

Agenda



Cabinet

Dyddiad: Dydd Mercher, 8 Medi 2021

Amser: 4.00 pm

Lleoliad: Ystafell Bwyllgora 1 - Canolfan Ddinesig

At: Cynghorwyr: J Mudd (Cadeirydd), J Hughes, Councillor R Jeavons, P Cockeram, 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 diweddfaf</u> (Tudalennau 3 - 18)	
4	<u>Monitor Cyllideb Refeniw</u> (Tudalennau 19 - 42)	All Wards
5	<u>Monitor Cyllideb Gyfalaf</u> (Tudalennau 43 - 62)	All Wards
6	<u>Chwarter 1 2021/22 Diweddariad ar y Gofrestr Risg Gorfforaethol</u> (Tudalennau 63 - 114)	All Wards
7	<u>Adroddiad Blynyddol Diogelu Corfforaethol 2020/2021</u> (Tudalennau 115 - 168)	All Wards
8	<u>Adroddiad Diweddarau Covid</u> (Tudalennau 169 - 182)	All Wards
9	<u>Adroddiad Diweddarau Brexit</u> (Tudalennau 183 - 188)	All Wards
10	<u>Crynodeb o Fusnes y BGC</u> Please click on the link to the PSB Summary of Business here	All Wards
11	<u>Rhaglen Waith</u> (Tudalennau 189 - 196)	
12	<u>Watch the Cabinet Meeting</u> Click on the link below: (3) Cabinet Meeting, 8 September 2021 - YouTube	

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Date of Issue: Date Not Specified

Mae'r dudalen hon yn wag yn



Minutes

Cabinet

Date: 7 July 2021

Time: 4.00 pm

Present: Councillors Councillor J Mudd (Chair), J Hughes, Councillor R Jeavons, P Cockeram, D Harvey, D Mayer, Councillor R Truman, D Davies and M Rahman

1 Apologies for Absence

None received.

2 Declarations of Interest

None received.

3 Minutes of the Last Meeting

The Minutes of 16 June 2021 were accepted as a true and accurate record.

4 Treasury Management Year End Report - 2020/21

The Leader presented the report. This report fulfilled the Council's responsibility to receive and approve an annual treasury management outturn report each year. The report dealt with the outturn for 2020/21 and had already been reviewed by the Audit Committee where no comments were made and would go to Council following this Cabinet meeting.

The report presented the following information:

- Details of capital financing, borrowing, debt rescheduling and investment transactions
- Reports on the risk implications of treasury decisions and transactions
- Details the outturn position on treasury management transactions in 2020/2021 which confirmed compliance with the treasury limits set by Council.

The Covid pandemic had an impact on Treasury Management during 2020/21. Since the early days of the pandemic the Council had to monitor a significant increase in cash-flow activities throughout 2020/21, coming from the making of business grants and the Business Rates Relief Scheme in particular, and also by its own increased costs and lower income level. The Welsh Government provided significant up-front cash-flow support to ensure Councils were adequately financed to administer the business rates and business grants scheme, reimbursed Councils throughout the year for their increased costs and reduced income, as well as loading its RSG grant support towards the first half of the year. Alongside the slippage in the delivery of its own capital schemes and underspending on its revenue budget, this meant cash-flow was more positive than a 'normal year' which gave rise to lower borrowing activity and much more short term investing activities.

This did not reduce the need to borrow commitment the Council had but did slow down the pace at which that borrowing was taken up towards that commitment level.

Notwithstanding the aforementioned, in line with the agreed Treasury Management Strategy, the Council still continued to be both a short-term investor of cash and borrower to manage day-to-day cash flows in 2020/21.

Turning to borrowing activities specifically. Whilst the Council had significant long-term borrowing requirements, the Council's current strategy of funding capital expenditure utilises 'internal borrowing' rather than undertaking new borrowing where it could. It can do this because of its 'cash-backed' reserves and at 31 March 2021, the level of internal borrowing was about £107m which saved, at current interest rate levels, about £2.4m in interest costs annually compared to physically borrowing this level of cash.

The financial year was relatively quiet in terms of borrowing activities, as shown in Appendix B to the report:

- The Council repaid a short-term loan taken out in March 2020 to specifically cash-flow and facilitate early payments of business grants in April. This was reimbursed by the Welsh Government and the loan repaid, as planned in June 2020.
- In March 2021 the Authority undertook borrowing on a short term basis in order to cover normal day to day cash flow activities.
- Lastly, a minimal amount of new long-term borrowing was required to be taken out in the second half of the financial year totalling £94k. This borrowing was from 'Salix' which was interest free and was linked to a specific energy efficiency project.

Current estimates within our cash-flow indicated there was the potential that additional long-term borrowing would be required in the second half of this current financial year to fund the capital programme, and whilst slippage on that was included in the cash-flow forecasts, what actually happened in the year in regard to delivery of projects would influence this significantly. In particular, the major projects within the Band B Education schemes would start the period where longer term borrowing started to be taken out.

Turning to investing activities. The Council's strategies in this area of Treasury Management are (i) to be a short term and relatively low value investor, consistent with the pursuit of an 'internal borrowing strategy' and (ii) investment priorities should follow the priorities of security, liquidity and yield, in that order.

All investments were currently placed on a temporary basis and were placed in high security institutions, in line with our other strategy in this area. At the 31 March 2021 £15m was placed with various local authorities and £9.8m with banks and building societies.

Lastly, Prudential Indicators. The Authority measured and managed its exposures to treasury management risks using various indicators, which could be found in Appendix B. This report confirmed the Council complied with the Prudential Indicators for 2020/21, as set in February 2020 as part of the Treasury Management Strategy.

Decision:

That Cabinet:

1. Noted and provided comment on the Annual Report on Treasury Management for the Financial Year 2020/21.
2. Noted and provided comment that 2020/21 Prudential Indicators for Treasury Management were in line with those set by Council in February 2020.

The Leader presented the report. The report detailed the final outturn position of the Authority for the financial year 2020/21 that ended on 31 March 2021.

2020/21 had been a year like no other. As the Covid pandemic developed rapidly from March 2020, services were reprioritised to deal with the immediate response to support communities across Newport and this lasted, to various extents, for all of the financial year. Although there were significant additional costs incurred to deliver this response to our communities these costs were funded by the Welsh Government.

Not only did the council work closely with the Welsh public sector to support communities and businesses across Wales, we also acted as an agent for the Welsh Government in processing £51m of support payments across a number of government led schemes plus a further £20m of business rates holiday for the leisure and hospitality sectors.

The underspend of £14m had arisen, in the main, due to services being diverted from their regular activities in order to prioritise Covid response. Specifically:

- The council received in the region of £23m of one off Welsh Government funds to compensate the Council for additional costs incurred in response to the pandemic and the lost income experienced due to Covid restrictions;
- There were significant underspends across all service areas due to changes in service provision and working practices, and;
- Linked to the above, there was an underspend against the general revenue contingency budget, council tax reduction scheme and council tax income – all of which were non-service budgets.

There had however been some one off and recurring issues that were raised within the report that would be addressed by officers, for example, the delivery of savings. Whilst 82% of the savings target was achieved in 2020/21, there were delays in implementation due to the impact of Covid and robust plans were needed to ensure that these savings were fully delivered in addition to the new savings agreed for 2021/22.

Furthermore, impact on operational services due to the continuing pandemic and the additional work this created was unknown at this time. Although, the Welsh Government hardship fund was set to continue for the first six months of 2021, what happened beyond this time remained unclear.

Section 4 of the report explained in detail the areas that had the potential to affect the financial position in the current year, 2021/22 and these areas would continue to require specific oversight from the Senior Leadership Team.

As for the position of schools, these variances were covered by the school balances reserve, the overall underspend of £14m did not include the schools position. For 2020/21 schools underspent by £8.4m which would see school balances increase from £1.1m to £9.5m as at the 31 March 2021. Schools made significant savings during the period of school closures, not only as they had the ability to claim for additional Covid related costs, but also due to over £4.7m of unexpected grants being received in late March.

The projected school balances improved significantly in 2020/21 and this was largely due to that one off, non-recurring grant income. Schools would, however, need to robustly monitor and manage their budgets effectively to ensure financial sustainability going forward within their core funding.

As part of this meeting, we are being asked to approve how this underspend was utilised.

Having this one off funding available was extremely helpful to support the recovery of the City and in reviewing the use of the underspend, it allowed the Cabinet, to consider how to:

- Support and invest in our communities to recover post Covid and improve resilience;
- Support and invest in the business community and local economy to recover post Covid;
- Invest in local communities infrastructure to encourage greater pride and cohesion;
- Invest in the City's 'green infrastructure' and carbon reduction initiatives;
- Invest further in the Council's assets; and
- To protect the Council by enhancing its risk mitigation reserves.

Following this overview of our financial position, section 5 of the report detailed how the £14m was to be utilised under specific headings linked to Covid related activity, community resilience and cohesion, service delivery and risk mitigation. These were:

- £500k for the creation of a community recovery fund
- £500k for the refurbishment & cleansing of open spaces across the city
- A further £116k additional support for highways road repairs which took the total level of funding in this area in 2021/22 to £1m
- £1m green recovery funding for the implementation of decarbonisation schemes
- Almost £300k for homelessness prevention
- There would be an additional £800k for additional support to schools
- Furthermore, over £4m would be set aside for capital investment to support the growth and regeneration across the city.

The reserves balance at 31 March 2021 following the above approvals would increase to £107m – aside from this year's underspend other significant movements were summarised within the report in paragraph 5.4.

Comments from Cabinet Members:

- Councillor Davies mentioned that Education were able to utilise the money in a positive way. The Cabinet Member referred to the commitment of the Council to the socio economic duty from Welsh Government, which was welcomed by council and part of this duty was to ensure that we addressed lower levels of health, lower paid work in relation to the inequalities, people were at more risk to being victims of crime. The Cabinet Member therefore welcomed the opportunity afforded by the Council to allow the Chief Education Officer to access funding of £765,000 for access to education and help reduce inequality. In addition, the £801,000 was an unexpected spend at St Andrews Primary School but was necessary to ensure that KS2 children were kept together for education to continue in a safe and appropriate manner on the Mendelgief site. The Cabinet Member praised Cllr Jeavons and the Head Teacher for ensuring this provision was maintained.
- The Deputy Leader agreed that this was a year like no other and how Newport City Council was funded during the pandemic was unique. Figures were still rising from the delta variant and we were not out of the woods yet, however the council had ensured the prudent management of funding.
- Councillor Truman referred to the following paragraph outlined in the report: *This report makes recommendations to utilise the one off underspend available to help the City recover from the impact of Covid; invest in the local economy and to protect the Council by enhancing its risk mitigation reserves.* Staff had put themselves at risk at an early stage with speed and efficiency. The Cabinet Member made reference to the Covid Recovery fund and encouraged business to apply for this. Also that it was right and proper for the Council to planning in place with the funding received with the need to save and invest for the future.

- Councillor Hughes also referred to the Covid Recovery Fund and hoped that communities would take advantage of the scheme and would hopefully introduce some exciting projects. The Cabinet Member also welcomed the Green Recovery Decarbonisation support that was available and the schemes in place to support the city to meet these requirements and showed the Council's commitment to sustainability agenda.
- Councillor Cockeram also added, in relation to overspend that some staff in children homes had to sleep over because there were on some occasions no one to replace them and issues getting agencies to cover shifts. The Council would see better results next year because of the Children's Homes now in place and the cost that the Council would have incurred if this service had gone out to independent agencies. Foster care agencies had also reduced with independent foster carers from 73% to 60%, which might sound small however, it was having a positive impact and it was hoped that more independent companies would make this move.
- The Leader thanked the Cabinet Member for highlighting the importance of moving to new models of delivery, which would be a far better experience for our service users and mentioned the value for money in light of this. The Leader also took the opportunity to thank the work of foster carers for their love and kindness, care and support provided for children within Newport by taking them into their homes.

Decision:

That Cabinet:

1. Noted the outturn position, which was subject to audit and the major variances for the year (sections 1-3);
2. Approved use of the underspend as set out in section 5 of the report and noted the resulting level of the Council's general and earmarked reserves;
3. Approved reserves transfers as set out in section 5;
4. Noted the school's outturn and the position on the individual and total school reserves.

6 **Capital Outturn and Additions - 2020/21**

The Leader presented the report. This report provides the final Capital outturn for the 2020/21 financial year. Specifically, it requests:

- approval of budget carry forwards to fund slippage of existing project expenditure into the new financial year at £7.134m,
- approval for new capital projects to be added to the Council's Capital Programme. These are very significant at £24.795m, and
- approval for a revised Strategic Outline Plan (SOP) figures for the Education Band B capital programme to be provided to Welsh Government with the intention of collectively reviewing the affordability of existing aspirations and potentially sourcing additional funding.

It also provides an update on the current available capital resources ('headroom'), including the confirmation of Welsh Government's grant funding of £7m towards the new leisure centre project and impacts and action taken on that.

The Council has set an extensive capital programme that reflects a seven year commitment. Table one in the reports shows how that has changed over the financial year and shows the Council's capital commitments and spend in the city now totals £274m over the life of the programme, across all service areas.

Table two in the report shows the position in 2020/21, which is the focus of this report. It confirms a small underspend on completed projects of £749k and the report details those. It also highlights the need for slippage on spending of £7.1m where projects delivery and spend have fallen behind the financial profile for those. The capital budget for 2020/21 has been reviewed and reduced over the year, but this slippage has still occurred and is significant at about 21% of the budget, though consistent with previous years. Details of the major areas of slippage are included in the report.

Slippage of the capital programme is a recurring theme and can sometimes be caused, in part at least, by late notification of external grant funding which leaves little time to deliver projects in the same year. In saying that, as the report shows, slippage, alongside the significant increase in new projects which are included here for our approval has increased the budget to about £100m in the current 2021/22 financial year.

This clearly now requires a review and the whole programme reviewed in terms of timing of delivery. This will happen over the Summer/early Autumn and I would ask that senior officers do this as robustly as they can – it needs to be realistic and allows the Corporate Management Team and Cabinet to take a view on that and deal with any issues it may highlight.

We are also being asked to approve, as usual, new capital projects to be added to the overall programme. In this report, we have an unprecedented amount of new additions, the vast majority funded from Welsh Government grants, which were only confirmed from February onwards. Some of which had a significant impact on the city. These included:

- Nearly £1.7m on ‘place-making projects’ which was currently being developed,
- Nearly £10m on ‘active travel schemes’ which would provide a huge boost to sustainable travel within the city and surrounding areas,
- About £2.5m of additional funding and spend to maintain school buildings, and
- Over £6m on highway works and low emission vehicles.

All of these support our key priorities, the Leader was therefore pleased that the Council was able to progress on these now.

Comments from Cabinet Members:

- Councillor Cockeram voiced his concern regarding the Disabled Facilities Grant (DFG) grants slippage which was £344,000. This was a huge amount and the council would have run out of money by Christmas if this was a normal year, therefore it was giving a false reading because of the Pandemic. Also, referred to a letter from the Welsh Government in relation to means testing and the provision of £1M funding for the whole of Wales which would mean an extra cost to the council, therefore the Cabinet Member had requested that a report to be brought to Cabinet.
- The Leader agreed that the limited opportunities and capacities of social services would impact on the Council but this was not a reflection on the level of demand for these services.

Decision:

That Cabinet:

1. Approved the additions to the Capital Programme requested in the report (Appendix A)
2. Approved slippage of £7,134k from the 2020/21 budget into future years, noting the re-profiling of the programme this gave rise to
3. Noted the capital expenditure outturn position for 2020/21
4. Endorsed provision of information to Welsh Government to review Band B schools transformation programme costs

5. Noted the available remaining capital resources ('headroom') until 2024/25
Noted the balance of and approve the allocation of in-year capital receipts

7 Responding to the New Normal

The Leader presented the report. In February 2021, a discussion paper was presented to Overview and Scrutiny Management Committee titled 'Responding to the New Normal'. This detailed how the Council had responded to the Pandemic and the benefits and challenges associated with the new ways of working which were implemented.

A follow up paper, in essence the report put to Cabinet, was presented to OSMC in June 2021 for comment.

Cabinet were asked to agree to a series of recommendations, which would set the direction of travel for the organisation. These took into account both the experience and evidence gathered over the last 15 months, organisational commitments, opportunities that had arisen, staff expectations and legislative requirements.

If Cabinet agreed with the recommendations, then the commencement of consultation with Trade Unions and staff would take place to discuss any potential changes to terms and conditions of employment and develop more detailed plans in association with the use of the Civic Centre, prior to a final report being presented to Cabinet in the Autumn.

Both Members and officers of the Council adapted to the way in which they worked in order to respond to the Covid 19 Pandemic. The Council's focus was to ensure the safety of the public, our staff and Elected Members.

Whilst this had been incredibly challenging it created opportunities, like many other public and private sector organisations, have explored.

The report covered four main areas:

- Our staff,
- The use of our main building, the Civic Centre and how we worked with the public,
- How we managed the democratic functions of the Council, and
- How we utilised technology

The first key decision was whether to press forward with the cultural and operational changes implemented as a result of the pandemic, or return to the pre-Covid model.

Maintaining the flexibility that the Council's Covid response created enabled us to meet our Corporate Plan commitment of freeing up 20% of the Civic Centre to save money and create space for commercial and social innovation.

Having more staff working from home or close to home supported the Climate Change agenda and helped work towards carbon net zero. 45% of all carbon emissions in Newport came from transport. The report showed that 75% of staff commuted to work by car before the Pandemic.

In relation to staff, the council considered responses from employees during the pandemic. Many appreciated the opportunity to work flexibly and this had an impact on staff sickness. However, it was also worth noting that the reduction in stress related absence was not as positive and we needed to consider the well-being impacts on staff. The Council was currently consulting with Trade Unions on a new Wellness at Work Policy and this should result in an improvement in levels of support for staff.

The report highlighted the potential remuneration that would be considered for staff if we designated their home as a place of work. It should be noted that the report was not

advocating that staff should solely work from home – there were benefits from bringing staff together in their teams and the report detailed this.

The report stated that if Cabinet agreed to the recommendations within the report that we would have to consult with staff on:

- The development of a Home Working Policy
- Any changes to the Travel and Subsistence Policy
- A review of the flexible working scheme

The Council would also need to re-look at how it supported staff with long term health conditions, particularly mental health conditions and would need to develop a different approach to engagement with a dispersed workforce.

Included within the report were the responses from Trade Union partners. These responses were generally supportive of the approach but highlighted the well-being impacts and also ask us to look at a whole organisation approach. It was important to note that the majority of our employees deliver services that would be described as front-line – they worked face to face with service users, they maintained the Council's roads, clean our streets, work in our communities. Whilst we could continue to look at ways in which we could modernise their jobs, these were not roles that could be undertaken 'remotely'. If the Council proceeded to the next stage in the development of this approach then officers would need to detail exactly who any new arrangements would apply to – but broadly it would focus on staff who did not deliver front line services.

The Civic Centre was an iconic building within Newport and the home of local democracy. However, prior to the pandemic it had been under-utilised. Significant reductions in staff over the previous 10 years meant that under 40% of the building was occupied before we went in to lockdown.

Changing the way that the council deployed staff reduced further the requirement for space within the Civic Centre. Officers were working with Norse colleagues to determine the most efficient configuration for our operations: this included work space for staff, the critical space required to run the democratic functions of the Council and essential space for public access and direct, face to face service delivery. In fact, this final point was within the recommendations from Scrutiny it was made clear with officers that any future changes to the Civic should have the requirement to provide services to our residents at its heart.

All this would enable us to bring back more services to the Civic Centre, potentially freeing up other assets but would also enable us to make provision for third parties to utilise the space created.

As mentioned earlier, there was a desire to create a Cultural Hub within the Civic Centre and a desire to engage with Welsh Government on remote Working Wales and create a Public Sector remote Working Hub at the Civic Centre. There were also options for other third parties and officers would be required to develop the detail on these options.

Whilst the Council was looking to enable a proportion of its staff to work from multiple locations, we were also developing the options to ensure the Civic Centre was fully occupied.

The third part of the report considered the democratic function of the Council. The way in which we would be required to operate in the future was set out in the Local Government and Elections Act and the Democratic Services Team were working very closely with colleagues in Digital Services to ensure we had hybrid meeting facilities in place for Members to access these, either from our Council Chambers or Committee rooms, or from a work location, or home. This was all part of the widening diversity in Local Government agenda.

There were impacts on Members in relation to these changes and the report asked us to refer to the Democratic Services Committee on a number of points that would then need to be agreed by Council.

Finally within the report we were provided with details on the technology that supported all of this. We are not being asked for any decisions in respect of this because Cabinet previously made the necessary investments to IT and these investments came to fruition during the Pandemic. This was demonstrated by the fact that within four days of the National Lockdown beginning in March 2020, we had 1200 staff and Members working remotely. In October, Cabinet also agreed to the proposal to relocate our Data Centre and this would improve resilience of the network and systems going forward.

The options before were to either:

1. Once Covid restrictions come to an end and an appropriate risk assessment was in place the option to return to pre-Covid arrangements would be available to the Council. **Or**,
2. Accept a new operating model, in principle and pending consultation with Trade Unions and staff that build on our experiences of operating during Covid.

If we choose Option 2, the report recommended that we would need to:

- a. Consult on a homeworking policy and associated allowance for staff required to work from home for at least one day per week.
 - b. Review the flexible working scheme and the appropriateness of this going forward.
 - c. Develop proposals to investment in new approaches to support staff with long term health conditions, with the emphasis on supporting mental health in a post-pandemic environment.
 - d. Develop different techniques and tactics to ensure engagement with a dispersed workforce.
3. Seek to maximise the occupation of the Civic Centre as the main administrative headquarters and centralise other Council facilities and potential third-party occupiers within the premises
 - a. Zone the Civic Centre (by Service Area of Directorate) so that staff were able to work together in their professional groups when in the building.
 - b. Develop service specific areas (confidential areas, fixed locations for specific activities, etc.) including public accessible areas either on a drop in or appointments basis.
 - c. Develop technological solutions to support this (booking system, etc.).
 - d. Develop approaches to the utilisation of the reception area and meeting rooms.
 4. Should the Council retain a dispersed working model ask Democratic Services Committee to review current well-being provisions to ensure that they are adequate and make recommendations to Council.
 5. Should the Council retain a dispersed working model ask Democratic Services Committee to assess if the current remuneration package is sufficient and, if required, make recommendations to Council.

Options 2, 3, 4 and 5 we therefore the preferred options.

Option 1 limited our ability to meet our carbon reduction targets and rationalise our assets. If Cabinet chose Option 1 we would still need to develop a hybrid meeting ability due to the requirements of the Local Government and Elections Act and Members would have the option to access meetings remotely. Employees may have expectations regarding remote and home working that were therefore not met.

If the preferred options were accepted by Cabinet, we would consult with recognised Trade Unions on any changes to HR policies. A final report would be presented to Cabinet in the Autumn detailing responses to this consultation and with further options for the utilisation of the Civic Centre. We would also discuss the proposed reviews with the Democratic Services Committee.

Comments from Cabinet Members:

- Councillor Harvey mentioned that this was a serious report for consideration and thanked the staff for their hard work and how they adapted to working from home as well as being proud of the Council workers. Extra Covid cases of over 30,000 were reported today with 33 deaths. We were still far from normal and needed to protect the public and staff. This new way of working was therefore fully supported by the Cabinet Member.
- Councillor Rahman echoed Councillor Harvey's comments and it was important to highlight the work carried out by staff. The wellbeing of staff was important as we recovered from the pandemic, therefore on that basis the Cabinet Member fully supported the report. In addition, prospect of supporting flexible working opportunities by utilising the Civic Centre by bringing in third party organisations was also welcomed. It was hoped that the new way of working would bring back some normality to small businesses within the city centre to support regeneration of the city centre and help with the lunch time trade for these amazing independent businesses which was a priority.
- The Leader agreed with Councillor Rahman comments and supported other businesses, which was part of the Corporate Plan and welcomed businesses using the Civic Centre.
- Councillor Mayer mentioned that as Cabinet Member he had supported moving towards this position for a while and supported flexibility of the work life balance. The output of staff working from home had improved and did not have a detrimental effect towards the council. The Cabinet Member also added that the council could should not return to the old model and therefore supported the report.
- Councillor Davies stressed the importance of work life balance for staff and in the Council's recent survey staff mentioned that they were unable to disconnect from work at the end of the working day and this a body that should be looked into. There was also a positive impact on our city, as the WG promoted that they wanted 30% of the Welsh workforce to work remotely which would drive regeneration and economic activity. This would also enable the regeneration of our local communities as well as the city centre and allow for small shops to thrive. More importantly, we had to look at the decarbonisation of the city, to meet the requirement of being carbon neutral by 2050 the community based business hubs within the city and at the Civic was a positive way to take the city forward.
- Councillor Cockeram attended a conference for young children, with about 250 in attendance and people were pleased to see each other for the social contact. It was good to have a right balance and although he agreed with both Councillor Mayer and Davies, sometimes staff were not switching off and the social contact with people was also greatly missed.
- Councillor Truman mentioned that this was an opportunity to look at new ways of working. The space at the Civic Centre needed to be evaluated and it would bring a lot of opportunities for the a different approach of the usage of the building to be considered. Savings made by staff not working in the building had a positive impact on both the Council and staff. Finally, the Cabinet Member mentioned the importance of keeping the touch with Union representatives to proceed with any positive changes.

- Councillor Hughes thanked the council staff for their transition and was pleased that the report also tied in with the city's decarbonisation goals. The Cabinet Member therefore supported the recommendations outlined in the report and was confident that we would find a way to support staff.
- The Chief Executive was pleased to hear the views from Cabinet on the report and mentioned the hard work that the Head of People and Business Change had put into this. The Chief Executive made assurances that this would be a steady journey and whichever model was adopted would be for the benefit of Newport citizens. In light of the recent management structure report agreed at Council, this would also lead to a new culture of working. There was a need for some service areas to touch base which was why the report intended to move towards a hybrid model. The Chief Executive would also take on board the comments of the members and all colleagues in relation to the proposals within the report.

Decision:

Cabinet agreed to the recommendations outlined in Options 2, 3 4 and 5 within the report, which approved a new operating model, in principle, subject to consultation with relevant Trade Unions and staff on changes to terms and conditions of employment and a review by Democratic Services Committee of dispersed working on members' well-being and support.

8 **Mutual Investment Model (MIM) Strategic Partnership Agreement**

The Leader presented the report. This report was prepared by the Chief Education Officer with a decision being required by Cabinet.

The Welsh Government procured Meridiam Investments as its private sector partner to work on the delivery of education and community facilities in Wales under the Mutual Investment Model (MIM) of the 21st Century Schools Programme, and confirmed this as their preferred delivery method moving forward.

Some Local Authorities and Further Education institutions already entered into a Strategic Partnering Agreement with Welsh Ministers which supported this arrangement, and this outlined how the relevant parties would act together over the long term in a collaborative partnering manner to support the delivery of education and community facilities and infrastructure services across Wales.

The original Strategic Partnership Agreement was completed in September 2020, but there was now an opportunity for other Local Authorities who were not part of this arrangement to enter into a supplemental "Deed of Adherence". This would enable Newport to become a party to the Strategic Partnership Agreement for an initial term of 10 years.

The decision to enter into this Deed of Adherence at this stage did not commit the Council to any MIM project, nor was there any immediate financial impact. It simply provided the Council with a "seat at the table" to set priorities and have an understanding of the delivery plans for other participants across Wales.

In entering into this Deed of Adherence, the Council was required to nominate a "Participant Representative" to sit on the Strategic Partnership Board, and the report recommended that the Chief Education Officer be nominated to undertake this role.

Whilst making no commitment to specific projects, agreeing to enter this Deed of Adherence would ensure that the Council was able to access the benefits associated with the Strategic Partnership Agreement over at least the next 10 years.

The Leader invited the Cabinet Member for Education and Skills to speak on the report.

The Cabinet Member advised colleagues that the 21st Century Band B Welsh Education partnership was a supplemental agreement, which would ensure local authorities could work together collaboratively, to work up qualifying projects to ensure there was capacity, capability and a focus on best practice.

It was an opportunity to draw down on a range of strategic support and infrastructure service and procurement enabling and developing a project or a new build, which could be seen to sector leading and importantly value for money.

The Cabinet Member also recommended approval of Sarah Morgan to be the Council's participant representative on the strategic partner board as this would ensure consistency and continuity in any decision making process.'

Decision:

That Cabinet:

- (a) Approved the execution, delivery and performance of a supplemental agreement to the WEP Strategic Partnering Agreement dated 30 September 2020 (the "Deed of Adherence") and from the date of execution of the Deed of Adherence to give effect to and be bound by the terms of the WEP Strategic Partnering Agreement dated 30 September 2020 as a party to it, to facilitate the delivery of a range of infrastructure services and the delivery of education and community facilities;
- (b) Approved the terms of the Deed of Adherence and the WEP Strategic Partnering Agreement dated 30 September at Appendix A and B of this report and summarised in Appendix 1 and 2 of this report so as to give effect to recommendation (a), subject to recommendation (c) below;
- (c) Noted that the Chief Education Officer would complete the Deed of Adherence for execution and was approved to complete all information gaps;
- (d) Noted that the Deed of Adherence be executed as a deed and attested in accordance with Section 14.5 of the Constitution; and
- (e) Approved:
 - (i) The appointment of Sarah Morgan, Chief Education Officer as 'Participant Representative' to sit on the Strategic Partnering Board for the purposes of Clause 12 (*Parties' Representatives*) of the WEP Strategic Partnering Agreement; and
 - (ii) The name, address and contact details for the purposes of Clause 40 (*Notices*) of the WEP Strategic Partnering Agreement;
- (f) Noted that in agreeing to enter into the Deed of Adherence it was not being asked during this meeting to decide to proceed with any Project, and that any decision to proceed with a Project would be considered separately and reported back to Cabinet in future report(s) for decision.

9 Covid Update Report

Leader presented the report. This Cabinet Report was an update on the Council's and its partners' response to the Covid-19 crisis supporting the City (Residents and Businesses) to comply with the current restrictions and progress in the Council's Strategic Recovery Aims and Corporate Plan.

Covid-19 Update

- Since the last Cabinet meeting June, Wales started to see the Delta variant emerge as the most dominant strain.
- In Newport, cases were being reported to the Test, Trace and Protect service and remained low and contained into small clusters. The service alongside Aneurin Bevan

University Health Board, the Council and other partners were working proactively to support those affected and to break the chain of the virus spreading.

- The vaccination programme in Wales delivered by NHS Wales, ABUHB, with the Council's (Newport Live) support continued to be successful as it progressed towards under 25s receiving their first dose and those receiving their second dose.
- The vaccination programme delivered in Wales in not just one of the best in the UK but in the world and it was important for those who had not taken up their vaccination to do so as it not only protected the individual but others.
- The Welsh Government Roadmap was phasing into Alert Level 1 restrictions over this summer period. This cautious approach was taken due to the emergence of the Delta variant and further understanding required on the impact that this was having on those that received their vaccination and those that had not been vaccinated.
- It was important for residents and businesses to continue to adhere to the restrictions as we went through the final stages in the roadmap.
- As the Welsh Government advised, we would have to learn to live with the virus and would remain vigilant throughout the year.
- The Council continued to deliver services whether this was across residential homes, visiting clients, collecting waste or staff working from home.
- Schools continued to respond and support pupils where covid cases were reported.
- Funding was confirmed for the relocation of the Information Station to the Central Museum and Library building.
- Newport Live continued to engage and supported young people in Newport working alongside community safety partners.

Further updates on the Council's progress would be provided next month.

Comments from Cabinet Members:

- Councillor Truman briefly referred to the delta variant, which was on the increase and that Environmental Officers and Trading Standards Officers were working jointly with the Police to inspect various public premises to ensure that the right precautions were in place to protect the people of Newport. In addition, officers were giving out business advice and on some occasions, issuing improvement and closure notices as well as being on hand to provide advice and work on some of the clusters within Newport. The Cabinet Member supported the advice in Wales that social distancing be continued.
- Councillor Davies mentioned that the delta variant impacted on young people directly and schools had seen an impact, it was hoped that younger people would be sensible in social distancing to reduce the risk during the summer. More importantly, free school meals would continue with the council with the provision of supermarket voucher scheme, this supported year 11 and 13 age groups. The Cabinet Member therefore hoped that parents and carers would take advantage of the scheme because the funding was still in place for families.
- The Leader was filled with an immense sense of pride because of the support provided by the council to school children within Newport.

- Councillor Mayer praise the excellent continued support of council staff not only in Newport but within the UK in spite of negative feedback. Staff had stepped up during the pandemic by putting residents first, which was commendable.

Decision:

That Cabinet considered the contents of the report and noted the progress being made to date and the risks that were still faced by the Council.

10 **Brexit Update Report**

Leader presented the report, which was an update on the post Brexit/trade arrangements since December 2020.

Since the previous report in June 2021 the deadline (30 June 2021) for EU/EEA citizens to apply for EU Settled Status had passed.

The UK Government (Home Office) reported that many citizens had applied and received the outcomes of their Settled Status application.

This Cabinet, Welsh Government and other local authorities maintained that people from the EU, EEA or Switzerland were and would always be welcome in Wales and Newport. The contribution that this made to our communities, public services and businesses was invaluable.

The Home Office reported 5,020 people were granted Settled Status and 3,350 granted Pre-settled status in Newport. While this was very positive for Newport, there were still people who would not have applied and were likely to be some of our most vulnerable citizens.

The Council's frontline services had already seen EU residents and their families experiencing hardship was a result of their migration status. Now that the deadline passed, it was expected that the numbers would increase in the next year.

Newport Council, alongside its partners, would continue to do its utmost to ensure people were supported to exercise their rights in the UK and raise awareness across staff and other professionals of the needs of EU citizens.

Since the new trade arrangements were in place with the EU, it was a challenging time for businesses across Wales to adjust and comply with the new regulatory requirements.

The wider economy was also facing many challenges with supply chains and costs of particular goods and services increasing to meet consumer demand.

There were also certain sectors in the economy such as transport and hospitality that were also facing labour market shortages. While much of this could be contributed towards the Covid crisis there was also evidence indicating that Brexit was having an impact on particular areas of the economy.

To date, the Council and the delivery of some of its projects did not identify any significant areas of concern in relation to their supply and costs. This would be an area which the Council would continue to monitor closely over the next six months.

With the UK no longer able to access European funding and existing EU funded projects finishing over the next 18 months, the UK Government launched two new funds: Levelling Up Fund and the UK Community Review Fund for local authorities across the United Kingdom to apply.

Despite the short timescales, which the Council had to prepare and submit applications, Newport was able to submit projects that would benefit Newport and its communities.

If successful, the Levelling Up Fund provided an exciting opportunity for Newport to regenerate the Northern Quarter of the City with the 'greening' of key areas and streets around the train station providing a gateway into the rest of the city centre.

For the UK Community Renewal Fund, we received 11 applications from private, not for profit, charity and other sectors of the economy.

The applications submitted by the Council would contribute toward the Public Service Board and the Council's priorities as we emerged from the Covid pandemic.

Despite all of this work by the Council and organisations, there was no guarantee that Newport and the organisations applications would be successful in being awarded funding due to the UK Government making these a competitive process.

The council would find out the outcomes of both applications later in July.

Decision:

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

11 **Work Programme**

This is your regular monthly report on the work programme.

Please move acceptance of the updated programme.

Decision:

Cabinet agreed the Cabinet Work Programme for June 2021 to June 2022.

Mae'r dudalen hon yn wag yn

Report

Cabinet

Part 1

Date 8 September 2021

Subject **July Revenue Budget Monitor**

Purpose To highlight the current forecast position on the Council's revenue budget and the financial risks and opportunities that present themselves within the July position. This is the first Cabinet update of 2021/22 financial year.

Author Head of Finance

Ward All

Summary The July 2021 revenue position forecasts an underspend of £5.332m. This forecast is inclusive of the continued financial impact of the COVID-19 pandemic and assumes full reimbursement of additional expenditure and lost income during the entirety of the year. This follows confirmation from Welsh Government that the Hardship Fund will remain available until March 2022.

Although there is an overall underspend being forecast, certain service areas are reporting overspends against specific activities. As in previous years, these overspends relate to demand-led activity areas, such as Social Services, and therefore there is an inherent risk that they may change should demand levels change from current forecasts.

More than offsetting these specific pressures are projected underspends in relation to Capital Financing, the general contingency budget, the Council Tax Reduction Scheme, and other non-service budget headings. A number of these underspends are one-off in nature and will not necessarily recur in future years.

The key areas contributing to the overall position are:

(i)	Undelivered 2021/22 and prior year budget savings	£683k
(ii)	Key demand led areas across Social Services	£347k
(iii)	Staffing and other service area underspends	(£994k)
(iv)	Capital Financing	(£2,689k)
(v)	General Contingency	(£1,373k)
(vi)	CTRS and other Non-Service budgets	(£1,306k)

The position in relation to schools is somewhat different in comparison to previous years, due to the higher level of surplus balances carried forward from 2020/21. To some extent, these balances are being utilised during 2021/22, which is reflected by the projected £2,048k overspend. However, the overall level of balances anticipated to be carried forward into the 2022/23 financial year is still higher than in recent years. Despite this, thorough monitoring needs to be maintained in this area, as four schools remain in a deficit position, and there is a possibility that this overall healthier position is only a temporary one.

The appendices to the report as are follows:

- Appendix 1 Overall budget dashboard
- Appendix 2 Revenue summary monitor
- 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 potential for an underspend position to exist at the end of the financial year.
- Note the continued financial challenges being experienced by certain, demand-led, services and the need for robust financial management in these areas, as well as the level of currently unachieved budget savings.
- Note the risks identified throughout the report and in the HoF comments, particularly in relation to future years and the lasting impacts of the pandemic.
- Note the forecast movements in reserves.
- Note the improved overall position in relation to schools, when compared to previous years, but also note the remaining deficit positions for some schools and the risk of past issues re-emerging if good financial planning and management is not undertaken.

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

- HoS continue to keep under review the key risk cost areas and taking action, with Cabinet Members, to move towards balanced positions for those budgets currently projected to overspend.
- HoS deliver agreed 2021/22 budget savings as soon as practically possible, but by the end of the financial year at the latest.
- HoS and budget holders to closely monitor the impact of the easing of restrictions relating to the pandemic and identify, escalate, and mitigate emerging risks in a timely manner.
- Cabinet Members and HoS promote and ensure robust forecasting throughout all service areas, including agreeing and implementing appropriate actions to balance spend and available budgets.

Timetable On going

This report was prepared after consultation with:

Chief Executive
Heads of Service
Budget Holders
Accountancy Staff

Signed

1 Background

- 1.1 The previous financial year saw the Council, and all other councils, contend with the financial impact arising from the COVID-19 pandemic. Although the rollout of the vaccination programme has enabled a lifting of restrictions and reopening of the economy, it is evident that the financial impact continues to be felt during the 2021/22 financial year. In recognition of this, the Welsh Government (WG) have continued to make available a Hardship Fund, which serves to reimburse local authorities for costs incurred in responding to the effects of the pandemic and income lost through services and facilities not being able to operate at pre-pandemic levels. Initially, the Hardship Fund was only available until the end of September 2021, however, WG have recently confirmed that it will be available for the entirety of the 2021/22 financial year. The monitoring position outlined in this report reflects that recent announcement from WG.
- 1.2 Significant areas of cost being incurred include the ongoing need to support the adult social care sector, ensuring providers are able to meet the costs associated with additional cleaning, staffing requirements, PPE and the impact of voids. Free school meal support has continued to be a significant cost, with the need to continue to provide vouchers to eligible pupils and families not diminishing. Furthermore, high levels of cost are still being incurred in relation to areas such as homelessness, the impact of staff absences, additional cleaning requirements and the provision of financial support for individuals who are self-isolating. In terms of lost income, which is claimed on a quarterly basis, the main areas affected are car parking, Newport Live and school catering.
- 1.3 Whilst WG have confirmed the availability of the Hardship Fund for the remainder of the year, there is now an expectation that local authorities and partners will start to move away from reliance upon additional financial support. For example, the support to the adult social care sector will start to taper off during the second half of the financial year. However, there remain several unknowns in terms of the longer-term impacts of the pandemic, such as the impact upon unemployment levels as and when the support for employees who are furloughed begins to be withdrawn. This monitoring position does not make any assumptions in terms of that longer term impact and, therefore, it will be critical to closely monitor key risk areas during the remainder of the year in case an adverse financial impact emerges. This will also be a key factor when considering future financial years, as it is currently assumed that the Hardship Fund will not exist beyond March 2022.
- 1.4 In addition to the financial impact of the pandemic, which is neutralised within the monitoring position by the aforementioned support from WG, certain service and demand-led pressures, in particular, continue to present a challenge.
- 1.5 These include specific challenges within Adult Services, as well as undelivered budget savings. Furthermore, schools are currently forecasting an overall overspend, although this will ultimately be offset by the balances carried forward from 2020/21, which were underpinned by late WG grant funding allocated during March 2021, most of which is being utilised during this financial year.
- 1.6 However, as well as these specific pressures, there are a number of services reporting underspend positions, including capital financing, and certain non-service budgets are also not committed in full at present. These underspends currently offset the pressures mentioned above and result in an overall projected underspend of £5.332m against the Council's net £315.9m budget.

2 Key areas contributing to position

- 2.1 The following section details some of the key areas that feature within the position. A number of these areas, such as COVID-19 expenditure and the schools overspend, are neutralised within the overall position, and do not affect the bottom line:

(i)	Additional costs arising from COVID-19 (para 2.3)	£4,397k
(ii)	Loss of income resulting from COVID-19 (para 2.4)	£454k
(iii)	Increased demand across key social care areas (para 2.5)	£347k
(iv)	Emerging risks within service areas (para 2.12)	£738k
(v)	Undelivered 2021/22 budget savings (para 2.13)	£217k
(vi)	Undelivered previous year savings (para 2.13)	£466k
(vii)	Capital Financing underspend (para 2.17)	(£2,689k)
(viii)	Position in relation to school budgets (Section 3)	£2,048k

2.2 There remain a number of uncertainties, which may impact upon the position over the remainder of the financial year. These include:

- The impact of the reduction of support for those individuals that have been furloughed at a point during the pandemic. Should this result in an increase in the unemployment rate, it could increase pressure upon services, as well as present a risk in terms of debt recovery, particularly in relation to Council Tax.
 - Currently, no surplus or deficit on Council Tax collection is assumed, however, should even a small percentage reduction in collection emerge, it could have a significant impact upon the overall position. Greater clarity regarding the collection position will be available as the year progresses.
 - Correspondingly, an increase in unemployment could result in an increased take up of the Council Tax Reduction Scheme (CTRS). This would go some way towards alleviating the concerns regarding Council Tax collection, however, would result in additional costs against this budget.
- Within Children's Services, there is a risk that demand could increase beyond trends seen in previous years. This is largely because of the potential for a delayed impact of the pandemic, with caseloads only rising as restrictions are lifted. Consequentially, an increase in costs would likely result.
- The gradual reduction or tightening of financial support from WG. Whilst the extension of the Hardship Fund until March 2022 has been confirmed, there is the expectation from WG that local authorities will begin to become less reliant upon the fund. In addition, WG have confirmed their expectation that support for sectors, such as the adult social care sector, will be tapered off over the remainder of the year. There is a risk that, whilst the funding may be reduced, costs may continue to be incurred and be unavoidable. Should this be the case, the Council will have to absorb these costs, which will reduce the current level of underspend.
- The impact of the potential financial pressures that may be incurred as a result of the effects of climate change. This could be seen in the form of increased spend required to meet the unpredictable effects of extreme weather events namely flooding. This too will be a consideration for the council's medium term financial strategy.

Additional expenditure in relation to COVID-19 - £4,397k

2.3 To date, the Council has submitted four monthly claims against the Hardship Fund during 2021/22, which are summarised in the table below. Adult Social Care, Free School Meals and Homelessness remain the largest components of the claims. The General category covers a range of costs and services, with expenditure incurred by schools forming one of the largest elements. It is currently assumed that all costs claimed to date will be reimbursed by WG, although responses to the July claim, and certain elements within other claims, are yet to be received.

Category	April (£000)	May (£000)	June (£000)	July (£000)	Total (£000)
Adult Social Care	39	523	560	231	1,353
Enforcement	0	10	19	5	34
Free School Meals	55	0	0	936	991
General	9	143	372	387	911
Homelessness	103	183	314	98	698

Opening Visitor Economy	0	13	28	55	96
Self-Isolation Payments	12	14	13	97	136
SSP Enhancement	0	4	0	0	4
Testing in Care Homes	0	157	0	17	174
Total Additional Expenditure	218	1,047	1,306	1,826	4,397

Loss of income due to COVID-19 - £1,089k (Net £454k after Q4 2020/21 Adjustment)

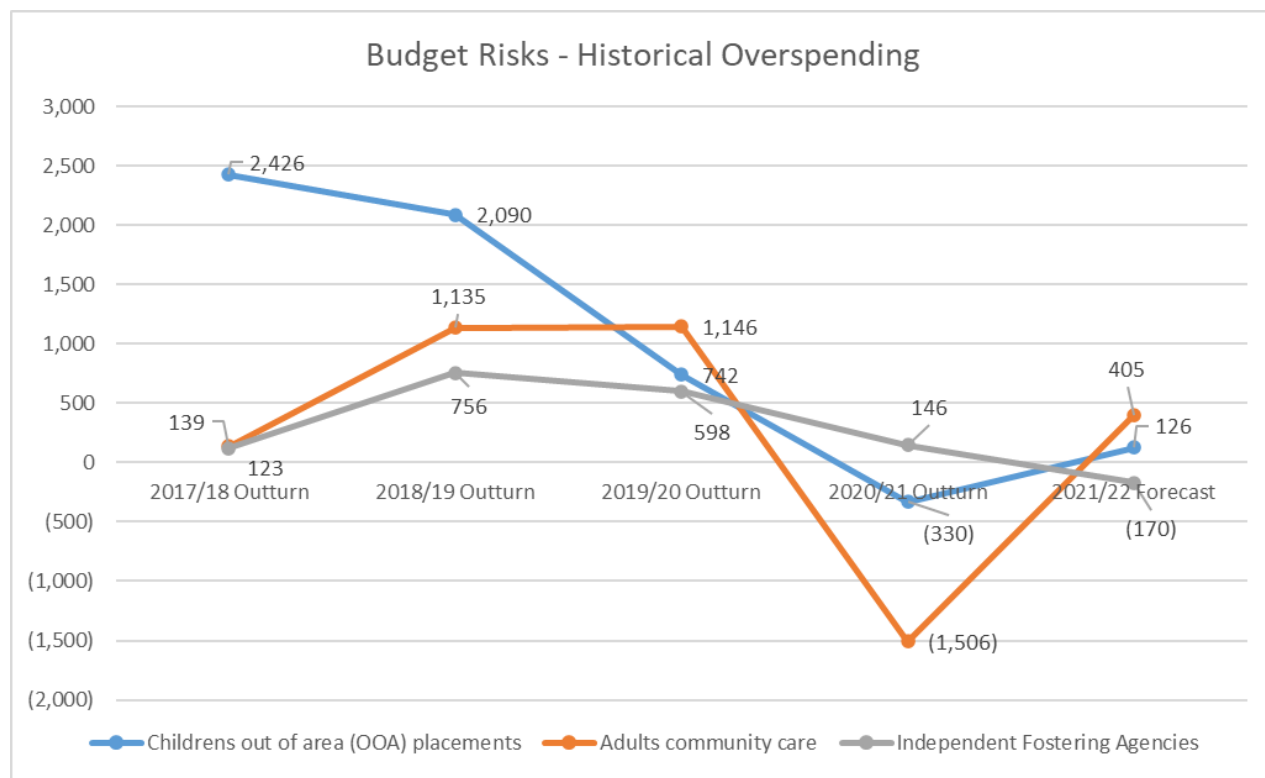
- 2.4 In addition to the increased costs, the Council continues to be impacted by reduced external income from activities such as car parking and music services. Claims for lost income against the Hardship Fund are made on a quarterly basis, with the table below providing an overview of the Quarter 1 claim for 2021/22. The net claim was for £454k, however this was due to an adjustment needing to be included in relation to the final claim for the 2020/21 financial year. This is because the final claim was based on estimates, with the understanding that any necessary adjustments would be offset against the first claim of this financial year. As can be seen from the table below, the gross loss of income for Quarter 1 totalled £1.551m, with offsetting mitigating savings and prior year adjustments totalling £462k and £635k, respectively. It should be noted that the final position for the 2020/21 financial year allowed for this £635k repayment to WG and, therefore, this does not have a negative impact upon this year's monitoring position. A response from WG is yet to be received in relation to the Quarter 1 claim, however this monitoring position assumes that it will be reimbursed in full.

Service Area	Actual Lost Income (£000)	Mitigating Savings (£000)	Adjustment for 20/21 Estimates (£000)	Net Lost Income (£000)
Adult Services	3	0	16	19
Education	544	(263)	(25)	256
Schools	24	0	21	45
City Services	408	0	(51)	357
RIH	17	0	0	17
Corporate	5	0	(104)	(99)
External	550	(199)	(492)	(141)
Total	1,551	(462)	(635)	454

Demand led budgets overspending - £347k

- 2.5 It was well documented throughout previous years that there were three areas of continued risk in terms of significant overspending against budget:
- Children's out of area placements
 - Independent fostering agencies
 - Adult community care
- 2.6 These are recurring issues and demand in most of these areas has been increasing over the last 2-3 years. Although these areas have received significant investment most years, previously the demand generally continued to accelerate beyond the budget available. However, the 2020/21 financial year, albeit perhaps not a representative one due to the pandemic, saw some of these areas record underspends. The risk, therefore, of significant overspends emerging has not necessarily gone away and these areas remain critical in terms of their potential impact upon the overall monitoring position.
- 2.7 The following chart reflects the outturns over the last 4 years in these areas, as well as the most recent forecasts. It demonstrates that spend has generally reduced over time, with significant underspends occurring during 2020/21, due to investments as part of the 2021/22 budget and the impact of the pandemic. However, 2020/21 was not a typical year, as evidenced by the return

towards a more normal picture in 2021/22, although there remains support via the Hardship Fund for certain costs being incurred and, therefore, the true, underlying, position may be more challenging than this.



- 2.8 **Children's out of area placements** – Following additional investment as part of the 2020/21 budget, this budget can support 20 placements. In July, the number of out of area placements are at 19, however the average cost of placements exceeds the level upon which the budget is predicated. As a result, an overspend of £126k is currently projected.
- 2.9 **Children's independent fostering** – As with out of area placements, this budget received significant investment as part of the 2020/21 budget and can support 58 placements at an average cost. This year, demand is currently broadly in line with the previous year, with 63 placements currently being supported. However, it has been possible to recover the cost of some of these placements via the Hardship Fund, resulting in a projected underspend of £170k.
- 2.10 **Adults community care** - £976k has been invested into the adult's community care budget for 2021/22, over and above inflation. The current position shows that the number of service users is slightly higher than at this time last year (2020/21 – 1,521 and 2021/22 – 1,574) and is forecast to continue this trajectory for the remainder of the year. The overall position for this area is a projected overspend of £405k, although there are some significant offsetting variances within that figure, including an overspend of £1.807m against residential packages and £1.142m in relation to community care packages income, aided by higher levels of property income compared with previous years.
- 2.11 Given the inherent nature of these budget risks, numbers in these areas could change throughout the year, as has been evident in previous years. Therefore, these areas present an inherent financial risk and will continue to be closely monitored.

Emerging risks within service areas - £738k:

- 2.12 In addition to the areas of continued risk explained above, there are emerging issues presenting themselves which will continue to be closely monitored throughout the year:
- Children's inter agency adoption fees – costs forecast to exceed budget available by £103k
 - Children's emergency placements – costs are forecast to exceed budget available by £100k
 - Regeneration commercial and industrial portfolio under recovery of income - £201k
 - City services – increased costs in respect of ash die back - £334k (not currently part of the risk-based analysis within appendix 1)

As can be seen within the overall dashboard in appendix 1, mitigating savings are being projected against staffing budgets. Service areas are forecasting an underspend against staff budgets as a result of delays in recruitment and any covid related activities being reimbursed by the WG hardship fund. This is something that affects many service areas and this is reducing, in part, areas of overspending.

Delivery of agreed 2021/22 budget savings - £217k:

- 2.13 The position on delivery of savings is shown in Appendix 1, with an overview provided in the table that follows. The performance on forecast delivery of 2021/22 savings reflects an anticipated shortfall of £217k, which is largely due to delays in progressing the necessary actions, some of which is a result of the pandemic. When considering this shortfall as an overall proportion of the total savings agreed as part of the 2021/22 budget, the vast majority of savings have been achieved, with this shortfall representing only 6% of the target. However, in addition, there remains a high level of unachieved savings from previous years, with a further £466k shortfall being projected. These savings relate to Children's Services (£188k), Adult Services (£78k) and Non-Service (£200k). In the case of the Social Services savings, these have not been achieved due to COVID-19 either delaying the implementation of plans or causing an increase in demand in areas where savings had previously been targeted. In the case of the non-service saving, relating to generating more income through an amended investment strategy, a decision has been taken to temporarily hold off undertaking riskier investments, considering the uncertain economic climate.

Summary by Portfolio	People	Place	Corporate	Non Service	Total
2021/22 MTRP Target (£) Total	1,421	670	430	870	3,391
Total Savings Realised by Year End 2021/22	1,321	580	403	870	3,174
Variation to MTRP Target	-100	-90	-27	0	-217
Variation % to MTRP Target	-7%	-13%	-6%	0%	-6%
Undelivered Savings from Previous Years	-266	0	0	-200	-466
Total Undelivered Savings	-366	-90	-27	-200	-683

- 2.13 Whilst the level of unachieved savings in relation to the current financial year is lower than in previous years, there remains a need to ensure that all savings are delivered, in full, as soon as possible. This is of even more significance when coupled with the unachieved savings from prior years. Although the total impact of £683k on the monitoring position is currently manageable, this may not be the case in future years and, therefore, delivery of these savings needs to be prioritised by services.
- 2.14 The 2021/22 savings that are currently being projected as unachieved are outlined below:

Adult Services (£100k)

- Community opportunities for adults with learning disabilities and adults with physical disabilities.

City Services (£26k)

- My Newport Development.

Regeneration, Investment & Housing (£64k)

- Information Station move to central museum and library

Law & Regulation (£27k)

- Miscellaneous increases in income and reduction in supplies and services budgets.

2.15 Whilst the overall dashboard in Appendix 1 sets out the key areas contributing to the forecast position, individual service areas dashboards provide further detail on service specific variances.

Capital Financing

2.16 One of the main elements of the overall underspend position is a projected underspend of £2.689m in relation to the Capital Financing budget. As part of the budget setting for 2021/22, the capital financing costs of the current capital programme, which ends in 2022/23, were funded up front. This has resulted in a saving within the Minimum Revenue Provision budget and the interest payable costs, as this budget is not yet required. Due to the slippage reported with the Capital Monitoring & Additions report, the interest payable budget is also showing a small saving due to the expected slippage within 2021/22 capital programme.

3 Schools

3.1 Appendix 3 highlights that, overall, schools are anticipating a net overspend of £2.048m, after allowing for reimbursement of eligible expenditure and lost income from the Hardship Fund. In addition, the figure includes one-off grant funding which is expected to be received at the end of the financial year. This projection is based on expenditure forecasts against governing body approved budgets, updated for any recent changes. Within this overall forecast is the position in respect of schools in a deficit budget position, for which recovery plans are in place and being implemented. School's own reserves are assumed to absorb and fund this overspend where possible within the forecast position shown.

3.2 Although an overall overspend against budget is currently projected, it should be noted that schools carried forward significantly higher balances at the end of the 2020/21 financial year, compared with previous years. This higher level of balances is primarily the product of WG grants issued towards the end of the last financial year, which offset spend that schools had already budgeted for. As a result, schools carried forward higher than anticipated balances, which, in most individual cases, will be more than sufficient in offsetting the overspends being reported. As outlined by the table below, school balances are projected to remain healthy going into the following financial year, except for those schools in deficit, albeit two of those will report smaller deficits compared with previous years.

3.3 The majority of the gross overspend relates to the primary sector, with the secondary and special sectors also projecting overspends. The nursery sector, despite containing a school with an increasing deficit balance, is projecting an overall in-year underspend. A summary table is shown below:

	Reserves balance 31/03/21	In year Under/(overspend)	Reserves Balance 31/03/22
	£	£	£
Nursery	(65,330)	23,137	(42,193)
Primary	8,528,594	(2,785,691)	5,742,903
Secondary	860,716	(256,656)	604,060
Special	234,441	(23,689)	210,752
Total	9,558,422	(3,042,899)	6,515,523
Assumed grant and other compensation		995,315	995,315
Total	9,558,422	(2,047,584)	7,510,837

- 3.4 Appendix 3 provides details regarding individual school positions, including their projected balances at year-end. It can be seen that only four schools are projecting to hold deficit balances, totalling £1.301m, with two of those expecting to be smaller than the previous year. Whilst reductions in those deficit balances are being reported, it is critical that the impact of the aforementioned WG grant funding is understood, so that the true position is not masked by this funding. Therefore, it will be necessary to continue to closely scrutinise each position and ensure that deficit recovery plans are being delivered as intended.
- 3.5 As well as deficit budget positions, there were some schools holding large surplus balances at the end of the previous financial year and some are projecting to continue doing so at the end of this financial year. It will, therefore, be important to understand the plan for utilising these balances over the forthcoming years, to avoid a situation where large balances are held indefinitely without a plan for their usage.
- 3.6 The current position on school balances represents a significant change from the concerns evident in previous financial years. As recently as the 2020/21 financial year, there were concerns that the aggregate school balances could reach a negative position, which may have had wider financial implications across the authority. Now that an overall surplus position, projected to total £7.511m at the year-end, has been achieved, and appears set to continue for at least the next financial year, it is important that there remains a focus on school budgets, to ensure that, as much as possible, a return to the previous position is avoided. This has to be balanced with trying to avoid a situation whereby balances could be considered excessive and will, therefore, be a key consideration when setting future revenue budgets and reviewing the medium term financial plan.

4 Use of reserves

- 4.1 Appendix 4 illustrates the planned movements in reserves throughout the year. Cabinet should note the opening balance as at 31st March 2021, forecast planned transfers in/(out) of reserves in 2021/22 and the forecast balance as at 31st March 2022. Current projections suggest that 6% 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 projected at the minimum level required (£6.5m) representing 3.2% of the overall net budget, excluding school net budgets who have their own ring-fenced reserves.
- 4.2 The Council currently has a good level of reserves and whilst these are virtually all earmarked, they do ultimately provide, in the last resort, some mitigation for overspending. If this was to happen, then future projects, which were to be 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.	CMT / SFBPs and budget holders HoF
Poor forecasting	M	M	Better forecasting in non-service areas where large variances occurred in 20/21. Review and refinement in service areas of risk-based modelling. CX/HoF setting out clear expectations.	Asst. HoF SFBP's and budget managers CX / HoF

* Taking account of proposed mitigation measures

Links to Council Policies and Priorities

Heightened by the existing and potential impacts of the pandemic, and associated recovery, 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. The current forecast suggests that this will be achieved, however it is imperative that thorough budget monitoring continues throughout the remainder of the year, to ensure that emerging risks are identified and addressed, and the overall positive position is maintained.

Preferred Option and Why

To continue careful review and management of key budgets and risks.

Comments of Chief Financial Officer

The current position reflects a £5.332m underspend position as at July 2021. Although this is a positive position and means that the general reserve can be preserved at its current level, it is still early in the year and the longer-term financial effects of the pandemic are, to a degree, yet to be seen. Therefore, it remains of critical importance that regular and thorough monitoring of key risk areas continues to be undertaken and that any emerging issues are identified and communicated quickly, allowing mitigating action to be taken wherever possible. As well as this, it remains essential that areas reporting overspends continue to review their positions and take steps to move towards a balanced position. In addition, the delivery of currently unachieved savings needs to be prioritised and the delay in achieving these minimised as much as possible.

It should be noted that a number of the underspends being reported are due to specific circumstances existing in this financial year that will not necessarily recur in future years. An example of this is the projected underspend against the capital financing budget, which has arisen due to the frontloading of this budget in readiness for higher levels of capital expenditure going forward. Therefore, when looking forward to future budget setting cycles and the review of the medium term financial plan, it will still be vitally important to ensure that a prudent approach is taken, efficiency savings are identified, transformational opportunities are captured, and income generation is maximised. It is also important to note the risk of WG financial support, via the Hardship Fund, ending from April 2022 and the possibility that the Council will need to continue to meet the enduring financial impact of COVID-19 from its own resources.

As the position currently stands, the Council has a good level of reserves, which were supplemented via a favourable outturn position at 31st March 2021. Should an underspend exist at the end of this financial year, decisions will need to be taken as to its use. One of the options will be to add to earmarked reserves and increase the financial resilience of the Council going forward. This will be of more significance when considering the risks and issues outlined in this report, particularly when looking over the medium term. A good level of earmarked reserves will support the Council in potentially having to address the lasting impacts of the pandemic, the ongoing challenges within certain demand-led services and the potential for the position in relation to schools to deteriorate from its current level.

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 including further information on the funding that has been made available by Welsh Government to address some financial pressures incurred as a result of Covid-19. The report also notes potential financial pressures that may be incurred as a result of the effects of climate change and the need to recognise this to ensure sound financial planning for the future.

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 2021/22 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.

Local issues

N/A

Scrutiny Committees

N/A

Fairness and Equality Impact Assessment:

- **Wellbeing of Future Generation (Wales) Act**
- **Equality Act 2010**
- **Socio-economic Duty**
- **Welsh Language (Wales) Measure 2011**

For this report, a full Fairness and Equality Impact Assessment has not been undertaken. This is because this report is not seeking any strategic decisions or policy changes, with its purpose being to update Cabinet on the current year financial performance against the budget agreed for the year. However, fairness and equality are considered as part of service delivery and will feature in annual finance reports, such as the Budget Report and Capital Strategy.

In terms of the Wellbeing of Future Generations (Wales) Act, and the five ways of working contained within it, this report highlights examples of these being supported. For example, whilst this report is focussed on the current year, there are references to the longer-term impact, via medium term financial planning, and on taking preventative action, to ensure that financial problems existing now are addressed as quickly as possible, to ensure they do not have a detrimental impact in future years. Analysis and review of reserves, which are critical for financial resilience over the long term, is regularly undertaken by the Head of Finance and detailed in this report.

In the case of the Welsh Language, the service will continue to ensure that, wherever possible, services or information is available in the medium of Welsh.

Consultation

N/A

Background Papers

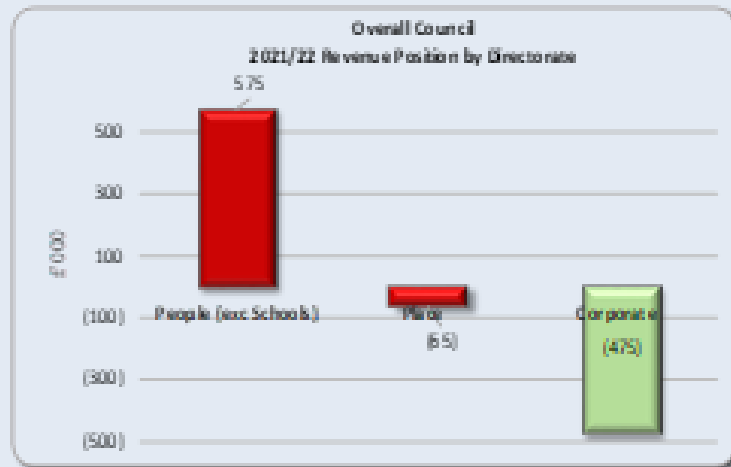
Dated: 1 September 2021

Appendix 1

Budget Monitoring Position – July 2021

Position by Directorate	Current Budget £'000	Forecast £'000	Variance £'000
People (inc Schools)	98,978	94,553	575
Place	36,793	36,728	(65)
Corporate	10,880	10,414	(475)
Service Area Budget	150,660	150,695	35
Schools	110,581	112,628	2,048
Service Area Budget (inc Schools)	261,241	263,323	2,083
Schools - transfer to reserve	0	(2,048)	(2,048)
Non Service	53,356	40,322	(1,994)
Total Budget (excluding contingency)	314,597	310,598	(3,959)
General Contingency	1,373	0	(1,373)
Total Budget (including contingency)	315,970	310,598	(5,332)

Detailed explanations can be found within service area dashboards

**Undelivered Savings:**

- 2021/22 - £217k
- Previous years - £466k
- Overall, undelivered savings are resulting in forecast overspend against budget of £683k. This is predominantly due to delays in implementation, some of which are due to the impact of COVID-19.

Position Summary

- Revenue forecast reports an underspend of £5,332k. This position is based on the assumption that all expenditure and lost income connected to the COVID-19 pandemic will be recoverable from WG. This follows confirmation from WG that the Hardship Fund will continue for the remainder of this financial year.
- The impact of service area net overspending (£35k) has been more than offset by underspending in non service areas:
 - Underspend against general contingency (£1,373k);
 - £2,689k underspend against capital financing costs;
 - £383k underspend against council tax benefit rebates.
- Schools forecast position shows an overspend against budget. Although significant, much of this is due to the use of reserves following significant one off income being received last financial year. A review is currently being undertaken to determine what proportion of this overspend is recurring. Based on prior year trends, this position also takes in to account an assumed level of income traditionally received at year end.
- The forecast has benefitted from one-off budget savings:
 - Delays in recruitment have resulted in vacancy savings;
 - 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-19.
 - Less miscellaneous expenditure being incurred than would have been ordinarily.

Budget Monitoring Position – July 2021

- Although the overall position is positive there are key budget issues to be addressed:
 - Undelivered 21/22 and prior year savings (£683k);
 - Increased demand for children's out of area residential placements (£126k);
 - Increased demand for inter agency adoption fees (£104k), in house residential/respite (£137k) and emergency placements (£100k).
 - Significant overspend in relation to Adults Community Care - £391k.
- It is important to note that the future of the pandemic and the likely financial consequence of further local and national lockdowns is unknown and has the potential to affect forecasts should the WG Hardship Fund be insufficient to cover.

Key Assumptions and Risks - Covid

WG Financial support

- Forecasts have been made on the basis that the Welsh Government (WG) Hardship Fund will continue for the remainder of the financial year, without any significant reduction in the scope of the fund. Whilst there is confirmation that the fund will continue, there remains uncertainty regarding further unavoidable cost pressures, and lost income, arising in response to the pandemic and whether or not the fund will be sufficient to cover these.
- Any additional expenditure or lost income incurred during the first four months of the year have been neutralised within the position on the basis that they will be reimbursed in full. Significant areas that will be claiming from this fund include homelessness costs; free school meals; continued support of adult social care and cover cost of overtime and agency for additional tasks required in response to COVID-19 and any COVID-19 related sickness. Key areas of lost income include Education (Gwent Music and school catering), City Services (waste services, bus station departures and car parking) and Newport Live.

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

MTFP undelivered savings 2021/22 and prior years	£683k
Key demand led areas across social care	£347k
Staffing and other service area variances	(£994k)
Capital financing	(£2,689k)
General contingency	(£1,373k)
Council tax reduction scheme and other non service	<u>(£1,306k)</u>
Forecast position	(£5,332 k)

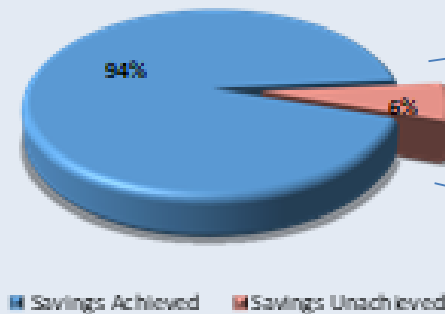
Budget Monitoring Position – July 2021

Staff Forecasts

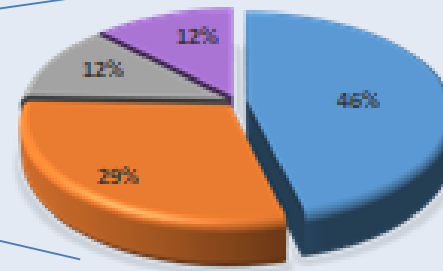
Overall Staffing	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Budget (£'000)		£1,427	£1,295	£1,091	£1,091	£1,091	£1,091	£1,091	£1,091	£1,091	£1,091	£1,091
Forecast (£'000)		£1,427	£1,328	£1,000	£1,000	£1,000	£1,000	£1,000	£1,000	£1,000	£1,000	£1,000
Variance (£'000)	0	0	(71)	(91)	(91)	(91)	(91)	(91)	(91)	(91)	(91)	(91)

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

2021/22 Delivery of Savings (Forecast)



Analysis of Unachieved Savings



- Social Services Adults
- Regionalisation, Investment & Housing
- City Services
- Law & Regulation

- The first chart shows that 94% of the total savings are forecast for full delivery in 2021/22;
- The second chart illustrates the areas where savings are forecast not to be delivered (6% of overall target);
- The delivery of savings in 2021/22 has been affected by the ongoing pandemic and the resulting overspends against budget have been reflected within the forecast;
- In addition to the £217k undelivered savings in 21/22 there remains £466k of undelivered savings from previous years, of which £266k relates to social care.

Overall Summary by Directorate	People	Place	Corporate	Non Service	Total
2021/22 MTRP Target (£) Total	1,421	670	430	870	3,391
Total Savings Realised by Year End 2021/22	1,321	580	403	870	3,174
Variance to MTRP Target	-100	-90	-27	0	-217
Variance % to MTRP Target	-7%	-13%	-6%	0%	-6%

Budget Monitoring Position – July 2021

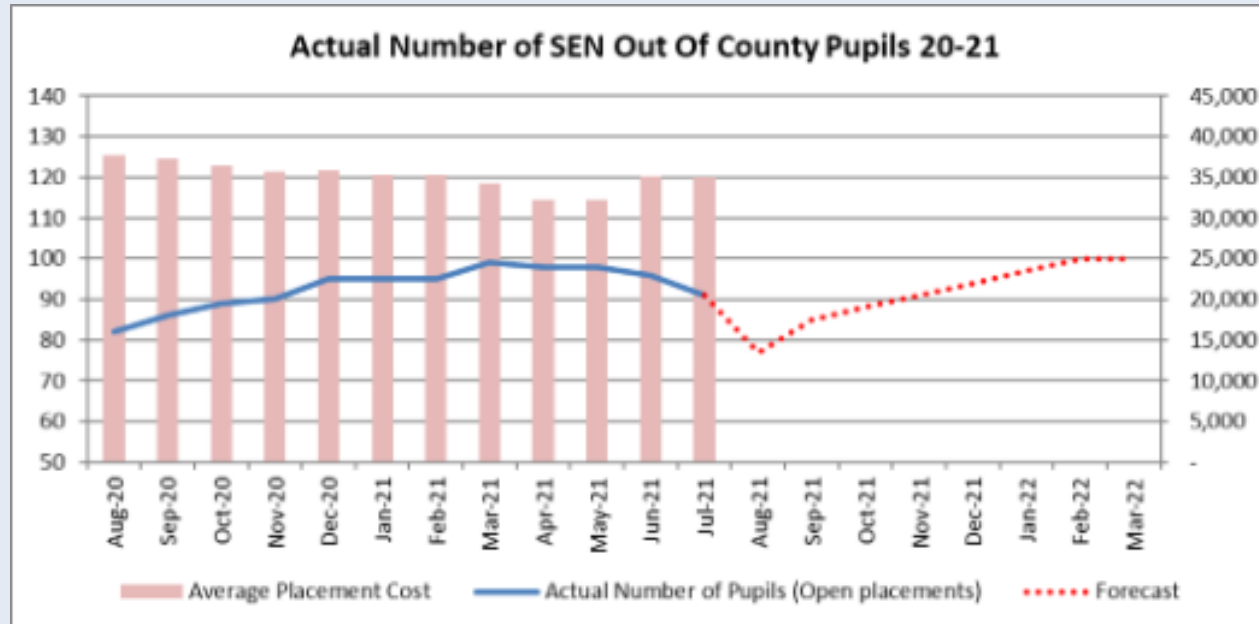
Risk Based Areas	Annual Budget £'000	Forecast £'000	Variance £'000	Graph Reference
Children & Young People				
Independent Fostering Agencies	2,462	2,292	(170)	i
Out of Area Residential	3,155	3,280	125	ii
In House Fostering	3,503	3,304	(199)	
When I'm Ready	24	86	62	
Legal fees	980	980	0	
In House Residential	1,968	2,105	137	
Emergency Placements	200	300	100	
Inter-Agency Adoption Fees	326	430	104	
Direct Payments - Children Services	176	250	74	
Adult & Community Services				
Community Care - Residential	22,509	24,407	1,898	
Community Care - Supported Living	11,713	11,144	(569)	iii
Community Care - Non Residential	11,614	12,135	521	iv
Community Care Income - Residential & Non Residential	(8,615)	(9,757)	(1,142)	
Education				
SEN Out of County - Local Authority	2,222	909	(1,229)	v
SEN Out of County - Independents	1,985	3,157	1,229	v
SEN Local Provision Development	879	964	86	
SEN Transport	1,739	1,739	0	
Special Home to School Transport	848	848	0	
Bridge Achievement Centre	1,250	1,252	3	
Regeneration, Investments & Housing				
Homelessness - B&B Costs	139	139	0	
Commercial & Industrial Properties Income	(1,406)	(1,205)	201	
City Services				
Commercial/Asbestos Income	(1,424)	(1,511)	(87)	
Home to School Transport - Primary	1,029	1,018	(11)	
Home to School Transport - Secondary	1,218	1,217	(1)	
Home to School Transport - College	122	84	(38)	
CPE - Fees Income	(691)	(691)	0	
Burial fees	(653)	(653)	0	
Car parking income	(1,508)	(1,567)	(31)	
Law & Regulation				
Licensing - Hackney cabs / private hire	(361)	(457)	(96)	
Total Net Budget	55,301	56,329	938	

- In 2021/22, there are over 25 budget areas identified as having the potential to be high risk or highly volatile. This list is 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, should the position worsen in any of these areas.
- 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-19 related loss of income being claimed from WG to highlight the risk in these areas.

Budget Monitoring Position – July 2021

Risk Based Monitoring graphs

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



- SEN OOC budget can accommodate 118 placements at an average cost of £35k. There are currently 91 open placements which has meant that SEN out of county placements forecast to manage within existing budget, inclusive of an allowance for additional placements throughout the remainder of the year.
- Placements ranging between £10k and £20k account for 25% of the total number of placements. There are 3 placements costing in excess of £100k per year due to the complex needs of the individuals.

Budget Monitoring Position – July 2021

Schools

Overall, schools are anticipating an overspend of £2,048k after taking account of assumed one off grant and other compensation that is likely to be received at year end (£995k) and assuming that the financial impact of COVID-19 is neutralised via the Hardship Fund. It is important to note that significant additional income was received at year end and this income was added to schools balances to enable schools to utilise during this financial year. Although a significant proportion of the in year overspend will be attributable to this, an exercise is being undertaken to determine what element of the in year overspend is recurring.

41 out of 58 schools forecast an in year overspend.

Forecasts by sector are shown below;

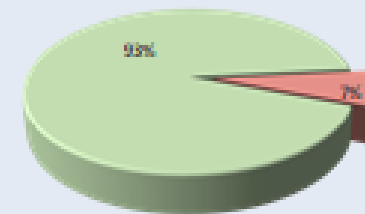
- Nursery £23k underspend (2 out of 3 nurseries reporting an in-year overspend position)
- Primary £2.786m overspend (34 out of 44 schools reporting an in-year overspend position)
- Secondary £257k overspend (4 out of 9 schools reporting an in-year overspend position)
- Special £24k overspend (1 out of 2 special schools reporting an in-year overspend position)

Schools forecasting deficit reserves at YE	June
Caerleon Comprehensive	(369)
Ulanwern High	(326)
Ullswerry High	(473)
Kimberley Nursery	(133)
Total Net Budget	(1,301)

Schools are forecasting an in year overspend of £2,048k therefore reducing school balances to £7,511k from £9,558k as at the end of March 2022.

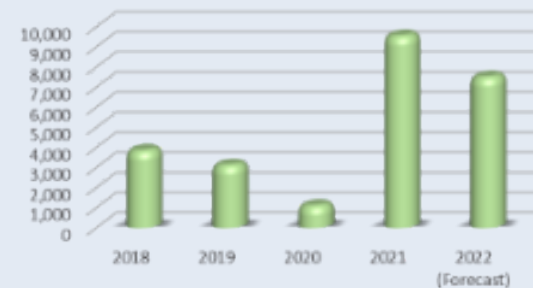
Whilst this is much improved position compared to previous years, this is as a result of significant savings made last year as a result of closures and also the significant grant income received from WG at year end. It is important to assess the review of recurring overspends at individual school level.

Proportion of Schools Forecasting Deficit as at 31st March 2022



■ Schools in surplus as at 31st March 2022
■ Schools in deficit as at 31st March 2022

Balances held by Schools as at 31st March



APPENDIX 2 Revenue Summary Monitor – July 2021

	Current Budget	Projection	(Under) / Over
	£'000	£'000	£'000
Summary Revenue Budget 2021/22			
People			
Children and Young People	26,743	26,996	254
Adult and Community Services	51,495	51,840	345
Education	15,740	15,717	(23)
Schools	110,581	112,628	2,048
	204,559	207,181	2,623
Place			
Regeneration, Investment and Housing	11,161	11,193	32
City Services	25,632	25,535	(97)
	36,793	36,728	(65)
Chief Executive			
Directorate	525	411	(114)
Finance	3,541	3,541	-
People and Business Change	9,026	8,813	(214)
Law and Regulation	6,796	6,649	(147)
	19,889	19,414	(475)
Capital Financing Costs and Interest			
Capital Financing Costs and Interest (Non-PFI)	16,205	13,517	(2,689)
Public Finance Initiative (PFI)	9,007	9,007	-
	25,213	22,524	(2,689)
Sub Total - Service/Capital Financing	286,453	285,847	(606)
Contingency Provisions			
General Contingency	1,373	-	(1,373)
Restructuring / Other Savings	-	-	-
Centralised Insurance Fund	593	593	0
Non Departmental Costs	40	40	-
Other Income and Expenditure	3,900	3,053	(847)
	5,905	3,686	(2,219)
Levies / Other			
Discontinued Operations - pensions	1,447	1,387	(60)
Discontinued Operations - Ex Gratia Payments	3	3	(0)
Levies - Drainage Board, Fire service etc	9,200	9,183	(17)
CTAX Benefit Rebates	13,375	12,992	(383)
Extraordinary Items	-	-	-
	24,025	23,565	(460)
Transfers To/From Reserves			
Base budget - Planned Transfers to/(from) Reserves	(452)	(452)	(0)
Earmarked reserves: Transfer to/(from) Capital	-	-	-
Earmarked reserves: Transfer to/(from) Schools	-	(2,048)	(2,048)
Earmarked reserves: Transfer to/(from) Schools Redundancy	-	-	-
Invest to Save Reserve	-	1,899	1,899
Invest to Save Reserve (from)	-	(1,899)	(1,899)
	(452)	(2,500)	(2,048)
Total	315,930	310,599	(5,332)
Funded By			
WG funding (RSG and NNDR)	(240,796)	(240,796)	-
Council Tax	(75,134)	(75,134)	-
Council Tax Surplus	-	-	-
Total	(0)	(5,332)	(5,332)

APPENDIX 3 – Schools Funding and Balances

School Name	Opening Reserve 21/22	Final ISB Allocation (inc Post 16)	In Year U/(O) Spend March 22	Closing Reserve 31/03/22
	£	£	£	£
Bassaleg School	750,960	8,129,723	(312,257)	438,704
Newport High	172,214	5,523,379	43,823	216,037
Caerleon Comprehensive	(607,091)	7,112,723	238,195	(368,896)
The John Frost School	415,936	6,969,939	(295,971)	119,965
Llanwern High	(120,987)	4,974,158	(205,067)	(326,053)
Lliswerry High	(548,940)	4,916,583	75,483	(473,457)
St Josephs R.C. High	403,577	6,486,070	155,631	559,207
St Julians School	292,851	7,600,647	111,152	404,002
Ysgol Gyfun Gwent Is Coed	102,196	2,501,712	(67,644)	34,552
Sub Total	860,716	54,214,935	(256,656)	604,060
Alway Primary	201,676	1,595,545	(172,998)	28,678
Caerleon Lodge Hill	231,628	1,208,440	(78,907)	152,721
Charles Williams CIW	459,262	1,828,997	(224,734)	234,529
Clytha Primary	78,885	820,065	3,371	82,257
Crindau Primary	210,870	1,387,028	(125,795)	85,075
Eveswell Primary	366,809	1,580,067	56,403	423,212
Gaer Primary	254,663	1,691,732	3,525	258,188
Glan Usk Primary	255,337	2,183,374	(138,711)	116,627
Glan Llyn Primary	114,736	1,291,498	30,476	145,212
Glasllwch Primary	115,850	829,696	(101,271)	14,579
High Cross Primary	26,327	936,982	(25,992)	335
Jubilee Park	145,587	1,362,656	(8,218)	137,369
Langstone Primary	224,708	1,146,731	(73,510)	151,199
Llanmartin Primary	94,405	786,189	(4,189)	90,215
Lliswerry Primary	356,802	2,050,288	(153,235)	203,567
Maesglas Primary	113,867	1,062,045	(49,480)	64,387
Maindee Primary	203,186	1,769,441	(130,541)	72,646
Malpas CIW Primary	106,911	1,108,372	(31,957)	74,954
Malpas Court Primary	158,924	1,156,425	(101,322)	57,603
Malpas Park Primary	142,273	872,623	(6,351)	135,923
Marshfield Primary	133,314	1,488,819	(87,502)	45,812
Millbrook Primary	208,194	1,096,928	(166,046)	42,148
Milton Primary	172,468	1,669,943	(55,735)	116,733
Monnow Primary	217,620	1,537,806	(190,431)	27,189
Mount Pleasant	84,154	897,804	(53,617)	30,537
Pentrepoeth Primary	108,221	1,592,615	(38,042)	70,179
Pillgwenlly Primary	194,196	2,167,142	(60,740)	133,456
Ringland Primary	136,473	1,040,028	(115,625)	20,847
Rogerstone Primary	178,970	2,129,685	14,588	193,558
Somerton Primary	154,768	603,385	(60,503)	94,265
St Andrews Primary	230,911	2,429,335	(11,211)	219,700
St Davids RC Primary	157,110	791,126	(13,844)	143,266
St Gabriels RC Primary	120,919	702,220	5,962	126,881
St Josephs RC Primary	117,521	745,960	(23,226)	94,295
St Julians Primary	589,669	2,237,775	(235,866)	353,803
St Marys Rc Primary	182,770	1,376,623	(16,261)	166,509
St Michaels RC Primary	165,210	808,873	(90,497)	74,713
St Patricks RC Primary	100,364	756,575	(47,327)	53,037
St Woolos Primary	73,302	1,141,251	2,481	75,783
Tredegarr Park Primary	536,353	1,547,012	(311,430)	224,923
Ysgol Gym Bro Teyrnnon	289,981	765,914	34,760	324,741
Ysgol Gym Casnewydd	341,608	1,323,727	(35,560)	306,048
Ysgol Gym Ifor Hael	171,794	752,165	16,547	188,341
Ysgol Gym Nant Gwenlli	0	226,310	86,867	86,867
Sub Total	8,528,594	56,497,219	(2,785,691)	5,742,903
Fairoak Nursery	29,783	67,103	(26,789)	2,994
Kimberley Nursery	(95,112)	92,489	(37,710)	(132,822)
Newport Nursery	0	279,668	87,636	87,636
Sub Total	(65,330)	439,259	23,137	(42,193)
Maes Ebbw	21,990	3,635,743	51,776	73,766
Bryn Derw	212,451	1,820,741	(75,465)	136,986
Sub Total	234,441	5,456,483	(23,689)	210,752
Assumed additional grant and other compensation			995,315	995,315
Grand Total	9,558,422	116,607,896	(2,047,584)	7,510,837

Reserve	Balance at 31-Mar-21	Planned Movements in Year												Balance at 31-Mar-22
		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
Theatre & Arts Centre	(232)												-	(232)
Cymorth Income	(25)													(25)
Blaen Y Pant	(4)													(4)
Homelessness Prevention	(38)												-	(38)
Environmental Health - Improve Air Quality	(49)													(49)
Refurbishment of a Children / Older People Homes	(41)					26								(15)
Apprenticeship Scheme	(17)													(17)
City Economic Development Reserve	(90)													(90)
Welsh Language Standards	(129)												5	(124)
Port Health	(16)													(16)
CRM	(52)													(52)
Financial System Upgrade	(600)													(600)
Events	(216)													(216)
MTFP Reserve (Covid Recovery Reserve) - CS and SS	(5,117)							34	34	34	34	34	34	(4,913)
Voluntary Sector Grants	(43)												27	(16)
Bus Wifi	-													-
Bus Subsidy	(15)												15	-
Feasibility Reserve	(54)													(54)
Development	(53)													(53)
Leisure Delivery Plan	(103)												103	-
Artist Tower	(256)													(256)
Joint Committee City Deal Reserve	(626)													(626)
NEW - Civil Parking Enforcement	(245)													(245)
Community Covid Recovery Fund	(500)													(500)
City Services – refurbishment & cleansing of open spaces	(500)												500	-
Green Recovery Task Force	(1,000)												300	(700)
Business Recovery Fund	(250)												250	-
Business Development Grants	(56)												56	-
Children's Service legal fees	(150)												150	-
Community Occupational Therapy	(53)												25	(28)
Directly Managed Community Centres Maintenance	(50)												50	-
IT Infrastructure	(120)													(120)
PSB Contribution	(40)													(40)
COVID Reserve	(596)													(596)
Highways road repairs [potholes]	(116)												-	(116)
Homelessness Prevention	(289)												289	-
Chief Education Grant	(765)													(765)
Home to School Transport - St Andrew's (City Services Reserve)	(801)												553	(248)
Housing Supply review	(25)													(25)
Anniversary tree planting / green canopy	(20)												20	-
Cariad Casnewydd	(350)													(350)
	(13,723)	-	-	-	-	26	-	34	34	34	34	34	2,377	(11,150)
														-
RESERVES TOTAL	(106,747)	-	-	-	-	26	-	34	34	34	34	34	6,413	(100,138)

Mae'r dudalen hon yn wag yn

Report

Cabinet

Part 1

Date: 8 September 2021

Subject **Capital Programme Monitoring and Additions – July 2021**

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 July 2021

Author Chief Accountant

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 and the programme has increased by an additional £8,049k.

The July 2021 monitoring position highlights the following:

- £159k forecast net underspend
- £30,228k reprofiling from 2021/22 into future years
- Additions of £5,759k and amendments to the capital programme of £2,290k taking the overall programme to £282,514k

Proposal

1. **To approve the additions and amendments to the capital programme (Appendix A), including the use of reserves and capital receipts requested in the report**
2. **To approve reprofiling of £30,228k 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 July 2021**

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

Tudalen 43

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 years 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 Outturn	2019/20 Outturn	2020/21 Outturn	2021/22 Budget	2022/23 Budget	2023/24 Budget	2024/25 Budget	Total
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
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
Nov Report (Sept Forecast)	29,466	31,360	36,450	54,615	45,069	9,623	140	206,723
January Report (Nov Forecast)	29,466	31,360	31,966	60,205	49,064	8,437	140	210,638
Capital Strategy Report February	29,466	31,359	33,054	60,705	70,635	17,924	5,622	248,766
Outturn Report (Outturn 20/21)	29,466	31,360	26,210	100,223	62,341	19,243	5,622	274,465
This Report (July Forecast)	29,466	31,360	26,210	70,472	84,660	34,698	5,647	282,514

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>
St Mary's Urgent Capital Repairs Grant	2,640	85% WG Grant 15% from Diocese	To undertake urgent repairs on the school building
Education Accessibility - phases 1 & 2	663	£31k – Revenue Contribution £260k - S106 monies £372 Borrowing	To increase the accessibility of 5 school sites to pupil with disabilities by delivering a range of improvements
Flying Start	40	£40k Grant	Additional grant towards Flying Start small grant scheme
Clarence House	750	£750k repayable funding	Loan to Nine Hills Ltd to convert two upper floors into 28 apart hotel rooms, and to update the external façade of the building.
Customer Relationship Manager (CRM)	163	£134k – CRM and Invest to save Reserves £29k Revenue Contribution	To support the next phase in the rollout of CRM

Active Travel Fund	1,107	100% grant funded	Additional monies for the work at Bettws and Malpas Canal
Church Road, St Brides	11	100% S106 monies	Improvement works to the formal leisure facilities at Marshfield.
Pentonville Development (Sorrell Hill, Barrack Hill and Allt-yr-yn	50	100% S106 monies	To refurbish and enhance the fixed playground facilities at Sorrell Drive, Barrack Hill and Allt-yr-yn.
EV Charging Infrastructure	300	100% Welsh Government Grant	To support the installation of EV charging infrastructure to enable the Local Authority to accelerate its transition to an Ultra-Low Emission fleet
Allotment Support	35	100% Welsh Government Grant	To increase the availability of good quality allotment plots
Total	£5,759*		

*The above excludes any amendments made to the programme, details on these can be found in Appendix A

2021/22 Capital Expenditure Position as at July 2021

Following the additions, amendments and slippage detailed earlier in the report, the 2021/22 capital programme budget totals £70,472k. Capital expenditure incurred up to the end of July 2021 totalled £10,832k, which is 15% of the overall budget within the first 4 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 re-profiled £30,228k of spend into future years after discussions and agreement with budget/project managers. This work is still ongoing and it is expected that there will be other budgets that are likely to be required to be reprofiled, such as the 21st Century Band B programme when the SOP extension has been submitted to Welsh Government for approval. Finance officers will continue to work alongside budget managers to confirm this.

The impact of 'Covid' and Brexit is still a concern, this will need close scrutiny and monitoring over the next few months to assess the impact. There appears to be uncertainty within the construction industry at this time. Materials such as steel and wood are in high demand and also in short supply which has had an impact on price. 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 Treasury Management activities and its associated costs, and the management of the delivery of these important projects.

The forecast outturn position for the 2021/22 programme is currently estimated to be £70,312k as detailed in the following table. An update on the headline/ high value schemes is provided in the next section.

Service Area	Adjusted Budget 2021/22 £000's	Forecast Outturn £000's	Variance £000's	Slippage £000's	(Under)/Over Spend £000's
Education	33,535	23,956	(9,579)	(9,649)	69
Regeneration, Investment & Housing	30,089	18,981	(11,108)	(11,008)	(100)
People & Business Change	1,026	862	(164)	(165)	-
Adult & Community Services	195	195	-	-	-
Children & Young People Services	1,494	1,494	-	-	-
City Services	34,359	24,824	(9,535)	(9,407)	(128)
TOTAL	100,698	70,312	(30,386)	(30,228)	(159)
2021/22 Budget After slippage	70,472	70,312	(159)	N/A	(159)

Update on Headline / High Value Schemes

Education

- Following meetings which have been held with Welsh Government, it has been accepted that Newport will submit a Strategic Outturn Programme Extension following the tender works related to Bassaleg School. Once the outcome of the Bassaleg tenders are known, a Cabinet report will be drafted to seek approval for the programme review and the potential to bring the St Andrew's Primary project into the Band B Programme. It should be noted that an additional business case will be submitted to Welsh Government through the Welsh-medium Education Grant, which is expected to be in October 21. This will seek to achieve a further enhancement of the Welsh-medium education provision within Newport and should be considered alongside the 21st Century School Band B SOP revision to ensure the most effective use of funding is considered.
- A Business Justification Case has also been submitted for the emergency works for St Andrew's Primary. This has been considered by the Welsh Government Panel and has been passed to the Minister for approval. A contractor has been appointed to provide additional classrooms at the Connect Centre to accommodate all Key Stage Two pupils on site. This will allow the classrooms used in Lliswerry High school to be returned to secondary pupils

A further demountable classroom will be provided on the main St Andrew's Primary site to accommodate the Key Stage Two Learning Resource Base and this will be in place for the new academic year. The additional classrooms will allow the school to vacate the St Phillips Church hall at the end of this academic year.

Considerations are now to be reviewed for the permanent solution for the repair and replacement of the junior building.

- Capital Maintenance Grants (20/21 and 21/22) – Norse have received approval to commence with the refurbishment works at Kimberley Nursery. This is expected to utilise the remaining budget from the 20/21 Maintenance Grant. Works are due to commence at the end of August 2021, which will ensure the building is available well in advance of the school opening to pupils in April 2022.

A programme of works is being developed with Newport Norse for the Capital Maintenance Grant for 2021/22, however significant works have already commenced at St Andrew's Primary School and Crindau Primary School.

- A partial reprofiling exercise has been undertaken on the Band B programme, although further work will need to be undertaken when the business cases for Bassaleg and Whiteheads are submitted to the Welsh Government panel. Within the current monitoring, £8.1m has been reprofiled into future years, which, in the main, relates to Whiteheads.

Regeneration, Investment and Housing

- Market Arcade – The scheme is progressing well, despite some delays from COVID restrictions having an impact, works were continued where possible but the contractor is still having some difficulty with the supply and delivery of materials such as the glass tiling. Progress is continuing to repair and restore the first floor common areas and the removal of the scaffold has allowed the contractor to begin works within the arcade, such as the installation of the services.
- Transporter Bridge – Delivery Phase - The scheme has suffered further delays with the contractors going into administration, which has meant the Council will be required to go back out to tender for the project. This has meant a significant reprofile of the project as it is expected that works will not start on site until early 2022, where adverse weather could cause further delays.
- Information Station / Museum and Library – Works are expected to begin in the Museum and library at the end of September and is expected to last between 16 to 22 weeks. Work is expected to be finished this financial year. The capital works on the Information Station will begin when the license has been approved for the agreement of the lease, this is currently expected to be mid-September.
- Renewable energy – The majority of the budget has been reprofiled into 22/23 due to the Carbon Reduction team looking at the potential of developing more than one site for solar farms. This will then be considered within the overall available budget.
- Refit - £600k has been reprofiled into future years as the procurement for this will not take place until November.

Children's and Young People Services

- Windmill Farm - This project is to provide residential accommodation for children in the care of the local authority by refurbishing and extending an existing Council property and building an annex adjacent to the existing farmhouse.

This project is funded via an Intermediate Care Fund (ICF) grant allocation from the Regional Planning Board totalling £1.5m. The project is on site and has a current estimated completion date of December 2021. Welsh Government ICF funding will be claimed during the 2021-22 financial year.

City Services

- Queensway Active Travel Bridge - The Active Travel Fund have confirmed the funding for the second phase of the footbridge at £8.9m. Stage two works have started in the summer and is expected to complete in early Summer 2022.
- New Leisure Centre - The new facility will replace the existing Newport Centre. The new facility is being developed on the "Expansion land site" situated at the rear of the University of South Wales. The planning application is expected to be submitted at the end of August with the expectation that this will go to November Planning Committee. £8.8m has been reprofiled into future years following an update to the timetable in line with expected planning approval. Work has also been undertaken to explore different energy options to make this building carbon neutral and estimate the associated costs.
- City Services Grants – Aside from the Queensway Active Travel Bridge, City Services have another £12.1m of grants to be spent this financial year. The majority of which are from the Active Travel Fund, Local Transport Network and the Road Refurbishment Scheme. Budget managers will have to robustly monitor and manage these grants in order to get them spent by the end of the financial year or look to see whether there is any potential that those grants could be carried forward into 2022/23.

Update on Capital Receipts

The table below shows the latest position in regard to capital receipts. The Council had a brought forward capital receipts balance of circa £5.5m at the start of 2021/22, and it has received no capital receipts so far this financial year.

Asset Disposed	Receipts Received in Year	Total Available Receipts 2021/22
	£	£
GENERAL CAPITAL RECEIPTS		
Balance b/f from 2020/21		5,506,158
Total Committed – Fleet Replacement Programme		-1,618,929
Total Committed - Education maintenance 20/21		-1,718,485
Total Committed - New Leisure Centre		-1,000,000
Total Amount Uncommitted		1,168,744
NEWPORT UNLIMITED		
Balance b/f from 2020/21		1,245,875
Total Amount Uncommitted		1,245,875
TOTAL NCC RECEIPTS (Uncommitted)		2,414,619

This table shows that circa £4.3m receipts has already been spent/committed for projects funding shown above, leaving c£1.1m capital receipts uncommitted currently for the Council's general programme and £1.2m of the 'JV Venture Funds' uncommitted, leaving total receipts uncommitted of £2.4m.

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 maximising capacity to generate capital resources for use.

Capital Headroom to 2024/25	£'000
Confirmed and already available	
Unallocated Capital Expenditure Reserve	4,468
Unallocated Capital Receipts*	1,169
Total	5,636
Level of Borrowing Approved as per 2021/22 Capital and TM Strategy	4,500
<u>Total Committed to Date</u>	
Transporter Bridge - Underwriting unconfirmed funding	365
Rose Cottage Sewerage Works	23
St Andrews Demountables	1,000
Education Accessibility Works - Phase Two	372
<u>Potential Schemes -subject to change – not in the Capital Programme</u>	
Northern Gateway regeneration match funding potential	2,000
Amount Remaining	740
Total NCC Headroom	6,376
Unallocated JV monies	1,246
JV Headroom	1,246

The unallocated capital reserve and capital receipts balances have changed since last reported in March due to the addition of the Education Accessibility Works.

The St Andrews Demountables project is part of the additions schedule attached in Appendix A for approval. It is hoped ultimately that funding will be provided through the revised Band B schools SOP, but given its known necessity, in the meantime, prudently, the financial planning assumption has been to earmark resourcing from existing available headroom.

Risks

Risk Title / Description	Risk Impact score of Risk if it occurs* (H/M/L)	Risk Probability of risk occurring (H/M/L)	Risk Mitigation Action(s)	Risk Owner
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 take 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

Significant budget reprofiling has been undertaken since last reported to Cabinet across the whole programme. It is an on-going process and further review of other parts of the programme are needed to complete this task. The reduced 2021/22 budget is still high compared to spend achieved in previous years and further reprofiling will be needed, which is expected to continue into early Autumn.

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 be considerate of the requirements of the Well-being of Future Generations Act.

Scrutiny Committees

N/A

Fairness and Equality Impact Assessment:

- **Wellbeing of Future Generation (Wales) Act**
- **Equality Act 2010**
- **Socio-economic Duty**
- **Welsh Language (Wales) Measure 2011**

An effective capital programme enables the Council to support long term planning in line with the sustainable development principle of the Wellbeing of Future Generation (Wales) Act

Long-term - This capital programme looks at both short and long term and links with the Corporate Plan and its priorities. It considers the overall capital programme in terms of the Council's Treasury Management activities and its associated costs, both short and long term to the Council.

Prevention – The capital programme, where possible, acts to prevent problems occurring or getting worse by considering the overall Council estate and how that can best be managed and maintained.

Integration - This report meets a number of wellbeing goals and in addition supports three of Newport City Council's wellbeing objectives;

- To promote economic growth and regeneration while protecting the environment
- To enable people to be healthy, independent and resilient
- To build cohesive and sustainable communities

Collaboration - The capital programme is developed and updated through engagement across the Council and certain projects are also being delivered in collaboration with other external bodies which helps the Council meet its Wellbeing objectives

Involvement – Due to the variety of projects which are within the capital programme, there is involvement from a variety of stakeholders across the Council and the City and ensure that there is a key focus on sustainability, community benefit and wellbeing of citizens

The Equality Act 2010 contains a Public Sector Equality Duty, which came into force on 06 April 2011. The Act identifies a number of 'protected characteristics', namely age; disability; gender reassignment; pregnancy and maternity; race; religion or belief; sex; sexual orientation; marriage and civil partnership. The new single duty aims to integrate consideration of equality and good relations into the regular business of public authorities. Compliance with the duty is a legal obligation and is intended to result in better-informed decision-making and policy development and services that are more effective for users.

The development and the monitoring of the Capital programme will ensure it does not discriminate but promotes equality and delivers the objectives of the corporate plan

Consultation

N/A

Background Papers

Capital Strategy and Treasury Strategy - February 2021

Capital Programme Outturn 2020/21 – July 2021

Dated: 1 September 2021

Appendix A – Additions and changes to the Programme

Report / Scheme Change	Funding Source	Service Area	18/19 Actual Change (£000's)	19/20 Actual Change (£000's)	20/21 Actual 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 Outturn Report			29,466	31,360	26,210	100,223	62,341	19,243	5622	274,465
Reprofile										
Slippage						(30,228)	19,247	10,956	25	0
New										
St Mary's Urgent Capital repairs grant	Grant/Other	Education				200	2440			2,640
Education Accessibility	Reserves	Education				31	632			663
Flying Start	Grant	RIH				40				40
Clarence House Loan	Loan/Grant	RIH				750				750
CRM	Reserves/I2S	RIH				163				163
ATF - additional Grant	Grant	City Services				1107				1,107
Church Road, St Brides	S106	City Services				11				11
Pentonville Development (Sorrell Hill, Barack Hill and Allt-yr-yn)	S106	City Services				50				50
EV Charging Infrastructure	Grant	City Services				300				300
Allotment Support Grant	Grant	City Services				35				35
Amendments										
ATF Amendment	Grant	City Services				(2,128)				(2,128)
Flying Start amendment	Grant	City Services				(13)				(13)
Road Safety Traffic Enforcement Cameras	Grant	City Services				(69)				(69)
Indoor Market	Borrowing	RIH						4500		4,500
Updated Programme			29,466	31,360	26,210	70,472	84,660	34,699	5,647	282,514

Appendix B – Detailed Budget Breakdown of the 7 year Programme

	Outturn 18/19	Outturn 19/20	Outturn 20/21	Forecast 21/22	Budget 22/23	Budget 23/24	Budget 24/25	Total
21st Century Schools - Band A	8,046	1,220	30	-	-	-	-	9,296
21st Century Schools - Band B	675	1,711	3,421	15,197	40,779	13,424	165	75,372
Jubilee Park - Fixtures, Furniture & Equipment	13	-	-	-	-	-	-	13
Gaer Annexe Education Use	-	416	95	-	-	-	-	511
Blaen-y-Pant Bungalow (Educational Use)	52	-	14	-	-	-	-	66
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	1	7	-	-	-	198
Maesglas Reducing classroom size	-	64	109	453	-	-	-	626
Llswerry IT Replacements	53	-	-	-	-	-	-	53
Welsh Medium Primary School	-	150	44	1,526	1,780	2,300	-	5,800
Reducing Classroom size bids	-	61	647	-	-	-	-	708
Bassaleg Demountables	-	116	102	-	-	-	-	218
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	574	-	-	-	-	2,044
Education Maintenance Grant 2019/20	-	-	732	1,072	-	-	-	1,804
Education Maintenance Grant 2020/21	-	-	-	2,537	-	-	-	2,537
Education Asset Improvements - balance to be drawn down	1,055	200	1	-	-	-	-	1,256
Bassaleg Demountables - year 7	-	-	765	14	-	-	-	779
EdTech Grant	-	-	202	160	-	-	-	362
Education Accessibility Studies	-	-	2	296	-	-	-	298
Education Accessibility Studies - Phase 2	-	-	-	-	632	-	-	632
Charles Williams Renovations	-	-	104	800	716	-	-	1,620
Llswerry Safeguarding	-	-	51	-	-	-	-	51
Maindee Toilets	-	-	177	-	-	-	-	177
Milton IT replacement	-	-	25	-	-	-	-	25
St Michaels IT	-	-	16	-	-	-	-	16

Pentrepoeth - site accessibility	-	-	-	694	-	-	-	694
St Andrews	-	-	-	1,000	-	-	-	1,000
St Mary's Urgent Capital repairs grant	-	-	-	200	2,440	-	-	2,640
Prior Year Scheme - Various	(38)	(39)	(3)	-	-	-	-	(80)
Education	10,032	5,614	7,194	23,956	46,347	15,724	165	109,032
Gypsy/Traveller Site Development	2,993	78	10	55	-	-	-	3,136
Indoor Newport Market	-	-	1,086	3,414	-	-	-	4,500
HLF Market Arcade Townscape Heritage Scheme	39	266	1,043	1,429	-	-	-	2,777
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	-	196	2,810	5,188	-	-	9,402
Cardiff City Region Deal - Cost of Carry	-	-	-	-	1,850	9,987	5,482	17,319
Mill Street Development Loan	-	2,341	1,184	475	-	-	-	4,000
Neighbourhood Hubs	915	1,344	-	-	-	-	-	2,259
Arva Investment Loan	385	333	-	32	-	-	-	750
Disabled Facilities	898	1,092	784	1,193	1,122	-	-	5,089
Safety at Home	364	375	243	250	378	-	-	1,610
ENABLE Adaptations Grant	197	197	197	197	-	-	-	788
Homelessness Prevention Grant	98	-	-	-	-	-	-	98
Asset Management Programme	1,066	1,245	1,801	1,604	2,233	-	-	7,949
FS Maintenance 1819 / 1920	31	38	-	-	-	-	-	69
FS Shaftsbury Community Centre	183	-	-	-	-	-	-	183
FS City Wide Maintenance & Repair of Premises	-	-	59	74	-	-	-	133
All Wales Play Opportunities	-	-	144	-	-	-	-	144
Castle Kids Refurbishment Works	-	-	17	-	-	-	-	17
Improvements to Flying Start Facilities	-	-	116	-	-	-	-	116
Childcare - Flying Start	-	546	256	1,296	-	-	-	2,098
Flying Start Capital Grant	-	-	-	300	-	-	-	300
Central Library - Structural Works	72	17	30	18	526	-	-	663
Transporter Bridge	72	913	80	300	7,100	3,716	-	12,180
Chartist Tower	-	1,344	(1)	256	-	-	-	1,599
PAC System	-	57	-	-	-	-	-	57
Medieval Ship	-	-	-	12	-	-	-	12
Information Station	-	-	141	1,528	-	-	-	1,669
Renewable Energy Investment	-	2	-	150	1,577	-	-	1,729
TRI Thematic Funding	-	-	49	758	272	-	-	1,078

Refit	-	-	-	400	1,000	600	-	2,000
Place making capital projects	-	-	-	1,650	-	-	-	1,650
Clarence House	-	-	-	750	-	-	-	750
Prior Year Scheme - Various	(7)	(18)	(9)	-	-	-	-	(34)
Regeneration, Investment and Housing	9,787	10,915	7,424	18,981	21,246	14,302	4,732	88,136
IT Replacement Schemes	94	9	-	500	315	-	-	918
Corporate EDMS Rollout	-	13	-	-	-	-	-	13
CRM	250	276	246	163	-	-	-	934
I Trent Development	-	91	164	-	-	-	-	255
Print 2010- Managed Printer Service	131	-	50	199	-	-	-	380
People and Business Change	475	389	460	862	315	-	-	2,500
Telecare Service Equipment	97	12	35	30	30	-	-	204
Equipment for Disabled Grant (GWICES)	165	165	165	165	165	-	-	825
Home Care System	32	-	-	-	-	-	-	32
Centrica Lodge	(6)	(3)	-	-	-	-	-	(9)
SMAPF	320	305	296	-	-	-	-	921
Adult Call up System	-	-	76	-	-	-	-	76
Adults and Community Services	608	479	572	195	195	-	-	2,049
Disbursed accommodation and Covid-19 equipment	-	-	331	106	-	-	-	437
3 New Homes	701	792	588	-	-	-	-	2,081
Oaklands Respite Home	505	102	-	-	-	-	-	607
Windmill Feasibility Study	41	110	25	1,365	-	-	-	1,541
Rose Cottage Sewerage Tank	-	-	0	23	-	-	-	23
Children's and Families Services	1,247	1,004	945	1,494	-	-	-	4,690
Fleet Replacement Programme	797	1,912	2,039	1,500	1,949	-	-	8,197
Bus station - Friars Walk Development	29	93	-	-	-	-	-	122
Flood Risk Regulation Grant	24	34	27	-	-	-	-	85
Cemetery Infrastructure Improvements	16	30	30	46	-	-	-	122
Peterstone Sewage Scheme	1	28	(13)	494	-	-	-	510
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
Queensbury Active Travel Bridge - LTF	77	314	655	8,878	-	-	-	9,924
Decriminalised Parking	232	874	21	-	-	-	-	1,127
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	716	-	-	-	2,556
Street Lighting LEDs	564	2,202	152	-	-	-	-	2,918
Park Square Lights	-	-	71	-	-	-	-	71
Velodrome Lights	-	173	128	38	-	-	-	339
Local Transport Fund - Active Travel Northern 2018/19	290	196	102	-	-	-	-	588
Tredegar Park Car Park	-	-	12	-	-	-	-	12
Tredegar Park - Pedal Power	-	3	62	35	35	-	-	135
Lliswerry Road (81)	-	9	-	-	-	-	-	9
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	375	-	-	-	-	399
Core AFT Allocation	-	340	-	-	-	-	-	340
Inner City Links	-	684	249	-	-	-	-	933
LTNF - ECO Stars	42	41	-	-	-	-	-	83
Safe Routes - St David's RC Primary	84	145	37	20	-	-	-	286
Gwastad Mawr Flood Attenuation Improvement Works	2	-	25	32	-	-	-	59
18-19 Collection Collaborative Change Programme	1,175	-	-	-	-	-	-	1,175
LTF Monkey Island Bridge Lliswerry Pill	29	121	587	225	-	-	-	962
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	-	-	35	199	-	-	-	234
Highways Annual Sums	455	322	125	200	995	-	-	2,096
Lliswerry Recreation Ground Changing Rooms	4	339	-	-	-	-	-	343
Safe Routes - St David's RC Primary Year 2	-	-	21	-	-	-	-	21
Sustainable Transport Improvements Year 2	-	-	208	83	-	-	-	291

City Services	7,316	12,958	9,614	24,824	16,559	4,673	-	75,945
Total	29,466	31,358	26,210	70,312	84,662	34,699	4,897	282,354
Financed By:								
General Capital Grant	4,754	3,858	4,107	4,083	4,000	1,173	37	22,012
Supported Borrowing	4,058	4,077	4,097	4,072	4,000	-	-	20,304
Unsupported Borrowing	2,126	5,787	1,771	14,192	25,852	17,038	5,519	72,285
Prudential Borrowing	84	123	-	-	-	-	-	207
External Grants	12,911	13,053	15,174	38,462	43,737	15,061	91	138,489
S106	868	523	410	2,296	2,000	1,412	-	7,509
Other Conts	242	268	75	182	503	15	-	1,285
Capital Receipts	3,136	820	25	2,651	1,686	-	-	8,318
Revenue Conts	75	68	38	541	500	-	-	1,222
Reserve	1,081	2,777	464	3,634	2,384	-	-	10,341
Finance Lease	131	-	50	199	-	-	-	380
Total	29,466	31,358	26,210	70,312	84,662	34,698	4,897	282,354

Appendix C – Capital Programme 2021/22

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	Adjusted Budget 2021/22 £000's	Forecast Outturn £000's	Variance £000's	Slippage £000's	(Under)/Over Spend £000's
21st Century Schools - Band A	-	-	-	0	0
21st Century Schools -Band B	23,349	15,197	8,152	(8,152)	0
Gaer Annexe Education Use	0	0	0	0	0
Blaen-y-Pant Bungalow (Educational Use)	0	0	0	0	0
Maesglas Reducing classroom size	398	453	(55)	0	55
Llswerry High (S106 Funds)	7	7	0	0	0
Welsh Medium Primary School	2,307	1,526	780	(780)	0
Reducing Classroom size bids	0	0	0	0	0
Bassaleg Demountables	0	0	0	0	0
Ringland Perimeter Fence	0	0	0	0	0
Bassaleg Demountables - Year 7 Admissions	0	14	(14)	0	14
Education Maintenance Grant	0	0	0	0	0
Education Maintenance Grant - 1920	1,072	1,072	0	0	0
Education Maintenance Grant - 20/21	2,537	2,537	0	0	0
ED Tech Grant	160	160	0	0	0
Education Accessibility Studies	296	296	0	0	0
Education Asset Improvements - balance to be drawn down	0	0	0	0	0
Charles Williams Renovations	1,516	800	716	(716)	0
Llswerry Safeguarding	0	0	0	0	0
Maindee Primary Toilets	0	0	0	0	0
Milton IT replacement	0	0	0	0	0
ST Michaels IT	0	0	0	0	0
Pentrepoeth - site accessibility	694	694	0	0	0
St Andrews Demountables	1,000	1,000	0	0	0
St Mary's Urgent Capital repairs grant	200	200	0	0	0
Prior Year Scheme - Various	0	0	0	0	0
Total Education	33,535	23,956	9,579	9,649	69
Gypsy/Traveller Site Development	55	55	-	-	-
Indoor Newport Market	3,414	3,414	-	-	-
HLF Market Arcade Townscape Heritage Scheme	1,429	1,429	-	-	-
Civic Centre / Info Station Service Relocations	29	29	-	-	-

Cardiff City Region Deal	2,810	2,810	-	-	-
Mill Street Development Loan	475	475	-	-	-
Arva Investment Loan	32	32	-	-	-
Disabled Facilities	1,316	1,193	122	122	-
Safety at Home	328	250	78	78	-
ENABLE Adaptations Grant	217	197	20	-	(20)
Asset Management Programme	2,337	1,604	733	733	-
Childcare - Flying Start	1,296	1,296	-	-	-
Flying Start Capital Grant 21/22	300	300	-	-	-
FS City Wide Maintenance & Repair of Premises	74	74	-	-	-
Central Library - Structural Works	544	18	526	526	-
Transporter Bridge	7,400	300	7,100	7,100	-
Chartist Tower	256	256	-	-	-
Information Station	1,609	1,528	81	-	(81)
Medieval Ship	12	12	-	-	-
Renewable Energy Investment	1,727	150	1,577	1,577	-
TRI Thematic Funding	1,030	758	272	272	-
Clarence House	750	750	-	-	-
Refit	1,000	400	600	600	-
Place making capital projects	1,650	1,650	-	-	-
Prior Year Scheme - Various	-	-	-	-	-
Total Regeneration, Investment and Housing	30,089	18,981	11,108	(11,008)	(100)
IT Replacement Schemes	665	500	165	(165)	0
CRM	163	163	0	0	0
Print 2010- Managed Printer Service	199	199	0	0	0
Total People and Business Change	1,026	862	165	(165)	0
Telecare Service Equipment	30	30	0	0	0
Equipment for Disabled Grant (GWICES)	165	165	0	0	0
Total Adults and Community	195	195	0	0	0
Disbursed accommodation and Covid-19 equipment	106	106	0	0	0
3 New Homes	0	0	0	0	0
Oaklands Respite Home	0	0	0	0	0
Windmill Feasibility Study	1,365	1,365	0	0	0

Rose Cottage Sewerage Tank	23	23	0	0	0
Total Children and Families Services	1,494	1,494	0	0	0
Fleet Replacement Programme	1,599	1,500	99	(99)	0
Cemetery Infrastructure Improvements	33	46	(13)	0	13
Peterstone Sewage Scheme	444	494	(50)	0	50
Queensbury Active Travel Bridge - LTF	8,878	8,878	0	0	0
Road Refurbishment Grant Scheme 2021/22	716	716	0	0	0
Velodrome Lights	38	38	0	0	(0)
Tredegar Park - Pedal Power	125	35	91	0	(91)
Lliswerry Road (81)	0	0	0	0	0
Gwastad Mawr Flood Attenuation Improvement Works	31	32	(1)	0	1
Green Infrastructure	199	199	0	0	0
Safe Routes - St David's RC Primary Year 2	0	20	(20)	0	20
Sustainable Transport Improvements Year 2	118	83	35	0	(35)
Road Safety Capital A48 Llandevaud	0	33	(33)	0	33
Carnegie Court Emergency River Works	167	167	0	0	0
Western Corridor-Inner City Links	1,144	1,159	(16)	0	16
Monkey Island Bridge Year 2	225	225	0	0	0
Core Allocation Year 2	21	43	(21)	0	21
Improvements to Marshfield Village Sports Pitches	11	11	0	0	0
Local sustainable transport measures in response to Covid	0	18	(18)	0	18
Increased Recycling - Bag Sorting at Household Waste Recycling Centre	25	25	0	0	0
Leisure Centre New Build	10,281	1,468	8,813	(8,813)	0
Bus Stop Enhancements - Year 2	760	760	0	0	0
A467 Improvements Resilient roads	3,890	3,890	0	0	0
EV Development and Infrastructure	690	690	0	0	0
Bettws and Maplas Canal Link	1,207	1,207	0	0	0
Upgrade of Facilities NISV	234	233	1	0	(1)
Core Allocation Year 3	751	751	0	0	0
Eastern Links	61	61	0	0	0
Road Safety Traffic Enforcement Cameras	160	160	0	0	0
Newport Fflesci Demand Responsive Bus Pilot Scheme	1,000	968	32	0	(32)
SRIC & Road Safety Grant	203	203	0	0	0
Somerton Park	8	8	(0)	0	0
Underwood Play Area	12	12	(0)	0	0
Local Places for Nature Grant	109	109	0	0	0
Allotment Grant	35	35	0	0	0

Depot Infrastructure Charging	300	300	(0)	0	0
Pentonville Development (Sorrell Hill, Barack Hill and Allt-yr-yn)	50	47	2	0	(2)
City Services Annual Sums	834	200	634	(495)	(139)
Total City Services	34,359	24,824	9,535	(9,407)	(128)
Total Capital Outturn 2021/22	100,698	70,312	30,387	(30,228)	(159)



Report

Cabinet

Part 1

Date: 8 September 2021

Subject Quarter 1 2021/22 Corporate Risk Register Update

Purpose To present the Council's Corporate Risk Register for the end of quarter 1 (1st April to 30th June 2021).

Author Head of People and Business Change

Ward All

Summary The Council's Corporate Risk Register monitors those risks that may prevent the Council from achieving its Corporate Plan or delivering services to its communities and service users in Newport.

At the end of quarter one, there were 18 risks recorded in the Corporate Risk Register that are considered to have a significant impact on the achievement of the Council's objectives and legal obligations. At the end of the quarter there were no corporate risks closed or risks escalated to the Corporate Risk Register.

Overall, there are 11 Severe risks (risk scores 15 to 25); 4 Major risks (risk scores 7 to 14); 2 Moderate risks (risk scores 4 to 6); and one low risk (1-3) that are outlined in the report.

As set out in the Council's Risk Management Policy, Cabinet review the Corporate Risk Register on a quarterly basis ensuring procedures are in place to monitor the management of significant risks.

Proposal Cabinet is asked to consider the contents of the quarter one update of the Corporate Risk Register.

Action by Corporate Management Team and Heads of Service

Timetable Immediate

This report was prepared after consultation with:

- Corporate Management Team

Signed

Background

The Well-being of Future Generations (Wales) Act 2015 requires Newport City Council to set Well-being Objectives in its Corporate Plan 2017-22. In the delivery of the Corporate Plan and Council services there will be risks that may prevent, disrupt, or impact on the Council's objectives. The Council's Risk Management Policy and Corporate Risk Register enables the Council to identify, manage and monitor those risks to ensure effective mitigation action is taken to minimise or prevent the risk from impacting on services, communities, and citizens. The current Risk Management Policy was approved in July 2020.

Following the Covid-19 outbreak, service areas were asked to review their service plans and consider any new and/or emerging risks that could impact on the delivery of their services. Additionally, as part of the Council's quarterly monitoring process, service areas have reviewed their risks considering the impact of Covid-19.

In accordance with the Council's Risk Management Policy, any new, escalated / de-escalated and closed risks in the Corporate Risk Register are presented to the Council's Chief Executive and Corporate Management Team for decision.

Summary of NCC risks for Quarter 1 2021/22

At the end of quarter one, across the Council's eight service areas there were 46 risks recorded in their risk registers. The table below provides a summary of all risks and changes to risk scores between quarter 4 (Reported to Cabinet in June 2021) and quarter 1.

Service Area	Q1 Risks	Risk Scores Increased since Q4	Risk Scores Decreased since Q4	No Change since Q4	New Risks (Since Q4)	Closed Risks (Since Q4)
Adult & Community Service	3	0	0	3	0	0
Children & Young People Service	3	0	0	3	0	0
City Services	6	0	0	6	0	0
Education	7	0	0	5	2	0
Finance	5	0	1	4	0	0
Law & Regulation	3	0	0	3	0	0
People & Business Change	12	1	1	10	0	0
Regeneration, Investment & Housing	7	1	0	6	0	0
Total	46	2	2	40	2	0

At the end of quarter one, the Council's Corporate Risk Register included 18 of the 46 risks that are considered to pose the most risk to the delivery of Council services and achievement of its Corporate Objectives. The 18 Corporate Risks consisted of:

- 11 Severe risks (15 to 25)
- 4 Major Risks (7 to 14)
- 2 Moderate Risk (4 to 6)
- 1 Low Risk (1 to 3).

In comparison to the quarter four (2020/21) Corporate risk register, there were no new and/or escalated risks, and no risks were closed. No risks de-escalated back into service area registers for monitoring. At the end of quarter one, one risk had decreased, and 17 risks had remained the same as quarter four. The table below highlights those risks where there has been a change in direction between quarter four and one.

Change in direction of risk score (Quarter One)

Risk	Service Area Cabinet Member	Q4 Risk Score	Q1 Risk Score	Commentary
COVID-19 Pandemic Outbreak	People & Business Change / Leader of the Council /Cabinet Member for Economic Growth & Investment	20	15	Through the efforts of the Contact Tracing Service, the roll out of the vaccination programme and public adherence to restrictions, infection rates have reduced significantly during the period, leading to a lower probability of significant impacts.

*The commentary reflects the case rate for Newport published by Public Health Wales for the end of Quarter 1 period.

Appendix 1 - Quarter 1 Corporate Risk Heat Map and Risk Profile

Appendix 2 – Newport Council’s Corporate Risk Register for Quarter 1.

Risks

Risk Title / Description	Risk Impact score of Risk if it occurs* (H/M/L)	Risk Probability of risk occurring (H/M/L)	Risk Mitigation Action(s) What is the Council doing or what has it done to avoid the risk or reduce its effect?	Risk Owner Officer(s) responsible for dealing with the risk?
The Council does not achieve its objectives as corporate level risks are not adequately managed and monitored.	M	L	Risk Management Strategy has been adopted and mechanisms are in place to identify, manage and escalate emerging and new risks / mitigation strategies. Audit Committee oversight of risk management process.	Directors, Heads of Service and Performance Team

* Taking account of proposed mitigation measures

Links to Council Policies and Priorities

Corporate Plan 2017-22

Service Plans 2021/22

Options Available and considered

1. To consider the contents of the Corporate Risk Register and to continue monitoring progress of actions taken to address the risks identified in the report.
2. To request further information or reject the contents of the risk register

Preferred Option and Why

To consider the contents of the Corporate Risk Register and monitor the progress of actions taken to address the risks identified in the report. This will give the Cabinet sufficient assurance and oversight of the main overarching risks that the council faces in delivering the objectives of the Corporate Plan.

Comments of Chief Financial Officer

There are no direct financial implications arising from this report. The corporate risk register forms an important part of the governance and budget setting arrangements for the council and the risk register is used to guide the internal audit plan.

It is noted that overall, the corporate risk register remains largely unchanged since quarter 4 but will continue to be monitored closely and any increasing risk cores that may lead to financial pressures without mitigation will be reflected in established ongoing monitoring and MTFP arrangements.

Comments of Monitoring Officer

There are no specific legal issues arising from the report. As part of the Council's risk management strategy, the corporate risk register identifies those high-level risks that could impact upon the Council's ability to deliver its corporate plan objectives and essential public services. The identification of corporate risks within the risk register and monitoring the effectiveness of the mitigation measures are matters for Cabinet. The report confirms that there have been no significant changes in the risk profile during the first quarter of this year, with no additional risks being added to the corporate risk register and no risks being de-escalated back to the service areas. For the most part, the individual risk scores have also remained the same, with only one risk score being decreased.

Comments of Head of People and Business Change

Effective monitoring and reporting against the Council's Corporate Risk Register is essential in minimising and preventing the likelihood and impact of risks against our objectives. The Council's risk management is a key area in the implementation of the Well-being of Future Generations Act (Wales) 2015.

The recent changes made to our risk management processes and system will ensure officers at all levels of the organisation have greater control and oversight of their risks taking the necessary action to mitigate their impact and escalate where necessary to senior management.

There are no specific HR issues arising from the report.

Comments of Cabinet Member

The Chair of Cabinet is consulted on the corporate risk register and has agreed that this report goes forward to Cabinet for consideration.

Local issues

None.

Scrutiny Committees (Audit and Governance Committee)

The Council's Audit and Governance Committee received an update on the Council's Quarter 1 Corporate Risk Register in September 2021. Feedback on the report will be provided to the Cabinet in the Quarter 2 update.

Fairness and Equality Impact Assessment:

For this report, a full Fairness and Equality Impact Assessment has not been undertaken. This is because this report is not seeking any strategic decisions or policy changes, with its purpose being to update Cabinet on the current risk register.

Wellbeing of Future Generation (Wales) Act

Under the Well-being of Future Generations Act (Wales) 2015 and its 5 ways of working principles this report supports:

Long Term – Having effective risk management arrangements will ensure that the opportunities and risks that will emerge consider the long term impact on service users and communities.

Preventative – Identifying opportunities and risks will ensure the Council is able to implement necessary mitigations to prevent or minimise their impact on Council services and service users.

Collaborative – The management of risk is undertaken throughout the Council and officers collaborate together within service areas, Corporate Management Team and the Council's Cabinet to ensure decisions are made in a timely manner and are evidence based.

Involvement – The Council's Risk Management process involves officers across the Council's service areas and Cabinet Members.

Integration – Risk Management is being integrated throughout the Council and supports the integrated Planning, Performance and Risk Management Framework. The Framework ensures that planning activities consider the opportunities and risks to their implementation and overall supports the delivery of the Council's Corporate Plan and legislative duties.

Consultation

As above, the Risk Register is also considered by Audit Committee.

Background Papers

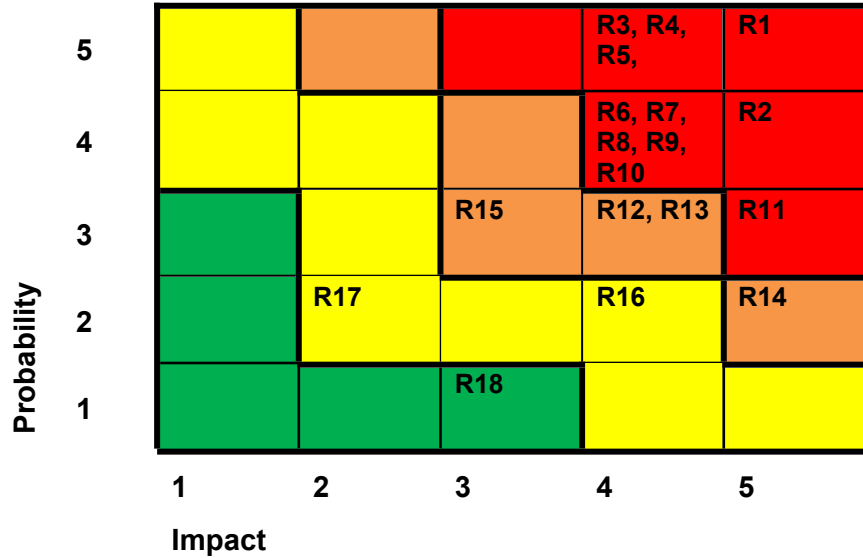
[Q4 Corporate Risk Register, 16th June 2021](#)

[Risk Management Policy 2020-22](#)

Dated: 1 September 2021

Appendix 1 – Quarter 1 2021/22 Risk Heat Map

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

Risk Score Profile between Quarter 4 2020/21 and Quarter 1 2021/22

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

** Subject to CMT Review

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Risk Reference	Risk	Lead Cabinet Member(s) *	Risk Score Quarter 2 2020/21	Risk Score Quarter 3 2020/21	Risk Score Quarter 4 2020/21	(Current) Quarter 1 2021/22	Target Risk Score
R1	Stability of Social Services Providers	Cabinet Member for Social Services	25	25	25	25	6
R2	Highways Network	Deputy Leader and Cabinet Member for City Services & Member Development	20	20	20	20	9
R3	Pressure on Adult & Community Services	Cabinet Member for Social Services	20	20	20	20	10
R4	Ash Die Back Disease	Deputy Leader & Cabinet Member for City Services & Member Development	20	20	20	20	6
R5	Pressure on the delivery of Children Services	Cabinet Member for Social Services	20	20	20	20	6
R6	Demand for ALN and SEN support	Cabinet Member for Education and Skills	12	16	16	16	6
R7	Balancing the Council's Medium-Term budget	Leader of the Council / Cabinet	16	16	16	16	10
R8	Cyber Security	Cabinet Member for Community & Resources	16	16	16	16	10
R9	Pressure on Housing and Homelessness Service	Leader of the Council	16	16	16	16	6
R10	Newport Council's Property Estate	Cabinet Member for Assets	8	12	16	16	9
R11	COVID-19 Pandemic Outbreak	Leader of the Council /Cabinet	25	25	20	15	6

Risk Reference	Risk	Lead Cabinet Member(s) *	Risk Score Quarter 2 2020/21	Risk Score Quarter 3 2020/21	Risk Score Quarter 4 2020/21	(Current) Quarter 1 2021/22	Target Risk Score
R12	Schools Finance / Cost Pressures	Leader of the Council / Cabinet Member for Education and Skills	16	12	12	12	6
R13	Educational Out of County Placements	Cabinet Member for Education and Skills	12	9	12	12	5
R14	City Centre Security and Safety	Deputy Leader and Cabinet Member for City Services and Member Development	10	10	10	10	8
R15	Climate Change	Cabinet Member for Sustainable Development	9	9	9	9	10
R16	Brexit & Trade Agreement	Leader of the Council / Cabinet	16	12	8	8	10
R17	Safeguarding	Cabinet Member for Social Services	6	6	6	6	4
R18	In year financial management	Leader of the Council / Cabinet	6	6	3	3	6

Glossary

This document provides an explanation of terminology used in this report and supporting documents.

Risk Appetite – the amount of risk that Newport City Council is willing to seek or accept in the pursuit of the Council's long term objectives.

Inherent Risk Score – The level of risk in the absence of any existing controls and management action taken to alter the risk's impact or probability of occurring.

Residual Risk Score – The level of risk where risk responses i.e. existing controls or risk mitigation actions have been taken to manage the risk's impact and probability.

Target Risk Score – The level of risk (risk score) that Newport City Council is willing to accept / tolerate in managing the risk. This is set in line with the Council's overall risk appetite.

Risk Mitigation Action – Actions identified by the Risk Owner to respond to the risk and reduce the impact and probability of the risk of occurring.

Risk Mitigation Action (Red Progress Score) – Significant issue(s) have been identified with the action which could impact on the ability of the action meeting its completion date. Immediate action / response is required resolve its status.

Risk Mitigation Action (Amber Progress Score) – issue(s) have been identified that could have a negative impact on the action achieving its completion date. Appropriate line manager(s) should be informed and where necessary action taken.

Risk Mitigation Action (Green Progress Score) – The action is on course for delivering to the agreed completion date and within the agreed tolerances.

How the Council Assesses Risk

An assessment of the likelihood and impact of risk is important to measure, compare and monitor risks to ensure efficient use of resources and effective decision making. This assessment is carried out using the risk matrix as described below.

Risk Assessment Matrix

A Corporate Risk Register will contain the high level risks for the whole authority. In order to differentiate between these high level risks a 5x5 risk assessment matrix will be applied. The matrix is shown below and further detail is included in appendix 3.

Risks are scored using the scoring system for probability and impact and assigned a rating based on the tolerances set out in the matrix below

Score	Description	Impact Measures						
		Strategic / Policy	Operational / Business Continuity	Financial	Governance / Legal / Regulatory	Health & Safety	Reputational	Project Delivery / Savings / Benefits
5 Tudalen 72	Severe	Failure of a key strategic objective	Serious organisational / service failure that has direct impact on stakeholders including vulnerable groups. Service disruption over 5+ days.	<u>Corporate / Project</u> Unplanned and/or additional expenditure disturbance. Capital > £1M Revenue >£1M	Legislative / Regulatory breach resulting in multiple litigation / legal action taken on the Council (linked to Financial / Reputational Impacts).	Multiple major irreversible injuries or deaths of staff, students or members of public. (Linked to Financial / Reputational Impacts)	Severe and persistent National media coverage. Adverse central government response, involving (threat of) removal of delegated powers. Officer(s) and / or Members forced to Resign.	Project status is over 12 months from anticipated implementation date. Project(s) do not deliver the major benefits / savings identified in business case. This is linked to Financial / Strategic / Reputational Impacts
	Major	Severe constraint on achievement of a key strategic objective	Loss of an important service(s) for a short period that could impact on stakeholders. Service disruption between 3-5 days.	<u>Corporate / Project</u> Unplanned and/or additional expenditure disturbance. Capital > £0.5M - £1.0M Revenue >£0.5M-£1M	Serious legislative breach resulting in intervention, sanctions and legal action. (Linked to Financial / Reputational Impacts)	Major irreversible injury or death of staff, student or member of public. (Linked to Financial / Reputational Impacts)	Adverse publicity in professional / municipal press, affecting perception / standing in professional /local government community Adverse local and social media publicity of a significant and persistent nature.	Project status is 6 to 12 months over from anticipated implementation date. Project(s) do not deliver major benefits / savings identified in business case. This is linked to Financial / Strategic / Reputational Impacts

Score	Description	Impact Measures						
		Strategic / Policy	Operational / Business Continuity	Financial	Governance / Legal / Regulatory	Health & Safety	Reputational	Project Delivery / Savings / Benefits
1 Tudalen 74	Very Low	Constraint on achievement of Service / Team Plan objective	Minor disruption of a non-critical service.	<u>Corporate / Project</u> Unplanned and/or additional expenditure disturbance. Capital < £100k Revenue <£100k	No reprimand, sanction or legal action.	Some superficial injuries. (Linked to Financial / Reputational Impacts)	Isolated complaint(s) that are managed through the corporate complaints process and service area.	Project status is 1 week over from anticipated implementation date. There is insignificant / no impact on delivery of benefits / savings identified in business case. This is linked to Financial / Strategic / Reputational impacts.

Score	Probability	Criteria
5	Very likely 75% +	<p>Systematic Risks – Local evidence indicating very high probability of occurrence if no action / controls are in place. Risk is highly likely to occur daily, weekly, monthly, quarterly.</p> <p>Emerging Risks – National and Global evidence indicating very high probability of occurrence on local communities if no action / controls are taken. Risks are highly likely to occur within the next 5 years.</p>
4	Likely 51-75%	<p>Systematic Risks – Local evidence indicating high probability occur in most circumstances with near misses regularly encountered e.g. once or twice a year.</p> <p>Emerging Risks – National and Global evidence indicating high probability of occurrence on local communities if no action / controls are taken. Risks are likely to occur within the next 5-10 years.</p>
3	Possible 26-50%	<p>Systematic Risks – Local evidence indicating distinct possibility with circumstances regularly encountered and near misses experienced every 1-3 years.</p> <p>Emerging Risks – National and Global evidence indicating distinct probability of occurrence on local communities if no action / controls are taken. Risks are likely to occur within the next 10-15 years.</p>
2	Unlikely 6-25%	<p>Systematic Risks – Local evidence indicating low to infrequent near misses experienced every 3 + years.</p> <p>Emerging Risks – National evidence indicating low probability of occurrence on local communities if no action / controls are taken. Risks are likely to occur within the next 16-25 years.</p>
1	Very Unlikely	<p>Systematic Risks – Local evidence indicating risk has rarely / never happened or in exceptional circumstances.</p> <p>Emerging Risks – National evidence indicating very low probability of occurrence on local communities if no action / controls are taken. Risks are likely to occur within the next 16-25 years.</p>

Systematic Risks – Risks that are known or are becoming part of social, cultural, economic and environmental systems that govern our lives.

Emerging Risks – Risks that are further away, less defined and early stage of being known about.

Mae'r dudalen hon yn wag yn

Corporate Risk Register

2021/22 Quarter 1 Update



Ash Die Back Disease

Short Description	Ash Die back disease will affect tree population in Newport. The disease has already been identified in Newport and could kill the majority of Ash trees in the authority. The impact of no action will be significant numbers of tree failures that could see an increase in the number of people harmed by trees and property claims.
Risk Owner	Joanne Gossage
Overseeing Officer	Head of Streetscene and City Services
Lead Cabinet Member(s)	Deputy Leader & Cabinet Member for City Services & Member Development
Linked Theme	Theme : Thriving City
Linked Corporate Objective	<ul style="list-style-type: none"> WBO 2. Economic Growth & Regeneration WBO 4. Cohesive & Sustainable Communities

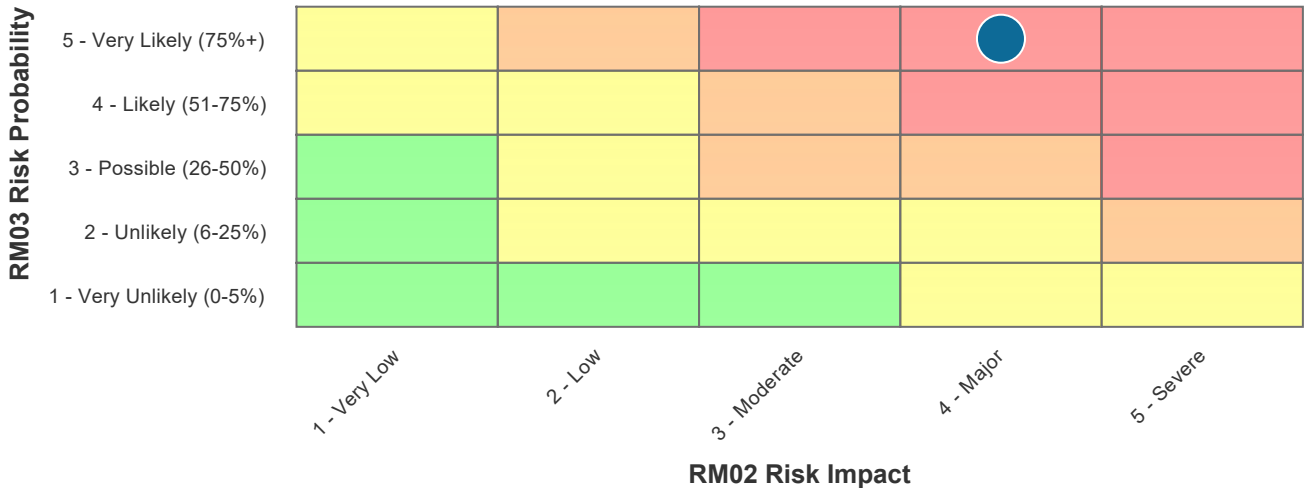


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Inherent Risk Score

6

Target Risk Score



Direction of Risk


	DoR	Comment
Ash Die Back Disease	➔	Risk is the same as previously

Action Name	Action Description	Jun 2021
<input checked="" type="checkbox"/> Increase & Improve Newport's Urban Tree Coverage	Increase and improve Newport's urban tree coverage.	★
<input checked="" type="checkbox"/> Undertake works removing Ash trees owned by NCC	To undertake works removing diseased Ash trees that are owned by NCC.	★

Balancing the Council's Medium Term Budget

Short Description	To meet the Council's requirement of reducing the gap between Council spend and Budget allocation over the next 3-5 years
Risk Owner	Robert Green
Overseeing Officer	<ul style="list-style-type: none"> Chief Executive Head of Finance
Lead Cabinet Member(s)	Leader of the Council & Cabinet Member for Economic Growth & Investment
Linked Theme	<ul style="list-style-type: none"> Theme : Aspirational People Theme : Modernised Council Theme : Thriving City Theme: Resilient Communities (Community) Theme: Resilient Communities (Social Care)
Linked Corporate Objective	<ul style="list-style-type: none"> WBO 1. Skills, Education & Employment WBO 2. Economic Growth & Regeneration WBO 3. Healthy, Independent & Resilient WBO 4. Cohesive & Sustainable Communities

16



Balancing the Council's Medium Term Budget

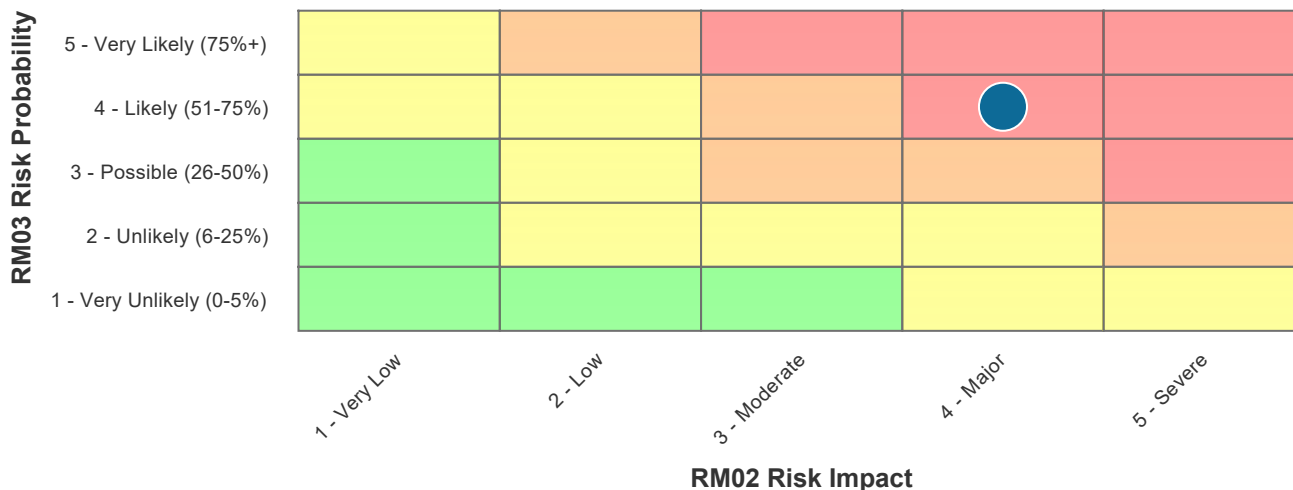
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Inherent Risk Score

10

Target Risk Score



Direction of Risk

	DoR	Comment
Balancing the Council's Medium Term Budget	➔	No change to the risk score for this quarter.

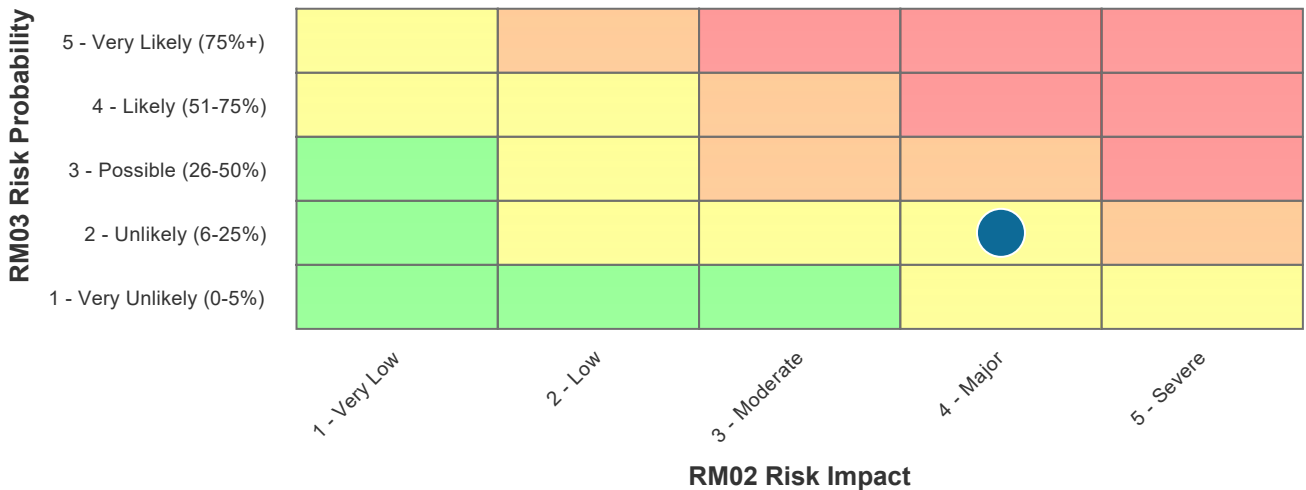
There are no actions associated with this Risk

Brexit

Short Description	The UK Government (UKG) and EU have now entered into the transition phase to negotiate a trade agreement by 31st December 2020. Should the UKG fail to secure a deal, the UK will fall back onto World Trade Organisation (WTO) arrangements which could impact on the cost and supply of goods / services and could impact on the economy and business arrangements. Also concerns around EU citizens living in the UK.
Risk Owner	Rhys Cornwall
Overseeing Officer	Chief Executive
Lead Cabinet Member(s)	Leader of the Council & Cabinet Member for Economic Growth & Investment
Linked Theme	
Linked Corporate Objective	<ul style="list-style-type: none"> ▪ SRA 2. Supporting the Environment & the Economy ▪ WBO 1. Skills, Education & Employment ▪ WBO 2. Economic Growth & Regeneration ▪ WBO 3. Healthy, Independent & Resilient ▪ WBO 4. Cohesive & Sustainable Communities






16 **10**
Inherent Risk Score Target Risk Score



Direction of Risk

	DoR	Comment
Brexit	➔	Task and finish group continues to meet. Main impacts are with EU citizens residing in Newport and work continues with them regarding settled status

Action Name	Action Description	Jun 2021
<input checked="" type="checkbox"/> Contribute towards Welsh Government's Nation of Sanctuary Plan.	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.	
<input checked="" type="checkbox"/> Develop a follow up to the Community Impact Assessment	Develop a follow up to the community impact assessment to understand the impact that Covid 19 pandemic and further lockdown restrictions has had on Newport's Communities.	
<input checked="" type="checkbox"/> Support the Council's Brexit Task and Finish Group 2021-22	Support the Council's Brexit Task and Finish Group in making preparations for post European Union arrangements for the Council and Newport.	

City Centre Security & Safety

Short Description	Significant incidents of deliberate acts that pose hazards to people in surrounding areas; structural damage; business continuity; damage/disruption to infrastructure and utilities; and reputational and economic impact.
Risk Owner	Rhys Cornwall
Overseeing Officer	Strategic Director - Place
Lead Cabinet Member(s)	Deputy Leader & Cabinet Member for City Services & Member Development
Linked Theme	Theme : Thriving City
Linked Corporate Objective	<ul style="list-style-type: none"> WBO 2. Economic Growth & Regeneration SRA 2. Supporting the Environment & the Economy

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City Centre Security & Safety

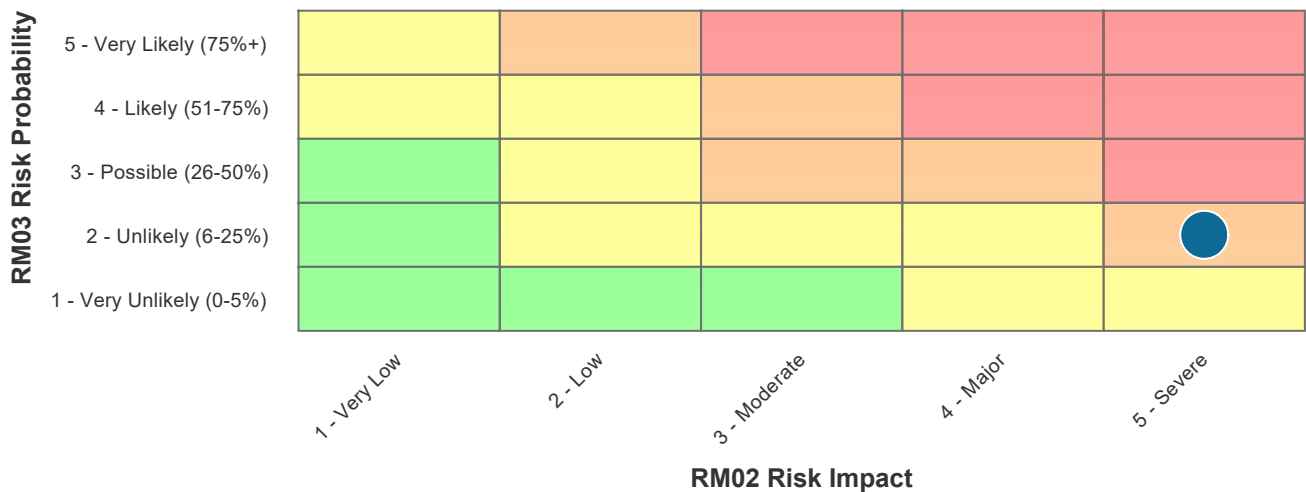
30 JUN 21

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Inherent Risk Score



8

Target Risk Score



Direction of Risk

	DoR	Comment
City Centre Security & Safety	➔	The risk score remains the same as lockdown measures continue to be in place.

Action Name	Action Description	Jun 2021
<input checked="" type="checkbox"/> City Centre Training to Businesses	Training for those businesses operating within the city centre that may be affected by significant incidents – Gwent Police will lead on the training with the use of NCC channels to promote and raise initial awareness of the scheme.	
<input checked="" type="checkbox"/> Co-ordinated evac arrangements	Co-ordinated evacuation arrangements for the city centre – NCC will be working with all partner organisations such as the emergency services and private business within the city centre to construct a co-ordinated evacuation system.	
<input checked="" type="checkbox"/> Implement Protocols for Scheme Operations Into Business as Usual	Agree and implement a protocol for operation of scheme into business as usual.	

Climate Change

Short Description	Scientific evidence indicates that the global climate is warming and is changing the environment that we live in Wales and in Newport. The cause of this change is through emissions produced by industry, vehicles, households and businesses. Newport has 11 Air Quality Management Areas which monitor air quality and since they were in place we have been in breach.
Risk Owner	Ross Cudlipp
Overseeing Officer	Chief Executive
Lead Cabinet Member(s)	Cabinet Member for Sustainable Development
Linked Theme	<ul style="list-style-type: none"> ▪ Theme : Modernised Council ▪ Theme: Resilient Communities (Community) ▪ Theme : Thriving City
Linked Corporate Objective	<ul style="list-style-type: none"> ▪ WBO 2. Economic Growth & Regeneration ▪ WBO 3. Healthy, Independent & Resilient

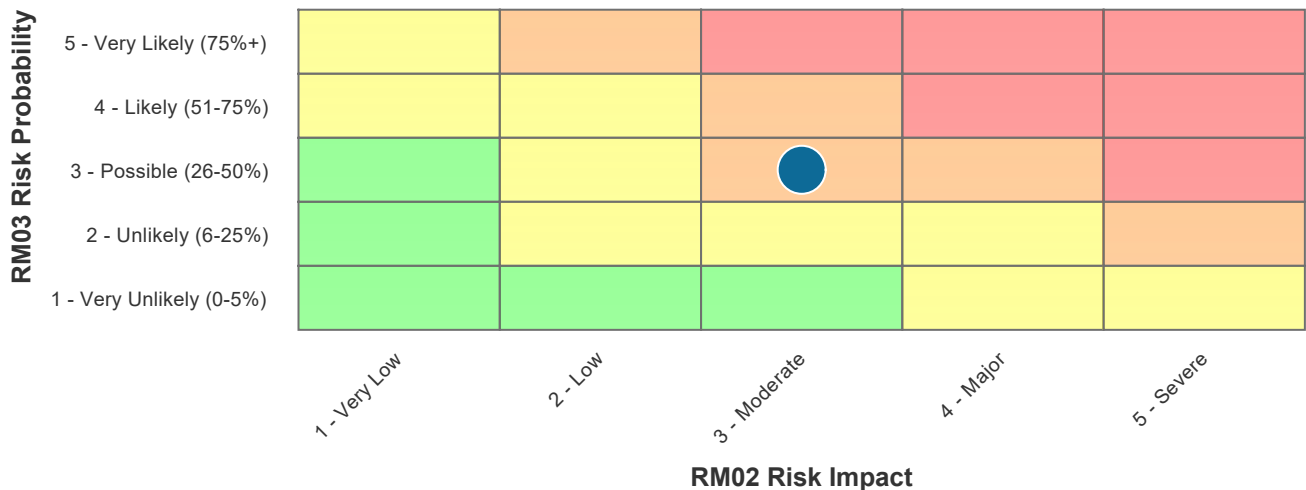
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Climate Change

30 JUN 21

16
Inherent Risk Score

10
Target Risk Score



Direction of Risk

	DoR	Comment
Climate Change	➔	No change from last quarter.

Action Name	Action Description	Jun 2021
<input checked="" type="checkbox"/> Develop a Long Term Fleet Strategy	Development of a long term Fleet Strategy that will support the Council's Carbon Management Plan to be net carbon neutral.	★
<input checked="" type="checkbox"/> Develop Localised Air Quality Management Plans	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.	★
<input checked="" type="checkbox"/> Ebbw West Solar Farm Development	Ebbw West Solar Farm Development	★
<input checked="" type="checkbox"/> Select Building Decarbonisation Partner & Complete Phase of Works on NCC Estate	Select a building decarbonisation delivery partner (Via RE:Fit) and complete a phase of decarbonisation works on the NCC estate.	★
<input checked="" type="checkbox"/> Support LAEP Pilot and decarbonisation action plan for Newport	Support the completion of the Welsh Government supported Local Area Energy Plan (LAEP) pilot to develop a decarbonisation action plan for the City of Newport in collaboration with NCC Policy, Partnership and Involvement team and external stakeholders.	★
<input checked="" type="checkbox"/> Support NCC Climate Change Group and development of Climate Strategy	Support the NCC Climate Change Group in the development of an organisation climate strategy	★
<input checked="" type="checkbox"/> Support NCC Fleet decarbonisation	Support NCC Fleet Decarbonisation via the correct implementation of charging infrastructure and associated energy systems.	★

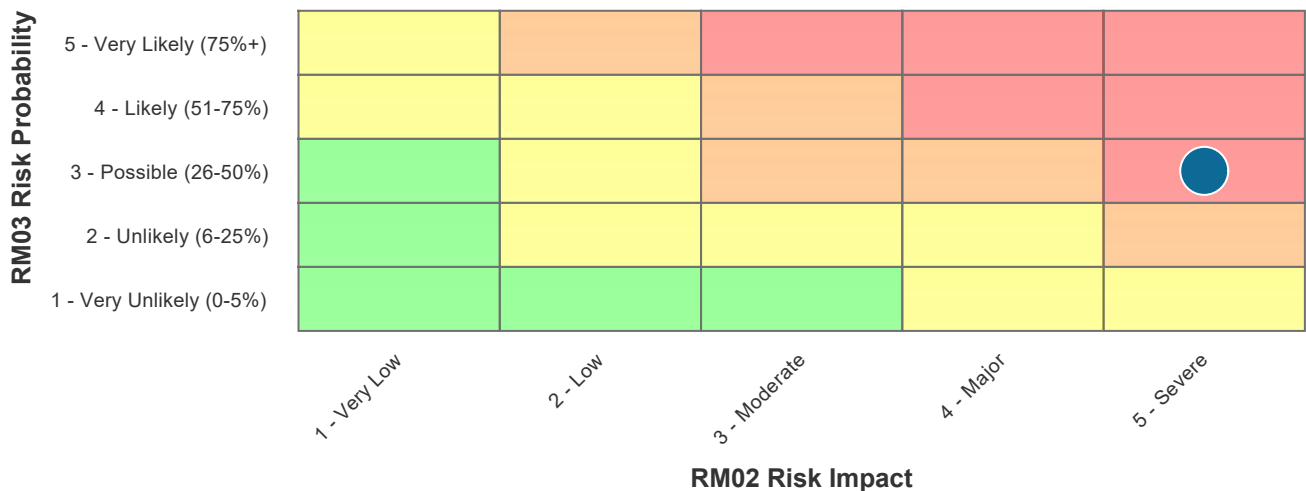
Covid 19 Pandemic Outbreak

Short Description	The Corona Virus (COVID 19) pandemic has put at risk the operational ability of the Council to deliver its services, support vulnerable people across Newport and the economic impact to the local and wider economy. Potential mitigations carried out in line with the Chief Medical Officer's advice and Welsh/UK Government guidance.
Risk Owner	Rhys Cornwall
Overseeing Officer	Chief Executive
Lead Cabinet Member(s)	Leader of the Council & Cabinet Member for Economic Growth & Investment
Linked Theme	
Linked Corporate Objective	<ul style="list-style-type: none"> ■ WBO 1. Skills, Education & Employment ■ WBO 2. Economic Growth & Regeneration ■ WBO 3. Healthy, Independent & Resilient ■ WBO 4. Cohesive & Sustainable Communities ■ SRA 1. Supporting Education and Employment ■ SRA 2. Supporting the Environment & the Economy ■ SRA 3. Supporting Health & Well-being of Citizens ■ SRA 4. Supporting Citizens post Covid-19








25
6

Inherent Risk Score
Target Risk Score



Direction of Risk

	DoR	Comment
Covid 19 Pandemic Outbreak	↓	Through the efforts of the Contact Tracing Service, the roll out of the vaccination programme and public adherence to restrictions, infections rates have reduced significantly during the period, leading to a lower probability of significant impacts

Action Name	Action Description	Jun 2021
<input checked="" type="checkbox"/> Civil Contingencies Response to COVID-19 Pandemic	Manage and deliver the Civil Contingencies response to the COVID-19 pandemic	
<input checked="" type="checkbox"/> Develop a Community Impact Assessment	Develop a community impact assessment to understand the impact that Covid 19 pandemic and resultant lockdown has had on Newport's Communities	
<input checked="" type="checkbox"/> Develop a follow up to the Community Impact Assessment	Develop a follow up to the community impact assessment to understand the impact that Covid 19 pandemic and further lockdown restrictions has had on Newport's Communities.	
<input checked="" type="checkbox"/> Develop New Ways of Working Following Covid-19 Pandemic 2021-22	Develop and support a new way of working following the Covid 19 pandemic.	
<input checked="" type="checkbox"/> Undertake Analysis of Future Demands Post Covid	To ensure that PBC has an efficient, effective structure to meet future demands.	

Cyber Security

Short Description	Management and security of the Council's ICT systems to protect personal and sensitive data from theft and loss whilst also maintaining business continuity and integrity of our systems.
Risk Owner	Mark Bleazard
Overseeing Officer	Chief Executive
Lead Cabinet Member(s)	Cabinet Member for Community and Resources
Linked Theme	Theme : Modernised Council
Linked Corporate Objective	

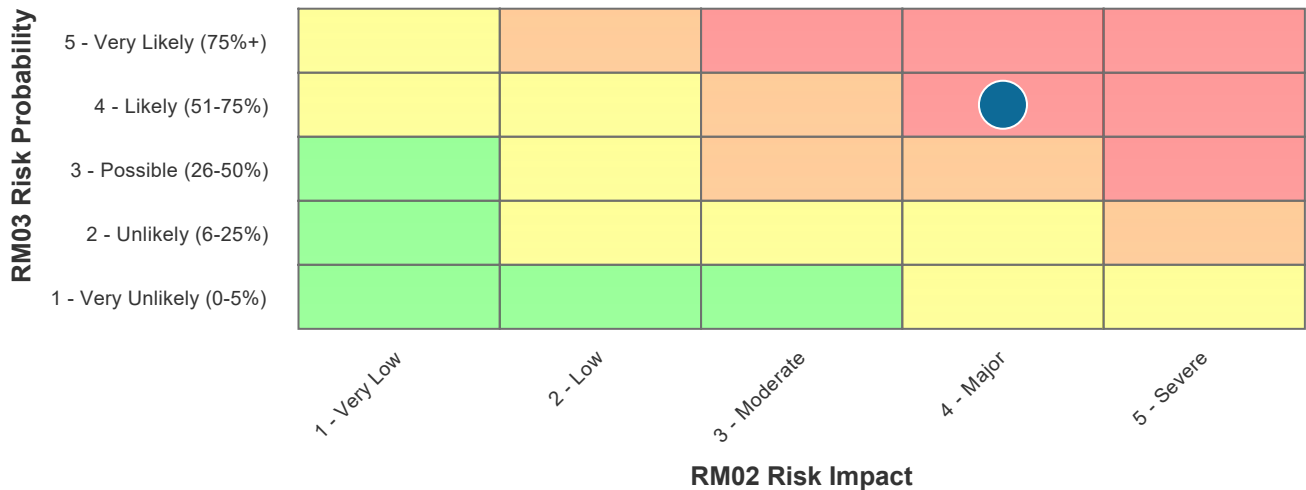


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Inherent Risk Score

10

Target Risk Score



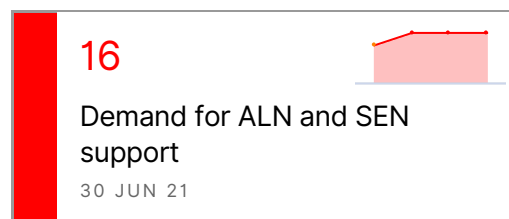
Direction of Risk

	DoR	Comment
Cyber Security	➔	This remains a significant risk given the environment especially given the increased risk of home working. This was reduced by the implementation of a ransomware containment solution. A Security Operation Centre (SOC) and Security Information and Event Management (SIEM) system proposed by SRS will be implemented if all SRS partners agree.

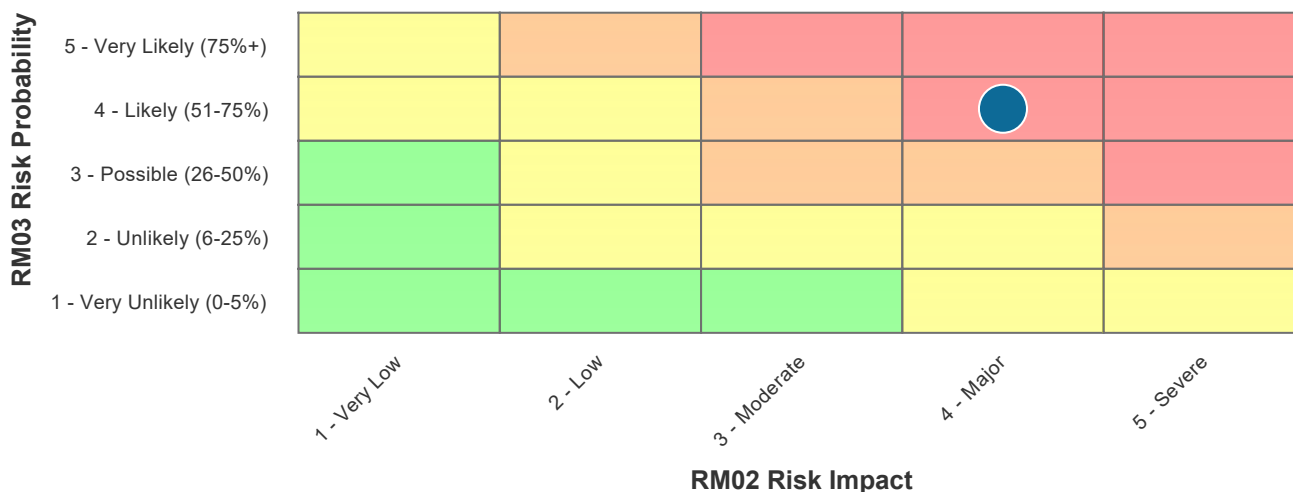
Action Name	Action Description	Jun 2021
<input checked="" type="checkbox"/> Develop a Digital Strategy	Development of a new Digital Strategy that supports the future direction of IT services and infrastructure of the Council.	★
<input checked="" type="checkbox"/> Implementation of a Policy Management System	To explore and purchase a Policy Management System that will ensure staff across the business undertake necessary training before being able to access IT systems.	●
<input checked="" type="checkbox"/> SRS / NCC Business Continuity & Disaster Recovery	Disaster Recovery and business continuity processes between the Council and SRS will be reviewed and updated. These processes will be subject to regular testing with findings and recommendations fed back to the Council's Information Governance Group to ensure the necessary action(s) are completed.	★
<input checked="" type="checkbox"/> Using and Securing Data in line with the Digital Strategy 2021-22	Using and Securing Data in line with the Digital Strategy by ensuring effective use of data and information governance processes.	★

Demand for ALN and SEN support

Short Description	Funding to cover Additional Learning Needs (ALN) and Special Education Needs (SEN) provision across the city is insufficient and does not meet the demand of increasing need.
Risk Owner	Katy Rees
Overseeing Officer	Chief Education Officer
Lead Cabinet Member(s)	Cabinet Member for Education and Skills
Linked Theme	Theme : Aspirational People
Linked Corporate Objective	<ul style="list-style-type: none"> ■ WBO 1. Skills, Education & Employment ■ WBO 3. Healthy, Independent & Resilient ■ SRA 1. Supporting Education and Employment



20 **6**
Inherent Risk Score Target Risk Score



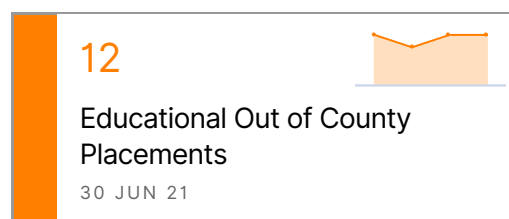
Direction of Risk

	DoR	Comment
Demand for ALN and SEN support	➔	No change as the new funding formula for schools is being developed. The ALN implementation group (sub group of the schools forum) have had an initial meeting to consider the factors that need to be put into the new formula.

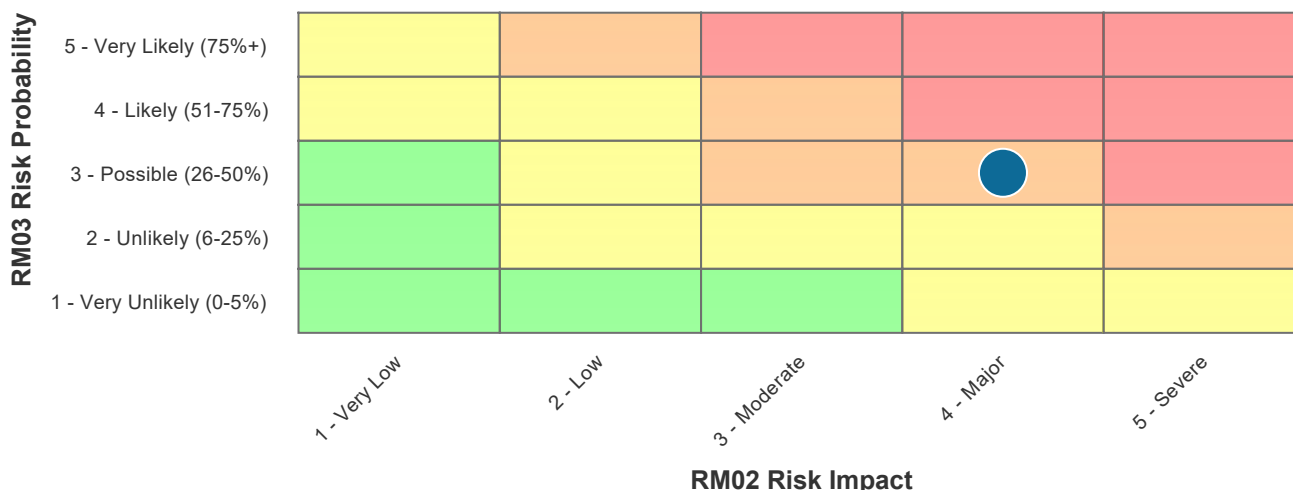
Action Name	Action Description	Jun 2021
<input checked="" type="checkbox"/> Create a sustainable model of delivery for children with ALN provided with timely intervention	In liaison with finance, partners and schools create a sustainable model of delivery to ensure children with ALN are provided with timely intervention within a prescribed budget without year on year fluctuation.	★
<input checked="" type="checkbox"/> Develop and implement a joint ALN and Admissions process	To develop and implement a joint ALN and Admissions process regarding allocation of school placements based on parental preference to safeguard and minimise appeals processes.	★
<input checked="" type="checkbox"/> Estyn Rec 2 - Work with Partners to Embed the Learn Well Plan	(Estyn Rec 2) Work with partners to embed the priorities of the Learn Well Plan which focuses on improving the attainment of vulnerable groups.	★
<input checked="" type="checkbox"/> Estyn Rec 5 - Ensure Appropriate Welsh Medium Provision is in Place for ALN Pupils	(Estyn Rec 5) Ensure that Welsh Medium (WM) provision is established to support pupils with Additional Learning Needs	★
<input checked="" type="checkbox"/> Implementation of the Additional Learning Needs (ALN) and Educational Tribunal Act 2018.	To further the implementation of the Additional Learning Needs (ALN) and Educational Tribunal Act 2018.	●
<input checked="" type="checkbox"/> Review availability of provision for all pupils with Additional Learning Needs.	Review with relevant regional partners what provision is available and required to ensure all pupils with ALN have the opportunities to return to study up to age 25.	●
<input checked="" type="checkbox"/> Review the staffing resources to implement the demands of ALN & Educational Tribunal Act.	To review the staffing resources needed to implement the demands of the Additional Learning Needs (ALN) and Educational Tribunal Act 2018.	★

Educational Out of County Placements

Short Description	Limited access to Newport City Council (NCC) provision for pupils who require complex and specialist placements which results on a reliance on Out of County (OOC) placements both day and residential.
Risk Owner	Katy Rees
Overseeing Officer	Chief Education Officer
Lead Cabinet Member(s)	Cabinet Member for Education and Skills
Linked Theme	Theme : Aspirational People
Linked Corporate Objective	<ul style="list-style-type: none"> WBO 1. Skills, Education & Employment SRA 1. Supporting Education and Employment



20 **5**
Inherent Risk Score Target Risk Score



Direction of Risk

	DoR	Comment
Educational Out of County Placements	➔	No change for this quarter. We continue to review the situation on a monthly basis. From September 2021 majority of our specialist placements will be full. We are looking at opportunities to expand provision where possible.

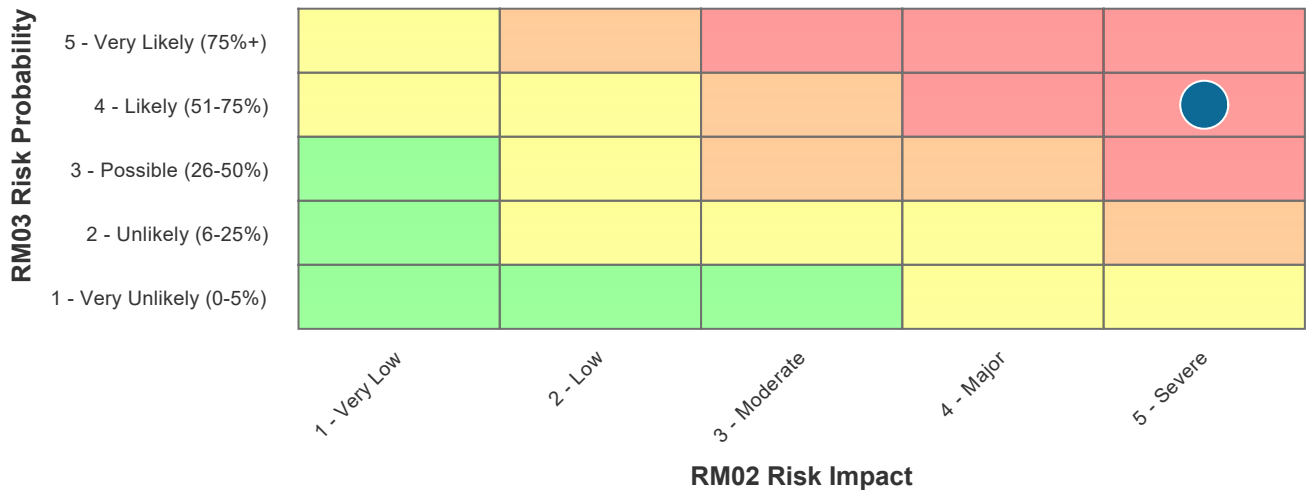
Action Name	Action Description	Jun 2021
<input checked="" type="checkbox"/> Create a sustainable model of delivery for children with ALN provided with timely intervention	In liaison with finance, partners and schools create a sustainable model of delivery to ensure children with ALN are provided with timely intervention within a prescribed budget without year on year fluctuation.	★
<input checked="" type="checkbox"/> Extend Provision Within the City to Accommodate a Greater Range of Needs	To extend specialist provision within the city to accommodate needs identified through data trend analysis, ensuring that pupils are placed where their learning is best supported which will reduce the need for Out of County placements. To continue to redevelop and extend provision within the city to accommodate a greater range of needs, ensuring that pupils are placed where their learning is best supported which will reduce the need for Out of County placements.	★

Highways Networks

Short Description	Failure to recognise current levels of under investment in the whole life of the city's highway network assets in the medium to long term will continue to compound existing maintenance backlog figures.
Risk Owner	Steve Davies
Overseeing Officer	Head of Streetscene and City Services
Lead Cabinet Member(s)	Deputy Leader & Cabinet Member for City Services & Member Development
Linked Theme	Theme : Thriving City
Linked Corporate Objective	<ul style="list-style-type: none"> ■ WBO 2. Economic Growth & Regeneration ■ WBO 3. Healthy, Independent & Resilient ■ SRA 2. Supporting the Environment & the Economy ■ SRA 3. Supporting Health & Well-being of Citizens



20 **9**
Inherent Risk Score Target Risk Score



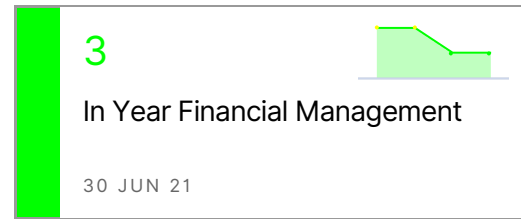
Direction of Risk

	DoR	Comment
Highways Networks	➔	No change to the risk score for quarter 1. This risk will be subject to a deep dive review by the Corporate Management Team in the next quarter.

There are no actions associated with this Risk

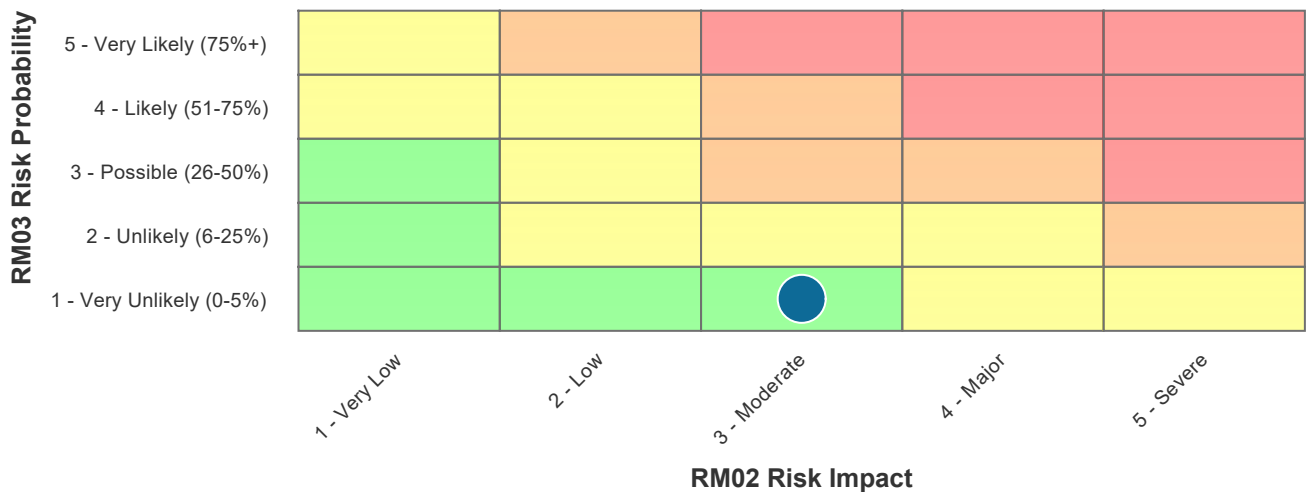
In Year Financial Management

Short Description	This relates to the in year management of budgets and risk profiling of service areas / activities that are forecasting end of year overspends.
Risk Owner	Robert Green
Overseeing Officer	<ul style="list-style-type: none"> Chief Executive Head of Finance
Lead Cabinet Member(s)	Leader of the Council & Cabinet Member for Economic Growth & Investment
Linked Theme	
Linked Corporate Objective	<ul style="list-style-type: none"> WBO 1. Skills, Education & Employment WBO 2. Economic Growth & Regeneration WBO 3. Healthy, Independent & Resilient WBO 4. Cohesive & Sustainable Communities






Inherent Risk Score

Target Risk Score



Direction of Risk

	DoR	Comment
In Year Financial Management	➔	No change. This isn't a new financial year commentary and risk score following first quarters monitoring update. The monitor confirms another underspend likely and Welsh Government Hardship Find confirmed to operate throughout the year thereby reducing risk.

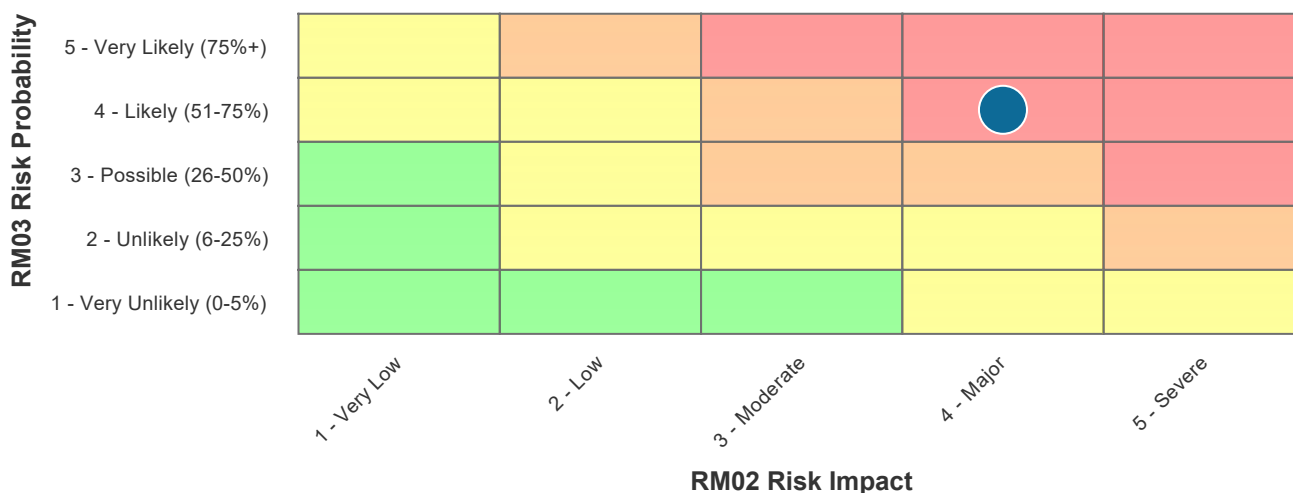
Action Name	Action Description	Jun 2021
<input checked="" type="checkbox"/> Cabinet Member and Senior Officers to reduce overspending in Social Care	There continue to be overspends reported in Social Care in 2020/21, Cabinet Members and Senior Officers to address these.	
<input checked="" type="checkbox"/> Improve the Councils Ability to Complete Processes Within Timescales	Ongoing challenge of existing processes and timetables. Requires 'buy-in' from senior management and service areas. Timetable updated with processes completed in shorter timescales with some year-end tasks being completed in year.	
<input checked="" type="checkbox"/> Work with WAO to Assess Which Accountancy Audits can be Completed in 2020-21	Work alongside Wales Audit Office to assess which areas of work accountancy can complete early in the year and can be audited before draft stage.	

Newport Council's Property Estate

Short Description	NCC has a significant property estate covering over 170 buildings (circa) such as the Civic Centre, Telford Depot, schools etc. The Council has to ensure the estate is maintained to required standards to enable access, safety, security and in the long term sustainable for staff and residents to use.
Risk Owner	Daniel Cooke
Overseeing Officer	<ul style="list-style-type: none"> ▪ Chief Executive ▪ Head of People & Business Change ▪ Head of Regeneration, Investment and Housing
Lead Cabinet Member(s)	Cabinet Member for Assets
Linked Theme	Theme : Modernised Council
Linked Corporate Objective	<ul style="list-style-type: none"> ▪ SRA 2. Supporting the Environment & the Economy ▪ SRA 3. Supporting Health & Well-being of Citizens ▪ WBO 2. Economic Growth & Regeneration ▪ WBO 3. Healthy, Independent & Resilient



16 **9**
Inherent Risk Score Target Risk Score



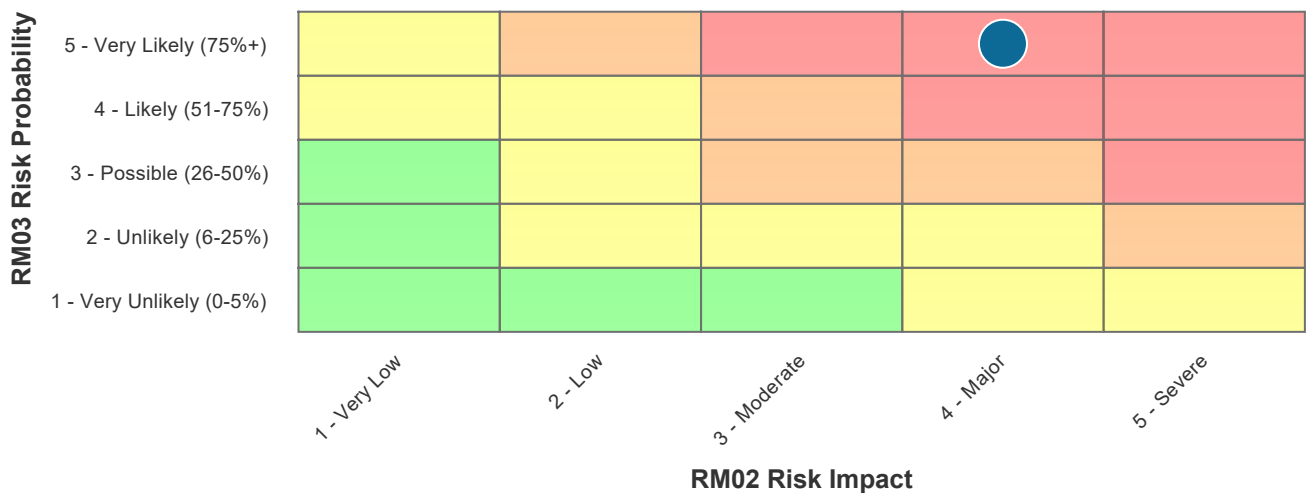
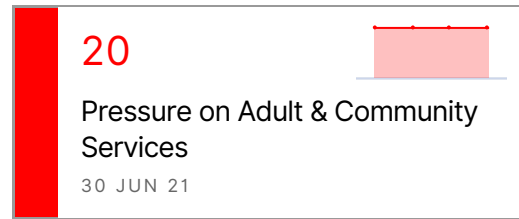
Direction of Risk

	DoR	Comment
Newport Council's Property Estate	➔	There have been no significant changes to the property estate over the quarter one of 2021/22. The Council will continue to prioritise action against the highest risk issues in the estate with the Capital Maintenance Fund. Any available funding is being sourced to provide additional investment into assets.

Action Name	Action Description	Jun 2021
<input checked="" type="checkbox"/> Create and Develop the Civic Centre Operational Groups	Create and develop the Civic Centre Operational Groups	✔
<input checked="" type="checkbox"/> Delivery of the Annual Capital Maintenance Programme	The delivery of the Council's annual Capital maintenance programme to maintain and improve the Council's property estate.	✔
<input checked="" type="checkbox"/> Develop a balanced strategy for the future of the Civic Centre	In response to financial, environmental, legal sustainability and social pressures we need to develop a balanced strategy for the future preservation and transformation of the Civic Centre.	●
<input checked="" type="checkbox"/> Develop Contract Management Arrangements with Newport Norse	Develop contract management arrangements with Newport Norse.	★
<input checked="" type="checkbox"/> Develop The Civic Centre Maintenance Backlog Prioritisation Schedule	Develop and update a Civic Centre maintenance backlog prioritisation schedule.	✔
<input checked="" type="checkbox"/> Ensure NCC Properties & Assets are of Strategic Value	Ensure that the property and assets held by NCC sustain and support the corporate plan through the Strategic Asset Management Plan (SAMP).	★
<input checked="" type="checkbox"/> Ensure there are Accountable & Responsible Premise Managers in all NCC premises	Adherence to the Corporate Landlord Policy and ensuring that all Premises Managers are accountable and responsible.	★
<input checked="" type="checkbox"/> Establish the Civic Centre Investment Requirements for NCCs 'New Normal'	Establish the Civic Centre investment requirements to provide a suitable office environment for NCCs "new normal".	★
<input checked="" type="checkbox"/> Estate Rationalisation Programme	A programme of estate rationalisation to see which properties and assets are of strategic value to the Council and those that can be designated for alternative use.	★





Pressure on Adult & Community Services

Short Description	There is increased pressure on Adult Services to deliver services to adults with complex and long lasting needs. With an increase in demand / volume of referrals and care packages the Council has seen an increase in costs whilst in the context of tightening budgets. There are also additional statutory requirements to safeguard adults in our care and prevent risk of harm, injury or a loss of life.
Risk Owner	Jenny Jenkins
Overseeing Officer	Head of Adult and Community Services
Lead Cabinet Member(s)	Cabinet Member for Social Services
Linked Theme	Theme: Resilient Communities (Social Care)
Linked Corporate Objective	<ul style="list-style-type: none"> WBO 3. Healthy, Independent & Resilient SRA 3. Supporting Health & Well-being of Citizens



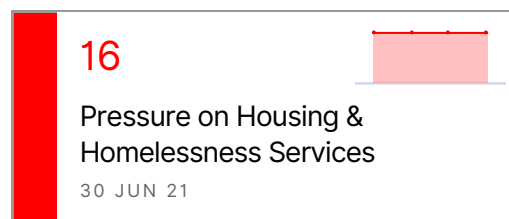
Direction of Risk

	DoR	Comment
Pressure on Adult & Community Services	➔	The Pandemic has created new risks for providers and the delivery of services. The full impact is not yet known but will continue to be monitored.

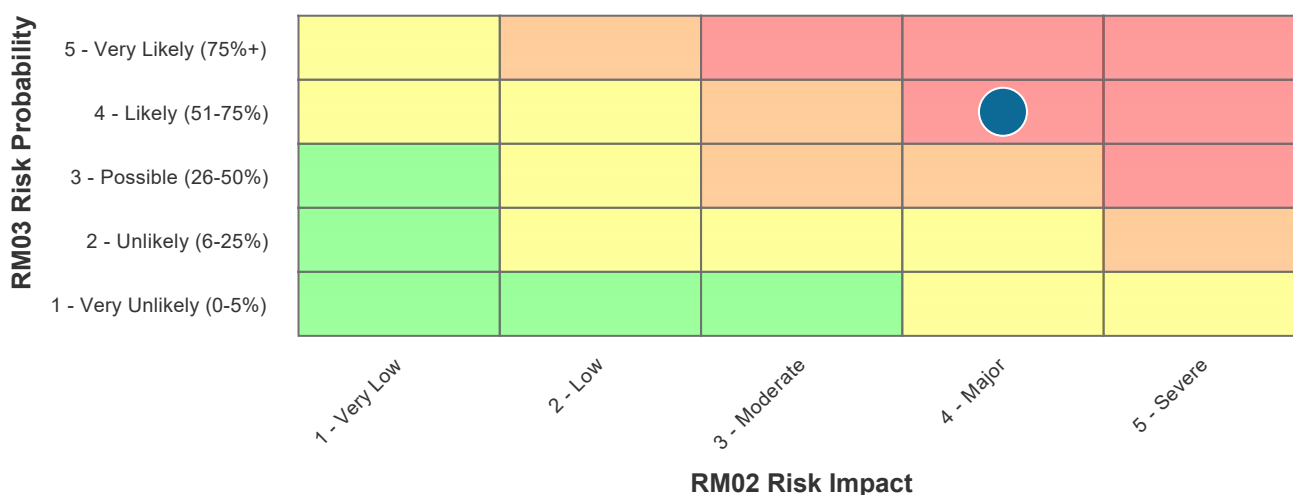
Action Name	Action Description	Jun 2021
<input checked="" type="checkbox"/> Assess Impact of Covid 19 on Long Term Sustainability of Service Providers	Assess the impact of Covid 19 on the long term future sustainability of service providers ensuring that the market is able to offer sufficient market capacity and diversity.	
<input checked="" type="checkbox"/> Continue to Develop First Contact as a Multi-Agency & Disciplinary Team	To continue to develop First Contact as a multi-agency, multi-disciplinary team effectively managing demand. This includes the integration of the Frailty service into the First Contact Team.	
<input checked="" type="checkbox"/> Improve Support Available for Young People with Learning Disabilities	To improve the support available for young people with learning disabilities to transition from Children Services into Adults Services.	
<input checked="" type="checkbox"/> Integrate Regional Home First Initiative into Hospital Pathway	To develop and effectively integrate the Regional Home First initiative into the hospital pathway and to further align patient flow processes within hospital discharge.	

Pressure on Housing & Homelessness Services

Short Description	Increased pressures being faced by the Council's housing service during the Covid-19 pandemic to support people that are presenting at risk of becoming homeless, those persons sleeping rough and those experiencing difficulties in their accommodation.
Risk Owner	Katherine Howells
Overseeing Officer	<ul style="list-style-type: none"> Chief Executive Head of Regeneration, Investment and Housing
Lead Cabinet Member(s)	Leader of the Council & Cabinet Member for Economic Growth & Investment
Linked Theme	<ul style="list-style-type: none"> Theme: Resilient Communities (Community) Theme : Thriving City
Linked Corporate Objective	<ul style="list-style-type: none"> WBO 4. Cohesive & Sustainable Communities SRA 2. Supporting the Environment & the Economy SRA 4. Supporting Citizens post Covid-19 WBO 2. Economic Growth & Regeneration WBO 3. Healthy, Independent & Resilient



20 **6**
Inherent Risk Score Target Risk Score



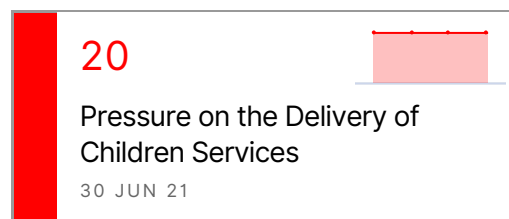
Direction of Risk

	DoR	Comment
Pressure on Housing & Homelessness Services	➔	There has been no change in this reporting period. Awaiting further guidance from Welsh Government in relation to the authority's statutory duties towards homeless persons.

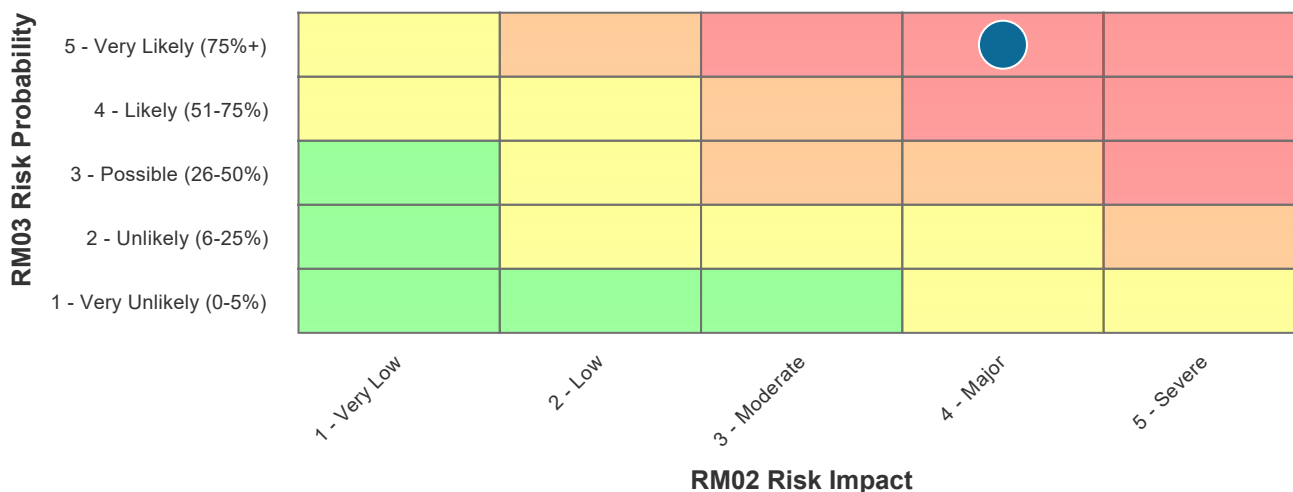
Action Name	Action Description	Jun 2021
<input checked="" type="checkbox"/> Carry Out Research Into Extent & Nature of Private Rented Sector Accommodation	Carry out further research into the extent and nature of private rented sector accommodation in Newport.	★
<input checked="" type="checkbox"/> Develop Strategy Framework for Private Sector Housing	Develop a strategy framework for private sector housing, bringing together the Adaptations Policy, Private Sector Leasing scheme, Housing Loans Policy	★
<input checked="" type="checkbox"/> Manage & Maintain Common Housing Register & Housing Options Service 2021-22	Manage and maintain the Common Housing Register and Newport Housing Options service in 2021/22.	★
<input checked="" type="checkbox"/> Produce a Housing Prospectus for Newport	Produce a housing prospectus for Newport in line with Welsh Government guidance.	★
<input checked="" type="checkbox"/> Produce Updated Gypsy Traveller Accommodation Assessment	Produce an updated Gypsy Traveller Accommodation Assessment.	★
<input checked="" type="checkbox"/> Review Gwent Homelessness Strategy	Review of Gwent Homelessness Strategy.	★
<input checked="" type="checkbox"/> Review the Community Housing Protocol	Review of the Community Housing Protocol to ensure that it remains fit for purpose and delivers the expected outcomes.	★
<input checked="" type="checkbox"/> Undertake a review of the Housing Allocation Policy	Undertake a review of the Housing Allocation Policy.	★

Pressure on the Delivery of Children Services

Short Description	Increased pressure on Children Services to manage increase in volume of referrals / cases of children with complex needs. This is in the context of budgets not being able to meet increase in costs to provide the necessary care and front-line staff being able to manage high volume and complex caseloads.
Risk Owner	Sally Jenkins
Overseeing Officer	Chief Executive
Lead Cabinet Member(s)	Cabinet Member for Social Services
Linked Theme	<ul style="list-style-type: none"> Theme : Aspirational People Theme: Resilient Communities (Social Care)
Linked Corporate Objective	<ul style="list-style-type: none"> WBO 3. Healthy, Independent & Resilient SRA 3. Supporting Health & Well-being of Citizens



20 **6**
Inherent Risk Score Target Risk Score



Direction of Risk

	DoR	Comment
Pressure on the Delivery of Children Services	➔	No change at this time.

Action Name	Action Description	Jun 2021
<input checked="" type="checkbox"/> Complete & Implement Welsh Government Recommendations for LAC Reduction	Completion and implementation of Welsh Government action plan to work towards reducing the numbers of looked after children	●
<input checked="" type="checkbox"/> Continue Development of Residential Provision	Continue with the development of the residential provision (including Windmill Farm) across Newport in order to increase the number of children who can be cared for safely in Newport	★
<input checked="" type="checkbox"/> Continue the Work Started with GDAS to Base Multi-agency Staff in Front line Teams	Continue the Work Started with GDAS to Base Multi-agency Staff in Front line Teams	●
<input checked="" type="checkbox"/> Continuing to Increase Housing Options for Care Leavers	Increased housing options for care leavers. Currently Newport has a limited range of choices for housing for care leavers especially with a range of suitable support. This action will seek to address this gap. Work has already commenced and will continue.	●
<input checked="" type="checkbox"/> Develop a Sustainable Model to Deliver Local and Multi-Agency Response to All Age Safeguarding	To develop a sustainable model to deliver a consistent, coordinated, local and multi-agency response to all age safeguarding, early intervention and prevention at the front door of CS. This work will involve the consideration of systems, processes and resources of partner agencies to develop a model that reflects contributions from key agencies.	●
<input checked="" type="checkbox"/> Explore Sustainability Options for the Early Intervention Project within the Prevention' Team 21/20	Explore sustainability options for the Early Intervention Project within the Preventions Team for post March 2021.	▲
<input checked="" type="checkbox"/> Review our Existing Arrangements for Family Time to Improve the Offer for Children & Families	In light of the learning during lockdown we will review our existing arrangements for family time to improve the offer for children and families: i) To develop a comprehensive framework of all aspects of family time; ii) Continue to deliver family time virtually as a positive for families.	●

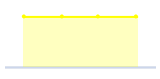
Safeguarding Risk

Short Description	To ensure the Council safeguards adults, children and carers as part of its statutory duty.
Risk Owner	Mary Ryan
Overseeing Officer	<ul style="list-style-type: none"> Chief Education Officer Chief Executive Head of Adult and Community Services Head of Children and Family Services Head of Regeneration, Investment and Housing
Lead Cabinet Member(s)	Cabinet Member for Social Services
Linked Theme	Theme: Resilient Communities (Social Care)
Linked Corporate Objective	<ul style="list-style-type: none"> WBO 3. Healthy, Independent & Resilient SRA 3. Supporting Health & Well-being of Citizens

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Safeguarding Risk

30 JUN 21

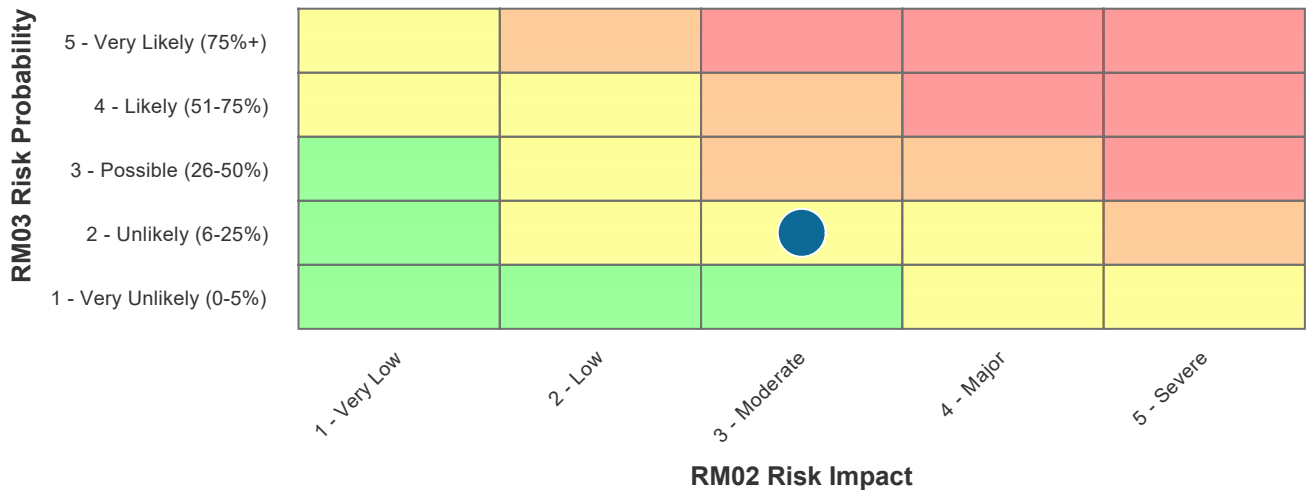


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Inherent Risk Score







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Target Risk Score



Direction of Risk

	DoR	Comment
Safeguarding Risk	➔	The completion of the baseline safeguarding self assessment audit is now complete and the outcome for the Council was positive. However, as we recovering from the Covid pandemic there could be increased pressures on resources and staffing which could impact on the workforce.

Action Name	Action Description	Jun 2021
<input checked="" type="checkbox"/> Build on Contextual Safeguarding Research	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.	
<input checked="" type="checkbox"/> Complete & Deliver Actions Agreed in Post Safeguarding Joint Inspection Action Plan	Complete and deliver actions agreed in the post safeguarding joint inspection action plan	
<input checked="" type="checkbox"/> Delivery of Safeguarding Programmes 2020-22	Deliver safeguarding programmes and measures that protect citizens from victimisation and to measure the impact of regulatory interventions.	
<input checked="" type="checkbox"/> Embed the implementation of the new national 'safeguarding toolkit' for schools.	Embed the implementation of the new national 'safeguarding toolkit' for schools.	
<input checked="" type="checkbox"/> Empower Citizens Through the Adult Safeguarding Process	To continue to support and empower citizens through the adult safeguarding process.	
<input checked="" type="checkbox"/> To implement new processes for Liberty Protection Safeguards.	Mental capacity Act requires the authority to implement the deprivation and liberty safeguards for citizens of Newport. We have an established regional and local process to delivery on DoLS. However, the legislation changes in October 2020 requiring the Council to have processes in place for the new LPS Liberty Protection Safeguards. This action is to implement the new process for the Council.	

Schools Finance / Cost Pressures

Short Description	In year cost pressures of schools are not met resulting in increased deficit budgets
Risk Owner	Sarah Morgan
Overseeing Officer	<ul style="list-style-type: none"> Chief Education Officer Chief Executive
Lead Cabinet Member(s)	<ul style="list-style-type: none"> Cabinet Member for Education and Skills Leader of the Council & Cabinet Member for Economic Growth & Investment
Linked Theme	Theme : Aspirational People
Linked Corporate Objective	WBO 1. Skills, Education & Employment

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Schools Finance / Cost Pressures

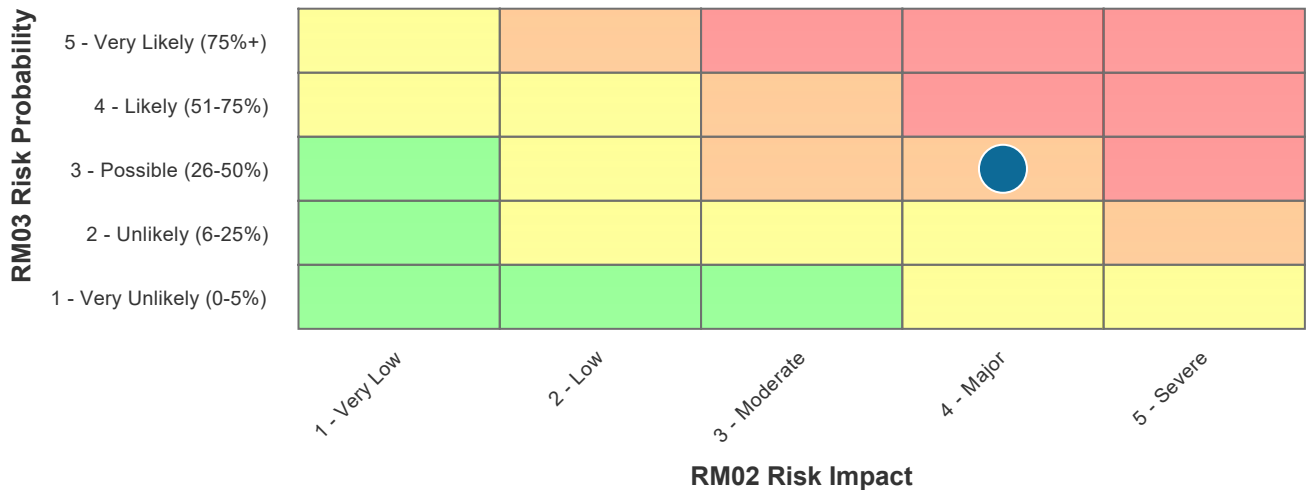
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Inherent Risk Score




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Target Risk Score



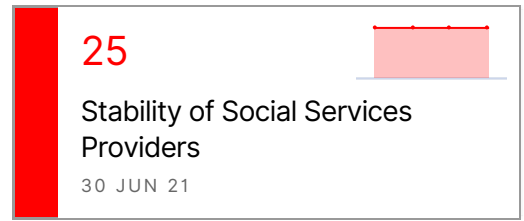
Direction of Risk

	DoR	Comment
Schools Finance / Cost Pressures	➔	No change but work is underway to monitor school surplus positions (with in-year deficits). This work will provide a strategic insight into how schools will use their surplus (one off spend or funding to support in year overspending). This will help the prevention of future deficit budgets within schools.

Action Name	Action Description	Jun 2021
<input checked="" type="checkbox"/> Managing School Budget	The local authority will monitor school budgets to ensure that Headteachers and Governing Bodies are: a) Maintaining a balanced budget; b) Addressing in year overspends to reduce the risk of moving in to deficit positions; c) Where deficit budgets occur, deficits are licensed with full recovery plans. d) Where in year deficits are still arising following substantial review, further mitigation may be through the medium term financial plan.	
<input checked="" type="checkbox"/> Monitor In-Year School Budgets to Ensure Budgets are Managed Effectively	Monitor In-year School budgets to ensure budgets are: • 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.	
<input checked="" type="checkbox"/> Monitoring of Primary, Secondary & Special Schools In-Year Budgets	Monitoring of primary, secondary and special schools in-year budgets: • To prevent overspending and take necessary mitigating action(s). Schools with deficit budget recovery plans are implementing the necessary actions to reduce their budget deficits	

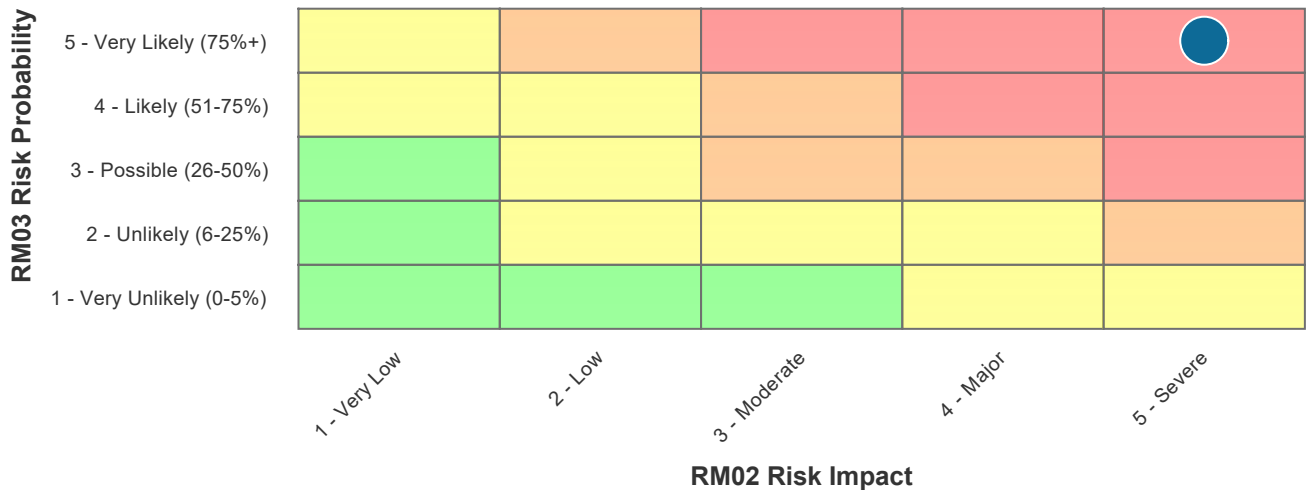
Stability of Social Services Providers

Short Description	The Council requires support from external providers to deliver care packages for children and adults (residential / Non Residential). The current marketplace for external providers is volatile due to the increasing costs to provide care, maintain homes, staffing meeting legislative and regulatory requirements.
Risk Owner	Jenny Jenkins
Overseeing Officer	Head of Adult and Community Services
Lead Cabinet Member(s)	Cabinet Member for Social Services
Linked Theme	Theme: Resilient Communities (Social Care)
Linked Corporate Objective	<ul style="list-style-type: none"> WBO 3. Healthy, Independent & Resilient SRA 3. Supporting Health & Well-being of Citizens




20 **6**

Inherent Risk Score Target Risk Score



Direction of Risk

	DoR	Comment
Stability of Social Services Providers	➔	The Pandemic has created new risks for providers and the delivery of services. The full impact is not yet known but will continue to be monitored.

Action Name	Action Description	Jun 2021
<input checked="" type="checkbox"/> Assess Impact of Covid 19 on Long Term Sustainability of Service Providers	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.	

Mae'r dudalen hon yn wag yn

Report

Cabinet

Part 1

Date: 8 September 2021

Subject Corporate Safeguarding Annual Report 2020/2021

Purpose To, present the annual corporate safeguarding report, which monitors, scrutinises and objectively plans on the theme of “*safeguarding*” being fundamentally embedded within all aspects of council services, functions and duties.

To update Cabinet members on the work undertaken to improve arrangements for Safeguarding and protecting children and adults who require specific Council services and to ensure that these arrangements are effective.

Author Head of Corporate Safeguarding
Consultant Social Worker- Safeguarding

Ward ALL

Summary The Annual Corporate Safeguarding Report provides an update on the work undertaken to improve arrangements for Safeguarding and protecting children and adults who require specific Council services and to ensure that these arrangements are effective.

The report was presented to OSMC committee June 2021. The report documents the following:-

- Scrutiny Recommendations (from previous reporting year)
- Internal/ External Audit and Inspection outcomes
- Safeguarding Training Data and outcomes
- Developments this year, including a review of the Corporate Safeguarding Work Plan
- Key data for Safeguarding
- Annual Review of Newport City Council Corporate Safeguarding Self -Assessment Audit (New 2020/21)
- Future Work, Areas of stress/ risk, and Recommendations
- Corporate Safeguarding Work Plan (Current/ Future Year)

Proposal **For Cabinet to accept the Council’s corporate safeguarding work plan for 2021/22 and Overview and Scrutiny Management Committee comments**

Action by Head of Corporate Safeguarding to complete all safeguarding work plan agenda items for 2021/22 in partnership with specific corporate services as identified within the corporate safeguarding self-assessment report.

Timetable Immediate

This report was prepared after consultation with:

- Head of People and Business Change
- Head of Law and Regulation
- Head of Finance
- Director of Social Services
- Cabinet Member for Social Services

Signed

Background

The Annual Safeguarding report 2020/21 provides assurance to the Council that all departments across the Council have clear standards in place to address safeguarding. The introduction of the safeguarding self- assessment audit in 2020 was completed by all departments and evidenced an understanding of *safeguarding involves us all* with regard to policy and practice, environment and the culture of the council. The safeguarding team will provide feedback and support to all service areas to further develop key actions identified within the audit.

The committee have previously been advised of the new and increased number of Quality Standards (Key Performance Indicators) associated with 'Safeguarding' required to be reported to Welsh Government from April 2021 (from 3 indicators increase to 26). As scrutiny of that data remains the responsibility of the committee for the Annual Director's Report for Social Services, a selection of this data has been shared for context purposes when considering how effective safeguarding performance is being achieved within and on behalf of Council services.

The OSMC Committee have scrutinised and reviewed the progress of the work plan for Corporate Safeguarding arrangements for the Council in 2020/2021 and the proposed Corporate plan for 2021/2022.

Report

Throughout the year, immediate safeguarding practice continued to be delivered across all social services for children and adults. These continued to be delivered throughout the restrictions caused by the pandemic, using PPE where required and adherence to all restrictions. The continued pressure on front line services requires resourceful management to ensure we continue to protect and safeguard our most vulnerable citizens and ensure early intervention is available to prevent escalation within families and communities.

The council recognise the impact of the pandemic on the workforce resources and the continued pressure within front-line services to deliver safe and accessible services. It is therefore crucial that we have an informed workforce that recognise safeguarding issues in the community and act accordingly.

The following areas for the attention of the Cabinet were presented to OSMC in June 2021.

Consultation

Scrutiny Committees (June 2021)

Annual Corporate Safeguarding Report

The Committee would like to express their thanks and gratitude to the team, as they understand the difficulty and complexity with the increasing number of Safeguarding Referrals.

The Committee would like better to understand the challenges facing Safeguarding, as the report dealt more with metrics which we cannot compare with other Local Authorities (attached appendix 1)

1. The Council continues to prepare for the change in legislation and practice from Deprivation of Liberty Safeguards to Liberty Protection Safeguards (Mental Capacity Act amendments) which will now occur in 2022. As part of the on-going identified training strategy, both in-house and as part of the wider regional consortium, more training on the new legislation/ practice to increase knowledge and skill will be on-going and is clearly identified both within the Annual Corporate Work plan (2021/2022) and in the specific adult and children's social services priority plans regarding training on new regulations/ legislation.

2. It has been clearly identified through the corporate safeguarding self- assessments that the role of the Designated Safeguarding Lead/ Officer (*the person who is responsible for making child/ adult at risk referrals for the team/ department*) needs to be re-clarified and a campaign is needed so that everyone is clear within the Council on who is the DSL/O in their team/ department to report their concerns to. Members should be assured that the DSL/O themselves across the organisation are generally line managers/ team managers, so when an employee reports a concern to them that they would know to make a referral (both due to their line management responsibilities but also due to their training they have received).
3. The Safeguarding Unit, collaboratively with the Social Services Training Department and People and Business Change Department, will continue to progress on the secondary phase of “skill-scanning” of all job descriptions within the council (including volunteers) to ensure that every post is reviewed to ensure that the correct level of safeguarding training and checks required for that role is “assigned” and then can be reviewed by the responsible line manager at the correct intervals. This work is identified on the Work Plan (2021/ 2022).

As highlighted to Members, there is an area of risk to the Council in relation to poor performance for mandatory training where fines/ regulatory action may be taken regarding safeguarding training in particular the Violence against Women Domestic Abuse and Sexual Violence (VAWDASV Act 2015). Although there have been mitigating factors affecting performance (including the pandemic; access issues for specific service areas) which have been acknowledged by both the Senior Children/ Adult Management Team and Welsh Government to prevent action being taken currently, this on-going low performance and non-compliance is required to be formally addressed.

It is therefore a recommendation to Members that Cabinet endorse the Corporate Safeguarding work plan with specific reference to:-

1. People and Business Change to adopt new ways of working into their priority planning for both new starters to the authority and current employees (including volunteers) in completing mandatory Safeguarding training in order to improve compliance rates.
2. The Welsh Government mandatory training requirement is the Violence against Women Domestic Abuse and Sexual Violence (Act 2015) which requires the Council’s completion of the National Framework for Training for all Council officers, Members and volunteers.
3. Improvement in completion of these mandatory courses will ensure fines or regulatory action are not taken by governing bodies against Newport City Council.

Financial Summary (Capital and Revenue)

Members are reminded that the work plan (2021/2022) for corporate safeguarding will result in resource and financial commitments across the service areas. The resource strains identified regarding the pressures on service areas where new procedures for safeguarding (LPS) are being implemented from 2022. Although, each service area is already extensively stretched the proposals within the corporate work-plan can be achieved within existing service budgets.

Improvements in the Councils completion of mandatory training of the two specific E learning modules for ‘safeguarding involves us all’ and the Welsh Government mandatory Violence against Women Domestic Abuse and Sexual Violence Act 2015 (VAWDASV) has no additional financial costs. Face to Face delivery of the training will be resumed by the safeguarding service when restrictions allow.

It is therefore a recommendation to Members that Cabinet endorse the work plan action:-

1. People and Business Change to adopt new ways of working into their priority planning for both new starters to the authority and current employees (including volunteers) in completing mandatory Safeguarding training in order to improve compliance rates.

2. The Welsh Government mandatory training requirement is the Violence against Women Domestic Abuse and Sexual Violence (Act 2015) which requires the Council's completion of the National Framework for Training for all Council officers, Members and volunteers.
3. Improvement in completion of these mandatory courses will ensure fines or regulatory action are not taken by governing bodies against Newport City Council.

Risks

The safeguarding self-assessment audit completed in 2020/21 has provided a strong platform of evidence on how the Council manages safeguarding processes from recruitment across all service areas, to training and professional concerns.

The risks for each area are identified from the evidence in the self-assessment audit completed in 2020/21 and will be quality assured and action plans completed for each service area with safeguarding service to ensure continual improvement in understanding the safeguarding requirements on behalf of the Council.

The annual safeguarding self-assessment audit will enable a tracking of issues and put in place controls to manage risks and identify any immediate risks for the Council to be managed with support from the safeguarding team.

The assurance evidenced within the safe-guarding audit provided a base-line for the Council on how it discharges its '*safeguarding involves us all*' commitment across the Council. This would therefore reduce the level of risk, but it is proposed not to reduce the level of risk on the risk register currently due to the impacts of the pandemic on the workforce and the possible impacts across council services.

Risk Title / Description	Risk Impact score of Risk if it occurs* (H/M/L)	Risk Probability of risk occurring (H/M/L)	Risk Mitigation Action(s) What is the Council doing or what has it done to avoid the risk or reduce its effect?	Risk Owner Officer(s) responsible for dealing with the risk?
VAWDASV mandatory training	M	L	<p>Regional level 6 training (senior leadership/Members) developed and to be delivered in Autumn.</p> <p>Regular reminders of mandatory training through staff news.</p> <p>Safeguarding champions in all areas to raise.</p> <p>Self-assessment audit to action plan with specific services.</p> <p>Face to face training to be planned as soon as restrictions allow.</p> <p>Skill scanning with the training department will ensure all areas are clear on their mandatory training and</p>	Head of Corporate safeguarding in conjunction with all Senior Managers across the Council.
Change in Legislation Deprivation of Liberty to Liberty Protection safeguards (Mental Capacity Act)	M	L	<p>Regional training agreed.</p> <p>Processes for transition of legislation locally developed.to update practitioners.</p>	Head of Corporate Safeguarding in partnership with Service Managers in Adult services.

Options Available and considered

To note the Annual Report and to improve Newport City Councils completion of Corporate mandatory Safeguarding training and also the VAWDASV national training framework required by Welsh Government by the following actions:-

1. People and Business services continue to adopt new ways of working into their priority planning for both new starters to the authority and current employees (including volunteers) in completing mandatory Safeguarding training in order to improve compliance rates.
The Welsh Government mandatory training requirement is the Violence against Women Domestic Abuse and Sexual Violence (Act 2015) which requires the Council's completion of the National Framework for Training for all Council officers, Members and volunteers.
Annual safeguarding self-assessment will provide an audit process for all service areas.
Improvement in completion of these mandatory courses will ensure no fines or regulatory action.
2. Provide information through the training directory only.

Preferred Option and Why

Proposal 1. Will ensure the Council further embeds safeguarding awareness as a cornerstone of working and providing services on behalf of Newport City Council. The audit will provide a reference point for areas that require improvement and support to fulfil the mandatory requirement. All service areas will have enhanced awareness and provide additional safeguards across the community and internally with colleagues

Comments of Chief Financial Officer

The Cabinet and Safeguarding report confirms there are no cost implications as the identified action plans will be implemented from existing resources.

Comments of Monitoring Officer

There are no specific legal issues arising from the Report. The Annual Corporate Safeguarding Report sets out how the Council is discharging its statutory safeguarding duties under the Social Services and Well-being (Wales) Act and how these corporate responsibilities have been embedded throughout the organisation, in relation to the delivery of all services and functions. The Annual Report sets out the progress made to date in delivering key actions and priorities for corporate safeguarding in relation to children and vulnerable adults in accordance with the annual Corporate Safeguarding Plan. The Report draws attention to issues relating to the new Liberty Protection Safeguards and procedures, the need for designated safeguarding leads/officers and the review of job descriptions to identify safeguarding training needs and responsibilities. The Report also identifies an area of risk in relation to VAWDASV training and recommendations regarding the roll-out of this mandatory training in order to avoid any sanctions.

Comments of Head of People and Business Change

Effective safeguarding arrangements are a vital part of ensuring the safety and wellbeing of local people in the course of the Council's business. A corporate approach to safeguarding ensures clear and consistent procedures are in place so that council employees can recognise signs and dangers and will then act appropriately. The Corporate Safeguarding Report provides for openness and accountability and allows the Scrutiny Committee to have an overview role of the Council's safeguarding arrangements and activities.

There are no direct human resources implications to this report other than the rollout of the mandatory training on safeguarding and VAWDASV.

Scrutiny Committees (June 2021)

The OSMC Committee have scrutinised and reviewed the progress of the work plan for Corporate Safeguarding arrangements for the Council in 2020/2021 and the proposed corporate plan for 2021/22.

The Committee expressed their thanks and gratitude to the team, as they understand the difficulty and complexity with increasing number of Safeguarding Referrals.

The Committee would like better to understand the challenges facing Safeguarding, as the report dealt more with metrics which we cannot compare with other Local Authorities.

The Committee welcomed a streamlined approach in the document however noted their concerns on the constantly changing performance indicators. It was acknowledged that the same would not be published until June 2022, so the Scrutiny Committee commented that they would not be able to advise without knowing how they can help to improve the current safeguarding issues. Therefore, the committee asked;

A) For assurance that those who need help are being prioritised and if the team have any concerns on the direction of the way things are going.

B) If the structure of Newport safeguarding team is appropriate to meet the safeguarding matters.

In response, the Head of Safeguarding explained that there is a constant issue in how much detail they can divulge and to also keep the assurance at a high level for the council. They work closely with adults and children so when the team have issues they are addressed both formally and very quickly. Immediate safeguarding has been attended to for the children apart from April 2020 when referrals reduced while everyone adjusted to working remotely.

The members were advised that the safeguarding team receive referrals through a range of avenues and the issues they had were due to mainly schools being closed as the access to schools is a big safeguarding benchmark.

The team worked with education regarding vulnerable children and young people were better protected through keeping the services going. The team was mindful of what was going on outside of schools. It was noted that there was an influx of referrals because currently there are more eyes on vulnerable people.

The officer stressed that the report will be different as the pressures that the safeguarding team are facing currently, are very different to the ones from March in 2020, however despite this, the members were informed that this was very well managed.

The Head of Service stressed that they shared the committee's frustration regarding the details of the data. Welsh Government changes to the guidelines were frustrating for performance management however the officer remains optimistic as new guidelines provided a clear picture of what was expected of the team and the requirements for submitting to the regional safeguarding board in future. Members were advised that the team will be finally approaching clarity from that.

In terms of assurance, from February 2020 onwards there was an immediate risk to any sort of vulnerability as it is an outward facing service, there was not a drop off in service as social workers were still out working. Staff were provided with PPE and were vaccinated early within the programme. The lead officer then advised members that within the children services department, they have a young workforce who are confident in IT and have a lower risk from COVID so they were lucky enough to not completely halt services. It was stressed that the pressure on their staff had been substantial. Whilst the staff held the fort really well, the team had an assurance check from Care Inspectorate Wales with no concerns raised in terms of direct practice. Despite this, it is important to acknowledge that the staff are

tired and due to the pandemic it is more than just the numbers of referrals. Members were informed that the referrals are much more complex and challenging for the staff in terms of knowledge base and skills with referrals they would not usually see. For instance, for children as nobody had sight of them during lockdown periods i.e. health visitor checking in at schools. Referrals are also coming through much later with children coming out from longer periods of neglect. The committee was advised that this has a profound impact on the children in terms of development in physical and mental well-being therefore the department will be dealing with more complex issues for a while. For both services, the team delivered throughout the pandemic. The staff responded extremely well to the issues in terms of transparency and decision making, and the officer thanked Cllr Cockeram for his help. The whole team worked collaboratively but acknowledged that they are heading into a more difficult period with the knock on effects of the pandemic and could do with a circuit break but they cannot stop servicing those in need. ☐

The Committee thanked the safeguarding team for their huge efforts over the last 18 months which must have been incredible tough, their work behind the scenes and honest appraisals were fully appreciated. Members queried whether the team had any recommendations to Cabinet that might be helpful to them for the future issues.

The Head of Service confirmed that their main issue is one of resourcing, but that they had voiced these issues already and that Cabinet are aware. They appreciated the thanks and said they would pass it on to their team.

Members enquired whether the resource discussion is an underlying issue for the team and how the same is affecting staff training, they acknowledged that the younger staff were mentioned earlier for help.

The Head of Service responded by stating that the youth of their staff was a help as the nature of social care tends to be a young workforce. Therefore, the turnover is reasonable with low rates of agency staff, noting that the area has one agency worker. The lead officer explained that both they and the Head of Safeguarding proudly sponsor a student who just recently got a first in their degree and who will be staying with the team. It was highlighted that they are able to support students through social work training and it is just as important to help them stay. The service area does have vacancies, not as many as other authorities however they argued that they are in a good position compared to a larger authority and have permanent staff which is more beneficial for many reasons.

It was explained that social workers have to undertake ongoing training in order to maintain registration so much of this was done online but however some could not be done virtually such as residential staff and elements of first aid training.

The Head of Service pointed out a positive of the team running an event from early in June for early year children conference with 150 in attendance. It was encouraging to have individuals embracing looking at new developments and mentioned that work with the children protection team and staff supported the changed and continued to develop and adapt.

Members were informed that the staff are concerned about the lack of resources and given the weight of referrals, it has impacted training but the lead officer assured that they are trying to address that in the coming year, workload-wise and how to balance it.

Another element of this issue is trying to ensure that resources are in the right place, there is a long discussion in place about who else the team could bring in to undertake assessments and use resources appropriately. The other national issue is with social work, this occupation has been challenged across the United Kingdom as they continually have to work hard to retain their staff.

The Committee referred to page 15 of the report and mentioned from the increase in referrals that seem consistent throughout the year of 2021, it does not look like there would be any likelihood of it easing off. Members acknowledged that during the time of school closures, there was a suppression of referrals so voiced their concerns that cases of neglect are being picked up later than they would have been. From this increase in difficulties, the committee queried what aspect of the pandemic is causing this.

In response, the Head of Safeguarding explained that it seems to be from a combination of financial issues/stress/community support/job losses. They have not had the same amount of eyes in the community i.e. health visitors, immunisations for young children; and families became less visible with the severe neglect cases that the council did not know about a year ago. Issues which have gone unreported for the past year are more difficult to deal with, as the cases are more entrenched when caught at a later date.

The officer mentioned that we have all experienced loss in a way, due to illness or loss of opportunities and the team acknowledged that the most vulnerable of our society have experienced this the most. The restrictions put in place to keep people safe have taken a heavy toll on families and the support for them. In April 2020, the officer explained that there was a dip in referrals but they have since increased. The team usually dread weeks after the school holidays or just before the pupils go on summer holiday.

Members were advised that there were two issues that the safeguarding team deal with, the loss and the emotional wellbeing and impact it has had on the adult services and also the emotional wellbeing and ill health in children. The stresses have been seen throughout on children in this area and the toll it has also taken with adults, for example they have seen increased episodes of hoarding and Obsessive Compulsive Disorder.

The Lead Officer indicated that they have seen a sharp increase in domestic abuse reports. All of these things compounded, and there has been an increase in children in families as victims of domestic abuse.

It was added that there had been an increase in sibling abuse also due to the stress of elder children being locked inside and also with relatively young adults living with parents, there has been a rise in domestic abuse of older children on their parents.

The Head of Service noted that we can see across the country, in reports of the press that the weakest have suffered the most from this and the ones with the least resources are hit first and the hardest.

The Committee gave their thanks to the officers for the report and their presentations and agreed to accept the report.

An enhanced Council safeguarding vulnerable citizens.

This proposal directly enhances safeguarding awareness and responsibility across the Council within all corporate services. The Council safeguarding statement clearly sets out the expectations on all who deliver services on behalf of the Council;

“Newport City Council expects all employees to take reasonable steps to ensure that the safety and wellbeing of the children and adults they may come into contact with is upheld and that all employees (paid or voluntary) recognise and respond to their duty of care to objectives. to be responsible.

All Council plans including the Corporate plan, the improvement plan, Strategic Well-Being and future generations plan, Strategic director for people plan and service area plans with Social Services all include ensuring we deliver a safe and inclusive community for the citizens of Newport.

Fairness and Equality Impact Assessment:

- **Wellbeing of Future Generation (Wales) Act**
- The importance of having a workforce that are up to date with all mandatory safeguarding training courses and the role there services have in the identification of safeguarding issues ensure the community is strong and resilient.
- The Social Services and Well-Being Act (2014) ensures that the prevention element that is required within the legislation supports communities to access early intervention for support and not escalate to statutory services.

- **Integration:** An informed workforce with clear understanding of safeguarding responsibilities while in the community will assist in achieving our wellbeing objectives, and wellbeing goals. The enhanced Safeguarding multi agency Hub with co-located partners achieves integration and improved communication with all public bodies with safeguarding responsibilities, this incorporated early intervention through to statutory enquiries and interventions to safeguard children and vulnerable adults.
- **Collaboration:** The self-assessment safeguarding audit provided a baseline platform across all service areas that evidenced the key element of collaboration within Council services and safeguarding partners can only be achieved through strong communication to achieve our wellbeing objectives.
- **Involvement:** The importance of involving people with an interest in achieving the wellbeing goals, and ensuring that those people reflect the diversity of the City we serve.

- **Equality Act 2010 and Socio Economic Duty**

This report does not reflect a policy change or decision which would impact disproportionately on staff or communities because of protected characteristics or inequalities arising as a result of socio-economic disadvantage. Therefore, a formal Fairness and Equality Impact Assessment is not required. However, fairness and equality are considered in service delivery across all council services.

- **Welsh Language (Wales) Measure 2011**

Training and information will be provided through the medium of Welsh.

Background Papers

- Appendix 1 Full annual safeguarding report available to all Members
- Appendix 2 Safeguarding self-assessment audit template. (Available to the public)
- Appendix 3 Ending Physical Punishment: 7 minute briefing (Available to the public)

Appendix 1

Appendix 2

Appendix 3



Annual Corporate
Safeguarding Report



Newport City
Council Corporate Strategy



Ending Physical
Punishment in Wales

The above have been included as print outs in the Agenda Report pack.

Dated: 20 August 2021

Submission of Evidence to Scrutiny

Authors: Head of Corporate Safeguarding
Consultant Social Worker- Safeguarding
Date: April 2021

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Purpose

To, present the annual corporate safeguarding report, which monitors, scrutinises and objectively plans on the theme of “*safeguarding*” being fundamentally embedded within all aspects of council services, functions and duties.

To provide Scrutiny with essential and key information to allow effective scrutiny of the Councils’ safeguarding practice.

To update Cabinet members on the work undertaken to improve arrangements for safeguarding and protecting children and adults who require specific Council services and to ensure that these arrangements are effective.

The Committee is requested to scrutinise and review the progress of the work plan for Corporate Safeguarding arrangements.

Summary

This is the fourth review of the annual corporate safeguarding report. Further revisions to the format and data presented within this annual report have been made and it is anticipated that this will be the final version of the report model presented for scrutiny moving forward. The Welsh Audit Office Inspection (2019) had recommended that the full range of information and data across the full portfolio of Safeguarding arrangements and requirements was presented to the Council’s Overview and Scrutiny Committee as standard practice annually, however, respecting the wishes of the committee to provide only streamlined and targeted information within the report (February 2021), revisions to the format and data presented have been made to this report. Therefore the changes are as follows;

- Safeguarding team specific plans are no longer reported, only where key issues are identified will these be shared with members for their scrutiny.
- The following report structure will be presented:
 - o Scrutiny Recommendations (from previous reporting year)
 - o Internal/ External Audit and Inspection outcomes
 - o Safeguarding Training Data and outcomes
 - o Developments this year, including a review of the Corporate Safeguarding Work Plan
 - o Key data for Safeguarding
 - o Annual Review of Newport City Council Corporate Safeguarding Self -Assessment Audit (New 2021)
 - o Future Work, Areas of stress/ risk, and Recommendations
 - o Corporate Safeguarding Work Plan (Current/ Future Year)
 - o Resource Implications
- The committee have previously been advised of the new and increased number of Quality Standards (Key Performance Indicators) associated with ‘Safeguarding’ required to be reported to Welsh Government from April 2021 (from 3 to 26). As scrutiny of that data remains the responsibility of the committee for the Annual Director’s Report for Social Services, there is

no expectation on members of this group to formally comment on the data however, where possible, a selection of this data has been shared for context purposes when considering how effective safeguarding performance is being achieved within Council services.

Members are respectfully reminded that the reporting timeframe of this document comes before the official data set return for Welsh Government therefore there will be limitations on the data both in terms of final figure data and limitations on benchmarking data to other local authorities (as there will be a lack of unpublished data).

Proposal To scrutinise and review the progress of “safeguarding” being embedded within Council services, and to scrutinise and review the effectiveness of the proposed work plan for corporate safeguarding arrangements.

1. Scrutiny Recommendations (2019/2020)

1.1 “Members were happy to see that the report now has explanations on the graphs but again there are no comparisons with other local authorities, which would be helpful in future reports”.

This recommendation has been duly noted and accepted. Accompanying narrative and description for data/graphs is now routinely provided to aid interpretation and the most available performance data is provided for the time of reporting for Newport specifically. However, members are respectfully reminded that where data returns for Welsh Government/ Welsh Audit Office/ Estyn purposes are required these are collected and submitted at certain periods and therefore, wider data is only published at specific periods and may not be available to fit in with the timetabling for this report. Where benchmarking is possible this evidence will be presented for scrutiny. This means that published data across all authorities will not be made available/ published until June 2022 onwards (this is due to figures not being published in the first year when authorities are transitioning into new reporting measures/ frameworks).

1.2 “Comment was also made about the feedback from the Audit Office to give a more detailed report, as a Member fed back that there is already a lot of information included for a lay person”

This recommendation has been accepted and acted upon in the reformatting of the report to a more streamlined and synthesised report. As per Members wishes and comments in relation to the “operational” nature of the individual priority plans of the Safeguarding Unit, these have been removed from the report and only where key issues or areas of risk are identified will they be highlighted for Members attention.

The report has also been streamlined to provide consistent topics for Members to be presented with on a yearly basis with a focus solely on corporate compliancy requirements and targeted actions to improve council services resulting from the annual self-assessment audits and analysis of data/ trends. This should result in a shorter report whilst still providing the level of detail that Members require to effectively

scrutinise the Council's effectiveness of embedding 'safeguarding' across its service areas and evidencing that statutory responsibilities are being met. Where areas of risk or stress are identified that these are being monitored/ addressed, and the corporate work plan is progressive in moving forward areas of identified need.

1.3 "Feedback was given on the online training courses which members felt was difficult to operate due to the number of passwords required to use it and the layout. It was suggested that the Council follow a more simplified system that other organisations use".

The comments have been noted. Members are respectfully advised that the on-line learning platform used for all of Newport City Council's e-learning is hosted by the NHS platform, the supplier is used for Health authority training along with other local authorities in the region. There is only one username and password requirement for all on-line training courses once registered, this is linked to the employee's registration details so all mandatory e-learning and any additional e-learning is registered to their personal training account and is linked to their I-Trent account. Assistance with log-in difficulties can be gained by contacting the I-Trent team and step-by-step user guides have also been developed. It is noted within the Training section (5) that elected members training figures are low at --%, in comparison to other service areas where there has been a much higher completion rate for e-learning safeguarding compulsory training. Although a small number of members had contacted the staff within the Safeguarding Unit to query accessing the "Safeguarding Involves Us All" e-learning training on I-Pads, these issues were resolved for those Members and the course successfully completed, therefore, there are no known access issues to the training platform. Members are therefore advised to contact I-Trent if they are experiencing individual difficulties accessing the training platform to complete the mandatory e-learning courses.

1.4 "Members voiced concerns of the potential risks if the Council do not go ahead with a 3 yearly check (DBS- Education), as well as making sure that Subject Access Requests are completed without breaching any timescales and risking fines"

The recommendation from the previous year's report and this year's report regarding the 3 yearly DBS checks within Education have been duly noted and accepted. The costs of the 3 yearly DBS checks within Education as routine practice have been presented to Cabinet to endorse, once approved this action will be passed to People and Business Change and Education Services to implement as an on-going task and removed from the Corporate Safeguarding Work Plan (see reviewed Corporate Safeguarding Work Plan 19/20).

Members are advised that in terms of meeting our statutory duties for Subject Access Requests and Police Requests a business case has been submitted to facilitate a post to manage the significant increase in the volume of applications received by the authority has been made in April 2021. This creation of this post will ensure that the management of the processes and information itself will ensure that the Council will be less likely to encounter breaching timescales and risk incurring fines and citizens and partner agencies will receive appropriate information in a secure and timely manner.

1.5 “Members expressed the importance of the department having the expertise to be able to make recommendations, and approaching with issues such as depriving individuals of their liberty, professionally and sensitively as wrong decisions could leave the Council open to legal challenges. Processes need to be water tight”.

The comments are duly noted and accepted. Members were advised and assured that in terms of the changes in the legislation and practice from Deprivation of Liberty Safeguards to Liberty Protection Safeguards (LPS) that the full implementation for practice had been delayed until 2022. Currently the authority has enough experienced and dedicated staff who have been fully briefed and trained in the Mental Capacity Act and are able to carry out Best Interest Assessments. As part of the on-going identified training strategy, both in-house and as part of the wider regional consortium, more training on the new legislation/ practice to increase knowledge and skill will be on-going (see Corporate Work plan 2021/ 2022). This strategy will also include considerations for young people where LPS may be required, although this is a slightly different system where the social worker applies to the court for an inherent jurisdiction and the judge would make a decision, staff within the service area (CYP) would require adequate training on the new legislation.

2. Internal/ External Audits and Inspection Findings (2020/2021):

2.1 There has been 1 internal audit completed within this period for “The Safeguarding Training and Local Authority Designated Officer (LADO) Internal Audit- March 2021”, an internal scoping exercise commissioned by Children’s Services focusing on Child Protection Conferences in 2020 and the implementation of recommendations resulting from the pilot Joint Inspectorate Review of Child Protection Arrangements (JICPA) inspection (December 2019) have been applied into practice.

2.2 The Safeguarding Training and LADO Internal Audit- March 2021

The objective of the audit was to examine and evaluate the mandatory training in VAWDASV and Corporate Safeguarding is available to all staff and is received within a reasonable timescale; and NCC LADO activities are conducted in accordance with the Wales Safeguarding Procedures and the Gwent Safeguarding Protocol. In summary, although the audit identified some significant and moderate risks which require addressing, no critical risks were identified. A ‘Reasonable’ assurance rating was awarded which reflects that systems are reviewed and adequately controlled. There were a number of favourable strengths identified in terms of the LADO processes currently in place and of the 1 significant weakness and 3 moderate weaknesses identified these are actionable relating to work flow processes.

The strengths of the audit highlighted that Employees were regularly informed of the mandatory safeguarding courses and these were linked to their I-Trent training accounts, the courses were featured on the Learning & Development directory (as e-learning only). The audit however, did not make allowances for the lack of opportunity to facilitate any face to face training during the last year of the pandemic for either VAWDASV or “Safeguarding Involves Us All” therefore it would be expected that completion rates would be expected to be slightly lower in service areas where it is known where staff cannot access e-learning (i.e.City Services). It is also worth noting that the “Safeguarding Involves Us All” course

only launched in late May 2020 so adjustments taking into account year to date training data should have been applied to reflect these variables (eg. May 2020- February 2021 = 9 months) so the completion rate would not be expected to be obtained at $\frac{3}{4}$ into the year and with the pandemic the lack of opportunity to facilitate face to face learning the original 90% completion target would have been unobtainable. Therefore, this outcome requires to be challenged with the audit team.

However, this internal audit regarding mandatory training in combination with the data analysis at section 3 clearly highlights the low compliance within the Council for the completion of Compulsory Safeguarding Training and when benchmarked with other local authorities, this has remained unsatisfactory for the past three years despite campaigns/ actions across service areas. There is a clear risk to the Council that action could be taken by Welsh Government if non-compliance in terms of VAWDASV training is not met. Members are directed to sections 3 and 7 for further analyses.

2.3 Implementation of recommendations resulting from the pilot Joint Inspectorate Review of Child Protection Arrangements (JICPA) inspection (December 2019) have been applied into practice

Following the successful pilot JICPA inspection, which occurred in December 2019, Children and Young People Services received positive feedback from inspectors in relation to the child exploitation pathways and interventions being employed in practice and the development of a new toolkit to replace the former child sexual exploitation scoring toolkit formally used (known as SERAF). The Child Exploitation Measurement Tool trialled and developed in Newport has now been accepted regionally and rolled out for use from April 2021. Members can view the toolkit within the appendices for their interest.

2.4 Internal Child Protection Case Conference Scoping Exercise- Barnardo's Cymru, Newport Strategic Partnership (January 2020)

The intention of the scoping exercise/ research was to gain insight into alternative methods to facilitating child protection conferences, gaining the views of practitioners; families; young people and viewing alternate methods in action from other regions (Swansea). The research also considered the views of those involved in relation to the required paperwork for child protection conferences, including quality; how and when this was shared; etc. Direct service User participation within the exercise was limited, partially due to the pandemic, however from the research findings and the comparative opportunities with the Swansea model of practice the findings have been both helpful in implementing positive service user and practitioner informed collaborative changes to the conference practice model in Newport. We have been able to start developing changes to the child protection forms generated from the WCCIS system we take to conferences to make them more "user friendly" for both practitioners and families. Although the pandemic forced all child protection conferences into a "virtual" format we have now been able to successfully review a model where the conference is more accessible for remote log in for professionals but to allow the opportunity for parents/ young people and the Conference Chair and Social Worker to still physically attend the conference and be part of the discussion

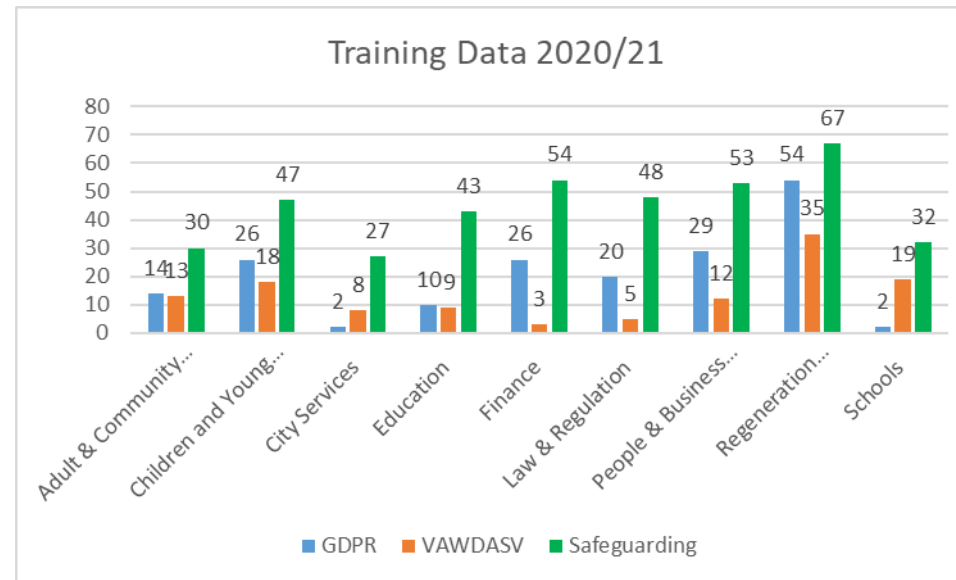
regarding concerns for their children. Further developments to the child protection process will continue with audits and reviews throughout the forthcoming year.

3. Safeguarding Training Data and Outcomes

3.1 Compliance rates with Mandatory Safeguarding Training for ALL employees, including elected members and volunteers, remains low this year. There are 3 specific mandatory courses with associated regulatory requirements for council employees to complete, these are the General Data Protection Regulations Training (GDPR); Violence against Women, Domestic Abuse and Sexual Violence and the newly launched (2021) “Safeguarding Involves Us All- Awareness Training”.

3.2 Firstly it is important to stress that there are mitigating factors for training figures being low in this period which must be taken into account, these factors have also been given due regard by regulatory bodies as they have not issued fines/ regulatory actions during this period, however, this continued acceptance will not be continually extended. The Covid-19 pandemic has impacted on a number of the workforce itself being affected in some way (directly; caring responsibilities; in-shielding; etc.) resulting in their work patterns changing reducing the number of staff physically working over the period; the pandemic has prevented the opportunity to provide face to face learning resulting in a number of service areas being unable to access the mandatory training as they have limited/ no e-learning opportunity.

3.3 The “Safeguarding Involves Us All- Awareness Training” **e-learning** module was launched in May 2020, (NB. face to face sessions have not been deliverable to date due to the pandemic but are planned). The launch comprised a campaign utilising staff communications such as newsletters, bulletins and announcements. The Safeguarding Champions then provided targeted communications to their service area, including informing team managers of those who can't access staff intranet facilities often e.g. school staff. The Safeguarding Champions followed up over several weeks to ensure the e-learning module was included in all service area meetings and helped answer questions about who had to undertake the training i.e. all Newport City Council employees, volunteers and elected members.



3.4 The data table at 3.4 shows the completion of the 3 mandatory courses for e-learning only in % for the service area workforce. It demonstrates that the campaign for the newly launched course had a significant impact on the uptake of course completion. Although the campaign also highlighted the requirements of staff to complete other mandatory courses in e-bulletins and whilst logged onto the NHS platform the mandatory courses for VAWDASV and GDPR are visible for completion, performance for these other courses remains low in comparison.

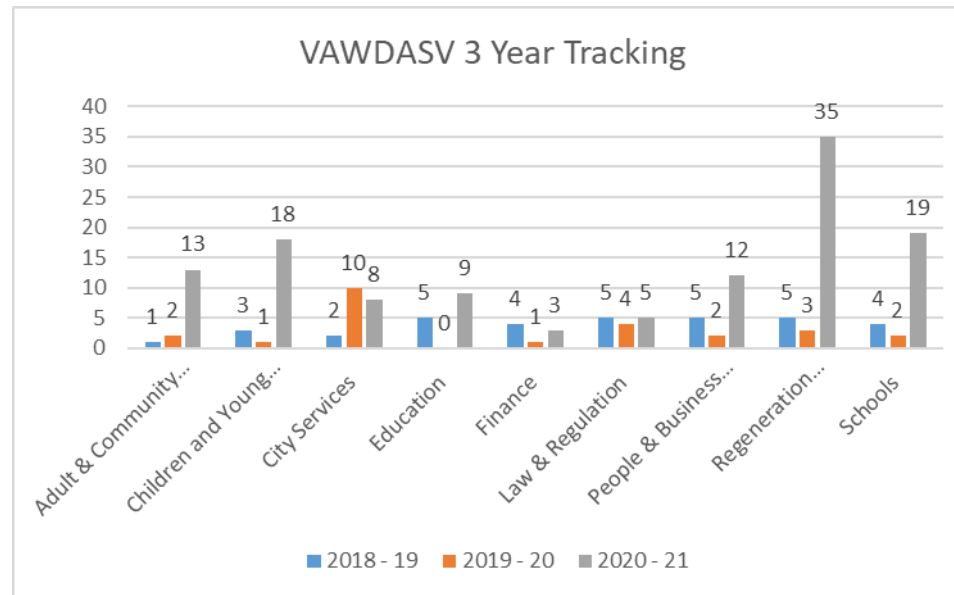
Overall compliance for the entire workforce for the “Safeguarding Involves Us All” training for **e-learning only** at month 10 of year 1 is currently 38.3%.

School staff participation for the “Safeguarding Involves Us All course” is significantly higher and there is another planned push for participation for the end of the summer term to fit in with most schools training schedules. School staff are delivered bespoke sessions to fit in with their training schedule. The Education Safeguarding Co-ordinator includes GDPR matters, including protection of confidential data, regularly within their bulletins to schools.

From the Safeguarding Champion’s work, the Safeguarding team are aware of which service areas require in-person training and these sessions will be launched when pandemic conditions permit. In lieu of the training, those team managers have been asked to remind their remote workers of their corporate responsibilities for safeguarding, where the safeguarding policies can be accessed and the name of their Safeguarding Champion if they have any questions. City Services have highlighted to the Safeguarding team that they require in person

sessions to reach all remote workers and staff with limited access to IT equipment during their working day, this is an area addressed through the self-assessment audit feedback and work plan (2021/2022).

22% of Elected Members completed the “Safeguarding Involves Us All” module and 10% undertook the “VAWDASV” e-learning during 2020/21. The Safeguarding team will set up a support window to ensure technical issues experienced can be addressed and improved take up of mandatory training by elected members occurs throughout 2021/2022.



3.5 The data at 3.5 shows the participation rates across the last 3 years for the e-learning module only. The current requirement for the VAWDASV training is to complete the course once. The training is delivered via in person sessions but is not reflected here. The data reflects that the “Safeguarding Involves Us All” campaign in 2020 did influence the uptake/ completion of the VAWDASV training also in most service areas across the council, however, the compliancy rate for the course is still well below the 90% expectation.

- 3.6 This continued trend in the low uptake in mandatory training across the workforce requires to be addressed by the Council collectively. Regulatory bodies have accepted mitigating factors to date and there have been improvements seen across the service areas in terms of the new training launched in 2020, however, the council requires a corporate steer from People and Business Change to ensure that “Mandatory Safeguarding Training” is completed for new starters and current employees which is formally tracked and appropriate review/ action taken when not complied with.
- 3.7 It is therefore a strong recommendation to Members that Cabinet endorse the work plan action (2021/2022) at 1 for People and Business Change to adopt new ways of working into their priority planning for both new starters to the authority and current employees (including volunteers) in completing mandatory Safeguarding training in order to improve compliance rates; meet the objectives of the Council’s commitment to ensuring “Safeguarding Involves Us All”; and in ensuring fines or regulatory action are not taken by governing bodies against Newport City Council.

4. Developments this Year (including Review of Corporate Safeguarding Work Plan 2019/2020)

4.1 Safeguarding Involves Us All- E-learning Launch

The compulsory basic safeguarding course for all employees “Safeguarding Involves Us All” was successfully launched, albeit slightly delayed from its original timetabling, in late May 2020. The campaign and roll out using the safeguarding champions, newsletters and targeted e-bulletin features has helped in the improved compliancy rate for this course specifically in comparison to other compulsory courses (as illustrated in section 3). The impact of Covid-19 lock down has been both an obstacle and an aid in terms of course completion which has impacted on numbers for completion. Those who have access to e-learning whilst home working have had the opportunity to complete mandatory training, however, due to the lack of ability to provide face to face training opportunities in those service areas where high levels of employees who do not have computer access (i.e. City Services) there are lower numbers affecting their overall figures, this therefore then impacts on overall compliancy rates.

The 90% target rate for completion within the first year of launch for all employees was always a high target to deliver upon. This figure was set to mirror the VAWDASV compliancy training date figure. We are aware as an authority that this figure was not attained within year 1 and still has not been attained within year 3 despite it being a Welsh Government requirement, although no other local authority has attained this target either, Newport’s performance needs to improve.

More positively for Members to be aware there has been positive feedback received in relation to the “Safeguarding Involves Us All” training module across the service areas and reports that the training has been useful.

Members attention is drawn to section 3 training data for the specific “Safeguarding Involves Us All” e-learning, highlighting the launch success with the campaign that accompanied the new training module and the effective use of the Safeguarding Champions across the council service areas in aiding the identification of where face to face learning requires to be targeted for service areas.

We are currently working with People and Business Change for all new starters to the authority to complete the Mandatory Safeguarding Training Courses as Pre-requisites before joining the authority and commencing their employment as the next phase of this project. This on-boarding process approach will assist in terms of compliance and regulation. Members are referred to future development and the Corporate Safeguarding Work Plan (2021/ 2022).

We are also continuing to develop the tiered safeguarding training framework for all employees in every Council service area, which will set out the specific safeguarding training required for their role, Members are again referred to future development and the Corporate Safeguarding Work Plan (2021/2022).

4.2 Volunteers/ Chaperones Register for Newport City Council

Members are advised that a mapping exercise across all Council service areas has been undertaken and a project group between the Safeguarding Unit and People and Business Change is in place to effectively manage and implement a central register of volunteers/ chaperones used across the organisation as per Welsh Audit Office recommendations (2019 inspection). The project has identified where volunteers (paid/ unpaid) and chaperones are used currently/ or potentially could be used. Checks are currently being made to ensure that those volunteers identified have the correct safeguarding checks (i.e. proportionate safeguarding training; onsite risk assessments in place for their volunteering duties; contact details up to date for the register for HR purposes). The current “Volunteer Policy” will then be reviewed and updated following the agreements relating to procedural changes made linked to the recruitment/ training/ updating of volunteers details with central HR. Members are referred to the Corporate Safeguarding Work Plan (2021/2022) for the on-going development of this work.

4.3 Safeguarding Information for Citizens on the Newport.gov website

Members were advised in the previous year’s report that there has been a delay in the intended work to the Newport.gov website on informing citizens (including young people) about Safeguarding Information, however, Members are assured that during this period critical and key changes have been made to ensure essential information has been updated and clearly communicated. All links to the former South East Wales Children’s Safeguarding Board and Gwent Wide Adult Safeguarding Board Websites have been removed and the new Gwent Safeguarding Board Website has replaced this information, we also ensured that these changes were accompanied with Communications and Marketing campaigns via our social media platforms to reach as wide an audience as possible.

We have also ensured that essential changes to our service information have been made so that citizens can easily access information about safeguarding children and adult's at risk as well as now being able to access information and report concerns via the "Report It" button on the website which is a new feature this year.

The Safeguarding Unit has completed a full review of the current website information, in addition to including the regulatory requirements regarding citizen information required for "Caring for Someone Else's Child"; "Communicating Information to Citizens about the Children-Abolition of Defence of Reasonable Punishment Law- Smacking Ban", and has reviewed many other local authority websites regarding similar safeguarding information. We have a clear project plan to implement these changes to the website as part of the forthcoming year's work-plan (2021/2022).

4.4 Launch of the Annual Newport City Council Corporate Safeguarding Self -Assessment Audit Tool

In February 2021 the new mandatory Annual Newport City Council Corporate Safeguarding Self -Assessment Audit Tool was disseminated across all council service areas for completion to inform this annual corporate safeguarding report. It is designed to give an understanding of how the theme of 'safeguarding' is being successfully achieved in a particular service area currently, and how this might be developed. In addition, the self- assessment gives the Council with an overview of safeguarding practices across the entirety of its service areas and can ensure that safeguarding compliancy and duties are being effectively met, the data from the annual self-evaluations will be integral to informing planning of service delivery and thus improving the wellbeing outcomes for Newport citizens. The audit tool (see appendices) focuses on three standards for the service area to consider providing evidence, rag status and opportunity for reflection/ narrative for each standard:

- 1. Policy/Practice (Robust)- How robust are your safeguarding practices in your service area?*
- 2. Environment (Safe)- How safe does your service area feel to citizens that access your services, and to your staff working in your service area?*
- 3. Culture (Effective)- How effective is your service area approach to safeguarding?*

Members are advised that there was a full return rate from the 8 service areas for the mandatory self-assessment audit, this was supported with full guidance notes and opportunity for support to complete the document with assistance from the Safeguarding Team colleagues and Safeguarding Champion for the Service Area.

It is the intention that the service area self-assessment audits will be completed annually and will now form one of the key features of this Annual Corporate Safeguarding Report. Therefore, it is integral that compulsory annual completion is maintained by service areas.

The key themes from the self- evaluations have been extrapolated and analysed and provided at Section 6. More detailed analyses of the evaluations will be provided directly to the Heads of Service.

4.5 New Data Reporting Requirements and 'Children- Abolition of Defence of Reasonable Punishment- Wales Act 2020'

Members have previously been advised of the change in Welsh Government safeguarding specific quality performance indicators increasing to 26 from April 2021 (see appendices for new safeguarding specific performance indicators). Of these new performance indicators there is already a data expectation in place which is linked to the Children (Abolition of Defence of Reasonable Punishment) (Wales) Act 2020 ("the Children Wales Act"), although this will not come into effect until March 2022 there are clear duties on local authorities to ensure that not only practice is in place to manage and support citizens in relation to these changes but also in relation to our recording/ reporting duties being in place in advance.

The NCC performance team have already ensured that the new reporting requirements are built into the WCCIS system to capture the required data in relation to this required data; eg:

CH/ 005a Of those contacts received during the year: The number where physical punishment by a parent or care was a factor
CH/ 005b The number where physical punishment by a parent or carer was the only factor

Practitioners will be required to ensure that the correct coding of contacts on WCCIS is completed to meet the new reporting requirements from April 2021 both within Children and Adult Services at the Newport Safeguarding Hub and across relevant teams where they employ a duty function (eg. Pathways/ First Contact Team, etc.).

The aim of the Children Wales Act (2020) is to help protect children's rights by prohibiting the physical punishment of children by parents and those acting in loco parentis within Wales, including visitors to Wales. In doing so, children in Wales would have the same legal protection from physical punishment as adults. In practice this might typically involve a smack given as a telling-off to a child (whether on the child's bottom, legs or other part of the body). The definition is not limited to smacking. A case where a parent shook a child, or poked a child in the chest or pulled their hair, as a punishment for perceived wrong-doing, for instance, will also be caught.

Also more broadly, the local authority will have a duty under section 2 of the Act to communicate the new law in relation to protecting children's rights. This is where information about the new legislation will require to be made available to citizens and professionals working with children and young people and it is the strategy to begin building this information into the Newport.gov website review at this stage where more links

can be added once Welsh Government publish more literature. Members are directed to the Work plan (2021/2022 for more detail) and to the appendices for more information on the legislation itself if they are interested.

4.6 Child Protection Case Conference developments in practice (Scoping Exercise- Barnardo's Cymru, Newport Strategic Partnership -January 2020)

Members are asked to reflect on the positive information resulting from this exercise provided within section 2. Continued work on the processes of child protection conferences in Newport and further child/ parent engagement will remain on-going throughout 2021/ 2022 and an audit of the changes currently implemented will also be required to take place to quality assure that effective change has occurred.

4.7 Newport Safeguarding Hub update

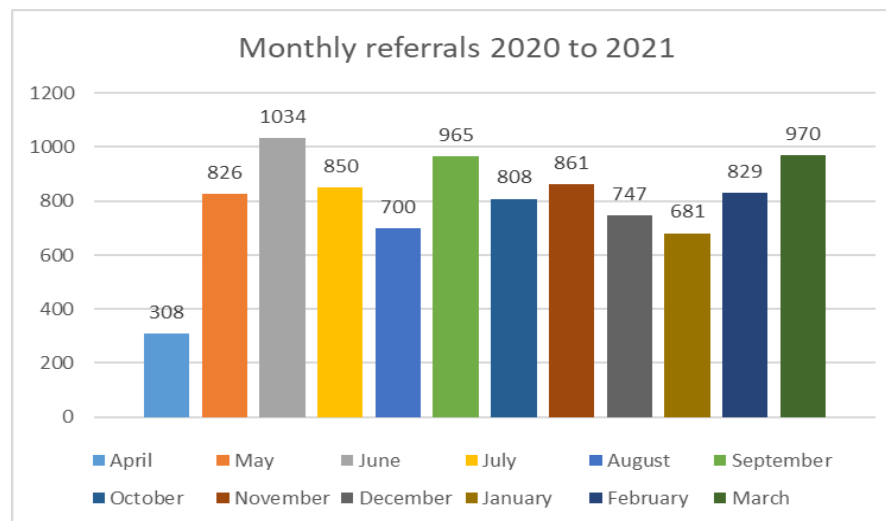
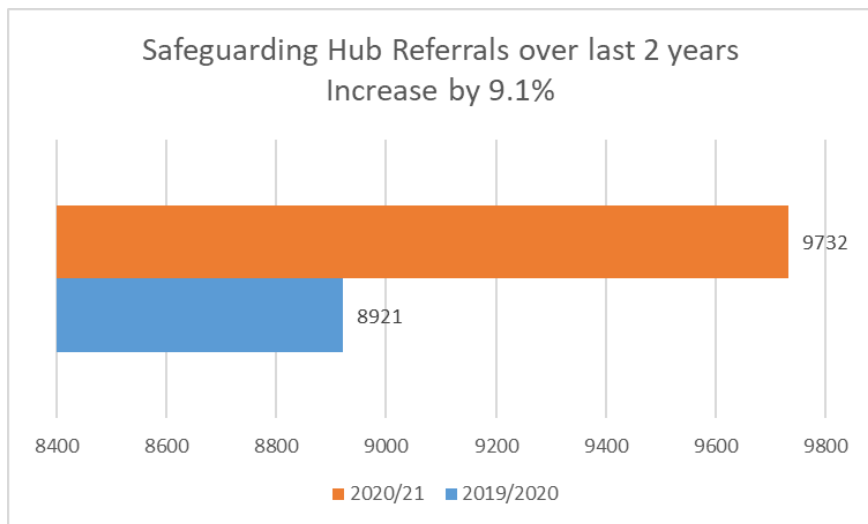
The Newport Safeguarding Hub is the authority's 'front door' process with the co-location of Police and Social Services personnel enabling sharing of immediate information and improved and timelier decision making for safeguarding children and adults. It remains clear that the safeguarding Hub, would be further enhanced with an improved interface between Health and Education representatives which go beyond single points of contact (SPOC), however, these agencies report issues of co-location are due to resource availabilities. Wider partnership co-location in the hub such as the Early Intervention Team responding to PPN's (police notifications) and joint agency decision making remains effective.

The Newport Safeguarding hub model and its successes has resulted in the model being adopted regionally. There are now 2 Safeguarding Hubs in Gwent split East and West, with the East covering Newport and Monmouthshire while the West covers Caerphilly, Torfaen and Blaenau Gwent. Although the two areas have slight differences in terms of structure, the vision of the Safeguarding Hub is the same, and that is to have Police and Children's Services co-located at the Front door to allow for timely decision making, improved quality of referrals and improved early intervention.

The "adult at risk" safeguarding pathway process is still presenting through two referral pathways through both the Safeguarding Hub and First Contact Team. The single pathway for all adults at risk (duty to enquire referrals) to be managed through one point of access and determine the initial action requires further work and remains an outstanding area of stress/ risk. This means the reliability of data still comes from two referral points and from a practice perspective the management of the process when responding to the regulatory timescales/ requirements on which team will undertake the process may be compromised. Having one streamlined process would alleviate any discrepancies.

The quality measures (performance indicators) for the Newport Safeguarding Hub were not linked to the Corporate Safeguarding Report at the time of the last annual report (due to its Pilot status) and they are now clearly the reporting responsibility of the Annual Director's Report for

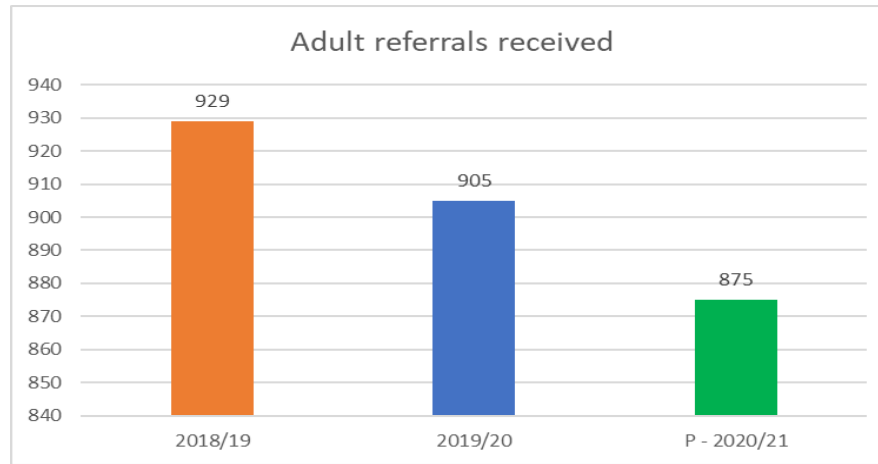
Social Services. However, as discussed there are safeguarding performance measures captured at The Safeguarding Hub which will be presented for Member’s awareness to assure them of the authority’s performance in terms of statutory responsibilities; Children’s safeguarding processes (contacts/strategy discussions/ initial conferences); Adults at Risk (duty to enquire); which will be presented here. Members are also directed to Section 5 for additional Key Data for Safeguarding.



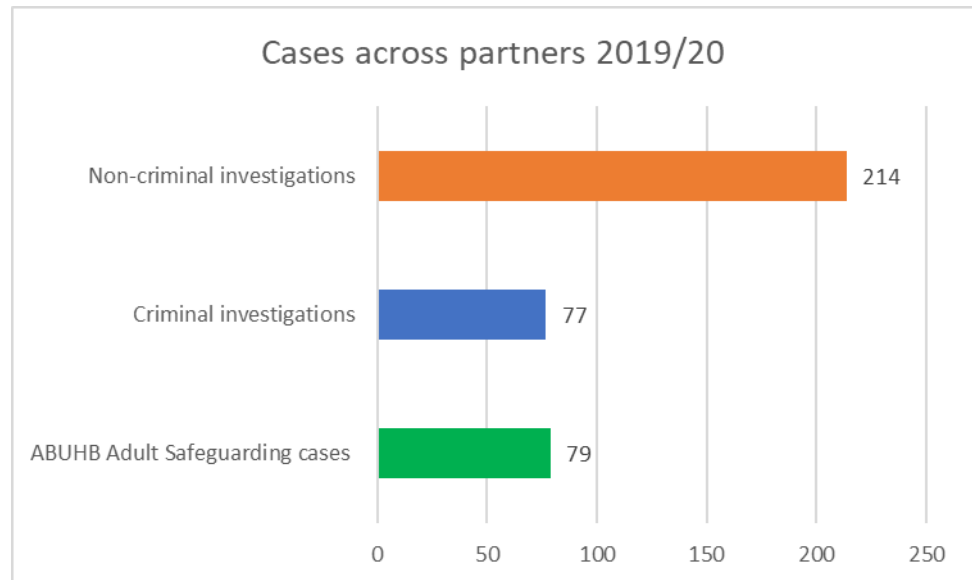
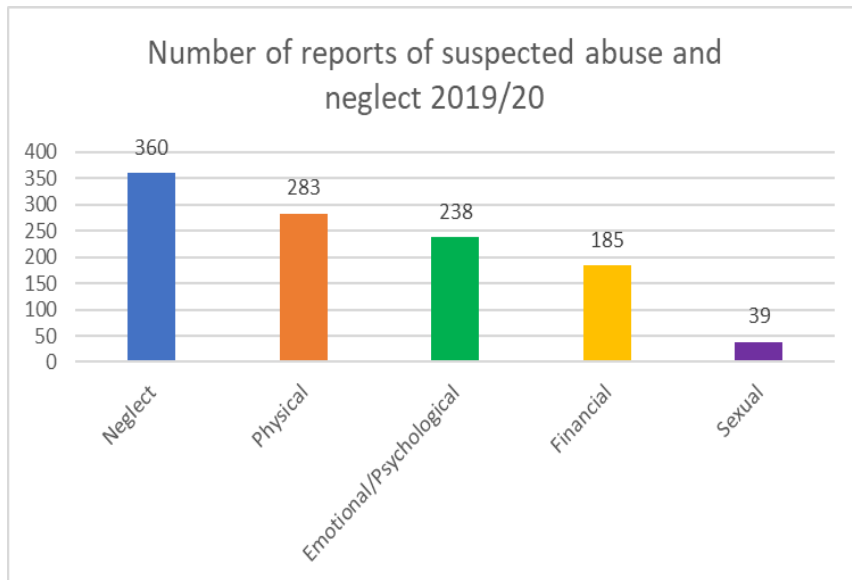
There was a significant downturn in referrals (Children’s Services) in April 2020 due to the initial pandemic lockdown, this would be expected, however, since this time the number of referrals that have progressed through the Hub has since accelerated.

Referrals to the Safeguarding Hub (Children’s Services) have overall increased by 9.1% compared to 2019/20. Abuse or Neglect continues to be the most frequent referral category. The referrals attributed to Family in Acute Stress category has increased 55% during the pandemic (1248 average to 2262). The current resource provision of early intervention support with a step up- step down model via the prevention service and children’s duty team is the correct practice model in place to address the needs of families in acute stress, responding to need and escalating only those families where thresholds are appropriate.

The data suggests that there are effective controls within the safeguarding HUB, that there is compliancy and effective safeguarding arrangements in terms of children’s decision making and the statutory responsibilities for timely decision making.



The total number of adult referrals received in 2018/19 was 929. The total number of reports of an adult suspected of being at risk received in 2019/20 was 905. This represents a drop of 24 referrals and a percentage drop of 3%. The projected figure for this year 2020/21 for the total number of reports of an adult suspected of being at risk is 875 referrals, a further 3% drop.



5. Reviewed Annual Corporate Safeguarding Work Plan 2019/2020

What outcomes do we want to achieve? (objectives to achieve)	How will we make this happen?	When will we achieve this?	How will we know it's making a difference? (performance measures)	RAG status	Reviewed Status
<p>1. Launch e-learning basic safeguarding training for ALL employees and members- ensure compliancy across all service areas within the first year for course completion is as close to target 90%</p> <p style="writing-mode: vertical-rl; transform: rotate(180deg);">Tudalen 141</p>	<p>1) 1st April 2020- all new employees will complete the e-learning package as part of their on-boarding learning prior to commencing employment as per IT requirements 2) All employees/ members to be notified of mandatory course completion requirements commencing from May 2020 (Launch of e-learning May with face to face training for those in remote sites or non access to computers from June onwards) 3) First review of data completion August 2020 before service area scrutiny by QA and POD 4) Corporate SG report- data scrutiny February 2021</p>	<p>1) April 2020 2) May 2020 3) August 2020 4) February 2021</p>	<p>All new employees will have completed basic safeguarding awareness training and know their council duties and responsibilities prior to commencing their position.</p> <p>Target completion rate of existing employees and members will be met and be up to date with basic safeguarding awareness and their council duties and responsibilities.</p> <p>This can be scrutinised and tracked through the data within the annual figures within Corporate SG report and where non-compliance is identified the service area can be challenged.</p>	<p>Green</p>	<p>Amber E-learning side of the module launched only due to pandemic</p> <p>F2F launch will be delivered once safe to do so (Date tbc)</p> <p>New Starter on-boarding process being developed by PBC, on-going to be rolled over into work plan (2021/2022)</p>
<p>2. Implementing the safeguarding self-assessment tool for every council service area to complete annually which ensures that "safeguarding" is embedded throughout their service area and that they remain compliant in terms of</p>	<p>1) Endorsement of the annual safeguarding self-assessment tool to be ratified as an action by Scrutiny and Cabinet via the Corporate Safeguarding Action Plan (20/21) 2) Self- assessment toolkit to be designed by Quality Assurance (based on WAO proforma and Keeping learners safe proforma) and ratified by Corporate Safeguarding</p>	<p>1) February 2020 2) June 2020 3) June- September 2020 4) September 2020 5) February 2021</p>	<p>Self-assessment undertaken in each service area annually, (September period) - identifying areas of strengths and areas of risk/ threats (ie. training; checks) which can then be addressed by the service area themselves to action and scrutinised through the collated data of the annual corporate safeguarding report- where patterns are identified</p>	<p>Green</p>	<p>Green- fully implemented and now part of Annual Corporate SG reporting cycle each year. Identified areas of work will be added to the work plan.</p>

<p>their duties and responsibilities and take action to address where areas of risk/ weakness are identified.</p>	<p>Service Manager and HOS (Children & Adults) 3) Awareness raising of the self-assessment toolkit via all heads of service and Safeguarding Champions in June Forum; bulletins up to launch 4) Implementation of self-assessment tool-kit in September (drop in sessions on completion of tool-kit to be scheduled and support of safeguarding champion also made available) 5) Data returns and collation by Quality Assurance on self-assessment from November- December for reporting in February 2021.</p>		<p>action can be taken to mitigate risk or highlight areas of good performance within Council Services and reflected in other service areas (February period).</p>		
<p>Tudor Chap 199 200</p> <p>Develop a corporate register of volunteers/ chaperones/ mentors (paid/ unpaid) for all Council Service areas</p>	<p>1) Scoping exercise in every council service area identifying every team where volunteers/ chaperones/ mentors (paid/ unpaid) are or may be used 2) Following an audit of each service area identifying where volunteers/ chaperones/ mentors are currently used a central register will be created and held by P.O.D. 3) Creation of a register where Volunteers, etc. may be used within service areas and what training/ checks would be required for their role- this requires to be linked to the Volunteers Policy and then publicised; cascaded to staff through varying forums. (to be completed in collaboration with POD & training).</p>	<p>1) June 2020 2) September 2020- NB. timescale dependent on POD partners to develop system or link to I-Trent 3) November 2020- NB. Timescale dependent on POD partners re. creation of central register at point 2</p>	<p>There will be a centrally located register held by POD of all volunteers used across all council service areas. Should information be required about a volunteer (ie. their training/ safeguarding check status) then this information can be quickly accessed.</p>	<p>Green</p>	<p>Amber-</p> <p>1) Commenced to point of identification across all service areas- PBC to now develop central register and link to I-Trent.</p> <p>2) Review of Policy/ Procedure by PBC (support by Safeguarding Unit) by July 2022</p> <p>3) Roll over to Work Plan (2021/2022)</p>

<p>4. Develop a tiered safeguarding training framework for all roles across the organisation (including volunteers) to be clear on the level of safeguarding training and safeguarding check they must have in order to undertake their role</p>	<p>Early stages of the project with Social Services training department, identifying roles within services areas. Collaboration with POD is being arranged to develop this project.</p> <p>Safeguarding Champions Forum to identify volunteers/ chaperones/ mentors will also be utilised in June 2020.</p>	<p>Arrange project meeting with Safeguarding Unit; Training Department and POD- lead officers Claire Broome (SS Training) and Lynsey Thomas (Safeguarding Unit) - May 2020</p>	<p>There will be a clear safeguarding training framework which staff/ managers from all council service areas can access to identify what level of safeguarding training is required for their employment role (including volunteers) to ensure compliancy in terms of safeguarding training.</p> <p>This tiered training framework could also be developed as a future project to be linked to the clear review and personal development plans of employees.</p>	<p>Green</p>	<p>Amber</p> <p>This work will be rolled over to 2021/2022 work plan for development post Volunteers Register completion.</p>
<p>Improve how "safeguarding" information is communicated externally to the citizens of Newport in order to ensure that our citizens know who to contact if they need information, advice or assistance and to promote the Council's commitment to safeguarding by communicating essential information and highlighting where changes have or will be made (ie. legislation/</p>	<p>Review the current Newport.gov webpages below- can this information be presented in an alternate format to improve ease of access: How Social Services Can Help? Safeguarding and Abuse: (Child Protection/ Adults at Risk) Develop a webpage for children/ young people- "I'm worried about someone or something"</p>	<p>Content development of pages and ratification of content by CSMT by end of quarter 1 (June 2019) Dissemination strategy to be agreed with Comms & Marketing department upon agreement of information content (June 2019)</p>	<p>Citizens of Newport report that they can access information, advice and assistance and feel that the information is communicated to them clearly.</p>	<p>Amber</p>	<p>Amber</p> <p>- Essential changes to the website were made including the "report it" features. - Full scoping of current content completed and comparison review with other LA's completed.</p> <p>This work will be rolled over to 2021/2022</p>

policy/ council procedures).		IT web page content development and launch by end of quarter 2 (September 2019)			
6. Review Schools DBS Procedures	DBS review for Education staff completed, costs provided and recommendations made to Cabinet to endorse 3 yearly process (February 2021). Schools will be required to hold the information locally and update.	Completed for Corp SG work plan- action to be passed to Education services and People and Business Change to now fully implement as continued process	Full data available from HR, schools holding all staff information, SLT agree timescales for DBS reviews for existing staff if, over 3 years. Schools ability to provide full data for inspection purposes.	GREEN for Corp SG Actions	This work requires to be fully endorsed by Cabinet and passed as an action to Education Services and People and Business Change to fully implement as a continued process

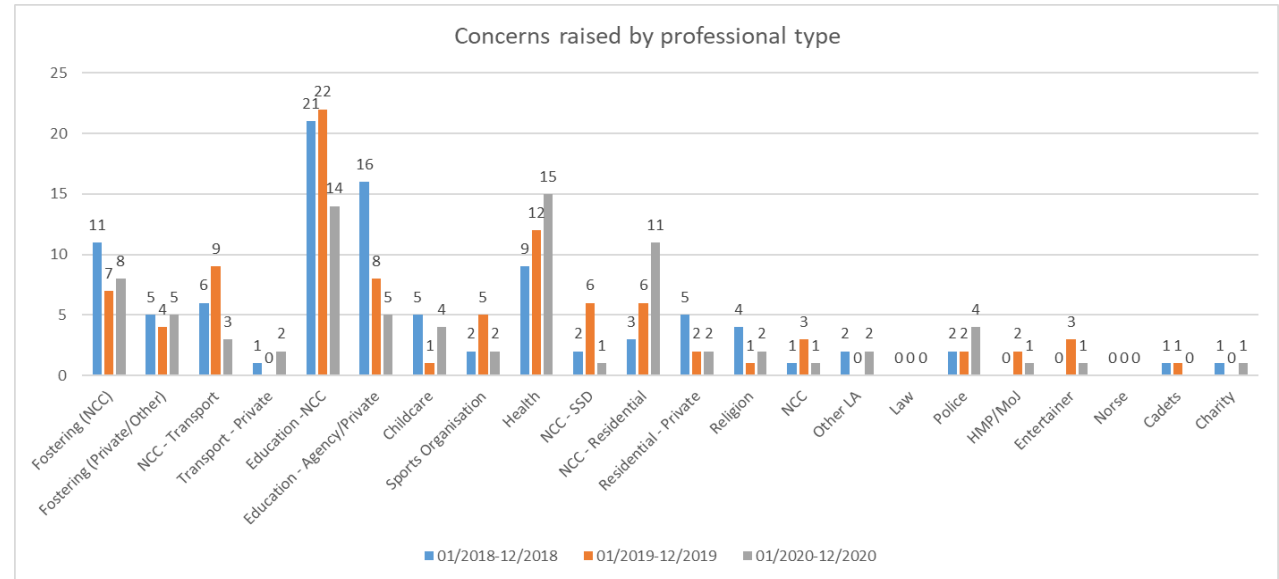
Tudalen 144

6. Key Data for Safeguarding

6.1 Members will be routinely provided with the performance data regarding referrals to the Local Authority Designated Officer (DOS/LADO); the performance figures provided to Welsh Government relating to the number of children named on Newport's Child Protection Register as at 31st March each year; the number of children "looked after" as at 31st March and the number of children accommodated during the course of the year. The adults at risk (duty to enquire) statistics and reporting in relation to child assessment through to child protection processes will also be routinely provided. On this occasion for the 2021 report Adult at risk statistics and reporting in relation to child assessment through to child protection conferences have been included within the Newport Safeguarding Hub update at 4.7 but for all future reports they will be synthesised into section 5.

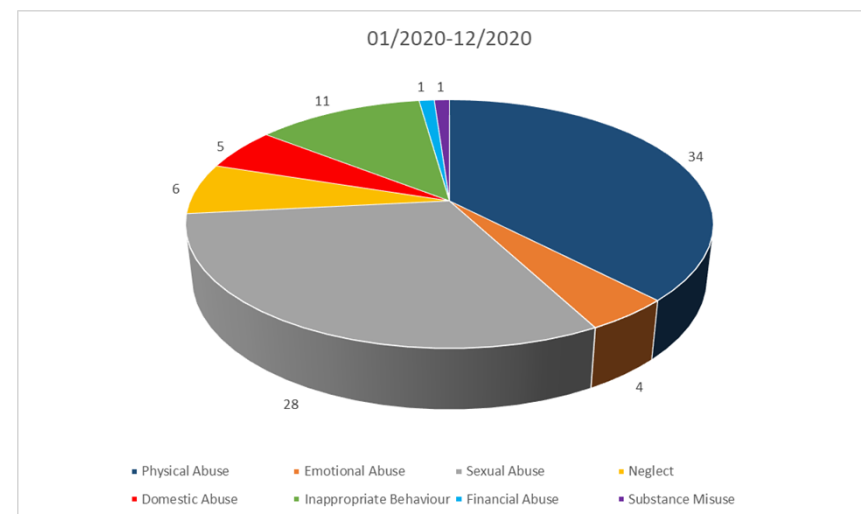
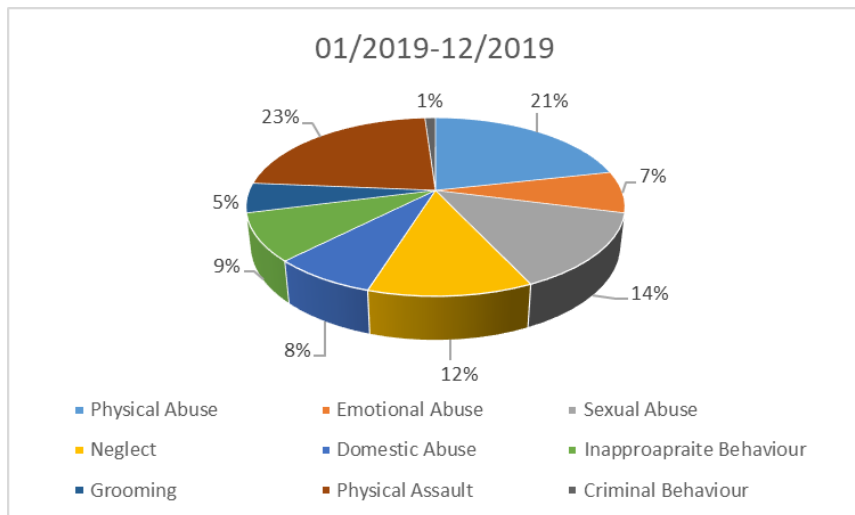
6.2 This data refers to professional strategy meetings, concerning staff or volunteers working with children and adults at risk. They are now referred to as Professional concerns.

	Total PSMs	Substantiated	Un-substantiated	Unfounded	Demonstrably False
2018	94	19%	27%	5%	1%
2019	93	33%	22%	5%	0%
2020	90	22%	17%	10%	0%
		Threshold for PSM not met	No further action	Passed to other LA	Awaiting outcome/ carried forward
2018		17%	20%	9%	1%
2019		9%	15%	2%	14%
2020		9%	27%	2%	13%



The tables at 6.2 provide data on the number of professional strategy meetings convened by the LADO, their outcomes, and the referral sources over the past 3 years. Members are advised that there has been a change in the outcome category introduced by the Wales Safeguarding Procedures. Thus malicious and demonstrably false are no longer used and a new category, “deliberately invented or malicious”, has been introduced from 2020.

Tudalen 145



The figures on practitioner concerns broadly follow normal reporting trends however, as we would expect Covid 19 has had an impact, particularly in respect of referrals received from Education and Education Transport in this period, whereas other areas, e.g. Health, are slightly raised.

There has been no significant trend or concern identified within the professional strategy meetings (professional concerns) occurring within this period. Processes are in place and are well controlled. The role of the LADO will be publicised across the authority as part of the work-plan (2021/2022) to further extend and promote council service knowledge of the position and function.

6.3 The number of children named on Newport’s Child Protection Register as at 31.3.21 was 158. Members are advised that there has since been a reduction in this number to 133 as at 27.4.21. This is very positive as it show successful progress in terms of collaborative working with families and risk reduction.

6.4 The number of children “looked after” as at 31.3.21 was 376. The number of children who ceased to be “looked after” during the course of the year was 92. Members are reminded that ceasing “LAC” status can be favourable for a number of reasons including “Turned 18 years old and continuing to live with foster parent/s in a ‘When I Am Ready arrangement’; Adoption; Returned home to live with parents, relatives, or other person with parental responsibility (not under a residence order or special guardianship order); Special guardianship order made to former foster carers; Transferred To Care Of Adult Social Services).

Comparatively to last year’s Child Looked After figures (380 as at 31.03.20), there has been a slight reduction. The authority’s significant investment in remodelling residential children’s services throughout 2020 and moving forward anticipates a further drive in safely reducing the Child looked after population and returning “out of authority” placements to in-house provisions.

7. Key themes from the Annual Newport City Council Corporate Safeguarding Self -Assessment Audits

7.1 Following detailed analysis of the 8 service area self-assessments the key themes have been extrapolated and provided for Members within this report. The targeted focus per standard and how these identified areas for improvement or areas for support will be reported in more specific detail to the service area Heads of Service directly to link to their own priority plans, however, the themes will be linked to the objectives within the Annual Corporate Safeguarding Work Plans to ensure that identified areas of need are being addressed, reviewed and delivered upon.

Standard 1- Policy/Practice (Robust)- How robust are your safeguarding practices in your service area?

Tudalen 147

<i>Key Theme- What we identified</i>	<i>What we can do to improve/ support this</i>	<i>Who can do this? When and How?</i>
There are gaps in existing staff completing new basic safeguarding training (ie. “Safeguarding Involves Us All”)	<p>The “Safeguarding Involves Us All” campaign occurs annually and communications and events are held over national safeguarding week (November), reminding all Newport City Council colleagues of their corporate responsibilities, on-going Safeguarding Champions communications to continue. A targeted campaign will now address participation in the e-learning training or identify the need for in-person sessions to capture all existing staff post the pandemic and a return to some on-site provisions.</p> <p>Wider work to be completed by People and Business Change directly in relation to ALL mandatory safeguarding training and links to staff check-ins and I-Trent to track compliance on training.</p>	<p>Continued profile raising of the “Safeguarding Involves Us All” training by Safeguarding Unit/ Safeguarding Champions/ NCC Employee Engagement- Staff News/ NCC Social Services Training Department/ People and Business Change.</p> <p>(Timeframe throughout year, linking to Champions Forums; key dates in SG calender; Rollout of People & Business Change I-trent processes).</p> <p>People and Business Change to implement changes in how mandatory training for new starters and current employees is monitored and reported. Recommended as part of priority plan for 2021/ 2022.</p>

<p>It is acknowledged across service areas that reaching remote workers in terms of training and whole council communications is a challenge.</p>	<p>We need to review our current strategies of communication in more detail with the Employee Engagement/ Staff News department in addition to the Safeguarding Champions to improve whole council communication strategies.</p> <p>To work with service areas specifically in identifying the challenges/ issues for remote workers and then find solutions with training department / SRS/ face to face resources/ etc. to remove barriers.</p>	<p>This will be an on-going task as part of SG Champions forums (bi-annually).</p> <p>Completion through the detailed feedback and analysis with Heads of Service directly on the self-assessment audit (commencing June 2021)</p>
<p>Some Service Area managers have been unable to state who the 'Designated Safeguarding Leads/Officers' for the teams are and have confused these with their Safeguarding Champion.</p>	<p>The role of the "Designated Safeguarding Lead/Officer" (<i>ie. person responsible for making child/ adult at risk referrals</i>) is an <u>entirely different role</u> to the "Safeguarding Champion" for the Service Area (<i>ie. person who disseminates information about Safeguarding and takes a corporate lead for information sharing</i>)- it is vital that senior service managers are able to identify these differences and additionally that those with DSL/O responsibilities and duties have the adequate training/ resources/support to fulfil these obligations.</p> <p>A clear need for a new campaign on identifying who the DSL/O is for every team in every service area is needed and ensuring that those people are adequately trained for the role/ supported and that they are known and promoted to their teams/ service areas as the person responsible for making child/adult at risk referrals needs to be undertaken.</p>	<p>Safeguarding Unit/ SG Champions via the Annual Corporate Safeguarding Workplan (2021/2022)</p> <p>Completion through the detailed feedback and analysis with Heads of Service directly on the self-assessment audit (commencing June 2021)</p>
<p>There is limited review of volunteers, mentors and students for some service areas. The pandemic has prevented utilising</p>	<p>The Safeguarding Self-Assessments have highlighted that when volunteer use commences better procedures are required to ensure volunteers have adequate training and checks and registers are maintained centrally. There is</p>	<p>Safeguarding Unit and People and Business Change (ongoing 2021, feedback on new processes to wider service areas asap)</p>

<p>volunteers for most areas at this current time.</p>	<p>already a project in place with People and Business Change which is reviewing the process of volunteers across the service area to ensure practices are safe and robust and reviewed annually.</p>	
<p>Not all Services Areas are clear if there are gaps within the DBS checks for their staff and how often they are required for each role. It has been highlighted that colleagues moving roles across the council may have missed having a new DBS check.</p>	<p>Service Areas will need to be responsible for conducting a review of their own cohort of staff to ensure that if their Job Description requires a DBS check that this has been completed as necessary. Service Areas will need to work with People and Business Change in identifying those roles within their service areas.</p>	<p>Comment will be provided through the detailed feedback and analysis with Heads of Service directly on the self-assessment audit (commencing June 2021) where concerns re. DBS requirements have been highlighted.</p>
<p>Service Areas refer all complaints, including those regarding safeguarding matters to the Complaints team. The service areas assume that the Complaints team will liaise with the LADO and often don't make direct referrals/contact with the LADO. Service Areas don't keep safeguarding complaint statistics and are unaware of how many safeguarding complaints are raised during the course of the year.</p>	<p>Promote and Raise the profile of the DOS/LADO within the organisation- particularly highlighting the function in relation to professional concerns.</p> <p>Ensuring that moving forward that service areas begin to be mindful about complaint statistics for their service area as outcomes should be informing priority planning/ practice, specifically in relation to safeguarding complaints and how these complaints should be recorded and stored themselves as a department and not just by the "Complaints" team or LADO.</p>	<p>Safeguarding Unit will run a campaign to feature the role of the LADO (2021/2022 workplan); SG Champions to also disseminate information.</p> <p>Comment will be provided through the detailed feedback and analysis with Heads of Service directly on the self-assessment audit (commencing June 2021) in improving record keeping processes.</p>

Standard 2- Environment (Safe)- How safe does your service area feel to citizens that access your services, and to your staff working in your service area?

Tudalen 150

<i>Key Theme- What we identified</i>	<i>What we can do to improve/ support this</i>	<i>Who can do this? When and How?</i>
Service areas were unable to report if Designated Safeguarding Officers/Leads details are displayed at sites the public access and some were unsure that this was a requirement.	As part of the campaign regarding the role of DSL/O it will be made clear on the requirements where the need to display the details for a DSL/O for the members of the public to be aware of will be highlighted.	Safeguarding Unit will provide detail within a DSL/O specific campaign within the Work plan (2021/2022); also disseminate via SG champions forums. Comment will be provided through the detailed feedback and analysis with Heads of Service directly on the self-assessment audit (commencing June 2021).
Service Areas have generally confirmed that volunteers are verbally informed of basic safeguarding matters often due to them working with Newport City Council employees when undertaking tasks. There appears to be minimal awareness that volunteers should be expected to adhere to the same corporate safeguarding responsibilities as a paid employee and that the mandatory training also applies to volunteers.	It is clear that the current project work regarding the centralised register of volunteers and the promotion of the revised “Volunteers Policy” that will come as a result of the processes resulting from this work is vitally needed to ensure that our processes around the use of volunteers is both safe and robust to protect our citizens.	People and Business Change and Safeguarding Unit from Annual Corporate Safeguarding WorkPlan 2019- 2020 and on-going. Campaign in relation to Volunteers/Mentors/ Chaperones Policy across the organisation and the new centralised register and training requirements to be launched as part of Work Plan (2021-2022)
Service areas believe that Commissioning and Contract teams will ensure that safeguarding expectations are communicated with contractors as per corporate procedures.	Site inspection/ mystery shopping/ auditing/ etc. by service areas could be introduced to test if contractors/ suppliers are fulfilling obligations in line with NCC corporate safeguarding policies and procedures.	Safeguarding Unit to review with Commissioning and Contracts in relation to their processes regarding reviews of safeguarding expectations for training/ compliance with tendered services (work plan 2021- 2022).

There are limited examples of site specific risk assessments and there is reliance on corporate policies only.	Advice and communications to be disseminated about planning for off-site risk assessments for staff when hosting meetings or engaging with citizens in other locations outside of council buildings.	Safeguarding Unit/ Health and Safety Department/ SG Champions (bi-annual forums) Comment will be provided through the detailed feedback and analysis with Heads of Service directly on the self-assessment audit (commencing June 2021).
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Standard 3- Culture (Effective)- How effective is your service area approach to safeguarding?

<i>Key Theme- What we identified</i>	<i>What we can do to improve/ support this</i>	<i>Who can do this? When and How?</i>
The level of training for remote working staff was highlighted again as a barrier and the need for in-person sessions to be arranged due to minimal access to IT equipment.	To work with service areas specifically in identifying the challenges/ issues for remote workers and then find solutions with training department / SRS/ face to face resources/ etc. to remove barriers as quickly as possible now that pandemic situation is beginning to lift.	Safeguarding Unit/ SG Champions/ SRS/ Training Department/ People and Business Change/ Specific Service areas in identifying those remote workers/ teams who require face to face training or where IT is a barrier to complete e-learning. (Work plan 2021- 2022).
Safeguarding of data and information to members of the public is well understood and services areas are confident that their staff know not to pass on confidential/identifying information to the public. Gaps of knowledge have been identified where staff are unsure how to respond to requests from agencies such as police, solicitors and court and the need for certain data to be redacted to prevent data breaches and potential	The mandatory GDPR training for all employees is an opportunity to address this identified gap. Numbers for the training is low across service areas currently, therefore we need to look at improving uptake of this training and potential access issues for certain service areas. This needs to be linked to the mandatory training on-boarding process and current staff training work of People and Business Change. The Data Protection Group (co-ordinated by Information Management Team) is already in place and sends information across all service areas, more detailed information/ guidance on how teams	People and Business Change to ensure that GDPR training as a mandatory training course is also promoted and tracked for new and existing employees to ensure compliancy. Safeguarding Unit to pass a recommendation to the Information Management Team regarding specific advice/ guidance and the processes they must follow for teams when they are approached to provide information (April 2021).

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safeguarding risks is an identified area of need.	respond to requests for information from agencies should be promoted/ progressed further.	Comment will be provided through the detailed feedback and analysis with Heads of Service directly on the self-assessment audit (commencing June 2021).
The promotion of safeguarding as a culture to staff and public is still developing and all service areas acknowledge work is required.	<p>Continued support through the bi-annual safeguarding champions forums; information and dissemination of safeguarding news and features through annual events such as “Safeguarding Week”- 16 Days of Activism- Newsletter Features. Promoting and highlighting the good work we do and the compliments we receive for our safeguarding work as a Council not just the negative aspects of the work.</p> <p>Completion of the annual self-assessment audit and support from the Safeguarding Unit in implementing identified actions from those audits in addressing identified areas of need.</p>	<p>Safeguarding Unit/ Safeguarding Champions/ NCC Employment Engagement- Staff News (Workplan 2021- 2022)</p> <p>Annual completion by the 8 service areas, detailed analyses by Safeguarding Unit and support in implementing recommended identified areas for action.</p>

8 Future Work, Areas of stress/ risk, and Recommendations

8.1 Due to the Covid-19 pandemic this has resulted in some delays in actions from the previous year’s work plan targets either being met or commenced for some work streams. The outstanding work has therefore been rolled over into this year’s work plan (2021- 2022) and new target dates have been set, however, due to the on-going endemic Members are respectfully asked to remember that the ever changing climate that we remain in that the service will always need to remain adaptable and reflexive, and the proposals stated will need to have a degree of flexibility to their completion.

8.2 The Council continues to prepare for the change in practice from Deprivation of Liberty Safeguards to Liberty Protection Safeguards which will now occur in 2022. As part of the on-going identified training strategy, both in-house and as part of the wider regional consortium, more training on the new legislation/ practice to increase knowledge and skill will be on-going and is clearly identified both within the Annual Corporate Work plan (2021/2022) and in the specific adult and children’s social services priority plans regarding training on new regulations/ legislation.

- 8.3 It has been clearly identified through the service area safeguarding self- assessments that the role of the Designated Safeguarding Lead/ Officer (*the person who is responsible for making child/ adult at risk referrals for the team/ department*) needs to be urgently re-clarified and a campaign is needed so that everyone is clear within the Council on who is the DSL/O in their team/ department to report their concerns to. Members should be assured that the DSL/O themselves across the organisation are generally line managers/ team managers, so when an employee reports a concern to them that they would know to make a referral (both due to their line management responsibilities but also due to their training they have received), however, it is likely that the terminology within service areas of identifying themselves as a “DSL/O” may have been misunderstood/ misinterpreted. This work is identified on the Work Plan (2021/ 2022).
- 8.4 The Safeguarding Unit, collaboratively with the Social Services Training Department and People and Business Change Department, will continue to progress on the secondary phase of “skill-scanning” of all job descriptions within the council (including volunteers) to ensure that every post is reviewed to ensure that the correct level of safeguarding training and checks required for that role is “assigned” and then can be reviewed by the responsible line manager at the correct intervals. This work is identified on the Work Plan (2021/ 2022).
- 8.5 Following the initial review and changes of Child Protection Conference Processes within Children’s Services a quality assurance audit will require to be undertaken to ensure that practice changes have delivered the anticipated outcomes. Next phases of the process review can then be progressed to include further consultation opportunity with children/ young people/ parents. This work is identified on the Work Plan (2021/ 2022).
- 8.6 As highlighted to Members, there is an area of risk to the Council in relation to poor performance for mandatory training where fines/ regulatory action may be taken regarding safeguarding training. Although there have been mitigating factors affecting performance (including the pandemic; access issues for specific service areas) which have been acknowledged by both the Senior Children/ Adult Management Team and Welsh Government to prevent action being taken currently, this on-going low performance and non-compliance requires to be formally addressed. It is therefore a strong recommendation to Members that Cabinet endorse the work plan action at 1. for People and Business Change to adopt new ways of working into their priority planning for both new starters to the authority and current employees (including volunteers) in completing mandatory Safeguarding training in order to improve compliance rates; meet the objectives of the Council’s commitment to ensuring “Safeguarding Involves Us All”; and in ensuring fines or regulatory action are not taken by governing bodies against Newport City Council.

9 Corporate Safeguarding Work Plan (2021/ 2022)

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What outcomes do we want to achieve? (objectives to achieve)	How will we make this happen?	When will we achieve this?	How will we know it's making a difference? (performance measures)	RAG status
<p>1. Mandatory safeguarding training compliance to be corporately addressed by People and Business Change urgently via new ways of working for both new starters to the authority (via on-boarding process) and for current employees (via I-Trent tracking and employee check ins and if necessary, capability procedures for non completion) in order to avoid fines/ regulatory action for continued non-compliance.</p>	<p>People and Business Change to ensure that Mandatory Safeguarding Training is addressed as part of their priority planning for 2021/2022.</p> <p>New starters- via on-boarding process: Project currently being reviewed by Jane Westwood (PBC April 2021)</p> <p>Current Employees- via I-trent/ employee check-ins. Proposed by Rachael Davies (PBC April 2021)</p>	<p>Proposed for PBC to progress as a matter of urgency</p>	<p>Compliance rates for mandatory safeguarding training will improve across all service areas and the council will not receive fines or regulatory action.</p> <p>The council will be able to easily track compliance with mandatory training and address with service areas where there are issues with low up take and identify if barriers exist and address these swiftly.</p> <p>Completion of mandatory safeguarding training for all employees will result in a work force that is aware of its duties and responsibilities.</p>	<p>RED</p>
<p>2. Launch e-learning basic safeguarding training for ALL employees and members- ensure compliancy across all service areas within the first year for course completion is as close to target 90%</p>	<p>- E-learning side of module successfully launched; implementation of face to face (F2F) facilitation to be established as soon as endemic relaxation will allow.</p>	<p>- F2F training date tbd in relation to endemic situation</p> <p>- On boarding process tbc by PBC by July 2021</p>	<p>All new employees will have completed basic safeguarding awareness training and know their council duties and responsibilities prior to commencing their position.</p> <p>Target completion rate of existing employees and members will be met and be up to date with basic safeguarding awareness and their council duties and responsibilities.</p> <p>This can be scrutinised and tracked through the data within the annual figures within Corporate SG report and where non-compliance is identified the service area can be challenged.</p>	<p>AMBER for Face to Face learning and on-boarding process for new starters</p>

<p>3. Develop a corporate register of volunteers/ chaperones/ mentors (paid/ unpaid) for all Council Service areas</p>	<p>Creation of a register where Volunteers, etc. may be used within service areas and what training/ checks would be required for their role- this requires to be linked to the Volunteers Policy and then publicised; cascaded to staff through varying forums. (to be completed in collaboration with POD & training).</p>	<p>- PBC to collate the details of the current list of volunteers/ chaperones across the organisation (May 2021)</p> <p>- PBC (with support of SG Unit) to update Volunteers Policy to ensure new processes reflect requirements and Corporate SG requirements regarding mandatory training (July 2021)</p> <p>- Campaign/ dissemination/ SG champ forum of revamped Volunteers Policy in August 2022</p>	<p>There will be a centrally located register held by POD of all volunteers used across all council service areas. Should information be required about a volunteer (ie. their training/ safeguarding check status) then this information can be quickly accessed.</p>	<p>AMBER due to roll over from previous work plan task (19/20)</p>
<p>4. Develop a tiered safeguarding training framework for all roles across the organisation (including volunteers) to be clear on the level of safeguarding training and safeguarding check they must have in order to undertake their role</p>	<p>Early stages of the project with Social Services training department, identifying roles within services areas. Collaboration with POD is being arranged to develop this project.</p>	<p>Arrange project meeting with Safeguarding Unit; Training Department and PBC- lead officers Claire Broome (SS Training) and Lynsey Thomas (Safeguarding Unit) – July 2021</p>	<p>There will be a clear safeguarding training framework which staff/ managers from all council service areas can access to identify what level of safeguarding training is required for their employment role (including volunteers) to ensure compliancy in terms of safeguarding training.</p> <p>This tiered training framework could also be developed as a future project to be linked to the clear review and personal development plans of employees.</p>	<p>AMBER due to roll over from previous work plan task (19/20)</p>
<p>5. Improve how “safeguarding” information is communicated externally to the citizens of Newport in order to ensure that our citizens know who to contact</p>	<p>Review the current Newport.gov webpages to ensure that the information is up to date/ useful/ engaging</p>	<p>1) Content development of pages and ratification of content by CSMT by August 2021</p>	<p>Citizens of Newport report that they can access information, advice and assistance and feel that the information is communicated to them clearly.</p>	<p>AMBER due to roll over from previous work</p>

<p>if they need information, advice or assistance and to promote the Council's commitment to safeguarding by communicating essential information and highlighting where changes have or will be made (ie. legislation/ policy/ council procedures).</p> <p>"Communicating Information to Citizens about the Children-Abolition of Defence of Reasonable Punishment Law" in 2022 is promoted on Newport.gov website.</p>		<p>2) Dissemination strategy to be agreed with Comms & Marketing department upon agreement of information content IT web page content development and launch by September 2021)</p>		<p>plan task (19/20)</p>
<p>6. Child Protection Conference Process quality assurance review and audit</p>	<p>Audit and evaluation of the process changes and feedback from practitioners/ partners/ service users.</p>	<p>1) Virtual conference change occurring early summer (June/ July 2021), therefore, 1st audit review within 3 months approx. October 2021</p> <p>2) Case file audit of WCCIS form development for Child Protection Conference to assure quality to coincide with virtual conference changes at 1.</p> <p>3) Practitioner/ child/ agency feedback on process changes to inform review and audit-findings to CSMT December 2021</p>	<p>Child Protection Conferences in Newport are a collaborative process which engage all of those participants involved, promoting the voice of the child and central to the process.</p>	<p>Green</p>

<p>7. Campaign Promoting the role of the “Designated Safeguarding Lead/Officer” (<i>ie. person responsible for making child/ adult at risk referrals</i>) and the differences with the “Safeguarding Champion” for the Service Area (<i>ie. person who disseminates information about Safeguarding and takes a corporate lead for information sharing</i>)- it is vital employees know who to report their concerns to and that those with DSL/O responsibilities and duties have the adequate training/ resources/support to fulfil these obligations.</p>	<p>A clear need for a new campaign on identifying who the DSL/O is for every team in every service area is needed and ensuring that those people are adequately trained for the role/ supported and that they are known and promoted to their teams/ service areas as the person responsible for making child/adult at risk referrals.</p>	<p>- Individual service area feedback from self evaluations commencing June 2021</p> <p>- SG Champions forum highlighting information (September 2021)</p> <p>- DSL/O Campaign September 2021</p>	<p>Within the 2022 annual corporate safeguarding self assessments there will be a more informed knowledge base and response across the entire service area that it is the role of the “DSL/O” as the person who makes child/ adult at risk referrals.</p> <p>Improved knowledge across all service areas in safeguarding terminology/ language.</p> <p>Every employee knows who to report their concerns to if they have concerns for a child or adult at risk and the names of designated safeguarding leads/ officers are known/ displayed amongst teams/ departments.</p>	<p>GREEN</p>
<p>8. Liberty Protection Safeguard training across Newport adult and children services prior to regulation changes in 2022</p>		<p>Regional consortium training calendar tbc</p>	<p>Adequately skilled workforce who have received the specialised regional training who are able to adapt to the transition from DoLs to LPS when it is applied in 2022.</p>	<p>GREEN</p>

9. Resource implications (employment and financial)

Members are reminded that the work plan (2021/2022) for corporate safeguarding will result in resource and financial commitments across the service areas. Including the DBS re-checks with Education; Improved monitoring and scrutiny of mandatory safeguarding training by People and Business Change; and the resource strains identified regarding the pressures on service areas where new procedures for safeguarding (LPS) are being implemented from 2022. Although, each service area is already extensively stretched the proposals within the corporate work-plan require to be objectively scrutinised and considered to ensure that as an authority we remain compliant in terms of WAO and Welsh Government recommendations, and where recommendations have been made through external/ internal audits and inspections we have done our utmost to make the required changes.

Appendices



Newport City
Council Corporate S



7 Minute Briefing-
Ending Physical Pun

Newport City Council Corporate Safeguarding Self -Assessment Audit Tool (2021)



Introduction

The following self-assessment framework is set out in three sections covering three identified standards underpinning 'safeguarding' and requires each service area to think about their own practices and procedures within their relevant settings. It is designed to give an understanding of how the theme of 'safeguarding' is being successfully achieved in a particular service area currently, and how this might be developed. In addition, the self- assessment gives the Council with an overview of safeguarding practices across the entirety of its service areas and can ensure that safeguarding compliancy and duties are being effectively met, the data from the annual self-evaluations will be integral to informing planning of service delivery and thus improving the wellbeing outcomes for Newport citizens.

The self-assessment audit will be completed annually and will ask you to consider the last rolling 12 month period.

3 standards: 1. Policy/Practice (Robust)- How robust are your safeguarding practices in your service area? (p&p's adopted and in use/ safe recruitment/ compliancy/training/ audits and inspections/ reporting)

2. Environment (Safe)- How safe does your service area feel to citizens that access your services, and to your staff working in your service area? (atmosphere/ buildings/ e-safety/ information sharing/ complaints and compliments)

3. Culture (Effective)- How effective is your service area approach to safeguarding? (effectively working with others to protect children and adults at risk and generally promote the wellbeing of citizens, ie. through commissioned services/ effective communication and engagement with staff and volunteers to embed safeguarding into practice and service area planning)

Guidance for the completion of the Self-Assessment Audit Tool

The audit tool is a self- assessment tool that covers the three standards. Within each of the standards there are measures which you should provide evidence to demonstrate how effectively your service area is currently meeting each standard and where improvements can be made. In the evidence section you have been provided with some brief examples in italics, this is **not** a minimum list of expectations and is provided as an illustrative example for assistance only, it is your responsibility as the service manager for your service areas to provide the correct evidence to illustrate how the measures are being effectively met. Think carefully about the practices and procedures across your relevant service area and RAG rate as outlined below.

Be aware that you may need to think about **multiple sites/ venues** when answering the questions, you are submitting the self- evaluation in respect of **your portion** of the service area, however, this will then be collated with the returns of the other service managers to make a **collective self evaluation for the entirety of the service area.**

Where relevant, be specific in your audit regarding which service is being commented upon if you identify an issue with one specific site/ service in your area. For example, in your portfolio you may be responsible for multiple sites and identify that the practices for on-site contractors attendance is being managed differently to the policy in place and that of other sites. Therefore, your audit should capture the main RAG rating for your general performance and if a specific issue for a certain site/service is identified this should be recorded within the “Further action required” box as to how this will be addressed.

Be prepared to allow enough time to gather the required information and consult with your team managers/ admin/ etc. who may have the information per site/ venue, etc. Remember that you can also contact your Safeguarding Champion(s) in your service area, HR partners (eg. for data on training records), Safeguarding Quality Assurance Team for any other advice or assistance on the completion of this self-assessment tool.

Self-assessment rating

The traffic light system relates to how a service area assesses itself against achieving the minimum standard. If your service area assesses itself, as red or amber you should record in the “Further action required” box what you feel is necessary, or if you are unsure identify that support/ advice from the Corporate Safeguarding Unit to improve on this measure is required to move forward.

At the end of each standard you have the opportunity to reflect on the measures providing a narrative on what you feel as a service area you do well; where you can improve and if you require any assistance in embedding ‘safeguarding’.

Green

Means everything is in place, up to date, and meets the required minimum standard

Amber

Means that something requires review or improvement

Red

Means something needs to be developed as a matter of urgency or the measure needs to be addressed urgently

Once completed the self-evaluation form should be returned on the specified date to the Safeguarding Unit (Quality Assurance Team):

Lynsey Thomas (lynsey.thomas@newport.gov.uk) and Lauren Twamley (lauren.twamley@newport.gov.uk)

SERVICE AREA	Contracts and Commissioning
PERSON COMPLETING THIS AUDIT	Brian Lovatt
ROLE/POSITION	Team Manager
DATE COMPLETED	
Please list ALL the individual services / organisations / establishments that <u>you</u> are responsible for and reporting on in this audit.	

STANDARD 1: Policy & Practice (Robust) How robust are your safeguarding practices in your service area?

Standard 1	Evidence	RAG status	Further action required
1.1 Up to date safeguarding policies in place	<i>Ncc Corporate Policies and any other Specific Policies (name)</i>		
1.2 Up to date safeguarding training in place and accessed by your service area	<i>Ncc Corporate safeguarding training courses; External safeguarding courses (name)</i>		
1.3 Is your service area compliant with the basic safeguarding training requirements for new starters, existing staff and volunteers?	<i>Provide data on completion of staff in service area for mandatory training courses (safeguarding involves us all; VAWDASV; GDPR; carers awareness)</i>		
1.4 Do you have safer recruitment processes in place? (In line with the NCC Safer Recruitment Policy/ Volunteers Policy)	<i>All staff and volunteers have DBS checks prior to employment if they are engaged in regulated activity and the DBS is recorded and update in line with policy; Those people involved in recruitment within your setting have undertaken appropriate training; etc.</i>		

1.5 Up to date safeguarding checks (eg. DBS) are in place for all required roles/ posts within your service area (staff/ volunteers)	<i>Provide list of all staff/volunteers with DBS in service area to verify DBS is up to date</i>		
1.6 Does your service area utilise volunteers (paid or unpaid); chaperones or mentors? If yes, are all of these volunteers/chaperones/mentors registered centrally with Human Resources and up to date with their basic safeguarding training and safeguarding checks?	<i>Provide list of all volunteers/ chaperones/ mentors for service area (annual register to HR)</i>		
1.7 There is a named Designated Safeguarding Officer/ Lead in every required site/ location across the Service Area whose training is up to date and all staff know who this person is and how to contact them.	<i>List or DSO/L for the service area and confirmation of their SG training being up to date- how their post is communicated to staff and any changes.</i>		
1.8 There is a named Safeguarding Champion for the service area who is responsible for disseminating safeguarding communications across the service area.	<i>Named SG for service area, where there are any changes, how they embed/ cascade information.</i>		
1.9 Handling allegations against workers and volunteers (Professional Concerns)- managers and staff alike know how and who to report concerns to.	How many incidents/ reports made by your service area in this year to the Local Authority Designated Officer (LADO)? (MUST BE PROVIDED)		
1.10 Staff are able to recognise when children or adults are at risk or in need of additional support and can make appropriate referrals to services (ie. Families First; Preventions; Adult Services; Age Concern; Lighthouse Project; Children's Services)	<i>Think about how many referrals your service area has made to protect/ safeguard/ support where this is not your primary services function.</i>		
1.11 Have any audits been undertaken in your service area within the last rolling 12 months, which have included any focus on safeguarding? What was the outcome of the audit and how have you applied this to your service planning?			

(For example: Finance may think about audits on home visits; City Services consider audits in relation to customer service contacts for social services)			
Reflection opportunity for – How Robust are your safeguarding practices in your service area? What are you good at? What can you improve on? What do you need assistance with?			

STANDARD 2: Environment (Safe)- How safe does your service area feel to citizens that access your services, and to your staff working in your service area?

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Standard 2	Evidence	RAG status	Further action required
2.1 Citizens using your service are made aware of all safeguarding policies and procedures and how these are applied within your setting(s)	<i>Policies/procedures are accessible online; in folders on site upon request; displayed; etc.</i>		
2.2 The named Designated Safeguarding Officer/ Lead for each site where citizens access to attend for services or information, is clearly displayed or is accessible.	<i>Name each DSO and site and where information is accessible</i>		
2.3 In every site across the service area the staff (including volunteers) would know what to do and who to contact in case of an emergency involving a child (up to the age of 18 years old) or an adult at risk, and would know who to seek advice from in the service area regarding safeguarding information	<i>Training data for mandatory safeguarding involves us all compliancy; team meeting agendas; Safeguarding Champions information; communication of policies/ procedures and where these are displayed and made available to staff; any other training</i>		
2.4 <u>Monitoring Public Access Points on site</u> - Do you know who is in and out of the building at all times?	<i>Are badges issued? Signing in & out? CCTV?</i>		

How do staff and citizens feel assured by the safety measures in place?			
2.5 When services/ contractors attend your properties there is a policy/ procedure in place which is routinely followed regarding supervision whilst on site and/ or a risk assessment in place if working in areas unsupervised?	<i>Policy/ procedures- reviewed risk assessments</i>		
2.6 Do you risk assess for safeguarding and general safety when using premises other than your own and have a reporting system in place for any issues identified? (for example: NCC youth worker facilitating session on-site at ABUHB premises; NCC solicitor working out of law courts in another district- risk assessment of rooms for consultation)	<i>Policies/ procedures (name)</i>		
2.7 Information about a child or adult at risk OR concern about a professional/ volunteer when shared either by a citizen or staff member is done so safely, securely and maintained confidentially (ie. Stored and shared in line with GDPR and council requirements)	<i>Describe how referrals or records are kept securely in-line with your site policy; risk assessments; etc.</i>		
2.8 <u>E-Safety</u> : Do you have and implement a policy for the safe use of internet access by service users (including children and young people)?	<i>Policy (name), is it up to date and reviewed in line with regulations and site requirements</i>		
2.9 <u>Complaints and Compliments</u> (rolling 12 months): How many complaints within your service area linked to safeguarding? (Think about- professional concerns; safety in buildings: including workman access unsupervised; anti-social behaviour; staff concerns for safety)	<i>Should always include the number of Professional Concerns referrals made by your service area.</i>		

<p>How many compliments within your service area linked to safeguarding? (Think about- feedback from citizens about services received from staff/ volunteers; feedback via engagement/ consultation surveys or forms at site)</p>			
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Reflection opportunity for – How safe does your service area feel to citizens that access your services, and to your staff working in your service area? What are you good at? What can you improve on? What do you need assistance with?

STANDARD 3: Culture (Effective)- How Effective is your service area approach to safeguarding?

Standard 3	Evidence	RAG status	Further action required
<p>3.1 <u>Commissioned services</u>- Do you commission services for your service area? How can you evidence that every service commissioned delivers a safeguarding standard consistent with our own service (ie. In line with our corporate safeguarding policies/ expectations)?</p>	<p><i>What services are commissioned? Have you dispensed with any services within the last 12 months due to non-compliance or issues with standards? Policies/procedures provided by organisation at time of commissioning and at point of review; inspection reports</i></p>		
<p>3.2 All staff/ volunteers receive appropriate training (at the relevant levels) to understand to whom they are directly accountable with regards to the wellbeing of children and adults at risk, and to enable them to fulfil safeguarding responsibilities proportionate to their role</p>	<p><i>Staff teams (including volunteers) know who the DSO and SG champs are for service area; know who is responsible for making child/ adult at risk referrals/ knows what to do in an emergency situation; training data for corporate SG mandatory training compliancy rates for service area; refresher training for staff</i></p>		

<p>3.3 All staff/ volunteers are made aware of updates and changes in safeguarding legislation/ policy/ practice and how this may have a direct impact on your specific service area.</p>	<p><i>Communications from safeguarding champions/ safeguarding unit/ staff briefings/ team meetings- what you have done in your service area to make changes/ adaptations</i></p>		
<p>3.4 <u>Working with others:</u> How is guidance and training regarding information sharing made available to staff (both at induction and existing staff)? Are staff aware of what can and can't be shared with others (eg. Agencies such as police/ solicitors) and in what formats (eg. Redacted records)?</p>	<p><i>GDPR training data for service area; specific training; Policy/ procedure (name)</i></p>		
<p>3.5 Consent to share information and when consent is not required is covered in training/ guidance and in supervision/ appraisals as standard practice</p>	<p><i>Safeguarding training awareness Supervision policies</i></p>		
<p>3.6 All strategic planning takes into account the need to safeguard citizens and to promote their welfare; as a service area we reflect on what has gone well and areas for improvement and ensure that new learning is embedded into our practice and in service area planning</p>	<p><i>Evidence from priority plans; citizen consultation; complaints and compliments; audits and inspections; training; updating risk assessments; reviewing commissioned contracts; etc.</i></p>		

Reflection opportunity for – How Effective is your service area approach to safeguarding?
 What are you good at? What can you improve on? What do you need assistance with?

Mae'r dudalen hon yn wag yn



Report

Cabinet

Part 1

Date: 8 September 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 for over 18 months since Newport received its first reports of cases in February 2020. During this time, the crisis has impacted all communities, businesses and services delivered by the Council and partners across Newport. Newport as a City has had to adapt and respond as necessary to the restrictions to minimise the spread of the virus. The Council's priority has been to ensure the continuity of services with our strategic partners, supporting the most vulnerable residents, support businesses and ensure the safety of staff and customers. This report provides an overview of what action the Council has taken to date progress against its Strategic Recovery aims and Wellbeing Objectives.

Since the last Cabinet report in July 2021, restrictions have been eased to Level 0 by the Welsh Government with some measures still in place to reduce the spread of the virus. However, the Covid (predominantly Delta) virus remains prevalent in the community but the vaccination programme and ongoing monitoring of the virus is reducing the impact of the virus in the community and hospital settings.

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 and the City.

Action by Corporate Management Team

Timetable Immediate

This report was prepared after consultation with:

- Gold Recovery Group
- Corporate Management Team

Signed

Background

Since the last Cabinet Report on [7th July 2021](#), Newport Council and its partners have continued to monitor the Covid-19 cases in the City through its role at the multi-agency Gwent Incident Management Team the Council's Emergency Response and Recovery Group (Covid Gold) and liaison with Welsh Government (WG), Public Health Wales and ABUHB partners.

Wales Covid-19 Update

From 7th August Welsh Government moved to alert Level 0 which resulted in:

- Removal of legal restrictions on the number of people who can meet indoors including private homes, public places or at events; and
- All businesses and premises opened including nightclubs.

The Welsh Government kept the legal requirement for face coverings to be worn indoors except for hospitality premises and will be kept under review. They are also encouraging people to work from home wherever possible and for fully vaccinated adults, under 18s and vaccine trial participants not requiring to self-isolate if they are a close contact of someone with coronavirus.

The vaccination programme continues to be a success across Wales with over 2.3 million people receiving their first dose of the vaccine and 2.1 million receiving their second dose which has clearly contributed towards reducing the impact of the Delta variant across communities.

However, the pandemic is not over, and the virus continues to spread and we are likely to see cases increase as we mix more with others. Therefore, it is important to maintain physical distancing where possible, especially with those we don't live with.

The Delta variant of the virus remains the most prevalent across Wales and people who suspect they have symptoms should still get tested and should take all necessary safeguards to and restrict their movements and contacts with vulnerable people.

Newport City Council Update

Throughout the pandemic the vast majority of Newport City Council staff have continued to deliver front line services throughout the pandemic. In August, the Welsh Government advice continues to be that if staff can work from home they should do so. This message has been relayed to staff via regular staff communications. This equally applies to Members and access to the Civic Centre and the democratic functions of the Council continue to be undertaken virtually.

Risk assessments are in place for all work that we do, and these take into consideration work environment and task, health and safety legislation and current Government guidance. In this way we can ensure that staff can safely undertake their duties. Now that restrictions are relaxed it is appropriate to relook at this work and consider opportunities for more functions to be undertaken from our buildings as we adjust to the new reality of living with Covid 19. It is important that we undertake this in a planned and cautious way, whilst also maintaining the benefits achieved by working flexibly to this point (these benefits are set out in the [New Normal report](#) previously discussed at Cabinet).

Over the coming weeks we will set out this planned and phased approach that manages the interim between now and the implementation of the New Normal business model. This will include:

1. Utilisation of our estate to undertake a broader set of functions
2. Public access to the estate
3. Member access and meeting the requirements of the Local Government and Elections Act (hybrid meetings)

This approach will be detailed in the October Covid Recovery report.

A summary of the Council's activity since the last Cabinet Report is outlined below with a full update provided in appendix 1.

Strategic Recovery Aim	Summary of Council's activities to 1st September 2021
Strategic Recovery Aim 1 – Supporting Education & Employment	<ul style="list-style-type: none"> • Supermarket vouchers continued to be offered to pupils throughout the summer holidays • Request for additional devices has been submitted using the Hwb EdTech grant funding for 2021/22. This will provide schools with a further 2,408 digital devices, 105 digital screens, 106 projectors and 86 charging trolleys. • Newport Live Development staff are working with NCC colleagues on the School Holiday Enrichment programme (SHEP), as well as delivering with Education 2 x week long Transition Camps for St Josephs and John Frost school clusters around emotional wellbeing, leadership, confidence, and physical activity readying pupils going to high school in September. • Newport Live are also delivering regular opportunities for ethnically diverse community groups via Newport Live's Positive Futures, Levelling the Playing Field, and Sport Wales funded projects and staff.
Strategic Recovery Aim 2 – Supporting the Environment and the Economy	<ul style="list-style-type: none"> • ERF 1 Spring Restrictions Grant supported 325 businesses with a grant of between £2,500 and £10,000 in this round. £831,000 has been defrayed, protecting a reported 375 jobs in the city. • ERF 2 Summer Restrictions Grant opened on the 26th July. NCC Business Development Fund 2021/22 to launch August 2021 • Developing a Local Area Energy Plan for Newport which will be a significant opportunity for the public and private sector to work with communities to support the decarbonisation of Newport's power, heat, and transport needs for the future. Two stakeholder workshops have taken place.
Strategic Recovery Aim 3 – Supporting the Health & Wellbeing of Citizens	<ul style="list-style-type: none"> • Demand is growing for care home placements. There is sufficient capacity within the market to accommodate the need, but staffing is an issue. The holiday period, sickness and positive covid cases are having an impact. • Domiciliary care is also being impacted by staff shortages, agencies are unable to recruit, and some staff are leaving to find better paid jobs in hospitality and retail. Consequently, there is no capacity within the market and hospital discharges are being affected. These issues are being experienced across the region • The following libraries are proposed to re-open without any limit on visitor numbers being put in place as they are larger sites and well ventilated: Central, Malpas, Bettws, Rogerstone, Ringland, Tredegar House. • Numbers of library visitors to Caerleon, Pillgwenlly & St Julian's will remain limited due to the size of the venue and ventilation available but will not be subject to prior booking. Instead numbers of users will be monitored by staff. • Newport Live's Riverfront theatre opened 2nd August, having been closed since March 2020. Leisure Facilities at NISV, ALC, and Newport Centre are open and being utilised by the public, with demand high.
Strategic Recovery Aim 4 – Supporting Citizens post Covid-19	<ul style="list-style-type: none"> • WG hardship funding is continuing to be used to support the additional pressures on temporary accommodation due to the pandemic. The authority is awaiting guidance from WG in relation to our ongoing responsibilities to provide temporary accommodation to all homeless persons. • The increase in Social Housing Grant funding has meant several new schemes have been brought into the development plan. As well as general needs accommodation, several specialist schemes have been funded which will provide residents with the support to sustain and manage in their own accommodation.

Strategic Recovery Aim	Summary of Council's activities to 1 st September 2021
	<ul style="list-style-type: none"> • Newport Live's Positive Futures staff are working with referred young people from police and community safety partners with good affect (e.g. Youth Justice), as well as referred groups from Primary Schools at an early intervention age (e.g. Maindee, Maesglas, Always, etc..) over the Summer in the day time as well as at events. • Budget allocation for £500k over 2 years has been made for a Covid Recovery Fund to support grass roots groups and projects. A participatory budgeting approach will be adopted to help build social capital, deliver social value and bottom-up recovery.

Financial Summary (Capital and Revenue)

The Council's financial (revenue and capital update is reported separately as part of the Council's monthly budget reports to Cabinet. The Covid-19 impact(s) are considered in the finance reports and are closely monitored as part of the Council's financial management processes.

Risks

Through the Council's Risk Management process, the Covid risk has been monitored every quarter to the Council's Cabinet and Audit and Governance Committee. Below is the latest update taken from Quarter 1 (April to June '21) 2021/22 risk report update.

Risk Title / Description	Risk Impact score of Risk if it occurs* (1-5)	Risk Probability of risk occurring (1-5)	Risk Mitigation Action(s) What is the Council doing or what has it done to avoid the risk or reduce its effect?	Risk Owner Officer(s) responsible for dealing with the risk?
Covid 19 Pandemic Risk (Corporate Risk)	5	3	Mitigation actions outlined in the report and managed by the Council's Covid Gold Group.	Head of People & Business Change

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 ran for the entire 20/21 financial year and has recently been confirmed to continue until the end of March 2022.

In essence, Covid related, eligible expenditure is predominantly funded by the Welsh Government but the eligibility criteria is under ongoing review. The revenue outturn for 20/21 confirmed a positive overall position for the Council and included the impact of the financial assistance provided from the Hardship

Fund as well as the normal and routine budget issues that affect the Council, this trend continues into 21/22 with current July 2021 forecasts showing a positive position again.

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 Covid-19 Response and Strategic Recovery Aims and progress since the previous 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. Since the last report, the move the alert level zero and the relaxation of most restrictions have changed the nature of both the TTP contact tracing work and the work of the Environmental Health officers in managing clusters and containing transmission. The TTP team have taken on more of a "warning and informing" role with the reduction in requirements for self-isolation of contact cases and Environmental Health are focussing on closed care setting and support for schools, given the removal of strict social distancing requirements and the opening-up of community contacts. Enforcement staff are also focussing on providing advice and assistance in relation to the individual risk assessments that are now required in relation to retail and licensed premises and also larger organised events.

Comments of Head of People and Business Change

Since the previous report in July there has been significant progress made by NHS Wales, Public Health Wales and the Council to deliver the vaccination programme and to deliver the Test, Trace and Protect services. All of this has meant the impact on communities and the health service has been minimised.

As part of the Council's New Normal project, we will continue to encourage as many office based staff that are not required to work either on the frontline or in Council buildings to work from home in line with the Welsh Government. We will eventually move towards a hybrid approach for the Council that will provide flexibility for staff and mitigate the number of people in office spaces.

Building on what we have learned over the last 18 months, the Council's Human Resource team is developing new approaches to manage staff's wellbeing and delivery of services.

Scrutiny Committees

Not Applicable

Fairness and Equality Impact Assessment:

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, 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

Not Applicable

Background Papers

Cabinet Report (Strategic Recovery Aims) – July 2020

Corporate Plan 2017-22

Strategic Recovery Aims

[Responding to the 'New Normal' Report to Overview and Management Scrutiny Committee](#)

Dated: 1 September 2021

Appendix 1 – Progress of Delivery against Strategic Recovery Aims (to 1st September 2021)

<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>	
Strategic Aim Step	September 2021 Update (By Exception)
Support schools and other educational establishments to safely reopen for staff and pupils.	Supermarket vouchers, at a value of £19.50 per child per week, were distributed to support free school meal eligible pupils over the period of the school summer holidays.
Work to prevent and reduce inequality of progress and outcomes in education for mainstream and vulnerable learners.	Education Welfare Officers continue to work closely with schools. The recorded rates of attendance up to 30 th June 2021 were: <ul style="list-style-type: none"> • Primary schools – 92.7% • Secondary schools – 89.4% • Special schools – 87.7%
Support schools to enhance and develop digital skills; digital teaching and learning platforms; and enhanced support for digitally excluded learners	An order for additional devices has been submitted using the Hwb EdTech grant funding for 2021/22. This order will provide schools with a further 2408 digital devices, 105 digital screens, 106 projectors and 86 charging trolleys. Delivery dates are as yet unconfirmed but most items are anticipated during the Autumn Term.
Support and enable people that are digitally excluded to access community IT programmes, Council services and other public services.	Public access to IT is now available in libraries following further relaxation of the restrictions.
Support people who have been affected by unemployment to access new opportunities through training and re-employment required for post Covid 19 businesses.	We continue to work with the Celtic Manor to recruit. They have also introduced them to the Serco Employment Engagement Manager to share with other providers of the Restart Programme. First referrals to Restart scheme received and we are working in partnership with DWP on the warm handover induction.
Ensure our diverse communities are appropriately supported through tailored interventions	Tablets and WIFI packs are still being used by Flying Start and Families First families who are experiencing digital poverty.

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	September 2021 Update (By Exception)
specific to their needs, including consideration of language, culture and points of access.	Newport Live Update – Development staff are working with NCC colleagues on the School Holiday Enrichment programme (SHEP), as well as delivering with Education 2 x week long Transition Camps for St Josephs and John Frost school clusters around emotional wellbeing, leadership, confidence, and physical activity readying pupils going to high school in September. Regular opportunities being provided for ethnically diverse community groups via Newport Live’s Positive Futures, Levelling the Playing Field, and Sport Wales funded projects and staff.

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	September’21 Update (By Exception)
Maintain our focus on regenerating Newport to deliver existing and new investment projects.	ERF 1 Spring Restrictions Grant supported 325 businesses with a grant of between £2,500 and £10,000 in this round. £831,000 has been defrayed, protecting a reported 375 jobs in the city. ERF 2 Summer Restrictions Grant opened on the 26th July. NCC Business Development Fund 2021/22 to launch August 2021
Enable and support the construction industry to re-establish the supply of new and affordable housing.	The affordable housing development programme for 2021/22 has been approved by Welsh Government. The programme totals £12.5 million and supports the creation of 523 units of affordable housing.
Enable and support businesses to re-establish normal operations whilst maintaining the health and safety of their workers and customers.	Regulatory Services are continuing to will be supporting businesses reopening as restrictions are eased over the next few months.
Enable and support businesses to prepare for future trade arrangements resulting from Brexit negotiations.	See Brexit Report presented at Cabinet in September 2021.
Protect and improve the environment, including air quality and decarbonisation of	ReFit tender will be launched. Planning application submitted for NCC solar farm development. As part of our wider role as a council in shaping Newport and Wales’ transition to a low-carbon society we are developing a Local Area Energy Plan for Newport which will be a significant opportunity for the public and private sector to work with

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	September'21 Update (By Exception)
the city for its residents, businesses and visitors.	communities to support the decarbonisation of Newport's power, heat, and transport needs for the future. Two stakeholder workshops have taken place. Work is continuing to develop the Councils' Climate Change Strategy to deliver its commitment towards being net-zero carbon by 2030.
Continuing support and safe delivery of the Council's City services including waste, cleansing and highways.	Studies are ongoing to integrate further electric vehicle charging and renewable energy to support zero emission transportation.

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	September'21 Update (By Exception)
Support people to remain living independently in their homes and communities.	Fee negotiations are concluded. Demand is growing for care home placements. There is sufficient capacity within the market to accommodate the need, but staffing is an issue. The holiday period, sickness and positive covid cases are having an impact. Domiciliary care is also being impacted by staff shortages, agencies are unable to recruit, and some staff are leaving to find better paid jobs in hospitality and retail. Consequently, there is no capacity within the market and hospital discharges are being affected. These issues are being experienced across the region Providers are implementing contingency measures to maintain current caseloads. Social Workers have been directed to prioritise requests to the most urgent cases.
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.	We continue to work with citizens and providers to build confidence and reinstate services as circumstances change. The relatively small number who have not returned are being reviewed and options discussed. Work is ongoing with partners to ensure additional Housing Support Grant funding is fully utilised to develop sustainable accommodation solutions for people who have been homeless and/or with complex needs such as mental health and substance misuse issues
Assess the impact and the long-term sustainability of the social	The hardship fund will remain in place until the end of September on an as is basis. We await confirmation of what will happen thereafter, but it is expected that financial support will start to reduce.

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	September'21 Update (By Exception)
care sector in Newport informing future service requirements.	Demand for all services is at higher than normal levels and the biggest risk to sustainable provision is currently around staffing. It is hoped that there will be some improvement in September when the holiday period is over and when the furlough arrangements come to an end.
Safeguard and support children and young people to remain safely with their families.	Business as usual operations are in place.
Improve opportunities for Active Travel and work towards improved air quality.	In collaboration with Network Rail further development has been made with the installation of a new accessible walkway from Devon Place to Queensway. Network Rail have announced that this winter they will close the line that will enable the necessary works to take place. The new footbridge will provide a safer route for pedestrians and improve access for disabled people in the city. The Council also received fantastic news that it will have £9.4m to deliver Active Travel schemes in Newport in 2021/22.
Regulate businesses and support consumers / residents protect and improve their health.	Regulatory Services are continuing to will be supporting businesses reopening as restrictions are eased over the next few months.
Work with key partners to safely re-open cultural and leisure facilities including the promotion of the city's parks, open spaces and coastal paths.	Following Welsh Government's move to alert level 0, open access to larger libraries and the museum and art gallery are being prepared for. It will be recommended that social distancing is maintained, and visitors will be reminded the masks should still be worn in enclosed settings. Some hands-on exhibits in the Museum will not be returned to display to avoid surface contamination. Levels of cleaning will be maintained. The following libraries are proposed to re-open without any limit on visitor numbers being put in place as they are larger sites and well ventilated: Central, Malpas, Bettws, Rogerstone, Ringland, Tredegar House. Numbers of library visitors to Caerleon, Pillgwenlly & St Julian's will remain limited due to the size of the venue and ventilation available but will not be subject to prior booking. Instead numbers of users will be monitored by staff. Newport Live's Riverfront theatre opened 2 nd August, having been closed since March 2020. Leisure Facilities at NISV, ALC, and Newport Centre are open and being utilised by the public, with demand high. MVC continues to utilise the Newport Centre. Summer of Fun funding via NCC will support and kickstart a wide range of arts development projects, performances, and cultural activities to get the population of Newport back to the theatre and the arts. Newport Live' are proactively engaging and supporting children, families and young people to increase physical activity levels and support mental wellbeing this Summer (Happier Healthier Newport). 18 events in parks and open green

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	September'21 Update (By Exception)
	spaces (Pop Up Sport, Sport in the Park) over 1,000 participants in first 10 events, free access and free packed lunches for all in communities such as Pillgwennlly, Ringland, Lliswerry, Underwood, Maindee, Bettws, Somerton, etc..). Positive Futures are engaging young people in similar outdoor spaces in evenings in Maindee, Maesglas, Pillwgennly, Always, Duffryn, Ringland, Beechwood Park, Belle Vue Park, etc. working alongside community safety partners.
Sustain a safe, healthy and productive workforce.	With the relaxation of restrictions as confirmed by Welsh Government in early August, the Council is reviewing the Civic Centre risk assessment to reflect any possible adaptations, whilst being mindful that as an employer we are accountable to the Health and Safety Executive (HSE) and will continue to be required to protect the workforce from any infectious disease transmission wherever possible. The removal of the legislative requirement for social distancing does not remove our obligation to seek to prevent transmission of infectious disease and our mitigation measures may alter as a result. In the meantime the Council continues to advise staff to work from home wherever possible, which remains in line with Welsh Government guidance.

Update Strategic Recovery Aim 4	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	September'21 Update (By Exception)
	Work together with our partners to reduce poverty, address homelessness and support our most vulnerable people as a priority.	WG hardship funding is continuing to be used to support the additional pressures on temporary accommodation due to the pandemic. The authority is awaiting guidance from WG in relation to our ongoing responsibilities to provide temporary accommodation to all homeless persons. Additional funding has been provided by WG to prevent homelessness for those living in the private rented sector who have rent arrears because of the pandemic.
	Assess and address the inequalities that Covid 19 has highlighted or contributed to within our communities.	<p>The Policy, Partnership and Involvement team will be conducting a survey with the Citizens Panel and the wider public through the bus WiFi on the impacts of the second lockdown measures, the Council's (including partners) response and communication with Newport's communities.</p> <p>Inequalities highlighted by COVID-19 are included in the focus of work ongoing to embed the Socio-economic Duty in council decision-making processes. This will ensure longer term planning and policy aims to reduce inequalities that have arisen as a result of both socio-economic disadvantage and for minority/marginalised communities and encourage more effective engagement with those groups who are affected by council decisions.</p>

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	September'21 Update (By Exception)
Identify, develop and seek to sustain any positive developments emerging during the crisis.	The Policy, Partnership and Involvement team will be conducting a survey with the Citizens Panel and the wider public through the bus wifi on the impacts of the second lockdown measures, the Council's (including partners) response and communication with Newport's communities.
Developing opportunities for people to access suitable and affordable housing	The increase in Social Housing Grant funding has meant several new schemes have been brought into the development plan. As well as general needs accommodation, several specialist schemes have been funded which will provide residents with the support to sustain and manage in their own accommodation.
Deliver a community cohesion programme that effectively responds to community tensions and creates a shared sense of identity across the city.	Welsh Government have confirmed funding for continuation of community cohesion work until March 31st 2022. Recent activity includes a virtual Ramadan learning project for schools and the development of the 'Faces of Welshness' project, focussed on celebrating difference and recognising commonality across diverse communities in Newport.
Prevent and address instances of antisocial behaviour (ASB) impacting upon the residents and the business community of Newport	<p>Now that citizens are venturing out into communities we are likely to see an increase in Anti Social Behaviour. Over the last few months, we have seen a significant increase in demand on the preventative services with referrals into the SPACE wellbeing panel.</p> <p>Education report a higher level of exclusions over the last 12 months due to incidents of violent behaviour and acknowledge that this may impact on poor behaviour in the community increasing ASB and Crime. This also raises the concern for the siblings of those involved and how it has an impact on their future.</p> <p>There is an increase in referrals where the child is experiencing poor mental health.</p> <p>We are also seeing an increase in waiting lists across services for families waiting for support.</p> <p>Services are starting to provide more 1:1 support face 2 face. However, with the backlog of families needing support, it will take time.</p> <p>Newport Live's Positive Futures staff are working with referred young people from police and community safety partners with good affect (e.g. Youth Justice), as well as referred groups from Primary Schools at an early intervention age (e.g. Maindee, Maesglas, Always, etc..) over the Summer in the day time as well as at events. The team are also delivering evening diversionary sport and youth engagement provision and sessions on Corporation Road Chem Park MUGA, Alway MUGA, Pill Mill Centre, Ringland, and in Duffryn (Friday Night Projects) and are working reactively with partners and NCC to engage young people in hotspot areas (e.g. Beechwood Park, Belle Vue Park where there have been issues this Summer).</p>

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	September'21 Update (By Exception)
Re-establish Community Regeneration facilities and services where it is safe to do so for staff and its service users.	The move to alert level 0 has allowed for near normal delivery of service. Community Centres have returned to near normal operation and bookings made available for hirers supported by relevant risk assessments. Hiring schedules have also been reduced to allow adequate cleaning and preparation time.
Develop opportunities for community involvement participation and engagement.	A budget allocation for £500k over 2 years has been made for a Covid Recovery Fund to support grass roots groups and projects. A participatory budgeting approach will be adopted to help build social capital, deliver social value and bottom-up recovery. An updated Community Impact Assessment will inform the programme and a high degree of community involvement in planning and delivery will be a key feature.

Mae'r dudalen hon yn wag yn



Report

Cabinet

Part 1

Date: 8 September 2021

Subject Post Brexit Update for Newport City Council

Purpose To present an update to Cabinet on post Brexit arrangements and their impact on Newport Council services and Newport's communities and economy.

Author Chief Executive
Head of People and Business Change

Ward All

Summary The UK-EU trade arrangement has been in place for 9 months. With the impacts of the global restrictions to manage the Covid pandemic and the implementation of the new UK-EU Trade arrangements the UK has seen a number of economic sectors citing these impacts where there have been issues in the availability and cost of goods and materials. The public sector including Newport Council is monitoring closely how wider economic impacts are affecting delivery of services, large scale projects and communities in the short term and also the long term.

It has been over two months since the deadline (30th June) passed for EU citizens to submit their applications for EU Settled Status. As of 31st July 2021, there had been over 2.85 million people granted Settled Status and 2.33 million granted pre-settled status in the UK (Figures not yet available for Newport). 270,000 applications that have either been refused, withdrawn or invalid with a further 58,200 received since the deadline passed.

Proposal Cabinet is asked to consider the contents of the report and note the Council's Brexit response.

Action by Corporate Management Team

Timetable Immediate

This report was prepared after consultation with:

- Heads of Service and Brexit 'Task and Finish' group.

Signed

Background

Since the UK officially left the European Union and the Single Market on 31st December 2020, the UK economy has encountered noticeable demand and supply impacts on certain sectors in the economy. This has also been exacerbated by the global Covid restrictions which have made it difficult for manufacturers to meet increased demand alongside low levels of supply in materials. UK economic analysts and representatives from trade bodies / organisations have reported issues relating to:

- Labour supply in certain sectors of the economy such as logistics (HGV drivers), construction and farming labour.
- Supply issues of specific food products from and to Europe.
- Construction industry reporting increased demand on materials but also supply issues of materials imported from the EU such as concrete, timber and other products.
- Inflation of costs in household expenditure with rises being seen in fuel, gas and electric (price increases taking place in the autumn) as the economy recovers and demand is outstripping the supply of goods and materials.

As part of the Council's monthly forecasting and analysis of its budget these external factors are being monitored to identify and mitigate any unforeseen costs. Additionally, Council frontline services in Community Regeneration, social services and housing alongside the third sector organisations are also helping families and communities that require additional support and guidance with their finances.

EU Settled Status / Rights of Non UK Citizens

The council recognise that as well as impacting on opportunities to live, work and contribute to life in Newport, the UK's exit from the EU can also have an impact on our communities' sense of belonging and wellbeing. The Council alongside its partners will continue to welcome and value our EU citizens and support them to remain living in the city.

The deadline for EU/EAA citizens to apply for EU Settled Status passed on 30th June 2021. The [UK Government](#) as of 31st July 2021, reported:

- 6.07 million applications were received and 5.59 million applications concluded by 31st July. 98,600 applications were received from Wales.
- 2.85 million were granted settled status and 2.33 million granted pre-settled status.
- 80,800 applications received were withdrawn or void outcome, 79,800 were invalid and 109,400 were refused across the UK.
- Since the deadline 58,200 applications have been received although it is not known how many of these have been concluded to date.

At the end of April, the Home Office reported a total of 305,000 cases which were still pending a decision. With applications taking around 2-3 months to process, there will be a significant number of people still awaiting an outcome.

For applicants that applied before the deadline but have not received an outcome, existing rights and entitlements are protected pending the outcome of their application, providing that they had a right to reside in the UK on December 31st 2020 and they have obtained a Certificate of Application. EU citizens who were resident in the UK after the 31st December but haven't made an application no longer have their rights protected, including the right to live, work, study and access benefits and services in the UK. If an EU citizen is identified by someone in Immigration Control who may be eligible for the EUSS, they will be given 28 days to make a late application.

The Home Office continue to receive late applications from any EU citizen who has 'reasonable grounds' for missing the deadline. Reasonable grounds include a serious medical condition, where a parent or guardian has failed to apply on behalf of a child, or where a person is isolated or digitally excluded and has not been able to access the application system.

It is unclear how many people in Newport have missed the application deadline or have failed to secure their status. However, it is anticipated that the number of families and individuals presenting as needing support to due restrictions of their rights and entitlements will increase over the coming months. The council have established a multi-disciplinary hardship solutions group to respond to this demand, as well as other cases where people have no recourse to public funds due to precarious migration status (for example, asylum seekers who have received a negative decision on their claim).

Financial Summary (Capital and Revenue)

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.

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. The Quarter one risk score is detailed below:

Risk Title / Description	Risk Impact score of Risk if it occurs* (1-5)	Risk Probability of risk occurring (1-5)	Risk Mitigation Action(s) What is the Council doing or what has it done to avoid the risk or reduce its effect?	Risk Owner Officer(s) responsible for dealing with the risk?
Brexit	4	2	See Report	Head of People & Business Change

* Taking account of proposed mitigation measures

Links to Council Policies and Priorities

Corporate Plan
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.

Comments of Chief Financial Officer

The financial impact of Brexit is still 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:

- £828k was allocated in the 2021/22 revenue budget for increased adult social care costs in relation to market stability, Covid recovery and Brexit;
- additional funds were set aside from the 20/21 underspend and added to the Council's 'general risk' reserve which could contribute towards this risk, amongst others. Details are included within the 2020/21 revenue budget outturn report.

Officers will continue to explore the possibilities of accessing the various grants that are being made available to public bodies in supporting the potential impact of the new arrangements.

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. Despite the non-imposition of tariffs and quotas, additional port health checks will be required in terms of certifying compliance with new Regulations. Environmental Health officers have now been trained to undertake import and export food health certificate checks, and this will have significant resource implications once the port activity increases. Local business advice and support is also being provided in relation to Brexit compliance. The UK Shared Prosperity Fund and the implementation of the Internal Markets legislation will have implications in terms of public sector contracts and procurement and also equivalent state-aid, fair competition requirements.

Comments of Head of People and Business Change

Since the new trade arrangements have been in place with the EU it has reduce the potential economic and financial risk for many businesses. However, as the report has highlighted it is important that strong and flexible relationships are maintained with our EU counterparts. Whilst much of the issues surrounding the demand and supply of goods / materials remains a global concern, there is no doubt that the impacts of Brexit and the Covid pandemic have influenced the current position.

The Council and its partners have remained committed in the last two years to support EU/EAA citizens to apply and obtain their EUSS before the 30th June deadline. Despite all of our efforts we recognise that not all citizens will be successful and it will be important for Council services and our partners to provide whatever support we can. The Council's Brexit Task and Finish officer group is continuing to monitor the people aspects of support required and regular updates will continue to be provided by finance, regulatory and other supporting services.

Scrutiny Committees

The Council's Audit Committee receives regular risk register updates on the Council's Risk Register which includes the Brexit Risk.

Fairness and Equality Impact Assessment:

Not applicable

Wellbeing for Future Generations

There is 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.

Consultation

Not Applicable

Background Papers

Welsh Government website [‘Preparing Wales to leave the EU’](#)

Welsh Local Government Association [‘Brexit Website’](#)

Newport City Council’s [‘Brexit Webpage’](#)

Dated: 1 September 2021

Appendix 1 – Summary of ongoing Council Activity

Theme	Progress of Activity completed by Newport Council to 1 st September 2021
Communications	<ul style="list-style-type: none"> • Further communications being published to support workplaces to manage and support people that haven't applied to or have been unsuccessful with EUSS.
Social Services and Education	<ul style="list-style-type: none"> • Education Welfare Officers and schools were reminding parents to apply to EUSS prior to the deadline. In September Education Welfare Officers will be supporting schools to identify any pupils that have not returned to school as a result of returning back to their home country. • All schools were reminded to inform EU families of the need to apply and offered further support from Newfield's Law who have been commissioned by Welsh Government to work within schools • The council has engaged Newport MIND to support all eligible children who are looked after to apply to the EUSS
Policy and Partnership Team	<ul style="list-style-type: none"> • The Council received additional funding for 2021/22. This funding is being used to support two officers to support Migration work and additional work related to Brexit. • Remaining funding will be used to support services with any Brexit / Covid work in 2021/22.
Local Community (Community Cohesion) <ul style="list-style-type: none"> • EU Settled Status / EU communities • Food Poverty • Homelessness (EU Citizens) • Community cohesion 	<ul style="list-style-type: none"> • Food Poverty work continues, including the distribution of small grants to food projects, and consideration of more sustainable solutions that respond to the root problems associated with food insecurity • The work of our Community Cohesion officers continues to focus on post-Brexit rights and access to key services in the City for EU citizens • Complex migration cases continue to present to the council for support, and this is expected to continue • The council are aware of a growing number of EU and non-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, as well as the current restrictions on private evictions. • We continue to provide free school meals to any family that is identified as having no recourse to public funds • Hardship Group has been established to consider complex migration cases and develop organisational policy in relation to NRPF • A weekly partnership drop in for EU communities continues to be co-ordinated and supported by the council • A bi-monthly EU Citizens forum continues to bring services providing support to EU citizens to maintain a cohesive response to emerging issues

Report

Cabinet

Part 1

Date: 8 September 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 2022, 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 2022, 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: 20 August 2021

Mae'r dudalen hon yn wag yn

Cabinet

Work Programme: June 2021 to May 2022

Meeting	Agenda Items	Lead Officer
Cabinet 02/06/21	<ul style="list-style-type: none"> ▪ School Reorganisation Proposal to Expand Bassaleg School ▪ Corporate Risk Register Update (Q4) ▪ Welsh Language Annual Report ▪ Levelling Up Fund ▪ UK Community Renewals Fund ▪ Covid Update Report ▪ Brexit Update Report ▪ Work Programme 	<ul style="list-style-type: none"> ▪ CEo ▪ HP&BC ▪ HP&BC ▪ HRIH ▪ HP&BC ▪ CX/HP&BC ▪ CX/HP&BC ▪ GTL
Council 29/06/21	<ul style="list-style-type: none"> ▪ Council Appointments ▪ Management Restructure Report ▪ PSPO 	<ul style="list-style-type: none"> ▪ DSM ▪ CX ▪ HL&R
Cabinet 07/07/21	<ul style="list-style-type: none"> ▪ 2020/21 Treasury Management Year End Report ▪ 2020/21 Revenue Budget Outturn ▪ 2020/21 Capital Outturn and Additions ▪ Responding to the New Normal Report ▪ MIM Strategic Partnership Agreement ▪ Covid Update Report ▪ Brexit Update Report ▪ Work Programme 	<ul style="list-style-type: none"> ▪ HoF ▪ HoF ▪ HoF ▪ HP&BC ▪ CEo ▪ CX/HP&BC ▪ CX/HP&BC ▪ GTL
Council 20/07/21	<ul style="list-style-type: none"> ▪ Council Appointments ▪ 2020/21 Treasury Management Year End Report ▪ Regional PSB Report 	<ul style="list-style-type: none"> ▪ DSM ▪ HoF ▪ HP&BC
Cabinet 08/09/21	<ul style="list-style-type: none"> ▪ Revenue Budget Monitor ▪ Capital Budget Monitor ▪ Corporate Risk Register Update (Quarter 1) ▪ Annual Safeguarding Report ▪ Covid Update Report ▪ Brexit Update Report ▪ PSB Summary of Business ▪ Work Programme 	<ul style="list-style-type: none"> ▪ HoF ▪ HoF ▪ HP&BC ▪ SD People ▪ CX/HP&BC ▪ CX/HP&BC ▪ HP&BC ▪ GTL
Council 28/09/21	<ul style="list-style-type: none"> ▪ Council Appointments ▪ Scrutiny Annual Report 	<ul style="list-style-type: none"> ▪ DSM ▪ HL&R
Cabinet 13/10/21	<ul style="list-style-type: none"> ▪ Corporate Plan Annual Report ▪ WAO Certificate of Compliance 1 ▪ Risk Management Strategy ▪ Replacement LDP Strategy for Growth Options and Feedback on Integrated Sustainability Appraisal. 	<ul style="list-style-type: none"> ▪ HP&BC ▪ HP&BC ▪ HP&BC ▪ HRIH

	<ul style="list-style-type: none"> ▪ Strategic Equality Plan Annual Report ▪ Covid Update Report ▪ Brexit Update Report ▪ PSB Summary of Business ▪ Work Programme 	<ul style="list-style-type: none"> ▪ HP&BC ▪ CX/HP&BC ▪ CX/HP&BC ▪ HP&BC ▪ GTL
Cabinet 10/11/21	<ul style="list-style-type: none"> ▪ Revenue Budget Monitor ▪ Capital Budget Monitor and Additions ▪ Forecast Numbers of LAC ▪ Annual Report on Compliments, Comments and Complaints Management 2020 ▪ Covid Update Report ▪ Brexit Update Report ▪ PSB Summary Document (for information/awareness) ▪ Work Programme 	<ul style="list-style-type: none"> ▪ HoF ▪ HoF ▪ SD – People ▪ Customer Services Mgr ▪ CX/HP&BC ▪ CX/HP&BC ▪ HP&BC ▪ GTL
Council 23/11/21	<ul style="list-style-type: none"> ▪ Council Appointments ▪ Democratic Services Annual Report ▪ Standards Committee Annual Report ▪ Strategic Equality Plan Annual Report 	<ul style="list-style-type: none"> ▪ DSM ▪ HL&S ▪ HL&S ▪ HP&BC
Cabinet 15/12/21	<ul style="list-style-type: none"> ▪ 2022/23 Revenue Budget and MTFP: Draft Proposals ▪ 2021/22 Treasury Management 6 monthly Report ▪ Corporate Risk Register Update (Quarter 2) ▪ WAO Certificate of Compliance 2 ▪ Director of Social Services Annual Report ▪ WESP – 2021/2025 ▪ Covid Update Report ▪ Brexit Update Report ▪ Work Programme 	<ul style="list-style-type: none"> ▪ HoF ▪ HoF ▪ HP&BC ▪ HP&BC ▪ SD - People ▪ SD – People ▪ CX/HP&BC ▪ CX/HP&BC ▪ GTL
Cabinet 12/01/22	<ul style="list-style-type: none"> ▪ Revenue Budget Monitor ▪ Capital Budget Monitor ▪ Mid-Year Performance Analysis 2020/21 ▪ Verified Key Stage 4 and 5 Pupil Outcomes ▪ Welsh In Education Strategic Plan Approval ▪ Brexit Update ▪ Covid Recovery ▪ PSB Summary Document (for information/awareness) ▪ Work Programme 	<ul style="list-style-type: none"> ▪ HoF ▪ HoF ▪ HP&BC ▪ CEo ▪ CEo ▪ CX/HP&BC ▪ CX/HP&BC ▪ For info ▪ GTL
Council 25/01/22	<ul style="list-style-type: none"> ▪ Council Appointments ▪ 2021/22 Treasury Management 6 monthly report ▪ Council Tax Reduction Scheme ▪ Director of Social Services Annual Report ▪ Schedule of Meetings 2022/23 ▪ Mayoral Nomination 2022/23 	<ul style="list-style-type: none"> ▪ DSM ▪ HoF ▪ HCS ▪ SD – People ▪ GTL

Cabinet 09/02/22	<u>Budget:</u> <ul style="list-style-type: none"> ▪ 2022/23 Capital Strategy and Treasury Management Strategy ▪ 2022/23 Revenue Budget and MTFP: Final Proposals ▪ Replacement LDP Feedback on Growth Options and Vision/Objectives ▪ Covid Recovery Update ▪ Brexit Update ▪ Work Programme 	<ul style="list-style-type: none"> ▪ HoF ▪ HoF ▪ HRIH ▪ CX/HP&BC ▪ CX/HP&BC ▪ GTL
Council 22/02/22	<u>Budget:</u> <ul style="list-style-type: none"> ▪ Council Appointments ▪ 2022/23 Council Tax and Budget ▪ 2022/23 Capital Strategy and Treasury Management Strategy ▪ National Non-Domestic Rates: Discretionary Relief: High Street Relief Scheme 2022-23 	<ul style="list-style-type: none"> ▪ DSM ▪ HoF ▪ HoF ▪ HoF
Cabinet 09/03/22	<ul style="list-style-type: none"> ▪ Pay and Reward Statement 2022/23 ▪ EAS Business Plan 2020/21 ▪ Corporate Risk Register Update (Quarter 3) ▪ Covid Recovery Update ▪ Brexit Update ▪ Work Programme 	<ul style="list-style-type: none"> ▪ HP&BC ▪ CEoO ▪ HP&BC ▪ CX/HP&BC ▪ CX/HP&BC ▪ GTL
Cabinet 06/04/22	<ul style="list-style-type: none"> ▪ Annual Corporate Safeguarding Report ▪ Covid Recovery Update ▪ Brexit Update ▪ PSB Summary Document (for information/awareness) ▪ Work Programme 	<ul style="list-style-type: none"> ▪ HC&YPS ▪ CX/HP&BC ▪ CX/HP&BC ▪ For info ▪ GTL
Council 26/04/22	<ul style="list-style-type: none"> ▪ Council Appointments ▪ IRP Annual Report ▪ Pay and Reward Statement 21/22 	<ul style="list-style-type: none"> ▪ DSM ▪ HoL&R ▪ HP&BC
May 2022	Local Elections	
Council 17/05/22	<u>AGM:</u> <ul style="list-style-type: none"> ▪ Council Appointments 	<ul style="list-style-type: none"> ▪ DSM

Mae'r dudalen hon yn wag yn