

Agenda



Cabinet

Dyddiad: Dydd Gwener, 14 Ionawr 2022

Amser: 10.00 am

Lleoliad: Ystafell Bwyllgora 1 - Canolfan Ddinesig

At: Cynghorwyr: J Mudd (Cadeirydd), Councillor R Jeavons, J Hughes, P Cockeram, D Harvey, D Mayer, Councillor R Truman and D Davies

Eitem	Wardiau Dan Sylw	
1	<u>Ymddiheuriadau dros Absenoldeb</u>	
2	<u>Datganiadau o ddiddordeb</u>	
3	<u>Cofnodion y Cyfarfod Diweddaf (Tudalennau 3 - 16)</u>	
4	<u>Cyllideb Refeniw Ddrafft a Chynllun Ariannol Tymor Canolig (CATC): Cynigion Terfynol 2022/23 (Tudalennau 17 - 92)</u>	All Wards
5	<u>Monitor Cyllideb Refeniw (Tudalennau 93 - 116)</u>	All Wards
6	<u>Monitor Cyllideb Gyfalaf (Tudalennau 117 - 140)</u>	All Wards
7	<u>TOMs Cenedlaethol Cymreig ar gyfer Gwerth Cymdeithasol (Tudalennau 141 - 162)</u>	All Wards
8	<u>Dadansoddiad Perfformiad Canol Blwyddyn 2020/21 (Tudalennau 163 - 178)</u>	All Wards
9	<u>Adroddiad Diweddarau ar Drefniadau Gwaith CCR/CJC (Tudalennau 179 - 274)</u>	All Wards
10	<u>Cynllun Strategol Cymraeg mewn Addysg 2021/25 (Tudalennau 275 - 366)</u>	All Wards
11	<u>Adroddiad Diweddarau Brexit (Tudalennau 367 - 374)</u>	All Wards
12	<u>Adroddiad Adfer Covid (Tudalennau 375 - 390)</u>	All Wards
13	<u>Rhaglen Waith (Tudalennau 391 - 398)</u>	

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Date of Issue: Date Not Specified

- 14 Crynodeb o Fusnes Partneriaeth Casnewydd yn Un All Wards
Please click on the link below to view the One Newport Partnership
summary of Business:
<https://sway.office.com/YIsEWw5gVEcgOmLK?ref=Link>
- 15 Live Event
[Cabinet Meeting, 14 January 2022 - YouTube](#)



Minutes

Cabinet

Date: 15 December 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 and D Davies

1 Apologies for Absence

None received.

2 Declarations of Interest

None received.

3 Minutes of the Last Meeting

The Deputy Leader referred to Item 3: Corporate Annual Report. page 6 last paragraph where Councillor Cockeram should have said was disappointed and not was 'a' disappointed. Item 5: Strategic Equality Plan, page 9 should read 'contact' tracing not 'contract' tracing.

The Minutes from 10 November were accepted as a true record subject to the above.

4 Treasury Management Report for the Period to 30 September 2021

The Leader presented the report, advising her Cabinet colleagues that this was a compliance report to confirm that Treasury activities in the first half of 2021-22 in line with the Treasury Strategy previously considered and set by Members. The report compared activity with the year-end position for 2020-21 to indicate the resulting causes.

The report presented the following information:

- A reminder of the treasury strategy agreed
- Details of borrowing and investment activity
- Information regarding wider economic considerations such as the pandemic and the economic climate
- An update in relation to the International Treasury code on commercial investment funding

The Report concluded with an examination of activity against performance, confirming compliance.

The report was presented to Governance and Audit Committee and was endorsed by them for onward consideration by Cabinet and ultimately Council.

As at 30 September 2021 the level of borrowing decreased by £9.1m on 2020-21 levels to £144m.

This decrease was in relation to:

- The repayment of a PWLB loan which matured in the first half of 2021/22. As at 30 September further borrowing to replenish this loan was not required. This might need to be covered by temporary borrowing before 31 March 2022.
- The Council had a number of loans which were Equal Instalments of Principal (EIP), which paid back principal over the life of the loan, and the interest associated with the loan went down as the principal outstanding reduced.
- The level of investments also increased by £4.1m to £28.9m, meaning a decrease in net borrowing of £13.3m during the first half of financial year to £115.1m.

Included within the investment figure is £13.9m held in the form of cash. This was circa £6m less than year-end but due to the continuing pandemic the Authority continued to keep higher levels of cash than normal that can be made available at very short notice to cover any unexpected calls on cash flow.

Currently there was not much demand for very short term borrowing within the market place, and in September rates on deposits below 14 days with the Debt Management Account Deposit Facility (DMADF) were still very low at 0.01%. The Authority had its investment with other local authorities of £15m with slightly better, but still low interest rates. It was anticipated that investments would reduce during 2021/22 as an alternative to borrowing until we reach the balance of £10m, which would remain invested for compliance with Markets in Financial Instruments and Derivatives Directive (MiFIDII).

As a result of this collective position, no new long-term borrowing was required to be taken out in the first half of the financial year.

it was however anticipated that the Council would need to undertake additional borrowing on a short term basis for the remainder of the year in order to cover normal day to day cash flow activity, although with current capital expenditure forecasts, it was expected that there would be no specific requirement to undertake long-term borrowing this financial year. External borrowing might still be considered to manage interest rate risks and the Council's longer term borrowing necessity.

The Authority measured and managed its exposures to treasury management risks using various indicators which could be found in Appendix B. The report confirmed the Council continued to comply with the Prudential Indicators set for 2021/22.

Decision:

That Cabinet noted the report on treasury management activities for the period to 30 September 2021 and provided comments to Council.

5 Corporate Risk Register

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

The Quarter two risk report would also be presented to the Council's Governance and Audit Committee in January (2022) to review the Council's risk management process and governance arrangements.

At the end of quarter two the Council had 46 risks recorded across the Council's eight service areas.

Those risks that were deemed to pose the most significant risk in the delivery of the Council's Corporate Plan and services were escalated to the Council's Corporate Risk Register for monitoring.

At the end of quarter two 18 risks were recorded in the Corporate Risk Register:

- Eleven Severe Risks (15 to 25);
- Five Major Risks (7 to 14);
- One Moderate Risks (4 to 6); and

- One Low Risk (1 to 3).

Change in Direction of Risk Scores

In comparison to quarter one, 13 risks remained at the same risk score with four risks increasing and one risk score decreasing.

In the last quarter the Covid case rate had increased with the easing of restrictions. The success of the vaccination programme had alleviated the most severe of illnesses in hospital settings but high rates of infection have been impacting staffing levels and attendances across school settings.

There was now new uncertainty with the new Omicron variant and residents and the Council would have to remain vigilant over the winter period.

Adult Social Care in Newport continued to see increasing demand on its services and this was affecting the Council's ability to provide necessary service provision.

In Newport and Wales in general the Social Care sector was struggling to recruit and retain staff. There were significant numbers of job vacancies and all care providers were experiencing difficulty in attracting new entrants whilst existing staff were being attracted to other sectors through the offer of better rates of pay and immediate financial incentives.

The Council was involved in local, regional and national discussions to ensure service users received the care packages they needed and to address the issues of recruitment and vacancies.

Following COP26 there was more emphasis for nations to decarbonise and reduce their impact on the environment. The risk score increased to reflect a higher probability of global temperatures rising.

The Council committed to reducing its carbon emissions to net zero carbon by 2030 and the Council made a good start to meet this target. The Council would need to do more to make this a reality not only for the Council but across the City.

The Council drafted a clear plan for the next five years on the actions it needed to take to achieve this target. The Plan was out for consultation and would be launched early 2022.

In November Newport Council declared an ecological and climate emergency that recognised the need to protect Newport's local environments and reduce carbon emissions across the City. The motion would ensure that all future decisions and policies made by Newport Council would be integrated across all areas of Council activity and the Council would lead by example through partnership working.

In the last quarter there was a wide ranging economic impact that were affecting the delivery of services in Newport.

This was most notably seen in the vacancies for HGV drivers and social care staff.

Residents and businesses were also experiencing increases in the cost of goods and services with impacts on the supply of goods.

The Council completed a Self-Assessment of Safeguarding which identified good practice being undertaken across the organisation.

With this self-assessment the Council had a good understanding of where further improvement needed to be made and to maintain good practice.

This resulted in the overall risk score reducing to four.

Comments from Cabinet Members:

- Councillor Cockeram mentioned in part of the Leader's presentation, the pressure on Social Services in relation to staff vacancies and rates of pay. The Cabinet Member mentioned that as an example, he was at a Regional Partnership meeting yesterday where they decided that they could not wait for Government to make the necessary

arrangements to uplift the rates of pay, therefore the Regional Partnership Board discussed uplifting, as a region, domiciliary care pay. To uplift domiciliary care as a Region by £1M saw their pay rise to only a £1, therefore it would take a lot of money to bring their pay up to a living wage. It was not much money but as a region, it was felt that the £1.8M winter plan money should be provided to domiciliary care staff.

- Councillor Jeavons mentioned that the Ash Die Back had changed the landscape of the city over the coming months because of the danger to public and buildings. There would however be a replacement programme in place to replant trees.
- Councillor Hughes took the opportunity to remind the public that the draft climate change plan is out for public consultation until end of December 2021 and all details were on the Newport City Council Website and Social Media platforms.
- Councillor Davies wanted to advise colleagues where the Council was with Red Rag in relation to demand of ALN and SEN support and provision. The Council was still waiting for implementation guidance from WG under the new ALN Act. There were delays in light of the pandemic and concern was raised by officers and the Cabinet Member raised concern to the WLGAs as to what the priorities and provisions would be in relation to funding so that Education Services could move on and come out of the Red Rag Status. School Budgets were now in amber and the cabinet member was pleased to report that there were only three schools with deficit budgets and in talks with those schools to ensure that support and budget management is implemented.
- Councillor Harvey referred to the covid recovery cases increased day by day and wanted to assure the public that the Council was just all a phone call away to provide support.
- Councillor Mayer mentioned that cyber security was red as unfortunately people will still find a way to access data. The assets also showed red this was a massive thing we have to deal with and part of it was caused by new normal as the council try to rationalise how to operate the services.
- Councillor Truman also suggested that there was great uncertainty for forward planning because of new variant, but must plan ahead properly. Additionally, Brexit was also an issue, such as HGV drivers, economy, energy costs, employment costs but the council would meet those challenges.

Decision:

Cabinet considered the contents of the Corporate Risk Register and continued monitoring these risks and the progress of actions being taken to address the risks identified in the report.

6 Audit Wales - Audit of Newport City Council Certificate of Compliance

The Leader presented the report, advising colleagues that Audit Wales was one of the Council's statutory external regulatory bodies that were required to audit the accounts of the Council and ensure the Council achieved value in the delivery of its services.

As part of the Local Governance Measure 2009, Audit Wales was required to issue a certificate of compliance to demonstrate that the Council was discharging its duties under the measure.

As a result of the Council publishing its Corporate Annual Report 2020/21 on its progress against its Corporate Plan and performance, Audit Wales published its Certificate of Compliance. Copies of the Certificate were included in the report for information in Welsh and English.

Decision:

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

7 **New Normal Report**

The Leader presented the report, advising that staff, Elected Members and the public had to adapt to the on-going pandemic and it was likely that the way we work would never return to the way it was before Covid-19 impacted us all. Staff and Elected Members would only be afforded the opportunity of making more use of the Civic Centre when it was safe to do so. Welsh Government, and now UK Government, guidance was clear, those who could work from home should do so.

Cabinet had previously received a report on the New Normal and was asked for further work to be undertaken. Today the follow up report asked to make a series of decisions in order to progress this work.

Strategic Recovery Aim 3 of our Covid Recovery Strategy agreed by Cabinet, focused on Sustaining a Safe, Healthy and Productive Workforce. Most staff continued to deliver face to face, front line services, protected by appropriate risk assessments and mitigations such as the use of PPE, lateral flow tests, adaptations to workplaces and appointment systems for services.

Around 1200 of staff and Elected Members, were asked to work from home in line with Welsh Government guidance and in order to protect them, their colleagues and the public and to slow the spread of the virus.

This report sets out the next stages of moving to a new, flexible operating model that enabled us to meet our Strategic Recovery Aims, supports the work towards the Modernised Council agenda within the Corporate Plan and gave an opportunity to bring more people in to the Civic Centre, which in turn helped reduce our carbon footprint and support the city centre.

Organisationally we were in a strong position to respond to the pandemic and implement flexible deployment of our staff due to investments we had made in technology over the previous years. Staff were also used to working agilely. In an occupancy assessment of the Civic Centre before the pandemic began, we had a maximum desk occupancy of just under 400 staff. This was significantly below the capacity of the building.

The report rightly highlighted the climate change impacts of commuting and the potential benefits associated with a flexible approach to working. This was also in line with the Welsh Government's Remote Working Wales approach, which focused on supporting town and city centres by providing space for public sector officers to work from town and city centre locations close to their homes.

The approach taken in development of the New Normal work was as follows:

- Democratic Function
- Technology
- Employment policies
- Civic Centre and public use

The Local Government and Elections Act required the council to make provision for hybrid Council and Committee meetings. This meant it would need to be able to hold a Council meeting with some Members in the Chamber and others accessing the meeting remotely. There was a need to broadcast these meetings.

Work was underway to install the technology to ensure we could operate this way and adapt to the way meetings were run in the future

Cabinet previously signed off a report to move its data centre from the Civic Centre, in collaboration with SRS partners. Due to previous investments the council was well placed to maximise the potential of remote working solutions for both staff and Members.

That left the utilisation of the Civic Centre and employment policies as the substantive points for a decision to be taken by Cabinet.

Newport staff were incredible throughout the pandemic. They have showed a real commitment to public service and the people of Newport. The Leader once again said a huge thankyou to all Council staff.

We have asked staff how they have adapted to working flexibly and there was a clear message that this was something staff value and would like to continue with. The report therefore asked that Cabinet consider a review of a number of policies: agile working policy; work/life balance policy; flexi time scheme and travel and subsistence policy. The car parking at the Civic Centre would also need to be reviewed.

As an employer with a responsibility to collectively bargain with recognised trade unions on terms and conditions for the workforce, any proposed employment policy change would be fully consulted upon prior to adoption at the Council's Employment Partnership Forum. Newport City Council strived to work in social partnership with its trade union representatives and it was anticipated that a review of the above policies would be undertaken jointly with the trade unions.

With regard to the Civic Centre, Cabinet was asked to consider a recommendation to focus its use of the building on the East Wing. This part of the building was more able to accommodate large numbers of staff and ensured that the central core of the Civic was still available for the democratic functions of the Council.

This would create opportunities to use the remaining parts of the building for third party usage. The Leader previously mentioned Remote Working Wales and it was intended, if Cabinet agreed, to provide a Public Access Hub at the Civic Centre for other public sector workers to utilise. We could also develop our ideas around a Cultural Hub for the city.

What was presented was a low cost option – both in terms of cash and carbon impact. It would seek to utilise current floor plans and furniture and also enabled the Council to be open to further opportunities in the future.

It should also create an environment where more individuals would be present in the Civic Centre each day (staff, Members, other public sector workers, the community and voluntary sector) and this in turn should support the city centre.

The following was therefore put to Cabinet:

1. Accept a new operating model, in principle and pending consultation with Trade Unions and staff that built on experiences of operating during Covid.
 - a. Consult on the introduction of a Homeworking policy and the inclusion of homeworking as a flexible working option in the Work/Life Balance policy.
 - b. Review the Flexi Time scheme and the appropriateness of this going forward.
 - c. Develop a review of the Travel and Subsistence policy to reflect increased homeworking and associated travel for business purposes
 - d. A review of the parking provision at the Civic Centre will be required to effectively prioritise key groups
2. To meet our Strategic Recovery aims and to manage the interim position dealing with Covid 19 and implementing the New Normal
 - a. Agree to designate the East Wing as the primary area of occupation of the Civic Centre.
 - b. Zone the East Wing by Directorate so that staff would be able to work together in their professional groups when in the building.
 - c. Develop technological solutions to support this (booking system, etc).

The alternative option presented was to return to the pre Covid occupancy of the building and staff policies.

Comments of Cabinet Members:

- Councillor Mayer mentioned that the new ways of working was forced upon the Council because of the pandemic, but that staff responded well within the first week of the lockdown. Remote working had previously been pushed back in the past but had now worked really well, under the

circumstances, it could also be seen as a cost saving exercise. Contact centre easier to be contacted under new arrangements and increased workload and service to the public. This was for the benefit for the staff and the public. The flexible working meant that staff could better use their time, but staff needed to be careful to get the work life balance right.

- Councillor Davies echoed the comments of the Leader and Cabinet Member and was pleased to see 710 responses to the survey, which received some realistic responses at an outcome of the consultation process as well as responses from the union representatives which was important as an ongoing response to these arrangements. As part of the survey, staff would be able to access hubs which would be put in place by the WG to help with work life balance. This was a positive report and an excellent model, with a positive outcome.
- Councillor Truman mentioned that Newport stayed open for the public. The hubs were fantastic as well as the help the council received, including partnerships set up during pandemic. Covid could be around for a number of years, this new model meant that the Council was adapting to work with it, therefore the Cabinet Member welcomed the report.
- Councillor Harvey referred to the statistics in the report where 8% respondents had not enjoyed working from home but 68% did and 76% felt they had more flexibility in their working hours. There was 18% of staff that looked forward to a return to work but 40% preferred to work from home. This new way of working was taking on board what the staff wanted to do, which meant that the Council was a fair and encompassing employer. This report was therefore a way of repaying staff for their hard work.
- Councillor Cockeram mentioned that the new way of working would also cut down on travel and referred to the WG meetings before the pandemic, where councillors and officers travelled as far as North or Mid Wales, with over two hours travel time. The Cabinet Member also advised that the Council must also consider the mental health of employees and this report covered both aspects.
- Councillor Hughes also echoed comments of colleagues and thanked staff for their effort during the pandemic as well as mentioning the carefully considered approach to this report, such as working with scrutiny, undertaking staff survey and consultation with partners considering a hybrid model. The Work life balance and flexibility was put in place for staff would also open up opportunities for people to work for council. How the Community hub could be developed was also an exciting prospect and looking the Cabinet Member was looking forward to seeing how it progressed.

The Leader invited the Chief Executive to say a few words on the report.

The Chief Executive advised Cabinet that given context of report it would be remiss of her not to provide comments on the report and seeing how it would be implemented in the forthcoming years. The comments from Cabinet colleagues reflected that the report had taken into account comments from colleagues from all over the organisation. The Chief Executive was aware that one size would not fit all and as the new normal work evolved, the council would change and adapt to ensure the model was right for the organisation, and all of our colleagues that worked across Newport. The Chief Executive was appreciative of the hard work of colleagues and the project board for putting the report together which was not an easy task. It also considered the wellbeing of staff to ensure that this model was fit for purpose for the Council. The Chief Executive still welcomed views of the staff and mentioned that the report still had a little way to go and still a work in progress, especially in light of the new Omicron variant. The Chief Executive thanked all staff for their hard work and support on this and commended the proposal for Cabinet.

Decision:

Cabinet agreed to the recommendations within the report and allow the Director of Transformation and Corporate Services to consult with relevant Trade Union representatives and staff on changes to terms and conditions of employment.

The Leader presented the report to colleagues the Director of Social Services Annual Report 2020/2021. This was completed by Chris Humphrey. Chris undertook the role of Acting Director of Social Services from December 2019 – October 2021. This report reflected the period when Chris stepped up into the role under the most exceptional of circumstances. The Leader thanked Chris for her outstanding work during her time as Director.

The report reflected on the unprecedented period of demand and delivery for Social Services across Children's and Adults Social Care. In May 2021 Care Inspectorate Wales undertook an Assurance Check which looked back at the period of 2020/2021. In their check they noted "We found support was underpinned by a relationship of openness and honesty about the options available for people who need care and support and carers who need support".

Children's services were experiencing unprecedented demand and increase in referrals while in adult services they were working under significant pressure. The findings identified a culture of improvement and mutual support and a recognition of positive leadership. It was noted that while staff were exhausted with complex high volume case work morale was generally good.

Across Adults and Children's Social Care delivery of services continued with all levels of provision being maintained despite the impact of the pandemic. From Community Connectors, and children's preventative services to advocacy, home care, and family support through to statutory interventions in family justice and provision of foster care and residential homes care and support was offered to citizens directly. Staff continued with face to face service delivery as well as seeking out innovative solutions in order to address the restrictions of the pandemic.

In Adult Services a new outreach service was developed and the Service's hospital discharge processes were successfully embedded into the new Grange Hospital that opened in September 2020. The Hospital and Reablement teams were present at hospital sites throughout.

In Children's Services the introduction of the Rapid Response team and the delivery of 'Baby and Me' supported families to be able to safely care for their children within the family home.

Working in partnership across the public sector and with our communities was key to being able to continue to deliver positive and robust services. At all levels of Social Services officers and Members continue to represent NCC in regional and National fora including the Safeguarding Boards, Regional Partnership Board, Unaccompanied Asylum Seeking children regional group and a plethora of partnership groups formed specifically to address the demands of the pandemic and ensure services could be delivered effectively across all agencies.

While 2020/2021 brought enormous pressures across Social Services the report outlines the extraordinary ways in which staff continued to care for and protect our most vulnerable citizens. Going forward into 2021/2022 will bring significant challenges but will undoubtedly create opportunities to continue to improve services.

The Leader invited Councillor Cockeram, Cabinet Member for Social Services to say a few words on the Annual Report.

Councillor Cockeram added a couple of points, firstly mentioning that he concurred with the Leader's comments about Chris Humphrey and the excellent job she did during the pandemic and the continued service delivery by Social Services during the pandemic. There were big challenges faced by Social Services, including safeguarding. Having the Police and the health sector in the Safeguarding Hub was a big improvement. This was a pilot scheme in Newport was now being rolled out across Wales after its success. In addition to this, with schools being in lockdown and not knowing what was happening to children could also be an issue.

The Council had 380 looked after children, with 256 of those in foster care. Foster carers were looking after the majority of the children and the Cabinet Member wanted to thank them for their hard work. The Council had also seen 26 successful adoptions during the lockdown. One of the areas where the Cabinet Member was pleased was the Children's Services residential homes which was also a big success and minister wrote a letter to thank the Council for this service.

There were 840 referrals from the new hospital in Llanfrechfa and 475 were discharged, which meant they prevented 60% of these going to hospital. There was also a new Dementia Reablement Service which was doing well.

The Cabinet Member thanked the Regional Partnership Board for their funding, on which the Local Authorities relied upon. The report also went to scrutiny and received positive comments. There was an underspend but we were currently not in the real world because of the impact of covid.

The Cabinet Member thanked the staff who had been exemplary but were also tired and there was a general issue with staffing across Wales. The Cabinet Member felt that a regional report was needed on how to increase staffing and request that Coleg Gwent and other colleges to provide bursaries to encourage people to enter the profession and work for the council. Finally, the Cabinet Member considered that overall this was a positive report.

The Leader also invited the Corporate Director for Social Services, Sally Jenkins to say a few words. The Corporate Director reiterated thanks to Chris Humphrey, as well as thanking staff as the pressure on them was huge. Staff were tired and morale was low but the positive messages and also with a commitment for staff to continue to work for Newport by retaining students was a tribute to the support offered to them from the Council. The report covered the year of 2021 but it felt that we had rolled straight over into another period of real challenge for 2022.

Finally, the Corporate Director took the opportunity to thank the Cabinet Member for Social Services along with other elected members for their support whilst Social Services continued to deliver their services. In light of the Omicron variant, there was concern about how staff would continue to work, however this would be monitored and Social Services would do everything to ensure the best service with the support offered.

The Leader thanked the Corporate Director for her tremendous contribution and invited comments from Cabinet Members.

Councillor Hughes also added that as a social worker, felt it was warming to hear staff being thanked considering the working conditions. It was nice to hear the praise for social workers under these challenging circumstances.

Decision:

Cabinet received the Annual Report of the Director of Social Services for 2020/21.

9 Covid Update Report

The Leader mentioned to her colleagues that in the last couple of weeks, there was the emergence of the Omicron variant in Wales and across the United Kingdom.

The number of positive cases for the new variant was lower than those in England and Scotland but it was only a matter of time before we saw further increases and cases being reported in Newport.

This period was a time for many people in Newport to get together with friends, work colleagues and families to celebrate over this festive period. Especially after the very tough year that we have had. It was also important to remember that restrictions remained in place: wearing face coverings in shops, public transport and other public venues, maintaining social distancing, and covid passes when socialising in venues across Newport.

Consideration should be given to those who were vulnerable in Newport and more at risk to Covid. The health and social care system was being stretched further and further as we were seeing more demand on these services.

The message over this festive period was for people to think sensibly about their actions and of other when socialising with friends and family; taking regular covid testing, and self-isolating if tested positive for covid.

Finally, it was also important for people to take up the booster when they received their letter from the NHS or, for those who were not vaccinated, to do so as protected you and others around you.

The Council front line services were continuing to operate and where possible staff were continuing to work from home in line with the Welsh Government's advice. This also continued for elected members in the Council with democratic functions continuing to be undertaken virtually.

The New Normal Cabinet Report presented today outlined the future approach that the Council would deliver to modernise services built on the benefits that have been shown through Council services and staff working flexibly in the last two years.

In November, the Welsh Government announced a £51 million support package for our most vulnerable and disadvantaged residents across Wales with each eligible household able to claim £100 to support winter fuel payments. Letters were sent to all households in receipt of Council Tax Reduction on how to apply online but also through other methods if they did not have access to a computer or digital device. It was important for households eligible to take up this offer and to also share this message with their neighbours, families and friends who may also be eligible.

Throughout the Autumn term, Education services and schools continued to operate as normal despite the challenges faced by schools with Covid cases. Education Services and schools were collaborating, monitoring attendance and following Welsh Government guidance ensuring the most vulnerable pupils and parents were supported and encouraged to attend.

Rates of pupil attendance during the Autumn Term were monitored closely by schools, the Education Welfare Service and Welsh Government. This highlighted lower than expected rates of attendance for September and October 2021.

	Primary Schools	Secondary Schools	Special Schools
September / October 2021	91.6%	88.2%	87.6%

Whilst there was no expectation on schools to set attendance targets or report attendance data for national purposes, it was essential that schools keep an accurate record of pupil attendance for monitoring and evaluation purposes. Schools have been asked to set their own internal targets for attendance and share these with the Education Welfare Service to help direct the work of the Education Welfare Officers. Monthly attendance data for each school is collected, analysed and tracked against the previous academic year. This data was then circulated to all schools on a monthly basis. It was essential that pupils maintain the habit of attending school regularly and punctually. The Welsh Government expected schools to engage pupils who were not attending on a regular basis and establish contact with their families. It was recognised that parents may need additional reassurances that schools were safe places for their children to attend. Where schools were unsuccessful engaging parents, or where continued absences were unauthorised, schools may refer the pupil and their family to the Education Welfare Service for follow up.

In November 2021, Education Welfare Officers attended 75 school meetings and received 93 referrals in relation to the persistent absence of individual pupils. An attendance referral was followed up either by phone or email contact with a parent or by a home visit. In November 2021, Education Welfare Officers completed 189 home visits. In 109 of these, Education Welfare Officers engaged with parents and pupils to discuss the reasons for non-attendance with the main reasons given for persistent absence this academic year to date being:

- Covid 19 positive cases
- Covid 19 self-isolation
- Covid 19 anxiety
- Other illnesses
- Mental health issues related to the child or their family
- Family holiday during term time

Major developments in the City Centre such as the new hotel and Market Arcade are on schedule to open in the New Year and would provide new opportunities for the city and residents following a very challenging time for businesses.

The Council was pleased to accept the award for the most outstanding organisation at the national Environmental awards last month. This award recognised the progress the Council made towards its goal of being net zero carbon neutral by 2030.

Alongside this award, the Council passed a motion declaring an ecological and climate emergency for the City of Newport. This recognised the work the Council, its partners, residents and businesses had to do to decarbonise. This was why it was important for people to contribute towards our consultation on our Climate Change Plan that would be launched next year.

The Council was also pleased to see the completion of the Active Travel route in Lliswerry improving cycle and pedestrian access in the area.

Partnership working between the Council, the Police and other partners helped to steer young people away from criminality and anti-social behaviour offering alternative activities and safeguarding support.

This month the Council launched its new Participatory Budget alongside Aneurin Bevan Health Board to support local groups and initiatives to improve their areas and support the communities that lived in those areas. This approach empowered residents to decide on which projects would receive the funding to deliver their projects and provide opportunities for communities to improve the lives and experiences of those around them.

Comments from Cabinet Members:

- Councillor Davies wanted focus on the strategic recovery in relation to the attendance levels in schools and the continued approach was a supportive one for families as attendance was low. Schools were the hubs of local communities and schools were providing family support workers through grant funding to support these families as we moved through crisis. This was also putting pressure on staff and the Cabinet Member commended staff for their hard work and focus they had on school children. All the educational staff, including officers, teachers, education welfare worked deserved the coming Christmas break and would be ready and focussed for the new term, and what faced them as a result of the new variant.
- Councillor Truman reiterated the need to be careful during Christmas around loved ones and listen to advice from the health experts. In addition, the NHS had worked very hard and should be commended. The booster roll out programme was doing really well in Wales, with the NHS staff rising to the challenge.
- Councillor Harvey echoed and supported her colleagues' comments. The Cabinet Member advised members that she was vulnerable as well as family and they were all isolating to have the one day together. Putting a mask on and regularly sanitising hands to meet family was very important. Education Services were phenomenal adding that the extra work carried out as a result of the pandemic by all Council employees was not on their Job Descriptions before this happened and they rose to the occasion. Councillor Harvey also agreed with Councillor Truman on his comments regarding the NHS. Councillor Harvey finally gave special thanks to Councillor S Marshall who was giving boosters to people with the Welsh Ambulance and encouraged everyone to receive their booster.

Decision:

Cabinet considered and noted the contents of the report and for Cabinet / Cabinet Members to receive updates from officers as part of their portfolio.

10 **Brexit Update Report**

The Leader advised that it was nearly a year since the UK formally left the European Union and the single market. Throughout the year the Council continued to see widespread impacts not only from leaving the EU but also due to the global impacts of Covid as economies have

seen increased demands and supplies have been disrupted. These impacts were also being experienced here in Newport as we were seeing vacancies across all sectors but most predominantly in construction, manufacturing, accommodation and food service activities. Supplies in food and goods had been disrupted and were being seen on the shelves of supermarkets. Major projects also saw increases in the price of materials and labour which were then impacting on the delivery and cost of projects. Finally, the cost of energy (electric and gas) and fuel had now increased which would see households on standard and pre-payment tariffs see an increase in the energy costs. For low-income households in Newport this would have a significant impact and would put further pressure on those vulnerable households.

As reported in the Covid Cabinet Report the Council launched the Welsh Governments Winter Fuel support to help eligible households to apply for £100 towards their electric and gas heating over the winter period.

In November, Newport was awarded £2.8m to distribute to seven external organisations to deliver economic and employment opportunities for communities throughout Newport. The Council met with the organisations to help them get set up and progress the delivery of the projects over the next eight months.

For the City's EU/EAA citizens it was over six months since the deadline passed. For a significant proportion of residents in the City they would have received either full Settled Status or Pre-settled status. But the Council was aware that there were residents still awaiting a decision.

Cabinet wanted to reiterate its support for EU/EAA citizens living and working in Newport and that they all had a part to play in making Newport a great city to live and work in. Therefore the Leader encouraged anyone who was still awaiting a decision or having difficulties to conclude their application to contact the Council and other organisations such as Citizens Advice Bureau.

Newport Council was continuing to work with community groups and third sector organisations to ensure EU citizens have access to the services and support they need.

The Council was continuing to lead a city-wide food project network to assess demand and expected demand over the winter period.

The Council was also reviewing resources and capacity to respond to emerging need and are working with GAVO to make arrangements to support further food poverty work in the City.

The Leader added that the socio-economic duty required the council to tackle inequality during decision making as public bodies. Inflation rose to 5.1% and working households were at risk. The Council had provided free public transport across the city for the month of December to help residents. In order to strengthen and support communities as part of the socio-economic duty, the Leader announced that as a city council, it would be increasing the funding available for food banks across the city by £100K to address the challenges and prevent the people of Newport having to make a decision on whether to heat or eat during this winter period.

Comments from Cabinet Members:

- Councillor D Harvey reiterated in as previously that if anyone was facing financial difficulty to get in touch with Newport City Council.
- Councillor Jeavons added that fuel had raised to £1.43 and the increase in raw fuel, national insurance increase and inflation increase had impacted on this. This needed to

be addressed and people were paying £100s extra, which was too much and could not let people fall into a state of poverty.

- Councillor Davies echoed the comments of her colleagues and the stark reality that some people faced that could not afford a Christmas meal this year as well as needing financial support. Nearly a 100 people in a weeks had asked for help. It was a frightening fact that those people were struggling. The Cabinet Member was pleased that there was additional financial support for food banks, as we were facing unprecedented times and Newport City Council wanted to look after residents.
- Councillor Cockeram agreed that it was positive news that money was being given towards food bank. Newport City Council had been affected by Brexit. Labour costs and material cost up by 17% this would make a dent in the budget over the next year or two.
- Councillor Hughes mentioned that it was sad that people were relying on food banks and welcomed the support from Newport City Council.

The Leader thanked those who supported food banks and the distribution of parcels across Newport. The Leader had recently joined members of her local church to provide food parcels and was humbled to see people coming together to ensure families most in need could have a positive experience at Christmas although it was deeply saddening that volunteers had to do this.

Decision:

Cabinet considered and noted the contents of the report and for Cabinet / Cabinet Members to receive updates from officers as part of their portfolio.

11 Work Programme

The Leader advised colleagues on their regular monthly report on the work programme.

Please move acceptance of the updated programme.

Decision:

Cabinet agreed the Cabinet Work Programme.

12 Live Event

The meeting terminated at Time Not Specified

Mae'r dudalen hon yn wag yn

Report

Cabinet

Part 1

Date: 14 January 2022

Subject 2022/23 Budget and Medium Term Financial Plan (MTFP)

Purpose To highlight key issues affecting the development of the Council's 2022/23 budget and Medium Term Financial Plan (MTFP) and present the draft proposals for the 2022/23 budget. Cabinet are asked to agree the proposals in order to commence the budget consultation process for this year. Consultation results will be reported back to Cabinet in February 2022, when Cabinet will agree a final budget and recommend the corresponding council tax level to full Council.

Author Head of Finance

Ward All

Summary This report presents the draft budget proposals for 2022/23 and the key priorities for investment which the better-than-expected settlement provides, namely:

- School's funding
- Early Intervention and Prevention activities / services
- City Centre

The Council received details of its draft 'Revenue Support Grant' (RSG) on 21 December and therefore was only able to work through final details of the draft budget after this time. The result of that is a slightly later start to budget consultation but the remaining budget-setting timetable has been adjusted to maximise the time available for consultation and residents, service users and stakeholders, such as the independent Fairness Commission, will have four full weeks to take part in the consultation.

Details of the budget are shown within this report and in contrast to previous years there are no new savings proposals for consultation at this stage. The report, along with the appendices, set out the draft budget pressures / investments and increase in local council tax, which are the key elements of the proposed budget to ensure it is sustainable and able to maintain and develop key services for the city and its residents.

A 'balance in hand' is still shown and is unavoidable due to the late settlement, further work is on-going to identify appropriate budget choices within the key priorities shown above, to include and dovetail the use of the current year's underspends in those areas and other investments for the city and manage the risk to the Council's finances from on-going pandemic impacts.

Section:

- 1 Background
- 2 Setting the budget
- 3 Financial planning assumptions
- 4 Budget savings
- 5 Budget process and consultation
- 6 Risk, financial resilience, and performance
- 7 Report review and statutory comments

Appendix:

Appendix 1	Budget investments
Appendix 2	Budget savings previously approved
Appendix 3	Demand models for social care
Appendix 4	Fees & charges for consultation
Appendix 5	Financial resilience 'snapshot'
Appendix 6	Medium term financial projections
Appendix 7	Projected earmarked reserves
Appendix 8	Corporate risk register summary - Quarter 2

Proposal

1. Cabinet agrees the following draft proposals for public consultation:

- i) A council tax increase of 3.7%, a weekly increase of £0.59 - £0.79 for properties in Band A to C, the most common bands in Newport, as set out in paragraphs 3.21.
- ii) Proposed fees and charges in appendix 4.
- iii) The budget investments shown in appendix 1.
- iv) The budget investment provision in schools of up to £8,003k, noting this will fully fund the planning assumption on teacher's pay @ 4% from September 2022 plus the cost of new/ expanding school provision as noted in paragraph 3.11 – 3.18.

Specifically on the teacher's pay, given the uncertainty surrounding teachers' pay from September 2022 provision of up to 4% is proposed and will be held centrally until confirmation of the pay award is received. Cabinet agrees to confirm and finalise this when there is certainty with the intention of retaining the objective described above in fully funding the September pay increase, within the funding provision available.

2. Cabinet notes:

- v) The position on developing a balanced budget for 2022/23 and considering the late announcement of the 2022/23 RSG funding, acknowledge that the position will be subject to ongoing review and updates between now and the February Cabinet when the final budget is agreed.
- vi) The medium term financial projections, assumptions contained within and that projections contain investment required to finalise the implementation the Corporate Plan promises.
- vii) The need to prioritise the development of a 'strategic change programme' to develop a long-term sustainable financial footing for services.
- viii) Further work is required to specifically review and manage the financial impacts of some key risks in 2022/23, such as Covid related costs and income losses.

Action by Chief Executive / Senior Leadership Team/ Heads of Service

Timetable Immediate:

Decisions subject to consultation include investments set out in Appendix 1, fees and charges, and schools funding position. These, along with the proposed council tax increase will form the basis of the consultation process.

This report was prepared after consultation with:

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

Signed

1 Background

- 1.1 The medium-term financial plan (MTFP) included within the Council's 2021/22 budget report identified a potential budget gap of £2.5 million (m) in 2022/23 and almost £9m over the period 2022/23 to 2024/25. This report provides an update to these, in particular on the key planning assumptions made over the medium term, the 2022/23 and medium-term budget proposals and associated timetable. It highlights considerations directly associated with the coronavirus pandemic; the respective financial planning implications that will need to be kept under close review as well as an assessment of the Council's financial resilience given the continued challenges the Council faces in these unprecedented times.
- 1.2 The external considerations impacting on the Council are a key factor in the overall approach to financial planning within the organisation. From an economic context, the pandemic has had a significant impact both globally and at a UK level.
- 1.3 The Covid 19 pandemic and associated public health measures have had significant financial implications on the Council, both in terms of additional costs and loss of income. In 2021/22, the Welsh Government (WG) continued with the Covid 19 Hardship Fund to support local authorities in managing additional costs, or lost income, due to the pandemic. In addition to this, hypothecated grants were available to fund specific WG policies such as the provision of free school meals during school holidays and support to business. The Hardship Fund mentioned above will end in March 2022 and this creates a potential financial risk to the Council's budget in 2022/23 as some residual impacts, on both additional costs and income losses will still likely exist and could well be permanent in some respects.
- 1.4 The budget preparations continue to present a distinct set of challenges building on the unprecedented circumstances of the last few years. These preparations have been shaped and impacted by the ongoing response to the COVID 19 pandemic, the repercussions of the UK's exit from the European Union (EU), tackling inequality and the urgent need to continue to respond to the climate and nature emergency.
- 1.5 The demands that face the Council, not only in the context of the pandemic, have a key impact on financial planning. Despite the challenges over the last two years the Council continues to provide over 800 services, for over 158,000 people, living in over 69,000 households. Newport's population continues to grow and increasing demand and pressure for services means that the Council continues to face financial challenges in both the short and longer term, namely:
- increasing inflationary costs e.g., contracts and pay;
 - costs of funding the Council's increasing levels of planned debt, linked to its substantial capital programme in its commitment to improving the city and its infrastructure plus the reduction in its 'internal borrowing' capacity which is currently 'dampening down' the real cost of borrowing.
 - increasing demand for services and therefore costs. These stem from demographic and societal changes and are most acute in the larger budget areas of social services and education.
 - local government funding in Newport sees the 'Revenue Support Grant (RSG)' funding over 75% of its net budget. Funding is therefore controlled largely outside of the Council's influence, resulting in a disconnect from its own spending pressures, requirement, and priorities.
 - a historically low relative council tax level.
- 1.6 In addition, the Council has demonstrated its ability and willingness to invest in services over the longer term, linked to priorities as set out in the Corporate Plan to fulfil its ambition of 'Improving People's Lives'. The Council's Corporate Plan, which ends this March, sets out 20 clear promises and, in some cases, require financial investments, which are included in the 2022/23 budget and the MTFP as appropriate.
- 1.7 The Council has made savings of over £30m over the last 5 years and in order to achieve this has supported people to live independently, rationalised the Council's estate, invested in

prevention and early intervention and seen a significant reduction in the number of staff, supported by digitalisation and automation of processes.

- 1.8 The Council's Corporate Risk register monitors the risks that may prevent the Council from achieving its Corporate Plan or delivering services to its communities and service users within Newport. Key risks include the Council infrastructure, stability of key suppliers and organisational capacity – the details of these are included within Appendix 8.

2 Setting the budget

2.1 This section outlines the key contextual areas and events, which influence the Council's medium term financial planning and within that, next year's budget. This year has brought some new and significant challenges over and above previous years, the future year impact of which is currently unknown but could well be significant. The key contextual areas which have shaped the thinking and the preparation of the draft proposals include:

- the economic challenge, in the context of major cost and demand pressures and the extent to which the pandemic has done lasting damage to the economy.
- the UK national context coming out of the annual spending review and what that meant for WG funding for 2022/23.
- the local, Newport City Council, context given the draft RSG funding which was confirmed on the 21 December, and which included a multi-year funding settlement which now brings a reasonable level of certainty, helping to improve long term planning.
- the Council Corporate Plan, which drives priorities. These factors are explained in more detail below.

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

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

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

2.4 In putting together the budget proposals each year we review:

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

2.5 Although additional new savings are not identified in this draft budget to balance the overall budget in 2022/23, Cabinet will keep this under consideration and also keep the medium-term position in mind, and in February will approve the new medium-term investments/savings over the life of the MTFP, to be added to those already approved / in progress.

Economic Context

2.6 The outlook for the Welsh budget has been transformed over recent months, with a substantial amount of additional funding available for day-to-day spending on public services next year than

previously expected. However, many areas of the budget face major cost and demand pressures, during a challenging economic period.

- 2.7 The Chancellor presented his recent Autumn Budget against an improved economic backdrop. The Office for Budget responsibility (OBR) revised down its judgement on the extent to which the pandemic has done lasting damage to the economic output from 3% to 2%. In addition, unemployment is now expected to peak at 5.2% in the near term, down from 6.5% peak forecast in March 2021. Government borrowing has also been revised down relative to the March 2021 forecast owing to stronger tax receipts, reflecting the upward revision to nominal GDP.
- 2.8 The Chancellor took advantage of this increased 'headroom' against the fiscal targets to further increase departmental spending. When combined with the tax rises announced in March and September 2021, the overall spending envelope has increased significantly compared to the indicative plans set out at the beginning of the fiscal year.
- 2.9 Although the budgetary position of the WG was not known until 21 December it has been evident that the economic outlook has drastically improved. Core day-to-day spending (excluding Covid-19 spending) is set to grow by 8.6% in real terms next year and will be 9% above 2010/11 levels. For the first time since 2017, WG also benefitted from a multi-year funding settlement, which should aid long-term planning and implementation of the policies included in the Co-operation Agreement. Further detail on the Co-operation Agreement can be found in paragraph 3.2 of the report.
- 2.10 Despite this improved budgetary position, the outlook for household finances remains challenging. A combination of inflationary pressures and cuts to working age benefits is set to squeeze households' purchasing power over the coming months. This, in turn, could result in increased demand, and therefore costs, for some Council services.

National Context

- 2.11 The UK government's Autumn Budget and Spending Review 2021 set WG block grant funding for the next three years. The outlook, based on UK government spending plans from March 2021 painted a bleak picture ahead of the Senedd election in May, however, increased departmental spending has transformed the outlook for the Welsh budget.
- 2.12 The key headlines, for local government, as set out within the spending review include:
- The new Health and Social Care Levy, along with an increase to the rates of dividend tax, will raise around £13 billion per year for spending on health and social care across the UK enabling significant further funding for the NHS.
 - A number of significant investments which resulted in 'consequential funding' for the WG, including
 - An additional £4.7 billion by 2024-25 for the core schools' budget in England, over and above the settlement for schools in 2022-23, as well as £2.6 billion of capital funding for new school places for children with special educational needs and disabilities, and £1.8 billion of additional money for education recovery;
 - £639 million resource funding per annum by 2024-25 as part of the government's commitment to end rough sleeping in England, an 85% cash increase compared to 2019-20.
 - From 1st April 2022, the National Living Wage will increase by 6.6% to £9.50 an hour. Young people and apprentices will also see pay increases as the National Minimum Wage rates will also increase next April.
 - Allocation of the first round of the UK-wide Levelling Up Fund with £1.7 billion of investment in local areas.
 - Accelerated funding for the Cardiff City Region Deal to fast-track support, including for advanced manufacturing capability in the region.
 - Welsh Government's main expenditure group real terms funding increased by 9.51%.
- 2.13 The Welsh Government budget was published on the 21 December 2021 with the Minister for Finance stating that priorities continue to be health and local government services. The significantly increased settlement will enable local authorities to continue to deliver the services

their communities want and need as well as supporting national and local ambitions for the future, including responding to the climate and nature emergency and contributing to the Net Zero Wales plan.

Local Context

2.14 In contrast to recent years, a multi-year settlement from the UK government has enabled a similar multi-year LG settlement, at an all-Wales level, the first time since 2017. This will aid long term planning. The settlement dates are as follows:

21 December 2021	Provisional local government settlement for 2022/23 published
1 March 2022	Final local government settlement for 2022/23 published

2.15 The outcome of the draft announcement has been pivotal to agreement of the Council's 2022/23 draft budget as this accounts for the largest part of councils' funding. The 10.2% uplift it brought is welcomed and has enabled the Council to support a growing population, support major cost and demand pressures that the Council continues to face during a challenging economic period and assist in reducing the budget gap over the medium term. This funding is provided through a non-hypothecated grant – the Aggregated External Finance (more commonly referred to as the "Revenue Support Grant"- RSG). In addition to this, other grants provide funding for specific purposes. The scale of the budget challenge is very sensitive to changes, both current and future, to RSG funding as shown in Table 5 and the multi-year settlement therefore reduces the uncertainty the previous annual settlements brought about.

2.16 In Newport, the RSG funding makes up 76% of its net budget, with council tax at 24%. As the RSG makes up such a large proportion of the Council's budget, what happens to this grant is crucial, as any reductions cannot be easily offset by an increase to council tax. For example, it would take in the region of 3.2% increase in council tax to offset a 1% reduction in the RSG. This is known as the gearing effect.

2.17 The headlines of the draft settlement received on 21 December confirms:

- local government core revenue funding for 2022/23 will be set at £5.1 billion meaning that, after adjusting for transfers, overall core funding for local government in 2022-23 will increase by 9.4% on a like-for-like basis compared to the current year;
- as part of the multi-year settlement announced this year, indicative funding increases of 3.5% and 2.4% in 2023/24 and 2024/25 respectively;
- a number of 'cost pressures/ investments were funded through the increases highlighted above:
 - funding to enable authorities to meet the additional costs of introducing the Real Living Wage for care workers as set out by the Deputy Minister for Social Services;
 - funding for teachers' pay deal;
 - funding to cover the increased National Insurance Contributions for employers from April 2022
 - continued funding to support local government to waive fees for child burials;
 - continued funding to maintain full entitlements under Council Tax Reduction Scheme (CTRS) for 2022/23;
 - continued funding to freeze the NDR multiplier for 2022/23;
 - funding for the creation and ongoing development of corporate joint committees to allow authorities to work together on specific functions such as transport, economic development, and planning, specifically for the core operation costs of these committees;
 - funding to recognise the need to build the capacity of electoral services to deal with Welsh electoral reform, as needed within councils;
 - funding for continued residual impacts of increased costs and reduced income from the Covid pandemic, in recognition of no Hardship Fund beyond this current year.

2.18 Overall, the draft RSG was positive compared to previously modelled assumptions, and confirmed that the Council would receive £265,612k for 2022/23. After allowing for new specific grant transfers into the RSG, this is a cash increase of £24.6m (+10.2%) from current funding,

compared to a Welsh average of +9.3%. There remain several uncertainties around specific grants; however, these should be confirmed between this report and the final settlement from WG in early March 2022.

- 2.19 The multi-year settlement figures have been used for the current update of the Council's MTFP and we have also, in addition, made an allowance for the Council receiving a greater share of RSG funding as its population and in particular, younger age groups increase relative to most other areas across Wales.
- 2.20 The Council's final RSG settlement will be announced on 1 March 2022. Apart from late transfers of specific grants into/ out of the final settlement, which are 'neutral' in their impact, the main changes would usually come from Council's confirmation of their individual 'tax bases' – i.e., the number of Band D equivalent properties. The late draft settlement has meant that any adjustments required to allow for the 'equalisation' process for council tax base has already been included, which usefully takes away that uncertainty in the final settlement. At this point, therefore, we will be assuming that the final grant settlement will not change from the draft other than for 'cost neutral' issues.
- 2.21 The Head of Finance (HoF) has set the tax-base for 2022/23 and it will increase by 0.6%, which is similar to the all-Wales average over the last two years. This council tax base is net of a decrease of 1.6% in collection rates reflecting the historical and current increasingly challenging task of collecting council tax income. This practice is consistent with all councils across Wales and Newport's budgeted collection rates is one of the highest in Wales. The net increase in available funding from the increased tax base (at current Council Tax levels) is £452k and is reflected in the MTFP for 2022/23.
- 2.22 The impact on funding resulting from Council Tax 'equalisation' is a key feature of the Local Government grant settlement process and provides some challenges to those councils, like Newport, who have significant cost pressures resulting from housing and population growth. The impact on the RSG funding for Newport Council this year is a reduction of £94k from this, which is relatively modest compared to some previous years.

Implementing the Corporate Plan

- 2.23 The Council's business and financial planning is underpinned by the Council's Corporate Plan 2017-22 that sets out a clear set of aspirations and plans under our mission of 'Improving People's Lives'. This has provided a focus for decisions around spending and directing activity across the Council.
- 2.24 The current medium term financial projections included in Appendix 6 and the detailed budget investments in Appendix 1 includes funding for the key outstanding priorities and promises set out in the plan, as needed.
- 2.25 The Council has yet to develop a 'strategic change programme', which outlines the key areas and initiatives that will guide services and the Council in the future to deliver sustainable services. Such a programme's financial impact would be reflected in the Council's MTFP, contribute towards delivering a balanced / sustainable medium term financial position, and is recognised as a priority throughout the organisation.

3 Financial planning assumptions

- 3.1 Whilst the above section highlights the context for this and other councils' medium term financial plans, a number of important assumptions are required in order to aid successful medium term financial planning. This section deals with the key areas affecting the MTFP and the budget for next year. These are:

- the impact of increasing costs and demand on the Council's budget;
- the impact of increased costs in the Council's school budgets, and in particular from new/ growing schools;

- Council tax funding which makes up 24% of the Council's core funding and is the only element of funding controlled by the Council;
- Income inflation assumes a 4% uplift on major sources of income where the Council has control. Service areas are, however, able to deviate from this base assumption in light of demand as long as the change can be managed within the overall service area budget.

Increasing costs and demand

3.2 Financial pressures and demands on our services have increased over a number of years and this increase is projected to continue. The main issues include:

- inflationary cost increases – of the Council's £315m net revenue budget, over three quarters of expenditure relates to pay and contracts subject to inflationary increases year on year. Cabinet will be aware of the significant pricing increases on most goods and services at this time and the rising inflation figures. Given that the NJC pay offer for the current year has not yet been agreed, ballots for strikes have been completed and the original request for the increase this year from unions; in line with many other councils, we have reconsidered our inflation increases for pay and revised upwards to 4% for both teachers and NJC for 2022/23, dropping back to 2% in later years of the Council's financial plan. This is a provision only within the Council's budgets for pay increases and will be included within service budgets once the actual award has been confirmed, up to the budget provision available.
- the planned 6.6% increase to the National Living Wage from April 2022 has also increased staff costs in many of the Council's contracts – particularly for social care providers. Future years investment in this area will need to be reviewed in the context of contractual increases over the medium term;
- employer national insurance rates will increase by 1.25% from April 2022 to fund social care costs and to help the NHS clear backlogs;
- significant increases in demand-led services – specifically social care;
- cost of new and growing schools, linked to the continued growth of the city;
- the Co-operation Agreement between the WG and Paid Cymru contains significant additional spending commitments. These include free school meals for all primary school pupils, expansion of early years childcare to all two-year-olds, and the ambition for a National Care Service free at the point of need. Under our planning assumptions on funding, the medium term financial plan assumes additional grant funding for these.

3.3 Unavoidable pay and inflationary cost increases, excluding schools, equate to £6,659k in 2022/23 and £16,097k over the three-year period to 2024/25, based on current planning assumptions highlighted above.

3.4 In addition to these cost increases, the Council continues to see an increase in demand-led service pressures and the Cabinet are considering investments in a number of key areas.

Demand Led issues

As regards demand led issues, although the 2020/21 and 2021/22 financial years have seen underspends in a number of these areas, those years are not a true representation of the underlying challenge, due to the pandemic and the reimbursement of additional costs that is received from the WG Hardship Fund. The risk, therefore, of significant overspends emerging has not necessarily gone away and such areas remain critical in terms of their potential impact upon the overall monitoring position going forward.

Although the financial impact of the pandemic is currently neutralised within the monitoring position by the support from WG, certain service and demand-led pressures continue to present a challenge, including, in particular:

- Specific challenges within Children services;
- Undelivered budget savings.

Detailed demand models for social care have been included within Appendix 3 and form the basis of the investments proposed for inclusion within the medium-term projections.

Investments and Priorities

As regards investments, the Cabinet are considering and prioritising the following issues and/or services

Schools and early intervention and Prevention services

- School budgets – mindful of the pressure on school budgets, teaching staff, the specific needs of pupils and the role that schools play in early intervention and prevention.
- Education services – investment in roles that focus on supporting challenging pupil behaviours and additional support requirements and advice to schools.
- Social Care - investment in the 'Safeguarding Hub' as a key contributor to early intervention and prevention services and capacity
- Consideration is also being given, in readiness for the final budget as to what other targeted investments could impact on support given to vulnerable families and individuals, in particular as we continue to manage the impact of the pandemic

City Centre

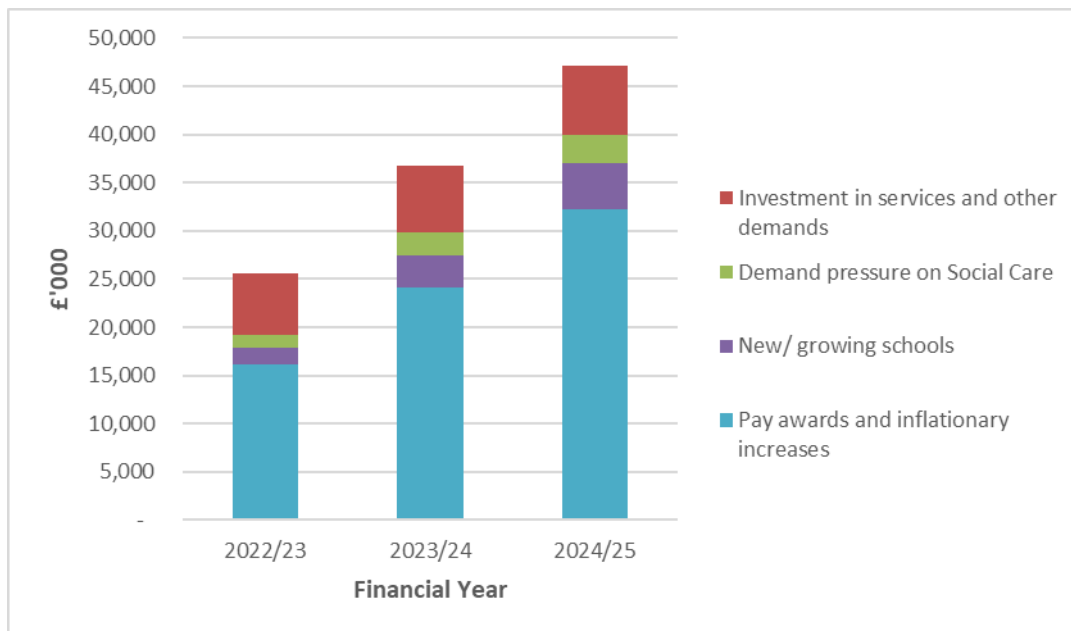
- Consideration is being given to investments which will impact on the city centre and the businesses within it. In particular around the promotion of the city, marketing, inward investment, co-ordination of activities and events, tourism, and the general environment in and around the city centre, such as cleansing.

3.5 For 2022/23 specifically, the Council is currently planning to invest around £9.5m in the draft budget over and above an allowance for pay and pricing inflation. More details on proposed investments are included in Appendix 1 and some of the key items include:

- £2,998k investment in school budgets
- £172k in social care safeguarding hub and £180k in education services to add resources in the Council early intervention and preventions services
- £1,597k increase in employer's national insurance contribution
- £1,355k for increasing demand in social care demand for both children and adult services
- £883k free school meals update funding requirement – not linked to the Co-operation Agreement
- £733k provision to support WG directive to ensure that no rough sleepers in Newport. We are awaiting details of a specific grant to cover this pressure – an update will be provided in the final budget.

Further final detailed investments will be agreed at the final budget in the Cabinet's February meeting and will take into account feedback from consultation, in particular on the key investments/priority areas outlined in paragraph 3.4 above. In addition, as well as the on-going investment in the revenue budget which the final budget will confirm, the Cabinet will also identify one-off investment in these and other key areas, funded from the current year's underspend and current reserves.

Chart 1: Cumulative pressures up to 2024/25 by source



- 3.6 The financial pressures facing the Council continue to increase significantly over the three-year period. Whilst Newport has received favourable settlements in recent years, rising demand and costs in current services have / are utilising a large part of this.

Capital programme and financing / Cardiff Capital Region City Deal

- 3.7 The capital expenditure undertaken by the Council gives rise to a long-term and fixed commitment to fund the associated revenue costs for the provision of the repayment of that borrowing (Minimum Revenue Provision (MRP)) and interest costs – together called ‘capital financing costs’. The Council’s current capital financing costs make up for almost 6.6% of the net revenue budget, which is high when compared to other Welsh local authorities. 2021/22 included a significant increase to the capital financing budget to frontload the revenue budget requirement for the remainder of the current capital programme. Therefore, the 2022/23 budget does not include any increase in this budget. The Council’s very significant capital programme, in its commitment to improving the city and its infrastructure, requires a significant increase in borrowing with the associated increase in costs reflected in the increase allocated during 2021/22.
- 3.8 The Capital Strategy, which details the capital programme and the long-term impact of capital expenditure, is approved by full Council, alongside the budget report setting the Council Tax level.
- 3.9 Within the capital programme is the Council’s contribution to the Cardiff Capital Region City Deal (CCRCD). The CCRCD is funded by both UK Treasury and its ten constituent councils and for the latter; a total ‘funding envelope’ was agreed over its life.
- 3.10 The Council’s contribution to the City Deal was agreed by full Council in 2017/18. Newport City Council contributes just under 10% of the local authorities’ contribution to its overall funding. Whilst this council, like others, has medium term capital programmes, this is the one individual project within it, which spans over multiple programme periods and the funding commitment for this goes into 2035/36. Funding is made up of two aspects:
- making capital funds available to the CCR. This will incur capital financing costs of MRP and interest for this council as it will need to borrow funds itself to pass it on to the CCRCD.
 - making capital funds available in advance of UK Treasury funding. In this respect, this council’s capital financing costs is just the interest element, as borrowing will be reimbursed when funds are made available by Treasury in line with current agreements.
 - The current Capital Programme reflects total capital expenditure of £25.4m in relation to the City Deal, of which £17.3m relates to the “cost of carry” referred to above. £9.9m in

total is projected to be incurred in 2022/23, with a further £15.5m over the course of the MTFP.

School's funding

- 3.11 The current position provides for a cash increase for the overall school budget. Although this has been developed within the context of significant uncertainty around non-teaching pay from April 2021, the Minister for Education and Welsh language announced in September that the recommendation from the Independent Welsh Pay Review Body would be accepted and that a pay award would be introduced from 1 September 2021 to provide for a 1.75% uplift to all teachers' pay scales and allowances. The Council continues to take a prudent view and make provision within the budget plans for a pay increase from September 2022 and over the life of the MTFP, as outlined in para. 3.2 above.
- 3.12 The draft budget makes provision for schools to receive investment of up to £8,003k in 2022/23, which represents a 7.3% growth in the schools budget. This is based on an assumed level of inflationary pay award increase as noted above plus the additional costs of new/ expanding schools at a level which maintains the current 'funding per pupil' as the table below shows. In this respect, it represents an investment in schools' budget over and above the cost increases predicated in schools. It is proposed to Cabinet in this report that all of the budget increase provision will be added to the 'Individual School Budget' except for the allowance for the 2022 pay award increase, which will be considered by Cabinet when a final figure is known/agreed, up to the value of the budget provision made. In doing so, the intention of fully funding cost increases in the school budget sector remains and reflects what is being proposed to Cabinet within this report
- 3.13 As part of the investment outlined above, £1,197k has been included in relation to the provision of support for pupils with additional learning needs (ALN). This funding will largely go towards the one-to-one support that is delivered for statemented pupils, in turn reducing the requirement for schools to use other funding allocations to meet the cost of delivering this support. Although this funding will be provided for specific ALN provision, it is anticipated that most, if not all, schools will benefit from this. As well as this, in recognition of the ongoing funding challenges faced by schools, £900k is included as a general budget increase to the overall school budget. This will increase the per pupil funding amount and all schools will experience the benefit of this.
- 3.14 The context for this proposed funding is the challenging financial management position within schools. Although an overall overspend against budget is currently forecast, it should be noted that schools carried forward significantly higher balances at the end of 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. School balances are projected to remain healthy into 2022/23, except for the schools in deficit. It is important to note that, although balances held by schools are healthier than in previous years, this is anticipated to be a temporary position, with schools facing significant challenges in meeting the needs of pupils going forward. In terms of schools in deficit, it is still of paramount importance that these are addressed, and officers continue to work closely with schools to ensure that deficit recovery plans are in place and that action is taken to reduce spend. Officers continue to work closely with schools to ensure that deficit recovery plans are in place and that action is taken to reduce spend.
- 3.15 However, it is not sufficient to deal with the extent of accumulated deficits in schools at this time, therefore schools will need to continue to find robust solutions to ensure they manage within the available budget and repay these accumulated deficits. This resolution is critical as current spending levels in schools may not be sustainable and has the potential to cause a significant and adverse impact on the Council's overall finances if it continues as in previous years.
- 3.16 Assessed budget pressures in school budgets over the life of the MTFP amount to £17.5m, based on current assumptions on teachers' pay and new/ expanding schools' costs. These will, like other MTFP assumptions, need to be reviewed regularly and any actual proposed funding increases confirmed through the budget process.

Table 1: School budget pressures 2022/23 to 2024/25

	2022/2023 £'000	2023/2024 £'000	2024/2025 £'000
Teaching staff - pay award - 2.75% Sept 2021, 4% in 2022 and 2% thereafter	3,248	1,605	1,709
Non Teaching school staff - pay award - 2% per annum	662	679	695
Contract & Income Inflation	189	197	204
New and growing Schools	1,045	1,082	1,397
Secondary School Transitions	706	479	25
Other School investment	2,153	762	625
	8,003	4,804	4,655

- 3.17 Final allocations of specific grant are yet to be determined across the Education Achievement Service (EAS) region. Officers will assess these allocations once confirmation has been received.
- 3.18 Whilst it is recognised that schools have experienced significant financial challenge, school funding in overall terms is better than other parts of the Council and has increased by 20% over the last 5 years. This includes specific grants and is shown in the table below. As well as the increases in revenue funding over recent years, there has also been a significant investment in capital resources, with the total Education capital programme (between 2018/19 and 2024/25) standing at £111.7m.

Table 2: School budgets by sector – 2016/17 to 2021/22

Year	Nursery	Primary	Secondary	Special	Total
2016/17	494	54,627	48,619	4,040	107,780
2017/18	512	54,959	47,505	4,247	107,223
2018/19	562	57,396	47,497	4,773	110,228
2019/20	496	58,492	49,619	5,091	113,698
2020/21	484	64,118	54,851	5,144	124,597
2021/22	529	66,145	56,953	5,594	129,220

Increase in funding over 5 year period (incl specific grants)	20.5%
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Increase in funding (excl specific grants & delegations)	20.6%
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Council Tax

- 3.19 It is well documented that Newport's council tax is low compared to others in Wales, generating 24% of our income. This council's current year budget is well below its 'standard spending assessment', a relative spending needs assessment between all Welsh councils, by £11.1m, which is almost entirely due to our low level of council tax funding.
- 3.20 A revised planning assumption of 3.7% increase in council tax is contained within the MTFP in 2022/23. A 4% planning assumption for council tax increase remains thereafter. This is subject to consultation and a final recommendation to Council on the council tax level and will be confirmed in the Cabinet's February 2022 meeting.
- 3.21 For contextual purposes, the table below shows the weekly increases in council tax based on a 3.7% increase. Given the low starting point on Newport council's tax, it will still be lower than most (if not all) of the neighbouring authorities, even if they have a lower level of increase.

Newport City Council's proposed tax increase would maintain its position as one of the lowest in Wales.

Table 3: Scenarios illustrating weekly council tax increases

Band	A	B	C	D	E	F	G	H	I
Annual increase based on 3.7% increase	£30.64	£35.75	£40.85	£45.96	£56.18	£66.39	£76.60	£91.92	£91.92
Weekly increase based on 3.7% increase	£0.59	£0.69	£0.79	£0.88	£1.08	£1.28	£1.47	£1.77	£1.77

3.22 Given that over half of Newport's chargeable properties are banded A – C most households would see an increase of between £0.59 and £0.79 per week based on a 3.7% increase.

Summary of key budget assumptions

At this point, the following assumptions are included.

Table 4: Summary of key assumptions

MTFP Summary	2022/2023 £'000	2023/2024 £'000	2024/2025 £'000
RSG increase +10.31% in 22/23, +3.5% and +2.4% in line with WG multi-year settlement figures included within RSG	(24,816)	(10,046)	(7,348)
Council tax increase +3.7% in 2022/23 and 4% thereafter	(2,729)	(2,508)	(2,609)
Budget pressures/ investments (appendix 1)	25,651	11,096	10,353
Previously agreed budget savings (appendix 2)	(812)	0	0

Resulting budget position and sensitivity of assumptions

3.23 Given the favourable settlement in 2022/23 and the indicative uplift proposed as part of the multi-year settlement period in 2023/24 and 2024/25, the budget position in the current draft MTFP (Appendix 6) is reasonably manageable, certainly compared to previous years.

3.24 Clearly, the resulting gap over the medium term is based on assumptions, listed above, over the life of the MTFP and we can expect further demand-led pressures to be flagged up by services over and beyond what is currently shown, which will therefore worsen the current position shown. The new Corporate Plan for the Council's new administration after the May 2022 local elections may also include specific areas of investment which have a financial impact. These, therefore, require careful management over this period.

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

- The progress of the pandemic, the ongoing impact on lives and on public services (magnified by the emergence of the new Omicron variant) continues to be highly uncertain;
- economic challenges, in the context of major cost and demand pressures and the extent to which the pandemic and the UK's exit from the European Union has done lasting damage to the economy;

- increasing demand within service areas over and above provision already made within the MTFP;
- increasing costs of funding the Council's levels of planned debt, linked to its substantial capital programme and the reduction in its 'internal borrowing' capacity;
- ongoing financial issues on school budgets;
- Brexit.

Sensitivity analysis

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

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

Table 5: Sensitivity analysis – key projections

RSG Sensitivity	£'000
RSG growth +/- 1%	2,408

Council Tax Sensitivity	£'000
Council tax change +/- 1%	635

Pay Sensitivity	£'000
Pay inflation - NJC staff +/- 1%	1,012
Pay inflation - Teachers and soulbury +/- 1%	664

Contract Inflation Sensitivity	£'000
Contract inflation - +/- 1%	1,217

4 Budget savings

4.1 The identification of new savings is not required to balance the budget for 2022/23. The budget for 2022/23 does include previously agreed savings of £812k, the detail of which can be found within Appendix 2.

4.2 The savings already agreed in the February 2021 MTFP are either in progress of implementation or due to be implemented in 2022/23. No further details are shown for these savings, as they have already been approved.

5 Budget process and consultation

5.1 This report presents the draft proposals for the 2022/23 budget. The report asks Cabinet to note:

- the position on developing a balanced budget for 2022/23, acknowledging that the position will be subject to ongoing review and updates.

5.2 The report also asks Cabinet to agree a series of proposals for public consultation. This includes:

- proposed budget investments in Appendix 1;
- proposed fees and charges in Appendix 4;
- the position regarding the proposed school funding for 2022/23 in Section 3.

Budget engagement

5.3 Over the course of the year leading up to this draft budget, the impact of Covid-19 has proved challenging in terms of public engagement. There has been an increased emphasis on electronic engagement methods and the focus of public engagement has understandably shifted towards supporting the recovery from Covid-19. For instance, through the major participatory budget programme currently underway (the Covid Recovery Fund) which will empower citizens to make funding decisions through a democratic process. Face to face public engagement, as would have previously informed the draft budget has been impacted as have other forms of engagement, for instance, the reduced numbers of responses received through bus Wi-Fi surveys. Despite this an engagement exercise was completed to establish citizens' views on the prioritisation of council services over the medium term. Almost 1,000 responses were received, and the results indicated that the public place significant emphasis on: schools and education, children's services, city services, adult services, and homelessness support. The proposed investments set out in this report are consistent with these findings and the public will now be invited to give their views on the draft budget and medium-term financial plan during the consultation period. In contrast with previous years there are no new savings proposals, and this is reflected in the consultation, which will instead focus on the investments and proposed increase to Council Tax.

5.4 Below is this year's timetable for consulting on and approving the 2022/23 budget:

Table 6: Budget consultation timetable 2022/23

Cabinet agrees budget proposals as a basis for consultation	14 January 2022
Consultation period	14 January 2022 to 11 February 2022
Cabinet considers feedback from consultation and agrees final budget proposals and recommends resulting overall budget and council tax required to full Council	18 February 2022
Council approves the 2022/23 overall budget and resulting council tax level required	1 March 2022

6 Risk, financial resilience, and performance

6.1 A key driver in our budget strategy and MTFP framework is the need to manage the Council's general and financial risks, its financial resilience and performance. This next section looks at these issues and identifies how they are dealt with, whilst considering how they influence the Council's 2022/23 budget and medium-term projections.

Risk

- 6.2 The Council maintains a corporate risk register, which is regularly reviewed by the corporate management team and Cabinet, as well as the Governance & Audit Committee from a procedural/ risk management framework viewpoint. The Council's budget strategy and MTFP framework needs to reflect risks and incorporate appropriate financial mitigation, where required.
- 6.3 The quarter 2 corporate risk register reported to December Cabinet identified 18 risks that are considered to have a significant impact on the Council's objectives and legal obligations. 11 of these risks are severe and linked to the issues set out within the economic context of this report. In some cases, it is increasingly difficult for the Council to effectively prepare and quantify the financial impact of some of these risks until outcomes are known. There are several risks identified in the risk register that to fully mitigate would be unaffordable. In these cases, the risk is identified, and the Council needs to consider and assess how best to mitigate and continue lobbying WG to provide more funding in these areas, as these risks are not unique to Newport. These areas do, however, continue to be monitored closely to ensure that where information is available these risks are considered and where appropriate factored into the Council's financial planning.
- 6.4 Two current risks with significant uncertainty are the Covid-19 pandemic and the stability of social services providers:

Covid-19 Pandemic Outbreak / Stability of Social Services providers

- 6.5 During 2021/22, external support from WG in the form of the Hardship Fund has seen loss of income and additional costs relating directly to the pandemic being reimbursed. To date in the current financial year, we have claimed £11m in additional expenditure and lost income and forecast the total for the year to be in the region of £17m. The Council has been notified that the Hardship Fund will not continue into 2022/23 to support the ongoing pressures and subsequent recovery of income.
- 6.6 Whilst a large proportion of the above relates to specific WG policy initiatives such as free school meals and certain support payments to social care providers; and will cease as those initiatives are stopped, there will remain some potentially significant ongoing risks to the Council's budget:
- 6.7 As noted above, a number of WG led initiatives have supported key sectors; one of these being social care. Since the start of the pandemic, the Hardship Fund has supported social care uplifts and additional payments to ensure their sustainability over this period. Although the Hardship Fund will not be available in 2022/23, the social care sector continues to face unprecedented demand which impacts greatly on the risk and capacity within the sector.

This end of the 'Hardship Fund' after this current year is a concern and should be considered carefully in the context of next year's budget – two issues in particular:

- any specific costs related to local decisions to continue, in some form, those existing (or new) policy initiatives either Newport specific or regional to support our communities or key suppliers as the impact of the pandemic continues.
- unavoidable impacts outside of the Council's direct control such as:
 - cover for continued staff absences resulting in unbudgeted overtime/agency costs
 - reduced income from areas such as car parking as the local economy and 'normal patterns of activity' take time to recover. In some cases, we can expect some of these patterns to be potentially permanent.

There are currently no budget pressures factored into the MTFP for the above Covid risks and a comprehensive review of this and other risks need to be undertaken to assess how best to mitigate, as best as possible.

6.8 Appendix 8 sets out the current risks included within the register. The Council has at its disposal, the following options to manage:

- existing revenue contingency budget;
- existing revenue budgets not yet committed and could, in whole or part, be set aside to manage revenue budget risks in the short term;
- existing uncommitted reserves;
- specific reserves earmarked for budget risks;
- an emerging underspend in the current year which could, in part at least, be utilised to manage one-off risks;
- investment in revenue budgets to mitigate risks on an on-going basis.

6.9 The HoF is required to independently assess and report on the adequacy of the budget (and Council Tax level as an integral part of this) and reserves in the context of the financial issues and risks facing the Council. The assessment of the risks mentioned here and how we plan and utilise the above options are key to this.

Financial Resilience

6.10 A robust view is taken in managing budget risks and protecting the financial health of the Council. In that respect, the Council's financial resilience is a key consideration and Appendix 5 shows the current 'snapshot' of the key data and information showing an overview of the health of the Council currently. Key headlines include:

- *Earmarked Reserves*: The Council maintains a good level of earmarked reserves. By their very nature, the vast majority are earmarked for specific purposes and many committed/in drawdown and use. In that respect, and as regularly pointed out, they provide a good level of financial mitigation in the last resort but use of them means that the original purpose would be affected and/or would result in a budget pressure to build those reserves up again.
- *Revenue Contingency budget – General Reserves*: The contingency base budget and other specific risk reserves held by the Council are taken into consideration when assessing the level of the general reserve and help to mitigate the risk to the Council. The general reserve is increasingly becoming too low, as the Council's net budget increases each year but can be maintained at that level at this point due to the overall level of reserves which, in the last resort, provide more than adequate financial mitigation, albeit with resulting impacts as noted above.
- *School budgets- Reserves*: The decline in school reserves over the last few years is a concern and although current projections look much healthier than in previous years, this is likely to be a temporary improvement due to significant one-off grants being awarded at the end of last financial year. The forecast overspend this year will see reserve balances reduce to £7,105k at the end of this financial year, though this could change in the last quarter as so often is the case with new grants received. Work with specific schools to review their deficit recovery plans continue to improve matters but unless schools continue to manage within their available budget in future this has the potential to impact on the financial resilience of the overall Council in due course.
- *Current budget savings-managing the revenue budget – demands on the revenue budget*: The Council has identified and continues to monitor budget reductions of £3.4m in 2021/22 and whilst understandable delays in delivery is evident, HoS have confirmed they can and will be implemented. This is alongside delivering outturns within and under budget over recent years, despite the delivery of £30m savings over the last 5 years. This needs to be viewed within the context of continued significant demands which are faced by service areas,

namely children’s social care and schools, which have been highlighted throughout the year as part of the budget monitoring process. Whilst the historical pattern of increased demand in our ‘people services’ have been significantly affected over the last 2 years, the underlying trend is still evident and could increase post-pandemic. Increasingly, we are seeing issues emerge in our ‘place services’, resulting from historical under-investment in our infrastructure, resource levels and the growing importance of community-based services during these recent times.

The Council is developing a strategic transformation/change programme and has its ‘invest to save’ reserve to fund the one-off cost of change. The programme is integral to developing ongoing financial sustainability whilst also ensuring key services can be delivered.

- *On-going and new risks:* These are discussed and noted in the risk section above in the main. There are specific risks coming out of the Covid pandemic which will continue beyond this financial year and WG have been clear in saying that councils will need to manage the financial impacts of those from that point. These require an assessment and mitigation. In addition, there are other non-Covid risks, some which are mitigated in current earmarked reserves, and which also require the normal review and assessment. Inadequate provisions will impact on the Council’s plans and finances. The available options to manage are listed above in the risk section and these should be prioritised in the first place when considering budget issues going into 2022/23.

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

7 Report review and statutory comments

7.1 Risks

Risk	Impact of Risk if it occurs* (H/M/L)	Probability of risk occurring (H/M/L)	What is the Council doing or what has it done to avoid the risk or reduce its effect	Who is responsible for dealing with the risk?
Planning parameters around inflation are incorrect	M	M	<ol style="list-style-type: none"> 1 Use of contingency, where required 2 Use of reserves, where appropriate 	Head of Finance SLT
Planning parameters around Welsh Government revenue grant are incorrect over medium term	H	L	<ol style="list-style-type: none"> 1. Use of contingency, where required 2. Keep the assumptions under constant review 3. Use of conservative assumptions 	Head of Finance
Increasing budget pressures over medium term	M	M	<ol style="list-style-type: none"> 1. Manage demand, where possible 2. Keep MTFP under constant review 3. SLT review of all budget pressures within MTFP 	SLT

* Taking account of proposed mitigation measures

7.2 Links to Council Policies and Priorities

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

7.3 Options Available and considered

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

7.4 Preferred Option and Why

To consult on the new medium-term package of investments to ensure a sustainable offering deliverable over the medium term.

7.5 Comments of Chief Financial Officer

The financial implications are contained, in detail, within the body of the report.

Due to the late notification of the settlement and some key issues and work on-going in identifying budget choices, the budget contained here still includes a 'balance in hand'. Cabinet will need to produce a balanced budget when they confirm their final budget. Given there are no budget savings which impact on services and further investments will be approved then, then this should not cause any issues. The broad areas for investment priorities of schools, city centre and early intervention and prevention are noted in this report and should usefully serve as key consultation areas as well as the detailed proposals already included in the draft budget.

A 3.7% Council Tax is proposed for consultation. Given that Newport is relatively under-funded due to this, the relative deprivation/need of the population within the city, the risk posed by the on-going financial impacts of the pandemic with no WG Hardship Fund to mitigate and demand on services both generally and in relation to the pandemic, the Cabinet is asked to take a prudent view on an increase in Council Tax, following consultation.

As the report notes, there is no detailed plan to manage the on-going financial impact and risks of the Pandemic at this stage and this must be addressed by the Cabinet in the final budget. This is a key issue as there is no WG Hardship Fund at the end of this financial year with a near certainty of there being adverse impacts, certainly for next year and potentially permanently, to some extent. The range of options available to do this are noted in the report and this will be a key issue for the HoF's assessment of the robustness of the budget to full Council when they consider the Council Tax rise in early March.

7.6 Comments of Monitoring Officer

There are no specific legal issues arising from the Report at this stage. Cabinet is being asked to approve the draft budget and investment proposals and council tax rate set out in the Report in order to recommend to Council a balanced budget for 22/23. Cabinet are also asked to agree to the draft budget proposals being submitted for public consultation, insofar as they relate to investment proposals, fees and charges and the schools funding position. There are no new savings proposals for 22/23 which will need to be subject to consultation. Cabinet will then take the final decisions on those investments, fees and charges and schools funding proposals in the light of the responses to the public consultation, prior to making a recommendation to Council regarding the council tax rate and budget for 22/23. The implementation of all the individual budget proposals are executive matters, but there will need to be an assessment of the relative fairness and equality impact of the proposed investments, fees and charges and schools funding to ensure that the Council has due regard to its public sector equality and socio-economic duties under the Equality Act. As there are no new savings being proposed, then there is no requirement to consult about and assess the impact of the budget proposals in relation to the reduction of any services. However, the proposed new investments, fees and charges and schools funding should be considered in relation to their fairness, impact on the socially disadvantaged and meeting the Council's well-being objectives. The setting of the overall base

budget and council tax rate for 22/32 is a matter for full Council as these are non-executive reserved matters under the Constitution.

7.7 Comments of Head of People and Business Change

The report outlines the proposals for Cabinet consideration in order to set a balanced budget for 2022/23 and also looking forward, with consideration of the medium term financial plan.

As explained in the report there are no new savings proposals for 2022/23 which would, otherwise, be subject to consultation and Fairness and Equality Impact Assessment. However, the proposed investments and fees and charges, including Council Tax will be subject to public consultation and will also be assessed in relation to their fairness, their impact on protected equalities groups, the socially disadvantaged and meeting the Council's well-being objectives. This assessment will be informed by the results of the consultation process and will be included with the final budget report to Cabinet.

Public consultation on the proposals seeking Cabinet agreement will commence on 14th January 2022 and will run until 11th February 2022. Alongside the traditional paper-based consultation process and on-line questionnaires, a bus Wi-Fi survey will be used, although the ongoing public health situation will exclude face-to-face consultation activity. As in previous years, the Fairness Commission will be asked to provide a consultation response which will be included in the final Cabinet report in February.

7.8 Comments of Cabinet Member

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

7.9 Scrutiny Committees

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

7.10 Equalities Impact Assessment and the Equalities Act 2010

As there are no new savings proposals in the 2022/23 draft budget and medium term financial year there are no individual fairness and equality impact assessments at this stage. However, an over-arching assessment of the impact of the budget will be undertaken, to be informed by the budget consultation and included with the final report to Cabinet. Given that the Administration has been able to avoid making cost savings the overall impact of the budget is expected to be positive in terms of equalities and the socio-economic duty.

7.11 Children and Families (Wales) Measure

Given that the Administration has been able to avoid making cost savings the overall impact of the budget is expected to be positive and all proposals for investment will form part of the wider budget consultation.

7.12 Wellbeing of Future Generations (Wales) Act 2015

Long term - The medium term approach that is in place for financial planning within the Council is intended to bridge the gap between longer-term strategic aspirations and sustainable development concerns with the more immediate pressures of setting a balanced budget each year.

Prevention – Taken as a whole the proposed investments are geared towards sustaining preventative type services and focussing on some of the most vulnerable groups which should have the greatest impact over the longer term and will help to prevent negative outcomes getting worse.

Integration – The budget and medium term financial plan has the overall aim of balancing resource allocation across services to support the range of strategic priorities and the delivery of the Council’s change programme whilst ensuring financial sustainability.

Involvement – The budget is informed by insight gained from public engagement work, including previous budget consultations. Pre-budget public engagement on the relative prioritisation of Council services has informed the proposed budget investments. Newport Fairness Commission along with other stakeholders will be engaged as part of the consultation.

Collaboration – Whilst the budget and medium term financial plan is a Council owned document it recognises that services are increasingly delivered in a collaborative public sector landscape with a greater emphasis on regional working e.g. through Corporate Joint Committees, Gwent-wide and South East Wales based partnerships.

7.13 Crime and Disorder Act 1998

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

Dated:

APPENDIX 1 – Budget Investments

New Budget Investments

Service Group	Activity Short Code	Activity Description	Category	Proposal Title	22/23 (£'000)	23/24 (£'000)	24/25 (£'000)
PEOPLE							
Children & Family Services	SOC35	Education support team	Policy Change	Child Looked After (CLA) Education Support - Statutory duty - new requirement from September 2021 as WG require additional educational support to be provided to CLA. Investment to support 1 co-ordinator, a part time teaching assistant and part time admin posts.	128	0	0
Children & Family Services	SOC36	Direct pay child services	Demand - Social Care	Direct Payments - The number of parents who receive direct payments for the specific needs of their child has now reached 55 and is expected to continue at this level. Five children turn 18 this financial year and this investment is required to fund new care packages in 22/23.	99	0	0
Children & Family Services	SOC20	Leaving care	Demand - Social Care	When I'm ready - Supports the requirement to support care leavers up to the age of 25. Numbers are increasing due to children being encouraged to use the service. 22/23 pressure represents an additional 27 places and future year pressures representing 10 additional places per year.	243	105	105
Children & Family Services	SOC27	SE Wales adoption	Other	South East Wales Adoption Services (SEWAS) - the basis of the contribution to the regional service has been reviewed. Regional Heads of Service agreed that this should follow RSG formula basis, therefore requiring additional investment from Newport each year. Whilst this will be implemented in 22/23 the first year will be funded via a specific reserve.	0	87	0
Children & Family Services	SOC30	NCC Child res	Other	In-House Residential Homes - Given the pressures being faced within social care, staff savings of £69k are unable to be achieved from front line services. Furthermore, this includes £55k investment to support the increase in sickness cover budgets (non-covid sickness) from 2 weeks to 3 weeks.	124	0	0
Children & Family Services	Various	Various	Other	Early intervention and prevention - to create additional capacity within the safeguarding hub to support families in crisis and ultimately reduce the severity of situations increasing	172	0	0

APPENDIX 1 – Budget Investments

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Service Group	Activity Short Code	Activity Description	Category	Proposal Title	22/23 (£'000)	23/24 (£'000)	24/25 (£'000)
Adult & Community Services	SOC07	GWICES (Gwent Integrated Community Equipment Service) Pooled Fund	Demand - Social Care	Gwent Integrated Community Equipment Service (GWICES) - Equipment costs due to an 85% increase of urgent referrals and an 18 month back log of non urgent referrals. In addition, world wide materials shortages are leading to price increases.	50	0	0
Adult & Community Services	TBC	TBC	Pricing	Social care contracts - Commitment from the Minister that the Foundation (Real) Living Wage will be paid to all care staff from April 2022 (£2,810k). Furthermore the impact of the increase in National Insurance rates will also be provided to social care providers (£433k).	3,243	0	0
Children & Family Services	TBC	TBC	Other	RSG transfer in - social care workforce grant	254	0	0
Education	EDU1	Schools	Demand - Other	Free School Meals uptake funding requirement for sector increases in eFSM pupils to Nov 2021 inc. transitional protection. The figure shown is the impact of the increased uptake across all school years. This budget pressure / risk will be impacted and need to reflect the WG policy development of universal free school meals for primary age school years - see note	883	0	0
Education	Various	Various	Other	Early intervention and protection - additional resource to provide a proactive approach into assessing and supporting vulnerable pupils	180	0	0
Education (Schools)	EDU1	Schools	Demand - Other	ICT Infrastructure - Pressure for sustainability of ICT infrastructure within schools following EdTech investment	50	0	0
Education (Schools)	EDU1	Schools	Demand - New Schools	Bubble Class - New reception bubble class established September 2021 at High Cross Primary Schools - 30 FTE Class Opened in Sept 2021 to support increased pupil place demand and absorbed by ISB in 2021. Pressure is full year effect of 30 FTE reception places.	81	0	0

APPENDIX 1 – Budget Investments

Service Group	Activity Short Code	Activity Description	Category	Proposal Title	22/23 (£'000)	23/24 (£'000)	24/25 (£'000)
Education (Schools)	EDU1	Schools	Demand - Other	eFSM - increase in entitlement Continued review required to establish the permanent increase in entitlement. Significant uncertainty remains due to the pandemic in terms of the permanency of current update.	0	TBC	TBC
Education (Schools)	EDU1	Schools	Pricing	Teachers pay award - part year affect of the 21/22 pay award for teachers	321	0	0

PLACE

Regeneration, Investment & Housing	RIH1	Homelessness	Investment	Homelessness - WG directive at the start of the pandemic to ensure that there are no rough sleepers in Newport becomes a pressure once WG Hardship Fund ends. For the purposes of financial planning it has been assumed that additional funding would be made available by WG and officers are in contact with WG on this matter.	733	0	0
Regeneration, Investment & Housing	TBC	TBC	Other	Council contibution to Great Western Partnerships	10	0	0
City Services	STR11	Sustainable waste	Pricing	Provision for foundation living wage increases and NI uplift on external contracts	109	0	0
City Services	STR16	Fleet Management	Other	Red diesel - result of HMRC removing subsidy for Local Government	75	0	0
City Services	STR11	Sustainable waste	Other	Sustainable Waste Management Grant - based on estimated reduction in grant funding across Wales. The impact on NCC is yet to be confirmed so could be subject to change	73	50	50
City Services	STR10	Waste Disposal Site	Other	Closure of asbestos cell - The cell is expected to close mid year 22/23 therefore resulting in loss of income. There is likely to be a small reduction in cost which has the potential to reduce the required investment.	175	139	0
City Services	STR20	Car Parks	Other	Car Parking - reduction in capacity at Hill Street due to half the site being converted to temporary accommodation for the homeless	34	0	0

APPENDIX 1 – Budget Investments

Service Group	Activity Short Code	Activity Description	Category	Proposal Title	22/23 (£'000)	23/24 (£'000)	24/25 (£'000)
City Services	STR11	Sustainable waste	Other	Increased recycling collection costs - to accommodate the housing growth across the City	153	0	0
City Services	STR17	Grounds Maintenance	Other	Grounds Maintenance - an income budget was created a few years ago for donations which has never attracted any income	59	0	0
CORPORATE							
People & Business Change	PBC12	Shared Res Serv	Other	Retained Contracts - Digital investment to support new financial system	150	0	0
Law & Regulation	LAW8	Insurances	Other	Insurances - the cost of premiums with current provider have risen significantly	90	0	0
Law & Regulation	LAW3	Democratic Services	Other	Electoral Services - Ministerial commitment to build the capacity of electoral services to deal with Welsh electoral reform	TBC	0	0
Law & Regulation	LAW4	Members' Allowances	Other	Members' allowances - following the outcome of an independent review, the rates of payment for members' allowances will increase	150	0	0
NON-SERVICE							
Non-Service	n/a	n/a	Other	Increase in employers national insurance contribution from 13.08% to 15.05%.	1,597	0	0
Non-Service	n/a	n/a	Pricing	Increase contribution to Gwent coroner service	65	0	0
Non-Service	n/a	n/a	Pricing	Increased contribution to Gwent Archive Joint Committee	23	0	0
Non-Service	n/a	n/a	Pricing	Levies - expected impact of NI uplift on levies imposed	71	0	0
Non-Service	n/a	n/a	Other	Social Value Portal (SVP) to support embedding Social Value and the Welsh National TOM's into procurement	15	0	0
Non-Service	n/a	n/a	Other	Corporate Joint Committees - Ministerial commitment to provides for the creation and ongoing development of corporate joint committees to allow authorities to work together on specific functions such as transport, economic development and planning	TBC	0	0

APPENDIX 1 – Budget Investments

Service Group	Activity Short Code	Activity Description	Category	Proposal Title	22/23 (£'000)	23/24 (£'000)	24/25 (£'000)
Non-Service	n/a	n/a	Other	Covid-19 Pandemic - Ongoing impact of the pandemic on council services	TBC	0	0
Non-Service	n/a	n/a	Other	Specific grants - impact of grant reduction on specific services	TBC	0	0
NEW BUDGET INVESTMENTS TOTAL					9,410	381	155

APPENDIX 1 – Budget Investments

Agreed/ Revised Investments

Service Group	Activity Short Code	Activity Description	Category	Proposal Title	22/23 (£'000)	23/24 (£'000)	24/25 (£'000)
PEOPLE							
Adult & Community Services	SOC10.1-10.3	Community Care Packages	Demand - Social Care	Increased demand on Adult Learning Disability Budgets - Learning disability (LD) children turning 18 and LD clients who were previously looked after by relatives but now are unable to look after them.	963	960	346
Education	EDU6	SEN Recoup OOC	Demand - Other	SEN Out of County (OOC) pupil demand - Demand increasing at 16 pupils per year based on trend data at an average cost for 20/21 pupils and a conversion rate of 75% for pupils moving to out of county provision.	0	0	31
Education	EDU17	New Llanwern Village School	Demand - Other	New Llanwern Village Primary - School to open September 2024. Head Teacher (HT) required in post from May 2024 and School Support Officer (SSO) and Caretaker required in post from June 2024 in advance of official opening to support new school requirements.	0	0	46
Education (Schools)	EDU1	Schools	Demand - New Schools	Secondary School Transitions - In line with pupil projections as reviewed by Planning of School Places group and 2021/22 average pupil funding for secondary school pupils. This equates to an increase of 194 FTE from 21/22 - 22/23 and 132 and 7 24/25 respectively and excludes Welsh medium pupils who are accounted for separately.	706	479	25
Education (Schools)	EDU1	Schools	Demand - New Schools	Ysgol Gyfun Gwent Is Coed: This is the new Welsh Medium Secondary School, which was established from September 2016 as a seedling school with a capacity of 750. The school will continue to grow beyond the current medium term financial planning cycle. The school was established under a seedling model and expanded by 1 year group per academic year, the school had year 7 - 11 pupils in September 2020, growing to accommodate post 16 pupils in the following 2 years. Costs have been revised in line with pupil projections as reviewed by Planning of School Places group and 2021/22 average pupil funding for secondary school pupils, including the Welsh medium AWPUP enhancement factor.	124	105	83

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APPENDIX 1 – Budget Investments

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Service Group	Activity Short Code	Activity Description	Category	Proposal Title	22/23 (£'000)	23/24 (£'000)	24/25 (£'000)
Education (Schools)	EDU1	Schools	Demand - New Schools	<p>New Llanwern (Village) Primary Schools - This school will be established on the housing development at Llanwern Village, and is being funded as part of S106 agreements. The school will be a 1.5 FE school, with a nursery and 10 place learning resource base (LRB) unit on site. The MTFP assumes that the school will open in September 2024 as a growing school with a small number of pupils in each year group with the intention of these growing each year.</p> <p>Year 1 N = 20 FTE R = 30 Y1-6 = 15 pupils LRB = 10 pupils</p> <p>Y2 N = 20 R-Y6 = 30 LRB = 10</p> <p>Y3 N = 20 R-Y6 = 45 LRB = 10</p>	0	0	519
Education (Schools)	EDU1	Schools	Demand - New Schools	<p>New West Glan Llyn Primary School: This school was established on the housing development at St Modwen's, and was built by the developer as part of S106 agreements. The school is a 2 form entry school, with a nursery and 20 place learning resource base (LRB) unit on site. The school opened in September 2019 as a growing school with a small number of pupils in every year group with these growing each year.</p>	335	89	0
Education (Schools)	EDU1	Schools	Demand - New Schools	<p>New Primary School - Whiteheads: This school will be established on the housing development at the Whiteheads site, and is being built by the developer as part of S106 agreements. The school will allow for the move and expansion of Pillgwenlly Primary school to expand from 2 form entry (FE) to 3FE. Legal approval for the expansion is for January 2023 however due to slippage on the project the opening will likely be deferred to September 2023.</p>	0	177	129

APPENDIX 1 – Budget Investments

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Service Group	Activity Short Code	Activity Description	Category	Proposal Title	22/23 (£'000)	23/24 (£'000)	24/25 (£'000)
Education (Schools)	EDU1	Schools	Demand - New Schools	Welsh medium primary school: The school will be a 2 form entry, with a nursery on site. The school opened in September 2021 as a seedling school, with a capacity of 444. The school will open with a nursery and reception class in the first year with a further year group added every year until it reaches capacity. A 10 place learning resource base will open in the school in September 2023 and is anticipated to be full upon opening.	289	180	190
Education (Schools)	EDU1	Schools	Demand - New Schools	Expansion of Tredegar Park Primary - increase admissions to 75 from 60 on a year by year basis starting with reception from September 2021. Delays have meant that this will commence September 2022. In year pressure for 22/23 offset by 21/22 increase in funding therefore nil impact in 22/23.	0	45	38
Education (Schools)	EDU1	Schools	Demand - New Schools	Amalgamation of Kimberley and Fair oak Nursery Schools onto current Fair oak site effective September 2021. £35k one off amalgamation funding in 2021/22 will be removed in 2022/23 financial year. Reduction of communication class from 8FTE to 4 FTE from September 2021 removed and to remain at 8FTE within the new Newport Nursery	-12	0	0
Education (Schools)	EDU1	Schools	Demand - New Schools	Ysgol Bryn Derw Satellite Provision - Funding based on Category 2 Special school place led funding. To open a total of 28 places over the foundation phase - 8 places Y1 then 10 places per year group for reception, year 1 and year 2. Due to move to Kimberley site in Sept 21 but delayed until April 22 therefore full year site funding required in 22/23. Pro rata funding requirement for 22/23 received in 21/22 (£35k)	228	223	93
Education (Schools)	EDU1	Schools	Demand - New Schools	Ysgol Bryn Derw Satellite Provision - Funding based on Category 2 special school place led funding. To open a total of 32 places for Key Stage 2 provision, 8 places per year group for years 3 to 6. Opening to year 3 pupils in September 2023.	0	134	200

APPENDIX 1 – Budget Investments

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Service Group	Activity Short Code	Activity Description	Category	Proposal Title	22/23 (£'000)	23/24 (£'000)	24/25 (£'000)
Education (Schools)	EDU1	Schools	Demand - Other	<p>Cost of SEN provision for Teaching Assistant support (matrix funding)</p> <p>This pressure bridges the gap between the current per pupil funding level for SEN support in schools (Matrix Funding) and the actual cost of the teaching assistants that provide this support. As schools already receive core funding for all pupils within their school an appropriate LA contribution rate is to be agreed. The investment reflects circa 83% contribution.</p> <p>Additional funding to support schools in delivering support for pupils with additional learning needs. This pressure will help to bridge the gap between the actual cost of ALN support in schools and the amount of funding specifically allocated towards that.</p>	1,197	0	0
Education (Schools)	EDU1	Schools	Demand - New Schools	<p>Llanwern ASD Base</p> <p>Opening Sept 22 as a 20 place provision</p> <p>Growing as 5 per year from Sept 22</p> <p>22/23 pressure managed from within Education SEN Budget</p>	0	100	99
Education (Schools)	EDU1	Schools	Demand - New Schools	<p>Maesglas Primary Expansion - Maesglas Primary school to increase published admission number (PAN) from 38 to 45 pupils, growing from reception in September 2023.</p>	0	29	46
PLACE							
Regeneration, Investment & Housing	RIH9	Centralised Properties	Pricing	Norse JV - Increased contract payment as a result of assumed 2% uplift each year from 22/23.	91	89	92
City Services	STR11	Sustainable waste	Investment	New Household Waste Recycling Centre (HWRC) - The opening of a second HWRC supports the corporate plan and the waste strategy.	125	175	0
CORPORATE							
People & Business Change	PBC12	Shared Res Serv	Pricing	Shared Resource Service (SRS) - Increased contract payments as a result of foundation living wage increase and NI uplift in 2022/23 and further increases as a result of assumed pay award of 2% year on year.	80	35	35

APPENDIX 1 – Budget Investments

Service Group	Activity Short Code	Activity Description	Category	Proposal Title	22/23 (£'000)	23/24 (£'000)	24/25 (£'000)
NON SERVICE							
Non-Service	n/a	n/a	Capital Financing - other	Corporate Plan Promise - Capital Programme - To fund the capital financing costs of the current (in principle) capital programme. Investment required to meet the promises set out in the Corporate Plan	0	0	208
Non-Service	n/a	n/a	Pricing	Pension Deficit - Estimated 1% pa increase from 2021/22 following valuation of the public service pension schemes. This assumes that employer contributions will increase to 24.2% by 2022/23 however the outcome of the 2019 triennial pension valuation will be confirmed by the Greater Gwent Pension Scheme at the end of this calendar year.	773	0	0
AGREED/ REVISED BUDGET INVESTMENTS TOTAL					4,899	2,820	2,180
BUDGET INVESTMENT TOTAL					14,309	3,201	2,335

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Pressures Summarised:

Pressures by Type	22/23 (£'000)	23/24 (£'000)	24/25 (£'000)
New budget pressures	9,410	381	155
Previously agreed/ revised budget pressures	4,899	2,820	2,180
New and previously agreed/ revised pressures	14,309	3,201	2,335
Inflationary pressures (Inc increments)	11,342	7,895	8,019
TOTAL BUDGET PRESSURES	25,651	11,096	10,354

APPENDIX 2 – Budget Savings Previously Agreed

Cabinet

Service Group	Activity Short Code	Activity Description	Unique ID	Proposal Title	22/23 (£'000)	23/24 (£'000)	24/25 (£'000)	Staff Impact
PEOPLE								
Children and Family Services	SOC30	NCC Child Res	CS2122/03	Closure of Cambridge House as a Children's home	85	0	0	5.1
Adult and Community Services	SOC4	Day Opportunities	AS2122/03	Transformation of adult day services	145	0	0	17.0
CORPORATE								
Non Service	n/a	n/a	NS2021/01	Council Tax Reduction Scheme	280	0	0	0.0
PREVIOUSLY AGREED SAVING - Cabinet					510	0	0	22.1

Cabinet Member

Service Group	Activity Short Code	Activity Description	Unique ID	Proposal Title	22/23 (£'000)	23/24 (£'000)	24/25 (£'000)	Staff Impact
PEOPLE								
Children and Family Services	SOC28	Child Protection	CFS2021/04	Reduction in Legal Costs	150	0	0	0.0
PREVIOUSLY AGREED SAVING - Cabinet Member					150	0	0	0.0

APPENDIX 2 – Budget Savings Previously Agreed

Head of Service

Service Group	Activity Short Code	Activity Description	Unique ID	Proposal Title	22/23 (£'000)	23/24 (£'000)	24/25 (£'000)	Staff Impact
PLACE								
City Services	Potentially all codes	Potentially all codes	CS2021/02	Training Within Industry (TWI) Programme	100	0	0	0.0
Regeneration, Investment and Housing	RIH9	Centralised properties	RIH2021/02	Increased Revenue from Newport Norse profit share	30	0	0	0.0
CORPORATE								
Finance	FIN4	Strategic Procurement	FIN2021/03	Increase Income Through pCard Programme	3	0	0	0.0
Finance	FIN4	Strategic Procurement	FIN2122/04	Generate additional income through the corporate credit card programme (pCard)	7	0	0	0.0
People and Business Change	PBC12	Shared Res Serv	PBC2122/02	IT Systems rationalisation and associated contract savings	12	0	0	0.0
PREVIOUSLY AGREED SAVING - Head of Service					152	0	0	0.0

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Savings Decision Type	22/23 (£'000)	23/24 (£'000)	24/25 (£'000)	Staff Impact
Previously Agreed Cabinet Savings	510	0	0	22.1
Previously Agreed Cabinet Member Savings	150	0	0	0.0
Previously Agreed Delegated Head of Service Savings	152	0	0	0.0
PREVIOUSLY AGREED BUDGET SAVINGS	812	0	0	22.1

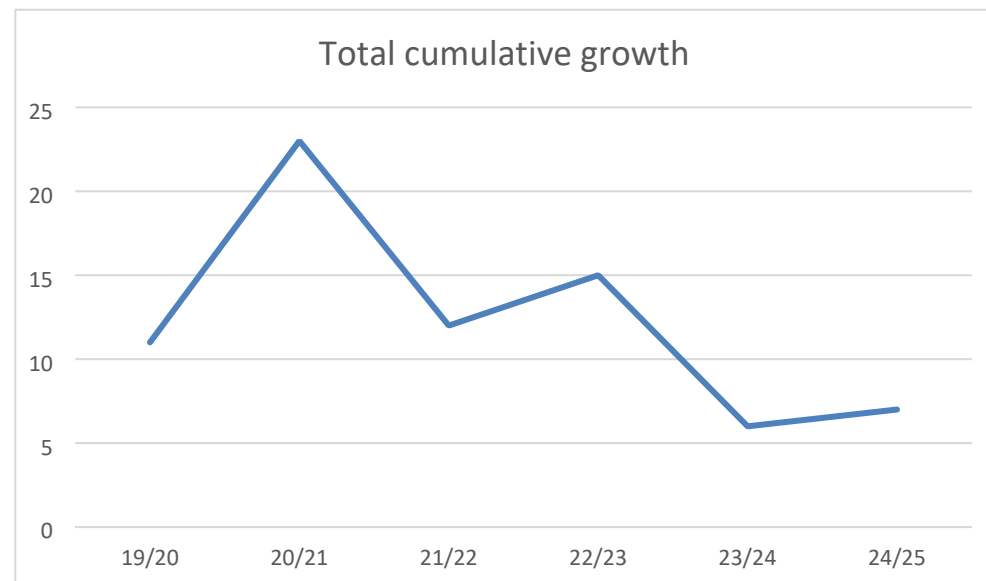
APPENDIX 3 – Demand Models for Social Care

ADULT & COMMUNITY SERVICES

Demand on Adult Community Care budget

This is a very complex area made up of a number of provisions with fluctuating demands and changes of care needs. Modelling is based on current known users and trend analysis. The main impact here is children turning 18 and moving into adult social care and relatively younger adults who have ageing carers that can no longer support them. Modelling for demand statistics are as follows:

	19/20	20/21	21/22	22/23	23/24	24/25	Average annual value per place
Children moving into supported living	1	4	7	11	3	4	£65,179
Direct Payments turning 18	3	8	4	3	2	2	£4,409
Ageing carers	4	7	1	1	1	1	£65,000
High end Autism Placements	3	4	0	0	0	0	
Total	11	23	12	15	6	7	



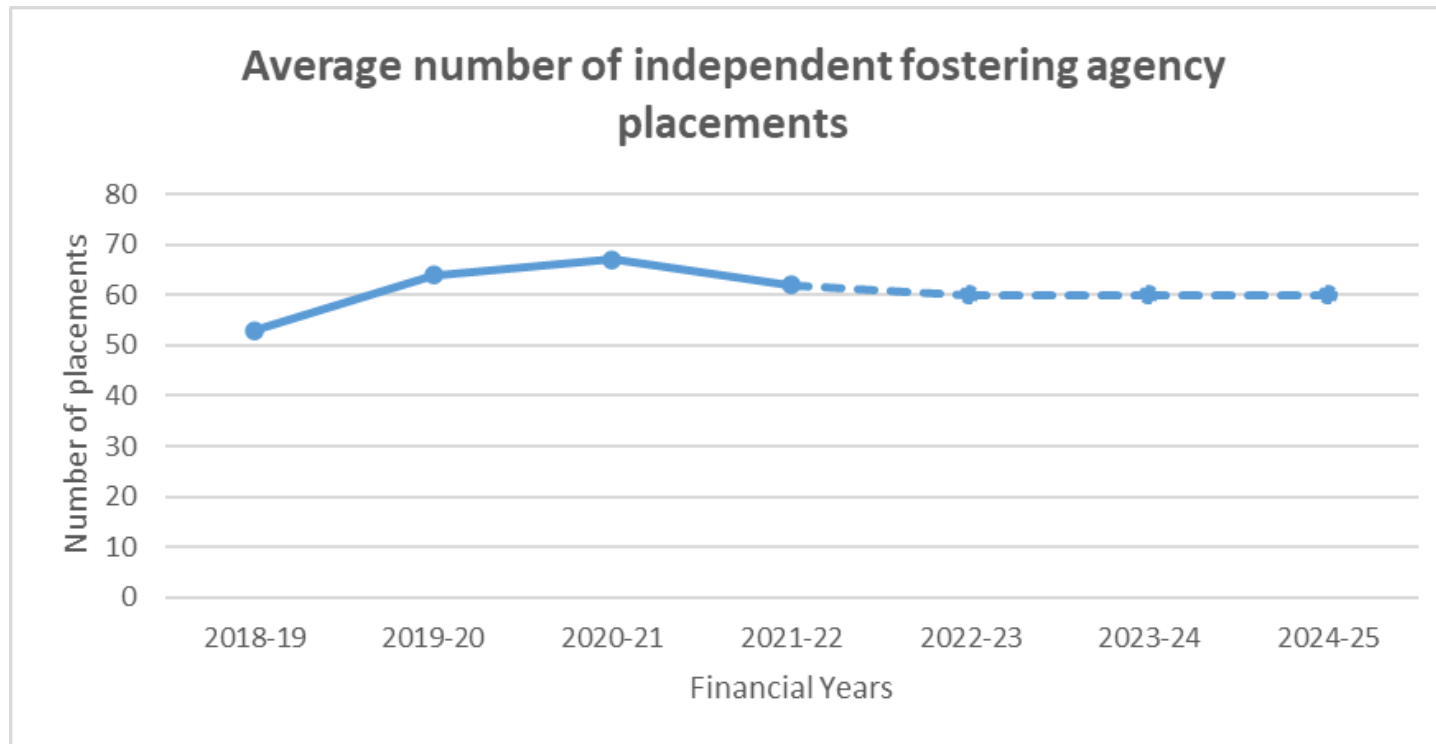
APPENDIX 3 – Demand Models for Social Care

Figures are cumulative

CHILDREN & YOUNGER PEOPLE

Fostering Service

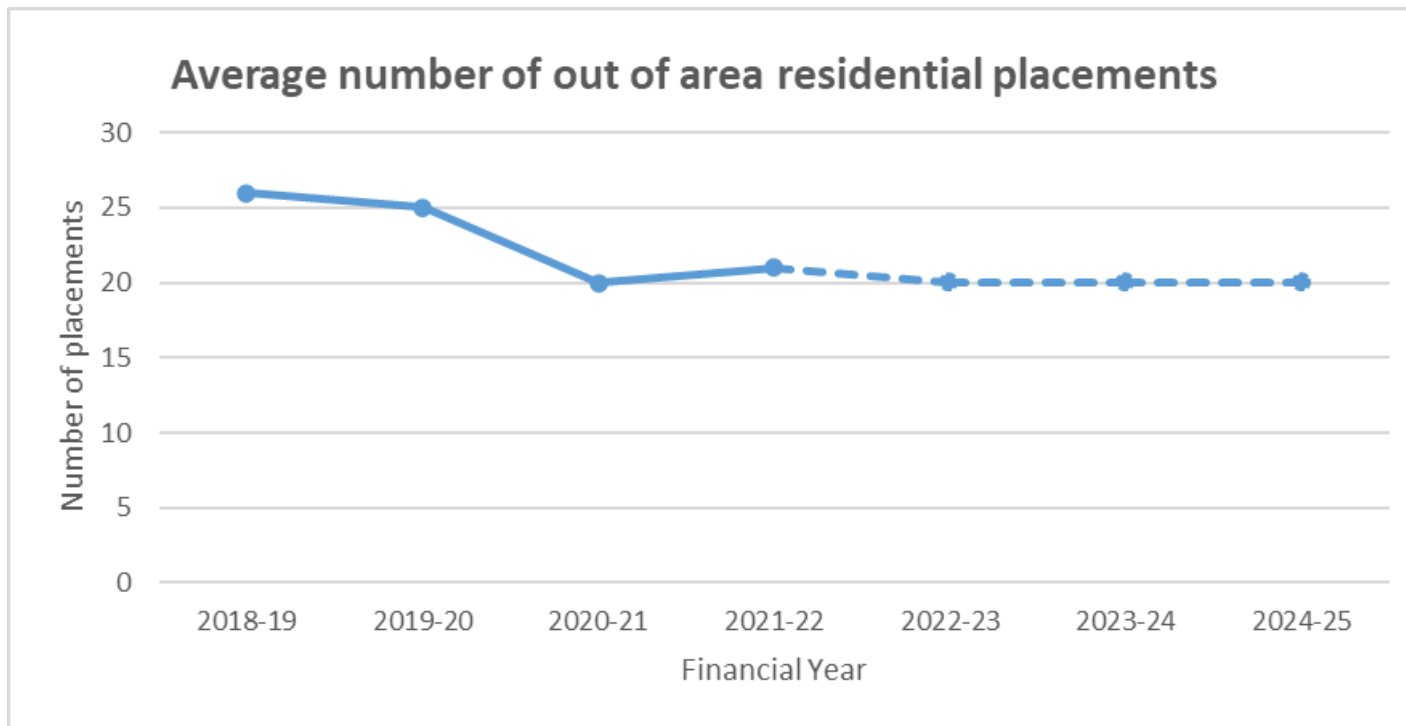
The chart shows the average number of Children in Independent Fostering Agency placements since 2018/19. The average number increased to a peak of 67 in 2020/21 reducing to an average of 62 in July 21. A budget pressure was awarded for the 2020/21 financial year to rebase the budget at 60 IFA placements going forward. Most placements (63.49%) are costing between £727 and £900 per week (£37.8k and £46.8k per annum). At the midpoint of this price range the weekly cost is £814 or a monthly cost of £3,527 per placement. On this basis the 2021-22 budget can afford 58 placements per month.



Children’s Out of Area Residential

The chart shows the average number of children in Out of Area Residential placements since 2018/19. The council has opened a new children’s home in 2019/20 and one in 2020/21 with a further home to open early in 2022/23. This has enabled some children in expensive out of authority placements to be accommodated within Newport. There was a drop off from children turning 18 (linked to adult pressures) or moving to other placements. In 2019/20 the average number of Out of Area Residential placements was 25, reducing to 20 in 2020/21, with the average April to July 2021 being 21 placements. Most placements (42.11%) are costing between £3,501 and £5,800 per week (£182k and £301.6k per annum) with 15.79% of placements costing between £6,901 and £8,100 per week (£358.8k and £421.2k per annum). A pressure was requested and awarded for the 2020/21 financial year to rebase the budget at 20 OOA placements going forward.

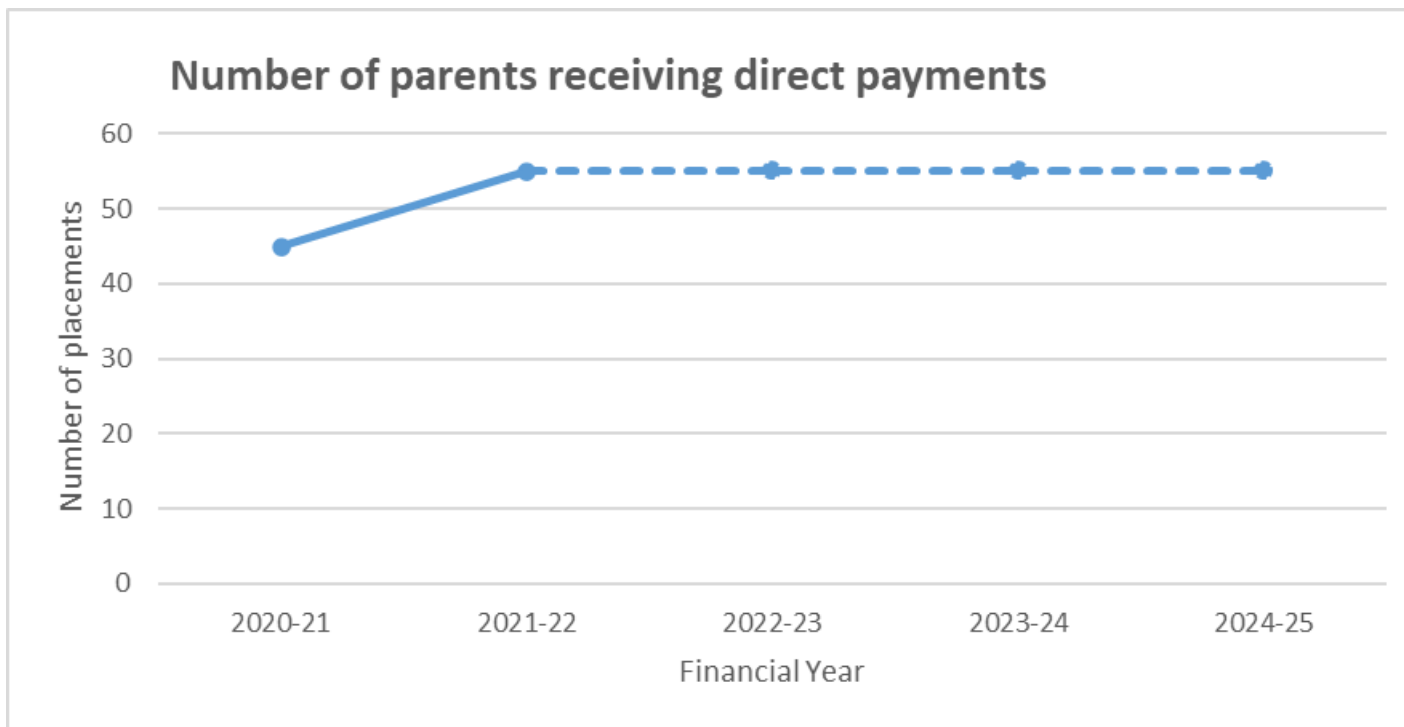
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Children’s Direct Payments

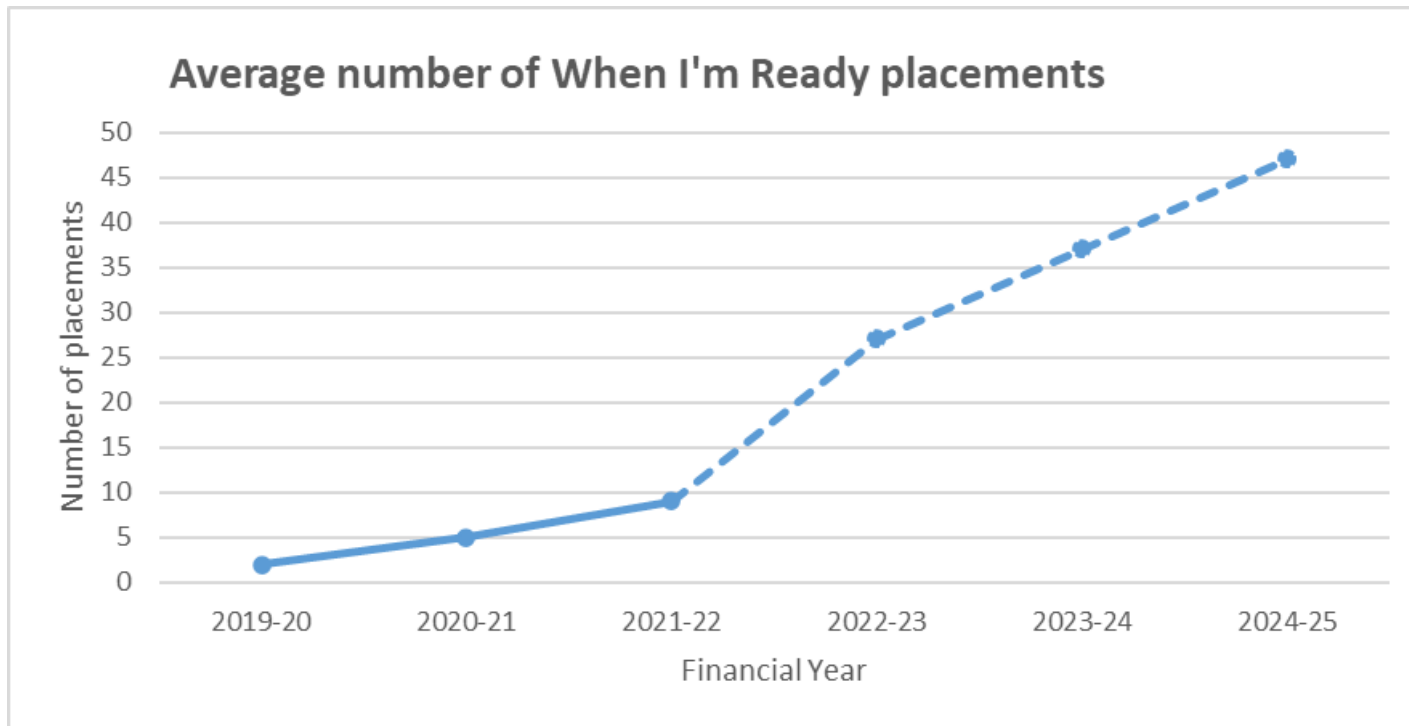
The chart shows the number of parents who receive direct payments for the specific needs of their child in 2021/22. The 2021-22 budget can afford 37 placements per month at an average monthly cost of £400. The Service started the 2021-22 financial year with 45 parents receiving direct payments. The total number of payments increased to 55 at the end of August 2021 and is expected to continue at this level. Five children turn 18 this financial year and this element of the budget will be used to fund new care packages in 22/23. A budget pressure has been requested for the 2022/23 financial year to rebase the budget at 55 parents receiving direct payments going forward.

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When I'm Ready

The chart shows the average number of children in When I'm Ready placements since 2019/20. The council is required to support care leavers up to the age of 25. Numbers are now increasing due to children being encouraged to use the service. In 2019/20 the average number of When I'm ready placements was 2, increasing to 5 in 2020/21, with the average April to July 2021 being 9 placements. The number is expected to increase to 14 by the end of 2021/22. A pressure was requested and for the 2022/23 financial year to rebase the budget at 27 When I am ready placements going forward. Future year pressures equate to 10 additional places per year.



Mae'r dudalen hon yn wag yn

APPENDIX 4 – Fees and Charges for Consultation

SERVICE AREA: Social Services

Income Source	Current Charge (exc VAT) £	Proposed Charge (exc VAT) £	Unit of Charge (per hr / day etc)	% Increase
Other Local Authority Charges				
NCC Residential Homes (£ per week)				
Blaen-y-pant - Residential/Dementia Care	710	738	per week	3.9%
Parklands - Residential Care	613	637	per week	3.9%
Spring Gardens - Dementia Care	710	738	per week	3.9%
External Respite Facilities (£ per week)				
Centrica	1,066	1,108	per week	3.9%
Day Services (£ per week)				
Short Breaks outreach - older people/dementia	-	50	per session (half day)	n/a
Day Services/Opportunities – Learning Disability DISCONTINUED	108	-	per day	n/a
Day Services/Opportunities – Mental Health/Older People DISCONTINUED	93	-	per day	n/a
Spring Gardens Day Opportunities	93 per day	55	per session (half day)	
Newport Residents Charges				
NCC Residential Homes (£ per week – short term stays over 8 weeks and permanent admissions).				
Blaen-y-pant - Residential/Dementia Care	710	738	per week	3.9%
Parklands - Residential Care	613	637	per week	3.9%
Spring Gardens - Dementia Care	710	738	per week	3.9%
<i>Applicable to those who have capital in excess of £50k (capital threshold level set by the WG) or sufficient disposable income.</i>				
NCC Residential Homes (£ per week - short term stays up to 8 weeks duration)				
Blaen-y-pant - Residential & Dementia Care				
Parklands - Residential Care				
Spring Gardens - Dementia Care				
External Respite Facilities (£ per week – short term stays up to 8 weeks duration)				
Centrica	Charged under non-residential charging policy and capped at £100 per week			0%
Supported Housing (£ per week)				
Supported Housing for Learning Disability clients				
Day Services (£ per day)				
Day Services/Opportunities – Learning Disability				
Day Services/Opportunities – Mental Health/Older People				
Spring Gardens Day Opportunities				
Children's Residential Establishments - charge to other LA's or Health				
	Variable - dependent on home			
Meal Income (per meal) - discretionary				
All establishments (visitors and staff)	3.60	0.00	per meal	-100.0%
Legal and Administration Charges				
Deferred Payment Administration Charge (DPA)	100	100	each	0.0%
Legal charge	100	200	each	100.0%
Interest Charges	Variable - Could be applied to property sales			
Residential care - provided by external providers				
<i>Applicable to those who have capital in excess of £50k (capital threshold level set by the WG) or sufficient disposable income.</i>				
Non-residential care - provided by external providers				
Direct payments				
Telecare				
<i>Where services are provided by external providers the charges made are based on actual costs paid to providers (after income assessment has been made)</i>				
Charged under non-residential charging policy and capped at £100 per week				
Pendant Alarm monitoring basic package				
	£4 per alarm per week			
Appointeeships/Deputyships				
	Between £8 and £25 per week - dependent on complexity	Between £8.50 and £26 per week - dependent on complexity		4.0%
Animal welfare/property clearances				
	Dependent on external provider charge			
Protection of property				
	Dependent on company charge			

SERVICE AREA: Regeneration, Investment and Housing

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

Income Source	Current Charge (exc VAT) £	Proposed Charge (exc VAT) £	Current Retrospective Charge (applies to Building Control Charges only)	Proposed Retrospective Charge (applies to Building Control Charges only)	Unit of Charge (per hr / day etc.)	% Increase
Internal Alterations						
i) cost of works <£2,000	125.00	125.00	187.50	187.50	each	0%
ii) cost of works £2,001 to £5,000	204.17	204.17	306.26	306.26	each	0%
iii) cost of works £5,001 to £15,000	245.83	245.83	368.00	368.00	each	0%
iv) cost of works £15,001 to £25,000	345.83	345.83	368.75	368.75	each	0%
v) cost of works £25,001 to £40,000	441.67	441.67	662.50	662.50	each	0%
vi) cost of works £40,001 to £60,000	537.50	537.50	806.35	806.35	each	0%
Window Replacement						
Window replacement (non competent persons scheme) - 1 to 3 windows	83.33	83.33	125.00	125.00	each	0%
Window replacement (non competent persons scheme) - 4 to 20 windows	125.00	125.00	187.50	187.50	each	0%
Window replacement (non competent persons scheme) - 20+ windows	208.33	208.33	312.50	312.50	each	0%
Electrical Work						
Electrical work (not competent persons scheme) carried out by a qualified electrician in accordance with BS7671	133.33	133.33	200.00	200.00	each	0%
Electrical work carried out by others	279.17	279.17	418.76	418.76	each	0%
Installation of Heat Producing Appliance						
Installation of solid fuel heat producing appliance where the installer is not a member of a competent persons scheme	125.00	125.00	187.50	187.50	each	0%
Non Domestic Work						
Commercial Building - Floor Area not exceeding 40m ²	533.00	533.00	799.50	799.50	each	0%
Commercial Building - Floor Area exceeding 40m ² but not exceeding 100m ²	612.50	612.50	918.75	918.75	each	0%
Commercial Building - Floor Area exceeding 100m ² but not exceeding 200m ²	891.67	891.67	1,337.51	1,337.51	each	0%
Underpinning - Est. cost up to £50,000	341.67	341.67	512.51	512.51	each	0%
Underpinning - Est. cost exceeding £50,000 and up to £100,000	441.67	441.67	662.51	662.51	each	0%
Underpinning - Est. cost up to £100,000 and up to £250,000	550.00	550.00	825.00	825.00	each	0%
Window Replacement						
Window Replacement - 1 to 20 windows	204.17	204.17	306.63	306.63	each	0%
Window Replacement - 21 to 50 windows	325.00	325.00	487.50	487.50	each	0%
New Shop front(s)						
Window Replacement - 1 to 20 windows	291.67	291.67	437.51	437.51	each	0%
Window Replacement - 21 to 50 windows	370.83	370.83	556.25	556.25	each	0%

Income Source	Current Charge (exc VAT) £	Proposed Charge (exc VAT) £	Current Retrospective Charge (applies to Building Control Charges only)	Proposed Retrospective Charge (applies to Building Control Charges only)	Unit of Charge (per hr / day etc.)	% Increase
Renovation of a thermal element - Est. cost up to £50,000	204.17	204.17	306.63	306.63	each	0%
Renovation of a thermal element - Est. cost exceeding £50,000 and up to £100,000	245.83	245.83	368.75	368.75	each	0%
Renovation of a thermal element - Est. cost exceeding £100,000 and up to £250,000	312.50	312.50	468.75	468.75	each	0%
Alterations not described elsewhere inc. structural alterations and installation of controlled fittings						
Estimated cost up to £5,000	204.17	204.17	306.63	306.63	each	0%
Estimated cost exceeding £5,000 and up to £15,000	262.50	262.50	393.75	393.75	each	0%
Estimated cost exceeding £15,000 and up to £25,000	345.83	345.83	518.75	518.75	each	0%
Estimated cost exceeding £25,000 and up to £50,000	508.33	508.33	762.50	762.50	each	0%
Estimated cost exceeding £50,000 and up to £75,000	675.00	675.00	1,012.50	1,012.50	each	0%
Estimated cost exceeding £75,000 and up to £100,000	795.83	795.83	1,193.75	1,193.75	each	0%
Installation of Mezzanine floor up to 500m ²	587.50	587.50	881.25	881.25	each	0%
Office Fit Out - floor up to 500m ²	570.83	570.83	858.25	858.25	each	0%
Office Fit Out - floor 500m ² to 2000m ²	733.33	733.33	1,100.00	1,100.00	each	0%
Shop fit out - Floor up to 500m ²	570.83	570.83	856.25	856.25	each	0%
Shop fit out - Floor 500m ² to 2000m ²	733.33	733.33	1,100.00	1,100.00	each	0%
Letter of acceptance to AIs	20.00	20.00	20.00	20.00	each	0%
Preliminary enquiries	50% of plan fee	50% of plan fee	50% of plan fee		each	
Civic Centre Room Hire						
<i>The charges for the Civic Centre below are subject to charging under the following criteria:</i>						
<ul style="list-style-type: none"> - Full Charge : Industrial or Business Organisations; Organisations whose members are engaged in trade, business or professional practice (other than student associations); Statutory official or Government Bodies including Local Government except where reciprocal arrangements apply. - Half Price : Political, Social or Trade Union Groups not included under full price or free - Free (this applies to evening sessions only) : Organisations devoted exclusively to charitable causes; Societies for the handicapped; Organisations for promotion of recreational activities for young people; Trade Union Branches whose members are employed by Newport City Council; Any political group meetings of Councillors and invited guests are free of charge (provided that not more than 25 % of the people attending the political group meetings are non Councillors). NB Any registered charities chaired by the Mayor of Newport can use the meeting rooms free of charge at any time 						
Council Chamber	80.00	80.00			per session	0%
	250.00	250.00			per day	0%
Committee Room 1	43.00	43.00			per session	0%
	127.00	127.00			per day	0%
Committee Room 2	30.00	30.00			per session	0%
	92.50	92.50			per day	0%
Committee Room 3	30.00	30.00			per session	0%
	92.50	92.50			per day	0%

Income Source	Current Charge (exc VAT) £	Proposed Charge (exc VAT) £	Current Retrospective Charge (applies to Building Control Charges only)	Proposed Retrospective Charge (applies to Building Control Charges only)	Unit of Charge (per hr / day etc.)	% Increase
Committee Room 4	30.00	30.00			per session	0%
	92.50	92.50			per day	0%
Committee Room 5	25.00	25.00			per session	0%
	72.50	72.50			per day	0%
Committee Room 7	72.50	72.50			per session	0%
	220.50	220.50			per day	0%
Equipment Hire						
Full facilities in Committee Room 7 including staff assistance	64.50	64.50			per meeting	0%
Council Chamber Microphones	32.00	32.00			per meeting	0%
Council Chamber 1 Microphone	14.50	14.50			per meeting	0%
Beechwood House						
Meeting room - G1	67.50	67.50			half day	0%
Meeting room - G1	130.00	130.00			full day	0%
Meeting room - G5	67.50	67.50			half day	0%
Meeting room - G5	130.00	130.00			full day	0%
Meeting room - G6	52.00	52.00			full day	0%
Reception Room	52.00	52.00			full day	0%
Community Centres Room Hire						
Carlisle Town Hall						
Non Profit Making/ Voluntary Organisations						
Town Hall (Monday to Friday)	10.50	10.50			per hour	0%
Town Hall (Weekend)	15.00	15.00			per hour	0%
Memorial Hall (Monday to Friday)	8.00	8.00			per hour	0%
Memorial Hall (Weekend)	13.00	13.00			per hour	0%
Hire of Kitchen	6.00	6.00			per hour	0%
Small Group Organisations						
Town Hall (Monday to Friday)	13.00	13.00			per hour	0%
Town Hall (Weekend)	18.00	18.00			per hour	0%
Memorial Hall (Monday to Friday)	10.00	10.00			per hour	0%
Memorial Hall (Weekend)	15.00	15.00			per hour	0%
Hire of Kitchen	7.00	7.00			per hour	0%
Commercial/ Business (per hour)						
Town Hall (Monday to Friday)	16.00	16.00			per hour	0%
Town Hall (Weekend)	21.00	21.00			per hour	0%
Memorial Hall (Monday to Friday)	13.00	13.00			per hour	0%
Memorial Hall (Weekend)	18.00	18.00			per hour	0%
Hire of Kitchen	8.50	8.50			per hour	0%

Income Source	Current Charge (exc VAT) £	Proposed Charge (exc VAT) £	Current Retrospective Charge (applies to Building Control Charges only)	Proposed Retrospective Charge (applies to Building Control Charges only)	Unit of Charge (per hr / day etc.)	% Increase
Ringland Community Centre						
Non Profit Making/ Voluntary Organisations (per hour)						
Main Hall	16.00	16.00			per hour	0%
Meeting Rooms	16.00	16.00			per hour	0%
Membership Fee	1,250.00	1,250.00			per annum	0%
Small Group Organisations - Member Rates						
Meeting Rooms	21.00	21.00			per hour	0%
Main Hall - Half Day	62.50	62.50			per hour	0%
Main Hall - Full Day	125.00	125.00			per hour	0%
Small Group Organisations - Non Member Rates						
Meeting Rooms	28.00	28.00			per hour	0%
Main Hall - Half Day	94.00	94.00			per hour	0%
Main Hall - Full Day	0.00	0.00			per hour	0%
Alway Community Centre						
Non Profit Making/ Voluntary Organisations (per hour)						
Main Hall (Monday to Friday)	8.00	8.00			per hour	0%
Main Hall (Weekend)	18.50	18.50			per hour	0%
Meeting Rooms (Monday to Friday)	7.00	7.00			per hour	0%
Meeting Rooms (Weekend)	12.00	12.00			per hour	0%
Hire of Kitchen	5.50	5.50			per hour	0%
Small Group Organisations (per hour)						
Main Hall (Monday to Friday)	11.00	11.00			per hour	0%
Main Hall (Weekend)	22.50	22.50			per hour	0%
Meeting Rooms (Monday to Friday)	9.00	9.00			per hour	0%
Meeting Rooms (Weekend)	14.00	14.00			per hour	0%
Hire of Kitchen	5.50	5.50			per hour	0%
Commercial/ Business (per hour)						
Main Hall (Monday to Friday)	13.50	13.50			per hour	0%
Main Hall (Weekend)	28.00	28.00			per hour	0%
Meeting Rooms (Monday to Friday)	14.00	14.00			per hour	0%
Meeting Rooms (Weekend)	16.00	16.00			per hour	0%
Hire of Kitchen	5.50	5.50			per hour	0%
Rivermead Community Centre						
Non Profit Making/ Voluntary Organisations (per hour)						
Both Halls (Monday to Friday)	20.50	20.50			per hour	0%
Both Halls (Weekend)	29.00	29.00			per hour	0%
Main Hall (Monday to Friday)	10.00	10.00			per hour	0%
Main Hall (Weekend)	19.00	19.00			per hour	0%

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Income Source	Current Charge (exc VAT) £	Proposed Charge (exc VAT) £	Current Retrospective Charge (applies to Building Control Charges only)	Proposed Retrospective Charge (applies to Building Control Charges only)	Unit of Charge (per hr / day etc.)	% Increase
Meeting Rooms (Monday to Friday)	10.00	10.00			per hour	0%
Meeting Rooms (Weekend)	18.50	18.50			per hour	0%
Small Group Organisations (per hour)						
Both Halls (Monday to Friday)	23.50	23.50			per hour	0%
Both Halls (Weekend)	32.50	32.50			per hour	0%
Main Hall (Monday to Friday)	12.00	12.00			per hour	0%
Main Hall (Weekend)	20.50	20.50			per hour	0%
Meeting Rooms (Monday to Friday)	11.50	11.50			per hour	0%
Meeting Rooms (Weekend)	20.00	20.00			per hour	0%
Commercial/ Business (per hour)						
Both Halls (Monday to Friday)	29.00	29.00			per hour	0%
Both Halls (Weekend)	38.00	38.00			per hour	0%
Main Hall (Monday to Friday)	14.50	14.50			per hour	0%
Main Hall (Weekend)	23.50	23.50			per hour	0%
Meeting Rooms (Monday to Friday)	14.00	14.00			per hour	0%
Meeting Rooms (Weekend)	23.00	23.00			per hour	0%
Fittws Day Centre						
Non Profit Making/ Voluntary Organisations (per hour)						
Main Hall (Monday to Friday)	10.50	10.50			per hour	0%
Main Hall (Weekend)	15.00	15.00			per hour	0%
Day Club (Monday to Friday)	8.00	8.00			per hour	0%
Day Club (Weekend)	13.00	13.00			per hour	0%
Hire of Kitchen	6.00	6.00			per hour	0%
Small Group Organisations (per hour)						
Main Hall (Monday to Friday)	12.00	12.00			per hour	0%
Main Hall (Weekend)	18.00	18.00			per hour	0%
Day Club (Monday to Friday)	10.00	10.00			per hour	0%
Day Club (Weekend)	15.00	15.00			per hour	0%
Hire of Kitchen	7.00	7.00			per hour	0%
Commercial/ Business (per hour)						
Main Hall (Monday to Friday)	16.00	16.00			per hour	0%
Main Hall (Weekend)	21.00	21.00			per hour	0%
Day Club (Monday to Friday)	13.00	13.00			per hour	0%
Day Club (Weekend)	18.00	18.00			per hour	0%
Hire of Kitchen	8.50	8.50			per hour	0%

Income Source	Current Charge (exc VAT) £	Proposed Charge (exc VAT) £	Current Retrospective Charge (applies to Building Control Charges only)	Proposed Retrospective Charge (applies to Building Control Charges only)	Unit of Charge (per hr / day etc.)	% Increase
Cefn Wood Centre						
Small Group Organisations (per hour)		As per SLA				
Leased to Education - SLA						
Maesglas Community Centre						
Main Hall (Monday to Friday before 6pm)	10.50	10.50			per hour	0%
Main Hall (Monday to Friday after 6pm)	21.00	21.00			per hour	0%
Main Hall (Weekend)	21.00	21.00			per hour	0%
Committee Room (Monday to Friday before 6pm)	10.50	10.50			per hour	0%
Committee Room (Monday to Friday after 6pm)	21.00	21.00			per hour	0%
Committee Room (Weekend)	21.00	21.00			per hour	0%
Tuvalu Community Centres - Equipment Hire						
Flip Charts	6.00	6.00			per pad	0%
Digital Projector	5.00	5.00			per day	0%
Interactive Screen	5.00	5.00			per day	0%
Malpas Court						
The Library Room	35.00	35.00			per half day	0%
The Drawing Room	55.00	55.00			per half day	0%
Library and Drawing Room combined	70.00	70.00			per half day	0%
Room 14	50.00	50.00			per half day	0%
The Library Room	60.00	60.00			per full day	0%
The Drawing Room	100.00	100.00			per full day	0%
Library and Drawing Room combined	140.00	140.00			per full day	0%
Room 14	90.00	90.00			per full day	0%
Library and Drawing Room combined	20.00	20.00			per hour	0%
Room 14	15.00	15.00			per hour	0%
Eveswell Community Centre						
Voluntary Groups						
Main Hall (Monday to Friday)	8.00	8.00			per hour	0%
Main Hall (Weekend)	18.50	18.50			per hour	0%
Meeting Rooms (Monday to Friday)	7.00	7.00			per hour	0%
Meeting Rooms (Weekend)	12.00	12.00			per hour	0%
Hire of Kitchen (flat charge per booking)	5.50	5.50			per hour	0%

Income Source	Current Charge (exc VAT) £	Proposed Charge (exc VAT) £	Current Retrospective Charge (applies to Building Control Charges only)	Proposed Retrospective Charge (applies to Building Control Charges only)	Unit of Charge (per hr / day etc.)	% Increase
Chargeable Sessions						
Main Hall (Monday to Friday)	11.00	11.00			per hour	0%
Main Hall (Weekend)	22.50	22.50			per hour	0%
Meeting Rooms (Monday to Friday)	9.00	9.00			per hour	0%
Meeting Rooms (Weekend)	14.00	14.00			per hour	0%
Hire of Kitchen (flat charge per booking)	5.50	5.50			per hour	0%
Commercial Rate						
Main Hall (Monday to Friday)	13.50	13.50			per hour	0%
Main Hall (Weekend)	28.00	28.00			per hour	0%
Meeting Rooms (Monday to Friday)	14.00	14.00			per hour	0%
Meeting Rooms (Weekend)	16.00	16.00			per hour	0%
Hire of Kitchen (flat charge per booking)	5.50	5.50			per hour	0%
Tudor Community Centre						
Non Profit Making/ Voluntary Organisations (per hour)						
Hall	14.00	14.00			per hour	0%
Playgroup Room	12.00	12.00			per hour	0%
Café Room	12.00	12.00			per hour	0%
Training Room	14.00	14.00			per hour	0%
121 Room	12.00	12.00			per hour	0%
Small Group Organisations						
Hall	14.00	14.00			per hour	0%
Playgroup Room	12.00	12.00			per hour	0%
Café Room	12.00	12.00			per hour	0%
Training Room	14.00	14.00			per hour	0%
121 Room	12.00	12.00			per hour	0%
Commercial/Business						
Hall	14.00	14.00			per hour	0%
Playgroup Room	12.00	12.00			per hour	0%
Café Room	12.00	12.00			per hour	0%
Training Room	14.00	14.00			per hour	0%
121 Room	12.00	12.00			per hour	0%

Income Source	Current Charge (exc VAT) £	Proposed Charge (exc VAT) £	Current Retrospective Charge (applies to Building Control Charges only)	Proposed Retrospective Charge (applies to Building Control Charges only)	Unit of Charge (per hr / day etc.)	% Increase
Museum and Art Gallery						
Educational Publications UK Rights	19.50	20.50				5%
Educational Publications World Rights	38.00	39.50				4%
Commercial Publications & Websites UK rights	39.00	40.50				4%
Commercial Publications & Websites world rights	81.50	84.50				4%
Publication Jacket, Covers & Homepages UK Rights	92.50	96.50				4%
Publication Jacket, Covers & Homepages World Rights	189.00	196.50				4%
Television Flash Fees UK rights	93.00	96.50				4%
Television Flash Fees world rights	184.00	191.50				4%
Digital Image 300 dpi	7.00	7.50				7%
Support Project						
Staff Consultancy and Training services						
Hourly Rate	50.00	55.50			per hour	11%
Staff Consultancy and Training services						
Day Rate	320.00	342.50			per day	7%
Faro Arm Rental	90.00	95.50			per day	6%
Libraries						
Fines (per day)	0.20	0.20			per day	0%
Overdue Administration Adult	0.30	0.30			per letter	0%
Replacement Library Card	4.00	4.00			each	0%
Lost Books and other items	Sliding scale linked to Book Price				each	
Photocopying B&W A4	0.20	0.20			per copy	0%
Photocopying B&W A3	0.30	0.30			per copy	0%
Photocopying Colour A4	1.10	1.10			per copy	0%
Photocopying Colour A3	1.60	1.60			per copy	0%
Computer Printout A4	0.20	0.20			per copy	0%
Computer Printout A3	0.30	0.30			per copy	0%
Hire of Talking Books	1.40	1.40			each	0%
Charge for late return of Talking Books	0.20	0.20			per day	0%
Family History Research	28.00	28.00			per hour	0%
Hire of Rooms	15.00	15.00			per hour	0%

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

SERVICE AREA: City Services

Income Source	Current Charge (exc VAT) £	Proposed Charge (exc VAT) £	Unit of Charge (per hr / day etc)	% Increase
Cemeteries				
Exclusive right of burial and issue deed and marker	1,158.39	1,205.00	per plot	4%
Standard grave space not exceeding 2.15m x 0.76m (30") including headstone permit	1,158.39	1,205.00	per plot	4%
Large or special external coffin size over 30" including the extended size of coffin handles £60.00 per inch.	60.00	62.50	per inch	4%
Green burial in green burial area - excluding headstone permit	774.68	806.00	per plot	4%
Cremated remains in Garden of Rest – grave space not exceeding 0.23m x 0.92m	553.78	576.00	per plot	4%
Interments – including use of grass mats as necessary				
Stillborn child or child not exceeding one month	no charge	no charge	per plot	
Child one month to eighteen years	no charge	no charge	per plot	
Persons exceeding eighteen years	1,258.98	1,310.00	per plot	4%
Interment of second person in grave space on same day	200.10	208.50	per plot	4%
Cremated remains in full grave space	279.05	290.50	per plot	4%
Cremated remains in garden of rest	279.05	290.50	per plot	4%
Interment of second person cremated remains in same space on same day	279.05	290.50	per plot	4%
Scattering of ashes	151.96	158.00	each	4%
Scattering of ashes of second person at same time	119.55	124.50	each	4%
Headstones and Tablets – including all inscriptions				
Columbaria Sanctum 2000 Units – above ground	2,149.35	2,235.50	each	4%
second and subsequent Interment Sanctum 2000 units	65.44	68.00	each	4%
Memorial plaque - NCC owned and maintained bench	400.00	416.00	each	4%
Other Services and Items				
minute period)	33.84	35.50	per 30 minutes	5%
Provision of fibreglass burial cube	887.99	923.50	each	4%
Provision of BROXAP bench and concrete plinth	1,220.04	1,318.00	each	8%
Exhumation of Ashes	279.05	290.50	each	4%
Exhumation Full - Facilitation undertaken in house	2,288.00	2,380.00	each	4%
Exhumation of a child under the age of 3 years	525.00	546.00	each	4%
Exhumation of a child aged 3 - 8 years	725.00	754.00	each	4%
Exhumation of a child aged 8 - 14 years	925.00	962.00	each	4%
Exhumation of a child aged 14 -18 years	1,144.00	1,190.00	each	4%
Statutory Declaration	54.08	56.50	each	4%
Incorrect or missing details off forms. Interment forms not complete and where required, return to funeral directors to complete forms.	15.00	15.50	each	3%
Change in Circumstances (Grant name, marriage etc)	33.28	34.50	each	4%
Cancellation of Funeral (48hrs)	324.48	337.50	each	4%
Change in Funeral Times	33.28	34.50	each	4%
Copy of Exclusive Right of Burial (LOST/MISPLACED)	162.24	169.00	each	4%
Grant of Exclusive Right - 50 YEARS	908.54	945.00	each	4%
Grant of Exclusive Right - 25 YEARS	454.27	472.50	each	4%
Fee for plot for Non Newport resident	2,228.10	2,317.50	each	4%
Additional Tablet on Existing plot with Headstone	198.88	207.00	each	4%
Fee for new ashes plot Non Newport resident	1,386.61	1,442.00	each	4%
Headstone fee - Before April 2011	383.71	399.00	each	4%
Tablet Fee - Before April 2011	198.88	207.00	each	4%
Additional inscription	62.40	65.00	each	4%
Weekend Burial Services (Standard Burial Charges also apply)	520.00	541.00	each	4%
Memorial tree (no plinth)	494.00	514.00	each	4%
Traditional Graves (allowing the installation of full kerb sets). Additional cost on top of the purchasing of a grant of exclusive right.	400.00	416.00	each	4%
Double Depth Grave	200.00	208.00	each	4%
Triple Depth Grave	300.00	312.00	each	4%
Test Dig of a Grave	140.00	146.00	each	4%
Bricking up a Single Grave	650.00	676.00	each	4%
Bricking up a Double Grave	1,300.00	1,352.00	each	4%
Poly urn for sanctums	0.00	290.50	each	n/a

Income Source	Current Charge (exc VAT) £	Proposed Charge (exc VAT) £	Unit of Charge (per hr / day etc)	% Increase
Transport and Highways				
Streetworks				
Skip License (28 days)	46.80	48.50	each	4%
Unauthorised skips	171.60	179.00	each	4%
Private works: new apparatus Sec 50	585.00	600.00	per metre	3%
Sec 50 – Single dwelling new apparatus	585.00	600.00	per metre	3%
Sec 50 – Licence for repair or replace	585.00	600.00	per metre	3%
Sec 50 inspection – repair or replace	272.48	600.00	per metre	120%
Sec 50 inspection of excavations >200m long	585.00	600.00	per metre	3%
S171 Highway Excavation	223.60	233.00	each	4%
Tower Crane Over sailing the Highway Licence: 10 working days notice required.	600.00	624.00	each	4%
Road space booking	200.00	208.00	each	4%
Filming on the highway (small scale)	200.00	200.00	each	0%
Filming on the highway (large scale)	200.00	600.00	each	200%
Temporary Traffic Orders	1,700.00	2,000.00	each	18%
Emergency Temporary Traffic Orders	1,700.00	2,000.00	each	18%
Public rights of way temporary order	1,600.00	1,664.00	each	4%
Public rights of way permanent order	1,600.00	1,664.00	each	4%
Bus service departure Fees (Market Square)	0.75	0.75	each	0%
SAB Pre Applications - area is <0.4 ha	260.00	275.00	each	6%
SAB Pre Applications - area is 0.5-0.99 ha	624.00	650.00	each	4%
SAB Pre Applications - area is >0.99 ha	1,040.00	1,085.00	each	4%
Pre Application Meeting - area is <0.49 hectares	125.00	130.00	each	4%
Pre Application Meeting - area 0.5-0.99 hectares	300.00	312.00	each	4%
Pre Application Meeting - area is > 0.99 hectares	500.00	520.00	each	4%
Additional SAB services	50.00	52.00	each	4%
SAB Full Applications - fees set by WG	£420 to maximum £7,500 (depending on size of site)	£420 to maximum £7,500 (depending on size of site)	each	
Section 38 application fees	1,500.00	1,560.00	application	4%
Section 278/111	1,500.00	1,560.00	application	4%
Vehicle crossing service - installation and inspection	1,500.00	£1,500 - £2,500 depending on size	each	
APM Access protection markings	250.00	260.00	each	4%
Temporary Sign Application	83.20	86.50	each	4%
Permanent/Tourism Sign applications	162.24	169.00	each	4%
E/O per sign	10.40	11.00	each	6%
Switch off existing signal installation and reinstate within office hours	421.20	440.00	each	4%
Switch off existing signal installation and reinstate outside office hours	499.20	520.00	each	4%
Parking				
Residents parking permits	34.00	35.00	each	3%
Visitor parking permits (Book of 10)	13.00	13.50	per book of 10	4%
Business Parking	1,040.00	1,082.00	per annum	4%
Car Park Charges (exc Maindee)				
Up to 3 hours	2.50	2.50		0%
Up to 5 hours	4.50	4.50		0%
Over 5 hours	6.00	6.00		0%
City Centre Kingsway - up to 1 hour	1.00	1.00		0%
Maindee Car Park				
Up to 2 hours	1.00	1.00		0%
Up to 5 hours	2.50	2.50		0%
Over 5 hours	3.00	3.00		0%

Income Source	Current Charge (exc VAT) £	Proposed Charge (exc VAT) £	Unit of Charge (per hr / day etc)	% Increase
Car Parking in City Parks				
Up to 2 hours	1.00	1.00		0%
Up to 5 hours	3.00	3.00		0%
Over 5 hours	5.00	5.00		0%
Car parking Fourteen Locks Canal Centre				
Up to 4 hours	1.00	1.00		0%
Up to 5 hours	2.50	2.50		0%
Over 5 hours	3.00	3.00		0%
Allotment Rents - admin charge per plot	30.00	30.00	per plot	0%
Allotment Perch Fee (Plots can be made up of multiple perches - each perch represents approx 25m2)	3.70	3.70	per perch	0%
Waste Collection				
Trade waste collection:-				
Trade blue sacks	30.29	31.00	per roll of 13	2%
Trade blue labels	60.59	62.00	per pack of 26	2%
Recycling sacks	14.46	14.50	per roll of 13	0%
Cardboard labels	11.36	11.50	per pack of 10	1%
240 Litre bin	6.16	6.50	each	6%
360 Litre bin	8.07	8.50	each	5%
660 Litre bin	14.75	15.00	each	2%
1100 Litre bin	24.59	25.00	each	2%
Residual bin replacement	20.80	21.50	each	3%
New Developments - set of new bins	52.00	54.00	each	4%
Bulky/Special Collection	21.00	22.00	up to 3 items	5%
	6.00	6.00	additional items above £21	0%
Cesspit emptying:				
1,000 gallons	174.72	174.72	per 1,000 gallons	0%
2,000 gallons	220.48	220.48	per 2,000 gallons	0%
Waste Disposal Charges				
Active Waste Disposal Charge (set gate fee but variables for asbestos and commercial waste contracts)	56.52	59.00	per tonne	4%
Inactive Waste Disposal Charge	16.64	17.50		5%
Hazardous Waste Disposal Charge	85.80	89.50		4%
Hazardous Waste Note	50.00	55.00		10%
Parks And Open Spaces				
Belle Vue Park				
Wedding Photography - Annual Permit	85.45	89.00	annually	4%
Caerleon Pavilion				
Commercial hire per hour	17.11	18.00	per hour	5%
Education hire per hour	14.06	14.50	per hour	3%
Children's Parties per hour	14.06	14.50	per hour	3%
Community Groups hire per hour	11.25	11.50	per hour	2%
Parks General				
Provision of BROXAP bench and concrete plinth	1,220.04	1,318.00	per item	8%
Tredegar Park Bike Scheme				
Newport Resident under 18	0.00	0.00		n/a
Newport Resident over 18	0.00	0.00		n/a
Non Newport Resident under 18	0.00	3.00		n/a
Non Newport Resident over 18	0.00	5.00		n/a

Income Source	Current Charge (exc VAT) £	Proposed Charge (exc VAT) £	Unit of Charge (per hr / day etc)	% Increase
Sport and Leisure Pitch Hire				
Football				
Pitch only (adult) (per match/pitch) summer and winter	42.83	42.83	each	0%
Pitch and 1 x changing (adult) (per all sports summer and winter)	54.72	54.72	each	0%
Changing room (per U16 age group)	23.10	23.10	each	0%
Seasonal football charge exclusive use – football pitch only	1,283.76	1,283.76	each	0%
Seasonal football charge exclusive use - football pitch and changing room	1,343.24	1,343.24	each	0%
Seasonal football charge priority - pitch only	673.40	673.40	each	0%
Seasonal football charge priority - pitch & changing room	824.50	824.50	each	0%
Seasonal football charge standard - pitch only	487.80	487.80	each	0%
Seasonal football charge standard - pitch and changing room	698.67	698.67	each	0%
Seasonal football charge general use - Sundaysides - pitch only	375.23	375.23	each	0%
Seasonal football charge general use - Sundaysides - pitch and changing room	472.47	472.47	each	0%
Football pitch hire aged 11-12 years	10.30	10.30	each	0%
Football pitch hire and changing rooms aged 11-12 years	15.50	15.50	each	0%
Football pitch hire aged 13-16 years	20.89	20.89	each	0%
Football pitch hire and changing rooms aged 13-16 years	26.31	26.31	each	0%
Rugby				
Pitch only (adult) (per match/pitch) summer and winter	42.83	42.83	each	0%
Pitch and 1 x changing (adult) (per all sports summer and winter)	54.72	54.72	each	0%
Changing room (per U16 age group)	23.10	23.10	each	0%
Rugby - exclusive use pitch and changing	1,343.06	1,343.06	each	0%
Rugby - exclusive pitch only	1,283.57	1,283.57	each	0%
Rugby - standard pitch	487.92	487.92	each	0%
Rugby - standard pitch and changing	658.94	658.94	each	0%
Rugby pitch hire aged 12-14 years	10.30	10.30	each	0%
Rugby pitch hire and changing rooms aged 13-14 years	15.50	15.50	each	0%
Rugby pitch hire aged 15-16 years	20.89	20.89	each	0%
Rugby pitch hire and changing rooms aged 15-16 years	26.31	26.31	each	0%
Glan Usk				
Glan Usk Astro Juniors	27.74	27.74	each	0%
Glan Usk Astro Seniors	57.20	57.20	each	0%
Events				
Major Charitable Events - Price upon application Charity Events land hire (per day discretionary)	224.97	234.00	each	4%
Setup and Derig	321.36	334.50	each	4%
Fun fair 1-3 rides	321.36	334.50	each	4%
Fun fair 3 plus ride	535.60	557.00	each	4%
Outdoor cinema	428.48	446.00	each	4%
Catering/Commercial stall per trader	128.54	134.00	each	4%
Alcohol bar	1,071.20	1,115.00	each	4%
NCC Street Cleaning Service per day	324.48	338.00	each	4%

Income Source	Current Charge (exc VAT) £	Proposed Charge (exc VAT) £	Unit of Charge (per hr / day etc)	% Increase
Major Commercial Events - Price upon application	562.43	585.00	each	4%
Commercial Events land hire (per day discretionary)				
Setup and Derig	540.80	563.00	each	4%
Fun fair 1-3 rides	432.64	450.00	each	4%
Fun fair 3 plus ride	540.80	563.00	each	4%
Outdoor cinema	540.80	563.00	each	4%
Catering/Commercial stall per trader	162.24	169.00	each	4%
Alcohol bar	2,163.20	2,250.00	each	4%
NCC Street Cleaning Service per day	324.48	338.00	each	4%
Low Key Community Events (no Income Generation (per day))	56.24	58.50	each	4%
Community Events Income Generation (per day)	108.16	113.00	each	4%
Land rental for car boot sales - location Tredegar park when available	280.00	292.00	each	4%
Lodges - Rental Costs				
Grove Park Lodge	575.23	599.00	per month	4%
Shaftesbury Park Lodge	565.59	600.00	per month	6%
Christchurch Cemetery Lodge	519.53	541.00	per month	4%
St.Woolos Cemetery Lodge	642.72	669.00	per month	4%
Belle Vue Park - top lodge	642.72	669.00	per month	4%
Belle Vue Park - Residential Lodge Rent	591.30	615.00	per month	4%
Filming				
Student Filming	0.00	0.00		
Commercial Filming	600.00	624.00	Half day	4%
Commercial Filming	1,200.00	1,248.00	Full day	4%
Displaying of Banners	25.00	26.00	Display period	4%

SERVICE AREA: Corporate Services

Income Source	Current Charge (exc VAT) £	Proposed Charge (exc VAT) £	Unit of Charge (per hr / day etc)	% Increase
CCTV for NCC clients			per SLA	
Environmental Health Advice and Training	Variable	Variable	per contract	
Houses in Multiple Occupation Pre-licensing Advice Service				
Property inspection and report with one schedule & fire plan	208.00	216.50	per survey	4%
Property inspection and report with 2 schedules & fire plans	260.00	270.50	per survey	4%
Each additional proposal over 2 proposals above	52.00	54.00	per additional proposal	4%
Property Surveys (Non-Statutory)	201.00	209.00	per survey	4%
Health and Safety - swimming pool/spa pool resamples following unsatisfactory result (plus VAT)	74.00	77.00	per sample	4%
Port Health Ship Sanitation Certificates				
Gross Tonnage				
Up to 1,000	100.00	105.00	per certificate	5%
1,001 to 3,000	135.00	140.40	per certificate	4%
3001 to 10,000	205.00	211.15	per certificate	3%
10,001 to 20,000	265.00	275.60	per certificate	4%
20,001 to 30,000	340.00	350.20	per certificate	3%
Over 30,000	400.00	412.00	per certificate	3%
With exception of vessels with capacity to carry between 50 and 100 persons	400.00	400.00	per certificate	0%
With exception of vessels with capacity to carry more than 1,000 persons	680.00	680.00	per certificate	0%
Extensions to Certificates	70.00	70.00	per certificate	0%
Tables and Chairs (Licence)				
Annual Fee	175.50	175.50	per licence	0%
4 chairs	64.50	64.50	per licence	0%
12 Chairs	99.50	99.50	per licence	0%
24 chairs	175.50	175.50	per licence	0%
24+ chairs	216.50	216.50	per licence	0%
smoking area	58.50	58.50	per licence	0%
change name on licence	29.00	29.00	per licence	0%
Animal Establishment Licensing				
Pre Audit Inspection - New service to be offered for inspection prior to application for advice and suitability of premises. The fee will be reviewed during 20/21 to establish if it is appropriate.	50.00	50.00	per hour	0%
Re Audit - In the event a licence is not issued following an audit the fee for an additional visit will be required.	50.00	50.00	per hour	0%
[a] Riding Establishments (Application Audit applies - see above)				
Up to 10 horses	133.50	138.00	per licence	3%
11 to 20 horses	162.50	169.00	per licence	4%
21 to 30 horses	174.50	181.00	per licence	4%

Income Source	Current Charge (exc VAT) £	Proposed Charge (exc VAT) £	Unit of Charge (per hr / day etc)	% Increase
[b] Animal Boarding Establishments (Application Audit applies - see above)				
Pet Sitters	152.00	158.00	per licence	4%
Up to 25 animals	152.00	158.00	per licence	4%
25 to 50 animals	173.00	179.00	per licence	3%
Over 51 animals	202.50	210.00	per licence	4%
[c] Pet Shops (Application Audit applies - see above)	126.50	131.00	per licence	4%
[d] Dangerous Wild Animals (Application Audit applies - see above)	581.50	604.00	per licence	4%
[e] Dog Breeding Establishments (Application Audit applies - see above)	126.50	131.00	per licence	4%
[f] Zoo Licence (Application Audit applies - see above)	1,109.00	1,153.00	per licence	4%
<i>For [a] to [f] above, in addition to the licence fee, the licensee to pay the Council's veterinary fees. The fee is payable on application and is not refundable if a licence is not issued.</i>				
Legal Services				
Local Land Charges Official Search (LLC1 and Con 29 R)	120.00	120.00	per search	0%
Optional questions	14 (for 20 out of 22 questions) 17 (2 out of the 22 questions)	14 (for 20 out of 22 questions) 17 (2 out of the 22 questions)	per search	
Solicitors own questions	27.00	27.00	per search	0%
Additional parcel fee (Con29 R)	26.00	27.04	per search	4%
Additional parcel fee (total)	27.00	27.00	per search	0%
Query re: personal search (dealing with errors etc)	27.00	27.00	per search	0%
Stray Dogs Reclaiming Fees:				
Dogs reclaimed after one day	100.00	104.00	per dog	4%
Dogs reclaimed after two day	116.00	120.00	per dog	3%
Dogs reclaimed after three day	132.00	137.00	per dog	4%
Dogs reclaimed after four day	146.00	151.00	per dog	3%
Dogs reclaimed after five day	162.00	168.00	per dog	4%
Dogs reclaimed after six overnight stays	176.00	183.00	per dog	4%
Dogs reclaimed after seven overnight stays	192.00	199.00	per dog	4%
Dogs reclaimed and staying with the kennels for an extended period (charge per night)	12.00	12.00	per dog	0%
<i>However there will be discretion given to the Kennels Officer on the level of charging due to unusual circumstances. Further, where the Council has found it necessary to pay for vet treatment, these fees should be passed on to the owner reclaiming the dog.</i>				
Dog re-homing fee	Variable	Variable	per dog	
Street Naming				
Property naming/renaming (does not cover newly built properties)	45.00	47.00	per property	4%
Single Plot Development	124.00	129.00	per plot	4%
Development 2+ Plots	124.00 + 45.00 per additional plot	129.00 + 47.00 per additional plot	per site/plot	4%
Changes to Development Layout after Notification	45.00 per plot affected	47.00 per plot affected	per plot	4%
Street Renaming at Residents Request	124.00 + 45.00 per property	129.00 + 47.00 per property	per street/property	4%
Confirmation of Address to Conveyancers etc	45.00	47.00	per property	4%

Income Source	Current Charge (exc VAT) £	Proposed Charge (exc VAT) £	Unit of Charge (per hr / day etc)	% Increase
[a] Ear piercing, acupuncture, electrolysis and Tattooing - Registration				
Premises	107.50	112.00	per registration	4%
Practitioners	107.50	112.00	per registration	4%
Replacement Certificates	27.00	28.00	per certificate	4%
Addition of new Procedure to existing Certificate	54.00	56.00	per certificate	4%
Temporary Premises for Public Event	74.50	77.50	per registration	4%
Temporary Practitioners for Public Event	37.00	38.50	per registration	4%
Voluntary Surrender of Food Certificate	64.50 for first half hour and 64.50 for every additional half hour or part thereof plus VAT	67.00 for first half hour and 67.00 for every additional half hour or part thereof plus VAT	per certificate	4%
Collection and Disposal of Food (with or without agreement)	To be determined by cost of disposal and officer time	To be determined by cost of disposal and officer time	per disposal & hour	
Food Hygiene Rating Scheme - Rescore Fee	180.00	180.00	per certificate/ abortive visit	0%
[c] Export Health Certificates				
Export Health Certificate - Food Safety (per certificate)	126.50	131.50	per certificate	4%
Local land searches/Environmental Information Regulations requests in respect of contaminated land etc. [other than those under the Local Land Charges Act 1975]	63.50 for first hour and 63.50 for each additional hour or part thereof	66.50 for first hour and 66.50 for each additional hour or part thereof	per hour	5%
UK Entrance Clearance - Premises Assessment				
Property inspection	201.00	209.00	per inspection	4%
Re-assessment for additional person (within 6 months)	103.00	107.00	per assessment	4%
Houses In Multiple Occupation Licensing Fees				
(i) Initial Licence	1,054.00	1096.00	per licence	4%
(For larger HMO (6+ units of accommodation/households)	£61.00 extra per additional unit up to a max of 1,704	£63.50 extra per additional unit up to a max of 1,704	per additional accommodation unit	4%
(ii) Renewal of Licence made before expiry of existing licence	833.00	866.50	per renewal	4%
(For larger HMO (6+ units of accommodation/households)	£61.00 extra per additional unit up to a max of 1,499	£63.50 extra per additional unit up to a max of 1,499	per additional accommodation unit	4%
(iii) Renewal of Licence made after expiry of existing licence	1,054.00	1096.00	per renewal	4%
(For larger HMO (6+ units of accommodation/households)	£61.00 extra per additional unit up to a max of 1,704	£63.50 extra per additional unit up to a max of 1,704	per additional accommodation unit	4%
(iv) Licensing following revocation of previous licence (where ownership unchanged)	833.00	866.50	per application	4%
(For larger HMO (6+ units of accommodation/households)	£61.00 extra per additional unit up to a max of 1,499	£63.50 extra per additional unit up to a max of 1,499	per additional accommodation unit	4%

Income Source	Current Charge (exc VAT) £	Proposed Charge (exc VAT) £	Unit of Charge (per hr / day etc)	% Increase
(v) Licence Variations				
Property inspection required	95.00	99.00	per Variation	4%
Camp Site Licences	730.00	759.50	per site licence	4%
Mobile Homes				
Site Licence fees - small site (3-10 caravans)	730.00	759.50	per site licence	4%
Site Licence fees - medium site (11-49 caravans)	815.50	848.00	per site licence	4%
Site Licence fees - large site (50+ caravans)	973.50	1,012.50	per site licence	4%
Site Licence fees - sites of 2 or fewer pitches	0.00	0.00	per site licence	N/A
Amendment to site licence conditions - variation	66.50	69.00	per amendment	4%
Amendment to site licence conditions - variation requiring an inspection	171.00	179.00	per amendment	5%
Fee to deposit site rules	55.00	57.50	per fee	5%
Fee for replacement licence	16.50	17.00	per replacement licence	3%
Fixed Penalty Notice charge	91.50	95.50	per FPN charge	4%
Housing Act 2004 Notice Fees	400.00	416.00	per notice	4%
Each additional notice (where schedule is identical) served on another recipient at the same time (charges added and split equally across recipients)	54.00	56.00	per notice	4%
Works in Default - Administration fee				
	Fee charged by the contractor (ex.VAT) plus: 20% for fees up to £1,000 10% for fees £1,001+ *Fee charged by contractor plus "officer time" charge (up to a max. of the above charge) where RS Manager agrees defaulter has special circumstances.	Fee charged by the contractor (ex.VAT) plus: 20% for fees up to £1,000 10% for fees £1,001+ *Fee charged by contractor plus "officer time" charge (up to a max. of the above charge) where RS Manager agrees defaulter has special circumstances.		
Port Health – Water Sampling				
(i) Drinking water – Microbiological (First Sample) (Plus VAT)	107.00	111.50	per sample	4%
(ii) Drinking water – Microbiological (each subsequent sample) (plus VAT)	75.50	78.50	per sample	4%
(iii) Legionella water sample (first sample) (plus VAT)	127.50	132.50	per sample	4%
(iv) Legionella water sample (each subsequent sample) (plus VAT)	95.50	99.50	per sample	4%

Income Source	Current Charge (exc VAT) £	Proposed Charge (exc VAT) £	Unit of Charge (per hr / day etc)	% Increase
Port Health – Organic Animal Feed and Food Import Certificate	45.00	45.00	National flat rate charge of £45	0%
Sports Grounds General Safety Certificates				
General Safety Certificates	Cost recovery up to maximum of £500	Cost recovery up to maximum of £500	per certificate	0%
Special Safety Certificates for Sports Grounds	169.00	176.00	per certificate	4%
CCTV Monitoring for external clients			per SLA	
Street Trading				
City centre pitch - application fee (monthly)	61.00	63.00	per licence	3%
City centre pitch - application fee (quarterly/full year)	182.50	189.00	per licence	4%
License fee (daily) - static trader	55.00	57.00	per licence	4%
License fee (weekly) - static trader	110.00	114.00	per licence	4%
License fee (monthly) - static trader	304.00	316.00	per licence	4%
License fee (quarterly) - static trader	426.00	443.00	per licence	4%
License fee (full year) - static trader	973.50	1,012.00	per licence	4%
City centre pitch - license fee (full year) - static trader	3,041.50	3,163.00	per licence	4%
License fee (daily) - mobile trader	55.00	57.00	per licence	4%
License fee (weekly) - mobile trader	110.00	114.00	per licence	4%
License fee (monthly) - mobile trader	146.00	151.00	per licence	3%
License fee (quarterly) - mobile trader	182.50	189.00	per licence	4%
License fee (full year) - mobile trader	365.00	379.00	per licence	4%
Taxi Licensing Fees				
Vehicles - less than 5 years	83.00	83.00	per licence	0%
Vehicles – more than 5 years, less than 10	114.00	114.00	per licence	0%
Vehicles – over 10 Years	166.00	166.00	per licence	0%
Drivers 3 year	249.00	249.00	per licence	0%
Driver instalments	83.00	83.00	per licence	0%
Operators 1-9 vehicles	1,000.00	1,000.00	per licence	0%
Operators 10-19 vehicles	1,500.00	1,500.00	per licence	0%
Operators 19-35 vehicles	2,000.00	2,000.00	per licence	0%
Operators 35+ vehicles	2,500.00	2,500.00	per licence	0%
Replacement rear plate	19.00	19.00	per item	0%
Replacement internal plate	12.00	12.00	per item	0%
Replacement licence	6.00	6.00	per licence	0%
Replacement bracket	13.00	13.00	per item	0%
Replacement Badge	19.00	19.00	per item	0%
Transfer Plate	65.00	65.00	per item	0%
Change of vehicle	115.00	115.00	per licence	0%
Knowledge test	65.00	65.00	per test	0%
Scrap Metal				
Site Licence	485.50	504.00	per licence	4%
Variation of licence	55.00	57.00	per licence	4%
Collectors licence	316.00	328.00	per licence	4%
Ceremony Charges for Naming and Vow Renewal Ceremonies				
Booking fee	70.00	70.00		0%
Mansion House - Monday to Thursday	300.00	325.00	per event	8%
Mansion House - Friday	355.00	380.00	per event	7%
Mansion House - Saturday (includes Premier Package)	390.00	415.00	per event	6%
Garden Room Wednesday (NEW FEE)	0.00	149.00		n/a
Approved Venue - Monday to Thursday	415.00	440.00	per event	6%

Income Source	Current Charge (exc VAT) £	Proposed Charge (exc VAT) £	Unit of Charge (per hr / day etc)	% Increase
Approved Venue - Friday	470.00	495.00	per event	5%
Approved Venue - Saturday	505.00	530.00	per event	5%
Approved Venue - Sunday, Bank holidays	575.00	600.00	per event	4%
Commemorative certificate packs	11.00	11.00	per pack	0%
Save the Date Fee	30.00	30.00	per request	0%
Approved Premise Licensing	1,800.00	1,800.00	per licence	0%
Citizenship Ceremony (individual)	100.00	100.00	per event	0%
Citizenship ceremony (additional relative)	40.00	50.00	per person	25%
Certificate Fees				
Certificate Search Fees				
Search 1 year either side of date				
Search a further 5 years	10.00	10.00	per request	0%
Search a further 10 years	18.00	18.00	per request	0%
Same Day Service				
Standard Certificate - premium for issuing certificate on same day	10.00	10.00	per certificate	0%
Short Certificate - premium for issuing certificate on	10.00	10.00	per certificate	0%
Certificate Postage Costs - "signed for" delivery				
Administration Charge - Registrar Certificate	2.00	2.00	per envelope	0%
Administration Charge - Superintendent Certificate	2.00	2.00	per envelope	0%
Same day service certificates *	37.00	37.00		0%
Regular service applications *	13.00	13.00		0%
<i>* These total charges are made up of 2 elements - the certificate (statutory fee for Priority or Regular service) plus postage - see sections above</i>				
Private Water Supplies				
Risk Assessment (each assessment) - Up to 3 hours	£181.71 for up to 3 hours plus £60.75 for each additional hour or part thereof, up to a maximum of £500*	£189.00 for up to 3 hours plus £63.00 for each additional hour or part thereof, up to a maximum of £500*	per assessment	
Sampling (each visit)	£100*	£100*	per sample	0%
Investigation (each investigation)	£100* plus the analysis cost	£100* plus the analysis cost	per investigation	0%
Grant of an authorisation (each authorisation)	£100*	£100*	per authorisation	0%
Analysis (taken under regulation 10)	£25*	£25*	per analysis	0%
Analysis (taken during check monitoring)	Analysis cost up to £100*	Analysis cost up to £100*	per analysis	0%
Analysis (taken during audit monitoring)	Analysis cost up to £500*	Analysis cost up to £500*	per analysis	0%
<i>* Maximum permitted by regulation</i>				

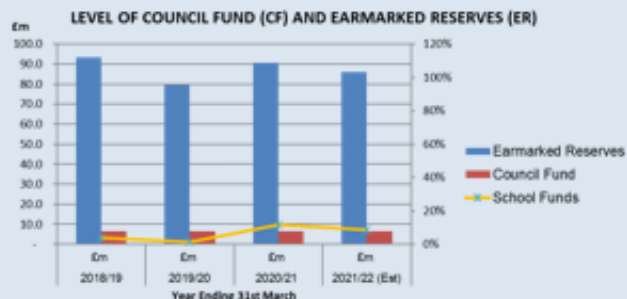
Income Source	Current Charge (exc VAT) £	Proposed Charge (exc VAT) £	Unit of Charge (per hr / day etc)	% Increase
Fireworks - all year sales licence (set at statutory maximum)	500.00	500.00	per licence	0%
Ceremony Charges for Marriage and Civil Partnership				
Mansion House - Monday to Thursday	300.00	325.00	per event	8%
Mansion House - Friday	355.00	380.00	per event	7%
Mansion House - Saturday (includes Premier Package)	390.00	415.00	per event	6%
Garden Room Wednesday (NEW FEE)	0.00	149.00	per event	n/a
Approved Venue - Monday to Thursday	415.00	415.00	per event	0%
Approved Venue - Friday	470.00	470.00	per event	0%
Approved Venue - Saturday	505.00	505.00	per event	0%
Approved Venue - Sunday, Bank holidays	575.00	575.00	per event	0%
Register Office (simple ceremony)	46.00	46.00	per event	0%
Church/Chapel ceremony attendance	86.00	86.00	per event	0%
Legal notice of marriage or civil partnership	35.00	35.00	per notice	0%
Designated Office Notice (NEW FEE)	0.00	47.00	per notice	n/a
Certificate (issued at time of registration)	11.00	11.00	per certificate	0%
Certificate (issued within 28 days)	11.00	11.00	per certificate	0%
Citizenship Ceremonies	95.00	0.00	per event	-100%
Single Adult	35.00	0.00	per event	-100%
Same Day Service				
Certificate (from archive)	35.00	35.00	per certificate	0%
Regular Service				
Standard Certificate (from archive)	11.00	11.00	per certificate	0%
Short Certificate (from archive)	11.00	11.00	per certificate	0%
Legal Services				
Local Land Charges (LLC1 only)	6.00	6.00	per search	0%
Local Land Charges (NLIis LLC1))	4.00	4.00	per search	0%
Additional parcel fee (LLC1)	1.00	1.00	per search	0%

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Appendix 5 - Financial Resilience

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

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



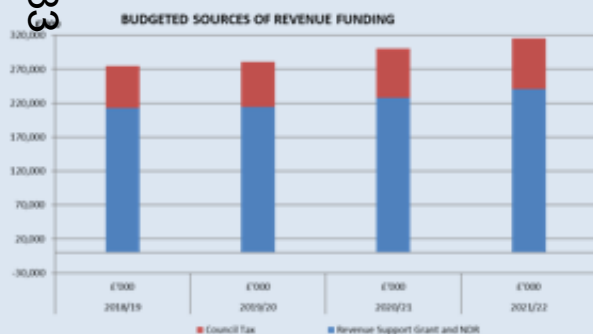
Level of Reserves

	2018/19	2019/20	2020/21	2021/22 (Est)
	Em	Em	Em	Em
Earmarked Reserves	93.4	79.5	90.7	85.9
Council Fund	6.5	6.5	6.5	6.5
School Funds	3.1	1.1	9.6	7.1

Budgeted Sources of Funding

	2018/19	2019/20	2020/21	2021/22
	£'000	£'000	£'000	£'000
Total Revenue Funding	212,790	214,343	228,077	240,796
Revenue Support Grant and NDR	61,806	66,268	72,193	75,134
Council Tax				

Budgeted Revenue Funding Split



Financial Performance and Ratios

Ratio	Calculation	2017/2018	2018/2019	2019/2020	2020/2021
		£'000	£'000	£'000	£'000
Net Worth (Assets - Liabilities)	(Asset - Liabilities)	20,213	48,973	10,982	89,823
Net Worth (excl Pension Liab.)	(Asset - Liabilities)	344,230	351,614	340,845	385,191
Working Capital Ratio	(Curr. Assets / Curr. Liabilities)	1.19	1.08	1.03	1.56
Gearing Ratio	(Borrowing / Total Reserves)	68.9%	82.8%	81.9%	70.4%

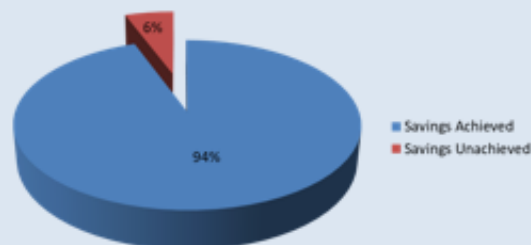
The figures below shows the 21/22 forecast position for both revenue and capital

2021/22 Revenue Forecast Position - November

Directorate	Current Budget	Budget Forecast	Variance	Variance
	£'000	£'000	£'000	%
Children & Young People	26,743	25,180	- 1,563	(5.8)
Adult & Community Services	51,475	48,503	- 2,972	(3.8)
Education	15,855	15,075	- 780	(3.7)
Schools	111,159	113,723	2,564	2.3
Regeneration, Investment & Housing	10,911	10,934	23	0.2
City Services	25,832	25,678	- 154	(0.6)
Corporate Services	19,851	19,323	- 528	(2.7)
Total Directorates	281,226	259,416	- 21,810	(7.7)
Capital Financing	25,410	22,671	- 2,739	(10.8)
Contingency/ Provisions	5,722	3,497	- 2,225	(38.9)
Levies / other	24,024	23,834	- 190	(0.8)
Reserves / Transfer	(452)	(3,016)	- 2,564	567.3
Total Budget	315,930	306,402	- 9,528	(3.0)
Additional funding - CT surplus	-	(495)	(495)	-
Projected Over/ (Under) spend	315,930	305,907	(10,023)	(3.2)

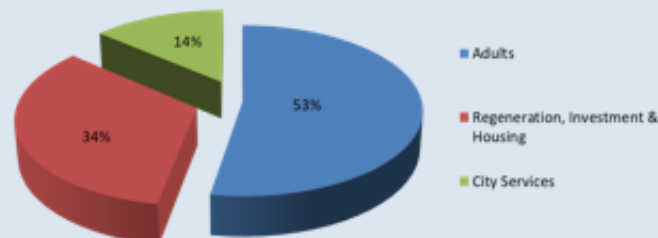
Revenue Savings Achieved and Unachieved (November 2021/22)

2021/22 REVENUE SAVINGS ACHIEVED AND UNACHIEVED



Analysis of Unachieved Savings

ANALYSIS OF UNACHIEVED SAVINGS - 2021/22



2021/22 Capital Forecast Position - November

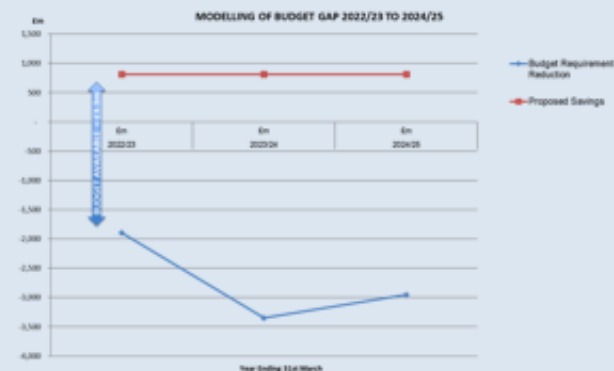
Directorate	Final Budget	Budget Forecast	Variance Slippage	Variance (Under)/Overspend
	£'000	£'000	£'000	£'000
Education	23,162	15,226	(7,936)	47
Regeneration, Investment & Housing	16,671	15,081	(1,590)	1
People & Business Change	899	899	-	-
Adult & Community Services	707	707	-	-
Children & Young People Services	2,234	2,224	(10)	-
City Services	23,668	23,444	(224)	4
Total Budget	67,341	57,581	(9,760)	52

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

MTFP Scenario

	2022/23	2023/24	2024/25
	Em	Em	Em
Financial Pressures	25,651	36,748	47,101
Technical adjustments	-	-	-
Financial Pressures	25,651	36,748	47,101
Funding reductions	- 27,545	- 40,099	- 50,056
Budget Requirement Reduction	1,894	3,351	2,955
Reserve transfers	563	-	-
Proposed Savings	812	812	812
Shortfall to requirement	3,269	4,163	3,767

Modelling of Budget Gap 2022/23 to 2024/25



Capital Expenditure & Need to borrow

Capital Expenditure	2021/22	2022/23	2023/24	2024/25
	Estimate	Estimate	Estimate	Estimate
	Em	Em	Em	Em
Total capital expenditure	57.6	103.4	34.7	5.6
Capital Financing Requirement				
Investments or (new borrowing)	2.0	43.0	11.0	2.3
CFR	280.9	309.1	314.4	307.9

N/A as Capital Programme to be developed in line with MTFP

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APPENDIX 6 – Medium Term Financial Projections (MTFP)

	2022/23 £'000	2023/24 £'000	2024/25 £'000	Total £'000
Funding				
Base change in in WG Revenue Support Grant (+10.31% in 22/23, +3.5% in 23/24 and +2.4% in 24/25)	(24,816)	(9,296)	(6,598)	(40,710)
Increased share of the total Revenue Support Grant due to data changes showing increased relative spending need	-	(750)	(750)	(1,500)
Increase in tax base - C.Tax @ 21/22 rate	(452)	-	-	(452)
C. Tax @ 3.7% in 22/23 and 4% thereafter	(2,797)	(3,135)	(3,261)	(9,193)
Less consequential increase in benefits	520	627	652	1,799
Change in Income/Funding	(27,545)	(12,554)	(9,957)	(50,056)
Revenue Investments / Increased Costs				
Pricing - Pay Inflation & Increments (schools and non schools)	12,743	4,584	4,582	21,910
Pricing - Contract/ Income Inflation (schools and non schools)	3,375	3,435	3,563	10,373
Demand - Schools	1,751	1,561	1,422	4,734
Standstill/ 'committed' position	17,869	9,580	9,567	37,017
Demand - Social Care and other	3,485	1,065	528	5,078
Policy change	128	-	-	128
Investments - Corporate Plan Promise	858	175	-	1,033
Capital Financing - other	-	-	208	208
Other	3,311	276	50	3,637
Total Pressures	25,651	11,096	10,353	47,101
General budget transfer to / (from) Reserves	(563)	563	-	-
Gap Before Cost Reduction Plans	(2,457)	(895)	396	(2,955)
Cost Reduction - Transformation / Change Programme				
Cost reduction - new savings	-	-	-	-
Cost reduction - previously agreed savings	812	-	-	812
Total Savings	812	-	-	812
Balance - @ WG +10.3%, 3.5% and 2.4%	(3,269)	(895)	396	(3,767)

The MTFP represents the current budget position.

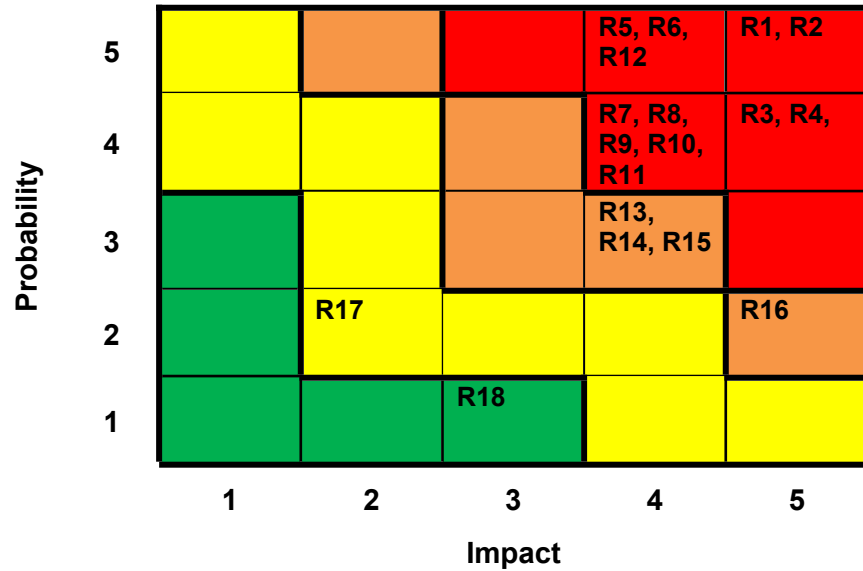
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APPENDIX 7 – Projected earmarked reserves

Reserve	Balance at 31-Mar-21	Balance at 31-Mar-22	Balance at 31-Mar-23	Balance at 31-Mar-24	Balance at 31-Mar-25
	£'000	£'000	£'000	£'000	£'000
Council Fund:	(6,500)	(6,500)	(6,500)	(6,500)	(6,500)
Balances held by schools for future use	(9,558)	(7,105)	(7,105)	(7,105)	(7,105)
Earmarked Reserves:					
Music Service	(127)	(127)	(127)	(127)	(127)
Pay Reserve	(1,418)	(1,418)	(1,418)	(1,418)	(1,418)
Insurance Reserve	(1,162)	(1,162)	(732)	(302)	128
MMI Insurance Reserve	(602)	(602)	(602)	(602)	(602)
Health & Safety	(16)	(16)	(16)	(16)	(16)
Education Achievement Service	(92)	(92)	(92)	(92)	(92)
Schools Redundancies	(985)	(726)	(320)	-	-
General Investment Risk Reserve	(1,188)	(1,188)	(1,188)	(1,188)	(1,188)
European Funding IZA & CFW	(984)	(1,209)	(1,209)	(1,209)	(1,209)
Metro Bus Redundancy	(9)	(9)	-	-	-
Landfill (fines reserve)	(332)	(332)	(332)	(332)	(332)
Welsh Language Standards	(129)	(2)	(0)	(0)	(0)
MTFP Reserve (Covid Recovery Reserve) - CS and SS	(5,117)	(4,830)	(3,184)	(2,184)	(1,184)
GEMS Redundancies	(78)	(78)	(78)	(78)	(78)
SUB TOTAL - RISK RESERVES	(12,239)	(11,791)	(9,298)	(7,548)	(6,118)
Capital Expenditure	(9,928)	(9,854)	(5,819)	(5,819)	(5,819)
Invest to Save	(8,464)	(7,088)	(3,580)	(3,580)	(3,580)
Super Connected Cities	(298)	(170)	(0)	(0)	(0)
School Works	(432)	(432)	(432)	(432)	(432)
School Reserve Other	(27)	(27)	(27)	(27)	(27)
Feasibility Reserve	(54)	(54)	(54)	(54)	(54)
Chartist Tower	(256)	-	-	-	-
Investment Reserve	(497)	(497)	(173)	(173)	(173)
Usable Capital Receipts	(6,753)	(5,169)	(2,415)	(2,415)	(2,415)
Streetscene Manager Support	(66)	-	-	-	-
SUB TOTAL - ENABLING RESERVES	(26,774)	(23,290)	(12,499)	(12,499)	(12,499)
Municipal Elections	(164)	(198)	-	(38)	(77)
Local Development Plan	(688)	(492)	(350)	(208)	0
Glan Usk PFI	(1,607)	(1,607)	(1,643)	(1,653)	(1,637)
Southern Distributor Road PFI	(40,392)	(39,940)	(39,535)	(38,993)	(38,317)
Building Control	(81)	(131)	(56)	(56)	(56)
Loan modification technical reserve (FRS 9)	(513)	(513)	(513)	(513)	(513)
Kingsway	(64)	(137)	(201)	(265)	(329)
SUB TOTAL - SMOOTHING RESERVES	(43,509)	(43,018)	(42,298)	(41,726)	(40,929)
Works of art	(21)	(21)	(21)	(21)	(21)
Theatre & Arts Centre	(232)	(232)	(232)	(232)	(232)
Cymorth Income	(25)	(25)	(25)	(25)	(25)
Blaen Y Pant	(4)	(4)	(4)	(4)	(4)
Environmental Health - Improve Air Quality	(49)	(49)	-	-	-
Refurbishment of a Children / Older People Homes	(41)	-	-	-	-
Apprenticeship Scheme	(17)	(10)	(10)	(10)	(10)
City Economic Development Reserve	(90)	(90)	(90)	(90)	(90)
Port Health	(16)	(15)	(10)	(5)	(5)
CRM	(52)	-	-	-	-
Financial System Upgrade	(600)	(550)	-	-	-
SS COVID Recovery MTRP reserve	-	(563)	-	-	-
Events	(216)	(186)	(186)	(186)	(186)
Voluntary Sector Grants	(43)	(16)	(16)	(16)	(16)
Bus Wifi	-	-	-	-	-
Bus Subsidy	(15)	(15)	(15)	(15)	(15)
IT Development	(53)	(53)	-	-	-
Leisure Delivery Plan	(103)	-	-	-	-
Joint Committee City Deal Reserve	(626)	(626)	(626)	(626)	(626)
Civil Parking Enforcement	(245)	(167)	(167)	(167)	(167)
Community Covid Recovery Fund	(500)	(250)	-	-	-
City Services – refurbishment & cleansing of open spaces	(500)	-	-	-	-
Green Recovery Task Force	(1,000)	(700)	(350)	(350)	-
Business Recovery Fund	(250)	-	-	-	-
Business Development Grants	(56)	-	-	-	-
Children's Service legal fees	(150)	-	-	-	-
Community Occupational Therapy	(53)	(53)	-	-	-
Directly Managed Community Centres Maintenance	(50)	-	-	-	-
IT Infrastructure	(120)	(120)	-	-	-
PSB Contribution	(40)	(40)	(20)	-	-
COVID Reserve	(596)	(449)	(234)	(150)	(150)
Highways road repairs [potholes]	(116)	-	-	-	-
Homelessness Prevention	(327)	(327)	-	-	-
Chief Education Grant	(765)	(576)	(376)	(176)	-
Home to School Transport - St Andrew's (City Services Reserve)	(801)	(525)	(187)	-	-
Housing Supply review	(25)	-	-	-	-
Anniversary tree planting / green canopy	(20)	-	-	-	-
Cariad Casnewydd	(350)	-	-	-	-
SUB TOTAL - OTHER RESERVES	(8,167)	(5,952)	(2,569)	(2,073)	(1,547)
RESERVES TOTAL	(106,747)	(97,657)	(80,270)	(77,452)	(74,699)

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Appendix 8 – Quarter 2 2021/22 Risk Heat Map



Corporate Risk Heat Map Key (Quarter 2 2020/21)	
R1 – Stability of Social Services Providers	R10 - Pressure on Housing & Homelessness Service
R2 – Pressure on Adult & Community Services	R11 - Newport Council's Property Estate
R3 – Highways Network	R12 – Climate Change
R4 – Covid-19 Outbreak	R13 – Schools Finance / Cost Pressures
R5 – Ash Die Back Disease	R14 – Educational Out of County Placements
R6 – Pressure on the delivery of Children Services	R15 – Brexit & Trade Agreement
R7 – Demand for ALN and SEN support	R16 – City Centre Security and Safety
R8 – Balancing the Council's Medium Term Budget	R17 – Safeguarding
R9 – Cyber Security	R18 - In year financial management

Risk Score Profile between Quarter 3 2020/21 and Quarter 2 2021/22

The table below shows the risk scores reported between the period 1st October (Quarter 3 2020/21) to 30th September 2021 (Quarter 2 2021/22)

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

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

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

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Report

Cabinet

Part 1

Date: 14 January 2022

Subject **November 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 November position.

Author Head of Finance (HoF)

Ward All

Summary The November 2021 revenue position forecasts an underspend of £10,023k after taking account of a new reserve request (£563k) which Cabinet are asked to approve as it is an integral part of the 2022/23 budget proposals. This forecast is inclusive of the continued financial impact of the COVID-19 pandemic and assumes full reimbursement of all significant costs 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, some service areas are reporting overspends against specific activities. In previous years these overspends have related to demand-led activity areas, such as Social Services, however overspending this year is evident across both the People and Place Directorates. Given the inherent risks within demand led areas there is the potential that forecasts in some areas could worsen should demand levels increase.

More than offsetting these specific pressures are projected underspends in relation to capital financing, the general contingency budget, the Council Tax Reduction Scheme (CTRS), Council Tax surplus 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	£556k
(ii)	Key demand led areas across Social Services	£225k
(iii)	Staffing and other service area underspends	(£5,154k)
(iv)	Capital Financing	(£2,739k)
(v)	General Contingency	(£1,373k)
(vi)	CTRS and Council Tax surplus	(£878k)
(vii)	Other non-service	(£660k)

As reported in recent months to Cabinet, 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 £2,564k overspend, however, the overall level of balances anticipated to be carried forward into the 2022/23 financial year remains higher than in recent years. Despite this, thorough monitoring needs to be maintained in

this area, as four schools report a deficit position at year end, 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 for an underspend position to exist at the end of the financial year.
- Approve the creation of a £563k specific earmarked reserve from this year's underspend to support increased demand on adult learning disability budgets in 2022/23.
- Note and ask the Chief Executive and Directors team to implement currently undelivered savings as soon as is practically possible and appropriate to do so, noting the on-going risks associated with these current delays and the current context.
- 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.
- Directors team / HoS deliver agreed 2021/22 budget savings as soon as practically possible.
- HoS and budget holders to closely monitor the impact of new pandemic related restrictions, the likelihood of their continuation into next financial year and their financial consequence in the absence of a hardship fund.

Timetable On going

This report was prepared after consultation with:

Chief Executive
Strategic Directors
Heads of Service
Budget Holders
Accountancy Staff

Signed

1 Background

- 1.1 Since March 2020, the Council, and all other councils, have contended with the financial impact arising from the COVID-19 pandemic. In recognition of this, the Welsh Government (WG) have continued to make available a Hardship Fund, which serves to reimburse local authorities for specific 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. Although WG have confirmed that the Hardship Fund will be available for the entirety of the 2021/22 financial year, the hardship fund will not, at this point, be available beyond 31 March 2022.
- 1.2 Significant areas of cost being incurred include the ongoing need to support the adult social care sector, ensuring providers can 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 homelessness, the impact of staff absences due to Covid and additional cleaning requirements. 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 In addition to the financial impact of the pandemic, which is neutralised within the monitoring position by WG support, certain service and demand-led pressures continue to present a challenge, including, in particular:
- specific challenges within Children's Services.
 - undelivered budget savings.
 - 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 these are planned to be utilised during this financial year.
- 1.4 It is evident that the pattern emerging this current year is not too dissimilar to that seen last year in terms of:
- services generally underspending due to delays and difficulties in recruitment, lower costs being incurred in areas such as office related costs, staff travel for example and in some of its normal day to day spending as resources continue to be focussed on Covid related issues.
 - reimbursement of additional Covid related costs and lost income.
 - some non-service costs significantly underspending, and the revenue contingency budget not being needed.

2 Summary and areas contributing to forecast position

- 1.5 The overall underspend position of £10.023m represents an increase of £2.045m on the position previously reported to Cabinet. This change is split between an increased underspend of £2.633m in relation to service areas, partly offset by a reduction of £588k in the non-service underspend. The most significant changes are within the service areas, including an increase in the net underspend against staffing budgets (£868k increase) and an increase in the underspend against demand-led risk-based budget areas of £2.105m. This latter change is mainly the result of reduced expenditure assumptions and additional grant income within both Children's and Adult Services. For example, within Children's Services, projected spend in relation to Out of Area Placements has reduced, following the receipt of updated placement information, and Leaving Care costs have been offset by UASC grant and the Hardship Fund. In the case of Adult Services, additional ICF and Homefirst grant funding has been received and there has been a reduction in Community Care spend due to a slower than anticipated restart of services and additional property income.

1.6 The following section summarises some of the key areas that make up the overall position.

Summary

Service area underspending (£4,373k)

Consisting of:

Undelivered 2021/22 savings	(para. 2.7)	£190k
Undelivered prior year savings	(para. 2.8)	£366k
'Risk based' budget areas – demand led	(para. 2.9-2.15)	(£2,237k)
'Risk based' budget areas – others	(para. 2.16)	(£882k)
Other emerging issues	(para. 2.17)	£974k
Staffing budgets, net	(para. 2.18)	(£1,324k)
Other variances	(para 2.19)	(£1,460k)

School budgets	(para. 3.1)	£2,564k
Use of school reserves	(para. 3.3)	(£2,453k)
Amalgamation balance transfers to Education		(£111k)

Non-service area underspending (£5,650k)

Consisting of:

Capital Financing budget	(para. 2.21)	(£2,739k)
Council Tax Reduction Scheme	(para. 2.22)	(£383k)
Council Tax collection	(para 2.23)	(£495k)
Contingency budget not required		(£1,373k)
Other non-service budget areas		(£660k)

Cabinet are asked to approve a £563k reserve transfer from the year's underspend to support increased demand on adult learning disability budgets in 2022/23. The underspend position is £10,586k before the approval of this request.

1.7 In addition to the above, the Council has claimed over £11m from the Hardship Fund for specific Covid related costs and loss of income and these are shown in paragraphs 2.5 – 2.6 below.

1.8 As always, the above forecasts will be subject to on-going review and whilst the trajectory of Covid and its potential impact on services and demand led budgets cannot be underestimated, there is also the potential for the underspend to increase, due to further WG specific grants and further improvement in Council Tax collection.

Additional expenditure in relation to COVID-19 - £9,405k

1.9 To date, the Council has submitted eight 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 October and November claim, and certain elements within other claims, are yet to be received.

Category	Q1 (£000)	Q2 (£000)	Q3 (£000)	Total (£000)
Adult Social Care	1,122	848	1,061	3,031
Enforcement	29	16	42	87
Free School Meals	55	951	15	1,021
General	524	1,193	846	2,563
Homelessness	600	372	443	1,415
Opening Visitor Economy	41	228	50	319
Self-Isolation Payments	39	384	288	711
SSP Enhancement	4	0	30	34
Testing in Care Homes	157	17	50	224
Total Additional Expenditure	2,571	4,009	2,825	9,405

Loss of income due to COVID-19 - £1,626k

- 1.10 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 claims made to date for 2021/22. The quarter 1 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. Both claims made to date have been paid in full.

Service Area	Q1 Net Lost Income (£000)	Q2 Lost Income (£000)	Total Lost Income (£000)
Adult Services	19	7	26
Education	256	364	620
Schools	45	11	56
City Services	357	290	647
RIH	17	30	47
Corporate	(99)	100	1
External	(141)	370	229
Total	454	1,172	1,626

SERVICE AREA BUDGET VARIANCES (exc Schools)

Delivery of agreed 2021/22 budget savings - £190k overspend
Delivery of agreed previous financial year's savings - £366k overspend

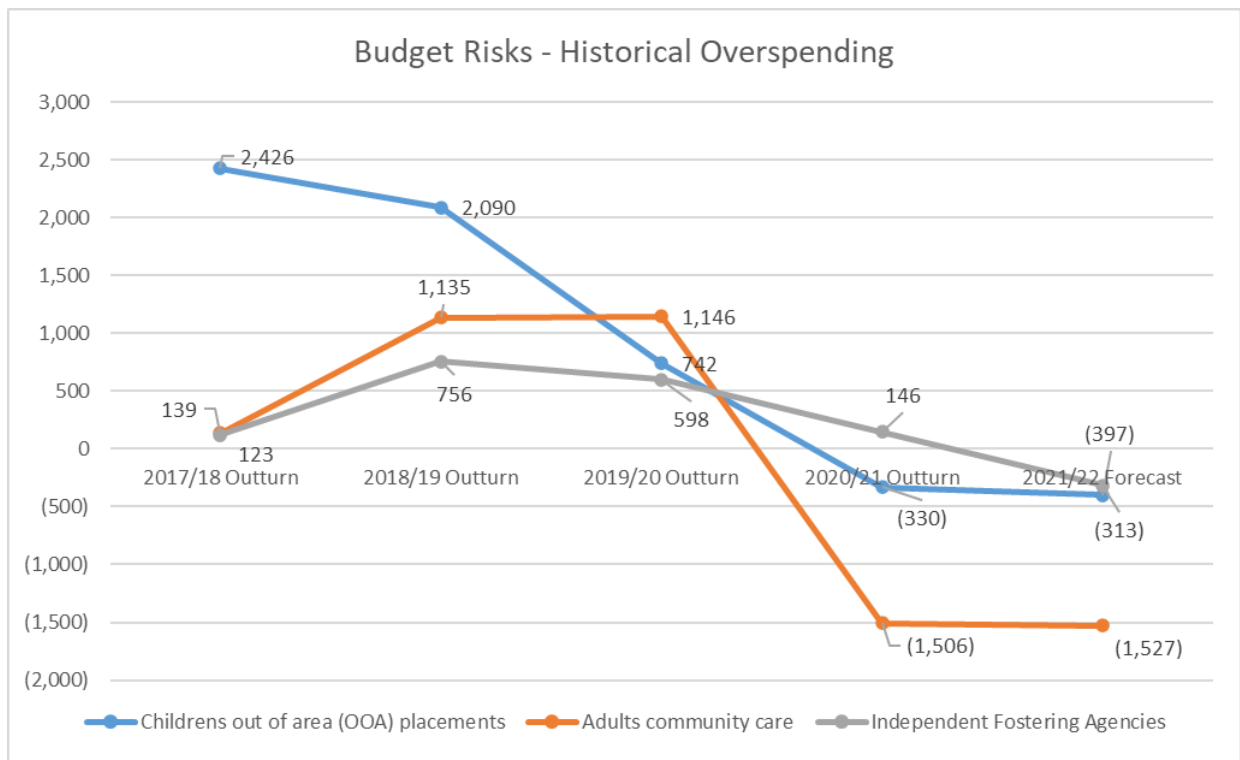
- 1.11 The position on delivery of savings is shown in Appendix 1, with an overview provided in the table below. The performance on forecast delivery of 2021/22 savings reflects an anticipated shortfall of £190k, which is largely due to delays in progressing the necessary actions, some of which is a result of the pandemic. Most savings have been delivered and the shortfall makes up 6% of the total savings agreed.
- 1.12 In addition, there remains a higher level of unachieved savings from previous years, with a further £366k shortfall being projected. These savings relate to Children's services (£88k), 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, the HoF has delayed undertaking riskier investments due to (i) to preserve cash-flow during the Covid period last year (ii) the uncertain economic climate caused by Covid (iii) the prospect of higher base interest rates in the future leading to other opportunities to achieve this, at lower risk.

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	430	870	3,201
Variation to MTRP Target	-100	-90	0	0	-190
Variation % to MTRP Target	-7%	-13%	0%	0%	-6%
Undelivered Savings from Previous Years	-166	0	0	-200	-366
Total Undelivered Savings	-266	-90	0	-200	-556

- 1.13 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 is practically possible. This is of even more significance when coupled with the unachieved savings from prior years. Although the total impact of £556k on the monitoring position is currently manageable, this may not be the case in future years and delivery needs to be achieved as soon as possible.

Risk based budgets - demand led – (£2,237k) underspend

- 1.14 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
- 1.15 These have historically, been recurring issues where demand has continued to accelerate beyond the significant investment and budget available. The 2020/21 and 2021/22 financial years are not a true representation of this challenge due to the pandemic and the reimbursement of additional costs that is received from the WG Hardship Fund. 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. In addition, some areas within social care have also benefited from unexpected grant income from WG in respect of social care recovery which has further increased the underspending position.
- 1.16 The following chart reflects the outturn position in these areas over the last 4 years, 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. 2020/21 and 2021/22 are not reflective of typical years and once the support from the Hardship Fund comes to an end the true, underlying position will, most likely, be much more challenging than this.



- 1.17 **Children's out of area placements** – Following additional investment as part of the 2021/22 budget, this budget can support 20 placements. In November, the number of out of area placements reduced to 14 and although the average cost of placements exceeds the level upon which the budget is predicated an underspend of £397k is currently projected.
- 1.18 **Children's independent fostering** – As with out of area placements, this budget received significant investment as part of the 2021/22 budget and can support 58 placements at an average cost. This year, demand has increased with 67 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 £313k.
- 1.19 **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 – 1,482 and 2021/22 – 1,601) and is forecast to continue this trajectory for the remainder of the year. The overall position for this area is a projected underspend of £1,527k. This is, however, made up of significant offsetting variances within that figure, including an overspend of £1,465k against residential packages and an over recovery of £1,268k in relation to community care packages income, aided by higher levels of property income compared with previous years.
- 1.20 Given the inherent nature of these budget risks, numbers in these areas could change in the last part of the year, as has been evident in previous years and will therefore continue to be closely monitored.

Risk based budgets – other areas – (£882k) underspend

- 1.21 Whilst other risk-based areas are forecasting an underspend, these areas will continue to be closely monitored as the combined financial impact of adverse changes to these budgets has the potential to be significant. A summary of all risk-based areas can be found within the overall dashboard in Appendix 1.

Other budget areas - £974k overspend

- 1.22 In addition to the 'risk-based areas' risk explained above, there are other emerging issues presenting themselves which will continue to be closely monitored:
- Regeneration commercial and industrial remedial works across the estate and income under recovery - £329k
 - City services – increased costs in respect of ash die back - £477k
 - Law & Regulation – increase in insurance premiums - £168k

Staffing budgets – (£1,324k) underspend

- 1.23 As can be seen within the overall dashboard in Appendix 1, savings are being projected against staffing budgets. Service areas are forecasting an underspend against staff budgets because 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.

Other Variances – (£1,460k) underspend

- 1.24 Whilst the cumulative impact of lower value variances makes up some of this variance the key items included here are:
- Adult residential homes (£414k) underspend – hardship claim reimbursement received for testing, voids and uplifts which will continue until the end of March 22. Furthermore, although in house residential homes have seen an increase in the number of vacant beds, they are seeing the current cohort of users paying more income than had been planned through user contribution
 - Adult day opportunities (£233k) underspend – savings resulting in the closure of the internal day centre and the early achievement of an agreed saving assumed as part of the medium term financial plan
 - Education SEN – (£843k) underspend - overachievement of income against the recoupment income budget and an underspend in relation to the reduction in anticipated placements to the year end
 - People and Business Change – (£318k) underspend against training and development budget
- 1.25 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.

NON-SERVICE AREA BUDGET VARIANCES

Capital Financing - (£2,739k) underspend

- 1.26 One of the main elements of the overall underspend position is a projected underspend of £2,739k 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. The overall level of slippage being reported within the Capital Monitoring & Additions report is also contributing, particularly in terms of the level of interest payable, with the need to borrow not materialising as previously anticipated.

Council Tax Reduction Scheme - (£383k) underspend

- 1.27 The forecast saving of £383k is due to a lower number of council tax benefit claimants than expected. Given that future year savings have already been agreed from this budget there is

unlikely to be any mitigating savings from this area in future. Clearly, there remains an element of uncertainty surrounding the number of claimants in future given that the furlough scheme has ended. It is anticipated at this stage that the associated risk is low.

Council Tax collection - (£495k) underspend

- 1.28 Good progress has been made in supporting people to catch up on the council tax payments and alongside an increase in the tax base to that anticipated, results in a small saving against budget.

2 Schools

- 3.1 Appendix 3 highlights that, overall, schools are anticipating a net overspend of £2,564k, 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 Most of the gross overspend relates to the primary sector, with the special sector also projecting an overspend. The nursery and secondary sector are both 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)	10,711	(54,619)
Primary	8,528,594	(3,307,693)	5,220,901
Secondary	860,716	289,163	1,149,879
Special	234,441	(122,037)	112,405
Total	9,558,422	(3,129,856)	6,428,566
Assumed grant and other compensation		566,230	566,230
Kimberley & Fair oak reserve balance transfers to Education		-	111,413
Q3 & Q4 Covid Financial Impact		-	-
Total	9,558,422	(2,563,626)	7,106,208

- 3.4 Appendix 3 provides details regarding individual school positions, including their projected balances at year-end. It can be seen that four schools are projecting to hold deficit balances, totalling £919k, 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 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 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 £7,106k 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.

4 Use of reserves

4.1 Appendix 4 illustrates the planned movements in reserves throughout the year. Cabinet should note the opening balance as of 31st March 2021, forecast planned transfers in/(out) of reserves in 2021/22 and the forecast balance as of 31st March 2022. Current projections suggest that 9% 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 / SLT/ 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 an 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 revenue budget monitor here points to a significant underspend and which has the potential to further increase. This will allow Cabinet to consider a mixture of one-off budget investments and mitigation of future budget risks as the financial impacts of Covid continue beyond March 31st but with no Hardship Fund to support. In these respects, the underspend is welcome and will ensure that Council funds are ultimately spent on local services/projects in due course.

The reserves position shows a good position though Cabinet are asked to note that the majority of the total is made up of the WG grant payment received for the PFI's and which are being drawn down over the medium to long term. Of the balance then, a significant amount is being held for existing / live risks and these are being reviewed as part of the work in readiness for the outturn position for the current year 2021/22 and the 2022/23 budget. There are some non-earmarked funds within reserves, but the value is low, relative to the total. Therefore, as said in the report, they do ultimately provide, in the last resort, some mitigation for overspending / specific financial impacts of risks which the Council is subject too but there would be an impact in utilising them for these purposes over and above existing, specific reserve levels

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

There are no HR implications arising directly from this report.

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

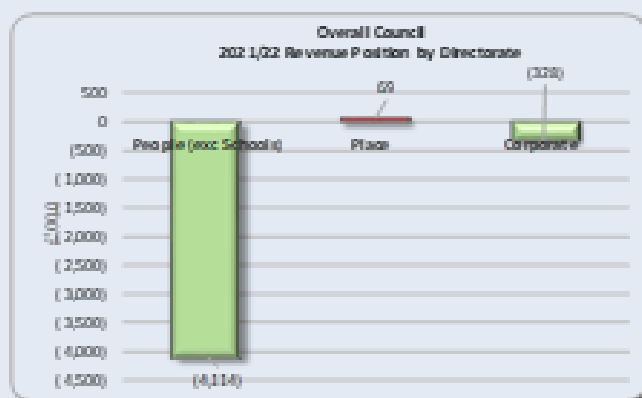
Dated: 10 January 2022

Appendix 1

Budget Monitoring Position – November 2021

Position by Directorate	Current Budget £'000	Forecast £'000	Variance £'000
People (exc Schools)	93,872	89,758	(4,114)
Place	36,543	36,612	69
Corporate	19,651	19,323	(328)
Service Area Budget	150,066	145,693	(4,373)
Schools	111,159	113,723	2,564
Service Area Budget (inc Schools)	261,225	259,416	(1,809)
Schools - transfer to reserve	0	(2,564)	(2,564)
Non Service	53,332	49,054	(4,278)
Total Budget (excluding contingency)	314,557	305,907	(8,651)
General Contingency	1,373	0	(1,373)
Total Budget (including contingency)	315,930	305,907	(10,023)

Detailed explanations can be found within service area dashboards



Undelivered Savings:

- 2021/22 - £190k
- Previous years - £366k
- Overall, undelivered savings are resulting in forecast overspend against budget of £556k. 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 £10,024k. This assumes that all expenditure and lost income connected to the COVID-19 pandemic will be recoverable to the end of March. Although it was anticipated that there may be further changes to the hardship terms, WG have confirmed current terms will remain unchanged until the end of the year. The fund will not continue into 2022/23.
- Whilst service area underspending (£4,373k) contributes to the forecast position, a large proportion of the underspending comes from:
 - Underspend against general contingency (£1,373k);
 - £2,739k underspend against capital financing costs;
 - £878k underspend against council tax benefit rebates and council tax surplus;
- 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 ongoing 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 resulting in vacancy savings;
 - A number of staffing costs e.g. overtime claimed under the Hardship Fund;
 - 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;
 - Unexpected grant income received from WG in respect of covid recovery which has improved forecasts, specifically within social care.

Budget Monitoring Position – November 2021

- Although the overall position is positive there are key budget issues to be addressed:
 - Undelivered 21/22 and prior year savings (£556k);
 - Increased demand for children's out of area residential placements (£125k);
 - Increased demand for inter agency adoption fees (£100k);
 - Overspend within the commercial and industrial portfolio as a result of income under recovery (£180k) and replacement roller shutter doors following health and safety checks (£149k);
 - Environmental services overspend due to increase expenditure on trees (£477k);
 - Increased traffic management safety and reduced external income has resulted in forecast overspend within grounds maintenance (£147k)
 - Additional temporary accommodation costs not covered in full by housing benefit. These costs are not covid related and so are not recoverable from the hardship fund (£224k)
 - £168k overspend due to an increase in insurance premiums.
- 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

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 with no further changes to existing terms. WG have also confirmed that the fund will not exist beyond March 2022.
- Any additional expenditure or lost income incurred has 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.
- WG previously announced Social Care Recovery Funding for Newport of £2m for recovery of Social Care Services, which has been increased to £3.5m. The Purpose of the Funding is to support appropriate recovery of social care services in local authority areas across Wales, aligning with the priority areas set out in the Social Care Recovery Framework and with any recovery plans developed by the local authority and relevant Regional Partnership Board & Children's Social care. The grant will mainly be used to cover new costs from November 21, however, there are smaller areas of the plan that will cover existing/ planned expenditure:
 - Adults - GWICES £81k contributing to the service underspend
 - Adults - Community Care £563k – reserve to be requested for use in 22/23
 - Children's – Direct payments £82k – contributing to the service underspend
 - Social care staffing - £409k – to be funded from the MTFP reserve in 22/23

Budget Monitoring Position – November 2021

Other Assumptions/ Key Points

- A final NJC pay award is yet to be agreed. The 2021/22 budget was agreed based on a 2% uplift and so anything less than this will increase the in year underspend further. The position will be updated once this becomes known.

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

MTFP undelivered savings 2021/22 and prior years	£556k
Key demand led areas across social care	£225k
Staffing and other service area variances	(£5,152k)
Capital financing	(£2,739k)
General contingency	(£1,373k)
Council tax reduction scheme and other non service	<u>(£1,540k)</u>
Forecast position	(£10,023k)

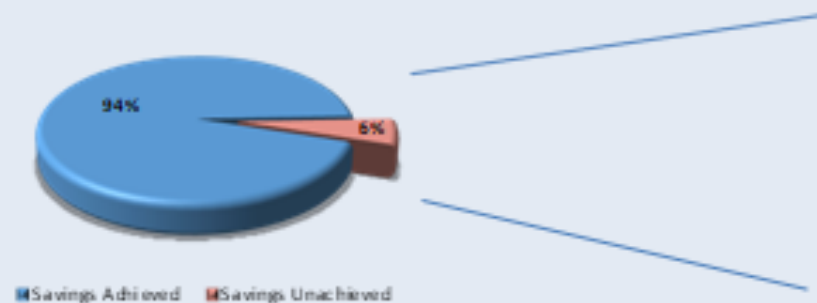
Budget Monitoring Position – November 2021

Staff Forecasts

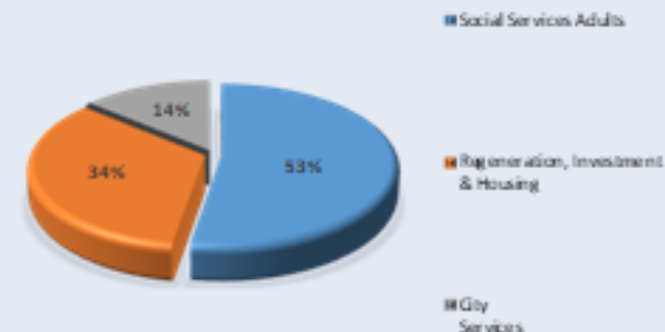
Overall Staffing	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Budget (£'000)		61,327	61,295	61,091	61,120	61,266	61,264	62,613	62,613	62,613	62,613	62,613
Forecast (£'000)		61,477	60,539	61,000	61,239	60,788	60,355	61,089	61,089	61,089	61,089	61,089
Variance (£'000)		0	150	(756)	(91)	119	(456)	(909)	(1,324)	(1,324)	(1,324)	(1,324)

- 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. The saving against service area budgets has increased this month, in part, due to the first phase of the senior management team appointments being implemented and subsequent assumptions around the filling of the remaining posts being made.

2021/22 Delivery of Savings (Forecast)



Analysis of Unachieved Savings



- 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 £190k undelivered savings in 21/22 there remains £366k of undelivered savings from previous years, of which £166k 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	430	870	3,201
Variation to MTRP Target	-100	-90	0	0	-190
Variation % to MTRP Target	-7%	-13%	0%	0%	-6%

Budget Monitoring Position – November 2021

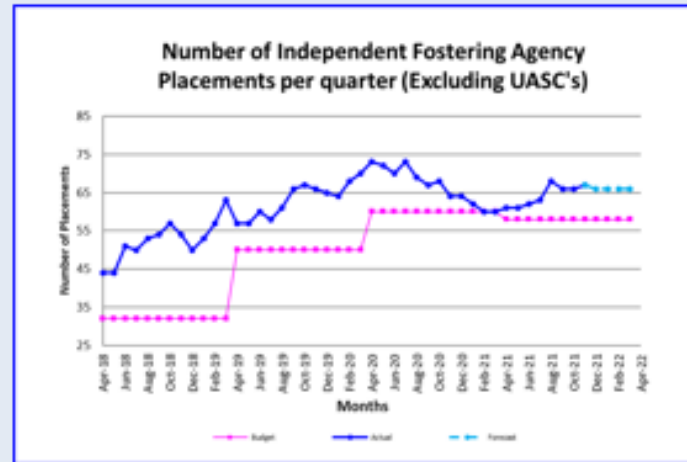
	Annual Budget	Forecast	Variance	Graph
	£'000	£'000	£'000	Reference
Risk Based Areas				
Children & Young People				
Independent Fostering Agencies	2,462	2,149	(313)	i
Out of Area Residential	3,155	2,758	(397)	ii
In House Fostering	3,587	3,394	(193)	
When I'm Ready	24	86	62	
Legal fees	930	819	(111)	
In House Residential	1,968	2,029	61	
Emergency Placements	200	95	(105)	
Inter-Agency Adoption Fees	326	426	100	
Direct Payments - Children Services	176	176	0	
Adult & Community Services				
Community Care - Residential	22,600	24,065	1,465	
Community Care - Supported Living	11,713	10,972	(741)	iii
Community Care - Non Residential	12,805	11,823	(982)	iv
Community Care Income - Residential & Non Residential	(8,615)	(9,884)	(1,269)	
Education				
SEN Out of County - Local Authority	2,116	1,160	(956)	v
SEN Out of County - Independents	1,935	2,191	256	v
SEN Local Provision Development	879	907	28	
SEN Transport	1,739	1,739	0	
Special Home to School Transport	848	848	0	
Bridge Achievement Centre	1,250	1,250	0	
Regeneration, Investment & Housing				
Homelessness - B&B Costs	139	209	70	
Commercial & Industrial Properties Income	(1,406)	(1,226)	180	
City Services				
Commercial/ Asbestos Income	(1,424)	(1,664)	(240)	
Home to School Transport - Primary	1,029	1,014	(15)	
Home to School Transport - Secondary	1,218	1,315	97	
Home to School Transport - College	122	60	(62)	
CPE - Fines Income	(691)	(691)	0	
Burial fees	(653)	(653)	0	
Car parking income	(1,598)	(1,567)	31	
Law & Regulation				
Licensing - Hackney carriages / private hire	(369)	(455)	(86)	
Total Net Budget	56,463	53,344	(3,119)	

- In 2021/22, there are almost 30 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 – November 2021

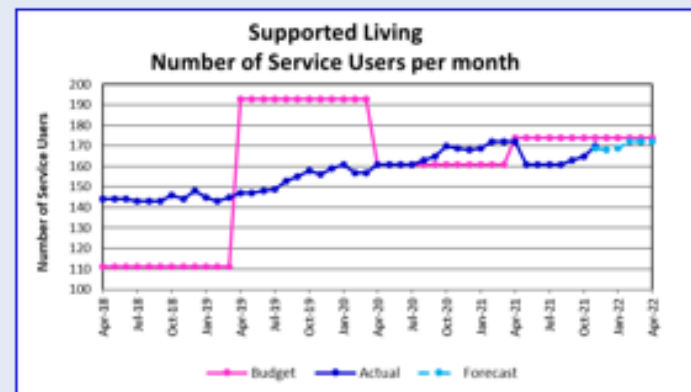
Risk Based Monitoring graphs

(i) Independent Fostering Agencies



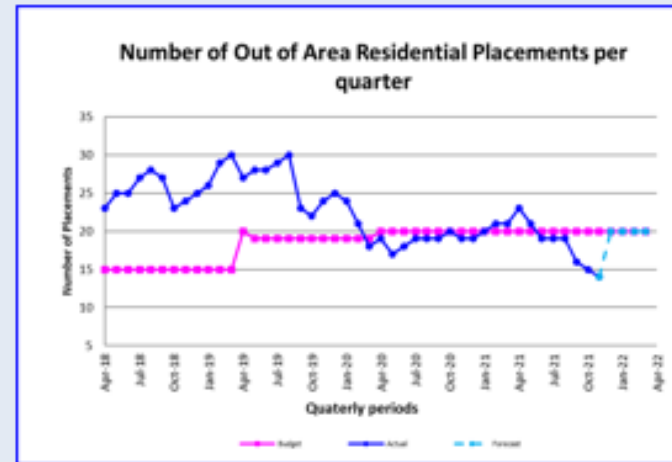
- The 2021/22 budget can afford 58 placements at an average cost. The number of placements have increased to 67 at the end of November. It is assumed that numbers will be maintained at this level. However, an overall underspend of £313k is projected due to certain costs being claimed against the Hardship Fund.

(iii) Community Care – Supported Living



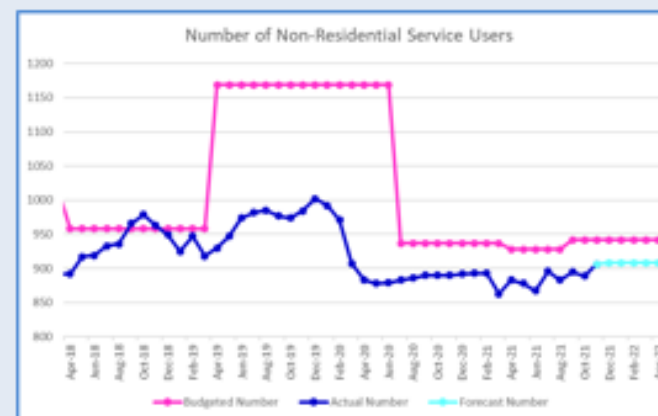
- Budget can afford 174 placements at an average cost. Currently numbers are at 169 and although almost a third of costs are higher than the average a forecast underspend of £741k is anticipated.

(ii) Out of Area (OOA) Residential Placements



- Budget can afford 20 placements at an average cost. The total number of placements reduced to 14 at the end of November and is expected to be 19 at the end of the year. It is the weekly costs of these placements that result in the forecast underspend of £396k.

(iv) Community Care – Non Residential

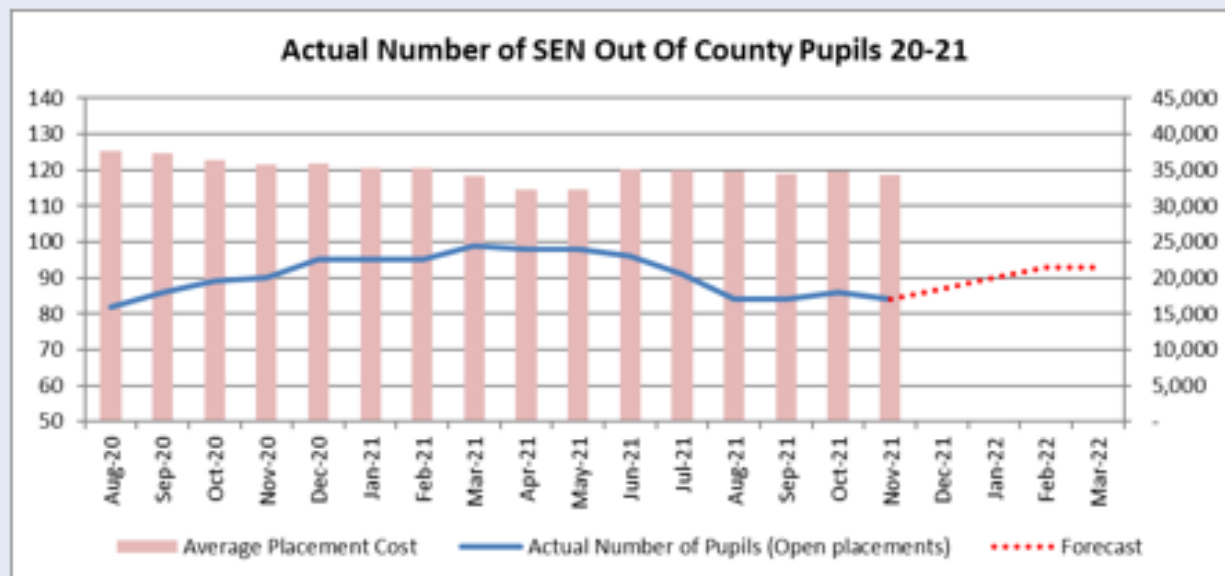


- Budget can afford 1,024 users per month at an average cost. Of the 913 users, there are currently 113 users with a care package cost of over £500 per week which is contributing to the overall position.

Budget Monitoring Position – November 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 £34k. There are currently 84 open placements and Inclusion anticipate 93 placements by the end of the financial year which has meant that SEN out of county placements forecast an underspend against budget of £698k.
- Placements ranging between £10k and £20k account for 24% of the total number of placements. There are 2 placements costing in excess of £100k per year due to the complex needs of the individuals.

Budget Monitoring Position – November 2021

Schools

Overall, schools are anticipating an overspend of £2,564k after taking account of assumed one off grant and other compensation that is likely to be received at year end (£566k) 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.

44 out of 58 schools forecast an in year overspend.

Forecasts by sector are shown below;

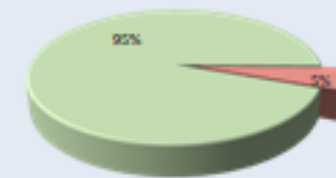
- Nursery £11k underspend (2 out of 3 nurseries reporting an in-year overspend position)
- Primary £3.308m overspend (37 out of 44 schools reporting an in-year overspend position)
- Secondary £289k underspend (4 out of 9 schools reporting an in-year overspend position)
- Special £122k overspend (1 out of 2 special schools reporting an in-year overspend position)

Schools forecasting deficit reserves at YE	November
Caerleon Comprehensive	(167)
Llanwern High	(155)
Llisswerry High	(465)
Kimberley Nursery	(132)
Total Net Budget	(919)

Schools are forecasting an in year overspend of £2,564k therefore reducing school balances to £6,994k from £9,558k as at the end of March 2022. The balance of £111k relates to Kimberley & Fair Oak reserve balance that has been transferred to Education.

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 Deficits 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 – November 2021

	Current Budget	New Reserve Requests	Projection Revised	(Under) / Over
	£'000	£'000	£'000	£'000
Summary Revenue Budget 2021/22				
People				
Children and Young People	26,743		25,180	(1,562)
Adult and Community Services	51,475	563	49,503	(1,972)
Education	15,655		15,075	(580)
Schools	111,159		113,723	2,564
	205,032	563	203,481	(1,550)
Place				
Regeneration, Investment and Housing	10,911		10,934	23
City Services	25,632		25,678	46
	36,543	-	36,612	69
Chief Executive				
Directorate	525		455	(70)
Finance	3,251		3,251	0
People and Business Change	9,117		8,886	(230)
Law and Regulation	6,758		6,731	(27)
	19,651	-	19,323	(328)
Capital Financing Costs and Interest				
Capital Financing Costs and Interest (Non-PFI)	16,403		13,664	(2,739)
Public Finance Initiative (PFI)	9,007		9,007	(0)
	25,410	-	22,671	(2,739)
Sub Total - Service/Capital Financing	286,636	563	282,087	(4,548)
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	3,717		2,864	(853)
	5,722	-	3,497	(2,225)
Levies / Other				
Discontinued Operations - pensions	1,447		1,647	200
Discontinued Operations - Ex Gratia Payments	3		3	(0)
Levies - Drainage Board, Fire service etc	9,200		9,191	(9)
CTAX Benefit Rebates	13,375		12,992	(383)
Extraordinary Items	-		-	-
	24,025	-	23,833	(192)
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	-		(2,564)	(2,564)
Earmarked reserves: Transfer to/(from) Schools Redundancy	-		-	-
Invest to Save Reserve	-		1,128	1,128
Invest to Save Reserve (from)	-		(1,128)	(1,128)
	(452)	-	(3,016)	(2,564)
Total	315,930	563	306,402	(9,529)
Funded By				
WG funding (RSG and NNDR)	(240,796)		(240,796)	-
Council Tax	(75,134)		(75,134)	-
Council Tax Surplus	-		(495)	(495)
Total	(0)	563	(10,023)	(10,023)

APPENDIX 3 – Schools Funding and Balances

School Name	Opening	Final ISB	In Year U/(O) Spend	Closing Reserve
	Reserve 21/	Allocation	March 22	31/03/22
	£	£	£	£
Bassaleg School	750,960	8,163,742	(60,414)	690,547
Newport High	172,214	5,546,317	49,118	221,332
Caerleon Comprehensive	(607,091)	7,141,767	440,341	(166,750)
The John Frost School	415,936	6,998,227	(280,352)	135,584
Llanwern High	(120,987)	4,992,793	(34,230)	(155,216)
Llisbury High	(548,940)	4,937,475	83,900	(465,040)
St Josephs R.C. High	403,577	6,514,489	56,505	460,082
St Julians School	292,851	7,629,961	98,810	391,661
Ysgol Gyfun Gwent Is Coed	102,196	2,512,617	(64,515)	37,681
Sub Total	860,716	54,437,386	289,163	1,149,879
Alway Primary	201,676	1,601,266	(125,794)	75,882
Caerleon Lodge Hill	231,628	1,213,267	(77,634)	153,994
Charles Williams CIW	459,262	1,837,292	(204,578)	254,684
Clytha Primary	78,885	823,397	(32,763)	46,122
Crindau Primary	210,870	1,392,022	(12,070)	198,800
Eveswell Primary	366,809	1,586,844	26,154	392,962
Gaer Primary	254,663	1,698,628	(192,535)	62,129
Glan Usk Primary	255,337	2,193,286	(137,925)	117,412
Glan Llyn Primary	114,736	1,295,902	6,489	121,225
Glasllwch Primary	115,850	833,117	(94,200)	21,650
High Cross Primary	26,327	940,804	(25,837)	490
Jubilee Park	145,587	1,367,700	9,741	155,328
Langstone Primary	224,708	1,151,830	(92,861)	131,847
Llanmartin Primary	94,405	788,910	(21,421)	72,984
Llisbury Primary	356,802	2,059,025	(272,617)	84,186
Maesglas Primary	113,867	1,066,003	(75,943)	37,924
Maindee Primary	203,186	1,776,674	(138,295)	64,892
Malpas CIW Primary	106,911	1,113,268	7,136	114,047
Malpas Court Primary	158,924	1,159,500	(90,508)	68,416
Malpas Park Primary	142,273	875,827	(1,399)	140,874
Marshfield Primary	133,314	1,495,367	(80,416)	52,898
Millbrook Primary	208,194	1,101,191	(185,253)	22,941
Milton Primary	172,468	1,676,429	(44,073)	128,395
Monnow Primary	217,620	1,543,239	(185,170)	32,450
Mount Pleasant	84,154	901,610	(54,253)	29,900
Pentrepoeth Primary	108,221	1,599,229	(52,176)	56,046
Pillgwenlly Primary	194,196	2,176,115	(171,726)	22,470
Ringland Primary	136,473	1,043,410	(73,459)	63,013
Rogerstone Primary	178,970	2,137,163	(160,306)	18,664
Somerton Primary	154,768	605,515	(60,404)	94,363
St Andrews Primary	230,911	2,439,325	(141,940)	88,971
St Davids RC Primary	157,110	794,375	(22,068)	135,041
St Gabriels RC Primary	120,919	705,056	(322)	120,597
St Josephs RC Primary	117,521	749,162	(33,984)	83,537
St Julians Primary	589,669	2,247,484	(50,900)	538,769
St Marys RC Primary	182,770	1,382,905	(124,456)	58,315
St Michaels RC Primary	165,210	812,249	(156,393)	8,817
St Patricks RC Primary	100,364	759,960	(28,214)	72,150
St Woolos Primary	73,302	1,146,122	(69,680)	3,622
Tredegar Park Primary	536,353	1,553,326	(84,845)	451,508
Ysgol Gym Bro Teyrnnon	289,981	768,952	13,217	303,198
Ysgol Gym Casnewydd	341,608	1,329,228	(92,693)	248,915
Ysgol Gym Ifor Hael	171,794	755,160	3,812	175,606
Ysgol Gym Nant Gwenlli	0	226,843	94,867	94,867
Sub Total	8,528,594	56,723,979	(3,307,693)	5,220,901
Fairoak Nursery	29,783	67,103	(9,512)	20,271
Kimberley Nursery	(95,112)	92,489	(36,571)	(131,684)
Newport Nursery	0	280,389	56,793	56,793
Sub Total	(65,330)	439,981	10,711	(54,619)
Maes Ebbw	21,990	3,651,082	49,065	71,055
Bryn Derw	212,451	1,934,091	(171,101)	41,349
Sub Total	234,441	5,585,173	(122,037)	112,405
Assumed additional grant and other compensation			566,230	566,230
Kimberley & Fairoak reserve balance transfers to Education			0	111,413
Q3 & Q4 Covid Financial Impact - Alert Level 1			0	0
Grand Total	9,558,422	117,186,519	(2,563,626)	7,106,208

APPENDIX 4 – Planned Movement in Reserves

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
Council Fund:	(6,500)													(6,500)
Balances held by schools for future use	(9,558)												2,452	(7,105)
Earmarked Reserves:														
Music Service	(127)													(127)
Pay Reserve	(1,418)													(1,418)
Insurance Reserve	(1,162)													(1,162)
MMI Insurance Reserve	(602)													(602)
Health & Safety	(16)												-	(16)
Education Achievement Service	(92)													(92)
Schools Redundancies	(985)												259	(726)
General Investment Risk Reserve	(1,188)													(1,188)
European Funding I2A & CFW	(984)												(225)	(1,209)
Metro Bus Redundancy	(9)													(9)
Landfill (fines reserve)	(332)													(332)
Welsh Language Standards	(129)													(2)
MTFP Reserve (Covid Recovery Reserve) - CS and SS	(5,117)												287	(4,830)
GEMS Redundancies	(78)													(78)
SUB TOTAL - RISK RESERVES	(12,239)	-	-	-	-	-	-	-	-	-	-	-	448	(11,791)
Capital Expenditure	(9,928)												74	(9,854)
Invest to Save	(8,464)												1,376	(7,088)
Super Connected Cities	(298)												128	(170)
School Works	(432)													(432)
School Reserve Other	(27)													(27)
Feasibility Reserve	(54)													(54)
Chartist Tower	(256)												256	-
Investment Reserve	(497)													(497)
Usable Capital Receipts	(6,753)												1,584	(5,169)
Streetscene Manager Support	(66)												66	-
SUB TOTAL - ENABLING RESERVES	(26,774)	-	-	-	-	-	-	-	-	-	-	-	3,484	(23,290)
Municipal Elections	(164)												(34)	(198)
Local Development Plan	(688)												196	(492)
Glan Usk PFI	(1,607)													(1,607)
Southern Distributor Road PFI	(40,392)												452	(39,940)
Building Control	(81)												(50)	(131)
Loan modification technical reserve (IFRS 9)	(513)													(513)
Kingsway	(64)												(73)	(137)
SUB TOTAL - SMOOTHING RESERVES	(43,509)	-	-	-	-	-	-	-	-	-	-	-	491	(43,018)

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
Works of art	(21)													(21)
Theatre & Arts Centre	(232)													(232)
Cymorth Income	(25)												-	(25)
Blaen Y Pant	(4)													(4)
Environmental Health - Improve Air Quality	(49)													(49)
Refurbishment of a Children / Older People Homes	(41)								-	-	15		26	-
Apprenticeship Scheme	(17)												7	(10)
City Economic Development Reserve	(90)													(90)
Port Health	(16)												1	(15)
CRM	(52)												52	-
Financial System Upgrade	(600)												50	(550)
SS COVID Recovery MTRP reserve	-												(563)	(563)
Events	(216)												30	(186)
Voluntary Sector Grants	(43)												27	(16)
Bus Wifi	-													-
Bus Subsidy	(15)												-	(15)
IT Development	(53)												-	(53)
Leisure Delivery Plan	(103)												103	-
Joint Committee City Deal Reserve	(626)													(626)
Civil Parking Enforcement	(245)												78	(167)
Community Covid Recovery Fund	(500)												250	(250)
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)												-	(53)
Directly Managed Community Centres Maintenance	(50)												50	-
IT Infrastructure	(120)												-	(120)
PSB Contribution	(40)													(40)
COVID Reserve	(596)												147	(449)
Highways road repairs [potholes]	(116)												116	-
Homelessness Prevention	(327)												-	(327)
Chief Education Grant	(765)												189	(576)
Home to School Transport - St Andrew s (City Services Reserve)	(801)												276	(525)
Housing Supply review	(25)												25	-
Anniversary tree planting / green canopy	(20)												20	-
Cariad Casnewydd	(350)												60	(290)
	(8,167)	-	-	-	-	-	-	-	-	15	-	-	2,200	(5,952)
														-
RESERVES TOTAL	(106,747)	-	-	-	-	-	-	-	-	15	-	-	9,075	(97,657)

Report

Cabinet

Part 1

Date: 14 January 2022

Subject Capital Programme Monitoring and Additions – November 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 November 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 an iterative approval of capital expenditure through the year and will commonly reference the changes made to the proposed programme since last formally considered by members in September 2021.

This November 2021 monitoring position highlights the following:

- The adjusted budget reported in September was £65.985m for 2021/22
- Net additions (in the form of new schemes) and amendments (commonly where grant awards are revised) since then totalled of £1.356m
- Between September and November, further slippage (£9.81m) was indicated by service managers and necessitates the transfer of scheme budgets from 2021/22 and 2022/23
- This resulted in an adjusted budget in this report of £57.53m
- Against this revised budget, a net £51k overspend forecast is currently evident, predominantly education schemes, and for which specific grant funding is being requested. Should that grant funding not be forthcoming, for Education, these overspends will be absorbed within the recent Education Maintenance Grant award, and for other departments they will be absorbed within the respective general repair (annual sums) allocations, to derive a nil variance ultimately.

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 slippage/re-profiling of £9,811k into future years**
- 3. To note the update on the remaining capital resources ('headroom') up to and including 2022/23**
- 4. To note the capital expenditure forecast position as at November 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

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 years 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
Previous years								
Outturn Report (Outturn 19/20)	29,466	31,358	64,544	48,474	13,868	11,517	2,349	201,578
Outturn Report (Outturn 20/21)	29,466	31,360	26,210	100,223	62,341	19,243	5,622	274,465
Capital Strategy Report February	29,466	31,359	33,054	60,705	70,635	17,924	5,622	248,766
August Report (July Forecast)	29,466	31,360	26,210	70,472	84,660	34,698	5,647	282,514
November Report (Sept Forecast)	29,466	31,360	26,210	65,985	91,212	34,698	5,647	284,579
January Report (Nov Forecast)	29,466	31,360	26,210	57,530	101,021	34,699	5,647	285,930

Additions

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>
2021/22 Education maintenance grant	2,677	Grant	Grant provided circa 2 months earlier than in recent years which should enable an increased level of spend by the end of 2021/22 and a reduced slippage necessary.
All Wales Play Opportunities Scheme	266	Grant	Annual award notification.
Substance misuse action fund initiatives	513	Grant	Various as indicated in Appendix A.
Rosedale annex building works	500	Grant	Funded by Health, via the Intermediate Care Fund, and needs to be spent in full by end March 2022.
City Centre active travel infrastructure	211	Grant	Improved Active Travel infrastructure to provide protected routes linking town centre and station.

Community Cycle Hub	52	Grant	Provision of indoor, secure cycle storage for Newport city centre.
Ultra-low emission vehicles	615	Grant	Welsh Government funding for initiatives designed to mitigate climate change.
Jubilee Gardens	8	S106	Provision for anticipated extra costs
Total	4,842*		

*The above table excludes any amendments made to the programme, for which details can be found in Appendix A. Of particular note within the amendments is £3.3m worth of grant financing being returned to WG in respect of A467 changes as that work won't be progressed this financial year.

2021/22 Capital Expenditure Position as at November 2021

Following the additions, amendments and slippage detailed earlier in the report, the 2021/22 capital programme budget totals £57,530k.

Capital expenditure incurred up to the end of November 2021 totalled £24,614k, which is 43% of the overall budget within the first 8 months of the financial year.

Whilst a significant level of capital expenditure tends to be incurred in the third and fourth quarters of the financial year, there is a material gap between actual spend incurred to date and forecast and which will necessitate budget holders incurring circa £33m in the last 4 months of financial year, which is more than has been spent to date over 8 months and more than was spent in the whole of the last financial year, at a time when weather increasingly has an effect on external work progress.

This clearly presents a risk of further slippage being reported between now and the end of the financial year. This may also give rise to the risk that any grant funding that needs to be utilised before the end of March 2022 could be foregone, as has already been the case with one sizeable scheme. Therefore, it is important the project managers have the appropriate management and governance arrangements in place to mitigate the potential factors that could present further delays. This is critical, due to the impact that timely delivery and accurate forecasting have in terms of making reasonable and economic treasury management decisions, which ultimately impact upon the overall revenue position.

An example of the potential factors that could be encountered relates to the impact of 'Covid' and Brexit and the possibility that supply chains, and potentially materials prices, could be affected. Delays caused by supply chain issues would likely manifest themselves as further slippage, however the cost aspect is more likely to require member approval for additional budget for newly tendered schemes above the "placeholder" budget captured in the capital programme, rather than as a cost variance on historically agreed contracts.

The forecast outturn position for the 2021/22 programme is currently estimated to be £57,581k as detailed in the following table.

Service Area	Adjusted Budget 2021/22 £000's	Forecast Outturn £000's	Variance £000's	Slippage £000's	(Under)/Over Spend £000's
Education	23,162	15,226	(7,936)	(7,982)	47
Regeneration, Investment & Housing	16,671	15,081	(1,590)	(1,590)	0
People & Business Change	899	899	-	-	-
Adult & Community Services	707	707	-	-	-

Children & Young People Services	2,234	2,224	(10)	(10)	(0)
City Services	23,668	23,444	(224)	(228)	4
TOTAL	67,341	57,581	(9,760)	(9,811)	51
2021/22 New Budget After slippage	57,530	57,581	51	N/A	51

As noted above, some uncertainty still exists regarding certain forecasts. This will be reviewed with Norse over the next reporting period and further slippage, as needed, will be reported / requested. An update on the headline/ high value schemes is provided in the next section.

Update on Headline / High Value Schemes

Education

- The Bassaleg tender value has been received and this, as well as recasting of project costs of other schemes, indicates a resourcing shortfall. These revised figures were included as part of the revised Band B proposals submitted to Welsh Government. The intention of those proposals being to rebalance the programme to a 35:65 funding basis, recognising that the Council's funding commitment is currently greater than traditional 35% that the WG programme is predicated on. Indications are for a favourable response, and it is anticipated a decision on such will be forthcoming imminently. It should be noted that an amount has been provisionally allocated from the capital headroom to ensure the requisite funding is in place, should the application be successful.
- 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.
- Further re-profiling work is also anticipated to be necessary once Welsh Government have provided their responses on request for an extension to the Council's 21st Century Band B programme.
- Slippage continues to be a significant feature of the education capital programme making up £8m of the combined £9.8m total being reported this month.
- The Council was expecting to receive notification of its Education Maintenance Grant allocation in February 2022. However, this was received earlier than anticipated, such that only £1.8m of £2.7m award is anticipated needing to be slipped into 2022/23. Of this year's anticipated spend, the grant conditions requires circa £120k to be spent on ventilation improvements, and the remainder primarily used to address energy and climate change considerations. £600k of this grant has been ringfenced for school boiler replacements.

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. Despite these challenges, monitoring predictions based on service colleague feedback suggest works will be completed this financial year to necessitate no slippage into 2022/23. Works are aiming to be completed in January/February.
- Transporter Bridge – Delivery Phase - The scheme has gone back out to tender and all information should be with the Council by the end of December, allowing an informed decision to be made on how to take the project forward. Reverse slippage was previously requested as additional works for a retaining wall have been identified that are hoped to be progressed quickly before the end of the financial year.

- Information Station / Museum and Library – Works are now expected to begin in the museum and library in the last quarter of 2021/22, such that only £385k expenditure is anticipated this financial year, and the balance of funding (£1.2m) needing to slip into 2022/23.
- Flying Start – £385k additional grant was received earlier in the financial year. It is still anticipated that this will be incurred in full by end of 2021/22.
- Asset Maintenance – monitoring predictions remain highly variable due to its reactive use. Weather conditions are also anticipated to affect the profile of expenditure and how inclement this winter proves to be.

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. There have been supply problems which suggested that the project wouldn’t complete until late April. This would have been problematic as the funding for this project is time limited due to being grant funded and has already been slipped by 12 months. However recent service predictions suggest only £10k work will be outstanding by the end of financial year and there are also positive indications that the balance of funding will be made available in the 2022/23 financial year.

City Services

- Queensway Active Travel Bridge – Works on the Active Travel Footbridge are progressing well with anticipated completion date to still be in 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. This year’s budget reflects the project completing design stage (RIBA 4). That is still the anticipation. The proposed building costs are being re-benchmarked due to another contractor being added to the tender framework. This hasn’t been anticipated to affect monitoring predictions as those cost will be incurred during 2022/23 and onwards.
- City Services Grants –the grant in respect of A467 changes has been revised downwards at the Council’s request as it unlikely that work will proceed during 2021/22. The Council will be encouraged to reapply at a later date. City Services are generally very successful with their grant bids and have received a further £878k in the form of zero emission vehicle funding and active travel bids, as well as a further £214k of Nature Networks Grants to be spent by the end of the financial year. 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.
- Fleet Replacement Programme – Further reverse slippage (£300k) from next year’s replacement programme budget has been requested to anticipate new orders for vehicles placed with lead times of delivery before the end of 2021/22. This latest change means that City Services will spend £2.2m in 2021/22, and reduces the resourcing available in 2022/23 to £1.25m. There is no budget presumed in 2023/24 and onwards yet, as this will form part of the next 5 year programme window, which will be developed over the next year.

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 the following receipts subsequently.

Asset Disposed	Receipts Received in Year	Total Available Receipts 2021/22
	£	£
GENERAL CAPITAL RECEIPTS		
Balance b/f from 2020/21		5,506,158
Sales		
Land Adjoining 39 Brangwyn Crescent	9,000	
Alacrity House, Kingsway	970,000	
Land at Ladyhill Crescent	10,000	
Land on SW side of Victoria Inn, Caerleon Rd	75,250	
Bowden's farm, Penhow	415,000	
Sub Total		1,479,250
Commitments		
Fleet Replacement Programme		-1,618,929
Replacement for Education maintenance grant funding 20/21 used on general activities		-1,718,485
New Leisure Centre		-1,000,000
Total Amount Uncommitted		2,647,994
NEWPORT UNLIMITED		
Balance b/f from 2020/21		1,245,875
Total Amount Uncommitted		1,245,875
TOTAL NCC RECEIPTS (Uncommitted)		3,893,869

This table shows that circa £4.3m receipts have already been spent/committed for projects, leaving circa £2.6m of capital receipts uncommitted currently for the Council's general programme and £1.2m of the 'JV Venture Funds' uncommitted, resulting in total receipts uncommitted of £3.9m.

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 Reserves & Receipts Headroom to 2024/25		£'000
Unallocated Capital Expenditure Reserve		4,468
Unallocated Capital Receipts		2,648
<u>Potential Commitment - subject to change, not in the capital programme</u>		
21st Century Schools - SOP Extension		(1,267)
NCC share - Newport Centre demolition costs		(250)
Total		5,599
Treasury Headroom to 2024/25		£'000
Level of Borrowing Approved as per 2021/22 Capital and TM Strategy		4,500
Total Committed to Date		
Transporter Bridge - Underwriting unconfirmed funding		(365)
Rose Cottage Sewerage Works		(23)
St Andrews Demountables		(349)
Education Accessibility Works - Phase Two		(372)
Newport Indoor Market		(1,000)
<u>Potential Commitment - subject to change, not in the capital programme</u>		
Northern Gateway regeneration match funding potential		(2,000)
Amount Remaining		391
Total NCC Headroom		5,990
Unallocated JV monies		1,246
Total JV Headroom		1,246

Changes since September include the reporting of £1.4m capital receipts which adds to the capital headroom. The Council was unsuccessful in its bid for grant funding in relation to Northern Gateway initiative, however the potential commitment has been retained whilst colleagues explore alternate funding arrangements. Also, a potential commitment of £250k has been added in anticipation of the Council's share of the costs involved in demolition of Newport Centre to facilitate the Newport Knowledge Quarter (NKQ) project. The potential commitment for the SOP extension, which was introduced in the previous report, will remain as a pre-commitment until WG formally approve the Council's request.

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
Excessive levels of slippage between financial years	M	H	Regular monitoring of capital expenditure takes place and slippage is identified at the earliest stage possible. A more robust approach will be taken when schemes are added to the programme to ensure that a realistic profile is initially captured in the programme.	Corporate Directors / Heads of Service / Head of Finance

* Taking account of proposed mitigation measures

Colleagues have proved very resourceful in seeking alternative funding to borrowing, as required by 2018 funding framework. This is demonstrated in the extent that the current capital programme has grown considerably from traditional levels. Currently, as an illustration, of £57.53m capital programme budget, £35m (61%) of this is funded/afforded by grant. The increasing level of slippage that results annually can be attributed in part to that success, in that the capacity to progress capital works annual is finite given the staff time involved and expertise employed. These levels haven't changed significantly despite capital programme aspirations doubling in 2021/22 due to the effect of previous years slippage, and this rising to a peak of £101m capital expenditure in next year's capital programme.

CMT is considering its response to such activity, and how best to deliver programme aspirations in a timely fashion.

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 the current affordability envelope, recognising that the revenue pressures from future borrowing can add to any budget gap reflected in the MTFP.

Comments of Chief Financial Officer

This report provides an overview of progress against the Capital Programme, including the success of the Council in generating additional capital receipts and accessing external grant funding, both of which accord with the agreed framework and achieve the aim of minimising the level of borrowing required and, therefore, the impact upon the revenue budget.

However, the report also highlights a significant level of slippage being incurred against the original 2021/22 Capital Programme, with the total level of slippage in this financial year exceeding £40m, with £9.811m being identified in the most recent month. As a consequence, the projected capital expenditure levels in 2022/23 already exceed £100m and are likely to increase further before the end of March 2022. This presents the Council with a significant challenge in terms of deliverability, considering the levels of capital expenditure that have been achieved in previous years.

This level of slippage gives rise to a number of risks, some of which are captured within this report, such as the risk that grant funding will be foregone and returned to the awarding body. In addition, where capital expenditure is planned to be funded via borrowing, there is a risk that the Council undertakes borrowing when not required, incurring interest costs in the process.

Therefore, going forward, it is essential that programme management arrangements are strengthened and that the accuracy and realism applied to expenditure profiling is increased. By achieving this, it means that the Council can take informed treasury management decisions and ensure the impact upon the revenue budget is managed better.

Comments of Monitoring Officer

There are no legal issues arising from this report.

Comments of Head of People and Business Change

There are no direct HR implications associated with the report.

Budget additions will need to continue to be considerate of the requirements of the Well-being of Future Generations Act.

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 approved capital programme. 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.

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 which seeks to 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 – September 2021

Dated: 10 January 2022

Appendix A – Additions and changes to the Programme

Report / Scheme Change	Funding Source	18/19	19/20	20/21	21/22	22/23	23/24	24/25	Total
		Actual Change (£000's)	Actual Change (£000's)	Actual Change (£000's)	Budget Change (£000's)	Budget Change (£000's)	Budget Change (£000's)	Budget Change (£000's)	Budget Change (£000's)
2020/21 Outturn Report		29,466	31,360	26,210	65,985	91,210	34,699	5647	284,577
Reprofile									
Slippage					(9,811)	9,811			0
New									
Education Maint/Vent Grant 22-23	Grant				2,677				2,677
All Wales Play Opportunities 21-22	Grant				266				266
SMAF 3 Year Lease Barod, Ebbw Vale	Grant				20				20
SMAF Kaleidoscope Equipment and Furniture	Grant				16				16
SMAF 3 Year Lease Lower Dock Street	Grant				117				117
SMAF N-Gage Service ICT Equipment	Grant				13				13
SMAF 3 Year Lease Roof Repair Penmaen House	Grant				167				167
SMAF 3 Year Lease St Fagans House	Grant				180				180
Rosedale Annexes	Grant				500				500
Jubilee Gardens	S106				8				8
City Centre Active Travel Infrastructure	Grant				211				211
Community Cycle Hub	Grant				52				52
CRM	Revenue				37				37

Report / Scheme Change	Funding Source	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)
Amendments									
Disabled Facilities	Gen Capital Grant/borrowing				(147)				(147)
Safety at Home	Gen Capital Grant				147				147
ENABLE Adaptations Supplement	Grant				(20)				(20)
DFG ICF Funding	Grant				(1)				(1)
Improvements to Marshfield Village Sports Pitches	S106				2				2
A467 Improvements Resilient Roads	Grant				(3,290)				(3,290)
Tredegar Park works	S106				(70)				(70)
Sustainable Transport Improvements Yr2	Grant				(33)				(33)
Transforming Towns - Green Infrastructure	Grant/S106				(30)				(30)
Newport Fflecsi Demand Bus Pilot Scheme	Grant				(32)				(32)
Core Allocation Yr 2	Grant				(28)				(28)
Velodrome Lights Phase 2	Borrowing				(2)				(2)
Road Safety Traffic Enforcement Cameras	Grant				(20)				(20)
Ultra Low Emission Vehicles	Grant				615				615
Updated Programme		29,466	31,360	26,210	57,530	101,021	34,699	5,647	285,930

Appendix B – Detailed Budget Breakdown of the 7 year Programme

	Outturn 18/19	Outturn 19/20	Outturn 20/21	Forecast Budget 21/22	Forecast Budget 22/23	Updated Budget 23/24	Updated Budget 24/25	Total
Tudalen 130								
21st Century Schools - Band A	8,046	1,220	30	-	-	-	-	9,296
21st Century Schools - Band B	675	1,711	3,421	10,275	45,702	13,424	165	75,373
Welsh Medium Primary School	-	150	44	1,228	2,078	2,300	-	5,800
Jubilee Park - Fixtures, Furniture & Equipment	13	-	-	-	-	-	-	13
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
Gaer Annexe Education Use	-	416	95	-	-	-	-	511
Lliswerry High (S106 Funds)	110	80	1	7	-	-	-	198
Lliswerry IT Replacements	53	-	-	-	-	-	-	53
Maesglas Reducing classroom size	-	64	109	398	-	-	-	571
Llanmartin Primary ICT	10	-	-	-	-	-	-	10
Malpas Park Primary	11	-	-	-	-	-	-	11
Reducing Classroom size bids	-	61	647	(0)	-	-	-	708
Bassleg Demountables	-	116	102	-	-	-	-	218
ICT Equipment Lease (Clytha Primary)	-	20	-	-	-	-	-	20
ICT Equipment Lease (St Mary's)	-	11	-	-	-	-	-	11
Bassaleg ICT	-	69	-	-	-	-	-	69
Ringland Perimeter Fence	-	-	85	-	-	-	-	85
St Patricks ICT	-	12	-	-	-	-	-	12
Bassaleg Demountables - year 7	-	-	765	14	-	-	-	779
EdTech Grant	-	-	202	160	-	-	-	362
Charles Williams Renovations	-	-	104	56	1,460	-	-	1,620
Lliswerry Safeguarding	-	-	51	-	-	-	-	51
Maindee Toilets	-	-	177	-	-	-	-	177
ICT Equip Lease Ysgol Gymraeg Ifor Hael	-	10	-	-	-	-	-	10
Pentrepoeth - site accessibility	-	-	-	144	550	-	-	694
St Andrews	-	-	-	635	365	-	-	1,000
St Mary's Urgent Capital repairs grant	-	-	-	-	2,640	-	-	2,640
Education Maintenance Grant 2018/19	-	1,470	574	49	-	-	-	2,093
Education Maintenance Grant 2019/20	-	-	732	947	76	-	-	1,755
Education Maintenance Grant 2020/21	-	-	-	351	2,185	-	-	2,537
Education Maintenance Grant 2021/22	-	-	-	817	1,861	-	-	2,678

	Outturn 18/19	Outturn 19/20	Outturn 20/21	Forecast Budget 21/22	Forecast Budget 22/23	Updated Budget 23/24	Updated Budget 24/25	Total
Education Accessibility Studies	-	-	2	97	198	-	-	298
Education Asset Improvements - balance to be drawn down	1,055	200	1	-	-	-	-	1,256
Education Accessibility Studies - Phase 2	-	-	-	-	632	-	-	632
Milton IT replacement	-	-	25	-	-	-	-	25
St Michaels IT	-	-	16	-	-	-	-	16
Prior Year Scheme - Various	(38)	(39)	(3)	-	-	-	-	(80)
Education	10,032	5,614	7,194	15,180	57,748	15,725	166	111,657
Asset Management Programme	1,066	1,245	1,801	1,973	1,864	-	-	7,949
Gypsy/Traveller Site Development	2,993	78	10	55	-	-	-	3,136
Indoor Newport Market	-	-	1,086	4,414	-	-	-	5,500
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	-	7,998	-	-	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	1,046	1,122	-	-	4,942
Disabled Facilities ICF Funding	-	-	-	76	-	-	-	76
Safety at Home	364	375	243	398	378	-	-	1,758
ENABLE Adaptations Grant	197	197	197	197	-	-	-	788
Homelessness Prevention Grant	98	-	-	-	-	-	-	98
FS Maintenance 1819 / 1920	31	38	-	-	-	-	-	69
FS Shaftsbury Community Centre	183	-	-	-	-	-	-	183
Childcare - Flying Start	-	546	256	1,101	195	-	-	2,098
FS City Wide Maintenance & Repair of Premises	-	-	59	74	-	-	-	133
Castle Kids Refurbishment Works	-	-	17	-	-	-	-	17
Improvements to Flying Start Facilities	-	-	116	-	-	-	-	116
Flying Start Capital Grant	-	-	-	300	-	-	-	300
FS Settings City Wide Equipment Replacement	-	-	-	110	-	-	-	110
FS East Hub ROSPA Inspection	-	-	-	25	-	-	-	25

	Outturn 18/19	Outturn 19/20	Outturn 20/21	Forecast Budget 21/22	Forecast Budget 22/23	Updated Budget 23/24	Updated Budget 24/25	Total
FS Hubs City Wide Redecoration & Repair				90				90
Childcare Offer IT				60				60
Childcare Offer Capital COVID				100				100
All Wales Play Opportunities	-	-	144	266	-	-	-	410
Central Library - Structural Works	72	17	30	18	526	-	-	663
Transporter Bridge	72	913	80	400	7,000	3,716	-	12,180
Chartist Tower	-	1,344	(1)	256	-	-	-	1,599
POBL Empty Properties Phase One				15				15
PAC System	-	57	-	-	-	-	-	57
Medieval Ship	-	-	-	8	4	-	-	12
Information Station	-	-	141	385	1,224	-	-	1,750
Renewable Energy Investment	-	2	-	150	1,577	-	-	1,729
TRI Thematic Funding	-	-	49	758	272	-	-	1,078
Refit	-	-	-	90	1,310	600	-	2,000
Placemaking capital projects	-	-	-	-	1,650	-	-	1,650
Clarence House	-	-	-	750	-	-	-	750
Prior Year Scheme - Various	(7)	(18)	(9)	-	-	-	-	(34)
Regeneration, Investment and Housing	9,787	10,914	7,424	15,080	26,969	14,302	5,482	89,960
IT Replacement Schemes	94	9	-	500	315	-	-	918
Corporate EDMS Rollout	-	13	-	-	-	-	-	13
CRM	250	276	246	200	-	-	-	971
I Trent Development	-	91	164	-	-	-	-	255
Print 2010- Managed Printer Service	131	-	50	199	-	-	-	380
People and Business Change	475	389	460	899	315	-	-	2,537
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	512	-	-	-	1,433
Adult Call up System	-	-	76	-	-	-	-	76
Adults and Community Services	608	479	572	707	195	-	-	2,561

	Outturn 18/19	Outturn 19/20	Outturn 20/21	Forecast Budget 21/22	Forecast Budget 22/23	Updated Budget 23/24	Updated Budget 24/25	Total
3 New Homes	701	792	588	-	-	-	-	2,081
Oaklands Respite Home	505	102	-	-	-	-	-	607
Windmill Feasibility Study	41	110	25	1,355	10	-	-	1,541
Rose Cottage Sewerage Tank	-	-	0	23	-	-	-	23
Rosedale Annexes	-	-	-	500	-	-	-	500
Disbursed accommodation and Covid-19 equipment	-	-	331	346	-	-	-	677
Children's and Families Services	1,247	1,004	945	2,224	10	-	-	5,430
Fleet Replacement Programme	797	1,912	2,039	2,200	1,249	-	-	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)	444	152	-	-	612
Road Safety Capital 2018/19	-	1,379	-	-	-	-	-	1,379
Composting	567	-	-	-	-	-	-	567
Docksway Cell 4 Development	1,555	1,046	-	-	-	-	-	2,601
CCTV	-	37	8	-	-	-	-	45
Smaller Bins - MTRP BC	70	1,177	-	-	-	-	-	1,247
Newport Station Footbridge - LTF	77	314	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	36	-	-	-	337
Local Transport Fund - Active Travel Northern 2018/19	290	196	102	-	-	-	-	588
Tredegar Park Car Park	-	-	12	-	-	-	-	12
Tredegar Park – Cycle improvements	-	3	62	55	35	-	-	155
Llisbury 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

	Outturn 18/19	Outturn 19/20	Outturn 20/21	Forecast Budget 21/22	Forecast Budget 22/23	Updated Budget 23/24	Updated Budget 24/25	Total
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 Davids RC Primary	84	145	37	20	-	-	-	286
Gwastad Mawr Flood Attenuation Improvement Works	2	-	25	31	-	-	-	58
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	169	-	-	-	204
Highways Annual Sums	455	322	125	705	463	-	-	2,070
Lliswerry Recreation Ground Changing Rooms	4	339	-	-	-	-	-	343
Safe Routes - St Davids RC Primary Year 2	-	-	21	-	-	-	-	21
Sustainable Transport Improvements Year 2	-	-	208	86	-	-	-	294
Upgrading and Replacement of Bus Stops	-	-	128	-	-	-	-	128
Road Safety Capital A48 Llandeud	-	-	74	-	-	-	-	74
Resilient Roads	-	-	65	-	-	-	-	65
Carnegie Court Emergency River Works	-	-	1,096	-	167	-	-	1,263
Western Corridor-Inner City Links	-	-	536	1,144	-	-	-	1,680
Core Allocation Yr 2	-	-	69	21	-	-	-	90
Parry Drive Play Area Improvements	-	-	19	-	-	-	-	19
Brecon Road Play Area Improvements	-	-	3	-	-	-	-	3
Improvements to Throwing Facilities at Newport Athletics Stadium	-	-	156	-	-	-	-	156
Sorrell Drive Repairs	-	-	26	-	-	-	-	26
Improvements to Marshfield Village Sports Pitches	-	-	14	13	-	-	-	27
Local sustainable transport measures in response to Covid	-	-	499	14	-	-	-	514
Ultra Low Emission Grants	-	-	205	615	-	-	-	820

	Outturn 18/19	Outturn 19/20	Outturn 20/21	Forecast Budget 21/22	Forecast Budget 22/23	Updated Budget 23/24	Updated Budget 24/25	Total
Ultra Low Emission Grants	-	-	205	615	-	-	-	820
Kingsway car park operation	-	-	343	-	-	-	-	343
Increased Recycling - Bag Sorting at Household Waste Recycling Centre	-	-	-	25	-	-	-	25
Creation of a Reuse+Repair Hub	-	-	456	57	-	-	-	513
Repair & Reuse Newport Makerspace	-	-	69	-	-	-	-	69
Green Recovery (Ash Die Back)	-	-	190	-	-	-	-	190
Leisure centre New build	-	-	-	1,468	13,580	4,673	-	19,721
Bus Stop Enhancements - Yr 2	-	-	-	760	-	-	-	760
A467 Improvements Resilient roads	-	-	-	600	-	-	-	600
EV Development and Infrastructure	-	-	-	690	-	-	-	690
Bettws and Maplas Canal Link	-	-	-	1,207	-	-	-	1,207
Core Allocation Yr 3	-	-	-	751	-	-	-	751
Upgrade of Facilities NISV	-	-	-	234	-	-	-	234
Eastern Links	-	-	-	61	-	-	-	61
Road Safety Traffic Enforcement Cameras	-	-	-	140	-	-	-	140
Newport Fflesci Demand Responsive Bus Pilot Scheme	-	-	-	968	-	-	-	968
SRIC & Road Safety Grant	-	-	-	203	-	-	-	203
Somerton Park	-	-	-	8	-	-	-	8
Underwood Play Area	-	-	-	12	-	-	-	12
Local Places for Nature Grant	-	-	-	109	-	-	-	109
Allotment Grant	-	-	-	35	-	-	-	35
Depot Infrastructure Charging	-	-	-	300	-	-	-	300
Pentonville Development (Sorrell Hill, Barack Hill and Allt-yr-yn)	-	-	-	24	26	-	-	50
Nature Networks - Monkey Island	-	-	-	67	21	-	-	88
Nature Networks - Shaftsbury Allotments	-	-	-	27	27	-	-	53
Nature Networks - Old Tredegar Golf Course	-	-	-	6	67	-	-	73
Jubilee Gardens grant	-	-	-	8	-	-	-	8
Active Travel grant - City centre	-	-	-	211	-	-	-	211
Active Travel grant - Community Cycle Hub	-	-	-	52	-	-	-	52
Prior Year Scheme - Various	(11)	-	-	-	-	-	-	(11)
	-	-	-	-	-	-	-	-
City Services	7,316	12,958	9,614	23,439	15,786	4,673	-	73,787
Total	29,466	31,358	26,210	57,530	101,022	34,699	5,647	285,932

	Outturn 18/19	Outturn 19/20	Outturn 20/21	Forecast Budget 21/22	Forecast Budget 22/23	Updated Budget 23/24	Updated Budget 24/25	Total
Financed By:								
General Capital Grant	4,754	3,858	4,107	4,083	4,060	1,173	37	22,072
Supported Borrowing	4,058	4,077	4,097	4,072	4,000	-	-	20,304
Unsupported Borrowing	2,126	5,787	1,771	8,913	32,475	17,038	5,519	73,629
Prudential Borrowing	84	123	-	-	-	-	-	207
External Grants	12,911	13,053	15,174	34,986	49,255	15,061	91	140,531
S106	868	523	410	1,293	3,051	1,412	-	7,557
Other Conts	242	268	75	46	639	15	-	1,285
Capital Receipts	3,136	820	25	1,584	2,754	-	-	8,319
Revenue Conts	75	68	38	522	755	-	-	1,458
Reserve	1,081	2,777	464	1,832	4,034	-	-	10,189
Finance Lease	131	-	50	199	-	-	-	380
Total	29,466	31,358	26,210	57,530	101,022	34,699	5,647	285,932

Appendix C – Capital Programme 2021/22

	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 B	14,971	10,275	(4,697)	(4,697)	-
Welsh Medium Primary School	1,457	1,228	(229)	(229)	-
Llswerry High (S106 Funds)	7	7	-	-	-
Maesglas Reducing classroom size	398	422	24	-	24
Reducing Classroom size bids	-	21	21	-	21
Bassaleg Demountables - year 7	14	14	-	-	-
EdTech Grant	160	160	(0)	(0)	-
Charles Williams Renovations	800	56	(744)	(744)	-
Llswerry Safeguarding	-	2	2	-	2
Pentrepoeth - site accessibility	144	144	-	-	-
St Andrews	843	635	(208)	(208)	-
St Mary's Urgent Capital repairs grant	100	-	(100)	(100)	-
Education Maintenance Grant 2018/19	49	49	-	-	-
Education Maintenance Grant 2019/20	893	947	54	54	-
Education Maintenance Grant 2020/21	351	351	-	-	-
Education Maintenance Grant 2021/22	2,678	817	(1,861)	(1,861)	-
Education Accessibility Studies	296	97	(198)	(198)	-
Education	23,162	15,226	(7,936)	(7,982)	47
Asset Management Programme	2,026	1,973	(53)	(53)	-
Gypsy/Traveller Site Development	55	55	-	-	-
Indoor Newport Market	4,414	4,414	-	-	-
HLF Market Arcade Townscape Heritage Scheme	1,429	1,429	-	-	-
Civic Centre / Info Station Service Relocations	29	29	-	-	-
Mill Street Development Loan	475	475	-	-	-
Arva Investment Loan	32	32	-	-	-
Disabled Facilities	1,046	1,046	-	-	-
Disabled Facilities ICF Funding	76	76	-	-	-
Safety at Home	398	398	-	-	-
ENABLE Adaptations Grant	197	197	-	-	-
Childcare - Flying Start	1,101	1,101	-	-	-
FS City Wide Maintenance & Repair of Premises	74	74	-	-	-
Flying Start Capital Grant	300	300	-	-	-
FS Settings City Wide Equipment Replacement	110	110	-	-	-
FS East Hub ROSPA Inspection	25	25	-	-	-
FS Hubs City Wide Redecoration & Repair	90	90	-	-	-
Childcare Offer IT	60	60	-	-	-
Childcare Offer Capital COVID	100	100	-	-	-
All Wales Play Opportunities	266	266	-	-	-
Central Library - Structural Works	18	18	-	-	-
Transporter Bridge	400	400	-	-	-
Chartist Tower	256	256	-	-	-
POBL Empty Properties Phase One	15	15	-	-	-
Medieval Ship	12	8	(4)	(4)	-
Information Station	1,609	385	(1,224)	(1,224)	-
Renewable Energy Investment	150	150	-	-	-
TRI Thematic Funding	758	758	-	-	-
Refit	400	90	(310)	(310)	-
Clarence House	750	750	-	-	-

Regeneration, Investment and Housing	16,671	15,081	(1,590)	(1,590)	-
	Adjusted Budget 2021/21	Forecast Outturn	Variance	Slippage	(Under) /Over Spend
IT Replacement Schemes	500	500	-	-	-
CRM	200	200	-	-	-
Print 2010- Managed Printer Service	199	199	-	-	-
People and Business Change	899	899	-	-	-
Telecare Service Equipment	30	30	-	-	-
Equipment for Disabled Grant (GWICES)	165	165	-	-	-
SMAPF	512	512	-	-	-
Adults and Community Services	707	707	-	-	-
Windmill Feasibility Study	1,365	1,355	(10)	(10)	-
Rose Cottage Sewerage Tank	23	23	-	-	0
Rosedale Annexes	500	500	-	-	-
Disbursed accommodation and Covid-19 equipment	346	346	-	-	-
Children's and Families Services	2,234	2,224	(10)	(10)	0
Fleet Replacement Programme	1,900	2,200	300	300	-
Cemetery Infrastructure Improvements	46	46	-	-	-
Peterstone Sewage Scheme	444	444	-	-	-
Newport Station Footbridge - LTF	8,878	8,878	-	-	-
Road Refurbishment Grant Scheme	716	716	-	-	-
Velodrome Lights	36	36	-	-	-
Tredegar Park – Cycle Improvements	55	55	-	-	-
Safe Routes - St Davids RC Primary	20	20	-	-	-
Gwastad Mawr Flood Attenuation Improvement Works	31	32	1	-	1
LTF Monkey Island Bridge Lliswerry Pill	225	225	0	0	-
Green Infrastructure	169	169	-	-	-
Highways Annual Sums	765	705	(60)	(60)	-
Sustainable Transport Improvements Year 2	86	86	-	-	-
Carnegie Court Emergency River Works	167	-	(167)	(167)	-
Western Corridor-Inner City Links	1,144	1,144	(0)	(0)	-
Core Allocation Yr 2	21	21	-	-	-
Improvements to Marshfield Village Sports Pitches	13	13	(0)	(0)	-
Local sustainable transport measures in response to Covid	14	14	-	-	-
Ultra Low Emission Grants	615	615	-	-	-
Increased Recycling - Bag Sorting at Household Waste Recycling Centre	25	25	-	-	-
Creation of a Reuse+Repair Hub	57	57	-	-	-
Leisure centre New build	1,628	1,468	(160)	(160)	-
Bus Stop Enhancements - Yr 2	760	760	-	-	-
A467 Improvements Resilient roads	600	600	-	-	-
EV Development and Infrastructure	690	690	-	-	-
Bettws and Maplas Canal Link	1,207	1,207	-	-	-
Core Allocation Yr 3	751	751	-	-	-
Upgrade of Facilities NISV	234	238	4	-	4
Eastern Links	61	61	-	-	-
Road Safety Traffic Enforcement Cameras	140	140	-	-	-

Newport Fflesci Demand Responsive Bus Pilot Scheme	968	968	-	-	-
	Adjusted Budget 2021/21	Forecast Outturn	Variance	Slippage	(Under) /Over Spend
SRIC & Road Safety Grant	203	203	-	-	-
Somerton Park	8	8	-	-	-
Underwood Play Area	12	12	-	-	-
Local Places for Nature Grant	109	109	-	-	-
Allotment Grant	35	35	-	-	-
Depot Infrastructure Charging	300	300	-	-	-
Pentonville Development (Sorrell Hill, Barack Hill and Allt-yr-yn)	50	24	(26)	(26)	-
Nature Networks - Monkey Island	88	67	(21)	(21)	-
Nature Networks - Shaftsbury Allotments	53	27	(27)	(27)	-
Nature Networks - Old Tredegar Golf Course	73	6	(67)	(67)	-
Jubilee Gardens grant	8	8	-	-	-
Active Travel grant - City centre	211	211	-	-	-
Active Travel grant - Community Cycle Hub	52	52	-	-	-
City Services	23,666	23,444	(223)	(228)	4
Total	67,341	57,581	- 9,760	- 9,811	51

Mae'r dudalen hon yn wag yn



Report

Cabinet

Part 1

Date: 14 January 2021

Subject Adoption of the Welsh National TOMs (Themes, Outcomes and Measures) Framework for Measuring Social Value

Purpose To request Cabinet approval for the adoption of the Welsh National TOMs as the approved NCC overarching framework for Social Value Measurement.

Author Head of Finance
Procurement Manager

Ward All

Summary The TOMs for social value is a measurement framework that allows for an unlocking of social value through its integration into procurement and project management. The methodology has been developed in conjunction with the WLGA National Procurement Network and the National Social Value Task Force Wales, which is a cross-sector working group combining both public and private sector organisations. The original English TOMs framework was the result of extensive consultation across local authorities and public-sector organisations, including the Local Government Association, Office of Civil Society and Crown Commercial Services. The English TOMs framework was been designed around 5 principal issues, 20 Core Outcomes and 48 Core Measures.

Adopting the framework will support the Council in the delivery of social value, supports our climate change work and will assist in the reporting of compliance with the Wellbeing of Future Generations (Wales) Act 2015.

Proposal To approve the adoption of the Welsh National TOMs as the overarching framework for measuring social value delivery through Commissioning, Procurement and Contract Management.

Action by Leader
Head of Finance

Timetable Immediate

This report was prepared after consultation with:

- Chief Executive
- Strategic Directors
- Heads of Service
- Cabinet Member for Sustainable Development

Signed

Background

The Council's Corporate Plan and Well-being Objectives clearly demonstrates the Council's commitment to prioritising social, economic, cultural and environmental wellbeing for the City and our partners. The Council recognises that the way in which we manage our annual spend of circa £150 million with suppliers, service providers and contractors can make a significant contribution to this priority.

The Council has a responsibility to manage public money with probity, to ensure that Value for Money is achieved and to manage it in such a way that wider Council objectives can be supported. The Council's Strategic Plan for Procurement (2020-2024) set an increased focus on recognising the value of using procurement to support its wider Cultural, Social, Economic and Environmental objectives, in ways that offer real long-term benefits to the community it serves and the people of Wales, whilst balancing the issues of Value for Money.

In November 2020 the National TOMs Framework for Wales was launched on behalf of the Welsh Local Government Association, supported by the National Social Value Taskforce Wales (NSVT Wales), building on the success of the National TOMs framework developed in England some years back. TOMs is a measurement framework that allows for an unlocking of Social Value through its integration into procurement and project management.

The Welsh TOMs framework had been designed around 7 themes (the 7 well-being goals of the Well-being of Future Generations (WFG) (Wales) Act 2015), 35 Outcomes and 93 Measures:

- Themes – The overarching strategic themes that an organisation is looking to pursue;
- Outcomes – The objectives or goals that an organisation is looking to achieve that will contribute to the themes;
- Measures – The measures that can be used to assess whether these Outcomes have been achieved. For the TOMs Framework, these are action based and represent activities that a supplier, service provider and contractor could complete to support a particular desired outcome.

The idea of the framework is that a number of measures are chosen where they are applicable to the nature of the service delivery (this could be just a few measures, or upwards of 20 measures) as well as considering the target marketplace and its ability to respond in a positive and constructive way. When tenders are then developed, a range of measures will be included in the document for tenderers to complete. Tenderers would then be able to select the measures they feel they can best deliver against and submit their offering in conjunction with their tender. The social value element of their tender would then be scored in conjunction with other quality and price criteria. So to be clear, the whole suite of measures within the TOMs framework exist as an options list, where measures are selected from for each procurement or project, based on the procurements size and scope. It is neither the intention, nor the design of the framework to select all measures for each procurement or project.

The principal benefits of a minimum and consistent reporting standard for Social Value are that it:

- Provides a consistent approach to measuring and reporting Social Value.
- Flexible, adaptable and bespoke which is fundamental in order to demonstrate that the methodology can succeed.
- Allows for continuous improvement.
- Provides a robust, transparent and defensible solution for assessing and awarding tenders.
- Allows organisations to compare their own performance by sector and industry benchmarks and understand what good looks like.
- Based on non-financial performance but allow £ value to be reported.
- Reduces the uncertainty surrounding Social Value measurement for businesses, allowing them to make informed decisions based on robust quantitative assessments and hence embed social value into their corporate strategies.

It is the intention that the Welsh National TOMs Framework be adopted as an over-arching framework and toolkit to be used in an appropriate and proportionate manner within procurement activity, initially for contracts above £75,000 in value. This application value is in line/not dissimilar with other local authorities and also matches to our Contract Standing Orders, open tendering procedure, applicable to the same £75k value, so aligns nicely in this regard. As necessary we would adapt the TOMs to meet future Council commitments published in the next Corporate Plan due to be published Autumn 2022. As the Council learn and in-bed the TOMs, further opportunities will be considered for lower value contracts and other areas of the Council where measuring social delivery is incorporated into new policies and working practices.

Please see Appendix A for a full list of the Welsh National TOMs

Financial Summary (Capital and Revenue)

A budget provision has been requested in the draft 2022/23 budget of £15k to allow officers to consider the best way of securing resource to help embed TOMs in NCC, including the option to contract with an external delivery partner, as some other Councils in Wales have done. If we do contract with an external delivery partner, then a similar budget provision will be required each year to continue that arrangement. Other options going forward once the Council have embedded the TOMs into our working practices, include the option to fund an internal resource to manage the measurement and reporting aspects, and to build this internal expertise.

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?
Not adopting the Welsh National TOMs	L	L	Adoption of the TOMs is not mandatory, but currently discretionary for public bodies in Wales. All Councils in Wales are expected to comply with the WFG (Wales) Act 2015, and using the TOMs to measure social value will help when reporting against compliance with the Act.	Cabinet/Leader

* Taking account of proposed mitigation measures

Links to Council Policies and Priorities

Corporate Plan 2017-22

The council's Corporate Plan (add link) sets out four well-being objectives: These are:

- Promote economic growth and regeneration whilst protecting the environment.
- Improve skills, educational outcomes & employment opportunities.
- Enable people to be healthy, independent & resilient.
- Build cohesive & sustainable communities.

These well-being objectives were developed to maximise the council's contribution to the WFG Act well-being goals. As mentioned above the TOMs framework is designed around the well-being goals and therefore will assist with the measurement of how our procurement activities are supporting the WFG Act. It will also enable us as a council to make procurement decisions that consider social value, the well-being goals and the WFG Act.

Climate Change Plan 2022-27

The council's draft Climate Change Plan (add link) once approved will shape the council's future climate change mitigation and adaptation journey over the next five years. The plan sets out the proposed themes, priorities, actions and milestones that we need to take as a Council over the next five years to:

- Reach net zero as an organisation by 2030.
- Review the services we provide to ensure they support the city's journey to net zero and adaptation to climate change.

The emissions from the goods and services that we purchase and our supply chain as a Council are estimated to be 55,168 tCO₂e which equates to 67.3% of our overall emissions. Within the Plan we have set out a 2030 Vision for:

Procurement to be at the heart of ensuring that our external contracting minimises the climate impact and carbon footprint of goods, works and services procured.

A social value tool will assist with the measurement and reduction of council carbon emissions.

Options Available and considered

Newport City Council has the option to either adopt the Welsh National TOMs or to not. If the decision is not to adopt the Welsh National TOMs framework, the Council could consider seeking out any alternative delivery models that may exist, or to develop its own measures and tools for social value delivery and reporting.

Preferred Option and Why

The preferred option is to adopt the Welsh National TOMs framework. Adopting the framework will support the Council in the delivery of social value and assist in the reporting of compliance with the Wellbeing of Future Generations (Wales) Act 2015. This framework has been developed by a practitioner working group from across the Welsh Public Sector, supported by wider experts, and gives a uniform, consistent and standard approach when engaging external suppliers, being mirrored in many other Welsh Public Bodies. Seeking out or developing an alternative bespoke model would put Newport City Council in an isolated position, and out of sync with the wider public sector. If the framework is adopted, our current thinking is pointing towards the engagement of Social Value Portal, as our external contractor to help embed the TOMs methodology into NCC procurement and contract management, and to learn from this expert partner over the coming few years, before deciding how best to sustain Social Value measurement and reporting in the long term.

Comments of Chief Financial Officer

The adoption of the TOM's represents a significant opportunity to formally leverage social values in awarding and monitoring its contracts. It represents significant 'added value' in the Council's ability to secure tangible benefits within its communities.

The Cabinet are currently considering their 2022/23 draft and final budget and a relatively modest budget provision will be needed to enable this to be supported as a direct costs.

Comments of Monitoring Officer

There are no specific legal issues arising from the report and the proposed adoption of the Welsh National TOM's as the Council's overarching framework for measuring social value as part of the tender evaluation process for the award of contracts for the supply of utilities, work, goods and services. The TOM's framework will provide a consistent, fair and transparent basis for quantifying social value measures, in addition to price and quality criteria, as part of the legal tender evaluation process prescribed by the Council's Contract Standing Orders and the Public Contracts Regulations 2015 (as amended). The framework has been developed on a thematic basis and specific measures can be selected to meet individual procurement objectives. Although the strict legal processes are designed to

ensure transparency and best value for contracts, the Council's Strategic Procurement Plan is based on more non-commercial factors, such as the delivery of Social Value, Sustainable Procurement and Local Supply Chain development. Section 17 of the Local Government Act 1988 originally prohibited any non-commercial matters in local authority procurement but these restrictions were relaxed following the introduction of the "best value" duty in Wales and it is now permissible for the Council to have regard to non-commercial social benefit factors, when awarding and entering into contracts. This is also consistent with the strategic objectives of the Council's corporate plan, the well-being objectives and the Council's socio-economic duty. The application of the TOM's framework initially to contracts over £75k in value is consistent with the open tendering threshold within Contract Standing Orders and Financial Regulations.

Comments of Head of People and Business Change

In Wales, the term social value is in effect defined through the Well-being of Future Generations Act (Wales) 2015 which requires us as a public body to think about the long-term impact of our decisions, to work better with people, communities and other public bodies, and to prevent persistent problems such as poverty, health inequalities and climate change.

The seven well-being goals set out in the Act make it clear we must work to achieve all seven goals as a collective whole. The National TOMs Wales has been designed to deliver against the 7 goals of the Act through a single measurement and management framework.

Adopting the TOMs Social Value Tool will enable us as a council to measure and improve well-being, social value and positive benefits to our communities through the goods and services that we procure.

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**

The council has a number of legislative responsibilities to assess the impact of any strategic decision, proposal or policy on people that may experience disadvantage or inequality.

Summary of impact – Wellbeing of Future Generation (Wales) Act

The tool will be used to measure and improve the social value of the goods and services that we procure. The TOMs social value tool will create long term benefits for current and future generations and support a preventative approach to achieving the well-being goals and the council's well-being objectives. The tool takes an integrated approach and supports the achievement of all our well-being objectives and the well-being goals. Collaboration and involvement with our providers and procurement partners will also be key to ensure that the tool is effective and provides us with valid and useful information of the social value achieved.

Summary of impact – Equality Act 2010

The tool is designed around the well-being goals and will enable us as a council to ensure that we are considering the equality implications when we are procuring goods and services.

The tool sets out a set of measures that are designed to help measure the impact of social value relating to all the well-being goals but specifically for equalities "An Equal Wales"

Summary of impact – Socio-economic Duty

The tool is designed around the well-being goals and will enable us as a council to ensure that we are considering the socioeconomic disadvantages implications when we are procuring goods and services.

The tool sets out a set of measures that are designed to help measure the impact of social value relating to all the well-being goals but specifically for socioeconomic disadvantage “An Equal Wales” and “A Prosperous Wales”

Summary of impact – Welsh language

The tool is designed around the well-being goals and will enable us as a council to ensure that we are considering the Welsh Language implications when we are procuring goods and services.

The tool sets out a set of measures that are designed to help measure the impact of social value relating to all the well-being goals but specifically for Welsh Language “A Wales of vibrant culture and thriving Welsh Language”

Consultation

The proposal to introduce a social value tool is being consulted on as part of the council’s Climate Change Plan consultation process.

Background Papers

Corporate Plan 2017-22 [NCC-English-WEB.pdf \(sharepoint.com\)](#)

Climate Change Plan 2022-27 Consultation Draft



Climate Change Plan
Consultation Draft v4.1

Strategic Plan for Procurement 2020 – 2024 [NCC Strategic Plan for Procurement 2020-2014 Final.pdf \(sharepoint.com\)](#)

Dated: 10 January 2022

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Tudalen 147

Theme/Goal	Outcome	National TOMs Wales Ref	Measure	Unit
<p>A Prosperous Wales An innovative, productive and low carbon society which recognises the limits of the global environment and therefore uses resources efficiently and proportionately (including acting on climate change); and which develops a skilled and well-educated population in an economy which generates wealth and provides employment opportunities, allowing people to take advantage of the wealth generated through securing decent work.</p>	<p>More people in employment</p>	<p>NTW1</p>	<p>No. of local direct employees (FTE) hired or retained (for re-tendered contracts) on contract for one year or the whole duration of the contract, whichever is shorter</p>	<p>No. people FTE</p>
		<p>NTW1a</p>	<p>No. of local direct employees (FTE) which are TUPE transfers retained on contract for one year or the whole duration of the contract, whichever is shorter (re-tendered contracts only - to be used at Measurement)</p>	<p>No. people FTE</p>
		<p>NTW1b</p>	<p>No. of residents (FTE) from the listed sub-localities employed directly or through the supply chain as a result of your procurement requirements on the contract for one year or the whole duration of the contract, whichever is shorter (see sub-localities listed in 'LISTNT1b')</p>	<p>No. people FTE</p>
		<p>NTW1c</p>	<p>No. of local people (FTE) on contract for one year or the whole duration of the contract, whichever is shorter, employed through the supply chain as a result of your procurement requirements</p>	<p>No. people FTE</p>
		<p>NTW2</p>	<p>% of local direct employees (FTE) hired or retained (for re-tendered contracts) on contract for one year or the whole duration of the contract, whichever is shorter</p>	<p>%</p>
	<p>Fair Work</p>	<p>NTW3</p>	<p>Average level of satisfaction with working conditions with direct and supply chain employees hired or retained (for re-tendered contracts) on contract - based on representative and best practice employee satisfaction survey</p>	<p>%</p>
		<p>NTW4</p>	<p>The Fair Work Wales Standard and related "good" and "fair" employment practices are implemented and facilitated on contract</p>	<p>Y/N - Provide relevant documents</p>

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Theme/Goal	Outcome	National TOMs Wales Ref	Measure	Unit
		NTW5	Union recognition agreements (or equivalent worker representation) and collective bargaining are present and encouraged in the supply chain	Y/N - Provide relevant documents
	Improved skills for people	NTW6	No. of staff hours spent on local school and college visits e.g. delivering careers talks, curriculum support, literacy support, safety talks (including preparation time) e.g. on STEM, social care and social sciences	No. staff hours
		NTW7	No. of weeks of training opportunities on the contract (BTEC, City & Guilds, NVQ, HNC, RQF) that have either been completed during the year, or that will be supported by the organisation until completion in the following years - Level 2,3, or 4+	No. weeks
		NTW8	No. of weeks of apprenticeships on the contract that have either been completed during the year, or that will be supported by the organisation until completion in the following years - Level 2,3, or 4+	No. weeks
		NTW9	No. of years of staff upskilling (FTE) delivered on contract as part of training opportunities and comprehensive upskilling programmes - only applies to training opportunities on the contract (BTEC, City & Guilds, NVQ, HNC, RQF) that have either been completed during the year, or that will be supported by the organisation until completion in the following years - Level 2,3, or 4+	Years of upskilling (FTE)
		NTW10	No. of years of staff upskilling (FTE) delivered on contract as part of apprenticeships and comprehensive upskilling programmes - Only applies for apprenticeships on the contract that have either been completed during the year, or that will be	Years of upskilling (FTE)

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Tudalen 149

Theme/Goal	Outcome	National TOMs Wales Ref	Measure	Unit
			supported by the organisation until completion in the following years - Level 2,3, or 4+	
	Improved skills for a low carbon transition	NTW11	Support a 'just transition' for workers by supporting those in 'traditional' high carbon industries to retrain	No. hrs (total session duration) *no. attendees
		NTW12	No. weeks on the contract of apprenticeships relating to the low carbon economy - opportunities either to be completed during the year, or that will be supported by the organisation to completion in the following years - Level 2,3, or 4+	No. weeks
	More opportunities for local business and MSMEs (Micro, Small and Medium Enterprises)	NTW13	Provision of expert business advice to MSMEs (e.g. financial advice / legal advice / HR advice/HSE)	No. staff expert hours
		NTW14	Total amount (£) spent in LOCAL supply chain through the contract	£
		NTW14a	Total amount (£) spent through the contract in specified sub-localities (e.g. high deprivation areas) - please refer to list NT18a for the qualifying areas	£
		NTW15	Total amount (£) spent through contract with MSMEs in TARGET areas (local or areas of deprivation)	£
		NTW16	Percentage of invoices on the contract paid within 30 days	%
	Resource efficiency and the circular economy are promoted	NTW17	Support provided internally and to MSMEs and third sector and civil society organisations within the supply chain to adopt Circular Economy solutions - business case and leadership for circular economy	No. staff expert hours
		NTW18	£ spent with local partnerships to implement circular economy solutions	£

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Theme/Goal	Outcome	National TOMs Wales Ref	Measure	Unit	
		NTW19	Hard to recycle waste diverted from landfill or incineration through specific recycling partnerships (e.g. Terracycle or equivalent)	Tonnes	
	Innovation to support a more prosperous Wales	NTW20	Innovative measures relating to "A Prosperous Wales" to be delivered on the contract - these could be e.g. co-designed with stakeholders or communities, or aiming at delivering benefits while minimising carbon footprint from initiatives, etc.	£ invested including staff time	
	Retaining jobs and skills during the COVID-19 crisis	CW19-1	Safeguarding jobs on contract - Percentage of own staff on contract retained with pre-crisis level pay and hours (to be used at Management/Measurement only - not Procurement)	Percentage of own staff on contract retained	
		CW19-2	Percentage of staff on contract retained with agreed temporarily reduced hours (to be used at Management/Measurement only - not Procurement) - This is to reducing layoffs for own staff on contract that can only partially deliver against their responsibilities as a result of the COVID-19 crisis	Percentage of own staff on contract retained - with reduced hours	
		CW19-3	Safeguarding supply chain jobs on contract - Percentage of supply chain staff on contract retained either at pre-crisis level pay and hours or with temporarily altered conditions (e.g. reduced time and pay, to be specified)- (to be used at Management/Measurement only - not Procurement)	Percentage of supply chain staff on contract retained	
	A Globally Responsible Wales A nation which, when doing anything to improve the economic, social, environmental and cultural well-being	Carbon Emissions are reduced	NTW21	Savings in CO2 emissions on contract not from transport (specify how these are to be achieved).	Tonnes CO2e
			NTW22	Policy and programme to achieve net zero carbon by 2030 including monitoring plan with specific milestones	Y/N - Provide relevant documents
NTW23			Contribution made on the contract to own carbon offset fund (when it has been demonstrated said	£	

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Theme/Goal	Outcome	National TOMs Wales Ref	Measure	Unit
of Wales, takes account of whether doing such a thing may make a positive contribution to global well-being			carbon emissions cannot be reduced within the contract's timeframe)	
		NTW24	Carbon Certification (Carbon Trust Standard, Planet Mark or equivalent independently verified) - achieved or to achieve for current year	Y/N - Provide relevant documents
	Ethical procurement is promoted globally	NTW25	Percentage of your contracts that include commitments to ethical employment practices in the global supply chain, including verification that there is zero tolerance of modern slavery, child labour and other relevant requirements such as elimination of false self-employment, unfair zero hours contracts and blacklists	% of contracts
		NTW26	Initiatives taken throughout the global supply chain to identify, monitor and manage the risks of modern slavery occurring in relation to the contract (i.e. supply chain mapping, staff training, contract management)	£
	Innovation to support a globally responsible Wales	NTW27	Innovative measures relating to "A Globally Responsible Wales" to be delivered on the contract - these could be e.g. co-designed with stakeholders or communities, or aiming at delivering benefits while minimising carbon footprint from initiatives, etc.	£ invested including staff time
A resilient Wales A nation which maintains and enhances a biodiverse natural environment with healthy functioning ecosystems that support social, economic and	Green spaces and biodiversity are protected and enhanced	NTW28	Volunteering with initiatives working on environmental conservation and sustainable ecosystem management - resources invested including time, funds and in-kind contributions	£ invested including staff time
	Safeguarding the environment	NTW29	Donations or investments towards initiatives aimed at environmental and biodiversity conservations and sustainable management projects for both marine and terrestrial ecosystems	£

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Theme/Goal	Outcome	National TOMs Wales Ref	Measure	Unit
ecological resilience and the capacity to adapt to change.		NTW30	Donations or investments towards expert designed sustainable reforestation or afforestation initiatives	£
		NTW31	Plastic recycling rate on the contract (to e.g. reduce microplastics)	%
		NTW32	Rate of Beyond Recycling materials used on contract, such as wood, remanufactured, repaired and recycled content	%
		NTW33	Investment and support provided to local environmental education initiatives (e.g. Carbon Literacy Wales)	£ invested including staff time
		NTW34	Investment and support provided to waste management training initiatives	£ invested including staff time
	Sustainable procurement is promoted	NTW35	Percentage of your contracts that include environmental sustainability commitments, including e.g. to reduce the use of environmentally harmful chemical, use local materials or produce, reduce food and general waste, implement circular economy commitments	%
		NTW36	Percentage of contracts with the supply chain requiring contractors to operate low or zero emission vehicles	%
		NTW37	Supply Chain Carbon Certification (Carbon Trust Standard for Supply Chain or equivalent independently verified) - achieved or to achieve for current year	Y/N - Provide relevant documents
		NTW38	Requirements or support (for Micro or Small enterprises) for suppliers to demonstrate climate change and carbon reduction training for all staff - e.g. Welsh Future Generations Goals Training	No. hrs (total session duration)*no. attendees

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Theme/Goal	Outcome	National TOMs Wales Ref	Measure	Unit
	Innovation to support a more resilient Wales	NTW39	Innovative measures relating to "A resilient Wales" to be delivered on the contract - these could be e.g. co-designed with stakeholders or communities, or aiming at delivering benefits while minimising carbon footprint from initiatives, etc.	£ invested including staff time
A healthier Wales A society in which people's physical and mental well-being is maximised and in which choices and behaviours that benefit future health are understood	Creating a healthier community	NTW40	Initiatives to be taken to tackle homelessness (supporting temporary housing schemes, etc)	£ invested including staff time
		NTW41	Initiatives taken or supported to engage people in health interventions (e.g. stop smoking, obesity, alcoholism, drugs, etc) or wellbeing initiatives in the community, including physical activities for adults and children.	£ invested including staff time
	Air Pollution is reduced	NTW42	Car miles saved on the project as a result of a green transport programme or equivalent (e.g. cycle to work programmes, public transport or car pooling programmes, etc.)	Miles saved
		NTW43	Number of low or no emission staff vehicles included on project as a result of a green transport programme (miles driven)	Miles driven
		NTW44	Corporate travel schemes available to employees on the contract (subsidised public transport, subsidised cycling schemes and storage, sustainable corporate transport such as electric bus from public station to corporate facilities)	Y/N - Provide description
		NTW45	% Fleet or construction vehicles on the contract that is at Least Euro 6 or LEV	%
		NTW46	Fleet emissions monitoring programme on the contract, including data collection (miles, type of vehicle, engine type, emission standard)	Y/N - Provide description

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Theme/Goal	Outcome	National TOMs Wales Ref	Measure	Unit
	Improving staff wellbeing	NTW47	No. of employees on the contract that have been provided access for at least 12 months to comprehensive and multidimensional wellbeing programmes	No. employees provided access
		NTW48	Mental Health campaigns for staff on the contract to create community of acceptance, remove stigma around mental health	£
	Innovation to support a healthier Wales	NTW49	Innovative measures relating to "A healthier Wales" to be delivered on the contract - these could be e.g. co-designed with stakeholders or communities, or aiming at delivering benefits while minimising carbon footprint from initiatives, etc.	£ invested including staff time
	Supporting workers, MSMEs and third sector and civil society organisations to face the COVID-19 crisis	CW19-4	Do you have a policy or a strategy to provide support to staff working remotely or on furlough around mental health and wellbeing?	Y/N - Provide relevant documents
		CW19-5	Initiatives to provide support to staff working remotely or on furlough around mental health and wellbeing	£ invested including staff time
		CW19-6	Do you have a policy or a strategy to provide safe virtual spaces to staff, including guidance around cyber security and around remote and virtual working best practice. (Provide strategy or policy document)	Y/N - Provide relevant documents
		CW19-7	Initiatives to provide safe virtual spaces to staff, including guidance around cyber security and around remote and virtual working best practice.	£ invested including staff time
		CW19-8	Initiatives to further support staff delivering essential work as defined by the UK government, both within the company and the supply chain (e.g.	£ invested including staff time

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Theme/Goal	Outcome	National TOMs Wales Ref	Measure	Unit
			providing food delivery and mental health support services, etc.)	
		CW19-9	Initiatives to further support own and supply chain staff from vulnerable groups to reduce economic impact of the crisis (e.g. offering financial support measures, advise on how to access support from the government, pro bono food deliveries and mental health support services, etc)	£ invested including staff time
		CW19-10	Percentage of contractors engaged with to implement COVID-19 response measures as outlined in the National TOMs Wales	% of contractors within the contract's supply chain
A more equal Wales A society that enables people to fulfil their potential no matter what their background or circumstances (including their socio-economic circumstances)	More opportunities for disadvantaged people	NTW50	No. of employees (FTE) hired on the contract as a result of recruitment programme that have been unemployed for a minimum of 6 to a maximum of 12 MONTHS	No. people FTE
		NTW50a	No. of employees (FTE) hired on the contract as a result of recruitment programme that have been long term unemployed for a minimum of 12 to a maximum of 24 MONTHS	No. people FTE
		NTW50b	No. of employees (FTE) hired on the contract as a result of recruitment programme that have been long term unemployed for 24 MONTHS or longer	No. people FTE
		NTW51	No. of employees (FTE) from disadvantaged or minority backgrounds hired on the contract as a result of recruitment programme that have been unemployed for a minimum of 6 to a maximum of 12 MONTHS IMPORTANT NOTE: ONLY enter data here for the following people: * Black, Asian and minority ethnic people (BAME)	No. people FTE

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Tudalen 156

Theme/Goal	Outcome	National TOMs Wales Ref	Measure	Unit
			<ul style="list-style-type: none"> * People over 50 years old * Single parents * Unrepresented gender group * Veterans * Mothers returning to work * Survivors of modern slavery * Homeless people 	
		<p>NTW51a</p>	<p>No. of employees (FTE) from disadvantaged or minority backgrounds hired on the contract as a result of recruitment programme that have been long term unemployed for a minimum of 12 to a maximum of 24 MONTHS</p> <p>IMPORTANT NOTE: ONLY enter data here for the following people:</p> <ul style="list-style-type: none"> * Black, Asian and minority ethnic people (BAME) * People over 50 years old * Single parents * Unrepresented gender group * Veterans * Mothers returning to work * Survivors of modern slavery * Homeless people 	<p>No. people FTE</p>
		<p>NTW51b</p>	<p>No. of employees (FTE) from disadvantaged or minority backgrounds hired on the contract as a result of recruitment programme that have been long term unemployed for 24 MONTHS or longer</p> <p>IMPORTANT NOTE: ONLY enter data here for the following people:</p> <ul style="list-style-type: none"> * Black, Asian and minority ethnic people (BAME) * People over 50 years old * Single parents 	<p>No. people FTE</p>

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Tudalen 157

Theme/Goal	Outcome	National TOMs Wales Ref	Measure	Unit
			<ul style="list-style-type: none"> * Unrepresented gender group * Veterans * Mothers returning to work * Survivors of modern slavery * Homeless people 	
		NTW52	No. of employees (FTE) taken on who are not in employment, education or training (NEETS)	No. people FTE
		NTW53	No. of employees (FTE) taken on who are rehabilitating young offenders (18-24 y.o)	No. people FTE
		NTW54	No. of jobs (FTE) created for people with disabilities	No. people FTE
		NTW55	No. of hours dedicated to supporting unemployed people into work by providing career mentoring, including mock interviews, CV advice, and careers guidance (over 24 y.o.)	No. hrs (total session duration)*no. attendees
	Improved employability of young people (under 24y.o.)	NTW56	No. of hours dedicated to support young people into work (e.g. CV advice, mock interviews, careers guidance) - (under 24 y.o.)	No. hrs (total session duration)*no. attendees
		NTW57	No. of weeks spent on meaningful work placements or pre-employment course; 1-6 weeks student placements (unpaid)	No. weeks
		NTW57a	For people with adverse childhood experiences - No. of weeks spent on meaningful work placements or pre-employment course; 1-6 weeks student placements (unpaid)	No. weeks
		NTW58	Meaningful work placements that pay Minimum or National Living Wage according to eligibility - 6 weeks or more (internships)	No. weeks
		NTW58a	For people with adverse childhood experiences - Meaningful work placements that pay Minimum or	No. weeks

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Theme/Goal	Outcome	National TOMs Wales Ref	Measure	Unit
			National Living Wage according to eligibility - 6 weeks or more (internships)	
	More support for target curriculum activities	NTW59	Time spent to support STEM curriculum activities in schools and colleges	No. hrs (total session duration)*no. attendees
	Reducing inequalities	NTW60	Number and type of initiatives to be put in place to reduce the gender pay gap for staff employed in relation to the contract (describe and document initiatives)	£ invested including staff time
		NTW61	Percentage of staff on contract that is paid at least the relevant Real Living wage as specified by Living Wage foundation	%
		NTW62	% of contractors in the supply chain required (or supported if they are micro and small business) to pay at least Real Living wage	%
	Ethical procurement is promoted in Wales	NTW63	Percentage of your contracts that include commitments to local ethical employment practices, including verification that there is zero tolerance of modern slavery and other relevant requirements such as elimination of false self-employment, unfair zero hours contracts and blacklists. Examples can be drawn from the Welsh Government Code of Practice and managed e.g. through Project Bank Accounts in the supply chain	%
		NTW64	Initiatives taken throughout the local supply chain to identify, monitor and manage the risks of modern slavery occurring (i.e. supply chain mapping, staff training, contract management) in relation to the contract	£
	Innovation for a more equal Wales	NTW65	Innovative measures relating to "A more equal Wales" to be delivered on the contract - these could	£ invested including staff time

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Tudalen 159

Theme/Goal	Outcome	National TOMs Wales Ref	Measure	Unit
			be e.g. co-designed with stakeholders or communities, or aiming at delivering benefits while minimising carbon footprint from initiatives, etc.	
A Wales of cohesive communities Attractive, safe, viable and well-connected.	More opportunities for the third sector and civil society organisations (Voluntary, Community and Social Enterprises)	NTW66	Equipment or resources donated to third sector and civil society organisations (£ equivalent value)	£ value
		NTW67	Number of voluntary hours donated to support third sector and civil society organisations (excludes expert business advice)	No. staff volunteering hours
		NTW68	Total amount (£) spent with third sector and civil society organisations within your supply chain	£
		NTW69	Provision of expert business advice to third sector and civil society organisations (e.g. financial advice / legal advice / HR advice/HSE)	No. staff expert hours
	A workforce and culture that reflect the diversity of the local community	NTW70	Equality, diversity and inclusion training provided for contractors and subcontractors	No. hrs (total session duration)*no. attendees
		NTW71	Percentage of employees (FTE) BAME hired on the contract	%
	Social value embedded in the supply chain	NTW72	Percentage of contracts with the supply chain on which Social Value commitments, measurement and monitoring are required	%
	Crime is reduced	NTW73	Initiatives aimed at reducing crime (e.g. support for local youth groups, lighting for public spaces, etc.)	£ invested including staff time
	Vulnerable people helped to live independently	NTW74	Initiatives to be taken to support older, disabled and vulnerable people to build stronger community networks (e.g. befriending schemes, digital inclusion clubs)	£ invested including staff time
	Support for disadvantaged	NTW75	Initiatives to be taken to support disadvantaged young people and their families	£ invested including staff time

WELSH NATIONAL TOMs VERSION 1.0 27th OCTOBER 2020

Tudalen 160

Theme/Goal	Outcome	National TOMs Wales Ref	Measure	Unit
	young people and their families			
	More working with the Community	NTW76	Donations or in-kind contributions to local community projects (£ & materials)	£ value
		NTW77	No hours volunteering time provided to support local community projects	No. staff volunteering hours
		NTW78	Support provided to help local community draw up their own Community Charter or Stakeholder Plan	£ invested including staff time
	Innovation to support more cohesive communities in Wales	NTW79	Innovative measures relating to "A Wales of cohesive communities" to be delivered on the contract - these could be e.g. co-designed with stakeholders or communities, or aiming at delivering benefits while minimising carbon footprint from initiatives, etc.	£ invested including staff time
	Supporting workers, SMEs and third sector and civil society organisations to face the COVID-19 crisis	CW19-11	Provide support for SMEs and third sector and civil society organisations to respond to the COVID-19 crisis and maintain business operations - hours of expert support provided by staff	No. staff expert hours
		CW19-12	Percentage of invoices on the contract paid to SMEs and third sector and civil society organisations within 30 days	%
	Supporting communities to deal with the COVID-19 crisis	CW19-13	Do you have in place a strategy to provide guidance on best practice social interaction in COVID-19 times to own and supply chain staff and where possible the community?	Y/N - Provide relevant documents
		CW19-14	Enable and encourage staff on the contract to safely volunteer within their community or participate in local support networks - particularly to help people in most vulnerable groups (at risk categories), people self-isolating and local essential workers.	No. staff volunteering hours

WELSH NATIONAL TOMs VERSION 1.0 27th OCTOBER 2020

Tudalen 161

Theme/Goal	Outcome	National TOMs Wales Ref	Measure	Unit
		CW19-15	Direct support from your organisation to local authorities or third sector and civil society organisations in the local area for the contract to deliver the services to support people in most vulnerable groups (at risk categories), people self-isolating and local essential work force - (food delivery, mental health support, etc.)	£ invested including staff time
		CW19-16	Funding of campaigns to increase the understanding of the importance of following behavioural norms as specified by the government and public health institutions, recognition and appreciation of the social value provided by essential services (NHS, food retail, transportation, etc.) - targeted towards staff and the general public	£ invested including staff time
		CW19-17	Safe and sustainable travel and transport options for staff are in place - these should be targeted at minimising risks stemming from COVID-19	Y/N - Provide relevant documents
		CW19-18	You have conducted a COVID-19 risk assessment, and monitoring and reporting measures are in place and publicly available	Y/N - Provide relevant documents
A Wales of vibrant shared culture and thriving Welsh Language	The Welsh Culture is promoted	NTW80	Support and investment provided for people to learn and use Welsh (e.g. interactions and signage)	£ invested including staff time
		NTW81	Support and investment provided for people to get involved in Welsh cultural events, arts, sport and heritage activities	£ invested including staff time
	Native wildlife, nature and heritage sites are protected	NTW82	Support and investment provided for the protection of native wildlife and biodiversity as well as local heritage sites	£ invested including staff time
	Innovation to support a more vibrant culture	NTW83	Innovative measures relating to "A Wales of vibrant shared culture and thriving Welsh Language" to be delivered on the contract - these could be e.g. co-	£ invested including staff time

WELSH NATIONAL TOMs VERSION 1.0 27th OCTOBER 2020

Theme/Goal	Outcome	National TOMs Wales Ref	Measure	Unit
			designed with stakeholders or communities, or aiming at delivering benefits while minimising carbon footprint from initiatives, etc.	



Report

Cabinet

Part 1

Date: 14 January 2022

Subject **Mid-Year Performance Analysis 2021/22**

Purpose To present Cabinet with an update on service area performance for the first six months of 2021/22 against Service Plans; to address any areas of under-performance before the year-end; and to consider recommendations / feedback from the Council's scrutiny committees.

Author Director for Transformation and Corporate Performance & Research Business Partner

Ward All

Summary Newport Council's Corporate Plan 2017-22 has identified four Well-being Objectives. To support the delivery of the Corporate Plan, the Council's eight service areas have developed their service plans which outline how they will support and deliver the Council's objectives. This report provides an overview of the Council's performance across its eight service areas for the six month period between April and September 2021. In summary, the Council is:

- Project Delivery – 47 out of 61 projects reporting green and on target for completion with 13 amber and 1 red
- Service Objectives / Actions – 69% (220) actions reporting green and on target to complete with 19% of actions reporting red (2%) and amber (17%)
- Performance Measures – 63% of measures reporting green with 20% reporting amber and 13% reporting Red.

Proposal Cabinet to consider the contents of the report noting the performance of the Council's service areas acknowledging where the Council is performing well and addressing areas of underperformance with Directors and Heads of Service.

Action by Heads of Service

Timetable Immediate

This report was prepared after consultation with:

- Place and Corporate Scrutiny Committee
- People Scrutiny Committee
- Corporate Management Team

Signed

Background

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

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

Overview

Service areas provide quarterly updates on the progress of delivery against their service plans. Service Plans include:

- Programmes and Projects
- Service area Objectives and actions
- Performance Measures;
- Risks (Risks are reported separately in a quarterly monitoring report to Cabinet and Audit Committee).

Every quarter progress against service plans is reported to the Council's Corporate Management Team. At the Mid-year point in the financial year (1st April to 30th September), service areas provide their updates that are subject to review by the Council's Scrutiny Committees (Place and Corporate / People Scrutiny Committees). Feedback and recommendations from the committees are outlined below.

At the mid-year point, service areas reported the following achievements / progress to date (Further detail can be found through the scrutiny agendas, See below):

- **Adult Services** – The Council's Adult Services have been dealing with the consequences of the pandemic collaborating with Aneurin Bevan Health Board, care providers, Welsh Government and other local authorities to manage the increases in demand, pressures with staff shortages and preparations for the winter period.
- **Children Services** - Despite the challenges faced with increasing number of referrals and changes in the complexity of cases the service area has received positive feedback from Care Inspectorate Wales (May '21) on service delivery and positive developments with its:
 - Disabled Children's Team delivering series of sessions with vulnerable children and their experiences.
 - Family and Friends team establishing a support group for Kinship Carers.
 - Youth Justice Service delivering a football event with a range of teams.
 - Collaborating with Cardiff Council supporting unaccompanied Asylum Seeking children.
- **City Services** – The service area continues to perform well against its recycling targets with improvements made at the HWRC site. Further progress and achievements have been made also in:
 - Vehicle replacement programme has seen 4 fully electric vehicles and 50 care, vans and bespoke plant converted to electric with remaining fleet switched to electric by the end of 21/22.
 - Active Travel on course to install the pedestrian link between Devon Place and Queensway on Christmas day.
 - Installation of more water refill stations across the city's parks.
- **Education** – The focus of Education service has been to continue to adapt to meet the challenges posed by the Covid pandemic.

- Pupil attendance remains a priority with the Education Welfare Service and schools working closely with schools and individual families to re-engage in school learning.
- Collaborating with the Education Achievement Service to prepare for and deliver the Additional Learning Needs Transformation by September 2022.
- Continuing good progress of the 21st Century Schools and EdTech programmes including the amalgamation of Fairoak and Kimberly Nursery into Newport Nursery school and opening of the fourth Welsh-Medium primary school, Ysgol Gymraeg Nant Gwenlli.
- **Finance Service** - the Finance service has continued to work flexibly supporting the organisation to face the challenges and opportunities with the Council's delivery of services and 2022/23 and medium-term budget preparations.
 - The service area has been supporting residents to catch on arrears coming out of last year and providing debt advice / support to address wider needs of residents.
- **Law & Regulation** – The service area has been focused on a number of key areas to support the Council's functions through the provision of:
 - Regulatory support to support businesses to adhere to the Covid / health & safety regulations taking action as necessary to ensure compliance.
 - Democratic support to the Council's elected members and meeting the new Local Government and Elections Act including Assembly Elections and by-elections; virtual / hybrid meetings.
 - Environmental Health have continued to support schools, care homes and Civil Contingencies to ensure Covid outbreaks are managed / mitigated. This will continue for the remainder of 2021/22.
- **People and Business Change** – The service area has continued to play an essential role in enabling the Council to meet its corporate objectives and supporting all service areas to deliver key outcomes. Some of the key areas of delivery have been:
 - Developing the approach that the Council will take to move to a 'New Normal' building on the flexible working and supporting wider initiatives such as its Climate Change Plan.
 - Civil Contingencies have continued to be at the centre of coordinating the Council's response to the Covid pandemic which will continue into remaining 21/22.
 - HR have been developing new Wellbeing policies to support the Council's 'New Normal' as well as supporting the Chief Executive to deliver her new structure.
 - Policy, Partnership and Involvement have been supporting the development of the new Gwent Regional Public Services Board, delivering Participatory Budgeting, Climate Change Plan / Local Area Energy Plan, next Corporate Plan development and Local Government Act.
 - The service has also been supporting families to resettle in Newport as part of the Home Office refugee resettlement scheme.
- **Regeneration Investment & Housing** – The service has continued to adapt services to provide ongoing support to both Newport businesses and most vulnerable residents.
 - Neighbourhood Hubs have remained at the heart of our communities to support residents through work and skills initiatives such as Kickstart and Restart, school holiday play provision throughout the summer.
 - Housing and homelessness support collaborating with partners such as the Wallich and Registered Social Landlords to find long term support and accommodation.
 - Business Support team supporting over 1,000 businesses to access advice and Welsh Government grant funding and Newport's own City of Newport Business Development Fund.
 - Supporting the delivery of Indoor Market and Market Arcade redevelopments as well as new Leisure and Well-being Centre on Usk Way.
 - Commenced work on the next Local Development Plan, Housing Support Plan and Climate Change Plan.

At the Mid-year point, service areas are reporting good progress against their Plans and the overview for each area is highlighted below with further detail of Red actions and performance measures reported in Appendix1.

Progress against Service Area Projects (30th September 2021)

In 2021/22, as part of the Council's continuous improvement, service areas monitoring progress against the delivery of their projects which contribute towards the delivery of the Corporate Plan objectives and

statutory duties. At the Mid-year review point, there are 47 projects reporting green status, 13 Amber and 1 Red. Further detail of the Red and Amber projects are included in Appendix 1 of this report.



No. of Green Projects



No. of Amber Projects



No. of Red Projects

Progress against Service Plan Objectives and Actions (30th September 2021)

Each service area has objectives and actions that are focused on the delivery of the Council's Corporate Plan, statutory duties and continuous improvement. The table below provides an overview of the distribution of progress against actions across the Council's service areas. Overall, 69% of actions across the eight service areas are on target for completion by their anticipated completion date. 2% or 6 actions are reporting Red and are provided in further detail Appendix 1 of the report.

Service Area	Red Actions	Amber Actions	Green Actions	Actions Completed
Adult Services	0	3	11	2
Children Services	1	3	19	2
City Services	0	2	20	3
Education	3	12	47	4
Finance	1	6	12	13
Law & Regulation	0	6	37	2
People & Business Change	0	12	47	7
Regeneration, Investment & Housing	1	10	27	4
NCC Overall	6 (2%)	54 (17%)	220 (69%)	37 (12%)

Service Area Performance Measures (30th September 2021)

Performance measures are used to monitor the delivery of key council services and at the Mid-year point quarterly and half-yearly measures are reported. Annual measures are reported at the end of the Financial year and reported in the 'End of Year' Report. The table below provides an overview of the status of performance measures at the Mid-year point. 63% of measures are reporting performance above and/or on course to succeeding their target by the end of the financial year. 17% or 13 measures are significantly underperforming and require further assurances to improve.

Service Area	Red Measures	Amber Measures	Green Measures
Adult Services	1	1	2
Children Services	0	5	13
City Services	1	0	10

Service Area	Red Measures	Amber Measures	Green Measures
Education	0	0	0
Finance	0	3	7
Law & Regulation	1	0	4
People & Business Change	3	2	7
Regeneration, Investment & Housing	7	4	5
NCC Overall	13 (17%)	15 (20%)	48 (63%)

Note: There are performance measures for Social Services (Adults / Children) where there is no RAG assessment as the performance is determined based upon the needs of the service user. Education have annual measures that will be reported at the end of the financial year.

Where performance measures are underperforming, the Council's Corporate Management Team undertakes deep dive reviews into these measures to seek assurances on the actions being taken to improve performance and also to consider if additional resource is required to improve performance. Heads of Service also provide regular updates to their Cabinet Members on the delivery of their service plans and performance.

Appendix 1 – Newport City Council Mid-Year Performance Overview Red Projects / Actions and Performance Measures

Links to Council Policies and Priorities

Corporate Plan 2017-22
Strategic Recovery Aims
Service Plans 2021/22

Options Available and considered

1. Cabinet to consider the contents of the report noting the performance of the Council's service areas acknowledging where the Council is performing well and addressing areas of underperformance with Directors and Heads of Service.
2. To reject this report or ask for further information.

Preferred Option and Why

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

Comments of Chief Financial Officer

There are no direct financial implications arising from this report as its purpose is to update on performance. Service area budgets are monitored and regularly reported on with any performance improving measures being funded through existing budgets and any new measures considered within the context of the Medium Term Financial Plan. The Council's Strategic Recovery Aims are also funded through existing budget in 21/22 and will be further considered when setting the budget for the new financial year.

Comments of Monitoring Officer

There are no specific legal issues arising from the Report. This monitoring report has been prepared in accordance with the Council's performance management framework and identifies progress made during the first six months of 2021/22 in delivering the corporate plan objectives and meeting key performance measures within service plans. The individual service plans have been considered by Performance

Scrutiny Committees and their comments have been included in this Report, to assist Cabinet in identifying and addressing areas for improvement

Comments of Head of People and Business Change

It is important for the Council to continuously monitor and report on the delivery of its services and progress towards delivering the Council's Corporate Plan 2017-22. The Covid pandemic continues to have an impact on the delivery of services in 2021/22 but as the Mid-year report demonstrates service areas continue to achieve positive outcomes for the citizens of Newport. Where the Council is underperforming Heads of Service and the Directors are ensuring that development is being made to improve performance.

There are no specific HR issues arising from the report.

Local issues

None.

Scrutiny Committees (Place & Corporate Scrutiny Committee)

At the Mid-year point in the financial year (1st April to 30th September), service area updates are subject to review by the Council's Scrutiny Committees.

[Scrutiny Committee Agenda and Minutes – 15th November 2021 / 29th November 2021](#)

City Services

- The Committee firstly wished to thank the Cabinet Member and Head of Service for their attendance and wanted it to be known that all the officers and staff have every right to be proud of their work and ensuring that the services provided have been of good quality throughout the pandemic. The Committee also praised the quality of the report.
- The Committee would like to request for the data on tree planting to be provided.
- The Committee proposed for an All Member Seminar to be set up in respect of the Burns Report and the Delivery group in respect of the 58 recommendations made by Burns.
- When the data is available, Members would also like to request for an update report on the take up of the "try before you buy" taxi scheme.

Finance

- The Committee wanted to give thanks to the Head of Service and his team for attending the meeting, and requested for their thanks to be relayed to the entire Finance team for their ongoing hard work during the pandemic. Members were pleased with the information contained within the report and had no further comments or recommendations to give to the service area.

Law and Regulation

- The Committee firstly wished to thank the Cabinet Member and Head of Service for their attendance and wanted it to be known that all the officers and staff have every right to be proud of their work and ensuring that the services provided have been of good quality throughout the pandemic. The Committee also praised the quality of the report. It was noted that the Law and Regulation – Mid Year Forecast vs 2021/22 Budget graph on page 19 of the agenda didn't match up to what was said in the Executive summary about the financials, so if possible could the Committee have the up to date graph sent out to them. *(This has already been actioned)*
- The Committee were pleased to hear that the E-newsletter goes out every fortnight and people can sign up to it via the website. It was also good to know that the service area are reviewing it for content and also looking at the frequency as it progresses.

- The Committee appreciated that complaints around anti-social behaviour, such as noise complaints can now be reported via an app, but would like to know if the ability to report further anti-social behaviour such as instances of drinks being spiked in Newport pubs and clubs could be extended to the app as this could be a vital tool in reducing this kind of anti-social behaviour.
- Members were pleased to learn that there has not been a reduction in the number of taxi licences granted during the pandemic and as soon the renewal applications come in the service area processes them. Members wished to note this, as the Council are ensuring that everything is being done on their side to ensure taxi drivers have everything in order for their employment.

People and Business Change

- The Committee again wished to thank the Cabinet Member and Head of Service for their attendance and wanted it to be known that all the officers and staff have every right to be proud of their work and ensuring that the services provided have been of good quality throughout the pandemic, especially helping the Council move forward in adapting to the new normal. The quality and detail of the report was also praised.
- In responses to the Director emphasising that the new normal was not driven by cost savings, but by broader considerations and the response to the pandemic, the Committee advised that it would be useful to know how those aims were working in practice, and that it would be beneficial for the committee at the next service review to have an officer assessment of how the aims envisaged in the new normal are being realised. Members also would find it useful to track the new normal aims, progress achieved and the extent to which they have met Council and HR requirements, and would be good for that to be an ongoing action with percentage given if possible.

Regeneration Investment and Housing

- The Committee again wished to thank the Leader, Chief Executive and Cabinet Member for their attendance and wanted it to be known that all the officers and staff have every right to be proud of their work and ensuring that the services provided have been of good quality throughout the pandemic. The Committee were also happy with the quality in the report.
- The Committee queried about the possibility of having an All Member Seminar booked to discuss the Local Area Energy Plan.
- Members were pleased to hear about plans to create an event calendar for the city. It was queried about the possibility of having a cycling event to be held during one Sunday in the Summer to help promote Active Travel.
- Members requested clarification on what the “non-legal powers to stimulate action and improvements from owners” are in the commentary on page 29 of the agenda.

Scrutiny Committees (People Scrutiny Committee)

[Scrutiny Committee Agenda and Minutes 16th November 2021 / 30th November 2021](#)

Adult and Community Services

- The Cabinet Member mentioned a ‘crisis’ within Adult and Community Services, specifically regarding service provider stability – the Members would like to be briefed on this at a later time if appropriate.

Children’s Social Services

- The Committee would like to reiterate their desire to visit Windmill Farm prior to opening.
- The Committee would like an update on the current status of Rosendale Annexe.

Comments and Recommendations - Education

- Safe walking routes to school (page 24): It was noted that Education had taken this as far as they could, and that the responsibility for furthering this would now lie with City Services. The Members

would like the initiative to be added to City Services' Service Plan going forward so that it can be further scrutinised.

- The Members shared their concerns for the number of children being excluded, and requested further data on the exact number.
- The Members were concerned that any issues with regards to ALN and vulnerable children tended to be in red/amber measures. They noted that this may be something they would like added to the Forward Work Programme in future.
- The Members expressed concern with regards to the estimated completion date of the calming room audits, and would like to be updated on progress in future.
- The Committee thanked officers for their hard work within Education.

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

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

Consultation

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

Background Papers

Newport City Council Corporate Plan 2017-22

Service Plans 2018-22 (21/22).

Place & Corporate Scrutiny Committee November 2021

People Scrutiny Committee November 2021

Dated: 10 January 2022

Appendix 1 – Newport City Council Mid-Year Performance Overview Red Projects / Actions and Performance Measures

Newport Council Red Projects

Project	Cabinet Member(s) / Service Area	Anticipated Completion Date	Mid-Year RAG Status / % Completion	Commentary Update
Additional Learning Needs Transformation To further the implementation of the Additional Learning Needs (ALN) and Educational Tribunal Act 2018 and review the staffing resources needed to implement the demands of the Act.	Cabinet Member for Education and Skills	Quarter 2 2021/22	80%	Although the implementation of the new Additional Learning Needs Code started in September 2021, Welsh Government are yet to release their implementation guidance so we are unable to complete the work with schools regarding the new System.

Newport Council Red Actions

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Service Area - Action	Cabinet Member(s)	Anticipated Completion	% Action Completed	Commentary
Children Services - Work to the revised guidance for Corporate Parenting from Welsh Government (due in summer 2020) with the Corporate Parenting Forum and potentially other partners to build understanding of shared responsibility.	Cabinet Member for Social Services	31 st March 2022	0%	We still await guidance from Welsh Government. Corporate Parenting meets and is a positive and constructive forum for Member and Officers as well as key stakeholders.

Service Area - Action	Cabinet Member(s)	Anticipated Completion	% Action Completed	Commentary
Education - Audit calming room and timeout room usage across all school sectors and update the current policy in liaison with the safeguarding lead and the health and safety team.	Cabinet Member for Education and Skills	31 st March 2022	40%	This piece of work has been delayed due to a lack of Health and Safety Officer availability and Inclusion Officer capacity due to issues arising from Covid support for Schools. New anticipated completion date set for 31st March 2022.
Education - To further the implementation of the Additional Learning Needs (ALN) and Educational Tribunal Act 2018.	Cabinet Member for Education and Skills	30 th September 2021	80%	Although the implementation of the new Additional Learning Needs Code started in September 2021, Welsh Government are yet to release their implementation guidance so we are unable to complete the work with Schools regarding the new system.
Education - To develop a strategy for the transition of Vulnerable groups.	Cabinet Member for Education and Skills	31 st March 2022	15%	Initial discussions have taken place at a multi-agency forum regarding a trauma informed approach to supporting children transition into Early Years. This work has been delayed due to capacity.
Finance - To develop and embed new electronic Gateway Forms into procurement process for greater self-service and automation	Leader of the Council	31 st March 2022	20%	As at the end of September 2021, one form has been developed, and the process of using this form through the 'My Council Services' portal has been tested. The result of this testing is that it is felt this way of trying to adopt a fully electronic method of writing and approving Procurement Gateway documentation is not appropriate and would create a more challenging and elongated process that would not be in the interests of the Council. This alternative way of managing forms feels clunky and restrictive and not be the right way forward. It is therefore proposed to 'park' the current task, and review in the new year once the new Finance System is being integrated within the Council and explore the option of using the new finance

Service Area - Action	Cabinet Member(s)	Anticipated Completion	% Action Completed	Commentary
				system to streamline the Gateway process and the relevant forms.
RIH - Transporter Bridge project delivery through the development of the Visitor Centre and refurbishment of the bridge.	Cabinet Member for Culture and Leisure	31 st March 2023	5%	The Visitor centre construction project has been subject to delay following the liquidation of the original appointed contractor. However, a retendering exercise has been completed. Decisions to proceed are interrelated with the retendering of the repair works to the Bridge and will be concluded shortly.

Newport City Council Red Performance Measures

Service Area - Measure	Cabinet Member(s)	Mid-Year 21/22 Actual	21/22 Target / Comparator (Mid-Year Target / Comparator)	End of Year 20/21 Actual	Mid-year 20/21 Actual	Mid-year 19/20 Actual	Commentary
Adult Services - The total number of reports of adults suspected of being at risk where it is necessary for enquiries to be made.	Cabinet Member for Social Services	412	648 (277)	648	277	Not Available	Some increased areas of activity identified around reports of self-neglect and breaches of PPE that can be attributed to the Pandemic. More broadly the removal of the threshold of serious harm and greater confidence of professionals around reporting could also be impacting. Ongoing monitoring will determine if it is a permanent feature.
City Services – Customer Contact Centre Average wait time (min)	Cabinet Member for Assets and Resources	7 minutes 15 secs	5 minutes	4 minutes 56 secs	3 minutes 15 secs	4 minutes 11 secs	Performance has been affected by new starter induction training and buddying, team meetings and essential training for reopening of the F2F service at the Riverfront.
Law & Regulations – Percentage of legal searches in 5 days.	Cabinet Member for Licensing and Regulation	73.3%	95%	78.3%	94.6%	75.6%	There is a backlog of searches due to Covid restrictions and the suspension of all personal searches. This has led to a significant increase in numbers of electronic searches and an increased turn-around time. However, this will improve now that the restrictions have been removed.
People & Business Change - Number of employees completing corporate Welsh Language awareness training.	Cabinet Member for Assets and Resources	16	50 (25)	3	0	4	Welsh language training has been reviewed and a series of training videos are in the final stages of development. All staff will be required to view the videos and completion rates will be recorded.

Service Area - Measure	Cabinet Member(s)	Mid-Year 21/22 Actual	21/22 Target / Comparator (Mid-Year Target / Comparator)	End of Year 20/21 Actual	Mid-year 20/21 Actual	Mid-year 19/20 Actual	Commentary
People & Business Change - Percentage of managers undertaking regular check ins.	Cabinet Member for Assets and Resources	27%	80%	Not Recorded	Not Recorded	59.04%	In 2020/21 we did not fully implement the new check in process and therefore did not record performance due to Covid. This is the first year that we are asking all service areas to use the new process. However, in some service areas the new process has been difficult to fully adopt due to pressures in the areas and also issues in how staff are recording the completion of the check ins in the system. This has been regularly reported to CMT and service area managers. Action is being taken to improve guidance and provide further training and support to managers to improve performance.
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People & Business Change – Number of staff receiving Equality training	Cabinet Member for Assets and Resources	32	200 (100)	7	0	Not Recorded	Equality training provision has been reviewed and delivery of externally commissioned training has now commenced. All Managers across the council will have received equality training by the end of March 2022.
RIH - Percentage of all planning applications determined in time	Cabinet Member for Sustainable Development	57.3%	80%	67.1%	67.2%	78.2%	The processing of planning applications has been significantly affected by the staff retention and recruitment issues and there remain some vacant posts. This is being addressed with the use of Agency staff.
RIH – Percentage of households for whom	Leader of the Council	35.6%	50%	42%	41.4%	52.8%	The pandemic has resulted in a cohort of 'hidden homeless' accessing services. A lack of

Service Area - Measure	Cabinet Member(s)	Mid-Year 21/22 Actual	21/22 Target / Comparator (Mid-Year Target / Comparator)	End of Year 20/21 Actual	Mid-year 20/21 Actual	Mid-year 19/20 Actual	Commentary
homelessness was prevented							available, affordable accommodation and temporary measures to prevent evictions, has resulted in reduced prevention rates. The mid-year performance figure reflects the ongoing challenges faced at the end of 20/21.
RIH - The percentage of empty private properties brought back into use.	Leader of the Council	0.64%	1.52%	0.86%	0.55%	0.09%	A revised, targeted approach has been implemented which utilises a number of statutory and non-statutory powers to assist owners to bring empty homes back into use. As a result it is expected that this PAM will see improvement by year end.
RIH - Number of new homes created as a result of bringing empty properties back into use.	Leader of the Council	0	9	0	0	14	Completion of projects continues to be delayed as a result of the impact of covid-19 and Brexit as prices for material and labour have significantly increased.
RIH - Number of additional affordable housing units delivered per 10,000 households	Leader of the Council	0.6 per 10,000 households	33.54 per 10,000 households	30.54 per 10,000 households	10.8 per 10,000 households	12.7 per 10,000 households	RSL partners have reported delays in completion due to increasing costs and pressure on material and labour supplies.
RIH – No. of new business start ups supported through the Business Development Fund	Leader of the Council	1	50	4	0	4	Launch of the new City of Newport Business Fund launched at the end of September and the numbers of businesses supported reflects this. However there has been significant interest in the new funding and it is expected that there will be a significant improvement in this figure by year end.

Service Area - Measure	Cabinet Member(s)	Mid-Year 21/22 Actual	21/22 Target / Comparator (Mid-Year Target / Comparator)	End of Year 20/21 Actual	Mid-year 20/21 Actual	Mid-year 19/20 Actual	Commentary
RIH – Number of people approaching the authority for housing advice and assistance	Leader of the Council	965	2,000 (1,000)	1,778	736	855	The number of people presenting to the Council for housing advice and homeless has increased as a result of temporary guidance during the pandemic and enhanced duty to accommodate all at risk of rough sleeping.



Report

Cabinet

Part 1

Date: 14 January 2022

Subject Implementing the South East Wales Corporate Joint Committee

Purpose To update Cabinet on progress with the implementation of the South East Wales Corporate Joint Committee Select and to inform Cabinet of the proposed interim governance and delivery model.

Author Chief Executive/Strategic Director/Head of Law & Standards

Ward All

Summary This is a common report which is being presented to all of the constituent local authorities forming the South East Wales Corporate Joint Committee (“CJC”) to provide an update on the implementation process in order to meet the legislative requirements of the Local Government and Elections (Wales) Act 2021.

The common report sets out an interim governance and delivery model sufficient to implement the statutory requirements for establishment of the CJC. This will involve a ‘twin-track’ approach to operating the Cardiff Capital Region (“CCR”) City Deal alongside the initial ‘bare minimum’ phase of CJC mobilisation ahead of the CJC setting its first statutory budget on 31st January 2022.

This common report also sets out the next phases of progress in line with resolving the current barriers to full implementation of an integrated ‘lift and shift’ approach which seeks to eventually, bring together the CCR City Deal and the CJC into one coherent model of regional economic governance.

Proposal Cabinet is asked to:-

- (a) Note the interim governance and delivery model for implementation of the SE Wales Corporate Joint Committee and the ‘twin track’ arrangements proposed across operation of CCR City Deal, alongside initial enactment of a ‘bare minimum’ CJC – and until such time the proposed ‘lift and shift’ approach can occur;
- (b) Note the requirement for the CJC to set and approve a budget on or before 31st January 2022 and the steps set out in the report to enable this;
- (c) Note the risks and issues set out in the report which require ongoing monitoring, mitigation and management;
- (d) Note the request made by CCR of Welsh Government to amend the CJC Regulations to change the date on which immediate duties commence under the Regulations from 28th February 2022 to 30th June 2022;

- (e) Note the draft Standing Orders at Appendix 1 which set out the initial requirements and operating model for the CJC as well as initial business for the inaugural meeting on 31st January 2022
- (f) Note the work ongoing by CCR and its constituent Councils to work with Welsh Government, Audit Wales and advisors as appropriate, to help inform resolution of the remaining issues wherever possible;
- (g) Note that the Leader will represent the Council on the SE Wales CJC and they will have a duty to consider and set their first budget at their inaugural meeting on 31st January 2022, in order to ensure that the Council is complying with the legislation as required.

Action by Chief Executive/Leader of the Council

Timetable Immediate

This report was prepared after consultation with:

- Director Cardiff Capital Region City Deal
- Leader of the Council
- Chief Executive
- Strategic Director
- Head of Law & Standards
- Head of Finance

Signed

Background

History of the Cardiff Capital Region City Deal

1. The Welsh Government's SEW Corporate Joint Committee Regulations 2021 establish a Corporate Joint Committee (CJC) for the ten Councils that constitute the Cardiff Capital Region. The legislation came into effect on 1st April 2021 and the first statutory duty of the CJC for SE Wales is to set its budget on or before 31st January 2022. A set of immediate 'commencement duties' requiring the CJC to begin work on preparation of a Strategic Development Plan, a Regional Transport Plan and enactment of economic wellbeing powers were due to be adopted by the SE Wales CJC on 28th February 2022.
2. A significant body of work has been undertaken by CCR and its constituent councils in preparation for enactment of a corporate entity CJC, given this objective has been a matter of long-term collective endeavour. The direction set through successive business plans, has set the course for evolution from a single funding programme – City Deal – to the multiple funding functions and accountabilities of a wider City Region via a CJC. Work to date has scoped the vision, functions and mission to decipher the 'best fit' opportunities; assess the current Joint Cabinet Committee model to appraise benefits, limitations and opportunities; assess options for a new delivery structure via a CJC; and determine optimal processes for implementation.
3. On inception of CCRCD in March 2016, the mission was to make CCR more investable, competitive and resilient – promoting inclusive growth and the aim of 'no place gets left behind'. It recognised the 'think local, act regional' mandate and the principle, that through working together everyone achieves more. This is particularly pertinent in the case of market facing functions such as the economy, housing, land-use and transport where markets do not respect administrative boundaries and where supply chains, connectivity, clusters and innovation diffusion 'spill over' and straddle geographies.
4. In this way, the establishment and underpinning ambition of the CCR City Deal has already accomplished shared purpose across all 10 Councils and much of the heavy lifting to translate this into projects and programmes has been done. Trust, strong relationships, and a commitment to place-based priorities has reinforced the profile, partnerships and reputation. The operation of the Investment and Intervention Framework Fund provides an incentive for continued co-operation and collaboration.
5. Following successful passage through Gateway Review #1, Regional Cabinet has scaled up ambitions through a new 5-year strategic business plan and an Investment Prospectus that sets out asks and offers in the order of £4.2BN investment to deliver 33,500 high skill jobs, £3.75BN leverage and £2.5BN GVA. This is significant because in a new world of Levelling-up, Connecting the Union, the UK as a Science Superpower and a new Programme for Welsh Government – investment will be secured competitively. It follows that CCR must be able to compete to win resources; develop new financial flexibilities and develop propositions to work with Welsh and UK Governments to address challenges of Covid, Climate and low growth-productivity.

Core Principles of Regional Economic Governance in the CCR

6. Whilst CCRCD has achieved much to date, there are also constraints. CCR City Deal is supported by an Accountable Body delivery structure and as effective as this has been, relies upon complex back-to-back arrangements with constituent Councils and does not afford the benefits of being able to act direct; to have its own balance sheet; to acquire and hold assets and importantly, to borrow. CCR has thus outgrown its initial structure and operating model and needs to evolve to properly capitalise on investment and opportunities for the region.
7. Notwithstanding support for evolution, the CCR City Deal Joint Working Agreement (JWA) – its core values, principles and ways of working – must be maintained. Experience shows that regional collaboration works best when Councils retain absolute control over CCR decision-making, and it follows that any future CJC should follow the principles behind the current JWA. Efficiency of structures streamlined governance and having a future-proofed approach which is capable of

providing CCR with optimum flexibility to partake in additional investment programmes beyond the City Deal are therefore key objectives for the CJC. The hard work has already been undertaken since the CJC is not the vision or strategy – it is simply the vehicle or mechanism for optimal delivery of CCR’s vision and strategy. Core principles are thus intended to:

- Retain the principles and ways of working set out in the JWA, emphasising concurrence with local arrangements, building additionality over time and on a case-by-case basis and as required by the CJC
- Establish a strong system of multi-tier governance and distributed leadership, with the CJC setting its own compelling vision and aims and objectives
- Recognise that devolution has many faces and the need to work with both Welsh and UK Governments & ensure CCR has access to all available investments & opportunities
- Reinforce a positive-sum game. The uniqueness of the model of LA democratic legitimacy and localism sits at the heart of CJC which will be controlled and led by LAs.
- Pose no threat to LA services with the assumption that functions, services and resourcing are pulled from the centre not local authorities. No local power, functions, services or resources will be lost or displaced – unless a case is made and supported by LAs (such as Regional Bus) - and LAs will also deal directly with UK Government and Welsh Government and continue to deliver large-scale projects including those of regional, national and international significance and supported by both governments. This will emphasise absolute concurrence and compatibility with local arrangements.
- CJC is capable of adopting Welsh Government’s policy position and ambitions for a system of regional economic governance – and is equally able to respond in the face of the growing presence of UK Government in Wales. CCR is able to act as a neutral space in the middle, working positively with both bodies to ensure the region is positioned optimally to see challenges and opportunities through the prism of ‘place’ and adopt a sense of enlightened self-interest. With regional investment and ‘localism’ central to developing policy, CCR must deliver for the region, Wales & UK

Making Progress

8. With the above principles in mind, at its meeting of the 20th September 2021, Regional Cabinet approved a report that established the ‘Lift and Shift’ principle ([Appendix 2](#)). This meant moving across the CCR City Deal Funding Agreement into the CJC, as the preferred model for CCR’s transition to one integrated model of regional public investment. The report further set out a comprehensive Transition Plan to oversee the process of evolution and a critical path for achieving key milestone dates.
9. The report described a number of live risks and issues, relating to a series of unresolved matters concerning the implications of CJC’s financial status for taxation purposes and borrowing and their impacts. It was stated that work would continue to be undertaken with CCR’s advisory team and WG to resolve the issues sufficiently in allowing for Lift and Shift model to be implemented in early 2022. A letter was also provided from the WG Minister for Finance and Local Government to reiterate this intent and the report sought to commit to a ‘no worse off’ principle, on this basis as at the point of transition.
10. In the intervening period, it has become clear that the risks and issues highlighted will not be resolved sufficiently to support ‘lift and shift’ of the CCR City Deal into the CJC – and by the date of CJC budget setting on 31st January 2022. This is mainly because the issues that require resolution, namely s.33 (VAT) status, need the approval of bodies such as HMRC and HM Treasury (HMT) and these clearly sit outside the sphere of direct influence and control of WG. In addition, further issues have arisen in respect of Corporation Tax. This is a complex matter not addressed so far in the Regulations; and could have significant implications to the CCR operating model unless similarly addressed through an application to HMT for relevant dispensations. Work

is underway on addressing this, with CCR supporting WG's business case application to HMRC for the relevant dispensations.

11. In other words, there remain a number of substantially unresolved matters, that unless addressed and resolved prior to full 'lift and shift' implementation and are understood and mitigated against ahead of 'bare minimum' implementation – could have a significant impact. On the latter point, even basic activities under a 'bare minimum' CJC may still incur a level of irrecoverable VAT and as such an initial scaled back approach which reduces such a potential risk is proposed.
12. The impacts of all these issues are not standalone and consideration will need to be given to the matter of seeking UKG support regarding the timing and transfer of the existing CCRC Funding Agreement to the CJC. In addition, it must be understood that these are complex and inter-connected issues and there are no 100% guarantees of success. Wider financial status issues are bound up within making the case for s33 status and in essence, the need to demonstrate the intent and effect of the CJC legislation, which is for them to be 'creatures of LAs' and 'part of the LG family'.
13. CCR has made representations to WG on these issues, including seeking a re-setting of the statutory budget timeframe. WG has advised that this is not possible due to timescales and the need to carry out statutory consultation on any proposed changes. However, the issues raised are recognised and understood and implementation on the basis of a pragmatic and proportionate provisional approach is supported. Additionally, legal advice has been taken on the risks and challenges posed to CCR of 'doing nothing' and it is clear that CCR's constituent Councils must be minimally compliant at this stage.
14. The 'bare bones' implementation of the CJC legislation will therefore need to be 'twin-tracked' with continuation of the current Joint Committee/Accountable Body-led model for delivering the CCR City Deal for the time being. This dual approach is unavoidable and will provide business continuity for City Deal delivery.
15. WG has also set out that the date of commencement of immediate duties around preparation of the Regional Transport Plan, Strategic Development Plan and economic wellbeing powers, can be changed from the original date set for SE Wales of 28th February 2022 to 30th June 2022 – thus, falling in line with other CJC regions. This report recommends that this later date is accepted in order to better align with the proposed bare minimum approach.
16. Further background information pertinent to this is set out in the Report to Regional Cabinet of 13th December 2021 ([Appendix 3](#)).

Next stages

17. Whilst the above issues are complex and require the re-doubling of efforts across WG with support from CCR and its technical and legal advisory team and its constituent LAs, it is recognised that where progress can be made, then it should be made.
18. The 'bare minimum' model proposed in this report, thus offers a pragmatic way of enabling the ten member Councils of CCR, to begin implementing the CJC requirements and adopting statutory duties – whilst at the same time – supporting WG to progress the resolution of issues, which are preventing a transition to Lift and Shift at this time.
19. This means putting in place a series of steps that will define the critical path between now and 31st January 2022 (the date by which the CJC must approve its budget), in order to ensure compliance with the legislation, but in ways which protects CCR's ten constituent Councils' short and long-term position and wherever possible, safeguards against any detriment.
20. On the basis of external advice and technical support, the proposed 'bare minimum' model will enable CCR to demonstrate it has commenced transition, ensuring compliance with the legislation and regulations. It is essentially creating the outline of the CJC as an absolute statutory minimum and as an interim holding position only. It will include:

- Setting minimal nominal budgets and the amounts payable by each constituent local authority for the operation of the CJC no later than 31st January 2022;
 - Agreeing with the Auditor General for Wales the CJC audit scope and fee, which is proportionate and reflects the CJC's bare minimum operations;
 - Adopting model Standing Orders and any basic supplements – i.e. scheme of delegations (draft attached at [Appendix 1](#));
 - Arrangements to place any staff at disposal of CJC – again this will be on the basis of proportionality;
 - Establish statutory sub-committees e.g. Audit and Governance Committee etc.;
 - Appoint Chair/ Vice Chair/s – which can mirror existing CCR arrangements; and,
 - Establish practical arrangements in respect of the CJC's basic infrastructure as a separate legal entity – accounting & reporting requirements, bank account, VAT registration, minimum insurances, proportionate records scheme etc.
21. The bare minimum model will operate on the expectation that the absolute minimal operational activity required will be undertaken. Therefore, any extraneous activity such as production of a business plan; meetings of the CJC beyond initial budget setting/ 'establishment'; meetings of the Audit and Governance Committee; and staffing arrangements beyond those linked to the above – is unlikely to take place.
 22. In order to provide a level of certainty to all CJC stakeholders and constituent councils, the bare minimum model, will be predicated on being in place until the 31st March 2023. However, should the issues be resolved sooner, there is provision for the budget requirement to be re-visited in-year and as 'lift and shift' becomes do-able and is supported through the relevant financial status issues being resolved. This means that for the initial operating period a nominal budget is set with the clear expectation of minimal expenditure against it. This is an important principle. If even low-level expenditure can be justified, the advice is there is a strong case to avoid incurring such expenditure if it can be demonstrated that it would "prejudice the CJC's position or suffer any detriment".
 23. Therefore, whilst a provisional budget can be set, and actions taken to set-up and 'ready' the CJC – it does not follow that enactment beyond this is necessary – at least until such time the CJC is ready to be operable and lift and shift can occur. The timeframe outlined above will be kept under constant review throughout the year as the outstanding matters are progressed and future reports will be brought back to Cabinet/ Council as required.
 24. The CJC will be required to comply with all necessary regulations and legal requirements. The principle of 'proportionality' will be adopted in assessing bare minimum compliance, along with the requirement to minimise any adverse budgetary impacts. It should be noted that the two duties to begin preparation of both a Regional Transport Plan and Strategic Development Plan will commence in 2022/23. As per paragraph 17 above, it is now proposed this date is re-set as 30th June 2022 and this has been communicated with Welsh Government. Whilst there are no immediate actions required in relation to the commencement duties, some progress will need to be demonstrated from July 2022 and plans for such will be presented to the CJC during the year.
 25. This pragmatic, proportionate and reasonable approach will require key stakeholders to adopt a shared endeavour approach. As a result, consultation and engagement is ongoing with Audit Wales and Welsh Government.
 26. It is envisaged that once a timescale is known to enable to re-commencement of 'lift and shift' – the original Transition Plan and arrangement set out in the report of 20th September 2021, can be re-activated.

27. It should also be noted that in setting this process in plan, the clear milestone to work towards is budget setting for the CJC on or before 31st January 2022. Approval of the budget requires unanimous support of CJC constituent councils. Brecon Beacons National Park Authority will feature as part of this in relation to the estimated budget for preparing an SDP and as such, ongoing communication and engagement is taking place.
28. Whilst work led by WG on behalf of all regions/ constituent CJCs in Wales, is underway with HMRC and HM Treasury on the outstanding issues named in this report, there are further updates to note. The SE Wales CJC is not a 'levying body' with an expectation that 'Connected Body' status can be secured to enable access to the LG Pension Scheme. In relation to access to Public Works Loan Board borrowing, at the relevant future point, WG has had initial positive discussions with HMT that suggest borrowing capability through this medium, can be considered and potentially, developed.
29. Work continues to be put in place regarding arrangements for interim accounting systems, processes and relevant systems infrastructure for the CJC. This is being carried out in partnership with RCT Council, which will be providing basic 'transactional services' for the initial period of 'bare minimum' CJC operation. CCR City Deal will continue to be supported by the 'Lead Council/ Accountable Body' mechanism. This reflects the arrangements underpinning the twin-tracking approach which will be needed, at least initially and until the remaining issues are resolved.

Risks and Issues

30. There are several risks related to the proposed approach. However, if the bare minimum model principles set out above are adopted and risks continually mitigated against by the detailed technical work that is ongoing and continued liaison WG and Audit Wales, it is suggested that these can be kept in check, monitored and managed. This means that Value for Money issues can be responded to in as much, that the CJC keeps expenditure to the bare minimum during this interim period and on the basis of no significant detriment to its short or long-term operating model.
31. Other risks concern the resources now needed to implement 'bare minimum' with the aim being to meet these nominal costs from existing resources, albeit there will be some effect given efforts that will need to now be fully channelled to getting work done in an ever-decreasing timeframe. Timeframes present a further risk in that at this time, there is no clear point at which lift and shift occurring can be accurately estimated – however, this could be clarified via WG shortly. Arguably, the bigger issue is guaranteeing successful outcomes – although it is anticipated a strong case will be made to both HMRC and HMT and it remains the strong intent, and wider effect, of the WG legislation for CJCs to be part of the LG landscape and treated as if a Local Authority.
32. It should also be noted that the identification of risks to date, has arisen through work 'on the job'. Further risks that only become apparent through the process of application and implementation cannot be ruled out.
33. Potential risks around potential for double taxation at the point of lift and shift are unpreventable, with work needed ongoing to develop the conversations, flexibilities where they exist and pragmatism to deal with such eventualities. The possibility of fragmented legacy accounts also requires analysis and conclusions to be presented at the relevant time.

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?
Failure to establish CJC and set budget by 31 st January 2022 would breach the	H	L	The proposed implementation process will ensure that the CJC is established and that it will set its budget at its inaugural meeting	Director Cardiff Capital Region City Deal

legislative requirements			prior to 31 st January 2022, to meet the requirements of the legislation	
Failure to secure satisfactory financial resolution to the pensions, VAT, borrowing and tax issues	M	L	Negotiations with the relevant Government agencies should enable the CJC to be put on the same financial footing as the local authorities, given that the CJS is to be treated as a “member of the local authority family”. In the event of the City deal funding not being transferrable to the CJC then it may be necessary for the twin-tracking arrangements to continue	Director Cardiff Capital Region City Deal
The local authorities are challenged over the legal basis for the twin-tracking arrangements and any delayed transfer of functions to the CJC after June 2022.	L	L	Leading counsel’s advice has been obtained about the basis for the concurrent exercise of functions by the CCR and the CJC. This approach has also been agreed with Welsh Government and Audit Wales.	Director Cardiff Capital Region City Deal Monitoring Officers
The twin-tracking arrangements and the delayed transfer of functions to the CJC could result in increased financial contributions from the local authorities	M	L	The proposal is to set a nominal budget for the CJC while it remains “dormant” and this should be covered by the existing financial contributions already committed to the CCR budget. If the financial issues are not resolved by July 2022, then the CJC will need to commence work on the regional transport and strategic development plans, and some additional budget may need to be identified at that time. In future years, when the CJC takes over the functions of the CCR, a mechanism will need to be agreed to deal with budget allocation from constituent councils to enable the CJC to set its own budget under the Regulations as it does not have any levying powers.	Director Cardiff Capital Region City Deal Heads of Finance

* Taking account of proposed mitigation measures

Financial Summary (Capital and Revenue)

As the report states, a ‘bare minimum’ budget will need to be set by 31st January and this could be subject to change in-year once clarification on outstanding financial issues is received and the original ‘lift & shift’ model can be implemented.

There has been no indication of what the bare minimum budget will look like or an indication as to what a ‘normal’ operating model cost would be. Therefore, at this point, NCC own contribution to the core costs of the CJC (incorporating the CCR) cannot be estimated.

The Council has already prudently set aside a small budget of £xxk to support the core costs of the CJC and this will now need to be reviewed and an assessment made on a ‘reasonable budget provision’ AS

THE Cabinet considers its 2022/23 budget. It will need to be adjusted as needed as and when details become clearer.

The core operating costs of the existing CCR is already budgeted for as is its capital funding requirements which NCC contributes towards. These, in themselves should not impact significantly but there is clearly an impact on core costs as the CJC and CCR organisations effectively 'merge'. This can only be known when the CJC moves into its more permanent operating model in the future

Links to Council Policies and Priorities

The Cardiff Capital Region City Deal and the transfer of strategic regeneration, economic development and transport functions to the CJC is intended to deliver improved social and economic outcomes at a regional level, which is entirely consistent with the Council's corporate plan and well-being objectives.

Options Available and considered

The report is intended to provide an update and information on the implementation of the CJC and the proposed interim delivery and governance model. The establishment of, and transfer of functions to, the CJC is a statutory requirement and the Council has already committed to the proposed interim funding and governance arrangements under the CCR City Deal Joint Working Agreement. Therefore, no decision is required and there are no alternative options that require consideration.

Preferred Option and Why

Cabinet is asked to:-

- (a) Note the interim governance and delivery model for implementation of the SE Wales Corporate Joint Committee and the 'twin track' arrangements proposed across operation of CCR City Deal, alongside initial enactment of a 'bare minimum' CJC – and until such time the proposed 'lift and shift' approach can occur;
- (b) Note the requirement for the CJC to set and approve a budget on or before 31st January 2022 and the steps set out in the report to enable this;
- (c) Note the risks and issues set out in the report which require ongoing monitoring, mitigation and management;
- (d) Note the request made by CCR of Welsh Government to amend the CJC Regulations to change the date on which immediate duties commence under the Regulations from 28th February 2022 to 30th June 2022;
- (e) Note the draft Standing Orders at [Appendix 1](#) which set out the initial requirements and operating model for the CJC as well as initial business for the inaugural meeting on 31st January 2022
- (f) Note the work ongoing by CCR and its constituent Councils to work with Welsh Government, Audit Wales and advisors as appropriate, to help inform resolution of the remaining issues wherever possible;
- (g) Note that the Leader will represent the Council on the SE Wales CJC and they will have a duty to consider and set their first budget at their inaugural meeting on 31st January 2022, in order to ensure that the Council is complying with the legislation as required.

Comments of Chief Financial Officer

There are a small number, but significant amount of outstanding financial issues outstanding as the report highlights. The decision to defer the proposed merger of the CJC / CCR functions and organisations is therefore prudent and justified.

The Council's 2022/23 provisional grant settlement from the WG indicated that it should cover any CJC contributions to their 'core operating costs'. The report spells out the challenges in determining what provision is needed but that is unavoidable at this point and a 'reasonable and prudent' budget provision will be needed and will inevitably be subject to refinement and change.

The report sets out the fact that the CJC is not a levying body and it is no tax raising powers. In that context, the ambition to be able to borrow does introduce some challenges / anomalies as the funding of any borrowing they may undertake will be from the constituent Councils. The constituent Councils are legally required themselves to have regard to the CIPFA Prudential Scheme in exercising borrowing powers, linked to their independence of decision making in this regard and impact on their finances as tax raising organisations. Therefore, it is recommended that this issue is explored more fully and clarity sought on how this aspect of 'prudent borrowing' is going to be managed and the applicability of the above 'prudential scheme' in applying to them.

Comments of Monitoring Officer

The Local Government & Elections (Wales) Act 2021 established Corporate Joint Committees ("CJC") to discharge certain regeneration, economic development and transport functions at a regional level. The CJC is different to previous joint Committees, as it is constituted as a separate legal entity, as distinct from the individual local authority members, with powers to set its own budget, employ staff and hold property and other assets. The SEW Corporate Joint Committee Regulations 2021 established a CJC for South East Wales comprising the ten councils that constitute the Cardiff Capital Region ("CCR") City Deal. The legislation places a statutory duty on the local authorities to establish the CJC and for the CJC to hold an inaugural meeting to set its first budget on or before 31st January 2022. The Regulations originally provided for the CJC to commence the discharge of certain regeneration, economic development and transport functions as from 28th February. However, Welsh Government are now proposing to delay the commencement of those duties until 30th June 2022.

The original transition arrangements agreed by the CCR Regional Cabinet were based on a "lift and shift" model, which would have entailed the CJC operating on the same basis as the current City Deal arrangements under the Joint Working agreement between the participating local authorities, but without the need for any Lead Authority, given its legal status to enter into contracts on its own behalf.. However, a number of technical financial issues have arisen regarding the pension and VAT status of the CJC, the tax requirements of any subsidiary delivery companies, the transfer of Treasury City Deal funding and its capital borrowing capabilities. These issues are currently being discussed with the relevant Government agencies but, until they have been resolved, then the CCR Regional Cabinet has now agreed to a "twin-track" approach. This will involve the establishment of the CJC and the setting of an initial budget by 31st January 2022, in order to comply with the legislation and the Regulations but it will then effectively remain dormant and the CCR City Deal arrangements will continue in the meantime.

The proposed amendments to the Regulations will mean that the CJC will not commence the exercise of any legal functions until after 30th June 2022. However, it will still need to be formally established and it will need to hold an inaugural meeting to set its initial budget before 31st January. As a bare minimum, to meet the requirements of the legislation and the Regulations, the CJC will need to adopt standing orders (Appendix 1) and establish the basic governance framework set out in paragraph 20 of this report. For the most part the Standing orders are prescribed by the General Establishment Regulations, with each of the 10 authorities being represented by their Leaders and each member having one vote. Budget decisions have to be unanimous and other decisions require a special majority of 70%. The Brecon Beacons National Park Authority is also required to be a statutory member of the CJC but only in relation to the development of the Strategic Development Plan, given their planning powers. There is also power for the CJC to co-opt other members.

For the purposes of setting the first CJC budget and the bare minimum model, the CJC will utilise the existing agreed CCR budget and there will be no requirement for an additional budget allocation from the constituent councils. As this is within the existing CCR budget and within their delegation under the existing Joint Working Agreement, then there is no requirement for any seek further decision or delegation from the Council at this time. For future budgets, a mechanism will need to be agreed to deal with budget allocation from constituent councils to enable the CJC to set its own budget under the Regulations, as it has no direct levying powers.

Subject to resolution of the outstanding financial issues, then the intention will be to transfer the functions of the CCR to the CJC in accordance with the original “lift and shift” transitional plan. However, if these issues are not resolved before the statutory commencement of the CJC functions after the end of June 2022, then the “twin-track” arrangements may need to continue. The councils may then need to make budget provision for the CJC to commence work on the strategic development plan and regional transport plan, as that work cannot be undertaken by the CCR. However, Leading Counsel has advised that there is no legal prohibition within the legislation that would prevent the councils continuing to exercise all the other statutory regeneration, economic and transport functions concurrently with the CJC and, therefore, the CCR joint working arrangements could continue to operate.

There are no further decisions for Cabinet or Council to take at the present time. The establishment, constitution and governance arrangements for the CJC are all prescribed by the legislation and the Regulations. The interim delivery and governance arrangements are in accordance with the CCR Joint Working Agreement previously agreed by Council and no further delegation of power or budget provision is required at the present time. Therefore, Cabinet are asked to note the arrangements for the establishment of the CJC and the proposed interim governance arrangements.

Comments of Head of People and Business Change

The Cardiff Capital Region City Deal and the transfer of strategic regeneration, economic development and transport functions to the CJC is intended to deliver improved social and economic outcomes at a regional level, which is consistent with the Council’s corporate plan and well-being objectives. The report also sets out how the proposal meets the sustainable development principle.

The risks and issues set out in the report will require ongoing monitoring, mitigation and management, and as CJC proposals progress there will be a requirement to consider HR implications for the Council.

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**

(a) The Well Being of Future Generations (Wales) Act 2015.

The Well-Being of Future Generations (Wales) Act 2015 (‘the Act’) is about improving the social, economic, environmental and cultural well-being of Wales. The Act places a ‘well-being duty’ on public bodies aimed at achieving 7 national well-being goals for Wales - a Wales that is prosperous, resilient, healthier, more equal, has cohesive communities, a vibrant culture and thriving Welsh language and is globally responsible. In discharging their respective duties under the Act, each public body listed in the Act (which includes the councils comprising the CCR and the CCJ) must set and published wellbeing objectives. These objectives will show how each public body will work to achieve the vision for Wales set out in the national wellbeing goals. When agreeing the implementation process for the CJC and the proposed interim governance and

delivery model, the CCR Regional Cabinet has considered this will contribute towards meeting the wellbeing objectives set by each council and in so doing achieve the national wellbeing goals. The wellbeing duty also requires the councils to act in accordance with a 'sustainable development principle'. This principle requires the councils to act in a way which seeks to ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs. The CCR Regional Cabinet has taken account of the impact of their decisions on people living their lives in Wales in the future. In agreeing the proposed CJC arrangements, the CCR Regional Cabinet has taken account of the 5 ways of working and has:

- looked to the long term - the CJC is a long-term collaborative arrangement which provide a long-term platform for regional public investment.
- focused on prevention by understanding the root causes of problems.
- delivered an integrated approach to achieving the 7 national well-being goals -
- worked in collaboration with others to find shared sustainable solutions – the CJC and CCR models are based on principles of collaboration and finding sustainable solutions at a regional level.
- involved people from all sections of the community

(b) Equality Act 2010 and social-economic duty

The proposed collaborative arrangements for the discharge of regional regeneration, economic development and transport functions are consistent with equalities and socio-economic duties. The CJC will be subject to the same statutory responsibilities as local authorities in relation to discharging the public sector equalities and socio-economic duties.

(c) Welsh Language (Wales) Measure 2011 and Welsh Language Standards;

Both the CCR Regional Cabinet and the CJC are subject to the same duties under the Welsh Language (Wales) Measure 2011 and Welsh Language Standards.

A full Well-Being of Future Generations Impact Assessment is attached to the report to the CCR Regional Cabinet on 20th September 2021 ([Appendix 2](#)).

Background Papers

Appendix 1	Draft CJC Standing Orders
Appendix 2	Report to Regional Cabinet – Establishment of CJC Preferred Governance and Delivery Option & Transition Model – 20 th September 2021
Appendix 3	Report to Regional Cabinet – Reframing Approach to SE Wales CJC – 13 th December 2021

Dated: 10 January 2022

APPENDIX 1

STANDING ORDERS

SOUTH EAST WALES CORPORATE JOINT COMMITTEE GOVERNANCE STANDING ORDERS

PART 1 - GENERAL

1. **SOUTH EAST WALES CORPORATE JOINT COMMITTEE (CJC) MEMBERSHIP**
- 1.1 The members of the CJC are the executive leaders of the 10 Constituent Councils:
 - 1.1.1 Cardiff County Council
 - 1.1.2 Monmouthshire County
 - 1.1.3 Blaenau Gwent County Borough Council
 - 1.1.4 Bridgend County Borough Council
 - 1.1.5 Caerphilly County Borough Council
 - 1.1.6 Merthyr Tydfil County Borough Council
 - 1.1.7 Newport County Borough Council
 - 1.1.8 Rhondda Cynon Taff County Borough Council
 - 1.1.9 Torfaen County Borough Council
 - 1.1.10 The Vale of Glamorgan County Borough Council(“the **Council Members**”) and
 - 1.1.11 the Brecon Beacons Member; and
 - 1.1.12 any Co-opted Member(together, the “**CJC**”).
- 1.2 The Brecon Beacons Member will be appointed by the Brecon Beacons National Park Authority (the “**Authority**”) and must be one of the following office-holders:
 - 1.2.1 The chairman of the Authority;
 - 1.2.2 The deputy chairman of the Authority; or
 - 1.2.3 The chairperson of a committee with responsibility for planning matters as may be established by the Authority.
- 1.3 Provisions in the regulations establishing and regulating the CJC (the “**Establishing Regulations**”) in relation to the suspension of Council Members and/or the Brecon Beacons Member will apply.
- 1.4 Each Council Member will act as a member of the CJC in relation to all of the CJC’s functions.
- 1.5 The Brecon Beacon Member will act as a member of the CJC only in relation to the Strategic Development Plan Function.

1.6 The CJC can co-opt one or more individuals as members of the CJC (“**Co-opted Members**” and each a “**Co-opted Member**”). Provisions in the Establishing Regulations will apply in relation to such Co-opted Members.

1.7 Council Members, the Brecon Beacon Member and any Co-opted Member of the CJC (together the “**Members**” and each a “**Member**”) shall have a duty to comply with the Members Code of Conduct.

2. GOVERNANCE AND AUDIT SUB-COMMITTEE

2.1 The CJC must establish a sub-committee (known as the Governance and Audit Sub-committee) to

- 2.1.1 review and scrutinise the CJC’s financial affairs;
- 2.1.2 make reports and recommendations in relation to the CJC’s financial affairs;
- 2.1.3 review and assess the risk management, internal control and corporate governance arrangements of the CJC;
- 2.1.4 make reports and recommendations to the CJC on the adequacy and effectiveness of those arrangements;
- 2.1.5 oversee the CJC’s internal and external audit arrangements;
- 2.1.6 review any financial statements prepared by the CJC;
- 2.1.7 exercise such other functions as the CJC may specify.

2.2 The terms of reference of the Governance and Audit Sub-Committee are adopted by the CJC as set out in Appendix 1 and may be amended by the CJC from time to time.

3. STANDARDS COMMITTEE

3.1 The CJC will appoint a Standards Committee in accordance with the terms of reference adopted by the CJC as set out in Appendix 2 which may be amended by the CJC from time to time.

4. OTHER SUB-COMMITTEES

4.1 The CJC may establish sub-committees. Provisions in the Establishing Regulations apply to such sub-committees.

4.2 Any delegation to a sub-committee will be subject to Standing Order 6 below.

5. DELEGATION

5.1 Subject to Standing Order 6 below, the CJC may arrange for the discharge of its function by-

- 5.1.1 A sub-committee;
- 5.1.2 A member of staff;
- 5.1.3 Any other corporate joint committee;
- 5.1.4 Any county or county borough council in Wales.

5.2 Subject always to Standing Order 6 below, the CJC delegates operational decisions on the discharge of its functions and anything that is required to facilitate or is conducive or incidental to the discharge of its functions as set out in the Scheme of Delegation appended at Appendix 3.

6. RESTRICTIONS ON DELEGATION

- 6.1 The CJC may not delegate any of the following to any other person or sub-committee:
- 6.1.1 Its function in relation to developing policies under the relevant provisions of the Transport Act 2000 (“Transport Policy Function”);
 - 6.1.2 Its function in relation to preparing a Strategic Development Plan (the “Strategic Development Plan Function”);
 - 6.1.3 The decision to agree the CJC budgets and contributions of the Constituent Councils and the Authority; and
 - 6.1.4 Other specific decisions and responsibilities set out in the Establishing Regulations.

7. POLICIES AND PROCEDURES

- 7.1 Where there is an operational need for a policy or procedure other than as set out in these Standing Orders or the Establishing Regulations, the CJC will refer to the policies and procedures of one of its Constituent Councils as determined by the Executive Team and with such amendments necessary for and applicable to the circumstances of the CJC.

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PART 2 - MEETINGS AND PROCEEDINGS

8. CHAIRING MEETINGS

- 8.1 At the first CJC meeting the appointment of a chairperson and vice-chairperson is to be the first business transacted.
- 8.2 The first CJC meeting must be chaired by the Council Member for Blaenau Gwent County Borough Council until the chairperson is appointed (and the chairperson is to chair the remainder of the meeting).
- 8.3 The appointment of the chair and vice-chairperson must be confirmed, or a new chairperson and vice chairperson must be appointed at each annual general CJC meeting.
- 8.4 The chairperson and vice-chairperson must each be a Council Member and must be appointed, or confirmed by the Council Members, and any other Member entitled to vote on the matter.
- 8.5 A person appointed as chairperson or vice chairperson may at any time resign that office by notice in writing given to the other Member.
- 8.6 Arrangements in the Establishing Regulations for dealing with a vacancy in the post of chairperson or vicechairperson will apply.

9. ANNUAL GENERAL MEETINGS AND OTHER MEETINGS

- 9.1 The CJC must hold an annual general meeting in each financial year on a date determined by the CJC.
- 9.2 The CJC may hold other meetings on dates specified in the standing orders. An extraordinary CJC meeting may be called at any time by any person entitled to vote on a matter to be decided at that meeting.

10. QUORUM

- 10.1 All persons entitled to vote must be present for:
- 10.1.1 a meeting to decide the amounts payable by the relevant CJC Members for the Strategic Development Plan Budget and for the General Budget; and
 - 10.1.2 for decisions to change voting procedures.
- 10.2 For any other matters, no fewer than 70% of the persons entitled to vote must be present.

11. VOTING

- 11.1 The number of Co-opted Members entitled to vote may not exceed the number of other Members entitled to vote.
- 11.2 Each person entitled to vote has one vote.
- 11.3 Other than the matters listed in 11.4 and 11.5 below, any vote to be decided by simple majority and if a vote is tied the matter is not carried.
- 11.4 The funding of budget decisions shall be determined by the unanimous agreement of the Members entitled to vote. If the Members cannot reach agreement, the proportions are to be determined by the Welsh Government.
- 11.5 Any change to voting arrangements requires unanimous agreement of all Members entitled to vote on the matter.

11.6 Where the matter relates to strategic planning and a vote is tied, the chairperson has the casting vote.

11.7 The CJC may adopt an alternative voting procedure for any decision other than the decision on the budget and the decision to change the voting procedure itself.

12. LOCATION OF MEETINGS

12.1 A CJC meeting may be held

12.1.1 at a location determined by the CJC;

12.1.2 by remote means; or

12.1.3 partly by remote means and partly at a location determined by the CJC.

12.2 CJC meetings must be open to the public unless the public are excluded for applicable confidentiality reasons or if the nature of the business is exempt information.

13. NOTICE OF MEETINGS AND SUMMONS TO ATTEND

13.1 A CJC must give public notice of a CJC meeting

13.1.1 at least three clear days before the meeting, or

13.1.2 if the meeting is convened at shorter notice, at the time the meeting is convened.

13.2 The notice must be published electronically.

13.3 Where the meeting is called by one of the Members of the CJC, the notice must specify the business proposed and be signed by the Member(s) calling the meeting or signify the approval of those Members by electronic means.

14. ACCESS TO AGENDA AND CONNECTED REPORTS

14.1 Copies of the agenda for a CJC meeting and copies of any report for the meeting must be published by the CJC

14.1.1 electronically, and

14.1.2 at least three clear days before the meeting, or, if the meeting is convened at shorter notice, then at the time it is convened. However, such documents must be available to the Members of the CJC before they are published.

14.2 An item of business may not be considered at a CJC meeting unless either

14.2.1 copy of the agenda including the item (or a copy of the item) is published electronically at least three clear days before the meeting, or, if the meeting is convened at shorter notice, at the time it is convened, or

14.2.2 by reason of special circumstances, which must be specified in the minutes, the chair of the meeting is of the opinion that the item should be considered at the meeting as a matter of urgency.

15. MINUTES

15.1 The names of the Members present at a CJC meeting must be recorded.

15.2 Minutes of the proceedings of a CJC meeting must be drawn up and recorded. The minutes must be approved by the person chairing the CJC meeting or the person chairing the next suitable such meeting by signing the minutes, or by electronically signifying approval.

16. INSPECTION AND PUBLICATION OF MINUTES AND OTHER DOCUMENTS AFTER MEETINGS

16.1 After a CJC meeting the CJC must

16.1.1 Publish the minutes, or a copy of the minutes, where applicable a summary of proceedings in consequence the of the exclusion of material which discloses exempt information, a copy of the agenda for the meeting and a copy of any report for the meeting as relates to any item during which the meeting was open to the public.

16.1.2 ensure that those documents remain accessible electronically to members of the public until the expiration of the period of six years beginning with the date of the meeting.

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PART 3 - FINANCE AND BUDGET**17. BUDGET**

- 17.1 For each financial year, the CJC must calculate its budget for its functions:
- a) Strategic Development Plan Function (the “**Strategic Development Plan Budget**”)
 - b) Other functions (the “**General Budget**”)
- 17.2 The budget shall be agreed no later than 31st January 2022 for the first financial year and no later than 31st January for each subsequent year.
- 17.3 Revisions can be made to the budget during the financial year to which that budget relates.
- 17.4 The Strategic Development Plan Budget requirement must be paid by the Constituent Councils and the Authority – the proportion to be paid by each is to be decided by unanimous agreement of the Council Members and the Brecon Beacons Member.
- 17.5 The General Budget requirement must be paid by the Constituent Councils – the proportion to be paid by each is to be decided by unanimous agreement of the Council Members.

18. GENERAL FUND

- 18.1 The CJC must establish and maintain a fund to be known as the CJC's General Fund.
- 18.2 Any sums received or paid by the CJC, other than for specific external funds set out in the Establishing Regulations, must be done so through the CJC's General Fund.
- 18.3 The CJC must keep an account of receipts into and payments out of its General Fund.

19. FINANCIAL ADMINISTRATION

- 19.1 Provisions in the Establishing Regulations will apply to the financial administration of the CJC.

PART 4 STAFFING**20. STAFFING**

20.1 The CJC will make arrangements in relation to staffing as are necessary for the proper discharge of its functions. Provisions in the Establishing Regulations apply to the CJC's arrangements for staffing.

21. DUTY TO APPOINT CHIEF EXECUTIVE OFFICER

21.1 The CJC will appoint a chief executive officer.

21.2 The chief executive must

21.2.1 Keep review of how the CJC exercises its different functions, the CJC's arrangements and staffing matters, and

21.2.2 where appropriate to do so, make a report to the CJC setting out the chief executive's proposals in respect of any of those matters.

21.3 Provisions in the Establishing Regulations in relation to the direct employment of a chief executive officer will apply.

22. DUTY TO APPOINT CHIEF FINANCE OFFICER AND REPORTING FUNCTIONS

22.1 The CJC will appoint a chief finance officer.

22.2 The CJC's chief officer will have the same duties and obligations for the CJC as a local authority's chief finance officer for their authority.

23. DESIGNATION AND REPORTS OF MONITORING OFFICER

23.1 The CJC must designate a monitoring officer, who will not be the same individual as the CJC's chief executive officer or chief finance officer.

23.2 The CJC's monitoring officer will have the same duties and obligations for the CJC as a local authority's monitoring officer for their authority.

PART 5 - DOCUMENTS AND RECORDS

24. RECORDS

- 24.1 The CJC will make arrangements for the proper care, preservation and management of the CJC's records, and make and maintain a scheme setting out those arrangements which are approved by the CJC and set out at Appendix 4 (the "Records Scheme").
- 24.2 Provisions in the Establishing Regulations relate to the preparation, retention, publications and facilitation of access to documents and records by the CJC.

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PART 6 – STANDARDS

25. CODE OF CONDUCT

- 25.1 The CJC will adopt a code of conduct for Members (the “**Members Code of Conduct**”) as appended at Appendix 5.
- 25.2 Provisions in the Establishing Regulations in relation to a code of conduct for paid officers employed by CJC will apply.

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APPENDIX 1 – GOVERNANCE AND AUDIT SUB-COMMITTEE TERMS OF REFERENCE

**[PM NOTE: TO BE ADDED, BASED ON SIMILAR TERMS OF REFERENCE FROM ONE OF THE
CONSTITUENT COUNCILS]**

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APPENDIX 2- STANDARDS COMMITTEE TERMS OF REFERENCE

**[PM NOTE: TO BE ADDED, BASED ON SIMILAR TERMS OF REFERENCE FROM ONE OF THE
CONSTITUENT COUNCILS**

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APPENDIX 3 - SCHEME OF DELEGATION

All decisions are to be taken by the CJC except as set out below:

<p>Decisions to incur expenditure up to a maximum aggregate of £50,000 where this is:</p> <ul style="list-style-type: none"> a) Within the approved budget of the CJC for that financial year; and b) In accordance with the CJC's Standing Orders. 	<p>Director, Cardiff Capital Region</p>
<p>Decisions on the management, allocation, direction and supervision of staff resources made available to the CJC where this is:</p> <ul style="list-style-type: none"> a) In accordance with the staffing arrangements put in place with the employers of any staff made available to the CJC; and b) In accordance with the CJC's Standing Orders 	<p>Director, Cardiff Capital Region</p>
<p>The engagement (and terms of engagement of) any individual person as a consultant where the value of the appointment does not exceed £50,000 per accounting period</p>	<p>Director, Cardiff Capital Region</p>

APPENDIX 4 – RECORDS SCHEME

[PM NOTE: TO BE ADDED, BASED ON SIMILAR ARRANGEMENTS IN ONE OF THE CONSTITUENT COUNCILS]

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APPENDIX 5 – MEMBERS CODE OF CONDUCT

[PM NOTE: TO BE ADDED, BASED ON SIMILAR CODE FROM ONE OF THE CONSTITUENT COUNCILS]

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Mae'r dudalen hon yn wag yn



20 SEPTEMBER 2021

ESTABLISHMENT OF CORPORATE JOINT COMMITTEE – PREFERRED GOVERNANCE & DELIVERY OPTION & TRANSITION MODEL

REPORT OF CARDIFF CAPITAL REGION DIRECTOR & PROGRAMME BOARD

AGENDA ITEM 6

Appendix 1 to this report is exempt from publication because it contains information of the kind described in paragraph 16 (information in respect of which a claim to legal professional privilege could be maintained in legal proceedings) of part 4 of Schedule 12A to the Local Government Act 1972

Reasons for this Report

1. To set out and seek the approval of the Regional Cabinet for a preferred governance and delivery option to underpin the evolution of the current City Deal Joint Committee from a contractual structure to a corporate body via a statutory Corporate Joint Committee (CJC) ahead of commencement of functions on 28 February 2022.
2. To cement the core principles on which the model to establish the CJC will be based, emphasising concurrence with local delivery structures and arrangements which maintain and build on the principles and integrity of the current set-up, under the Joint Working Agreement. This will simply see a continuation of the direction established through City Deal – albeit better supported to evolve and adapt the structures, powers and levers provided by the CJC legislation.
3. To set out and seek endorsement of a set of functions, inclusive of the ‘immediate duties’ prescribed in the legislation, proposed to be delivered through the CJC as it develops and matures. The other potential functions outlined in this paper will need to be negotiated with Welsh Government.
4. To establish all transition arrangements, including governance, planning, monitoring and reporting, alongside an overview of the resources and capacity required to deliver, by way of a Transition Plan which incorporates the establishment of a Transition Board which will report to and advise Regional Cabinet and oversee progression towards and beyond the 28 February 2022 (‘go live’ date).
5. To present all relevant HR and TUPE considerations, as prescribed in the regulations and in order to create a sustainable operating platform for the CJC.
6. To describe the risks that are present at this time and mainly emerge as a result of the ongoing work by Welsh Government to consult on and conclude putting in place the

regulatory framework within which CJs will operate. To set out how such issues are being mitigated and the approach to seeking to ensure that on inception of the CJC, CCR is in a 'no worse position' (than at present) with the finalised sets of regulations providing optimal structures and provisions for the CCR to achieve its stated aims and objectives over time.

Background – History of Cardiff Capital Region

7. The Welsh Government's SEW Corporate Joint Committee Regulations 2021 (Regs) establish a Corporate Joint Committee (CJC) for the CCR. The functions the CJC will exercise come into effect on 28 February 2022 by when CCR will transition to the CJC.
8. The process leading up to this, must be future-proofed and aligned with CCR's long-term objectives in order to reinforce collective endeavour. The direction set through successive annual business plans and more recently, a new 5-year Strategic Business Plan, has set the course for evolution from a single funding programme – City Deal – to the multiple funding functions and accountabilities of a wider City Region. Work to date has scoped the vision, functions and mission to decipher the 'best fit' opportunities; assess the current Joint Cabinet Committee model to appraise benefits, limitations and opportunities; assess options for a new delivery structure via a CJC and determine optimal processes for implementation. This report reflects the culmination of this work, as well as the need to continue working proactively with WG to shape the regulations in ways which help realise synergistic benefits.
9. On inception of CCRCD in March 2016, the mission was to make CCR more investable, competitive and resilient – promoting inclusive growth and the aim that 'no place gets left behind'. It recognised the 'think local, act regional' mandate and that through working together everyone achieves more. This is particularly pertinent in the case of market facing functions such as the economy, housing, land-use and transport where markets don't respect administrative boundaries and where supply chains, connectivity, clusters and innovation diffusion 'spill over' and straddle geographies.
10. In this way, the establishment and underpinning ambition of the CCRCD has already accomplished shared purpose across all 10 Councils and much of the heavy lifting to translate this into projects and programmes has been done. Trust, strong relationships, and a commitment to place-based priorities has reinforced the profile, partnerships and reputation. The operation of the Investment and Intervention Framework Fund provides an incentive for continued co-operation and collaboration.
11. Following successful passage through Gateway Review #1, Regional Cabinet has scaled up ambitions through a new 5 year strategic business plan and an Investment Prospectus that sets out asks and offers in the order of £4.2BN investment to deliver 33,500 high skill jobs, £3.75BN leverage and £2.5BN GVA. This is significant because in a new world of Levelling-up, Connecting the Union, the UK as a Science Super Power and a new Programme for Welsh Government – investment will be secured competitively. It follows that CCR must be able to compete to win resources; develop new financial flexibilities and develop propositions to work with Welsh and UK Governments to address challenges of COVID, Climate and low growth-productivity.

Core Principles

12. Whilst CCRCD has 'outgrown' its initial structure and operating model, the blueprint of the Joint Working Agreement (JWA) – its core values, principles and ways of working – must be maintained. Experience shows that regional collaboration works best when

Councils **retain absolute control** over CCR decision-making and the new governance model must therefore follow the principles behind the current JWA. Efficiency of structures, streamlined governance and having a future-proofed approach which is capable of providing CCR **with optimum flexibility** to partake in additional investment programmes beyond the City Deal – are key objectives. The hard work has already been undertaken since the CJC is not the vision or strategy – it is simply the vehicle or mechanism for optimal delivery of CCR’s vision and strategy. Core principles are thus:

- The option underpinning the governance/ delivery model (as set out below) is one of ‘lift and shift’ – building upon 4 years of regional public investment under the JWA and continuing the trajectory established by City Deal
- Retaining the principles and ways of working set out in the JWA, emphasising concurrence with local arrangements, building additionality over time and on a case by case basis and as required by the Regional Cabinet or CJC
- A strong system of multi-tier governance and distributed leadership, with the CJC setting its own compelling vision and aims and objectives
- Setting out the part needing to be played by Welsh Government in respect of the adopted OECD recommendations on a system of National Regional Governance
- Recognising that devolution has many faces and the need to work with both governments & ensure CCR has access to all available investments & opportunities
- A positive-sum game. The uniqueness of the model of LA democratic legitimacy and localism sits at the heart of the CJC which will be owned, controlled and led by LAs. The CJC & LAs are one and the same – with CJC being developed for, with & by LAs.
- There is no threat to LA services with the assumption that functions, services and resourcing are being pulled from the centre not local authorities. No local power, functions, services or resources will be lost or displaced – unless a case is made and supported by LAs (such as Regional Bus) - and LAs will also deal directly with UK Government and Welsh Government and continue to deliver large-scale projects including those of regional, national and international significance and supported by both governments. This will emphasise absolute concurrence and compatibility with local arrangements.
- CCR CJC is capable of adopting Welsh Government’s policy position and ambitions for a system of regional economic governance – and is equally able to respond in the face of the growing presence of UK Government in Wales. CCR is able to act as a neutral space in the middle, working positively with both bodies to ensure the region is positioned optimally to see challenges and opportunities through the prism of ‘place’ and adopt a sense of enlightened self-interest. With regional investment and ‘localism’ central to developing policy, CCR must deliver for the region, Wales & UK

Governance & Delivery Options

13. Building upon all of the above, CCR’s appointed legal advisors Pinsent Masons, has been commissioned to undertake an independent appraisal of governance and delivery options – attached at Appendix 1. This has been shared and debated extensively within the membership of Regional Cabinet.

14. Four main options have been assessed. These are:
- I. **Do nothing** – stay as is. This option is insufficient since it is contrary to WG policy. In addition, it would fail to address the current barriers of CCR’s existing operational and delivery model and would not provide scope for growth beyond CCRD – a factor that is ever critical in the post-Pandemic world.
 - II. **Like for like** - the CJC acts as the decision maker (in place of the Regional Cabinet) and the Accountable Body continues to act as the conduit for project delivery. This option is straightforward with continuity benefits. However, it equally fails to address the current barriers of CCR’s existing delivery model (which stem from an over reliance and burden on the Accountable Body); fails to take advantage of the CJC opportunities and the ability to deliver via a corporate body distinct to the Councils; and places a continued requirement upon the Accountable Body, as well as continuation of protracted back-to-back agreements.
 - III. **Lift and Shift** – progressive and developmental option. The CJC acts as the decision maker (in place of the Regional Cabinet) and acts as the conduit for project delivery (in place of the Accountable Body). This is an efficient and viable option that moves out of the Accountable Body-led approach and satisfies the immediate requirement to transition to a CJC (albeit existing projects would need to remain with the Accountable Body – subject to assessment). There are risks in that a wide range of risk profiles will sit under one body meaning limited scope to shield the CJC from project delivery risk. Further, the scope for future-proofing is limited. It does however, provide scope for the CJC model to evolve and establish subsidiary delivery vehicles on a project-by-project basis where there is a compelling case to do so. In other words, to mitigate risks presented, the delivery structure would need to continually evolve over time.
 - IV. **Holding-Company** structure – group structure approach. This would see the CJC act as the decision maker and hold-co/ strategic anchor. The CJC, as a separate legal entity, would incorporate two wholly owned subsidiaries to deliver current and pipeline CCR projects, which, mirrors the existing arrangement under the JWA (i.e. separation of decision-making and project delivery) – albeit in a corporate guise. This is akin to a Committee/sub-Committee approach and would bring a number of financial benefits and ability to mitigate risk. It is also in line with the approach taken to date, with trading vehicles established and equity share (e.g. CSC Foundry Ltd) .
15. Having debated the options – the emerging preferred option is #3 above – to lift and shift. However, it should be recognised that this will need to operate as an evolutionary and dynamic model in view of legal advice to mitigate the risks presented. In that, Option 3 offers safe harbour for the transition but can evolve over time and on a business case by business case basis where inevitably, a compelling case will be presented to establish a subsidiary delivery vehicle in the short term. This has the benefits of limiting the extent of change and satisfying immediate requirements in a consensual way, with the capability to evolve as projects come forward and require optimal delivery structures to maximise benefits. Option 3 is highly likely to quickly require subsidiaries to be established and this must be understood, given prospects for limited partnerships and joint ventures to house proposals currently in the pipeline, requiring the CJC to hold the interest direct. However, it should be stressed that such proposals and others in the future, will not be implemented until compelling Outline and Full Business Cases have been presented and approved by the CJC.

Decision-making

16. The South East Wales Corporate Joint Committee Regulations 2021 (the Establishment Regulations) came into force on 1 April 2021 to establish the body corporate known as the South East Wales Corporate Joint Committee and the functions the CJC will undertake once they come into force on 28 February 2022.
17. The Establishment Regulations contains key provisions in respect of the CJC, including its membership and how it makes decisions. Under the Regulations the CJC's membership comprises 10 council members, one for each constituent council which constitute the CCR, and a member from the Brecon Beacons National Park Authority who is only permitted to vote on matters relating to the strategic planning function. The Regulations also provide that the member for each Council shall be the executive leader or the elected mayor (depending how the Council operates).
18. As such, it is the members of the CJC (executive leaders of the constituent councils) which make decisions on behalf of the CJC as a separate corporate body. The Establishment Regulations provide that the members vote in relation to any matter to be decided by the CJC and that each member shall have one vote (save for the Brecon Beacons National Park Authority which can only vote on matters relating to the strategic planning function and with discussions will be ongoing). The CJC makes decisions by majority, save for certain decisions which require the member's unanimous approval. This is consistent with the manner in which the CCR has operated to date under the JWA and the clear intention is to follow the same governance model under the CJC. The Regulations also provide that determining an alternative voting procedure for the CJC or how the CJC's budget will be funded are decisions requiring unanimous approval.
19. The CJC is required under the Establishment Regulations to make standing orders for the regulation of its proceedings and business to supplement the constitutional provisions set out in the Regulations. As such, the standing orders which supplement the Regulations are intended to mirror and codify the existing governance provisions under the JWA. The standing orders will then be approved and adopted by the CJC's members which are the authorised decision-makers of the CJC under which each Council will be represented and each Council will have an equal vote. To be clear, the standing orders and the Regulations themselves will then replace and supersede the existing JWA (and no further JWA or any other form of articles of association will be required). The JWA will, from that point, have served its purpose and will cease to have effect; on the clear understanding that the principles and terms contained within the JWA will have been transposed into the governance model for the CJC via the Establishment Regulations and the standing orders.
20. Although the JWA will not apply to the CJC, it is in essence a contract between the ten Councils. Therefore in order to bring the contract to an end formally, under the terms agreed by each Council when signing up to the JWA, each Council will be required to provide formal written notice of termination of the JWA. This will require a decision of each Council to instruct an appropriate officer to serve formal written notice in accordance with Clause 2.1.2 of the JWA. This can be done at any point after the inception of the CJC and is purely a formality of contractual administration
21. There is therefore no requirement for each Council to separately decide upon a matter in respect of the CJC before this decision can be passed and adopted by the CJC. Instead, such authority and power is vested in the CJC's members to make decisions on behalf of the CJC (including approval and adoption of the standing orders).

Proposed initial functions

22. The initial functions for the CCR CJC, as prescribed by the Establishment Regulations, relate to preparation of Regional Transport Plan, Strategic Development Plan and the exercise of Economic Wellbeing powers (already utilised by CCRCD).
23. Other potential functions are aspirations to be negotiated with Welsh Government as enacted 'transfers of power' over agreed periods of time. These include: City-region tourism and place branding, Inward Investment, future iterations of the Valleys Taskforce and Regional Park, aspects of business support, regional engagement, Regional Bus and strategic planning and delivery around regional-Energy. Alongside this, there may well be longer-term aspirations that will see the CJC evolve and build its maturity and delivery credentials. Finally, there will be scope for alignment of property/ housing funds, and the adjacency benefits of Innovation and R&D given the developing funding landscape, R&D Places Strategy, Innovation Strategy and emergent Innovation Deals.
24. Economic Development/ Place Leads within the region have contributed to this thinking and there is a strong sense of compatibility. There is a shared view that the proposals below are made on a 'no threat' basis to LAs which remain best placed to undertake local and hyper-local activity around economic development, planning, transport with LAs retaining all existing wellbeing powers and ability to determine local planning with the CJC empowering and supporting local, regional and national delivery. Where it is requested that functions be devolved to regions – this is about a decentralisation approach and achieving alignment and concurrency with local arrangements.
25. Capturing the above ambition in a consensual way, will be achieved via the development of the Regional Economic Framework. This will play the role of further supporting Welsh Government's continued work with the OECD on establishing optimal structures for instituting a national system of Regional Economic Governance within Wales. From a UK Government perspective, this structure and approach gives confidence of the region's ability to act directly, as a single regional entity and access wider resources and collaborations.

Model for Transition

26. The process for establishing the CJC will not be straightforward, particularly given the need to balance legacy issues, with new statutory requirements; continuing to focus on delivery of CCRD while opening doors to new opportunities and potential – all whilst continuing to build the support, backing and assistance of multiple stakeholders, partners and networks. The work will be complex and will involve legal and regulatory tasks that will inform the framework of wider actions – relating to existing projects, investments and structures – whilst paving the way for new ones. It will include a strong focus on financial mechanisms and building human capital and investing in culture – alongside providing for stakeholder needs, partner engagement and a robust approach to communication and marketing. Developing a transition model must therefore be focussed on key interconnected areas of activity:
 1. Legal and Regulatory;
 2. HR, People and Culture;
 3. Finance and Resourcing;
 4. Stakeholder engagement, partnerships and communications; and

5. Functions and strategy.

27. A draft of the full Transition Plan with detail on each of the workstreams, is attached at Appendix 2 and it is intended that this is a living and dynamic document. It is proposed a CCR Transition Board is established to oversee progress in all 5 areas, developing the intersects and maximising connections, sequence and alignments. It is proposed the Transition Board is a sub-group of Regional Cabinet with support of wider stakeholders. The Transition Board will have the power only to make recommendations and provide advice to Regional Cabinet as decision-makers:
- I. CCR Cabinet Chair (Chair)
 - II. CCR Cabinet Vice Chairs and Leader of WLGA as relevant
 - III. Chair of RTA
 - IV. CCR Director and COO
 - V. CCR Monitoring Officer
 - VI. s151 Officer representative
 - VII. 1 member of Programme Board/ 1 Economic Development Lead
 - VIII. Chair of REGP/ Investment Panel
 - IX. Prof Kevin Morgan – (OECD alignment)
 - X. Supporting officers, representatives of Audit Wales, WG and UKG's as relevant and advisory team members to attend and participate as required. Any Member of Cabinet is able to join Transition Board meetings at any time and will receive all necessary documentation.
28. Draft Terms of Reference are attached at Appendix 3. It is proposed that the Board reports into the wider CCR Cabinet/ Shadow CJC. It is further proposed that under the overarching Transition Board, operational workstream groups based on activity programmes that will align and connect across the Transition Board's scope of work. It is suggested that members of the REGP, Programme Board, Economic Development/ Place leads, Accountable Body, core staff members and wider partners and stakeholders as is appropriate, take places as part of this more detailed work and activity – to be driven by the Programme Team and CCR's advisory team.

Resourcing the Transition Plan

29. CCR comprises a strong team drawn from all areas of the public, private, government and HEI sectors. With individuals drawn from the likes of Innovate UK, financial services industry, HEIs and the region's industrial clusters – there is a strong focus on business discipline and commercial-experience. This is matched by the talents of proud long-standing entrepreneurial public servants. Supported by private sector members of Investment Panel, REGP and the Business Council who continue to give of their valuable time pro bono – as well as an expert advisory support team and a highly effective Accountable Body – Team CCR has been carefully established to be more than the sum of its parts.
30. The Programme Team will be led by the CCR Director with day-to-day operational leadership of the programme team being provided by the Chief Operating Officer. This

will be supported by a small, technical team, for which a Project Manager will be appointed to provide oversight and co-ordination. The role of the Accountable Body in this regard, will continue to provide assurances to Regional Cabinet on the robustness of process and play a key role in stress-testing structures and procedures. The core programme team will be able to draw on expertise of the wider CCR team – both employees and members of the various advisory boards – and professional advisors as necessary. Appendix 4 outlines the planned use of Welsh Government resources to support the transition programme along with a matched contribution from the core CCR budget up to March 2022.

31. As outlined above, there is a body of work required to support the immediate transition from a CCR City Deal accountable body model to a CCR CJC model by 28 February 2022. This is seen as the first phase of the transition, and it is expected that the new CCR CJC team will continue to be supported by the Transition Board for the first 12-18 months of operation to ensure that the appropriate due diligence is undertaken on the programmes and functions that is proposed to be transition to the CCR CJC. This additional support from the Transition Board during this period will provide the headroom for the CJC to build its expertise to undertake these functions.
32. It should be noted the core principles and ways of working in the current JWA will be maintained in line with the 'lift and shift' delivery option. Any additionality will be developed on a case by case basis. CCR will adopt the Regulations provided by WG, with any remaining gaps to be supplemented and codified in line with existing JWA, in the form of CJC Standing Orders which will be brought back to Regional Cabinet once Regulations are finalised. As such the budget affordability envelope and assumptions upon which the current CCR City Deal programme operates – remain unchanged. This will be set out in the Business Plan for the CJC and the Revenue Budget which will be set ahead of 31 January 2022. Should the case be made for changes or additionality, this will be set out on a proposal-by-proposal basis and developed through the annual business plan mechanism and fully engaged and consulted upon via the programme network of Chief Executives and S151 officers.

HR and Staffing Implications

33. The proposed Corporate Joint Committees (General) (No. 2) (Wales) Regulations 2021 ("the Proposed Regulations") which have recently been consulted on require the CJC to appoint three statutory officers, comprising a Chief Executive, a Chief Finance Officer and a Monitoring Officer ("Executive Staff"). The Establishment Regulations allow flexibility how the CJC may employ staff (including Executive Staff) in that it may employ them directly or it may enter into arrangements with constituent Councils for their staff to be placed at the disposal of the CJC.
34. In addition to the above, prior to the transfer of the CCR functions to the CJC, detailed consideration will need to be given to whether and to what extent TUPE applies.
35. Currently staff working for the CCR are employed by constituent authorities as CCR does not have the ability to employ staff directly. Those staff are subject to the terms and conditions, policies and procedures of the constituent authorities. The CJC is its own legal entity, and therefore will have liability for any staff it employs. Further, the Establishment Regulations state that staff employment by constituent authorities and placed at the disposal of the CJC will be treated as a member of staff of the CJC for the purposes of any enactment relating the CJC. Therefore, prior to the transfer of CCR functions, and prior to the direct employment of staff by the CJC or the placing of any

staff at its disposal, the CJC will need to develop a comprehensive suite of employment policies and procedures that will apply to CJC's employees, as well as template employment contracts for the staff that it employs directly.

36. In considering the above, the CJC will need to comply with the requirement in the Establishment Regulations that staff employed by the CJC must be appointed on terms and conditions (including terms and conditions as to remuneration) that are 'substantially similar to those of officers within a constituent council undertaking responsibilities which the CJC considers to be reasonably comparable.' Given that there are ten constituent Councils, each with its own different structures, employment terms and conditions, policies and procedures, the CJC will need to consider how best to comply with this obligation, whether it be adopting the most advantageous of these terms and conditions, or adopting a median position.
37. Further clarity is required from Welsh Government and the LGPS in relation to access of CJC staff to the LGPS, including the relevant fund as Constituent Councils currently overlap between The Cardiff & Vale of Glamorgan Pension Fund, The Greater Gwent (Torfaen) Pension Fund, and the Rhondda Cynon Taf Pension Fund. This whole area of HR/TUPE activity will be led on by the relevant employing organisations' Chief Executive Officers with the Chair of Programme Board.

Risks & Issues

38. Notwithstanding the timeframe for the commencement of the substantive functions of the CJC (28 February 2022), the supplementary sets of regulations to put in place the underpinning regulatory framework CJs will operate within continue to be developed and consulted upon. Whilst this creates a potential mis-alignment of timeframes in some respects, in others it provides an opportunity to co-develop and shape the provisions. There are however, some identified issues that remain to be resolved which CCR has highlighted and continues to work collaboratively with WG on. These include but are not limited to:
 - the guiding principle is that the CJC will 'be part of the local authority family' and will benefit from the existing powers that the CCR have relied upon to date; the process and timing for ensuring that all such powers are afforded to the CJC are to be confirmed with WG;
 - the 'public body' status of the CJC and important points of detail around the VAT status and implications for accounting, investment planning, pension arrangements and systems operations;
 - the timing and process for the novation of the City Deal funding agreement to the CJC;
 - the application of the Public Procurement Regulations and the Subsidy Control Regime to the CJC, as we expect to be the case, to be confirmed.
39. There is a potential risk of misalignment and the ramifications of issues such as VAT exemption status and the need for the regulations to be in place in order to create a stable platform from which CCR can plan and deliver. Meetings are therefore ongoing with WG officials to co-develop and shape regulations accordingly, to tease out key principles, apply legal tests and challenges and identify potential for unintended consequences. WG officials have confirmed that the spirit of the regulations

accommodates CCR's requirements and objectives – however acknowledge more work is needed to more fully develop the regulations to effect this. CCR has supplied a framework of the powers, considerations and flexibilities used to date and those that will be required in the future – in order to mitigate this risk and WG have provided a safeguard that they are seeking to ensure that as of 28 February 2022, CCR will be in a 'no worse off' position under the CJC compared to the current Accountable Body led model. Written confirmation to this effect is sought from WG and CCR Cabinet will be updated on progress and further report on this matter will take place as required.

40. A timeframe for negotiations with Welsh Government on additional powers and flexibilities will need to follow, in order to demonstrate enhancements will be made in line with their commitment to CJs being enabling tools that optimise regional delivery. In other words, there has to be a tangible benefit for the additional burdens and duties that will be placed upon the CJC, in order to demonstrate a positive 'net gain' position.

Financial Implications

41. The report considers the approach to the transition of the Current Joint Committee, to a new Corporate Joint Committee entity for the South East Wales Region from 28 February 2022. Enabling legislation is in place which has created the new Corporate Joint Committee, with its associated powers and functions, and detailed supplementary regulations are being consulted upon by Welsh Government to support the operationalising of the entity. This includes appointment of key officers such as Responsible Finance Officer. The Corporate Joint Committees have the same financial reporting and disclosure requirements as existing local authorities, including compliance with relevant codes of practice where deemed to be relevant and proportionate. Together with WG as part of the consultation on regulations, it is essential that areas that could cause a concern to the effective operation or potential future development of CJC's are identified and considered at an early stage. This includes the entity's status in terms of VAT, scope of levying status and associated pensions arrangements (e.g. a 'Scheduled Body' or an 'Admitted Body'). This also needs to consider financial responsibility for any borrowing, lease, financial guarantee and similar future liabilities and risks.
42. Following the approval of the Joint Working Arrangement establishing the Joint Committee, Cardiff Council has been the accountable body. It has also separately taken the lead role in entering into relevant contracts on behalf of the partner authorities. This includes activities such as grant and loan agreements, ownership of assets, employment of staff and provision of services under Service Level Agreements. As part of the work towards transition and novation, any financial impacts on the accountable body in the short and very long term in respect to any residual liabilities will need to be considered. A sum of £250,000 has been made available by Welsh Government and Regional Cabinet have also allocated £250,000 from Joint Committee resources to support the activities of transition including professional advice. The Joint Committee allocation will be met from Reserves held and also any identified underspends in the 2021/22 revenue budget.
43. The accountable body has highlighted a number of initial areas for inclusion in the Finance and Resourcing activity, which may cut across other activities to be undertaken as part of the a transition plan set out in the report. These are listed below. The role of the Accountable body as part of the transition plan will continue to be that of supporting existing business as usual activities of the Regional Cabinet, provide assurance on the transition planning approach to a Corporate Joint Committee and

playing its part in provision of any technical advice as relevant as part of regional working groups supporting transition activities.

VAT / TAX - Systems	Funding / Grant Transfers
Contract Novation and Structures including City Deal Grant Novation	Insurance / Risk / Pensions
Statutory / Other returns	Accounting impacts and disclosures
Enterprise Resource Systems / SLA's / Staffing and Tupe	External and Internal Audit
Treasury Management and Banking	Scope, Budget setting and Business Plan development
Financial Policies / Procedures / Delegations / Governance	Strategic Finance / Resilience
CIPFA Codes – TM / Prudential Code / Fin Management	Accountable Body and other L.A impacts

44. As the report indicates, the structure and activities of the Corporate Joint Committee may evolve over time, subject to projects and activities undertaken. Some of the above requirements may need to be established in a proportionate way, seeking relevant advice and guidance where required. The above activities need to be considered in detail as part of the transition work over the next few months, including impact on staff, Financial Procedures and Governance processes. As part of such activities, one of the key requirements is to set a budget and business plan by 31 January 2022 in accordance with the requirements of the Establishment Regulations. The approach to setting a business plan and budget for City Deal is already in place as part of the processes of the Regional Cabinet where annual and 5 year rolling budgets and business planning takes place.
45. In respect to the delivery of the City Deal, the existing Joint Working Arrangements sets out each Local Authority's Revenue contributions towards the costs of operating the Regional Cabinet and Core City Deal Office functions. It also sets out maximum permitted increases. This is also supplemented where relevant by use of the Wider Investment Fund Top Slice where use is for City Deal activities. In respect to the latter and funds provided by WG and HMT towards City Deal, it is essential that eligibility of Wider Investment Fund grant resources for activities continues to be assessed, with clear criteria developed for use. The budget envelope and assumptions upon which the current CCR City Deal programme operates – remains unchanged and will be financial commitments already agreed by the 10 partner authorities.
46. The report sets out examples of initial functions and potential future activities as the Corporate Joint Committee matures to meet longer term aspirations and optimal delivery of regional objectives. Should the case be made for changes or additionality, this will be set out on a proposal-by-proposal basis and developed through the annual business plan mechanism and fully engaged and consulted upon via the budget process. Where additional activities are undertaken which are not currently within the

scope of existing Joint Committee operating revenue budgets and Revenue and Capital contributions agreed as part of the City Deal Wider Investment Fund, the costs and income of these activities will need to be costed and identified as part of CJC budget proposals by 31 January 2022 and annually thereafter. This is to include:

- where there are additional or reductions in budgetary requirements from local authorities;
 - whether additional activities are to be paid for as part of grant support from Welsh Government and or other grant funding providers;
 - where additional costs are to be met from within existing budgets;
 - where there are commitments to support credit arrangements or similar liabilities arising as part of approved investment plans.
47. This should be considered for revenue costs as well as the approach in respect to the servicing costs of any liabilities undertaken for capital expenditure and the operating costs of any financial or physical assets.
48. This will need to be considered as part of the annual budget setting process for the Corporate Joint Committee for inclusion in respective local authority budgets.
49. The budget for the Corporate Joint Committee is scheduled to be considered by Regional Cabinet at its meeting ahead of 31 January 2022.
50. The current Joint Working Arrangement and the principles of the financial model in respect to delivery of City Deal activities set out Local Authority Contributions towards the wider investment fund. The move to a Corporate Joint Committee does not change the quantum of the financial obligations of each authority in respect to the Wider Investment Fund, but may result in additional options in determining how such contributions can be managed, subject to confirmation of the sources of finance and terms upon which the CJC may be able to borrow (noting that the CJC will not have access to the PWLB).
51. The report sets out the preferred initial model for transition to a Corporate Joint Committee. Any future changes in delivery structures will be a matter for the Corporate Joint Committee, but where additional subsidiary type delivery structures are to be created, this should be done after clear options appraisal, consideration of the need for the structure to deliver the outcomes and associated financial implications. Such structures will need to be accompanied by robust governance processes for management and performance reporting for such delivery vehicles.

Legal Implications

52. In 2021, the Senedd Cymru passed the following legislation:-
1. Local Government and Elections (Wales) Act 2021, Part 5 (Collaborative Working by Principal Councils) provides for process by which Corporate Joint Committees can be established, or amended; and
 2. The South East Wales Corporate Joint Committee Regulations 2021, Part 1 (Establishment and Area) of such regulations established a body corporate to be known as the South East Wales Corporation Joint Committee (“CJC”) for the purposes of CCR (together the “Establishment **Regulations**”).

53. The Establishment Regulations were made in order to provide the CCR with a corporate entity by which it can deliver the Cardiff Capital Region City Deal and attain wider economic growth in South East Wales.
54. The Establishment Regulations came into force on 1 April 2021 and established the CJC. The Regulations set out the CJC's functions which are to: prepare, review and revise a Strategic Development Plan; develop a Regional Transport Plan; and to undertake the economic well-being function.
55. The Regulations make clear that these functions of the CJC come into force on 28 February 2022. As such, CCR must be ready to 'go live' and operate via the CJC to discharge these functions by 28 February 2022. The Transition Plan appended at Appendix 1 sets out at Part 2 a project plan to implement CCR's initial transition to the CJC by the 'go live' date.
56. It should be noted that the standing orders and the Regulations themselves will replace and supersede the existing JWA (and no further JWA or any other form of articles of association will be required). This is on the clear understanding that the principles and terms contained within the JWA will have been transposed into the governance model for the CJC via the Establishment Regulations and the standing orders. The JWA will, from that point, have served its purpose and will cease to have effect. For completeness and to remove any ambiguity or uncertainty as to the role of the JWA, the Councils are to note that the JWA will lapse from this point.

Well-being of Future Generations (Wales) Act 2015

57. In developing the proposals and in considering its endorsement regard should be had, amongst other matters, to:
 1. the Welsh Language (Wales) Measure 2011 and the Welsh Language Standards,
 2. Public sector duties under the Equalities Act 2010 (including specific Welsh public sector duties). Pursuant to these legal duties Councils must in making decisions have due regard to the need to (1) eliminate unlawful discrimination, (2) advance equality of opportunity and (3) foster good relations on the basis of protected characteristics. Protected characteristics are : a. Age; b. Gender reassignment; c. Sex; d. Race – including ethnic or national origin, colour or nationality; e. Disability; f. Pregnancy and maternity; g. Marriage and civil partnership; h. Sexual orientation; i. Religion or belief – including lack of belief and

(c) the Well Being of Future Generations (Wales) Act 2015. The Well-Being of Future Generations (Wales) Act 2015 ('the Act') is about improving the social, economic, environmental and cultural well-being of Wales. The Act places a 'well-being duty' on public bodies aimed at achieving 7 national well-being goals for Wales - a Wales that is prosperous, resilient, healthier, more equal, has cohesive communities, a vibrant culture and thriving Welsh language and is globally responsible. In discharging their respective duties under the Act, each public body listed in the Act (which includes the Councils comprising the CCRCD) must set and published wellbeing objectives. These objectives will show how each public body will work to achieve the vision for Wales set out in the national wellbeing goals. When exercising its functions, the Regional Cabinet should

consider how the proposed decision will contribute towards meeting the wellbeing objectives set by each Council and in so doing achieve the national wellbeing goals. The wellbeing duty also requires the Councils to act in accordance with a 'sustainable development principle'. This principle requires the Councils to act in a way that seeks to ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs. Put simply, this means that Regional Cabinet must take account of the impact of their decisions on people living their lives in Wales in the future. In doing so, Regional Cabinet must:

- look to the long term;
- focus on prevention by understanding the root causes of problems;
- deliver an integrated approach to achieving the 7 national well-being goals;
- work in collaboration with others to find shared sustainable solutions;
- involve people from all sections of the community in the decisions which affect them.

58. Regional Cabinet must be satisfied that the proposed decision accords with the principles above. To assist Regional Cabinet to consider the duties under the Act in respect of the decision sought, an assessment has been undertaken, which is attached at Appendix 5.

Equality Act 2010

59. In considering this matter, regard should be had, amongst other matters, to the Councils' duties under the Equality Act 2010. Pursuant to these legal duties the Regional Cabinet must in making decisions have due regard to the need to (1) eliminate unlawful discrimination (2) advance equality of opportunity and (3) foster good relations on the basis of protected characteristics. Protected characteristics are:

- age;
- gender reassignment;
- sex;
- race – including ethnic or national origin, colour or nationality;
- disability;
- pregnancy and maternity;
- marriage and civil partnership;
- sexual orientation;
- religion or belief – including lack of belief.

RECOMMENDATIONS

60. It is recommended that the Cardiff Capital Region Joint Cabinet:

- (1) approve and endorse the establishment of Option 3 as the preferred 'lift and shift' model for the transition of CCR City Deal to the CJC and notes the core principles and rules of engagement that underpin it;
- (2) acknowledge that the CJC will evolve on a project-by-project basis and will have the authority to establish a subsidiary delivery vehicle(s) where there is a compelling case to do so (as approved by the CJC at the relevant time);
- (3) acknowledge that the CJC will approve and adopt the standing orders, to reflect the terms of the JWA and the provisions set out above;
- (4) acknowledge that the JWA will lapse and have no further effect from the date that the CJC adopts the standing orders (as explained above);
- (5) approve the proposed scope of functions for the CJC set out above and recognise that in addition to confirmed 'Immediate Duties' these will be subject to negotiation and established on an incremental basis;
- (6) approve the Transition Plan and delegate authority to the Director of Cardiff Capital Region City Deal, to implement the matters within such Transition Plan;
- (7) approve the Terms of Reference for, and approve the establishment of, the Transition Board;
- (8) agree the £500k funding contribution for the Transition Plan and process, with 50% secured from Welsh Government and 50% of CCR resources to be funded through both financial and staffing contributions;
- (9) request that the Councils each note the contents of this report and the decisions made hereunder to give effect to the CJC; and
- (10) bring forward a future report – to be led by the relevant Chief Executives and Chair of Programme Board on all HR and TUPE implications.

Kellie Beirne & Programme Board
Director, Cardiff Capital Region
20 September 2021

Appendices

Appendix 1 to this report is exempt from publication because it contains information of the kind described in paragraph 16 (information in respect of which a claim to legal professional privilege could be maintained in legal proceedings) of part 4 of Schedule 12A to the Local Government Act 1972

EXEMPT Appendix 1 Governance and Delivery Options Report on CJC by Pinsent
Masons
Appendix 2 Transition Plan

Appendix 3
Appendix 4
Appendix 5

Transition Board Terms of Reference
Resourcing Plan Sept 2021-February 2022
Well-being of Future Generations Assessment



Cardiff City Deal Capital Region

**Transition to the South East Wales
Corporate Joint Committee**

DRAFT: Transition Plan



1. Background and purpose

To date Cardiff Capital Region (“**CCR**”) has operated via a contractual structure. The ten local authorities comprising CCR (“**Partner Councils**”) entered into a joint working agreement dated March 2017 (“**JWA**”) which governs the relationship between the Partner Councils and their respective obligations and contributions in relation to delivering the Cardiff Region City Deal (“**CRCD**”).

The JWA:-

- established the Joint Committee to oversee and co-ordinate the discharge of the Partner Councils’ obligations in respect of the CRCD and to make decisions on behalf of CCR;
- appoint Cardiff Council to act as the Accountable Body and to implement and investments / projects approved by the Joint Committee on behalf of CCR.

The CCR therefore does not currently operate as a separate legal entity.

In 2021, the Senedd Cymru passed the following regulations:-

- Local Government and Elections (Wales) Act 2021, Part 5 (Collaborative Working by Principal Councils) of which provides the Welsh Ministers with the ability to establish a Corporate Joint Committee; and
- The South East Wales Corporate Joint Committee Regulations 2021, Part 1 (Establishment and area) of which establishes a body corporate to be known as the South East Wales Corporate Joint Committee for the purposes of the CCR (the “**CJC**”) (together the “**Regulations**”),

The Regulations were passed in order to provide the CCR with a corporate entity by which it can deliver the CRCD and attain wider economic growth in South East Wales (the “**Region**”). The Regulations came into force on 1 April 2021 and established the CJC.

The Regulations provides that the CJC’s functions are as follows:-

- preparing, reviewing and revising of a Strategic Development Plan;
- developing a Regional Transport Plan; and
- economic well-being function – the power to do anything which the CJC considers is likely to promote or improve the economic wellbeing of its area.

The functions of the CJC come into force on 28 February 2022 which means CCR must be ready to ‘go live’ and operate via the CJC by 28 February 2022.

The purpose of this Transition Plan is to provide CCR with:-

- **Part 1 - A roadmap for CCR’s transition to the CJC;** and
- **Part 2 - A project plan for “Stage 2 – Lift and Shift” to implement CCR’s initial transition to the CJC by 28 February 2022.**

PART 1 – CJC ROADMAP

1. Vision and key principles

- To build regional institutional capacity to drive economic wellbeing in the Region that builds on the key principles, values and integrity of the current CRCD establishment. This would be an evolution and maturity to galvanising a regional approach to economic development and to accelerate the pace of delivery – with the ability to think local, see the world and act in the best interest of the Region.
- Reinforce that place is the prism through which CCR sees the world, and cities and regions as pragmatic enablers of progress due to their proximity to the real world challenges of their communities.
- Ensures that the Region ‘looks both ways’, is non-tribal and that the CCR is able to access all the investment/funds available to it – regardless of where these sit.
- Builds upon the good work going on at local level and ensures absolute concurrency with local arrangements, in order to build capacity and capability for those things done best at regional scale.
- Relies upon commitment to the Organisation for Economic Co-operation and Development’s (“**OECD**”) recommendations and the role of Welsh Government (“**WG**”) in establishing optimal national frameworks for regional development and regional public investment.
- To provide an appropriate legal framework and corporate delivery structure through which to continue to grow our aspirations for the Region and to secure funds and investments aligned to our core objectives which are open to other regions, but currently NOT to us, since the current underpinning legal framework is limited to the delivery of CRCD.
- To provide a route map for securing wider appropriate powers, in so much as they pertain to core purpose, to allow for strategic acquisitions, autonomy through balance sheet, borrowing power and wider levers and abilities. This is critical if we are to move beyond seeking a bigger slice of the pie, to making a fundamentally bigger pie.

Regions are best placed to deliver co-ordinated strategic impact and will be a critical footprint for the dimensions of economic development that do not respect administrative boundaries – infrastructure, agglomeration, R&D, clusters, net-zero and innovation.

There are 3 critical components to the CCR Prospectus for Evolution and Delivery:

- 5 year Strategic Business Plan which sets out objectives for regionalism and building regional institutional capability;
- The CCR Investment Prospectus for Place which is aligned to the recently published HMG Plan for Growth and makes a series of asks and offers in respect of regional investment, regional powers and regional development; and
- Passenger Rail Vision is a sub-set of the above, but makes a standalone case for investment in rail – for which successive studies demonstrate serious underfunding and in light of the Union Connectivity Review – immediate opportunities are presented.

2. The Journey...

There are four main stages to the evolution and transition required.

Stage 1 – Identifying the Opportunity: Stage 1 is the process of self-reflection on how CCR currently operates and whether it is suited to the evolving local government landscape and regional challenges (that have been exacerbated by the impact of Covid-19). The CRCD delivered within the narrow confines of the JWA that has been established with a single funding programme in mind. The current JWA does not provide for wider regional powers, fiscal levers/ incentives, borrowing, programmes, direct acquisition and accounting and is thus, not a receptacle for receipt of funds beyond CRCD. This means the CCR is at a competitive disadvantage vis-a-vis other UK regions and Combined Authorities that have these powers and operating models. If CCR is to seize the opportunities available to comparable organisations / delivery vehicles across the UK and beyond just the delivery of CRCD in an environment in which new investment, opportunities and funding is rapidly developing and growing – wider development is urgently required.

Stage 2 – Lift and Shift: Stage 2 is simply about lifting and shifting the current set-up, structure and JWA into the corporate body of a CJC. Whilst ‘lift and shift’ can sound like for like, the difference here is that in line with the publication of the Regulations, at this point, CCR would become a corporate body – rather than just the vessel for CRCD, and, automatically

acquire the ability to act as a corporate regional structure with the 18 new statutory instruments attributed to it and the ability to apply as a Region directly for new and additional investment (albeit, initially, within the governance arrangements codified under the JWA).

Stage 3 – Evolving & Optimising the CJC: Stage 3 will focus on refining and optimising the CJC delivery model to enhance the impact we can make in the region and the pace of delivery. This will include reflecting on the existing barriers to delivery and learning and applying the lessons from other comparable organisations across the UK. This means ensuring adaptability for the future, adding powers in line with purpose and scope and scaling up ambitions and additionality. This will be an important phase as the CJC will start to bed in and find its place providing real co-ordinated strategic impact for the Region.

Stage 4 – Future Plus: Stage 4 is what we call ‘Future Plus’. The CJC, to be successful, should never stand still. It will need to continually adapt to fit future challenges and ensure alignment with investing and opportunity horizons. At this stage, the model and structure is optimised and consideration should be given to future development – for example, evolution of the CCR Office into a regional development entity and pursuing broader powers to facilitate our core objectives.

It should be noted the Transition Plan is a live, dynamic and iterative document. The Regulations are still being developed and consulted upon and as such, the document will need to be continually updated with the oversight of the Transition Board and Cabinet. All tasks listed below are therefore subject to the regulations.

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	Stage 1 – Identifying the Opportunity & Continuing Status as CRCD	Stage 2 - Lift & Shift to CJC	Stage 3 – Evolving & Optimising	Stage 4 - Future Plus
	NOW	July 2021-February 2022	February 2022-September 2023	September 2023 ongoing...
ACTIVITIES REQUIRED – LEGAL, REGULATORY AND FINANCE	<ul style="list-style-type: none"> Managing the Wider Investment Fund (“WIF”) for CRCD – developing, assessing, managing and monitoring project delivery Partnership provisions - oversee, coordinate and 	<ul style="list-style-type: none"> JWA is adapted and amended to incorporate the new CJC provisions. CJC will broadly be subject to the same powers and duties as principal councils in the way they operate 	<ul style="list-style-type: none"> Group governance structure to be developed, building on the guiding principles of the JWA, to align with the nature of future investment activity (e.g. corporate 	<ul style="list-style-type: none"> Whilst the core legal and regulatory structure ought to be settled by this point, the CJC will need to continually adapt and evolve to meet the dynamic and evolving

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	Stage 1 – Identifying the Opportunity & Continuing Status as CRCD NOW	Stage 2 - Lift & Shift to CJC July 2021-February 2022	Stage 3 – Evolving & Optimising February 2022-September 2023	Stage 4 - Future Plus September 2023 ongoing...
	<p>provide support to CRCD governance Regional Transport Authority, Regional Economic Growth Partnership, and Regional Business Council with an eye to future synergies and efficiencies.</p> <ul style="list-style-type: none"> • Continue to operate via an Accountable Body model with Cardiff Council acting as the Accountable Body and contracting on CCR's behalf • Cardiff Council to continue financial management function for CCR and to monitor any impact on its own treasury function and borrowing capacity / headroom • Partner Councils to continue deploying resources / staff and support as required 	<ul style="list-style-type: none"> • WIF novates across to CJC for all new investments and, where practicable / appropriate, existing investments • Project-by-project due diligence is undertaken to assess suitability to transfer across existing projects/investments to the CJC (e.g. tax implications) • Procurement and State aid assessments to be undertaken for existing projects to ensure novation is permissible • Initial preparatory work to begin on immediate duties (transport plan, SDP and general power of competence) • Determine budget requirements for first two financial years of CJC in line with the Regulations • Annual business plan to take new shape as CJC business plan 	<p>fund structures and investment boards) and schemes of delegation allocated to appropriate sub-groups / subsidiary vehicles to promote greater efficiencies within clear safeguards and to be done on a case by case basis</p> <ul style="list-style-type: none"> • Accounting treatment and tax implications of any new SPVs or structures to be assessed to ensure no unintended negative consequences • Ability to comply with funding conditions for wider sources of funding to be assessed • Annual business planning to be undertaken and the development of the five year strategic vision for the CJC building upon 	<p>needs of the Region. This will involve ongoing monitoring and operating ahead of the curve to ensure the CJC is positioned to capitalise on new funding opportunities and helps to set the agenda</p> <ul style="list-style-type: none"> • Continual assessment of other comparable organisations and drawing on lessons learnt in pursuit of CCR objectives

	Stage 1 – Identifying the Opportunity & Continuing Status as CRCD NOW	Stage 2 - Lift & Shift to CJC July 2021-February 2022	Stage 3 – Evolving & Optimising February 2022-September 2023	Stage 4 - Future Plus September 2023 ongoing...
	<ul style="list-style-type: none"> Accountable Body to continue to employ staff and second to CCR Project Team as required (subject to Cardiff pay terms and conditions which may not necessarily support new CCR roles e.g. investment fund manager) CCR to continue to call on Partner Councils to rely on their respective powers and local policies to support CCR projects / interventions (e.g. borrowing powers) Continue to operate in absence of a joined up and strategic policy framework and powers across the region 	<ul style="list-style-type: none"> CJC Annual Revenue (operating) Budget to be set by 31st January 2022 Meeting with UK Government to confirm all arrangements (given WIF funds partly HMT underwritten) and seek necessary approvals Transfer of all existing governance arrangements to the CJC – including scrutiny, audit, partnerships and advisory bodies. Establishment of sub-committee structure, Terms of Reference and operating models Production of REF in line with OECD requirements and WG policy implementation The role of the Accountable Body to be assumed by the new CJC (save for any existing projects where not practical to novate across) 	<ul style="list-style-type: none"> existing JWA business plan Annual revenue budget planning and production Annual accounts audit for CJC External and internal audit regimes Legal advice and assessments on a project-by-project and business case basis 	

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	Stage 1 – <i>Identifying the Opportunity & Continuing Status as CRCD</i> NOW	Stage 2 - <i>Lift & Shift to CJC</i> July 2021-February 2022	Stage 3 – <i>Evolving & Optimising</i> February 2022-September 2023	Stage 4 - <i>Future Plus</i> September 2023 ongoing...
		and regulated by new CJC board		
NEW POWERS AND LEVERS AND DEVELOPMENTAL / PROGRAMMES	N/A	<ul style="list-style-type: none"> • Confirmation that CJsCs will be afforded existing Powers and Levers to ensure a ‘no worse position’ • Economic wellbeing powers & comprehensive borrowing powers (akin to the Greater London Authority and Greater Manchester) • Signing off list of powers, levers and considerations with WG – ahead 28 February 2022 	<ul style="list-style-type: none"> • Co-ordinated CCR Place Branding – sectoral/cluster development coordination; inward investment; and regional tourism promotion. This would be a front door for the region (not detracting from LA ability engage with investors) • Economic development capabilities – including business support and development services that compliments local delivery and draws from Welsh Government resources 	<ul style="list-style-type: none"> • Strategic land use planning at a regional implementation scale • Incorporate other regional initiatives that contribute to the economic well-being of the Region into the CJC e.g. Regional Valleys Park, Valleys programmes and InFuSe, and training and other potential programmes – subject to Regs

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	Stage 1 – Identifying the Opportunity & Continuing Status as CRCD NOW	Stage 2 - Lift & Shift to CJC July 2021-February 2022	Stage 3 – Evolving & Optimising February 2022-September 2023	Stage 4 - Future Plus September 2023 ongoing...
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	Stage 1 – Identifying the Opportunity & Continuing Status as CRCD NOW	Stage 2 - Lift & Shift to CJC July 2021-February 2022	Stage 3 – Evolving & Optimising February 2022-September 2023	Stage 4 - Future Plus September 2023 ongoing...
			<p>under the banner of Plan for Growth</p> <ul style="list-style-type: none"> • Strategic Regional Transport Planning – building on the RTA experience to date, and taking leadership on the commissioning of implementing the plans Regional Transport Plan • Working towards CCR SDP and SEWSPG • Manage multiple investment funds and programmes • Oversee, coordinate and provide support to the Regional Skills Partnership • Finalisation of all regulations for adoption 	

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	Stage 1 – Identifying the Opportunity & Continuing Status as CRCD NOW	Stage 2 - Lift & Shift to CJC July 2021-February 2022	Stage 3 – Evolving & Optimising February 2022-September 2023	Stage 4 - Future Plus September 2023 ongoing...
HR ISSUES	N/A given structure plans approved for CRCD as part of Joint Committee Revenue Budget for 2021/22.	<ul style="list-style-type: none"> Executive team appointments and appointments to statutory roles. This will be a key consideration for the Joint Committee. Address any TUPE implications of existing staff transferring to the CJC (e.g. LGPS pension obligations and responsibility for any shortfall) Joint Committee to take a view on the extent to which Accountable Body model continues to operate in particular, in regard to direct appointments to statutory roles vis-a-vis continued temporary reliance on Accountable Body All relevant employment considerations, including arrangements for administering the payroll from the 28th February 	<ul style="list-style-type: none"> Scaling up of structures commensurate with growth and, in particular, recruit specialist staff (e.g. fund operation manager) Any T&C issues associated with regional economic development entity and moving away of individual partner council policies to new CJC policies (e.g. pay grading and performance bonus to attract and retain the appropriate specialist staff) Wider organisational development and cultural considerations – policy environment, cultural conditions, ‘tone’ and identity 	Should be natural evolution of scaling at this point commensurate to need and growth demands

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	Stage 1 – <i>Identifying the Opportunity & Continuing Status as CRCD</i> NOW	Stage 2 - <i>Lift & Shift to CJC</i> July 2021-February 2022	Stage 3 – <i>Evolving & Optimising</i> February 2022-September 2023	Stage 4 - <i>Future Plus</i> September 2023 ongoing...
		<p>2022 and linkages to the CJC’s accounting system and appropriate external bodies e.g. HMRC etc.</p> <ul style="list-style-type: none"> • Relevant arrangements regards shared liabilities for costs and team structure 		
STAKEHOLDER ENGAGEMENT & GOVERNANCE	N/A	<ul style="list-style-type: none"> • Development of a Transition Board and shared programme board arrangements with WG, identifying key check-in points and areas of continued policy development • Strategic utilisation of programme board to offer oversight and advice to Joint Committee • Production and implementation of a comprehensive Stakeholder Engagement Plan for WG/ UKG/ partnerships, business, HE and community sector 	<ul style="list-style-type: none"> • Alignment of economic strategy and purpose with new powers and incentives in order there is a clear sense of ‘why’ • Roll-out of next phase of comms and engagement – particularly pertinent to any decision on a regional development entity • Continued evolution of sub-committees, partnerships and advisory structures 	Ongoing communication vertically and horizontally across structures and governance and colleague focus. This phase will be about building ‘the story’ of the CCR of which, CRCD will be one part.

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	Stage 1 – Identifying the Opportunity & Continuing Status as CRCD NOW	Stage 2 - Lift & Shift to CJC July 2021-February 2022	Stage 3 – Evolving & Optimising February 2022-September 2023	Stage 4 - Future Plus September 2023 ongoing...
		partners, Councils, WLGA and so on • Establishment of core workstreams as per the proposed model of governance and partnerships (including Governance and Audit Sub-Committee as per the Regulations)		
OPERATING IMPLICATIONS	Business as usual	Base JWA model + additions, enhancements, new powers and provisions	<ul style="list-style-type: none"> At this stage, the operating model will grow and develop in line with strategy and objectives and begin to bed in. Cultural considerations and tone/identity will be important at this stage. This phase of work is also likely to be aligned with outcomes of LG Elections 	Scaling and continued evolution. At this point, the structure operates as group of entities and business units with CRCD being just one of many funding and investment programmes.

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	Stage 1 – Identifying the Opportunity & Continuing Status as CRCD NOW	Stage 2 - Lift & Shift to CJC July 2021-February 2022	Stage 3 – Evolving & Optimising February 2022-September 2023	Stage 4 - Future Plus September 2023 ongoing...
POLICY WORK	N/A	<ul style="list-style-type: none"> • Looking outward to best practice models across UK, Europe and beyond • Fiscal levers and incentives • Continuation of RIW/ OECD work agreed for new WG administration • One Region strategic plan for CCR – evolution from REF • New reporting and monitoring arrangements • Thematic development work as required from the Investment Prospectus • Continued work on regional public investment development and structures • Membership of OECD international regional observatory • COP 26 as CCR • MIPIM 2022 as CCR • Western Gateway development • Clusters strategy for CJC 	<ul style="list-style-type: none"> • This phase of work should align with the completion of the next phase of work by OECD with WG on regional economic governance and the continued development of Regional Investment Wales. 	Continual adaptation to policy environment

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		<ul style="list-style-type: none"> Continued support via REGP/ Cardiff University-led Partnership 		
TRANSITION BUDGET	N/A	<ul style="list-style-type: none"> Welsh Government approval of £250,000 funding package, associated grant offer letter and completion of quarterly returns Cabinet approval of £250,000 match funding (staff and funds) to match WG £250,000 commitment and appropriate arrangements to track , account for and report against approved transition budget 	<ul style="list-style-type: none"> Consideration of future transition budget requirements, if any 	N/A
RESOURCE IMPLICATIONS	N/A	<ul style="list-style-type: none"> Execute Project Team arrangements in-line with the above 	Will need to be subject to comprehensive assessment of work programme and activity ongoing	Will need to be commensurate with new portfolios and programmes of activity moving into the region
COMMUNICATIONS PLAN	N/A	<ul style="list-style-type: none"> Evolution of CCR Comms and Marketing work to a comprehensive plan for 	Evolving communications plan in line with the growing	Evolving communications plan in line with the

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	Stage 1 – Identifying the Opportunity & Continuing Status as CRCD NOW	Stage 2 - Lift & Shift to CJC July 2021-February 2022	Stage 3 – Evolving & Optimising February 2022-September 2023	Stage 4 - Future Plus September 2023 ongoing...
		engagement/ comms for CJC • Business Council front and centre in relation to all communications and engagement with business community	scope and scale of provision	growing scope and scale of provision

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PART 2 – PROJECT PLAN FOR STAGE 2 LIFT & SHIFT

1. Key Information

1.1 Project

The incorporation of and transition to the CJC, as the new stewardship and decision making entity for the CRCDC, which will supersede and replace the current Joint Committee. The CJC will also act as conduit for delivery of projects / investments approved by the CJC (in place of the Accountable Body). The CJC may determine to incorporate subsidiary delivery vehicles on a project-by-project basis where there is a compelling case to do so. The intention is for the CJC's remit to extend beyond the CRCDC and to assume responsibility and stewardship for wider investment programmes that the CRCDC partners may secure from time to time.

1.2 Project Team

- (a) CCR (Kellie Beirne ("**KB**"); Rhys Thomas ("**RT**"); James Williams ("**JW**"); Nicola Butler ("**NB**"); Hrijinder Singh ("**HS**") Anil Hirani ("**AH**") and HR Officer (TBC)); and
- (b) Pinsent Masons LLP ("**Pinsents**").
- (c) Key service inputs will be required to support the work of the Project Team in the following areas:

Taxation assessment, VAT accounting & returns, accounting system, financial reporting, banking, pensions, information governance, insurances, procurement, payroll & tax returns, accounts payable, accounts receivable, ICT support & services, internal audit and external audit.

1.3 Key Stakeholders

- (a) Cardiff County Council, Monmouthshire County Council, Blaenau Gwent County Borough Council, Bridgend County Borough Council, Caerphilly County Borough Council, Merthyr Tydfil County Borough Council, Newport City Council, Rhondda, Cynon, Taff County Borough Council, Torfaen County Borough Council and The Vale of Glamorgan County Borough Council (the "**Partner Councils**");
- (b) The Brecon Beacons National Park Authority (the "**Authority**");

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(and together the "Key Stakeholders") and

- (c) The Welsh Government ("WG").

1.4 **Key Dates**

- (a) 20 September - December 2021/ January 2022 – obtain Key Stakeholder approvals;
- (b) 31 January 2022 – agree annual budget for financial years 2021-2023 and annual business plan for financial year 2022-2023; and
- (c) 28 February 2022 - functions of the CJC come into effect.

1.5 **CJC: Approach to future subsidiary delivery vehicles**

CCR's current intention is to implement a Lift and Shift structure such that the CJC becomes the decision-making entity and the conduit for delivery for future CCR projects / investments. The CCR project team will undertake due diligence in respect of CCR's existing projects and investments to determine whether these should remain with the Accountable Body for delivery on CCR's behalf or transition to the CJC at the appropriate time. There is no expectation to transition any existing projects to the CJC in the immediate term.

The transition of the decision-making and project delivery function will satisfy CCR's immediate requirements to transition to the CJC. This will serve to improve CCR's existing operational model by: stepping away from the Accountable Body approach which impacts upon the Accountable Body's balance sheet / treasury management and requires entry into back-to-back agreements; and improved future proofing by ring-fencing any associated delivery risks for CCR projects / investments within the CJC rather than with the Partner Councils.

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The intention is that future CCR projects and investments will be delivered by the CJC. It is, however, recognised that certain projects may require a separate corporate entity (e.g. joint venture or new investment programme). As such, the CJC will have the ability to incorporate subsidiary delivery vehicles if required on a project-by-project basis as part of the CJC's approval process.

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2. Project Plan to 'Go Live'

No.	Action	Action	Responsibility	Deadline
1.	Workstream 1 – Preparation of and transition to the CJC entity			
1.1	Proposed Delivery Structure Report	<p>Options appraisal to be prepared to determine the optimal delivery structure by which the CJC may efficiently deliver existing and future CCR projects (e.g. 'Like for Like' vs 'Lift and Shift' vs Holding Company structure).</p> <p>Financial advice required to consider and advise upon tax and accounting treatment along with any transfer pricing considerations (if any) in respect of the options.</p>	<p>Pinsents</p> <p>KPMG</p>	<p>June-July 2021</p> <p>September – October 2021</p>
1.2	Engagement with WG	<p>Engagement with WG to:</p> <ul style="list-style-type: none"> • secure buy-in of CCR proposals for optimal delivery model for the CJC; • agree scope of powers to be granted to CJC at the outset and process to lobby for further powers in due course; • ensure the WG Implementation Regulations are aligned with and provide for CJC to incorporate delivery subsidiaries for individual projects / investments (and associated vires) (where required); • agree timeframe for and nature of WG Implementation Regulations (e.g. automatic novation of contracts and functions?). 	CCR and Pinsents	July-December 2021

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No.	Action	Action	Responsibility	Deadline
1.3	Governance Arrangements / Standing Orders	Engagement with Key Stakeholders to agree key principles in respect of governance arrangements and standing orders of CJC ¹ .	CCR / Monitoring Officer sub-group	July-December 2021
1.4	Funding transfer	<p>CCR Finance Sub-Group to consider and advise upon the most appropriate route to transfer the following funding streams to the CJC:-</p> <ul style="list-style-type: none"> • HMT / WG Funding Agreement for the CCR Funding currently in place between WG and Cardiff Council (as the Accountable Body) which is due to be refreshed following the Gateway Review; • £120m funding commitment of the Constituent Councils under the JWA; • Outstanding funding commitments payable under 'live' projects / investments (if to be transitioned from the Accountable Body to the CJC); and • Existing CCR operational budget. 	CCR Finance Sub-Group / AH / HS	July-December 2021
1.5	Existing CCR Employees	Consideration of whether the CJC should become the employer of the existing employees of the Constituent Councils that are engaged as members of the CCR Project Team and any associated TUPE or secondment considerations.	CCR / Pinsents	July-September 2021

¹ [PM/DN: We note that The South East Wales Corporate Joint Committee Regulations 2021 (the "Regulations") provides for the members of the CJC, which are responsible for decision-making, the quorum requirements, frequency of meetings, voting procedure, etc. However, there is still a requirement for the CJC to make standing orders for the regulation of its proceedings and business, which are not regulated by the Regulations and will need to be aligned with the terms of the JWA.]

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No.	Action	Action	Responsibility	Deadline
1.6	Consideration of Services Requirements of CJC	Consideration of:- <ul style="list-style-type: none"> • services required by the CJC (e.g. back-office support, IT services, finance/payroll services, HR services, etc); • staffing requirements of the CJC; • property requirements of the CJC (including lease / licence of CCR's project team's office and any associated contracts); • how each of the above will be provided (e.g. via Constituent Councils or otherwise); and • any external services required by CJC in respect of any existing projects to be transitioned and/or upcoming projects (e.g. fund advisory or management services). 	CCR / Pinsents	July-September 2021
1.7	CJC Sub-Committees (Governance & Audit, Standards, RTA, SDP, Scrutiny)	Engagement with Key Stakeholders to determine the scope and composition of the governance / terms of reference for the required sub-committees and effective date/s for operation (guided by the Regulations).	CCR	September-December 2021
1.8	Determining Budget for CJC	Engagement with CCR Finance Sub-Group to determine budget requirements of CJC for financial years 2021-2022 & 2022-23.	CCR	September-December 2021
1.9	Key Stakeholder approvals	Key Stakeholders to obtain necessary approvals in connection with the implementation of the CJC to allow for legal documentation to be drafted and finalised ahead of the February 2022 deadline.	CCR	September – December 2021
1.10	Development of Key Policies and Business Plans	Initial drafts of Transport Policies, Strategic Development Plan, the CJC Business Plan, other key policies of the CJC (including any policies relating to the governance and audit sub-committee, CJC policy in relation to the approach to contracting between CJC, Constituent	CCR / Pinsents	September – December 2021

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No.	Action	Action	Responsibility	Deadline
		Councils and any future delivery subsidiaries to ensure compliance with procurement, vires and subsidy control, conflicts of interest policy, etc.) and policies required by law.		
1.11	Operational Matters	<p>Consideration of operational requirements of the CJC to be put in place prior to 28 February 2022, such as:-</p> <ul style="list-style-type: none"> • setting up of a bank account(s) (approximate timeframes / information requirements); • review of existing insurance provision for CCR (e.g. officer and directors insurance, property insurance) and transferability to CJC; and • PAYE registration, Workplace Pension registration² and (if applicable) VAT registration. 	CCR	October 2021
1.12	CJC Governance Agreement	Initial draft of CJC Governance Agreement which will supplement the standing orders and set out governance arrangements for the CJC, based on the terms of the JWA, to be prepared and shared with Key Stakeholders.	Pinsents	September - November 2021
1.13	Employment Documentation	Initial drafts of any employment contracts / secondment agreements to be prepared.	CCR / Pinsents	September - December 2021
1.14	Property Documentation	Initial drafts of any property contracts required (e.g. lease between CJC and Constituent Council to service property requirements e.g. office space) to be prepared.	CCR / Pinsents	September - December 2021

² [PM/DN: We have assumed that any employees will be employed by the CJC and hence requirement for PAYE / Workplace Pension registration – to be confirmed]

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No.	Action	Action	Responsibility	Deadline
1.15	Service Level Agreements	Initial drafts of service level agreements for services required by CJC from Constituent Councils or otherwise to be prepared.	CCR / Pinsents	September - December 2021
1.16	Applying for Wider Investment Programmes / HMT Grants	Reviewing suitability and ability to apply for wider investment programmes and HMT grants in name of CJC.	CCR	September 2021 - Ongoing
1.17	Initial CJC Meeting	First CJC meeting to be held to enter into relevant documentation (including governance documentation), adopt key policies and budget for financial years 2021-2023.	CCR / Constituent Councils (to determine rotation basis and who will support/host the first meeting)	December - February 2022
2.	Workstream 2 – Existing / Pipeline CCR Projects			
2.1	Due diligence exercise³	<p>Due diligence exercise to be undertaken in relation to existing CCR projects and CCR projects in the pipeline to understand:-</p> <ul style="list-style-type: none"> • which existing projects (if any) are suitable for transfer to CJC (e.g. from a financial perspective, suitability and any tax implications of any transfers and how these may be structured (e.g. transfers of land) to avoid negative tax implications); • if suitable for transfer, any key contracts requiring early stakeholder engagement for the purposes of obtaining all necessary consents to novate); • if suitable for transfer, any requirements for funder consents; 	CCR / Pinsents / Financial Advisers	August – October 2021

³ [PM/DN: We are not anticipating the transfer of existing CCR projects to the CJC where this is not suitable (e.g. transfer of CSC Foundry Limited to the CJC due to the negative tax implications).]

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No.	Action	Action	Responsibility	Deadline
		<ul style="list-style-type: none"> if suitable for transfer, identifying contracts which may be assigned rather than novated; and [identifying any CCR projects in pipeline which is likely to justify incorporation of a subsidiary delivery vehicle, and if so, identifying operational requirements and intra-group services requirements of such subsidiary (e.g. bank account, insurances, PAYE registration, VAT registration back-office support, IT services, finance services, staffing requirements, property requirements, etc.) and how these will be provided (by CJC or otherwise).] 		
3.	[Workstream 3 – Establishment of Required Subsidiary⁴]			
3.1	Governance Arrangements⁵	Preparation of template group Articles of Association. ⁶	Pinsents	November 2021
3.2	Intra-Group Service Level Agreements	If required, initial drafts of service level agreements for services required by a subsidiary delivery vehicle from CJC or otherwise (e.g. Constituent Council).	Pinsents	November 2021
3.3	Development of Business Plan and CJC Policies	Preparation of Business Plan of any required subsidiary and CJC's key policies in anticipation of any future subsidiary vehicle (including procurement policy, FOIA policy, conflicts of interest policy, etc) and policies required by law.	CCR	December 2021
3.4	Initial Incorporation Information	Summary document to be produced setting out the basic incorporation information for the required subsidiary to include:-	Pinsents to produce	November 2021

⁴ [PM/DN: We note this workstream will only be required if it is determined under Workstream 2 that there is a CCR project in the pipeline, which is likely to justify incorporation of a subsidiary delivery vehicle.]

⁵ [PM/DN: We anticipate that any subsidiary's governance arrangements will reflect the CJC's governance arrangements and will accede to the CJC's Governance Agreement) agreed with the Key Stakeholders under Workstream 1.]

⁶ [PM/DN: This will be a 'vanilla' set of bespoke articles of association. We anticipate that the detailed governance arrangements of any new subsidiary will be set out in the CJC Governance Agreement that will be kept confidential and that the articles of association, shared publicly, will simply mirror what is set out in the CJC Governance Agreement in a simplified form for Companies House.]

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No.	Action	Action	Responsibility	Deadline
		<ul style="list-style-type: none"> • company name; • company registered office; • company accounting period; and • company directors. 	summary document CCR to help starting to compile information from Key Stakeholders	
3.5	Incorporation of Required Subsidiary (if any)	Incorporation of required subsidiary (if any).	Pinsents	January 2022
3.6	Ancillary Documents for Trading Subsidiaries	Incorporation board minutes, companies house forms and statutory registers for required subsidiary (if any).	Pinsents	January 2022
3.7	Company Secretary	Appointment of company secretary to the required subsidiary (if any). <i>(We would propose the same company secretary to ensure a consistent approach. We also note company secretary services may be undertaken by one of the Constituent Council's legal departments under intra-group SLA).</i>	CCR	TBC Post February 2022
3.8	Auditors	Appointment of auditors.	CCR	TBC Post February 2022

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**Cardiff Capital Region (“CCR”)
Corporate Joint Committee (“CJC”) Transition Board
Draft Terms of Reference**

PURPOSE

The Transition Board’s principal role is to support, oversee and co-ordinate the transition of CCR’s existing operational model which entails decision-making via the Joint Cabinet Committee and project delivery via Cardiff Council as the Accountable Body to the CJC, in line with The South East Wales Corporate Joint Committee Regulations 2021 (the “**Regulations**”).

The purpose of the Transition Board will be to act as an advisory board and report to Regional Cabinet, as the ultimate decision makers on behalf of all 10 Partner Councils, in respect of the ongoing transition to the CJC and BBNPA in respect of the SDP.

The Transition Board will have a key role in facilitating the evolution and full transition, via oversight of a detailed Transition Plan that will have five key workstreams (as detailed below). In other words, the Transition Board will oversee and monitor the day-to-day matters undertaken by CCR’s professional advisors and project team in respect of the transition to the CJC across the five key workstreams and provide ongoing updates to the Regional Cabinet along with regular reports to Regional Cabinet in respect of any required decision making to be undertaken by Regional Cabinet in respect of the process. The key workstreams are:

- Legal and Regulatory;
- Finance and Resourcing;
- HR, People and Culture;
- Stakeholder engagement, communications and partnerships; and
- Functions.

The Transition Board will be responsible for ensuring the Transition Plan is implemented and will provide strategic support; channelling the expertise of CCR’s appointed professional advisors, with wider input from a range of external and internal stakeholders – to ensure the transition process is as seamless, effective and efficient as possible. The Transition Board will be a dynamic and engaged group of appropriate stakeholders with the ability to drive progress and recommend further activities and actions to be carried out.

MEMBERSHIP

The membership will comprise:

- I. Chair of Regional Cabinet (Chair)
- II. Vice Chairs of Regional Cabinet and Leader of WLGA
- III. Chair of Regional Transport Authority
- IV. Director of CCR and Chief Operating Officer of CCR
- V. CCR’s Monitoring Officer
- VI. Representative s151 Officer

- VII. 1 Member of CCR Programme Board / 1 Economic Development Lead
- VIII. Chair of REGP / Investment Panel
- IX. Professor Kevin Morgan, Cardiff University and Organisation for Economic Co-operation and Development Regional Investment Wales lead
- X. Supporting officers, representatives of Audit Wales, Welsh Government, UK Government as relevant and advisory team members to attend and participate as required

*note any Member of Regional cabinet can attend at any time and will receive all documentation.

Support officers, representatives of Audit Wales and advisory team members will attend and participate as required.

REMIT

The remit of the Transition Board will continue until the transition of CCR's decision-making and delivery function to the CJC is complete. It is anticipated that the first phase of the transition will be complete in order to enable the CCR to act via the CJC from and including 28 February 2022 (the 'go live' date under the Regulations when the functions of the CJC take effect).

Beyond this point, the Transition Board will continue to meet to oversee delivery of the second phase of the Transition Plan which will finalise the transition to the CJC beyond the immediate requirements for the 'go live' date under the first phase.

Responsibility	Workstream lead/ Assessment
<p>Legal and Regulatory:</p> <ul style="list-style-type: none"> • Preparation of options appraisal of optimal delivery structure for CCR via the CJC; • Supporting CCR's project team in respect of its engagement with Welsh Government in respect of the more detailed regulations to be issued to supplement the Regulation; • Advising in respect of governance arrangements of the CJC; • Legal due diligence of existing CCR projects and investments and associated legal documentation to understand legal documents required to effect transition (e.g. novations, notices of assignment, any service level agreements, any property contracts to service CJC's property requirements); • State aid/ procurement appraisals 	<p>Pinsent Masons supported by Accountable Body and CCR's Monitoring Officer – wider liaison with Monitoring Officer's Group as required</p>

<ul style="list-style-type: none"> • General legal advice in respect of transition (including employment matters and implications of transfer of existing CCR employees to the CJC (e.g. TUPE considerations)); • Drafting legal documentation to effect any transition of existing CCR projects and investments; • Drafting governance documentation (including transposing existing Joint Working Agreement to create CJC Governance Agreement and input into wider constitutional documents (e.g. standing orders)); • Development of certain policies and procedural matters of the CJC (e.g. Conflicts of Interest policy, any delegations policy, procurement policy, policies relating to the Governance and Audit Sub-Committee etc.); • Advising in respect of the Governance and Audit Sub-committee and any other sub-committees to be established by the CJC; • Input into the Business Plan for CJC; • Supporting CCR project team in respect of operational matters; • General legal advice to signpost any risks which arise during the transition process; and • If applicable, advising CCR in respect of the incorporation of any subsidiary delivery vehicle by the CJC if required by a CCR project; • Any other Legal or Regulatory matter as detailed in the Transition Plan. 	
<p>Finance and Resourcing:</p> <ul style="list-style-type: none"> • Advise upon the most appropriate route to transfer existing CCR funding streams to the CJC (HMT/WG Funding Agreement; 	<p>Head of Finance, Risk & Assurance supported by Accountable Body and s151 Officer Sub-group</p> <p>Professional advisers to be appointed to lead on certain aspects of this</p>

<p>Partner Councils' Funding; existing CCR funding commitments under live projects (if to be transitioned to the CJC) and existing CCR operational budget);</p> <ul style="list-style-type: none"> • Advising on the CJC's budget requirements for its first two financial years (2021-2023) as required by the Regulations; • Setting financial planning arrangements in place (including setting up of bank account(s) for the CJC (approximate timeframes and collating information required by banks, PAYE registration and (if applicable) VAT registration); • Undertaking financial due diligence in respect of existing CCR projects in connection with any proposed transfer of the same to the CJC; • Advice on accounting treatment and application of tax matters (including tax advice in respect of any adverse tax implications of transferring any existing CCR projects to the CJC); • Financial modelling; • Balance sheet establishment and all necessary 'start-up' provisions; • Input into the Business Plan for CJC; • Liaison with UKG and WG on all financial/ T&C issues; and • General advice in respect of any risks which arise during transition process from financial perspective; • Any other Finance or resourcing matter as detailed in the Transition Plan. 	<p>workstream (e.g. to provide tax and accounting advice).</p>
<p>HR, People and Culture:</p> <ul style="list-style-type: none"> • Undertaking review of CCR's existing staffing arrangements (including terms of employment, benefits, pension, etc.) and 	<p>Relevant employing CEXs and Chair of Programme Board</p> <p>Pinsent Masons to provide legal advice in respect of employment matters (e.g. TUPE considerations). Relevant</p>

<p>collating information for legal workstream to analyse;</p> <ul style="list-style-type: none"> • Advising on CJC's requirements (including executive team arrangements); • Creating cultural conditions and ethos/ value-set of the CJC; and • Producing HR policies and procedures for the CJC (including in respect of equality, diversity and inclusion); • Any other HR, People or Culture matter as detailed in the Transition Plan. 	
<p>Stakeholder engagement, communications and partnerships:</p> <ul style="list-style-type: none"> • Establishing processes in respect of ongoing partnership/ collaborations; • Ensuring consistency of any communications of CCR in respect of its transition to the CJC; • Communications with key stakeholder groups in respect of the transition to the CJC (e.g. engagement with Partner Councils and Welsh Government); • Performance frameworks; • Investment strategy; and • Wider communications, storytelling and engagement with key groups (e.g. engaging with key stakeholders of existing CCR projects) • Any other Stakeholder engagement, communication or partnership matter as detailed in the Transition Plan.. 	<p>Vice Chair of Regional Cabinet with support from REGP and the Communications Lead in CCR</p>
<p>Functions:</p> <ul style="list-style-type: none"> • Agreement of initial functions of the CJC; • Consultation with relevant stakeholders (e.g. Brecon Beacons National Park Authority); • Negotiation with relevant bodies; 	<p>Programme Board lead & COO</p>

<ul style="list-style-type: none"> • Agreement of medium-longer aspirations and how these translate to potential 'transfers of functions'. 	
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WIDER DUTIES

Wider duties will require:-

- regularly liaising with CCR's appointed advisors and the key workstreams in respect of progress of the transition;
- full participation in regular meetings tasked with ongoing monitoring of the five key workstreams to implement the transition to the CJC;
- taking all reasonable steps to ensure the purpose of the Transition Board is adhered to and objectives of CCR in respect of the transition to the CJC are delivered upon;
- regularly reporting to the Regional Cabinet in respect of the progress of the transition of CCR to the CJC;
- making recommendations of the Transition Board in respect of the transition to the CJC to Regional Cabinet with all relevant supporting documentation to enable a decision to be made by Regional Cabinet; and
- Communicating effectively with wider partners and stakeholder in order that the wider 'CCR' family of bodies, groups, advisory boards and partnerships remain well-informed, highly engaged and understand their contribution and fit.

As such, the role of the Transition Board and its respective duties require sufficient time for input, contributions and ongoing 'steer' in respect of the transition to the CJC given the high-profile and important nature of the work to be undertaken.

The Transition Board, by its nature, will inevitably be a fast moving and fast-changing body, in order to mirror the issues and matters that will need to be effected. For this reason, it can be reasonably expected for the focus of the remit to shift and alter from time-to-time and as the evolution of the transition requires.

FREQUENCY OF MEETINGS

The Transition Board will meet at least monthly which shall be supplemented by such additional meetings as is required to fulfil the Transition Board's purpose and duties. Workstream activity will be ongoing during this period. It is anticipated that meetings will be held remotely but can be held in person / hybrid form where discussion requires intensity of interaction or a creative process.

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Resourcing Plan Sept 2021 – February 2022: Establishment of the South East Wales CJC

1. Introduction and Context

In order to ensure that the proposal for funding is seen in the correct context, it's important to reinforce at the outset the vision that the ten Leaders of the Local Authorities (CCR Regional Cabinet) in the Cardiff Capital Region (CCR) have set out in their work to date with the Cardiff Capital Region City Deal. The work to date with the CCR City Deal has set solid foundations and the move to a Corporate Joint Committee (CJC) is seen to build regional institutional capacity to further drive economic wellbeing in the Cardiff Capital Region. It builds on the key principles, values and integrity of the current CCR City Deal establishment and is seen as evolving and maturing to galvanise a regional approach to economic development and to accelerate the pace of delivery – with the ability to think local, see the world and act in the best interest of the region.

The CJC would reinforce that *place* is the prism through which CCR sees the world, and cities and regions are pragmatic enablers of progress due to their proximity to the real world challenges of their communities; and finally the CJC must ensure that the region 'looks both ways', be non-tribal and ensure that the CCR is able to access all the investment/funds available to it – regardless of where these sit.

The [CCR 5 year Strategic Business Plan](#) (approved December 2020) sets out a clear set of objectives for regionalism and building regional institutional capacity.

2. Proposal for funding

In light of the invitation to submit a proposal for funding to the Welsh Government to support the set-up costs of establishing a Corporate Joint Committee in the Cardiff Capital Region, the CCR Regional Cabinet submits the following proposal.

2.1 Programme Resources

The CCR City Deal is already operating as a Joint Committee (known as CCR Regional Cabinet), and the experience of establishing the joint committee in 2016 is influencing the resource request for this endeavour. Strong programme management with a clear view on the desired outcome is crucial. As a result we propose to establish a strong programme management team with robust transition governance in place. The process will be overseen by a Shadow CJC from the summer onwards (the ten local authority leaders) and will be supported by a Programme Transition Board, chaired by a Chief Executive of one of the local authorities, supported by an operational programme team managed by the CCR City Deal team.

The programme management team will include experienced project management capability, supplemented by specialist expertise in regional economic policy, specialist external advice (legal, financial and HR), and communications and engagement support. The resource requirements for these areas are set out below.

2.1.1 *Project Management Capability*

The core project management capability will be provided by an experienced project manager supported by a dedicated project administrator. This capability is in the process of being sourced and is anticipated to be in place by 1st June 2020.

2.1.2 *Regional Economic Policy*

Entities such as Corporate Joint Committees are common practice in other nations across the United Kingdom and further afield in Europe. There is significant learning and input required from subject matter experts to ensure that the CCR CJC is established in such a way that it is fit for purpose to deliver against the strategic objectives as set out in the CCR five year strategic business plan. We will therefore buy-in expert regional economic policy advice to supplement the knowledge gained to date in operating the CCR City Deal.

2.1.3 *Specialist external advice*

In order to establish a fit for purpose CJC in the CCR, it is imperative that appropriate and relevant high quality legal, financial and HR advice is sought. Working with our advisors, we will consider the incorporation of, and transition to, the CCR CJC, as the new stewardship and decision making entity for the Cardiff Region City Deal, which will supersede and replace the current CCR Regional Cabinet, and the establishment of wholly owned subsidiaries of CJC for the sole purpose of implementing any projects / investments approved by the CJC (in place of the Accountable Body). The intention is for the CJC's remit to extend beyond the CCR City Deal and to assume responsibility and stewardship for new statutory duties (Regional Transport Planning, Strategic Development Planning and Economic Wellbeing), and wider investment programmes that the CCR partners may secure from time to time.

2.1.4 *Communications and Engagement Support*

The Cardiff Capital Region consists of approximately 50% of the Welsh population, ten of the twenty two local authorities (consisting of over 600 local councillors), and accounts for approximately 50% of the economic output of Wales. It is therefore crucial that the programme for establishing the CCR CJC is well articulated, communicated and engaged by a vast stakeholder group. We will therefore commit dedicated resources to this crucial endeavour.

3. **Desired Outcome**

The desired outcomes of the funding from Welsh Government, supplemented by a matching contribution from the ten partner local authorities, are:

- the development of a detailed business plan and budget for the CCR CJC for 2022/23;
- the development of operating policies for the CCR CJC;
- a suite of legal documents supporting the establishment of the CCR CJC and its operating subsidiaries;
- the novation of CCR City Deal activity and contracts, where appropriate, to the CCR CJC; and

- well executed stakeholder engagement ensuring all relevant partners across the region are signed up to the CCR CJC.

4. **Resource Summary**

The CCR Regional Cabinet request the following resources to support the effective establishment and implementation of the CCR CJC:

Activity	WG funding request	CCR contribution	RC	TOTAL
Programme Management Capability	£41,250	£41,250		£82,500
Regional Economic Policy	£27,500	£27,500		£55,000
Specialist external advice (Legal, Financial, HR)	£156,750	£156,750		£313,500
Communications & Engagement Support	£24,500	£24,500		£49,000
	£250,000	£250,000		£500,000

We confirm that the activity proposed above is additional too, and complementary too, the core CCR City Deal activity and that the CCR City Deal nor the ten partner local authorities are in receipt of other funding for such activity from Welsh Government or the Welsh European Funding Office.

17 May 2021

Future Generations Assessment Evaluation

(includes Equalities and Sustainability Impact Assessments)

<p>Name of the Officer completing the evaluation:</p> <p>Kellie Beirne</p> <p>Phone no: 07826 919286 E-mail: kellie.beirne@cardiff.gov.uk</p>	<p>Please give a brief description of the aims of the proposal: to set out the proposed strategic principles and approach for transition to CCR CJC.</p>
<p>Proposal: CCR CJC Governance and Delivery arrangements – Transition Plan</p>	<p>Date Future Generations Evaluation form completed: 20 September 2021</p>

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Does your proposal deliver any of the well-being goals below? Please explain the impact (positive and negative) you expect, together with suggestions of how to mitigate negative impacts or better contribute to the goal.


Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
<p>A prosperous Wales Efficient use of resources, skilled, educated people, generates wealth, provides jobs</p>	<p>The report and appendices set out a progressive approach for driving prosperity within the region as it evolves its functions to embed CJC provisions and regulations. The focus on a delivery and governance model provides for a stable platform for regional economic governance.</p>	<p>In order to maintain business continuity and a seamless transition the report is focused on concurrence and the principles of transition and adaptation through life and shift and future evolution.</p>
<p>A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)</p>	<p>The central contention of the report is that COVID-19, climate and low growth all poses a conundrum about the forward and how some of the behaviours around working together, innovating quickly and</p>	<p>A CJC will allow more freedom and flexibility and it is envisaged that climate and renewable energy for clean growth will be a key focus.</p>

Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
	rapidly adapting can be maintained as a positive legacy in the new working arrangements.	
A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood	Inclusion is a core theme of the approach and balancing a focus on levelling up the region with other regions in the UK to ensure CCR accesses all of the opportunities available to it – thus supporting not just sectors and industries but communities and people.	ESG and equality and diversity focus to ensure emphasis on societal and community needs.
A Wales of cohesive communities Communities are attractive, viable, safe and well connected	Putting in place a framework for regional cohesion whilst enhancing localism will support delivery of scale projects that make a difference across the geography, in tandem with local policies and levers that ensure citizens can benefit.	Reference is made to two key documents – 5 year business plan and Levelling-up Prospectus which further enhances the positive aspects of a place based focus.
A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing	The principles look outward and focus on the FDI and international opportunities, which will be particularly important post-EU exit.	Proposal for radical decentralization of business functions and units currently operating at national level.
A Wales of vibrant culture and thriving Welsh language Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation	The document represents a distinctive regional strategic approach to developing the economy – foundational and tradeable and projects a distinctively Welsh approach to doing so.	The new corporate entity will require a full suite of bespoke policies and procedures in respect of the Welsh language.
A more equal Wales People can fulfil their potential no matter what their background or circumstances	The approach focuses on economic inclusion, levelling-up and a mission-driven approach capable of not just tackling economic problems – but societal ones too.	The CJC has at the heart of its purpose a commitment to 'no place is left behind' and

Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
		promoting economic inclusion and addressing economic inequalities.

2. How has your proposal embedded and prioritized the sustainable governance principles in its development?

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Balancing short term need with long term and planning for the future</p>	<p>The CJC is a long-term construct and requires thinking ahead to provide a long-term platform for regional public investment.</p>	<p>Establishment of a Transition Board and Plan to broaden engagement and involvement.</p>
 <p>Working together with other partners to deliver objectives</p>	<p>The principles of the structure recommended situate partnerships and the building of new institutional capacity at the heart of the new framework. One of the work streams established is on partnerships and engagement specifically.</p>	<p>Structures for sub committees, partnerships and advisory boards to be replicated and established.</p>
 <p>Involving those with an interest and seeking their views</p>	<p>The plan will be backed by a wider comms plan which has already included meeting with the various CCR Partnership groups.</p>	<p>Challenge funds will be another perspective to bring to bear in this context with the opening up of the civic innovation process.</p>
 <p>Putting resources into preventing problems occurring or getting worse</p>	<p>The mission-driven/ challenge-led approach embedded will be a key means of experimenting in the prevention space</p>	<p>In addition, the CJC will be a long term construct and will develop and further evolve over time.</p>

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Considering impact on all wellbeing goals together and on other bodies</p>	<p>The proposed impact assessments will give a comprehensive and ongoing overview of benefits, costs and results. Outcome focused reporting and accountability will be key to this.</p>	<p>This can be further reinforced in the CJC setting and when Cabinet and partners have access to greater freedoms and flexibilities.</p>

3. Are your proposals going to affect any people or groups of people with protected characteristics? Please explain the impact, the evidence you have used and any action you are taking below.

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Age	<p>Not relevant in this context since the principles, approach and ways of working apply to all prospective interests and stakeholders as will governance and delivery arrangements.</p>		<p>A full ESG agenda and diversity and inclusion reviews into partnerships and groups will help ensure this agenda is embedding in ways of working and the culture that is created.</p>
Disability	As above	As above	As above.
Gender reassignment	As above	As above	As above.
Marriage or civil partnership	As above	As above	As above.
Pregnancy or maternity	As above	As above	As above.

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Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Race	As above	As above	As above.
Religion or Belief	As above	As above	As above.
Sex	As above	As above	As above.
Sexual Orientation	As above	As above	As above.
Welsh Language	As above	As above	As above.

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4. Safeguarding & Corporate Parenting. Are your proposals going to affect either of these responsibilities?

	Describe any positive impacts your proposal has on safeguarding and corporate parenting	Describe any negative impacts your proposal has on safeguarding and corporate parenting	What will you do/ have you done to mitigate any negative impacts or better contribute to positive impacts?
Safeguarding	Not directly relevant –however, building the future economy should have a profoundly positive impact on ability to safeguard the future of our residents		This is dependent upon the brief for regional education consortia and whether or not, it is intended to be grouped within CJsCs.
Corporate Parenting	Not directly relevant – however building strength in the economy should create opportunities for all of the young people entrusted in our care and makes a direct contribution to wellbeing.		

5. What evidence and data has informed the development of your proposal?

As above.

6. **SUMMARY:** As a result of completing this form, what are the main positive and negative impacts of your proposal, how have they informed/changed the development of the proposal so far and what will you be doing in future?

As above, the main implications will be in the delivery of this work.

7. **MONITORING:** The impacts of this proposal will need to be monitored and reviewed. Please specify the date at which you will evaluate the impact, and where you will report the results of the review.

The impacts of this proposal will be evaluated on:

Quarterly via the IIF reports to Cabinet and quarterly performance and new annual business plan and budget all ahead of 31 January 2022.

Mae'r dudalen hon yn wag yn

13 DECEMBER 2021

REFRAMING THE APPROACH TO DEVELOPING THE SOUTH EAST WALES CORPORATE JOINT COMMITTEE

REPORT OF CARDIFF CAPITAL REGION DIRECTOR

AGENDA ITEM 4

Appendix 1 to this report is exempt from publication because it contains information of the kind described in paragraph 16 (information in respect of which a claim to legal professional privilege could be maintained in legal proceedings) of part 4 of Schedule 12A to the Local Government Act 1972

Reason for this Report

1. To appraise Regional Cabinet of the realisation of a number of issues that require a re-defining and re-directing of the approach CCR has proposed to take to the establishment of the South East Wales Corporate Joint Committee (CJC) along with a number of risks which remain live.
2. To set out an interim way forward that recognises in a pragmatic way, the need to make progress with initial implementation steps on a 'bare minimum' basis, in so far as they ensure compliance with the legislation and that CCR incurs no worsening of its position in relation to the unresolved issues.
3. To re-set the critical path towards the statutory budget setting date of on/before 31 January 2022, establishing all resource and sequential reporting requirements; and, in the interim period, standing down the Transition Board, until such time, the new path to 'lift and shift' is resolved, understood and resurrected.
4. To appraise Regional Cabinet of the work that continues to be undertaken with Welsh Government (WG), Audit Wales (AW) and other bodies, with a view to supporting resolution of the issues that currently prevent full transition to the 'lift and shift' model agreed by Regional Cabinet, which is predicated on ensuring a 'no worse-off' position.

Background

The Issues

5. At its meeting of the 20 September 2021, Regional Cabinet approved a report that established Governance and Delivery Option 3 'Lift and Shift' as the preferred model for CCR's transition to one integrated model of regional public investment

and economic governance under the CJC. The report further set out a comprehensive Transition Plan and Transition Board model to oversee the process of evolution and a critical path for achieving key milestone dates.

6. The report described a number of live risks and issues, relating to a series of unresolved matters concerning the implications of CJsCs' financial status for tax purposes and borrowing and their impacts. It was stated that work would continue to be undertaken with CCR's advisory team and WG to resolve the issues sufficiently in allowing for Lift and Shift model to be implemented from 28 February 2022 – the date on which the functions exercised by the CJC (Regional Transport Plan, Strategic Development Plan and economic wellbeing power) commence. A letter was also provided from the WG Minister for Finance and Local Government to reiterate this intent and the report sought to commit to a 'no worse off' principle, on this basis as at the point of transition.
7. In the intervening period, it is clear that the risks and issues highlighted at this time, cannot be resolved to comply with the timescales set out and allow for Lift and Shift. This is mainly because the issues that require resolution, need the approval of bodies such as HMRC and HM Treasury (HMT) and these clearly sit outside the sphere of direct influence and control of WG. In addition, further issues have arisen in respect of Corporation Tax. This is a complex matter not addressed so far in the Regulations; and could have significant implications to the CCR operating model unless similarly addressed through an application to HMT for relevant dispensations. Work is underway on addressing this, with CCR supporting WG's business case application to HMRC for the relevant dispensations.
8. In other words, there remain a number of substantially unresolved matters, that unless addressed and resolved prior to full 'lift and shift' implementation and are understood and mitigated against ahead of 'bare minimum' implementation – could have a significant impact. On the latter point, even basic activities under a 'bare minimum' CJC may still incur a level of irrecoverable VAT and as such an initial scaled back approach which reduces such a potential risk is proposed.
9. The impacts of all these issues are not standalone and consideration will need to be given to the matter of seeking UKG support to transfer the existing CCRCD Funding Agreement to the CJC. In addition, it must be understood that these are complex and inter-connected issues and there are no 100% guarantees of success. Wider financial status issues are bound up within making the case for s33 status and in essence, the need to demonstrate the intent and effect of the CJC legislation, which is for them to be 'creatures of LAs' and 'part of the LG family'.
10. CCR has made representations to WG on these issues, including seeking a re-setting of the statutory budget timeframe. WG has advised that this is not possible due to timescales and the need to carry out statutory consultation on any proposed changes. However, the issues raised are recognised and understood and implementation on the basis of a pragmatic and proportionate provisional approach is supported. Additionally, legal advice has been taken on the risks and challenges posed to CCR of 'doing nothing'. This report is thus, framed in this context and of being minimally compliant.
11. The 'bare bones' implementation of the CJC legislation will therefore need to be 'twin-tracked' with continuation of the current Joint Committee/Accountable Body-

led model for delivering the CCR City Deal for the time being. This dual approach is unavoidable and will provide business continuity for City Deal delivery.

12. WG has also set out that the date of commencement of immediate duties around preparation of the Regional Transport Plan, Strategic Development Plan and economic wellbeing powers, can be changed from the original date set for SE Wales of 28 February 2022 to 30 June 2022 – thus, falling in line with other CJC regions. This report recommends that this later date is accepted in order to better align with the proposed bare minimum approach.

Making Progress

13. Whilst the above issues are complex and require the re-doubling of efforts across WG with support from CCR and its technical and legal advisory team, it is recognised that where progress can be made, then it should be made.
14. The minimalist model proposed in this report, thus offers a pragmatic way of enabling CCR to begin implementing the CJC requirements and adopting statutory duties – whilst at the same time – supporting WG to progress the resolution of issues, which are preventing a transition to Lift and Shift at this time.
15. This means putting in place a series of steps that will redefine the critical path between now and 31 January 2022 (the date by which the CJC must approve its budget), in order to ensure compliance with the legislation, but in ways which protects CCR's short and long-term position and wherever possible, safeguards against any detriment.
16. On the basis of external advice and technical support, the proposed 'bare minimum' model will enable CCR to demonstrate it has commenced transition, ensuring compliance with the legislation and regulations. It is essentially creating the outline of the CJC as an absolute statutory minimum and as an interim holding position only. It will include:
 - setting minimal nominal budgets for the operation of the CJC no later than 31 January 2022;
 - agreeing with the Auditor General for Wales the CJC audit scope and fee, which is proportionate and reflects the CJC's bare minimum operations;
 - adopting model Standing Orders and any basic supplements – i.e. scheme of delegations (draft attached at Appendix 1);
 - arrangements to place any staff at disposal of CJC – again this will be on the basis of proportionality;
 - establish statutory sub-committees e.g. Audit and Governance Committee etc.;
 - appoint Chair/ Vice Chair/s – which can mirror existing CCR arrangements; and,
 - establish practical arrangements in respect of the CJC's basic infrastructure as a separate legal entity – accounting & reporting requirements, bank account, VAT registration, minimum insurances, proportionate records scheme etc.

17. The minimalist model will operate on the expectation that the absolute minimal operational activity required will be undertaken. Therefore, any extraneous activity such as production of a business plan; meetings of the CJC beyond initial budget setting/ 'establishment'; meetings of the Audit and Governance Committee; and staffing arrangements beyond those linked to the above – is unlikely to take place.
18. In order to provide a level of certainty to all CJC stakeholders and constituent councils, the bare minimum model, will be predicated on being in place until the 31 March 2023. However, should the issues be resolved sooner, there is provision for the budget requirement to be re-visited in-year and as 'lift and shift' becomes do-able and is supported through the relevant financial status issues being resolved. This means that for the initial operating period - a nominal budget is set – with the clear expectation of minimal expenditure against it. This is an important principle. If even low-level expenditure can be justified, the advice is there is a strong case to avoid incurring such expenditure if it can be demonstrated that it would "prejudice the CJC's position or suffer any detriment".
19. Therefore, whilst a provisional budget can be set, and actions taken to set-up and 'ready' the CJC – it does not follow that enactment beyond this is necessary – at least until such time the CJC is ready to be operable and lift and shift can occur. The timeframe outlined above will be kept under constant review throughout the year as the outstanding matters are progressed. An update report will be brought back Regional Cabinet for further consideration, as soon as sufficient information is available to do so.
20. The CJC will be required to comply with all necessary regulations and legal requirements. The principle of 'proportionality' will be adopted in assessing bare minimum compliance, along with the requirement to minimise any adverse budgetary impacts. It should be noted that the two duties to begin preparation of both a Regional Transport Plan and Strategic Development Plan will commence in 2022/23. As per paragraph 12 above, it is now proposed this date is re-set as 30 June 2022 and this has been communicated with Welsh Government. Whilst there are no immediate actions required in relation to the commencement duties, some progress will need to be demonstrated from July 2022 and plans for such will be presented to the CJC during the year.
21. This pragmatic, proportionate and reasonable approach will require key stakeholders to adopt a shared endeavour approach. As a result, this report has been shared with Audit Wales and Welsh Government, both of which have been consultees to this report and understand the scope and provisions of the 'bare minimum' model.
22. Given the process to put this new set of actions and revised critical path in train, will be fairly clear, time-limited (until the end of January 2022) and require no reference to the Transition Plan for lift and shift – it is proposed that the Transition Board is stood down. The Transition Board and Plan for lift and shift can be resurrected at such time as clarity on timeframes for resolving the issues around VAT, means that this substantive work can be re-started.
23. It should also be noted that in setting this process in plan, the clear milestone to work towards is budget setting for the CJC on or before 31 January 2022. Approval of the budget requires unanimous support of CJC constituent councils. Brecon Beacons National Park Authority will feature as part of this in relation to

the estimated budget for preparing an SDP and as such, ongoing communication and engagement is taking place.

Update on Work to Resolve Issues

24. Work led by WG on behalf of all regions/ constituent CJsCs in Wales, is underway with HMRC and HM Treasury on the outstanding issues named in this report. An update has been provided to clarify that CCR CJC is not a 'levying body' with workarounds being put in place with respect to access to LGPS as a 'connected body' instead. In relation to access to PWLB at the relevant future point, WG has had initial positive discussions with HMT that suggest borrowing capability through this medium, can be considered and potentially, developed.
25. On the s.33/ VAT front, WG has developed and submitted a business case application to HMRC to enable CJsCs to be able to re-claim non-business VAT in the same way that local authorities do. CCR has contributed to this process with input from technical financial and legal advisors. As yet, there is no emergent timeframe for full resolution of the issues, though the indicative timeline provided by HMRC for considering applications is 6 months (which would be May 2022) – further confirmation is awaited on timescale matters
26. Work continues to be put in place regarding arrangements for interim accounting systems, processes and relevant systems infrastructure for the CJC. This is being carried out in partnership with RCT Council, which will be providing basic 'transactional services' for the initial period of 'bare minimum' CJC operation. CCR City Deal will continue to be supported by the 'Lead Council/ Accountable Body' mechanism. This reflects the arrangements underpinning the twin-tracking approach which will be needed, at least initially and until the remaining issues are resolved.

Risks and Issues

27. There are several risks related to the proposed approach. However, if the bare minimum model principles set out above are adopted and risks continually mitigated against by the detailed technical work that is ongoing and continued liaison WG and Audit Wales, it is suggested that these can be kept in check, monitored and managed. This means that Value for Money issues can be responded to in as much, that the CJC keeps expenditure to the bare minimum during this interim period and on the basis of no significant detriment to its short or long-term operating model.
28. Other risks concern the resources now needed to implement 'bare minimum' which will be met from existing budgets, albeit there will be some effect given efforts that will need to now be fully channelled to getting work done in an ever-decreasing timeframe. Timeframes present a further risk in that at this time, there is no clear point at which lift and shift occurring can be estimated – however, this could be clarified via WG shortly. Arguably, the bigger issue is guaranteeing successful outcomes – although it is anticipated a strong case will be made to both HMRC and HMT and it remains the strong intent, and wider effect, of the WG legislation for CJsCs to be part of the LG landscape and treated as if a Local Authority.

29. It should also be noted that the identification of risks to date, has arisen through work 'on the job'. Further risks that only become apparent through the process of application and implementation cannot be ruled out.
30. Potential risks around potential for double taxation at the point of lift and shift are unpreventable, with work needed ongoing to develop the conversations, flexibilities where they exist and pragmatism to deal with such eventualities. The possibility of fragmented legacy accounts also requires analysis and conclusions to be presented at the relevant time.
31. It is also noted that Councils upon whom the duty to implement CJC legislation falls, also need to report progress, current status and next steps on this matter into their individual decision-making processes. This report and the approach suggested, now provides the means for constituent CCR Councils to do this.

Financial Implications

32. The report considers the approach to the transition of the Current Joint Committee to a new Corporate Joint Committee entity for the South East Wales Region. Enabling legislation is in place which has created the new Corporate Joint Committee with its associated powers and functions continuing to be the subject of detailed regulations determined by Welsh Government to support the operationalising of the entity.
33. The report recommends the implementation of a 'bare minimum' interim solution, until a lift and shift of existing CCR activities can take place and following resolution of issues identified in this report. Movement to a bare minimum will require the establishment of practical arrangements in respect of the CJC's basic infrastructure as a separate legal entity – accounting & reporting requirements, bank account, VAT registration, minimum insurances, etc. It will also include appointment of key officers such as Responsible Finance Officer with the approach to remuneration etc. being the subject of a future report. Corporate Joint Committees have the same financial reporting and disclosure requirements as existing local authorities, including compliance with relevant codes of practice where deemed to be relevant. A bare minimum approach to the CJC will need to consider and work with partners such as Welsh Government and Audit Wales at an early stage to determine approach to compliance in a proportionate way.
34. It should be noted that regulations require the CJC to determine a capital and revenue budget by 31 January 2022. This is for the 2021/22 and 2022/23 financial year. It is proposed that any budget set will be on a bare minimum basis and will be a minimal nominal budget.
35. This is to be the subject of a future report to CCRC Regional Cabinet and similar approval by the CJC in accordance with the deadlines.
36. Where activities are undertaken within the scope of the Corporate Joint Committee, the expenditure and income of these activities will need to be costed and identified as part of CJC budget proposals by 31 January 2022 and annually thereafter. This is to include:

- where there are increases or reductions in budgetary requirements from local authorities;
 - whether additional activities are to be paid for as part of grant support from Welsh Government and or other grant funding providers;
 - where additional costs are to be met from within existing budgets
 - where there are commitments to support credit arrangements or similar liabilities arising as part of approved investment plans
37. This should be considered for revenue costs as well as the approach in respect to the servicing costs of any liabilities undertaken for capital expenditure and the operating costs of any financial or physical assets. This will need to be considered as part of the annual budget setting process for the Corporate Joint Committee for inclusion in respective Local Authority budgets.
38. This report will also need to include the basis on which any budget requirement, not funded by external grant or similar, is to be met by CJC Constituent Councils and the Brecon Beacons National Park Authority where relevant.
39. It should be noted that in accordance with the regulations establishing CJCs, the budget must be agreed on a unanimous basis by constituent Councils of the CJC, with Welsh Government determining contributions in any scenario where a budget cannot be agreed. Any assets or liabilities entered into by the CJC are the liabilities of the constituent Councils and will need to be included as part of the budget setting processes of respective local authorities.
40. The current Joint Working Arrangement and the principles of the financial model in respect to delivery of City Deal activities set out Local Authority Contributions towards the Wider Investment Fund. The establishment of the bare minimum Corporate Joint Committee does not change the quantum of the already agreed financial obligations of each authority in respect to the Wider Investment Fund.

Legal Implications

41. The constituent local authorities are obliged to comply with the Regulations surrounding CJC's. Enacting the 'bare minimum' model which comprises the actions listed in paragraph 15 of this report is sufficient to ensure that members and their authorities comply with their statutory duty and are not acting unlawfully.

Well-being of Future Generations (Wales) Act 2015

42. In developing the Plan and in considering its endorsement regard should be had, amongst other matters, to:
- (a) the Welsh Language (Wales) Measure 2011 and the Welsh Language Standards;
 - (b) Public sector duties under the Equalities Act 2010 (including specific Welsh public sector duties). Pursuant to these legal duties Councils must in making decisions have due regard to the need to (1) eliminate unlawful discrimination, (2) advance equality of opportunity and (3) foster good relations on the basis of protected characteristics. Protected characteristics are a. Age; b. Gender reassignment; c. Sex; d. Race – including ethnic or

national origin, colour or nationality; e. Disability; f. Pregnancy and maternity; g. Marriage and civil partnership; h. Sexual orientation; i. Religion or belief – including lack of belief, and.

(c) the Well Being of Future Generations (Wales) Act 2015. The Well-Being of Future Generations (Wales) Act 2015 ('the Act') is about improving the social, economic, environmental and cultural well-being of Wales. The Act places a 'well-being duty' on public bodies aimed at achieving 7 national well-being goals for Wales - a Wales that is prosperous, resilient, healthier, more equal, has cohesive communities, a vibrant culture and thriving Welsh language and is globally responsible. In discharging their respective duties under the Act, each public body listed in the Act (which includes the Councils comprising the CCRCD) must set and published wellbeing objectives. These objectives will show how each public body will work to achieve the vision for Wales set out in the national wellbeing goals. When exercising its functions, the Regional Cabinet should consider how the proposed decision will contribute towards meeting the wellbeing objectives set by each Council and in so doing achieve the national wellbeing goals. The wellbeing duty also requires the Councils to act in accordance with a 'sustainable development principle'. This principle requires the Councils to act in a way which seeks to ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs. Put simply, this means that Regional Cabinet must take account of the impact of their decisions on people living their lives in Wales in the future. In doing so, Regional Cabinet must:

- look to the long term.
- focus on prevention by understanding the root causes of problems.
- deliver an integrated approach to achieving the 7 national well-being goals.
- work in collaboration with others to find shared sustainable solutions.
- involve people from all sections of the community in the decisions which affect them.

43. Regional Cabinet must be satisfied that the proposed decision accords with the principles above. To assist Regional Cabinet to consider the duties under the Act in respect of the decision sought, an assessment has been undertaken, which is attached at Appendix 2.

Equality Act 2010

44. In considering this matter, regard should be had, amongst other matters, to the Councils' duties under the Equality Act 2010. Pursuant to these legal duties the Regional Cabinet must in making decisions have due regard to the need to (1) eliminate unlawful discrimination (2) advance equality of opportunity and (3) foster good relations on the basis of protected characteristics. Protected characteristics are:

- age;
- gender reassignment;
- sex;
- race – including ethnic or national origin, colour or nationality;

- disability;
- pregnancy and maternity;
- marriage and civil partnership;
- sexual orientation;
- religion or belief – including lack of belief.

RECOMMENDATIONS

45. It is recommended that the Cardiff Capital Region Joint Cabinet:

- (1) notes the contents of this report and the realisation of risks and issues that now prevent full implementation of the chosen Governance and Delivery option to 'Lift and Shift' on the previously proposed timescale; and the revised arrangements to be reported through CCR's ten constituent local authorities, along with draft CJC Standing Orders;
- (2) approves the re-direction and re-purposing of the principles contained in the report of 20 September 2022 and agrees the implementation of the 'bare minimum' interim solution set out in the report, allowing CCR to be compliant with the CJC legislation, until such time transition via 'lift and shift' can be resurrected and in tandem with outstanding issues being resolved.
- (3) approves re-setting of the critical path in relation the tasks and activities which will need to be undertaken in the run-up to budget setting before 31 January 2022 and resolves to stand down the Transition Board in this period;
- (4) agrees to ask the Welsh Government to amend the regulations to change the date on which immediate duties commence under the Regulations from 28 February 2022 to 30 June 2022; and,
- (5) notes the work ongoing to resolve the remaining issues and the position of WG and Audit Wales in supporting this approach, as well as being mindful of the risks and issues, which require constant attention and mitigation wherever possible.

Kellie Beirne
Director, Cardiff Capital Region
13 December 2021

Appendix 1 to this report is exempt from publication because it contains information of the kind described in paragraph 16 (information in respect of which a claim to legal professional privilege could be maintained in legal proceedings) of part 4 of Schedule 12A to the Local Government Act 1972

Appendices

EXEMPT Appendix 1 Draft CJC Standing Orders
Appendix 2 Well-being of Future Generations Assessment

Mae'r dudalen hon yn wag yn



Report

Cabinet

Part 1

Date: January 2022

Item No:

Subject **Welsh in Education Strategic Plan (WESP) 2022-2032**

Purpose To seek permission to submit Newport's 10-year Welsh in Education Strategic Plan (WESP) to Welsh Government for approval and subsequent anticipated implementation from September 2022.

Author Assistant Head of Education - Resources

Ward All

Summary The School Standards and Organisation (Wales) Act 2013 requires local authorities to prepare a Welsh in Education Strategic Plan (WESP) and outlines that the Plan must contain:

- A local authority's proposals on how it will carry out its education functions to improve the planning of the provision of education through the medium of Welsh in its area and improve the standards of Welsh-medium education and of the teaching of Welsh in its area;
- The local authority's targets for improving the planning of the provision of Welsh-medium education in its area and for improving the standards of that education and of the teaching of Welsh in its area;
- Report on the progress made to meet the targets contained in the previous Plan or previous revised Plan.

The Act also requires each local authority to submit its WESP to Welsh Ministers for approval prior to implementation. The WESP has been subject to extensive consultation with key stakeholders and the public, and the final plan must be submitted to Welsh Government by 31st January 2022.

Proposal **To consider the feedback received during the formal consultation and approve that the WESP can be submitted to Welsh Government for consideration, with a view to the new Plan being implemented from September 2022.**

Action by Chief Education Officer

Timetable Immediate

This report was prepared after consultation with:

- Corporate Management Team
- Education Senior Management Team
- Senior HR and Finance Business Partners

Signed

Background

Section 84 of *The School Standards and Organisation (Wales) Act 2013* requires a local authority to prepare a Welsh in Education Strategic Plan (WESP) and outlines that a Plan must contain:

- a. A local authority's proposals on how it will carry out its education functions to:
 - Improve the planning of the provision of education through the medium of Welsh in its area;
 - Improve the standards of Welsh-medium education and of the teaching of Welsh in its area;
- b. The local authority's targets for improving the planning of the provision of Welsh-medium education in its area and for improving the standards of that education and of the teaching of Welsh in its area;
- c. The progress made to meet the targets contained in the previous Plan or previous revised Plan.

Cymraeg 2050

Cymraeg 2050 introduces a long-term vision for a Wales where the Welsh language thrives. The strategy aims to increase the number of Welsh speakers to 1 million by 2050 and ensure that the percentage of the population that speaks Welsh daily and can speak more than just a few words of Welsh, increases from 10% (in 2013–15) to 20% by 2050.

As well as increasing the proportion of learners being taught through the medium of Welsh, Cymraeg 2050 aims to:

- transform how Welsh is taught to all learners to ensure that at least 70% of those learner's report by 2050 that they can speak Welsh by the time they leave school; and
- increase the number of primary teachers who can teach through the medium of Welsh from 2,900 to 3,900 by 2031 and 5,200 by 2050;
- increase the number of secondary teachers who can teach Welsh as a language from 500 to 900 in 2031 and 1,200 by 2050; and
- increase the number of secondary teachers who can teach through the medium of Welsh from 1,800 to 3,200 by 2031 and 4,200 by 2050.

The WESP must demonstrate how Newport will contribute to achieving this goal.

Newport's 10-Year Vision

The *Welsh in Education Strategic Plans (Wales) Regulations 2019* require Local Authorities to **set a ten-year target** outlining the expected increase in Year 1 children who are taught through the medium of Welsh in the local authority's area during the lifespan of a Plan.

In developing the draft WESP, every opportunity was made for Newport's Welsh Education Forum (WEF) members to contribute towards the shaping the Council's ongoing commitment to developing Welsh-medium education across Newport, and meeting the targets set out in Cymraeg 2050. The WEF is key in ensuring that the ambitious targets outlined in this plan can be achieved, and there is a shared ownership amongst the Local Authority and partners therefore around delivery of this plan.

The 10-year target for Newport outlines a minimum 6 percentage point increase in the number of Year 1 learners taught through the medium of Welsh by 2032. This is quantified in the following table (the 2032 target is based on our current pupil cohort):

PLASC Year	Cohort	Percentage of cohort	Number of Year 1 Pupils
2021 Baseline	1988	5.1	101
2032 Target	1988	11.1	221

As of September 2020, there were 112 Year 1 Welsh-medium places available across Newport. The minimum additionality therefore currently equates to 109 pupil places by 2032. 60 of these additional places will eventually be provided through Ysgol Gymraeg Nant Gwenlli which opens in September 2021 and will increase the number of Welsh-medium primary school places available across the City by 54%.

A proposal to create a further 30 Welsh-medium primary school places per year group from September 2026 is currently being considered, with the intention that the remaining shortfall against the minimum target, estimated at a further 30 Year 1 pupil places, will be factored into future discussions regarding new developer-led schools and Band C of the 21st Century Schools programme. These details have not been quantified and will likely emerge in the second half of this WESP period, from 2027 onwards, and will be reflected in the Local Development Plan that will be in place to cover this period.

As a result of this planned expansion in Welsh-medium primary provision by 2032 the Council aims to offer at least 232 Year 1 places across 6 primary school locations, more than doubling the provision that currently exists. This will be supplemented by increased early years and childcare opportunities through the medium of Welsh.

This ambition will also extend into the secondary sector, as the planned significant increase in primary provision will inevitably require a similar increase in secondary provision. This will be considered in the second half of the plan and is included within the Council's intention to review all secondary school provision across the City as part of Band C of the 21st Century Schools Programme. This programme is likely to commence in 2024.

Welsh Government's aspiration and aim to reach a million Welsh speakers; "Cymraeg 2050: A million Welsh speakers" is a long-term aim, endorsed and supported by the WESP, the Welsh Language Strategy and partnership working. These efforts must be pulled together to achieve the best possible outcomes for the people of Newport.

The long-term aspiration of the Council is to increase the number of Welsh speakers in Newport, raise awareness, increase the visibility, and promote the economic benefits of the Welsh language across the diverse communities in the city, by increasing opportunities for those with all levels of Welsh to practice and speak Welsh in a safe, friendly, and supportive environment, and engaging with those who might have no awareness of the language. Work with partners on the Right Skills Board will help support the commitment and target to increase awareness of Welsh language as a skill and its value in the workplace and how the Board can support attainment of those targets.

Newport is a Welsh city, with a Welsh identity but with a diverse range of multi-cultural and multilingual communities, and it is important to increase awareness that the Welsh language is one of Wales' treasures. It is something that defines us as a people and is increasingly an integral part of our everyday lives.

Development of the draft WESP

Specific working groups were established early in the summer term 2021 to consider individual outcome areas, with work done to confirm the baseline position and what must be achieved, both within the first 5 years of the plan and at the end of the 10-year period, in order for the Council to meet the overall targets required. These working groups consisted of relevant stakeholders, primarily from within the WEF, and ensured that each outcome area was subject to vigorous scrutiny and that the targets were appropriately ambitious. Following conclusion of these workshops, a first draft WESP was shared with the WEF at a meeting in early July 2021, and this offered an opportunity for all members to challenge the content and offer suggestions as to elements that were missing or needed to be enhanced. The feedback from this meeting was considered by Council officers, and a final draft agreed in early September. This final draft was shared with WEF before a briefing was provided to the Leader, Cabinet Member for Education and Chief Executive, this providing the authority to move forward to a period of formal consultation and stakeholder engagement. In developing the draft WESP for consultation, three versions were created: the full WESP, an executive summary and a shortened version suitable for children and young people.

Consultation and Feedback

Formal consultation commenced on 27th September 2021 and ended at midnight on 22nd November 2021. An invitation to take part in the consultation was issued to a large number of stakeholders by email, with this including a link to the consultation page of the Council's website. A full list of consultees is included within the accompanying Consultation Report.

During the live period, the consultation was regularly publicised through Newport City Council's social media channels. Information was also shared through Newport Matters, the staff newsletter and the Intranet Homepage. Posters were designed and displayed at Newport Central Library, Community Hubs, Flying Start settings and via Early Years and Childcare providers. All settings other than Central Library also displayed QR codes linked to the relevant page of the Council website and were provided with hard copies of the shortened version of the plan. Due to the ongoing public health situation, and in keeping with Welsh Government guidance, there were unfortunately no face-to-face consultation events arranged to support the consultation.

Learner Voice

The Council is committed to gaining the views of learners, and to support this pupil voice sessions were offered to all Newport Secondary schools. This offer was taken up by six of the nine secondary schools across the City. Due to the current public health situation, this was facilitated through *Question-and-Answer* sessions held via Microsoft Teams, rather than face-to-face workshops. The feedback received is included within the accompanying Consultation Report.

Consultation Responses

Overall, a total of 73 responses were received during the consultation period; 63 (86%) were received in English, 9 (13%) were received in Welsh and 1(1%) was received bilingually.

Of this total number, 65 responses were made via the online response pro-forma and there were 8 written responses from groups and individuals including Estyn, the Welsh Language Commissioner, RhAG, PACEY, Coleg Cymraeg Cenedlaethol, Mudiad Meithrin and UCAC.

In total, 32 respondents (equivalent to 44%) supported the draft plan with 41 respondents (56%) indicating that they were not in support. However further analysis of these negative responses suggested that over 50% related to Welsh Government's Cymraeg 2050 strategy rather than the Council's approach to achieving the prescribed targets.

The written responses were broadly supportive of the draft Plan, with the response from the Welsh Language Commissioner stating that the strategic document was excellent and that the level of detail on specific action points was welcomed. The response from Estyn referenced that the rationale for the proposals was presented appropriately, that a number were ambitious and identified sensible considerations, and that the aspirations and proposals presented as part of the consultation were supported. A summary of the points raised in these submissions, along with the Council's response, is included within the accompanying Consultation Report.

Revisions to the draft WESP

The draft WESP has now been reviewed to take account of the feedback received during the consultation, and as a result minor adjustment has been made to specific target areas. However, the consultation responses suggest that overall, the WESP is considered appropriately robust by key stakeholders. The WESP is split into 7 outcome areas, and a summary of each of these now follows, outlining the baseline (where we are now) position, alongside 5-year and 10-year targets:

Outcome 1: More nursery children learning in Welsh		
Baseline	5-year target	10-year target
5.4% (84)	8.6% (136)	11.1% (175)
----- Maintained nursery children learning in Welsh (excluding Rising 3's) -----		

We aim to fill the nursery places in our current Welsh-medium schools and create over 100 new places across the city.

Outcome 2: More reception class children learning in Welsh

Baseline	5-year target	10-year target
5.7% (113)	8.6% (171)	11.1% (220)
reception class children learning in Welsh		

To achieve this, we aim to create 60 extra reception places in addition to the 60 places being provided at Ysgol Gymraeg Nant Gwenlli.

Outcome 3: More learners improve their Welsh language when moving from primary school to secondary school

Baseline	5-year target	10-year target
96%	96%	96%
learners improve their Welsh language when moving from primary school to secondary school		

We want to ensure learners are confident and understand the benefits of choosing Welsh-medium secondary education.

Outcome 4: More learners study for exams in Welsh

Baseline	5-year target	10-year target
100% (144)	100% (317)	100% (342)
of learners in Years 10-13 at Ysgol Gyfun Gwent Is Coed take an exam in Welsh		
93.6% (1624)	96.2% (1952)	96.3% (1941)
of learners take a GCSE in the subject of Welsh		
144	600	1000
learners study in Welsh and the subject of Welsh at Coleg Gwent (B1)		

We want more secondary school pupils in English-medium schools to take the Welsh as a Second Language GCSE exam and more students at Coleg Gwent to study bilingually.

Outcome 5: More learners use Welsh outside of the school classroom

Baseline	5-year target	10-year target
0% (0)	75% (30)	100% (40)
of English-medium primary schools have reached Gold in Cymraeg Campus		

This will help embed Welsh as a living language for our young people.

Outcome 6: An increase in classes for pupils with additional learning needs (ALN) learning in Welsh

Baseline	5-year target	10-year target
0	10	20
dedicated ALN spaces for pupils learning in Welsh		

The provision of 20 dedicated ALN places in Welsh-medium primary schools aims to bring this provision broadly in-line with the proportion of places in English-medium primary schools.

Outcome 7: More teachers and staff able to teach Welsh and in Welsh

Baseline	5-year target	10-year target
Working to help teachers and staff learn the skills they need for Welsh speaking jobs	Make sure all schools have enough staff able to speak Welsh when needed	Welsh-medium pupils coming back as teachers in Newport Schools
Survey to see who has Welsh language skills in schools	Use the survey results to plan what we need	-
6	12	12
Coleg Gwent staff able to teach fluently in Welsh		

Work in this outcome will include an analysis of the SWAC data at annual reviews of this strategy to forecast staffing needs over future years.

Financial Summary

There are no specific capital or revenue budgets allocated within the Council for delivering the targets outlined within the WESP. Work to deliver the various aspects of the plan encompasses a number of service areas and external partners and stakeholders.

Notwithstanding this, the Education Service has a good record of maximising improvements and expansions to the school estate through the 21st Century Schools Programme, other specific Welsh Government grants and s106 housing develop contributions. This will continue to ensure that the targets within the plan can be achieved within the 10-year timespan. Any capital investment will be included within the Education Capital Programme at the appropriate time.

There continues to be a pressure on revenue budgets, and any expansion in Welsh-medium provision will lead to an increase in whole authority staff costs. Longer term, the Council will need to ensure that any planned expansion in provision is factored into the Medium-Term Financial Plans appropriate at the time. However, this will potentially cause pressures elsewhere across other Council services.

Risks

It is important to identify and manage any project or scheme's exposure to risk and have in place controls to deal with those 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?
Welsh Government do not approve the WESP	H	M	There has been full consultation with a variety of partners and stakeholders, including Welsh Government, and the revised WESP takes account of the feedback received.	Chief Education Officer
The targets within the WESP are not delivered within the 10-year period	H	L	The targets included within the WESP are considered appropriate and are supported by partners within the Welsh in Education Forum (WEF). The annual progress report will measure distance travelled and if appropriate will act as a stimulus for further discussions around adjusted targets.	Chief Education Officer WEF Members
Lack of available land, surplus buildings and capital headroom to support growth	H	L	Welsh-medium provision will be a consideration in all future discussions regarding new developer-led schools and Band C of the 21st Century Schools programme.	Chief Education Officer
Additional provision increases pressure on revenue budgets	H	H	The Council will need to ensure that any planned expansion in provision is factored into the Medium-Term Financial Plans appropriate at the time.	Chief Education Officer Head of Finance

Low take-up of places in Welsh-medium primary schools	H	L	A dedicated Promotion Officer post has recently been filled to look at ways to promote the Welsh language and Welsh-medium education across the City.	Chief Education Officer
Impact of new seedling models adversely affects the availability of primary school places across the City	M	M	The Council's Planning of School Places (POSP) Group will continue to monitor projections to ensure a sufficiency of primary school places across the City.	Chief Education Officer POSP Group
Failure to support any future proposals in relation to dual stream provisions	M	M	Dual-stream provisions already exist in other Council areas and could provide a practical steppingstone to expansion of Welsh-medium provision in Newport.	Chief Education Officer
Lack of appropriate workforce to support expansion in provision	H	H	The Council's Welsh Language Strategy includes a commitment to work with employers, partners, and stakeholders to promote the importance and economic benefits of speaking or learning Welsh, and how this can help and support pupils, students, and individuals to gain employment. In addition, a new working group will conduct a workforce needs analysis for the Welsh-medium education growth model outlined within the 10-year strategic plan.	Chief Education Officer WEF

* *Taking account of proposed mitigation measures*

Links to Council Policies and Priorities

Wellbeing of Future Generations (Wales) Act 2015

Corporate Plan

Council Improvement Plan (*Aspirational People* theme)

Education Service Plan

Welsh Language Strategy

Local Development Plan

Options Available and considered

Option 1: To approve the original draft WESP as consulted upon and submit this to Welsh Government for consideration.

Option 2: To approve the revised WESP, which takes account of feedback received from stakeholders during the period of formal consultation and submit this to Welsh Government for consideration.

Option 3: Not to approve either the draft or revised versions of the WESP for submission to Welsh Government.

Preferred Option and Why

The preferred option is Option 2. The feedback received during consultation suggests that, subject to minor adjustments to specific target areas which have now actioned, the Council's proposed 10-year WESP is appropriately robust and suitably ambitious and should be submitted to Welsh Government for consideration in terms of assist in meeting its Cymraeg 2050 targets.

Comments of Chief Financial Officer

There are no financial implications directly arising from this report. However, the report refers to activities that are either in progress, or planned, with the aim of achieving the objectives of the WESP. In the case of existing activity, any costs associated with this will be funded via existing budgets, or grant allocations, both revenue and capital. Should any future revenue pressures arise from this plan, it will be necessary to factor this into the medium-term budget setting process. As an example, the current medium term financial plan reflects the necessary budget provision to provide the primary and secondary Welsh medium capacity outlined in this report. In the case of capital, the current programme contains the Council's share of the existing 21st Century Schools Programme, part of which is focussed on delivering Welsh medium capacity. The Council will shortly commence the development of its new 5-year Capital Programme and any need for further capital investment will need to form part of that planning and prioritisation process.

Comments of Monitoring Officer

The Council has a statutory duty to prepare a Welsh Education Strategic Plan (WESP), setting out the corporate vision for the development of Welsh language education in Newport, in accordance with the requirements of the School Standards and Organisation (Wales) Act 2013 and relevant Welsh Government guidance. The Welsh in Education Strategic Plans (Wales) Regulations 2019 require the Council include within the WESP to its 10-year vision and targets for meeting the objectives of the Welsh Government's Cymraeg 2050 Plan. The proposed WESP has been the subject of extensive consultation with key stakeholders and revised, where appropriate, in the light of the consultation responses. The impact of the WESP in relation to the Council's public sector equality and socio-economic duties under the Equality Act have been assessed in the attached FEIA. Cabinet is now required to approve the draft WESP for submission to Welsh Government, to enable the final WESP to be implemented by September 2022.

Comments of Head of People and Business Change

Colleagues across the council have collaborated to ensure the WESP is cognisant of other areas of work and can be supported across all its functions. This will also ensure that other council policies, strategies and work streams will reflect, align, and support the key outcomes and targets in the Council's Welsh Language Promotional Strategy.

The WESP has been through a full, inclusive consultation process including staff and trade unions who have been given the opportunity to provide responses. There has been a positive response to the consultation which included several workshops aligned to Welsh Government outcomes, and ensured appropriate data, targets and responses contributed to the WESP.

One of the key outcomes of the plan, relating to staffing, is to increase the number of teaching staff able to teach Welsh (as a subject) and teach through the medium of Welsh. The Council's Welsh Language Skills Policy makes a commitment to promote the organisation as a workplace that is supportive of the Welsh language with a view to building on the Welsh language skills of the workforce and to attract more Welsh speaking staff which, in turn, supports the proposed staffing outcomes of the WESP.

Scrutiny Committees

None

Fairness and Equality Impact Assessment:

• Wellbeing of Future Generation (Wales) Act

The Well-being of Future Generations Act puts in place a sustainable development principle which helps organisations consider the impact they could have on people living in Wales in the future, and ensure they are focused on tackling long-term challenges.

Long-term - The importance of balancing short-term needs with the need to safeguard the ability to also meet long-term needs - The plan covers a span of 10 years. It provides specific focus and targets across 7 outcome areas taking in to account the current situation looking ahead to targets and outcomes at 5 years and 10 years down the line. The plan will continue to support the Welsh Government vision of 1 million Welsh speakers by 2050 (Cymraeg 2050).

Prevention - Putting resources into preventing problems occurring or getting worse - The progress of the plan will be subject to annual reviews. This will ensure a clear pathway towards the end of the plan and further. The review will ensure development of mitigations to avoid moving off targets further down the line. Implementation of the WESP will help ensure sufficiency of provision to enable growth.

Integration - Considering how the public body's well-being objectives may impact upon each of the well-being goals, on their other objectives, or on the objectives of other public bodies - The plan will have a positive impact on the well-being goals for Wales and Newport's wellbeing objectives. The plan will ensure a prosperous Wales where there will development of a bilingually educated population which will lead to employment opportunities allowing people to prosper through work. The plan will ensure a more equal Wales, allowing families from any background have increasing opportunities through a choice of language in their child's education. By expanding the provision of Welsh-medium education in a number of communities in the plan, communities will become connected through their education choices. The plan will promote and protect Welsh culture and heritage as well as the Welsh language, this will encourage people to participate in the Welsh traditions such as the arts, sports and recreation. The plan takes responsibility in improving the economic, social, environmental and cultural well-being of Wales which in turn will have a positive contribution to global well-being.

Collaboration - Working together to deliver objectives - Partnership with key stakeholders is critical to the successful delivery of the WESP. The Welsh in Education Forum in Newport is a requirement but member's feedback on the WESP has been critical in shaping it. These partners will also ensure that the objectives set out in the WESP are delivered.

Involvement - Involving those with an interest and seeking their view - ensuring that those people reflect the diversity of the area - Meetings with the WEF are held termly and are chaired by the Chief Education Officer. Members of the WEF are also involved, day to day in delivering the objectives set out in the WESP. The period of consultation and engagement before the WESP is adopted provides an opportunity for the wider community to be involved in the process.

• Equality Act 2010

Protected Characteristics are defined under the Equality Act 2010 and describe groups of people who are protected from discrimination, either in the workplace, or through the provision of goods and services. The council must consider how decisions may impact on people differently because of a protected characteristic, and how any negative impact could be reduced. There are not considered to be any negative impacts arising in relation to any Protected Characteristics with regard to this WESP.

• Socio-economic Duty

The plan is anticipated to reduce inequalities of outcome for several groups that are likely to experience socio-economic disadvantage against a number of areas. As an 'Education' plan, it will reduce potential inequalities of outcome in education by increasing choice and improving standards. This will positively impact on wellbeing goals a prosperous Wales and a more equal Wales and the wellbeing objective to improve skills, educational outcomes and employment opportunities. The plan will reduce potential inequalities of outcome in participation by increasing choice and providing more local opportunities to learn and engage using the Welsh language. This will positively impact on wellbeing goals a Wales of vibrant culture and thriving Welsh Language and a Wales of cohesive communities and wellbeing objectives to improve skills, educational outcomes and employment opportunities and to build cohesive and sustainable communities. The plan will reduce potential inequalities of outcome in living standards by encouraging a thriving community of Welsh speakers.

This will positively impact on wellbeing goals and a Wales of cohesive communities and a Wales of vibrant culture and thriving Welsh Language and wellbeing objectives to enable people to be healthy, independent and resilient. The plan will reduce potential inequalities of outcome in work by equipping the next generation with bilingual skills to improve job opportunities in the public sector. This will positively impact on wellbeing goals a prosperous Wales and a more equal Wales and wellbeing objectives to improve skills, educational outcomes and employment opportunities and to promote economic growth and regeneration while protecting the environment.

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

The plan has a direct positive impact on the Welsh-language. The WESP commits to increasing the number of pupils in Welsh-medium education in Newport. This will be measured overall by year 1 learners. The plan aims to increase the number of year 1 learners by 6 percentage points. The WESP commits to positively impact the Welsh language across 7 outcomes by:

- Increasing the number of 3-year-olds receiving their education through the medium of Welsh
- Increasing the number of 5-year-olds receiving their education through the medium of Welsh
- Increasing the number of children continuing to improve their Welsh language skills when transferring from one stage of their statutory education to another
- Increasing the number of learners studying for assessed qualifications in Welsh (as a subject) and subjects through the medium of Welsh
- Increasing the number of opportunities for learners to use Welsh in different contexts in school
- Increasing in the provision of Welsh-medium education for pupils with additional learning needs
- Increasing the number of teaching staff able to teach Welsh (as a subject) and teaching through the medium of Welsh

Crime and Disorder Act 1998

Not applicable

Consultation

The draft WESP has been subject to a full programme of stakeholder engagement as outlined in attached consultation report.

Background Papers

Consultation Report
Revised WESP
Updated FEIA

Dated: January 2022

Mae'r dudalen hon yn wag yn

Newport City Council

Welsh in Education Strategic Plan 2022-2032

Consultation Report

Welsh in Education Strategic Plan September 2022 – August 2032

**Formal Consultation Period:
27th September – 22nd November 2021**

Purpose

This report has been produced to outline the arrangements undertaken by Newport City Council in consulting on its Welsh in Education Strategic Plan (WESP), and detail the feedback received during the consultation period.

This consultation report includes the following sections:

- Legislative Requirements
- Stakeholder Engagement
- Learner Voice
- Consultation Responses
- Responses from Key Stakeholders
- Next Steps

Legislative Requirements

Section 84 of *The School Standards and Organisation (Wales) Act 2013* requires a local authority to prepare a Welsh in Education Strategic Plan (WESP). The *Welsh in Education Strategic Plans (Wales) Regulations 2019* require Local Authorities to **set a ten-year target** outlining the expected increase in Year 1 children who are taught through the medium of Welsh in the local authority's area during the lifespan of a Plan. These regulations also outline a need for Local Authorities to facilitate consultation with stakeholders in developing their Plans. This report outlines the engagement undertaken by the Council, and the stakeholder feedback received, in relation to the draft Welsh in Education Strategic Plan for the period September 2022 – August 2032.

Stakeholder Engagement

Formal consultation commenced on 27th September 2021 and ended at midnight on 22nd November 2021. An invitation to take part in the consultation was issued to the stakeholders outlined below by email, and this included a link to the consultation page of the Council's website. This website page included links to all three versions of the plan that had been created: the full WESP, a shortened version suitable for children and young people and an executive summary.

- All neighbouring Local Authorities;
- The Headteacher and Governing Bodies of all Newport schools;
- Further Education Institutions in the Newport area;
- The Church in Wales, Diocese of Monmouth;
- Roman Catholic Archdiocese;
- The Catholic Education Service for England and Wales;
- The Welsh Language Commissioner;
- Newport's Early Years Development and Childcare Partnership;
- Estyn;
- Providers of Initial School Teacher Training across Wales;
- SNAP Cymru;
- Gwent Association of Voluntary Organisations;
- Mudiad Meithrin;
- Youth Cymru;
- Bwrdd Syr Ifanc (Urdd Youth Council);
- Aneurin Bevan University Health Board;
- Newport Serennu Centre;
- The Leader of the Council and the elected member Welsh Language Champion;
- All Newport City Council Heads of Services;
- Trade Union Representatives
- Coleg Cymraeg Cenedlaethol;
- Swansea University Welsh Language Society;
- Local Community Councils across Newport;
- Assembly Members (AMs) and Members of Parliament (MPs) representing Newport;
- Newport's Welsh Education Forum;
- Welsh Local Government Association;
- Undeb Cenedlaethol Athrawon Cymru (UCAC);
- National Centre for Learning Welsh;
- Careers Wales;

- Education Workforce Council;
- Cymdeithas Yr Iaith;
- Cymdeithas Ysgolion Dros Addysg Gymraeg;
- Dyfodol I'r Iaith;
- NDNA Cymru;
- The Welsh Language Board;
- Institute of Welsh Affairs;
- Qualifications Wales;
- WJEC;
- Newport Scout District.

Distribution of Information

In addition to contacting identified consultees directly via email as outlined above, the consultation was regularly publicised through Newport City Council's social media channels. Information was also shared through Newport Matters, the staff newsletter and the Intranet Homepage.

Posters were designed and displayed at Newport Central Library, Community Hubs, Flying Start settings and via Early Years and Childcare providers. All settings displayed QR codes linked to the relevant page of the Council website and were provided with hard copies of the shortened version of the plan.

Drop-in Events

Due to the ongoing public health situation, and in keeping with Welsh Government guidance, there were no face-to-face consultation events arranged to support this consultation.

Learner Voice

The Council is committed to gaining the views of learners, and to support this pupil voice sessions were offered to all Newport Secondary schools, and this offer was taken up by six of the nine secondary schools across the City. Due to the current public health situation, this was facilitated through Question-and-Answer sessions held via Microsoft Teams, rather than face-to-face workshops. Details of the sessions conducted, in date order, are provided in the table below:

School	Attendees	Date
Ysgol Gyfun Gwent Is Coed	School Council	04/11/2021
St Joseph's RC High School	School Council	08/11/2021
Bassaleg School	School Council	11/11/2021
The John Frost School	School Council	12/11/2021
Newport High School	School Council	15/11/2021
Caerleon Comprehensive School	School Council	16/11/2021

A number of similar questions were asked by pupils over the sessions, and these are summarised in the following table:

Questions / Comments	Answer
Can the Welsh Language be introduced more thoroughly from a younger age?	Welsh language is increasingly used in primary schools and this will be embedded through the new curriculum.
Will the plan include support for parents of children in Welsh-medium education?	This is excellent feedback and will be reported to colleagues responsible for the Welsh-medium Promotion Strategy for consideration.
Are there any incentives for current/future pupils to learn Welsh?	Entering the job market as a bilingual applicant in Wales will give individuals an advantage over other applicants.
How will nursery children learn Welsh and English at the same time?	In English-medium settings children already learn to use incidental Welsh. In Welsh-medium settings English is not taught until year 3.
How would you encourage pupils to stay in Wales and join the Welsh workforce as Welsh is not a spoken language outside of Wales?	There are many benefits to employment in Wales but how this is promoted will need to be led by the Welsh Government.
Is there any support available to those further on in education to upskill their Welsh Language?	Upskilling is available through Urdd. However, Careers Wales are promoting the benefits that learning Welsh has within the job market. A Welsh-medium Promotion Strategy is being developed and will target increasing Welsh as a living language within many communities.

In addition to these specific questions, pupils were keen to share their views that:

- There would be additional benefits if parents were able to learn Welsh alongside their children,
- The teaching of Welsh should commence as early as possible in school life,
- There should be more incidental Welsh woven into Secondary schools, and
- Welsh skills and knowledge gained in primary schools are lost when pupils move through secondary schools.

In each session, most pupils supported the proposal, although one pupil expressed some doubt over whether Welsh Government's Cymraeg 2050 strategy is achievable.

The Council is very grateful to the staff and pupils who took part and would like to thank them for their valuable contributions to this process.

Consultation Responses

Overall, a total of 73 responses were received during the consultation period. 63 (86%) were received in English, 9 (13%) were received in Welsh and 1(1%) was received bilingually.

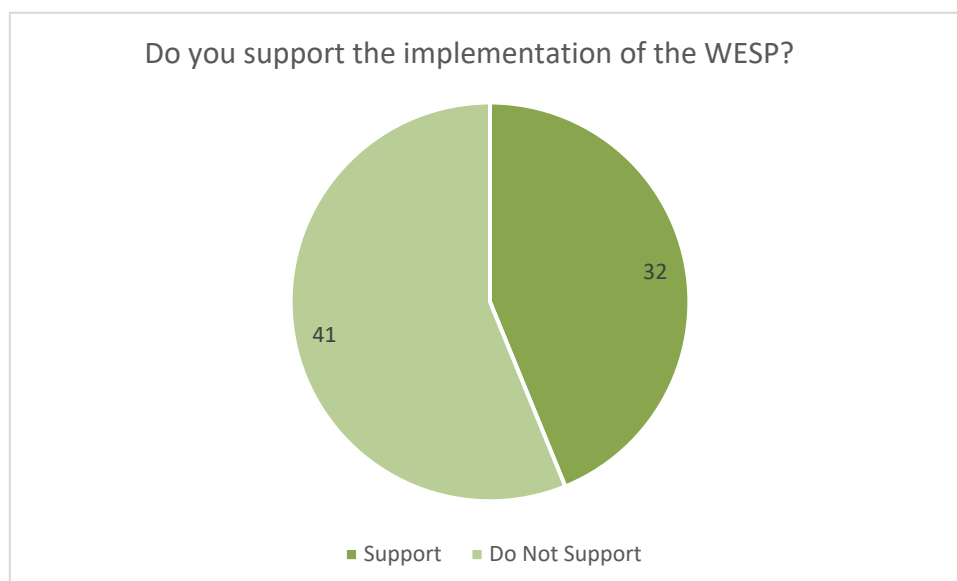
65 responses were made via the online response pro-forma, from the following stakeholder groups:

- Current/past/prospective parents/carers of pupils
- Residents of Newport
- Teachers and staff at Newport schools
- Academics at Higher Education Institutions

There were 8 written consultation responses submitted by email, from the following stakeholder groups:

- Estyn (Her Majesty's Inspectorate for Education and Training in Wales)
- The Welsh Language Commissioner
- Rhieni dros Addysg Gymraeg / Parents for Welsh-medium Education (RhAG)
- Professional Association for Childcare and Early Years (PACEY)
- Coleg Cymraeg Cenedlaethol (CCC)
- Mudiad Meithrin
- Undeb Cenedlaethol Athrawon Cymru (UCAC)
- A Resident of Newport

32 respondents (equivalent to 44%) supported the plan; 41 respondents (equivalent to 56%) did not support it.



22 (54%) of the 41 respondents who did not support the plan included comments which suggested that their response was more in relation to the Cymraeg 2050 strategy, rather than the Council's draft WESP.

These comments suggested that:

- The Welsh language is only used in Wales and the opportunity to learn other languages would be of more benefit to pupils;
- The teaching of Welsh would dilute learning in relation to core subjects;
- The strategy would result in the teaching of Welsh being mandatory for all pupils;
- Resources would be better used to support educational outcomes for all learners.

In response, Newport City Council is committed to supporting Cymraeg 2050. Cymraeg 2050 is Welsh Government's long-term vision for a Wales where the Welsh language thrives. The strategy aims to increase:

- the number of Welsh speakers to 1 million by 2050 and,
- ensure that the percentage of the population that speaks Welsh daily and can speak more than just a few words of Welsh, increases from 10% (in 2013–15) to 20% by 2050.

The WESP demonstrates how the Council will contribute to achieving this goal.

Summary of Consultation Responses

Written responses were received from six key stakeholders: The Welsh Language Commissioner, Estyn, RHAG, Coleg Cymraeg Cenedlaethol, UCAC and Mudiad Meithrin.

The Welsh Language Commissioner commented that the strategic document was excellent, and they welcomed the level of detail on specific action points. The response provides comments on each of the seven outcome areas included in the WESP.

Estyn's response states that on the whole, the rationale for the proposals is presented appropriately, that a number are ambitious and identify sensible considerations, and that the aspirations and proposals presented as part of the consultation are supported.

A summary of the comments received and the Council's response to these comments is outlined in the following tables:

Overarching Target / Vision. Number of Year 1 pupils who are taught through the medium of Welsh		
Comment	Raised By	Next Steps
There should be a close and ongoing inter-relationship between both Plans in their formulation, implementation and monitoring (5-year strategy and WESP)	RHAG	The Council has a strong working relationship between Education and the Policy and Partnership team. Both plans will have a strong relationship with each other and will be running side by side.
Dates for establishing the new schools would be helpful in order to obtain a more complete baseline and context for the comments.		The exact implementation dates cannot be determined at this time.
Newport City Council should aim beyond the maximum target range of 16% or 310 children receiving Welsh-medium education by 2031.		We note that the 6-percentage point (pp) increase is equivalent to a 100% increase on current provision. Any further

We would like to see Newport City Council aiming for the highest range set by the Welsh Government (16% and 310 pupils) if not exceeding that.	UCAC	increase beyond the 6pp would increase the risk of undermining current provision.
The table on page 4 suggests that the target for the number of pupils in Year 1 receiving Welsh-medium education by 2032 is 11.1% and 221. If so, that would be below the minimum range set by the Welsh Government of 12% and 230 pupils.		Our current PLASC data shows our WM cohort at 5.1%. The Welsh Government target requires us to increase by 6 percentage points which is equal to 11.1%.
If activity is dependent on there being sufficient resource allocated in the second Welsh-medium Capital Grant, what contingencies are being considered to meet the need if insufficient funds are available?	Survey Submission	Without the grant funding support the Council's ability to deliver on the WESP is limited.

Outcome 1: More nursery children/three-year-olds receive their education through the medium of Welsh		
Comment	Raised By	Next Steps
Detail sought regarding the level of childcare provision available and the likely impact of additional FS provision on WM childcare capacity.	Welsh Language Commissioner	There is currently Welsh-medium FS provision at Ringland, in 2022/23 there will be additional FS childcare spaces procured in Ifor Hael once the new provider has been identified.
Clarity requested regarding the proposed pupil growth relationship between Cylchoedd Meithrin and Reception capacity.		This has been noted and targets for this outcome have been revised to enable smooth transition into Welsh-medium primary education.
Consider changing Newport High School, St Julian's and John Frost. to reflect' communities and not the English-medium Secondary school clusters.	RHAG	Noted. Revision made.
Fflecsi service is not an accessible means of ensuring that children reach a provision at a specific time and for parents to collect them at a given time.		It is envisaged that the rollout of the Fflecsi service will assist some families, but we acknowledge that challenges remain and will work with local transport providers to consider other options to support access to WM schools.

<p>There should be more information about how the authority is raising awareness amongst new parents, or parents new to the area, about the options and benefits of Welsh-medium care and education.</p>	<p>UCAC</p>	<p>The role of the Welsh Language Promotion Officer will link with Health Visitors and improve the link with the 'Benefits of Bilingualism' booklet. The Family Information Service (FIS) promotes Welsh-medium Childcare and this includes both promoting the 3 Cylch Meithrin in Newport. The FIS do this in the following ways:</p> <ol style="list-style-type: none"> 1. including WM provisions in all searches for childcare when parents ask for childcare options 2. Supporting and sustaining the Cylch Meithrin through workforce training and business grants. 3. The FIS also promotes Cymraeg y Blant, Cylch Ti a Fi's and signposts to the benefits of being Bilingual booklets when on outreach in the community. 4. The FIS commissions Language Support for Cylch Ti a Fi, Cylch Meithrin and English Settings through Mudiad Meithrin to increase the quality of the language spoken.
<p>In order to achieve the targets set for transfer rates for the next 5 and 10 years, an analysis of Mudiad Meithrin data would be beneficial in understanding the reasons behind the transition rates from the Cylchoedd Meithrin to the Welsh-medium schools and the challenges faced by parents, e.g. transport.</p>	<p>Mudiad Meithrin</p>	<p>We welcome the opportunity to work with Mudiad Meithrin to support this work.</p>
<p>It would be beneficial to consider planning for training, information and/or resources to raise awareness with childcare practitioners on the benefits of bilingualism to support sharing messages with families.</p>	<p>PACEY</p>	<p>This will be considered within our Promotion Strategy.</p>

It would be beneficial to consider any targets or actions from the Childcare Sufficiency Assessment that would support the outcome of increasing the number of 3-year-olds that educated through the medium of Welsh.		It has been agreed that the Family Information Service will share the CSA data with Education when it is available.
What evaluation is undertaken to understand transition rates between Cylchoedd Meithrin and Welsh-medium education?	Survey Submission	The WEF will consider ways to capture this information.
Further detail would be useful in identifying what 'Unknown Provision' might comprise.		Noted. A proposal will be forthcoming in due course.

Outcome 2: More reception class children/five-year-olds receive their education through the medium of Welsh

Comment	Raised By	Next Steps
Clarity over dual stream proposal requested.	Welsh Language Commissioner	The definition in the WESP is the Welsh Government definition of dual stream provision.
This scheme is an opportunity to make Welsh-medium education a real choice for children in all areas of the City. Why limit target?	RHAG	We note that the 6-percentage point (pp) increase is equivalent to a 100% increase on current provision. Any further increase beyond the 6pp would increase the risk of undermining current provision.
A ward-by-ward analysis would be beneficial to see where the new school needs to be sited.		UCAC
It would be good to see mapping taking place to illustrate the gaps in provision, taking account of journey times.		
To what extent is the authority confident that planned immersion provision will be sufficient to meet future demand, given the outlook for increased demand?	Survey Submission	The sufficiency of the late immersion capacity at Ysgol Gymraeg Nant Gwenni will be monitored and if necessary further consideration can be given to expanding this provision.

Outcome 3: More children continue to improve their Welsh language skills when transferring from one stage of their statutory education to another

Comment	Raised By	Next Steps
No comments raised.		

Outcome 4: More learners study for assessed qualifications in Welsh (as a subject) and subjects through the medium of Welsh

Comment	Raised By	Next Steps
The presentation of data in this section was not clear.	Welsh Language Commissioner	Presentation of data has been revised.
Is Coleg Gwent data for Newport only?	RHAG	The data is for the whole of Coleg Gwent. The targets are linked to the 7 priority areas and each campus has a different curriculum offer. If targets were per campus we not all Newport learners would be captured as learners who live in Newport may study on a Coleg Gwent campus elsewhere.
It would be good to see Welsh second language AS and A level data more prominently placed within the document and how these will be encouraged.		The EAS will work with partners, including the Coleg Cymraeg Cenedlaethol, to promote Welsh at A Level. School Improvement Partners will discuss post 16 provision with schools. Bespoke subject specific support for centres who deliver Welsh post-16, with ongoing networking and professional learning opportunities. Collaboration facilitated within and across regions.
How pupils' interest in the subject is to be created and maintained needs to be identified. Full advantage should also be taken of the opportunities offered by the Coleg Cymraeg and other partners as part of a national scheme to promote Welsh as a subject (led by the Welsh Government).	CCC	This will be a challenge for the WEF over the coming years.
Effective collaboration with Qualifications Wales to ensure the availability of qualifications particularly in vocational areas, which are offered to pupils from the age of 14 onwards.		Noted.

A significant discussion is required about the educational provision for learners after they leave the compulsory sector. progression routes on to sixth forms / Further Education colleges and thereafter, where relevant, to universities and the world of work need to be addressed. The plans therefore need to take full account of the contribution of sixth forms, further education colleges and apprenticeship providers to the success of the Strategic Plan and, where relevant, set out progression targets clearly.		Noted
Online learning might help to address the geographical challenges identified.	Survey Submission	This can be explored.

Outcome 5: More opportunities for learners to use Welsh in different contexts in school

Comment	Raised By	Next Steps
Alternative methods could be explored to create opportunities as we recover from the pandemic.	Estyn	We will explore this with partners.
Quantitative targets should be identified for youth or community work.	RHAG	We will explore this with partners.
How will you promote Welsh as a subject in English-medium secondary schools, and increase the use of Welsh, other than in study?	Survey Submission	This will be a challenge for the WEF over the coming years.

Outcome 6: An increase in the provision of Welsh-medium education for pupils with additional learning needs ('ALN')

Comment	Raised By	Next Steps
This outcome should use simpler language to explain different kinds of provision.	Welsh Language Commissioner	Noted.
Further clarification of proposed ALN provision at Ysgol Gyfun Gwent Is Coed is required.		Noted. We will review this at points during the WESP.
There is not enough analysis in this outcome as it stands to know what the current provision is to set a baseline for seeing improvement and progress in the Welsh language provision for supporting ALN pupils.	RHAG	Currently Newport does not have a Welsh-medium dedicated Learning Resource base, Special School or pupil Referral Unit. The wording within Outcome 6 has been amended to make this clearer.

Will regional educational psychology collaboration take place?		There is a national shortage of Welsh speaking specialist ALN services including Educational Psychologists however by the end of the first 5 years of this plan, the aim is to secure cross consortia collaboration to provide specialist ALN support such as Educational Psychology and Teacher Advisors.
It would be beneficial to have more detail on the collaboration at regional consortium level (or between consortia?) referred to.	UCAC	
We are disappointed that no further data is being presented, and an analysis of it, in relation to the existing specialist ALN workforce able to work through the medium of Welsh – in the context of the current requirements of the system.		This has been noted.

Outcome 7: Increase the number of teaching staff able to teach Welsh (as a subject) and teach through the medium of Welsh

Comment	Raised By	Next Steps
Outcome 7 relies on collaboration with key partners. Clarity sought on the performance and monitoring arrangements for this outcome area.	Welsh Language Commissioner	Progress is reported through the Welsh Education Forum which is chaired by the Chief Education Officer.
It would be a benefit to analyse the Welsh language skill needs of the education workforce in English-medium schools.		
It would be good to see a detailed analysis by the authority of staffing needs to accompany the growth outlined in the Plan.	UCAC	This work will include an analysis of the SWAC data at annual reviews of this strategy to forecast staffing needs over future years.
How many more teachers and support staff will you need to deliver the plans for the growth set out in your plan? What plans do you have to share the analysis here with the Government and the Education Workforce Council to ensure that there is sufficient supply of qualified staff to meet demand?	CCC	
There would be insufficient workforce to meet the targets within the overall strategy.	Survey Submission	

<p>You should include targets for the teaching workforce in Newport schools under outcome 7 - increasing the capability of teachers is surely essential?</p>		
<p>Places on the Welsh Language Sabbaticals Scheme are limited, and it would be helpful for the authority to specify the level of demand for the training (or similar) to identify the extent to which the provision meets needs.</p>	<p>Estyn</p>	<p>Noted.</p>
<p>It would be beneficial for the authority to evaluate whether current and planned professional development responds to the linguistic needs of the individual workforce and the needs of the relevant organisation.</p>		<p>Noted.</p>
<p>There are no details on how many Welsh-medium staff are required over the period of the plan.</p>	<p>RHAG</p>	<p>Within the first year of this plan, the Council will establish a working group made up of officers from the Education Service and the Human Resources team in company with Welsh-medium Headteachers and the EAS to conduct a workforce needs analysis for the Welsh-medium education growth model outlined within the 10-year strategic plan.</p>
<p>There is also a need to promote posts where Welsh should be essential on Welsh job promotion platforms such as Golwg, Lleol, Swyddle and Safle Swyddi as well as eTeach and the Council's website.</p>		<p>The Council's Welsh Language Skills Policy makes a commitment to promote the organisation as a workplace which is supportive of the Welsh language and Welsh speakers with a view to attracting more Welsh speaking staff. It will use all available opportunities to advertise and promote itself as a bilingual employer including advertising on relevant Welsh medium platforms as part of recruitment campaigns where Welsh skills are essential.</p>

Priority areas identified on page 43 of the draft plan do not match the priority areas in the Welsh-medium Further Education and Apprenticeships Action Plan	CCC	We will discuss this with partners on the WEF.
It is worth noting the lack of childcare workers within the Early Years sector under this outcome. With the vision to open new Cylchoedd Meithrin we face the challenge of appointing qualified Welsh language staff.	Mudiad Meithrin	The working group that will be established could be extended to include Early Years provision.
Continued support is needed from the council to fund the Welsh Language through Croesi'r Bont and Clebran, and to identify Welsh-medium settings that could run a Cylch Meithrin session within the setting where children are immersed in the Welsh language.		The Council will continue to work with Mudiad Meithrin to identify opportunities for new settings.
For adult learners there needs to be a course or number of courses that link to achieving the standards of Welsh speaking required for employment.	Survey Submission	We will consider this with external partners on the WEF.
It is not very clear nationally who is taking the lead on which elements of workforce development, and it may help to reflect this in the WESP.		We will continue to have discussions with Welsh Government in relation to this matter.

Post-consultation assessment of the WESP

The draft WESP has been reviewed to take account of the feedback received during the consultation, and as a result minor adjustments have been made to specific target areas. The consultation responses received lead us to believe the WESP is considered appropriate and should be progressed for approval. The revised WESP will now be referred to Cabinet for consideration, and once approved will be submitted to Welsh Government.

To request a hard (paper) copy of this document please contact Newport City Council's Education Transformation Officer on 01633 656656 or email school.reorg@newport.gov.uk

WELSH IN EDUCATION STRATEGIC PLAN

Newport City Council



September 2022 – August 2032

This Welsh in Education Strategic Plan is made under Section 84 of *The School Standards and Organisation (Wales) Act 2013* and the content complies with the *Welsh in Education Strategic Plans (Wales) Regulations 2019*¹⁻². We have given due regard to the statutory guidance issued by Welsh Ministers when setting our targets.

Signed: **Date:**

(This Plan needs to be signed by the Chief Education officer within your local authority)

¹ [The Welsh in Education Strategic Plans \(Wales\) Regulations 2019](#)

² [The Welsh in Education Strategic Plans \(Wales\) \(Amendment\) \(Coronavirus\) Regulations 2020](#)

Background






Section 84 of *The School Standards and Organisation (Wales) Act 2013* requires a local authority to prepare a Welsh in Education Strategic Plan and outlines that a Plan must contain:

- a. A local authority's proposals on how it will carry out its education functions to:
 - i. Improve the planning of the provision of education through the medium of Welsh in its area;
 - ii. Improve the standards of Welsh-medium education and of the teaching of Welsh in its area;
- b. The local authority's targets for improving the planning of the provision of Welsh-medium education in its area and for improving the standards of that education and of the teaching of Welsh in its area;
- c. Report on the progress made to meet the targets contained in the previous Plan or previous revised Plan.

Section 85 of the 2013 Act requires each local authority to submit its Plan to Welsh Ministers for approval.

Strategic Context

The table below shows how this draft Welsh in Education Strategic Plan is aligned to Welsh Government policies and strategies.

The Well-being of Future Generations (Wales) Act 2015 <i>'A Wales of Vibrant Culture and Thriving Welsh Language'</i>	
Prosperity for All: the national strategy and the programme for Government, Taking Wales forward 2016-2021 <i>All learners will be able to use the Welsh language when they leave school.</i>	
Welsh Governments' national Welsh language strategy Cymraeg 2050: A million Welsh speakers <i>The ambition for reaching a million Welsh speakers by 2050</i>	
Education in Wales: Our National Mission, Action Plan 2017-21 <i>A 'desire for learners to become increasingly bilingual and commitments to encourage teachers with some ability to speak Welsh to further develop their skills</i>	
The Welsh in Education, Action Plan 2017-21 <i>Sets the direction for the development of Welsh-medium education</i>	

Executive Summary

Newport has a vision for the next 10 years.....

that “everyone in Newport can use, see and hear Welsh as a living language in all parts of life across the city”.

“See, Hear, Learn, Use, Love”

The Welsh Government wants to have 1 million Welsh speakers in Wales by 2050 (*Cymraeg 2050*)³ and so needs Newport to have more pupils who learn through the Welsh language. We can do this by using our Welsh in Education Strategic Plan (WESP).

The WESP is split into 7 areas. In each of these areas we show where we are now (baseline), a 5-year target and a 10-year target:

Outcome 1: More nursery children learning in Welsh		
Baseline	5-year target	10-year target
5.4% (84)	8.6% (136)	11.1% (175)
----- Maintained nursery children learning in Welsh ⁴		

We aim to fill the nursery places in our current Welsh-medium schools and create over 100 new places across the city.

Outcome 2: More reception class children learning in Welsh		
Baseline	5-year target	10-year target
5.7% (113)	8.6% (171)	11.1% (220)
----- reception class children learning in Welsh		

To achieve this, we aim to create 60 extra reception places in addition to the 60 places being provided at Ysgol Gymraeg Nant Gwenni.

Outcome 3: More learners improve their Welsh language when moving from primary school to secondary school		
Baseline	5-year target	10-year target
96%	96%	96%
----- learners improve their Welsh language when moving from primary school to secondary school		

We want to ensure learners are confident and understand the benefits of choosing Welsh-medium secondary education.

³ <https://gov.wales/sites/default/files/publications/2018-12/cymraeg-2050-welsh-language-strategy.pdf>

⁴ Does not include Rising 3s

Outcome 4: More learners study for exams in Welsh		
Baseline	5-year target	10-year target
100% (144)	100% (317)	100% (342)
of learners in Years 10-13 at Ysgol Gyfun Gwent Is Coed take an exam in Welsh		
93.6% (1624)	96.2% (1952)	96.3% (1941)
of learners take a GCSE in the subject of Welsh		
144	600	1000
learners study in Welsh and the subject of Welsh at Coleg Gwent (B1 ⁵)		

We want more secondary school pupils in English-medium schools to take the Welsh as a Second Language GCSE exam and more students at Coleg Gwent to study bilingually.

Outcome 5: More learners use Welsh outside of the school classroom		
Baseline	5-year target	10-year target
0% (0)	75% (30)	100% (40)
of English-medium primary schools have reached Gold in Cymraeg Campus ⁶		

This will help embed Welsh as a living language for our young people.

Outcome 6: An increase in classes for pupils with additional learning needs (ALN) learning in Welsh		
Baseline	5-year target	10-year target
0	10	20⁷
dedicated ALN spaces for pupils learning in Welsh		

The provision of 20 dedicated ALN places in Welsh-medium primary schools aims to bring this provision broadly in-line with the proportion of places in English-medium primary schools.

Outcome 7: More teachers and staff able to teach Welsh and in Welsh		
Baseline	5-year target	10-year target
Working to help teachers and staff learn the skills they need for Welsh speaking jobs	Make sure all schools have enough staff able to speak Welsh when needed	Welsh-medium pupils coming back as teachers in Newport Schools
Survey to see who has Welsh language skills in schools	Use the survey results to plan what we need	-
6	12	12
Coleg Gwent staff able to teach fluently in Welsh		

Work in this outcome will include an analysis of the SWAC data at annual reviews of this strategy to forecast staffing needs over future years.

⁵ Learning completed in a bilingual context

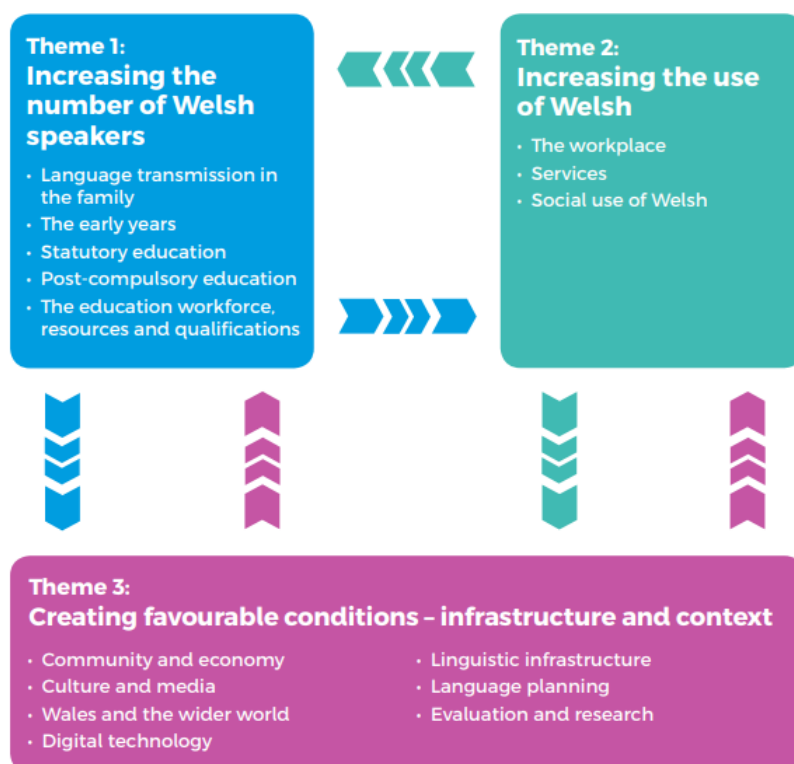
⁶ <https://hwb.gov.wales/curriculum-for-wales/siarter-iaith>

⁷ If needed

Cymraeg 2050

Cymraeg 2050 introduces a long-term vision for a Wales where the Welsh language thrives. The strategy aims to increase:

- the number of Welsh speakers to 1 million by 2050 and,
- ensure that the percentage of the population that speaks Welsh daily and can speak more than just a few words of Welsh, increases from 10% (in 2013–15) to 20% by 2050.



The trajectory developed for Cymraeg 2050 explains more about the journey towards a million Welsh speakers. For the education system, the proportion of all school year groups that receive their education through the medium of Welsh needs to be increased. School data tells us that in 2018/19, 23% of the 35,800 learners in Year 2 were assessed in Welsh (first language).

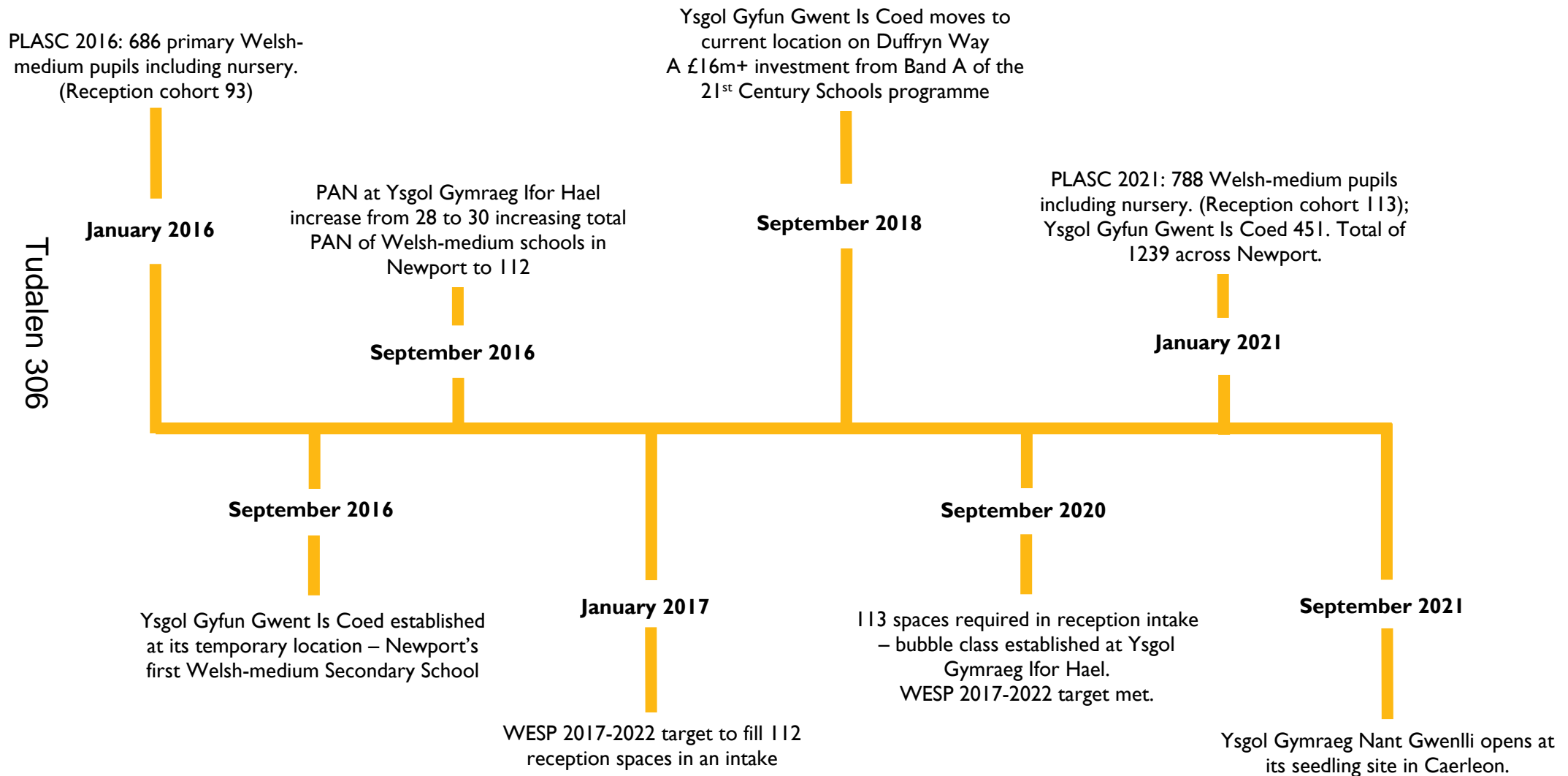
Across Wales, this needs to increase to:

- 24% by 2020/21
- 30% by 2030/31 (approximately 10,500 in each year group)
- 40% by 2050 (approximately 14,000 in each year group).

As well as increasing the proportion of learners being taught through the medium of Welsh, Cymraeg 2050 aims to:

- transform how Welsh is taught to all learners to ensure that at least 70% of those learners report by 2050 that they can speak Welsh by the time they leave school; and
- increase the number of primary teachers who can teach through the medium of Welsh from 2,900 to 3,900 by 2031 and 5,200 by 2050;
- increase the number of secondary teachers who can teach Welsh as a language from 500 to 900 in 2031 and 1,200 by 2050; and
- increase the number of secondary teachers who can teach through the medium of Welsh from 1,800 to 3,200 by 2031 and 4,200 by 2050.

Development of Welsh-medium Education in Newport 2016-2021



Our ten-year vision for increasing and improving the planning of the provision of Welsh-medium education in our area

The *Welsh in Education Strategic Plans (Wales) Regulations 2019* require Local Authorities to **set a ten-year target** outlining the expected increase in Year 1 children who are taught through the medium of Welsh in the local authority's area during the lifespan of a Plan.

In development of this Welsh in Education Strategic Plan (WESP), every opportunity was made for Newport's Welsh Education Forum (WEF) members to contribute towards the shaping the Council's ongoing commitment to developing Welsh-medium education across Newport, and meeting the targets set out in *Cymraeg 2050*. The WEF is key in ensuring that the ambitious targets outlined in this plan can be achieved, and there is a shared ownership amongst the Local Authority and partners therefore around delivery of this plan.

The table below shows Welsh Government's prescribed targets.

Group	1	2	3	4
Current pupils taught through medium of Welsh	>91%	17%-73%	14%-19%	<13%
Target percentage point increase required	0	10-14+	8-12+	6-10+

Newport City Council has been placed in group 4 and therefore needs a minimum of 6 percentage points increase, outlined in the table below. The 2032 target is based on our current cohort:

PLASC Year	Cohort	Percentage of cohort	Number of Year 1 Pupils
2021 Baseline	1988	5.1	101
2032 Target	1988	11.1	221

As of September 2020, there were 112 Year 1 Welsh-medium places available across Newport. The minimum additionality therefore currently equates to 109 pupil places by 2032.

60 of these additional places will eventually be provided through Ysgol Gymraeg Nant Gwenlli which opens in September 2021 and will increase the number of Welsh-medium primary school places available across the City by 54%. The school will initially open as a one-form entry seedling school from a temporary location in Caerleon, before moving to the current Pillgwenlly Primary School site, at which point it will increase to a two-form entry arrangement and will include a nursery class, an immersion centre and a dedicated learning resource base to support pupils with additional learning needs. Such provision for additional learning needs does not currently exist across Newport's Welsh-medium primary estate.

The Council is currently considering options to bring forward a proposal to create a further 30 Welsh-medium primary school places per year group from September 2026 at the latest in the West of the City. It is envisaged that this could be funded through Welsh Government's second *Welsh-medium Capital Grant*.

It is intended that the shortfall against the minimum target, estimated at a further 30 Year 1 pupil places, will be factored into future discussions regarding new developer-led schools and Band C of the 21st Century Schools programme. These details have not been quantified and will likely emerge in the second half of this WESP period, from 2027 onwards, and will be reflected in the Local Development Plan that will be in place to cover this period.

As a result of this planned expansion in Welsh-medium primary provision by 2032 the Council aims to offer at least 232 Year 1 places across 6 primary school locations, more than doubling the provision that currently exists. This will be supplemented by increased early years and childcare opportunities through the medium of Welsh.

This ambition will also extend into the secondary sector, as the planned significant increase in primary provision will inevitably require a similar increase in secondary provision. This will be considered in the second half of the plan and included within the Council's intention to review all secondary school provision across the City as part of Band C of the 21st Century Schools Programme. This programme is likely to commence in 2024.

Strategic Planning of School Places and the Local Development Plan (LDP)

The Newport City Council Planning of School Places (POSP) group meets bi-monthly and provides a forum for Council officers from Education and Planning departments to share information and consider future pressures on school places, and the appropriate responses to these pressures. Approved housing development information and information concerning sites allocated within the Local Development Plan (LDP) is considered together with pupil population forecasts to anticipate the likely impact of population changes at both local and city-wide levels. The demand for, and planned growth of, Welsh-medium education is given due consideration in all of these meetings and is factored into all data analysis.

As such it is anticipated that developer-led school provision will play a key role in the development of Welsh-medium education over the lifecycle of this new WESP.

The current LDP for Newport has been in place since 2015 and although it has been successful in the delivery of its strategy it is time for a review and for a replacement plan to be developed. The current LDP will remain in place until the replacement plan is formally adopted, which is anticipated to be Spring 2025. There are specific site allocations for schools' sites set out in policy CF13 of the current LDP, of which all sites have been secured or delivered. The provision for education through planning obligations will continue as set out in the adopted Planning Obligations Supplementary Planning Guidance.

Work has recently started on the preparation of the replacement LDP (2021-2036) with the formal agreement by Welsh Government of the timetable for delivery (The Delivery Agreement can be viewed at www.newport.gov.uk/rlpd). The education needs for the next plan are a key consideration and the level of provision will be affected by the chosen level of growth, the choice of strategy and development site allocations. Through consultation and engagement with key stakeholders throughout the plan preparation, the replacement plan will consider whether site specific education facility allocations will need to be made and what policies may be required to secure education provision, for example, through planning obligations. The replacement LDP will consider the demand for educational land use for all ages, types of facilities and for both Welsh-medium and English-medium language provision.

5 Year Welsh Language Promotional Strategy

A requirement of the Welsh Language Standards for local authorities in Wales is to promote and facilitate the use of the Welsh language increasing its visibility in the community.

The Council must produce and implement a 5 Year Promotional Strategy that outlines how it will support the Welsh Government to reach its targets within Cymraeg 2050, comply with the relevant Welsh Language Standard and meet its statutory obligations and an ambitious target for growth.

The aim of the 5 Year Welsh Language Strategy is to outline and set out how the local authority will work to promote and facilitate the use of Welsh in the city and align its objective across a variety of strategies and plans including the Welsh in Education Strategic Plan.

Whilst the strategy is and remains Newport City Council's responsibility, it will work in conjunction with other stakeholders and the community to deliver a Welsh language vision for Newport, through members of the Welsh Language Forum and the Welsh in Education Forum.

Recent years have seen a significant increase in the growth of Welsh-medium education in the city with an ever-increasing number of our children and young people receiving their education in Welsh.

The Council's Welsh in Education Strategic Plan will play a key role in ensuring the future growth of the language as we aim to increase the number of children – and parents – who have the opportunity to learn and speak Welsh and have opportunities to use the language outside the school gates.

The current Promotional Strategy is set to finish March 2022, with the timeframe around the new Strategy aligned to that of the Welsh in Education Strategic Plan. It is therefore imperative that the two strategies work together and reference several of the same outcomes and targets. Proposed themes for the next updated 5 Year strategy are:

- Community
 - Increasing the visibility and use of Welsh
 - Broaden community partnerships
- Employers & Skills
 - Work with partners to promote Welsh language as a skill
 - Workforce planning and internal usage
 - Council Policy and workforce planning
- Education
 - Correlate plans and targets with WESP
 - Support and promote Welsh education in the community

These will align and support the delivery of several outcomes contained within the Welsh Education Strategic Plan.

Welsh Government's aspiration and aim to reach a million Welsh speakers; "Cymraeg 2050: A million Welsh speakers" is a long-term aim, endorsed and supported by this Strategy and partnership working. Our role is to pull these efforts together so that we have the best possible outcomes for the people of Newport

The long-term aspiration of the Council is to increase the number of Welsh speakers in Newport, raise awareness, increase the visibility, and promote the economic benefits of the Welsh language across the diverse communities in the city. Increasing opportunities for those with all levels of Welsh to practice and speak Welsh in a safe, friendly, and supportive environment, and to engage with those who might have no awareness of the language.

Newport is a Welsh city, with a Welsh identity but with a diverse range of multi-cultural and multilingual communities, and it is important to increase awareness that the Welsh language is one of Wales' treasures. It is something that defines us as a people and is increasingly an integral part of our everyday lives.

Outcome 1: More nursery children/ three year olds receive their education through the medium of Welsh

Where are we now?

Maintained Nursery Places

PLASC Year	2017		2018		2019		2020		2021	
Cohort	1624		1595		1634		1628		1564	
WM Pupils/%	79	4.9%	78	4.9%	76	4.7%	96	5.9%	84	5.4%
Places Available	110		112		112		112		112	
Places filled	71.8%		69.6%		67.9%		85.7%		75.0%	

Table excludes rising 3 pupils.

Ysgol Gymraeg Nant Gwenlli is opening on its seedling site with 48 part time nursery places available in September 2021 and therefore for the 2021/22 academic year there are 160 part-time Welsh-medium Nursery places available across Newport, 94 of which have been allocated⁸. This number is expected to increase by PLASC 2022 when Spring Term Rising 3 places will have been filled.

Non-maintained Nursery Places & Mudiad Meithrin Provisions

Newport has two Mudiad Meithrin provisions, Cylch Meithrin Brynglas and Cylch Meithrin Y Delyn which are registered with Care Inspectorate Wales (CIW) for 19 and 38 children respectively (The total number of CIW registered places and based on 1 child taking up a full-time place). Both are also registered to care for 2-year-olds and those eligible for Childcare Offer for Wales, therefore any of the filled places may include those children.

Cylch Meithrin Y Delyn became Newport's first Welsh-medium non-maintained playgroup and was able to deliver Foundation Phase Nursery education from February 2021. Cylch Meithrin Brynglas will also be registered as a non-maintained provider from September 2021. The contracts are for a period of four years, with the option to extend for an additional year. As with the childcare offer, any non-maintained place filled will be included against the maximum number the setting is registered for.

		November 2020	June 2021
Cylch Meithrin Brynglas	Take up	11	13
	Registered Places	19	19
	Places filled	57.9%	68.4%
Cylch Meithrin Y Delyn	Take up	15	23*
	Places Available	38	38
	Places filled	39.5%	60.5%

*5 receive a non-maintained funded place

⁸ Correct at 28/06/2021

As of June 2021, there have been the following refusals for a rising 3 place at a maintained Welsh-Medium Primary School – these children will have been directed to seek a non-maintained Welsh-medium provision in the interim before taking up their September maintained nursery place.

Refusals	
January Rising 3s	April Rising 3s
12	15

The following table shows the number of children progressing from a Meithrin provision to a Newport Welsh-medium primary school:

September	2019		2020	
Number attending Meithrin	52		49	
Progressed to WM Schools	39	75.0%	29	59.2%

The reduced transition rate was attributed to a variety of factors:

- Location of Welsh-medium primary schools in comparison to Meithrin groups
- Uncertainties in relation to the Covid-19 pandemic
- Lack of Rising 3 places in Welsh-medium primary schools, (two new non-maintained Welsh-medium settings as outlined above should have a positive impact on this)

Flying Start and Childcare Offer

The following Flying Start and childcare provisions are available through the medium of Welsh in Newport:

Flying Start	2021	Spring Term	Summer Term
Cylch Meithrin Dros Yr Enfys	Take up	14	13
	Places Available	24	24
	Places filled	58.3%	54.2%
Cylch Meithrin Dewin Disglair	Take up	15	13
	Places Available	24	24
	Places filled	62.5%	54.2%

In the summer 2021 term there were 793 children. Therefore 3.3% of Flying Start children were accessing Welsh-medium provision.

The following table shows the language medium that Flying Start leavers chose to move to:

	Term 3 19/20	Term 1 20/21	Term 2 20/21	Term 3 20/21
Total FS leavers	117	234	160	128
Leavers with nursery place	77	220	148	101
% of all leavers	65.80%	94%	92.50%	78.90%
Leavers to WM	7	10	7	9
% of all leavers	6%	4.30%	4.40%	7%
% of leavers with nursery place	9%	4.50%	4.70%	8.90%
FS WM leavers	5	10	12	6
- To WM	1 (20%)	4 (25%)	5 (42%)	3 (50%)
- To EM	4 (80%)	12 (75%)	7 (58%)	3 (50%)

The number of Newport children accessing Welsh-medium or bilingual funded places through the childcare offer are as follows:

Childcare Offer	Welsh Medium	Bilingual
Number Accessing	13	37

Where do we aim to be within the first 5 years of this Plan and how we propose to get there?

Maintained Nursery Places

In September 2021, Ysgol Gymraeg Nant Gwenlli will open. Provision proposed in relation to the second *Welsh-medium Capital Grant* will include a nursery class to be established within the first 5 years of the plan.

Nursery PAN	2022	2023	2024	2025	2026
YGC	52	52	52	52	52
YGBT	30	30	30	30	30
YGIH	30	30	30	30	30
YGNG	48	48	48	48	48
Grant provision	-	-	-	-	30
Total	160	160	160	160	190

Non-maintained Nursery Places

Discussions will begin across the Early Years and Flying Start teams on how to increase provision across targeted areas. It has been noted that there is a lack of Welsh-medium rising 3 places across settings in the East of the city. The Early Years and Flying Start teams will begin to look at how we can expand provision in this area through use of community centres.

Mudiad Meithrin Provisions

Mudiad Meithrin's 'Set Up and Succeed' (SAS) programme has the ability to establish 40 new Cylchoedd Meithrin with a Cylch Ti a Fi by 2021 in specific areas of Wales where there isn't a Cylch Meithrin at present. As part of this, Mudiad Meithrin is establishing a new meithrin group in Caerleon from September 2021. In recent times, Caerleon is an area that has seen limited demand for Welsh-medium education; however, alongside the establishment of the seedling school it is anticipated that this provision will be well received and that legacy arrangements will continue once the new school moves to its permanent location.

Transition rate from Mudiad Meithrin provision to Maintained Nursery	
Current	59%
National Average	89.9%
5 year target	75%

Cymraeg for kids is a Mudiad Meithrin project which supports prospective and new parents when opting for Welsh medium childcare and education. This includes:

- Welsh rhyme time & sign
- Baby massage and yoga
- Cuppa & Chat Cymraeg (online group)
- Me and my baby sessions explaining in detail the bilingual journey (online group)

The groups are advertised as being open to all, and those attending don't need to be able to speak Welsh. Simple Welsh rhymes and phrases are introduced on a weekly basis to help parents acquire a basic knowledge as well as helping them to increase their confidence in using Welsh at home.

The groups are advertised widely and shared with Health Visiting teams, with training provided to outline the advantages of early bilingualism to help them support and signpost parents to local groups. Maternity records are sponsored by Cymraeg i blant and all Midwifery and Health Visitor students across Wales receive a presentation on the advantages of early bilingualism and the role of Cymraeg i blant in promoting key messages with parents.

The groups aim to give parents the local knowledge, information, advice and support on;

- The way in which speaking or introducing Welsh can give children more opportunities
- Ways in which to use sign, baby massage and yoga to communicate with babies
- Accessing Welsh and bilingual books, e-books and apps
- Accessing local Learn Welsh courses
- Local Ti a Fi, Cylch Meithrin and Welsh-medium schools.

Mudiad Meithrin employ a part time peripatetic Ti a Fi Officer who works across Newport and Torfaen supporting families by providing Ti a Fi Rhithiol De Ddwyrain (online) and opportunities for Ti a Fi am Dro.

Mudiad Meithrin also support Clwb Cwtsh, which is an eight-week taster programme focusing on speaking Welsh with young children aimed at parents to be, parents/carers and extended family members, and Clwb Cylch, a virtual Welsh language activity in the home by providing open sessions for children of nursery age and their parents via digital platforms. Particular emphasis is placed on children from families where Welsh is not spoken at home, and Gwyl Dewin a Doti which is an annual nursery festival which travels around Wales.

Flying Start and Childcare

New Flying Start provisions are already planned for Pillgwenlly, Bettws and Ringland. The Pillgwenlly project is due to open in April 2022 and will likely provide capacity for up to 24 children aged between 2 and 3 years or up to 30 children aged between 3 and 12 years. The Bettws project is due to open in April 2022 and will likely provide capacity for up to 30 children aged between 2 and 3 years or up to 37 children aged between 3 and 12 years. The Ringland project is due to open in April 2022 and will likely provide capacity for up to 40 children aged between 2 and 3 years or up to 48 children aged between 3 and 12 years. These provisions will be registered with CIW, and will form close links with Ysgol Gymraeg Nant Gwenlli, Ysgol Gymraeg Ifor Hael and Ysgol Gymraeg Casnewydd respectively with the aim of increasing the transition of pupils from Welsh-medium pre-school to school settings.

How Will We Get There?

A specific sub-group of the WEF has been established to focus on promotion of Welsh-medium education across Newport. The group is led by Education and includes representation from initial contact points with parents - Headteachers, School Admissions, the Family Information Service and Flying Start – and as a result, there is a commonality around the messages that can be shared with parents and carers around the benefits of Welsh-medium education. Other members of this group include wider partners specifically linked to developing Welsh-medium education and the Welsh language across Newport, such as Mudiad Meithrin, Cymraeg I Blant, Menter Iaith, RhAG and Coleg Gwent. The group meets termly and considers innovative ways in which the Council can appropriately and effectively provide parents / carers with information as to the availability and type of Welsh-medium provision on offer across Newport, including arrangements for latecomers and immersion, and improve transition rates from pre-school settings to primary schools.

As part of this, the information that the Council shares with parents in relation to School Admissions (including the on-line application process), the relevant pages of the Council's website and the Council's Welsh in Education policy, all of which reference the way in which Welsh-medium education is supported and progressed across Newport, is regularly reviewed to ensure that the information being shared is relevant, accurate and appropriately targeted. The Council's Learning Welsh webpage also provides signposts to the websites of our Welsh-medium partner groups and agencies, and to videos which demonstrate the provision available across our Welsh-medium schools. A Benefits of Bilingualism booklet has also been developed and will be reviewed and updated as part of a similar process, with this being shared with a variety of partners, including those in the local health board who have early access to families.

In the infancy of this plan, the WEF Promotion sub-group will use the Pupil Level Annual School Census (PLASC) data to analyse and identify any differences between the pupil cohorts of each individual school against those that apply to the relevant catchment areas as a whole. This will help in identifying any areas of under-representation in our Welsh-medium schools and should assist in targeted promotion activities to close these gaps.

In order to engage with the communities across Newport and to promote the inclusivity of Welsh-medium education, a Welsh Language Promotion Officer will be appointed on a fixed term contract. The remit of the role will include working across a number of themes to support the delivery of the WESP and increase the profile of Welsh-medium education especially within our diverse and ethnic communities. There will also be an expectation that they will support and help develop the WEF and its sub-groups to become self-sufficient with all stakeholders taking ownership for delivery of the outcomes and objectives to make the WESP a success.

The next Childcare Sufficiency Assessment is due in 2022. The results will be reported through the Early Years Development & Childcare Partnership and then to the WEF, with all partners asked to consider how they can best support increased Welsh Language provision across Early Years and ensure that this is widely represented in the Childcare Sufficiency Assessment and aligns with the targets within this plan. The Council is committed to working with Mudiad Meithrin to identify locations for new provisions, however there is a lack of availability of Council-owned buildings, and therefore there is likely to be a need to explore options through other sectors. We will do this through the WEF Promotion sub-group and the Early Years Development & Childcare Partnership.

The Council's Home to School Transport policy provides free transport to those primary aged pupils who live two miles or more from their catchment or nearest available school, and those secondary aged pupils who live three miles or more from their catchment or nearest available school. This same policy also applies in relation to access to the designated primary immersion unit to support latecomers in accessing Welsh-medium education. A recent data analysis has identified that a proportion of families are actively choosing to send their children to a non-catchment Welsh-medium school. However, what is not clear is whether families are aware of the implications this decision might have on eligibility for and accessibility to home to school transport. Through the WEF Promotion sub-group, a parental survey will be carried out over the Autumn term 2021 to identify the reasons behind these choices, and if appropriate this feedback may inform future changes to Council policies governing School Admissions and Home to School Transport.

The rollout of the fflexi service is also anticipated to impact favourably on home to school transport arrangements. This is a partnership between Transport for Wales, Newport City Council and Newport Bus and will complement and enhance existing scheduled bus services across the city. These fflexi buses will give many more people across Newport access to public transport, operating from 6.00am until 11.00pm (Monday – Saturday) enabling residents to make a much wider range of journeys from early morning until late in the evening. The scheme aims to make it easier for residents to get to work and school. Fares are the same as those on scheduled Newport Bus services, but the key difference is that journeys can be booked via an app or over the phone.

Where do we expect to be at the end of our ten-year Plan?

By the end of this 10-year plan, our aim is to ensure that we have increased Welsh-medium primary provision from its current form to that in the table below:

Nursery PAN	2027	2028	2029	2030	2031
YGC	52	52	52	52	52
YGBT	30	30	30	30	30
YGIH	30	30	30	30	30
YGNG	48	48	48	48	48
Grant provision	30	30	30	30	30
Unknown provision	-	-	-	-	30
Total	190	190	190	190	220

All community maintained primary schools in Newport operate under a 3-1-1 model, and therefore all new capacity will include provision for maintained nursery places.

Newport operates under a mixed economy in terms of nursery provision, and thus the Council is also committed to expanding the availability of non-maintained Welsh-medium nursery provision, and settings will be supported in submitting tenders at the appropriate time.

By the end of this 10-year plan, the Council would like to see at least seven successful Cylch Meithrin operating across the City, thus ensuring equitable access to provisions across the city for all children. As a Council, we are also committed to exploring opportunities to extend Welsh-medium Flying Start provision across each of these cluster areas, so that Welsh-medium pre-school provision is a local and accessible opportunity for every child across Newport.

Transition rate from Mudiad Meithrin provision to Maintained Nursery	
Current	59%
National Average	89.9%
10 year target	89.9%

In addition to the above, the Council would need support to assist businesses to open private childcare settings in the medium of Welsh in addition to providing support for established settings to develop their Welsh-medium provision.

Key Data

The data below uses the maintained nursery cohort of PLASC 2021 not including Rising 3 pupils. A bigger percentage increase is predicted when Ysgol Gymraeg Nant Gwenlli transfers to its permanent site and projection pace is slightly increased across the second half of the plan.

Numbers and % of 3-year-olds receiving their education through the medium of Welsh

2022 - 2023		2023 - 2024		2024 - 2025		2025 - 2026		2026 - 2027	
96	6.1%	104	6.6%	120	7.6%	128	8.1%	136	8.6%
2027 - 2028		2028 - 2029		2029 - 2030		2030 - 2031		2031 - 2032	
145	9.2%	154	9.8%	164	10.4%	175	11.1%	175	11.1%

Outcome 2: More reception class children/ five-year-olds receive their education through the medium of Welsh

Where are we now?

The Council's current WESP (2017-2022) includes a commitment to stimulate demand for Welsh-medium education by expanding primary provision across the City so that the proportion of seven-year-old pupils (Year 2) taught through the medium of Welsh reaches 5% by 2022/23. The following table shows numbers and percentage of the year 2 cohort receiving their education through the medium of Welsh.

PLASC Year	2017		2018		2019		2020		2021	
Yr. 2 numbers/%	92	4.7%	90	4.6%	107	5.5%	97	4.9%	107	5.4%

This 2022-2032 WESP targets reception children (5-year-olds) rather than Year 2 children, therefore the following table shows numbers and percentage of the reception cohort receiving their education through the medium of Welsh.

PLASC Year	2017		2018		2019		2020		2021	
PAN	112		112		112		112		112	
Reception numbers/%	108	5.6%	96	4.9%	108	5.6%	104	5.2%	113*	5.7%
% Places filled	96.4		85.7		96.4		92.9		100.9%*	

*A bubble class was created to support higher than anticipated demand in relation to the September 2021 Welsh-medium Reception cohort.

An Immersion Centre will be available at Ysgol Gymraeg Nant Gwenlli when it moves to its permanent location in September 2023. In the meantime, a temporary primary Immersion Unit is operating from Ysgol Gymraeg Bro Teyrnnon on behalf of the primary schools within the Welsh-medium cluster. The school receives specific funding of £73,000 per annum for this purpose. Support for secondary age pupils is available directly through Ysgol Gyfun Gwent Is Coed, with the school receiving additional funding of £30,000 to provide the service. The relevant Headteacher and governing body are responsible for managing these provisions within the available budget.

Information in relation to immersion facilities is available via the information that the Council shares with parents through the School Admissions Policy and Booklet, the relevant pages of the Council's website and the Council's Welsh in Education policy, all of which is regularly reviewed by the WEF Promotion sub-group to ensure that the information being shared is relevant, accurate and appropriately targeted.

Where do we aim to be within the first 5 years of this Plan and how we propose to get there?

In September 2021, Ysgol Gymraeg Nant Gwenlli will open providing an additional 30 Reception places. In September 2023, Ysgol Gymraeg Nant Gwenlli will move to its permanent location in Pillgwenlly and be able to increase capacity to a two-form entry arrangement.

The Council is currently considering options to bring forward a proposal to create a further 30 Welsh-medium primary school places per year group from September 2026 at the latest. It is envisaged that this could be funded through Welsh Government's second *Welsh-medium Capital Grant*.

Welsh-medium places available:

PLASC Year	2022	2023	2024	2025	2026	2027
YGC	52	52	52	52	52	52
YGIH	30	30	30	30	30	30
YGBT	30	30	30	30	30	30
YGNG	30	30	60	60	60	60
Grant provision	-	-	-	-	-	30
Total	142	142	172	172	172	202

The permanent location of Ysgol Gymraeg Nant Gwenlli is in the heart of an established Black, Asian and Minority Ethnic community in Newport, and an area where children already have bilingual or multilingual skills. This location will increase the opportunities available for pupils from multi-linguistic backgrounds to enhance these skills through access to local Welsh-medium education.

To support increased opportunities for learners from all linguistic backgrounds to access Welsh-medium education, a new dedicated primary immersion unit will be created at Ysgol Gymraeg Nant Gwenlli from September 2023 when the school moves to its permanent site. Whilst this will initially be a 10-place unit, there will be sufficient space in the school building to extend this – potentially to move to a position where we have two classes, one for Foundation Phase and one for Key Stage 2. This will address some of the issues we have identified with the current arrangements, whereby the immersion needs of a Year 1 learner are very different to the immersion needs of a Year 5 learner. Whilst in its infancy at present, our aim is that the provision currently in place at Ysgol Gyfun Gwent Is Coed is also extended to further stimulate demand for Welsh-medium secondary education.

Currently, education in Newport is delivered through dedicated Welsh-medium or English-medium schools. However, within the first five years of this plan, we are committed to exploring alternative opportunities, not only as a means of increasing Welsh-medium provision, but also to increase opportunities to expand the use of Welsh in English-medium settings. This may be through dual-stream provisions.

Welsh Government define Dual-stream provision according to [Defining schools according to Welsh medium provision](#) as follows:

Category 2: Dual Stream Primary School

Curriculum - Two types of provision exist side-by-side in these schools. Parents/pupils opt either for the mainly Welsh-medium or mainly English-medium provision which is usually delivered as in categories 1⁹ and 5¹⁰ respectively.

Language of the School - Both Welsh and English are used in the day-to-day business of the school. The language of communication with the pupils is determined by the nature of the curricular provision, but in some schools high priority is given to creating a Welsh-language ethos throughout the school. The school communicates with parents in both languages.

Outcomes - for pupils in the Welsh stream, normal expectations are as for category 1. For pupils in the English medium stream, normal expectations are as for category 5.

Where do we expect to be at the end of our ten-year Plan?

Whilst it is difficult at this stage to confirm with any certainty the way in which further additionality will be created post 2027, the Council is committed to providing at least a further 1-form entry equivalent Welsh-medium arrangement by 2031. This commitment will be factored into future discussions regarding new developer-led schools, Band C of the 21st Century Schools programme and the Council's Local Development Plan. The overarching aim is to increase the number of Welsh-medium Reception places available across the City to at least **232** by the end of this 10-year plan in August 2032.

PAN	2031
YGC	52
YGBT	30
YGIH	30
YGNG	60
Proposed Grant provision	30
Unknown provision	30
Total	232

By the end of this 10-year plan, our aim is for successful immersion units to be embedded at Ysgol Gymraeg Nant Gwenlli, which acts as a further stimulus for parents to actively seek Welsh-medium education for their children later in their journeys through statutory school life. The aim is to ensure that specific immersion arrangements are in place, and are well advertised and publicised, to support children who choose to change from one language medium to another at any stage in their school lives.

⁹ Welsh-Medium Primary School

¹⁰ English-Medium Primary School

Key Data

The data below uses PLASC 2021 reception cohort data. A bigger percentage increase is predicted when Ysgol Gymraeg Nant Gwenlli transfers to its permanent site and projection pace is slightly increased across the second half of the plan.

Numbers and % of 5-year-olds receiving their education through the medium of Welsh

2022 - 2023		2023 - 2024		2024 - 2025		2025 - 2026		2026 - 2027	
121	6.10%	131	6.60%	151	7.60%	161	8.10%	171	8.60%
2027 - 2028		2028 - 2029		2029 - 2030		2030 - 2031		2031 - 2032	
183	9.20%	194	9.80%	206	10.40%	220	11.10%	220	11.10%

Outcome 3: More children continue to improve their Welsh language skills when transferring from one stage of their statutory education to another

Where are we now?

The following table shows the transition rate from progression step 3 to 4 using year 6 cohort data across Newport Welsh-medium primary schools into Ysgol Gyfun Gwent Is Coed.

September	2019	2020	2021
Number of pupils transitioning	97	78	87
Transfer rate	99%	96.2%	96.6%

Transition between our primary and secondary schools is already very high therefore, with close relationships established and embedded between the school communities.

During the 2019/20 academic year, 1 pupil of secondary school age accessed immersion facilities in another local authority area before successfully transitioning to their correct cohort group at Ysgol Gyfun Gwent Is Coed. However, the school has now appointed a dedicated Language Support Teacher for immersion purposes, and over the course of the 2020/21 academic year, 2 pupils have successfully accessed this provision.

Covid-19 has had an impact on Welsh-medium schools and the Welsh language. Whilst this may not be unexpected in an area of Wales where very few parents speak Welsh themselves, primary Headteachers have reported a significant dip in oracy standards – particularly in Early Years – and a lack of confidence from pupils to use the Welsh language with their peers. Blended learning opportunities continue to be developed to support catch-up programmes and some pupils who have previously benefited from immersion have been identified as requiring additional support.

The Council's Home to School Transport Policy provides free home to school transport to primary aged pupils who live 2 miles or more from their catchment school or nearest available school and to secondary aged pupils (up to the end of statutory school age) who live 3 miles or more from their catchment school or nearest available school. This includes Welsh-medium schools. Ysgol Gyfun Gwent Is Coed is the catchment Welsh-medium secondary school for the whole of Newport. However, in accordance with the Learner Travel (Wales) Measure, if a learner lives closer to another Welsh-medium secondary school, they will also be eligible for free home to school transport to that alternative school if the qualifying distance is met. This supports families living on the outskirts of the City who may live closer to a Welsh-medium school in Caerphilly, Cardiff or Torfaen.

Where do we aim to be within the first 5 years of this Plan and how we propose to get there?

Whilst the overall target within this plan specifically references additionality in the primary sector, this will have a knock-on effect on the secondary provision available in the city. Currently there is only one Welsh-medium secondary school – Ysgol Gyfun Gwent Is Coed - which has a capped total capacity of 900 pupil places, including a 150-place Post-16 provision. The increase in the availability of Welsh-medium places in the primary sector will impact on the number of Welsh-medium places required in the secondary sector. However, this is unlikely to impact until September 2028 at the earliest. As a result, it is anticipated that expansion of Welsh-medium secondary provision will be a key priority within Band C of the Council's 21st Century Schools Programme, the details of which have yet to be quantified.

Within the first 5 years of this plan, the target is for at least 96% of pupils attending Welsh-medium primary schools to consistently continue to transition to a Welsh-medium secondary school. The target is appropriate due to the small cohort sizes and the effect that one pupil may have on the percentage. To support this, cross-sector cluster activities begin in Year 5 so that parents and pupils are fully aware of the opportunities available at Ysgol Gyfun Gwent Is Coed.

Where do we expect to be at the end of our ten-year Plan?

By 2032, additional Welsh-medium secondary provision will need to be created within the City in order to accommodate the demand from the new primary school that will open in September 2021 and the additional capacity that will also be created in meeting the minimum targets in relation to Year 1 learners outlined in this plan. It is anticipated that additional secondary provision of at least 600 statutory school age learners will be required, plus appropriate post-16 capacity. It is likely therefore that expansion of Welsh-medium secondary provision will be a key priority within Band C of the Council's 21st Century Schools Programme, which will commence in circa 2024. These details have yet to be quantified.

Notwithstanding this, the target is to maintain that at least 96% of pupils attending Welsh-medium primary schools consistently transition to a Welsh-medium secondary school.

Our aim is for a successful immersion unit to be embedded in Ysgol Gyfun Gwent Is Coed, and that the existence of the provisions acts as a further stimulus for parents to actively seek Welsh-medium education for their children later in their journeys through statutory school life. This may be particularly pertinent at the transition from primary to secondary school stage, with the aim being to ensure that specific immersion arrangements are in place, and are well advertised and publicised, to support children who choose to change from one language medium to another at this point in their school lives.

Key Data

Using a target of maintaining 96% as a transition rate and PLASC 2021 data from Newport's Welsh-Medium primary schools the number targets have been identified.

Numbers and % of learners continuing to improve their Welsh language skills when transferring from one stage of their statutory education to another

2022 - 2023		2023 - 2024		2024 - 2025		2025 - 2026		2026 - 2027	
82	96%	95	96%	88	96%	102	96%	97	96%
2027 - 2028		2028 - 2029		2029 - 2030		2030 - 2031		2031 - 2032	
109	96%	97	96%	116*	96%	126*	96%	145*	96%

**Figures calculated from outcome 2 projections*

Outcome 4: More learners study for assessed qualifications in Welsh (as a subject) and subjects through the medium of Welsh

Where are we now?

Ysgol Gyfun Gwent Is Coed opened under a seedling model in September 2016, and the first cohort of pupils will complete their GCSE courses in the summer of 2021. From September 2021, the school was able to accommodate learners across the Year 7 to Year 12 groups meaning that Post-16 Welsh-medium education is being delivered in Newport for the very first time. In PLASC 2021, there are 72 learners in Year 10 and 72 learners in Year 11 at Ysgol Gyfun Gwent Is Coed.

34 learners returned to Post-16 education in September 2021 to study across a range of 12 subjects. In addition to a traditional academic offer, Mudiad Meithrin is supporting the Cam wrth Gam programme, which is a pathway to becoming Teaching Assistants or can act as a Level 3 qualification to progress to study education at university.

GCSE Welsh (2nd Language) is offered at all of Newport's English-medium secondary schools across the City, with 1552 pupils being assessed in this subject in 2021.

There is however a significant drop-off at Post-16, with AS and A-level Welsh (2nd language) only offered at 2 English-medium secondary schools, although available to learners across the City through the Post-16 collaboration model that is in place. Current learner numbers record that 30 Year 12 learners and 17 Year 13 learners are following this course of study.

Coleg Gwent records the language of learning and assessment for all learners using the following categories in the LA26 dataset of the Lifelong Learning Wales Record (LLWR) field:

- B3: A small amount of Welsh-medium learning
- B2: A significant amount of Welsh-medium learning
- B1: Learning completed in a bilingual context
- C1: Learning completed in a Welsh-medium context

The college has had some success in recent years in increasing the number of learners who fall into the B1 and B2 categories in particular. However, the numbers are still relatively low, and the college is ambitious in its vision to increase these numbers over the next 10 years. The latest data (number of learners in 2020-2021) is as follows:

B3	B2	B1	C
276	93	144	0

The table below summarises the percentage of the 2020-2021 cohort being assessed for a qualification using the Welsh language:

GCSE Welsh First Language Year 11 pupils in YGGIC	GCSE Welsh Second Language Year 11 pupils across EM Secondary Schools	AS/A-Level Welsh Second Language Year 12&13 pupils across EM Secondary Schools	Coleg Gwent Provision
100%	92.8%	2.8%	5.5%

Newport has strength in its qualifications in Welsh as a first language as 100% of pupils studying the qualification are entered for the exam.

A stream contained within the 5-year Promotional Strategy is to work with employers, partners, and stakeholders to promote the importance and economic benefits of speaking or learning Welsh, and how this can help and support pupils, students, and individuals to gain employment. This promotes the importance of a qualification in Welsh and the ability to use Welsh in the workplace.

Where do we aim to be within the first 5 years of this Plan and how we propose to get there?

There are currently 97 pupils in the Year 5 cohort in those schools which form part of the Ysgol Gyfun Gwent Is Coed cluster. These will be Year 11 learners in the 2026/27 academic year, who will therefore sit their GCSE examinations in the summer of 2027. Assuming a 96% transition rate from primary to secondary school, our target for learners being assessed through the medium of Welsh is 93, an increase of 16 when compared with the 77 in 2021.

Post-16 transition rates average at 57% for year 12 and 76% for year 13 across Newport's secondary schools. Assuming this as an indication of transition rates in the Welsh-medium sector, our aim is that at least 104 Post-16 learners (57 Year 12, 47 Year 13) are assessed through the medium of Welsh by 2027. Whilst Post-16 collaboration already exists across Newport, this applies to English-medium schools. A similar regional model will be an option for Welsh-medium provision, although the distance between the schools in Newport, Caerphilly and Torfaen will make this more difficult. A different approach will therefore need to be considered in order to ensure that as broad a curriculum offer as possible can be developed and made available for learners. This will include collaborative distanced and blended learning across schools in the region and working with E-sgol to consider more opportunities across a wider geographical area.

Within the first 5 years of this plan, the Council is committed to ensuring that number of pupils assessed in GCSE Welsh (2nd Language) is increased from 92.8% to 96%, and that AS and A Level Welsh (2nd Language) is available to study across all three Post-16 collaborations. The EAS will work with partners, including the Coleg Cymraeg Cenedlaethol, to promote Welsh at A Level. School Improvement Partners will discuss post 16 provision with schools. Bespoke subject specific support for centres who deliver Welsh post-16, with ongoing networking and professional learning opportunities. Collaboration facilitated within and across regions. Alongside this, we will engage with wider partners including Careers Wales to seek ways in which we can promote the future opportunities available to learners who have a formal Welsh language qualification and raise awareness of the economic benefits of learning and being able to use Welsh.

Following the steer of the Coleg Cymraeg Cenedlaethol, the college will continue to focus on embedding full bilingual units into the main qualifications in priority bilingual curriculum areas. In the first 5 years, the focus will be on childcare, health and social care and public services. All Level 3

Childcare learners enrolled at the Newport Campus will complete one full unit of their main qualification bilingually, requiring learners to evidence how they promoted and supported Welsh in an early years setting.

The College will employ new staff (or upskill existing staff) to deliver bilingual units in these three curriculum areas.

The targets for bilingual delivery in the next 5 years are as follows:

B3	B2	B1	C
2000*	400	600	**

*The college will develop a digital package that will enable most Full-time Vocational learners to achieve at least B3

**The college will focus on embedding Welsh and bilingual units into main programmes as opposed to delivering fully Welsh medium courses

Where do we expect to be at the end of our ten-year Plan?

There are currently 128 pupils in the Reception cohort in those schools which form part of the Ysgol Gyfun Gwent Is Coed cluster. These will be Year 11 learners in the 2031/32 academic year, who will therefore sit their GCSE examinations in the summer of 2032. Assuming a 96% transition rate from primary to secondary school, our target for learners being assessed through the medium of Welsh is 123, an increase of 46 when compared with the 77 on roll in 2021.

Over the next 5 years, the Council will be able to project and model anticipated Welsh-medium Post-16 transition rates, and therefore will be able to better estimate the number of Post-16 learners expected by the end of this plan. The Post-16 curriculum will continue to be developed therefore in collaboration with other Welsh-medium schools across the South East Wales region and, through Esgol, with other Welsh-medium schools across Wales, and with Coleg Gwent to ensure an appropriate and expansive pathway suitable for the needs of all learners.

By the end of this plan, and in order to support the growth across Newport of Welsh as a second language, the Council is committed to ensuring that the number of pupils assessed in GCSE Welsh (2nd Language) is maintained at least at 96%, and that AS and A Level Welsh (2nd Language) is available to study across half of all its English-medium secondary schools. The promotional work around the benefits for formal Welsh (2nd Language) qualifications will continue to be taken forward and embedded through collaboration with wider partners.

Coleg Gwent will continue to develop bilingual modules across all remaining priority areas (7 curriculum areas in total). This will include developing resources in addition to recruiting new staff.

The targets for bilingual delivery in 10 years' time:

B3	B2	B1	C
3000	500	1000	**

**The college will focus on embedding Welsh and bilingual units into main programmes as opposed to delivering fully Welsh medium courses unless a new opportunity arises. This will be evaluated on an annual basis

Key Data

1. Assessed qualifications in subjects through the medium of Welsh (Years 10-13 YGGIC) (by pulling current YGGIC cluster cohorts through to their examination year group.

Assuming:

- 96% transition from progression step 3 to 4
 - 54.9% transition rate year 11 to 12
 - 81.5% transition rate year 12 to 13)
2. Welsh as a subject (by pulling all cohorts through to their GCSE year, and assuming that 96% of Year 11 pupils in English-medium schools and 100% of Year 11 pupils in Welsh-medium schools are entered for a GCSE in Welsh as a subject within the first five years, and maintaining these levels this through to the end of the plan).
 3. Number of Learners studying in the B1 category (Learning completed in a bilingual context) meeting 600 learners by the end of the first five years and 1000 by the end of the plan.

Numbers and % of learners studying for assessed qualifications in subjects through the medium of Welsh – Years 10-13 at Ysgol Gyfun Gwent Is Coed

2022 - 2023		2023 - 2024		2024 - 2025		2025 - 2026		2026 - 2027	
271	100%	297	100%	312	100%	307	100%	317	100%
2027 – 2028		2028 - 2029		2029 - 2030		2030 - 2031		2031 - 2032	
319	100%	326	100%	339	100%	354	100%	342	100%

Numbers and % of learners studying for assessed qualifications in Welsh (as a subject) at GCSE

2022 - 2023		2023 - 2024		2024 - 2025		2025 - 2026		2026 - 2027	
1753	94.3%	1921	94.8%	1879	95.3%	1940	95.7%	1952	96.2%
2027 – 2028		2028 - 2029		2029 - 2030		2030 - 2031		2031 - 2032	
1948	96.2%	1975	96.2%	1923	96.2%	1939	96.2%	1941	96.3%

Numbers of learners studying for assessed qualifications in Welsh (as a subject) and subjects through the medium of Welsh – Coleg Gwent category B I

2022 - 2023	2023 - 2024	2024 - 2025	2025 - 2026	2026 - 2027
200	300	400	500	600
2027 – 2028	2028 - 2029	2029 - 2030	2030 - 2031	2031 - 2032
700	800	900	950	1000

Outcome 5: More opportunities for learners to use Welsh in different contexts in school

Where are we now?

The regional consortium has worked extensively with cross-consortia colleagues and education stakeholders (including Estyn and NAEL) to develop a bank of distance and blended learning resources supporting the ongoing development of Welsh literacy skills within each phase of learning. The needs of Welsh-medium pupils who come from non-Welsh speaking homes has been at the forefront of developmental work. National collaboration continues in support of the Welsh language in both Welsh-medium and English-medium schools with ongoing resource development. Ysgol Gyfun Gwent Is Coed has contributed significantly to the developmental work for Key Stages 3 and 4 alongside peers from across Wales. This collaboration across consortia and including schools has worked well to identify needs and to target resource development appropriately. All resources are available through Hwb.

Support for the Siarter laith (in Welsh-medium schools) and Cymraeg Campus (in English-medium schools) is ongoing. The Siarter laith has a central role to play in maintaining language skills, particularly for learners from non-Welsh speaking homes. The approach to date has been on sharing best practice in language recovery methods, and a suite of resources has been developed to support parents. The Urdd's Cymraeg Bob Dydd supports the Siarter laith programme in English-medium secondary schools.

Siarter laith		Cymraeg Campus	
Primary: Silver	Secondary: Step 1 of 5	Working towards Bronze	Bronze Achieved and working towards Silver
100%	100%	22%	78%

The EAS is supporting schools to explore progression from Cymraeg Campus and promoting the values of Siarter laith with English-medium secondary schools. Specific early development work has been undertaken in Caerleon Comprehensive, St Julian's and The John Frost School.

Opportunities to use Welsh in other contexts are supported significantly by partner organisations through a variety of activities.

Youth Service

The Youth Service commission a full-time Welsh Language youth worker in partnership with Urdd based at Ysgol Gyfun Gwent Is Coed. The initial focus for this role is to support young people across the City who need Welsh Language 1 to 1 support, with referrals from Families First, I2A and I2W projects.

Prior to the Covid-19 pandemic, the Youth Service was operating a Welsh Language youth group which ran from the University of South Wales Campus in the City Centre. Planning is underway to recommence this provision in the Autumn term 2021.

Play

As we recover from the Covid-19 pandemic, locations are being scoped to deliver Welsh Language play twilight sessions from January 2022.

Menter Iaith Casnewydd

Menter iaith Casnewydd support events for learners and events for families. The following table outlines the provision offered over the past two years:

Year	2018 - 2019	No. of Events	No. of Attendees
2018-2019	Events for children and young people	80	822
	Events for families	22	125 adults 145 children
2019-2020	Events for children and young people	112	1122
	Events for families	17	121 adults 114 children

In addition, Menter Iaith Casnewydd also operate After School Clubs at Ysgol Gymraeg Bro Teyrnnon and Ysgol Gymraeg Casnewydd.

Urdd Gobaith Cymru

Urdd Gobaith Cymru is a voluntary national children and young people's organisation that provides various opportunities to use Welsh and gain experiences outside the classroom and in their communities. These opportunities are available across all Local Authorities in Wales and are a range of local, county, regional and National activities.

The organisation works in the following ways:

In the Community

- Officers providing year-round community arts opportunities
- Departments, households and community clubs for children and young people to maximise and use the Welsh language
- Digital provision for all ages

Sports

- Community clubs
- County, regional and national sports competitions
- Regional and National Sports Festivals
- Digital activities
- Provision of physical literacy education for schools

Urdd Camps

- Llangrannog, Glan-llyn, Cardiff and Pentre Ifan
- Residential experiences that offer learning experiences, fun and positive memories of the use of the Welsh language

Eisteddfod and the Arts

- The Cylch and Sir Eisteddfod offer opportunities for schools and pupils to experience the arts, develop self-confidence and learn more about Welsh culture and literature.
- The Urdd National Eisteddfod and being part of a National festival
- Digital arts, music, theatre, art and backstage provision

Welsh-medium apprenticeships

- Educational progression and employment for young people who want to gain qualifications and experience in Welsh

International

- Message of Peace and Goodwill - extending a hand of friendship and discussing issues of importance to young people on a global level
- Specific projects with partners in Ireland, America and Japan
- International volunteering and exchange opportunities.

Resources

- Urdd digital magazines
- A collection of educational resources to support the New Curriculum

Urdd Gobaith Cymru work regionally, therefore many activities available to Newport pupils are held in central location across Gwent. The following table shows the activities that Urdd held across the 2018/19 academic year:

2018 - 2019	No. of children Primary age	No. of children Secondary	Total	Location
Residential trips	460	326	786	Urdd Centres - Llangrannog, Glan-Llyn and Cardiff
Eisteddfod	70	50	120	Ysgol Gyfun Cwm Rhymni- Caerphilly & Ysgol Gyfun Gwynllyw
Mistar Urdd School visits	250		250	
Welsh Lunch Time Club		20	20	Caerleon and St. Julian's
Sporting tournaments	85	25	110	Various location across Gwent
Sport Clubs	20			Football - Gol / Gymnastics - Gwent Is Coed
1:1 youth work		25	25	Ysgol Gyfun Gwent Is Coed
Jambori	53		53	Pontypool
Disney		2	2	
Total	938	448	1366	

Coleg Gwent

All learners are provided with Welsh language enrichment opportunities. In partnership with the Coleg Cymraeg Cenedlaethol, 5 Welsh Ambassadors are appointed each academic year to promote, encourage and facilitate Welsh language provision across all campuses. This includes working with the college's Welsh partners such as the Coleg Cymraeg Cenedlaethol, Yr Urdd, Menter Iaith and Gwent Police to celebrate national events such as Welsh Language Music Day, St David's Day, Diwrnod Shwmae Su'mae, as well as internal events including an annual Welsh Language Week and Welsh language forum for learners, Llais. Participation and engagement levels vary across campuses and departments but approximately 8 -12 learners engage with each of these Welsh-medium extra-curricular activities. During the 2020-2021 academic year, 142 learners engaged with Welsh / Bilingual activities.

There has been a decrease in both the number of learners engaging with enrichment activities and the units completed in Welsh as a direct result of the Covid-19 pandemic. Between 1st September 2019 and 6th March 2020, 827 learner engagements took place through the medium of Welsh, compared to 208 for the period from 9th March 2020 to 31st July 2020. This was a marked decrease particularly when, under usual circumstances, a significant number of events are scheduled to take place over the summer term.

Where do we aim to be within the first 5 years of this Plan and how we propose to get there?

Through the regional consortium, schools will receive bespoke support in line with their agreed improvement priorities, Continuity of Learning and the recovery and development of language skills to maintain and raise standards. This will include designing learning resources and development of literacy and language skills. There will also be ongoing support for the Welsh Language Charter in Welsh-medium and English-medium schools through professional learning, school-to-school support, and appropriate verification. Alongside this, professional learning and bespoke support will be key in helping schools implement Curriculum for Wales.

In terms of Siarter Iaith and Cymraeg Campus, the following table outlines the expected targets by 2027:

Siarter Iaith			Cymraeg Campus	
Primary: Silver	Primary: Gold	Secondary: Step 4 of 5	Achieve Silver	Achieve Gold
25%	75%	100%	25%	75%

In order to achieve these targets, the EAS is committed to:

- Professional learning opportunities including a focus on strategic development of Cymraeg Campus in English medium schools for senior leadership, networks for co-ordinators (Welsh and English medium schools) and /or drop-in meetings every half term;
- Bespoke support for schools in line with the Regional School Improvement approach;
- Supporting schools to consider the development of Cymraeg Campus as part of their wider school evaluation as part of the verification process;
- Raising the profile and marketing the Siarter Iaith / Cymraeg Campus through social media;
- Promoting effective cluster work in all clusters and celebrate successes at school and cluster level through social media;
- Ensuring that a seasonal opportunity exists for schools to share good practice, co-plan and support each other;
- Promoting the opportunities available for learners to engage with other agencies such as Urdd Gobaith Cymru and Menter Iaith at networking meetings and increase the attendance of the different organisations at meetings where possible;
- Facilitating arrangements so that all schools can actively plan for the delivery of the Charter based on an analysis of strengths and areas for development identified through bi-annual completion of the Siarter Iaith Questionnaire and monitoring of progress against targets.

There is an intention to align this plan with the Council's 5-year Welsh Language Strategy to ensure a correlation of objectives. This plan is in development, but the education strand will align with this plan and will be reported accordingly. Within the existing strategy, a Community Partnership has been agreed with the Newport Gwent Dragons to raise the profile of the Welsh language in local and diverse communities and through various education streams. The project is aimed at developing opportunities for young people to gain leadership and team working skills whilst using Welsh in the community and is intended to raise awareness of Welsh as a living language outside the field of education and work.

Ysgol Gyfun Gwent Is Coed also has access to a Youth Worker jointly funded by the Urdd and Youth Service, and through this is able to offer a package of activities to meet individual needs. Urdd is also working to develop a Welsh language youth provision in Newport. Alongside this, all English-medium secondary schools will be able to access various activities through the Cymraeg Pob Dydd Programme.

Menter Iaith Casnewydd cooperates with a national network of Mentrau Iaith to create and share resources and opportunities that support the learning and the use of the Welsh Language. This work is in the local community and online in the digital community, providing events and activities for children, parents, and families and additional opportunities and locations for learning and using the Welsh Language. They also provide after school care to Welsh-medium primary school pupils with fun opportunities to socialize, play and build confidence and pride in Welsh beyond the classroom in a safe, exciting and caring environment. The overall aim within the first 5 years of this plan is to ensure that these clubs are available at each of Newport's Welsh-medium primary schools.

Mapping and signposting will be improved across the Council's website. A more innovative and attractive approach across the webpages will be developed.

Coleg Gwent

There are plans to expand and develop Welsh language enrichment provision and establish a vibrant, diverse and inclusive Welsh community. Continuing to adapt to the needs of learners, the expectation is that learner-participation levels for Welsh language activities increase to 70% over the next 5 years.

Where do we expect to be at the end of our ten-year Plan?

By the end of the 5-year review, Welsh-medium schools who have achieved the gold award have full confidence to robustly self-evaluate their provision for implementing the Siarter Iaith and are responsible for independently sharing their good practice in developing the Charter with others.

All schools established between the 5-year review and the end of the 10-year cycle implement the Siarter Iaith and aim to achieve an award that reflects appropriate progress according to the school's establishment date.

For Cymraeg Campus, to maintain gold award expectations and high standards in schools that have achieved the award including ensuring an effective process to evaluate, monitor and plan for maintaining standards or improving. To ensure this, there should be extensive sharing of best practice between and across schools with schools independently supporting each other with their evaluation of the program's delivery. In addition, the EAS will have ongoing systematic monitoring of progress against bi-annual completion of the Siarter Iaith Questionnaire at school level and ongoing monitoring of progress against targets to ensure that high standards are maintained.

With regards to Coleg Gwent, they have confirmed that over the next 10 years, the objective is to continue to grow and expand Welsh language enrichment provision and strive towards doubling engagement levels by the end of the decade (284 learners / 90% learner engagement).

Key Data

The data below shows the number/percentage of English-medium schools achieving Gold Level on Cymraeg Campus.

Increasing opportunities for learners to use Welsh in different contexts in school

2022 - 2023		2023 - 2024		2024 - 2025		2025 - 2026		2026 - 2027	
10	25%	15	37.5%	20	50%	25	62.5%	30	75%
2027 - 2028		2028 - 2029		2029 - 2030		2030 - 2031		2031 - 2032	
32	80%	34	85%	36	90%	38	95%	40	100%

Outcome 6: An increase in the provision of Welsh-medium education for pupils with additional learning needs (ALN) (in accordance with the duties imposed by the Additional Learning Needs and Education Tribunal (Wales) Act 2018

Where are we now?

During the period 2018-2019 and 2020-21 there was a 38% increase of Additional Learning Needs (ALN) pupils at School Action (SA) and a 25% increase in pupils at School Action Plus (SA+) across our Welsh-medium primary and secondary Schools. ALN pupils at SA and SA+ are supported through universal or targeted provision within each school. The Inclusion Enrichment Team have advised each school on how to support individual pupil needs and develop school based ALN provision. A LA Inclusion Advisor has attended the Welsh ALNCo cluster meetings and the LA facilitated Lead ALNCo cluster meetings to ensure ALNCoS develop practices in line with the Additional Learning Needs and Education Tribunal (2018) Act Wales and the Additional Learning Needs Code for Wales 2021.

The table below shows the total number of pupils with Statements of Special Educational Needs (SSEN) in our Welsh medium Schools over a 3-year period which have remained consistent with an average of 15 Statemented pupils across the Primary and Secondary sector.

Financial Year	Total SSEN (Primary)	Total SSEN (Secondary)	Total No of pupils with an SSEN
2019 – 20	5	9	14
2020 - 21	6	11	17
2021-22 (July 2021)	7	9	16

Although Newport does not have a Welsh-medium Learning Resource base (LRB), Special School or pupil Referral Unit. In 2020 Autism Outreach in the medium of Welsh from Ysgol Bryn Derw became available to offer specialist advice and support to our Welsh Schools. Over the last 3 years there have been 3 requests for Learning Resource Base provision for Primary aged pupils due to their additional learning needs. However only one of the requested LRB placements was agreed and actioned in 2020-21, meaning the pupil moved to an English medium LRB.

Financial Year	No. of Requests for LRB's for WM pupils	No. of LRB placements made for WM pupils
2019 – 20	2	0
2020 - 21	1	1
2021-22 (July 2021)	0	0

The 2 requests made for an LRB placement in 2019-20 resulted in the LA offering a LRB placement for a Year 5 pupil which was refused by parents who decided to Electively Home Educate. The other request was deemed not appropriate by the LA SEN Panel and they remained in their Welsh-medium primary school with additional funding; however, the pupil transitioned into an English-medium specialist Moderate Learning Difficulties (MLD) Base for their secondary education at parental and school request. In 2020, a LRB request was made for a Year 2 pupil which was agreed by the LA and a placement at an English-medium primary LRB was offered and accepted by parents. The development of a Welsh-medium LRB is planned for Ysgol Gymraeg Nant Gwenlli within the next 5 years to ensure ALN pupils are appropriately supported with their needs in the medium of Welsh.

A Primary Managed Move Protocol has been developed for all Primary School clusters across Newport, including the Welsh-medium cluster. Alongside this, discussions are ongoing to consider how a regional Welsh-medium Managed Move Protocol can be implemented and embedded to support secondary school age pupils in the Welsh-medium sector. Headteachers from Welsh-medium schools are represented on the Council's ALN Forum.

The Educational Psychologist linked to the Welsh-medium cluster is accessing specific training around the use of Welsh and the Welsh Language, and opportunities are being explored to consider ways in which Welsh speaking staff can work across the region.

Through ALN Transformation work, specific Welsh ALN resources have been identified and purchased for each Welsh-medium cluster across the region. An ALN training programme for developing the skills of ALNCOs, class teachers and Teaching Assistants has been co-ordinated regionally and resources including training modules are accessible through the Hwb site. Welsh ALN Early Years resources, including training for Early Years ALNCOs are available on Hwb and a dedicated YouTube channel which is accessible to all Early Years practitioners. Early Years ALN clinics are available on a termly basis for practitioners to access. Newport's ALN provision map and guidance will be available in Welsh in the autumn term 2021. In addition, MIND Wellbeing and Transition booklets have been translated to support both primary and secondary pupils. Specific outreach for ASD undertaken through the medium of Welsh is available and funding has been allocated to all Schools to purchase a provision mapping system.

A variety of training options including Restorative Approaches, Attachment Awareness, Autism Awareness, reasonable adjustments and Team Teach restrictive physical intervention training have been made available to all Schools. However, training has been in the medium of English due to a lack of Welsh speaking trainers.

Where do we aim to be within the first 5 years of this Plan and how we propose to get there?

Within the first two years of this plan, the aim is to develop outreach and specialist support for both primary and secondary sectors from the Bridge Achievement Centre, Ysgol Bryn Derw, Maes Ebbw and Learning Resource Bases, in order to further develop and refine universal and targeted provision.

The Welsh-medium Schools will be given the opportunity to train at least two members of staff as Team Teach trainers to lead training for the Schools on restrictive physical interventions in the medium of Welsh. Further opportunities will be explored to develop the skills of staff within the cluster and to source Welsh specialist training.

To enable the development and refinement of universal and targeted provision, it will be essential to research pedagogy and methodology of language acquisition in order to enhance the professional learning of the staff within our Welsh-medium schools and to embed the regional "Removing Barriers to Learning" matrix tool across all schools. This tool breaks down the strategies and resources class teachers can use to support their pupils within the classroom.

In terms of recruitment, all stages of the professional learning pathway should include ALN staffing to address the sector wide recruitment issue. This will ensure our Welsh medium Schools have adequate staffing resource to provide universal and targeted provision for pupils with ALN.

There is a national shortage of Welsh speaking specialist ALN services including Educational Psychologists however by the end of the first 5 years of this plan, the aim is to secure cross consortia collaboration to provide specialist ALN support such as Educational Psychology and Teacher Advisors.

There is a commitment to open a Welsh medium Primary Learning Resource Base, ALN data will inform the appropriate time within this period to open the primary specialist LRB Provision at Ysgol Gymraeg Nant Gwenlli. The LRB and the Immersion Centre which will also be based at Nant Gwenlli will work collaboratively to address pupils underlying ALN.

A parental information leaflet will be developed focussing on the support available within Welsh medium Schools for pupils with additional learning needs, which will be provided to parents via the admissions process.

There will be partnership working with Welsh Government to communicate national resources and assessments such as reading and spelling tests, which will be available to Welsh-medium schools who will need to be fully aware of the plan to support ALN learners.

As Early Years Welsh-medium provisions increase, bespoke support and training will be available based on the specific requirements of each School and Early Years providers. The training need will be monitored closely over the next 5-10yrs through discussions with Head Teachers and Managers and will be determined by pupil cohort and level of staff skill.

Where do we expect to be at the end of our ten year Plan?

A second dedicated primary Learning Resource Base (LRB) will be available for learners studying through the medium of Welsh by the end of this 10-year plan and in addition, there will be a review of Welsh-medium ALN provision against demand to ensure sufficiency across the Welsh-medium education offer in Newport.

The development of a primary LRB will impact on secondary provision, therefore consideration will need to be given regarding specialist ALN provision within Ysgol Gyfun Gwent Is Coed for pupils transitioning from the primary sector Learning Resource Base.

The collaboration work with Welsh Government around development of national bilingual assessments and resources will continue over the life of this plan.

Outcome 7: Increase the number of teaching staff able to teach Welsh (as a subject) and teach through the medium of Welsh

Where are we now?

The Council is in the process of creating a vision and thread between its various Welsh language strategies that will support the delivery of objectives across several areas linked to the Council's 5-year Welsh Language Strategy.

A stream contained within the strategy is to work with employers, partners, and stakeholders to promote the importance and economic benefits of speaking or learning Welsh, and how this can help and support pupils, students, and individuals to gain employment.

Colleagues, partners and stakeholders in Newport are considering a number of Welsh language promoting activities, including promotion of the benefits of speaking Welsh in the workplace and how this can improve employment opportunities. This will include the use of case studies, promoting Welsh as a skill, adopting a clear/simple Welsh policy, and undertaking a skills audit.

The Council is looking at the importance of promoting Welsh internally and has adopted a Welsh Language Skills Policy with several key principles, including:

- Creating a supportive environment by setting out Cymraeg Clir principles;
- Increasing demand and opportunities for staff to develop their Welsh language skills and confidence;
- Investment in the development of internal Welsh learners and speakers;
- Promoting the Council as a workplace which is supportive of the Welsh language and Welsh speakers.

This is all part of a wider strategy and work plan to promote the importance of a qualification in Welsh and the ability to use Welsh in the workplace, with a view to attracting more Welsh speaking staff.

To help with workforce planning and following discussions with WEF and Welsh Language Forum members, Newport City Council commissioned Cwmni Iaith to undertake research relating to the gaps in Welsh medium skills across the early years and education sectors within Newport. The research is focusing on ways in which an appropriately skilled workforce can be developed across the City. This research is aligned with Welsh Government's goal of creating a million Welsh speakers by 2050 and will assist the Council in delivering against this plan. The report makes 6 recommendations that will help the local authority work with other stakeholders and early years and education employers to develop a workforce. Moving forward this will include the good work already referenced, promoting the Welsh language as an employment skill with partner of the Right Skills Board and Public Services Board members, increase the appeal of Welsh-medium careers by working with Careers Wales to highlight the benefits of learning and using Welsh language skills, and working with partners to ensure sufficient training opportunities.

The Council has also worked with Careers Wales to develop a number of vlogs and chats which promote Welsh as a workplace skill that will help people get jobs and gain employment and demonstrate how Welsh is used in the workplace. It is intended that this will support careers events to encourage pupils to look for employment that will develop their language skills.

A specific area of concern noted by the Council, schools and external partners and stakeholders who sit on the WEF is workforce planning. This is not restricted to schools. Ensuring that there are sufficient numbers of appropriate staff available to support the planned expansion in pre-school and statutory school places – particularly in South East Wales where the increase against the baseline will be significant and where there will be competing demand amongst a number of local authority areas – will be key to the overall success of this WESP. A “Play” workforce development strategy is also in progress through Regeneration, Investment and Housing.

Ysgol Gymraeg Casnewydd is a Lead Partnership School with the University of South Wales B(Hons) Primary ITE with QTS course. The Headteacher sits on the USW ITE Partnership Executive Group. Within the partnership there are Communities of Learning with a QA (Quality Assurance) Lead from every Lead Partnership School central to each community. Within the Welsh-medium Community of Learning, all 3 of the current Welsh-medium primaries in Newport collaborate to support the growth of excellent teachers.

However, there are increasing pressures to recruit Welsh-medium secondary teachers. This is a significant concern and needs an urgent regional and national response. Ysgol Gyfun Gwent Is Coed has partnered with Cardiff Metropolitan University to support their teacher training programme, and three students are currently being supported to undertake their PGCE. A separate partnership with the Open University is enabling the employment of an unqualified teacher to study for a PGCE in Science whilst working at the school.

The data held by the Council outlines the following information in relation to how the 182 staff employed currently across Newport’s four Welsh-medium schools describe their Welsh Language Skills:

Advanced in understanding Welsh	Advanced in reading and speaking Welsh	Advanced in writing Welsh
91%	90%	88%

The LA also holds data collected through the School Workforce Annual Census (SWAC) survey in relation to practitioner language skills, and the EAS has collated local, school specific data on staff language and methodology training needs which is being used to target schools and practitioners. The latest data collected outlines the following in relation to Welsh-medium skills:

Primary Schools

No Skills	Entry Level	Foundation Level	Intermediate Level	Advanced Level	Proficient Level	Information not provided	Total
8	198	390	86	17	23	0	722
1.1%	27.4%	54.0%	11.9%	2.6%	3.2%	0%	100%

Levels are aligned with Welsh Government’s Language competency framework for education practitioners

Secondary Schools

No Skills	Entry Level	Foundation Level	Intermediate Level	Advanced Level	Proficient Level	Information not provided	Total
340	143	36	17	7	46	73	662
51.4%	21.6%	5.4%	2.6%	1.1%	6.9%	11.0%	100%

Levels are aligned with Welsh Government’s Language competency framework for education practitioners

In addition, of the 725 primary school teaching staff who completed the census, 25 describe themselves as being able to work or teach through the medium of Welsh even though they currently do not. Of the 688 Secondary school teaching staff who completed the census, 35 describe themselves as being able to work or teach through the medium of Welsh even though they currently do not.

The EAS delivers a range of Professional Learning opportunities for school-based practitioners to develop their Welsh language and methodology skills. The EAS also works with partners to recruit to the Sabbatical Scheme and directs staff to a range of online and local language learning opportunities through Learn Welsh. There are 15 places available across the South East Wales region annually on the Welsh in a Year Sabbatical Scheme. Over the last three years, six Newport teachers have enrolled on this training, with two taking part during this current 2020/21 academic year. All practitioners who have completed this scheme receive additional funding from the EAS to continue their Welsh language journey and develop projects and work streams that will build on linguistic capital. The additional grant is subject to terms and conditions that are monitored by the EAS through dedicated support and guidance visits.

The EAS Professional Learning team works collaboratively with the cross regional Professional Learning group to develop provision for all staff, including provision through the medium of Welsh, along the Professional learning pathway.



The delivery of National Professional Learning programmes to support progression of staff, including Welsh medium provision for Welsh medium schools, along the national professional learning pathway, thus supporting development of a skilled Welsh medium workforce and capacity for leadership. This includes:

- Teaching Assistant Learning Pathway (TALP) - A fully bilingual National professional learning offer for TAS including: Induction for newly appointed TAs, Practising TA programme, Aspiring HLTA programme and HLTA assessment.
- NQT – National induction professional learning offer for NQTs, Induction Mentors and External Verifiers (fully bilingual offer)
- National Leadership Development Pathway – that includes a fully bilingual offer for MLDP (Middle leaders development programmes), Senior Leadership etc, Aspiring Headteacher development programme- preparation for NPQH, New & Acting Headteachers and Experienced Headteachers development programmes.
- Strategic Initial Teacher Education Partnership working with HEIs to ensure ITE students and NQTs have positive experiences of teaching in local Welsh medium schools to support local recruitment. e.g., EAS partnership for the primary phase with USW.

The EAS has a dedicated regional Welsh language team including who lead on support and professional learning for the Welsh language across both Welsh and English medium schools.:

- Lead for Languages Literacy and Communication
- Curriculum Partner Welsh and Literacy (1st language)
- Curriculum Partner Welsh in English medium and International Languages
- Associate Curriculum Partner, Welsh in English medium (secondary)
- 2.6 Associate Curriculum Partners, Welsh in English medium (primary)

The EAS provides dedicated Welsh-medium Challenge Adviser support to schools and draws Headteachers from within the EAS and across regions to ensure Welsh medium expertise at both primary and secondary level. School to school support for the Welsh medium sector is drawn from best practice within and across regions.

There are individuals within the organisation that have Welsh language skills, including within the regional professional learning team however it is recognised that the wider workforce needs to be supported to develop their language skills.

The EAS has established a dedicated staff working group tasked with developing Welsh in the workplace and increasing the use of Welsh on a daily basis. Staff have been directed to internal and external professional learning opportunities (National Centre for Learning Welsh). There is a dedicated Team for staff to access resources and sound files to support growth in the use of Welsh in the workplace. The staff working group are developing a framework for staff moving forward.

Mudiad Meithrin's Cam wrth Gam for Schools scheme is currently supporting 1 Newport pupil who is attending Ysgol Gyfun Gwynllyw and will be introduced to Year 12 learners at Ysgol Gyfun Gwent Is Coed from September 2021. Mudiad Meithrin's Apprenticeship Scheme is also available to give individuals the opportunity to undertake a Childcare qualification although at present has no update within Newport.

The Academi scheme aims to offer a wide range of development and training opportunities for all staff and volunteers that form part of the Mudiad Meithrin community. This training is provided in various formats, combining traditional face-to-face and online contact, enabling learners to study at times convenient to them. Croesi'r Bont also introduces language immersion methodology within Cylchoedd Meithrin and securing linguistic transition from Cylchoedd to Welsh-medium schools.

Clebran provides language support to English-medium provisions to enable them to use occasional Welsh in settings. A new Welsh in the Workplace course has also recently been made available to Childcare workers wishing to improve their Welsh Language skills. Mudiad Meithrin is currently working with Cardiff Metropolitan University to ensure that Cylchoedd Meithrin settings are being offered as placement options for early year's courses.

Within the existing Cylch Meithrin settings in Newport, 4 staff speak fluent Welsh, and 4 staff are learning Welsh.

The Welsh language skills of Coleg Gwent academic staff (as of June 2021) are as follows (this does not include Learn Welsh Gwent staff):

Fluent	Advanced	Intermediate	None
6 (1%)	14 (2%)	23 (4%)	553 (93%)

Coleg Gwent has indicated that the number of staff with Welsh language skills at a level where they can confidentially deliver curriculum in Welsh is far below the levels they need in order to significantly expand their Welsh-medium and bilingual curriculum offer. Historical and continuing issues around the recruitment of Welsh speaking lecturing staff with relevant subject specialism is a real problem in the region. The college has had some success over the last few years in upskilling staff with basic Welsh skills up to intermediate level (via Work Welsh and other Welsh for Adults provision), but this organic approach alone will not have a significant impact on Welsh medium delivery and curriculum offer in the medium to long term.

The University of South Wales reports that during the 2019/20 academic year (the most up-to-date verified data available), 52 members of teaching staff are able to teach through the medium of Welsh, equivalent to 3.1% of the total headcount of academic staff.

Where do we aim to be within the first 5 years of this Plan and how we propose to get there?

Within the first five years of this plan, our aim is to ensure that all posts in our Welsh-medium schools are filled with high calibre and appropriately qualified staff. The increasing pressure on recruitment of a Welsh-medium workforce is a significant concern and needs an urgent regional and national response. As such, we are committed to working with our Welsh-medium schools, the regional consortium and Welsh Government through a series of targeted working groups to identify shortfalls in provision and ways in which this can be addressed.

Within the first year of this plan, the Council will establish a working group made up of officers from the Education Service and the Human Resources team in company with Welsh-medium Headteachers and the EAS to conduct a workforce needs analysis for the Welsh-medium education growth model outlined within the 10-year strategic plan.

This work will include an analysis of the SWAC data at annual reviews of this strategy to forecast staffing needs over future years, looking at trends around vacant posts at all levels and also ensuring that leadership programmes have the capability to successfully bring through the number of Headteachers that will be required in the Welsh-medium sector as we strive to meet the targets included in this plan. In Newport, Welsh-medium schools are established under a seedling model which means that staffing requirements are built up over a number of years, something that should assist in workforce planning. By the 2026/27 academic year, Ysgol Gymraeg Nant Gwenni will operate as a 2-form entry school across Reception to Year 3, and under a 1-form entry arrangement in Years 4 and 5. In addition, there will be two part-time nursery classes, a Learning Resource Base and an Immersion Unit. If successful, additional provision via the second Welsh-medium Capital Grant will also have been created, although possibly only for Nursery and Reception pupils by this time. Ysgol Gyfun Gwent Is Coed will have grown significantly and could potentially be nearing full capacity.

In terms of mapping career pathways in teaching through Welsh, we will need to link with wider partners in Further Education, Higher Education and Careers Wales to consider innovative ways of addressing and remedying this workforce issue. For instance, there are currently no Welsh-medium secondary routes for secondary initial teacher education across the region. Start-up routes will need to be innovative and will require flexibility from the regulator in order to be feasible. In considering ways in which to expand the workforce, the Council, regional consortia and other partners will:

- Deliver an ongoing regional programme of professional learning in support of language and methodology development linked to need;
- Deliver specialist language training and work with communities of schools via the Learning Network School model to share best practice in teaching and learning;
- Support understanding of and accurate personal assessment against the National Language Competency Framework descriptions ensuring that regional professional learning notes clearly the skills focus/level of each language-training event;
- Work with Welsh Government to tailor and implement future Sabbatical Scheme models and support recruitment;
- Provide follow up support to Sabbatical Scheme attendees, and work with Sabbatical Scheme attendees, in particular Welsh in a Year graduates to build capacity through the regional cluster and LNS model;
- Provide professional learning linked to the LLC language continuum to help schools realise Curriculum for Wales.

As part of this plan therefore, the Council is committed to:

- Identifying the workforce required to provide Welsh-medium education over the lifespan of this plan;
- Working with the local regional consortia to exercise functions around planning and supporting improved Welsh-language skills in staff across all schools;
- Ensuring that achieving the overall target is considered in any planning decisions regarding Welsh-medium educational standards across the local authority area.

Mudiad Meithrin is also committed to:

- Introducing a digital campaign platform to recruit staff to early year's settings
- Supporting more staff to learn Welsh and work in the Cylchoedd Meithrin
- Identifying incentive schemes to support early years settings
- Ensuring that the option to work in the Early Years is represented at Jobs fairs locally

In the first 5 years, Coleg Gwent's targets will be a 50% increase in the number of academic staff with fluent Welsh skills, and 50% increase in the number of academic staff with advanced level Welsh skills. These targets are as follows:

Fluent	Advanced
12	18

This increase will enable the college to expand its current Welsh medium and bilingual provision to other priority Welsh medium curriculum areas (as set by Coleg Cymraeg Cenedlaethol).

The college will focus on the following areas in order to facilitate this increase:

- Continuing to deliver the Work Welsh programme in Coleg Gwent with the primary aim of upskilling Intermediate level staff to Advanced level;
- Participating in the Sgiliaith mentoring scheme in order to support staff with Welsh medium and bilingual delivery;
- Seeking opportunities to incentivise and attract Welsh speaking staff from all over the country;
- Looking at options to relax PGCE requirements in some situations in order to attract more applicants. These individuals will be sponsored to complete our in-house PGCE in their first 2 years of employment.

Over the next 5 years, the EAS will develop and embed professional learning for Welsh (informal and formal as appropriate) as part of the EAS staff's professional learning entitlement.

Where do we expect to be at the end of our ten-year Plan?

At the end of this 10-year plan, the Council's aim is to ensure that the additional provision created as part of the minimum targets are appropriately staffed, and that the Welsh-medium cluster continues to thrive under excellent workforce development and appropriate succession planning across all sectors and partners of the Education Service.

The timeline of 10 years allows a timeframe to start to see previous Welsh-medium pupils coming back as teachers in Newport Schools.

In terms of Coleg Gwent, there is an aim to achieve a 100% increase in the number of both fluent and advanced Welsh speaking academic staff (from the current levels in June 2021). The 10-year targets are as follows:

Fluent	Advanced
12	28

This increase will enable the college to offer Welsh medium and bilingual modules in all curriculum priority areas as set by the Coleg Cymraeg Cenedlaethol. The priority areas are as follows:

- Childcare
- Health & Social Care
- Public Services
- Sports
- Hospitality and Tourism
- Land based
- Business, IT and Media

The actions identified in order to achieve the college's 5-year targets will be extended into the second phase to support the progress against Coleg Gwent's 10-year targets.

How we will work with others to achieve our vision

The WESP also sets out a requirement for each local authority to establish a Welsh Education Forum (WEF). The WEF provides a formal channel of communication between Newport City Council, its maintained schools and other partner organisations that have an interest in Welsh-medium education in Newport on matters relating to the Welsh-medium Education Strategy and the WESP.

In particular, the WEF:

- Acts as a consultative group for the development of the WESP;
- Monitors the implementation of the WESP;
- Monitors the provision of Welsh-medium education and act as a consultative group for further developments, and;
- Contributes to the annual report to the Welsh Government describing progress in terms of implementing the WESPs targets against the approved timetable.

Newport's WEF is chaired by the Chief Education Officer with membership including:

- Newport City Council officers
- Headteachers from Newport's Welsh-medium and English-medium primary and secondary schools
- Mudiad Meithrin
- Rhieni Dros Addysg Gymraeg (RhAG)
- Urdd Gobaith Cymru
- Menter Iaith Casnewydd
- Education Achievement Service for South East Wales
- Coleg Gwent
- University of South Wales
- Welsh Government

A sub-group of the WEF was developed to assist in promotion of Welsh-medium education. The sub-group meets termly and develops strategies to promote Welsh-medium education within Newport. An action plan was developed and is making progress against actions that are regularly monitored. In particular, the sub-group:

- Raises awareness of Welsh-medium education by developing an annual calendar of events;
- Works with key stakeholders to ensure that appropriately qualified staff can be appointed, and;
- Makes improvements to relevant websites and continues to develop a library of promotional material.

Fairness and Equalities Impact Assessment (FEIA)

This is an integrated Impact Assessment which aims to ensure Newport City Council makes decisions which are fair, take account of relevant evidence, and seek to secure the best outcomes for our communities. **An FEIA should be used to inform the first steps of decision-making, at concept stage, not when a decision is already made, or at the point when it cannot be influenced.** This impact assessment considers our legislative responsibilities under:

- The Equality Act (2010), including the Socio-economic Duty
- The Wellbeing of Future Generations (Wales) Act (2015)
- The Welsh Language (Wales) Measure (2011)

The FEIA process is not intended to prevent decisions being made, but to ensure we have considered their potential impact. An FEIA also helps us to focus on how we can reduce any negative impacts and provides us with evidence that we have met our legal duties.

For support to complete your FEIA, please contact the [Connected Communities Team](#)

What do we mean by Fairness?

The Newport Fairness Commission is an independent body which advises the council on the best use of resources and powers to achieve the fairest outcomes for local people. The Fairness Commission has established four **Principles of Fairness** which should be considered as part of any decisions that the council make – the questions below are useful to reflect on before you start your FEIA.

Equity	Are people being treated in a consistent way, whilst acknowledging their differences (for example, need, barriers to accessing services)?
	Will the gap between those with more, and those with less be reduced?
	Have the interests of different groups affected (including minority or disadvantaged communities) been taken into account?
Priority	Have the needs of the most disadvantaged and vulnerable across the city been given priority?
	Have you considered possible indirect consequences for minority/disadvantaged communities when other priorities are directing decisions?
Inclusion	Will the voices of all those affected by your decision be heard?
	Are people able to participate in and shape a service, as well as receiving it?
	Have you considered the impact of your decision on the relationship between communities, and the spaces they share?
Communication	Are decisions being made transparently and consistently?
	How will decisions be communicated to people who are affected in a clear way, with the opportunity for feedback?

Part 1: Identification

Name of person completing the FEIA	Kirsty Jones
Role of person completing the FEIA	Education Transformation Officer
Date of completion	30/11/2021
Head of Service who has approved this FEIA	Sarah Morgan

1. What is being assessed? *(Please double click on the relevant box(es) (X) and select 'checked' as appropriate)*

- New or revised policies, practices or procedures (which modify service delivery or employment practices)
- Service review or re-organisation proposals which affect the community and/or staff
- Efficiency or saving proposals
- Setting budget allocations for new financial year and strategic financial planning
- Decisions affecting service users, employees or the wider community including (de)commissioning or revising services
- New project proposals affecting staff, communities or access to the built environment
- Public events
- Local implementation of National Strategy/Plans/Legislation
- Strategic directive and intent, including those developed at Regional Partnership Boards and Public Service Boards
- Medium to long term plans (for example, corporate plans, development plans, service delivery and improvement plans)
- Setting objectives (for example, well-being objectives, equality objectives, Welsh language strategy)
- Major procurement and commissioning decisions
- Decisions that affect the ability (including external partners) to offer Welsh language opportunities and services
- Other *please explain in the box below:*

2. Please describe the overall aims, objectives and intended outcomes of your decision

Newport City Council has consulted on a *draft* Welsh in Education Strategic Plan (WESP), this took place over an 8-week consultation period that ran 27th September 2021 – 22nd November 2021. Following a consideration of the responses received, some amendments have been made to the individual outcome areas, and the revised plan will now be put forward for approval by the Council's Cabinet. Once approved, the final Plan will be submitted to Welsh Government for consideration and comment.

The *Welsh in Education Strategic Plans (Wales) Regulations 2019* require Local Authorities to **set a ten-year target** outlining the expected increase in Year 1 children who are taught through the medium of Welsh in the local authority's area during the lifespan of a Plan.

Section 84 of The School Standards and Organisation (Wales) Act 2013 requires a local authority to prepare a Welsh in Education Strategic Plan and outlines that the Plan must contain:

- a. A local authority's proposals on how it will carry out its education functions to:
 - i. Improve the planning of the provision of education through the medium of Welsh in its area;
 - ii. Improve the standards of Welsh-medium education and of the teaching of Welsh in its area;
- b. The local authority's targets for improving the planning of the provision of Welsh-medium education in its area and for improving the standards of that education and of the teaching of Welsh in its area;
- c. Report on the progress made to meet the targets contained in the previous Plan or previous revised Plan.

Section 85 of the 2013 Act requires each local authority to submit its Plan to Welsh Ministers for approval.

The Welsh Government set prescribed targets and placed local authorities into groups based on their current percentage of pupil's taught through the medium of Welsh. Newport City Council has been placed in group 4 and therefore needs a minimum of 6 percentage points increase, outlined in the table below. The 2032 target number is based on our current cohort:

PLASC Year	Cohort	Percentage of cohort	Number of Year 1 Pupils
2021 Baseline	1988	5.1	101
2032 Target	1988	11.1	221

- 3. Who are the main stakeholders who may be impacted by your decision and what data do you hold on them? Consider communities of place (people who live in the same geographic area) and communities of interest (people who share particular characteristics but may live in different geographic areas). Stakeholders may include residents, local businesses, community groups, staff or partners.**

The main stakeholders are determined by the Welsh Government guidance and are as follows:

- a) neighbouring local authorities;
- b) heads of all schools maintained by the authority;
- c) the governing bodies of all schools maintained by the authority;
- d) all further education sector institutions within the area;
- e) in respect of any foundation school or voluntary school in the area –
 - i. the person responsible for appointing governors
 - ii. if the school has a religious character, the relevant religious body;
- f) The Welsh Language Commissioner (within the meaning of section 2 of the Welsh Language (Wales) Measure 2011);
- g) The Early Years Development and Childcare Partnership (within the meaning of "Early years development and Childcare Partnership" in section 119 of the Act 1998);
- h) Her Majesty's Chief Inspector of Education and Training in Wales;
- i) providers of initial school teacher training;
- j) such organisations providing services to children and young people as the local authority considers appropriate; and
- k) such other persons or bodies as appear to the local authority to be appropriate.

However, the Council identified other stakeholders that they also felt important to engage with as part of this consultation process. These additional consultees are outlined in detail in the Consultation Report.

The local authority published all consultation information, including three versions of the Plan, on its website to encourage members of the public to contribute comments to the consultation. To reach the digitally excluded, a small number of hard copies were made available in a range of locations across the city. In order to reach current and prospective parents, the consultation was also shared through schools, early years settings and the local health board.

In development of this Welsh in Education Strategic Plan (WESP), every opportunity was made for Newport's Welsh Education Forum (WEF) members to contribute towards the shaping the Council's ongoing commitment to developing Welsh-medium education across Newport, and meeting the targets set out in Cymraeg 2050. WEF members include:

- Newport City Council officers
- Headteachers from Newport's Welsh-medium and English-medium primary and secondary schools
- Mudiad Meithrin
- Rhieni Dros Addysg Gymraeg (RhAG)
- Urdd Gobaith Cymru

- Menter Iaith Casnewydd
- Education Achievement Service for South East Wales
- Coleg Gwent
- University of South Wales
- Welsh Government

The WEF is key in ensuring that the ambitious targets outlined in the plan can be achieved, and that there is a shared ownership amongst the Local Authority and partners therefore around delivery of this plan.

Part 2: Engagement

When completing this section, you need to consider whether you have sufficient information about the views and experiences of people who your decision will impact upon. If you don't, you may need to undertake a period of engagement/consultation before continuing. An FEIA is a live document, so can be updated with consultation findings, and amended as needed during the decision-making process.

The council has a duty to consult and engage with people who may experience inequalities as a result of your decision. This includes people **who share Protected Characteristics** (age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation) and people who **have lived experience of socio-economic disadvantage**. The council's Youth Promise also requires us to ensure **all young people in Newport are listened to and included in decisions affecting them**.

The council also has a duty to ensure that any consultation is available bilingually (in Welsh as well as English), and you may like to consider any other community languages that are spoken by people who may be impacted by your decision. Below are some questions that should be included in any public consultation relating to a decision which may impact on the use of Welsh language in Newport:

1. Do you believe that the proposed decision/policy will have a positive or negative effect on opportunities to use the Welsh language?
2. If you think it will have a negative effect, what steps could we take to lessen or remove this and improve positive effects?
3. Do you believe that the proposed decision/policy will treat the Welsh language less favourably than the English language?

1. How have you engaged with people who may be affected by your decision (the stakeholders you have identified)?

In the development of this Welsh in Education Strategic Plan (WESP), every opportunity was made for Newport's Welsh Education Forum (WEF) members to contribute towards the shaping the Council's ongoing commitment to developing Welsh-medium education across Newport, and meeting the targets set out in Cymraeg 2050. The WEF is key in ensuring that the ambitious targets outlined in the plan can be achieved, and that there is a shared ownership amongst the Local Authority and partners therefore around delivery of this plan. The WESP that was published for consultation was developed via a Newport City Council steering group holding several workshops with the WEF and wider stakeholders. The outcome areas of the WESP were split in to four groups and those with relevant expertise attended those specific workshops. From initial development at these workshops, a draft plan was devised. The draft was shared for comment with the WEF in July and changes were made to form the current document that was published for consultation.

The consultation period gave identified stakeholders and members of the public an opportunity to comment on the draft plan. WEF members were able to give further input at this stage. The consultation ran for 8 weeks from 27th September – 22nd November 2021 which was the length of time provided in guidance received from Welsh Government.

Identified stakeholders were notified of the consultation via email with the relevant information attached. A poster display was set up at the Newport Central Library. Poster displays, QR Code flyers and Children & Young People copies of the document were arranged at Community Hubs, Flying Start

settings and Early Years / Childcare providers. The consultation was also publicised via the Newport City Council website, through its social media channels, and via Newport Matters, Staff News and the Intranet Homepage. Responses could be submitted by completing the online pro-forma; emailing school.reorg@newport.gov.uk, or by writing to Education Transformation Officer, Room 425w, Civic Centre, Godfrey Road, Newport, NP20 4UR.

Pupil voice sessions were offered to all Secondary schools in Newport with 6 schools taking up the offer. Council officers met with the 6 school councils virtually using Microsoft Teams due to the current public health situation. These sessions gave pupils the opportunity to share their thoughts and ask questions of council officers. Questions and comments raised during the sessions have been recorded in the WESP consultation report.

The responses received have been used to consider whether any changes need to be made to the Plan, and this final version of the Plan will be taken to the Council's Cabinet for approval. The Council's Cabinet will consider the revised Plan at its January 2022 meeting and following this, the Plan will be submitted to Welsh Government in advance of the stipulated deadline of 31 January 2022. Following this, the Welsh Ministers may:

- approve the Plan as submitted,
- approve the Plan with modifications, or
- reject the Plan and prepare another Plan which is to be treated as the authority's approved Plan

The approved plan will run from September 2022 until August 2032.

2. What do you know about the views or experiences of people who may be affected by your decision?

Newport's Welsh Education Forum (WEF) share a wide range of positive views and experiences in relation to the WESP. The members are knowledgeable and experienced in all aspects of Welsh-medium education and support across the city. Stakeholders such as Coleg Gwent and University of South Wales have the experience in training a future workforce in help with the development of Welsh-medium education.

The plan includes the establishment of Ysgol Gymraeg Nant Gwenlli which is opening at a seedling site in Caerleon in September 2021 and will move to its permanent site in Pillgwenlly in 2023. According to Newport's 2015 ward profile for Caerleon, 9.8% of people can speak Welsh which is above the Newport average of 9.3% but much below the Wales average of 19%. In the Pillgwenlly ward, there are 88.0% of people who have no skills in Welsh which is above the Newport average of 87.3% and the Wales average of 73.9%.

Ward profiles for all wards across Newport are available for information on those affected by the plan where needed.

Overall a total of 73 responses were received during the consultation. 63 (86%) were received in English, 9 (13%) were in received in Welsh and 1 (1%) was received bilingually. 65 of the response were submitted via the online response pro-forma and 8 written responses were submitted via email.

32 respondents (equivalent to 44%) supported the proposal. 41 respondents (equivalent to 56%) did not support it. It is noted that 22 (54%) of the respondents who stated they did not support the draft WESP made comments which indicated that their response was to a greater or lesser degree a response to Welsh Government's Cymraeg 2050 strategy, rather than the Council's draft WESP.

Part 3: Assessment

This section requires you to assess the potential impact of your decision on a range of groups who may experience specific disadvantages. Your assessment should be supported by evidence – either from your own engagement/consultation, similar or previous engagement, what you already know about the people who access your service, or from local and national sources of information.

Useful documents which set out information about how communities are impacted by inequalities include [EHRC – Is Wales Fairer?](#) and the council's [COVID-19 Community Impact Assessment](#). Your decision may have both positive and negative impacts – if this is the case, please place a cross in both boxes.

1. Impact on people that share Protected Characteristics

[Protected Characteristics](#) are defined under the Equality Act 2010, and describe groups of people who are protected from discrimination, either in the workplace, or through the provision of goods and services. The council must consider how decisions may impact on people differently because of a protected characteristic, and how any negative impact could be reduced. National guidance on assessing equality impacts and the Public Sector Equality Duty can be found [here](#). You can also access further advice and examples of positive and negative impacts [here](#).

Protected characteristic	Impact:			<p>Provide further details about the nature of the impact in the sections below, considering the Public Sector Equality Duty that the council has to:</p> <ol style="list-style-type: none"> 1. Promote equal opportunity across different groups 2. Promote community cohesion 3. Help eliminate unlawful discrimination/ harassment/ victimisation
	Positive	Negative	Neither	
Age	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The WESP in large part is concerned with school age children and increasing demand for Welsh-medium education. The WESP, will have a positive impact on this protected characteristic by providing greater choice and opportunities in education and employment for people of all ages.
Disability	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Outcome 6 of the WESP specifically includes relevant strategies and plans to support children with Additional Learning Needs who attend or will attend Welsh Medium education.

Protected characteristic	Impact:			<p>Provide further details about the nature of the impact in the sections below, considering the Public Sector Equality Duty that the council has to:</p> <ol style="list-style-type: none"> Promote equal opportunity across different groups Promote community cohesion Help eliminate unlawful discrimination/ harassment/ victimisation
	Positive	Negative	Neither	
Gender Reassignment/ Transgender	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There is no evidence that suggests the proposal will have a disproportionate impact on people that share this Protected Characteristic.
Marriage or civil partnership	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There is no evidence that suggests the proposal will have a disproportionate impact on people that share this Protected Characteristic.
Pregnancy or maternity	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There is no evidence that suggests the proposal will have a disproportionate impact on people that share this Protected Characteristic.
Race	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Children from minority ethnic communities are currently underrepresented in Welsh Medium education compared to English Medium. During the period of the plan Ysgol Gymraeg Nant Gwenlli (YGNG) will move to its permanent location in the Pillgwenlly area of Newport. Pillgwenlly is an ethnically diverse area of Newport so therefore it is hoped YGNG will increase take up of Welsh-medium education in Black, Asian and minority ethnic communities.
Religion or Belief or non-belief	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There is no evidence that suggests the proposal will have a disproportionate impact on people that share this Protected Characteristic.
Sex	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There is no evidence that suggests the proposal will have a disproportionate impact on people that share this Protected Characteristic.
Sexual Orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There is no evidence that suggests the proposal will have a disproportionate impact on people that share this Protected Characteristic.

2. Impact on Welsh Language

The Welsh Language (Wales) Measure specifies that for all policy decisions, the council must consider the effects (both positive and negative) on the Welsh language. For further guidance on Welsh language considerations see [here](#).

	Impact:			
	Positive	Negative	Neither	
Welsh Language	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>The plan has a direct positive impact on the Welsh-language.</p> <p>The WESP commits to increasing the number of pupils in Welsh-medium education in Newport. This will be measured overall by year 1 learners. The plan aims to increase the number of year 1 learners by 6 percentage points. The WESP commits to positively impact the Welsh language across 7 outcomes by:</p> <ul style="list-style-type: none"> • Increasing the number of nursery children/ three-year-olds receiving their education through the medium of Welsh (Outcome 1) • Increasing the number of reception class children/ five-year-olds receiving their education through the medium of Welsh (Outcome 2) • Increasing the number of children continuing to improve their Welsh language skills when transferring from one stage of their statutory education to another (Outcome 3) • Increasing the number of learners studying for assessed qualifications in Welsh (as a subject) and subjects through the medium of Welsh (Outcome 4) • Increasing the number of opportunities for learners to use Welsh in different contexts in school (Outcome 5) • Increasing in the provision of Welsh-medium education for pupils with additional learning needs (Outcome 6) • Increasing the number of teaching staff able to teach Welsh (as a subject) and teaching through the medium of Welsh (Outcome 7)

1. Please describe how you have ensured your engagement has considered the view of Welsh speakers in Newport.




In development of this Welsh in Education Strategic Plan (WESP), every opportunity was made for Newport's Welsh Education Forum (WEF) members to contribute towards the shaping the Council's ongoing commitment to developing Welsh-medium education across Newport. There are a large proportion of Welsh speakers as members of the WEF who have been fully involved in sharing their views.



The consultation was run bilingually and shared with all schools including Welsh-medium schools. Stakeholders also included Welsh speaking organisations which captured the views of Welsh speakers across Newport.

The pupil voice session at Ysgol Gyfun Gwent Is Coed was conducted bilingually, so that pupils could discuss the draft WESP in Welsh, with Welsh-speaking officers from Newport City Council.

3. The Sustainable Development Principle

The Well-being of Future Generations Act puts in place a sustainable development principle which helps organisations consider the impact they could have on people living in Wales in the future, and ensure they are focused on tackling long-term challenges. Below, consider how your decision promotes, advances, or contradicts the [5 ways of working](#) which underpin the sustainable development principle. You can access further guidance on considering the sustainable development principle [here](#).

<p>Long term</p> 	<p><i>The importance of balancing short-term needs with the need to safeguard the ability to also meet long-term needs.</i></p>	<p>The plan covers a span of 10 years. It provides specific focus and targets across 7 outcome areas taking in to account the current situation looking ahead to targets and outcomes at 5 years and 10 years down the line. The plan will continue to support the Welsh Government vision of 1 million Welsh speakers by 2050 (Cymraeg 2050).</p>
<p>Prevention</p> 	<p><i>Putting resources into preventing problems occurring or getting worse</i></p>	<p>The progress of the plan will be subject to annual reviews. This will ensure a clear pathway towards the end of the plan and further. The review will ensure development of mitigations to avoid moving off targets further down the line. Implementation of the WESP will help ensure sufficiency of provision to enable growth.</p>
<p>Integration</p> 	<p><i>Considering how the public body's well-being objectives may impact upon each of the well-being goals, on their other objectives, or on the objectives of other public bodies.</i></p>	<p>The plan will have a positive impact on the well-being goals for Wales and Newport's wellbeing objectives. The plan will ensure a prosperous Wales where there will development of a bilingually educated population which will lead to employment opportunities allowing people to prosper through work. The plan will ensure a more equal Wales, allowing families from any background have increasing opportunities through a choice of language in their child's education. By expanding the provision of Welsh-medium education in a number of communities in the plan, communities will become connected through their education choices. The plan will promote and protect Welsh culture and heritage as well as the Welsh language, this will encourage people to participate in the Welsh traditions such as the arts, sports and recreation. The plan takes responsibility in improving the economic, social, environmental and cultural well-being of Wales which in turn will have a positive contribution to global well-being.</p>

<p>Collaboration</p> 	<p><i>Working together to deliver objectives.</i></p>	<p>Partnership with key stakeholders is critical to the successful delivery of the WESP. The Welsh in Education Forum in Newport is a requirement but member's feedback on the WESP has been critical in shaping it. These partners will also ensure that the objectives set out in the WESP are delivered.</p>
<p>Involvement</p> 	<p><i>Involving those with an interest and seeking their view - ensuring that those people reflect the diversity of the area.</i></p>	<p>Meetings with the WEF are held quarterly and are chaired by the Chief Education Officer. Members of the WEF are also involved, day to day in delivering the objectives set out in the WESP. The period of consultation and engagement before the WESP is adopted provides an opportunity for the wider community to be involved in the process.</p>

4. Socio-economic Duty

The [Socio-economic Duty](#) is set out in the Equality Act 2010, and requires the council, when making strategic decisions, to pay due regard to the need to reduce the inequalities of outcome that result from socio-economic disadvantage. Inequalities of outcome are felt most acutely in areas such as health, education, work, living standards, justice and personal security, and participation.

A 'strategic decision' is defined by Welsh Government as a decision **which affects how the council fulfils its statutory purpose over a significant period of time and does not include routine 'day to day' decisions.** Strategic decisions include:

- Corporate plans
- Setting wellbeing, equality and other strategic objectives
- Changes to, or development of public services
- Strategic financial planning
- Strategic policy development

If you do not think your decision meets this definition, and you do not plan on carrying out a Socio-economic Duty Assessment in this section, please provide your rationale below. Any decision which is presented to a Cabinet Member, at Cabinet or Council will be viewed as a strategic decision.

If your decision does meet the definition, please consider the impact of your decision on the socio-economically disadvantaged groups, and areas of inequality that may arise from socio-economic disadvantage contained in the matrix below. The groups listed are not exhaustive and you should consider any additional groups relevant to your decision who may experience socio-economic disadvantage in the following ways:

- **Low Income/Income Poverty** - cannot afford to maintain regular payments such as bills, food, clothing, transport etc.
- **Low and/or no Wealth** - enough money to meet basic living costs and pay bills but have no savings to deal with any unexpected spends and no provisions for the future
- **Material Deprivation** - unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken electrical goods, warm home, hobbies etc.)
- **Area Deprivation** - where you live (rural areas), where you work (accessibility of public transport)
- Socio-economic Background – for example, parents' education, employment and income

Indicate a positive or negative impact, or both where they apply, and the severity of this impact by coding the sections of the grid based on the below. *If there is no/neutral impact, please leave blank.*

Negative Impact		Positive Impact	
N1	Negative impact – mild	P1	Positive impact – mild
N2	Negative impact – moderate	P2	Positive impact – moderate
N3	Negative impact – significant	P3	Positive impact – significant
N4	Potential for negative impact (but unsure)	P4	Potential for positive impact (but unsure)

Areas of inequality that may arise from socio-economic disadvantage – definitions							
Education :The capability to be knowledgeable, to understand and reason, and to have the skills and opportunity to participate in the labour market and in society							
Work : The capability to work in just and favourable conditions, to have the value of your work recognised, even if unpaid, to not be prevented from working and to be free from slavery, forced labour and other forms of exploitation							
Living Standards : The capability to enjoy a comfortable standard of living, in appropriate housing, with independence and security, and to be cared for and supported when necessary.							
Justice, Personal Security and Community Safety : The capability to avoid premature mortality, live in security, and knowing you will be protected and treated fairly by the law							
Health : The capability to be healthy, physically and mentally, being free in matters of sexual relationships and reproduction, and having autonomy over care and treatment and being cared for in the final stages of your life							
Participation : The capability to participate in decision making and in communities, access services, know your privacy will be respected, and express yourself							
Groups	Areas of inequality						
	Living Standards	Work	Health	Education	Justice and community safety	Participation	Physical Environment
Children living in poverty	P4			P2		P1	
Low income households without dependent children		P1		P2		P1	
Unemployed young people		P1		P2		P1	
Long term unemployed		P1		P2		P1	
Homeless households						P1	
Refugees, migrants and asylum seekers	P4			P2		P1	
Deprived neighbourhoods - WIMD rank in 10% most deprived LSOA				P2		P1	
People on Universal Credit / income related benefits		P1		P2		P1	

Adults with no qualifications or low qualifications		P1		P1		P1	
People living in low quality housing or in Houses of Multiple Occupation						P1	

1. What evidence do you have about socioeconomic disadvantage and inequalities of outcome in relation to this decision?

The plan is anticipated to reduce inequalities of outcome for several groups that are likely to experience socio-economic disadvantage against a number of areas.

As an 'Education' plan, it will reduce potential inequalities of outcome in education by increasing choice and improving standards. This will positively impact on wellbeing goals a prosperous Wales and a more equal Wales and the wellbeing objective to improve skills, educational outcomes and employment opportunities.

The plan will reduce potential inequalities of outcome in participation by increasing choice and providing more local opportunities to learn and engage using the Welsh language. This will positively impact on wellbeing goals a Wales of vibrant culture and thriving Welsh Language and a Wales of cohesive communities and wellbeing objectives to improve skills, educational outcomes and employment opportunities and to build cohesive and sustainable communities.

The plan will reduce potential inequalities of outcome in living standards by encouraging a thriving community of Welsh speakers. This will positively impact on wellbeing goals and a Wales of cohesive communities and a Wales of vibrant culture and thriving Welsh Language and wellbeing objectives to enable people to be healthy, independent and resilient.

The plan will reduce potential inequalities of outcome in work by equipping the next generation with bilingual skills to improve job opportunities in the public sector. This will positively impact on wellbeing goals a prosperous Wales and a more equal Wales and wellbeing objectives to improve skills, educational outcomes and employment opportunities and to promote economic growth and regeneration while protecting the environment.

2. Please describe how you have ensured your engagement has considered the views of people living in Newport who are affected by socio-economic disadvantage.

The Consultation was available for all group across Newport. There were versions of the document available in the form of the full version, an executive summary, and a shortened easy read version aimed at children and young people. These documents were available digitally and in hard format on a variety of digital platforms online and at various locations across the city. This enabled people from all groups to access the consultation.

3. Does this decision contribute to a cumulative impact?

This decision does not contribute to a cumulative impact – all outcomes will be positive.

Part 3: Actions and Outcomes

Considering any negative impacts that you have identified, indicate below how you will reduce these, and how you will monitor potential impact. Further guidance on how to complete your action plan can be found [here](#).

IMPACT ON PEOPLE THAT SHARE PROTECTED CHARACTERISTICS			
Summary of impact	Action to reduce negative impact	How this impact will be monitored	Owner
IMPACT ON WELSH LANGUAGE			
Summary of impact	Action to reduce negative impact	How this impact will be monitored	Owner
SOCIO-ECONOMIC IMPACTS			

Summary of impact	Action to reduce negative impact	How this impact will be monitored	Owner
SUSTAINABLE DEVELOPMENT PRINCIPLE			
Summary of impact	Action to reduce negative impact	How this impact will be monitored	Owner

Once your FEIA is complete, please forward to ncequality@newport.gov.uk

Mae'r dudalen hon yn wag yn



Report

Cabinet

Part 1

Date: 14 January 2022

Subject Post Brexit Update for Newport City Council

Purpose To present an update to Cabinet on the impact of leaving the European Union on Newport Council services and Newport's communities and economy.

Author Chief Executive
Head of People and Business Change

Ward All

Summary It has been over a year since the UK left the European Union and Single Market on 31st December 2020. Over the course of the year the UK has seen significant impacts across its economy resulting which has affected trade, employment and cost of living for households. In Newport and Wales these impacts are affecting low-income households with the cost of living due to increases in the cost of food, goods and energy prices. In response the Council's Cabinet has committed £100k to support food banks in Newport. The Welsh Government also announced a £51.7m Winter package that will give households on certain benefits a contribution to mitigate some of these costs.

Newport Council continues to face ongoing pressures on the cost of goods and services as increases in costs are being passed onto the consumer. The Council alongside other sectors are also facing pressures on staffing and recruiting staff into key roles especially in Social Services, housing & support and City Services.

Since the deadline passed for EU and EEA citizens to apply for EU Settled Status, the Home Office (31st October 2021) has received 6.2m applications and have concluded 5.9m applications. 52% of applications have been granted Settled status with 42% granted Pre-settled Status. The remaining 7% have either been refused, withdrawn or invalid claims. There is no data available for the current status of claims in Newport.

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

Action by Corporate Management Team

Timetable Immediate

This report was prepared after consultation with:

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

Signed

Background

It has been over a year since the UK left the European Union and the Single Market. The economic impacts that Wales and the UK have faced in 2020 have continued into 2021 and with the coronavirus Omicron variant being spread across the UK and worldwide, there could be further impacts. In December, the Office for National Statistics reported a further increase in inflation to 5.1% in the last 12 months to November 2020. This increase was largely attributed to wider global impacts such as fuel, energy, clothing, raw materials and second hand cars. In response the Bank of England increased interest rates to 0.25% and has also warned inflation could hit 6% in 2022. The UK / EU continues to negotiate the trade arrangements that were originally agreed with Northern Ireland being a key sticking point. Key economic facts to date:

- Wales employment rate (aged 16 to 64 to October 2021) is at 74% (UK 75.5%) with 2.7% (UK 4.2%) unemployed.
- The number of job vacancies continued to rise to over 1.2m between September and November 2021 across all sectors of the economy. Public sector bodies including Newport Council have vacancies being advertised for roles in key areas across the Council.
- With tighter restrictions being brought in to manage the Omicron outbreak, it is likely to have an impact on the economic growth of Wales and UK. Areas around hospitality and entertainment are likely to see the biggest impacts.
- Services and key projects such as Disabled Facility Grants, social housing projects delivered by the Council are citing issues with the purchasing of materials to complete construction and adaptation work.

As highlighted in the Council's Covid Cabinet Report, Households across Newport continue to feel the pressures and impacts on their incomes and costs. For low income households, this has a greater impact as they are most likely to struggle to meet increasing costs such as energy, food, clothing. Historically after the Christmas period, households will also see increasing demand to manage their debts.

Newport Council alongside its public sector / not for profit partners have a range of services and support packages in place to support those that may be struggling or need advice and guidance. Below are some of the services offered by Newport Council and partners found on Newport Council's [website](#). Some of these services include:

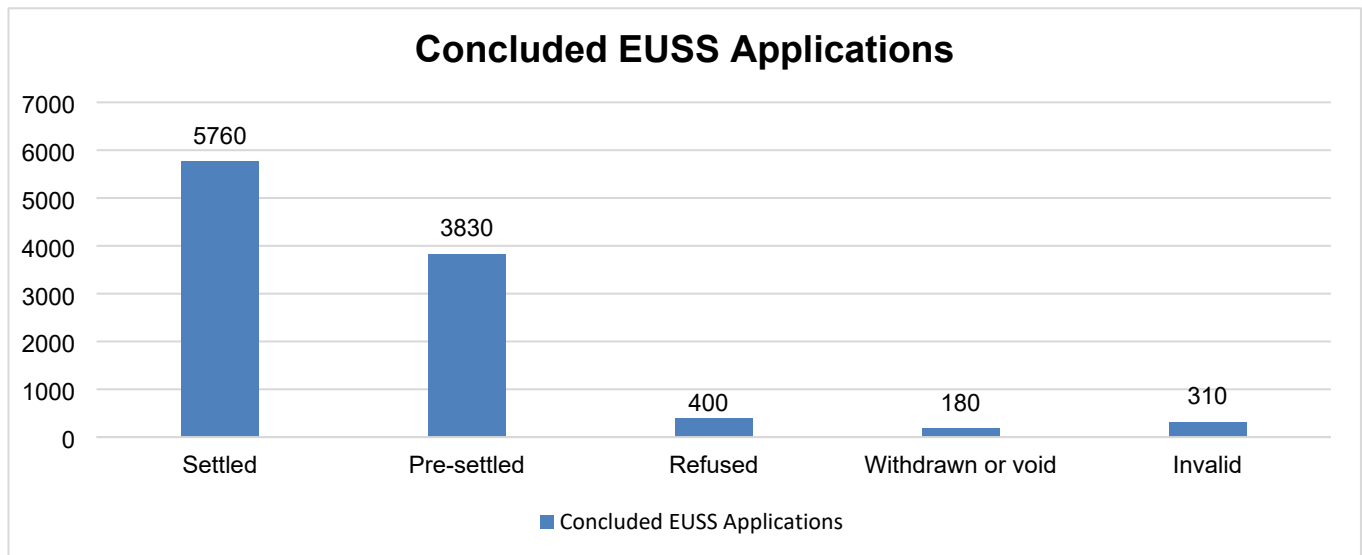
- [Winter Fuel Support Scheme](#) - to support households with winter fuel bills and applications will be open until midnight on 18th February 2022.
- [Covid-19: Self-isolation support scheme](#) – supporting people on low income and cannot work from home who have to self-isolate.
- [Council Tax and Benefits](#) – The team is available to offer support to households and businesses struggling to pay their Council Tax, Non Domestic Rates and also can assist in signposting to other organisations offering money / debt support

At December's Cabinet meeting, we also announced an additional £100k to be distributed across the City's foodbanks and groups to help support increasing pressures on some of the city's most vulnerable households.

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.

Statistics published by the Home Office for EU Settlement Scheme (EUSS) applications concluded between 28th August 2018 to 30th September are outlined in the graph below for EU/EAA citizens in Newport.



In total over the same period, 11,390 applications have made by residents from Newport with 10,470 applications concluded and 920 applications awaiting a decision. This is the second highest number of applications in Wales with residents in Cardiff making the highest total of 24,530 applications. As identified in the graph, 5,760 (55%) of applications have been granted full settled status with 3,830 (26.6%) have been granted Pre-settled status.

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. From mid-September Department of Work and Pensions also suspended benefits for all EEA citizens who do not apply for EUSS within 28 days of reminder letters.

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 anticipated that the number of families and individuals presenting as needing support to due restrictions of their rights and entitlements will continue to 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).

This period, the council has launched its EU Community Grant Scheme which will support grassroots communities and third sector organisations to address some of the emerging issues affecting citizens in Newport. Funded projects will be focussed on:

- Promoting and encouraging late applications to the EU Settlement Scheme
- Reducing discrimination against or hate speech directed at EU communities
- Promotion of EU rights and responsibilities in Post-Brexit Wales
- Social inclusion and integration
- 'Giving a voice' to EU citizens
- Increasing awareness of EU citizens' rights in service provisions
- Creating a welcoming culture amongst our communities towards EU citizens
- Outlining EU citizens' contributions to Newport/Wales

- Addressing inequalities brought about EU exit

The council's Connected Communities team continue to support and signpost EU/EAA citizens and their family members to specialist support services that are able to make late applications to the EUSS, challenge negative decisions and provide advice around rights and entitlements.

These services, provided by voluntary sector organisations including CAB, TGP Cymru, Newport Mind, Settled and Newfields Law are funded by the Welsh Government and Home Office until the end of March 2022. There is no indication that services will continue to be funded after this, which presents a significant risk to available support for EU/EAA citizens and is likely to result in an increased demand on local authority resources.

The council's hardship solutions group continues to see an increase in referrals for individuals and families who are experiencing significant challenges due to their migration status and limited/lack of access to public funds. Without specialist support to regularise status and ensure support is in place, numbers of people facing hardship will increase, alongside risks of exploitation.

Financial Summary (Capital and Revenue)

As part of the Council's financial monitoring process, the Council's Finance team are identifying, monitoring and reporting where appropriate, 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 two 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	3	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

As commented in previous reports, the lasting financial impact of Brexit is still uncertain, however, there are emerging issues, as referenced in this report, which have the potential to impact upon both capital and revenue budgets. Whilst no significant financial impact has been explicitly reported to date, increased costs and delays to schemes have been identified as part of the Capital Programme, which are partly due to increased costs of materials and challenges with the availability of labour. During the remainder of the year, budget / service managers, with finance team colleagues, will continue to monitor on a regular basis and any issues arising will be highlighted through the regular monitoring processes.

Should there be any impacts, on the in-year revenue budget in particular, it will be necessary to manage these from within existing resources and any overall Council underspend, as there are no specific reserves or contingencies for Brexit, aside from the following:

- £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. In addition, as part of the medium term financial planning process, consideration will be given to any Brexit-related financial pressures that may need to be funded within the Council's budget.

It should be noted that both the distribution of the Winter Fuel Payments and oversight of the Community Renewal Fund will place an additional requirement upon the Council in terms of the administration and governance needed but this is fully funded through Welsh Government grant so there will be no adverse budgetary impact. In addition to this, an announcement was made at December's Cabinet meeting to contribute £100k to local community food banks and this will be funded through the overall Council underspend currently being forecast in 21/22.

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

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. The Council and its partners remain committed to support EU/EAA citizens as outlined in the Report.

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 as this is an information only report

Wellbeing for Future Generations

There is potential long term impacts of post EU and single market 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. 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: 5th January 2021

Appendix 1 – Summary of ongoing Council Activity

Theme	Progress of Activity completed by Newport Council to 1 st January 2021
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 • Maindee Primary School collaborating with Compass to deliver a project supporting Roma children and their families to improve their understanding and knowledge of the Roma community, their history and traditions. This work is also supporting the identification of community leaders and influencers to support this work.
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"> • The council continues to lead a city-wide food project network and has engaged with a range of foodbanks to assess current and expected demand over the winter period. Foodbanks report an increase in demand as a result of energy price rises and changes to Universal Credit as well as continued challenges associated with the pandemic. The council has committed £100,000 to support food projects meet additional demand over the winter months. • The Connected Communities Team worked with local Hungarian, Polish, Czech and Slovak communities in early December to celebrate St Nicholas Day. Community events across the city reached around 200 families who were signposted to appropriate support and received information on the EUSS. A community survey on perceptions of the city and council services was also distributed. • 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.

Theme	Progress of Activity completed by Newport Council to 1 st January 2021
	<ul style="list-style-type: none"><li data-bbox="512 226 1394 315">• EU Community Grant Scheme launched EU citizens' rights cards distributed to community venues across Newport



Report

Cabinet

Part 1

Date: 14 January 2022

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 Since the last report in December, Wales is now seeing the community spread of the Omicron variant. In response, the Welsh Government has reintroduced restrictions to mitigate this spread over the festive period and into the new year. These restrictions include schools and office social distancing, entertainment and hospitality venues.

The Council's Gold team has been monitoring the situation and as necessary complied with the changes announced by the Welsh Government. Council staff have also volunteered to support the NHS in the delivery of its vaccination / Booster programme. There is also a risk to the delivery of Council services should it also experience increased number of cases of staff self-isolating.

The report also includes a summary of activity across Council services in December 2021.

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

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 [15th December](#), 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 (PHW) and ABUHB partners.

Wales Covid-19 Update (December/January)

In December, the Welsh and UK Governments announced that the Omicron variant of Covid was being transmitted in the community and is more virulent than previous variants (alpha and delta). Since this announcement, the Omicron variant is now the main variant being transmitted in Wales and across the UK ([Public Health Wales Dashboard](#)). As scientists are learning about the symptoms and the impact that the new variant is having across the country, guidance is likely to change over the coming months.

The initial response in Wales saw the booster programme being given more resources to increase the number of people to receive three doses of the vaccine as well as continuing to encourage those that have not received the vaccine to take up this offer. Households have also been encouraged to take regular testing using Lateral Flow Tests before and after going to events and potential crowded places.

Since 26th December the Welsh Government took Wales into [Alert Level 2](#) and has reintroduced several restrictions returning to minimise the impact of community spread in Wales. The changes at the time of writing the report are:

- **Education** – Schools given two additional days to prepare. Secondary school pupils required to take more Covid tests and reintroduction of staggered start / end times.
- **Office spaces (including NCC)** – 2 metre rule on social distancing in offices
- **Entertainment / Hospitality** – from 26th December nightclubs in Wales closed and a maximum of six people can meet in public premises.
- **Sporting Events** – All sporting events held behind closed doors.
- **Indoor / Outdoor Events** – Up to 30 people can attend indoor events and 50 attending outdoor events.
- **Self-Isolation** – If you have tested positive for Covid-19, you can leave self-isolation after 7 full days instead of 10 days.

These restrictions are in addition to the existing restrictions that were already in place such Covid passes and wearing of face masks in indoor areas and transport. The situation across ABUHB remains at a critical position which continues to also have an impact on the Council's social services particularly in adult care.

The Council's message to households and businesses across Newport remains to get vaccinated, adhere to the WG restrictions and to self-isolate and test if you and/or a member of the household think or are infected.

Newport City Council Update

Newport Council's Gold team has remained in place and throughout the pandemic and was already in a position to respond and support the emerging changes. With the additional pressure on resources in the NHS, public sector bodies including Newport Council have been asked to provide any spare resource / volunteers to support the vaccination/booster programme. At the time of this report, Newport Council has provided staff to assist with this effort.

For the Council's front-line services eg. Social Services, waste collection schools and community services the Council has adapted services to meet the WG requirements but it is also likely that services will be disrupted over the coming months due to staff having to self-isolate and additional pressures on services.

For all other staff in Newport the message remains for staff (where they can) to work from home. With the emergence of the new variant communications have been issued to provide staff updates on the WG

restrictions. This message equally applied to Members and access to the Civic Centre and democratic functions will continue to be undertaken virtually.

Risk assessments are in place for all the 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, protecting both themselves and people they are working with. For the 5,500 staff employed by Newport City Council (including schools) approximately 1,200 have been regularly working from locations other than their usual place of work (including home working). The remaining staff and the services that they deliver have continued in line with the risk assessments in place and Government guidance during the Pandemic.

Where appropriate we have enabled teams to resume activity previously being undertaken from home as and when required. This has been possible because of the work done with service areas, Health and Safety, staff and Trade Unions to put in place robust risk assessment arrangements. We will continue this process over the coming months, whilst monitoring and responding to changes in the infection rates within the population. Services such as libraries and face to face customer services are currently operational and are providing in-person activity.

NCC and Welsh Government Support

At this difficult point in time, Newport Council is aware that many households and businesses in Newport will be concerned about self-isolating, money worries and/or need support. The Welsh Government, Newport Council and the third sector offer a range of services to households and businesses. Many of the Council's services can be found on the Newport Council [website](#). Some of these services include:

- [Winter Fuel Support Scheme](#) - to support households with winter fuel bills and applications will be open until midnight on 18th February 2022.
- [Covid-19: Self-isolation support scheme](#) – supporting people on low income and cannot work from home who have to self-isolate.
- [Council Tax and Benefits](#) – The team is available to offer support to households and businesses struggling to pay their Council Tax, Non Domestic Rates and also can assist in signposting to other organisations offering money / debt support
- Business Support – Welsh Government have announced a package of financial support for businesses and two of these schemes will be implemented by the Council's Business support and revenues teams. Final details of the schemes are yet to be finalised at time of writing but will open in mid-January with eligible businesses having to apply or register for support. Details will be posted on the Council's website as soon as final eligibility and application details are available

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 January 2022
Strategic Recovery Aim 1 – Supporting Education & Employment	<ul style="list-style-type: none"> • Schools will be making preparations to meet the new guidelines and potential online learning in the New Year. • Ongoing work to improve availability of the internet across NCC and community sites.
Strategic Recovery Aim 2 – Supporting the Environment and the Economy	<ul style="list-style-type: none"> • Good progress is being made on key city centre developments opening in the New year. • New footbridge over Newport Railway station was installed on Christmas day.
Strategic Recovery Aim 3 – Supporting the Health & Wellbeing of Citizens	<ul style="list-style-type: none"> • Regulatory Services continuing to support businesses and enforcement action where there is non-compliance. • Guidance has been updated to align with the Welsh Government's rule changes.
Strategic Recovery Aim 4 – Supporting	<ul style="list-style-type: none"> • Ongoing collaboration with Registered Social Landlords with housing and homelessness support.

Strategic Recovery Aim	Summary of Council's activities to 1 st January 2022
Citizens post Covid-19	<ul style="list-style-type: none"> • Youth Justice Service collaborating and support Gwent Police identified as at risk of drifting towards criminality within the city centre. • Officers recruit volunteers and support workers who will patrol Newport city centre to identify young people who may be at risk or active in ASB and engage with them, suggesting alternative activities and otherwise offering safeguarding support. • Participatory Budgeting collaboration with Health that will enable local organisations and community groups to access NCC and Health funding to deliver projects in their local areas.

Financial Summary (Capital and Revenue)

The Council's financial (revenue and capital) update is reported separately as part of the Council's regular 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 2 (July to September '21) 2021/22 risk report update. Quarter 2 update to be provided in December.

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	4	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 will continue until the end of March 2022, albeit with a reduced scope for the second half of this financial year. In addition, where relevant, Welsh Government have provided specific grant funding to fund particular costs arising. This means that, overall, the financial impact of the pandemic upon the Council has been largely mitigated and this remains the case while restrictions are

being reintroduced, which in turn places further pressure on enforcement services, as a result of concerns over the spread of the Omicron variant.

Close monitoring of the financial issues arising, as a result of Covid, will continue throughout the year and will be reported as part of the regular monitoring process. All activities up to December detailed in this report have either been funded via core budgets, specific grants or the Hardship Fund. To date, and in a similar vein to 2020/21, an overall underspend against the revenue budget is being projected. However, the underlying reasons for the underspend are not solely due to the effects of the pandemic and are largely one-off in nature. Also, there are a number of service pressures contained within the position and, therefore, this means that the medium term outlook remains challenging. Because of this, it will be important to identify and quantify any lasting financial impact of the pandemic, particularly in light of the Hardship Fund ending in March 2022.

Consideration will need to be given as to whether any of the issues require funding as part of next year's budget and it will also be necessary to continue discussions with Welsh Government regarding the need for financial support for pressures specifically linked to the pandemic. The draft settlement for local authorities in Wales was released on 21st December, details of which are currently being reviewed to determine the impact on the Council moving forward.

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. The concerns about transmission of the Omicron variant and the introduction of certain control measures as from 27th December has impacted on the work of Environmental Health and Trading Standards teams in managing clusters, containing transmission and enforcing compliance with the new Covid restrictions. Previously, the Covid response work had been scaling-down and regulatory staff had been able to resume other enforcement work, but that will have to be re-assessed in the light of recent developments. The TTP team have been required to increase backward tracing in relation to contact cases for the new variant and Environmental Health are supporting closed care settings and schools. Enforcement staff are re-engaged in Covid inspection work, and are preparing for programmed inspections after 27th December to check closure of night-clubs, spectator bans at sporting events and social distancing in shops and offices. They are also preparing for any further escalation of the restrictions in relation to other hospitality premises. The policy will be to provide advice and assistance to ensure compliance and enforcement action will only be taken in the event of flagrant or persistent breaches.

Comments of Head of People and Business Change

The Council's existing Gold structure is closely monitoring and reporting on the impacts of the new variant and restrictions on Council services. The Council maintains a policy for staff where they can work from home and for front-line staff to take necessary measures to maintain social distancing. There is likely to be an impact on the delivery of services and may require resources to be diverted and support key front-line services.

The Council's Human Resource team will closely monitor and report on staffing levels to the Gold group that will assist in identifying risk areas in the Council.

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.

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: 6th January 2022

Appendix 1 – Progress of Delivery against Strategic Recovery Aims (to 1st January 2022)

Strategic Recovery Aim 1 – Supporting Education & Employment.

Understand, and respond to, the additional challenges, which Covid19 has presented, including loss of employment, impact on business and on the progress, achievement and wellbeing of both mainstream and vulnerable learners.

Supports Wellbeing Objective 1 – To improve skills, education and employment opportunities.

Strategic Aim Step	January 2022 Update (By Exception)												
<p>Support schools and other educational establishments to safely reopen for staff and pupils.</p> <p style="writing-mode: vertical-rl; transform: rotate(180deg);">Tudalolen 381</p>	<p>In preparation of schools coming back in January, WG gave all schools an additional two days preparation and reintroduced measures to mitigate against Covid outbreaks including increased testing from secondary pupils, staggered start / end times, masks worn in communal areas. There may be additional measures added as we go through the next couple of months.</p> <p>As previously reported, the supermarket voucher scheme was used to support free school meal eligible families over the two-week Christmas holiday period, and will continue to support eligible pupils who are prevented from attending school after testing positive for Covid or due to self-isolation during the Spring term.</p> <p>Free Breakfast Clubs are now operational at 37 primary, special and nursery schools across Newport, in accordance with local risk assessments undertaken and monitored by Headteachers. One private provision is also operational.</p> <p>The Commissioning Team is continuing to work with Chartwells to monitor supply chains and staff availability in relation to the school meals contract, with local adjustments to provision being made where necessary. Christmas Dinner days were offered to all schools, albeit with slight adjustments to arrangements in place in previous years to ensure a Covid-safe approach.</p>												
<p>Work to prevent and reduce inequality of progress and outcomes in education for mainstream and vulnerable learners.</p>	<p>There remains high levels of pupil absence across school settings. Education Welfare Officers continue to work closely with schools to support improved individual learner level attendance.</p> <table border="1" data-bbox="562 1078 1167 1426"> <thead> <tr> <th colspan="2">Average % of pupils who were in attendance</th> </tr> </thead> <tbody> <tr> <td>01/11/2021 to 05/11/2021 (r)</td> <td>88.8</td> </tr> <tr> <td>08/11/2021 to 12/11/2021 (p) (r)</td> <td>89.4</td> </tr> <tr> <td>15/11/2021 to 19/11/2021 (p) (r)</td> <td>89.4</td> </tr> <tr> <td>22/11/2021 to 26/11/2021 (p)</td> <td>87.8</td> </tr> <tr> <td>29/11/2021 to 03/12/2021 (p)</td> <td>87.1</td> </tr> </tbody> </table> <p>(r) Revised (p) Provisional</p>	Average % of pupils who were in attendance		01/11/2021 to 05/11/2021 (r)	88.8	08/11/2021 to 12/11/2021 (p) (r)	89.4	15/11/2021 to 19/11/2021 (p) (r)	89.4	22/11/2021 to 26/11/2021 (p)	87.8	29/11/2021 to 03/12/2021 (p)	87.1
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Strategic Recovery Aim 1 – Supporting Education & Employment.

Understand, and respond to, the additional challenges, which Covid19 has presented, including loss of employment, impact on business and on the progress, achievement and wellbeing of both mainstream and vulnerable learners.

Supports Wellbeing Objective 1 – To improve skills, education and employment opportunities.

Strategic Aim Step

January 2022 Update (By Exception)

In November 2021, Education Welfare Officers attended 75 school meetings and completed 189 home visits. Where Education Welfare Officers engaged with parents and pupils to discuss the reasons for non-attendance, the main reasons given for persistent absence were: Covid 19 positive cases; Covid 19 self-isolation; Covid 19 anxiety; other illnesses; mental health issues related to the child or their family; and family holidays taken during term time.

Support schools to enhance and develop digital skills; digital teaching and learning platforms; and enhanced support for digitally excluded learners.

Recent issues with broadband connectivity have posed significant ongoing concerns for many schools in Newport and across Wales. The Public Sector Broadband Aggregation (PSBA) is a Welsh Government owned contract delivered by BT which provides schools with a curriculum broadband and web filtering service called Websafe. A Websafe failure has resulted in connectivity issues ranging from a slow connection in some schools, to intermittent connectivity in others and, in some cases, complete outage. The Welsh Government PSBA team is working closely with local authorities across Wales to address these issues. They recognise the unsatisfactory level of connectivity that some schools are experiencing and the disruption this is having on teaching and learning. The PSBA team now believe they have identified the root cause of the issues and are working to resolve these. They have also asked the Centre for Digital Public Services for support in addressing and managing full service restoration. The Welsh Government has confirmed that a full review has been commissioned to ensure these circumstances do not occur again.

The project to migrate school users of @newport.gov.uk emails to Hwb using the @newportschools.wales domain is ongoing. In addition, schools continue to receive deliveries of EdTech funded devices with charging trolleys and laptops being delivered at the end of the Autumn Term.

Support and enable people that are digitally excluded to access community IT programmes, Council services and other public services.

Requests for devices for younger children needing to access speech and language sessions are being met and there continues to be a need for digital equipment and resources for relevant groups to provide them with a choice of how to engage with us and partners.

Bandwidth has been increased in several public wi-fi community building to facilitate livestreaming of public events such as the Older Peoples Commissioner event. Local Broadband Fund application has been submitted on the 9th December to increase the current Digital Infrastructure in Adult Residential homes to Dark Fibre to facilitate the use of Technology enabled Care. The “Get Connected” cohorts have been booked to start in January to be delivered in community settings to bridge the digital skills gap in the community. Community Development Officers will go through a train the trainer course to deliver Get Connected.

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<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	January 2022 Update (By Exception)
Support people who have been affected by unemployment to access new opportunities through training and re-employment required for post Covid 19 businesses.	Recruitment drive for the Mercure hotel has been postponed to mid January 2022. The Kickstart scheme has been extended to March 2022 which means placements will now end June 2022.
Ensure our diverse communities are appropriately supported through tailored interventions specific to their needs, including consideration of language, culture and points of access.	In quarter 3 a new law was introduced requiring improved labelling for food in relation to allergens. The Trading Standards Service circulated to all relevant food operators a multi-lingual video training tool to help businesses with the changes. There has been an increase of requests from Playgroup settings for digital devices for those with younger children. Families are requesting these in order to access the speech and language sessions being delivered. As a result, the settings have now been given their own allocation of devices to loan out to families so it speeds up the request process and gets the devices directly to the families who need them quickly.
<p>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.</p> <p>Supports Wellbeing Objective 2 – To promote economic growth and regeneration whilst protecting the environment.</p>	
Strategic Aim Step	January ‘22 Update (By Exception)
Maintain our focus on regenerating Newport to deliver existing and new investment projects.	Planning permission was granted for the new leisure and wellbeing project on 3rd November and represents a positive step in the delivery of the Newport Knowledge Quarter. The Chartist Tower hotel development is on track to open in February 2022 and work on the Indoor Market and Market Arcade are due for completion in January 2022.
Enable and support the construction industry to re-establish the supply of new and affordable housing.	Welsh Government have announced a £45m package to train staff and help Welsh SMEs grow and meet current supply chain pressures and issues. Planning permission granted for Newport City Homes development at Old Town Dock.
Enable and support businesses to re-establish normal operations whilst maintaining	Officers continue to carry out interventions to assess compliance with risk assessment requirements related to Level Zero controls. Officers are now integrating these compliance checks into general working. Each regulatory intervention will now have at least two purposes; the COVID check and the “business as usual” check.

Strategic Recovery Aim 2 – Supporting the Environment and the Economy

Understand and respond to the impact of Covid19 on the city’s economic and environmental goals to enable Newport to thrive again.

Supports Wellbeing Objective 2 – To promote economic growth and regeneration whilst protecting the environment.

Strategic Aim Step	January ‘22 Update (By Exception)
Tudalen 384 the health and safety of their workers and customers.	<p>Licensing Officers have carried out a ‘test purchase operation’ in the city’s nightclubs. Two officers not known to the licensed trade attempted to enter the venue without a relevant COVID Pass (both officers were fully vaccinated). On each occasion the request to enter was refused. This is encouraging.</p> <p>Officers continue to carry out business enforcement work; issues under scrutiny; licensed premises adherence to conditions; taxis illegally plying for hire; rogue traders active at people’s homes; and age restricted products to children and others. Routine food standards work continues; the emerging threat is a high proportion of businesses failing to deploy an adequate allergens protection system. Results have also been received relating to a food fraud sampling project. 6 out of 6 food premises sold food with misleading descriptions.</p> <p>A major day of action was undertaken whereby huge amounts of illegal tobacco were seized. Multi-agency operations have taken place focussed on scrap metal dealers. Officers attended the first session in many months of the city centre Pub Watch. Significant support was provided relating to compliance in general. The UK has seen an increase in illegal Disposable Vape Products; officers have carried out compliance checks at retailers and significant numbers of illegal product have been removed from the marketplace. Newport businesses have also been contacted and advised in relation to Avian Influenza.</p>
Enable and support businesses to prepare for future trade arrangements resulting from Brexit negotiations.	See EU transition Cabinet Report. In Quarter 3 we received notification of the UK CRF funding which Newport received £2.8m. This funding will be given to the successful organisations that will deliver various projects to improve employment opportunities, re-skilling and training, improvements to local areas and research and development.
Protect and improve the environment, including air quality and decarbonisation of the city for its residents, businesses and visitors.	<p>Trading Standards continue their work on the Operation Emerald project. An attempt to improve the energy efficiency of housing with poor and unlawful energy performance. Advice and warnings have been issued to 300 plus landlords and advice has been provided to 40 plus letting agents (in their gatekeeper role).</p> <p>Planning permission was granted for a 2.4MW solar farm on council land at December Planning Committee. Development of multiphase low carbon retrofit programme underway. Further funding being sought for low carbon heat installations.</p> <p>Council declared an ecological and climate emergency in November and the organisations Climate Change Plan is out for public consultation until 31st December, ahead of report to Cabinet on the final draft.</p>

Strategic Recovery Aim 2 – Supporting the Environment and the Economy

Understand and respond to the impact of Covid19 on the city's economic and environmental goals to enable Newport to thrive again.

Supports Wellbeing Objective 2 – To promote economic growth and regeneration whilst protecting the environment.

Strategic Aim Step	January '22 Update (By Exception)
Continuing support and safe delivery of the Council's City services including waste, cleansing and highways.	The Council's City Services are continue to operate normally unless over the Christmas period they encounter pressures on staffing levels. Contingency measures are in place to manage this area.

Strategic Recovery Aim 3 – Supporting the Health & Wellbeing of Citizens

Promote and protect the health and wellbeing of people, safeguarding the most vulnerable, and building strong, resilient communities

Supports Wellbeing Objective 3 – To enable people to be healthy, independent and resilient

Strategic Aim Step	January '22 Update (By Exception)
Support people to remain living independently in their homes and communities. Tudalen 385	The continuing pressure within our provider services to continue to support citizens in their own homes is under significant pressure. Adult services are reviewing all package of care each week to ensure the most vulnerable are provided with services. Commission and brokerage continue to work in partnership with our providers to support them and ensure clear communication is in place. We have utilised covid recovery funds from Welsh Government to directly support providers of Domiciliary care and residential homes. We have a number of block placements with providers to ensure provision. Since the beginning of November, the number of outstanding Packages of care is 43 (3/01/2022) and there continues to be stringent monitoring continues to support the process within adult services each week. The pressure within the workforce and the inability to recruit continues, this is because of the hospitality and retail services offering enhanced packages of employment.
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.	The workforce pressures across all of social care continue to present significant challenges in safely delivering services. The past twenty months has led to the workforce consistently working with higher levels of referrals while managing workloads against a backdrop of the restrictions and changing environment. The workforce was stretched going into the winter and the combination of the impact of the pandemic, the usual winter pressures and a return over the past month of heightened concerns because of Omicron are having a debilitating impact across the whole staff group. The additional funding to aid Covid recovery has been utilised to try to build in additional support for children, young people, families and vulnerable adults. However, the staffing challenges are making it increasing difficult to offer expansive services and are drawing service provision ever further away from preventative services. Recruitment and retention are a National issue and while we continue to explore a wide range of options to attempt to recruit and retain staff it is going to continue to be a challenging arena for many months to come.

Strategic Recovery Aim 3 – Supporting the Health & Wellbeing of Citizens

Promote and protect the health and wellbeing of people, safeguarding the most vulnerable, and building strong, resilient communities

Supports Wellbeing Objective 3 – To enable people to be healthy, independent and resilient

Strategic Aim Step	January '22 Update (By Exception)
Assess the impact and the long-term sustainability of the social care sector in Newport informing future service requirements.	<p>Assessing individual need and prioritising care continues to drive Adult Services. The issues in accessing packages of care and the pressures of staffing have led to a greater emphasis on the prioritisation of work in order to meet the needs of the most vulnerable quickly.</p> <p>Across the region the LAs and the Health Board are working to manage the sustainability of the social care sector. The commissioning team are working flat out to negotiate resilient and safe packages of care. The use of additional grant monies and the winter pressures funding will contribute to being able to sustain care while negotiating contracts post the financial settlement and the introduction of the real living wage.</p>
Safeguard and support children and young people to remain safely with their families.	<p>Referrals in Children's Services are higher than they have ever been. In addition the complexity of cases means they require greater depth and longer term involvement and work.</p> <p>Assessments continue to be overseen by managers and as with adults staff are working to prioritise the most high risk referrals.</p> <p>Family Support services are continuing to operate and as we see change because of other agencies moving staff to other areas for example health visitors moving to the vaccination programme we will continue to work with partners to ensure wherever possible we are still seeing children regularly.</p>
Improve opportunities for Active Travel and work towards improved air quality.	<p>Following public consultation our Active travel network map review has been completed and our updated map of active travel routes (both existing and proposed routes) has been submitted to Welsh Government for approval. The map and routes within it will be used to plan future active travel developments over the next 5 years.</p> <p>Lighting on the new shared use routes through Tredegar Park and the Old Tredegar park golf course have been installed and switched on. As in the last update plans are in place to install the main sections of the shared use bridge over the railway over the Christmas period.</p> <p>Bridge segments have been delivered and lifting crane is being assembled. Main installation will commence on Christmas Eve and continue through the 72 hour railway closure until the Christmas bank holiday. The bridge will be lifted in five main pieces. Once in place works will commence on the connecting ramps and routes into 2022.</p> <p>Works to improve an Active travel link between the school drop off area in the Tredegar Park car park and St David's Primary School will commence in early January.</p>
Regulate businesses and support consumers / residents	<p>Officers continue to carry out interventions to assess compliance with risk assessment requirements related to Level Zero controls. Officers are now integrating these compliance checks into general working. Each regulatory intervention will now have at least two purposes; the COVID check and the "business as usual" check.</p>

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Strategic Recovery Aim 3 – Supporting the Health & Wellbeing of Citizens

Promote and protect the health and wellbeing of people, safeguarding the most vulnerable, and building strong, resilient communities

Supports Wellbeing Objective 3 – To enable people to be healthy, independent and resilient

Strategic Aim Step	January '22 Update (By Exception)
to protect and improve their health.	<p>Licensing Officers have carried out a 'test purchase operation' in the city's nightclubs. Two officers not known to the licensed trade attempted to enter the venue without a relevant COVID Pass. (Both officers were fully vaccinated). On each occasion the request to enter was refused. This is encouraging.</p> <p>Officers continue to carry out business enforcement work; issues under scrutiny; licensed premises adherence to conditions; rogue traders active at people's homes; and age restricted products to children and others. Routine food standards work continues; the emerging threat is a high proportion of businesses failing to deploy an adequate allergens protection system. A major day of action was undertaken whereby huge amounts of illegal tobacco were seized. Multi-agency operations have taken place focussed on scrap metal dealers. Officers attended the first session in many months of the city centre Pub Watch. Significant support was provided relating to compliance in general and specifically on the issue of drinks-spiking prevention. The UK has seen an increase in illegal Disposable Vape Products; officers have carried out compliance checks at retailers and significant numbers of illegal product have been removed from the marketplace.</p>
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.	Libraries, Museum and Art Gallery remain open within current guidelines.
Sustain a safe, healthy and productive workforce.	<p>The Council's message remains for Council staff to work from home (where they can). The Council has also updated its guidance for staff working in the office to meet the Welsh Government's rules. Ongoing communications are in place to remind staff about self isolation, social distancing and undertaking risk assessments.</p> <p>Staff absence levels are being monitored.</p>

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Strategic Recovery Aim 4 – Supporting Citizens post Covid-19

Provide people with the resources and support that they need to move out of the crisis, considering in particular the impact that Covid 19 has had on our minority and marginalised communities.

Supports Wellbeing Objective 4 – To build cohesive and sustainable communities

Strategic Aim Step	January '22 Update (By Exception)
<p>Work together with our partners to reduce poverty, address homelessness and support our most vulnerable people as a priority.</p>	<p>WG hardship funding continues to be used to support the additional pressures on temporary accommodation due to the extended duty to accommodate anyone presenting as homeless. We continue to work in partnership with Registered Social Landlords to provide suitable, affordable move on accommodation, but supply remains a challenge. 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.</p> <p>The Housing and Homelessness teams are facing challenges with recruitment. This is a sector-wide issue.</p> <p>Material cost increases have resulted in average Disabled Facility Grant grant costs increasing significantly with longer contractor/material lead times. This has been evident since Covid-19 and Brexit.</p>
<p>Assess and address the inequalities that Covid 19 has highlighted or contributed to within our 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. The council is currently refreshing its Covid-19 Community Impact Assessment to better understand enduring or emerging inequalities since its development. This will inform the allocation of funding made available in our second Participatory Budgeting programme (below).</p>
<p>Identify, develop and seek to sustain any positive developments emerging during the crisis.</p>	<p>More than ever, it has been important for us to develop engaging communications content that would improve our reach on such platforms in what was a particularly saturated environment.</p> <p>Our move towards using more graphical representations, animations and video content has been supported with additional training and upskilling of the team. In addition, we have just appointed an additional resource within the communication team with a specific focus on creating digital content. This will allow us to produce more content in-house and further develop our communication offering.</p> <p>The NCC and One Newport annual reports are now published highlighting a range of positive work in the last year.</p>
<p>Developing opportunities for people to access suitable and affordable housing.</p>	<p>The Social Housing Grant programme is funding the development of over 500 new affordable housing units with several schemes due to complete within the current financial year. Delivery schedules are impacted by the sector wide issues with materials and labour supply, along with associated increased costs.</p>

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Strategic Recovery Aim 4 – Supporting Citizens post Covid-19

Provide people with the resources and support that they need to move out of the crisis, considering in particular the impact that Covid 19 has had on our minority and marginalised communities.

Supports Wellbeing Objective 4 – To build cohesive and sustainable communities

Strategic Aim Step

January '22 Update (By Exception)

Deliver a community cohesion programme that effectively responds to community tensions and creates a shared sense of identity across the city.

The council's Connected Communities Team continues to meet regularly with policing and other partner colleagues to monitor and respond to emerging community tensions. Funding from the community cohesion work programme has been utilised to support the second round of Participatory Budgeting and the team are engaging minority and marginalised communities across the city to ensure they are able to access and engage with the programme and its funding opportunities.

EU and Welsh Language community grant schemes have recently been launched to support grassroots groups to build resilience, cultural awareness and promote positive community relations across the city. Welsh language grants have been assessed with awards being made to 13 applications for a variety of activities and groups promoting the Welsh language in Newport.

Prevent and address instances of antisocial behaviour (ASB) impacting upon the residents and the business community of Newport.

Youth Justice Service - As identified in the Safer City Centre Group Action Plan

Young people and children participate in nuisance activity and ASB in the city centre and drift towards criminality Operation Ashton: Officers consider young people who have been identified as at risk of drifting towards criminality within the city centre to attend a Panel. The purpose of the panel is to identify diversion activities in the form of a plan consented to by the child and parent who both attend the panel. Business partners will be involved.

Young people and children are present in the city centre and are at risk themselves or pose a risk to nuisance and criminality and perceptions of safety; and lack support or guidance.

Positive Patrols: Officers recruit volunteers and support workers who will patrol Newport city centre to identify young people who may be at risk or active in ASB and engage with them, suggesting alternative activities and otherwise offering safeguarding support. This activity has similarities with Safer Streets plans for ambassadors and for the historical work of the Street Pastors.

Young people in the city centre have poor options for recreation so turn to nuisance, criminality or ASB

Young People Positive Activities and Experiences: To identify activities that ensure the city centre offers young people valuable and positive experiences and refer them to the Youth Justice Service. Various activities being considered, a meeting took place to consider a diversion multi-sport service with the city centre, will keep group updated.

YJS has identified a Community Project Officer to take the lead on this area of work. We are hoping to identify a pop-up shop via the local business community to provide a safe place for children to go for information, advice and support which is intended to allow all agencies to work together and provide a visual support to children in the city centre.

Strategic Recovery Aim 4 – Supporting Citizens post Covid-19

Provide people with the resources and support that they need to move out of the crisis, considering in particular the impact that Covid 19 has had on our minority and marginalised communities.

Supports Wellbeing Objective 4 – To build cohesive and sustainable communities

Strategic Aim Step	January '22 Update (By Exception)
<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Tudalen 390</p>	<p>The Youth Justice Service have now made links with Dan Smith from the M4 Property Consultants who has indicated he would be interested in working with the Youth Justice Service in a restorative way and may be able to identify a pop up shop for us to use for children to drop in to and allow us the opportunity of diverting them away from criminal behaviour in line with the Youth Justice Blueprint.</p> <p>Licensing and Trading Standards are working to reduce alcohol related ASB. Licensing Officers are active in improving the practices of businesses that facilitate drunken misbehaviour in communities and the city centre. The latest under-age-sales test purchasing operation took place on 28 October with Gwent Police. 14 premises were tested; 5 for knives, 2 for vape products, 1 for nitrous oxide and 6 for fireworks. There was one illegal sale. A shop in the Pillgwenlly ward sold a knife to the volunteer. Advice and follow up work will be carried out. Officers also participated in Operation Bang and investigated allegations of illegal fireworks sales.</p> <p>The response to addressing ASB is continuing to work dynamically, utilising a strong partnership approach through the twice monthly Problem Solving Group and information sharing meetings. These are led, chaired and facilitated by the ASB Liaison Officers in Law & Regulation.</p> <p>The Community Safety Warden Service will continue to respond to incidents of ASB as it has throughout the pandemic.</p>
<p>Re-establish Community Regeneration facilities and services where it is safe to do so for staff and its service users.</p>	<p>All hubs open and operating in accordance with risk assessments. Additional Covid support funding granted for Ringland Hub.</p>
<p>Develop opportunities for community involvement participation and engagement.</p>	<p>The Covid Recovery Fund to support grass roots groups and projects has been launched. The 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.</p> <p>Applications are now open with a steering group established for voting events in January and closing date extended to 15th January. NCC webpage for further information: https://bit.ly/3ru3L53</p> <p>We are currently running a Perception of Newport Survey through Bus Wi-Fi and including questions showing 6 Council Services and asking users to choose their Priorities for the Council over the next 5 years.</p>

Report

Cabinet

Part 1

Date: 14 January 2022

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: 23 December 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"> ▪ CEdO ▪ 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 ▪ CEdO ▪ 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 ▪ Replacement LDP – Feedback on Integrated Sustainability Appraisal and proposed next steps ▪ Strategic Equality Plan Annual Report ▪ Covid Update Report 	<ul style="list-style-type: none"> ▪ HP&BC ▪ HRIH ▪ HP&BC ▪ CX/HP&BC

	<ul style="list-style-type: none"> ▪ Brexit Update Report ▪ PSB Summary of Business ▪ Work Programme 	<ul style="list-style-type: none"> ▪ CX/HP&BC ▪ HP&BC ▪ GTL
Cabinet 10/11/21	<ul style="list-style-type: none"> ▪ Revenue Budget Monitor ▪ Capital Budget Monitor and Additions ▪ Annual Report on Compliments, Comments and Complaints Management 2020 ▪ Covid Update Report ▪ Brexit Update Report ▪ Work Programme 	<ul style="list-style-type: none"> ▪ HoF ▪ HoF ▪ Customer Services Mgr ▪ CX/HP&BC ▪ CX/HP&BC ▪ GTL
Council 23/11/21	<ul style="list-style-type: none"> ▪ Council Appointments ▪ City Centre PSPO ▪ Strategic Equality Plan Annual Report ▪ Democratic Services Annual Report ▪ Standards Committee Annual Report 	<ul style="list-style-type: none"> ▪ DSM ▪ HL&R ▪ HP&BC ▪ HL&S ▪ HL&S
Cabinet 15/12/21	<ul style="list-style-type: none"> ▪ Treasury Management Report ▪ Corporate Risk Register Update (Quarter 2) ▪ AW Certificate of Compliance ▪ New Normal Report ▪ Director of Social Services Annual Report ▪ Covid Update Report ▪ Brexit Update Report ▪ Work Programme 	<ul style="list-style-type: none"> ▪ HoF ▪ HP&BC ▪ HP&BC ▪ HP&BC ▪ SD - People ▪ CX/HP&BC ▪ CX/HP&BC ▪ GTL
Cabinet 14/01/22	<p><u>Budget:</u></p> <ul style="list-style-type: none"> ▪ 2022/23 Revenue Draft Budget and MTFP: Final Proposals ▪ Revenue Budget Monitor ▪ Capital Budget Monitor ▪ Welsh National TOMs for Social Value ▪ Mid-Year Performance Analysis 2020/21 ▪ Update report on CCR/CJC working arrangements ▪ Welsh in Education Strategic Plan – 2021/2025 ▪ Brexit Update ▪ Covid Recovery ▪ Work Programme 	<ul style="list-style-type: none"> ▪ HoF ▪ HoF ▪ HoF ▪ HoF ▪ HP&BC ▪ CX/SDT&C/HL&R/ HoF/PPIM ▪ CEo ▪ CX/HP&BC ▪ CX/HP&BC ▪ 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 ▪ Gambling Act 2005 – Statement of Principles ▪ Schedule of Meetings 2022/23 ▪ Mayoral Nomination 2022/23 	<ul style="list-style-type: none"> ▪ DSM ▪ HoF ▪ HCS ▪ SD – People ▪ HL&S ▪ GTL ▪ GTL

Cabinet 18/02/22	<ul style="list-style-type: none"> ▪ 2022/23 Capital Strategy and Treasury Management Strategy ▪ 2022/23 Revenue Final Budget and MTFP: Final Proposals ▪ Verified Key Stage 4 and 5 Pupil Outcomes ▪ Climate Change Strategy ▪ Welsh Language Five Year Strategy ▪ Western Gateway ▪ Covid Recovery Update ▪ Brexit Update ▪ Work Programme 	<ul style="list-style-type: none"> ▪ HoF ▪ HoF ▪ CEoO ▪ HP&BC ▪ HP&BC ▪ HRIH ▪ CX/HP&BC ▪ CX/HP&BC ▪ GTL
Council 01/03/22	<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 ▪ Welsh Language Five Year Strategy ▪ PSPO Control of Dogs 	<ul style="list-style-type: none"> ▪ DSM ▪ HoF ▪ HoF ▪ HoF ▪ HP&BC ▪ HE&PP
Cabinet 09/03/22	<ul style="list-style-type: none"> ▪ Pay and Reward Statement 2022/23 ▪ The Local Area Energy Plan ▪ 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 ▪ 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 ▪ Replacement LDP Feedback on Growth Options and Vision/Objectives ▪ Covid Recovery Update ▪ Brexit Update ▪ PSB Summary Document (for information/awareness) ▪ Work Programme 	<ul style="list-style-type: none"> ▪ HC&YPS ▪ HRIH ▪ 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