	-200	-900
Variation % to MTRP Target	-15%	-19%	-15%	-18%	-17%

Budget Monitoring Position – November 2020

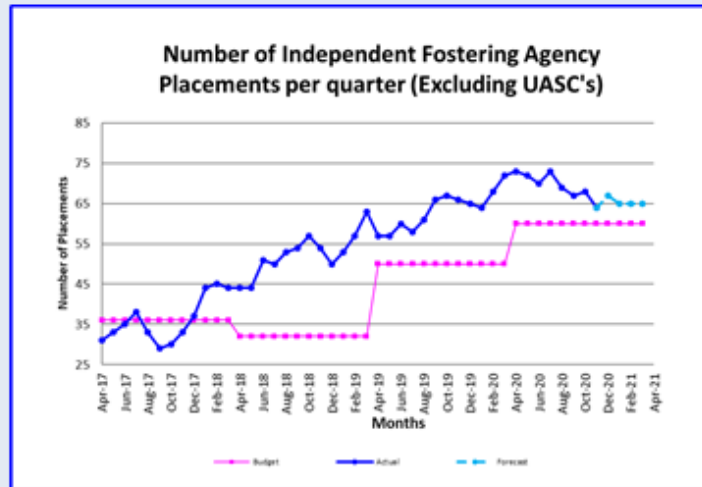
	Annual Budget £'000	Forecast £'000	Variance £'000	Graph Reference
Risk Based Areas				
Children & Young People				
Independent Fostering Agencies	2,382	2,755	373	i
Out of Area Residential	3,009	2,831	(178)	ii
In House Fostering	3,479	3,302	(177)	
Leaving Care	672	1,026	354	
Legal fees	950	950	0	
In House Residential	2,190	2,646	456	
Emergency Placements	0	493	493	
Adult & Community Services				
Community Care - Residential	21,300	21,104	(196)	
Community Care - Supported Living	10,499	11,041	542	iii
Community Care - Non Residential	11,317	11,057	(260)	iv
Community Care Income - Residential & Non Residential	(8,096)	(8,444)	(348)	
Education				
SEN Out of County - Local Authority	2,425	1,049	(1,376)	v
SEN Out of County - Independents	2,092	2,625	534	v
SEN Local Provision Development	621	1,489	868	
SEN Transport	1,674	1,619	(55)	
Special Home to School Transport	815	811	(4)	
Bridge Achievement Centre	1,190	1,190	0	
Regeneration, Investment & Housing				
Homelessness - B&B Costs	746	1,036	290	
Commercial & Industrial Properties Income	1,460	1,260	(200)	
City Services				
Commercial/ Asbestos Income	1,245	1,336	91	
Home to School Transport - Primary	989	869	(120)	
Home to School Transport - Secondary	1,171	1,128	(43)	
Home to School Transport - College	117	87	(30)	
CPE - Fines income	691	532	(159)	
Burial fees	561	580	19	
Car parking income	892	892	0	
Law & Regulation				
Licensing - Hackney carriages / private hire	(361)	(450)	(88)	
Total Net Budget	64,029	64,814	785	

- In 2020/21, there were over 25 budget areas identified as having the potential to be high risk or highly volatile. This list was reviewed on an on-going basis
- Although some of these areas have come in underspent against budget, they have continued to be monitored given the potential to have a significant impact
- There are six budget 'hotspot' areas within the risk based monitoring which demonstrate the significant financial impact and risk that only a small number of areas pose to the financial position of the Authority (graph ref i – v)
- The figures here do not reflect the Covid related loss of income being claimed from WG to highlight the risk in these areas.

Budget Monitoring Position – November 2020

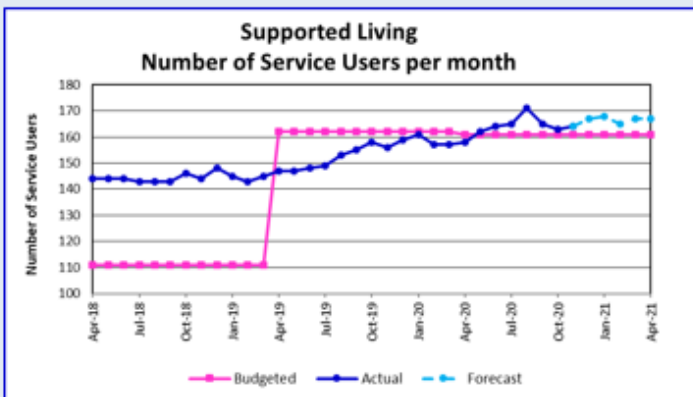
Risk Based Monitoring graphs

(i) Independent Fostering Agencies



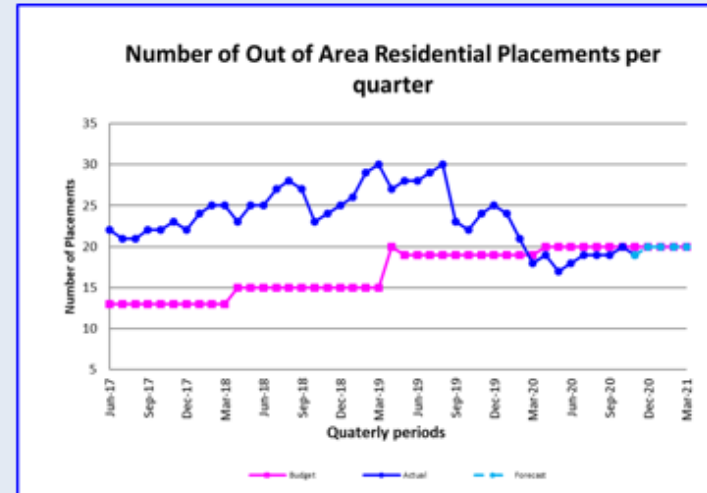
- The 2020/21 budget can afford 60 placements at an average cost. The number of placements have reduced to 64 at the end of November. It is expected that numbers will remain the same at year end, giving an overall overspend in this area of £376k.

(iii) Community Care – Supported Living



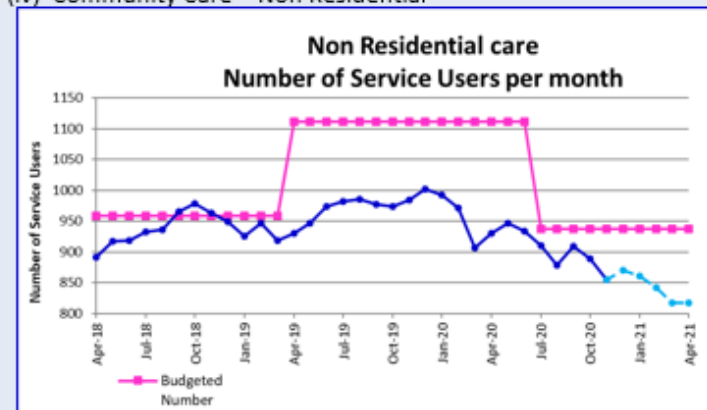
- Budget can afford 161 placements at an average cost. Currently numbers are at 164 with almost a third of costs being higher than the average resulting in an overspend of £542k.

(ii) Out of Area (OOA) Residential Placements



- Budget can afford 20 placements at an average cost. The service anticipates the number of placements remaining at 19 by the end of the financial year resulting in an underspend of £178k.

(iv) Community Care – Non Residential

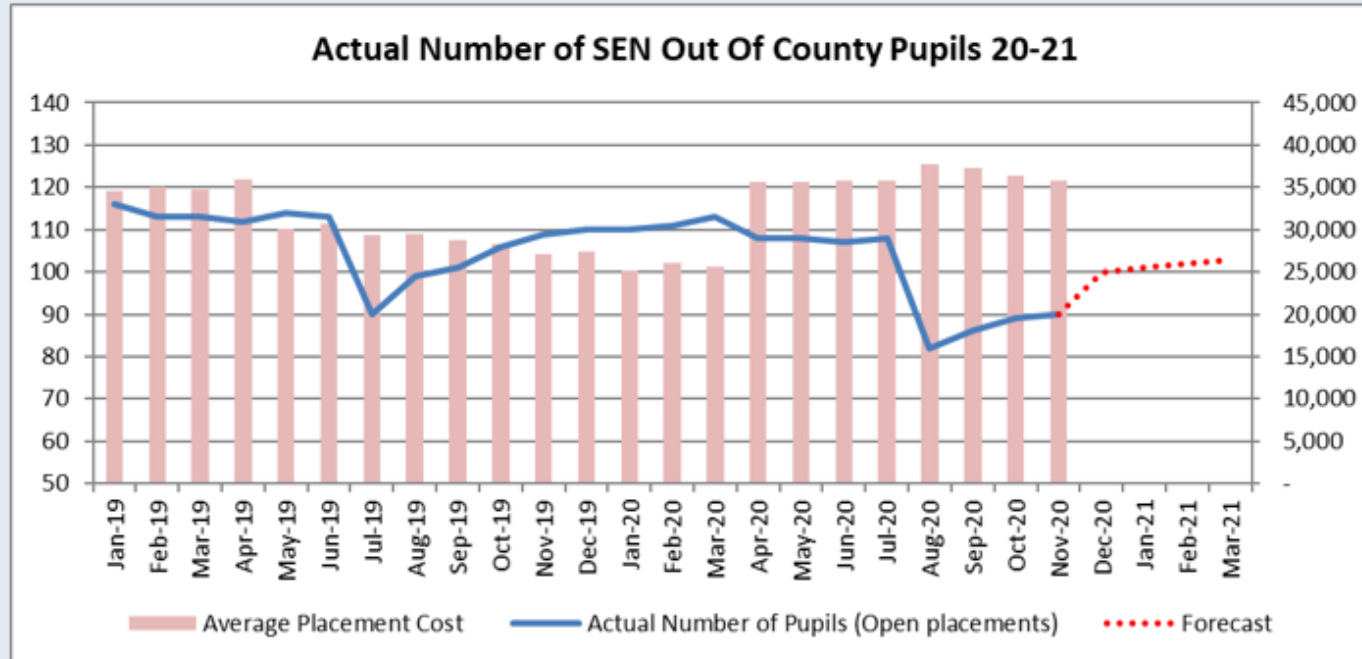


- Budget can afford 937 users per month at an average cost. Although over a quarter of users exceed this cost per week the numbers of users are lower. The net underspend assumes lost income of £400k being reimbursed by WG.

Budget Monitoring Position – November 2020

Risk Based Monitoring graphs

(v) SEN Out of County Placements – Local Authority and Independent



- SEN OOC budget can accommodate 125 placements at an average cost of £36k. In November there are 90 open which has resulted in a forecast underspend. The forecast highlights an anticipated underspend against budget for local authority of £1.4m and an overspend of £533k for independent. Therefore no budgetary pressure currently exists within current forecasts.
- Placements ranging between £10k and £20k account for 29% of the total number of placements

Budget Monitoring Position – November 2020

Schools

Overall, schools are anticipating an underspend of £542k after taking account of one off grant and other compensation of £650k that has been received in year. Despite the forecast underspend 26 out of 56 schools forecast an in year overspend and have minimal balances remaining at the end of the financial year.

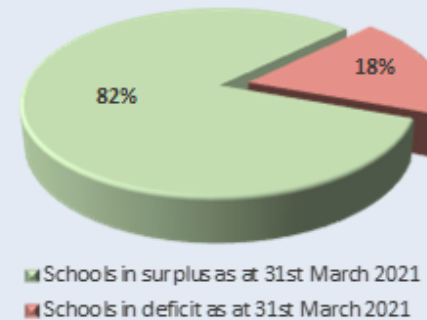
Forecasts by sector are shown below;

- Nursery £86k overspend (2 out of 2 nurseries reporting an in-year overspend position)
- Primary £82k underspend (20 out of 43 schools reporting an in-year overspend position)
- Secondary £83k overspend (3 out of 9 schools reporting an in-year overspend position)
- Special £21k overspend (1 out of 2 special schools reporting an in-year overspend position)

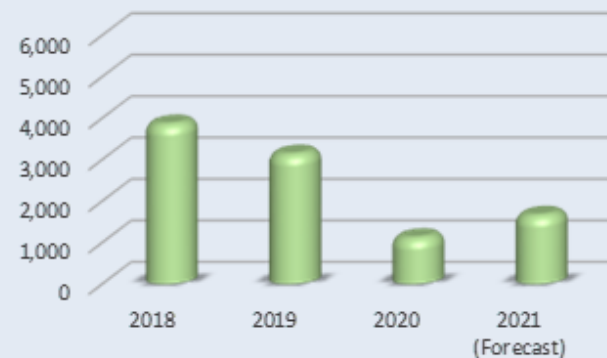
Schools forecasting deficit reserves at YE	November
Newport High	(90)
Caerleon Comprehensive	(981)
Llanwern High	(508)
Lliswerry High	(698)
St Julians School	(454)
High Cross Primary	(42)
St Woolos Primary	(32)
Kimberley Nursery	(125)
Maes Ebbw	(117)
Ysgol Gyfn Gwent Iscoed	(33)
Total Net Budget	(3,079)

Schools are forecasting an in year underspend of £542k therefore increasing school balances to £1,655k from £1,113k as at the end of March 2020. Whilst this is an improved position, £2.7m has been transferred from school reserves over the last 2 years to fund schools overspending and this is unsustainable. **This is an issue which requires continued action.**

Proportion of Schools Forecasting Deficit as at 31st March 2021



Balances held by Schools as at 31st March



APPENDIX 2 Revenue Summary Monitor – November 2020

Summary Revenue Budget 2020/21	April 20 Approved Budget	Current Budget	Projection	(Under) / Over
	£'000	£'000	£'000	£'000
People				
Children and Young People	25,904	25,855	26,620	765
Adult and Community Services	49,261	49,215	47,976	(1,239)
Education	15,365	15,364	14,796	(568)
Schools	106,527	106,527	105,985	(542)
	197,057	196,962	195,378	(1,584)
Place				
Regeneration, Investment and Housing	9,910	10,043	10,318	275
City Services	24,673	24,624	24,564	(60)
	34,583	34,668	34,882	214
Chief Executive				
Directorate	516	515	275	(240)
Finance	3,434	3,432	3,432	-
People and Business Change	8,005	8,378	8,274	(103)
Law and Regulation	7,183	6,628	6,434	(194)
	19,138	18,953	18,416	(538)
Capital Financing Costs and Interest				
Capital Financing Costs and Interest (Non-PFI)	14,462	14,462	14,462	(0)
Public Finance Initiative (PFI)	8,854	8,854	8,854	-
	23,316	23,316	23,316	(0)
Sub Total - Service/Capital Financing	274,094	273,899	271,991	(1,907)
Contingency Provisions				
General Contingency	1,473	1,473	-	(1,473)
Centralised Insurance Fund	581	581	581	-
Non Departmental Costs	-	-	-	-
Other Income and Expenditure	683	879	1,588	709
	2,737	2,932	2,169	(763)
Levies / Other				
Discontinued Operations - pensions	1,567	1,567	1,361	(207)
Discontinued Operations - Ex Gratia Payments	2	2	3	1
Levies - Drainage Board, Fire service etc	8,704	8,704	8,702	(2)
CTAX Benefit Rebates	13,465	13,465	12,565	(1,200)
Extraordinary Items	-	-	-	-
	23,738	23,738	22,631	(1,407)
Transfers To/From Reserves				
Base budget - Planned Transfers to/(from) Reserves	(299)	(299)	(299)	(0)
Earmarked reserves: Transfer to/(from) Capital	-	-	-	-
Earmarked reserves: Transfer to/(from) Schools	-	-	542	542
Earmarked reserves: Transfer to/(from) Schools Redundancy	-	-	-	-
Invest to Save Reserve	-	-	1,699	1,699
Invest to Save Reserve (from)	-	-	(1,699)	(1,699)
	(299)	(299)	243	542
Total	300,270	300,270	297,034	(3,536)
Funded By				
WG funding (RSG and NNDR)	(228,077)	(228,077)	(228,077)	-
Council Tax	(72,193)	(72,193)	(72,193)	-
Council Tax Surplus	-	-	500	800
Total	-	0	(2,736)	(2,736)

APPENDIX 3 – Schools Funding and Balances

School Name	Opening Reserve 20/21	ISB Allocation (inc Post 16)	In Year U/(O) Spend November 20	Projected Closing Reserve 31/03/21
	£	£	£	£
Bassaleg School	218,531	7,849,458	(33,228)	185,303
Newport High	(233,397)	5,364,733	143,594	(89,803)
Caerleon Comprehensive	(1,064,561)	6,949,076	83,837	(980,723)
The John Frost School	76,130	6,702,732	62,504	138,634
Llanwern High	(290,421)	4,689,060	(217,980)	(508,401)
Lliswerry High	(754,031)	4,757,510	56,337	(697,694)
St Josephs R.C. High	90,450	6,243,559	88,272	178,722
St Julians School	(180,821)	7,526,625	(273,051)	(453,872)
Ysgol Gyfun Gwent Is Coed	(39,385)	2,075,456	6,710	(32,675)
Sub Total	(2,177,504)	52,158,208	(83,005)	(2,260,510)
Alway Primary	60,116	1,612,077	(13,729)	46,388
Caerleon Lodge Hill	96,832	1,203,043	18,535	115,367
Charles Williams CIW	224,970	1,819,782	(44,559)	180,411
Clytha Primary	16,709	797,316	12,300	29,009
Crindau Primary	147,659	1,379,845	(15,935)	131,724
Eveswell Primary	242,539	1,503,336	(39,237)	203,302
Gaer Primary	81,402	1,695,601	41,697	123,100
Glan Usk Primary	36,470	2,137,802	40,724	77,194
Glan Llyn Primary	53,135	945,167	18,628	71,763
Glasllwch Primary	73,001	782,563	(40,393)	32,608
High Cross Primary	(42,257)	912,397	36	(42,222)
Jubilee Park	(8,018)	1,210,910	43,830	35,813
Langstone Primary	104,577	1,114,953	(18,699)	85,878
Llanmartin Primary	21,641	762,716	8,816	30,457
Lliswerry Primary	117,548	2,092,441	30,370	147,917
Maesglas Primary	(18,822)	1,022,756	27,203	8,381
Maindee Primary	66,774	1,788,623	49,819	116,592
Malpas CIW Primary	63,613	1,156,149	(57,681)	5,932
Malpas Court Primary	46,823	1,202,443	(21,304)	25,518
Malpas Park Primary	41,131	858,363	31,704	72,835
Marshfield Primary	65,929	1,385,932	(54,563)	11,366
Millbrook Primary	82,741	1,066,124	12,857	95,597
Milton Primary	24,777	1,616,837	(12,911)	11,867
Monnow Primary	161,652	1,519,101	(69,107)	92,545
Mount Pleasant	34,117	876,698	(8,135)	25,982
Pentrepoeth Primary	51,847	1,538,375	(21,690)	30,158
Pillgwenlly Primary	121,114	2,108,604	(4,988)	116,125
Ringland Primary	49,111	1,072,775	(31,275)	17,837
Rogerstone Primary	(32,929)	1,928,084	89,256	56,327
Somerton Primary	144,338	664,393	(55,445)	88,893
St Andrews Primary	52,774	2,356,297	10,138	62,912
St Davids RC Primary	67,457	776,630	6,053	73,510
St Gabriels RC Primary	34,230	695,655	30,812	65,042
St Josephs RC Primary	33,472	706,509	14,858	48,330
St Julians Primary	309,759	2,165,427	(66,580)	243,180
St Marys Rc Primary	58,503	1,337,128	18,427	76,930
St Michaels RC Primary	27,137	762,791	647	27,784
St Patricks RC Primary	48,321	727,125	(12,471)	35,850
St Woolos Primary	(47,163)	1,134,425	15,495	(31,667)
Tredegar Park Primary	203,343	1,529,431	112,675	316,018
Ysgol Gym Bro Teyrmon	167,308	750,371	(24,455)	142,854
Ysgol Gym Casnewydd	148,725	1,257,459	67,582	216,307
Ysgol Gym Ifor Hael	99,385	690,073	(6,519)	92,866
Sub Total	3,331,795	54,664,542	82,787	3,414,581
Fairoak Nursery	29,788	164,705	(27,460)	2,327
Kimberley Nursery	(66,244)	241,275	(59,003)	(125,246)
Sub Total	(36,456)	405,979	(86,463)	(122,919)
Maes Ebbw	(117,594)	3,433,639	517	(117,077)
Bryn Derw	112,917	1,576,210	(21,691)	91,226
Sub Total	(4,677)	5,009,850	(21,175)	(25,851)
Assumed additional grant and other compensation			649,955	649,955
Grand Total	1,113,157	112,238,580	542,099	1,655,256

APPENDIX 4 – Planned Movement in Reserves

Reserve	Balance at 31-Mar-20	Planned Movements in Year												Balance at 31-Mar-21
		Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Council Fund:	(6,500)													(6,500)
Balances held by schools for future use	(1,113)												(542)	(1,655)
Earmarked Reserves:														
Music Service	(127)													(127)
Pay Reserve	(1,418)													(1,418)
Insurance Reserve	(664)													(664)
MMI Insurance Reserve	(602)													(602)
Health & Safety	(16)													(16)
Education Achievement Service	(92)													(92)
Schools Redundancies	(725)												209	(516)
General Investment Risk Reserve	(658)													(658)
European Funding IZA & CFW	(394)													(394)
Metro Bus	(9)												9	-
GFMS Redundancies	(78)													(78)
SUB TOTAL - RISK RESERVES	(4,783)	-	-	-	-	-	-	-	-	-	-	-	218	(4,565)
Capital Expenditure	(5,344)												75	(5,269)
Invest to Save	(9,938)												1,899	(8,039)
Super Connected Cities	(426)												128	(298)
Landfill (fines reserve)	(332)													(332)
School Reserve Other	(182)												182	-
School Works	(452)													(452)
Investment Reserve	(342)												18	(324)
Usable Capital Receipts	(8,259)												2,120	(6,139)
Streetscene Manager Support	(117)												117	-
SUB TOTAL - ENABLING RESERVES	(25,391)	-	-	-	-	-	-	-	-	-	-	-	4,539	(20,852)
Municipal Elections	(130)												(36)	(166)
Local Development Plan	(625)												(19)	(644)
Strategic Development Plan	-												(55)	(55)
Business Support Reserve *NEW in November 2021	-												(54)	(54)
Glan Usk PFI	(1,607)												4	(1,603)
Southern Distributor Road PFI	(40,691)												327	(40,364)
Loan modification technical reserve (IFRS 9)	(1,085)												175	(910)
Building Control	(104)												(22)	(126)
SUB TOTAL - SMOOTHING RESERVES	(44,242)	-	-	-	-	-	-	-	-	-	-	-	320	(43,922)

Reserve	Balance at 31-Mar-20	Planned Movements in Year												Balance at 31-Mar-21
		Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	
		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	
Works of art	(21)													(21)
Theatre & Arts Centre	(232)													(232)
Cymorth Income	(25)													(25)
Blaen Y Pant	(18)												8	(10)
Homelessness Prevention	(38)													(38)
Environmental Health - Improve Air Quality	(49)													(49)
Refurbishment of a Children / Older People Homes	(41)												41	-
Apprenticeship Scheme	(29)													(29)
City Economic Development Reserve	(90)													(90)
Welsh Language Standards	(169)													(169)
Port Health	(16)													(16)
CRM	(244)												244	-
Financial System Upgrade	(400)												400	-
Events	(216)													(216)
MLTP Reserve	(2,037)													(2,037)
Voluntary Sector Grants	(49)												12	(37)
Bus Wifi	(17)												17	-
Bus Subsidy	(15)												4	(11)
Feasibility Reserve	(117)													(117)
IT Development	(53)												53	-
Leisure Delivery Plan	(103)												-	(103)
Chartist Tower	(256)												256	-
Joint Committee City Deal Reserve	(626)													(626)
NEW - Civil Parking Enforcement	(175)												175	-
SUB TOTAL - OTHER RESERVES	(5,036)	-	-	-	-	-	-	-	-	-	-	-	1,210	(3,826)
														-
RESERVES TOTAL	(87,065)	-	-	-	-	-	-	-	-	-	-	-	5,745	(81,320)

Mae'r dudalen hon yn wag yn

Report

Cabinet

Part 1

Date: 8 January 2021

Subject **Capital Programme Monitoring and Additions – November 2020**

Purpose To submit to Cabinet for approval, requests for capital projects to be added to the Council's Capital Programme.

To update Cabinet on the current available capital resources ('headroom').

To update Cabinet on current spending against the Capital Programme schemes highlighting the forecast outturn position for the programme as at November 2020

Author Chief Accountant & Assistant Head of Finance

Ward All

Summary The Council has an extensive capital programme, investing across the authority in areas such as schools, heritage assets, energy efficiency schemes, invest to save programmes and investing in the regeneration of the city centre. This report builds on the investment already approved by Capital with an additional £3,915k being added to the programme to further enable the delivery of the Councils Corporate Plan priorities, the majority of which is in relation to the acceleration of the Cardiff Capital Region City Deal ("City Deal").

The November 2020 monitoring position highlights the following:

- £337k net underspend on completed projects.
- £4,568k slippage from 2020/21 into future years
- Additions to the capital programme of £3,915k, taking the overall programme 2019/20 to 2024/25 to £210,638k.

Proposal

1. **To approve the additions and amendments to the Capital Programme requested in the report (Appendix A)**
2. **To approve slippage of £4,568k into future years**
3. **To note the update on the remaining capital resources ('headroom') up to and including 2022/23**
4. **To note the capital expenditure forecast position as at November 2020**
5. **To note the balance of and approve the allocation of in-year capital receipts**

Action by Assistant Head of Finance

Timetable Immediate

This report was prepared after consultation with:

- Heads of Service
- Accountancy teams for relevant service areas
- Relevant Service Area Project Managers
- NORSE Property Services

Signed

Background

The Council has set an extensive capital programme that was extended to 7 years to reflect projects whose completion date continues beyond the original 5-year programme. Cabinet have received monitoring updates throughout the financial year and the capital programme has been updated to reflect changes as they are received i.e. additions, slippage (moving budget into future years) and any amendments as detailed in Appendix A

The changes to the programme made throughout the financial year are shown in the table below, the detail of which is shown in Appendix B.

Report	2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	2023/24 £'000	2024/25 £'000	Total £000's
	Outturn	Outturn	Budget	Budget	Budget	Budget*	Budget*	
Outturn Report (Outturn 19/20)	29,466	31,358	64,544	48,474	13,868	11,517	2,349	201,578
August Report (July Forecast)	29,466	31,360	36,450	54,615	45,069	9,623	140	206,723
November Report (Sept Forecast)	29,466	31,360	36,450	54,615	45,069	9,623	140	206,723
This Report (Nov Forecast)	29,466	31,360	31,966	60,205	49,064	8,437	140	210,638

*The budgets included within 2023-2025 reflect the total budgets to complete schemes that were approved in the original 5-year programme but spanned into these future years. This includes budgets for the 21st Century Band B programme which end in 2024/25, Welsh Medium School Grant and Cardiff Capital Region City Deal funding commitments which extend beyond even these future years.

The budget changes and their associated funding are detailed in Appendix A and are requested to be approved by Cabinet. A summary of the latest additions to the programme are detailed below:

<u>Scheme</u>	<u>Value £'000</u>	<u>Funding Source</u>	<u>Note</u>
Disbursed Accommodation	85	WG grant	Provision of disbursed accommodation in relation to Covid - 19
City Deal	3,830	Borrowing	Accelerated spend as approved by the Cardiff Capital Region board
Total	3,915		

The slippage of £4,568k into future years is across various schemes as their delivery is monitored and reviewed. The main areas of slippage in this report relate to Charles Williams Renovations, City Deal, Flying Start and Windmill Farm which will now continue into the 2021/22 financial year.

Update on available capital resources ('headroom')

Since February 2018 the Council has been working within a framework agreed which maximises capital expenditure whilst keeping within the level of capital resources and planned borrowing funded within the Council's Medium Term Financial Projections (MTFP). The framework agreed that:

- Funding from sources other than borrowing needs to be maximised, by securing grant funding whenever possible and, maximising capital receipts
- Regeneration schemes would be funded from ring-fencing the capital expenditure reserve only and Joint Venture funds. Other kinds of support through making of loans etc. would then be considered to support schemes, where it was needed and appropriate, in particular taking account of existing loans already confirmed/approved and the risk profile this represents at any point in time.
- Any change and efficiency schemes or schemes which save money requiring capital expenditure would be funded by netting off the savings achieved
- Schemes and projects which generate new sources of income would need to fund any capital expenditure associated with those schemes.

The framework seeks to limit the revenue pressures resulting from increased borrowing as far as possible whilst creating capacity to generate capital resources for use.

As we approach the end of the current 5 year programme and are in the process of updating the Medium Term Financial Plan the affordability of the borrowing headroom and future cost of capital needs to be reviewed.

Capital Headroom to 2024/25	£'000
Confirmed and already available	
Unallocated Capital Expenditure Reserve*	5,227
Unallocated Capital Receipts*	2,030
Unallocated JV monies	1,096
Total	8,353
Not Yet Confirmed / Available	
Uncommitted Borrowing Headroom	4,500
Forecast Capital Receipts**	436
Total	4,936
Total Available Headroom	13,289

*Whilst the table shows the unallocated amounts for both capital receipts and the capital expenditure reserves a proportion of these have been earmarked for the new leisure centre which is currently under consultation.

As the above table shows there is £8.4m of available reserves and £4.5m of uncommitted headroom (currently unfunded). Cabinet will be making a recommendation to Council in February on the Medium Term Financial Plan for the required budget to be within the 2021/22 budget.

2020/21 Capital Expenditure Position as at November 2020

Following the additions and slippage detailed earlier in the report, the 2020/21 capital programme budget totals £31,966k. Capital expenditure incurred up to the end of November 2020 totalled £11,189k, which is 35% of the overall budget within the first 8 months of the financial year. A significant level of capital expenditure tends to be incurred in the third and fourth quarters of the financial year, and has been the trend for many years and is often unavoidable. However, there is a significant gap between spend and forecast at this stage of the year and this is after the programme has been re-profiled after discussions and agreement with budget/project managers. Therefore it is likely that further budgets are likely to be reprofiled, but as yet budget managers have not confirmed this. Finance officers will continue to work alongside budget managers to confirm this. It should also be noted that a large proportion of the 20/21 programme is funded via external grants that are required to be fully spent by the end of the financial year, project managers are discussing this risk with funding bodies, mainly WG.

The impact of 'Covid' is also a new factor this year and this will need close scrutiny and monitoring over the next 3 months to assess the impact. Project and budget managers are expected to continue to control their schemes robustly and monitor them closely. Accurate forecasting is important for the Council's MTFP and the management of the delivery of these important projects.

The forecast outturn position for the 2020/21 programme is currently estimated to be £31,630k as detailed in the following table. An update on the headline/ high value schemes is provided in the next section

Service Area	*Budget 2020/21 £000's	Forecast Outturn £000's	Variance £000's	Slippage £000's	(Under)/Over Spend £000's
Education	9,683	8,229	(1,454)	(1,412)	(42)
Regeneration, Investment & Housing	11,969	10,318	(1,651)	(1,651)	-
People & Business Change	636	636	-	-	-
Adult & Community Services	250	250	-	-	-
Children & Young People Services	2,356	1,056	(1,300)	(1,300)	-
City Services	11,641	11,141	(500)	(205)	(295)
TOTAL	36,535	31,630	(4,905)	(4,568)	(337)
2020/21 Budget After slippage	31,966	31,630	(337)	N/A	(337)

*September Budget as agreed by Cabinet plus any additions included with this report

The table above shows the variance split between slippage of £4,568k and underspend of £337k. Thorough monitoring of the programme is allowing us to constantly review issues arising on schemes and provide updated forecasts throughout the year.

Update on Capital Receipts

The table below shows the latest position in regards to capital receipts. Capital receipts of £64k have been received this financial year and a further £436k is forecast to be received before March 2021. The table below also shows capital receipts held for 'Newport Unlimited', which are attributable to the previous joint arrangement between Newport City Council and Welsh Government. As previously reported to Cabinet, these funds are earmarked for city centre regeneration.

Asset Disposed	Receipts Received in Year £	Total Available Receipts 2020/21 £
GENERAL CAPITAL RECEIPTS		
Balance b/f from 2019/20		7,013,074
Land at Lliswerry Road	27,000	27,000
Land at Tregwilym Road	25,000	25,000
Land to the rear of 47a, b & d Dolphin Street	12,000	12,000
Total Committed – 21st Century Schools		-25,000
Total Committed – Fleet Replacement Programme		-2,992,414
Total Committed – Loan Premium		-2,030,000
Total Amount Uncommitted		2,029,660
JOINT VENTURE RESOURCES		
Balance b/f from 2019/20		1,245,875

Total Committed from JV monies		-150,000
Total Amount Uncommitted		1,095,875
TOTAL NCC RECEIPTS (Uncommitted)		3,125,535

Update on Headline / High Value Schemes

Education

- 21st Century Schools Band B - Newport Norse and the Education Department have been working closely together in order to robustly plan and deliver the programme. Four schools were identified as priority projects within the programme and feasibility and construction works are to continue into 2020/21 with a reprofiled budget of £3,528k.
 - Ysgol Gyfun Gwent Is Coed – The full business case was submitted to Welsh Government at the beginning of November, approval is expected towards the end of December 2020. The main contractor has formally appointed and enabling works are continuing to progress on site with the asbestos removal works, with the demolition expected to commence early in 2021.
 - Bassaleg School – Design works have progressed well with the tender process expected to commence early next year. However, the estimated cost plan is over the available budget. A value-engineering exercise will be undertaken at the earliest possible stage in consultation with the school to reduce the scope of works to ensure the project remains within the funding envelope. Major construction works are expected to commence towards the end of next year with demolitions expected at the end of the projects once all works building works are complete.
 - Caerleon Comprehensive School – Updated spend plan has been received from Newport Norse. Following the review of the project the design works have been delayed slightly. RIBA stage 2 reports are expected in early January 2021 to allow the design works to continue.
 - Whiteheads Primary Site – All negotiations with Tirion, the Housing Developer appointed by Welsh Government are now complete following the agreement on a crossing point leading to the proposed building. Designs works have progressed but construction works will not commence until the latter stages of 2021.
 - Newport Norse are also developing the Band B projects for Maindee & Maesglas primary schools. This will provide early indications concerning options and costs that may need to be considered further into the programme.
- Welsh-medium school grant –This scheme is complex and involves a number of different sites and funding from both 21st Century School Band B and the Welsh-medium school grant.
 - The design works for the refurbishment of the vacant Lodge Infant School building are nearly complete and tenders are due to be returned in January 2021, however only one month of construction works are expected within this financial year. The project is expected to be completed for July 2021 to allow the school to open in September 2021.
 - Pill primary school to relocate and expand to a new 3FE primary school on the Whiteheads site - No works will commence during this financial year.

- Tredegar Park - There was a delay in the submission of the planning application which is now expected to be submitted before Christmas, but approval is not expected to be given until March 2021 All other works are expected to commence in the next financial year.
- Education Maintenance Grant – The 19/20 allocation of £1,828k - Works within the programme are generally complete and outstanding accounts are being finalised

20/21 allocation of £2,140k - The majority of works are on programme to be completed within the financial year with the exception of the refurbishment works at Kimberley Nursery. Designs are progressing, however, refurbishment works will not commence until July 2021. The project remains on course to be completed by January 2022.

- Reducing Infant Class Size:
 - Maesglas primary school – Additional works to satisfy the Sustainable Drainage Application has caused a significant increase in costs. Additional funding has been requested from Welsh Government. If approved only a small amount of construction works will be expected during this financial year.
 - St Woolos primary school – Refurbishment work to the annexe is progressing on site. However, issues with the installation of the new internal staircase have caused a further delay and have therefore held back other works. The works are now expected to be completed by the end of December.
- Charles Williams Renovations – Newport City Council are working with the school to help deliver the project. The construction works are now expected to commence in 2021/22.

Regeneration, Investment and Housing

- City Deal – At the recent Cardiff Capital Region meeting it was agreed to significantly accelerate the Local Authority expenditure on City Deal projects with a further £3,831k added to the programme for Newport City Councils contribution to the scheme. There is a further £19,483k of capital borrowing required to 2027/28 be contributed by Newport City Council to cash flow projects in advance of the City Deal receiving grant contributions from HM Treasury, which will subsequently be reimbursed in future years. It is not included in the programme as it is not a direct capital contribution to the City Deal, however the Council will be required to finance the interest costs of this up-front borrowing which is included in the Medium Term Financial Plan.
- Gypsy/ Traveller Site Development – There are ongoing court proceedings involving the Council and the current unauthorised occupiers of the site. There are still works remaining to be finished which, until the site can be accessed, cannot be completed, therefore slippage of this budget is required.
- Renovation Grants - split between Disabled Facilities Grants (£1,100k) and Safety at Home (£270k) but can be flexed as necessary. A survey programme has commenced following Covid-19 and the team are currently working through the backlog of referrals as a result of the Covid-19 pandemic. The budget has been enhanced in 2020/21 by the ENABLE Support for Independent Living grant (£197k) awarded by Welsh Government.
- Market Arcade – Works are continuing to progress as expected and final costs have been confirmed and is expected to finished within budget
- Civic Centre Floor Two Works – Due to Covid-19 the works were stopped during lockdown therefore there are still some additional alterations needed to the outside steps.
- Transporter Bridge – Stage 2 application has been submitted to Heritage Lottery Fund. Works cannot commence in full until the scheme is formally approved however works surrounding fundraising are continuing and final stage 1 works are being concluded..

- Indoor Market Facility Improvements – Planning application has been submitted and once approved works can move forward, however due to the delay in submitting works slippage of £1,000k has been included.
- Renewable Energy – The solar farm scheme is still live but delayed due to changes which affect the business case, namely a forecast increase in construction costs and lower electricity prices due to the impact of Covid-19. No investment will take place in 20/21.
 - Asset Maintenance – The November forecast shows expected spend of £1,519k by the end of this financial year, a £443k increase from what reported in September monitoring. This is due to latest information we have received from Norse. This budget is required to be closely monitored as it is a budget that consistently underspent each year despite Newport City Councils vast estate and maintenance requirements.
 - Targeted Regeneration Investment - Thematic Funding – Following an amendment to the grant an additional £109k has been awarded specifically targeting business to provide support through the winter and Covid. There has been little spend to take, although works on one project has commenced and work is currently focused on getting other projects approved and started. Slippage of £108k has been forecast.

Children's and Young People Services

- New Children's homes – The work being undertaken on the Rosedale property is being forecasted to be approximately £45k over the original project budget. This increased costs is before any costs are known regarding the additional work required to install the sprinkler system at the Rosedale cottage. This will be offset from monies within the three homes budget.
- Windmill Farm – This project is to provide residential accommodation for Children in Care by refurbishing and extending an existing Council property.

This project is funded via an Intermediate Care Fund (ICF) grant allocation from the Regional Planning Board. Building works are not due to commence until Jan 21. Only £90k in costs are estimated to be incurred by 31st March 21. Currently awaiting confirmation from Aneurin Bevan University Health Board and Welsh Government that the balance of the funding will be able to be claimed during the 21-22 financial year.

City Services

- Fleet Replacement Programme – All known requirements have been included within the forecast which includes the procurement of hygiene collection vehicle and electric vehicles which includes the purchase of an electric refuse collection vehicles for which a grant has been received from Welsh Government towards the cost.
- Decriminalised Parking – An underspend of £278k is being reported, this scheme has now been finalised.
- City Services Grants – Newport has received a significant amount of grants in relation to Active Travel and a range of Transport related funding for Safe Routes and Sustainable Transport totalling £1,343k. Progress across all of the schemes is continuing with contractors being appointed to the majority of the works, with some already on site. However, there are still a couple of schemes which have not finished the tender process. This will be monitored closely over the coming months, but for the majority of schemes, with the exception of one (Pedestrian Cycle Improvements to Gold Tops) are forecasting full spend by the end of the year.

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?
Overspend against approved budget	M	L	Regular monitoring and reporting of expenditure in accordance with the timetables set by Cabinet/Council should identify any issues at an early stage and allow for planned slippage of spend.	Corporate Directors / Heads of Service / Head of Finance
Programme growing due to unforeseen events	M	M	Good capital monitoring procedures and effective management of the programme should identify issues and allow for plans to defer expenditure to accommodate urgent works. Priority asset management issues are now being dealt with through a specific programme allocation.	Corporate Directors / Heads of Service / Head of Finance

* Taking account of proposed mitigation measures

Links to Council Policies and Priorities

The programme supports a large number of the Council's aims and objectives

Options Available and considered

- To approve the changes to the Capital Programme and note the monitoring position as set out in the report, including the use of capital receipts.
- To note the current available headroom and prioritise future capital expenditure in order to maintain spend within the current affordability envelope.
- The Cabinet has the option not to put forward some or all of the changes to the Capital Programme set out in the report

Preferred Option and Why

- To approve the changes to the Capital Programme and note the monitoring position as set out in the report, including the use of capital receipts.
- Agree to prioritise capital expenditure to maintain spend within current affordability envelope, recognising that the revenue pressures from future borrowing are part of the overall MTFP budget gap.

Comments of Chief Financial Officer

The monitoring shows a small underspend, but further slippage on previously reported. It is likely that there will be further slippage to the year end, and it is important budget managers work with finance colleagues to reflect this in the monitoring in a timely manner as it is important in the modelling of the Medium Term Financial Plan and treasury management activities of the Council.

The annual capital strategy will be produced for approval by Council in February, which will set out the long-term capital strategy and will set the borrowing limits in which the capital programme will need to be delivered.

Comments of Monitoring Officer

There are no legal issues arising from this report.

Comments of Head of People and Business Change

There are no direct HR implications associated with the report. Budget additions will need to continue to be considerate of the requirements of the Well-being of Future Generations Act.

Comments of Cabinet Member

N/A

Local issues

As the report deals with the Capital Programme for the Authority as a whole, there are no local issues.

Scrutiny Committees

N/A

Equalities Impact Assessment and the Equalities Act 2010

N/A

Children and Families (Wales) Measure

N/A

Wellbeing of Future Generations (Wales) Act 2015

An effective capital programme enables the Council to support long term planning in line with the sustainable development principle of the Act.

Consultation

N/A

Background Papers

Capital Strategy and Treasury Strategy - February 2019 and February 2020

Capital Programme Outturn 2019/20 – July 2020

Monitoring and Additions Report – August 2020

Monitoring and Additions Report – November 2020

Dated: 17th November 2020

Appendix A – Additions and changes to the Programme

Report / Scheme Change	Funding Source	Service Area	18/19 Actual Change (£000's)	19/20 Budget Change (£000's)	20/21 Budget Change (£000's)	21/22 Budget Change (£000's)	22/23 Budget Change (£000's)	23/24 Budget Change (£000's)	24/25 Budget Change (£000's)	Total Budget Change (£000's)
2020/21 budget - July Monitoring Reported to Cabinet			29,466	31,360	36,450	54,615	45,069	9,623	140	206,723
Reprofile										
Slippage (excluding City Deal)	Various	Various			(3,458)	3,778	(411)	91		0
										0
New										0
Cardiff Region City Deal (addition and Repofile)	Borrowing	RIH			(1,110)	1,812	4,406	(1,277)		3,831
Disbursed Accommodation - Covid	Grant	Children's and Families			85					85
Amendments										
Updated Programme			29,466	31,360	31,966	60,205	49,064	8,437	140	210,638

Appendix B – Detailed Budget Breakdown of the 7 year Programme

	Outturn 18/19	Outturn 19/20	Budget 20/21	Budget 21/22	Budget 22/23	Budget 23/24	Budget 24/25	Total
21st Century Schools - Band A	8,046	1,220	74	-	-	-	-	9,340
21st Century Schools - Band B	675	1,712	3,346	23,418	35,944	10,137	140	75,372
Jubilee Park - Fixtures, Furniture & Equipment	13	-	-	-	-	-	-	13
Gaer Annexe Education Use	-	416	79	-	-	-	-	495
Blaen-y-Pant Bungalow (Educational Use)	52	-	8	-	-	-	-	60
St Mary's Toilet Refurbishment.	-	42	-	-	-	-	-	42
Somerton Primary - ICT Equipment	11	-	-	-	-	-	-	11
Feminine hygiene hardware & toilet facilities.	34	-	-	-	-	-	-	34
Llswerry High (S106 Funds)	110	80	-	-	-	-	-	190
Maesglas Reducing classroom size	-	64	200	257	-	-	-	521
Llswerry IT Replacements	53	-	-	-	-	-	-	53
Welsh Medium Primary School	-	150	373	1,978	1,000	2,300	-	5,801
Reducing Classroom size bids	-	61	527	-	-	-	-	588
Bassaleg Demountable	-	116	90	-	-	-	-	206
ICT Equipment Lease (Clytha Primary)	-	20	-	-	-	-	-	20
ICT Equipment Lease (St Mary's)	-	11	-	-	-	-	-	11
St Patricks ICT	-	12	-	-	-	-	-	12
Bassaleg ICT	-	69	-	-	-	-	-	69
ICT Equip Lease Ysgol Gymraeg Ifor Hael	-	10	-	-	-	-	-	10
Ringland Perimeter Fence	-	-	85	-	-	-	-	85
Llanmartin Primary ICT	10	-	-	-	-	-	-	10
Malpas Park Primary	11	-	-	-	-	-	-	11
Education Maintenance Grant 2018/19	-	1,470	358	-	-	-	-	1,828
Education Maintenance Grant 2019/20	-	-	1,341	800	-	-	-	2,141
Education Asset Improvements - balance to be drawn down	1,055	200	27	-	-	-	-	1,282
Bassaleg Demountable - year 7	-	-	771	14	-	-	-	785
EdTech Grant	-	-	362	-	-	-	-	362
Education Accessibility Studies	-	-	268	-	-	-	-	268
Charles Williams Renovations	-	-	110	1,510	-	-	-	1,620
Llswerry Safeguarding	-	-	57	-	-	-	-	57
Maindee Primary Toilets	-	-	172	-	-	-	-	172
Milton IT replacement	-	-	26	-	-	-	-	26
Prior Year Scheme - Various	(38)	(39)	-	-	-	-	-	(77)

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Education	10,032	5,614	8,274	27,977	36,944	12,437	140	101,418
Gypsy/Traveller Site Development	2,993	78	10	55	-	-	-	3,136
Indoor Newport Market	-	-	1,000	3,000	-	(4,000)	-	-
HLF Market Arcade Townscape Heritage Scheme	39	266	1,556	980	-	-	-	2,841
Indoor Market Facilities Improvements	(2)	-	-	-	-	-	-	(2)
Civic Centre / Info Station Service Relocations	116	121	29	-	-	-	-	266
Info Station NSA enabling	536	-	-	-	-	-	-	536
123-129 Commercial Street (Pobl Regen)	623	623	-	-	-	-	-	1,246
Cardiff City Region Deal	1,208	-	412	2,594	5,188	-	-	9,402
Mill Street Development Loan	-	2,341	1,659	-	-	-	-	4,000
Neighbourhood Hubs	915	1,344	-	-	-	-	-	2,259
Arva Investment Loan	385	333	32	-	-	-	-	750
Disabled Facilities	898	1,092	1,100	1,000	1,000	-	-	5,090
Safety at Home	364	375	270	300	300	-	-	1,609
ENABLE Adaptations Grant	197	197	197	-	-	-	-	591
Homelessness Prevention Grant	98	-	-	-	-	-	-	98
Asset Management Programme	1,066	1,245	1,519	2,619	1,500	-	-	7,949
Flying Start Schemes	-	-	-	-	-	-	-	-
FS Maintenance 1819 / 1920	31	38	-	-	-	-	-	69
FS Shaftsbury Community Centre	183	-	-	-	-	-	-	183
Childcare - Flying Start	-	546	428	1,095	-	-	-	2,069
Central Library - Structural Works	72	17	200	374	-	-	-	663
Transporter Bridge	72	913	265	10,287	1,400	-	-	12,937
Chartist Tower	-	1,344	256	-	-	-	-	1,600
PAC System	-	57	-	-	-	-	-	57
OLEV Residential EV charging Equipment	-	-	-	-	-	-	-	-
Medieval Ship	-	-	-	12	-	-	-	12
Information Station	-	-	140	1,610	-	-	-	1,750
Renewable Energy Investment	-	2	5	1,722	-	-	-	1,729
FS City Wide Maintenance & Repair of Premises	-	-	43	90	-	-	-	133
Improvements to Flying Start Facilities	-	-	118	-	-	-	-	118
TRI Thematic Funding	-	-	1,078	-	-	-	-	1,078
Prior Year Scheme - Various	(7)	(18)	-	-	-	-	-	(25)
Regeneration, Investment and Housing	9,787	10,914	10,317	25,738	9,388	(4,000)	-	62,144
IT Replacement Schemes	94	9	-	665	150	-	-	918

Corporate EDMS Rollout	-	13	-	-	-	-	-	13
CRM	250	276	243	-	-	-	-	769
I Trent Development	-	91	144	-	-	-	-	235
Print 2010- Managed Printer Service	131	-	249	-	-	-	-	380
People and Business Change	475	389	636	665	150	-	-	2,315
Telecare Service Equipment	97	12	36	30	30	-	-	205
Equipment for Disabled Grant (GWICES)	165	165	165	165	165	-	-	825
Home Care System	32	-	-	-	-	-	-	32
Centrica Lodge	(6)	(3)	-	-	-	-	-	(9)
SMAPF	320	305	49	-	-	-	-	674
Adults and Community Services	608	479	250	195	195	-	-	1,727
Disbursed accommodation and Covid-19 equipment	-	-	337	-	-	-	-	337
3 New Homes	701	792	629	-	-	-	-	2,122
Oaklands Respite Home	505	102	-	-	-	-	-	607
Windmill Feasibility Study	41	110	90	1,300	-	-	-	1,541
Children's and Families Services	1,247	1,004	1,056	1,300	-	-	-	4,607
Fleet Replacement Programme	797	1,912	2,428	1,153	1,850	-	-	8,140
Bus station - Friars Walk Development	29	93	-	-	-	-	-	122
Flood Risk Regulation Grant	24	34	33	-	-	-	-	91
Cemetery Infrastructure Improvements	16	30	64	-	-	-	-	110
Peterstone Sewage Scheme	1	28	194	-	-	-	-	223
Road Safety Capital 2018/19	-	1,379	-	-	-	-	-	1,379
Composting	567	-	-	-	-	-	-	567
Docksway Cell 4 Development	1,555	1,046	-	-	-	-	-	2,601
CCTV	-	37	8	-	-	-	-	45
Smaller Bins - MTRP BC	70	1,177	-	-	-	-	-	1,247
Newport Station Footbridge - LTF	77	314	1,024	2,645	-	-	-	4,060
Decriminalised Parking	232	874	280	-	-	-	-	1,386
Update Facilities in Parks	18	47	-	-	-	-	-	65
Decommissioning of Cemetery Office & Toilets	11	-	-	-	-	-	-	11
Building Improvements to Lodges	14	94	-	-	-	-	-	108
Small Scale Works Grant	34	-	-	-	-	-	-	34

Road Refurbishment Grant Scheme	931	198	711	-	-	-	-	1,840
Street Lighting LEDs	564	2,202	132	-	-	-	-	2,898
Park Square Lights	-	-	65	-	-	-	-	65
Velodrome Lights	-	173	-	-	-	-	-	173
Local Transport Fund - Active Travel Northern 2018/19	290	196	114	-	-	-	-	600
Tredegar Park Car Park	-	-	12	-	-	-	-	12
Tredegar Park – Cycling Provision	-	3	152	35	35	-	-	225
Lliswerry Road (81)	-	9	2	-	-	-	-	11
28-30 Stow Hill (11/0269)	-	7	-	-	-	-	-	7
Forbisher Road (15/0720)	-	9	-	-	-	-	-	9
Festive lighting	-	109	-	-	-	-	-	109
Local Transport Fund - Active Travel Design 2018/19	240	-	-	-	-	-	-	240
Bus Stop Enhancements	-	24	376	-	-	-	-	400
Core AFT Allocation	-	340	-	-	-	-	-	340
Inner City Links	-	684	206	-	-	-	-	890
LTNF - ECO Stars	42	41	-	-	-	-	-	83
Safe Routes - St David's RC Primary	84	145	60	-	-	-	-	289
Gwastad Mawr Flood Attenuation Improvement Works	2	-	53	-	-	-	-	55
18-19 Collection Collaborative Change Programme	1,175	-	-	-	-	-	-	1,175
LTF Monkey Island Bridge Lliswerry Pill	29	121	-	-	-	-	-	150
LTF Sustainable Transport	25	309	-	-	-	-	-	334
Riverside Park	20	-	-	-	-	-	-	20
Pye Corner Railway Station Development Works	21	-	-	-	-	-	-	21
Nappy Grant	-	202	-	-	-	-	-	202
Improving Flats Recycling Towards 70%	-	344	-	-	-	-	-	344
Increased Recycling at Docks Way	-	86	-	-	-	-	-	86
Plastic Waste Prevention Project	-	30	-	-	-	-	-	30
Green Infrastructure	-	-	234	-	-	-	-	234
Highways Annual Sums	455	322	501	500	500	-	-	2,278
Lliswerry Recreation Ground Changing Rooms	4	339	-	-	-	-	-	343
Safe Routes - St David's RC Primary Year 2	-	-	278	-	-	-	-	278
Sustainable Transport Improvements Year 2	-	-	291	-	-	-	-	291
Upgrading and Replacement of Bus Stops	-	-	100	-	-	-	-	100
Road Safety Capital A48 Llandeud	-	-	74	-	-	-	-	74
Resilient Roads	-	-	65	-	-	-	-	65
Western Corridor-Inner City Links	-	-	607	-	-	-	-	607
Monkey Island Bridge Year 2	-	-	990	-	-	-	-	990
Core Allocation Year 2	-	-	99	-	-	-	-	99
Flood and Coastal Erosion Risk Management	-	-	105	-	-	-	-	105

Carnegie Court Emergency River Works	-	-	1,100	-	-	-	-	1,100
Parry Drive Play Area Improvements	-	-	23	-	-	-	-	23
Brecon Road Play Area Improvements	-	-	3	-	-	-	-	3
Sorrell Drive Repairs and Glasllwch Kickwall Installation	-	-	26	-	-	-	-	26
Marshfield Community Centre	-	-	16	-	-	-	-	16
Improvements to Throwing Facilities at Newport Athletics Stadium	-	-	154	-	-	-	-	154
Local sustainable transport measures in response to Covid	-	-	600	-	-	-	-	600
Ultra Low Emission Grants	-	-	205	-	-	-	-	205
Flood recovery works - Tredegar Park	-	-	-	-	-	-	-	-
Kingsway car park operation	-	-	25	-	-	-	-	25
Increased Recycling	-	-	25	-	-	-	-	25
Prior Year Scheme - Various	(11)	-	-	-	-	-	-	(11)
City Services	7,316	12,959	11,435	4,333	2,385	-	-	38,427
Total	29,466	31,359	31,966	60,205	49,064	8,437	140	210,638
Financed By:								
General Capital Grant	4,754	3,858	4,107	4,000	4,000	1,701	49	22,469
Supported Borrowing	4,058	4,077	4,097	4,058	3,219	-	-	19,509
Unsupported Borrowing	2,126	5,790	5,123	15,651	13,797	(2,401)	-	40,086
Prudential Borrowing	84	123	-	-	-	-	-	207
External Grants	12,911	13,055	14,692	33,107	25,014	9,137	91	108,008
S106	868	523	509	2,170	2,446	-	-	6,516
Other Contributions	242	268	65	397	-	-	-	972
Capital Receipts	3,136	820	2,132	448	588	-	-	7,124
Revenue Contribution	75	68	79	374	-	-	-	596
Reserve	1,081	2,777	913	-	-	-	-	4,771
Finance Lease	131	-	249	-	-	-	-	380
Total	29,466	31,359	31,966	60,205	49,064	8,437	140	210,638

Appendix C – Capital Programme 2020/21

	Adjusted Budget 2019/20 £000's	Forecast Outturn £000's	Variance £000's	Slippage £000's	(Under)/Over Spend £000's
21st Century Schools - Band A	74	26	(48)	0	(48)
21st Century Schools -Band B	3,423	3,345	(78)	(80)	0
Gaer Annexe Education Use	79	79	(0)	(0)	0
Blaen-y-Pant Bungalow (Educational Use)	8	8	0	0	0
Maesglas Reducing classroom size	457	200	(257)	(257)	0
Welsh Medium Primary School	727	373	(354)	(355)	0
Reducing Classroom size bids	527	656	129	0	129
Bassaleg Demountable	90	102	12	0	12
Ringland Perimeter Fence	85	86	1	0	0
Education Maintenance Grant	358	358	0	0	0
Education Maintenance Grant 2019/20	1,141	1,205	64	200	(136)
Education Asset Improvements - balance to be drawn down	27	27	(0)	0	0
Bassaleg Demountable - year 7	785	771	(14)	(14)	0
EdTech Grant	362	362	(0)	0	0
Education Accessibility Studies	268	268	(0)	0	0
Charles Williams Renovations	1,017	110	(907)	(907)	0
Lliswerry Safeguarding	57	57	(0)	0	0
Maindee Primary Toilets	172	172	0	0	0
Milton IT replacement	26	26	(0)	0	0
Prior Year Scheme - Various	0	0	0	0	0
Total Education	9,683	8,229	(1,454)	(1,412)	(42)
Gypsy/Traveller Site Development	10	10	0	0	0
Indoor Newport Market	1,000	1,000	0	0	0
HLF Market Arcade Townscape Heritage Scheme	1,556	1,556	0	0	0
Civic Centre / Info Station Service Relocations	29	29	0	0	0
123-129 Commercial Street (Pobl Regen)	0	0	0	0	0
Cardiff Capital Region City Deal	1,522	412	(1,110)	(1,110)	0
Mill Street Development Loan	1,659	1,659	0	0	0
Neighbourhood Hubs	0	0	0	0	0
Arva Investment Loan	32	32	0	0	0
Disabled Facilities	1,100	1,100	0	0	0

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Safety at Home	270	270	(0)	(0)	0
ENABLE Adaptations Grant	197	197	0	0	0
Asset Management Programme	1,076	1,519	443	443	0
FS Maintenance 1819 / 1920	0	0	0	0	0
FS Shaftsbury Community Centre	0	0	0	0	0
Childcare - Flying Start	1,322	428	(894)	(894)	0
Central Library - Structural Works	200	200	0	0	0
Transporter Bridge	265	265	0	0	0
Chartist Tower	256	256	0	0	0
PAC System	0	0	0	0	0
Renewable Energy Investment	5	5	0	0	0
Information Station	140	140	0	0	0
FS City Wide Maintenance & Repair of Premises	133	43	(90)	(90)	0
Improvements to Flying Start Facilities	118	118	0	0	0
TRI Thematic Funding	1,078	1,078	0	0	0
Prior Year Scheme - Various	0	0	0	0	0
Total Regeneration, Investment and Housing	11,969	10,318	(1,651)	(1,651)	0
IT Replacement Schemes	0	0	0	0	0
Corporate EDMS Rollout	0	0	0	0	0
CRM	243	243	0	0	0
Itrent Development	144	144	0	0	0
Print 2010- Managed Printer Service	249	249	0	0	0
Total People and Business Change	636	636	0	0	0
Telecare Service Equipment	36	36	0	0	0
Equipment for Disabled Grant (GWICES)	165	165	0	0	0
Centrica Lodge	0	0	0	0	0
SMAPF	49	49	0	0	0
Total Adults and Community	250	250	0	0	0
Disbursed accommodation and Covid-19 equipment	337	337	0	0	0
3 New Homes	629	629	0	0	0
Oaklands Respite Home	0	0	0	0	0
Windmill Feasibility Study	1,390	90	(1,300)	(1,300)	0

Total Children and Families Services	2,356	1,056	(1,300)	(1,300)	0
Fleet Replacement Programme	2,633	2,428	(205)	(205)	0
Flood Risk Regulation Grant	33	27	(6)	0	(6)
Cemetery Infrastructure Improvements	64	64	0	0	0
Peterstone Sewage Scheme	194	194	(0)	(0)	0
CCTV	8	8	0	0	0
Newport Station Footbridge - LTF	1,024	1,024	0	0	0
Decriminalised Parking	280	2	(278)	0	(278)
Road Refurbishment Grant Scheme	711	711	0	0	0
Street Lighting LEDs	132	132	0	0	0
Park Square Lights	65	65	0	0	0
Velodrome Lights	0	0	0	0	0
Local Transport Fund - Active Travel Northern 2018/19	114	69	(45)	0	(45)
Tredegar Park Car Park	12	12	0	0	0
Tredegar Park – Cycling Provision	152	62	(90)	0	(90)
Liswerry Road (81)	2	2	0	0	0
Bus Stop Enhancements	376	375	(1)	0	(1)
Core AFT Allocation	0	0	0	0	0
Inner City Links	206	238	32	0	32
Safe Routes - St David's RC Primary	60	37	(23)	0	(23)
Gwastad Mawr Flood Attenuation Improvement Works	53	53	0	0	0
Green Infrastructure	234	234	0	0	0
City Services Annual Sums	501	501	(0)	(0)	0
Safe Routes - St David's RC Primary Year 2	278	278	0	0	0
Sustainable Transport Improvements Year 2	291	291	0	0	0
Upgrading and Replacement of Bus Stops	100	100	0	0	0
Road Safety Capital A48 Llandevaud	74	74	0	0	0
Resilient Roads	65	65	0	0	0
Western Corridor-Inner City Links	607	607	0	0	0
Monkey Island Bridge Year 2	990	990	0	0	0
Core Allocation Year 2	99	99	0	0	0
Flood and Coastal Erosion Risk Management	105	105	0	0	0
Carnegie Court Emergency River Works	1,100	1,300	200	0	200
Parry Drive Play Area Improvements	23	23	0	0	0
Brecon Road Play Area Improvements	3	3	0	0	0
Improvements to Throwing Facilities at Newport Athletics Stadium	154	154	0	(0)	0
Sorrell Drive Repairs+Glasllwch Kickwall Installation	26	26	(0)	0	0
Marshfield Community Centre	16	14	(2)	0	(2)

Local sustainable transport measures in response to Covid	600	520	(80)	0	(80)
Ultra Low Emission Grants	205	205	0	0	0
Flooding	0	0	0	(0)	0
Kingsway car park operation	25	25	0	0	0
Increased Recycling	25	25	0	0	0
Prior Year Schemes	0	0	0	0	0
Total City Services	11,641	11,141	(500)	(205)	(295)
Total Capital Forecast 2020/21	36,534	31,631	(4,904)	(4,569)	(337)

Report

Cabinet

Part 1

Date: 8 January 2021

Subject **Mid-Year Performance Analysis 2020/21**

Purpose To present Cabinet with an update on service area performance for the first six months of 2020/21 against Service Plans; to address any areas of under-performance before the year-end; and to consider recommendations / feedback from the Council's scrutiny committees.

Author Head of People and Business Change
Performance and Research Business Partner

Ward All

Summary The Well-being for Future Generations (Wales) Act 2015 requires Newport Council to have a Corporate Plan which sets out its vision for how it will improve lives of the current and future generations. Newport Council's Corporate Plan 2017-22 has identified four Well-being Objectives. To support the delivery of the Corporate Plan, the Council's eight service areas have developed their service plans which outline how they will support and deliver the Council's objectives. Due to the COVID-19 crisis the Council created four Strategic Recovery Aims to support the Corporate Plan (Supporting: Education & Employment, Environment & Economy, Health & Well-being of Citizens and Citizens Post COVID-19). This report highlights the progress made towards the Strategic Recovery Aims in addition to other important developments made by the service areas in the first 6 months of the year.

For the first six months of this financial year (April to September 2020), 94% of the actions identified in the service plans were 'In progress' with 5% of actions completed. For the performance measures reported it was noted that:

- 34 out of 91 reported performance measures were 'on target' in achieving delivery against their annual target;
- 9 out of 91 performance measures were 'short of target' in achieving delivery of their annual target;
- 15 out of 91 reported performance measures were 'off target' the delivery against their annual target.

Proposal Cabinet are requested to:

1. Note the contents of the report
2. Receive a further update on the year-end position once the data is available
3. Take urgent action in conjunction with the Directors and Heads of Service to address areas of poor performance.

Action by Strategic Directors and Heads of Service

Timetable Immediate

This report was prepared after consultation with:

- Chief Executive
- Strategic Directors
- Heads of Service

Signed

Background

In 2017 Newport City Council launched its Corporate Plan 2017-22 in accordance with The Well-being for Future Generations (Wales) Act 2015 which requires all public service bodies to state how they will deliver the well-being objectives. To support the delivery of the Corporate Plan, the Council's eight service areas each developed their Service Plan 2017-22. Each service plan has identified key objectives and actions which are linked to the four objectives and performance measures to demonstrate the progress in service delivery.

This financial year has impacted on the Council and its strategic partners in delivering key services and also the communities that the Council serves. In response and recovery of services, Cabinet Approved Newport City Council's Strategic Recovery Aims in [June 2020](#). These four aims set out what Newport City Council will do in response to the additional challenges that COVID-19 has presented. The aims consider the Council's long-term aim to 'build a better Newport' and support the Well-being of Future Generations Act 2015 by each linking to a Well-being Objective. The aims also consider the aims of the Well-being Plan and Corporate Plan.

The four Strategic Recovery Aims are:

Strategic Recovery Aim 1 - Understand, and respond to, the additional challenges, which COVID-19 has presented, including loss of employment, impact on business and on the progress, achievement and wellbeing of both mainstream and vulnerable learners.

Strategic Recovery Aim 2 - Understand and respond to the impact of COVID-19 on the city's economic and environmental goals to enable Newport to thrive again.

Strategic Recovery Aim 3 - Promote and protect the health and wellbeing of people, safeguarding the most vulnerable, and building strong, resilient communities.

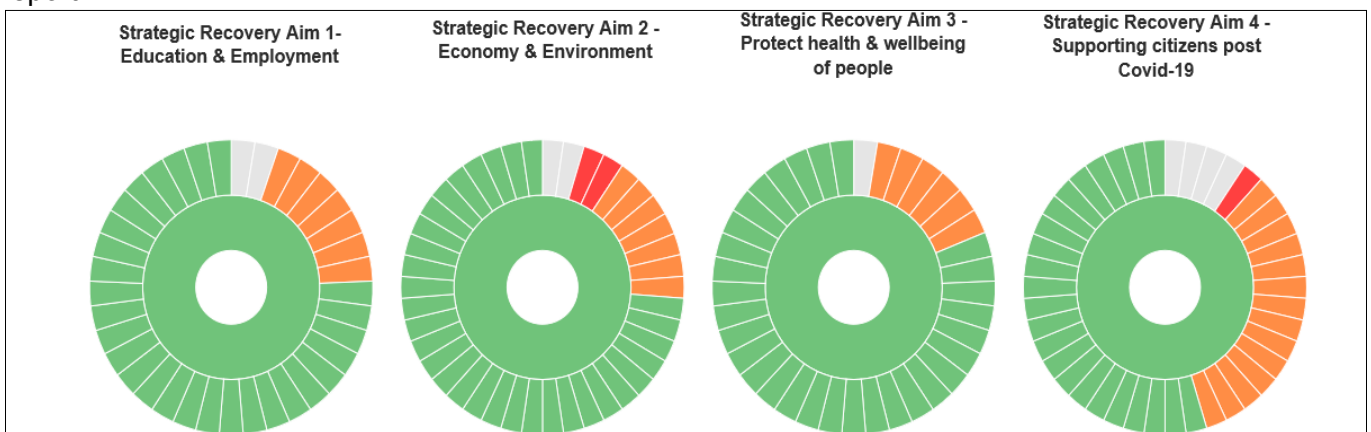
Strategic Recovery Aim 4 - Promote and protect the health and wellbeing of people, safeguarding the most vulnerable, and building strong, resilient communities.

The service plans for 20-21 were also updated to reflect the Strategic Recovery Aims, with each action being linked to an aim where appropriate. To monitor the delivery of service plans each service area is required to provide a 6 monthly update through a 'Mid-year review' and an 'End of Year' review report. The 2020/21 'Mid-year review' required each service area to provide:

1. An update on the progress against the delivery of objectives, actions and strategic recovery aims in their service plans; and
2. A quarter 2 update on the performance measures (National / Local / Management Information).

Progress against the Strategic Recovery Aims at 30th September 2020

The status of the actions linked to each Strategic Recovery Aim across the 8 service areas are summarised below. The graphic below details the current RAG (red amber green) status of all actions that are supporting the delivery of each Strategic Recovery Aim. Across the four Strategic Recovery Aims the Council is making good progress with each reporting a Green overall status against the actions. Detailed information on the actions reporting Red and Amber are summarised in Appendix 1 of this report.



Key

	Action on target of delivery or has been completed
	Action has identified issues that could impact on delivery of the action by the agreed deadline and requires management attention
	Action has significantly deviated from deadline and requires immediate management action
	Action has not started and scheduled to commence from Quarter 3 onwards

Progress against Service Plan Objectives and Actions at 30th September 2020

For 2020/21, the eight service areas had identified 48 objectives and 324 actions to support the Council in delivering its Corporate Plan. Appendix one 'Mid-year Performance Dashboard 2020/21' shows the distribution of the RAG status of actions across the 8 service areas. It was reported that:

- 5% (17 out of 324 actions) had been completed.
- 64% (208 out of 324 actions) service areas had reported Green and were on target delivering their actions in the timescale.
- 22% (72 out of 324 actions) had reported Amber and where issues have been identified which could impact on delivering the action within the timescale.
- The number of actions reported as Red – being off target was 8 out of 324 (1%). Lastly, 19 of the 324 actions (6%) were reported as not yet started.

A summary of progress against the objectives and actions is included in **Appendix one** of this report.

In the first six months of this financial year service areas have continued to make developments in delivering the Corporate Plan, which includes:

- **Adult & Community Services** – A new day service for people with autism and learning disabilities was opened in August enabling four college leavers to move into the community. In addition three young people transitioning from Children Services moved into a residential facility to meet their long term needs.
- **Children & Young People Services** – Roll out of MYST (My Support Team) as a service to increase the support available for children in placement particularly those children placed away from Newport. The service also received positive report from Care Inspectorate Wales.
- **City Services** – The Council received additional funding from Welsh Government to deliver Active Travel schemes and also the go ahead to develop Monkey Island scheme. The service has also continued to perform well with its recycling targets.
- **Education Services** – Education services has been supporting schools to respond to the Covid-19 crisis and enabling the development of blended learning. A new Welsh-medium school is still scheduled to open in September 2021.
- **Finance Services** – The Council's Revenues team have been supporting businesses to apply for business rate grants as well as supporting residents and businesses with their Council Tax and Business Rates respectively.
- **Law & Regulation** – The Council achieved its Purple Flag status for the City Centre. Regulatory services are supporting the Welsh Government and Aneurin Bevan Health Board in delivering Test Trace and Protect service.
- **People & Business Change** – The Authority's Strategic Equality Plan (SEP) for the next four years has been completed. The SEP, and its strategic objectives have been developed as a result of extensive community engagement and consultation, review of existing data, and analysis of local and national priorities.
- **Regeneration, Investment & Housing** - Construction work on the Market Arcade redevelopment has recommenced and a new glass roof over the Arcade has been completed. Transforming Towns funding has been awarded for the development of a co-working/business incubator space within the Information Station building and planning applications have been submitted for the Indoor Market redevelopment. A multi-million pound funding bid has been submitted to the Heritage Lottery Fund for the refurbishment of the Transporter Bridge and the provision of a new visitor centre.

Performance Measures at 30th September 2020

The Council has 91 performance measures (National / Local / Management Information) to monitor the delivery of Council services that were reported at the end of quarter two (30th September 2020). At the end of the quarter there were 40 national performance measures (monthly / quarterly / half yearly) reported. Overall, 34 performance measures were 'on target' or succeeding against their annual target; nine were 'short of target' (Amber) in achieving their target; and 15 were 'off target' in achieving their annual target.

At the Mid-year point for 2020/21, 10 out of 40 (25%) of the national performance measures were reported as being 'On Target'. These 'On Target' measures included:

- The Percentage of adult protection enquiries completed within 7 days – 98.4% / 90% (Target)
- Percentage of Food establishments broadly compliant with food hygiene standards – 100% / 96% (Target)
- Municipal waste reused, recycled and composted – 67.5% / 65% (Target)
- Number of new homes created as a result of bringing empty properties back into use – 21 / 9 (Target)

3 out of 40 national measures were reported as being Amber 'short of target' with 3 measures indicated as being red - 'off target'. The following indicators were red:

- The total number of children on the child protection register at 31st March – 146 / 130 (Target)
- Percentage of all planning applications determined in time – 67.2% / 87% (Target)
- The percentage of households for whom homelessness was prevented – 44% / 52% (Target)

24 of 40 national performance measures were reported as N/A. The majority of these are due to Welsh Government introducing new performance measures for Adults and Community Services and Children and Young People. As there is no previous data and benchmarking data to determine a target, no targets have been introduced for 2020/21.

Information in relation to the management action being undertaken to improve the performance of the measures reporting as Red and Amber is included in Appendix one of this report. Additionally, the Council's Senior Leadership Team and Corporate Management Team will continue to monitor closely the performance and management action being undertaken by service areas for measures reporting a Red / Amber status.

Overview

Overall good progress has been made against the Strategic Recovery Aims in the ongoing difficulties caused by COVID-19. The majority of service areas' actions that support the service plans reported Green and were on target delivering their actions in the timescale. All actions reported performing off target can be found with explanatory commentary in Appendix 1 of this report.

Performance measures also show a trend of being on target. This again shows the resilience of service areas continuing to deliver services despite the ongoing difficulties faced.

When considering this report, Cabinet should monitor any actions that have been taken in relation to performance management and take into account the observations and recommendations made by the Council's performance scrutiny committees. As part of the Cabinet Member's responsibilities for monitoring performance within their portfolio(s), it is necessary, in collaboration with their Heads of Service and whilst considering recommendations made by scrutiny committees, to ensure appropriate action is taken to improve performance.

Scrutiny Committees Feedback and Recommendations

Mid-year performance updates were presented to the Council's Place and Corporate Scrutiny Committee and the Council's People Scrutiny Committee in November 2020. A summary of the recommendations raised to Cabinet for consideration included:

Performance Scrutiny Committee - Place and Corporate Scrutiny Committee 5th and 19th November 2020

The Committee noted the performance within the Law & Regulation, People and Business Change, Regeneration Investment and Housing, City Services and Finance Service Plan Mid-Year Reviews and made the following comments to the Cabinet:

Law and Regulations

- The committee appreciated the hard work that officers at all levels have undertaken during the pandemic and managing to keep things going. The committee commented that the Amber measures were a good result given the position placed upon them.
- Members commented that it would be useful in to collect data for the improvements in air quality in the city and would like to see this in future reports.
- Members were pleased that the local toilet strategy report will be going to Cabinet shortly, as there are concerns about the lack of provisions available with many pubs and restaurants closing.

People and Business Change

- Members welcomed the detailed nature of the commentary.
- Members the hard work that officers at all levels have undertaken during the pandemic and managing to keep things going and were extremely thankful that the service area were able to sort out remote working for the workforce in such a small time frame.
- Committee were please that there had been engagement with places of worship. Comment was made if every place of worship were going to be engaged.
- Query was made about Democracy – 20 Things to do by 2020. How far did the Council get with this?

Regeneration Investment and Housing

- Members congratulated officers for keeping business running during the pandemic and up to current date. Comment was made that some red measures, such as Planning determinations and business growth were inevitable due to the surrounding circumstances.
- Members were pleased to hear the updates on fuel poverty and are happy that it remains a key focus moving forward to reduce the carbon footprint.
- The Committee were extremely happy with how the service area were able to accommodate for those who have been rough sleeping and/or homeless and wish to see this good work continue.

City Services

- Members were pleased with the performance shown in the report, and congratulated the service area on maintaining the collection of waste and recycling during the pandemic. They were also extremely happy that recycling figures exceeded in the overall plan.
- Members hoped that we are able to clearly advertise through various channels that the Information Station has moved to the Central Library, especially as elderly people are regular users of the services held there.
- Committee were pleased to hear about the improvement to the community greens, which will be a great help to people once we are able to reopen parks.

Finance

- Members were pleased to get clarification on how Business Rates and Council Tax are being handled this financial year through the pandemic and that the Business Rates have no financial benefit to the Council, only Council Tax is collected and used by the Council.

- The Committee were pleased with the content of the report and were happy there are no financial issues as such to worry about.
- The Committee were appreciative that the service area are working closely with rate payers that may have trouble making their agreed payments, as this is already a stressful time for everyone involved.
- The Committee wished to thank the Head of Service and his entire staff for the hard week they have undertaken during the pandemic.

Performance Scrutiny Committee – People on 3rd and 17th November 2020

Adult & Community Services and Children & Young People Services

The Committee wished to make the following comments to the Cabinet:

- The Committee recognise the challenges faced by both Adult and Community Services and the Children and Young Peoples Service during the pandemic and applauded the continuity of service during this challenging period. The Committee recognised the recruitment of foster carers in Newport was vital and stressed the need for continued support for our in-house carers. They also welcomed the provision of our own care homes and stressed that support for the staff working in these settings was vital.
- The committee wished to investigate further the Youth Offending Service and learn how they have been operating during the pandemic period in particular.

Financial Summary

An updated financial position for each service area was reported to Cabinet in November. Improvements to finance performance will made through existing budgets and financial position will be monitored closely through the Council's finance team.

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?
The Council does not deliver its corporate plan and its well-being objectives.	High	Low	Performance against the Council's Corporate Plan and service plans is monitored by the Council's SLT and CMT with regular reporting to Cabinet.	SLT / CMT

* Taking account of proposed mitigation measures

Links to Council Policies and Priorities

This report is linked to the Council's Corporate Plan 2017-22 and the Service Plans 2020/21

Options Available and considered

1. To note the contents of this report, to monitor performance measures with declining performance in conjunction with Heads of Service and to receive an analysis report of year end data.
2. To reject this report or ask for further information.

Preferred Option and Why

Option 1 is deemed to be the preferred option as Cabinet plays a key role in driving forward performance improvements and continued monitoring will ensure that this remains the case.

Comments of Chief Financial Officer

There are no direct financial implications arising from this report as its purpose is to update on performance. Service area budgets are monitored and regularly reported on with any performance improving measures being funded through existing budgets with any new measures considered within the context of the Medium Term Financial Plan.

Comments of Monitoring Officer

There are no specific legal issues arising from the Report. This monitoring report has been prepared in accordance with the Council's performance management framework and identifies progress made during the first six months of 2020/21 in delivering the corporate plan objectives and meeting key performance measures within service plans. The individual service plans have been considered by Performance Scrutiny Committees and their comments have been included in this Report, to assist Cabinet in identifying and addressing areas for improvement.

Comments of Head of People and Business Change

The Well-being of Future Generations Act requires the Council to set a strategic plan to deliver on its Well-being Objectives; this is the Council's Corporate Plan. In addition, due to the COVID-19 crisis, the Council created four Strategic Recovery Aims to support the Corporate Plan. Service plans for 20-21 were updated to reflect the Strategic Recovery Aims.

This mid-year review report forms part of the ongoing monitoring of service plan delivery and enables Cabinet Members to monitor the Council's performance for the first six months of this financial year. The report shows that the Council is making good progress across the four Strategic Recovery Aims. It also notes that, as part of their responsibilities for monitoring performance within their portfolio(s) and, in collaboration with their Heads of Service, Cabinet Members ensure appropriate action is taken to improve performance.

As the author of this report, the comments of the Head of People and Business Change are contained throughout. There are no direct staffing implications as a result of the report.

Comments of Cabinet Member

The Chair has been consulted and has agreed that this report goes forward to Cabinet for consideration.

Local issues

No specific local issues.

Equalities Impact Assessment and the Equalities Act 2010

Not Applicable

Children and Families (Wales) Measure

Not Applicable

Well-being of Future Generations (Wales) Act 2015

This report demonstrates and supports how the Council's service areas are progressing in the delivery of its Well-being Objectives as part of the Corporate Plan 2017-22. Service area updates on the delivery of their objectives and actions; and performance measures required consideration of the 5 ways of working to demonstrate their progress of delivery and to address any areas where poor performance has identified.

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

Comments received from wider consultation, including comments from elected members, are detailed in each application report in the attached schedule.

Background Papers

Newport City Council Corporate Plan 2017-22

Service Plans 2018-22.

Place & Corporate Scrutiny Committee November 2020

People Scrutiny Committee November 2020

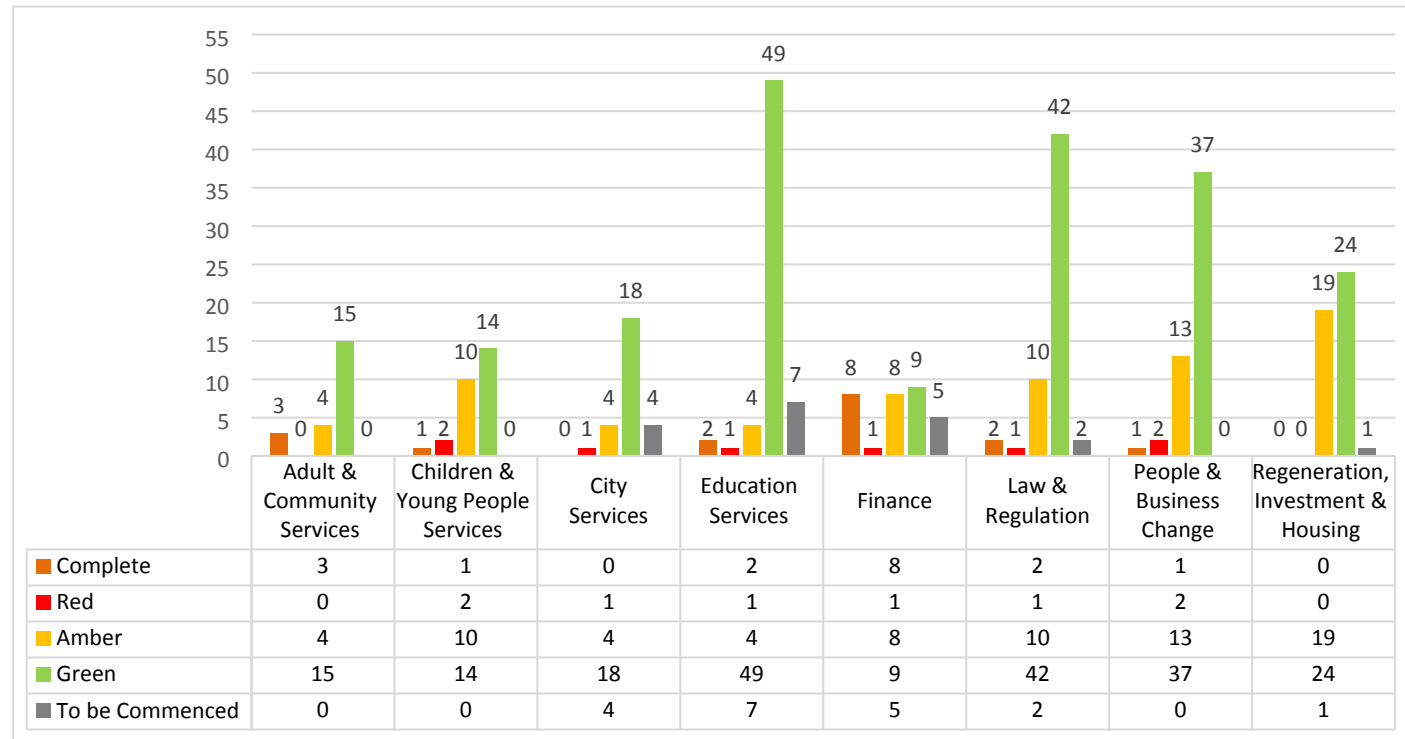
Minutes - Cabinet June 24th 2020

Minutes - Cabinet September 16th 2020

Dated: 31st December 2020

Appendix One - Mid-Year Performance Dashboard 2020/21 (To 30th September 2020)
Service Area Service Plan's Actions RAG Status

Tudalen 187



- 64% of service areas reported Green and were on target delivering their actions in the timescale.
- 5% of actions had been completed at the end of Q2
- 22% of actions recorded as amber where issues have been identified could impact on the delivery of the action by the agreed timescale
- 2% of actions reported as not able to deliver against the agreed timescale and immediate action is required.

Red and Amber Actions Status Exceptions

Adult & Community Services

Objective No.	Action Description	Action Outcome(s)	Strategic Recovery Aim	Start Date	End Date	% of Action Completed (Red / Amber / Green)	Action Commentary
3 Tudalen 188	Assess the impact of Covid 19 on the long term future sustainability of service providers ensuring that the market is able to offer sufficient market capacity and diversity.	This will provide an understanding of the impact that Covid 19 has had on the social care sector and service users in Newport. The outcomes of this work will determine the future market offer to ensure service users receive high quality and sustainable care and support packages that enables healthy, independent living.	<u>Strategic Recovery Aim 3</u> Assess the impact and the long term sustainability of the social care sector in Newport informing future service requirements.	1 st April 2019	31 st March 2022	20%	The long term impact of COVID on provider sustainability is currently unknown. Demand for services cannot be assessed properly as many people are working and living in different circumstances that may or may not continue i.e. working from home has allowed more flexibility for carers. The situation will continue to be monitored as we analyse the short/medium and long term impact of the pandemic on social care provision.
5	To implement new processes for Liberty Protection Safeguards which will be introduced in October 2020.	The Mental Capacity Act requires the Council to implement the deprivation and Liberty Protection Safeguards for Newport citizens. The delivery of this action will ensure the Council's processes meet these new legislative requirements.	Not Applicable	1 st April 2020	31 st December 2020	50%	Implementation of new processes and legislation postponed until 2022 due to Covid measures in place. Practitioners are engaged in the production of the code of practice which will be required for practitioners.
5	To continue to support and empower citizens through the adult safeguarding process.	The delivery of this action will ensure all Newport Citizens, Partners, Council Members and Officers are able to raise safeguarding concerns and issues and have confidence that these are investigated in accordance with the Social Services and Wellbeing Act,	Not Applicable	1 st April 2019	31 st March 2021	90%	Service improvement with advocacy for all adults at risk and full safeguarding investigations and meetings continues to improve.

Objective No.	Action Description	Action Outcome(s)	Strategic Recovery Aim	Start Date	End Date	% of Action Completed (Red / Amber / Green)	Action Commentary
5	To provide training and raise awareness of the new Liberty Protection Safeguards for all practitioners and officers.	The delivery of this action will ensure practitioners and officers are aware of their role and responsibilities under the new LPS legislation. This will also prevent non-compliance with the new legislation.	Not Applicable	1 st April 2020	31 st November 2020	50%	The legislative changes to the Deprivation of Liberty statutes will be postponed until 2022 due to Covid measures in place. This expands the timescale for training and production of the Code of Practice that will be required for practitioners.

Children & Young People Services

Objective	Action Description	Action Outcome(s)	Strategic Recovery Aim	Start Date	End Date	% of Action Completed (Red / Amber / Green)	Action Commentary
Children 189	Continue to develop a range of options for CLA to engage in work experience and have the offer of a mentor.	Improving outcomes for children in care and care leavers.	Not Applicable	1 st April 2020	31 st March 2021	0%	Work experience on hold due to Covid-19.
2	Work to the revised guidance for Corporate Parenting from Welsh Government (due in summer 2020) with the Corporate Parenting Forum and potentially other partners to build understanding of shared responsibility.	Improving outcomes for children in care and care leavers.	Not Applicable	1 st June 2020	31 st July 2021	0%	The revised guidance has been delayed. Once the guidance is available this work will commence.
1	Explore sustainability options for the Early Intervention Project within the Preventions Team for post March 2021.	Support Children Services objective to reduce the number of looked after children and enable effective early intervention and prevention.	Not applicable	30 th September 2020	31 st March 2021	50%	There is an ongoing dialogue with key stakeholders in this project to consider sustainable options post March 2021 when the current funding expires. This has involved Head of Childrens Service

Objective No.	Action Description	Action Outcome(s)	Strategic Recovery Aim	Start Date	End Date	% of Action Completed (Red / Amber / Green)	Action Commentary
							and Early Intervention Project (EIP) managers. A proposal is being considered to alter the structure and pathway with the service, to embed into core business with the Prevention Team. However, this development will still require some financial grant support from Police Crime Commissioner (PCC). We remain committed to the partnership and would like to see this progress.
Tudalen 190 1	Consider models of delivery for the Prevention Team to develop effective joint working arrangements alongside SPACE, FIT, CAMHS and the existing projects run by Barnardos	Support Children Services objective to reduce the number of looked after children and enable effective early intervention and prevention.	Not applicable	1 st April 2020	30 th September 2020	55%	This work continues and is strengthened by the new Barnardos partnership in the Early Intervention/Prevention world. A working group has been established with managers across the partnership, with a shared vision of what is to be achieved, and how to successfully effect change across the services. This includes, where possible a pooling of resources, eradication of duplication, development opportunities and streamlined service supports to families. In addition, the Prevention service is exploring ways to enhance relational based interactions with families, based on what matters to them, discussions, and move away from service led provision. This approach is evidenced based with improved outcomes for children and families.
1	Develop a rapid response provision at the front door of Children's Services utilising the skill set in existing provision.	Support Children Services objective to reduce the number of looked after children and enable effective early intervention and prevention.	Not applicable	1 st April 2020	31 st December 2020	25%	This is on hold due to Covid-19.
1	Work with the Pathway Service to support reunification of CLA to family/friends.	Support Children Services objective to reduce the number of looked after children and enable	Not applicable	1 st April 2020	31 st March 2021	25%	This has been challenging due to CV restrictions. However reunification remains a high priority.

Objective No.	Action Description	Action Outcome(s)	Strategic Recovery Aim	Start Date	End Date	% of Action Completed (Red / Amber / Green)	Action Commentary
		effective early intervention and prevention.					
1	Continue the work started with GDAS to base multiagency staff in frontline teams.	Support Children Services objective to reduce the number of looked after children and enable effective early intervention and prevention.	Not applicable	1 st April 2020	31 st March 2021	40%	Although progress was made in Q2 it wasn't to the desired level and therefore its likely progress will continue slowly as Covid-19 continues. We have met with the PSB and reflected this in our shared expectations and actions going forward have been set.
1	Work with colleagues in legal services to develop an agreed set of checklists to improve shared approaches to pre proceedings, PLO, and legal meetings.	Support Children Services objective to reduce the number of looked after children and enable effective early intervention and prevention.	Not applicable	1 st April 2019	31 st December -2020	57%	Legal meetings have reverted to Teams and have progressed well.
Tudalen 191	Work with the Pathway Service to ensure that all CLA are offered opportunities to develop independent living skills to ensure that young people transition into independent living successfully.	to improving outcomes for children in care and care leavers.	Not Applicable	1 st April 2020	31 st December 2021	50%	There has been an increased offer of workshops and there continues to be monthly independent living panel.
4	Embed new Local Standards across the service.	Prevention of offending and re-offending.	Not Applicable	1 st April 2020	31 st December 2020 (Extended to 31 st March 2021)	80%	Following a Self-Assessment audit earlier in the year, the YJS has been robustly reviewing all its practices and processes to embed the new NS. This work continues alongside the transformation of the service where standards and expectations are all addressed.
4	Establish a clear remit for and implement pathways to embed the new Child Exploitation tool and processes within the service.	Prevention of offending and re-offending.	Not Applicable	1 st January 2020	30 th September 2020 (Extended to 31 st March 2021)	80%	The YJS now has a clear process for embedding cases of concern for children at risk of and/or being exploited. The Risk Management Panel has been reshaped to include this vulnerable group more transparently, where a multi-agency panel can agree an action plan in response to shared concerns. Consideration at this

Objective No.	Action Description	Action Outcome(s)	Strategic Recovery Aim	Start Date	End Date	% of Action Completed (Red / Amber / Green)	Action Commentary
							level, will include taking the case to the CE strategy meetings. The YJS is now a consistent partner in the Child Exploitation Strategy Meetings held weekly in Child Protection service. All actions are now consistently recorded on Child View.
Tudalen 192	Build on work on Contextual harm and exploitation, safeguarding research, and embed new approaches to understanding, and responding to young people's experiences of significance.	Prevention of offending and re-offending.	Not Applicable	1 st April 2019	31 st December 2020	75%	<p>This area of work has not been hugely progressed for 2 reasons. The restructure and stabilisation of the YJS continues, and Covid-19 lockdown has brought changes to how the service can operate within communities. It does however remain on the agenda and forms part of case discussions when analysing factors that may be contributing to the presenting issues. This will continue into the following financial year.</p> <p>Contextual Safeguarding briefings have been delivered to staff by Clive Diaz - Cardiff University researcher.</p> <p>The service has identified a lead practitioner for Contextual Safeguarding who is working with key partners to establish community contextual safeguarding assessments where appropriately identified.</p> <p>The community walkabouts to gain additional and new information remain largely on hold due to Covid-19.</p>

City Services

Objective No.	Action Description	Action Outcome(s)	Strategic Recovery Aim	Start Date	End Date	% of Action Completed (Red / Amber / Green)	Action Commentary
1	Identify funding source to deliver the required Hostile Vehicle Mitigation.	Following the decision by Welsh Government not to match fund Newport's HVM project and the budget pressures as a result of the COVID 19 pandemic, funding for this project has not been realised	<u>Strategic Recovery Aim 2</u>	1 st April 2020	1 st January 2021	0%	The Council is awaiting for confirmation of funding from Welsh Government before further progress can be made.
Tudalen 193	Build a new household waste recycling centre: Finalise site search Finalise design and determine final project costs Approval for final project and financing options Construction phase	The delivery of this action contributes towards the Council's Corporate commitment of building a new household waste facility and delivery of the Council's Waste Strategy. Enables the Council to: <ul style="list-style-type: none"> • Increase recycling performance and work towards achieving the Welsh Government zero waste target. • Improve access for Newport citizens to recycle their waste and build on community pride in the city. • Supports the Council's Waste Strategy to provide extensive recycling services. 	Not Applicable	1 st January 2020	31 st March 2022	0%	Impact of Covid outbreak is causing delays with this project
5	Support the delivery of strategic, cross-cutting projects.	My Newport project. Information Station project.	<u>Strategic Recovery Aim 4</u>	1 st April 2020	31 st March 2021	2%	The main project that the service was supporting (moving face to face services from the Information Station to the Central Library) was effectively on hold for months due to Covid-19. The project is back up and running now but has changed significantly in scope, and Customer Experience are still

Objective No.	Action Description	Action Outcome(s)	Strategic Recovery Aim	Start Date	End Date	% of Action Completed (Red / Amber / Green)	Action Commentary
							working to understand what this means in terms of service provision and for residents.
5 Tudalen 194	Support the development of City Services operating systems and knowledge management to enable the Council effectively plan and direct services towards service demands.	The delivery of this action will enable City Services and other Council services to improve its efficiency in meeting the demands of Newport citizens. This also contributes towards the Council to improve its knowledge management of Council Services to analyse current and future trends that will support future decision making and business cases.	Strategic Recovery Aim 4	1 st April 2020	31 st March 2021	5%	Progress has been delayed due to the urgent requirement to make system and operational changes to support response to Covid-19.
5	Support the provision of Benefits Service to Newport citizens that makes best use of the resources available.	Capita Connect integration. Transfer of HB enquiry lines to the Contact Centre. Maximise the use of automated and digitised services. Review of the Discretionary Housing Payments (DHP) policy.	Not Applicable	1 st April 2020	31 st March 2021	5%	Work on Capita Connect was delayed by interdependent project upgrading the Capita Connect financial system. When this was completed development work commenced. This is a complex project involving 2 suppliers and SRS resource. Development work is currently underway.

Education Services

Objective No.	Action Description	Action Outcome(s)	Strategic Recovery Aim	Start Date	End Date	% of Action Completed (Red / Amber / Green)	Action Commentary
8	Monitoring of primary, secondary and special schools overall budgets:	Secondary schools are managing their in-year budgets.	Not Applicable	1 st April 2020	31 st March 2022	40%	Forecast overspends are projected to lead to a deficit closing balance for school reserves which will impact the LAs bottom line, although implementation of savings and management of costs has reduced this from previous forecast closing position.

Objective No.	Action Description	Action Outcome(s)	Strategic Recovery Aim	Start Date	End Date	% of Action Completed (Red / Amber / Green)	Action Commentary
	<ul style="list-style-type: none"> To prevent overspending and take necessary mitigating action(s). <p>Schools with deficit budget recovery plans are implementing the necessary actions to reduce their budget deficits</p>						The impact of Covid has decreased a number of costs, when compared to the first 2 quarters of 2019/20 financial year, for example agency spend. This will potentially improve the outturn position for schools in year, also many additional costs directly linked to Covid are eligible for recovery from the WG hardship fund and therefore will not detriment the schools position.
Tudalen 195 2	Implement the NCC attendance strategy to reduce rates of persistent absenteeism.	Reduction in primary and secondary school rates of persistent absence.	Not Applicable	1 st April 2019	31 st July 2021	50%	<p>The Welsh Government has removed the requirement for schools to set attendance targets for the 2020-2021 academic year. However, the monitoring of attendance remains an important practice for both the local authority and schools.</p> <p>All learners, including those that were previously shielding were expected to return to their school from 14 September 2020. In most schools, a minority of pupils have not returned as a result of parental concerns about transmission of the Covid-19 virus. These concerns are initially followed up by the school. Concerns are then escalated to the Education Welfare Service after the school has made every attempt to engage the family.</p> <p>The use of Fixed Penalty Notices or proceedings for non-attendance is not currently recommended for local authorities / schools. The Welsh Government will review this position at October half term.</p>
5	To progress a School Reorganisation proposal to support the	The capacity of Tredegar Park Primary School is increased from 420 to 525	Not Applicable	1 st April 2020	31 st August 2021	15%	There remains a desire to expand the school, however the feasibility of building on site is currently being explored due to

Objective No.	Action Description	Action Outcome(s)	Strategic Recovery Aim	Start Date	End Date	% of Action Completed (Red / Amber / Green)	Action Commentary
	expansion of Tredegar Park Primary School funded via the Welsh-medium Capital Grant.	with effect from September 2021 to ensure that adequate provision exists for children within the local area.					the flood risks in the area which may affect the ability to obtain planning permission. The Education Service is currently exploring a range of options with colleagues in other service areas.
5	Trips and Visits Policy and procedures are reviewed in line with National Guidance and NCC Audit recommendations.	Audit awards an adequate or satisfactory control rating of the trips and visit function.	Not Applicable	1 st April 2020	31 st March 2021	35%	The progress of this has been impacted due to Covid. Other work streams have taken priority particularly in a climate where school trips are being put on hold in response to the pandemic. Nonetheless, it is intended that we will continue to pursue this over the autumn term with a view to the updated policy being shared with governing bodies early in the spring term.
196	Monitor In-year school budgets to ensure budgets are: <ul style="list-style-type: none"> Managed effectively and taking necessary actions to prevent overspending. Effectively taking necessary actions to prevent overspending. Schools that have deficit budget recovery plans are implementing the necessary actions to reduce their overall budget deficits.	Schools all manage their in year budgets.	Not Applicable	1 st April 2020	31 st March 2022	25%	Deficit recovery meetings have taken place regularly for all schools with licenced deficits. Independent financial reviews have taken place of schools with five secondary which has resulted in school specific recommendations to be enacted in school deficit recovery plans. At this stage, four of seven schools with licenced deficits have forecast in year surplus budgets for 2022/21. However, this does not reduce their total deficits.
8							

Finance Services

Objective No.	Action Description	Action Outcome(s)	Strategic Recovery Aim	Start Date	End Date	% of Action Completed (Red / Amber / Green)	Action Commentary
5	Current Procurement Strategy expires 2019, new Strategy to be written.	New Procurement Strategy is approved and adopted by the Council. The adoption of the new Procurement Strategy will be aligned to the Wellbeing for Future Generations Act to encourage more local and sustainable procurement. This will support the City's local economy through business growth and employment opportunities.	Strategic Recovery Aim 2	1 st November 2019	30 th Sept 2020	90%	Procurement Strategy draft has been finalised, and is now out for review by Heads of Service, prior to going through official approval process. The new strategy should be approved and adopted by the end of November 2020.
Tudalen 197 1	Undertake audit work in line with the agreed Internal Audit Plan	Sufficient audit work is undertaken to provide appropriate assurance on the effectiveness of governance, risk management and internal control. As a result of Covid 19 the full 2020/21 Audit Plan will not be achieved. We will work with Heads of Service to prioritise audit workload in order to provide appropriate assurance in key areas.	Not Applicable	1 st April 2020	31 st March 2021	24%	The full audit plan was put on hold until 1 st October 2020 due to Covid-19 and the initial lockdown situation. A revised plan has been subsequently approved by Audit Committee. Some audits were undertaken during the first 6 months of the year and were undertaken remotely.
1	Raise awareness of the Council's Anti-fraud, Bribery & Corruption Policy.	Members and Officers are aware of their role and responsibilities to report any incidents where fraud and corruption occur in the Council.	Not Applicable	1 st April 2020	31 st March 2021	30%	A training presentation pack has been drafted; comments from IA management to be taken on board; presentation to be finalised; training sessions / presentation to be rolled out to NCC staff.
2	Project plan and delivery of the project.	We will have delivered a system that will enable residents and businesses to	Not Applicable	1 st December 2019	31 st March 2021	90%	Work to imbed the new council tax online services into the Council's website has been delayed due to the covid-19 pandemic and key external partners not

Objective No.	Action Description	Action Outcome(s)	Strategic Recovery Aim	Start Date	End Date	% of Action Completed (Red / Amber / Green)	Action Commentary
		transact digitally and to have a self-service functionality. The outcomes of this work will improve the efficiency revenue transactions and provide greater options for users to monitor and pay their bills.			Original End Date (5 th June 2020)		being available. Work has resumed and is anticipated that it will completed by the end of the year.
Tudalen 198	The facility to transact digitally has been installed and tested and is working. The next step involves imbedding the facility into the Newport City Council website as part of 'my council services' to offer a seamless experience for the customer.	Digital transactions are now working and available, and are awaiting integration by the Council's web service software partner into the main council website. This aspect of the project has been delayed due to covid and key personnel not being available.	Not Applicable	1 st March 2020	31 st December 2020 Original End Date (31 st October 2020)	90%	
3	Continued improvement of transactional processes undertaken by the Centralised Accountancy Team.	Further standardised and automated processes by the centralised accountancy team including linking the manpower with the new HR system.	Not Applicable	1 st April 2020	31 st March 2021	5%	An initial review has taken place of the current systems which need to be updated, and a project team is being identified to progress the project. It is in its early stage but a project scope will be developed soon with the intention to go out to tender suppliers soon after.
3	Upgrade the financial system which includes the integration of other systems, including the main ledger, procurement, debtors and asset register.	<ul style="list-style-type: none"> - A financial system on a more sustainable platform, preferably on the Cloud - Greater efficiency of working practices due to less down time and speed of processing - Far greater level of support and business continuity - Ability to access systems on multiple platforms such 	Not Applicable	1 st April 2020	1 st April 2022	5%	An initial review has taken place of the current systems which need to be updated, and a project team is being identified to progress the project. It is in its early stage but a project scope will be developed soon with the intention to go out to tender suppliers soon after.

Objective No.	Action Description	Action Outcome(s)	Strategic Recovery Aim	Start Date	End Date	% of Action Completed (Red / Amber / Green)	Action Commentary
		as mobile phones and tablets i.e. to authorise orders on the go.					
8	Carry out an exercise with Welsh Government to capture state aid information for all applicants.	One off exercise to be carried out to capture information and collate into agreed format information from each business to ensure compliance with state aid rules.	Strategic Recovery Aim 1 Strategic Recovery Aim 2	1 st August 2020	30 th September 2020	45%	This work is underway to ensure that all recipients of NNDR business rate grants have submitted a state aid declaration.
Tudalen 10	Work with partner agencies and 3 rd sector to provide advice and assistance to those with debts and financial problems.	Hold regular liaison meetings with partner organisations such as CAB to establish a joined-up approach to assisting those with arrears to find a sympathetic and sustainable way collect the debt.	Strategic Recovery Aim 1 Strategic Recovery Aim 2	1 st September 2020	1 st March 2021	20%	This is an ongoing project that will see closer working with partners in the 3 rd sector.

Law & Regulation

Objective No.	Action Description	Action Outcome(s)	Strategic Recovery Aim	Start Date	End Date	% of Action Completed (Red / Amber / Green)	Action Commentary
3	Regulatory Services – Environment & Community Maximise the use of online web forms linked to the Idox database.	To extend and improve the use of technology and modernise working practices in order to underpin and drive service delivery changes.	Not Applicable	1 st April 2019	31 st March 2021	25%	Due to Covid-19 the progress against this action has stopped as resources have been deployed into contact tracing and service delivery.
1	Destination Management and Events	To improve the efficiency and cost-effectiveness of professional and regulatory	Strategic Recovery Aim 2	1 st April 2020	31 st March 2021	12%	The review is just beginning with the new CEO now in place, and having to address COVID uncertainties.

Objective No.	Action Description	Action Outcome(s)	Strategic Recovery Aim	Start Date	End Date	% of Action Completed (Red / Amber / Green)	Action Commentary
	Review all destination management work and delivery of corporate events in the light of available resources.	services and optimise the use of available resources.	Strategic Recovery Aim 3				
1	To develop and extend customer satisfaction surveys for the Registration Service to cover registrations, in addition to ceremonies.	To improve the efficiency and cost-effectiveness of professional and regulatory services and optimise the use of available resources.	Not Applicable	1 st April 2020	31 st March 2021	20%	Still being pursued, online form chased with Customer Services but pandemic has affected whether this will be deliverable by March 2021.
Tudalen 200 4	Local Air Quality Management - develop localised plans under the Council's Sustainable Travel Strategy to meet statutory requirements for Action Plans. Actions to be generated by the Sustainable Travel Group.	To improve public health and consumer protection through the creation of a fairer and safer environment for Newport's residents, visitors and businesses.	Strategic Recovery Aim 2 Strategic Recovery Aim 3	1 st April 2020	31 st December 2021	0%	No progress has been made to date due to a vacancy with the Senior Scientific Officer. This post will be filled at the end of October and this action will be progressed in the second half of the financial year.
4	Support compliance within reputable businesses and investigate rogue traders to maintain a fair and safe trading environment.	To improve public health and consumer protection through the creation of a fairer and safer environment for Newport's residents, visitors and businesses.	Strategic Recovery Aim 4	1 st April 2020	31 st March 2021	25%	This objective has been interrupted by the CV19 enforcement work. A huge amount of surveillance and investigative work has not been possible. There is a prioritisation process ongoing and it is hoped that grant funded COVID enforcers will release officers to continue consumer protection programmes.
4	Regulate businesses and support consumers/residents to protect and improve health.	To improve public health and consumer protection through the creation of a fairer and safer environment for Newport's residents, visitors and businesses.	Strategic Recovery Aim 4	1 st April 2020	31 st March 2021	25%	This objective has been interrupted by the CV19 enforcement work. A huge amount of surveillance and investigative work has not been possible. There is a prioritisation process ongoing and it is hoped that grant funded COVID enforcers will release officers to continue consumer protection programmes. Work on illegal tobacco will continue.
4	Public Space Protection Orders (PSPOs)	PSPOs are made or renewed where appropriate to benefit the City. This includes	Not Applicable	1 st April 2020	31 st March 2021	25%	Due to Covid-19 outbreak this work has been postponed. This will be picked up later in the financial year.

Objective No.	Action Description	Action Outcome(s)	Strategic Recovery Aim	Start Date	End Date	% of Action Completed (Red / Amber / Green)	Action Commentary
	Undertake a review and renew (as appropriate and subject to the appropriate democratic process) PSPOs that have, or are due to, expire this financial year.	supporting City Services in developing proposals for new PSPOs across the City's parks, green/open spaces.					
4 Tudalen 201	In relation to food safety matters, ensure that the actions in the Action Plan agreed with the Food Standards Agency are delivered.	To deliver actions from the Food Standards Agency Action Plan.	Not Applicable	1 st April 2020	31 st March 2021	45%	The team has made appropriate progress in delivering actions from the Food Standards Agency audit, including appropriate inspections of food businesses. However, the Food Standards Agency has now relaxed the requirement for local authorities to undertake proactive inspections in recognition of the resources that are required for the Covid-19 response.
4 Tudalen 201	To deliver the Food Standards Agency Action Plan for food standards matters and animal feeds.	To deliver actions from the Food Standards Agency Action Plan.	Not Applicable	1 st April 2020	31 st March 2021	45%	This objective has been interrupted by the CV19 enforcement work. A huge amount of surveillance and investigative work has not been possible. There is a prioritisation process ongoing and it is hoped that grant funded COVID enforcers will release officers to continue consumer protection programmes.
4	Deliver safeguarding programmes and measures that protect citizens from victimisation and to measure the impact of regulatory interventions.	Successful identification of victims, actions taken to alleviate suffering/distress, assessment of impact of work carried out.	Not Applicable	1 st April 2020	31 st March 2021	25%	This objective has been interrupted by the CV19 enforcement work. A huge amount of prevention and investigative work has not been possible. There is a prioritisation process ongoing and it is hoped that grant funded COVID enforcers will release officers to continue consumer protection programmes.
4	Deliver business support and regulatory interventions in relation to new legislative requirements; specifically minimum unit pricing and energy performance for	Knowledgeable businesses; the removal of the risk posed to vulnerable drinkers; more energy efficient buildings and savings to citizens.	Not Applicable	1 st April 2020	31 st March 2021	25%	This objective has been interrupted by the CV19 enforcement work. A huge amount of prevention and investigative work has not been possible. There is a prioritisation process ongoing and it is hoped that grant funded COVID enforcers will release officers to continue

Objective No.	Action Description	Action Outcome(s)	Strategic Recovery Aim	Start Date	End Date	% of Action Completed (Red / Amber / Green)	Action Commentary
	domestic and non-domestic housing.						consumer protection programmes. Innovative plans have been put in place in relation to the pricing programme – this is important due to the funding elements.

People & Business Change

Objective No.	Action Description	Action Outcome(s)	Strategic Recovery Aim	Start Date	End Date	% of Action Completed (Red / Amber / Green)	Action Commentary
2	Support the Council in developing robust governance arrangements that monitors the delivery of strategic programmes and projects that aligns with the Council's finance, HR, planning, performance and risk management processes.	There are robust governance arrangements in place that support, monitor and provide assurance over the delivery of the Council's strategic programmes and projects. Governance arrangements are aligned with the Council's Finance, planning, performance and risk processes that are able to provide effective decision making and provide assurance.	Not Applicable	1 st April 2019	31 st March 2021	30%	This work is deferred until next year.
5	To work towards a workforce that is representative of the community that it serves, embeds equality in its internal processes, and creates an inclusive culture which retains and develops employees from diverse backgrounds, including Welsh speakers.	Staff from underrepresented groups feel valued and listened to. Positive action is used effectively to address areas of under representation at all levels. Improved demographic monitoring results in better workforce planning. Visible representation results in improved trust and	Strategic Recovery Aim 4	1 st April 2020	31 st March 2021	50%	Work is ongoing in partnership with Human Resources to improve our approach to addressing workforce representation. There is greater emphasis on this work as a result of the Black Lives Matter movement and associated manifestos. The organisation's Black, Asian and Minority Ethnic Staff Support Network is now established and meeting bi-monthly. The group have identified their priorities as reviewing relevant workplace policies,

Objective No.	Action Description	Action Outcome(s)	Strategic Recovery Aim	Start Date	End Date	% of Action Completed (Red / Amber / Green)	Action Commentary
		confidence from communities.					improving equality training for staff, and improving workforce representation. Work is underway to better collect and understand workforce data, and specific levels of under representation across the organisation, including the completion of a BAME pay gap analysis. Equality and bias training has been mandated for all staff, managers and elected members. A BAME community forum has been established and is chaired by the Leader of the Council - part of this work includes exploring the barriers faced by BAME communities in accessing public service employment opportunities.
Tudalen 203 ₁	Development and delivery of the innovation programme which will align and underpin the delivery of the Corporate Plan and support the Council's Strategic Recovery Aims. Ensuring that the innovation programme affects cultural change and supports the principles of the Wellbeing of Future Generations Act.	Enable the Council's service areas to successfully deliver the Corporate Plan, Strategic Recovery Aims and other strategic activity. Will ensure improvements and changes consider the principles in the Well-being of Future Generations Act.	Not Applicable	1 st April 2019	31 st March 2022	40%	Work is in progress to develop an innovation programme.
1	Development and implementation of a comprehensive communications consultation strategy for the Council's innovation programme.	Internal and external stakeholders are involved and collaborate with each other to deliver the Corporate Plan.	Not Applicable	1 st April 2019	31 st March 2022	50%	In tandem delivery development of the innovation programme.
1	Support service areas to develop robust, evidence based business cases and	Service areas are able to develop robust and evidence based business cases that enable effective decision	Not Applicable	1 st April 2019	31 st March 2022	40%	BIT are now supporting all service areas on the production of business proposals for the MTRP process 2021-22

Objective No.	Action Description	Action Outcome(s)	Strategic Recovery Aim	Start Date	End Date	% of Action Completed (Red / Amber / Green)	Action Commentary
	successfully deliver projects.	making and support the delivery of the Council's Corporate Plan. The Business Improvement Team provide expert support and guidance that will enable service areas to successfully deliver their programmes and projects.					
Tudalen 1	Provide advice and guidance to service areas to embed the principles of the Future Generations Wales Act.	The principles of the Well-being Act are embedded into decision making processes that will enable the Council to deliver its objectives.	Not Applicable	1 st April 2020	31 st March 2021	30%	Advice this year to date has focussed on COVID, although guidance on decisions, FEIAs and Cabinet Reports has continued. Work is ongoing to develop the next steps for the Council, with a Cabinet Report reflecting the Future Generations Commissioner report, to be finalised Nov 2020.
2	Play an integral role in the change management process to ensure change initiatives are sustainable and embedded within the organisation.	Achieved on a project level using effective Project Close Down reports, Lessons Learned reports and operational hand over.	Not Applicable	1 st April 2019	31 st March 2021	20%	Work has commenced and the team are involved in the change process.
2	Ensure that the organisation is meeting its requirements under the Civil Contingencies Act through delivery of the Civil Contingencies work programme.	Delivery of Civil Contingencies work programme for 20/21. Organisation is supported in all aspects of civil contingencies and business continuity planning. Effective partnership working in place.	Not Applicable	1 st April 2019	31 st March 2021	60%	Civil Contingencies work this year to date has been focussed almost entirely on the COVID pandemic emergency response, regional work and support for GOLD, this has meant that other work on the programme is deferred. Work on a number of emergency plans has continued including sign off of the flood plan, and business continuity work will recommence in the next quarter. The Council will ensure that it continues to deliver its statutory duties under the Civil Contingencies Act, including the

Objective No.	Action Description	Action Outcome(s)	Strategic Recovery Aim	Start Date	End Date	% of Action Completed (Red / Amber / Green)	Action Commentary
							provision of robust response and command structures and partnership working with key organisations.
2	Ensure the organisation develops and maintains business continuity arrangements at corporate and service area levels, encompassing all critical services.	Robust business continuity arrangements in place at corporate and service area level. Business continuity arrangements updated for all critical services.	Not Applicable	3 rd July 2019	31 st March 2021	59%	Although the programmed Corporate Business Continuity work was suspended on the onset of the COVID19 Pandemic, work has now commenced on reviewing the original BCM programme and systems. Updated Business Impact Analysis and risk assessment templates are being developed for issuing to service areas. It is intended that this piece of work is undertaken with urgency due to the ongoing requirements of the Council's response to the COVID19 Pandemic and also the oncoming winter period.
Tudalen 205 2	Plan and implement Gold duty officer refresher training to ensure understanding of their roles and responsibilities.	Gold duty officers effective in their role in an emergency. Gold officers understanding their roles and responsibilities , Effective management and communications in the event of incidents.	Not Applicable	1 st April 2020	31 st March 2021	50%	Due to the ongoing requirements of the Council's response to the COVID19 pandemic, which has now moved into the second wave and continues to focus the work the Civil Contingencies Team and Gold Officers, this work has been further delayed. It is recognised that the ongoing training of Gold Officers is a significant aspect of the Council's resilience to respond to incidents. However, as part of the Council's response to the COVID19 pandemic, Gold Officers are having experience of attending and participating in regular internal Gold Meetings, with selected Gold Officers also participating in external Strategic and Recovery Coordination Groups meetings. This will continue to be reviewed dependent on the longevity of the response and recovery from COVID-19 and availability of Gold Officers.

Objective No.	Action Description	Action Outcome(s)	Strategic Recovery Aim	Start Date	End Date	% of Action Completed (Red / Amber / Green)	Action Commentary
2	To deliver training and development of Council service areas on the Council's approach to planning, performance and risk management.	Officers across the service areas improve their understanding of performance management and risk management. This will enable the Council to effectively demonstrate how it is achieving the Council's Wellbeing Objectives and Corporate Plan and managing its risks.	Not Applicable	1 st April 2020	31 st March 2021	20%	Due to Covid-19, the delivery of performance and risk training has been suspended due to social distancing requirements and focus on supporting front-line services. In quarter 3 we will be making preparations to provide online training to Council staff and aim to have these live in quarter 4.
Tudalen 206 ₃	To attract and recruit new starters from a broad, diverse background that have and are able to develop the right skills, values and attributes in a modern and digital way.	The recruitment and selection process is reviewed and new ways of recruiting are established. Values based recruitment forms the basis of attraction and recruitment. Digital recruitment is supported.	Strategic Recovery Aim 3	1 st April 2020	31 st March 2021	0%	A review of the way in which we record sensitive information to properly analyse workforce demographics has been undertaken and is now live in the new recruitment module. A similar exercise has been completed for our leaver process when analysing exit questionnaires. The data picture will be much improved in terms of accuracy when we run turnover data in 12 months' time. Further work is required in the remaining quarters of this year to identify strategies to improve workforce representation.
5	To deliver against the Welsh Government's Community Cohesion Plan and conditions set out in funding arrangements for new Community Cohesion Officers.	Community tensions are monitored and mitigated against Communities are resilient to risks including hate crime and radicalisation EU nationals feel supported and welcomed in the city The community impact of Brexit is minimised. Impact of COVID on communities is understood and programme effectively responds to community tensions and	Strategic Recovery Aim 4	1 st April 2020	31 st March 2021	80%	Cohesion work has shifted to focus on the impact of COVID-19. Work has included: <ul style="list-style-type: none"> Weekly community tensions report produced for each area, including analysis of tensions relating to business, housing, hate crime, migration, social distancing/regulations Weekly community tensions call with police and community members Regular to engage senior officers within the Council in responding to emerging issues

Objective No.	Action Description	Action Outcome(s)	Strategic Recovery Aim	Start Date	End Date	% of Action Completed (Red / Amber / Green)	Action Commentary
Tudalen 207		creates a shared sense of identity across the city					<ul style="list-style-type: none"> • Weekly BAME-specific e-bulletins including accessible/translated materials, signposting to services (e.g. foodbanks, hate crime reporting, funding opportunities) • Creation of resources in community languages in response to identified tensions, including social distancing information, religious observation during COVID-19 and health and wellbeing information • Completion of a Community Impact Assessment (Newport specific), using national and local evidence to identify key impacts that the pandemic has had on minority, marginalised and disadvantaged groups – work ongoing and next phase will see recommendations co-produced with relevant community groups • Work with local community groups to ensure culturally appropriate food and support have been made available to BAME, religious and migrant communities • Engagement with Places of Worship in order to assist with planning for re-opening and respond to any local concerns • Establishment of a Disability Access Group, feeding into city centre re-opening plans • Establishment of a Gypsy and Traveller multi-agency response group to address tensions surrounding sites in Gwent Levels and Duffryn • Creation of a COVID-9 specific padlet site for EU communities in

Objective No.	Action Description	Action Outcome(s)	Strategic Recovery Aim	Start Date	End Date	% of Action Completed (Red / Amber / Green)	Action Commentary
Tudalen 208							<p>Newport – updated regularly with resources and information in community languages</p> <ul style="list-style-type: none"> • Co-ordination of Newport and Monmouthshire's EU Citizens Meeting, continuing virtually on a monthly basis, engaging all EUSS partners • Working with partners to ensure appropriate support is provide to individuals (mainly Roma, Czech and Slovak) experiencing discrimination, hardship and housing issues • Updating and maintaining various EU community Facebook sites, including regular community opinion polls (for example, where EU communities are currently getting information from) <p>Supporting local community groups to establish virtual engagement opportunities for their members</p>
5	<p>To monitor, review and ensure compliance with the Authority's Welsh language Standards, whilst actively promoting the Welsh language, internally and across the city.</p>	<p>The Council are compliant with legislative requirements. Staff are aware of their responsibilities under the Welsh Language Standards. Service design, policy and decision making are informed by Welsh language considerations. Council services make an active offer of delivery through the medium of Welsh.</p>	Not Applicable	1 st April 2020	31 st March 2021	70%	<p>Welsh language monitoring continues. The 19/20 annual report has been published, and highlights positive areas of progress, including good engagement with a range of Welsh language and broader community partners. The Council once again sponsored this year's annual Welsh Language Festival, and has updated schools admission material to reflect the diversity of communities that need to be reached around Welsh in education opportunities.</p> <p>The governance and performance structure associated with Welsh</p>

Objective No.	Action Description	Action Outcome(s)	Strategic Recovery Aim	Start Date	End Date	% of Action Completed (Red / Amber / Green)	Action Commentary
Tudalen 209		Communities and partners are positively engaged in the Welsh language agenda. NCC attracts and develops more Welsh speakers.					Language Standards monitoring has been reviewed, with refreshed action plans at a corporate and service area level. Improved performance indicators are currently being developed to drive this work. A community partnership with Dragons Rugby has been established, with plans for outreach and engagement work across Welsh medium schools and BAME communities. The Welsh Language Commissioner's Annual Assurance Report highlighted good practice in compliance with Welsh Language Standards in relation to external communication and social media, whilst there remains some areas for improvement which will be addressed through the new performance framework.
5	To develop an Integration Strategy for Newport, focusing on our approach to asylum seekers, refugees and migrants and contributing to Welsh Government's Nation of Sanctuary Plan.	Positive messages about migration are regularly highlighted. Newcomers to Newport are welcomed, and have access to appropriate services. Services, decision and policy making consider the impact on refugees, asylum seekers and migrants. 7 additional families are resettled under the UK Resettlement Scheme.	Strategic Recovery Aim 4	1 st April 2020	31 st March 2021	50%	Work with the Inclusive Cities Programme continues, and an action plan for delivery of this work is being finalised during the next quarter with support from partner cities. COVID-19 has impacted on the development of a specific integration plan, however this commitment is now embedded within our Strategic Equality Plan as a medium-long term commitment. Newport's EU Citizens' forum continues to meet quarterly, engaging partners and third sector organisations in delivering cohesive support to EU migrant communities. During COVID-19 a number of improvements have been made to the

Objective No.	Action Description	Action Outcome(s)	Strategic Recovery Aim	Start Date	End Date	% of Action Completed (Red / Amber / Green)	Action Commentary
Tudalen 210							city's response to migrant communities, such as the development of a multi-agency protocol for people with NRPF and provision of free school meals to people with NRPF. The Vulnerable Person's Resettlement Team continue to support around 40 refugee families living in Newport and have started to focus on better integrating these families to ensure independence, including the provision of training and volunteering opportunities. Development of the Welcome to Newport App continues in partnership with Newport Software Academy and Cardiff University, and a project plan has been agreed, including the involvement of service users in design.

Regeneration, Investment & Housing

Objective No.	Action Description	Action Outcome(s)	Strategic Recovery Aim	Start Date	End Date	% of Action Completed (Red / Amber / Green)	Action Commentary
1	Develop a Strategic Development Plan for the Cardiff Capital Region (Growing the economy as part of the region).	Through collaboration we shall contribute towards the development of the Strategic Development Plan for the Cardiff Capital Region.	Strategic Recovery Aim 3 – promote a healthy and active city	1 st April 2019	31 st March 2026	10%	No further progress pending resolution of governance by Welsh Government in respect of Corporate Joint Committees.
1	Working in partnership with public and private sector business support providers to increase the number of new business start-ups in Newport.	Key projects such as the Information Station, IAC, Indoor Market and Market Arcade will support existing and new businesses to the city. This will support the Council's objective for	Strategic Recovery Aim 2 – support businesses with the new-normal, support	1 st April 2019	31 st March 2022	10%	Draft Cabinet Member report for Business Development funding awaiting sign off.

Objective No.	Action Description	Action Outcome(s)	Strategic Recovery Aim	Start Date	End Date	% of Action Completed (Red / Amber / Green)	Action Commentary
		generating long term economic growth and provide opportunities generating new jobs.	businesses post Brexit				
Tudalen 211	Embedding the Welsh language in all our activities.	Ensuring welsh language standards are embedded within all Service activities.	Strategic Recovery Aim 1 – reduce inequality	1 st April 2019	31 st March 2021	75%	We currently maintain two FS childcare settings offered through the medium of welsh; one in the North of the City and one in the East both achieving umbrella organisations quality standards. Further welsh medium facilities to offer enhanced welsh medium provision for 3 - 4 year olds is currently being developed at Ringland. Ongoing work force development plans including links with Welsh Medium Secondary schools to recruit into the childcare work force is ongoing, Community Regeneration also has representatives on the Welsh in Education Forum and contributes to the Welsh in Education Strategic plan and promotion sub group. Language and Play activities are offered through the medium of welsh and we also have support from a welsh speaking, speech and language therapist.
3	Develop phase 2 of the Neighbourhood Hub project.	The delivery of this action supports delivery of the Council's Corporate Plan to develop a modernised council and integrate Council services that will collaborate together and involve the communities to develop tailored services for their beds.	Strategic Recovery Aim 1 – provide access to training and re-employment. Strategic Recovery Aim 4 – support vulnerable people, re-establish community	1 st April 2020	31 st March 2022	0%	No further progress due to Covid-19. The focus has been on delivering services to our most vulnerable residents.

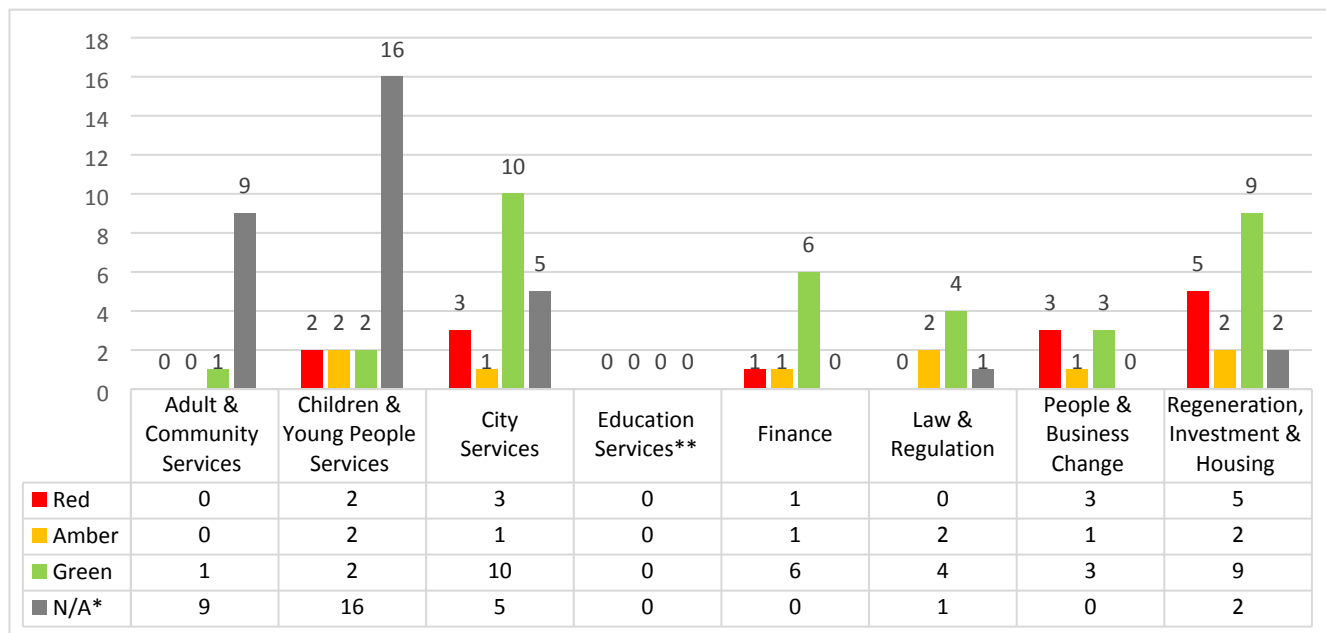
Objective No.	Action Description	Action Outcome(s)	Strategic Recovery Aim	Start Date	End Date	% of Action Completed (Red / Amber / Green)	Action Commentary
			facilities, and increase community engagement and cohesion.				
Tudalen 212 ³	Delivery of the regional early years Pathfinder project with Public Health Wales, local authorities and Children Services.	The Pathfinder project is a collaborative project with the Public Health Wales, Children Services and Flying Start for early years prevention for 0-7 year olds including improved parenting, anti-natal support.	Strategic Recovery Aim 3 – support children and young people Strategic Recovery Aim 4 – support vulnerable people	1 st April 2020	31 st March 2021	75%	<p>The Integration of Early Years Transformation Programme (Pathfinder) is progressing well. The regional partnership between Newport City Council, Caerphilly and Blaenau Gwent local authorities, Public Health Wales and Aneurin Bevan Health Board has resulted in the creation of a core team for the pilot area of Bettws, consisting of a Midwife, Health Visitors, Family Intervention Workers and Nursery Nurses. These are now all in post.</p> <p>Work with families from the antenatal stage through to 7 years of age has begun.</p> <p>The next quarter will see the development of distance travelled tools, the creation of a new module of work within WCCIS and evaluation of the pilot.</p>
3	Delivery of the child care offer for 3-4 year olds through the medium of Welsh.	<p>The delivery of this action is looking at increasing and improving the child care provision for parents of 3-4 year olds that wish to have their children taught through the medium of Welsh.</p> <p>This supports the wellbeing objective of building cohesive and sustainable communities through increasing the number of Welsh speakers and promoting the Welsh language in all parts of life.</p>	Strategic Recovery Aim 1 – reduce inequality	1 st April 2020	31 st March 2022	50%	<p>Capital investment was secured for the delivery of two childcare facilities, one in the Central Hub area to be located adjacent to the Dysgwyr Bach Flying Start facility and the second to be located in the North Hub area to be located in Bettws.</p> <p>The design, build and delivery of these facilities have been hampered by COVID19 and delayed the projects by 4 months.</p> <p>The development in Pill has been tendered and a contractor appointed, it is anticipated they will start on site in Feb 2021.</p> <p>Bettws development - two potential locations were identified but the site at</p>

Objective No.	Action Description	Action Outcome(s)	Strategic Recovery Aim	Start Date	End Date	% of Action Completed (Red / Amber / Green)	Action Commentary
							Ysgol Gymraeg Ifor Hael was identified as the more suitable location and will serve as a link between the services. It would also provide a natural transition from pre-school to nursery as well as providing additional services such as breakfast club, lunch club, wrap around services and potential play schemes all in the medium of Welsh. The designs for the scheme have been finalised and a tender for the project is being prepared.
Tudalen 213	Delivery and expansion of the Newport Commitment digital platform to connect children, young people and long term unemployed with public, private and third sector organisations.	Through the Newport Commitment we will look to expand the platform and attract more private, public and third sector organisations to join and offer opportunities for children, young people and long-term unemployed. This will contribute towards the economic growth of the city and ensure that Newport citizens are able to reach their full potential.	<p>Strategic Recovery Aim 1 – provide access to training and re-employment.</p> <p>Strategic Recovery Aim 3 - support children and young people.</p> <p>Strategic Recovery Aim 4 – support vulnerable people.</p>	1 st April 2020	31 st March 2021	0%	Due to Covid-19, the delivery of the Newport Commitment has been paused, however the Cardiff Capital Regional Programme Board are reviewing the Newport, Cardiff and Bristol Commitments to see if this can be expanded across other local authorities.
5	Manage and maintain the Common Housing Register (CHR) and Newport Housing Options service	To ensure the CHR remains up to date with a partnership approach to allocating affordable housing in the City. The provision of housing advice and information to the public and residents of Newport.	Support Recovery Aim 4 - by ensuring CHR is up to date allowing improved housing offers	1 st April 2019	31 st March 2021	50%	The CHR continues to receive approx. 300 applications per month and has circa 7,500 active applications for housing. Properties are advertised on behalf of partner RSL's and partnership meetings are coordinated through the Strategic Housing Forum. Delivery of affordable housing will also be reviewed to mitigate the effects of Covid19 and increased demand for single person affordable

Objective No.	Action Description	Action Outcome(s)	Strategic Recovery Aim	Start Date	End Date	% of Action Completed (Red / Amber / Green)	Action Commentary
							housing. Advice and information delivered via the Home Options website has increased by 40% during Covid19 and homelessness assessments have increased by 68% compared to the same period in 19/20
5 Tudalen	Produce an updated Gypsy Traveller Accommodation Assessment (GTAA).	Assessment produced and submitted to Welsh Government in line with statutory requirements.	Strategic Recovery Aim 4 - by supporting Gypsy and Traveller communities post COVID.	1 st April 2020	24 th February 2022	0%	Due to lockdown the deadline for submitting the GTAA has moved to 2022. Work continues to identify and record accommodation needs amongst Gypsy and Traveller communities using the caravan count system.
5 214	Establish the Newport Landlords' Forum	Regular Forum helps to support private landlords and facilitate closer working between stakeholders	Strategic Recovery Aim 4 - promoting a healthy private rented sector	1 st April 2020	31 st March 2021	25%	A meeting of the Newport Landlords' Forum had been arranged but had to be cancelled due to lockdown. We are looking at the possibility of holding a virtual forum.
5	Further development of the Strategic Housing Forum	Quarterly discussions on strategic housing priorities between NCC and housing association partners	Strategic Recovery Aim 4 - delivering opportunities for people to access suitable and affordable housing	1 st April 2020	31 st March 2021	50%	A virtual meeting of the Strategic Housing Forum took place in July. As a result of this it was agreed to form sub groups of the forum dealing with specific issues. These groups are in the process of being established.
5	Produce a housing prospectus for Newport in line with Welsh Government guidance.	Housing prospectus produced setting out the nature of housing need in Newport.	Strategic Recovery Aim 4 by identifying and addressing housing needs post COVID	1 st August 2020	31 st March 2021	0%	Guidance has yet to be issued by Welsh Government but preparatory work on identifying and understanding housing need has continued to take place.
6	Investigate opportunities to improve domestic energy efficiency and relieve fuel poverty in Newport.		Not Applicable	1 st April 2019	31 st March 2021	15%	Work with partner organisations has been put on hold due to the Covid-19 pandemic.
6	Begin to use zero emission vehicles and active travel to deliver services	RIH to reduce grey mileage and maximise the use of zero	Strategic Recovery Aim 2 - Protect and	1 st April 2019	31 st March 2021	15%	Zero emission transport is being used within the service area but due to changes

Objective No.	Action Description	Action Outcome(s)	Strategic Recovery Aim	Start Date	End Date	% of Action Completed (Red / Amber / Green)	Action Commentary
		emission transport across the service area	improve the environment, including air quality and decarbonisation of the city for its residents, businesses and visitors.				to working patterns this is to a limited degree.
7	Develop and update a Civic Centre maintenance backlog prioritisation schedule.	Identify, log and prioritise the maintenance needs of the Civic Centre, and set out a work schedule which enables the most effective use of the building	Not applicable	1 st April 2020	31 st March 2021	50%	Due to Covid-19 the Civic Centre condition report has been delayed, which in turn has delayed our ability to produce a prioritisation schedule on the maintenance backlog.
Tudalen 7	Ensure that the property and assets held by NCC sustain and support the corporate plan	Implement the 5 year plan of the SAMP	Not applicable.	1 st April 2020	31 st March 2021	50%	This is an ongoing action and its implementation and success will be measured towards/at the end of the 5 year period.
215 7	Adherence to the Corporate Landlord Policy	Ensure all service departments and schools adhere to the corporate landlord policy. Any instances of non-adherence are evidenced and reflected upon for future reference and learning	Supports Strategic recovery Aim 1.	1 st April 2020	31 st March 2021	50%	This is an ongoing action. With the development of the Premises Manager Handbook and Premises Manager training there is an increased awareness of the corporate landlord policy and subsequent adherence to the policy.
7	Accountable and responsible Premise Managers in all NCC premises	An up to date and comprehensive list of premise managers is compiled, ensuring all premise managers have received NCC training.	Not applicable	1 st April 2020	31 st March 2021	50%	The list is in its final draft and requires input from the relevant Heads of Service and Service Managers before completion. The training will be updated in line with the Premises Managers Handbook and relevant regulatory changes.
7	Create and develop the Civic Centre Operational Groups	Organise and develop a group of Officers from NCC and Norse to oversee the current and future management of the Civic Centre.	Not applicable	1 st April 2020	31 st March 2021	75%	Due to the Covid-19 response, officers have had to prioritise other work. However, the group are consulted on major works in the Civic Centre.

Appendix Two - Performance measures RAG status breakdown for each service area



*N/A indicates Management Information data where targets cannot be set e.g. Civil Parking Enforcement or is presented for information purposes. The high number of measures reported as N/A in Adult and Community Services and Children and Young People Services is due to the Welsh Government introducing a new performance management framework for these areas. As there is no previous data and benchmarking data to determine a target, no targets have been introduced for 2020/21.

**Due to Covid-19, Welsh Government has agreed to suspend the reporting of attainment and attendance performance measures for the academic years 2019/20 and 2020/21.

- 37% of performance measures were reported as either meeting or succeeding against their target.
- 16% of performance measures were reported at red indicating that they are underperforming over 15% tolerance of the agreed target
- 10% of performance measures were reported at amber indicating they are short of meeting their target within 15% tolerance.
- Below is a summary of Red and Amber measures reported and commentary from service areas.

Red and Amber Performance Status Exceptions

Children and Young People Services

Performance Measure	Q2 Figure (or latest) 2020/21	Target 2020/21	Previous Year (Actual @ Quarter 4 2019/20)	Previous Year (Actual @ Quarter 2) 2019/20	Previous Year (Actual @Quarter 2) 2018/19	Comments
CH/026 - The total number of children on the child protection register at 31 st March.	146	130	128	123	130	Number of Children on the Child Protection Register as at 30-09-2020. The number of children on the Register has increased. Given the challenges and pressures on families over the past six months this is to be expected.
(Youth Justice Service) - % of all cases that are community resolutions. Tudalen 217	55.42%	70%	62.58%	76.47%	Not Available	<p>This figure represents the total percentage of community resolutions across the service during this period.</p> <p>It needs to be acknowledged that this figure does not include the new preventative pathway referrals, and this measure will be adjusted for 2021/22 to more accurately reflect the full activity undertaken within the service.</p> <p>We would expect this figure to significantly improve or increase next year as the service work towards implementing fully the Youth Justice Blueprint</p>
CH/043 - The total number of children looked after at 31 st March who have experienced three or more placements during the year	9.8%	9%	11.8%	13.7%	8%	The number of moves for children in care is higher than we would like to see. We continue to experience issues with the right sorts of placements at the right time. This can mean moves from interim to longer term placements for children.
CH/039 The number of looked after children at 31 st March.	381	380	380	386	365	Number of Children being looked after on 30th September 2020. There is a very slight increase on the agreed target.

City Services

Performance Measure	Q2 Figure (or latest) 2020/21	Target 2020/21	Previous Year (Actual @ Quarter 4 2019/20)	Previous Year (Actual @ Quarter 2) 2019/20	Previous Year (Actual @Quarter 2) 2018/19	Comments
Number of events held on a range of countryside, biodiversity and recycling related matters (Year to Date)	0	40	92	43	33	No events have been held this year due to Covid-19.
Total number of customer transaction requests mediated (face to face).	32.8% (8,896)	28%	73.10%	79.53%	N/A	This is a challenging target and work to support the achievement of this target was put on hold in order to free up resource to mitigate against the impact of Covid.
Customer transactions requests online (or via self-service)	67.2% (18,203)	72%	33.33%	33.33%	N/A	This is a challenging target and work to support the achievement of this target was put on hold in order to free up resource to mitigate against the impact of Covid.
Percentage first call resolutions	31.9%	60%	89.1%	71.2%	N/A	This is a challenging target and many of the additional forms and services added in the first half of the year supported back office services to meet the demands of Covid. Whilst this was essential work it is counter-productive to the achievement of the target which aims to provide the required service to the customer without needing to hand them off to other teams.

Total 218

Finance Services

Performance Measure	Q2 Figure (or latest) 2020/21	Target 2020/21	Previous Year (Actual @ Quarter 4 2019/20)	Previous Year (Actual @ Quarter 2) 2019/20	Previous Year (Actual @Quarter 2) 2018/19	Comments
% Non-Domestic Rates Collected	47.1%	95% (Q2 Target = 58.4%)	97.6%	59.8%	58.3%	Business Rate collection has been adversely affected by the covid-19 pandemic with many businesses deferring or unable to make their payments. This has been exacerbated by the fact that liability order cases cannot currently be taken to the Magistrates Court, thus preventing debt recovery.
% Council Tax Collection	51.94%	95% (Q2 Target = 58.4%)	96.4%	53.8%	53.7%	Council tax collection has been adversely affected by the covid-19 pandemic with many taxpayers struggling to make their payments. This has been exacerbated by the fact that liability order cases cannot currently be taken to the Magistrates Court, thus preventing debt recovery.

Tudalen 219

Law & Regulatory Services

Performance Measure	Q2 Figure (or latest) 2020/21	Target 2020/21	Previous Year (Actual @ Quarter 4 2019/20)	Previous Year (Actual @ Quarter 2) 2019/20	Previous Year (Actual @Quarter 2) 2018/19	Comments
Percentage of legal searches in 5 days	94.62%	96%	85.37%	75.56%	100%	Given the inevitable disruption and back-log of searches during the first two quarters due to Covid-19 restrictions, this is still an excellent outcome.
Percentage of Anti-social Behaviour incidents resolved by wardens	92.4%	94%	92.1%	94.6%	87.7%	This is again an excellent level of performance in view of the restricted patrols and enforcement work that could be carried out during the Covid-19 lock-down.

People & Business Change

Performance Measure	Q2 Figure (or latest) 2020/21	Target 2020/21	Previous Year (Actual @ Quarter 4 2019/20)	Previous Year (Actual @ Quarter 2) 2019/20	Previous Year (Actual @Quarter 2) 2018/19	Comments
Number of Employees Accessing Welsh Language Training	0%	18.8%	5%	4%	32%	All face to face training was suspended during lock-down, however sessions are now being re-booked via Microsoft Teams. A short series of Welsh language awareness videos have been commissioned to allow staff to complete in their own time. The Say Something in Welsh app is also being piloted by a number of staff.
Number of Staff Receiving Equality Training	0	75	-	-	-	All face to face training was suspended during lock-down, however sessions are now being re-booked via Microsoft Teams. Equalities and bias training has recently been mandated by the Leader and a provider is currently being sourced for a digital roll-out which will commence in the next period.
Number of staff trained in Prevent PVE	5	50	81	340	87	All face to face training was suspended during lock-down, however sessions are now being re-booked via Microsoft Teams. Face to face Prevent training for schools has also been on hold, with Education requesting no training promoted until the autumn term. An online Prevent session has been developed for sharing with schools after October half term.
% Subject Access Requests Completed in Timescales	68.2%	75%	71.9%	92.3%	-	Performance is slightly below target due to challenges with access to some paper records given the

Performance Measure	Q2 Figure (or latest) 2020/21	Target 2020/21	Previous Year (Actual @ Quarter 4 2019/20)	Previous Year (Actual @ Quarter 2) 2019/20	Previous Year (Actual @Quarter 2) 2018/19	Comments
						majority of staff are working from home.

Regeneration, Investment and Housing

Performance Measure	Q2 Figure (or latest) 2020/21	Target 2020/21 (Q2 Target)	Previous Year (Actual @ Quarter 4 2019/20)	Previous Year (Actual @ Quarter 2) 2019/20	Previous Year (Actual @Quarter 2) 2018/19	Comments
National - Percentage of all planning applications determined in time Tudalen 221	67.2%	87%	77.8%	78.2%	84.7%	Determination periods have been adversely affected due to the lockdown period and the inability of Officers to undertake site visits which involved entering private property and houses. Welsh Government guidance has now eased in this regard and visits are now being undertaken where social distancing can be ensured. The introduction of a new back office IT system also impacted on the timeliness of determining all other applications. However the system is now embedded and fully operational.
National - The percentage of households for whom homelessness was prevented	44%	52%	50%	49.1%	59.5%	Prevention rates have reduced during Covid19 due to a reduced level of social housing and focus on homelessness relief. The private rented sector has also seen a reduction in availability during the pandemic due to Covid19.
National - Average calendar days to deliver a DFG	316 days	300 days	239 days	268 days	178 days	Performance has been significantly hampered by suspension of works through lockdown. Only urgent works are currently allowed to proceed. Non-urgent cases are still suspended but are regularly reviewed to ensure there is no change in priority.
Number of new business start-ups	0	5	9	4	10	The first half of the year has been about business survival with very

Performance Measure	Q2 Figure (or latest) 2020/21	Target 2020/21 (Q2 Target)	Previous Year (Actual @ Quarter 4 2019/20)	Previous Year (Actual @ Quarter 2) 2019/20	Previous Year (Actual @Quarter 2) 2018/19	Comments
						little start up activity and supporting existing businesses (see number of businesses supported measure above).
Number of people improving skills & qualifications	121	250	286	708	678	COVID-19 prevented delivery of qualifications in group settings. However we have worked with individuals seeking qualifications on a more bespoke basis or around those transferrable skills qualifications.
Number of people supported into employment	69	200 (Q2 – 100)	61	172	104	1-2-1 appointments continued throughout lockdown and moved to telephone and virtual support when appropriate. A back up plan has been devised should numbers increase substantially at the end of the furlough scheme which will see additional staff deployed and additional appointments made available.
Number of young people (11-19) supported (ACES)	94	100	333	131	124	Staff operating from Neighbourhood Hubs have maintained support for Young People (11-19) throughout COVID by largely switching to a digital offer, supplemented by face-to-face support if required. The closure of schools earlier in the year impacted upon the number of referrals in Q2 but staff are now operating from schools where possible. Referrals through the multi-agency SPACE panel have been maintained throughout the year.

Audalen 222



Report

Cabinet

Part 1

Date: 8 January 2021

Subject Local Government and Elections (Wales) Bill - Performance & Governance Consultation

Purpose To present to Cabinet an overview of the Local Government and Elections (Wales) Bill and determine a response to the consultation regarding the guidance issued over the implementation of proposed Performance and Governance arrangements.

Author Head of People and Business Change
Head of Law and Regulation

Ward All

Summary The Local Government and Elections (Wales) Bill proposes to reform the legislative framework for local government electoral arrangements, democracy, performance and governance. This is an extensive piece of legislation covering the powers of local government, elections, performance and governance of principal Councils, and collaborative working by Principal Councils – the establishment of Corporate Joint Committees (CJCs). This was also the subject of a Cabinet Report on the December agenda.

The Minister for Housing and Local Government is seeking views on the draft guidance that will support local authorities to successfully discharge their duties as contained in the Bill and this report proposes a draft response to the consultation regarding Performance and Governance arrangements within Principal Councils.

Proposal Cabinet is asked to consider the contents of the report and agree the consultation response for submission by the closing date of 3rd February 2021.

Action by Chief Executive

Timetable Immediate

This report was prepared after consultation with:

Councillors, Chairs of Scrutiny and Audit Committee
Heads of Service

Signed

Background

The current local government structure in Wales, consisting of 22 county and county borough councils (“principal councils”) was established in 1996 by the Local Government (Wales) Act 1994. There have been a number of reports, commissions and white paper consultations, with the aim of reforming the local government structure, strengthening democratic accountability and increasing diversity of representation.

On 18th November 2019, the Welsh Government introduced the [Local Government and Elections \(Wales\) Bill](#) (“the Bill”) along with the [Explanatory Memorandum](#) (EM). The EM also incorporates the Regulatory Impact Assessment (RIA) and Explanatory Notes (EN). The Minister for Housing and Local Government, Julie James AM, on introducing the Bill in Plenary on 19 November 2019, stated that the Welsh Government is “changing the governance framework for local government to better enable innovation, transparency and local ownership for driving up service delivery outcomes and standards across Wales.”

The Local Government and Elections (Wales) Bill proposes to reform the legislative framework for local government electoral arrangements, democracy, performance and governance. The EM states that it seeks to provide local government with “new ways to support and serve their communities”, and to “reinvigorate local democracy in Wales”.

Following the consultation regarding the establishment of Corporate Joint Committees which was the subject of a previous Cabinet Report, the Welsh Government are now inviting views on the draft statutory guidance regarding the Performance and Governance of Principal Councils.

The Bill

The Bill covers:

- Elections;
- General Power of Competence;
- Promoting Access to Local Government;
- Local Authority Executives, Members, Officers and Committees;
- Collaborative Working by Principal Councils - Corporate Joint Committees (CJCs);
- **Performance and Governance of Principal Councils;**
- Merges and Restructuring of Principal Areas;
- Local Government Finance; and
- Other matters relating to Local Government and Fire and Rescue Authorities.

Welsh Government has reprioritised its legislative programme due to COVID-19. The Bill remains a priority for the remainder of this Senedd term, given the need to introduce planned electoral reforms in time for the 2022 local elections. It is anticipated that the Bill will receive Royal Assent early in the New Year.

Detail on the above sections was included in a Report to Cabinet in December 2020. This report will consider the consultation on performance and governance which must be submitted by 3rd February 2021.

Part 6 - Performance and Governance of Principal Councils

The Local Government (Wales) Measure 2009 places a general ‘improvement’ duty on principal councils, and requires them to produce an improvement plan. The plans, which are reviewed by the Auditor General for Wales (AGW), have become “process orientated” according to the Welsh Government, focussing on activity or outputs which can be easily measured.

It is currently for the AGW to determine whether local authorities have “achieved continuous improvement each year, whether they have the capacity to improve further and whether either the principal council or the Welsh Ministers should take action”.

Under the proposals in the Bill, **principal councils will be required to conduct an annual self-assessment of performance** and a “periodic review to provide an external, expert perspective” on performance. The Bill also **gives the Welsh Ministers powers to intervene where principal councils face significant problems**, and include powers for the AGW to “carry out a special inspection”. The Bill also proposes additional responsibilities for councils Audit Committees and Scrutiny Committees in the monitoring and reporting of performance.

Impact on Newport City Council and Consultation response

Over the last five years, Newport City Council has been making continuous improvements in the monitoring, reporting and scrutiny of its performance against its Corporate Plan and statutory duties across the Councils services including (but not exclusive to) the Well-being Act, Equalities, Welsh Language and Audit & Regulatory requirements. The proposals set out in the Bill will build upon this work completed to date. The Bill also includes the requirement for councils to engage and involve its key stakeholders through the Annual Self-Assessment report and periodic reviews to assess the performance of the Council against its Objectives and Statutory Duties.

This financial year (2020/21) the Council adopted the Integrated Planning, Performance and Risk Framework including supporting Planning and Performance Policy and Risk Management Policy. The Framework, policies and supporting procedures will be updated to support the Bill and the Statutory Guidance that will be issued by Welsh Government. The Council’s Constitution will require to be updated and the terms of reference for its Audit and Scrutiny Committees to align to the new requirements set out in the Bill.

The Consultation set out by The Minister for Housing and Local Government is focused on the Draft Statutory Guidance and its merits for enabling principal councils to effectively implement the new requirements ready for 2022.

The consultation paper can be found here: <https://gov.wales/performance-and-governance-local-authorities-draft-guidance>

Attached at **Appendix 1** is NCC’s draft response to the consultation which ends 3rd February 2021.

Financial Summary

There are no direct financial implications as a result of replying to the consultation. There would be significant financial implications as a result of the changes proposed in the Bill.

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?
Not properly preparing for the implications of the Local Government and Elections (Wales) Bill	High	Low	Cabinet will receive update reports as the consultation and programme progresses and respond to consultations accordingly.	Chief Executive

The needs of Newport residents are not best served by the Bill.	High	Medium	Response to the consultation as outlined in this report	Chief Executive
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* Taking account of proposed mitigation measures

Links to Council Policies and Priorities

The Bill sets out the vision for the future of local government, reference is made to the Well-being of Future Generations Act (Wales) 2015 and the work of Public Services Boards and the Well-being Plan.

The proposed changes being considered will require changes to Council policies and priorities as outlined in the report and proposed response.

Options Available and considered

1. To note the proposals as outlined in the Bill and endorse the proposed response to the consultation (Appendix 1).
2. To amend the response to the consultation and respond to Welsh Government by the consultation deadline.

Preferred Option and Why

To endorse the proposed response to the consultation.

Comments of Chief Financial Officer

As noted in the report, the consultation itself has no financial impact but the Bill will have wide ranging and significant financial impact. Much of the detail will be developed over the next few months but the most significant area of impact will be the establishment of 'Corporate Joint Committees'. Essentially, they will be able to 'levy' a revenue budget requirement from Councils within its area, in a similar way the Fire Services are able to do now. Therefore, establishing practical and good working arrangements will be essential as well as ensuring the financial context of Principal Councils who pay it are understood. The use of existing democratic leaders of the principal Councils in its area on its governance structure will be helpful in that respect.

There will be a potential small financial impact from these in the 2021/22 financial year and will need to be considered as part of budget setting. As the function develops, the impact will become greater over time. A key issue is the extent to which any new 'levy' is mitigated by corresponding saved costs in principal councils as functions/projects, and therefore costs, are transferred.

Comments of Monitoring Officer

There are no specific legal issues arising from the report at this stage, as the Welsh Government is simply seeking comments in response to its Performance and Governance consultation document and draft guidance. For the most part, the provisions in Part 6 of the Local Government and Elections (Wales) Act are to be welcomed as they provide greater flexibility in relation to the Council's policy management framework. The continuous improvement duty under the 2009 Measure is replaced with a self-assessment process, with greater emphasis on consultation and engagement and a peer review by an independent panel during each Council term. The draft guidance is also generally helpful, but greater clarity is required in some areas, particularly the powers of the Auditor General to undertake a special investigation and the Welsh Ministers powers of intervention. The self-assessment process will require greater involvement on the part of Scrutiny and also the new Governance and Audit Committee, which will require additional independent members. Performance Scrutiny Committees will need to be engaged in the performance self-assessment process and their terms of reference will need to be amended to reflect this. The legislation and guidance also requires the Council to submit a draft of its self-assessment report to the Governance and Audit Committee and the Committee may make recommendations for changes to the conclusions or action that the Council intends to take.

Comments of Head of People and Business Change

From an HR perspective, there are no staffing implications to this report.

The Well-being of Future Generations (Wales) Act 2015 and the sustainable development principle has been fully considered when developing this consultation response.

The principle of the guidance which is to support councils to understand and discharge their duties in relation to performance and governance is welcomed, subject to the detail of the advice as set out in the proposed consultation response. This will require changes to the Council's governance and performance arrangements as outlined in the report.

Comments of Cabinet Member

The Leader of the Council is engaged in the consultation on the development of the LG Bill.

Local issues

None.

Scrutiny Committees

NA

Equalities Impact Assessment

Not applicable.

The Bill and the Statutory Guidance are aligned with the Equalities Act and also include the Socio-Economic Duty that will be implemented in 2021/22.

Children and Families (Wales) Measure

Although no targeted consultation has taken place specifically aimed at children and young people, previous consultation responses would show that children and young people are concerned about sustaining local government services in the future.

Well-being of Future Generations (Wales) Act 2015

The Bill and draft Statutory Guidance both align to the Well-being of Future Generations Act and have put this at the core for implementing the Bill. In the long term the Bill will enable greater scrutiny and accountability for principal councils to demonstrate how they are contributing towards the Well-being Goals, 5 ways of working principles and sustainable development principle. This will also ensure that where underperformance is reported that principal councils will have to demonstrate and provide assurance on how it will improve.

The Council has considered the Act and the sustainable development principle in the response to this proposal as outlined in the report.

Crime and Disorder Act 1998

Not applicable.

Consultation

Comments received from wider consultation, including the Senior Leadership team and from elected members, are included in the proposed response.

Background Papers

Cabinet Report December 2020 – Local Government Bill and CJC consultation response
[Local Government and Elections \(Wales\) Bill](#)
[Local Government and Elections \(Wales\) Bill: Explanatory Memorandum \(November 2019\)](#)

Dated: 21st December 2020

Appendix 1 – Newport City Council’s Response to Welsh Government Consultation

Draft Statutory Guidance (Performance and Governance of Principal Councils)

The Welsh Government are inviting views on the **draft statutory guidance** and the eight consultation questions below. Below is the Council’s response to the consultation questions.

Consultation Question One: Does the draft guidance make it clear what is expected of principal councils as set out in the provisions of Part 6 of the Local Government and Elections (Wales) Bill in a way that can be understood by principal councils? If not, why not?

- Overall the document has set out clearly the new requirements for councils to implement as part of the Bill.
- The Guidance helps support and demonstrate how the Act ensures principal councils are performing against its corporate objectives and meeting the requirements of the Wellbeing for Future Generations Act and the Socio-economic Duty.
- We welcome that the guidance allows flexibility for Councils to set out how to implement the new requirements that will meet its own governance arrangements.
- It provides a clear overview of the expected roles and responsibilities and considers how these assurance activities, governance arrangements can complement the overall process.
- Whilst the guidance has provided some clarity, to support councils in implementing the guidance it would be beneficial for WG or Audit Wales to provide examples or help guide as to what expected best practice could look like for principal councils. This will enable consistency across local authorities.
- The Guidance refers to the Governance and Audit Committee in a number of sections of the guidance. It might be useful to reference links to the new Governance and Audit Committee requirements in the Bill.

Q2: Does Chapter 2 of the guidance set out the performance requirements and the duty to keep performance under review sufficiently clearly? If not, what would you add or change?

- The guidance has provided a useful overview of the requirements of councils to undertake self-assessments.
- We welcome the flexibility for councils to implement the new requirements to align with its own governance arrangements.
- The guidance states that self-assessment reports should be *‘made as soon as reasonably practicable after the financial year to which it relates’*.
 - It may be useful to add what Welsh Government or Audit Wales would consider a reasonable length of time for this to be produced by considering it is indicating significant level of involvement with wide range of partners, members of the public and trade unions.
 - For many Council’s, the challenge will be how to align many of the existing annual reports e.g. Corporate Annual Reports, equalities annual reports etc as these are often drafted and reported at different times of the year.

Q3: Does Chapter 2 of the guidance explain how a council could meet the requirement to undertake self-assessment in order to fulfil its duties? If not, what would you add or change?

- The draft guidance has provided some useful examples of what the Self-Assessment can consider in the drafting and publication of the report.
- As stated in Question 2 above, the guidance could be enhanced to include what would be considered ‘reasonable timescale’ to produce the Assessments.
 - Whilst it states that the self-assessment can be completed as part of the Council’s own review of progress against its Wellbeing Objectives (Corporate Annual Report).
 - At present councils have until 30th October to complete this requirement. Will this be expected to be produced earlier in line with the Bill?
- Whilst the guidance provides flexibility for Council’s to implement Self-Assessments the guidance is encouraging Councils not to just undertake the minimum requirements set in the Bill.
 - However, Council’s may find it a challenge in the first couple of years as many different council services are responsible for drafting different council reports / assessments of performance at different points of the year.

- The involvement of other stakeholder's e.g. local public partnership / joint venture groups could lengthen the timescale for delivering the assessment.

Q4: Does Chapter 3 of the guidance make the minimum requirements for principal councils to arrange and respond to a panel performance assessment clear, as well as provide sufficient flexibility for each council to determine its own approach? If not, what would you add or change?

- We welcome the flexibility for councils to determine and engage a panel to deliver the assessments as one form of the peer review.
- It would be beneficial for councils to have draft scope / terms of reference for the Council to refer.
- We also welcome the guidance acknowledging the combination / timing of reviews in line with Wellbeing reviews and External Audit Reviews.

Q5: Chapter 4 outlines the Auditor General for Wales' powers to carry out a special inspection, and the duties of principal councils and Welsh Ministers to respond to any recommendations. Chapter 5 describes the powers and duties for both Welsh Ministers and councils in relation to supporting and assisting with improving performance; and powers for intervention by Welsh Ministers.

Do Chapters 4 and 5 sufficiently describe and explain these powers? If not, what would you add or change?

- Chapters 4 and 5 outline the powers of the Auditor General and Welsh Ministers, but further or more specific information, examples or markers to indicate when their intervention is likely to be required would be useful (Bill includes when and how but not why).
- When would council be considered to not be meeting standards? What would be considered significant problems?
- As councils will be responsible for setting up their own approach to performance standards – there is no mention of how the standards will be agreed in order to understand when council may be failing or falling short.
- Notice to inspect does not need to cover all matters for inspection – is this acceptable?
- Councils supporting other councils – resources including time and staff to be considered.
- How will AW and WG support and assistance be measured, monitored prior to intervention?

Q6: We would like to know your views on the effects that the guidance would have on the Welsh language, specifically on opportunities for people to use Welsh and on treating the Welsh language no less favourably than English. What effects do you think there would be? How could positive effects be increased, or negative effects be mitigated?

- The Council welcomes the approach outlined in the guidance for the Welsh Language to be integral to the process and also to be inclusive for people wanting to use Welsh in the process.
- For city council's such as Newport, the demographic is diverse and includes many communities whose first language is not Welsh or English. The guidance should encourage principal councils to involve communities and representatives from all backgrounds and languages to participate in process and should try not to have any barriers that could prevent people from taking part.

Q7: Please also explain how you believe the guidance could be formulated or changed so as to have positive effects or increased positive effects on opportunities for people to use the Welsh language, and on treating the Welsh language no less favourably than the English language, and ensure there are no adverse effects on opportunities for people to use the Welsh language.

- The Guidance should be made available in all formats / media in Welsh and English. It should also consider Welsh speakers that have a visual impairment or are deaf.
- The guidance should make it a requirement for all reports, documents and any other information used in the process to be available in Welsh and English.

Q8: We have asked a number of specific questions on the draft guidance. If you have any related issues which we have not specifically addressed, please enter here.

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Report

Cabinet

Part 1

Date: 8 January 2021

Subject Newport City Council Covid-19 Response and Recovery Update

Purpose To present to Cabinet an update on the Council's progress being made towards recovering services and supporting Newport's communities as part of its Strategic Recovery Aims.

Author Chief Executive
Head of People and Business Change

Ward All

Summary The Covid-19 health emergency has been ongoing since March 2020 and has impacted all communities and businesses across Newport as the City has continued to adapt and respond to the necessary restrictions to minimise the spread of the virus. Newport Council's response has been to ensure continuity of services with our strategic partners, support vulnerable residents across communities, support businesses and ensure the safety of staff. This report provides an overview of what action the Council has taken to date and the progress against the Strategic Recovery Aims.

Since the last Cabinet Report, the Council and its partners have continued to monitor vigilantly the Covid-19 cases in the City through its role at the multi-agency Strategic Co-ordination Group (SCG), the Council's Emergency Response Team (Covid Gold) and liaison with Welsh Government (WG) and Public Health Wales partners. The Newport area is currently at the highest alert level.

Proposal Cabinet is asked to consider the contents of the report and note the progress being made to date, the risks that are still faced by the Council.

Action by Corporate Management Team

Timetable Immediate

Signed

Background

Since the last Cabinet Report on 16th December 2020, Newport Council and its partners have continued to monitor vigilantly the Covid-19 cases in the City through its role at the multi-agency Strategic Co-ordination Group (SCG), the Council's Emergency Response Team (Covid Gold) and liaison with Welsh Government (WG) and Public Health Wales partners.

Covid-19 Response (December 2020) and Restrictions for January 2021 (Subject to Change)

Throughout November and December 2020, South East Wales including Newport saw significant increases in the number of positive Covid-19 cases. Based upon scientific advice it was highly probable that the increase in cases was attributed to a new strain of Covid-19. This meant that the disease was able to pass more easily from person to person.

In light of this information the Welsh Government went into Alert Level four restrictions, from Midnight Sunday morning 20th December 2020. These restrictions mean that all non-essential retail; close contact services, gyms and leisure centres and hospitality had to close at the end of trading on Saturday 19th December and "stay-at-home" restrictions came into effect.

Rules which allowed two households to bubble for Christmas only applied on Christmas Day and not five days as previously hoped. Throughout the alert level four period, a single person household will be able to join with one other household.

A summary of the changes that have come into place can be found on the Welsh Government's website [here](#). These will be reviewed every three weeks by the Welsh Government.

For Newport Council, front-line services will remain operational but will be adhering to the restrictions in place. Waste and recycling services will continue as planned over the Christmas period. The [household waste recycling centre](#) will also remain open as planned. Parks and [cemeteries](#) remain open. [Libraries](#) will operate a click and collect service only and the Newport Museum and art gallery will be closed.

Residents and businesses will continue to be encouraged to contact the Council through its contact centre and use its online services.

Rollout of the Covid-19 Vaccine

In December, the UK started to rollout the Pfizer-BioNTech Covid-19 to NHS & Social Care workers, over 80s and care home residents. On 30th December the Oxford/AstraZeneca vaccine was approved and the mass vaccination of the vaccine will commence from 4th January 2021. It will be important for all residents including the City's BAME and vulnerable communities to receive the vaccine that will enable society to get back to some form of normality and help rebuild the economy. Some Council services may be disrupted and/or reduced at times in the New Year.

Newport Council Activity and Progress in delivering Strategic Recovery Aims

Newport Council's Recovery Group (consisting of the Chief Executive and Heads of Service) are monitoring and reporting ongoing issues and incidents throughout the Christmas period and into the New Year. In addition to this the group has also been monitoring the Brexit situation as the UK Government and EU tried to get a deal in place before the 31st December. Service areas have continued as much as possible to deliver business as usual services albeit from home and if required front line to residents and service users (in line with social distancing restrictions). Summarised below and also in Appendix 1 of this report, is a summary (by exception) of Council work to 21st December 2020:

Strategic Recovery Aim 1 – Supporting Education & Employment	<ul style="list-style-type: none">As of 18th December, 38 primary schools have had positive cases and 154 contact groups have been required to self-isolate. 9 secondary schools have had positive cases and 107 contact groups have been required to self-isolate. 2 special schools have reported a case and 8 contact groups have been required to self-isolate. There has been 1
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	<p>nursery with a recorded case and 1 contact group has been required to self-isolate.</p> <ul style="list-style-type: none"> • As at 16th December 2020 (last day of face-to-face learning in primary and special schools), there have been no requests to the Education Service from schools for priority testing for symptomatic pupils. • During the first week of term in January 2021, schools will offer distance learning. The first two days of term are for schools to review risk assessments and determine availability of staff. On-site provision for children of critical workers and vulnerable learners will begin from Wednesday 6th January. Newport schools are aiming to have pupil back on site for face to face learning from 11th January. • Welsh government has given schools up to 18th January to return to face to face learning. • DWP have confirmed Newport is a Kickstart Scheme employer. • Flying Start provision has been operating as normal and will continue to do so throughout the new lockdown. Priority will be given to vulnerable and key worker children where necessary.
<p>Strategic Recovery Aim 2 – Supporting the Environment and the Economy</p>	<ul style="list-style-type: none"> • Construction work is continuing on key projects in the City Centre. • Two Registered Social Landlord (RSL) developments have been successful in securing Innovative Housing Programme funding to develop around 90 units of accommodation using modern methods of construction • Newport City Council were successful with their application for the Local Area Energy Planning (LAEP) Pilot funded by Welsh Government.
<p>Strategic Recovery Aim 3 – Supporting the Health & Wellbeing of Citizens</p>	<ul style="list-style-type: none"> • The Museum has been closed as a result on the new lockdown and open libraries will operate a click and collect service only in line with Welsh Government regulations.
<p>Strategic Recovery Aim 4 – Supporting Citizens post Covid-19</p>	<ul style="list-style-type: none"> • Foodbanks continue to be supported and emergency food provision is supplemented by the Neighbourhood hubs. • Two RSL developments have been successful in securing Innovative Housing Programme funding to develop around 90 units of accommodation using modern methods of construction. These will include a range of property types in order to meet current housing need. • Hate Crime workshops for Polish and Hungarian communities have been delivered and well received. • One-to-one support for referred clients will operate during the lockdown, working online wherever possible. • Families will continue to be supported by the hubs through the delivery of emergency food parcels where necessary.

Financial Summary

The Council's financial (revenue and capital) update is reported separately as part of the Council's budget management. The Covid-19 impact is reported to Cabinet and as highlighted in previous finance reports, the Council's financial position continues to be closely monitored in light of significant reductions in income and increase in costs to deliver services during the crisis.

Risks

Through the Council's Risk Management process, the Covid-19 risk is reported every quarter to the Council's Cabinet and Audit Committee. Below is the latest update taken from the Quarter 2 2020/21 risk report update.

Risk	Impact of Risk if it occurs* (1-5)	Probability of risk occurring (1-5)	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?
Covid 19 Pandemic Risk (Corporate Risk)	5	5	Mitigation measures outlined in the report.	Corporate Management Team

Links to Council Policies and Priorities

Corporate Plan 2017-22

Strategic Recovery Aims

Options Available and considered

1. To consider and note the contents of the report and for Cabinet / Cabinet Members to receive updates from officers as part of their portfolio.
2. To request further information or reject the contents of the report

Preferred Option and Why

1. To consider and note the contents of the report and for Cabinet / Cabinet Members to receive updates from officers as part of their portfolio briefings.

Comments of Chief Financial Officer

Welsh Government have been supporting local authorities through the pandemic with a Hardship Fund intended to reimburse for all Covid related spend over and above existing budgets and within a set criteria. The fund also includes loss of income compensation; again, within a set criteria. The fund excludes 'Council Tax loss of income' which is currently under significant strain and is monitored carefully. The fund will run to the end of the current financial year. It is continually developing and evolving to support specific initiatives as and when required.

In essence, Covid related, eligible expenditure is predominantly funded by the WG. A revenue budget monitor to end of November is being reported to January Cabinet and confirms a positive overall position for the Council and includes the impact of the financial assistance provided from the Hardship Fund as well as the normal and routine budget issues that affect the Council.

All costs which are not eligible for WG funding will need to be funded from services own budgets and will be reported as and when they develop over the year. Service areas have been asked to minimise these, wherever possible, where they create overspending.

Comments of Monitoring Officer

There are no specific legal issues arising from the Report, which provides an update on the actions taken to deliver the Council's Strategic Recovery Aims and progress since the December report. Any legal issues will be picked up at the appropriate time as part of the operational delivery of the individual actions, within service areas. The main developments since the last report are in relation to the fire-break lock-down and the continuing restrictions in the lead up to the Christmas period. There continues to be an increase in the Test, Trace Protect contact tracing work, with numbers of cases and positivity rates rising throughout Gwent. Extra grant funding has been secured from Welsh Government to recruit additional contact tracers and contact advisers to deal with the increasing cases.

Comments of Head of People and Business Change

The recovery of the Council's services is important to ensure that we are able to build on the strong collaborative work that the Council has delivered throughout 2020 to manage this crisis. The role of Civil Contingencies, emergency planning and preparation is vital to ensure that the Council is able to continue to deliver services but also minimise the risks posed on Newport's communities as new restrictions are implemented.

The Council's supporting services and our partners are building on the advancements made to ensure we are able to operate safely and maintain the necessary social distance guidelines. The progress detailed in this report highlights the continuous work that is being made and build up resilience in the long term.

The HR implications are as outlined in the report as we continue to support the workforce through provision of equipment and a range of wellbeing measures.

Comments of Cabinet Member

The Leader of the Council is briefed on all aspects of the Council's strategic recovery.

Local issues

Members to be aware of the impacts that Covid is having on our Local Communities and business.

Scrutiny Committees

NA

Equalities Impact Assessment

The findings outlined in the Council's Covid-19 Community Impact Assessment have informed the development of the Strategic Recovery Aims as well as future strategic and operational decision making.

Children and Families (Wales) Measure

Not applicable.

Wellbeing of Future Generations (Wales) Act 2015

The areas covered in this report demonstrate the progress being made against the Strategic Recovery Aims which also support the Council's Corporate Plan 2017-22.

In consideration of the sustainable development principle and 5 ways of working:

Long Term – The progress reported against the Strategic Aims support the long term aims of the Council to improve people's lives.

Preventative – The preventative work outlined in the report support the Council's approach to minimising future covid 19 outbreaks and as necessary provide targeted support to those that need it. Re-establishing services in line with necessary legislation and regulation enables the Council to operate in the new normal.

Integration – The Strategic Recovery Aims have been integrated with the Council's Wellbeing Objectives set in the Corporate Plan as well as Service Plans. Recommendations from the Community Impact Assessment will also shape how the Council can improve the delivery of services across communities.

Involvement – Included in this report are actions to involve Newport's communities to provide assurance and shape the way in which services are being delivered by the Council. Their feedback and involvement in the process will enable the Council to consider how services are delivered in the long term.

Collaboration - The actions in the report are being undertaken in collaboration with partners from the Council's Public Services Board but also strategic partners within each service area. The collaborative work enables the Council to share resources and build expertise and knowledge.

Crime and Disorder Act 1998

Not applicable.

Consultation

Senior Leadership Team

Corporate Management Team

Officer leads across the Authority

Background Papers

Cabinet Report (Strategic Recovery Aims) – July 2020
Corporate Plan 2017-22
Strategic Recovery Aims

Dated: 4th January 2020

Appendix 1 – Progress of Delivery against Strategic Recovery Aims (as at end of 31st December 2020)

<p>Strategic Recovery Aim 1 – Supporting Education & Employment. Understand, and respond to, the additional challenges, which Covid19 has presented, including loss of employment, impact on business and on the progress, achievement and wellbeing of both mainstream and vulnerable learners.</p>	
<p>Supports Wellbeing Objective 1 – To improve skills, education and employment opportunities.</p>	
<p>Strategic Aim Step</p>	<p>January '21 Update (By Exception)</p>
<p>Support schools and other educational establishments to safely reopen for staff and pupils.</p>	<p>January '21 Update</p> <ul style="list-style-type: none"> As of 18th December, 38 primary schools have had positive cases and 154 contact groups have been required to self-isolate. 9 secondary schools have had positive cases and 107 contact groups have been required to self-isolate. 2 special schools have reported a case and 8 contact groups have been required to self-isolate. There has been 1 nursery with a recorded case and 1 contact group has been required to self-isolate. The supermarket voucher scheme continues to support free school meal pupils. Over the autumn term 2020, 12,150 vouchers in total have been issued to pupils eligible for free school meals who have been unable to attend school for a specified period because of a requirement to self-isolate. A further 6,065 two-week vouchers have been issued to support the Christmas holiday period and, despite the relatively short notice, 1,897 additional vouchers were issued to secondary school pupils in respect of the last week of the autumn term when secondary schools moved from face-to-face teaching to a blended learning model. Arrangements have also been made for a one-off £10 voucher to be paid to 3,291 primary and special school pupils in lieu of the Council's decision to move to blended learning over the last two days of the autumn term. As at 16th December 2020 (last day of face-to-face learning in primary and special schools), there have been no requests to the Education Service from schools for priority testing for symptomatic pupils. During the first week of term in January 2021, schools will offer distance learning. The first two days of term are for schools to review risk assessments and determine availability of staff. On-site provision for children of critical workers and vulnerable learners will begin from Wednesday 6th January. Newport schools are aiming to have pupil back on site for face to face learning from 11th January. Welsh government has given schools up to 18th January to return to face to face learning. <p>December '20 Update</p> <ul style="list-style-type: none"> Following reinstatement of a hot meal service, Chartwells is working with primary and secondary schools to identify ways in which the traditional and popular Christmas Dinner can be provided on all sites during December. The supermarket voucher scheme was used to support free school meal pupils during October half-term and the recent firebreak, and will also be used to support the forthcoming Christmas holiday period. This is in addition to the provision being made for free school meal pupils who are unable to attend school due to self-isolation requirement. As at 13th November, 698 vouchers in total had been issued in relation to self-isolating pupils and 7,501 to support free school meals provision over the recent half-term and firebreak periods. As at 13th November, 27 schools across the primary and special school estate have reinstated breakfast club provision in some capacity. Concessionary seats are now available for purchase on contracted home to school transport vehicles. As at 13th November, the Education Service has received no requests from schools for priority testing for symptomatic pupils. Additional PPE has been procured to support our specialist provisions this includes Perspex masks to enable deaf staff and pupils with communication difficulties to be able to communicate effectively.

Strategic Recovery Aim 1 – Supporting Education & Employment.

Understand, and respond to, the additional challenges, which Covid19 has presented, including loss of employment, impact on business and on the progress, achievement and wellbeing of both mainstream and vulnerable learners.

Supports Wellbeing Objective 1 – To improve skills, education and employment opportunities.

Strategic Aim Step

January '21 Update (By Exception)

- A Health Care Plan task & finish group has been established with Head Teachers; to ensure the health care needs of our most vulnerable pupils in mainstream school are supported through advice and training from Health care colleagues and appropriate co-constructed Health Care Plans.
- Links have been established with Maindee Unlimited who are seeking to provide digital devices to primary pupils in Maindee Primary School and Lliswerry Primary School. The project was officially launched at the start of December with the schools participating in an interview with BBC Wales as part of this event.

Work to prevent and reduce inequality of progress and outcomes in education for mainstream and vulnerable learners.

January '21 Update

- There has been a significant increase in the number of learners eligible for free school meals (eFSM). As of 2nd December there were 6221 eFSM learners attending Newport schools.
- Attendance continues to be monitored closely. An average of 78.4% of pupils were present in schools in Newport during the week ending 20/11/20 (ranked 22nd in Wales.) An average of 73.3% of pupils were present in schools in Newport during the week ending 13/11/20 (ranked 22nd in Wales). An average of 76.2% of pupils were present in schools in Newport during the week ending 04/12/20 (ranked 17th in Wales).
- Attendance data relates to pupils who are physically present on the school premises for at least one school session each day. Pupils who are learning from home due to Covid-19, including distance learning, or are otherwise not on the school premises, are counted as 'not present' in this context. This approach allows us to understand the number of pupils that do and do not have direct contact with staff and other pupils at school during the pandemic and the impact of contact group self-isolation on overall rates of attendance.

December '20 Update

- School attendance data for the first half term of the academic Year (Sept/Oct 2020) highlights similar rates of attendance in both primary and secondary schools. The rate of attendance at special schools was significantly lower than that of primary and secondary sectors.

Primary Schools Half Term 1	Secondary Schools Half Term 1	Special schools Half Term 1
89%	88.4%	78.8%

- During the week ending 23/10/20 attendance at schools in Newport was recorded at 87.2% which ranked the local authority at 5th position in Wales, falling below Ceredigion, Monmouthshire, Vale of Glamorgan and Gwynedd. It must be noted though that with their schools on half term, no data was available for Conwy, Powys or Pembrokeshire during this period.
- The ABUHB Whole School Approach team has begun engaging with Newport schools to develop bespoke training and interventions, with a specific focus on Wellbeing and Covid recovery.
- Through WG funding Newport has commissioned the Talking Zone Counselling service to expand their support for Secondary and primary age pupils and parents. Their service now provides community counselling and drop-in session for pupils up to the age of 19, tele-play therapy and virtual sessions for pupils aged 6-19 years, and parent consultations and block therapy.

<p>Strategic Recovery Aim 1 – Supporting Education & Employment. Understand, and respond to, the additional challenges, which Covid19 has presented, including loss of employment, impact on business and on the progress, achievement and wellbeing of both mainstream and vulnerable learners.</p>	
<p>Supports Wellbeing Objective 1 – To improve skills, education and employment opportunities.</p>	
<p>Strategic Aim Step</p>	<p>January '21 Update (By Exception)</p>
<p>Support schools to enhance and develop digital skills; digital teaching and learning platforms; and enhanced support for digitally excluded learners</p>	<p>January '21 Update</p> <ul style="list-style-type: none"> Work to improve the IT infrastructure in schools is ongoing. 24 schools have migrated to the SRS Schools Edu network to date. <p>December '20 Update</p> <ul style="list-style-type: none"> Links have been established with Maindee Unlimited who are seeking to provide digital devices to primary pupils in Maindee Primary School and Lliswerry Primary School. The project was officially launched at the start of December with the schools participating in an interview with BBC Wales as part of this event. Work to improve the IT infrastructure is ongoing. 19 schools have migrated to the SRS Schools Edu network to date.
<p>Support and enable people that are digitally excluded to access community IT programmes, Council services and other public services.</p> <p>240</p>	<p>January 2021 Update</p> <ul style="list-style-type: none"> Adult Community Learning will be delivered online w/c 4th January and resume as normal w/c 11th January. <p>December 2020 Update</p> <ul style="list-style-type: none"> Adult Community Learning courses are operating again after the firebreak. Additional funding has been sourced from the Welsh Government for a pilot loan scheme to provide IT equipment and data to eligible ACL students. Community Regeneration is working in partnership with Digital Communities Wales to deliver a Welsh Government project which will loan IT equipment and provide data for eligible clients on the Communities for Work (CFW) and CFW Plus projects.
<p>Support people who have been affected by unemployment to access new opportunities through training and re-employment required for post Covid 19 businesses.</p>	<p>January 2021 Update</p> <ul style="list-style-type: none"> DWP's have confirmed Newport is a Kickstart Scheme employer. DWP announced its first contract under the CAEHRS Framework. The new £2.9 billion Restart Scheme announced at the Spending Review on 25 November 2020, will give Universal Credit claimants who have been out of work for at least 12 months enhanced support to find jobs in their local area Providers will work with employers, local government and other partners to deliver tailored support for individuals. <p>December 2020 Update</p> <ul style="list-style-type: none"> NCC are completing a bid for DWP's Kickstart Scheme which is designed to improve employability and chances of sustained employment for those at risk of long term unemployment in the 16-24-year-old age group. It provides grant funding to employers to support the creation of new jobs that would not otherwise exist. Face to face appointments for work and skills support has also recommenced after the firebreak, on an appointment basis. Support remained available via virtual meetings and telephone calls during the firebreak.
<p>Ensure our diverse communities are appropriately supported through tailored interventions specific to their needs, including consideration</p>	<p>January '21 Update</p> <ul style="list-style-type: none"> BAME Business Support focus group is scheduled for early in January, facilitated by Business Wales NCC supported the Race Council Cymru's launch of the Cultural Hub, and Zero Tolerance to Racism campaign Regular messaging in community languages, written and voice notes, continues to be cascaded on a regular basis

Strategic Recovery Aim 1 – Supporting Education & Employment.

Understand, and respond to, the additional challenges, which Covid19 has presented, including loss of employment, impact on business and on the progress, achievement and wellbeing of both mainstream and vulnerable learners.

Supports Wellbeing Objective 1 – To improve skills, education and employment opportunities.

Strategic Aim Step	January '21 Update (By Exception)
of language, culture and points of access.	<ul style="list-style-type: none"> Flying Start provision has been operating as normal and will continue to do so throughout the new lockdown. Priority will be given to vulnerable and key worker children where necessary.

Strategic Recovery Aim 2 – Supporting the Environment and the Economy

Understand and respond to the impact of Covid19 on the city's economic and environmental goals to enable Newport to thrive again.

Supports Wellbeing Objective 2 – To promote economic growth and regeneration whilst protecting the environment.

Strategic Aim Step	January '21 Update (By Exception)
Tudalen 241 Maintain our focus on regenerating Newport to deliver existing and new investment projects.	January '21 Update <ul style="list-style-type: none"> A summary progress to date are: <ul style="list-style-type: none"> Market Arcade on programme and scheduled for completion summer '21 Mill St Hub scheduled for completion Jan '21 Change of Use applications submitted for Information Station and Museum and Library building Thematic Winter Trading works commenced Covid support to businesses ongoing - <ul style="list-style-type: none"> 158 Cultural Freelancer grants paid (£395k) Full allocation of 397 Lockdown Restrictions Grants paid (£716k). Total of 1,306 jobs protected. Construction work on Market Arcade continued over the firebreak period. December '20 Update <ul style="list-style-type: none"> Planning application submitted for the Information Station Building to operate as co-working office & creative space. A total of 25 grant applications approved for Transforming Towns Fund to support businesses to trade throughout the winter with Covid 19 restrictions. A larger Transforming Town Fund supporting the renovation of city centre properties to improve or bring back in to use empty properties as commercial or residential units has applications submitted for approval.
	January '21 Update <ul style="list-style-type: none"> Two RSL developments have been successful in securing Innovative Housing Programme funding to develop around 90 units of accommodation using modern methods of construction December '20 Update <ul style="list-style-type: none"> We have been successful in securing over £1million of additional funding for affordable housing in Newport. This will support the development of units on two RSL developments. We have continued to deliver the planned development programme and together with RSL partners have submitted a list of schemes to the Welsh Government that we have identified as priorities for slippage funding.
Enable and support the construction industry to re-establish the supply of new and affordable housing.	

Strategic Recovery Aim 2 – Supporting the Environment and the Economy

Understand and respond to the impact of Covid19 on the city’s economic and environmental goals to enable Newport to thrive again.

Supports Wellbeing Objective 2 – To promote economic growth and regeneration whilst protecting the environment.

Strategic Aim Step	January '21 Update (By Exception)
Enable and support businesses to re-establish normal operations whilst maintaining the health and safety of their workers and customers.	<p>January '21 Update</p> <ul style="list-style-type: none"> No Further Update <p>December '20 Update</p> <ul style="list-style-type: none"> To support businesses in Newport, all NCC owned car parks are free over December and January to encourage visitors to safely shop and eat in the run up to Christmas.
Enable and support businesses to prepare for future trade arrangements resulting from Brexit negotiations.	<p>January '21 Update</p> <ul style="list-style-type: none"> At the time of this update, the UK Government and European Union were still negotiating a future Trade Deal. The Council’s Brexit Task & Finish Group met in December and discussed the different scenarios and also an update from the Gwent Local Resilience Forum on their preparations in Gwent. Separate Brexit Report will be presented at Cabinet in January '21. <p>December '20 Update</p> <ul style="list-style-type: none"> Brexit preparations is provided in a separate Cabinet Report for December. The Council’s Brexit Task & Finish group is continuing to monitor the position and prepare for post transition at the end of the year. Newport Council is collaboratively working with WLGA, Gwent Councils and other public bodies to understand the risks and issues to the EU transition at the end of the December 2020.
Protect and improve the environment, including air quality and decarbonisation of the city for its residents, businesses and visitors.	<p>January '21 Update</p> <ul style="list-style-type: none"> Newport City Council were successful with their application for the Local Area Energy Planning (LAEP) Pilot funded by Welsh Government. A number of Welsh Local Authorities applied for the opportunity, but only Conway and Newport were successful. Early discussions are taking place with Welsh Government regarding the type of resource/support that will be expected of Newport Council. Work expected to commence at end of January 2021. The community solar installations have won 2 separate accolades in December; the best Local/Community Energy project at the “Solar and Storage Live Awards 2020”, and the best project for Demonstrating Environmental Sustainability at the “Ystadau Cymru 2020 Awards”. The estimated savings from the solar panels to date is £45k for FY 2020-21. The Public Electric Vehicle Charging Points went live on 4th December 2020. <p>December '20 Update</p> <ul style="list-style-type: none"> Newport City Council along with a range of Public Services Board Partners have signed up to the Gwent Healthy Travel Charter. Twenty-one organisations across the Gwent area have signed up to the charter so far. Organisations who sign up to the charter sign up to 15 commitments and four targets promote active travel, public transport and agile working for staff with the view of reducing carbon emissions. The community solar installations have come to an end. A further method of delivery within current restrictions on smaller sites is being identified. Work on the Public Electric Vehicle Charging Points project has progressed over the firebreak period and contracts are now being finalised.

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Strategic Recovery Aim 2 – Supporting the Environment and the Economy	
Understand and respond to the impact of Covid19 on the city’s economic and environmental goals to enable Newport to thrive again.	
Supports Wellbeing Objective 2 – To promote economic growth and regeneration whilst protecting the environment.	
Strategic Aim Step	January '21 Update (By Exception)
Continuing support and safe delivery of the Council’s City services including waste, cleansing and highways.	<p>January '21 Update</p> <ul style="list-style-type: none"> No further update <p>December '20 Update</p> <ul style="list-style-type: none"> City Services continue to operate normally, though response times may be longer than normal. Plans are in place for prioritisation of essential services (waste collections, HWRC highway and drainage essential maintenance and winter service response) over the Christmas period and beyond should it be needed. To support businesses and encourage safe shopping in Newport, parking at NCC car parks will be free for visitors in December and January.

Strategic Recovery Aim 3 – Supporting the Health & Wellbeing of Citizens	
Promote and protect the health and wellbeing of people, safeguarding the most vulnerable, and building strong, resilient communities	
Supports Wellbeing Objective 3 – To enable people to be healthy, independent and resilient	
Strategic Aim Step	January '21 Update (By Exception)
Support people to remain living independently in their homes and communities.	<p>Further to the updated provided in November:</p> <ul style="list-style-type: none"> Housing Support has been extended to assist homeless people to move into temporary accommodation. NCC’s Rough Sleeper Co-ordinator has facilitated co-ordination of outreach services and partnership working across has been strengthened through the multi-agency response. Carer breakdown is a concern as the pandemic continue into the winter. Social Workers are in contact with the people we support and their Carers and are closely monitoring the situation. Carers Rights Day was on the 25th November and an information bulleting will be sent to over 500 people registered as part of the carer’s network.
Fully restore Children and Adult Services, supporting partners that have been impacted by Covid 19 and ensuring service users and staff are supported and protected.	<p>January '21 Update</p> <ul style="list-style-type: none"> No Further update and operating business as usual
Assess the impact and the long-term sustainability of the social care sector in Newport informing future service requirements.	<p>January '21 Update</p> <ul style="list-style-type: none"> No Further Update <p>December '20 Update</p> <ul style="list-style-type: none"> The Commissioning team will administer the additional payments to social care providers (SSP enhancement scheme) to ensure any staff member required to self-isolate will receive their full pay. In order to enable visits to care homes to be reinstated, further guidance is being developed to assist homes to safely facilitate visits for relatives.

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Strategic Recovery Aim 3 – Supporting the Health & Wellbeing of Citizens	
Promote and protect the health and wellbeing of people, safeguarding the most vulnerable, and building strong, resilient communities	
Supports Wellbeing Objective 3 – To enable people to be healthy, independent and resilient	
Strategic Aim Step	January '21 Update (By Exception)
	<ul style="list-style-type: none"> Commissioning are maintaining regular contact with Domiciliary Care providers and agencies to monitor capacity.
Safeguard and support children and young people to remain safely with their families.	January '21 Update <ul style="list-style-type: none"> No further update and operating business as usual
Improve opportunities for Active Travel and work towards improved air quality.	January '21 Update <ul style="list-style-type: none"> No further update December '20 Update Public Service Board <ul style="list-style-type: none"> The Gwent Healthy Travel Charter was launched across 21 organisations committing to promote active travel across the region. SEWTC Final Recommendations Report <ul style="list-style-type: none"> The SEWTC Final Recommendations November 2020 Report has now been published with specific recommendations for Ministers. The overarching recommendations are for a “network of Alternatives” in South East Wales, delivered through 5 work packages (infrastructure, policies, behavioural change, governance and land use planning) There is capacity through all 5 work packages for the delivery of active travel and subsequent air quality improvements for the city. Active Travel Schemes <ul style="list-style-type: none"> Numerous Active travel schemes are being developed, implemented and completed this year. This includes Coed Melyn route, Devon place Footbridge, Monkey Island bridge, Gaer Fort link, Tredegar park and former golf course. Covid response Active travel schemes are being implemented throughout the city centre this winter including additional cycle provision and wider footways. Schemes are being implemented as part of suite of measures. As part of the sustainable access to the city centre further Electric Vehicle charging points are being implemented and new lighting in areas such as under George Street Bridge and Heidenheim drive to provide safe walking and cycling connections. Development and stakeholder engagement has begun and the consultation exercise on the new Active travel Network Map will begin in late January 2021 and run for two months. This will take the form of interactive on line mapping which has been developed externally, to enable people to have their say in the development of new and improvement of existing walking and cycling routes across the city. Further consultations will be held in the summer and the final mapping will be submitted to the Welsh Government in December 2021.
Regulate businesses and support consumers / residents to protect and improve their health.	January '21 Update <ul style="list-style-type: none"> No further update and operating business as usual
Work with key partners to safely re-open cultural and leisure facilities including the promotion of the city's	January '21 Update <ul style="list-style-type: none"> The Museum has been closed as a result on the new lockdown and open libraries will operate a click and collect service only in line with Welsh Government regulations.

Strategic Recovery Aim 3 – Supporting the Health & Wellbeing of Citizens	
Promote and protect the health and wellbeing of people, safeguarding the most vulnerable, and building strong, resilient communities	
Supports Wellbeing Objective 3 – To enable people to be healthy, independent and resilient	
Strategic Aim Step	January '21 Update (By Exception)
parks, open spaces and coastal paths.	<p>December '20 Update</p> <ul style="list-style-type: none"> • The Museum Central Library and larger branch libraries have re-established the appointment only access system as per the pre firebreak arrangements. • The Riverfront theatre remains closed during this period. • Newport Centres are open and Newport Centre is partially open.
Sustain a safe, healthy and productive workforce.	<p>January' 21 Update</p> <ul style="list-style-type: none"> • No further update <p>December '20 Update</p> <ul style="list-style-type: none"> • Internally, the workforce has continued to be supported through provision of DSE assessment and provision of equipment where necessary, in addition to a range of wellbeing toolkits, support and training.

Strategic Recovery Aim 4 – Supporting Citizens post Covid-19	
Provide people with the resources and support that they need to move out of the crisis, considering in particular the impact that Covid 19 has had on our minority and marginalised communities.	
Supports Wellbeing Objective 4 – To build cohesive and sustainable communities	
Strategic Aim Step	January '21 Update (By Exception)
Work together with our partners to reduce poverty, address homelessness and support our most vulnerable people as a priority.	<p>January '21 Update</p> <ul style="list-style-type: none"> • Foodbanks continue to be supported and emergency food provision is supplemented by the Neighbourhood hubs. • Temporary accommodation units continue to be sourced and offered to meet demand. • Rough Sleeper Support Group has met and support provided to ensure consistent and coordinated offer. • Foodbank working group has been established, bringing together foodbanks working across the city to develop a cohesive approach to support and maximise resources. • Ongoing acquisition of further temporary accommodation units to meet demands. • Phase 2 capital project progressing with regular communications between partners and WG • Psychological support post being recruited within ABUHB with phase 2 revenue funding • Ongoing delivery of an Assertive Outreach team within substance misuse services to support homeless clients • Hotels and B&B's now open following firebreak and being utilised as emergency accommodation • Ongoing use of Mission Court and other units of accommodation to support homeless clients with complex needs • Accommodation pathway developed in partnership with RSL partner and 3rd sector organisation to provide move on accommodation for those granted asylum and those with No Recourse to Public Funds • Partnership working with RSL's to facilitate move on accommodation into social housing tenancies

Strategic Recovery Aim 4 – Supporting Citizens post Covid-19

Provide people with the resources and support that they need to move out of the crisis, considering in particular the impact that Covid 19 has had on our minority and marginalised communities.

Supports Wellbeing Objective 4 – To build cohesive and sustainable communities

Strategic Aim Step	January '21 Update (By Exception)
	<ul style="list-style-type: none"> • Winter provision arrangements for rough sleepers explored and further meetings set with other Welsh cities to determine best practice • Continuation of rough sleeping services coordination, incorporating humanitarian groups.
<p>Assess and address the inequalities that Covid 19 has highlighted or contributed to within our communities.</p> <p style="writing-mode: vertical-rl; transform: rotate(180deg);">Tudalen 246</p>	<p><u>January '21 Update</u></p> <ul style="list-style-type: none"> • Pilot project being rolled out by WG and Digital Communities Wales to provide free BT Wifi vouchers to asylum seekers and refugees across Newport, providing 6 months of unlimited internet access • Black and Minority Ethnic (BAME) specific business support proposal being progressed with Business Wales and independent consultant • Representative workforce group has met and agreed an action plan/priorities • Leader's BAME forum continues and support has been provided to the Newport Cultural Hub in preparation for launch on 23/11 • Work in partnership with EYST has commenced in relation to supporting BAME and other vulnerable communities to develop digital literacy skills, supported by Digital Communities Wales • Community Impact Assessment complete and informing decision making through the equality impact assessment process – further work to be undertaken to embed findings across service areas • PB steering group now receiving training in preparation for funding scheme • Work re-commencing around promotion of EUSS and wider support for migrant communities who have been disproportionately impacted by the pandemic • No Recourse to Public Funds group has been established with partners
<p>Identify, develop and seek to sustain any positive developments emerging during the crisis.</p>	<p><u>January '21 Update</u></p> <ul style="list-style-type: none"> • No further update <p><u>December '20 Update</u></p> <ul style="list-style-type: none"> • One Newport (Public Services Board) bulletin has been highlighting the positive work of the Council and its partners in supporting the city to recover and various initiatives across communities. This has been re-enforced by ongoing promotion of partners' work through the One Newport Twitter and Instagram accounts.
<p>Developing opportunities for people to access suitable and affordable housing</p>	<p><u>January '21 Update</u></p> <ul style="list-style-type: none"> • Two RSL developments have been successful in securing Innovative Housing Programme funding to develop around 90 units of accommodation using modern methods of construction. These will include a range of property types in order to meet current housing need. • We have continued to deliver the planned development programme with a residential development in the St. Julians area recently completing. We are also working with our RSL partners to explore ways in which we can support them to return empty properties in their ownership back to use.

Strategic Recovery Aim 4 – Supporting Citizens post Covid-19

Provide people with the resources and support that they need to move out of the crisis, considering in particular the impact that Covid 19 has had on our minority and marginalised communities.

Supports Wellbeing Objective 4 – To build cohesive and sustainable communities

Strategic Aim Step	January '21 Update (By Exception)
	<p><u>December '20 Update</u></p> <ul style="list-style-type: none"> • We have been successful in securing over £1million of additional funding for affordable housing in Newport. This will support the development of units on two RSL developments. • Despite the current challenges, we have continued to deliver the planned development programme and together with RSL partners have submitted a list of schemes to the Welsh Government that we have identified as priorities for slippage funding.
<p>Deliver a community cohesion programme that effectively responds to community tensions and creates a shared sense of identity across the city.</p> <p style="writing-mode: vertical-rl; transform: rotate(180deg);">Tudalen 247</p>	<p><u>January '21 Update</u></p> <ul style="list-style-type: none"> • Hate Crime workshops for Polish and Hungarian communities have been delivered and well received. <p><u>December '20 Update</u></p> <ul style="list-style-type: none"> • Hate crime training delivered to staff by Victim Support • Online hate speech event hosted in partnership with Hope not Hate and Centre for Countering Digital Hate • Ongoing messaging provided to communities in a range of formats and languages • Work in partnership with PHW and ABUHB to ensure TTP is developed in a way that caters for socially vulnerable groups • School workshops delivered in partnership with Puppet Soup focussing on valuing and embracing difference • Hate crime workshops in Hungarian and Polish planned for December • Foodbank working group, Disability Group and EU Citizens forum continue to meet virtually • WG hate crime in schools project being delivered across schools, raising awareness of identity based bullying and equipping children with critical thinking skills
<p>Prevent and address instances of antisocial behaviour impacting upon the residents and the business community of Newport</p>	<p><u>January '21 Update</u></p> <ul style="list-style-type: none"> • The South Wales Fire and Rescue Service reported very little change in the number of deliberate fire setting during the Op Band period as a comparison to 2019. However, there was a slight increase in the attacks on fire crews. • A report is being produced on the overall impact to the community over the Op Bang period and this will be presented to Safer Newport at the next meeting. • Services have found it a challenge in identifying children and young people involved with Anti-social behaviour. They are aware of the availability of services to support the partnership with reducing incidences in ASB and that partners can provide family support to those involved. • The ASB Group will be reviewing Op Bang at the next meeting. The group will also be looking to establish priorities for 2021/2022 financial year and set the appropriate plan of work. • The work required to improve reduction in ASB includes:- <ul style="list-style-type: none"> • The use of social media • Understanding the data • Supporting Victims and the voice of the community.

Strategic Recovery Aim 4 – Supporting Citizens post Covid-19

Provide people with the resources and support that they need to move out of the crisis, considering in particular the impact that Covid 19 has had on our minority and marginalised communities.

Supports Wellbeing Objective 4 – To build cohesive and sustainable communities

Strategic Aim Step

January '21 Update (By Exception)

Tudalen 248

December '20 Update

Anti-social Behaviour

- During the Halloween/Bonfire night period, “zero tolerance” was followed, along with the offer of diversionary support on a 1:1 basis through Youth Services (remotely) and Newport Live working with referred individuals on a 1:1 basis.
- The Op Bang report has not been finalised. However, initial feedback is that there was not a significant increase on the previous year. The SW Fire and Rescue Service (SWFRS) also show that there was no increase on calls for deliberate fire setting.
- Staff from NCC, NCH, SWFRS and Police were attacked, through the use of throwing of stones and fireworks. A referral process is in place to help identified Young People at risk of offending or being involved with Anti-social behaviour.
- The partners felt that Op Bang was a success this year, due to strong partnership working, improved communication and a “zero tolerance” approach to the period. It has also provided an opportunity to look at how we work with communities during the same period next year and understanding what Young People want as alternative activities.
- Additional feedback from the ASB Opps Group, for 2021 further work is required to look at alternative events for communities, adopting the same zero tolerance approach and the earlier use of social media as a partnership.

Safer Pill

- Safer Pill (sub group of Safer Newport) has now met on two occasions and has an action plan in place, based on the police’s most recent problem profile. Work is ongoing to ensure this reflects positive (and negative) lessons learned from previous work in Pill, and other areas of the city.
- The Safer Pill Steering Group has also been established, bringing local community members together to consult on planned activities and shape priorities. Initial focus will be adult exploitation, ASB, violent crime, fly-tipping and waste.
- An additional sub-group of Safer Pill has been established to address issues associated with Gypsy and Traveller sites across the city.

Re-establish Community Regeneration facilities and services where it is safe to do so for staff and its service users.

- Aspire and youth academy projects resumed and operating at pre firebreak levels.
- During the National Lockdown, we were unable to deliver any face-to-face parenting support or groups. An online provision has been developed and Family Intervention Workers have attended training with Family Links on Delivering the Nurture programme via Teams. This has enabled staff to provide a menu of online support to families in Newport in the future. Currently we have 15 virtual parenting groups being offered across the City.
- Speech and Language Support continued to be carried out over the firebreak period, via telephone consultation, including welfare calls to our most vulnerable families.
- During the firebreak staff supported families by delivering food parcels. We also linked in with Save the Children to provide Baby Boxes to those in need and provided crisis grants via Save the Children to those affected by the Covid crisis.

Strategic Recovery Aim 4 – Supporting Citizens post Covid-19

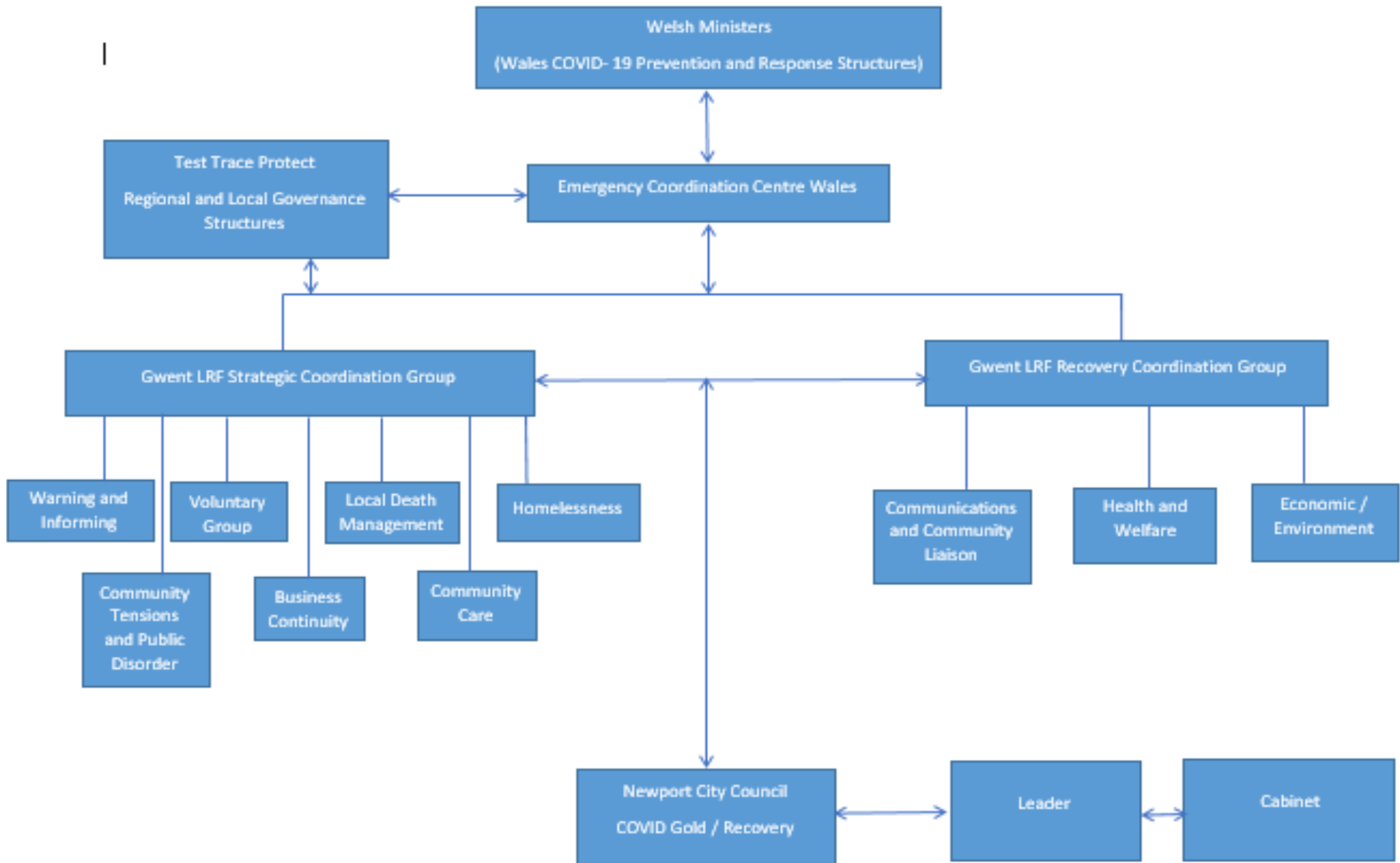
Provide people with the resources and support that they need to move out of the crisis, considering in particular the impact that Covid 19 has had on our minority and marginalised communities.

Supports Wellbeing Objective 4 – To build cohesive and sustainable communities

Strategic Aim Step	January '21 Update (By Exception)
	<ul style="list-style-type: none"> • Flying Start childcare continued to be offered in the second half of the firebreak period. We currently offer 712 childcare spaces during term time for 2-3 year olds across the City. Play provision for vulnerable children was offered during the first week of firebreak (half term). • Families First - A range of projects continue to be offered through Families First referrals. Allocations have increased compared to last year 183 referrals were reported in October 2019 with 228 referrals within 2020. •
Develop opportunities for community involvement participation and engagement.	<ul style="list-style-type: none"> • The perception survey is currently being extended using the 'bus Wi-Fi' technology which will increase responses and broaden the demographic spread. Results should be available in December. • The participatory budgeting (PB) programme is now underway with the formation of a Steering Group mostly made up of representatives of the most affected communities, who will oversee the running of the PB process in terms of eligibility, funding decisions, fairness and participation. Training has commenced on a cohort of individuals who will be able to run their own PB projects in the future. • Discussions are underway to identify additional sources of funding and support for community and voluntary organisations/projects who take part in the PB programme. • Steps are being taken to reduce digital exclusion and allow more people to participate in the PB programme whilst Covid-19 restrictions remain in place.

Appendix 2 – Covid 19 Prevention and Response Structure

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Report

Cabinet

Part 1

Date: 8 January 2021

Subject **Post Brexit Transition – Newport City Council Update**

Purpose To present an update to Cabinet following the outcomes of the UK Government and EU Trade negotiations; and an update on Newport City Council's response and monitoring of the situation before and after 31st December 2020.

Author Chief Executive
Head of People and Business Change

Ward All

Summary Since the last report to Cabinet on 16th December 2020, the UK Government and EU negotiators agreed a new trade deal and from 1st January 2021. The deal will enable businesses to trade tariff free with the EU but will end the freedom of movement into and out of the UK. Businesses trading with the EU will still have to ensure that they comply with the new regulations and there could still be some disruption at the borders in the short term.

New travel and migration rules have also come into place which require all current residents to ensure that they meet the necessary requirements when travelling into and out of the EU area.

The Council has been monitoring the situation since the decision was made throughout the Christmas period and responding as required alongside its existing Covid arrangements. In the medium to long term, there remains many unknowns in terms the financial impact on the Council and also the economy in Newport / South East Wales under the new arrangements.

Proposal Cabinet is asked to consider the contents of the report and note the Council's Brexit preparations.

Action by Corporate Management Team

Timetable Immediate

This report was prepared after consultation with:

- Heads of Service and officer Brexit 'Task and Finish' group

Signed

Background

Following the UK public vote to leave the EU in 2016, the UK Government (UKG) and European Union (EU) spent over 3 years negotiating and agreeing a withdrawal agreement that was formally ratified on 31st January 2020. This meant that the UK no longer participates in the EU Council and Parliament and no longer part of the Customs Union and Single Market. However, the UK and EU entered into a transition period to enable the UK and EU implement a future trading relationship by 31st December 2020.

On 24th December 2020 the UK and EU agreed a trade deal that will mean that the UK will be able to trade tariff free to the EU. For many businesses that trade directly with the EU this will provide much certainty in what has been a very difficult year. However, under the new arrangement businesses trading with the EU will still have to make customs declarations and the UK Government has indicated that could be some disruption in the short term. In addition to the trade deal new rules have come into place from the 1st January 2021 including:

- New points based immigration system for all non UK residents (excluding Irish Citizens) looking to move and work in the UK.
- Travellers into and out of the UK will have to follow new rules including travel insurance with health cover. From 2022 UK nationals will have to pay for an electronic authorisation to travel to the EU.
- UK citizens looking to move to the EU will no longer have an automatic right to live or work and will require necessary resident permits or requirements of that country.

For EU citizens already living and working in the UK prior to the 31st December 2020 it is now imperative for them to apply for settled status before 30th June 2021. It will be important for EU Citizens to ensure that they complete their applications. The Council alongside its multi-agency partners will continue to promote and encourage EU residents to apply throughout this period.

In November 2020, the Welsh Government (WG) published its '[End of Transition Action Plan](#)' which sets out the WG priority areas in the run up to the 31st December 2020. The priority areas are:

Supply of critical goods - WG has identified food supply and medical supplies as the key areas of concern;

Business readiness and support - business readiness to comply with regulations and data requirements and understanding potential skill shortages if there is a reduction in migration from EU nationals. The Welsh Government continue to update their websites 'Preparing Wales' and 'Business Wales' to get the necessary advice and guidance to businesses and residents living in Wales;

Public services and communities – This is focused on supporting EU and Welsh residents including supporting Settled Status, public data resilience, providing citizens with advice and supporting continued transport and travel;

Operational activities – This area is ensuring ports and traffic management arrangements are in place, energy and climate change, future EU programme participation and domestic replacements; and

Welsh Government resourcing and responsibilities – WG negotiations with HM Treasury on funding, the UK Shared Prosperity Fund, legislation and new functions.

There remain many areas which will need further clarity on future arrangements such as the shared prosperity fund and agricultural support. But for large organisations and employers for the South East region such as Airbus this will provide certainty.

In the run up to the 31st December, the Council's Brexit Task & Finish Group and Civil Contingencies through the Gwent Local Resilience Forum have been monitoring and responding to the city wide, regional and national risk/issues. Whilst a significant proportion of this risk has been reduced with the new trade agreement both areas will still be monitoring the situation over the next few months and as necessary signposting and ensuring businesses and residents comply (as necessary) with the new rules / requirements.

A summary of the Council's preparations is outlined below.

Communication – The Council has updated its Brexit pages to reflect the outcome(s) of the EU Trade negotiations and future arrangements after 31st December. The Council's Regeneration team have continued to communicate and signpost businesses to the Welsh Government website and Business Wales website.

Human Resources (HR) – From 1st January 2021, new immigration laws will be in place which means that EU citizens wishing to travel to work in the UK will have to apply for a Visa. Organisations wishing to employ EU citizens who do not already have settled status must apply to the Home Office for a Sponsorship Licence. The Council's HR team are reviewing the requirements to apply and ensure future compliance. Specific guidance in relation to recruiting and managing teachers and school staff who are EU citizens has been produced by the Home Office and shared with all schools.

Finance – As part of the Council's budget preparations and Medium Term Financial Planning, service areas have been asked to consider the impacts of leaving the EU trade arrangements. The Council participates in one major European funded scheme (Inspire to Achieve) which is delivered across the south east region of Wales. The programme will continue to run until December 2023 and will await the outcomes of how European schemes will be delivered by Welsh Government in the future.

Procurement – The Council's Procurement team have been in contact with the Council's key suppliers and services where no significant supply chain issues have been identified. There is a high probability of price increases but it is difficult to fully assess this impact in the short to medium term. No issues have been identified with food or medical supplies and the Council's IT provider (SRS) has been identifying supply issues but these have been predominantly due to the Covid-19 pandemic and the increase in demand for IT equipment. If there are significant changes in prices, contingencies could be used to support these pressures.

Regulatory Services and Environmental Health – The Council's Regulatory and Environmental Health teams have been supporting the City's Test Track and Protect service which has seen unprecedented demand over the last couple of months. Due to Covid-19 the resources of Regulatory Services are being stretched as it manages the Test Track and Protect service and now also the Brexit arrangements. This is being monitored through the Council's Gold Command process.

Community Cohesion / EUSS – Covid-19 has already impacted on many vulnerable and marginalised communities in Newport, including EU communities, many of whom now face additional challenges, including insecure tenancy and unemployment. It is also recognised that the post transition period could exacerbate the position of low income households should food and fuel prices increase.

The council are aware of a growing number of EU nationals who are finding themselves with no recourse to public funds as a result of EUSS outcomes, and the hidden demand for support which is at present masked by extended COVID duties which require LAs to house people with no recourse to public funds (NRPF), as well as the current restrictions on private evictions. As we move into a period where people are more at risk of having an insecure migration status, or living unlawfully in the UK, these risks will be compounded.

Post-Brexit rights remain unclear, for both communities and service providers, which risks people being unfairly discriminated against and at risk of exploitation. Anecdotal reports suggest that EU nationals have been arriving locally to ensure they meet the 31st Dec deadline to apply to the EUSS, potentially leading to overcrowding and other welfare concerns.

In addition, the British National Overseas (Hong Kong) Visa scheme will open in January for applications for 5 year or 30 month residency. UKG has estimated up to half a million people arriving in the UK from March. This immigration status also comes with a No Recourse to Public Funds (NRPF) condition, which is likely, again, to increase pressures on statutory and voluntary services, as well as potentially increase community tensions.

The full list of areas being monitored by the Task & Finish group are included in Appendix 1 of this report. The areas covered above and in Appendix 1 are being undertaken within existing resources.

Financial Summary

As part of the Council's financial monitoring, the Council's Finance team are monitoring any impacts on budgets due to Covid-19 and Brexit. The Council's Finance team are aware of the situation relating to the potential VAT and tariff implications on goods and services should the UK fall back to World Trade Organisation (WTO) conditions.

Risks

The Council's Brexit risk is recorded on the Council's Corporate Risk Register which is presented to Cabinet and Audit Committee every quarter. At the end of quarter 2 of 2020/21 the Brexit risk score has increased to 16 to reflect the increased probability of the UK leaving without a deal. This has been reported to Cabinet in December 2020.

Risk	Impact of Risk if it occurs* (1-5)	Probability of risk occurring (1-5)	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?
Brexit	4	4	See Report.	Corporate Management Team and Brexit Task & Finish Group

Links to Council Policies and Priorities

Corporate Plan
Strategic Recovery Aims
Risk Management Strategy

Options Available and considered

1. To consider and note the contents of the report and for Cabinet / Cabinet Members to receive updates from officers as part of their portfolio.
2. To request further information or reject the contents of the report

Preferred Option and Why

1. To consider and note the contents of the report and for Cabinet / Cabinet Members to receive updates from officers as part of their portfolio.

Comments of Chief Financial Officer

The financial impact of Brexit is uncertain, however, there are indications that there could be an impact on prices and supply of goods that may further impact on both capital and revenue budgets. Budget / Service managers, with finance team colleagues, will continue to monitor these on a regular basis and any issues arising will be highlighted through the regular monitoring and budget setting processes.

Any negative financial impact arising from Brexit, whether it be through price increases or funding reductions could present a significant challenge to the Council. There are no specific reserves or contingencies currently that deal exclusively with Brexit but the Council's budget includes a 'general budget contingency' of £1.5m to deal with short term / in-year budget pressures and consideration will need to be given to any specific reserves/contingencies required as part of 2021/22 budget setting.

Comments of Monitoring Officer

There are no specific legal issues arising from the Report, which provides an update for Cabinet regarding the Council's Brexit preparations. The specific risks associated with the withdrawal have now been mitigated by the belated trade deal, subject to ratification by the member states. However, despite the agreement regarding no tariffs and quotas on imported and exported goods, there is still remaining uncertainty regarding the impact on other areas, such as services and data security. Any legal implications for existing contracts for supplies, services and care provision, data security matters and any regulatory enforcement issues, particularly in relation to port health, will be addressed once the details of the trade agreement are clarified and implemented in national legislation. It is likely that, despite the non-imposition of tariffs and quotas, additional port health checks will be required in terms of certifying compliance with new regulations and this will have resource implications for Public Protection, when staff are full committed to TTP and Covid-19 response work.

Comments of Head of People and Business Change

The new trade arrangements with the EU will provide much certainty for businesses and the Council and has significantly reduced the risk for the Council and businesses in Newport. It is encouraging to see a large uptake in the number of residents applying for EUSS and the Council is making every effort alongside its partners to encourage those that have yet to apply, to do so by the deadline. The Council's Brexit Task and Finish officer group will continue to monitor and report on the progress being made by the Council and to raise any further risks and issues as they arise.

The employment of new starters without settled status after 1st January 2021 will be subject to the Council being an approved sponsor for the level of visa tier required and a decision will need to be made on whether the Council wishes to apply for approved sponsorship with the Home Office. During the grace period of 1st January to 30th June 2021 existing right to work checks should continue – Home Office guidance reminds employers of the duty not to discriminate against EU, EEA or Swiss citizens by requiring them to prove their status under the EUSS during this time. EU citizens who have settled status in the UK are not affected by any employment restrictions.

Comments of Cabinet Member

The Leader of the Council is briefed on all aspects of risk management within the Council and related Brexit issues and work.

Local issues

Members to be aware the impacts that Brexit can have on our Local Communities and business.

Scrutiny Committees

The Council's Audit Committee receives regular risk register updates on the Council's Risk Register which includes the Brexit Risk.

Equalities Impact Assessment

A paper is being prepared for consideration by the Brexit task and finish group which will assess the potential impact on communities post-December, as well as identifying risks associated with the changes to immigration rules.

Children and Families (Wales) Measure

Not applicable.

Wellbeing of Future Generations (Wales) Act 2015

There are potential long term impacts of Brexit Trade Negotiations which could affect the future demand on our services to provide the necessary support, advice and guidance. There may also be opportunities that could arise and the Council will need to make preparations to accordingly. In preparation we have been working collaboratively across the Council and with our partners to make sure that our services to prevent any scenario where services are disrupted and to provide resilience across the City and to our local partners.

We have also been involving our stakeholders and where necessary providing the necessary advice and guidance to those that need our support. Going forward we will continue to monitor and report where necessary any impacts which Brexit could have on the delivery of our services.

Crime and Disorder Act 1998

Not applicable.

Consultation

Corporate Management Team

Brexit Task & Finish Group

Background Papers

Welsh Government website '[Preparing Wales to leave the EU](#)'

Welsh Local Government Association '[Brexit Website](#)'

Newport City Council's '[Brexit Webpage](#)'

Dated: 31st December 2020

Appendix 1 – Summary actions taken through the Task & Finish Group

Theme	Progress of Activity completed by Newport Council to 31 st December 2020
Your Organisation (Communications)	<ul style="list-style-type: none"> The Council's communication team have updated the Council's Brexit pages to reflect the outcome(s) of the negotiations and new requirements for businesses and residents including applying for Settled Status.
Your Organisation (Human Resources)	<ul style="list-style-type: none"> As part of the Council's service planning, the HR Business Partners will be supporting service areas with their workforce planning. HR will be supporting service areas to ensure any existing staff have applied for EUSS and identifying any potential gaps / resource requirements for the future.
Your Organisation (Finance and Funding)	<ul style="list-style-type: none"> The Council's Finance team are closely monitoring the financial situation that will be dependent on the final outcome(s) of the trade deal. Service areas have been asked to consider any Brexit implications as part of the Council's annual budget preparation, capital monitoring and Medium Term Financial Savings. There is likely to be financial impacts should tariffs and VAT prices change. However, it is currently very difficult to forecast what the impact of this will be until there is clarification on the negotiations. The Council participates directly in one EU funded programme, Inspire to Achieve that is funded until December 2023. This programme covers the South East Wales Region and the Council is awaiting further decision from Welsh Government on the arrangements after 2023.
Supplies and Services (including social services and ICT)	<ul style="list-style-type: none"> The Council's Procurement team have contacted key suppliers and monitoring their current preparation and situation. To date, suppliers have not identified any significant supply chain issues but we are aware that there could be potential price increases and wider global supply chain issues. The Council's Social Services Commissioning team are not aware of any significant medical and/or food supply chain issues. The Council's ICT provider (Shared Resource Service) has identified ICT supply issues, but these have been mainly related to the Covid-19 impact and increase in global demand for video conferencing, home working / schooling and general IT demand.
Security / Data Protection arrangements	<ul style="list-style-type: none"> Globally, there has been significant increase in cyber-attacks on public bodies and other organisations. To mitigate against this threat the Council's ICT provider has recently updated its infrastructure to mitigate against potential ransomware attacks. The Council's Information Management team has audited key IT suppliers and agreements ensuring data is being stored in the UK and meeting the necessary requirements.
Supplies and Services (Regulatory Services)	<ul style="list-style-type: none"> The Council's Regulatory and Environmental Health services have been focused on supporting businesses and consumers impacted by the Covid-19 requirements. Environmental Health resources are stretched due to the Test Trace and Protect service. This has been reported to the Council's Covid Recovery group and are monitoring resources pulling in additional resource as required.
Local Community (Newport Business Community)	<ul style="list-style-type: none"> There is ongoing communication and information being disseminated to local Small to Medium sized businesses in Newport. The Council's website also includes necessary information and signposting businesses to Welsh Government and UK Government websites.
Local Community (Civil Contingencies)	<ul style="list-style-type: none"> The Council's Civil Contingencies team has been focused on the Covid-19 response and have also been monitoring the Brexit preparations as part of the Gwent Local Resilience Forum. Final arrangements are being put in place for post transition arrangements identifying key risks and responses for the Gwent region.
Local Community (Community Cohesion) • EU Settled Status / EU communities	<ul style="list-style-type: none"> Continuous work is being undertaken by the Council's Community Cohesion team and partners to encourage residents to apply to the EU Settled Status scheme.

Theme	Progress of Activity completed by Newport Council to 31 st December 2020
<ul style="list-style-type: none"> • Food Poverty • Homelessness (EU Citizens) • Community cohesion 	<ul style="list-style-type: none"> • The Council and partners have identified key communities and to encourage and increase the number of applications before the deadline. • Food Poverty has been exacerbated during the Covid-19 and has impacted on low income/vulnerable households. The Council participates in working group with food banks and local groups working towards establishing longer term solutions. • Working in collaboration with Regeneration Investment Housing additional resource is to be provided in the New Year to support low income and vulnerable households that have been impacted by Covid-19 restrictions. • Welsh Government has diverted resources to support the homeless during Covid-19 and working with Council's / Registered Social Landlords to implement longer term solutions to support the homeless into accommodation, health and social support. • The Council is undertaking an Equalities Impact Assessment to examine the impact the post transition arrangements on communities in Newport. • Weekly community tensions calls are now re-established with Gwent Police to monitor any rises in hate crime or other community concerns

Report

Cabinet

Part 1

Date: 8 January 2021

Subject Cabinet Work Programme

Purpose To report and agree the details of the Cabinet's Work Programme.

Author Governance Team Leader/Cabinet Office Manager

Ward All Wards

Summary The purpose of a work programme is to enable Cabinet to organise and prioritise the reports and decisions that are brought to each meeting. Effective forward planning by Cabinet also impacts positively upon the Council's other Committees, in particular Scrutiny, because work needs to be coordinated on certain reports to ensure proper consultation takes place before a decision is taken.

The current work programme runs to May 2021, but it is a working document. It is important that the work programme is owned and prioritised by Cabinet Members directly, so each month the Cabinet Office Manager brings a report updating Cabinet on any changes, so that the revised programme can be formally approved.

The updated work programme is attached at Appendix 1.

Proposal To agree the updated work programme.

Action by Cabinet Office Manager /Governance Team Leader

Timetable Immediate

This report was prepared after consultation with:

- Chief Officers
- Monitoring Officer
- Head of Finance
- Head of People and Business Change

Background

The purpose of a work programme is to enable Cabinet to organise and prioritise the reports and decisions that are brought to each meeting. Effective forward planning by Cabinet also impacts positively upon the Council's other Committees, in particular Scrutiny, because work needs to be coordinated on certain reports to ensure proper consultation takes place before a decision is taken.

The Wales Audit Office's Corporate Assessment of Newport City Council, published in September 2013, highlighted the need to "strengthen committee work programming arrangements to ensure they are timely, meaningful, informative, transparent, balanced, monitored, and joined up". Since that report was published, these monthly reports have been introduced to provide Cabinet with regular updates on its work programme, and the opportunity to comment upon and shape its priorities as an executive group. The Democratic Services team have also been working to improve the links between this and other work programmes under its management (e.g. Council, Scrutiny, Audit) to ensure the various programmes are properly coordinated.

The current work programme runs to May 2021, but it is a working document. It is important that the work programme is owned and prioritised by Cabinet Members directly, so each month the Cabinet Office Manager brings a report updating Cabinet on any changes, so that the revised programme can be formally approved.

The updated work programme is attached at Appendix 1.

Financial Summary

There is no direct cost to adopting a programme of work.

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?
No action taken	M	L	Work programming arrangements are in place to ensure they are timely, meaningful, informative, and transparent, balanced, monitored, and joined up.	Head of Democratic Services
The process is not embraced by report authors and members	M	M	If there is proliferation of unplanned or late items, the opportunity to ensure work programming is timely, meaningful, informative, and transparent, balanced, monitored, and joined up will diminish	Head of Democratic Services

Links to Council Policies and Priorities

These proposals will help the Council provide the best possible service to members and will provide information to the public and elected members.

Options Available and considered

- To adopt the process and adopt or amend the work programme
- To consider any alternative proposals raised by Cabinet members
- To take no action

Preferred Option and Why

To adopt the proposals which should help to ensure work programming arrangements are timely, meaningful, informative, and transparent, balanced, monitored, and joined up.

Comments of Chief Financial Officer

There are no financial implications in adopting a programme of work.

Comments of Monitoring Officer

There are no legal implications in adopting a programme of work.

Staffing Implications: Comments of Head of People and Business Change

There are no specific staffing implications in adopting a programme of work.

Comments of Cabinet Member

The Chair has approved the report for consideration by cabinet.

Local issues

There are no local issues as this report relates to the Council's processes

Scrutiny Committees

Monthly update reports allow the Scrutiny and Cabinet work programmes to be better coordinated. The Scrutiny team and Members are currently developing new ways of working through the new Committees, and continually reviewing the work programmes to focus more on risk, and ensure all scrutiny activity has a defined purpose and constructive outcome.

Equalities Impact Assessment and the Equalities Act 2010

This does not apply to this procedural report.

Children and Families (Wales) Measure

This procedural report does not impact on Children and Young People although certain reports contained in the programme may do and will need appropriate consultation and comment when they are presented to cabinet.

Wellbeing of Future Generations (Wales) Act 2015

This is a procedural report but reports contained within the programme will need to show how consideration has been given to the five things public bodies need to think about to show they have applied the sustainable development principle put into place by the Act.

Crime and Disorder Act 1998

This does not apply to this procedural report

Consultation

As set out above

Background Papers

[Newport City Council Corporate Assessment](#), Wales Audit Office (September 2013)

[Newport City Council – Corporate Assessment Follow Up 2015](#), Wales Audit Office (May 2015)

Dated: 30 December 2020

Mae'r dudalen hon yn wag yn

NEWPORT CITY COUNCIL: CABINET/COUNCIL WORK PROGRAMME JUNE 2020 – MAY 2021

MEETING	AGENDA ITEMS	LEAD OFFICER
CABINET 03-JUN-20	Treasury Management Year End Report (moved to July Cabinet)	HoF
	Corporate Risk Register Update (Q4) (moved to September Cabinet)	HP&BC
	Risk Management Strategy (Leader signed off as a CM report during COVID 19)	HP&BC
	Forecast Numbers of LAC (moved to September Cabinet)	SD People
	Work Programme	COM
COUNCIL 21-JUL-20	NNDR Relief Scheme (moved to September Council) Treasury Management Year End Report (moved to September Council)	
CABINET 29-JUL-20	29 July Cabinet rearranged to take place on 22 July 2020	
22 JUL 20	2019/20 Revenue Budget Outturn	HoF
	Capital Outturn and Additions	HoF
	Treasury Management Outturn	HoF
	Revenue Monitor 2020/21	HoF
	Schools' Recovery	CEO
	Western Gateway	Acting HRIH
	Remote Meetings	HL&R
	Strategic Equalities Plan 2020/2024	HP&BC
	Welsh Language Annual Report (moved to September Cabinet)	HP&BC
	Performance Update – Early Year End PI Analysis (moved to September Cabinet)	HP&BC
	Work Programme	COM
COUNCIL 28-JUL-20	AGM	
SPECIAL CABINET 19-AUG-20	Business case for the Test, Trace Protect Service	HL&R
	Work Programme	COM
CABINET 16-SEP-20	Capital Programme Monitoring July 2020	HoF
	Revenue Budget Monitor July 2020	HoF
	Welsh Language Annual Report	HP&BC
	Risk Report Q4 (2019/20)	HP&BC
	End of Year Performance Review 2019/20	HP&BC
	Transport Update	HCS
	COVID-19 Recovery - Update	CX
	PSB Summary Document (for information/awareness)	HP&BC

	Work Programme	COM
COUNCIL 29-SEP-20	NNDR Relief Scheme (moved from April Council) Treasury Management Year End Report (moved from April Council) Strategic Equalities Plan 2020-24 (moved from April Council)	HL&R HoF HoF HP&BC
CABINET 14-OCT-20	Corporate Plan Annual Report	HP&BC
	Risk Report Q1 (2020/21)	HP&BC
	Pay and Reward Policy (moved from April Cabinet)	HP&BC
	SRS Data Centre	HP&BC
	Forecast Numbers of LAC (moved from June Cabinet)	HC&YPS
	LDP Annual Monitoring Report and LDP Review	HRIH
	COVID-19 Recovery - Update	CX
	Brexit Update Report	HP&BC
	Work Programme	COM
CABINET 11-NOV-20	Revenue Budget Monitor	HoF
	Capital Budget Monitor	HoF
	Audit Wales Financial Sustainability Report	HoF
	Audit Wales Certificate of Compliance 1	HP&BC
	Strategic Equalities Plan Annual Report	HP&BC
	COVID-19 Recovery - Update	CX
	Well-Being of Future Generations: Commissioner's Report and progress	HP&BC
	Annual Report on Compliments, Comments and Complaints Management 2020	Customer Services Mgr
	Local Toilet Strategy (moved from April Cabinet)	HL&R
	Brexit Update	HP&BC
	Work Programme	COM
	PSB Summary Document (for information/awareness)	HP&BC
COUNCIL 24-NOV-20	Democratic Services Annual Report Standards Committee Annual Report Pay and Reward Policy (moved from April Council)	
CABINET 16-DEC-20	Treasury Management 6 monthly Report	HoF
	Quarter 2 Corporate Risk Register Update	HP&BC
	Audit Wales – Audit of Newport City Council's Assessment of 2019-20 performance (Certificate of Compliance 2)	HP&BC
	Annual Corporate Safeguarding Report (moved from April Cabinet - t.b.c.)	HC&YPS
	Director of Social Services Annual Report	SD - People
	LDP Review Report & Draft Delivery Agreement (and seeking approval for public consultation)	HRIH
	Local Government and Elections (Wales) Bill Consultation	HL&R/HP&BC
	COVID-19 Recovery - Update	CX
	Brexit Update	HP&BC

	Work Programme	COM
CABINET 08-JAN-21	Revenue Budget and MTFP: Draft Proposals	HoF
	Revenue Budget Monitor	HoF
	Capital Budget Monitor	HoF
	Mid-Year Performance Analysis 2020/21	HP&BC
	Wales LG Bill	HP&BC
	COVID-19 Recovery - Update	CX
	Brexit Update	HP&BC
	PSB Summary Document (for information/awareness)	HP&BC
	Work Programme	COM
COUNCIL 26-JAN-21	Mayoral Nomination 2021/22 Council Schedule of Meetings Treasury Management 6 monthly report Council Tax Reduction Scheme Revised Statement of Licensing Policy Director of Social Services Annual Report	
CABINET 22-FEB-21	Capital Strategy and Treasury Management Strategy	HoF
	Revenue Budget and MTFP: Final Proposals	HoF
	Key Stage 4 Outcomes (Or January Cabinet??)	CEdO
	COVID-19 Recovery - Update	CX
	Work Programme	COM
COUNCIL 03 MAR-21	Budget and Medium Term Financial Plan Capital Strategy and Treasury Management Strategy National Non-Domestic Rates: Discretionary Relief: High Street Relief Scheme 2021-22	
CABINET 10-MAR-21	Pay and Reward Statement 2021/22	HP&BC
	2020- 2024 Strategic Equalities Plan Approval	HP&BC
	EAS Business Plan 2020/21	CEdO
	National Categorisation of Schools	CEdO
	Band B: Capital Investment of Schools	CEdO
	LDP Review, Delivery Agreement and Review Report	HRIH
	Corporate Risk Register Update (Quarter 3)	HP&BC
	COVID-19 Recovery - Update	CX
	Work Programme	COM
CABINET 07-APR-21	Risk Management Strategy (or May Cabinet??)	HP&BC
	Annual Corporate Safeguarding Report	HC&YPS
	Provide feedback on Review Report & Delivery Agreement and seek permission to formally send to WG (formal commencement of an LDP Review) – t.b.c.	HRIH
	COVID-19 Recovery - Update	CX
	Work Programme	COM

	PSB Summary Document (for information/awareness)	HP&BC
COUNCIL 27-APR-21	IRP Annual Report NNDR Rate Relief Pay and Reward Statement 21/22 Provide Feedback on Review Report and Delivery LDP Review, Delivery Agreement and Review Report	
CABINET 05-MAY-21	COVID-19 Recovery - Update	CX
	Work Programme	COM
COUNCIL 11-MAY-21	AGM	