

Agenda



Newport City Council

Ddydiad: Dydd Mawrth, 22 Tachwedd 2022

Amser: 5.00 pm

Lleoliad: Siambr y Cyngor, Canolfan Ddinesig

At sylw: **Pob Aelod o'r Cyngor Dinas**

HYSBYSIAD GWE-DDARLLEDU

Gall y cyfarfod hwn gael ei ffilmio ar gyfer darllediad byw neu ddarllediad wedi hynny trwy wefan y Cyngor.

Ar ddechrau'r cyfarfod, bydd y Maer neu'r Person sy'n Llywyddu yn cadarnhau os yw cyfan neu ran o'r cyfarfod yn cael ei ffilmio. Efallai y bydd y delweddau a recordiad sain yn cael eu defnyddio hefyd at ddibenion hyfforddiant o fewn y Cyngor.

Yn gyffredinol, nid yw'r ardaloedd eistedd cyhoeddus yn cael eu ffilmio. Fodd bynnag, wrth fynd i mewn i'r ystafell gyfarfod a defnyddio'r ardal seddau cyhoeddus, rydych yn rhoi caniatâd i chi gael eich ffilmio a defnydd posibl o rhai delweddau a recordiadau sain ar gyfer gwe-ddarlledu a/neu ddibenion hyfforddiant.

Os oes gennych unrhyw ymholiadau ynghylch hyn, cysylltwch â Rheolwr Democratiaeth a Cyfathrebu

Eitem	Wardiau dan Sylw
1. <u>Rhagofynion</u> <ul style="list-style-type: none">i. To receive any apologies for absence.ii. To receive any declarations of interest.iii. To receive any announcements by the Presiding Member.	
2. <u>Cofnodion</u> (Tudalennau 5 - 12) To confirm and sign the minutes of the last meeting.	
3. <u>Penodiadau</u> (Tudalennau 13 - 14) To consider any proposed appointments.	
4. <u>Materion yr Heddlu</u> 30 minutes is allocated for questions to the Gwent Police representative.	
5. <u>Cynllun Corfforaethol</u> (Tudalennau 15 - 36)	All Wards
6. <u>Adroddiad Blynyddol y Cynllun Cydraddoldeb Strategol</u> (Tudalennau 37 - 78)	All Wards

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Date of Issue: Dydd Mawrth, 15 Tachwedd 2022

7. Adroddiad Blynyddol Cynllun Newid Hinsawdd (Tudalennau 79 - 110) All Wards
8. Adroddiad Blynyddol y Pwyllgor Gwasanaethau Democraidd (Tudalennau 111 - 124) All Wards
9. Adroddiad Blynyddol y Pwyllgor Safonau (Tudalennau 125 - 150) All Wards
10. Cofnodion y Pwyllgor Gwasanaethau Democraidd: 18 Hydref 2022 (Tudalennau 151 - 156)
11. Cwestiynau i Arweinydd y Cyngor
To provide an opportunity for Councillors to ask questions to the Leader of the Council in accordance with the Council's Standing Orders.

Process:

No more than 15 minutes will be allocated at the Council meeting for questions to the Leader of the Council.

The question must be addressed through the Mayor or the person presiding at the meeting and not directly to the person being questioned.

12. Cwestiynau i Arweinydd y Cyngor
To provide an opportunity to pose questions to Cabinet Members in line with Standing Orders.

Process:

No more than 10 minutes will be allocated at the Council meeting for questions to each Cabinet Member.

Members must submit their proposed questions in writing in advance in accordance with Standing Orders. If members are unable to ask their question orally within the allocated time, remaining questions will be answered in writing. The question and response will be appended to the minutes.

The question must be addressed through the Mayor or the person presiding at the meeting and not directly to the person being questioned.

Questions will be posed to Cabinet Members in the following order:

- i. Deputy Leader and Cabinet Member for Education and Early Years
- ii. Cabinet Member for Community and Wellbeing
- iii. Cabinet Member for Strategic Planning, Regulation and Housing
- iv. Cabinet Member for Social Services
- v. Cabinet Member for Organisational Transformation
- vi. Cabinet Member for Climate Change and Bio-Diversity
- vii. Cabinet Member for Infrastructure and Assets

13. Cwestiynau i Gadeiryddion Pwyllgorau
To provide an opportunity to pose questions to the Chairs of the Committees in line with Standing Orders.

Process:

No more than 10 minutes will be allocated at the Council meeting for questions to each Chair.

Members must submit their proposed questions in writing in advance in accordance with Standing Orders. If members are unable to ask their question orally within the allocated time, remaining questions will be answered in writing. The question and response will be appended to the minutes.

The question must be addressed through the Mayor or the person presiding at the meeting and not directly to the person being questioned.

Questions will be posed to Committee Chairs in the following order:

- i. Scrutiny Committees
 - a. Overview and Scrutiny Management Committee
 - b. Performance Scrutiny Committee – People
 - c. Performance Scrutiny Committee – Place and Corporate
 - d. Performance Scrutiny Committee – Partnerships
- ii. Planning Committee
- iii. Licensing Committee
- iv. Democratic Services Committee

For information:

A digest of recent decision schedules issued by Cabinet, Cabinet Members and Minutes of recent meetings of Committees has been circulated electronically to all Members of the Council.

Mae'r dudalen hon yn wag yn



Minutes

Council

Date: 27 September 2022

Time: 5.00 pm

Present: Councillors C Reeks, S Cocks, E Stowell-Corten, Harris, A Screen, James, T Harvey, Howells, P Bright, A Pimm, D Batrouni, Jenkins, P Drewett, Davies, Adan, M Pimm, C Baker-Westhead, Reynolds, Howells, A Sterry, Jones, Horton, J Cleverly, P Cockeram, D Davies, M Al-Nuaimi, M Evans, D Fouweather, D Harvey, D Mayer, R Mogford, J Mudd, M Spencer, K Thomas, C Townsend, T Watkins, K Whitehead, J Clarke, Y Forsey, P Hourahine, J Hughes, J Jordan, L Lacey, S Marshall, A Morris, Hussain and B Perkins

1. Preliminaries

A two minute's silence was observed for the late Queen Elizabeth II.

1.i Apologies

The Presiding Member reported that apologies had been received from the following members: Councillors Perkins, Routley, Kellaway, Peterson and Linton.

1.ii Declarations of Interest

None received.

1.iii Presiding Member's Announcements

The Presiding Member informed Council colleagues that in less than two weeks we will welcome the return of the Newport Food Festival. On Saturday 8 October, our city centre streets will once again become a hive of activity and tasty treats.

There will be plenty of food stalls as traders showcase the best in food and drink from across the city and the wider region.

The newly refurbished Newport Market will also play host to local chefs putting on special demonstrations throughout the day. Plus, there will be a full programme of activities for all the family. All members are invited to attend to show their support for the event and I hope to see you there.

The Presiding Member also reminded members that Remembrance Sunday was soon upon us and hoped that members could attend this.

2. Minutes

The Minutes of 19 July 2022 were accepted as a true record.

3. **Appointments**

Councillor James moved the appointments set out in the report, as agreed by the Business Managers, subject to the additional appointments set out below.

Resolved: That the appointments set out in the report to Council be agreed, together with the following additional appointments.

Governing Body Appointments

Governing Body	No of Vacancies / Re-appointments	Nominations Received
Llanwern High School	Reappointment	Mark Spencer
St Julians School	Reappointment	Deborah Davies
St Julians School	Reappointment	Tracy McKim
St Julians School	Reappointment	Phillip Hourahine
Glan Usk Primary School	Replacement	Paul Bright
Pillgwenlly Primary School	Replacement	Saeed Adan

Outside Bodies

Pill Millennium Centre Trust: Councillor D Jenkins to replace Councillor S Adan.

4. **Police Issues**

The Presiding Member welcomed Chief Inspector John Davies, who provided council members with an update on police issues within East, West and Central Newport.

The Presiding Member then invited the Leader to put questions to Chief Insp Davies.

The Leader mentioned that councillors from the West of Newport commented that there appeared to be more regular engagement with councillors and Police in Newport East. The Leader asked if this could be addressed in order to establish regular engagement with councillors in the West of Newport. The Chief Inspector would look into this request for the Leader and also advised that the Police were looking into providing context to issues occurring in all wards to all members on what was going on within all areas of Newport by way of a monthly or bi-monthly newsletter.

The Leader also referred to the introduction of 20mph zones within Newport and the concerns around enforcement plans and asked if it would be possible for the Police to meet with Councillors to provide an information session, which could in turn be fed-back to constituents who regularly contact their ward members regarding this issue. The Chief Insp would look into this for the Leader.

Finally, it was wonderful to see events within Newport up and running after two years, including the Pill Carnival, the Big Splash and Newport's Inaugural Pride Event. The Leader therefore wanted to congratulate the Chief Inspector and colleagues on their positive policing of all these events within the community, they had really engaged with the public and the Leader wanted this to be fed back to Chief Inspector Davies' colleagues. The Chief Inspector thanked the Leader for her kind comments and would feedback to his colleagues.

Questions to the Police raised by Councillors:

- Councillor Fouweather referred to the consultation process for 20mph where no one from Gwent Police commented. This had a massive implication for Police and resources and many people were not staying to the speed limit. Could the Chief Inspector therefore find out why there were no comments from Gwent Police on the consultation and feedback to

the Council. The Chief Insp would look into this and also advised that the majority of the enforcement was carried out by 'Go Safe' Wales.

- Councillor A Morris had noticed an increase of e-bicycles within Lliswerry and the city, who were also going faster than 20mph. These bicycles were purchase without the need of a licence, safety equipment, no knowledge of the Highway Code or insurance. There had been several near misses and the possibility of a fatality was high. What was the national position on this? The Chief Insp advised that the national position around e-bicycles was about how the Police dealt with them tactically. There were a number of different options that the Police were looking into but felt it inappropriate to address in a public forum at this point but close to a tactical outcome for seizing them. Part of the operation included targeting retailers, the majority of these e-bicycles were being manufactured abroad and not in the UK, therefore importing of these bicycles were being looked into. As the Police were close to addressing this, they would shortly see results on an outcome.
- Councillor Cleverly also mentioned the 20mph zones and how it was monitored, in particular with e-bicycles and scooters. Again, the Chief Insp also referred to his previous answer and was happy to make contact with Councillor Cleverly to understand the issues surrounding what was happening in Bettws.
- Councillor Hourahine thanked police for their swift handling of the hoax 'gun incident' earlier that day that occurred at St Julian's school, which resulted in the school closure. As this was an ongoing issue the Chief Inspector was confident that they would get to the facts of what happened in the coming days.
- Councillor Deborah Harvey mentioned that as the Ward Member for Alway, she had regular meetings with Inspector Cawley, praising him for his hard work and dedication within the community over the years and asked if her thanks could be passed on to him.
- Councillor Evans asked if the Police could elaborate on what police and partners including the Council, were doing to address the antisocial behaviour and intimidating beggars within the City Centre. The Chief Inspector advised that the Police was already heavily engaged with the local authority and third sector partners and adopted a problem orientated policing approach and extended an invite for Councillors that were interested to come along to a meeting to understand what it was all about. This was a complex issue which involved understanding the problem rather than approaching it like a 'bull at a gate' and was more than content that have the support of partners to address this issue.
- Councillor Corten understood the pressures that police were under and referred to Operation Bang and asked if there was anything that the Ringland ward councillors could do to help the policing teams within their area. The Chief Inspect thanked councillor Corten for her kind offer and was more than happy to include Ringland ward councillors in these meetings and would notify Inspector Cawley who was running the operation to involve them in the partnership work.
- Councillor Whitehead had heard that Newport was second biggest city in UK for drug problems and asked was this the case? The Chief Inspector advised Councillor Whitehead that this was not a statistic that he had heard.
- Councillor Drewett mentioned the large crowds that gathered on Ridgeway at Bonfire night last year and asked if this would be policed effectively. The Chief Inspector advised that a risk assessment to see which area was the biggest risk during that period would be carried out and would therefore let Councillor Drewett know if Ridgeway was the high-risk category.

- Cllr Mogford also referred to the 20mph speed limits and asked what resources the police had in place. The Chief Inspector advised that there was a dedicated road policing unit that dealt with the 'fatal five, which included speeding and 'Go Safe Wales. Those resources were targeted to those particular areas to address speed enforcement.
- Councillor Batrouni mentioned the common occurrence in Monmouthshire of 'cuckooing' where criminal gangs targeted vulnerable adults, taking over their homes and exploit them and their homes for criminal activity and asked was this a particular problem in Newport? The Chief Inspector advised that in terms of cuckooing, there was a robust approach in place specifically around areas where vulnerable people lived in certain wards. Secondly Councillor Batrouni asked what was the Police's relationship with Newport City Homes (NCH); particularly relating to the previous issue as well as generally. The Chief Inspector mentioned that the relationship with NCH was also very good, giving an example of issues in any given area with people being housed. The Police along with NCH would look into housing policies to avoid increasing saturation to avoid people with certain issues living in certain areas. NCH were also involved with the Police's hate crime partnership and played a very big part in Anti-Social Behavioural management.

Councillor Saeed Adan asked was there a targeted response time to answer 101 and other non-emergency calls. The Chief Insp replied that there were targeted times around 999 and 101 calls. 101 calls were considerably longer, and users of the number could wait longer using this service. The Police were not happy with performance at the moment. The weather over the summer had impacted on this and demand for police service was higher than usual. There was a lot of work carried out ensuring people were able to report non-emergencies without using telephone such as social media angles, email and the website. It was nicer to speak to a person but unfortunately, that was where police were at the moment.

5. **Notice of Motion of Condolence**

The Presiding Member advised councillors that, by agreement between the political groups, this was the last item on the agenda, and any replies to questions for Leader or Cabinet Members would be provided in writing .

The Leader proposed the following motion to Council:

This Council expresses its deep sadness at the death of Her Majesty the Queen and offers its sincere condolences to His Majesty the King and other members of the Royal Family. We recognise Her Majesty's enduring commitment to public service and duty, including her support for many Welsh charities and organisations, and her lifelong association with Wales and its people.

Councillor M Evans seconded the motion.

The Leader reserved her right to speak at the end. The Presiding Member invited Councillor Evans to speak:

The last few weeks had been an emotional rollercoaster from shock, grief and disbelief to feelings of proudness and hope, about the way the Nation and the city paid tribute to a much loved and respected lady. Even the staunchest of Republicans cannot deny her complete devotion to public service.

Some of us here had been fortunate to have been Mayor of our City, while others would have that opportunity. A great honour privilege and, it had to be said, a very rewarding but demanding year.

I cannot even imagine doing this, on a much larger scale for over 70 years, but the Queen did it right up until the day before she died, at the age of 96 years.

I never met her, but was one of the few remaining Councillors here, to attend the dinner at the Newport Centre when she came to celebrate city status in 2002. The streets were packed with well-wishers, and it was a day I would never forget.

On another occasion I attended a church service in Ebbw Vale to celebrate her Diamond Jubilee. Sitting opposite her, she had an immense presence despite her small stature, and her smile lit up the room.

We would all have heard about or seen some truly vile posts on social media, from a mindless minority, and sadly Newport was no exception. But the overwhelming strength of feeling has been to unite the city, the country and the nation, like we are doing here today.

As we come to terms with the Queen's passing, perhaps the greatest tribute we could all make, is to emulate her great dedication and service to the people we represent, from Ringland to Ridgeway, and work hard to better our city.

The Queen was a much loved, stoic, duty-bound and respected Queen of the ages, a symbol of stability and resilience. She was a Monarch and a Matriarch and would be truly missed. But she left behind a monumental legacy after 70 historical years in reign. May our beloved Queen rest in peace and God save the King.

Councillors Lacey, Marshall, Councillor Fouweather, Drewett, Cocks, Spencer, R Howells, D Davies, D Harvey and Morris all spoke in support of the motion, along with expressing their admiration for the Queen during her 70 years reign. Highlighting her great strides for peace in Ireland, her recent Platinum Jubilee and the events surrounding this in Newport, her role in a male dominated world and her work for the Commonwealth. Councillors also shared their stories of meeting the Queen, her legacy and their respect.

The Presiding Member invited the Leader to make her closing statement.

Councillor Mudd thanked the Presiding Member and all colleagues that spoke in support of the motion as well as speaking on behalf of their constituents.

The Leader wanted to express her thanks on behalf of all elected members to our teams within the Council that made all the necessary procedural operations to ensure that everything ran smoothly and effortlessly during this period. Within the Council, following the death of the Queen, there was a lot of organisation carried out in the background, as it all happened very quickly. The Leader paid particular tribute to the Mayor and Councillor J Hughes for their reading of the Proclamation in the Council Chambers.

Listening to the reflections by council colleagues, made the Leader reflect on all the celebrations that took place earlier in the year to celebrate the Queen's Platinum Jubilee. Many Councillors would have been involved in those activities and the Leader highlighted one of those in particular, which was the planting of the trees for the Jubilee campaign and many of our schools would have these trees planted as well as in public spaces. These were truly a lasting legacy and fitting memorial to our Majesty the Queen and may they live on to provide a living memorial for the future. As human beings we all knew the agony of grief and loss and our thoughts were very much with the Royal Family at this sad time, but thoughts were also with the citizens and families in Newport, dealing with grief and loss at this time.

Finally, the Presiding Member also agreed with the sentiments of his colleagues and the motion was put to the vote and carried unanimously.

The Presiding Member thanked members for their attendance and closed the meeting.

6. **Written Responses to Cabinet Member Questions**

Written Questions from Council – 19 July 2022

Item 5: 2021/22 Treasury Management year-end report

Supplementary Question Raised in Council by Councillor Routley:

Councillor Routley referred to page 52, section 9 in the report where it stated that no investments supported Russian Institutes directly not being supported directly and therefore asked were there any investments that were indirectly supporting Russian Institutes.

Councillor Routley observed that under other debt activity, capital finances were raised for Glan Usk School and the Southern Distributor Road. The statement of accounts showed a liability of £39M to pay the operator and therefore asked could the finances be broken down between the School and the SDR.

The Head of Finance response:

INVESTMENTS

In theory, the nature of global money markets is such that you can never be 100% that any investments won't have an impact upon Russian interests, particularly where state sponsored subterfuge is employed. This is because transactions beget other transactions with other organisations and it is impossible to vet every link in that considerably long chain, before needing to start again vetting other transactions the following day given the recurrent churn in money market transactions. The industry standard is to ensure that your immediate transaction doesn't have any obvious Russian ties, and an expectation that others carry out that similar diligence on their transactions.

Our investments at 31st March were all with other Councils, other UK based public sector concerns, the Government public sector investment/borrowing platform (DMO), a pooled fund specifically for local authorities and our call account with Santander. Notwithstanding what I've said above, on that basis in terms of our position at 31 March (and since then), we're confident that investments had no links to Russian activities.

PFI's

PFI – our transactions are with Morgan Vinci in respect of southern distributor link and Newport Schools Solutions Ltd in respect of Glan Usk school (the latter also being a bespoke subsidiary of the Vinci group). During 2021-22 we paid those companies £6.6m and £2.1m respectively.

Item 9: Questions to Cabinet Members

Supplementary Question raised by Councillor Mogford to the Cabinet Member for Infrastructure and Assets re - Consultation with Residents Post 20 mph Zone

Councillor Mogford asked:

In terms of a local process post the 20 MPH speed limit, would there not be a consultation with residents?

Councillor Lacey responded:

Can I firstly direct you to the Members information pack provided by Welsh Government and distributed to all Members in July by Democratic Services, which seeks to provide information on all aspects of the 20mph default roll out across Wales including the public attitude survey and consultation on the reduction of the default speed limit undertaken by Welsh Government.

All local authorities in Wales are working to the guidance and criteria set by Welsh Government in identifying the roads that will both default to 20mph and remain 30mph.

Welsh Governments position is clear in that there will be no further public consultation on the roads that are defaulting to 20mph, as the criteria is set and will be applied consistently across Wales.

However, the roads that have been identified as remaining at 30mph (termed as exceptions) will be subject to the statutory traffic regulation order process. Therefore, all local authorities must and will follow the statutory process which includes the opportunity to comment or object during the consultation period.

Written Questions from Council – 27 September 2022

Item 7: Questions to Cabinet Member (item removed from Council Agenda following Notice of Motion of the Death of Queen Elizabeth II)

Question to the Cabinet Member for Infrastructure and Assets: Resident Access to Public Transport

Councillor Howells asked:

Despite the recent amendments to bus services, there are no bus services serving Lysaght Village and the surrounding industrial areas on Sundays or after 7pm in the evenings. Can the Cabinet Member confirm she will review this provision with Newport Bus and seek to ensure all residents have fair access to public transport?

Councillor Lacey responded:

The bus network in Newport is predominantly a commercial one, and there is limited opportunity for the Council to direct services. There have been some amendments to bus services recently by Newport Bus and these have been predicated on serving the areas with the current highest patronage levels and from the fflecsi data they had which showed the areas where the buses were predominately being used on evenings and weekends.

There is also limited availability of bus drivers at this time to operate evening and Sunday service provision. We work closely with Newport Bus in their consideration of services and will be reviewing all services with Newport Bus over the coming months to see what changes we may be able to make to serve further areas that they are currently not able to serve in the evenings and Sundays.

We have no certainty of what funding will be available to the authority after the end of this financial year for funding local bus services but we will continue to work with Newport Bus to improve bus services in all areas within the funding pot that we will have available.

Question to the Cabinet Member for Climate Change and Bio-diversity: Capital Investment in Parks

Councillor Howells asked:

In the budget for this year, £2.5 million was outlined for capital investment in our parks. To date, how much is committed and where?

Councillor Forsey responded:

The significant additional investment covers both play areas and cemeteries.

For cemeteries, investment will be destined to ensure that our sites are accessible and safe for visitors, whilst some repair works have already commenced most are currently in the process of being tendered.

For play areas, funding will be used to clear existing maintenance backlog over a 2-year period, to ensure they are safe and fit for use. Work will be prioritised based on results of the inspections.

The Leader and myself are keen to ensure the local community is involved in any replacement work taking place, and as such engagement officer is currently being recruited to ensure local children are properly involved.

Question to the Cabinet Member for Climate Change and Bio-Diversity: Reducing Levels of Fly-Tipping

Councillor Howells asked:

In light of the recent report concerning the fly-tipping issues in Newport, what proactive steps does the Cabinet Member propose to do to reduce these levels and is one of those options being considered a review of the booking system at Newport Household recycling centre?

Councillor Forsey responded:

The increase in cases reported is just a consequence of the increased activity carried out by the Council teams to tackle fly-tipping. The cabinet invested in a second dedicated fly tipping response team, and there have been increased action and enforcement against fly-tipping - which has led to a higher frequency of incidents being proactively detected and reported.

We have also encouraged residents to report fly-tipping to us through our website and My Newport app which helps us to remove it faster.

As a result, the council has recorded the second highest number of successful prosecutions against fly-tippers in Wales during this period, whilst providing an average response time of under 1.5 days.

We will continue to take action against anyone caught fly-tipping in our city and work proactively with our partners to discourage this type of behaviour; this will include close work with the network of volunteers, partnership work with social registered landlords and other organisations and direct interventions and enforcement action.

There is no evidence to link the booking system at Newport Household recycling centre to an increase in fly-tipping.

The booking system has brought many benefits in a number of areas that traditionally posed a problem on site and that impacted on safety, performance and customer satisfaction. It was also resulted in improved recycling performance and the Council being awarded HWRC site of the year last year. A similar system is now used in most councils in Wales.

The meeting terminated at Time Not Specified



Report

Council

Part 1

Date: 22 November 2022

Subject **Appointments**

Purpose To agree the appointment of Council nominees to committees and outside bodies.

Author Governance Team Leader

Ward General

Summary In accordance with its terms of reference within the Constitution, Council is responsible for appointing the members of Council Committees, and the Council's representatives on outside bodies. The current vacancies and nominations received are set out in the attached report.

Proposal **Council is asked to receive and approve the nominations for representatives, as listed in the report**

Action by Governance Team Leader

Timetable Immediate

This report was prepared after consultation with:

- Council Business Managers
- Head of Law and Standards

Signed

Background

In accordance with its terms of reference within the Constitution, Council is responsible for appointing the members of Council Committees, and the Council's representatives on outside bodies. The current vacancies and nominations received are set out below.

Any vacant appointments / nominations received after the publication of this report, will be announced at the Council meeting by the appropriate Business Manager or Group Leader.

Governing Body Appointments

Governing Body	No of Vacancies / Re-appointments	Nominations Received
Lliswerry High	End of term	Zach Evans
Maindee Primary	End of term	Gareth Arnold
Rogerstone Primary	End of term	Sarah Knight
St Josephs RC Primary Newport	End of term	Rod McDonald
Alway Primary	Replacement	Cllr Tim Harvey
Caerleon Lodge Hill	Replacement	Joanne Howell
High Cross Primary	Replacement	Cllr John Reynolds
Millbrook Primary	Replacement	Owen Williams
Millbrook Primary	Replacement	Neil Griffiths
Milton Primary	Replacement	Mark Moore
Pentrepoeth Primary	Replacement	Cllr Rhian Howells
St. Joseph's RC High	Replacement	Cllr Pat Drewett
St. Joseph's RC Primary	Replacement	Cllr Matthew Pimm
The Eveswell and Somerton Partnership	Replacement	Geraldine French
The John Frost School	Replacement	Cllr Bev Perkins
Ysgol Bryn Derw	End of term	Andi O'Brien

Proposal

Council is asked to receive and approve the nominations for representatives, as listed in the report.

Comments of Chief Financial Officer

There are no financial implications directly arising from this report.

Comments of Monitoring Officer

The appointment of individuals to serve on outside bodies is a Local Choice function under the Local Authorities (Executive Arrangements) (Functions and Responsibilities) (Wales) Regulations 2007. The Council has determined that responsibility for this function shall rest with Full Council unless delegated by the Council.

Background Papers

Newport City Council Constitution

Local Authorities (Executive Arrangements) (Functions and Responsibilities) (Wales) Regulations 2007

Dated: 15 November 2022



Report

Council

Part 1

Date: 22 November 2022

Subject Corporate Plan 2022-2027

Purpose To present an update to Council on Newport City Council's Corporate Plan 2022-2027

Author Executive Board
Head of People, Policy and Transformation

Ward All

Summary The Well-being of Future Generations Act requires all public bodies to carry out sustainable development to improve Wales' economic, social, environment and cultural well-being. To meet this statutory requirement, Newport City Council must set and publish its Well-being Objectives to maximise its contribution to each of Wales' Well-being Goals through its Corporate Plan. The Plan also builds upon the achievements of the last Corporate Plan and the Council's response to the challenges faced by Newport as we move forward from the Covid pandemic, respond to the cost-of-living crisis, and creating new opportunities for communities across Newport.

Over the next five years the Council's mission will be working to deliver **an Ambitious, Fairer, Greener Newport** for everyone. To achieve this goal, the delivery the Council's Corporate Plan, will focus on four Well-being Objectives supported by strategic priorities:

1. Newport is a thriving and growing city that offers excellent education and aspires to provide opportunities for all.
2. A city that seeks to protect and enhance our environment whilst reducing our carbon footprint and preparing for a sustainable and digital future.
3. Newport is a supportive city where communities and care are at the heart of what we do.
4. Newport City Council is an inclusive organisation that places social value, fairness and sustainability at its core.

The draft Corporate Plan has been subject to the Council's Overview and Scrutiny Management Committee and has been approved by the Council's Cabinet. The delivery of the Corporate Plan will be supported by key programmes and projects as well as service area plans. The Council will have rigorous monitoring and reporting of progress against the Plan throughout the next 5 years.

Proposal Full Council agree the adoption the Council's Corporate Plan 2022-27.

Action by Executive Board and Corporate Management Team

Timetable Immediate

This report was prepared after consultation with:

- Cabinet
- Overview Scrutiny Management Committee
- Public
- Strategic Directors
- Corporate Management Team

Signed

Background

The [Well-being of Future Generations Act](#) requires all public bodies to carry out sustainable development to improve Wales' social, economic and cultural well-being. To meet this statutory requirement, Newport City Council must set and publish its Well-being Objectives to maximise its contribution to each Wales' Well-being Goals. There are seven Well-being Goals set out in the Act:

1. A Prosperous Wales
2. A Resilient Wales
3. A Healthier Wales
4. A More Equal Wales
5. A Wales of Cohesive Communities
6. A Wales of Vibrant Culture and Thriving Welsh Language
7. A Global Responsible Wales

Newport City Council is also required to fulfil other statutory and non-statutory duties to support citizens, businesses, and other stakeholders in Newport. To meet the requirements of the Well-being Act and deliver upon the Council's long-term strategic focus, a five-year Corporate Plan is published. This report provides an overview of the Council's Corporate Plan 2022-27 and why it has decided on the four Well-being objectives to focus on over the next five years.

Corporate Plan 2022-27 Development

The development of the Corporate Plan has been undertaken through a series of workshops with senior officers and the Council's Cabinet Members to identify and understand the short- and long-term opportunities and risks of the Council, its residents, economy and environment. The development considered the impacts of the pandemic and the current cost of living issues. Additionally, the Plan has considered priorities including:

- **National** – Welsh Government Programme of Governance, legislation changes (Welsh Government and UK Government).
- **Regional** – Cardiff Capital Region, Gwent Regional Public Services Board, Regional Partnership Board and Western Gateway.
- **Local** – Cabinet priorities, Newport Council strategic plans such as Climate Change Plan, Digital Strategy, Strategic Equalities Plan as examples.

Through this work, the Council has drafted four Well-being Objectives that are focused on the following areas to meet its overall mission for Newport working to deliver '*an Ambitious, Fairer, Greener Newport for everyone*':

1. Newport is a thriving and growing city that offers excellent education and aspires to provide opportunities for all.
2. Newport is a city that seeks to protect and enhance our environment whilst reducing our carbon footprint and preparing for a sustainable and digital future.
3. Newport is a supportive city where communities and care are at the heart of what we do.
4. Newport City Council is an inclusive organisation that places social value, fairness, and sustainability at its core.

To deliver each objective, the Council has identified strategic priorities that it will focus on over the next 5 years. Further detail on the Council's strategic priorities are outlined in the Corporate Plan attached at Appendix one of this report. Each of these Well-being Objectives support the Well-being of Future Generations Goals. The draft Corporate Plan was presented to the Council's Overview and Scrutiny Management Committee in September and the draft Corporate Plan presented has been agreed by the Council's Cabinet on 16th November. Following the approval of the Corporate Plan by Full Council, the Plan will be designed for Publication and available in Welsh and English.

Delivery of the Corporate Plan 2022-27

The delivery of the Council's Corporate Plan cannot be delivered by Newport City Council alone. For each objective and strategic priority Newport Council will be collaborating with its strategic partners, other public bodies, not for profit and private sector organisations to deliver the Plan. Additionally, the Council will also be involving residents, businesses, and service users to support decision making as the Council delivers the Plan over the next 5 years. To ensure the Council adopts a consistent approach in the delivery of the Corporate Plan, the following principles have been adopted:

Fair and inclusive – We will work to create fairer opportunities, reduce inequalities in our communities, and encourage a sense of belonging.

Empowering – We will work with and support communities, groups, and partners to thrive.

A listening council – The views of communities, service users and partners will shape the services we deliver and the places you live in.

Citizen Focussed – Everyone who works and represents Newport City Council will put the citizen first, focusing on our core organisational values

The Corporate Plan will be underpinned by a transformation plan that will deliver the Council's key programmes and projects which will improve the communities and economy of Newport and the delivery of services by the Council. Additionally, each of the service areas in the Council will develop a service plan that will outline their own strategic priorities to support the delivery of the Corporate Plan and deliver continuous improvement of Council services.

Progress will be regularly monitored throughout the 5 years and will be reported to the Council's Scrutiny Committees, Cabinet and Council e.g. Annual Corporate Well-being Self-Assessment report, Mid-Year and End of Year service plan reports. The Council will also report its progress against its key strategies and plans which are specific to different services and priorities such as the Council's Climate Change Plan, Welsh Language Plans and Digital Strategy as examples.

Workforce Development

To support the delivery of the Corporate Plan, the Council will be developing a new People Plan. This will align and support the Corporate Plan in how we will achieve the highest quality service delivery for the people of Newport.

Financial Summary

The Corporate Plan will be delivered alongside the Council's Medium Term Financial Plan (MTFP). The MTFP sets out the funding available to the Council to deliver services and, in addition, to support the key programmes and projects that will transform how the Council delivers its services, improve opportunities for communities, the economy and the environment.

The external considerations impacting on the Council are a significant factor in the overall approach to financial planning and the financial resources available to the Council. From an economic context, unprecedented inflationary increases, the ongoing energy crisis, and weak economic growth has had a significant impact both globally and at a UK level. As a result, budget preparations present a distinct set of challenges that build on the unprecedented circumstances of the last few years.

Whilst, for the next two years, the Council has received indicative funding allocations from Welsh Government, the worsening economic outlook poses some risk that these allocations may change, in conjunction with a changing set of Government priorities. In response to these challenges and the significant uncertainty that results the Council must ensure the effective planning and management of the Council's finances both in the current year and over the medium term. It is therefore critical that the plans set out above are afforded within the resources available to the Council and deliverable over the period of the Plan.

The Corporate Plan will be delivered alongside the Council's Medium Term Financial Plan (MTFP). The MTFP sets out the revenue and capital funding that the Council will have to deliver its services but also to support the key programmes and projects (revenue and capital) that will transform how the Council delivers its services, improve opportunities for communities, the economy, and the environment.

Appendix 1 – Draft Newport City Council Corporate Plan 2022-27

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?
Corporate Plan does align to the Well-being of Future Generations Act.	1	1	Corporate Plan has been developed and aligned to the Well-being Goals.	Director of Transformation and Corporate
Newport City Council does not have the resource (finance and staff) to deliver its strategic priorities.	4	2	The Council's MTFP is continuously monitored and reported with plans aligned to strategic and statutory priorities. The Council is developing a new People and Culture Strategy to support the development and staff to deliver the Plan.	Director of Transformation and Corporate. Corporate Management Team.

* Taking account of proposed mitigation measures

Links to Council Policies and Priorities

The Corporate Plan is the overarching Plan of the organisation which informs the direction of all other policies and programmes.

Also links to the Well-being of Future Generations Act.

Options Available and considered

1. For Council to approve the Council's Corporate Plan 2022-27.
2. To propose amendments to the Corporate Plan.

Preferred Option and Why

Option 1 is the preferred option for the Corporate Plan to approved by Council and published.

Comments of Chief Financial Officer

The draft Corporate Plan 2022-27 sets out the Council's strategic priorities and objectives over the next 5 years and are set within the agreed four well-being objectives set out in the plan. More detailed 'service plans and others key plans will identify the key actions and deliverables to implement the key objectives outlined in the Corporate Plan.

As noted, the plan sits alongside the Council's MTFP and Capital Programme which will need to support the delivery of the plans with the identification and inclusion of funding where necessary to deliver on specific projects and programmes, as appropriate. This work is on-going and will require the finalisation of service and other detailed plans in the first instance. The effective planning of, and then the on-going management of the Council's finances over this period are crucial for the effective delivery of the Corporate plan.

In noting the above, the Corporate and Service/Other Plans are being agreed within a challenging financial context. The well-known issues around inflationary costs and demand pressures on services as we come out of the Covid pandemic period are very significant and have accelerated very significantly over the last 4-5 months. This is impacting on all parts of the economy and in particular on public services and all Councils across the UK and Wales. It is not known at this point what, if any, additional funding may be made available to deal with these increasing costs.

As with all similar long-term plans, but particularly during this challenging financial period outlined, these plans will therefore need require regular reviews to ensure they are affordable and deliverable over the period and appropriate actions taken as needed.

The development of a Transformation Plan to accompany the Corporate Plan is essential to both help in the delivery of some aspects of the plans but in particular to contribute cost savings towards the financial challenges. A strategic and medium-term approach will be important as will be the identification of programmes of work and projects to deliver these savings.

Comments of Monitoring Officer

There are no specific legal issues arising from the Report. The draft Corporate Plan 2022-27 sets out the Council's strategic priorities and objectives over the next 5 years. The four over-arching well-being objectives set out within the plan are consistent with the sustainable development duty and the well-being goals set out in the Well Being of Future Generations (Wales) Act to improve economic, social, environment and cultural well-being. The strategic objectives set out in the Corporate Plan will inform and will flow-through into the Transformation Plan, individual service plans and other strategic plans and policies. The delivery of the actions and objectives set out within the Corporate Plan will also be underpinned by the Transformation Plan, the MTFP and the Council's People Plan and progress will be monitored in accordance with the Council's performance management framework. The delivery of the Corporate Plan will also form the basis of the Annual Corporate Well-being & Self-Assessment Report, which will set out progress in meeting the well-being objectives set out in the plan as well a self-assessment of performance in accordance with the Local Government and Elections (Wales) Act 2021. The Corporate Plan is a policy framework document under the Constitution and, as such, it will need to be formally approved by full Council.

Comments of Head of People, Policy and Transformation

The development of the Council's Corporate Plan sets the Council's strategic priorities for the next 5 years. The Well-being Objectives and Strategic Priorities support the Council's contribution towards the Well-being of Future Generations Act and to meet its statutory duties to the residents and businesses of Newport.

As the report has outlined, the development of the Corporate Plan has considered a wide variety of views from the Council as well as the public and Elected Members of the Council. Furthermore, as the FEIA demonstrates, this Plan will also support the Council's other strategic priorities and statutory duties. The delivery of the Corporate Plan will be subject to rigorous monitoring and reporting throughout the next five years and will be a Plan that will evolve and respond to the needs and expectations of Newport.

Scrutiny Committees

The Corporate Plan draft Well-being Objectives and Strategic Priorities was presented to the Council's Overview and Scrutiny Management Committee on 30th September. The comments and recommendations of the Committee included:

- The Committee noted the Draft Well-being Objectives and strategic priorities of the Council, and the development of a Corporate Plan which delivers on key priorities for the citizens of Newport. Members were pleased with the objectives.
- The Committee appreciated that consultation has continued via buses and internet surveys but requested that there be more independent research on various groups in the city. Members felt that it would be beneficial to have officers in the city centre to consult with different demographics on a face-to-face basis. They felt that this would allow more properly structured consultations to be carried out

in order to have a complete view of both the issues and concerns which affect a lot of residents across the city. Members also felt that it could be good to be able to see the results of future consultations.



- The Committee requested if some of the terminology within the Plan, such as ‘to become’ and ‘to create’ could be amended to more accurate language relating to actions being undertaken to enhance understanding of what has been done.
- The Committee felt that more consideration could be given to the Heritage Offer given Newport’s many heritage sites, including the Roman sites in Caerleon, the Transporter Bridge and the medieval ship etc as heritage is strongly linked with the aims of the Plan.
- The Committee raised concerns regarding a lack of university students in Newport despite the funding given and asked that these concerns be forwarded to relevant areas and for a response to be issued.




The feedback from OSMC has been considered prior to the submission of this final version of the Corporate Plan

Progress in developing the Plan and the draft attached was also reported to and discussed at Cabinet.

Wellbeing of Future Generation (Wales) Act

As outlined in the body of the report, the development and delivery of the Corporate Plan is undertaken as part of the Council’s legislative requirement for all public bodies to carry out sustainable development to improve Wales’ economic, social, environment and cultural well-being. Corporate Plan (appendix 1) includes how the Council’s Vision and Well-being Objectives will contribute towards Wales’ Well-being Goals:

 <p>Long Term</p>	<p>The last five years have demonstrated how quickly the world is changing and the need to respond to the short-term needs of our communities and meet the longer-term challenges in Newport, Wales and globally. It will be important to ensure the Council is in a position now and in future to deliver sustainable services to the residents and businesses of Newport.</p> <p>This Corporate Plan will look to deliver positive changes that will create a vibrant and resilient economy and creating places for communities to feel safe, enjoy and access the services they need. This also includes working towards breaking down the structural inequalities faced by disadvantaged and vulnerable groups in Newport through providing equitable access to services, education, training, and jobs now and over the next 20 years.</p> <p>We are committed to becoming net carbon neutral by 2030 and to enhance the unique bio-diversity that our future generations can enjoy. It is important that we start making these changes over the next 5 years and enable Newport’s communities and partners to reduce their carbon emissions and adapt to the impacts of climate change. This Plan will also take opportunities to start changing the way which we travel across Newport and the region ensuring people and businesses are able to connect and contribute towards a resilient and vibrant economy.</p> <p>It will be essential to address the short-term impacts of the Covid pandemic, poverty and cost of living across our communities. This means ensuring people have access to early intervention and prevention services and ensuring that that they have control over their lives and can contribute towards their communities.</p>
 <p>Collaboration</p>	<p>We recognise that we cannot achieve many of our objectives and priorities alone and that we will need to work collaboratively locally, regionally and nationally to make these changes a reality. Each objective will be overseen by the Council’s Cabinet and Executive Board ensuring that we will collaborate to provide best value and maximise the opportunities across the Council.</p> <p>This means using our existing networks such as the BID Newport, schools, Public Services Board, Cardiff Capital Region, Regional Partnership Board and Welsh Government as well as developing new networks and approaches across a variety of sectors and organisations. Many of the priorities, programmes and projects in the Plan are building on what the Council has set out in its strategies and plans as well as the priorities set at national and regional levels in Wales.</p> <p>As we progress in the delivery of this Plan, we will be working across all sectors whether this is private, public sector, not for profit and voluntary groups to share ideas, find innovative and sustainable solutions to tackle the many issues faced by the Council, communities and businesses.</p>

 <p>Involvement</p>	<p>The achievement of our objectives, programmes and projects will be delivered with the service user and citizen at the centre of decisions. This means involving those impacted throughout the process to help us shape the way services are delivered and the way our communities can contribute creating exciting places to live, work and enjoy.</p> <p>The development and delivery of this Plan will use a variety of methods and opportunities for people to become involved in Council activities whether this is taking part in consultations, contributing towards the democratic process, or providing your feedback on the way we have delivered our services.</p> <p>It is important to Newport Council that we will ensure that views can be provided equitably and that the voices of everyone can be heard. Delivery of the Council's Strategic Equality Plan, and Participation Strategy are already enabling people from disadvantaged and protected characteristic groups to participate in the decisions that we make. Building on this positive approach, we will build on this work becoming an inclusive organisation which represents citizens of Newport. We have outlined in the Plan the Council's principles in involving and delivering the Well-being objectives.</p>
 <p>Integration</p>	<p>The development of the Corporate Plan has considered how each of the objectives and priorities will contribute towards Wales' Well-being Goals. The Plan outlines each Goal which they will be supporting over the next 5 years. As we progress with the delivery of the Corporate Plan we will be working with our local and regional partners to help support the achievement of ours and their vision and objectives. For example, Newport Council will be working with Cardiff Capital Region, Gwent Public Services Board, Regional Partnership Board, and the individual organisations to ensure there is synergy in our aims for Newport and to ensure Newport maximises the opportunities offered through integrated approaches that will benefit Newport's communities.</p> <p>In the development of this Plan, we have integrated the priorities of our strategic plans, service area priorities and the priorities of the Council's administration. As we deliver against our Well-being Objectives and priorities, the Corporate Plan will evolve, considering the ongoing external and internal changes of the organisation and the city. As an organisation we regularly review and challenge ourselves on our objectives, priorities and Plans to ensure they reflect the priorities of communities and the Council.</p> <p>This will also mean considering and integrating the Well-being Act's sustainable principle and of 5 ways of working, Equality Impact Assessment including Socio-economic duty, and Marmot principles in the decisions we make.</p>
 <p>Prevention</p>	<p>Each of the objectives have considered the actions that we will need to take now to prevent problems from taking place or getting worse across our communities and Council services in the long-term. The Corporate Plan provides many opportunities to tackle the increasing demand faced by our services and getting to the root causes of these pressures. The last 3 years has seen the impact which Covid, subsequent restrictions and cost of living have had on many communities in Newport. We are fully aware of the challenges faced by our economy, social care system, education and communities and have already taken steps to prevent the immediate impacts. This plan builds on the work delivered during this period and will be working collaboratively to provide prevent these areas from getting worse and improving the long-term outcomes in health, socio-economic position and life expectancy in Newport.</p> <p>There is significant evidence that the changing climate is already having an impact on our communities, bio-diversity and environment in Newport. We will be working across all sectors to prevent further impacts on our ecosystem ensuring we find different ways to reduce our carbon emissions but also to enhance and protect our environment. This will not only provide opportunities for long term employment and economic benefits but will also contribute towards improving the health and well-being of citizens in Newport.</p> <p>Through involvement and collaboration with our partners, communities, and businesses we will be designing and delivering early intervention and prevention services for people to take control of their lives and improve their outcomes but also as necessary for the Council to provide the additional help when they need it.</p>

Fairness and Equality Impact Assessment (FEIA):

A copy of the Council's Fairness and Equality Impact Assessment can be found in the Cabinet papers. The FEIA has considered the impact of the Corporate Plan across the Equality Act 2010, Socio-Economic Duty, Welsh Language and Well-being of Future Generations Act. There were no negative impacts identified.

Summary of impact - Socio-economic Duty

The Corporate Plan is anticipated to reduce inequalities of outcome for several groups that are likely to experience socio-economic disadvantage against the areas of education, work, living standards, health, participation, physical environment, justice, and community safety.

Welsh Language (Wales) Measure 2011

The Corporate Plan will align with the Council's Welsh Language Strategy and the Welsh in Education Strategic Plan. The Plan will consider the consultations that have already been undertaken in 2021/22 to support the development of the Corporate Plan.

Consultation

A public consultation was undertaken between 13th and 23rd September 2022 asking people for their views on the Well-being Objective themes and what they consider to be priority for the Council. 865 residents (266 Citizens Panel and 599 Bus Wi-Fi) responded to the survey. Residents were asked the how important each theme was for Newport over the next 5 years. Out of 865 residents, the percentage of respondents stated the objectives were either 'very important' or 'important' for Newport over the next 5 years:

Well-being Objective 1 – 74.7%
Well-being Objective 2 – 72.7%
Well-being Objective 3 – 71.25%
Well-being Objective 4 – 70.7%

Throughout the delivery of the Corporate Plan, the Council will continue to involve and engage with residents, businesses, and staff on the priorities of the organisation in addition to involvement with key strategic decisions made by the Council. Full details of the consultation are included in the FEIA published in the Cabinet Papers.

Background Papers

Well-being of Future Generations Act
Corporate Plan 2017-22
Cabinet Report 16th November 2022

Dated: 15 November 2022

Mae'r dudalen hon yn wag yn



DRAFT Corporate Plan 2022-27

An Ambitious, Fairer, Greener Newport for everyone

V1.4

Introduction

Newport is a vibrant, forward-thinking city that is steeped in a rich industrial and cultural heritage. Newport City Council plays a pivotal role delivering services to residents, businesses and visitors ensuring everyone can contribute towards making Newport a safe, sustainable and resilient place to work and live.

This plan builds upon the achievements and our responses to the challenges faced by Newport as we move forward from the Covid pandemic, responds to the cost-of-living crisis, and creates opportunities for Newport to become a fairer, greener and ambitious city for everyone.

In the last five years, Newport has continued to develop into a strong and resilient city seeing significant investments in advanced manufacturing, future technologies, and entrepreneurial businesses.

The restoration of historical assets like Market Arcade, Newport Market and IAC building are breathing new life into the city centre alongside plans for a new leisure and well-being centre and campus for Coleg Gwent.

Education and the aspirations of Newport's young people have seen the performance of our learners continue to improve despite the challenges faced during the pandemic. Over £100 million has been invested into the school infrastructure including the expansion of the Welsh medium offer in Newport. We have also been providing opportunities for adult learners to gain new skills through collaboration with organisations like the Department for Work and Pensions and with partners have supported residents to find pathways into work.

The city faces new challenges to adapt to the increasing effects of climate change and to create a sustainable environment for our own and future generations. The council's organisational Climate Change Plan builds on our successes with more energy efficient buildings, changing our fleet to electric vehicles, replacing sodium streetlights with LED, and improving our parks, green and open spaces. Newport continues to be one of the best performing cities in the UK for recycling waste and we will continue this work to enable more households and businesses to recycle and re-use items.

Enabling residents to move around the city effectively is a priority for the council as we work with partners to develop alternative transport networks to support the shift away from private car use. In the last 5 years, the Council has spent over £10 million on active travel projects including the installation of Devon Place bridge and the introduction of safe walking and cycle routes across the city.

Newport's community hubs and its flagship Ringland hub have been significant places for residents to access services and get the help they need to improve their lives. Before and after the pandemic, community hubs have supported the city's most vulnerable and have provided support for local groups and charities with food poverty support and other initiatives such as participatory budgeting.

The council has also supported new major housing developments at Glan Llyn, Llanwern Village and Jubilee Park. Working collaboratively with housing associations, and health and wellbeing groups, we are addressing the issues of homelessness within the city helping people to access affordable housing and long-term support and solutions.

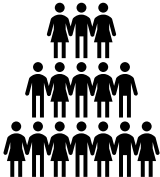











The council's adult and children social services have seen unprecedented demand for long-term care and support to allow people to live independent lives. Initiatives such as Baby and Me, MyST and Family Group Conferencing have protected vulnerable adults and children from abuse. We have also built brand new accommodation, such as Rose Cottage, to enable young people to live safely in the city.

Adult services have experienced exceptional challenges throughout Covid and with the backlog of health care patients, the challenges will undoubtedly continue. Working collaboratively locally and regionally, with Aneurin Bevan University Health Board and other care providers, we are ensuring people are directed to the right services and have the necessary support to live independently.

The city council's workforce continues to deliver services in challenging times and is committed to working with residents, businesses, and our partners to ensure the objectives, priorities and projects set out in this plan will transform the city and services to meet the demands of 21st Century Newport.

KEY FACTS ABOUT NEWPORT in 2022

NOTE – This section will include 8 to 10 key facts about Newport around its Demography, Economy, Society and Well-being)

	
<p>159,600 Residents (9.5% Growth) / Census 2022</p>	<p>14,711 (13%) Black Asian Minority Ethnic residents (Census 2011)</p>
	 <p>NEWPORT CITY COUNCIL CYNGOR DINAS CASNEWYDD</p>
<p>57 schools in Newport</p>	<p>5,973 staff in Newport City Council (March 22)</p>
	
<p>59.1k tonnes CO2 NCC Carbon Emissions 2020/21</p>	<p>23 areas (LSOA) living in 10% Most Deprived areas in Newport (WIMD 2019) *</p>
	
<p>77.4% of residents economically active</p>	<p>11,311 referrals in children’s services 21/22</p>
	
<p>5,681 adult services referrals 21/22</p>	<p>20 Community Centres and Hubs</p>
	
<p>955 council buildings including schools</p>	<p>67.1% Newport waste which is recycled, re-used or composted</p>

*WIMD – Welsh Index of Multiple Deprivation / LSOA – Lower Layer Super Output Area

Further information about our communities can be found on the Gwent Public Services Website [Well being assessments](#)

NCC MISSION STATEMENT

Continuing what we have achieved in the last five years and learning from our response to the Covid pandemic over the last two years, there is now an opportunity for communities, residents, partners and businesses to support Newport City Council working to deliver *an Ambitious, Fairer, Greener Newport for everyone*.

To achieve this goal, we have four well-being objectives that will prioritise our focus over the next five years and will support our longer-term vision for Newport over the next 20 years:

1. **Economy, Education and Skills** - Newport is a thriving and growing city that offers excellent education and aspires to provide opportunities for all.
2. **Environment and Infrastructure** – Newport is a city that seeks to protect and enhance our environment whilst reducing our carbon footprint and preparing for a sustainable and digital future.
3. **Quality Social Care and Community Services** - Newport is a supportive city where communities and care are at the heart of what we do.
4. **An Inclusive, Fair and Sustainable Council** - Newport City Council is an inclusive organisation that places social value, fairness and sustainability at its core.

Wales’s National Well-being Goals


The delivery of our well-being Objectives supports Wales’ Well-being of Future Generations Act (the Well-being Act) which requires all public bodies in Wales to think about the long-term impact of our decisions and to work with our communities, people, and each other to prevent persistent problems such as poverty, health inequalities and climate change.

The Well-being Act has put in place seven well-being goals that all public bodies, including Newport City Council must work towards in this Corporate Plan:



A prosperous Wales	A Wales of cohesive communities
A resilient Wales	A Wales vibrant culture and thriving Welsh Language
A healthier Wales	A globally responsible Wales
A more equal Wales	

In developing our objectives we considered these to have the widest impact and generate the best opportunities for Newport to become an exciting place to live. Each objective in this Plan will outline why this is a priority for Newport City Council and the strategic priorities that will contribute towards the achievement of the objective. Below we have outlined how our vision and objectives will contribute towards Wales’ Well-being Goals:

 Long Term	<p>The last five years have demonstrated how quickly the world is changing and the need to respond to the short term needs of our communities and meet the longer term challenges in Newport, Wales and globally. It will be important to ensure the Council is in a position now and in future to deliver sustainable services to the residents and businesses of Newport.</p> <p>This Corporate Plan will look to deliver positive changes that will create a vibrant and resilient economy and creating places for communities to feel safe, enjoy and access the services they need. This also includes working towards breaking down the structural inequalities faced by disadvantaged and vulnerable groups in Newport through providing equitable access to services, education, training and jobs now and over the next 20 years.</p> <p>We are committed to becoming net carbon neutral by 2030 and to enhance the unique bio-diversity that our future generations can enjoy. It is important that we start making these changes over the next 5 years and enable Newport’s communities and partners to reduce their carbon emissions and adapt to the impacts of climate change. This Plan will also take opportunities to start changing the way which we travel across Newport and the region ensuring people and businesses are able to connect and contribute towards a resilient and vibrant economy.</p> <p>It will be essential to address the short term impacts of the Covid pandemic, poverty and cost of living across our communities. This means ensuring people have access to early intervention and prevention services and ensuring that that they have control over their lives and can contribute towards their communities.</p>
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 <p>Collaboration</p>	<p>We recognise that we cannot achieve many of our objectives and priorities alone and that we will need to work collaboratively locally, regionally and nationally to make these changes a reality. Each objective will be overseen by the Council's Cabinet and Executive Board ensuring that we will collaborate together to provide best value and maximise the opportunities across the Council.</p> <p>This means using our existing networks such as the BID Newport, schools, Public Services Board, Cardiff Capital Region, Regional Partnership Board and Welsh Government as well as developing new networks and approaches across a variety of sectors and organisations. Many of the priorities, programmes and projects in the Plan are building on what the Council has set out in its strategies and plans as well as the priorities set at national and regional levels in Wales.</p> <p>As we progress in the delivery of this Plan we will be working across all sectors whether this is private, public sector, not for profit and voluntary groups to share ideas, find innovative and sustainable solutions to tackle the many issues faced by the Council, communities and businesses.</p>
 <p>Involvement</p>	<p>The achievement of our objectives, programmes and projects will be delivered with the service user and citizen at the centre of decisions. This means involving those impacted throughout the process to help us shape the way services are delivered and the way our communities can contribute creating exciting places to live, work and enjoy.</p> <p>The development and delivery of this Plan will use a variety of methods and opportunities for people to become involved in Council activities whether this is taking part in consultations, contributing towards the democratic process, or providing your feedback on the way we have delivered our services.</p> <p>It is important to Newport Council that we will ensure that views can be provided equitably and that the voices of everyone can be heard. Delivery of the Council's Strategic Equality Plan, and Participation Strategy are already enabling people from disadvantaged and protected characteristic groups to participate in the decisions that we make. Building on this positive approach, we will build on this work becoming an inclusive organisation which represents citizens of Newport. We have outlined in the Plan the Council's principles in involving and delivering the Well-being objectives.</p>
 <p>Integration</p>	<p>The development of the Corporate Plan has considered how each of the objectives and priorities will contribute towards Wales' Well-being Goals. The Plan outlines each Goal which they will be supporting over the next 5 years. As we progress with the delivery of the Corporate Plan we will be working with our local and regional partners to help support the achievement of ours and their vision and objectives. For example, Newport Council will be working with Cardiff Capital Region, Gwent Public Services Board, Regional Partnership Board and the individual organisations to ensure there is synergy in our aims for Newport and to ensure Newport maximises the opportunities offered through integrated approaches that will benefit Newport's communities.</p> <p>In the development of this Plan we have integrated the priorities of our strategic plans, service area priorities and the priorities of the Council's administration. As we deliver against our Well-being Objectives and priorities, the Corporate Plan will evolve, considering the ongoing external and internal changes of the organisation and the city. As an organisation we regularly review and challenge ourselves on our objectives, priorities and Plans to ensure they reflect the priorities of communities and the Council.</p> <p>This will also mean considering and integrating the Well-being Act's sustainable principle and of 5 ways of working, Equality Impact Assessment including Socio-economic duty, and Marmot principles in the decisions we make.</p>
 <p>Prevention</p>	<p>Each of the objectives have considered the actions that we will need to take now to prevent problems from taking place or getting worse across our communities and Council services in the long-term. The Corporate Plan provides many opportunities to tackle the increasing demand faced by our services and getting to the root causes of these pressures. The last 3 years has seen the impact which Covid, subsequent restrictions and cost of living have had on many communities in Newport. We are fully aware of the challenges faced by our economy, social care system, education and communities and have already taken steps to prevent the immediate impacts. This plan builds on the work delivered during this period and will be working collaboratively to provide prevent these areas from getting worse and improving the long term outcomes in health, socio-economic position and life expectancy in Newport.</p> <p>There is significant evidence that the changing climate is already having an impact on our communities, biodiversity and environment in Newport. We will be working across all sectors to prevent further impacts on our ecosystem ensuring we find different ways to reduce our carbon emissions but also to enhance and protect our environment. This will not only provide opportunities for long term employment and economic benefits but will also contribute towards improving the health and well-being of citizens in Newport.</p> <p>Through involvement and collaboration with our partners, communities and businesses we will be designing and delivering early intervention and prevention services for people to take control of their lives and improve their outcomes but also as necessary for the Council to provide the additional help when they need it.</p>

Well-being Objective 1 – Economy, Education and Skills

Newport is a thriving and growing city that offers excellent education and aspires to provide opportunities for all.

Wales' Well-being Goals Supported



**A prosperous
Wales**



**A more equal
Wales**



**A Wales of
cohesive
communities**



**A Wales of vibrant
culture & thriving
Welsh Language**



**A globally
responsible Wales**

Why did we choose this objective?

For the last two years Newport City Council has been supporting the recovery of the city's economy following the Covid pandemic and responding to wider global impacts on businesses. Newport is on the cusp of repositioning itself as an economic powerhouse in south east Wales. Over the next 20 years, we will support initiatives to attract major investment into the city, kickstart and nurture homegrown entrepreneurs, celebrate our heritage and culture, and revitalise the city centre.

As the fastest growing city in Wales, the council will ensure Newport's growth remains sustainable for its communities. Working collaboratively with residents and developers we will ensure Newport's city centre and wider communities are inclusive places for families, visitors, and businesses to access the services they need, build connections with each other, and participate in shaping the environment around them.

To support our economic growth, we must also provide opportunities for all our citizens to develop the skills and routes into employment that tackle inequality whilst also providing our businesses with a skilled and effective workforce. Over the next five years, Newport will develop an education system that maximises the potential of our young learners providing the life skills they need to enter the labour market and support their communities. We will also continue to support people to re-enter the job market and access long-term employment through training, skills development, and confidence building.

How we will achieve this...

1	Newport will have a robust economic strategy and replacement Local Development Plan to support sustainable economic growth and strong placemaking across Newport's communities.
2	Lead and collaborate to attract major investment into the city and support our local entrepreneurs to thrive and bring prosperity to Newport's communities.
3	Re-vitalise its city centre and wider communities to benefit families, businesses, and visitors.
4	Become a destination that celebrates cultural diversity, heritage and delivers elite sporting events.
5	Develop education facilities that support future generations to achieve their potential and positively contribute to their communities.
6	Work towards eliminating education inequality faced by young learners that are from disadvantaged, Black, Asian, and Minority Ethnic backgrounds, low-income households, and/or have additional learning needs.
7	Increase the number of Welsh speakers in Newport by improving access to Welsh education, supporting businesses, and promoting the Welsh language.
8	Become a living wage city helping people out of poverty and provide opportunities to retrain, learn new skills and find long-term work.

Well-being Objective 2 – Newport’s Environment and Infrastructure

Newport is a city that seeks to protect and enhance our environment whilst reducing our carbon footprint and preparing for a sustainable and digital future.

Supports:



**A Prosperous
Wales**



**A Resilient
Wales**



**A more Equal
Wales**



**A Wales of
Cohesive
Communities**



**A Healthier
Wales**



**A Globally
Responsible
Wales**

Why did we choose this objective?

Climate change is the defining issue of our generation, and we must act now to protect our planet, our city, and our communities. It is also important for the council, our partners, and our communities to do everything we can to protect and enhance the environment and biodiversity around us such as our parks, open spaces, woodlands, and our urban areas across the city.

There is a requirement for the council to become net zero carbon neutral by 2030 and for the city to be net zero carbon neutral by 2050. This objective will focus on how we will deliver our Organisational Climate Change Plan and our Local Area Energy Plan. We will be working towards these aims and ensuring placemaking is integrated in new and existing buildings, homes, and services for the long term. Over the next five years, alongside the Organisational Climate Change Plan, we will continue our commitment to meet Welsh Government’s target of zero waste by 2050. This will mean providing more support and opportunities for households and businesses to recycle and use more sustainable products.

The infrastructure and transport system of the city is vital to enable people and our communities to connect with each other and more widely across Wales, UK and globally. Having accessible transport and infrastructure to travel easily, into and out of the city, is vital for the economy, well-being, and health of our communities. We also need to move away from the reliance on cars and provide alternatives for people to use. Infrastructure is not just about how we travel, but about our digital networks and how we connect with businesses, families, and public services. It is important for our communities to have easily accessible digital services and support. This also includes ensuring our most vulnerable and low-income households have access to digital technology to engage and support each other.

How we will achieve this

1	Become a net zero carbon council and city through the delivery of the Council’s Organisational Climate Change Plan and Local Area Energy Plan.
2	Collaborate and involve developers, communities, and businesses to create buildings for working and living in that are sustainable, affordable and enhance the environment.
3	Continue our progress as a world-leader for recycling contributing towards Wales’s net zero waste goal.
4	To protect and enhance the biodiversity and environment of Newport’s urban and rural communities, improving well-being and health.
5	Transform Newport’s highways and transport system to improve air quality and safety. Promote active travel across the city and south east Wales region.
6	Collaborate and support investment into a digital infrastructure which will provide equitable access for residents and businesses across Newport.
7	Support and champion reputable businesses that comply with environmental and regulatory requirements and take action against organisations that do not.

Well-being Objective 3 – Quality Social Care and Community Services

Newport is a supportive city where communities and care are at the heart of what we do.

Wales' Well-being Goals Supported:



**A Healthier
Wales**



**A Wales of
Cohesive
Communities**



**A Wales of
thriving Culture &
Thriving Welsh
Language**



**A more Equal
Wales**

Why did we choose this objective?

Newport has diverse and rich cultural communities which come together, support each other to enhance the areas they live in, and safeguard our most vulnerable citizens. Over the next five years we are aiming to have a more co-operative approach with service users, families, carers, health, landlords, community, and social care sectors to work together to tackle inequality. This will ensure communities remain safe places and contribute towards making Newport a great place to live, work and enjoy.

We will also seek to have a sustainable social care sector, one that is able to ensure people including carers can get early intervention and access to the services they need. We also want to ensure people can be supported to live independent lives that are appropriate to their needs. This means supporting more providers that are focused on the well-being of their residents, service users, carers, and staff, not on profit.

How we will achieve this

1	Create sustainable adult, children's and prevention services through a co-production model with providers, service users, and carers to meet our statutory duties, future demands, and eliminate profit from children's social care.
2	Safeguarding our children, young people, vulnerable adults and families so that future generations can maximise their potential and have control over their lives.
3	We will support individuals and carers to maintain their independence and support them when they need help by providing equitable access to early intervention and prevention support.
4	Strengthening our investment in early intervention and prevention with a range of youth, play and community based activities supporting families and individuals to live positive and healthy lives
5	Reduce the number of people that are and/or at risk of becoming homeless through the provision of a holistic housing and preventative multi-agency support services.
6	Newport will be a City of Sanctuary which supports Asylum Seekers, refugees and our global community to settle and become part of our community.
7	Promote positive community inclusion and culture by engaging with key stakeholders and communities to address issues of anti-social behaviour and crime.

Well-being Objective 4 – An Inclusive, Fair and Sustainable Council

Newport City Council is an inclusive organisation that places social value, fairness and sustainability at its core.

Wales Well-being Goals Supported



**A more Equal
Wales**



**A Wales of
Cohesive
Communities**



**A Wales of Vibrant
Culture & Thriving
Welsh Language**



**A Globally
Responsible Wales**

Why did we choose this objective?

The long-term well-being and sustainability of Newport City Council is essential if we are to deliver services to communities and businesses across Newport. The sustainability of the council is about ensuring that our finances provide value for money to the citizens of Newport and that we invest in opportunities that support socio-economic improvements. We must also ensure our assets (e.g. buildings, fleet and procurement) are suitable for future generations to use and support the council's commitment to be net zero carbon by 2030.

Residents will be at the centre of our aspirations to improve our service delivery. This means residents can access our services however they want, whether face to face or online. We also want communities and groups to be able improve the places where they live through volunteering, taking on and using council buildings or deciding how funding is awarded to projects across the city.

We also want Newport City Council to be an inclusive organisation which represents the people of Newport. The council must be an employer of choice that offers employees equitable opportunity to work and deliver high quality services for the people of Newport. The council must also be involved in decisions made at a regional and national levels to ensure we can maximise the opportunities for Newport and benefit from major investment.

How we will achieve this

1	Become an inclusive organisation that represents the citizens of Newport, providing equitable opportunity for people to succeed and places the citizen at the centre of decision making.
2	Transform our neighbourhood and community services to enable communities to make best use of land and property through community asset transfer.
3	Deliver our organisational Climate Change Plan to become a net zero organisation by 2030.
4	Provide fair access to the council's in-person and digital services, including digital skills training and support.
5	Promote and improve the way in which residents and businesses can interact with the council's democratic process and decision making.
6	Rationalise, protect, and enhance our buildings and assets enabling co-productive working environments with our strategic partners, public sector bodies and other organisations.
7	Generate opportunities to build wealth across Newport's communities through progressive procurement of goods and services and other initiatives such as participatory budgeting

Delivering the Corporate Plan

The delivery of the Corporate Plan cannot be achieved by Newport City Council alone. For each objective, strategic priority, and project, we will do our part alongside our strategic partners, other public bodies, charities, not for profit organisations and the private sector. But we will also need you, the people of Newport, communities, groups, and businesses to help us make these become a reality. We need you to tell us what is important to you and where we can do better make Newport a great place to live, work and enjoy.

Further information on how you can contribute can be found on '*How you can get involved*'.

Principles of Delivering the Corporate Plan

Over the next five years we will ensure that the decisions we make involve the people, communities and groups that use our services and live in our city. To achieve this, we have outlined four principles which are aligned to our statutory duties of fairness and equality such as the socio-economic duty, Well-being of Future Generations Sustainability principle and five ways of working, Marmot and Fairness Commission principles. Newport's four principles are:

Fair and Inclusive – We will work to create fairer opportunities, reduce inequalities in our communities, and encourage a sense of belonging.

Empowering – We will work with and support communities, groups and partners to thrive.

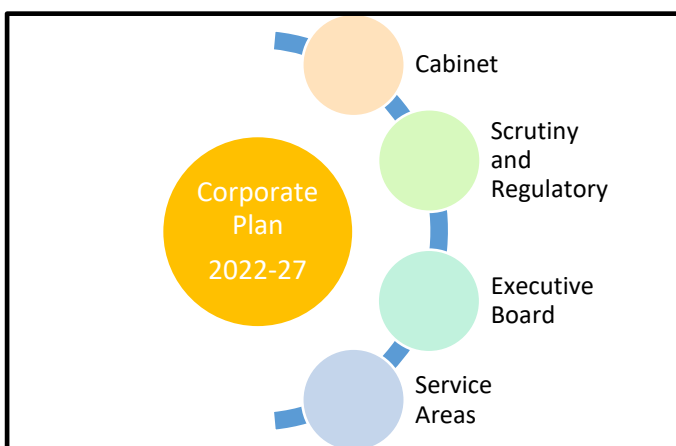
A listening council – The views of communities, service users and partners will shape the services we deliver and the places you live in.

Citizen Focussed – Everyone who works and represents Newport City Council will put the citizen first, focusing on our core organisational values.

Finance - Revenue and Capital

The Corporate Plan will be delivered alongside the Council's Medium Term Financial Plan (MTFP). The MTFP sets out how much funding the Council may have available to it and the needs of the services to be funded. Every year the Council's sets out its budget which it will spend on the day to day running costs of the Council, known as the **revenue account**; and also the spending on new facilities, major repairs and maintenance of Council owned assets such as buildings, roads, pavements which is known as the capital account. Further information on the Council's budget and financial performance can be found on our website [here](#).

Governance and Structure



The council's Cabinet will lead and have oversight over the delivery of the Corporate Plan including key organisational strategies, the Transformation Plan and Service Plans.

The council's scrutiny and regulatory committees will review and monitor the progress of delivery against the council's Corporate Plan, strategies, and statutory services.

The council's Executive Board, made up of the Chief Executive and Directors who oversee the strategic delivery of the council's Corporate Plan, Transformation Plan, and service area delivery.

Each service area is led by a Head of Service and are responsible for the operational delivery of their services and delivering the Corporate Plan and the Transformation Plan.

Monitoring and Reporting against the Corporate Plan

To ensure that we are progressing well against our objectives in the Corporate Plan, we will be undertaking regular monitoring and reporting which is reported through the Council's officer and democratic structure. Newport Council has a Planning, Performance and Risk Management Framework which can be found on our website [here](#). To ensure we are keeping on track with the Corporate Plan, there are several monitoring and reporting processes including:

Annual Corporate Well-being & Self-Assessment Report	Every year we will publish our Annual Corporate Well-being & Self-Assessment Report. This report provides an overview of the Council's progress against the Corporate Plan Objectives, our performance and the improvements that we are going to make in future years. The Report also self-assesses the effectiveness and robustness of our governance and performance arrangements to deliver the Corporate Plan, and statutory services.
Transformation Plan	The Transformation Plan and Reporting will oversee the delivery of our key programmes and projects set in the Corporate Plan that will change how we deliver our services and improve the communities of Newport.
Service Plans	Each service area of the Council will have a service plan which outlines how they will contribute and deliver the Corporate Plan, and improve the services they provide. Copies of the Service Plans 2022-24 can be accessed here . Each service area will provide six monthly (Mid-Year and End of Year) updates on the progress of their service plans to the Council's Cabinet and performance scrutiny committees.
Strategy and Statutory Monitoring and Reporting	The Council has several strategic plans and statutory requirements which it reports annually. Some of these include Strategic Equality Plan, Welsh Language Strategy, Climate Change Plan, Welsh Education Strategic Plan, Digital Strategy. The performance against these strategies and statutory requirements are reported to the Council's scrutiny, regulatory and cabinet meetings through our democratic process.
Staff Performance Management	The Council's staff undertake regular staff performance and wellbeing meetings in the form of Check-ins. Checking-in with our staff on their performance and health and wellbeing enables our staff to contribute effectively towards the achievement of this Plan and to ensure we provide the best possible services to our residents, businesses and visitors in Newport.

People Plan

Delivery of our 5-year Corporate Plan relies heavily on our workforce's ability to achieve the aspirations set within. Once our Corporate Plan is agreed the Council will create a new people plan that aligns and supports our Corporate Plan and contributes to how we will achieve the highest quality service delivery for the people of Newport.

Our people plan will support our aspiration to become an employer of choice by enhancing the relationship between the Council and its workforce. As well as underpinning and enabling our workforce to successfully deliver on the aspirations in our Corporate Plan, our people plan will drive inclusive employee engagement, productivity, and the Council's workforce potential to achieve for the next 5 years.

How you can get involved

There are many ways which you can get involved with what the Council is delivering and how you can contribute towards shaping the way which we deliver our services. The table below includes information and links:

Newport City Council Website: www.newport.gov.uk



Download the My Newport App to your Smartphone device.
Available on Apple and Android devices.



Newport Consultations: www.newport.gov.uk/en/Council-Democracy/Consultations



Compliments, Comments and Complaints



Newport Citizens Panel - www.newport.gov.uk/en/About-Newport/Citizens-Panel



Twitter - [@NewportCouncil](https://twitter.com/NewportCouncil)



Facebook – www.facebook.com/NewportCityCouncil



Email: info@newportcouncil.gov.uk



Telephone – (01633) 656 656 between 8.00am and 6.00pm Monday to Friday



Text – NCC followed by your message to 60777

Minicom – (01633) 656 657



Write to –

Newport City Council
Civic Centre
Godfrey Road
Newport
NP20 4UR

Report

Council

Part 1

Date: November 2022

Subject **Strategic Equality Plan Annual Report 2021/22**

Purpose This report reflects Newport City Council's progress in delivering against its 2020-24 Strategic Equality Plan and reports on the essential equalities employment information that the Authority is required to publish under the Equality Act 2010.

The Annual Report is required to be published on the Council's website in accordance with statutory deadlines.

Author Head of People, Policy and Transformation

Ward All

Summary Under the Equality Act (2010), the Council is required to report annually on the progress it has made against the 6 Strategic Equality Objectives contained within its Strategic Equality Plan. The Equality Act also requires Local Authorities to publish staff equalities data contained within this report.

This report is the second Annual Report on progress towards meeting Equality Objectives in the Authority's third four-year Strategic Equality Plan (SEP), as approved by Council in July 2020.

Proposal **To approve the attached final monitoring report and publish it on the Council's website, in accordance with statutory deadlines**

Action by Head of People, Policy and Transformation

Timetable Immediate

This report was prepared after consultation with:

- Cabinet Member for Organisational Transformation
- The Council's Strategic Equalities Group
- Overview and Scrutiny Management Committee
- Cabinet

Signed Head of People, Policy and Transformation

Background

Under the Equality Act 2010, public authorities are required to set Equality Objectives every four years, which assist them in their duty to pay due regard to the need to promote equality of opportunity, foster positive relationships between community groups and eliminate discrimination. The council's current Equality Objectives are set out in our [Strategic Equality Plan 2020-24](#) (SEP).

Local authorities are also required as part of the Welsh-specific duties of the Equality Act 2010 to produce and publish an Annual Report within 12 months of the end of each financial year. The report highlights the challenges, changes, and progress made throughout the year and measures these against the Equality Objectives in the Strategic Equality Plan. The Annual Report also includes workforce data, a publishing requirement under Welsh-specific duties.

The 2020-24 SEP was approved by Cabinet in July 2020 and set out six equality objectives, each with a number of related outcomes and key actions that will contribute to those outcomes. The objectives related to Leadership and Governance, Access and Engagement, Representative Workforce, Community Cohesion, Learning Well and Independent Living. They were set following comprehensive community engagement and a review of local and national data.

This Annual Report demonstrates the progress made during the second year of delivery against the council's new SEP.

Legal Context

The Equality Act 2010 (Wales) states that a listed body in Wales, including Local Authorities, must produce an Annual Report by 31st March each year.

The Act requires that the report must specifically outline progress towards fulfilling each of the Authority's Equality Objectives, provide a statement on the effectiveness of the steps that the Authority has taken to fulfil each of these, and include specified employment information, including information on training and pay (unless it has already published this information elsewhere).

The report should also set out the steps the Authority has taken to identify and collect relevant information and how we have used this information in meeting the three aims of the Public Sector General Equality Duty, which are to:

1. Foster positive relationships between those who share Protected Characteristics and those who don't
2. Eliminate unlawful discrimination
3. Advance equality of opportunity between those who share a Protected Characteristic and those who don't

If relevant information has not been collected, a statement on the effectiveness of the Authority's arrangements for identifying and collecting relevant information must also be included.

In the last reporting period, Welsh Government also enacted Section 1 of the Equality Act, the Socio-economic Duty (SED), introduced in Wales on the 31st of March 2021. The SED requires specified public bodies, when making strategic decisions, to pay due regard to the need to reduce the inequalities of outcome resulting from socio-economic disadvantage. Although the SED does not include a reporting duty, this Annual Report sets out the steps taken this year to ensure that the council meets its statutory responsibilities under this new legislation.

Report Summary

This report details the progress made during 2021-22 so is an historic look back at the actions undertaken against each of the strategic equality objectives contained within the Strategic Equality Plan.

The report lists the achievements against each strategic objectives, with key highlights below.

- As a demonstration of the commitment at all levels of the Council to Equality Diversity and Inclusion, we are proud to say that the Leader was appointed as the Welsh Local Government Association for Equalities, Migration and Anti-Poverty
- Inclusive Leadership training was completed by nearly 300 Senior Leaders and Managers during the period and this year we will be evaluating how this has supported our vision of becoming a more inclusive organisation
- Equality, Hate Crime and EUSS awareness sessions delivered to all senior customer service staff to support
- £415,000 of funding was distributed to 79 community projects via the Participatory Budgeting process to support activities to overcome the inequality seen by some communities during the pandemic. This was supported by Newport’s Fairness Commission.
- Our staff networks have provided to be successful and have been instrumental in influencing workplace policies, service delivery and strategic decision making during the period, including supporting the recruitment process for senior leaders.
- Development and roll out of Emotional Based School Avoidance support and resources for schools to support all children and young people to attend school.
- Floating support schemes supported over 2,665 people to access and maintain their accommodation including adults with learning disabilities, refugees, people escaping domestic abuse and unaccompanied asylum-seeking children.

As well as the many positives the report also recognises areas of improvement. The analysis of our workforce data (from page 42) highlights some potential areas of focus, including the representation of minority ethnic staff, and higher levels of leavers for staff with particular protected characteristics. Deep dives into any themes and associated improvements will be undertaken during this financial year.

Governance and management

The Strategic Equalities Group (SEG) considers progress made against the Strategic Equality Objectives throughout the year. SEG is chaired by the Cabinet Member for Organisational Transformation, who has responsibility for Equalities.

Respective Equality Objective leads provide a quarterly highlight report for consideration and support from SEG members. Specific delivery groups have also been established during this period to ensure operational delivery of each Equality Objective. This report summaries the key achievements from the quarterly updates provided at SEG.

The annual report has also been considered at Scrutiny Committee, and Cabinet.

Financial Summary (Capital and Revenue)

The cost of implementing the Strategic Equality Plan and the Equality Objectives is met out of existing budgets by each relevant service area. The majority of the actions relate to work already identified in Service Plans, for example workforce monitoring, or which occurs in projects that have already been approved and prioritised, such as educational and housing priorities.

	Year 1 (Current) £	Year 2 £	Year 3 £	Ongoing £	Notes including budgets heads affected
Costs (Income)					Not applicable
Net Costs (Savings)					
Net Impact on Budget					

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?
That the Annual Report is not published	M	L	A draft report has been compiled and taken through relevant governance processes for approval	Heads of Service
That equality commitments are not understood by employees and members	M	M	Mandated Equalities training for staff and members continues to be delivered across the organisation, and the development of our Fairness and Equality Impact Assessment process has further embedded equalities considerations as part of the Authority's decision-making process.	Head of People, Policy and Transformation and Elected Members
That Equality Objectives are not implemented and reviewed	M	M	Progress against equalities objectives is reported on regularly to the Strategic Equality Group	Policy and Partnership Manager and Senior Equalities Officer

Links to Council Policies and Priorities

The Strategic Equality Plan and its Equality Objectives are aligned with:

The Corporate Plan – our Cohesion and Representative Workforce Objectives
Wellbeing Objectives – our Cohesion, Learn Well and Independent Living Objectives
Modernised Council – our Representative Workforce Objective

The Plan also takes account of priorities for addressing inequalities set out in the Equality and Human Right's Commission's 'Is Wales Fairer?' 2018 review, and Welsh Government's ongoing Cohesion, Equality and Inclusion, and Nation of Sanctuary work programmes.

Options Available and considered

- a) To approve the attached report and publish on the council's website
- b) To not approve the attached report and redraft.

Preferred Option and Why

Option a) is the preferred option to ensure that the Council remains compliant with its statutory obligations.

Comments of Chief Financial Officer

There are no financial implications associated with the proposal to approve and then publish the Strategic Equality Plan Annual Report on the Council's website. The cost of implementing the SEP is met from a combination of existing service area budgets and external grant funding. Fairness & Equality Impact Assessments are included in business cases during the Medium Term Financial Plan process when applicable.

Comments of Monitoring Officer

There are no specific legal issues arising from the Report. In accordance with the Equality Act 2010 the Council is required to publish an annual report setting out progress made, and the effectiveness of the actions taken to meet its public sector equality duty and specific objectives. The annual report is also required to set out equalities data in relation to staffing information. The general public sector equality duty requires the Council to have due regard in the exercise of its functions, to the need to eliminate discrimination, harassment, victimisation and other prohibited conduct and to advance equality of opportunity and to foster good relations. As from April 2021, the Council has a further duty under the Equality Act to have due regard to the need to reduce inequalities of outcome resulting from socio-economic disadvantage. The Regulations made by the Welsh Ministers impose specific duties on local authorities in Wales for the purpose of enabling better performance of these general duties. These include the duty to publish objectives designed to enable the authority to perform the statutory duty, to publish a statement setting out steps taken or intended steps in order to fulfil each objective and how long the authority will take in order to fulfil each objective.

This report provides an update on the second year of delivery against the new four-year Strategic Equalities Plan 2020-2024 and confirms that good progress has been made in meeting the 6 equalities objectives set out in the Plan, but also identifies those areas where further improvements are required. Although there is no requirement to report on performance in relation to the socio-economic duty, the report also sets out the steps taken to meet the requirements of this new duty. The report will need to be approved by full Council before being published in accordance with the statutory requirements.

Comments of Head of People, Policy and Transformation

There are no direct staffing implications arising from this report.

This annual report reflects the positive progress made and highlights some examples of good practice that we have delivered over the past 12 months. The report also identifies some areas in which we will need to make improvements in the year to come.

Continued work on the objectives within the Strategic Equality Plan contributes to the delivery of the Council's well-being objectives and the national well-being goals, working towards a Wales of vibrant culture and an equal Wales.

Scrutiny Committees

The SEP Annual Report 21/22 was presented to the Council's Overview and Scrutiny Management Committee on 23 September 2022. The full details will be published in the minutes of the Committee meeting on the Council's democracy pages. The following issues were discussed:

The committee were happy with the report and its contents and thanked Officers for their work. A summary of comments and responses is outlined below.

1. The committee commented that information regarding the Strategic Equalities group and the areas it explored could've been beneficial to include within the report.
The achievements and updates in the report are based on feedback from discussions at the Strategic Equality Group. Relevant information from the Group will be considered for future reports.
2. The committee felt that there could be more clarity when presenting how aims have been achieved.
Format of future annual reports will be considered by the Strategic Equalities Group to discuss and agree improvements, including how more clarity on achievement of objectives can be included.
3. The committee asked for a copy of the exit survey questions to better understand what was being asked of leavers and make any recommendations and comments where necessary.

A copy of the current exit questionnaire was shared with Committee members as part of the written response. Human Resources are currently reviewing this questionnaire. Once drafted, this will be presented to Staff Networks for their feedback before more formal approval.

4. The committee recommended that the Council expands the breadth of organisations that are used for benchmarking beyond the current Pride Council collaborative forum, with the recommendation that this be brought back the committee in future.

Following the introduction of the Local Government and Elections (Wales) Act 2021 there has been a change to the benchmarking data available and required by Local Authorities. Newport City Council, are discussing the best way in which to benchmark against other local authorities, and this will form part of those discussions

5. The committee asked for confirmation regarding the data on pages 40 and 42 regarding employees as of the 31st of March.

As highlighted in the report, at the time of data capture, we had 5982 staff employed, 850 leavers and 5777 applicants. Anomalies in data (numerical statistics in 'pay band by sex', 'contract type by sex', 'working pattern by sex', 'ethnicity pay gap' and 'disability pay gap') are due to the time that reports were run/requested but were analysed from a date correct at 31/03/2022 and the percentages displayed are reflective of the correct data. Officers will review how this can be mitigated for in future reports.

Fairness and Equality Impact Assessment:

A full Fairness and Equality Impact Assessment (FEIA) has been undertaken on the Strategic Equality Plan 2020-24 to which this Annual Report relates.

- **Summary of impact - Wellbeing of Future Generation (Wales) Act**

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

Long Term – Activities in relation to delivery of compliance with SEP's 4-year plan thus supporting activities in the medium to long term.

Preventative – The Plan and its Objectives identify existing issues (such as workforce under-representation) and seek to invest resources into preventing these problems from exacerbating and improving overall outcomes for groups that experience disadvantage.

Integration – It identifies key successes and challenges for the Welsh language in Newport and shows how the council has worked towards compliance with the Welsh language standards and promoted Welsh across the diverse communities of Newport increasing the visibility of the language across the city.

Involvement – the objectives within the SEP were developed in consultation with internal and external stakeholders, including grassroots community groups. This annual report sets out ways in which involvement and engagement have continued during this reporting period.

Collaboration - The council's Equality Objectives contribute to creating a more equal Wales, improving community cohesion, and developing strong, resilient communities.

- **Summary of impact - Equality Act 2010**

The FEIA undertaken on the Strategic Equality Plan 2020-24 identifies positive impacts for people that share Protected Characteristics of race, age, disability, pregnancy and maternity, marriage and civil partnership, gender reassignment, sexual orientation, and sex. The Plan explicitly refers to those characteristics that each Equality Objective directly benefits. There were no negative impacts identified.

- **Summary of impact - Socio-economic Duty**

The Strategic Equality Plan's FEIA was completed before the introduction of the Socio-economic Duty in Wales. Specific actions were identified within the Plan to ensure the Duty is embedded across council

processes during this period. The FEIA also identified residents in areas of Newport with the largest concentration of minority ethnic people would likely experience a positive impact as a result of the Plan. These areas are also some of the most socio-economically deprived. The Plan's focus on educational and involvement/engagement outcomes is also likely to improve inequality of outcome for people experiencing socio-economic disadvantage.

- **Summary of impact - Welsh Language (Wales) Measure 2011**

There were no significant impacts identified for the Welsh language within the Plan's FEIA, and Welsh Language is within the remit of the Strategic Equalities Team thus having a positive impact.

Consultation

The Equality Objectives in the Council's Strategic Equality Plan were developed in partnership with key internal and external stakeholders and were subject to extensive community engagement. The involvement of grassroots communities ensures that whilst our Plan delivers a strategic vision for equality in Newport, and it also ensures tangible outcomes for communities on the ground. The SEP includes further details of our consultation, comments received, and how this has shaped our priorities.

Background Papers

[The Essentials - Wellbeing of Future Generation Act \(Wales\)](#)

[Corporate Plan](#)

[Socio-economic Duty Guidance](#)

[Public Sector Equality Duty](#)

[NCC Strategic Equality Plan 2020-24](#)

[Cabinet Report](#)

Dated: 14 November 2022

Mae'r dudalen hon yn wag yn

Strategic Equality Plan 2020-2024

ANNUAL REPORT 2021-22

Foreword

Tackling inequality and promoting inclusion have always been important to Newport City Council. Our vision is of a cohesive city with zero tolerance for racism or discrimination, where everyone is treated as an equal, and the needs of residents from all backgrounds are considered. The COVID pandemic has been an unprecedented challenge and highlighted inequalities within our communities. As we began to rebuild out of the pandemic, we kept equality at the forefront of our decision-making and recovery work to help build a fairer city.

When developing the Equality Objectives in our Strategic Equality Plan 2020-2024, we conducted extensive community engagement to ensure that this plan had a strong outcome focus and delivered tangible changes that made a difference to people's lives. This plan delivers a strategic vision for equality in Newport informed by local communities.

This annual report reflects our progress within the second year of delivery, and we are pleased to see how we have continued our success in delivering our equality objectives. We have made further progress in building a truly inclusive corporate culture and improved how we provide services to our communities. Whilst our work has had to remain flexible, responding to emerging challenges, we have also developed preventative measures to address inequalities. This ongoing work reflects our commitment to building a more inclusive city and supporting our most vulnerable citizens.

The Socio-economic Duty came into force in Wales on 31 March 2021. We are particularly proud that we have embedded its principles in our policy development and strategic decision-making process this year. The Duty is now considered against a range of decisions to ensure we reduce inequalities outcomes for our most disadvantaged communities. This has placed tackling inequality at the heart of our decision-making process and improved outcomes for those who suffer socio-economic disadvantage.

As we embark on the third year of our Strategic Equality Plan 2020 - 2024, we recognise that more work is still needed to ensure ongoing improvements and further progress in achieving our equality objectives. We are confident that the progress we have made through the delivery of this plan will help us work towards our vision.

Councillor Jane Mudd, Council Leader

Councillor Dimitri Batrouni, Cabinet Member for Organisational Transformation

Introduction

As part of our duties under the Equality Act (2010), Newport City Council is required to produce and publish an Annual Report outlining the progress that we have made against our Strategic Equality Objectives which are set out in our Strategic Equality Plan (SEP) 2020-24. This Annual Report sets out a summary of key achievements against our identified Objectives and outcomes, a detailed update on work to meet each Objective and finally, our workforce equality data which is also a publishing requirement under the Equality Act (2010).

This report relates to the second year of delivery of our 2020-2024 SEP. During the year, progress against our Strategic Equality Objectives is monitored and supported by the council's Strategic Equalities Group (SEG). This group is chaired by the Cabinet Member for Organisational Transformation, and membership includes representation from Newport's Fairness Commission, Trade Unions, Elected Member Equality Champions, Staff Support Networks Chairs, and service area lead officers.

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Summary of Achievements

The table below sets out a summary of key achievements during this reporting period against each of our Strategic Equality Objectives and outcomes. Further details on activities can be found in the relevant sections of the report.

Strategic Equality Objective	Outcome	Achievements
Leadership, Governance, and Involvement	Newport City Council shows clear and consistent leadership in promoting equality and diversity across the city	<ul style="list-style-type: none"> Inclusive Leadership training completed by nearly 300 Senior Leaders and Managers. Leader appointed as WLGA Spokesperson for Equalities, Migration and Anti-Poverty Significant dates, including LGBT+ History Month, Ramadan, Eid-al-Fitr, Holocaust Memorial Day, Pride Month, Lunar New Year, Refugee Week, Windrush Day, Gypsy, Roma, Traveller (GRT) History Month, Transgender Day of Visibility, Black History Month and Hate Crime Awareness Week, have been recognised and promoted across the city.
	Newport City Council has a clear governance structure in place to monitor equality performance across the organisation	<ul style="list-style-type: none"> Fairness and Equality Impact Assessments including the Socio-economic Duty against policy/decision making are ongoing and has been considered against a range of decisions
	Newport City Council will improve how it understands the impact of changing services by engaging residents and relevant groups in the decision-making process	<ul style="list-style-type: none"> £415,000 of funding has been distributed to 79 community projects, overseen by and a representative community steering group, working closely with Newport's Fairness Commission.
Customer Service and Access	We have a better understanding of the demographics of our service users, and reflect these in service design, removing barriers to access	<ul style="list-style-type: none"> Accessibility Stakeholder Group continues to advise on council projects Equality, Hate Crime and EUSS awareness sessions delivered to all senior customer service staff Development of corporate guidance on interpreting and translation to ensure service is culturally and linguistically sensitive
	Complaints relating to discrimination are managed in a way that ensures organisational learning	<ul style="list-style-type: none"> The council's complaints monitoring process now includes the collection and analysis of demographic data

	Through close partnership working with Newport Live barriers to accessing sports and leisure provision in the city will be reduced	<ul style="list-style-type: none"> • Inclusive cycle scheme is fully operational and has engaged with a wide range of Newport residents • Disability inclusion training delivered to Newport Live staff and added to staff induction programme • Newport Live signed up to the Disability Confident employer scheme
Representative Workforce	Staff with protected characteristics are better represented at all levels throughout the organisation	<ul style="list-style-type: none"> • Update to internal demographic monitoring categories based on census categories to better reflect local communities
	Diverse staff have a voice within the organisation, and are listened to	<ul style="list-style-type: none"> • Staff networks for disabled, LGBTQ+ and ethnic minority staff continue to provide a platform for staff from under-represented groups to influence our workplace policy, service delivery and strategic decision making
	The potential for unconscious bias in recruitment processes is recognised, and minimised	<ul style="list-style-type: none"> • All managers are receiving Inclusive Leadership training, which includes raising awareness of issues related to bias in recruitment • Recruitment and selection e-Learning module now available for all managers
Community Cohesion	Everyone living in Newport feels welcomed, and integration is supported by local communities	<ul style="list-style-type: none"> • Significant support provided to EU citizens in Newport ensured eligible residents could submit late applications to the EU Settlement Scheme post deadline • Established Hardship Group and a referral pathway to manage complex cases of hardship that arise as a result of insecure migration status
	Community tensions are monitored and mitigated effectively	<ul style="list-style-type: none"> • Fortnightly community tensions meeting and weekly community dial in established in partnership with Gwent Police
Learn Well	There is greater parity in attendance and exclusion rates for all pupils in Newport	<ul style="list-style-type: none"> • Development and roll out of Emotional Based School Avoidance (EBSA) support and resources for schools • Exclusions and work focussed on violence reduction in schools
	We have a better understanding of the challenges faced by potentially marginalised pupils	<ul style="list-style-type: none"> • Preparing schools for the requirements of the Relationships and Sexuality Statutory Education Code (RSE) • A Whole-Schools approach to emotional wellbeing and to help schools achieve the aims set out in the Welsh Government's Framework (2021)
Independent Living	People are empowered to live in their own accommodation for longer	<ul style="list-style-type: none"> • During the year over 2,665 people were supported by all floating support schemes to access and maintain their accommodation, including adults with learning disabilities and refugees

		<ul style="list-style-type: none"> • Floating support scheme supported 20 unaccompanied asylum-seeking children (UASC) to increase opportunities for independent living
	People are empowered to play an active role in their local communities	<ul style="list-style-type: none"> • Community Connectors continue to support people to connect with, and be involved with, their local communities
	The city is responsive to the accommodation needs of victims of domestic abuse	<ul style="list-style-type: none"> • Housing Support Grant continues to fund projects for people escaping domestic abusive relationships, including specific provision for people from ethnic minority backgrounds • 381 women supported by the Domestic Abuse Floating Support service to remain in their own homes • New scheme launched for women subject to sexual and financial exploitation in a 'safe house'. • Funding to provide an additional DAFS support worker to oversee the DACC (Domestic Abuse Conference Calls) calls from Gwent Police.

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Equality Objective 1: Leadership, Governance, and Involvement

“Newport City Council has strong leadership and clear governance around equality, ensuring robust monitoring processes and regular meaningful stakeholder engagement”

Governance

To deliver on the objectives we set out in our Strategic Equality Plan, we need to lead by demonstrating our commitment to equality and being an example of good practice. Since publishing our Strategic Equality Plan, we have worked hard to ensure that our equality

- ☒ Newport City Council shows clear and consistent leadership in promoting equality and diversity across the city
- ☒ Newport City Council has a clear governance structure in place to monitor equality performance across the organisation
- ☒ Newport City Council will improve how it understands the impact of changing services by engaging residents and relevant groups in the decision-making process

objectives will be delivered effectively over the lifetime of the Plan. In the last reporting period, we established themed delivery groups, including Representative Workforce and Customer Service and Access Groups, which bring key officers together to progress these areas of work.

We also reviewed the Terms of Reference and membership of our Strategic Equalities Group, which is attended by our Elected Member Champions for equality, service area representatives from across the council, and the Chairs of our Staff Support Networks.

This year, we have continued our work to increase the understanding of the Socio-Economic Duty (SED) and embed its principles in our strategic decision-making process. Last year we appointed a Cabinet Member lead for the Duty and updated our Fairness and Equality Impact Assessment process to fully reflect the Duty and provide a more streamlined, integrated assessment tool for decision-makers. SED assessments are now part of our policy development and strategic decision-making process. The Duty has been considered against a range of decisions to ensure we reduce inequalities for those who experience socio-economic disadvantage.

Leadership

During this reporting period, we continued to stand with our minority ethnic communities, which the COVID-19 pandemic has disproportionately impacted. We also acknowledge the devastating impact social injustice in the UK and worldwide has had on local communities. Last year we signed up to Race Council Cymru’s [Zero Tolerance to Racism](#) policy for Wales. In October, our Diversity Staff Network launched its anti-racism guide, followed by a series of well-attended anti-racism workshops. We remain committed to promoting a zero-tolerance approach to racism throughout the council and contributing toward building an Anti-racist Wales.

The Leader of the Council, Councillor Jane Mudd, was appointed as the Welsh Local Government Association (WLGA) spokesperson for Equalities, Migration and Anti-Poverty.

During the period, we mandated equality and diversity training for all council staff, starting with an Inclusive Leadership course for all senior leaders and managers. Inclusive leadership is a vital part of achieving the equality objectives set out in our Strategic Equality Plan and ensuring senior staff are enablers of change within the council. Approximately 300 senior leaders and managers completed Inclusive Leadership training, and we have scheduled additional workshops during 2022-23 to ensure all senior staff participate.

Involvement

We recognised the impact that COVID-19 had on many of our minority, marginalised or isolated communities and developed a comprehensive Community Impact Assessment (CIA) to inform our response and recovery work. The CIA focusses on the effects experienced by people that share Protected Characteristics, but also on socio-economic factors, like employment and risk of poverty, community cohesion and migration. The CIA was informed by available evidence and research, as well as a series of themed engagement sessions with communities.

The CIA informed both our strategic recovery aims and the development of a Participatory Budgeting programme, delivered in partnership with Public Health Wales and external consultants, Mutual Gain. Following the successful delivery of the first round of this programme, we were able to repeat this process, generating ideas and helping the community to develop local projects that could help the vulnerable groups identified emerge from the pandemic. A 2-day event was attended by Newport residents, who voted for those initiatives most likely to benefit diverse communities. In total, this programme distributed £415,000 of funding to 79 projects. Large grants were awarded to Newport Sudanese Community, Community House Eton Road, Maindee PTA, Home-Start Cymru and Kidscape.

It is important to demonstrate our commitment to equality and ensure it is visible to staff and communities. We have worked hard to communicate our plans, raise the profile of our work, and promote key dates and celebrations, including LGBT+ History Month, Ramadan, Eid-al-Fitr, Holocaust Memorial Day, Pride Month, Lunar New Year, Refugee Week, Windrush Day, Gypsy Roma Traveller (GRT) History Month, Transgender Day of Visibility, Black History Month and Hate Crime Awareness Week. To ensure our communications are meaningful, messaging on our internal and external platforms have been supported by awareness sessions, partnership events and the distribution of learning materials.

Focus on the future

Priorities for the next year include:

- Working in partnership with Welsh Government and the WLGA to deliver on recommendations made in the Welsh Government's Race Equality Action Plan
- Further developing our Fairness and Equality Impact Assessment processes and deliver training to staff on its use
- Deliver bespoke equalities training to all staff across the organisation, supported in consultation with our Staff Networks to share the value of lived experience

- Work to develop our Elected Member champion roles

Equality Objective 2: Customer Service and Access

“Newport City Council’s services are accessible to everyone in Newport, providing services that are both inclusive and considerate of individual need”

- ☒ We have a better understanding of the demographics of our service users, and reflect these in service design, removing barriers to access
- ☒ Complaints relating to discrimination are managed in a way that ensures organisational learning
- ☒ Through close partnership working with Newport Live barriers to accessing sports and leisure provision in the city will be reduced

Access

A focus on accessibility and inclusion is key to ensuring that the council provides equitable access to services in the future. Despite the challenges that COVID-19 has presented in the last two years, we have made progress on several of the outcomes we identified within this objective.

Last year, in response to the physical changes that were required to the city centre because of the pandemic, we established an Accessibility Stakeholder Group (ASG) to review and consider how projects relating to the city centre and council services impact on accessibility.

The group brings together several local stakeholders, including disabled members of the public and third sector organisations. It has shaped our approach to reopening the city centre following periods of national lockdown. The group regularly contributes to planning and project delivery and acts as a critical friend to a range of service areas within the council.

Receiving feedback, practical solutions, and ideas for improvement from people that have lived experience of barriers to access has been invaluable. This year the group has met monthly and continued to influence changes to active travel routes, pedestrianisation of the city centre and ongoing plans for new developments like our city centre leisure provision and the Devon Place bridge.

Complaints and Customer Service

This year we have continued to see changes in the way that we deliver services to the public. While Covid-19 restrictions were eased, we still needed to be cautious in our approach to protect staff and residents. The MCS (My Council Services) Team have had to adapt and prioritise service area requests and development work this year to manage Welsh Government initiatives provided through Local Authorities, such as cost of living payments. These initiatives have seen an increase in requests received online and through the Contact Centre.

As most service requests were received online and through our contact centre, we analysed BrowseAloud and Language Line data to ensure we delivered services in a form, language,

and manner accessible to people from diverse backgrounds. This allowed us to understand accessibility issues better, develop multilingual assets in community languages, and provide corporate guidance on interpreting and translation to support staff. In addition, all senior customer service staff received equality and diversity training, including Hate Crime and EU Settlement Scheme awareness, to ensure that they better understand the needs and concerns of minority communities.

In September 2021, we opened a temporary Face to Face facility for high-priority services such as Housing, Council Tax and Housing Benefits. We set up a dedicated service at the Riverfront, which was available through appointment-only bookings to manage the flow of visitors due to limited space and resources. We consulted the Accessibility Stakeholder Group regarding interim measures and permanent service relocation to ensure we maintained accessibility for people with disabilities. We aim to complete the relocation project to move services into the Central Library Museum and Art gallery by January 2023.

In this reporting period, we have also made some improvements to data collection and demographic monitoring across our customer service and complaints departments.

Engagement in Sports, Leisure, Art, and Culture

This year, we have worked with partners to develop and implement programmes that reduce barriers to accessing public sports and leisure services within the city. Our Parks & Recreation team has continued working with Newport Live to deliver the "Wheels for All" scheme, an inclusive adapted cycling programme within Tredgar Park that is free for Newport residents. The range of adapted bikes available has opened the opportunity to cycle to people of all abilities and ages, with tandems and wheelchair-accessible bikes addressing and further reducing a particular barrier for disabled people. The scheme has been a considerable success, providing seven hundred rides and enabling people to access cycling in a safe, traffic-free environment within Newport. Before the launch of this project, disabled children and adults had to travel to Cardiff or Bristol to access or participate in adapted cycling schemes.

Our partners, Newport Live have also signed up to the Disability Confident employer scheme and added disability inclusion training to their staff induction training programme. All existing and new staff to the organisation will receive disability inclusion training from a Disability Sport Wales tutor to ensure staff are equipped to assist disabled customers and aware of the opportunities available. This will help further reduce barriers to accessing sports and leisure provision for disabled people within Newport.

Focus on the future

Priorities for the next year include:

- Consulting with our Accessibility Stakeholders Group on key projects, including the move of our Information Station and development of our new leisure provision
- Improving data collection and demographic monitoring across our customer service and complaints departments
- Embedding Accessibility Standards across our digital platforms

- Diversity and inclusion review of Arts and Culture provision
- Continued development of Newport Live programmes to ensure opportunities for as wide a range of people as possible.
- Continue progress on the Disability Sport Wales ‘insport’ Gold kitemark scheme.

Equality Objective 3: Representative Workforce

“Newport City Council has a workforce that represents the city, and is a workplace with an inclusive culture, which recruits, develops, and retains staff”

- Staff with protected characteristics are better represented at all levels throughout the organisation
- Diverse staff have a voice within the organisation, and are listened to
- The potential for unconscious bias in recruitment processes is recognised, and minimised

During our public consultation on our Strategic Equality Plan, we received feedback that made it clear that developing an empowered and more representative workforce would be key to achieving our vision of a more equal Newport.

Like many organisations across the country, the last two years have been characterised by unprecedented workforce disruption. At the beginning of the pandemic, Newport City Council transitioned from a mainly office and location-based workforce to one largely working from home. However, unlike many other organisations, we were also responsible for many of the essential services required to keep society moving during the various lockdowns.

Despite these challenges, we have made significant progress towards meeting our Strategic Equality Objectives as we adapt to the new normal.

Recruitment

Our Recruitment Working Group continues to meet to consider how we can develop a more inclusive recruitment strategy. This year we have extended the training provided to all managers to include e-learning on recruitment and selection. In addition, all managers are receiving Inclusive Leadership training, which includes raising awareness of bias in recruitment and ways to address unconscious bias in the recruitment process. This means that decisions of selection and shortlisting panels are less likely to be impacted by unconscious bias.

We have also seen a significant increase in the proportion of applicants for our senior leadership roles from those with a minority ethnic background. The recruitment campaign for Heads of Service featured dedicated EDI content, including information on staff networks, an anti-racism statement and links to our Strategic Equality Plan. This campaign received a positive response from applicants from underrepresented communities. Unlike previous senior leadership recruitment campaigns, the proportion of applicants from minority ethnic backgrounds was comparable to our resident population.

Staff Networks

To help us foster an inclusive culture, we have established a range of support networks for staff from under-represented groups to contribute to and support the delivery of our equality priorities, internally and across our communities. Last year we established two Staff Support Networks, the Diversity Network for staff from an ethnic minority background and IN-NCC, a network for disabled staff.

This year we established an LGBTQ+ Staff Network. Our Pride Network is for staff who identify as LGBTQ+ and seeks to reflect the diverse sexual and gender identities of LGBTQ+ within our community. Staff Networks are a powerful agent for organisational change and ensuring the voices of under-represented groups are heard, listened to, and able to influence policy and process. They are also a safe space for staff to share experiences and seek support.

We remain committed to ensuring Staff Networks have opportunities to influence organisational development and are included in strategic decision-making. The Chairs of our Networks were heavily involved in recruiting our new Heads of Service and are now part of representative interview panels for senior roles.

Workplace Culture

This year we have continued to work to increase the amount of content relating to equality and diversity visible to staff on our internal communications platforms. This has included marking significant dates throughout the year and topical updates on issues, including anti-racism, hate crime and gender identity. In October, during Black History Month, our Diversity Staff Network launched its anti-racism guide, followed by a range of workshops for staff. We have also offered a range of informal learning events for staff.

In addition, we continued our work with Proud Councils and are now one of 8 councils within the network to recognise and continue to improve our culture in relation to LGBTQAI+.

Focus on the future

Priorities for the next year include:

- Review and update of Bullying and Harassment Policy
- Improving our collection of staff data, increasing completion rates, and aligning with census categories to allow effective comparison
- Developing a range of entry routes to the organisation and promoting these to under-represented groups
- Embedding anti-racism principles within our workplace culture
- Developing Gender Identity and Dignity in the Workplace Policies

Equality Objective 4: Community Cohesion

“Newport City Council promotes positive relationships between different communities, supporting integration and effectively identifying emerging community tensions”

☒ Everyone living in Newport feels welcomed, and integration is supported by local communities

☒ Community tensions are monitored and mitigated effectively

As a local authority, community cohesion is a central theme within our equality related work plans, and our priorities in this area are informed by the delivery of the Welsh Government’s community cohesion work plan for local authorities. The ongoing implications of Brexit, the wider global migration crisis, and the disproportionate impact of the pandemic on minority communities have continued to present additional challenges to community cohesion.

Like last year, most of our cohesion work has been reactive, supporting communities to access information in their main languages, developing online communications channels to share important updates, responding to COVID-19, and addressing vaccine misinformation within some of our most vulnerable communities.

Hate Crime and Community Tensions

This year we continued our commitment to addressing all forms of hate as it affects our communities. We continued our fortnightly tensions meetings with our partners in Gwent Police, which enabled us to effectively monitor and mitigate emerging community tensions. We saw a significant rise in hate speech directed at LGBTQ+ communities, particularly trans and non-binary people. To tackle this, we have provided training on hate crime to frontline staff, highlighting discrimination faced by trans people and started work in schools as part of the Hate Crime in Schools Project. We have also delivered hate crime training to a range of community groups and our internal staff networks.

EU Settlement Scheme

As a result of the EU referendum and Britain’s exit from the European Union, EU, EEA or Swiss nationals and their family members resident in the UK by 31 December 2020 were required to apply to the EU Settlement Scheme (EUSS) to secure their rights to live, work and study in the UK. As of the end of the EUSS deadline, 10990 applications had been made to the EUSS by Newport residents.

From July 2021, people who failed to make an in-time or late application to the EUSS no longer had legal status in the UK. This year our teams have worked hard to promote awareness of the EUSS, including the deadline, late applications, and status entitlements. Our EU Citizens Forum continued to meet virtually, bringing together community members and third sector services to effectively address issues affecting EU citizens in Newport. We continued hosting awareness events for professionals on post-Brexit rights and coordinating

a weekly multi-agency drop-in for EU citizens to access immigration advice, EUSS application assistance, or other practical support.

This year we also signed up for the Afghan Citizens Resettlement Scheme (ACRS) and have been working closely with the Home Office, Welsh Government, and other local authorities to support Ukraine relief efforts and the development of new Ukraine Resettlement Schemes.

Hardship Group

Insecure immigration status can result in significant consequences and hardship for migrants. For example, people may have limited or no access to welfare benefits, housing, employment, education, and health services. The COVID pandemic has exacerbated the hardship faced by migrants with insecure or unclear migration status.

This year we established a Hardship Group and a referral pathway to manage complex hardship cases arising from insecure migration status. Representation includes Social Services, Housing, Connected Communities, and external partners such as Health services and third sector organisations. This group and associated referral pathway have contributed to a more structural approach to coordinating support and exploring sustainable solutions for those experiencing hardship. In addition, we have developed awareness-raising training which will be prioritised for all public-facing staff.

The impact of the end of free movement from the EU and the Nationality and Borders Act 2022, combined with the effects of the ongoing economic downturn, is likely to result in the continued increased demand for hardship support within Newport.

Focus on the future

Priorities for the next year include:

- Registering with the Office of Immigration Services Commissioner (OISC) to provide free immigration advice and representation to people with an insecure migration status
- Developing a council Hate Crime Policy
- Working with partners on an inclusive 'safe house' network with venues in Newport for LGBTQ+ People to feel safe in the city
- Developing a 'Welcome to Newport' app for newcomers to the city

Equality Objective 5: Learn Well

“Newport City Council supports the wellbeing and attainment of the city’s pupils and actively looks to address any disparity in achievement, of vulnerable learners”

- ☒ There is greater parity in attendance and exclusion rates for all pupils in Newport
- ☒ We have a better understanding of the challenges faced by potentially marginalised pupils

Covid-19 has continued to have a negative impact on learners through further disruption to education and through the detrimental effect on mental health and wellbeing, which became more evident on return to school. Schools have worked proactively to support the changing needs of their learners to ensure equity of provision and targeted intervention for their most vulnerable learners. Because of the pandemic, we have prioritised actions within our Strategic Equality Plan in relation to supporting the mental health and wellbeing of learners and co-ordinating a multi-agency approach to improving learner engagement.

Emotionally Based School Avoidance/EHE

In response to schools reporting a significant issue in the number of learners identified at risk of or currently not attending school due to emotional needs (EBSA), a task and finish group was established to consider the nature and scope of this matter and develop a training and support pathway for schools. The universal EBSA training for school staff has been coproduced and piloted with Newport Mind. A monthly delivery programme of this two-part training session has been offered to all schools. A half termly question and answer clinic session that consists of Education Psychologists, Education Welfare Officers and InReach Practitioners has been created for school staff to present ongoing cases that are causing a concern. There is an allocated slot in our Wellbeing panels to have EBSA focussed conversations about students who are causing concern.

Several Elective Home Education (EHE) activities have been arranged for children, young people and families including wellbeing, sport, performing arts and cookery.

Exclusions and work focussed on violence reduction in schools

Exclusions continued to be carefully monitored throughout this period on a weekly and monthly basis. The managed move panel continued to take place virtually with representation from senior leaders in all secondary schools. The development of a weekly ‘virtual inclusion helpline’ for all school-based staff gave a regular opportunity to meet with Teacher Advisers who can offer specialist advice and support to staff managing increasingly complex behaviours in schools, to try and minimise further disengagement of learners as well as look at longer term, appropriate strategies that can be utilised to support whole school communities. The introduction of NCC’s Violence Reduction protocol (September 2021)

developed utilising a multi-agency approach, led by officers from within the NCC Education and Youth Justice Services as well as support from Gwent Police and school-based staff. This new approach in response to serious incidents (violence related) occurring in schools seeks to provide specialist and targeted support for all those involved as well as exploring alternative options other than permanent exclusion of the learner.

Whole School Approach

Gwent Whole School Approach to Emotional and Mental Wellbeing was commissioned by Newport City Council as part of our bid to the Welsh Government's Whole-Schools Approach Development Fund. The purpose of this fund was to implement a whole-schools response to the mental health and emotional wellbeing challenges presented by COVID, lockdown, social distancing, and learners' return to school. The initial stages of the Post Covid Recovery work involved delivering two - day long training events hosted live on Microsoft Teams. The funds procured through the Welsh Government's Whole-Schools Approach Development Fund also enabled the Whole School Approach Team and Educational Psychology Service to procure training on Circles Solutions for schools from highly acclaimed psychologist Sue Roffey. Circle Solutions is a pedagogy to develop social/emotional skills based on the principles of ASPIRE (Agency, Safety, Positivity, Inclusion, Respect & Equity).

Preparing schools for the requirements of the Relationships and Sexuality Statutory Education Code (RSE)

During 2021-22, our Healthy Schools Officer has worked with primary schools to explore age-appropriate opportunities and sexuality within the curriculum as part of relationships and sexuality education (RSE) which becomes statutory for certain age groups from September 2022. We have provided all primary and secondary schools with resources to support their delivery of RSE. Many schools have engaged with Spectrum to provide workshops to learners on domestic abuse and healthy relationships. Nearly all secondary schools and most primary schools who were targeted to engage in LGBTQ+ inclusion projects are engaged in cluster projects to develop greater understanding and tolerance towards 'protected characteristics' groups, via a 'whole school approach' of strategies and initiatives to enhance inclusivity.

Focus on the future

Priorities for the next year include:

- Expansion of the Healthy School service/hosting the regional role in Newport
- Gwent Education Minority Ethnic Service (GEMS) to be involved with WSA training
- LGBTQ+ training targeted to school leaders, wellbeing leads and healthy school's coordinators.
- Expansion of counselling service to include community support
- Anti-bullying – developing a co-ordinated approach

Equality Objective 6: Independent Living

“Newport City Council contributes to the city being a great place to live, to grow older and live independently, and has in place a range of housing related services, which accommodates people in different situations”

People are empowered to live in their own accommodation for longer

People are empowered to play an active role in their local communities

The city is responsive to the accommodation needs of victims of domestic abuse

Our housing services have continued to experience an unprecedented increase in demand during this period. At the beginning of the pandemic, the UK and Welsh governments expanded the definition of vulnerability and the statutory housing duties of local authorities in recognition of the potential impact that Covid-19 could have on people who were homeless.

Housing Support Grant and Homelessness

Prevention Grant projects, including floating support, mediation, and housing options staff, continue to support people to maintain their accommodation and prevent homelessness. The Housing Support Grant also funds 20 units in four refuges, including one specifically for Black, Asian, and Minority Ethnic women and two as part of a regional scheme for women with more complex needs.

In addition, our Domestic Abuse Floating Support, crisis and advice scheme supports a minimum of 380 women in their current temporary or permanent accommodation. It includes a dedicated post working with minority ethnic women. 2 additional dispersed units for 5 people have recently been acquired using VAWDASV and Phase 2 homelessness capital funding. We have also established two new schemes: funding for a support worker to operate the DACC (Gwent Police Domestic Abuse Conference Call) process and funding for the Horizons Project for female victims of sexual and financial exploitation.

We have continued to consolidate and remodel our support services to ensure they meet the needs of marginalised groups. Our work with the Gwent Gypsy and Traveller Support Service, Light House Project Refugee Service, and European Economic Area (EEA) Housing Service continues, with dedicated support workers providing support and advice to proactively address the disadvantages and inequalities that result in barriers to accessing housing.

Last year, we supported five young people with learning disabilities to move into self-contained flats, and this year, we have established additional schemes to meet the needs of asylum seekers and refugees. As part of the implementation of the Independent Living Strategy, we have launched a floating support scheme for unaccompanied asylum-seeking children and young people (UASC) to support their transition out of care to independent living. Next year we will begin a three-year programme of re-tendering and consolidating most of our floating support services in the city.

As well as providing accommodation, we also encourage people to play an active role in their local community, through projects that include:

- Adult Services' Community Connectors
- Floating support workers
- Integrated Wellbeing Networks with Aneurin Bevan University Health Board (ABUHB)
- Older Persons Pathway
- Independent Living Strategy
- Tenancy ready programmes

Our Community Connectors for minority ethnic communities offer support to people who may be socially isolated to improve their well-being based on what matters to them. During 2021/22, they supported 182 people with information, advice and assistance resulting in over 500 referrals or signposting to referrals to local services. Information in different languages was shared via digital platforms with Mosques, churches, and online groups.

Connectors continue to work with groups at a grassroots level on COVID recovery plans. They have re-started face-to-face work and supported 7 Ethnic Minority groups to re-build their capacity with volunteer recruitment and retention. They have also assisted with signposting to funding sources and funding applications to ensure sustainability. The team continue to map community activity provision and engage with groups as we continue working on the city's recovery.

Focus on the future

Priorities for the next year include:

- Development of another complex with five self-contained flats for people with learning difficulties and/or cognitive impairments
- Commencement of a three-year programme of re-tendering and consolidation of most floating support services in the city.
- Implementation of the first Housing Support Programme Strategy's (2022-2026) nine strategic priorities
- Completion and implementation of the first Rapid Re-housing Transition Plan (2022-2027)
- Implementation of Welsh Government legislation including the Renting Homes Act and changes to the Housing (Wales) Act 2014 -Homelessness Priority Needs Groups to include people sleeping rough.
- Improve the financial and digital inclusion offer via up-skilling support staff and increased training opportunities e.g. The Department of Work and Pension's Money Guiders Programme.
- Provide additional units of a range of social housing to begin to address increased demand.

Equality Monitoring and Capturing Data

Equality data is used by the council to inform our decision-making, help us understand where we have gaps, and support effective impact assessments.

This section of the report will consider:

- Collecting data; how we collate information related to protected characteristics
- Evaluating data; how we use this data to inform our practice

1. Collecting Data

Collecting accurate information about our employees and the public is key to delivering services which are inclusive, and responsive to individual need. We collect and monitor equality data in a number of ways.

A. Systems

The council has a range of systems which collect data, for example, through our Customer Relationship Management (CRM) system, other databases linked to individual services, and through our internal HR system. These allow service areas to build a picture and profile of their customers or staff. Customer data is utilised in developing service area plans and work programmes and allows service areas to amend existing services and delivery where needed. We use our internal data to assist with workforce planning and inform our representative workforce work.

B. Consultations

The council regularly consults and engages with a variety of community groups, citizen panels and the public in general. We develop surveys and consultations based on needs for service changes, improvements or strategies that will affect the community. This year we have consulted on topics such as the setting of our budget, the new Leisure Centre provision and facilities and residents parking. Consultation methods have included online surveys, sharing of consultation opportunities on our website and social media platforms and Bus Wi-Fi surveys. Using demographic monitoring for all surveys and consultation exercises means we can now better understand the needs of people in Newport that share protected characteristics, and the differential impact of our proposals.

C. Community Well-being profiles

In line with the Well-being of Future Generations Wales Act (2015), the council published our Community Well-being Profiles in 2019. The profiles are available on our website for the public, as well as internally on our intranet system for staff. These profiles provide a source of data across different areas, including data on ethnicity and are often used by the council to inform equality impact assessments.

As part of the work of the Gwent Public Services Board and the new wellbeing plan to be published in 2023, a new wellbeing assessment is underway, and results will be published in May 2022.

D. National Census

We continually review and update our standard equalities monitoring forms and are working to ensure that the data we capture aligns with the categories within the recent Census. This will allow us to better understand our resident population, any under or over-representation of communities accessing our services, and inform our workforce representation strategies and planning.

2. Evaluating data

The council uses a range of processes which ensure that we use the data that we collect in a way that informs our planning, decision and policy making.

A. Fairness and Equality Impact Assessments

The completion of Fairness and Equality Impact Assessments at the outset of decision or policy making process, assists the council in evidencing that we are meeting our Equality duties, and, more importantly, using relevant equality data to ensure that any disproportionate impact is mitigated at an early stage, and the best decisions for the public are made. The council has an integrated model of equality impact assessment, combining considerations around Equalities, Welsh Language, Well-being of Future Generations, and the parameters of fairness set out by our Fairness Commission within a single process. This will shortly include obligations relating to the Socio-economic Duty. FEIAs should be evidence based, drawing on internal and external data to support any findings.

B. Service Area Plans

Annual plans are produced by each of the council's service areas, and act as a key reporting mechanism for the delivery of our Corporate Plan, as well as our Wellbeing Objectives. Each Service area has performance indicators relating to priority actions, as well as areas of risk which are updated on a quarterly basis. Risks are currently identified in relation to non-compliance with the Equality Act 2010.

Workforce Data

The following workforce data shows information about the protected characteristics of our employees captured between April 2021 and March 2022. The data shows that at the time of reporting there were 5982 staff employed by Newport City Council which is an increase from 5779 in the last reporting period.

Comparing workforce data against national statistics remains challenging due to differences in how employee systems collect data compared to the Census of England and Wales. 2011 Census data is now outdated and unlikely to be an accurate reflection of the current demographics of Newport. Work continues to align our systems to ensure comparative data can be analysed effectively, information is managed securely, and we instil confidence that our monitoring is inclusive.

In the previous reporting period, we made some changes to the recording options that we offer potential and existing staff to better align with the Census 2021 and as part of our ongoing commitment to continuously improving the way we capture data. While the latest UK censuses were conducted in 2021, topic summaries and area profiles are currently unavailable. We hope to include this data and further analysis in our next Annual Report.

In the last two years, we have seen an increase in people providing their personal information across several categories, with fewer people opting not to provide information or leaving categories blank. Several factors have influenced this change, including an increased awareness of the importance of monitoring data due to the national census campaign and our efforts to move towards a culture that normalises the capture of demographic information and is clear about its role and purpose. This year we have continued to reinforce the importance of updating personal information, update staff on new recording categories available and prompted colleagues to update their information when they log on to our employee self-service system.

Last year we started to capture data relating to gender identity, armed forces connections, care leavers and transgender status both for applicants and existing staff. This data can currently only be reported on in low numbers, however we hope to include further detail in future reports.

As an indication of applicant data, we can report that out of 5777 applicants:

- 40 applicants disclosed that they have had gender reassignment
- 86 applicants had identified they were eligible for a guaranteed interview under the 'Disability Confident Scheme'
- 36 were eligible for a guaranteed interview under our 'Armed Forces Covenant'
- 18 were eligible for a guaranteed interview under our 'Care Leavers' agreement
- From the 'Gender Identity' question 37.93% identified as female, 16.46% as male, 0.33% selected 'other' and 45.28% of respondents left the question blank

Data Analysis

At the time of data capture, we had 5982 staff employed, 850 leavers and 5777 applicants. Anomalies in data (numerical statistics in 'pay band by sex', 'contract type by sex', 'working pattern by sex', 'ethnicity pay gap' and 'disability pay gap') are due to the time that reports were run/requested but were analysed from a date correct at 31/03/2022 and the percentages displayed are reflective of the correct data. Intersectional data was analysed from a master spreadsheet that allowed all categories to be filtered and defined simultaneously.

Key findings

Ethnicity

- 92% of staff identify their ethnicity as white; this includes White – British, Welsh, English Scottish, Irish, Other European, and Other, a decrease of 1.5% from last year. This compares to approximately 85% of Newport's population.
- 2.1% of staff identify their ethnicity as Asian or Asian British - Other, Pakistani, Bangladeshi, Indian compared to 4.1% of Newport.
- 0.15% of staff identify their ethnicity as Chinese or Other – Chinese, Chinese or Other Ethnic Group
- 0.9% of staff identify their ethnicity as Black or Black British African, Other, Caribbean, or Mixed Black African
- 1.54% of staff identify their ethnicity as Mixed – Other, Mixed White & Black African, Mixed White & Black Caribbean, Mixed White & Asian
- The UK Census sub-category 'White – Gypsy or Irish Traveller' was adopted in the last reporting period. In this reporting period, 1 applicant came from a Gypsy or Irish Traveller background.
- 0.57% of staff were 'not stated', 'unknown', or 'Prefer Not To Say (PNTS)'
- 2.71% of staff left their ethnicity blank compared to the previous reporting period of 1.85%
- Black (all categories), Asian (all categories), Chinese (all categories) and Mixed ethnicity (all categories) staff made up 5.41% of leavers, an increase from 4.15% in the previous period
- 92.04% of staff leaving the organisation were of White (all categories) ethnicity
- 'Arab' is listed in ONS National Census category for ethnicity, but we did not offer this option during the reporting period
- 10.56% of applications were from people who identified as Black (all categories), Asian (all categories), Chinese (all categories) and Mixed ethnicity (all categories), compared to population of 13.2%
- 5.44% applicants were Asian, 2.11% applicants were Black, 0.36% were Chinese and 1.82% were of mixed ethnicity
- 4.63% of our current staff are from a Black, Asian, or other minority ethnic background, a slight increase on last year's figure

- We lose a higher percentage of people who identify as Black (all categories), Asian (all categories), Chinese (all categories) and Mixed ethnicity (all categories) than we do of those identifying as White

Age

- Of 21 staff aged over 75, 6 left the organisation during this period
- 25–34-year-olds made up 24.12% of leavers, which was the highest percentage - same category as last year
- 65.4% of the workforce is aged 16-49 and over 50s make up 34.6% - similar figures as the previous year
- At 63.84% most of our job applicants are under 45 years old
- 15.01% of applicants were aged 75+, an increase of 10.71% from 4.3% in the previous reporting period
- In our last annual report 22.97% of applicants were aged 16-24; this report shows that 17.54% in this age bracket applied for jobs with us, a decrease in younger applicants of 5.4%
- We have an increase in our 16-24 age category of current staff from last year. Now 4.8 of our staff are aged between 16-24
- 1.77% of applicants preferred not to disclose their age

Sex

- 76.66% of the workforce are female and 23.34% are male, the same as last year
- In 2021, the gender pay gap in Wales increased from 11.8% to 12.3%, due to a larger increase in men's hourly pay.
- In 2021, Newport's gender pay gap decreased by -11.1% from 20.1% to 9.0%
- Newport City Council's gender pay gap was 0.6% (mean) and -0.4% median.

Marital Status

- Married people (45.7%) and single people (30.3%) make up most of the workforce. The number of married staff has slightly decreased since last year
- The largest percentage of applicants are single people at 34.1% followed by married people at 27.99%
- 0.25% of the current workforce are in a civil partnership
- The highest proportion of leavers are married people at 43.5%
- The lowest proportion of leavers are those in civil partnerships, or who are widowed

Disability

- 2.52% of the workforce are disabled, an increase of 0.41% from last year
- The approximate global (and local) percentage of disabled people is 15%
- 4.4% of the leavers were disabled, an increase of 1.9% from 2.5% last year
- 'Not known' or left 'blank' accounts for 4.6% of staff, 4.59% of leavers, and 19.99% of applicants
- The number of disabled applicants has decreased from 4.64% to 4.48%

- 30.3% of the disabled workforce, last year left the organisation, based on 122 staff declaring a disability from 2020-2021
- Applicants selecting 'not disabled' has decreased from 85.39% last year to 75.52%

Sexual Orientation

- 1.82% of the workforce identified as lesbian (or gay woman), bisexual or homosexual (or gay man), an increase from last year of 0.49%
- 4.41% declined to specify their current sexual orientation, a decrease from last year of 0.42
- The number of people choosing to leave this question blank has decreased from 49.07% last year to 42.08%
- We have had a decrease in applicants who identify as lesbian, bisexual, and gay rising from 5.17% to 4.41%
- Just over one third of leavers left this question blank, compared to just under half of all staff and only 18.28% of applicants
- 3.76% of leavers are lesbian, bisexual, or gay, an increase from last year of 1.64%
- We are losing more lesbian, bisexual, and gay people than we are employing in each recorded category
- Applicants who identified as Heterosexual decreased from 83.05% during the last reporting period to 73.84%

Religion or Belief

- Just under half of our staff chose to leave this blank
- The majority (23.84%) of staff identified as Christian (all categories), with 12.17% identifying as Protestant, 6.8% as Roman Catholic and 4.9% as Orthodox.
- Christian (all categories) and 'Not Specified' were the largest groups, with 23.84% and 11.74% respectively, following blank
- Those identifying as Buddhist, Jewish or Taoist has decreased from 0.53%, to 0.12%
- 1.25% are Muslim (Sunni and Shiite) compared to data from our (2011) Wellbeing Profiles which suggests that 4.7% (minimum) are Muslim
- 1.54% of leavers in 2020-2021 were Muslim which has decreased to 1.41% in this reporting period
- The largest group identity specified for applicants was Atheist with 16.03%
- 262 applicants stated their religion or belief as 'other'

Focus on the future

Considering our data findings, we will be focussing on the following areas of work next year:

- Delivering targeted recruitment campaigns that increase our engagement and reach with under-represented groups
- Developing our understanding of ethnicity and disability pay gaps across the organisation
- Focussing on increasing reporting for those categories that still have a low completion rate, for example, religion

- Promoting our staff networks to all potential and current staff to encourage confidence in our workplace culture and help people to bring their whole selves to work
- Reviewing our recruitment strategy and process, along with our recruitment landing pages to ensure these are welcoming and inclusive to all

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Captured as of 31st March 2022

Pay band by sex

Pay Band (£)	2020/21				2021/2022			
	Female	%	Male	%	Female	%	Male	%
10,000-14,999	20	0.4	10	0.7	15	0.3	4	0.3
15,000-19,999	1919	39.3	450	31.7	1152	22.4	280	18.6
20,000-24,999	944	19.3	288	20.3	1623	31.5	441	29.2
25,000-29,999	384	7.9	129	9.1	592	11.5	194	12.9
30,000-34,999	280	5.7	121	8.5	230	4.5	91	6.0
35,000-39,999	389	8.0	110	7.7	412	8.0	141	9.3
40,000-44,999	696	14.2	191	13.4	781	15.2	193	12.8
45,000-49,999	38	0.8	14	1.0	77	1.5	32	2.1
50,000-54,999	51	1.0	18	1.3	25	0.5	8	0.5
55,000-59,999	27	0.6	9	0.6	54	1.0	19	1.3
60,000-64,999	16	0.3	9	0.6	14	0.3	9	0.6
65,000-69,999	14	0.3	6	0.4	12	0.2	10	0.7
70,000+	33	0.7	17	1.2	52	1.0	17	1.1
Not known	75	1.5	49	3.4	109	2.1	70	4.6
Total	4886	100	1421	100	5148	100	1509	100

Contract type by sex

Contract Type	2020/21				2021/22			
	Female	%	Male	%	Female	%	Male	%
Permanent	3485	71.3	1027	72.3	3500	68.0	1029	68.2
Acting Up	30	0.6	6	0.4	13	0.3	5	0.3
Casual	356	7.3	146	10.3	404	7.8	146	9.7
Fixed Term	921	18.8	195	13.7	1048	20.4	244	16.2
Long Term Sickness cover	2	0	1	0.1	6	0.1	4	0.3
Mat Cover	4	0.1	0	0	49	1.0	14	0.9
Seasonal	29	0.6	5	0.4	27	0.5	2	0.1
Secondment	5	0.1	1	0.1	9	0.2	6	0.4
Sessional	53	1.1	40	2.8	80	1.6	58	3.8
Supply	0	0	0	0	0	0.0	0	0.0
Temporary	1	0	0	0	12	0.2	1	0.1
Total	4886	100	1421	100	5148	100	1509	100

Working pattern by sex

Working Pattern	2020/21				2021/2022			
	Female	%	Male	%	Female	%	Male	%

Full time	1619	33.1	949	66.8	1736	33.7	977	64.7
Job share	62	1.3	5	0.4	62	1.2	4	0.3
Part time	3205	65.6	467	32.9	3350	65.1	528	35.0
Grand Total	4886	100	1421	100	5148	100	1509	100

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Age profile

Age Group	All Staff					
	Employees (as of 31 st March)	%	Left the Authority	%	Job Applicants	%
16-24	288	4.8	93	10.9	1013	17.5
25-34	1273	21.3	205	24.1	1525	26.4
35-44	1586	26.5	183	21.5	1150	19.9
45-49	763	12.8	91	10.7	451	7.8
50-54	790	13.2	71	8.4	323	5.6
55-59	688	11.5	75	8.8	229	4.0
60-64	395	6.6	69	8.1	85	1.5
65-69	139	2.3	52	6.1	29	0.5
70-74	39	0.7	5	0.6	3	0.1
75+	21	0.4	6	0.7	867	15.0
Prefer not to say	0	0.0	0	0.0	102	1.8
Total	5982	100	850	100	5777	100

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Sex profile (biological sex assigned at birth, not gender identity)

Sex	All Staff					
	Employees (as of 31 st March)	%	Leavers	%	Job Applicants	%
Female	4586	76.7	619	72.8	4203	72.8
Male	1396	23.3	231	27.2	1504	26.0
Unknown	0	0.0	0	0.0	70	1.2
Total	5982	100	850	100	5777	100

Marital status

Marital Status	All Staff					
	Employees (as of 31st March)	%	Leavers	%	Job Applicants	%
Civil Partnership	14	0.2	3	0.4	38	0.7
Divorced	281	4.7	43	5.1	217	3.8
Living with Partner	614	10.3	103	12.1	776	13.8
Married	2733	45.7	367	43.2	1617	28.0
Separated	107	1.8	19	2.2	82	1.4
Single	1814	30.3	257	30.2	1970	34.1
Widowed	38	0.6	6	0.7	18	0.3
Would prefer not to specify	62	1.0	15	1.8	101	1.7
(blank)	319	5.3	37	4.4	958	16.6
Total	5982	100	850	100	5777	100

Disability

Disability	All Staff					
	Employees (as of 31st March)	%	Leavers	%	Job Applicants	%
Disabled	151	2.5	37	4.4	259	4.5
Not disabled	5556	92.9	774	91.1	4363	75.5
Not known	64	1.1	11	1.3	128	2.2
(blank)	211	3.5	28	3.3	1027	17.8
Total	5982	100	850	100	5777	100

Sexual orientation

Sexual Orientation	All Staff				Job Applicants	%
	Employees (as of 31st March)	%	Leavers	%		
Heterosexual / Straight	3092	51.7	509	59.9	4226	73.2
Homosexual / Gay Man	47	0.8	9	1.1	82	1.4
Bisexual	29	0.5	11	1.3	104	1.8
Lesbian / Gay Woman	32	0.5	12	1.4	55	1.0
Other	1	0.0	0	0.0	14	0.2
Declined to specify	264	4.4	44	5.2	240	4.2
(blank)	2517	42.1	265	31.2	1056	18.3
Total	5982	100	850	100	5777	100

Religion or belief

Religion	All Staff				Job Applicants	%
	Employees (as of 31st March)	%	Leavers	%		
Agnostic	321	5.4	47	5.5	418	7.2
Atheist	547	9.1	113	13.3	926	16.0
Buddhist - Hinayana	0	0.0	0	0.0	0	0.0
Buddhist - Mahayana	5	0.1	1	0.1	10	0.2
Buddhist - Theravada	2	0.0	1	0.1	9	0.2
Christian - Orthodox	294	4.9	52	6.1	324	5.6
Christian - Protestant	728	12.2	108	12.7	734	12.7
Christian - Roman Catholic	404	6.8	59	6.9	592	10.2
Confucianism	0	0.0	0	0.0	0	0.0
Hinduism	6	0.1	3	0.4	27	0.5
Islam - Shiite	4	0.1	2	0.2	10	0.2
Islam - Sunni	71	1.2	10	1.2	204	3.5
Judaism - Orthodox	0	0.0	0	0.0	0	0.0
Judaism - Reformed	0	0.0	0	0.0	0	0.0
Not Specified	702	11.7	120	14.1	859	14.9

Other	262	4.4	40	4.7	428	7.4
Shintoism	0	0.0	0	0.0	6	0.1
Sikhism	5	0.1	1	0.1	15	0.3
Taoism	1	0.0	0	0.0	3	0.1
(blank)	2630	44.0	293	34.5	1212	21.0
Total	5982	100	850	100	5777	100

Ethnicity

Ethnic Origin	All Staff					
	Employees (as of 31st March)	%	Leavers	%	Job Applicants	%
Asian or Asian British - Bangladeshi	32	0.5	6	0.7	76	1.3
Asian or Asian British - Indian	23	0.4	4	0.5	49	0.8
Asian or Asian British - Other	30	0.5	3	0.4	79	1.4
Asian or Asian British - Pakistani	40	0.7	7	0.8	110	1.9
Black or Black British - African	28	0.5	6	0.7	96	1.7
Black or Black British - Caribbean	17	0.3	4	0.5	17	0.3
Black or Black British - Other	9	0.2	0	0.0	9	0.2
Chinese	6	0.1	0	0.0	21	0.4
Gypsy / Traveller	0	0.0	0	0.0	1	0.0
Mixed - Black African	3	0.1	1	0.1	9	0.2
Mixed - Other	31	0.5	6	0.7	42	0.7
Mixed - White & Asian	19	0.3	2	0.2	18	0.3
Mixed - White & Black African	11	0.2	3	0.4	6	0.1
Mixed - White & Black Caribbean	28	0.5	4	0.5	30	0.5
Other Ethnic Group	3	0.1	2	0.2	24	0.4
White - British	3808	63.7	513	60.4	2591	44.9
White - English	113	1.9	28	3.3	116	2.0
White - Irish	34	0.6	4	0.5	25	0.4
White - Other	91	1.5	17	2.0	107	1.9
White - Other European	49	0.8	8	0.9	88	1.5

White - Scottish	11	0.2	1	0.1	4	0.1
White - Welsh	1400	23.4	203	23.9	1241	21.5
Not Stated	15	0.3	3	0.4	23	0.4
Prefer not to say	17	0.3	3	0.4	49	0.8
Unknown	2	0.0	1	0.1	1	0.0
(blank)	162	2.7	21	2.5	945	16.4
Total	5982	100	850	100	577	100

Ethnicity in Newport and Wales (from Wellbeing Profiles 2019)

Ethnic Origin	Newport	%	Wales	%
White; English/Welsh/Scottish/Northern Irish/British	126,756	87.0	2,855,450	93.2
White; Irish	769	0.5	14,086	0.5
White; Gypsy or Irish Traveller	84	0.1	2,785	0.1
White; Other White	3,416	2.3	55,932	1.8
Mixed	2,752	1.9	31,521	1.0
Indian	1,218	0.8	17,256	0.6
Pakistani	3,127	2.1	12,229	0.4
Bangladeshi	1,749	1.2	10,687	0.3
Chinese	600	0.4	13,638	0.4
Other Asian	1,292	0.9	16,318	0.5
Black African	1,499	1.0	11,887	0.4
Black Caribbean	782	0.5	3,809	0.1
Other Black	254	0.2	2,580	0.1
Arab	926	0.6	9,615	0.3

Supporting Documents

Newport City Council: Strategic Equality Plan and Equality Objectives 2020-2024 (2020). Available at: <https://www.newport.gov.uk/documents/Council-and-Democracy/Equalities-and-Welsh-language-/Strategic-Equality-Plan-2020-2024.pdf>

Newport City Council Strategic Equality Plan: Annual Report 2019-2020 (2021). Available at: <https://www.newport.gov.uk/documents/Council-and-Democracy/Equalities-and-Welsh-language-/Strategic-Equality-Plan-2019-20.pdf>

Fairness Commission <http://www.newport.gov.uk/fairnessCommission/en/Full-Report/Full-Report.aspx>

Stats Wales <https://statswales.gov.wales/Catalogue/Business-Economy-and-Labour-Market/People-and-Work/Earnings/genderpaydifferenceinwales-by-year>

Newport's Well-being Plan 2018-2023 [Local Well-being Plan 2018-23 \(English Final\)](https://www.newport.gov.uk/Local-Well-being-Plan-2018-23-English-Final) ([newport.gov.uk](https://www.newport.gov.uk))

Chwarae Teg; State of the Nation Report <https://chwaraeteg.com/wp-content/uploads/2021/02/State-of-the-Nation-2021.pdf>

Annual Survey of Hours and Earnings (ASHE)

https://www.ons.gov.uk/searchdata?q=Annual%20Survey%20of%20Hours%20and%20Earnings&size=50&sortBy=release_date

Senedd Equal Pay Audit <https://senedd.wales/media/hg4fwhe1/equal-pay-audit-2020-english.pdf>

ONS Data <https://www.ons.gov.uk/peoplepopulationandcommunity>

Mae'r dudalen hon yn wag yn



Report

Council

Part 1

Date: 22 November 2022

Subject Climate Change Plan Introductory Annual Report

Purpose To review progress and approve the council's organisational Climate Change Plan Introductory Annual Report

Author Senior Policy & Partnership Office (Climate Change)

Ward All wards

Summary Climate Change is one of the defining global challenges of our generation and there is an urgent need for the world to decarbonise, to limit global temperature rise and avert the worst impacts of climate change.

Newport City Council Climate Change Organisational Plan sets out 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.

Delivery of the plan commenced in April 2022 and a progress and review report will be published annually. This report is an introductory annual report and sets out some of the progress that was made prior to, and in the year before the adoption of the plan. The annual report covers:

- Projects that have taken place in 2021-22.
- The annual carbon emissions reporting process for us as a council.

Proposal To review progress and approve the attached Introductory Annual Report.

Action by Strategic Director, Environment & Sustainability
Head of Service for Environment & Public Protection

Timetable As set out in the plan

This report was prepared after consultation with:

- Cabinet
- Cabinet Member for Climate Change & Biodiversity
- Overview & Scrutiny Management Committee
- Chief Financial Officer
- Monitoring Officer
- Head of People, Policy & Transformation

Signed

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Background

Climate Change is one of the defining global challenges of our generation and there is an urgent need for the world to decarbonise, to limit global temperature rise and avert the worst impacts of climate change.

There is also a need for the world to adapt to the impacts of climate change now and in the future. The accumulating impacts of climate change including rising sea levels, poor air quality and extreme weather events are already putting many people at risk both locally and across the globe.

As an organisation we have made a good start and have already made a substantial reduction in our carbon emissions in line with targets set out in our Carbon Management Plan. This has resulted in a 29% reduction of scope 1 and scope 2 emissions over the past 3 years. However, there is still much more that we need to do.

In November 2021 the Council proposed a political motion and declared an Ecological and Climate Emergency.

As part of the declaration Council agreed to:

- Continue the good work that we have started and reduce our carbon emissions to net zero carbon by 2030.
- Review the services we provide to ensure they support the city's journey to both net zero carbon and adapting to the impacts of climate change by 2050.
- Develop a clear Climate Change Organisational plan, in consultation with our citizens, for the next five years that will set out the actions we need to take to achieve this.

In March 2022 Cabinet agreed the council's organisational climate change plan for the next five years (2022-27). The plan was developed in collaboration with staff and managers across the council and the involvement of the public.

The Plan

The Aim of the plan is 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.

A consultation draft of the plan was developed by staff and managers across the council using the [Route Map for Decarbonisation Across the Welsh Public Sector](#) as a framework.

The consultation draft of the Climate Change Plan was presented to the Overview and Scrutiny Management Committee in October 2021 and a public consultation period took place in November and December 2021. All responses were reviewed, and the Plan was amended accordingly.

The Plan sets out six key delivery themes: These are:

- Theme 1: Organisational Leadership & Culture
- Theme 2: Our Buildings
- Theme 3: Our Land
- Theme 4: Transport & Mobility
- Theme 5: The Goods & Services we Procure
- Theme 6: Our Wider Role

Each of the delivery themes sets out a 2030 vision, set of priorities, actions and milestones that we need to take over the next five years.

Delivery of the plan commenced in April 2022 and a progress and review report will be published annually.

This report is an introductory annual report and sets out some of the progress that was made prior to, and in the year before the adoption of the plan. The annual report covers:

- Projects that have taken place in 2021-22.
- The annual carbon emissions reporting process for us as a council.

Financial Summary (Capital and Revenue)

The Climate Change Plan will change the way we make spending decisions in the future. The Plan sets out a financial commitment to plan for the financial impacts of climate change, and to ensure that our medium to long term financial planning contributes to the delivery of the Council's commitment to reduce carbon emissions where possible.

- Climate change and carbon reduction initiatives are to be considered within the council's long term capital programme, revenue budget and medium-term financial plan, whilst also maximising the use of external funding where possible.
- Appropriate sources of external funding and innovative use of internal funds to drive the change required are to be explored, to achieve our aspiration to become net zero carbon by 2030.
- All business cases for the transformational change programme and projects are to consider carbon reduction financial and non-financial impacts.
- Provision of a Climate Change Team is also defined as part of the [Revision to Senior Leadership Structure Council Report June 2021](#).

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?
That the plan is not considered as an overarching plan of the council and is not aligned with the Corporate Plan and the strategic direction for the organisation	Medium	Low	All services need to be engaged in the implementation of the plan. When the next Corporate plan is developed Climate Change mitigation and adaptation should be considered as an underpinning principle. The delivery and governance of the climate change plan and the corporate plan must be aligned.	Strategic Director, Transformation & Corporate
Short term planning instead of longer term working as part of the Climate Change Plan	Medium	Medium	Services are required to consider the long-term impact when making decisions as part of the WFG Act.	Strategic Director, Transformation & Corporate
Insufficient resources & funding	High	Medium	Climate change and carbon reduction initiatives to be considered within the council's long term capital programme	Strategic Director, Environment & Sustainability

			and revenue budget and medium-term financial plan, whilst also maximising the use of external funding where possible.	Strategic Director, Transformation & Corporate
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* Taking account of proposed mitigation measures

Links to Council Policies and Priorities

Limiting climate change and reducing our carbon emissions are key to achieving all of our well-being objectives and the well-being goals. If we don't continue to reduce our carbon and tackle climate change our well-being objectives and the well-being goals will be difficult if not impossible to realise.

Options Available and considered

- 1) To review and approve the council Climate Change Plan Annual Report.
- 2) Not to approve the Annual Report

Preferred Option and Why

Option 1 - To review and approve the council Climate Change Plan Annual Report.

The report provides a baseline for the council to work towards reaching net zero as an organisation by 2030 and review the services we provide to ensure they support the city's journey to net zero and adaptation to climate change.

Comments of Chief Financial Officer

The introductory annual report describes as the action plan is implemented a number of projects and initiatives that have already begun and, in some cases, already completed. These schemes have been funded through the use of existing revenue and capital budgets or various grants.

As the Climate Change plan continues to progress it will be critical to continue to monitor and report on the financial impact. A key part of this will be to identify the financial impacts of the implementation of the Council's agreed "organisational climate change plan for the next five years (2022-27)" and that work is on-going across the different themes contained in that plan. This is important in order for those identified and agreed financial impacts to be included in the Council's MTFP and Capital Programme as needed.

As well as the impact upon revenue and capital budgets, the Council will also need to consider the carbon impact of its treasury management and procurement activities. In the case of treasury management, consideration will need to be given to the investments the Council makes and ensuring that, wherever possible, investments are ethical and contribute towards the reduction of CO₂ emissions across the globe.

In the case of identifying funding sources, as outlined in the report, the Council will need to be innovative in identifying funding sources to support the capital investment required, as well as ensuring the maximisation of external grant funding for carbon reduction initiatives. In the case of procurement activities, the Council will need to review its supply chains and look for opportunities to reduce the carbon footprint of its external contracting activities by working with partners and identifying ways to incentivise good practice amongst suppliers.

Comments of Monitoring Officer

There are no legal issues arising from the report, as this is a non-statutory plan. However, the Climate Change Plan is consistent with the Council's strategic corporate and well-being objectives, the Carbon Management Plan and the Climate Emergency declaration passed at full Council. Any legal issues will be addressed as part of the delivery of the individual actions within the Plan.

Comments of Head of People, Policy & Transformation

From an HR perspective there are no staffing implications.

A Fairness and Equality Impact Assessment has been completed which fully considers the Wellbeing of Future Generation (Wales) Act, Equality Act 2010, Socio-economic Duty and the Welsh Language (Wales) Measure 2011. As stated in the report mitigating and adapting to climate change will help to reduce the negative well-being impacts on our communities.

Scrutiny Committees

The Introductory Annual Report was presented to the Overview and Scrutiny Management Committee on 23rd September 2022. The Committee made the following comments and recommendations:

- The committee were happy with the report and felt that while additional information was needed, they appreciated that this was an introductory report, and more detail would follow as more information became available.
- The committee asked for a short written update regarding actions and outcomes to be provided and circulated to committee on a 6 monthly basis.
- The committee were happy for the report to come to Scrutiny on an annual basis alongside the 6 monthly written updates.
- The committee recommended including how savings were redistributed within the report.
- The committee asked for information regarding the number of privately and publicly owned electric vehicle chargers in the city to be circulated.

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. A copy of the Fairness and Equality Impact Assessment (FEIA) is attached.

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

The Climate Change Plan will have long term benefits for current and future generations by reducing carbon emissions and supporting the prevention of some of the impacts of climate change.

The Plan takes an integrated approach and support the achievement of all our well-being objectives and the well-being goals.

Staff and managers from across the council collaborated on the development of the draft Plan and a public consultation took place in November and December 2021.

Summary of impact – Equality Act 2010

Age

The impact of climate change on younger people and future generations are likely to be greater than other sections of the community as temperatures are likely to rise as time goes on.

Extremes in weather tend to impact more greatly on the most vulnerable and those with existing health conditions so older people could also be impacted more greatly. There is a higher risk of heat related illness and mortality and older people are more susceptible to poor air quality and wildfire smoke. However, warmer winters are projected to decrease cold related deaths.

Disability

Extremes in weather tend to impact more greatly on the most vulnerable and those with existing health conditions so disabled people are likely to be impacted to a greater degree by climate change. There

will be negative impacts on some conditions such as mental health problems, cardiovascular and respiratory disease, and diabetes. In addition, those with respiratory conditions are more susceptible to poor air quality and wildfire smoke.

Race

There are no specific impacts for race. However, ethnic minorities in Newport tend to live in the most deprived areas in Newport.

Poor air quality combined with health impacts of deprivation interact to modify and strengthen associations with all-cause and respiratory disease mortality especially in the 'most' deprived areas where the most-vulnerable people live and where health needs are the greatest.

In addition, ethnic minorities tend to have poorer health outcomes, lower disability-free life expectancy and higher rates of cardiovascular disease and diabetes which are all negatively affected by the impacts of climate change.

There are no specific impacts on the other protected characteristics contained in the Equality Act.

The Climate Change Plan will support the mitigation and adaptation of the impacts of climate change in the local area so has the potential to have a positive impact or to reduce the likelihood of a negative impact.

Summary of impact – Socio-economic Duty

Public Health studies have shown that the impacts of climate change such as poor air quality, poor health, poor physical environment tend to have the biggest impacts in deprived areas.

For example, poor air quality combined with health impacts of deprivation interact to modify and strengthen associations with all-cause and respiratory disease mortality especially in the 'most' deprived areas where the most-vulnerable people live and where health needs are the greatest.

The Climate Change Plan will help to mitigate and adapt to these impacts.

Summary of impact – Welsh language

There are no specific impacts for the Welsh Language. The Climate Change Plan will be translated, and all associated promotional materials will also be available in Welsh.

Crime and Disorder Act 1998

Not applicable

Consultation

The consultation draft of the Climate Change Plan was presented to the Overview and Scrutiny Management Committee in October and a public consultation period took place in November and December 2021.

During the consultation period there were 168 online responses and 4 written responses. All feedback has been summarised and considered and changes have been made to the plan. A full consultation report including all the responses will be developed and added to the council website to allow full transparency.

Background Papers

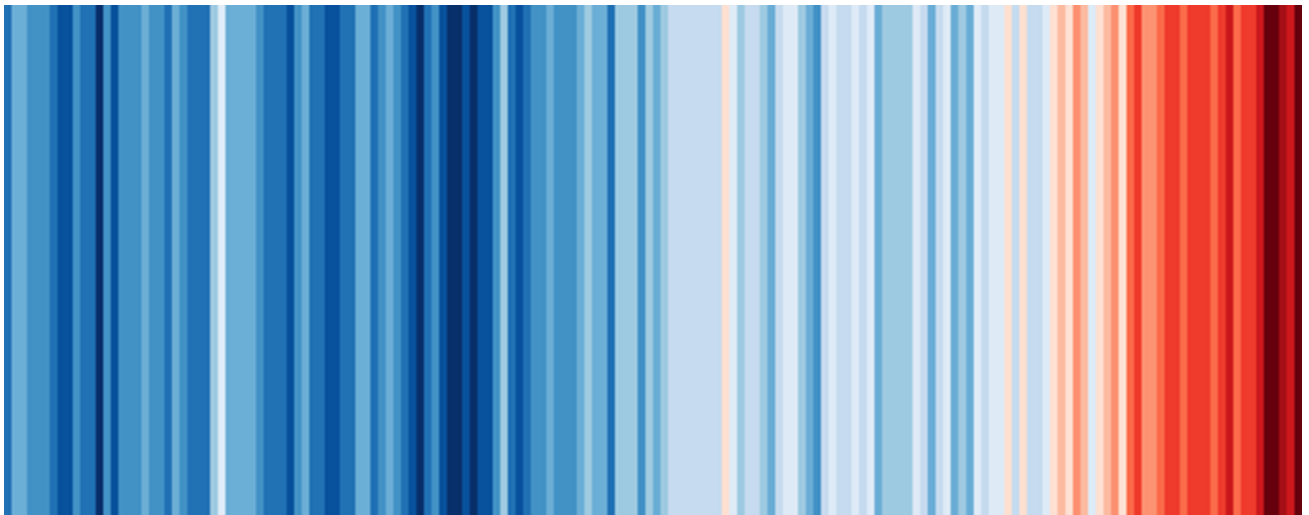
Climate Change Plan Introductory Annual Report 2021-22

[Climate Change Plan 2022-27](#)

[Climate Change Plan Animation - YouTube](#)

Dated: 16 November 2022

Newport City Council Organisational Climate Change Plan 2022-27 Introductory Annual Report 2021-22



This document is available in Welsh / Mae'r ddogfen hon ar gael yn Gymraeg



NEWPORT
CITY COUNCIL
CYNGOR DINAS
CASNEWYDD

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1 FOREWORD

To be added



*Councillor Jane Mudd
Leader of the Council*



*Councillor Yvonne Forsey
Cabinet Member for Climate
Change & Biodiversity*

2 BACKGROUND

The Newport City Council Organisational Climate Change Plan runs from 2022-27. This is our introductory Climate Change Plan Annual Report for 2021-22 we did prior to the plan commencing.

2.1 Ecological & Climate Emergency

In November 2021 the council declared an Ecological and Climate Emergency which specified that a clear Organisational Climate Change plan would be developed, in consultation with our citizens.

2.2 Climate Change Plan 2022-27

In March 2022, the council's Cabinet agreed our [Organisational Climate Change Plan 2022-27](#) that sets out the themes, priorities, actions, and milestones that we need to take as a council over the next five years to:

- Reach net zero carbon 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.

This is a key document for the council and will shape our council's climate change mitigation and adaptation journey over the next five years. An [animation](#) gives an overview of the plan.

2.3 How was the plan developed?

A Climate Change Project Board was set up to lead on the development of the plan. Staff and managers from across the council were involved in writing of a consultation draft of the plan using the [Route Map for Decarbonisation](#) as a framework.

A public consultation took place in November and December 2021. All responses were reviewed, and the plan was amended accordingly.

2.4 Aims of the plan

The plan sets out the delivery themes, priorities, actions, and milestones that we need to take as a council over the next five years to:

- ***Reach net zero carbon 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.***

2.5 Key Delivery Themes

To deliver our plan six delivery themes were identified similar to the those in the [Route Map for Decarbonisation](#).

The delivery themes are:

Theme 1				
Organisational Culture & Leadership				
Theme 2	Theme 3	Theme 4	Theme 5	Theme 6
Our Buildings	Our Land	Transport & Mobility	The Good & Services we Procure	Our Wider Role

The delivery themes are all interdependent and have interconnected and overlapping relationships, with Theme 1 as an overarching theme.

2.6 What does the Annual Report cover?

This is an introductory annual report and sets out some of the progress that was made prior to, and in the year before the adoption of the plan. The report covers:

- Projects that have taken place under each of the themes in 2021-22.
- The annual carbon emissions reporting process for us as a council.

3 PROJECTS AND CASE STUDIES

3.1 Theme 1: Organisational Culture & Leadership

3.1.1 2030 Vision

The climate and nature emergency will be at the heart of all our work. In our decisions we will take positive action to minimise climate and ecological impacts. We will lead by example and empower our partners, communities, and individuals to tackle the climate emergency and prioritise nature-based solutions

3.1.2 Priorities

To reach our vision we have set out four priorities:

- 1. Behaviours & Role-Modelling:** Our elected members and workforce will be encouraged and supported to consider their individual contribution to becoming net zero carbon by 2030, and leaders will role model the council's expectations.
- 2. Governance & Performance:** Our democratic and corporate functions will be committed to becoming net zero carbon by 2030, and our decision-making, governance framework and performance monitoring will reflect this commitment.
- 3. Promotion & Engagement:** Regularly publicise progress and achievements to embed aspirations to be net zero carbon by 2030.
- 4. Financial Commitment:** To plan for the financial impacts of climate change, and to ensure that our medium to long term financial planning contributes to the delivery of the council's commitment to reduce carbon emissions where possible

3.1.3 Case Studies

3.1.3.1 Declaring a Climate & Ecological Emergency

The council declared an ecological and climate emergency back in November 2021. In passing the motion, the council recognised that climate change is one of the defining issues of our generation, one that needs all of us working together to tackle it. As well as declaring an ecological and climate emergency, the motion committed the council to:

- continue the good work that we have started and reduce our carbon emissions to net zero by 2030.
- develop a clear climate change plan, in consultation with our citizens, for the next five years that will set out the actions we need to take to achieve this.
- develop a city-wide local area energy plan
- review the services we provide to ensure they support the city's journey to both net zero carbon and adapting to the impacts of climate change by 2050.
- work with One Newport partners and the public to develop a city-wide climate strategy to enable city-wide net zero carbon and adaptation to climate change by 2050
- support and influence action by partners through partnerships
- support and enable action by citizens to reduce their own carbon emissions.

Both the climate change plan and local area energy plan have already been developed and will guide our actions over the next five to ten years to meet the other objectives.

3.1.3.2 Carbon Literacy



Carbon literacy training provides an awareness of the carbon dioxide costs and impacts of everyday activities and the knowledge to enable the reduction of emissions as an individual, community and organisational basis.

In Spring 2021 all cabinet members, heads of service and 26 managers and staff attended carbon literacy training. To increase knowledge further across the council, in the coming months training will be recommended and provided for all elected members and senior managers. Three to four cohorts of staff training will also be offered in the coming year.

3.1.4 Next Steps

In 2022-23 a new Cabinet Member for Climate Change and Biodiversity will be appointed, and Climate Change action will be embedded into the new Corporate Plan further strengthening the leadership and governance of the plan. In addition, from October 2022, Carbon Literacy training will be rolled out to the remainder of elected members and senior managers and will also be available for staff.

3.2 Theme 2: Our Buildings

3.2.1 2030 Vision

To achieve net zero carbon energy and support the nature recovery across our buildings by 2030

3.2.2 Priorities

To reach our vision we have set five priorities:

- 1. New Council Buildings:** All new building to be net zero carbon.
- 2. Building Retrofitting:** Deep retrofit to ensure creating net zero carbon energy buildings.
- 3. Renewable Heat:** Implementation of renewable heat in new buildings.
- 4. Natural Gas:** A commitment to significantly reduce or remove natural gas heating across our buildings.
- 5. Building Rationalisation:** Audit current assets to understand their long-term carbon impact with the aim of better strategic utilisation.

3.2.3 Case Studies

3.2.3.1 Basseleg High School

The carbon reduction team worked intensively with colleagues within education, Newport Norse and Welsh Government to improve an existing design of this yet-to-be-built scheme by significantly improving the building insulation, removing gas boilers and replacing with air source heat pumps and maximising the amount of solar PV installed on the building. These changes will deliver ~ 9,000

Tonnes of CO₂ savings over the buildings design life, this is equivalent to nearly one year of the council's total building-based emissions.

3.2.3.2 *Kimberly Nursery Retrofit*

The council were successful in obtaining funding from Welsh Government to support the transition of this refurbishment project from a gas heated building to a zero-gas site through the implementation of improved insulation and two air source heat pumps. The building will eventually become net zero carbon in operation.

3.2.3.3 *Rogerstone Primary School and Three Other Schemes*



Newport City Council is one of four local authorities who were awarded Low Carbon Heat Grant funding to retrofit air source heat pumps to existing sites reduce gas usage and therefore save carbon emissions. In total four council sites are receiving support across 2021 – 2023. Rogerstone Primary School has benefited from a £500k investment which now means that 100% of the schools heating and hot water usage will come

from renewable or low carbon sources. This pilot project will be used as a model to inform an estate wide retrofit of low carbon heating.

3.2.3.4 *No Gas*

Since the publishing of the Climate Change Plan, the council has stuck to its commitment of no gas in new developments (or in retrofits where possible). No-gas projects include: Bassaleg school, Kimberley Nursery, 2 social services homes, the proposed Whiteheads Primary School, Llanwern Primary, St Andrews Primary replacement school and other new school projects in the pipeline. We also have an aspiration to develop Wales's first no fossil fuel leisure centre which would save 1,400 tonnes of CO₂e per year vs a typical gas only development.

3.2.4 *Next Steps*

The last 12 months has seen another year of hard work and commitment in reducing our built estate carbon emissions. Moving forwards, changes to policy and engagement will support a commitment to make all new buildings net zero carbon. The Re:fit Programme will continue, as will further retrofitting of the existing estate, working with external contractors and Newport Norse, to identify and deliver projects. The implementation of renewable heat in new buildings, and a commitment to reduce or remove natural gas heating systems in existing buildings will further drive down our emissions. Additional renewable energy generation opportunities will continue to be explored across our estate. Understanding the current long-term carbon impact of existing sites is key, with asset rationalisation an important strand to this. Work is currently on-going between different areas of the council to provide the necessary information.

3.3 Theme 3: Our Land

3.3.1 2030 Vision

A city which sustainably manages and increases its natural resources, protecting, enhancing, improving and connecting the natural environment in a carbon neutral and climate and ecological responsible manner

3.3.2 Priorities

To reach our vision we have set four priorities:

- 1. Ecosystem Resilience:** Sustainably restore, create and connect biodiversity and habitats by improving council owned land and public realm.
- 2. Trees & Woodland:** Improve human health, environmental quality, carbon reduction and capture by sustainably managing and increasing Newport's trees and woodland.
- 3. Urban Greenspace:** Increase green infrastructure in the urban/public realm to reduce environmental inequalities, for the multiple benefits of nature's recovery, human health and wellbeing, climate adaptation, cooling and flood alleviation, providing carbon reduction and clean air.
- 4. Council Owned Leased Land:** Support the nature recovery whilst reducing carbon emissions from council owned farmland and any other leased land.

3.3.3 Case Studies

3.3.3.1 No Mow May



In May 2021, the council took part in the ['No Mow May'](#) campaign which encourages individuals, councils and stakeholders to help bees, butterflies and other wildlife by letting wildflowers grow on lawns and green spaces throughout May instead of mowing them. The council became aware of this campaign during 20/21 and undertook a series of successful trials of different measures of grass management and wildflower seed mixes in our designated

'leave to grow' sites.

3.3.3.2 Bee Friendly

This initiative supports the council's accreditation as a Bee Friendly City and our duty to enhance nature and take actions that help counter the impact of climate change. Newport has over 25 acres managed as pollinator sites to attract bees, butterflies, beetles and other insects. Working with the Living Levels Project and Bumblebee Conservation Trust, areas of grassland at Pencoed reen and the Household Waste Recycling Centre are being managed for bumblebees.



3.3.3.3 City Centre Green Arc

New rainwater gardens, and enhanced planting for increased biodiversity, have been installed in June 2021 following some delays caused by Covid-19, along the river front and near the Queensway roundabout as part of the Greening City Centre Green Arc project. These include three areas:

1. New rainwater garden and planting by Admiral building, Queensway
2. Two new rainwater gardens and planting by The Wave, Riverfront
3. New planting in Queensway roundabout

Working in partnership with Natural Resources Wales an application was submitted November 2019 to Welsh Government Targeted Regeneration Investment programme: Town Centre Green Infrastructure and Biodiversity Project 2020-21.

This pilot has been a successful test run of expanding Green Infrastructure in a highly urban area. It has helped kick start the delivery of nature-based solutions for sustainable drainage and enhanced biodiversity within the heart of the city. It has helped recognise the value of green and blue infrastructure and the health and wellbeing benefits it brings for City residents.

Greening and installing enhanced planting have multiple benefits, including benefits to a sustainable economy. Green Infrastructure increases biodiversity, provides benefits to people's health and wellbeing, helps cool the city alleviating heat island effect, and makes the city more visually appealing attracting more people to city centre businesses.

3.3.3.4 City Centre Feasibility Study

Following on from the work above the council have continued to work in partnership with Natural Resources Wales, individuals and other organisations to identify a number of green infrastructure interventions and nature-based solutions for the heart of the city.

The intention was to identify multi-functional, cost-effective, nature-based solutions that maximise environmental, social, cultural, and economic benefits. Green infrastructure is an important element of climate change adaptation and nature recovery and helps the city to meet the requirements of the Well-being and Future Generations (Wales) Act 2015, the Environment (Wales) Act 2016 and Schedule 3 of the Flood and Water Management Act 2010.

A long list of suggested schemes was presented to stakeholders in two meetings to give people more opportunities to participate. Participants included residents, councillors, council officers as well as representatives of businesses and Newport Now, the local Business Improvement District.

Following the receipt of feedback from stakeholders a consolidated list of projects was agreed on. Each potential project on the list includes a brief description, the rationale for the project, predicted benefits and indicative costs. This list will be used to develop more detailed designs and plans when funding is available.

This study was funded by the Welsh Government's Transforming Towns Fund. The study area is the city centre as defined in the Newport City Centre Masterplan) which includes the Northern Gateway, City Core and Riverside.

3.3.4 Next Steps

A lot of good work has been undertaken in this area in the last year, and conflicting priorities mean that progress within the Land Use subgroup requires co-operation from colleagues throughout the council. In order to highlight where further climate change mitigation and resilience schemes can be implemented most effectively, green Infrastructure mapping of Newport is being undertaken. Policies will be updated to reflect the importance of land use in mitigating and adapting to climate change, and a continual review of land assets and land tenant contracts will be key to this group moving forwards.

3.4 Theme 4: Transport & Mobility

3.4.1 2030 Vision

A city with healthy and sustainable travel choices for the people

3.4.2 Priorities

To reach our vision we have set nine priorities:

Council Emissions

1. **Business (Grey) Mileage & Staff Commuting:** Reduce carbon emissions from employee commuting and grey mileage by implementing a policy of agile working, active travel and usage of public transport and ultra-low emissions vehicles (ULEVs).
2. **Fleet:** Reduce council carbon emissions by moving to a ULEV fleet.

Wider Role

3. **Transport Network:** Managing the transport network to enable people to travel in a more sustainable way.
4. **Land Use Planning & Placemaking:** Ensure sustainable transport options are available from the outset in all new developments, including walking, cycling, public transport and electric charging infrastructure.
5. **Active Travel:** Reduce carbon emission by prioritising active travel across the city.
6. **Public Transport:** Encourage the use of public transport instead of car usage.
7. **Charging Point Infrastructure:** Increase charging capacity across the city.
8. **Schools:** Reduce carbon emissions from home to school travel.
9. **Taxis:** Implement policies to support the move to a low emission taxi fleet.

3.4.3 Case Studies

3.4.3.1 Plant & Fleet Vehicles



In 2020/21, the council added 29 ultra-low emission vehicles (ULEVs) to our fleet which included 5 additional electric refuse vehicles. We also added 37 chargers for fleet use which will meet our needs into the future.

Around 130,000 zero emission miles were driven by the council's electric cars and light vans in the year to April 2022.

3.4.3.2 Active Travel

Through the Welsh Government's Active Travel Fund a number of new active travel projects have been delivered to increase the availability of good quality cycling and walking routes across the city area.

Many of these projects have been delivered in areas that provide off road alternatives through open space areas such as in Tredegar Park, Gear Fort, Coed Melyn and Monkey Island in Lliswerry.

Project delivery has been focussed on areas where demand for intervention is demonstrated through public consultation. This often emphasises the lack to good quality provision for walking and cycling away from busy roads and junction crossings. This demand supported by the results of previous active travel network consultations shows the potential to address the issues through the provision of routes through parks and open spaces. This approach improves the sense of safety, creates a more pleasant environment for the user and can also provide more direct routes when compared with on-road alternatives.

Many of these active travel project sites cross areas of ecological sensitivity and so it is important to minimise the negative impacts of the project. This includes carrying out appropriate surveys that inform both design and delivery of the project. Practises that protect the biodiversity in the area include restricting the timings of work, protection of tree root areas and nearby vegetation and monitoring the area during the works.

It is also important to consider the longer-term negative impact of ecology and biodiversity once the project had been delivered. This presented a challenge when considering the installation of lighting along new routes. As fears over personal safety is a major barrier to walking and cycling the lighting of routes is an important consideration to ensure routes provide an attractive environment which

provides reassurance for users. This ensures that use of new routes is maximised at all times of the year.

The use of traditional high-level highways lighting presents an ecological issue when installed in open space areas as it results in a wide spread of artificial light which negatively impacts the nocturnal wildlife that uses the area. To reduce this impact whilst still providing this important feature, low level bollard lighting has been used on all active travel routes that travel through green open spaces. As can be seen in the below picture, this type of lighting focusses light across the path area and so minimises the spread of light throughout the wider area.

The delivery of walking and cycling routes through open spaces also increases the availability of

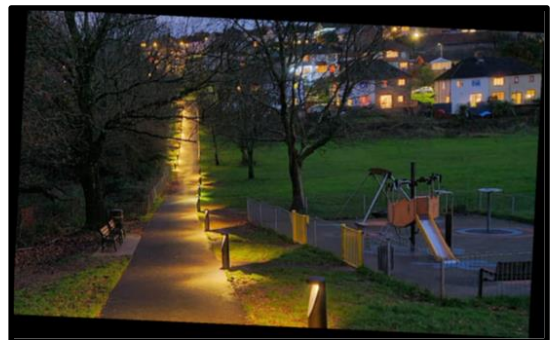


routes for recreation purposes. This has numerous health and wellbeing benefits and increases the likelihood of an individual's opting to utilise walking and cycling for their everyday journeys. Improvements that have been made across the city include:

The new **Devon Place bridge** provides much improved connectivity for both pedestrians and cyclist moving between the north and south of the city centre. The

connecting route between the two destinations was previously served by an underpass which is unfit for purpose. This bridge will connect the Gold Tops and Queens Hill area to the city centre without the need to use the underpass.

Providing a link through **Tredegar Park** into the **Tredegar Park old golf course** leading out onto the A48 near to the Junction 28 roundabout. This exciting project will further enhance this popular destination and provide cyclists and pedestrians with alternative means of transport. The path complies with both the Active Travel (Wales) Act 2013 and the Equalities Act 2010, making it suitable for users of all abilities. This route is lit with low level bat friendly lighting that has been very popular at the Coed Melyn active travel route.



Monkey Island active travel route has now been opened after the completion of works to ensure the path is fully accessible. The new route provides a safe crossing link under the Southern Distributor Road for pedestrians and cyclists. A new accessible ramp connects the pedestrian and cycle path on the northern side of the SDR bridge with a new path under the bridge. This path leads off into the Lysaght Village housing estate, and from there to other commercial and residential links in Lliswerry. The new route means that cyclists and pedestrians no longer need to use multiple road crossings to get from one side of the SDR to the other.

A new link from **Tredegar Park** to the front of **St. David's School**, providing parents and children a safer route to and from the school.

Surface improvement taking place at **Malpas & Bettws Canal** to bring this route up to active travel standard along the section of the canal between Gwastad Gate and the boundary with Torfaen.

After several rounds of public consultation, the Active Travel Network maps review has been completed and the updated map of active travel routes (both existing and proposed routes) and final report have been approved by Welsh Government. The map routes within in it will be used to plan future active travel developments over the next five years.

3.4.3.3 Charging Points



The council has been instrumental in the installation of 85 charge sockets across the city. Seventeen were delivered in 2021/22. There are currently 18 in construction, and a further twenty are planned for delivery in 2022/23. More sites are being identified for future years. In 20/21 our public chargers delivered over 80,000 zero emission miles.

3.4.4 Next Steps

Some of the work we will be looking at over the next 12 months includes:

- Reducing commuting by single use car by implementing a new operating model for staff including hybrid home working and use of local public sector hubs
- Developing a five-year plan for fleet renewal and charging capacity
- Increasing our charging capacity and looking to link it to renewable sources of energy as much as possible.
- Developing more active travel routes, and promote walking and cycling for shorter journeys
- Improving travel information at bus stops to encourage the use of public transport

Changes to working practices, including increased homeworking, will have a big impact on future transport emissions. We also expect to see emissions in this theme decrease gradually over the next five years as we implement our fleet renewal, charging capacity and active travel plans.

3.5 Theme 5: The Goods & Services we Procure

3.5.1 2030 Vision

Sustainable procurement will be at the heart of ensuring that our external contracting minimises the climate and nature impact and also the carbon footprint of goods, works and services procured

3.5.2 Priorities

To reach our vision we have set four priorities:

1. **Measurement:** Gain a good understanding of our estimated tCO₂e per annum from procured goods and services, and its emissions profile and supplier base.
2. **Guidance, Tools and Training:** Develop guidance, tools and training for the organisation to support staff to reduction of carbon throughout the procurement lifecycle.
3. **Partnership:** Lead by example and work with our procurement strategic partners both public and private to align climate change, carbon reduction and circular economy aspirations.
4. **Engagement:** Incentivise suppliers through proportionate evaluation criteria to proactively seek opportunities to reduce carbon and climate impacts.

3.5.3 Case Studies

3.5.3.1 The National TOMs Wales Social Value Calculator

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



The Social Value Calculator for the National TOMs Wales has been designed to allow organisation and their suppliers to measure, procure and report on social value.

The council has adopted the tool and has reviewed and selected measures within the tool that relate to decarbonisation, sustainability and waste. These measures will now be used in our procurement processes.

3.5.4 Next Steps

Work on the Goods & Services we Procure is already under way with Gateway and Tender documents being updated to reflect our commitment to the actions outlined in the Climate Change Plan. Long-standing contracts will continue to be reviewed, to ensure suppliers' actions and behaviours align with our own, and new contracts will be assessed in-line with new Council guidance. As we begin to implement the new requirements, cooperation with suppliers, and knowledge sharing both internally and externally will be required.

3.6 Theme 6: Our Wider Role

3.6.1 2030 Vision

Leading by example and proactively supporting our communities and partners towards society wide action for nature and climate recovery

3.6.2 Priorities

1. **Placemaking & Building Control:** Reduce carbon emissions and support nature recovery by focusing on sustainable, low carbon development, influencing low carbon energy and building resilient communities.

2. **Energy:** Identify and implement the changes needed to the local energy system to decarbonise heat, electricity and local transport and realises local renewable energy production.
3. **Flooding:** Build climate resilience and alleviate flooding across the city using a range of measures including natural flood defences.
4. **Waste:** Reduce carbon emissions from managing waste to become a zero-waste city and nation by 2050.
5. **Digital:** Utilise digital solutions effectively to reduce and monitor carbon emissions.
6. **Partnerships & Communities:** Work collaboratively with partners and communities to promote the climate and nature recovery across the city.

3.6.3 Case Studies

3.6.3.1 Newport's Local Area Energy Plan



In 2021, private and public sector partners and stakeholders worked together to develop Newport's Local Area Energy Plan (LAEP). Following Ofgem methodology, the LAEP process combines robust technical analysis with comprehensive stakeholder engagement to create a pathway for delivering decarbonisation as effectively as possible, identifying actions required by groups including local and national government, energy providers, regulators, industry, and residents.

The Newport LAEP sets out a vision for reaching a net zero energy system for Newport by 2050 and provides a city-wide route map to decarbonise the heat, electricity and local transport that we use on a daily basis and realise local renewable energy production for the future. It provides us with an understanding of the nature, scale, rate, and timings of changes that need to be made for Newport's transition to a net zero energy system.

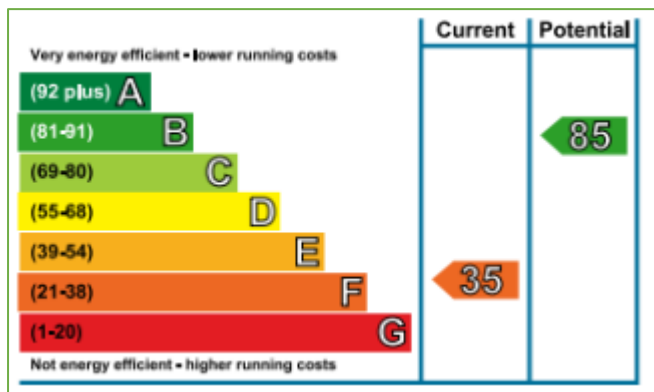
Based on evidence the plan identifies seven priority intervention areas which represent the areas where physical change to the energy system needs to be made:

1. Whole building retrofit (insulation, efficiency measures and behind the meter generation)
2. Development of public EV charging infrastructure
3. Electricity distribution network upgrades
4. Onshore renewables
5. Industrial innovation program
6. Heat pump and heat network deployment
7. Transport energy demand reduction

The plan was approved by the council's Cabinet in June 2022 and initial plans are now underway to implement the seven priority areas.

Development of the plan has facilitated increased local stakeholder awareness in Newport, resulting in more widespread and meaningful consent for the changes required and credible commitments to deliver the plan and will provide a framework for partners to work together in the future.

3.6.3.2 Domestic Rental Energy Performance



Where property owners market properties for rent (or sale) there is a need to comply with Energy Performance Rules. These rules state that properties must have an Energy Performance Certificate and the properties efficiency should be rated at or between levels A to E, whilst ratings of F and G are banned.

Trading Standards have undertaken an extensive intelligence gathering exercise

looking at domestic rental properties across the city, 113 landlords suspected of renting illegal and inefficient properties (F or G rating) were contacted, 23 demonstrated they were compliant and 29 brought themselves into compliance due to the service interaction. 27 compliance notices were sent to those not returning contact.

362 landlords suspected of having no EPC. It was discovered that 117 were compliant and 11 of these were only made compliant following the action of the service. 241 of the landlords require further consideration; 12 of whom are in discussion with the service and from 229 there has been no response. This work will continue to bring these properties in to compliance.

The impact of this work so far shows a reduction annually of 198.5 tonnes of carbon emission, a reduction in annual energy of 178,329 kWh and a reduction in fuel bills (April 2022 prices) of £58,217.

3.6.3.3 Waste

The council is continuing its work to meet Welsh Government zero waste targets by 2050. In 2021-22 the council once again surpassed its target for municipal waste reused, recycled and composted achieving 67.1%.

3.6.3.4 The Road to Nature



Our new 'Road to Nature' formally known as LG Access Road, is located off the A48 Coedkernew and runs off Church Lane Coedkernew. Built many years ago, this road had never been fully developed into an operational highway, however it is still classified as an adopted highway. Over the years the lane had become a target for large scale commercial fly-tipping and has since been used by travellers to set temporary illegal encampments, especially in 2004 and 2015.

Last year, the council carried out a very successful covert surveillance operation was carried out by the council during 2021, leading to a number of fixed penalty notices being issued, five prosecutions and seizure of two vehicles. Since the installation of CCTV in the access and main sections of the road, no further fly tipping has occurred in the area.

In October 2021, the council also carried out large scale works to remove all fly tipped waste. Works lasted ten days, with 650 tonnes of waste removed from the site including over 1,800 tyres. All recyclable waste was sorted into different elements to maximise recovery, achieving a recycling rate of 85%. The council is now working with the Friends of the Road to Nature, a local community group who have adopted the site, to improve biodiversity in the area and promote it as a nature destination.



3.6.4 Next Steps

Work is underway to realise the six “Our Wider Role” priorities in the plan which includes:

- Implementation of the Local Area Energy Plan (LAEP). A funding plan is under development and a programme manager will shortly be recruited to lead and co-ordinate the actions specified in the LAEP.
- The Domestic Rental Energy Performance Project. Funding for this project came to an end in March, however the good work of the project has continued and we are now looking to source further funding to enable the project to continue on an ongoing basis.

4 ANNUAL CARBON REPORTING

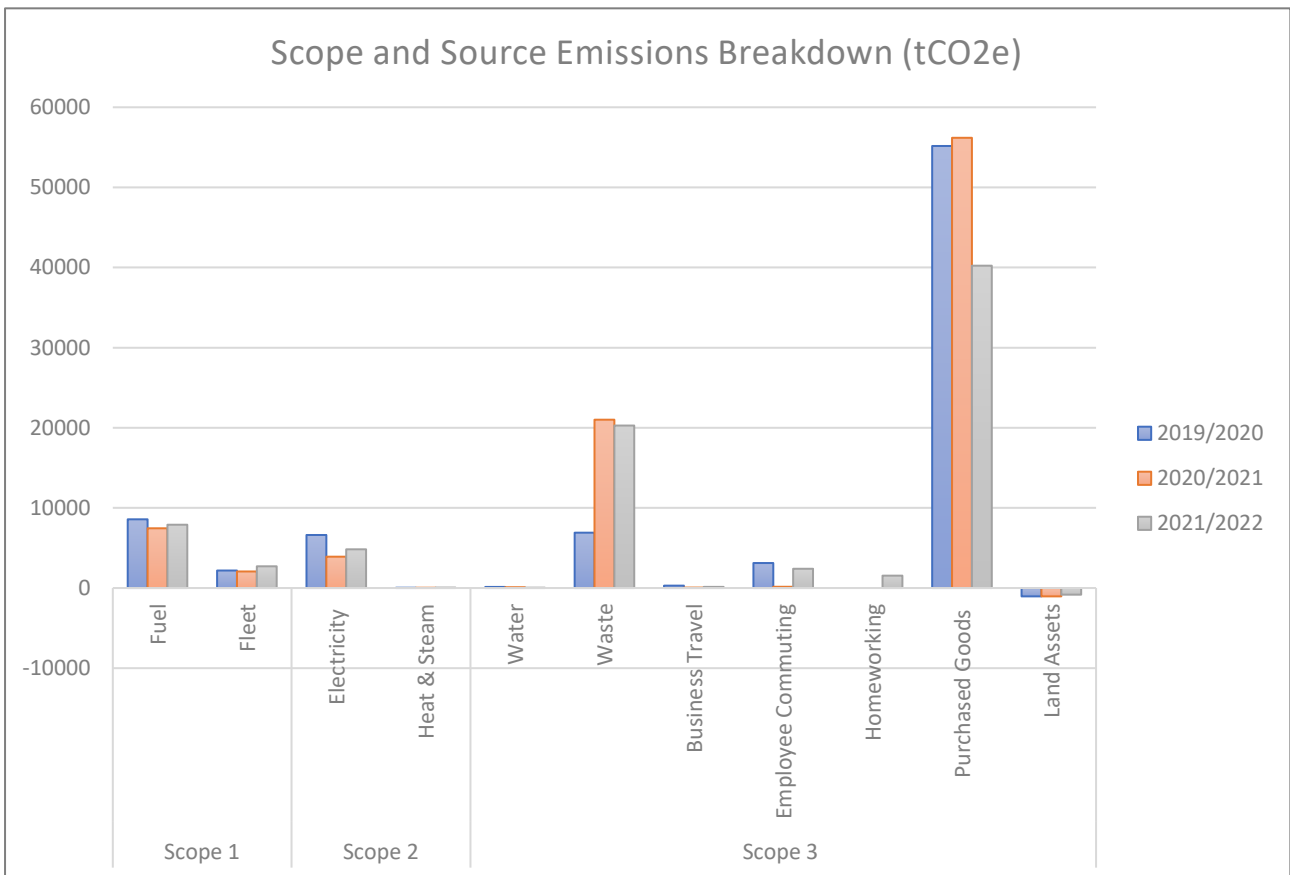
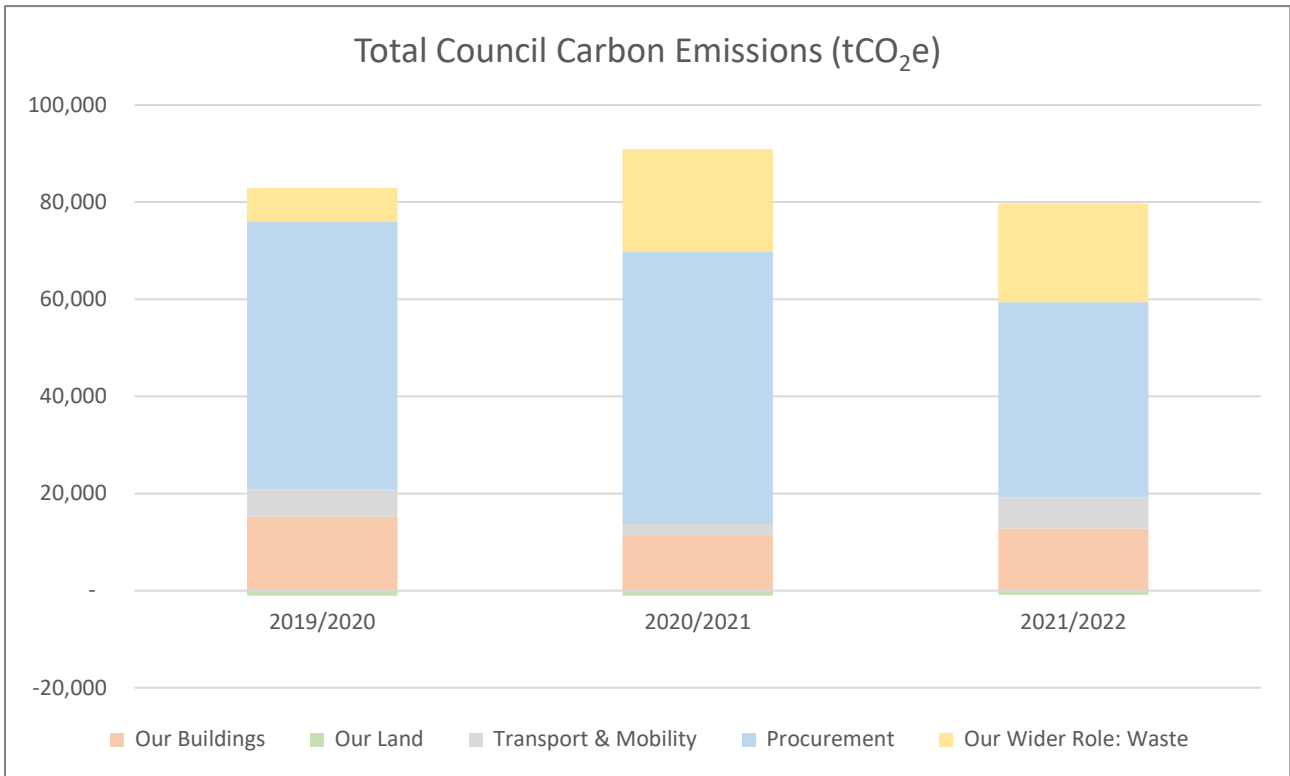
4.1 Baselining our carbon emissions

Welsh Government published guidance (May 2021) to public sector organisations to enable a consistent approach across Wales for reporting on their organisational carbon emissions. The reporting methodology considers all emissions associated with activities performed by local authorities including fuel, energy, water consumption, waste disposal, employee commuting, business travel and land use.

4.2 Annual Carbon Reporting 2021-22

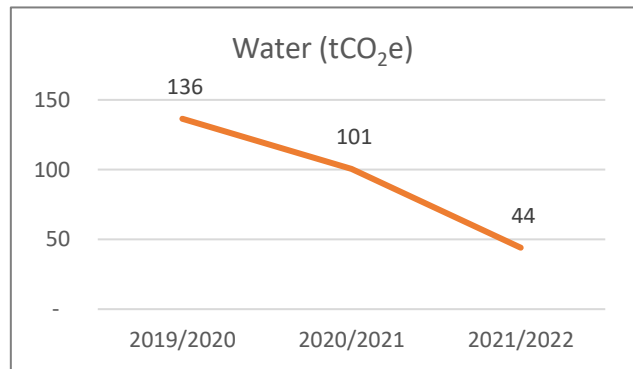
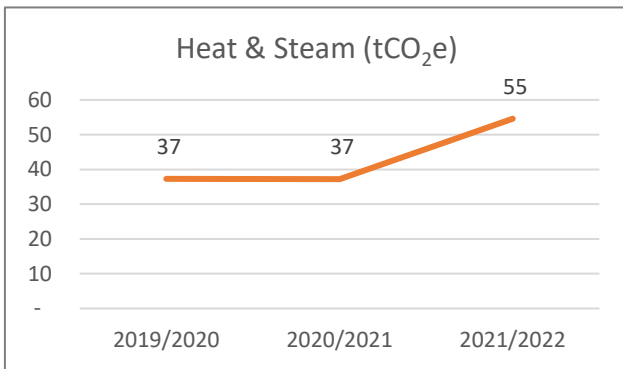
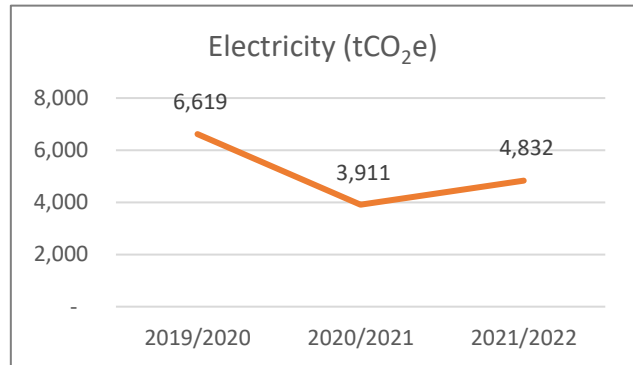
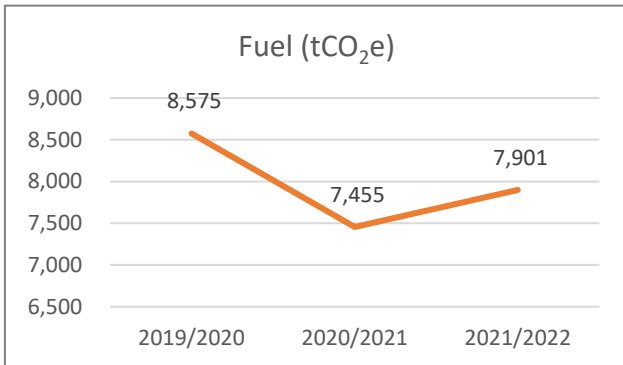
For 2021-22 there are changes to the structure of the reporting template; emission factors are now incorporated, and emissions are calculated automatically. The table and graphs overleaf give a comparison of emissions since the council has moved to using the Welsh Government guidance for calculating annual carbon reporting.

Theme and Descriptions	2019/20		2020/21		2021/22	
	tCO ₂ e	%	tCO ₂ e	%	tCO ₂ e	%
2: Our Buildings						
Fuel	8,575	10.5%	7,455	8.3%	7,901	10.0%
Electricity	6,619	8.1%	3,911	4.3%	4,832	6.1%
Heat & Steam	37	0.0%	37	0.0%	55	0.1%
Water	136	0.2%	101	0.1%	44	0.1%
Total	15,367	18.7%	11,504	12.8%	12,831	16.3%
3: Our Land						
Land Assets	-1,041	-1.3%	-1,041	-1.2%	-829	-1.1%
Total	-1,041	-1.3%	-1,041	-1.2%	-829	-1.1%
4: Transport & Mobility						
Fleet	2,184	2.7%	2,066	2.3%	2,298	2.9%
Business Travel	299	0.4%	58	0.1%	143	0.2%
Employee Commuting	3,120	3.8%	156	0.2%	2,403	3.0%
Employee Homeworking	-	-	-	-	1,545	2.0%
Total	5,603	6.8%	2,280	2.5%	6,388	8.1%
5: The Goods & Services we Procure						
Procurement	55,168	67.3%	56,190	62.5%	40,231	51.0%
Total	55,168	67.3%	56,190	62.5%	40,231	51.0%
6: Our Wider Role						
Waste	6,908	8.4%	21,009	23.4%	20,279	25.6%
Total	6,908	8.4%	21,009	23.4%	20,279	25.6%
Total Council Emissions	82,005	100%	89,942	100%	78,900	100%
tCO₂e - Tonnes of CO₂ equivalent						



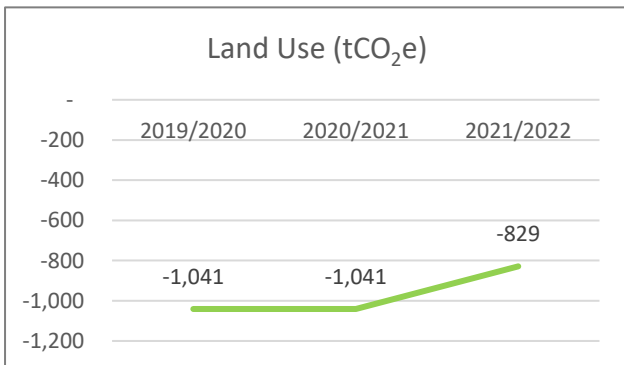
4.2.1 Our Buildings

Most fuel sources have seen an increase in emissions vs 2020/2021 due to buildings resuming activity after the COVID pandemic, however our long-term downward trend is continuing.



Due to the continued expansion of the population in Newport, the council is adding additional infrastructure, such as streetlights and new schools to our estate, whilst this does add to our baseline figures and therefore the scale of decarbonisation ahead of us, we are currently just absorbing this into our totals. Additionally, as the carbon reporting guidance evolves and we refine our data collection we sometimes need to report on emissions which we previously didn't which affects our totals. One example of this is in 2021/22 is the inclusion of the southern distributor road lighting (78,167 kg CO₂equivalent).

4.2.2 Our Land



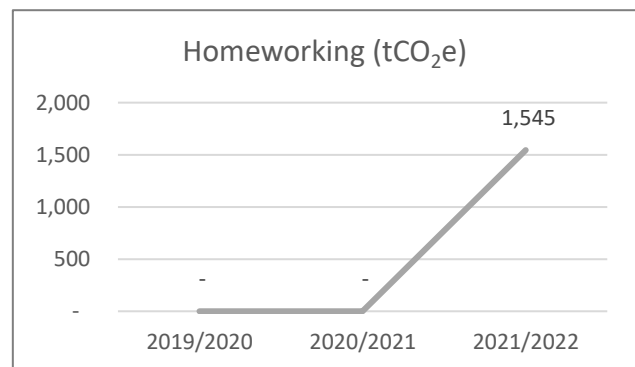
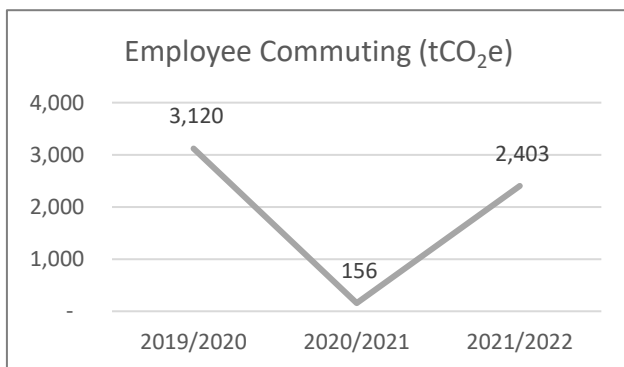
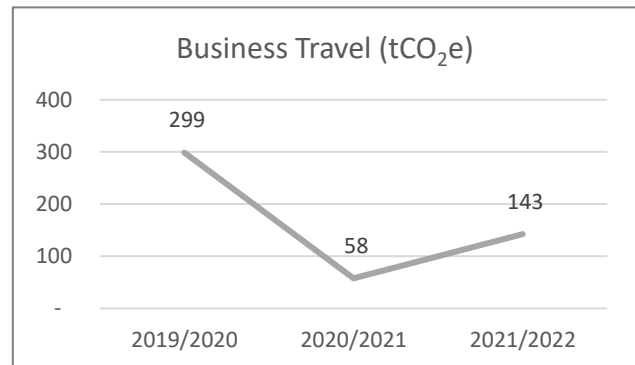
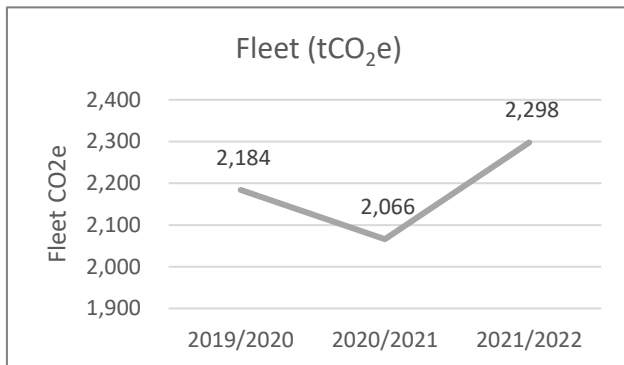
The type of land we own and the way in which we use it can have a positive or negative impact on our overall emissions. Importantly having the right type of land that can absorb carbon (though sequestration) allows us to offset those carbon emissions that we cannot remove from other sources. Over the past year the offsetting that our land provides has reduced due to the acquisition of new settlement areas; and the acquisition and

construction of footpaths, parking spaces, cycleways etc., and the removal of a small number of grass

spaces. As we move forward to 2030, carbon offsetting through land that we own will increase in importance.

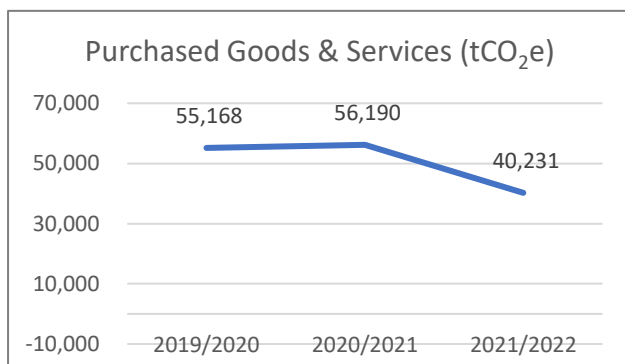
4.2.3 Transport & Mobility

In this reporting year, the council has worked hard to make our fleet more sustainable and has increased the number of electric vehicles we use from 39 to 67. Unfortunately, due to COVID-19 working practices additional diesel vehicles had to be used as crews couldn't travel together, this pushed up the amount of fuel we otherwise would have used.



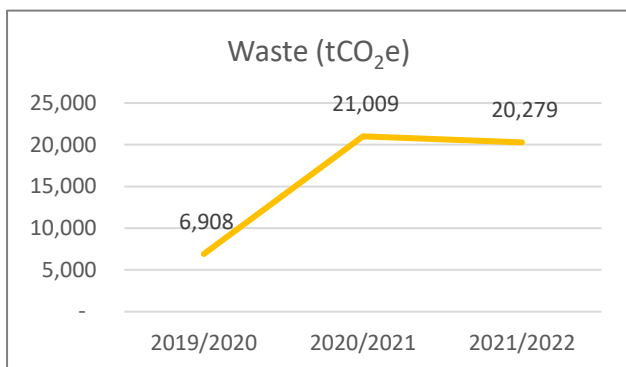
Homeworking is a new addition to annual carbon reporting. Organisations need to account for how many staff are working from home and the average percentage of time they do so.

4.2.4 Goods & Services We Procure



There is a significant change in this year's procurement figures. This is partially due to improvements in the Welsh Government reporting guidelines but also due to the changes in the goods and services we buy from year to year which have different amounts of carbon associated with them. The council is updating its procurement processes to embed positive climate and carbon action in our supply chains.

4.2.5 Our Wider Role



Whilst our climate change plan covers a broad range of actions that are part of our wider work, the carbon reporting methodology only covers emissions from waste. Emissions for the last year were broadly in line with 2021/2022.

5 TIMESCALES UPDATE

Aug-Oct 2021	Consultation Draft of the plan developed	Complete
29 Oct 2021	Reviewed by Scrutiny Committee	Complete
31 Dec 2021	Consultation closing date	Complete
Jan/Feb 2022	Consultation responses reviewed and Climate Change Plan updated	Complete
9 Mar 2022	Presented to Agreed and endorsed by Cabinet	Complete
Mar 2022	Plan published	Complete
Mar/Apr 2022	Development of a delivery, governance and performance framework	Complete
Apr 2022	Start implementation of the plan	Underway
Annually	Progress report to be published	Underway for 2021-22
Annually	Review of the plan	Planned for Jan 2023
Apr 2026	Start to develop new plan for next period 2027-32	

6 GLOSSARY OF TERMS

Biodiversity is all the different kinds of life you'll find in one area—the variety of animals, plants, fungi, and microorganisms like bacteria that make up our natural world. Each of these species and organisms work together to maintain balance and support life.

Building Retrofit is changes to a building after construction to improve energy efficiency or decrease energy demand.

Carbon Literacy is an awareness of the carbon dioxide costs and impacts of everyday activities, and the ability and motivation to reduce emissions, on an individual, community and organisational basis.

Carbon Neutral is a state of net zero carbon emissions.

Carbon Sequestration is the process of capturing and storing atmospheric carbon dioxide. It is one method of reducing the amount of carbon dioxide in the atmosphere with the goal of reducing global climate change. Forests and other forms of plant life absorb carbon dioxide from the air as they grow and bind it into biomass.

A **Circular Economy** is achieved by designing products smartly with their whole life cycle in mind, re-using and repairing to extend their useful life, and then when their life is deemed over, remanufacturing to create new products from old.

Climate Change includes global warming and the “side effects” of warming, e.g. melting glaciers, heavier rainstorms, more frequent drought.

Climate Change Mitigation means avoiding and reducing greenhouse gas emissions and increasing greenhouse gas capture and storage.

Climate Change Adaptation is altering our behaviour and way of life to protect our families, our economies, and the environment in which we live from the impacts of climate change.

The **Climate Emergency** is a situation in which urgent action is required to reduce or halt climate change and avoid potentially irreversible environmental damage resulting from it.

Deep Retrofitting is a major or whole building retrofit to achieve a near net-zero energy building

Ecology is the relationship between living things and their environment.

Ecosystems are all the living things in an area and the way they affect each other and the environment.

Ecosystem Resilience is the capacity of an ecosystem to respond to a disturbance by resisting damage and recovering quickly.

Global Warming is the Earth’s rising surface temperature and is one symptom of the much larger problem of human-caused climate change.

The **Greenhouse Effect** is a warming of Earth’s surface caused by greenhouse gases.

Greenhouse gases (GHG) are the thin layer of gases surrounding the Earth. These gases include both naturally occurring and human-derived greenhouse gas such as carbon dioxide, methane, water vapour and nitrous oxide.

Green Infrastructure is a network of multi-functional green space and green features, which can deliver quality of life and environmental benefits for communities. It includes parks, open spaces, playing fields,

woodlands, street trees, allotments, private gardens, green roofs and walls, SuDS and soils.

Natural Resources are natural assets or raw materials occurring in nature. Earth's natural resources include light, air, water, plants, animals, soil, stone, minerals, and fossil fuels.

Nature-Based Solutions are actions to protect, sustainably manage, and restore natural and modified ecosystems that address societal challenges effectively and adaptively, simultaneously providing human well-being and biodiversity benefits.

Net Zero is achieving a balance between the amount of greenhouse gas emissions produced and the amount removed.

Procurement is the act of purchasing goods or services.

Scope 1 Direct Emissions arise from sources that are owned or controlled by the council including emissions from our plant and vehicle fleet and fuel.

Scope 2 Indirect Emissions arise from the generation of purchased electricity and heating. The energy is generated elsewhere, however as a user the council is responsible for these emissions.

Scope 3 Indirect Emissions arise from sources that are not owned and not directly controlled by the council; however, they are related to our activities. This includes emissions from the supply chain, such as goods we have purchased and services that we have outsourced. It also includes emissions from the water we consume, our waste services, employee commuting and business travel.

Solar PV (Solar Photovoltaics) is the generation of electricity using energy from the sun. Modern solar panels produce electricity from daylight and do not require direct sunlight, although more electricity is produced on bright sunny days.

Sustainable Drainage Systems (SuDS) are designed to manage stormwater locally, to mimic natural drainage and encourage its infiltration and passive treatment. SuDS are designed to both manage the flood and pollution risks resulting from urban runoff and to contribute wherever possible to environmental enhancement and place-making.

Sustainable Procurement is a process whereby organisations meet their needs for goods, services and works in a way that achieves value for money on a whole life basis and generates benefits not only to the organisation, but also to

society, the economy and the environment. It considers the social, economic and environmental consequences of what is procured through all stages of its life cycle. This includes considering design, resource extraction and sourcing, manufacturing and production, transportation, service delivery, operation and maintenance, reuse, recycling and disposal. It is also about questioning whether the purchase requires to be made at all. It also considers the capacity of suppliers to address these consequences throughout the entire supply chain.

Sustainable Transport Options are walking, cycling, public transport and electric vehicles. Not all options are equally sustainable.

Tonnes of Carbon Dioxide Equivalent (tCO₂e) is a measure used to compare the emissions from various greenhouse gases based upon their global warming potential. For example, the global warming potential for methane over 100 years is 21. This means that one million metric tons of methane emissions is equivalent to 21 million metric tons of carbon dioxide.

Ultra-Low Emission Vehicles (ULEVs) are vehicles that emit less than 75g of CO₂ per km from the exhaust.



Report

Council

Part 1

Date: 22 November 2022

Subject Annual Report of the Democratic Services Committee

Purpose To agree the Annual Report of the Democratic Services Committee for submission to Council.

Author Head of Law and Regulation & Democratic Services Manager

Ward All wards

Summary The Local Government (Wales) Measure 2011 requires each council to establish a Democratic Services Committee. The Measure prescribes the functions of the committee and requires the committee to make a report at least annually to the Council.

This report proposes the content of the Democratic Services Committee's annual report 2021/22. It also provides evidence that the committee has carried out its required function by reviewing the adequacy of staff to support members.

Proposal To agree the Committee's annual report for submission to the Council in order to meet the requirements of the Local Government Measure.

Action by Head of Law and Standards and Democratic Services Manager

Timetable Immediate

This report was prepared after consultation with:

- Chief Executive
- Head of Finance
- Head of People, Policy and Transformation

1. Background

1.1 The Local Government (Wales) Measure 2011 (“the Measure”) requires each council to establish a Democratic Services Committee. The Measure prescribes the functions of the committee and requires the committee to make a report at least annually to the Council.

2. Functions

2.1 The Measure prescribes the functions of the Democratic Service Committee as:

- Designating the Head of Democratic Services
- Keeping under review the provision of staff, accommodation and other resources made available to the head of democratic services in order that it is adequate for the responsibilities of the post;
- Making reports, at least annually, to the Council in relation to these matters.

2.2 The Democratic Services cannot discharge and other functions or perform any dual role (for example doubling-up as a Scrutiny committee).

2.3 The Council agreed to widen the role of the Democratic Services Committee to include the consideration of any proposed amendments to the Council’s constitution for recommendation to the executive where appropriate and to the Council.

2.4 The Measure was subsequently amended by the Local Government Democracy (Wales) Act 2013, to specifically provide for a wider range of functions for Democratic Services Committees, along the lines adopted in Newport. The full terms of reference of the Committee, as set out in the Constitution, are contained in the draft Annual Report.

3. Provision of staff, accommodation and other resources made available to the Head of Democratic Services

3.1 Elsewhere on this agenda, the Head of Democratic Services annual report informs the Committee that the provision of staff, accommodation and other resources by the Council is adequate to discharge the statutory requirements in relation to decision making, democratic administration and Scrutiny as they currently exist.

3.2 The impact of any changes in statutory requirements, or the needs of members would need to be kept under review and would be the subject of a report to this committee.

4. Financial Summary

The Chair of the Democratic Services Committee is entitled to a special responsibility allowance in accordance with the prescribed members’ allowances scheme. There are no specific costs associated with the running of this committee other than those involved in the cost of administration of this and other council functions within the democratic process.

5. 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?
Non-compliance with the	M	L	This report suggests the content of an annual report	Democracy and Communication Manager / Head

requirements of the Local Government Measure			in line with the requirements of the Measure.	of Law and Regulation.
Inadequate resources to discharge the statutory requirements of the Measure	M	L	The Annual Report confirms the adequacy of existing resources and the proposals for a more effective management structure. The arrangements are the subject of review by the Committee in the event of any changes in functions or requirements	Democracy and Communication Manager / Head of Law and Regulation

* Taking account of proposed mitigation measures

6. Options Available

6.1 To consider the annual report and to present an agreed version of the report to the Council

6.2 To take no action

7. Preferred Option and Why

7.1 To consider the annual report and to present an agreed version to the Council in order to meet the requirements of the Local Government Measure

8. Comments of Chief Financial Officer

The chair of the democratic services committee is entitled to a special responsibility allowance in accordance with the prescribed members' allowances scheme. There are no specific costs associated with the establishment of this committee other than those involved in the cost of administration of this and other council functions within the democratic process. These are met from existing budgets.

9. Comments of Monitoring Officer

There are no legal issues arising from the Report. The Annual Report sets out the work of the Committee over the past year and confirms that it has discharged its responsibilities in terms of the democratic services function in accordance with the Local Government (Wales) Measure 2011.

10. Comments of Head of People, Policy and Transformation

There are no HR issues arising from the report. The development of the Participation Strategy is an important in meeting the 'Involvement' principle within the Well-Being of Future Generations Act.

11 Wellbeing of Future Generations (Wales) Act 2015

The Democratic Services Annual Report outlines how the Committee has discharged its responsibilities in terms of the democratic services function in accordance with the Local Government (Wales) Measure 2011. Part of its role is to review and monitor the effectiveness of the Council's corporate governance and decision-making processes and the terms of the Council's Constitution.

Through ensuring the effectiveness of the Council's corporate governance and decision-making processes, the Council will ensure that requirements of the Wellbeing of Future Generations (Wales) Act 2015 act are met and the following principles of the act are able to be properly embedded within the Council's governance and decision making structures:

- Long term: the importance of balancing short- term needs with the need to safeguard the ability to also meet long – term needs
- Prevention: How acting to prevent problems occurring or getting worse may help us meet our objectives
- Integration: Consider how the proposals will impact on our wellbeing objectives, our wellbeing goals, other objectives or those of other public bodies
- Collaboration: have you considered how acting in collaboration with any other person or any other part of our organisation could help meet our wellbeing objective
- Involvement: The importance of involving people with an interest in achieving the wellbeing goals, and ensuring that those people reflect the diversity of the City.

The Committee's work in developing and publishing the Council's Participation Strategy supports the development of A More Equal Wales; achieving more diversity in decision-makers and the voices that are heard in decision-making will help to reduce inequalities. The Strategy does not adversely affect any of the other Well-being Goals for Wales. The Strategy underpins the Involvement principle of the Wellbeing of Future Generations (Wales) Act 2015 by supporting residents to be involved in making the decisions that affect them, considering diverse needs when developing services, and helping people to feel connected to the place that they live.

Background Papers

The Local Government (Wales) Measure 2011
Newport City Council Constitution

Dated: 15 November 2022



Democratic Services Committee Annual Report 2021-22

1. Introduction

The Local Government (Wales) Measure 2011 requires each council to establish a Democratic Services Committee. The Measure prescribes the functions of the committee and requires the committee to make a report at least annually to the Council.

2. Terms of reference

The terms of reference for the committee are set out in the constitution, and meet the requirements of the prescribed functions within the Measure.

The Committee's terms of reference are:

- a) To designate the Head of Democratic Services
- b) To consider reports by the Head of Democratic Services in accordance with Section 9(1)(h) of the Local Government (Wales) Measure 2011 (adequacy of resources to discharge democratic services functions) within 3 months and make recommendations to Council, as appropriate
- c) To ensure that all reports of Democratic Services Committee under Section 11 of the Local Government (Wales) Measure 2011 (recommendations regarding the adequacy of resources to discharge democratic services functions) are circulated to all Members and considered within 3 months
- d) To require the attendance of any Members or officers of the Council to answer questions and invite other persons to attend meetings, as required
- e) To require any Member or officer attending meetings to answer any questions (unless they are to refuse on legal grounds)
- f) To appoint one or more sub-committees and to arrange for the discharge of any of its functions by such a sub-committee
- g) To review and monitor the effectiveness of the Council's democratic services functions, including:
 - the provision of support and advice to meetings of the Council, committees, sub-committees and joint-committees
 - promoting the role of Overview and Scrutiny
 - the provision of support and advice to Overview and Scrutiny
 - the provision of support and advice to individual Councillors in carrying out their roles as Members
 - such other democratic services functions as may be prescribed from time to time by Regulations made by the Welsh Ministers
 - make recommendation to Cabinet and Council, as appropriate.
- h) To review the adequacy of the Council's democratic services resources and to make recommendations, where necessary

- i) To review and monitor the effectiveness of the Council's corporate governance and decision-making processes and the terms of the Council's Constitution and make recommendations, as necessary, to Cabinet and/or the Council.

3. Structure and Membership

The membership of the committee changed following the local elections in May 2022. The Committee comprises;

- Councillor David Fouweather (Chair)
- Councillor Trevor Watkins
- Councillor Kate Thomas
- Councillor Andrew Sterry
- Councillor Phil Hourahine
- Councillor Tim Harvey
- Councillor Alex Pimm
- Councillor Mark Spencer
- Councillor Emma Stowell- Corten

This is a politically balanced group comprising members with various roles in the Council and varying levels of experience. This group works well together and shares a joint aim of seeking to improve the way the Council works.

Councillors from the various groups work together in a non-partisan way to consider various aspects of the Constitution and other matters that impact on the governance of the Council. The apolitical stance taken by members of the committee has encouraged interesting discussions on the topics presented to the Committee.

4. Activities in 2020-21

This Annual report covers the period from November 2021 to November 2022.

The Committee has met on six occasions during this period

- 13th December 2021
- 18th January 2022
- 28th February 2022
- 30th March 2022
- 23rd June 2022
- 18th October 2022

All of these committee meetings were conducted in accordance with the Regulations under sections 46 and 47 of the Local Government and Elections (Wales) Act 2021 ("the 2021 Act") and the policy for the conduct of hybrid meetings adopted by the Council. The 2021 Act imposed a statutory duty on all Welsh local authorities to make and publish arrangements for

“hybrid” or multi-location meetings and for the broadcasting of these meetings. Since May 2021, the Council continued to operate fully remote meetings under the 2021 Act, to comply with Covid restrictions and social distancing requirements. However, the removal of all Covid restrictions meant that the Council was able to introduce arrangements for hybrid or multi-location meetings where participants have a choice about joining remotely or attending in person from May 2022.

In the preceding 12 months, the Democratic Services Committee has considered the following:

(i) Participation Strategy.

One of the key requirements of the Local Government and Elections (Wales) 2021 Act is for the Council to prepare and publish a Strategy on engagement with the public and encouraging people to participate in decision-making. There is a statutory requirement for the Council to formally adopt a Participation Strategy by May 2022 and to review the strategy at least once following every local government election.

The key requirements for the Strategy are;

- setting out how the council intends to promote awareness of the council’s functions to the public
- promoting how to become a member of the council or a related authority
- facilitating greater access to information for members of the public
- providing ways for members of the public to make representations to principal councils
- promoting awareness of the benefits of using social media by members of the council
- Developing and publishing a scheme that sets out how the Council records and responds to petitions

We received regular presentations and updates on progress from the Head of Democratic Services, outlining the work being undertaken by an officer working group to develop this strategy, based on current practices and procedures in relation to public engagement and participation.

The Committee considered the new requirements of the legislation and oversaw the preparation of the strategy from conception to implementation. Our aim was to use the strategy include the right actions and measures as a baseline that would be further developed and improved over future years.

A draft version of the strategy was developed through the committee for public consultation. The committee made recommendations concerning the content and scope of the strategy, and on the process of sharing the report for public consultation, including engagement of under-represented groups.

The Committee received an update following public consultation concerning the strategy. The response to the consultation was low; there were no comments about what was in the strategy but included comments about the Council needing to demonstrate that they are listening to public concerns, and how they respond to the same. We felt this feedback reinforced the need for a formal strategy that documented how the Council engages with the public, but this did not indicate any requirement for amendments to the content and aims of the of strategy,

The Committee considered the complexities of considering petition schemes. This included how petitions would be received, what happens to them once they have been submitted and how the petitions could be given visibility through the democracy and governance framework, including informing ward members of petitions where relevant. The Committee considered the links to other types of recommendation received from the public, and made recommendations regarding other key legislation underpinning the petition scheme that should be referenced, for example the Equalities Act 2010.

We considered the final versions of the Participation Strategy and the Petition Scheme, and approved them for consideration by full Council on 17th May 2022. The Strategy and Scheme were formally adopted at the Annual General Meeting of the Council on this date.

- (ii) Constitution**
 - (a) Staffing Arrangements**
 - (b) Officer Scheme of Delegation**
 - (c) Guide to Constitution**
 - (d) Job-sharing and Executive Assistants**

The Local Government and Elections (Wales) Act 2021 contains a number of measures that required changes to the Council's governance arrangements and Standing Orders, prior to May 2022. The implementation of these legislative requirements was addressed as part of the work programme for Democratic Services Committee, together with consequential amendments to the Constitution. The Committee noted that the following provisions were of particular relevance to the current Standing Orders and the way in which business is conducted and managed in Council meetings:-

- i.** Duty to encourage local people to participate in local government decision making;
- ii.** the making of decisions in partnership or in conjunction with any other person (Section 39);
- iii.** Publish Constitution and a guide to accompany the Constitution and make copies of the guide available on request (Section 45);
 - a.** Scheme of delegation to officers
 - b.** Electronic broadcasts of meetings open to the public (Section 46);
 - c.** Remote Attendance at local authority meetings (Section 47).
- iv.** Provision under the operating executive arrangements enabling two or more councillors to share office on the Cabinet, including the officer of Leader (Section 58)
- v.** Provision under the operating executive arrangements enabling the appointment of Assistants to the Executive (Section 57).

The duty to encourage public participation and engagement was supported by the Committee through regular consideration and discussion throughout this period, culminating in the final strategy being adopted by full Council in May 2022 (see full update on Participation Strategy outlined earlier in this report). The local Government Digital Democracy Fund for £52k grant funding was used to develop and upgrade the technology in the Council Chamber and Committee rooms to provide for "hybrid" meetings, to enable some

members to dial-in remotely to face-to-face meetings. The meetings are live broadcast and shared on the Council's website to support information sharing and transparency in decision making.

The Local Government and Elections (Wales) Act 2021 requires Local Authorities to publish a guide on the constitution. The guide is intended to be a signpost to help those find what they need for decisions made and decision making. The Committee considered the draft guidance for Guides to Constitution and reflected that the constitution is a lengthy document; a framework would make the decision-making process more understandable for residents in Newport. Whilst the final guidance from the Welsh Local Government Association is yet to be published, the Committee recommended that the final generic document be adapted to reflect local arrangements before publication. The Committee will consider the final guidance when it has been released by WLGA.

In addition to the legislative requirements considered by the Committee, changes to the structure of the Council required further updates to the Constitution regarding staffing arrangements and the Officer Scheme of Delegation.

The Head of Law and Regulation shared a report following a senior management restructure and the re-alignment of services whereby specific functions were re-allocated to the new Heads of Service.

The Local Government and Elections (Wales) Act 2021 requires Local Authorities to determine when it is appropriate to prepare a report to the Authority setting out proposals in relation to:

- the manner in which the discharge by the Authority of its different functions is co-ordinated;
- the council's arrangements in relation to—
 - (i) financial planning,
 - (ii) asset management, and
 - (iii) risk management
- the number and grades of staff required by the Authority for the discharge of its functions;
- the organisation of the Authority's staff; and
- the appointment and proper management of the Authority's staff.

The Committee reflected that the officer scheme of delegation is about decisions made at an officer level, and sought confirmation that these changes would not impact the Scrutiny arrangements. Following consideration by the Committee, the new scheme of delegation was put forward and adopted by Council in May 2022. A further update was shared with the Committee in June 2022, confirming the scheme of delegation that had been adopted.

The Committee considered the option of appointing a Presiding Member in light of the review of the democratic arrangements, particularly concerning the change to remote/hybrid meetings and the modernisation agenda. We heard that 76% of Council's in Wales had adopted a Presiding Member at the time of the report. The Committee sought clarification on the process for voting in a Presiding Member and the role and responsibility the position would carry.

The Committee considered the proposal and recommended to Council that the current mayoral role should continue, and that the Mayor would be free to act as the ceremonial head of the Council and to represent the Coun

cil at all civic and ceremonial functions. The role of Presiding Member was formally voted in at the Council AGM in May 2022.

The Head of Law and Standards brought a report to the committee outlining the requirement to amend the Constitution to reflect legislative changes concerning job sharing arrangements and the appointment of assistants to the executive. The paper confirmed that the aim of the legislative changes is to make provision for more flexible arrangements in order to support increased diversity of Cabinets in Wales. The Committee explored the impacts and limitations of the legislation through discussion and recommended their full adoption to Council, in order to comply with the legislative requirements.

The Committee noted that Council Standing Orders will need to be reviewed and updated to accommodate these changes in governance processes.

(i) Democracy Handbook

The Welsh Government has identified the new legislation as an opportunity to revisit all the existing guidance on local democracy produced over the years. The ultimate aim is to revisit and review this guidance and to bring it together in the form of a “Democracy Handbook” – a suite of material which will provide a one-stop resource for councillors and officers, but also local people seeking to better understand their rights and how councils work. The Centre for Governance and Scrutiny has been commissioned by Welsh Government to assist in the first phase of this project. They will be reviewing the primary legislation, statutory instruments and guidance which apply to councils on matters relating to democracy, and setting out a roadmap for how the Handbook can be developed.

A copy of the draft Handbook was shared with the committee in February 2022 for comment. The Committee reflected that training is a process and not an event, and the draft Handbook intersects with the work underway to develop a Petition Scheme. A further update would be shared with the Committee when the final version had been issued by Welsh Government.

(ii) Members Induction Training

The Committee was presented with a report outlining the plans for the training and induction of members post-local elections. Committee Members were advised of the legislative requirements in place for the Members and the work of the WLGA on a framework for Members in Wales. The Lead Officer summarised the curriculum objectives, and the plan for delivering the training over a rolling programme through face to face and online sessions.

The Committee commented on the importance of training and support for elected members, including due notice of sessions, particularly those that are mandatory such as Code of Conduct training. The Committee welcomed the approach supporting in-person and online development sessions and sought assurance that there would be appropriate support and officer availability for Elected Members in the short period between the election count and the Council AGM. The Committee endorsed the programme for implementation.

(iii) Member Surveys

The Head of Democratic and Electoral Services presented an update on requirements for surveys that potentially crossed over in terms of the data they were looking to capture. This carried a risk of creating ‘survey’ fatigue and that could be a challenge in getting a reasonable response rate and meaningful data.

The Committee considered the requirements and made recommendations that the surveys be simplified and condensed as much as possible to increase the likelihood of securing the maximum number of responses.

(iv) Independent Remuneration Panel Wales: Draft Annual Report

The Committee received the draft Independent Remuneration Panel for Wales (IRPW) Annual Report for information only, as this had previously been brought to the Committee in draft as part of the consultation process. The IRP proposed a significant reset for all members' allowances as from May 2022 in the light of significant socio-economic change and the previous levels of salaries not keeping pace with inflation.

The Committee noted the final Allowance Scheme and acknowledged that the Council would consider the Scheme at the Annual General Meeting in May 2022.

A further draft report and consultation concerning changes to allowances for 2023/24 was shared with the Committee in October 2022. The Committee agreed to respond to the general consultation questions to confirm that they would wish to be consulted on future reviews about workloads and allowances for members.

5. Work Planned for 2022/23

The work programme was agreed at the Democratic Services Committee held on the 18th February 2021. The Committee endorsed the draft work programme included in last year's Annual report, as presented to Council in November 2020, which included the following priorities

(a) Constitution Review

The Committee has continued with the work of systematically reviewing the various parts of the Council's Constitution, with a view to changing to the new modular style of document previous agreed by the Committee.

(b) User Guide to the Constitution

The Committee will continue to oversee the development and publication of the User Guide to the Constitution in order to ensure that it reflects localised arrangements and supports residents to have access to information on governance arrangements that is easy to understand.

(c) Local Government & Elections (Wales) Act 2021

The Committee has continued to review the current governance arrangements regarding the conduct of remote meetings and future governance arrangements, to meet the requirements of legislative changes in the Local Government and Elections (Wales) Act, for example in relation to hybrid meetings, remote access and live broadcasting and public participation and engagement.

(d) Participation Strategy

The Committee will continue to review and monitor the Participation Strategy concerning how the Council engages with the public in order to build on the baseline and ensure its effectiveness.

(e) Annual Reports

In addition, we will continue to provide consultation responses to the IRP draft report and keep under review the adequacy of the Council's democratic services resources and make recommendations, where necessary.

(f) Protocol for Multi-Location Meetings

The Committee will continue to oversee arrangements for multi-location meetings that fulfil legislative requirements under the Local Government and Elections (Wales) Act 2021.

(g) Ward Meetings

The Committee will consider a report concerning review of the arrangements for holding Ward meetings, including the provision of Officer assistance in place to support the meetings. In line with new legislative requirements, the report will consider the role of Ward meetings under the Council's Participation Strategy.

6. Democratic Services Annual Report

Both the Committee and the Head of Democratic Services are required to produce an annual report to Council each year, and this is built into the forward work programme.

Councillor David Fouweather
Chair of the Democratic Services Committee

Gareth Price
Head of Law and Regulation

Leanne Rowlands
Democratic and Electoral Services Manager

Mae'r dudalen hon yn wag yn



Report

Council

Part 1

Date: 22 November 2022

Subject Standards Committee Annual Report 2021/2022

Purpose To present the Standards Committee Annual Report for 2021/2022

Author Head of Law and Standards
Chair of Standards Committee

Ward General

Summary In accordance with the Local Government & Elections (Wales) Act 2021, Standards Committee are required to make an annual report after the end of each financial year and Council is required to consider that report within 3 months.

The statutory annual report must describe how the Committee's functions have been discharged during the previous year and, in particular, must include a summary of any reports, actions or recommendations made or referred to the Committee. In addition, the annual report must include an assessment of the extent to which leaders of political groups on the Council have complied with their new duties to promote and maintain high standards of conduct within their groups.

This Annual Report covers the period from November 2021 to November 2022 and follows-on from the last report presented to Council in November 2021.

Proposal To receive the Standards Committee Annual Report for 2021/22 and to note the forward work programme

Action by Head of Law and Standards

Timetable Immediate

This report was prepared after consultation with:

- Standards Committee
- Head of Finance
- Head of People, Policy & Transformation

Background

1. The Local Government Act 2000 Part III requires the Council to establish a Standards Committee to promote and maintain high standards of ethical conduct by Councillors, co-opted members and Community Councillors. This role involves advising and training Members on the Code of Conduct, determining any complaints of misconduct, the imposition of sanctions, where appropriate, and considering any applications for dispensation under the Code.
2. The composition and membership of the Standards Committee is prescribed by the Standards Committees (Wales) Regulations 2001 (as amended) and comprises:-
 - 5 independent members (including an independent chair and vice-Chair)
 - 3 Councillors
 - 1 community council representative
3. The Standards Committee is required to meet at least once annually in accordance with the Local Government Act 2000. In practice, the Committee meets on a scheduled quarterly basis and additional special meetings are arranged, as necessary, to deal with specific matters such as misconduct hearings and requests for dispensation
4. Standards Committee have presented an Annual Report to the Council on a voluntary basis over the past 9 years, which provides information about the work carried out by the Committee during the previous 12 months, identifies particular issues that have arisen and sets out the forward work programme for the forthcoming year. The previous annual report was presented to Council on 26th November 2021, and covered the 12 month period from November 2020 to November 2021.
5. As from May 2022, there is now a statutory requirement under the Local Government & Elections (Wales) Act 2021 for Standards Committee to make an annual report after the end of each financial year and for full Council to consider that report within 3 months. The statutory report must describe how the Committee's functions have been discharged during the previous year and, in particular, must include a summary of any reports, actions or recommendations made or referred to the Committee. In addition the Annual Report must include an assessment of the extent to which leaders of political groups on the Council have complied with their new duties to promote and maintain high standards of conduct within their groups. Copies of the Standards Committee Annual Report must also be provided to the Ombudsman and all of the local community councils.
6. This Annual Report provides information to the Council about the work carried out by the Committee during the last 12 months, identifies any specific issues that have arisen and sets out the forward work programme for the forthcoming year. This is the ninth Annual Report of the Standards Committee and covers the period from November 2021 to November 2022, following-on from the last report presented to Council in November 2021.
7. The Report confirms that, once again, no serious complaints of misconduct were referred to the Standards Committee by the Ombudsman during the past 12 months and no complaints were referred for determination by the Committee under Stage 3 of the Local Resolution Protocol.
8. The Report also confirms that 6 complaints were referred to the Ombudsman about City Councillors during the last 12 months between November 2021 and November 2022 and 5 complaints were made during this period about community councillors. At the time of presenting this annual report to Council, only 1 complaint remains outstanding and that relates to an on-going Ombudsman investigation into a complaint against a former City Councillor involving a criminal conviction and whether he brought his office and the Council into disrepute. All of the other 10 complaints have not been accepted for investigation.

9. Standards Committee met with leaders of the political groups on the Council in November 2022, to agree how their new ethical standards duty should be monitored and the nature and frequency of the information that should be submitted to the Committee. The Committee was pleased with the level of commitment demonstrated by the group leaders and the general levels of training undertaken by the members of their groups in relation to the Code of Conduct and also other compulsory training for Planning and Licensing Committees and Equalities. However, further Code of Conduct training sessions would be beneficial for those Councillors who were unable to attend the induction training in 16th May. There did not appear to be any significant issues in terms of standards of behaviour or complaints that needed to be addressed
10. The training requirements for City Councillors, community councils and their clerks will continued to be monitored as part of the Committee's forward work programme. The Committee will also be undertaking a review to ensure that all mandatory training has been completed and that all declarations of acceptance of office and registers of members' interests have been completed properly, following the May elections
11. The Annual Report also contains a draft forward work programme for the forthcoming 12 months.

Financial Summary

12. There are no financial implications as the costs of operating and supporting the Standards Committee are covered within existing budgets. Independent members of Standards Committee receive a fixed fee for attendance at and preparation for meetings in accordance with the half daily rates prescribed by the IRP for Wales.

Risks

13

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?
An ineffective Standards Committee would undermine public confidence in local government and would lead to poor quality decision making, with the risk of legal challenge, reputational harm to the Council and sanctions imposed on individual Members	4	1	By proactively promoting high standards of ethical conduct among elected Members and officers and delivering effective training, there have been no findings of misconduct and no serious complaints of breaches of the Code.	Standards Committee Monitoring Officer Deputy Monitoring Officer
Failure to agree key priorities and a structured forward work programme could lead to a reduction in standards and behaviour and undermine the	3	1	The forward work programme sets out a structured basis for reviewing all ethical standards policies and procedures and	Standards Committee Monitoring Officer Deputy Monitoring Officer

effectiveness of the Committee			reviewing training needs and development	
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Links to Council Policies and Priorities

- 14 The Nolan principles, which underpin the ethical standards framework, and principles of good governance, are all enshrined in the Council’s corporate and well-being objectives

Options Available

- (a) To receive the Standards Committee Annual Report and note the forward work Programme.
 (b) To reject the report and/or ask for further work to be undertaken

Proposed Action

- (a) To receive the Standards Committee Annual Report and note the forward work Programme

Comments of Chief Financial Officer

There are no financial implications.

Comments of Monitoring Officer

Included in the Report.

Comments of Head of People Policy & Transformation

It is important the Council is able to maintain high standards in the conduct of Elected Members in all Council business and decision making undertaken. This report reflects the transparency and effectiveness of the Standards Committee in 2021/22, including the importance of member training.

There are no specific staffing implications or policy implications

Fairness and Equality Impact Assessment:

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

The principles of fairness and equality are embodied within the Members Code of Conduct and the Ethical Framework. No FEIA is required, as the Annual Report is for information purposes only.

- There are no negative impacts in terms of equalities or social disadvantage.
- In terms of the sustainable development principle and 5 ways of working

Long-term – The Annual Report will assist Standards Committee and the Council in taking a long-term view about improving ethical standards

Prevention – The Annual Report guide will help to prevent future complaints of misconduct

Integration – The Annual Report has been produced in consultation with key stakeholders

Collaboration – The Annual Report will assist people in interacting with councils and elected members, in a more collaborative way. It will also facilitate collaboration between Standards Committees in discussing matters of common interest.

Involvement – The Annual Report will encourage greater involvement in reporting and resolving complaints

Background Papers

None

Dated: 14 November 2022

Mae'r dudalen hon yn wag yn



Standards Committee Annual Report 2021-22

Foreword by the Chair

I am pleased to present the ninth Annual Report of the Standards Committee for 2021/22. The Annual Report provides information to the Council about the work carried out by the Committee during the past 12 months and identifies particular issues that have arisen.

This eighth Annual Report covers the period from November 2021 to November 2022 and follows on from the last report presented to Council in November 2021. This Annual Report has previously been presented to Council on a voluntary basis. However, Section 63 of the Local Government & Elections (Wales) Act 2021 has now introduced an additional statutory duty under Part 3 of the Local Government Act 2000, which requires Standards Committee to make an annual report after the end of each financial year and for full Council to consider that report within 3 months. The statutory report must describe how the Committee's functions have been discharged during the previous year and, in particular, must include a summary of any reports, actions or recommendations made or referred to the Committee. In addition, the Annual Report must include an assessment of the extent to which leaders of political groups on the Council have complied with their new duties to promote and maintain high standards of conduct within their groups. Copies of this Annual Report must also be sent to the Public Services Ombudsman for Wales and to the local community councils.

The Standards Committee is committed to promoting high standards of ethical conduct among elected Members and officers in order to maintain public confidence in local government. The Committee will continue to proactively review all ethical standards policies and procedures as part of the forward work programme.

Last year, Standards Committee was called upon for the first time to conduct a misconduct hearing and to impose a sanction on an elected member. This year, we are pleased to report that, once again, no serious complaints of misconduct were referred to the Standards Committee by the Ombudsman during the past 12 months and no complaints were referred for determination by the Committee under Stage 3 of the Local Resolution Protocol. However, as I have mentioned previously, there is no room for complacency and it is essential that these standards are maintained, particularly in the light of the significant numbers of newly elected Councillors, following the May 2022 local elections.

The training requirements for City Councillors, community councils and their clerks will continue to be monitored as part of the Committee's forward work programme. We will also be undertaking a review to ensure that all mandatory training has been completed and that all declarations of acceptance of office and registers of members' interests have been completed properly, following the May elections.

There have been no changes to the independent members of the Standards Committee during the past year and John Davies continues to serve as the community council representative. However, we are pleased to welcome Councillors Paul Cockeram and Farzina Hussain as new elected member representatives.

Finally, I would like to thank all Members of the Committee and Council officers for their advice and support throughout the last 12 months.

Andrew Mitchell (Chair of Standards Committee)

1. Introduction

1.1 Terms of Reference

The Local Government Act 2000 Part III requires the Council to establish a Standards Committee to carry out the following statutory functions:-

- (a) Promoting and maintaining high standards of conduct by councillors, co-opted members and church and parent governor representatives;
- (b) Assisting the councillors, co-opted members and church and parent governor representatives to observe the Members' Code of Conduct;
- (c) Advising the Council on the adoption or revision of the Members' Code of Conduct;
- (d) Monitoring the operation of the Members' Code of Conduct;
- (e) Advising, training or arranging to train councillors, co-opted members and church and parent governor representatives on matters relating to the Members' Code of Conduct;
- (f) Granting dispensations to councillors, co-opted members and church and parent governor representatives from requirements relating to interests set out in the Members' Code of Conduct;
- (g) Dealing with any reports from the Monitoring Officer and hearing any complaints of misconduct or breaches of the Members' Code of Conduct referred by the Public Services Ombudsman for Wales and determining appropriate action, including the imposition of any sanctions;
- (h) The exercise of (a) to (g) above in relation to the community councils and the members of those community councils.

As from May 2022, the Standards Committee also has the following additional statutory functions, in accordance with the Local Government & Elections (Wales) Act 2021

- (i) Monitoring compliance by leaders of political groups on the Council with their duties under section 52A (1) of the 2000 Act (as amended) to take reasonable steps to promote and maintain high standards of conduct by the members of their groups, and to co-operate with Standards Committee in the exercise of these functions.
- (j) Advising, training or arranging to train leaders of political groups on the Council about matters relating to those duties

Standards Committee also carries out the following additional functions, making recommendations to the Council, as appropriate:-

- (k) The hearing and determination of "low level" complaints of misconduct at Stage 3 of the Local Resolution Protocol;

- (ii) Providing advice to the Council on the Council's Codes of Practice, including the Officers' Code of Conduct and the Whistle Blowing policy;
- (iii) Monitoring and updating the Codes of Practice as required; and
- (iv) Overseeing the Council's confidential complaints procedure;

1.2 Structure and Membership

The composition and membership of the Standards Committee is prescribed by the Standards Committees (Wales) Regulations 2001 (as amended).

The Standards Committee comprises:-

5 Independent Members (persons who have no connection with the local authority)

- Andrew Mitchell (Chair)
- Kerry Watkins (Vice Chair)
- Dr Paul Worthington
- Richard Morgan
- Gill Nurton

3 councillor representatives:-

- Councillor Paul Cockeram (replacing Baroness Wilcox of Newport as from May 2022)
- Councillor Farzina Hussain (replacing Councillor Phil Hourahine as from May 2022)
- Councillor David Fouweather

1 community council representative:-

- John Davies (Bishton Community Council)

The independent members serve a term of office of 4 years, although they are eligible to serve two consecutive terms of office. The Councillors are appointed annually by the Council at the AGM and replacement members can be appointed, as necessary, at any time. The community council representative continues as a member of the Committee until his term of office ends or he ceases to be a community councillor, or until he is replaced by another nominee.

1.3 Enforcement of the Members Code of Conduct

The Council's Monitoring Officer is Gareth Price, the Head of Law & Standards, and the Deputy Monitoring Officer is Liz Bryant, the Assistant Head of Legal Services

The Monitoring Officer and Deputy Monitoring Officer are responsible for:-

- advising Standards Committee on law and procedure,
- ensuring compliance with statutory requirements (Registers of Members interest etc.)
- resolution of "low-level" complaints under Stage 2 of the Local Resolution Protocol

- investigation of complaints referred by the Ombudsman

The Public Services Ombudsman for Wales (“Ombudsman”) is responsible for:-

- considering all formal complaints of breaches of the Members Code of Conduct and applying a two stage test of (1) prima facie evidence of misconduct and (2) whether the breach is so serious as to warrant any sanction
- investigating and reporting (where appropriate) any serious breaches of the Code to the Standards Committee or a Case Tribunal of the Adjudication Panel for Wales

The Adjudication Panel for Wales:-

- Case Tribunals hear serious misconduct cases referred by the Ombudsman
- Interim Case Tribunals can suspend Councillors for up to 6 months pending investigation of serious complaints
- Determine appeals against Standards Committee decisions or sanctions
- Can suspend Councillors for up to 1 year or disqualify for up to 5 years

The Standards Committee

- Conduct hearings and determine complaints referred to them by the Ombudsman and the Monitoring Officer
- Can censure or suspend Councillors for up to 6 months

2. The Committee’s work in 2021/22

The Standards Committee is required to meet at least once annually in accordance with the Local Government Act 2000. In practice, the Committee meets on a scheduled quarterly basis and additional special meetings are arranged, as necessary, to deal with specific matters such as misconduct hearings and requests for dispensation.

Three members are required to attend for a quorum at meetings (including the independent Chair or Vice Chair) and at least half of those present must be independent. The community council representative is not “independent” for this purpose.

The Standards Committee met on 5 occasions during the past 12 months:-

- 6th January 2022
- 10th March 2022
- 14th April 2022
- 14th July 2022
- 15th November 2022

The meetings have all been conducted in accordance with Sections 46 and 47 of the Local Government and Elections (Wales) Act 2021 and the Council’s published arrangements for “hybrid” or multi-location meetings. The earlier Committee meetings were conducted

remotely via MS Teams and recordings of the meeting were uploaded onto the Council web site for public viewing. Since May 2022, the Committee meetings have been conducted on a “hybrid” basis, with some members present in person and others joining remotely, and the meetings have been broadcast live. Standards Committee will continue to operate effectively under these new arrangements and will continue to fulfil its statutory functions.

2.1 Dispensation Applications

There have been no applications for dispensations during the past year in accordance with the Standards Committees (Grant of Dispensation) (Wales) Regulations 2001 and Section 81(4) of the Local Government Act 2000.

Standards Committee are able to grant special dispensation for individual members to speak and/or vote on a particular matter where they would otherwise be disqualified because of a “personal interest” under the Code.

There have been no requests for individual Councillor dispensations over the past four years.

2.2 Training

(a) Code of Conduct training.

The Standards Committee has always stressed the importance of regular Member training. This is particularly important for newly-elected Councillors, following the May 2022 local elections, although long-serving Councillors should still undertake refresher training to ensure that they keep up to date with the requirements of the Code of Conduct and any changes in the law or procedures.

It is the responsibility of each individual Councillor to ensure that they fully understand the requirements of the Code and that they comply fully with their obligations. As always, “ignorance of the law is no excuse” and a lack of understanding or training would be no mitigation if there is any breach of the Code.

The Committee has previously recommended to the Council that it should be compulsory for all City Councillors to attend training on the Code of Conduct. The independent review of the Ethical Standards Framework in Wales, commissioned by Welsh Government and carried out by Richard Penn, recommended that the declaration of acceptance of office for all councillors should be amended to include a commitment to undertake training as well as to abide by the Code. This recommendation was fully supported and endorsed by Standards Committee. Unfortunately, Welsh Government did not implement these recommendations prior to the May 2022 elections and, therefore, the commitment to training is still not embodied within the member declaration of acceptance of office. However, we hope that this change will be considered and implemented in due course, to reinforce the need for compulsory training.

In the meantime, it remains the policy of Newport City Council that all members should undertake mandatory Code of Conduct training. The Committee were pleased to note the commitment given by the political group leaders, as part of their new duty to promote and maintain high standards of ethical conduct within their respective groups, to encourage as many members as possible to undertake the training.

In readiness for the member induction training following the May 2022 local government elections, Standards Committee carried out a review of the ethical standards training modules. Although the WLGA had developed an on-line training module, the Committee considered that a hybrid, workshop-based training session would be more appropriate, specifically geared towards how the Code operated in practice at a local level. A series of presentation slides and training materials were produced and those documents were subsequently saved to a shared folder, so that all City Councillors could access them for refresher purposes. An induction training session on the Code of Conduct was then arranged for 16th May 2022, delivered by the Monitoring and Deputy Monitoring Officer supported by the Chair and Vice-Chair, which was very well attended. The Committee was pleased to see that 31 members attended the training remotely and a further 4 attended in person. The training was well-received and the feed-back was positive. By agreement with the group leaders, we will be arranging further Code of Conduct training sessions in the period up to April 2023, for the benefit of those members who have not yet undertaken the mandatory training. The Committee was also reassured that all elected members had completed their declarations and registers of members' interests within the prescribed timescales.

However, we will be periodically reviewing members training and development, to identify and address any further training needs, and we will also be carrying out compliance audits to ensure that all registers of members' interests are up to date, as part of our forward work programme.

The training requirements of the community councils and their compliance arrangements will also continue to be monitored and reviewed as part of the Committee's forward work programme. The Monitoring Officer delivered Code of Conduct induction training for community councillors and their Clerks at a Community Council Liaison meeting on 23rd June 2022, together with an update on the new legislative changes under the Local Government and Elections (Wales) Act 2021 which impacted on community councils. The presentation slides were also circulated for all community council clerks, so that they could circulate the information to all of their community councillors. An initial review of the community councils has also provided an assurance that new community councillors have all completed their declarations and registers of members' interests within the prescribed timescales and that these registers are being properly maintained and published by the clerks, as proper officers. Again, the Committee will continue to undertake compliance audits on a periodic basis as part of its forward work programme.

Some of the Community Councils have arranged for training on the Code of Conduct through One Voice Wales. Those other community councils who are not members of One Voice Wales have identified a need for further refresher training, particularly for new community councillors and Clerks. Community council clerks have raised a number of procedural issues regarding maintenance of statutory registers and declarations of interest at meetings and have requested specific training on these matters. Therefore, as part of the

forward work-programme, we will be arranging further training for community councillors and their Clerks. This will be specific to community councillors as the rules relating to the register of members interests and exemptions are different to the City Council.

Standards Committee members received refresher training from the Monitoring Officer on the existing Code of Conduct and Ethical Standards Framework in July 2021, as part of the induction for the new independent members.

(b) General Induction training

The general programme of member induction training, following the May elections, was overseen by Democratic Services Committee. However, we received regular updates on the programme, in view of the underlying ethical standards issues, particularly in relation to areas such as Planning Committee protocols, and corporate governance training. We were impressed with the comprehensive nature of the training programme, the fact that it was member-centred and tailored to individual needs and the flexible way in which the training was made available. In total, there were over 32 training modules, developed through the WLGA, some of which were mandatory for members serving on particular committees such as Planning and Licensing, and they were available via e-learning modules, other remote platforms and also face-to-face workshops. It was also encouraging to learn that a national competency and development framework is being developed for Councillors, to ensure that they continue to receive training which is appropriate to their particular requirements.

2.3 Local Resolution Protocol

In accordance with the recommendations of the Minister for Local Government and the Ombudsman, the Council has adopted an internal procedure for dealing with “low-level” member/member and officer/member complaints that are not sufficiently serious as to warrant formal investigation and sanction.

It was agreed that the Monitoring Officer would periodically update the Committee on the numbers and types of complaints determined at officer level under Stages 1 and 2 of the Protocol, but maintaining the anonymity of both the complainant and the Councillor concerned.

No complaints were formally determined under Stages 1 and 2 of the Protocol and no complaints were referred to Standards Committee under Stage 3 during 2021/22.

One Voice Wales has developed a similar Local Resolution Protocol for community councils, in conjunction with the Ombudsman, and further guidance has been provided. Those local community councils who are members of One Voice Wales have adopted this protocol within their councils. The responsibility for resolving these minor complaints rests with the community council clerk, the Chair and Vice-Chair. The Monitoring Officer and Deputy Monitoring Officer will continue to provide advice and assistance to community council clerks in relation to the local resolution of minor complaints.

2.4 Succession Planning

In accordance with the Standards Committee (Wales) (Amendment) Regulations 2006, independent members are appointed for a period of four years, but they can be re-elected for a second term of office. However, after a consecutive period of 8 years' service, their term of office automatically comes to an end.

There have been no changes to the independent members of the Standards Committee during the past year and John Davies continues to serve as the community council representative. However, we were pleased to welcome Councillors Paul Cockeram and Farzina Hussain as new elected member representatives, following the local elections in May 2022.

Andrew Mitchell continues to serve as the independent Chair of Standards Committee and Kerry Watkins continues as the Deputy Chair.

2.5 General work

(a) Much of the work of the Standards Committee during the past 12 months involved reviewing member training and development and relevant Council policies and procedures in readiness for the local election in May 2022, to ensure that legislative requirements continued to be met and that member induction programmes were properly developed. The work that we carried out in relation to member training and development is set out in section 2.2 of this report.

In addition, we considered the requirements for member exit surveys and candidate surveys and how these could usefully be combined with a further ethical standards audit. We received reports on the various surveys being carried out both before and after the local elections, in relation to the reasons for members not standing for re-election, an ethnicity survey of candidates to improve diversity. The candidates' survey is being carried out nationally by Data Cymru and we still await the results of that review. In addition, retiring Councillors were also invited to make comments about how they could have been better supported and whether their training and development could have been improved. We considered that it would also be beneficial to include within that local survey a series of questions about ethical standards, to assess what the outgoing members thought about the clarity of the policies and procedures, how well they understood the Code of Conduct and how easy it was for them to comply with the requirements in terms of declarations and registration of interests. Members were also given an opportunity to comment on the underlying relationships between officers and members and general ethical behaviour within the Council. Unfortunately, very few retiring members completed the questionnaire, but we were gratified that the comments were generally positive and no major issues were identified. We appreciated that it was difficult to comment on training and other issues, when some of their experiences dated back some considerable time. Therefore, as part of the forward work programme, we intend to carry out further surveys of the new Councillors and their assessment of the quality of the induction training that they received, together with an ethical standards compliance audit, to ensure that policies and procedures are being properly implemented. We will also be working closely with the individual group leaders to ensure that members training and development needs are being properly met.

Standards Committee considered the consultation on draft Guidance issued by the Minister for Finance and Local Government under section 52A (2) of the Local Government and Elections (Wales) Act 2021. The legislation introduced a number of new duties for leaders of political groups on the Council and Standards Committee in relation to the promotion and maintenance of high standards of conduct. The following additional duties are set out in sections 62 and 63 of the 2021 Act (amending Part 3 of the Local Government Act 2000, insofar as it applies in Wales):-

- (i) Duty on the part of group leaders to take reasonable steps to promote and maintain high standards of conduct by the members of their groups;
- (ii) Duty to co-operate with the Council's Standards Committee (and any sub-committee) in the exercise of the Standards Committee's functions;
- (iii) Duty of Standards Committee to monitor group leaders' compliance with these duties, and provision of advice and training;
- (iv) Duty of Standards Committee to make an annual report to full Council.

The draft guidance was designed to support leaders of political groups understand and discharge their duties in relation to high standards of conduct, whilst recognising that they will wish to and should be encouraged to develop their own approach in line with their wider statutory obligations, local circumstances, and best practice. The guidance also provides advice to Standards Committees on the discharge of their monitoring, training and reporting duties. The Minister requested comments, in particular, about whether the draft guidance is sufficiently clear about what is expected of both leaders of political groups and Standards Committees in a way that can be easily understood.

It was unfortunate that the duties came into effect as from 5th May 2022 but the consultation period did not end until 16th May. Therefore, Standards Committee considered that the draft guidance had been issued too late and it would have been helpful if the consultation had taken place in sufficient time for the final guidance to have been issued before the duties took effect. In general, the guidance was helpful, although the Committee felt that further advice would have been useful in terms of how the new group leader duties would be enforced, in practice. The draft guidance set out examples of what reasonable steps group leaders can take to discharge this duty, including a commitment to training, local resolution and establishing a good working relationship with other group leaders and Standards Committee. However, the guidance was not intended to be prescriptive and allows considerable flexibility and discretion in developing a personal approach. We comment further in Section 2.5(b) of this Report on what steps we have taken to monitor compliance with these duties and the provision of advice and training.

Section 63 of the 2021 Act inserts a new section 56B into the 2000 Act which places a requirement on Standards Committee to make an annual report to the relevant authority. In the case of a principal council, the requirement to report to "the authority" in this context includes any community councils in its area. The draft guidance set out those matters that should be included within the annual report. We were satisfied that the format of this Annual Report to full Council meets most of the requirements of the 2021 Act. The only difference is

that the statutory report needs to be in relation to the previous financial year, while the current report (presented in November) reflects on the previous 12 calendar months. In terms of the future work programme, it may be advisable to bring the annual reporting year more into line with the financial year. Also, the guidance recommends that the Standards Committee annual report is also submitted to each of the local community councils and a copy is sent to the Ombudsman. The annual report also needs to set out how the Committee is discharging its new duties in relation to monitoring group leaders' compliance with their new duties, and the provision of advice and training to group leaders.

Standards Committee members attended the virtual All Wales Standards Committee Conference on 9th February and the matters debated at the conference were discussed at our subsequent meeting in March 2022. The conference was well-attended by representatives from all across the country and was highly commended by all those who attended, who felt that it was extremely beneficial to share common experiences and best practice. The presentations from Richard Penn regarding his independent review of the Ethical Standards Framework in Wales, and also from Nick Bennett the Public Services Ombudsman for Wales in relation to the work of his office, were very informative. Other speakers included the independent chair of Gwynedd's Standards Committee and Peter Egan from One Voice Wales, who spoke about ethical standards in relation to town and community councils. The conference was concerned, however, that Welsh Government were not minded to implement some of the changes recommended by Richard Penn and a motion was passed at the conference encouraging them to do so. Unfortunately, this did not materialise before the May 2022 elections and the Committee felt that this was a missed opportunity. Although the review had concluded that the Ethical Standards framework in Wales was still fit for purpose, there were some improvements that could usefully have been made at this time, such as the inclusion of updated equalities duties within the Code and the commitment to mandatory training within the declarations of acceptance of office.

However, some Standards Committees raised specific concerns about the wider recommendations of the Richard Penn report to grant increased powers for the Ombudsman to refer complaints for local investigation and resolution. The suggestion is that all complaints should be referred for local resolution first before being considered by the Ombudsman and that the Ombudsman will have greater powers to refer some of the less serious complaints back to the Monitoring Officer for local investigation and reporting to Standards Committees. The powers of Standards Committees would also be extended to include the power to require members to apologise and undertake further training. This would represent a significant change to the previous regulatory framework, where all complaints had to be investigated and referred by the Ombudsman, before Standards Committee could impose any sanctions. Some local authorities were concerned that these changes would have significant workload implications for Standards Committee and Monitoring Officers. However, we did not feel that these changes would be unduly onerous given the nature and level of complaints that were received locally, and we remain generally supportive of the recommendations.

It was agreed that the Conference should become an annual event and that regular networking meetings should be established at an all-Wales level for Chairs of Standards to meet and discuss matters of common interest. As a Committee, we wholeheartedly supported this initiative and gave a commitment to participate in these networking meetings.

We subsequently agreed draft term of reference for this National Standards Committee Forum, comprising Chairs of Committees (with Vice-Chairs being able to substitute) and meeting twice a year. The meetings will also be attended by monitoring officers from each of the regions, together with officers from the Fire & Rescue and National Parks authorities. The meetings will be supported by the WLGA and will include speakers and training sessions.

We reviewed the Council's updated Whistle-blowing Policy to ensure that it remained effective. Every public sector employer is required to have a Whistle-Blowing Policy in place under the Public Interest Disclosure Act 1998, which provides a clear framework to enable employees to raise public interest concerns about wrongdoing within the Council without fear of victimisation, discrimination or disadvantage. The Council's Whistle-Blowing Policy has now been updated and published on the Intranet as part of a suite of HR policies and guidance. This updated policy was communicated to all staff through the electronic staff bulletin published on 30th September 2022. Staff have also been advised that Whistle-Blowing training is now mandatory for all employees and they have been provided with a link to the on-line e-learning module on the NHS e-Learning website. The training is mandatory order to ensure that all employees understand what whistle-blowing means and how this is vital to maintaining the integrity of the Council's decision-making processes and taking action to address any wrongdoing. The Whistle-Blowing Policy has to be read in conjunction with the Members and Employee Codes of Conduct, as well as the Council's Disciplinary and Grievance procedures, as the duty to report wrong-doing underpins the standards of behaviour expected from elected members and Council officers. As a 'prescribed person' under the legislation, the Ombudsman is also required to report annually on whistleblowing disclosures made in the context of Code of Conduct complaints.

There were 5 whistleblowing complaints received in Newport in 2021/22, which is average by comparison with other similar authorities. Of the 5 whistleblowing complaints submitted in Newport in 2021/22, 2 were not upheld and 3 members of staff resigned in response to the allegations, but would have been dismissed had they not left. Standards committee were satisfied that the numbers of complaints demonstrate a general awareness of the Whistle-Blowing Policy among staff and their protected rights to make a complaint. We were also assured that most of the complaints related to internal disciplinary and grievance matters and not serious allegations of illegality or malpractice. However, we will continue to undertake a periodic review of how the whistle-blowing is being applied and operated, as part of our forward work programme.

(b) Group Leaders duty

Section 52A(1)(a) of the 2000 Act (as amended by the 2021 Act) requires that a leader of a political group consisting of members of a county council or county borough council in Wales, must take reasonable steps to promote and maintain high standards of conduct by the members of the group. A "group" for this purpose is defined as 2 or more members who give notice to the Proper Officer that they wish to be treated as a group for the purposes of political balance requirements and the allocation of seats on Council Committees. It should be noted that opposition Group Leaders are only entitled to receive a senior salary under the IRP determinations if their group represents not less than 10% of the overall Council membership (which means a minimum of 6 Councillors, as from May 2022, when the

Council was increased to 51 members). The guidance makes it clear that this duty does not make leaders of a political group accountable for the behaviour of their members, as conduct is a matter of individual responsibility. However, they do have a role in taking reasonable steps in maintaining standards, setting an example, using their influence to promote a positive culture, being proactive in promoting high standards of conduct in their group and addressing issues as soon as they arise. A leader of a political group who fails to comply with the new duty in a meaningful way, may potentially be regarded as bringing their office into disrepute, and likely to be in breach of the Code.

Section 62(3) of the 2021 Act amends section 54 of the 2000 Act to extend the specific functions of a Standards Committee to include monitoring compliance by leaders of political groups with the new duty to promote and maintain high standards of conduct by members of their group. The draft Guidance issued by Welsh Government suggests that the political group leaders and Standards Committee should agree on the form and frequency of a report from each group leader to the Committee, which would then consider each report and provide feedback to the group leaders. Standards Committee must also provide advice and training, or arrange to train group leaders on the new duty. At the start of each administration this should take place within six months of the election and be reviewed at least annually. The guidance also suggests that the Standards Committee chair may wish to meet with group leaders periodically to review behaviour.

The Standards Committee met with leaders of three political groups on the Council – Labour, Conservative, and Lliswerry Independents group – in November 2022, to agree how this duty should be monitored and the nature and frequency of the information that should be submitted to the Committee. A further discussion will be held with the leader of the Newport Independents Party in due course. We discussed the following matters:-

- demonstrating personal commitment to and attending relevant development or training around equalities and standards;
- encouraging their group members to attend relevant development or training around equalities and standards;
- demonstrating personal commitment to and attending relevant development or training around equalities and standards;
- encouraging group members to attend relevant development or training around equalities and standards;
- ensuring nominees to a Committee have received the recommended training for that Committee;
- working to implement any recommendations from the Standards Committee about improving standards;
- working together with other group leaders, to collectively support high standards of conduct within the Council.

We were pleased with the level of commitment demonstrated by the group leaders and the general levels of training undertaken by the members of their groups in relation to the Code of Conduct and also other compulsory training for Planning and Licensing Committees and Equalities. We were advised that the major political parties had their own internal rules and procedures about the behaviour of Councillors and that all groups had mentoring arrangements in place, where new Councillors were supported by more experienced

colleagues. However, it was agreed that further Code of Conduct training sessions would be beneficial for those Councillors who were unable to attend the induction training in 16th May. We agreed with the group leaders that further training sessions would be arranged for the remaining members during the period up to April 2023. There did not appear to be any significant issues in terms of standards of behaviour or complaints that needed to be addressed. Therefore, we did not require a formal written report from the group leaders at this time and we agreed that we would meet again after April 2023 to review the position, in the light of the updated member training records. We also agreed that an anonymised written update on complaints should be included within future agenda papers and that these records should be made available to the group leaders. It was agreed that we should meet at least annually to review these matters and more frequently, either individually or collectively, to address any specific issues or concerns that may arise. We were satisfied that the group leaders had demonstrated an awareness of their duties and responsibilities and were taking reasonable steps to promote and maintain high standards of ethical conduct within their respective groups.

(c) Ombudsman's Annual Report

With regard to the Ombudsman's Annual Report for 2021/2022, the Committee noted that the Ombudsman received 294 new complaints about member misconduct in 21/22, which was a 5% reduction compared with 20/21. However, the Report points out that there were an abnormally high number of complaints last year and, compared to 2019/20, the Ombudsman received many more new Code of Conduct complaints, particularly in relation to members of Town and Community Councils. In 2021/22, there were 171 complaints about Town and Community Councillor, an increase of 2% compared with the previous year. By comparison, numbers complaints against councillors at County and County Borough Councils decreased by 17%.

The Ombudsman's office closed slightly fewer Code of Conduct complaints than last year, but investigated a much higher proportion. They also referred twice as many complaints to the Adjudication Panel for Wales and Standards Committees compared with last year. The Report comments that this increase in investigations and referrals demonstrates that there were many more potentially serious issues that could undermine public confidence in the people who represent them.

The Annual Report confirms that it was necessary for the Ombudsman to refer those complaints to maintain public confidence in those holding public office. Although they still refer a very small proportion of all Code of Conduct complaints received, it was more than half of those they decided to investigate. It was also twice as many as last year and the highest number of referrals made since 2012/13. The Ombudsman expressed concern in his commentary about this increase in referrals. It suggests that the ethical standards of a small number of councillors have the potential to undermine public confidence and the reputation of local government democracy. However, in all referrals, the Standards Committee and the Adjudication Panel upheld the complaints and found breaches of the Code, which given the Ombudsman additional assurance that the two-stage process for considering these complaints is sound.

As in previous years, about a half of all new Code of Conduct complaints received were about 'promotion of equality and respect' (51% of all complaints). Other areas of complaint

related to disclosure and registration of interests' (11%) and 'the duty to uphold the law' (10%). Many cases that are categorised under 'respect' are lower-level complaints. These are the complaints where the Ombudsman's office tend to decide quickly that they will not investigate, or where they recommend that the complaint is resolved locally, through the Local Resolution Protocol. However, some of these complaints and many of those that are categorised under 'equality' commonly involve more serious allegations of bullying or discrimination.

In Newport, 4 Code of Conduct complaints were referred to the Ombudsman about City Councillors in 2021/2022 and 9 complaints regarding Community Councillors. 2 of the complaints against City Councillors were not accepted for investigation as there was no evidence of any breach and 1 was discontinued. There is reference in the Annual report to the one serious complaint which was referred to Standards Committee in the financial year 2021/22. The outcome that referral and the subsequent misconduct hearing was reported to Council in the last Standards Committee Annual Report in November 2021. Standards Committee decided unanimously that the Councillor concerned had failed to comply with paragraph 7(a) of the Code of Conduct in that she had improperly tried to use her position as an elected Councillor and member of the Health Board to secure medical priority for a constituent, in breach of standard Practice procedure and patient confidentiality under GDPR, and also in pursuing a personal complaint about the Practice to the Health Board. In order to reflect the seriousness of the misconduct, to act as a deterrent to others and to restore public trust and confidence, the Committee decided that the Councillor should be suspended from her role as a Councillor for a period of 3 months and recommended to Council that she be removed and replaced as a representative on the Health Board. Of the 9 community council complaints, 3 were discontinued, there was no evidence of any breach in 3 cases and no action was required in the other 3. The outcome of these complaints has been reported to Standards Committee throughout the year, on an anonymised basis.

2.6 Ombudsman complaints

The Ombudsman advises the Monitoring Officer of complaints made against elected members of Newport City Council and community councillors and the outcome. The Monitoring Officer updates the Committee at each meeting about the numbers of on-going complaints being referred to and considered by the Ombudsman's office. This information is provided on a general basis, without disclosing precise details of individual complaints, to avoid any issues about pre-determination in case the complaints are reported to the Standards Committee for determination.

The Committee was advised that 6 complaints were referred to the Ombudsman about City Councillors during the last 12 months between November 2021 and November 2022 and 5 complaints were made during this period about community councillors. At the time of presenting this annual report to Council, only 1 complaint remains outstanding and that relates to an on-going Ombudsman investigation into a complaint against a former City Councillor involving a criminal conviction and whether he brought his office and the Council into disrepute. All of the other 10 complaints have not been accepted for investigation.

One of the complaints about a City Councillor involved an alleged breach of confidence following the disclosure of a resident's personal e-mail address, a failure to show respect and to respond to constituent's enquiries. The Ombudsman did not consider that the unintended disclosure was serious enough and in the public interest to investigate and did not consider that the tone of the councillor's e-mails were rude or disrespectful. The way in which councillors represent their constituents is not a Code of Conduct issue but a matter for the ballot box. The Ombudsman came to a similar finding in relation to another complaint about a Councillor not responding to a constituent's concerns about homelessness and begging in the City Centre.

Another complaint about a City Councillor did not constitute a breach of the Code as there was no conflict of interest in that member representing the council on an outside body, and the appointment had been properly declared in the register of members' interests.

A further complaint about another Councillor concerned an offensive private Facebook post during the pre-election period, in breach of equalities and duty to show respect and consideration for others. The Ombudsman did not find any evidence of a breach because the post was made in a private capacity and, therefore, the only potential breach was in relation to bringing the office of Councillor into disrepute. The Ombudsman felt that the comment may have offended some people, but it came within the Councillor's Article 10 rights to freedom of expression. A similar complaint was made about an offensive post on a community Facebook page which a ward councillor had failed to remove. The Ombudsman did not find any evidence of breaches of the Code and, in any event, did not consider it in the public interest to intervene. The Councillor was not required to either remove the offending posts or disassociate herself from them. She could not be personally liable for other people's comments, but they were removed from the site quickly, in any event.

One of the community council complaints involved an alleged conflict of interest and failure to declare a personal interest. The Ombudsman accepted that the community councillor should have declared that his wife was a member of a committee that was applying for grant funding, but he did not consider that this was a serious breach and did not affect the outcome of the decision. Nevertheless, he wrote to the councillor concerned to remind him of the need to disclose any such personal interests in the future.

Two of the other complaints both involved members of Langstone Community Council. They involved alleged disrespectful and bullying behaviour towards the Clerk and other community councillors and a failure to show respect and consideration. The Ombudsman found no evidence of any breach because the Councillor was entitled to make a complaint against the Clerk and to complain about other Councillors criticising his attendance record. This did not amount to bullying or disrespectful conduct. With regard to the counter-allegation, the Ombudsman found that there was no failure to show respect and commented that councillors need to have "thicker skins" when it comes to personal criticism. Councillors do not have to agree with one another and they can be robust in their disagreement, provided that their language is not gratuitously offensive.

These "tit-for-tat" complaints appear to be motivated by clashes of personalities, rather than being true Code of Conduct or ethical standards issues and Standards Committee shares the concern expressed by the Ombudsman about the increases in numbers of these unnecessary complaints.

The Ombudsman received a complaint that a Former Member (“the Former Member”) of Llanvaches Community Council (“the Community Council”) had breached the Code of Conduct (“the Code”) regarding matters concerning work conducted by a tree surgeon, intimidating behaviour and the disclosure of confidential information. The Ombudsman found there was no evidence to suggest the Former Member’s behaviour was inappropriate or aggressive, or that abusive or offensive language or intimidating behaviour was used in breach of the Code. The subject matter of the disclosed information had also been discussed at Community Council meetings and recorded in publicly available minutes. Therefore, the Ombudsman was not persuaded that the alleged conduct was suggestive of a breach of the Code

The Ombudsman received a complaint that a Former Member (“the Former Member”) of Langstone Community Council (“the Community Council”) had breached the Code of Conduct. It was alleged that the Former Member was violent and abusive during an altercation outside the complainant’s property. It was also alleged that the Former Member operated an illegal waste disposal business on his property. The Ombudsman’s investigation found that whilst an Enforcement Notice for an alleged breach of planning control had been served against the Former Member, there was no evidence to suggest the Former Member’s involvement in any official capacity in planning affairs and the matter related to the Former Member’s private capacity alone. The Ombudsman considered that the Former Member’s conduct was suggestive of a breach of paragraph 6(1)(a) of the Code of Conduct and may have brought his office as member or the Community Council into disrepute. However, the Ombudsman also considered that as the matter was not sufficiently serious for the Police to take action, and the Former Member was no longer a councillor, it was unlikely that a sanction would be imposed, and it was not in the public interest to pursue the matter. The Ombudsman therefore found that under Section 69(4)(b) of the Local Government Act 2000 no action needed to be taken in respect of the matters investigated.

3. Forward Work Programme for 2022/23

Date	Topic	Information
November 2022	Annual Report to Council	Review of work undertaken in the past 12 months, identifying any specific ethical standards issues facing the Council and priorities for the forthcoming year. This is now a statutory requirement The statutory report must describe how the Committee's functions have been discharged during the previous year and, in particular, must include a summary of any reports, actions or recommendations made or referred to the Committee.

		<p>In addition the Annual Report must include an assessment of the extent to which leaders of political groups on the Council have complied with their new duties to promote and maintain high standards of conduct within their groups.</p> <p>Copies of the Annual Report must be sent to the ombudsman and all community councils.</p>
<p>As and when applications received</p> <p>Review annually</p>	Dispensations	<p>Granting individual and blanket dispensations to Councillors.</p> <p>Reviewing decisions annually to identify common issues and consistency of approach.</p> <p>Produce guidance to Members on any issues arising.</p>
As and when required	Local Resolution Protocol complaints	Conducting hearings into any Stage 3 complaints by Members or Officers
Quarterly	Complaints of Misconduct	<p>Update of numbers of complaints received and outcomes.</p> <p>Update on complaints resolved through Local Resolution Protocol.</p>
By January 2023	Review member training and development following May 2022 elections.	Carry out review of new modular training developed by WLGA in relation to any revised Code of Conduct and updated guidance from the Ombudsman.
By December 2022	Review mandatory Code of Conduct training for new Councillors and undertake compliance audit	Carry out a review to ensure that all mandatory training has been completed and that all declarations of acceptance of office and registers of members' interests have been completed properly.
By March 2023	Ethical standards audit and community councils review	Check that statutory registers are being properly maintained and procedures for declarations have

		<p>been completed by community councils, following the elections</p> <p>Engage with community councils to ensure compliance and to identify any training and development needs.</p>
By November 2022	Review of arrangements by Leaders of political groups to secure compliance with new duties	<p>Review compliance by leaders of political groups on the Council with their duties under section 52A of the 2000 Act to take reasonable steps to promote and maintain high standards of conduct by the members of their groups, and to co-operate with Standards Committee in the exercise of these functions.</p> <p>Advising, training or arranging to train leaders of political groups about matters relating to those duties, as necessary</p>

4. Helpful Information

4.1 Can I attend Meetings of the Standards Committee?

Yes, all of our meetings are open to the public, except for specific items where personal or confidential information is likely to be disclosed and the public interest requires that these meetings are conducted in private, for example hearings into misconduct complaints

Dates of forthcoming meetings, agendas, reports and minutes are available on our own webpage on the Council website which can be accessed by clicking here: [Standards Committee Webpage](#)

4.2 Who do I contact if I want to know more?

If you wish to find out more about the Standards Committee or make a comment or suggestion, please visit our website: [Standards Committee Webpage](#) where you will find an online contact form or email us at info@newport.gov.uk

Andrew Mitchell
Chair of the Standards Committee;

Gareth Price
Head of Law & Regulation and Monitoring Officer

Liz Bryant

Assistant Head of Legal Services and Deputy Monitoring Officer

Pamela Tasker/Samantha Schanzer
Governance Officers



Minutes

Democratic Services Committee

Date: 18 October 2022

Time: 10.00 am

Venue: Council Chambers – Hybrid Meeting

Present: Councillors D Fouweather (Chair), A Sterry, P Hourahine, E. Stowell-Corten, M Spencer, T Watkins, A Pimm and T Harvey

Elizabeth Bryant (Deputy Monitoring Officer), Gareth Price (Head of Law & Regulation), Leanne Rowlands (Customer Services Manager), Anne Jenkins (Governance Team Leader) Felicity Collins and Pamela Tasker (Governance Officers)

Apologies: Councillor K Thomas

1 Apologies

Councillor Thomas.

2 Declarations of Interest

None.

3 Minutes of Meeting held on 23 June 2022

The minutes of the last meeting held on 23 June 2022 were **accepted** and approved as an accurate record of the meeting.

4 Guide to the Constitution

The Head of Law and Standards provided a brief overview of the requirement for the local authority to publish the new constitution guide which will be public facing and a simplified version of the constitution, which will not be a technical document so members of the public can interact and engage with the document.

It was stressed that this is draft statutory guidance, model produced by the Welsh Government and that the officers have condensed a lot of information from the constitution into a smaller document. The guide has lots of hyperlinks which would direct the members of the public to those parts of the constitution/policies they'd like to access.

Members were advised that the council has to have adopted and published the guide to the constitution as soon as possible after May 2022 to comply with the legislation, so unfortunately there would not be enough time for public consultation.

It was suggested to the Committee that they could recommend to Council in November that this document should be adopted as a starter document to meet the requirements of the

legislation but agree to keep the document under constant review and improve it as they go along in the forward work programme. Public consultation could then be carried out as part of the review of the guide.

Committee raised the following points:

- Councillor Hourahine asked with regard to public feedback; who the wider groups be engaged with would be and when would it be the most likely for the committee to get that first part of public feedback.

In response, the Head of Service explained that it is entirely up to the committee members to decide on how they wish to engage. Councillors have various ways of consulting with the public, such as online questionnaires which could be something they can build into the forward work programme.

The Democratic and Electoral Services Manager added that in May the authority adopted the Participation Strategy in order to comply with the legislation which sets out the starter on how the council can engage with the public. There are key objectives in there and the feedback was that they did a lot to engage online and looked into how to get to groups who are harder to reach. It was mentioned they could always bring that back to future committees to update the Members.

- Councillor Hourahine referred to part 4.5 on page 29 where it states that Councillors can request a recorded vote. The Member asked the officers to clarify how many Councillors would be required to make a recorded vote.

The Head of Law and Standards confirmed that it states in the council standing orders that it requires five Councillors. It was mentioned that the Standing Orders regulated the conduct of meetings and were intended for Councillors, not for members of the public. Therefore, it was unnecessary to repeat this level of detail in the public guide to the constitution.

- Councillor Hourahine felt that the number clarifying would help everyone reading the document and also referred to page 34 regarding the Standards Committee whereby ex-councillors are not allowed to sit on that committee but it does not state that in the document.

The Head of Service clarified that the document is a simplified guide where the council has tried to keep it as short as possible. Apologies were made if the Members feel they have taken out details that they think are relevant.

Members were reminded that the information on such matter mentioned are all set out in the constitution itself but reiterated that officers cannot input a lot of detail for each committee and how they all operate as the document is meant to be an overview. If individuals would like to know the rules, they would then be directed to the relevant part of the constitution.

- Councillor Hourahine referred to page 57, where if a Member were to raise an issue with Overview Scrutiny Management Committee, there is no mechanism to see how that would be achieved. It was asked if this is something new.

In response, the Head of Service advised Members that this is not new and that goes back to the original Act from 2000. Individual Councillors have always had the right to take issues of their choice to scrutiny, members are able to request items for the work programme.

- Councillor Hourahine asked if there has ever been a referral and vote.

The Head of Service clarified that this right of referral had been used occasionally in the past. Usually the committee would collectively select the issues they would like to discuss. It was stressed that there is scope for individual Councillors to raise such issues which can be discussed with the chairs of such committees.

- The Chair commented that the call in process for Cabinet Member decisions has always been there.

The Lead Officer explained that there has always been a call in process but only for unlawful or un-constitutional decisions. We don't have a call in process on merits of the decision. There is a subtle difference in the Newport City Council's call in system works. Thankfully never had a successful call-in as decisions should not be let through if unlawful or un-constitutional. Newport has a comprehensive system of a pre-decision consultation so all Members can see the report and have a chance to make comments on the decision before it is made.

- Councillor Watkins expressed his concern that the Committee has been asked to adopt the draft report in November, as he felt that they do not know of the legislation that would come forward after that.

The Head of Service advised the Member that the legislation is already in force and clarified that the officers recommended that the Members adopt it to comply with the legislation. As the authority is currently waiting for the final guidance from the Welsh Government, Members were assured that the officers have had the draft guide for a while. It was stressed that the document is dynamic and the Officer suggested that the Committee could keep it under review.

If there would be any change in the guidance, the officers would bring it to committee for discussion.

- Councillor Watkins asked when the council receives the guide if it could come to committee for approval prior to council for approval. The Chair agreed to the suggestion.

Members of the Committee noted the content of the report and approved of it to be passed to full Council for adoption in November.

Committee wished to make the following recommendation:

The draft guide to the Constitution to be approved and referred to Council for adoption.

5 Amendment to the Constitution - Cabinet Job-sharing and Executive Assistants

The Head of Law and Standards provided the Committee with a brief overview of the legislative changes with the right for the Cabinet Member post to be shared and the right for leaders to appoint assistants to the executive. It was explained that the report updates the relevant parts of the constitution to reflect how it works in practice.

Members were advised that the Leader of the Council appoints the Cabinet Members and can decide which post could be job shared.

The Officer noted how there are a number of reasons for job sharing, which is not to increase the number of posts or sharing the workload, but more about improving diversity and succession planning.

The Head of Service informed the Members on how the Cabinet Member decision making would work, as the two Members would have a single vote between them. If the Cabinet Members cannot agree on their vote jointly, then their vote would be invalid and would be

disregarded. With the individual Cabinet Member decisions for signing off a report, this would be delegated to the Cabinet Members as stated in the scheme of delegation. If there were a disagreement amongst the two Cabinet Members, the written report would go to the Leader of the Council for the decision.

Members were also informed how the assistants to executives do not have vote in cabinet, nor a senior salary. They are entitled to speak at Cabinet meetings but are not responsible for the decisions made by the Cabinet Member. It was stressed that the legislation needs provision for those to be appointed and to update the constitution so there is discretion. This would have no financial implication as the officers have amended the relevant part of the constitution but intend for these changes in practice to be reflected.

It was recommended to the Committee that the Members take the report to full council in November in order to accept and reflect the changes.

Committee wished to make the following recommendation:

The Committee noted the content of the report and agreed to take the report to council in November for adoption of the changes to the Constitution.

6 Independent Remuneration Panel - Draft Annual Report

The Committee were informed that there was not that much change to the report, just that the basic salaries for the Members will be increased by 4.76% in line with inflation. Members were reminded that normally committee would not comment on the same but the IRP had asked specific consultation questions about the process of consultation and determination, which the Committee may wish to consider. Members were informed all other allowances, such as the co-opted Members will not change, as of next April.

Committee made the following comments:

- Councillor Watkins asked if it would be appropriate for the Committee to comment on the document as it affects all Councillors and could be a conflict of interest.

The Head of Service advised the Members that they are being asked on how the salary is based, not the pay itself.

Following agreement from the Chair, the Head of Law and Standards ran through each consultation question to provide Members with an opportunity to make comments on the same.

Members were informed it is a draft report which is subject to consultation comments, the next report would come to Committee around February/March to form the new scheme of allowances for next year. The Head of Service appreciated that with the first question, where it discusses basing allowances on average salaries and may feel too much of an interest to express their opinion on that.

Consultation Questions:

- - 1. Members agreed to select the no opinion option.
 - 2. Members agreed to select the no opinion option.
 - 3. Members agreed to select the yes option.
 - 4. Members wished for the report to carry on as it is so selected the yes option for that.
 - 5. Members agreed to selection the yes option.

The Officer thanked the Members for their responses.

7 **Date of next Meeting**

Tuesday 21 February - 10am - Committee Room 1

The Committee agreed on the meeting being held in a committee room for the next meeting. Reservations were expressed over the facility of the broadcasting visibility. Members were informed by the Democratic and Electoral Services Manager that the screens now allow the officers to zoom which would work for the size of the committee.

The Head of Service informed Committee that due to the September meeting being cancelled so the Committee is out of sync in terms of meetings, the Democratic Services Committee Annual Report is due to go to Council in November.

The Officer suggested to the Members that the Officers could draft the report and email it to the Members for comment to produce it collectively by agreement to take to Council in November. Members were advised it would be better than waiting for the report in the New Year otherwise it would be a big gap from previous years.

Councillor Watkins commented that would be fine with regard to the annual report. The Member assumed that as Democratic Services Committee is a public meeting, if people would like to watch it, would that be facilitated in the committee rooms?

The Head of Service confirmed that Committee Room 1 has a public seating area on the side.

Meeting terminated 10:47 hrs

Mae'r dudalen hon yn wag yn