

Agenda



Newport City Council

Date: Tuesday, 26 April 2016
Time: 5.00 pm
Venue: Council Chambers - Civic Centre
To: **All Members of the City Council**

WEBCASTING NOTICE

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If you have any queries regarding this, please contact the Chief Democratic Services Officer.

Item	Wards Affected
1. <u>Agenda - Welsh /Cym</u> (Pages 5 - 8)	
2. <u>Preliminaries</u> I. To receive any apologies for absence. II. To receive any declarations of interest III. To receive any announcements by the Mayor.	All Wards
3. <u>Minutes</u> (Pages 9 - 22)	All Wards
4. <u>Appointments</u>	All Wards
5. <u>Improvement Plan 2016-2018</u> (Pages 23 - 84)	All Wards
6. <u>Pay and Reward Policy</u> (Pages 85 - 110)	All Wards
7. <u>Members' Allowances</u> (Pages 111 - 124)	All Wards
8. <u>Community Infrastructure Levy</u> (Pages 125 - 182)	All Wards

Contact: Richard Jefferies
Tel: 01633 656656
E-mail: richard.jefferies@newport.gov.uk
Date of Issue: Tuesday 19 April 2016

9. Questions to the Chair of the Cabinet

All Wards

To provide an opportunity for councillors to ask questions to the Chair of the Cabinet in accordance with the Council's Standing Orders.

Process: *No more than 30 minutes will be allocated at the Council meeting for oral questions to the Leader*

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

10. Questions to Cabinet Members

All Wards

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 will have needed to submit their proposed questions in writing 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:

Deputy Leader

Cabinet Member for Adult & Community Services

Cabinet Member for Education and Young People

Cabinet Member for People & Business Change

Cabinet Member for Regulatory Functions

Cabinet Member for Regeneration and Investment

Cabinet Member for Skills and Work

Cabinet Member for Streetscene & City Services

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*

11. Questions to the Chairs of Committees

All Wards

To pose questions to the Chairs of the Committees in the following order:

I. Scrutiny Committees

- Community Planning and Development
- Learning, Caring and Leisure
- Street Scene, Regeneration and Safety

II. Planning Committee

III. Licensing Committee

IV. Democratic Services Committee

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

Members will have needed to submit their proposed questions in writing 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.

12. Standards Committee (Pages 183 - 186)

All Wards

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Agenda



Cyngor Dinas Casnewydd

Dyddiad: 26/04/2016

Amser: 5.00 pm

Lleoliad: Siambrau'r 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, Cadeirydd 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 Phrif Swyddog Gwasanaethau Democrataidd.

1. **Agenda Cym**
2. **Rhagarweiniadau**
 - i. Derbyn unrhyw ymddiheuriadau am absenoldeb.
 - ii. Derbyn unrhyw ddatganiadau diddordeb
 - iii. Derbyn unrhyw gyhoeddiadau gan y Maer.

3. **Cofnodion**

4. **Penodiadau**

5. **Cynllun Gwella 2016-2018**

6. **Polisi Taliadau a Gwobrwyo**

7. **Lwfansau Cyngorwyr**

8. **Ardoll Seilwaith Cymunedol**

9. **Cwestiynau i Gadeirydd y Cabinet**

I roi'r cyfle i gynghorwyr ofyn cwestiynau i Gadeirydd y Cabinet yn unol â Rheolau Sefydlog y Cyngor.

Proses: Ni chaiff mwy na 30 munud eu cadw yng nghyfarfod y Cyngor ar gyfer cwestiynau llafar i'r Arweinydd

Os nad yw'r aelodau yn gallu gofyn eu cwestiwn ar lafar o fewn yr amser a glustnodwyd, bydd y cwestiynau sy'n weddill yn cael eu hateb yn ysgrifenedig. Bydd y cwestiwn ac ymateb yn cael eu hatodi i'r cofnodion.

Rhaid i'r cwestiwn cael sylw drwy'r Maer neu'r sawl sy'n llywyddu yn y cyfarfod ac nid yn uniongyrchol at y person a holir

10. **Cwestiynau i Aelodau Cabinet**

I roi'r cyfle i ofyn cwestiynau i Aelodau'r Cabinet yn unol â Rheolau Sefydlog

Proses: Ni chaiff mwy na 10 munud eu cadw yng nghyfarfod y Cyngor ar gyfer cwestiynau i bob Aelod Cabinet unigol.

Bydd angen i'r Aelodau cyflwyno eu cwestiynau arfaethedig yn ysgrifenedig yn unol â'r Rheolau Sefydlog. Os nad yw'r aelodau yn gallu gofyn eu cwestiwn ar lafar o fewn yr amser a glustnodwyd, bydd y cwestiynau sy'n weddill yn cael eu hateb yn ysgrifenedig. Bydd y cwestiwn ac ymateb yn cael eu hatodi i'r cofnodion.

Rhaid i'r cwestiwn cael sylw drwy'r Maer neu'r sawl sy'n llywyddu yn y cyfarfod ac nid yn uniongyrchol at y person a holir

Bydd y cwestiynau yn cael eu gofyn i aelodau'r cabinet yn y drefn ganlynol:

Dirprwy Arweinydd

Aelod Cabinet dros Addysg a Phobl Ifanc

Aelod Cabinet dros Adnoddau Dynol ac Asedau

Aelod Cabinet dros Isadeiledd

Aelod Cabinet dros Hamdden a Diwylliant

Aelod Cabinet dros Drwyddedu a Swyddogaethau Statudol

Aelod Cabinet dros Adfywio a Datblygu

Aelod Cabinet dros Sgiliau a Gwaith

Aelod y Cabinet dros Ofal Cymdeithasol a Lles

***Er Gwybodaeth:** Mae crynodeb o amserlenni penderfyniad diweddar a gyhoeddwyd gan y Cabinet, Aelodau Cabinet a Chofnodion cyfarfodydd diweddar y Pwyllgorau wedi cael ei gylchredeg yn electronig at bob Aelod o'r Cyngor.*

11. Cwestiynau i Gadeiryddion Pwyllgorau

Bydd y cwestiynau yn cael eu gofyn i Gadeiryddion Pwyllgorau yn y drefn ganlynol:

I. Pwyllgorau Craffu

- Cynllunio a Datblygu Cymunedol
- Dysgu, Gofalu a Hamdden
- Gwasanaethau Stryd yn Un, Adfywio a Diogelwch

II. Pwyllgor Cynllunio

III. Pwyllgor Trwyddedu

IV. Pwyllgor Gwasanaethau Democraidaidd

12. Pwyllgor Safonau

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Minutes



Council

Date: 24 February 2016

Time: 5.00 pm

Present: Councillors H Thomas (*The mayor in the Chair*), O Ali, M Al-Nuami, D Atwell, T Bond, R Bright, P Cockeram, M Cornelious, E Corten, K Critchley, D Davies, V Delahaye, C Evans, M Evans, C Ferris, D Fouweather, E Garland, G Giles, J Guy, D Harvey, I Hayat, P Huntley, R Hutchings, R Jeavons, C Jenkins, M Kellaway, M Linton, D Mayer, C Maxfield, S Mlewa, R Poole, J Mudd, J Richards, M Spencer, C Suller, T Suller, E Townsend, R Truman, T Watkins, M Whitcutt, R White, K Whitehead, D Wilcox and D Williams

Apologies: Councillors P Hannon, R Mogford, A Morris, M Rahman and K Thomas

1. Preliminaries

Declarations of Interest

There were no declarations of interest at this stage

Holocaust Memorial Day

The Mayor thanked all those involved in the organisation of the event held to commemorate Holocaust Memorial Day. He also thanked all those who attended this important and successful event.

2. Minutes

The minutes of the meeting of the City Council held on 26 January 2016 were confirmed as true record and signed by the Mayor.

3. Appointments

The following appointments were agreed

Appointment Panel: Head of People & Business Change: Deputy Leader, Cabinet Member for People and Business Change, Councillor Roger Jeavons and Councillor David Williams. No appointment was made by the Independent Group.

GAVO Local Committee: Councillor Omar Ali was appointed to this new organisation

Welsh Books Council: Councillor David Williams no longer serves on this organisation. No replacement was made.

Governors:

The Chief Education Officer had determined to appoint two additional governors to Maes Ebbw School. They were confirmed as Mr Rhys Cornwall and Ms Katie Diamond

Other Governor appointments were:

School	name	
Alway	David Jones	Reappointed
Bassaleg School	Chris Evans	Reappointed
Ysgol Gymraeg Bro Teyrnnon	Majid Rahman	Reappointed
Maes Ebbw Special School	Victoria Cox-Wall	Reappointed
Maes Ebbw Special School	Kate Thomas	Reappointed
Duffryn High	Trevor Watkins	Reappointed
St Julian's Primary	Rhys Hutchings	Reappointed
St Joseph's RC Primary Newport	Christine Jenkins	Reappointed
Rogerstone Primary	Sally Mlewa	Reappointed
Malpas CiW Infants	Christine Maxfield	Reappointed
Duffryn Junior	Jean Watkins	Reappointed
Fairoak Nursery	Emma Garland	Reappointed

4. **Police Issues**

The Mayor welcomed Superintendent Joanne Bull to the meeting.

Superintendent Bull updated members on the recruitment of police officers. She mentioned that the process last year had resulted in 19 new officers being appointed and they had completed training and were now undertaking duties in the community. The current recruitment process should lead to about more 30 new officers. By the end of 2016 there should be around 100 new officers in Gwent.

Superintendent Bull also updated members on activities to address priorities in Newport in relation to criminal activity and anti-social behaviour. There had been positive results to recent court cases relating to violent crime in the City

Superintendent Bull confirmed to Councillor Garland that neighbourhood teams would continue to work to address traffic issues.

Councillor Wilcox praised the actions of police in relation to social media activity about a domestic abuse case. Superintendent Bull agreed to raise the issue of a public meeting with local officers.

Councillor Truman welcomed the new cohort of officers. Councillor Guy asked how many would be based in Newport and about the Special Constabulary. Superintendent Bull stated that the east area comprised Newport and Monmouthshire and it was likely the area would receive 50% of the new cohort. She agreed the Special Constabulary provided important support and worked closely with regular colleagues. Councillor Cockeram mentioned that the force had reduced its number of officers significantly in the recent past and the new cohort would not go anywhere near addressing this reduction. Superintendent Bull explained the remodelling of the force which aimed to ensure the best possible service from the force. Technology was being used to help with efficiency.

Councillor Whitehead was pleased with the successful outcome of dispersal orders in the ward. Councillor Ali was pleased with support from local officers

Superintendent Bull confirmed to Councillor Whitcutt that neighbourhood teams would be asked to work to address traffic issues in the Maesglas area. Councillor Jeavons was also concerned about drivers jumping red lights

Superintendent Bull updated Councillor Watkins on progress on the introduction of the new "Storm" model of communication.

Superintendent Bull agreed to pass on best wishes from Councillor Critchley to the Divisional Commander and updated members on the continuity that will be achieved on his return.

5. **2016/17 Budget and Medium Term Financial Plan**

The Leader of the Council moved the budget proposals saying that in recent years, the Council had made significant improvement in how it plans its resources in the medium term, ensuring alignment with its vision for the City, through the Medium Term Financial Plan which helps the Council to provide the best possible services to the residents of Newport within available resources.

The Leader initially dealt with the Treasury Management Strategy and informed the Council that essentially the strategy being recommended was similar to previous years. He said that, in the main capital schemes would be funded from the Council's own resources, the exception being the funding for Friars Walk. The Council would not take out long term borrowing and in general would not be a significant investor

The Leader mentioned that the capital receipt from the Friars Walk development will be paid in November and this was likely to result in the Council being a short term significant investor. He stressed that, as always, security of funds will be prioritised.

The Leader stated that the key driver to the Treasury Management strategy was the capital programme and the final 2 years of the current programme was shown in the report to Council. He said that given the pressure on revenue funds, there were no easy solutions to expand the capital programme through additional borrowing, though demand for capital resources, as usual, was high.

The Leader confirmed, however, that the Council would be investing over the next two years in schools and the city centre regeneration as well as the usual replacement of key IT and vehicle assets. He stated that the Cabinet would continue to look at options to provide further investment in key projects and assets wherever possible.

As to the revenue budget and council tax, the Leader began by saying that the original proposals for the coming year were on the basis of the expected settlement from the Welsh Government. Originally this meant preparing for a 4% reduction, then 2.3%. A 5% increase in Council tax was used as a working assumption.

There was also a need to consider pressures on the budget including: costs relating to the new National Living Wage; funding the increase in employer's National Insurance costs; and funding the costs of meeting the Welsh Language Standards at £280,000 in 2016/17. The Leader pointed out that these pressures are requirements that have to be met. They amount to nearly £4.3m in 2016/17 and must be met with no additional funding being provided. In addition, there were the annual and regular pressures on the budget, such as inflationary pressures; on-going and increasing demand on social care; and investing in schools

The Leader stated that for a number of months, the Cabinet had worked together with officers to develop proposals for consultation. He wanted to make it clear that the proposals that arose from those discussions were indeed proposals and not - as described by some observers - decisions.

The final 0.7% reduction in the settlement had resulted in a challenging budget but with fewer savings having to be made than originally feared. The Leader explained that Welsh Government grant makes up about 83% of the Council's total budget so the level of grant received is crucial to funding the services the Council provides. The Leader reiterated that he had written to the Welsh Assembly Government making the case for Newport and he had recorded thanks to the appropriate Ministers for listening to the Council's submissions prior to the settlement announcement.

As to consultation, the Leader of the Council described the process which included the public; the Scrutiny Committees; Trades Unions; GAVO, the business community, the Fairness Commission and all interested parties. He stated that the Cabinet considered the budget at its February meeting and had listened very carefully to the various responses received during the consultation process. As a result of this consideration, adjustments were made to the original proposals as follows:

- The complete removal of 11 savings proposals based on the feedback received. These were mainly in those areas affecting the city's children and younger residents, for example the cessation of funding for additional learning needs support and in social care preventions team and youth services. Funding for City events and marketing have also been taken out of the savings proposals
- An increase in funding to schools, which now would receive a 3.5% increase. This was one of, if not the, highest in this area and indeed Wales.
- Increased funding for on-going investments in Streetscene infrastructure and assets
- The introduction of an "Energy Officer" to help provide a focussed approach to energy in relation to consumption, procurement, generation and the provision of opportunities for new businesses and employment.
- The introduction of a 'Small Business Growth Fund' to offer a range of support to new entrepreneurs and small businesses looking for a 'kick start', thus helping to maintain Newport's position as the best place in Wales to start a business.

The Leader considered all of this demonstrated that Cabinet had kept its promise to listen carefully to the results of the consultation exercise before making recommendations to Council

As to balances, the Leader stated that balances were at a level that the Head of Finance had confirmed as a prudent amount. The Council also held reserves for specific uses which were reviewed regularly.

The Leader informed Council that the Cabinet considered very carefully the position in relation to the increase in Council Tax and agreed to recommend to Council that it should be set at 3.9%. He said that the basis for this recommendation was the need to consider what was right for the City but also what was fair and reasonable for the citizens of Newport in the current financial climate. The more favourable settlement also played its part in considering this figure. Welsh Government had implied that careful thought about the balance of needs was important.

The Leader made the following points:

- The proposed percentage increase is about the average for Wales for 2016/17
- Newport's tax is already low and even with this increase, will retain its position as the second lowest rate in Wales, and amongst the lowest across UK unitary authorities
- In cash terms, it will be lower than most, as Newport's starting point is lower than virtually all other Councils
- It will still see the Council spending less than the Standard Spending Assessment – the amount Welsh Government deems is needed to fund a 'standard level of services', by around £7 million. This Council will continue to provide good value in what it does
- It allows the Council to continue to invest in its schools, a commitment to the National Living Wage and social justice and provide funding to other key areas of the budget whilst balancing this with savings of approximately £7m for 2016/17

It was explained that the recommended increase would produce an average Band D Council Tax of £974.61, an increase of £36.59 per year, or as little as 70p per week. The Councils overall budget would be just under £264m.

As to the alternative budget circulated by the Opposition Group, the Leader considered that there must be a better way for Groups to present their proposals in advance of the Council meeting so that they could be properly discussed, considered and form part of the consultation exercise. He considered that if the Opposition Group or Groups presented alternative proposals to the Cabinet, it would allow more time and opportunity for the proposals to be fully considered as part of the consultation process and ask officers to consider how that could be included in the process.

The Leader stated that the Cabinet continues in its ambition to protect services, protect vulnerable people and seek social justice. He said that investment in the capital programme, the introduction of the living wage to Council employees, the various change projects over the next 4 years and the on-going investment in the city centre are testament to these and the confident manner in which the administration is steering a path through these difficult times

The motion was seconded by Councillor Truman.

The Leader of the Opposition moved the following amendment:

- (1) Reduce the Council's net budget down at current level recommended - to £263,361,000
- (2) Reduce the Newport City Council's own 'Council Tax' increase to 2.95% (currently proposed 3.90%), which would result in a Newport City Council Band 'D' Tax of £965.68 (currently proposed £974.61)

He acknowledged it was for the Council's Cabinet to decide on the detail of the budget. In coming to the above proposed amendment, he asked the Cabinet to consider the following changes:

- (1) Stop Review of Car Parking Charges - £80k
- (2) Deletion of one Cabinet Member – (£16k)
- (3) Make Newport Matters cost neutral – (£43k)
- (4) Delete Union facility time – (£56k)
- (5) Remove increase in maintenance budget pressure – (£350k)

In lieu of the above removal of the maintenance budget pressure, additional investment could be made over the areas below, which will be funded by reserves, which will have a nil impact on Council Tax.

- (6) Fund investment in maintenance budget in Streetscene over 3 years (funded by use of general reserve as below) - £1,300k
- (7) Fund investment in schools buildings over 3 years (funded by use of general reserve as below) - £1,300k
- (8) Fund investment in city centre infrastructure over 3 years (funded by use of general reserve as below) - £1,300k
- (9) Use of general reserves – (£3,900k) – over 3 years as above and will reduce the general reserve from £8.926m to £5.026m by 2019/20.

He stated that would reduce Newport City Council's expenditure by £385k, being a reduction in Council tax funding of £500k, less consequential reduction in Council Tax Reduction benefit of £115k, which would enable its Council Tax increase to be reduced to 2.95%.

In presenting the amendment, the Leader of the Opposition stated that his Group had welcomed the removal of some of the more unpalatable proposals but noted that some had been deferred and would need to be monitored.

The Leader of the Opposition stated that the Welsh Government had refused to fund a Council tax freeze but should this have been done since 2011/12 the cumulative savings would be £542.43

There was concern about the doubling of car parking charges and a belief that it would impact negatively on supporting the development of the city. The Leader of the Opposition also asked for the £60,000 announced to support business to be in the form of actual grants, as introduced by the coalition administration.

He referred to the consistent approach to savings as outlined above which would save £465,000. He also proposed the use of £3.9m from general reserves over the coming three years to provide an additional £1.3 m in Streetscene; and additional £1.3 m in school buildings and an additional £1.3m in city centre infrastructure projects. He considered schemes that could benefit would include roads maintenance to small environmental projects; classroom refurbishments; enhancement schemes in the city where matched private sector funds could make a huge difference

The amendment was seconded by Councillor David Williams

A large number of members spoke for and against both the amendment and, by implication for and against the substantive motion.

Those speaking against the amendment and in favour of the substantive motion made the following general points

- The proposed budget was a people's budget that protects jobs and services and promotes growth
- "Newport Matters" provided a valuable source of information to all residents free of charge and in a non- political manner and there had been positive feedback from residents
- There was a legal requirement to give time off for union duties and the unions provided a valuable relationship with the Council as well as providing protection for employees in all types of employment

- The levels of balances held by the Council were low in percentage terms when compared to other councils in Wales. They also provided security for unknown future pressures and uncertainties about future funding
- The proposal to increase spending on schools contrasted with a previous proposal by the opposition to reduce spending on education
- Car parking in Newport was safe, well maintained and well lit and still provided good value when compared to other cities. The proposal was to increase by only £1 for three hours parking to £2. Good quality parking enhances the shopping experience in Newport
- The proposals relating to the Streetscene service were aimed at providing a streamlined 21st century service to residents.
- Subsidy of car parks would continue at around £180,000 per annum
- There was no such thing as free car parking. In Cwmbran, for example, traders paid for the parking by way of their leases. Traders in Newport had in the past resisted such a scheme.
- The reduction in council tax proposed in the alternative budget was minimal
- The Cabinet was already investing in schools and would continue to do so
- The budget proposals were reasonable and fair
- The investment in Education was welcomed and represented a better increase than probably all of Wales and certainly more than any pledge would have required
- There was no provision for vulnerable adults in the amendment
- Scrutiny and the public had been listened to as part of the process

Those speaking for the amendment and against the substantive motion stated:

- Doubling car parking charges at this stage in the recovery was not right and could lead to even more illegal car parking in the city centre
- The whole of the city centre needs to be promoted
- “Newport Matters” was not read as widely as claimed
- There was free parking for users in other localities
- The proposed use of balances would help enhance the growth of the city over three years

In summing up the Leader of the Opposition stated that they were not against Unions but considered the Council should not pay for Union time off. This was the case at other local authorities. He considered that “Newport Matters” could pay for itself quite easily. He noted that no one had spoken against the proposal to reduce the Cabinet. He also considered that incremental increases in parking charges could result in a fall in footfall and it was important to compete with other centres, rather than the other cities. The use of balances for the schemes proposed would not reduce the available funds below the recommended minimum and would allow the money to invest now and over a three year period on services that needed improvements.

In closing the debate, the Leader of the Council stated the proposal for the reduction in council tax was a token. Similar tactics had been used as far back of 2007 where it was suggested reserves could be used for litter picking and refurbishment of local toilets. The Council is currently in a good place in comparison with others. The cabinet was planning spending on schools. The number of Cabinet Members and portfolios were kept under review and work was being done on this at this time. The cost of a cabinet member was £16,000 out of £264 m, representing a miniscule percentage amount. The Cabinet had done extremely well in arriving at this budget.

As to “Newport Matters” the Leader stated he had already asked about income generation and becoming a digital publication. Money was, however, being saved by the publication of Statutory Notices in “Newport Matters”. A survey showed some 77% of people found it useful for information.

The Leader mentioned that Trade Unions played an important part in consultation on changing working practices or any pay and reward schemes and the goodwill of the unions was important. The funding was money well spent. Poor relations could easily impact on targets and performance.

The Leader took the opportunity to mention that Ms Debra Wood- Lawson, Head of People and Business Change would be leaving the Authority soon and he thanked her for her work and commitment, including her work with the Unions on the Total Reward project.

As to free parking, advice from consultants was that free parking can cheapen the offer presented in a City or town centre.

There would be consideration as to how to best make use of reserves. The budget demonstrated a commitment to education and there was a need to improve the fabric of schools

The Leader reiterated his wish to find a better way of considering proposals from opposition groups as part of the consultation process.

The required number of members called for a recorded vote in relation to the amendment.

Members voting in favour of the amendment were Councillors D Atwell; M Cornelious; M Evans; C Ferris; D Fouweather; M Kellaway; T Suller; R White and D Williams. A total of 9 members

Those members voting against the amendment were: Councillors O Ali; M Al Nuiami; T Bond; R Bright; P Cockeram; E Corten; K Critchley; D Davies; V Delahaye; E Garland; G Giles; J Guy; D Harvey ; I Hayat; P Huntley; R Hutchings; R Jeavons; C Jenkins; M Linton; C Maxfield; D Mayer; S Mlewa; J Mudd; R Poole; J Richards; M Spencer; C Suller; H Thomas; E Townsend; R Truman; T Watkins; M Whitcutt; and D Wilcox. A total of 33 members

Members abstaining were: Councillors: J Cleverly; C Evans; and K Whitehead. A total of 3 members

The amendment was therefore lost

In discussing the substantive motion, the Leader of the Council agreed to discuss with Councillor Atwell a confidential matter in relation to the capital programme.

Councillor Al Nuaimi considered the consultation process this year was more constructive and that the budget as proposed was sustainable and fair.

Councillor Whitehead stated that increases in Council tax were a concern for local residents in his ward along with refuse collection. He praised the work of the Pride in Pill initiative and stated a similar organisation was in place in Bettws. Councillor Ali explained the significant support from Council Officers and members in relation to the Pride in Pill.

The Leader of the Opposition stated that the Conservative Party was planning a referendum on Local Government reorganisation if elected to the Assembly Government. He considered that investment in Streetscene and small schemes were important.

Councillor Davies considered that the comments made by residents had influenced the final budget proposals. Councillor Townsend considered that there should be no reduction in maintenance and Streetscene services.

Councillor Wilcox explained the pressures on schools' budgets and stated the settlement was the best in the locality if not Wales. Councillor Truman reiterated the need for reserves to be held to meet future challenges. Councillor Chris Evans welcomed the decision to continue with events

There was general agreement that a better way of consulting other groups would be helpful

Resolved:

Revenue budget and Council Tax 16/17 (paragraphs 4-32)

- To note that an extensive consultation exercise has been completed on the medium term change/efficiency programme, including the 2016/17 budget proposals and that Cabinet have taken these into account in recommending final details of the programme and the resulting 2016/17 overall revenue budget recommended to this Council.
- To note the Head of Finance's recommendations that minimum General Fund Balances be maintained at £5million, with the actual in place currently being £8.93m
- To note that, in line with the requirements of the Local Government Act 2003, the Head of Finance confirms the robustness of the estimates underlying the proposals and the adequacy of the General Reserves in the context of other earmarked reserves and a revenue budget contingency of c£1,500k
- To approve the total revenue budget, shown in Appendix 1
- To approve a Council Tax increase for Newport City Council of 3.90%, a band D tax of £974.61
- To approve the formal Council Tax resolution, included in Appendix 5 and set out below which incorporates Police and Crime Commissioner for Gwent & Community Council precepts

Capital Programme and 2016/17 budget (paragraphs 37–50)

- To approve the 2016/17 capital budget, in line with the detail contained in Appendix 6

Treasury Management and Investment strategies, Minimum Revenue Provision Policies & Prudential Indicators (paragraphs 51-71)

- To approve Treasury Management Policies in line with the detail contained in Appendix 7
- To approve the Annual Investment Strategy in line with the detail contained in Appendix 7
- To approve the Council's Counterparty list (external bodies for Council investments) in line with the detail contained in Appendix 7
- To approve the Prudential Indicators in line with the detail contained in Appendix 7
- To approve the Minimum Revenue Provision policy in line with the detail contained in Appendix 7

Medium Term Financial Plan and Capital programme (paragraphs 1 – 3 and 37 - 50)

- To note Cabinets approval of the implementation of the full 4 year change and efficiency programme, including all budget investments and saving options (Appendices 2 - 3), as summarised within the Medium Term Financial Plan (Appendix 8) and the final 2 years of the capital programme (Appendix 6). Noting they are subject to on-going review and updating.

RESOLUTION TO SET COUNCIL TAX LEVELS

1. That the revenue estimates for 2016/2017, as recommended by the Cabinet on 15th February 2016 be approved.

2. That it be noted that the Council at its meeting on 20th February 2007 delegated the setting of the tax base to the Head of Finance and that on 05 November 2015, the Head of Finance acting in accordance with that delegation calculated the following amounts for the year 2016/2017 in accordance with regulations made under Section 33(5) of the Local Government Finance Act 1992:-

(a) Council Tax Base

56,145.64 being the amount calculated by the Council, in accordance with regulation 3 of the Local Authorities (Calculation of Council Tax Base) Regulations 1992, as its council tax base for the year;

(b) Council Tax base for parts of the Council's Area

Area	Tax base
Bishton	756
Coedkernew	976
Goldcliff	185
Graig	2,859
Langstone	1,866
Llanvaches	242
Llanwern	441
Marshfield	1,505
Michaelstone	169
Nash	137
Penhow	450
Redwick	114
Rogerstone	4,499
Wentlooge	354

3. That the following amounts be now calculated by the Council for the year 2016/2017 in accordance with Sections 32 to 36 of the Local Government Finance Act 1992:-

(a) £393,881,336.69 being the aggregate of the amounts which the Council estimates for the items set out in Section 32(2)(a) to (e) of the Act **(Gross Expenditure)**.

(b) £129,769,000.00 being the aggregate of the amounts which the Council estimates for the items set out in Section 32(3)(a) to (c) of the Act **(Gross Income)**.

(c) £264,112,336.69 being the amount by which the aggregate at (3)(a) above exceeds the aggregate at 3(b) above, calculated by the Council, in accordance with Section 32(4) of the Act, as its budget requirement for the year **(Budget + Community Council precepts)**.

(d) £209,142,083 being the aggregate of the sums which the Council estimates will be payable for the year into its council fund in respect of redistributed non-domestic rates, revenue support grant or additional grant **(RSG + NDR)**.

(e) (£979.07 being the amount at 3(c) above less the amount at 3(d) above, all divided by the amount at 2(a) above, calculated by the Council, in accordance with Section

33(1) of the Act, as the basic amount of its council tax for the year (**Average Band 'D' Tax for NCC including Community Councils**).

- (f) £250,336.69 being the aggregate amount of all special items referred to in Section 34(1) of the Act and detailed below (**Community Council precepts**).

Area	Special Item £
Bishton	8,240.40
Coedkernew	2,928.00
Goldcliff	2,775.00
Graig	52,862.91
Langstone	38,812.80
Llanvaches	6,050.00
Llanwern	7,497.00
Marshfield	27,090.00
Michaelstone	3,667.30
Nash	1,260.40
Penhow	9,549.00
Redwick	2,754.24
Rogerstone	82,601.64
Wentlooge	4,248.00
	250,336.69

- (g) £974.61 being the amount at 3(e) above less the result given by dividing the amount at 3(f) above by the amount at 2(a) above, calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its council tax for the year for dwellings in those parts of its area to which no special item relates (**NCC Band 'D' Council Tax**).

(h) Council Tax level for parts of the Council's Area

Area	Basic Council Tax £
Bishton	985.51
Coedkernew	977.61
Goldcliff	989.61
Graig	993.10
Langstone	995.41
Llanvaches	999.61
Llanwern	991.61
Marshfield	992.61
Michaelstone	996.31
Nash	983.81
Penhow	995.83
Redwick	998.77
Rogerstone	992.97
Wentlooge	986.61

Being the amounts given by adding to the amount at 3(g) above, the amounts of the special item or items in 3(f) divided by the amount at 2(b) for the specified area of the council. These amounts are calculated by the Council, in accordance with Section 34(3) of the Act, as the basic amounts of its council tax for the year for dwellings in those parts of its area to which one or more special items relate.

(i)

NCC + Community Councils	Valuation Bands								
	A	B	C	D	E	F	G	H	I
	£.p	£.p	£.p	£.p	£.p	£.p	£.p	£.p	£.p
Bishton	657.01	766.51	876.01	985.51	1,204.51	1,423.51	1,642.52	1,971.02	2,299.52
Coedkernew	651.74	760.36	868.99	977.61	1,194.86	1,412.10	1,629.35	1,955.22	2,281.09
Goldcliff	659.74	769.70	879.65	989.61	1,209.52	1,429.44	1,649.35	1,979.22	2,309.09
Graig	662.07	772.41	882.76	993.10	1,213.79	1,434.48	1,655.17	1,986.20	2,317.23
Langstone	663.61	774.21	884.81	995.41	1,216.61	1,437.81	1,659.02	1,990.82	2,322.62
Llanvaches	666.41	777.47	888.54	999.61	1,221.75	1,443.88	1,666.02	1,999.22	2,332.42
Llanwern	661.07	771.25	881.43	991.61	1,211.97	1,432.33	1,652.68	1,983.22	2,313.76
Marshfield	661.74	772.03	882.32	992.61	1,213.19	1,433.77	1,654.35	1,985.22	2,316.09
Michaelstone	664.21	774.91	885.61	996.31	1,217.71	1,439.11	1,660.52	1,992.62	2,324.72
Nash	655.87	765.19	874.50	983.81	1,202.43	1,421.06	1,639.68	1,967.62	2,295.56
Penhow	663.89	774.53	885.18	995.83	1,217.13	1,438.42	1,659.72	1,991.66	2,323.60
Redwick	665.85	776.82	887.80	998.77	1,220.72	1,442.67	1,664.62	1,997.54	2,330.46
Rogerstone	661.98	772.31	882.64	992.97	1,213.63	1,434.29	1,654.95	1,985.94	2,316.93
Wentlooge	657.74	767.36	876.99	986.61	1,205.86	1,425.10	1,644.35	1,973.22	2,302.09
All Other Parts of the City	649.74	758.03	866.32	974.61	1,191.19	1,407.77	1,624.35	1,949.22	2,274.09

Being the amounts given by multiplying the amounts at 3(g) and 3(h) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that

proportion is applicable to dwellings listed in the valuation band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

4. That it be noted for the year 2015/2016, that the only major precepting authority has stated the following amount in precept issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings shown below:-

Police and Crime Commissioner for Gwent	Valuation Bands								
	A	B	C	D	E	F	G	H	I
	£.p	£.p	£.p	£.p	£.p	£.p	£.p	£.p	£.p
All Parts of the City	146.71	171.16	195.61	220.06	268.96	317.86	366.77	440.12	513.47

5. That having calculated the aggregate in each case of the amounts at 3(i) and 4 above, the Council, in accordance with Section 30(2) of the Local Government Finance Act 1992, hereby sets the following amounts as the amounts of council tax for the year 2015/2016 for each of the categories of dwelling shown below:-

Total Council Tax Demand	Valuation Bands								
	A	B	C	D	E	F	G	H	I
	£.p	£.p	£.p	£.p	£.p	£.p	£.p	£.p	£.p
Bishton	803.72	937.67	1,071.62	1,205.57	1,473.47	1,741.37	2,009.29	2,411.14	2,812.99
Coedkernew	798.45	931.52	1,064.60	1,197.67	1,463.82	1,729.96	1,996.12	2,395.34	2,794.56
Goldcliff	806.45	940.86	1,075.26	1,209.67	1,478.48	1,747.30	2,016.12	2,419.34	2,822.56
Graig	808.78	943.57	1,078.37	1,213.16	1,482.75	1,752.34	2,021.94	2,426.32	2,830.70
Langstone	810.32	945.37	1,080.42	1,215.47	1,485.57	1,755.67	2,025.79	2,430.94	2,836.09
Llanvaches	813.12	948.63	1,084.15	1,219.67	1,490.71	1,761.74	2,032.79	2,439.34	2,845.89
Llanwern	807.78	942.41	1,077.04	1,211.67	1,480.93	1,750.19	2,019.45	2,423.34	2,827.23
Marshfield	808.45	943.19	1,077.93	1,212.67	1,482.15	1,751.63	2,021.12	2,425.34	2,829.56
Michaelstone	810.92	946.07	1,081.22	1,216.37	1,486.67	1,756.97	2,027.29	2,432.74	2,838.19
Nash	802.58	936.35	1,070.11	1,203.87	1,471.39	1,738.92	2,006.45	2,407.74	2,809.03
Penhow	810.60	945.69	1,080.79	1,215.89	1,486.09	1,756.28	2,026.49	2,431.78	2,837.07
Redwick	812.56	947.98	1,083.41	1,218.83	1,489.68	1,760.53	2,031.39	2,437.66	2,843.93
Rogerstone	808.69	943.47	1,078.25	1,213.03	1,482.59	1,752.15	2,021.72	2,426.06	2,830.40
Wentlooge	804.45	938.52	1,072.60	1,206.67	1,474.82	1,742.96	2,011.12	2,413.34	2,815.56
All Other Parts of the City	796.45	929.19	1,061.93	1,194.67	1,460.15	1,725.63	1,991.12	2,389.34	2,787.56

6. **Strategic Equalities Plan 2016 - 2020**

The Chair of the Cabinet informed the Council that Local Authorities are required to produce and publish a Strategic Equalities Plan every three years as part of their specific equalities duties. The Council was presented with proposed Equality Objectives for 2016-20 based on an evolution of current objectives and priorities and changes in line with new or current legislation and as recommended by the Cabinet.

In line with legislation, assessment of data held (Unified Needs Assessment and Ward Profiles) and consultation the following Equality Objectives were agreed:

- A more equal Wales, including diversity in the workplace – engaging employees; engagement and democratic participation; improving access to services; and tackling poverty
- A Wales of cohesive communities, to include: cohesive communities and tackling hate crime; domestic abuse and sexual violence; and homelessness
- A Wales of vibrant culture and thriving Welsh language, which would involve: compliance with the Welsh Language Standards; and corporate compliance

The Leader of the Council agreed to provide a written answer to Councillor Fouweather who asked whether there were sufficient funds available in the budget to provide the Welsh Language Schemes that we need to comply with.

Councillor Ali spoke in favour of the Plan as the Council's Equalities Champion and he thanked the Cabinet Members and officers involved in the Equalities Partnership, showing the importance the Council gave to this issue

Resolved

To adopt the proposed plan.

7. **Questions to the Chair of the Cabinet**

There were no questions submitted to the Chair of the Cabinet

8. **Questions to Cabinet Members**

There were no questions submitted to the Members of the Cabinet

9. **Questions to the Chairs of Committees**

There were no questions submitted to the Chairs of Committees

The meeting terminated at 19:45



Report

Council

Part 1

Date: 16th April 2016

Item No:

Subject Draft Improvement Plan 2016-18

Purpose To present Council with the Improvement Plan 2015/16 and to seek endorsement and approval as required by the Local Government Measure 2009

Author Rhys Cornwall, Head of People and Business Change
Mike Dickie, Business and Service Development Manager
Hannah Brayford, Project Manager
Rachel Kalahar, Senior Performance Management Officer

Ward All

Summary The purpose of the Improvement Plan is to enable the authority to evidence that it has discharged its duty to make arrangements to secure continuous improvement. (Local Government Measure 2009)

In order to fulfil this duty, the Improvement Plan 2016-18 identifies eight Improvement Objectives in which the council will seek to demonstrate measurable improvement.

The Improvement Plan builds upon the Councils Corporate Plan and the Local Service Boards Single Integrated Plan, and is informed by stakeholder consultation and engagement, Member involvement and feedback from regulators.

Proposal Council are requested to adopt the Improvement Plan 2015/16

Action by Strategic Directors and Heads of Service

Timetable Immediate

This report was prepared after consultation with:

- Scrutiny Committees
- Chief Executive
- Strategic Directors
- Heads of Service
- Performance Board
- Cabinet

Signed

Background

The purpose of the Improvement Plan is to enable the authority to evidence that it has discharged its duty to make arrangements to secure continuous improvement. (Local Government Measure 2009) In order to clearly demonstrate that the Council is fulfilling this duty, eight discrete priority areas have been identified in which measurable improvement should be demonstrated during 2016/17.

Performance measures are included in the Improvement Plan to help monitor the success of activities some of the measures used here are also reported nationally. It has been proposed that these national measures (National Strategic Indicators and Public Accountability Measures) be revoked removing 'the existing burden of compliance when resources are more limited and need to be to be used more efficiently to deliver Local Government services'.

The programme of Local Government Reform and the introduction of the Well Being of Future Generations (Wales) Act 2015, means that local authority performance frameworks are changing to allow local authorities to focus on the job of working more effectively to deliver the well being goals.

The eight Improvement Objectives (which relate directly to the priorities of the Corporate Plan) were selected by Cabinet in January 2016 after consideration of consultation responses and reflect the eight most voted for themes of the consultation.

Scrutiny meetings were held in February to enable Members to input into the Improvement Plan 2016-18, feedback from Scrutiny is provided below.

The eight Improvement Objectives 2016-18 are linked according to theme below:

A Caring City

1. Improving independent living for older people

Working with Aneurin Bevan University Health Board and partner agencies Neighbourhood Care Networks (NCN's) have been developed comprising all Primary Care, health and social care community providers operating across the West, East and North of the city with boundaries which broadly coincide with the Team around the Cluster boundaries, and they have a adopted range of priorities to improve the health and wellbeing of the population, many of which are contributors to the Health and Wellbeing theme work to deliver the Newport Single Integrated Plan.

2. Ensuring people have the right social services to meet their needs

We will help people identify and fulfil the outcomes they want to achieve, where possible utilising their ideas and preferences with an emphasis on co-production and use their own ideas and resources. We will help people with care and support needs to stay safe whilst promoting their independence and control whilst supporting positive risk taking through the provision of high quality care and support services.

A Fairer City

3. Ensuring people have access to suitable accommodation

The objective is to ensure that people have access to suitable accommodation. For most people, their homes are the foundation for everyday life and are critical to their quality of life. Most households are able to find homes through owner-occupation, the social rented sector or, increasingly, the private rental market but we need to make sure that the supply of housing is aligned to local housing needs and that there is help available for individual households who cannot find homes or whose housing is unsuitable, in poor condition or at risk

A Learning & Working City

4. City Regeneration and Development

The objective goes hand-in-hand with the delivery of the Councils ten-year Economic Growth Strategy 'People, Places, Prosperity', which will continue to drive Newport forward as 'an area of visible change, with high aspirations, high achievement and shared prosperity'

5. Supporting young people into education, employment or training

Evidence from work undertaken by Professor David Egan (on behalf of the Joseph Rowntree Foundation) suggests that efforts to prevent young people from becoming NEET have a more profound long term impact than work undertaken to support young people who are NEET back into provision. The Improvement Objective of Supporting Young people to remain within education, employment or training focuses on early identification, information sharing and additional, specific provision to meet the needs of young people.

6. Ensuring the best educational outcomes for children

To ensure all our pupils are effectively engaged in education so that they can attain the best possible educational outcomes. This includes vulnerable learners that may be at risk of not reaching their expected level of attainment.

A Greener and Healthier City

7. Increasing recycling

To ensure Newport delivers the Welsh Government objectives for the increasing of recycling and the European targets for diversion of waste from landfill, every recycling and diversion opportunity available to the city must be explored and where applicable, implemented.

The diversion of residual municipal waste from landfill will largely be covered by the operation of Prosiect Gwyrdd. Therefore, this objective will largely focus on encouraging businesses and residents within the city to recycle more which will maximise the potential currently being classified and treated as residual waste.

A Safer City

8. Preventing Offending and Re-offending of young people

The principle aim of the youth justice system, established by section 37 of the Crime and Disorder Act 1998, is to prevent offending by children and young people. This relates to prevention of anti-social behaviour and offending; appropriate use of Out of Court Disposals to divert young people from the criminal justice system; reducing the rate of proven re-offending and reducing the proportion of young people sentenced to custody. In line with Welsh Government and Youth Justice Board policy, we believe that prevention is better than cure and that children are young people first and offenders second.

Feedback from Scrutiny

Meeting of Streetscene, Regeneration and Safety Scrutiny Committee (11/02/16)

Consideration was given to a report on the Draft Improvement Plan 2016/18, prior to approval by Cabinet and Council in April 2016. The Improvement Plan helped the Council demonstrate its continuous improvement and contained the priority areas for improvements in service delivery. The tracking of various actions and measures would allow the Council to prove its success in these areas.

Eight Improvement Priorities had been selected by the Cabinet, based on the results of consultation undertaken with Councillors, members of the public and staff and the inclusion of priorities considered important by the Council. Each Scrutiny Committee was being asked to review the content of the Improvement Plan sections relevant to their portfolio and input into the Improvement Planning Process. Details of the priorities in the portfolio for this Scrutiny Committee were submitted for consideration, namely;

- Increasing recycling and diverting waste from landfill
- City Regeneration and Development

Comments made related to:-

Increasing recycling and diverting waste from landfill:

- The work being undertaken to increase recycling in order to meet required targets.
- The importance of improving awareness and educating the public regarding recycling was highlighted together with media, including Newport Matters that could be used to convey the necessary message.
- The desirability of stating clear objectives, the percentage increase in recycling expected from activities planned and the means by which performance against objectives could be measured accurately year on year. Once work had commenced, the necessary measures could be determined.
- The methodology to be adopted in aiming to improve the recycling activity in areas of flats, which due to their different characteristics presented some challenges and historically had a lower recycling rate. Following discussions with Newport City Homes, an area of Bettws, where there was a high concentration of flats, would be targeted. The improvement of facilities for recycling and collection would be considered. This would be extended to other areas of the city.
- Whether the 18% increase in responses received to consultation on the priorities compared to last year was a satisfactory increase.
- The multiplicity of containers residents were required to use in the process of recycling and the likely improvement in take up that might occur if this could be simplified. Currently, the diverse range of containers posed storage problems for some residents. The Council had worked with consultants and Welsh Government had issued a blueprint regarding the best way to recycle. The Council was looking at reinforcing recycling, achieving best value for recyclables and also raising levels of participation by residents. Changing behaviour towards more successful recycling was key.

City Regeneration and Development:

- The successful year of activity, not least the realisation and opening of the new Friars Walk development in the city centre.
- The objectives for the coming year that aimed to deliver significant new or improved city centre housing, create new jobs and training opportunities and Increase city centre footfall. The provision of coherent business support.

Improvement of commercial space available in the city and viability of businesses and trading environment. The Committee noted the possibility of bringing space at the former Westgate Hotel back into use as business space.

Resolutions and Actions

To endorse the processes undertaken in the selection of the improvement objectives and to forward comments made to the relevant Cabinet Member.

Meeting of Community Planning and Development Scrutiny Committee (24/02/16)

The Committee considered the report on the Draft Improvement Plan 2016-18, prior to approval by Cabinet and Council in April 2016.

Eight Improvement Priorities had been selected by the Cabinet, based on the results of consultation undertaken with Councillors, members of the public and staff. Each Scrutiny Committee was being asked to review the content of the Improvement Plan sections relevant to their portfolio, in order to input into the improvement planning process. Details of the following priorities in the portfolio for this committee were submitted for consideration:

- Improving independent living for older people
- Ensuring people have the right social services to meet their needs
- Ensuring people have access to suitable accommodation

Comments made related to:

- Target setting – current / comparative performance and targets were not included for the adult social services priorities, because the performance framework was changing. Members questioned whether we should wait for this new framework, or continue working on the old targets in the meantime.
- Members questioned what was being done to strengthen links and partnership working with GPs to support achievement of these priorities. It was recognised that this was one of the challenges of the new legislation, and current measures included linking with the Neighbourhood Care Networks to integrate more with primary care.
- Questioning the priorities “carried over” from the previous plan in particular, Members asked for further information on the reasons for underperformance in those areas. The reasons would be different for each case, but all were continuing priorities that needed ongoing focus. The Head of People and Business Change agreed to provide further information on the reasons for underperformance on the priorities included in the plan.
- Members asked whether the suitable housing priority was realistically deliverable. The Strategy and Development Manager responded that the priority had been flagged up due to concerns over targets and the ability to deliver them, as a result of a number of pressures within the service including benefit changes, and numbers of housing applications / homeless presentations. Improvements were being made but continued focus was required to address any difficulties at an early stage.
- The Committee agreed to highlight their specific comments relating to progress on empty homes. An officer working group was in place but previously there were two members of staff within housing to specifically focus on this area. Members wished to raise concerns over Councils ability to make progress on empty homes without that dedicated resource in place.

Resolutions and Actions

The Committee agreed to submit the comments above to Cabinet as part of the Improvement Plan consultation process.

The Committee requested further information from the Head of People and Business Change agreed on the specific reasons for underperformance on the priorities included in the Plan.

Meeting of Learning, Caring and Leisure Scrutiny Committee (02/03/16)

Consideration was given to a report on the Draft Improvement Plan 2016/18, prior to approval by Cabinet and Council in April 2016.

The Improvement Plan helped the Council demonstrate its continuous improvement and contained the priority areas for improvements in service delivery. The tracking of various actions and measures would allow the Council to prove its success in these areas.

Eight Improvement Priorities had been selected by the Cabinet, based on the results of consultation undertaken with Councillors, members of the public and staff and the inclusion of priorities considered important by the Council. Each Scrutiny Committee was being asked to review the content of the Improvement Plan sections relevant to their portfolio and input into the Improvement Planning Process. Details of the priorities in the portfolio for this Scrutiny Committee were submitted for consideration, namely;

- Education attainment (also an outcome agreement)
- Supporting young people into education, employment or training
- Preventing offending and re-offending of young people

Comments made related to:

Education Attainment:

- Funding levels to address exclusion levels in schools. This would not increase and schools would determine how their respective allocation would be spent. However, The Councils Additional Education Needs Team would contribute support for schools regarding behaviour management.
- The incidence of fines issued to parents regarding pupil absences from school. This could be applied in cases of lateness or non-attendance. Instances whereby absence was for family holiday purposed would be considered on merit by schools.
- The level of free school meals in Newport compared to the all Wales average and progress being made to improve performance. It was intended to match the Wales average within 4 to 5 years.
- The implications of the level of migrant influx to the city and the policy for managing this, having consideration for avoiding isolating groups from their communities.
- The need to ensure appropriate information sharing processes were maintained between schools and the Council.
- The processes by which exclusions were managed and intervention was applied to avert such instances. The Council would continue to promote bespoke challenge and good practice to schools.

Supporting young people into education, employment or training:

- The level of success and improvement in providing education, training and employment for over 16s.
- The need to engage with families of disengaged pupils at an early stage.
- The level of work undertaken with schools and the robustness of the processes administered.
- The desirability of improving provision in cases where mental health issues were given as reasons for pupil disengagement. This was a national issue and was being addressed by Welsh Government.

Preventing offending and re-offending of young people:

- Anticipated positive feedback following the recent inspection regarding the Youth Offending Service.
- The significant improvement in numbers reoffending or in custody.

Resolutions and Actions

To endorse the processes undertaken in the selection of the improvement objectives and to forward comments made to the relevant Cabinet Member.

Performance Board Improvement Plan Work Programme

The following work programme is proposed to monitor the Improvement Plan throughout 2016/17. Cabinet will receive quarterly updates on the plan in its entirety and it is proposed that Performance Board look in detail at each of the eight objectives in turn at the following meetings:

Meeting	Improvement Objectives considered in detail
June 2016	City regeneration and development Ensuring people have access to suitable accommodation
September 2016	Preventing Offending and Re-offending of young people Increasing Recycling
December 2016	Ensuring the best educational outcomes for children Supporting young people into education, employment or training
March 2017	Improving independent living for older people Ensuring people have the right social services to meet their needs

Monitoring Framework

Each of the eight Improvement Objectives is included in the relevant Service Plan; therefore Service Plan monitoring will also cover the monitoring of the Improvement Objectives.

The progress of the Improvement Plan will be monitored in the following ways:

Meeting	Report Received
Cabinet	Quarterly monitoring reports
Performance Board	In depth monitoring of Improvement Objectives in accordance with the work programme.
Scrutiny	Mid year and year end monitoring of Service Improvement Plan progress Mid year progress update report
Strategic Leadership Team and Corporate Management Team	Monthly performance monitoring reports

Financial Summary

As stated by the Chief Financial Officer there are no direct financial implications stemming from this report as actions under the Improvement Plan are included in the Service Improvement Plans

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?
That the Councils plans and projects do not have the desired impact on the city	H	M	The council will assess the impact of its actions on an ongoing basis and enable adjustments to actions and policies to be brought forward as the need arises	Heads of Service
That major impacts are not properly monitored due to faulty assessment of risk and/or impact	H	L	Quarterly reporting to cabinet, together with opportunity for scrutiny reviews will enable adjustments to monitoring regime to be implemented as the need arises	Head of Service
That on-going monitoring impedes progress on project delivery	H	L	The assessment criteria for monitoring progress are designed to ensure monitoring is proportionate to impact and purpose. This will be reassessed as part of the on-going reporting process	Chief Executive / Strategic Directors

* Taking account of proposed mitigation measures

Links to Council Policies and Priorities

The Improvement Plan directly contributes towards the Corporate Plan..

Options Available

1. To endorse the plan
2. Not to endorse the plan

Preferred Option and Why

Option 1) is preferred in that it takes account of our current position and provides a plan for continued improvement within the framework of the Council's Corporate Plan.

Comments of Chief Financial Officer

There are no direct financial implications stemming from this report. The financial implication of individual projects are reported as part of the on-going medium term financial planning and budget monitoring processes and in that respect, having clear responsibility and accountability for delivering the projects and managing resources is key.

Comments of Monitoring Officer

The details set out in this report reflect the requirements of the Local Government Measure. The approach for monitoring progress against corporate priorities and strategies is consistent with the Councils performance management framework and risk management principles.

Staffing Implications: Comments of Head of People and Business Change

There are no direct staffing implications as a result of this report. The Improvement Plan 2015/16, gives clarity of vision which should help employees, managers and stakeholders understand our corporate priorities, how they are being assessed and what this means for the people of Newport.

Children and Families (Wales) Measure

See Improvement Plan

Consultation

See Improvement Plan

Background Papers

Cabinet Report: Improvement Plan Priorities 2015/16

Street Scene, Regeneration and Safety Scrutiny Committee, Draft Improvement Plan 2016-18

Community Planning and Development Scrutiny, Draft Improvement Plan 2016-18

Learning, Caring and Leisure Scrutiny Committee, Draft Improvement Plan 2016-18

Performance Board, Draft Improvement Plan 2016-18

Cabinet Report: Improvement Plan 2015/16

Dated: 16th April 2016

Newport City Council Improvement Plan 2016-18

Newport City Council

Newport City Council is a unitary authority responsible for the administration of all areas of local government within a single tier for a given area. The Council was formed as a county borough in 1996 and obtained city status in 2002. It is the 8th largest in Wales, providing all major services such as education, leisure, housing, social services, planning and highways.

There are 50 Councillors and following the May 2012 election we have a Labour administration with 37 Labour, 10 Conservative, 2 Independent and 1 Liberal Democrat Members elected. The Council employs approximately 5,700 people and has a budget of £264m

As stated in the Council's Corporate Plan 2012-2017, there are currently unprecedented levels of cuts to public sector funding. The Council will be focusing primarily on how best to deploy its efforts to make sure that the city thrives and prospers – with projects underpinned with our determination to improve the well-being of all Newport's citizens.

The purpose of the Improvement Plan is to evidence that the Council is delivering on its duty under the Local Government Measure (Wales) 2009 to secure continuous improvement. The Improvement Plan focuses on eight Improvement Objectives – areas of work where we aim to make a significant difference to services and outcomes and to 'improve people's lives'.

The Improvement Plan builds on the Council's Corporate Plan and the Local Service Board's Single Integrated Plan (the overall plan for Newport). The Improvement Plan is not designed to describe all of the Council's day to day work; for more information on those details, refer to the Council's Service Plans.

Corporate Plan 2012-2017

The Corporate Plan 'Standing Up for Newport' was approved by full Council in September 2012 and provides the framework to ensure that the Council is best placed to weather these changing times.

The themes and outcomes of the Corporate Plan are below:

A Caring City

People live in sustainable communities

People lead independent lives and are supported when appropriate

A Fairer City

Decisions are tested and monitored for fairness

The Council makes the most of its resources

A Learning & Working City

The life chances of children and young people are improved

Adults in Newport are successful and realise their potential

The local economy is strong and confident

A Greener & Healthier City

The attractiveness of the city is improved

Environmental sustainability is promoted

People lead healthier lives

A Safer City

People in Newport live in a safe and inclusive community

Newport is a vibrant, welcoming place to visit and enjoy

<http://www.newport.gov.uk/documents/Council-and-Democracy/About-the-council/Corporate-Plan-2012-2017.pdf>

Improvement Plan Priorities

Improvement Plan

The Improvement Plan identifies areas where the council considers that it needs to *improve services*, rather than longer term priorities for service delivery that are seen in the Corporate Plan or Single Integrated Plan. The plan helps the Council demonstrate its continuous improvement and contains the priority areas for improvements in service delivery, and the tracking of various actions and measures will allow the authority to prove its success in these areas. Every council in Wales must produce an improvement plan under the Local Government Measure 2009. Generally, the Council produces its Improvement Plan every year, however this time the priorities in this Plan will span a two year time frame with the actions, measures and targets updated annually.

Performance measures are included in the Improvement Plan to help monitor the success of activities, some of the measures used here are also reported to the Welsh Government. This helps the Welsh Government and the council to assess how well it is performing compared to the rest of Wales. It has been proposed that these national measures (National Strategic Indicators and Public Accountability Measures) be revoked removing 'the existing burden of compliance when resources are more limited and need to be used more efficiently to deliver Local Government services'. The Welsh Government wants to 'create a simpler system of performance measurement and to ensure the focus is on driving improvement through the smarter use of evidence'.

The programme of Local Government Reform and the introduction of the Well Being of Future Generations (Wales) Act 2015, mean that local authority performance frameworks are changing to allow local authorities to focus on the job of working more effectively to deliver the well being goals.

Choosing the Priorities for Consultation

In order to inform the consultation a 'long list' of potential priorities has been identified from the following sources:

- lowest performing measures in Wales based on 14/15 data
- Risk Register
- Priorities in the 15/16 plan that are falling behind
- Links to Single Integrated Plan
- Priorities from the Councils change programme and Medium Term Financial Plan

Consultation was undertaken on the 'long list' of priorities with Elected Members, Fairness Commission, staff and the public. The Corporate Plan theme that these priorities contribute to is indicated in brackets below.

- Improving educational outcomes for children (learning and working)
- Supporting older people leaving hospital (caring)
- Increasing Recycling (green and healthy)
- Environmental health (green and healthy)
- Welsh language (fairer)
- Preventing offending and re-offending of young people (safer)
- Ensuring people have the right social services to meet their needs (caring)
- Providing business and homes with faster broadband (learning and working)
- Supporting young people into education, employment or training (learning and working)
- Improving Independent living for older people (caring)
- City Regeneration (learning and working)
- Ensuring people have access to suitable accommodation (fairer)

In total there are 3 priorities for Caring, 2 for Green and Healthy, 4 for Learning and Working, 2 for Fairer and 1 for Safer, representing a spread across the five themes of the Corporate Plan.

Consultation Methods

Our Improvement Plan 2016-18 consultation commenced on the 17th October; following the approach taken last year, we asked participants to indicate their top three priorities from a list of twelve.

Throughout the week consultation period a number of ways to engage the public, staff and members were employed. Face to face public consultations took place at Newport Centre, Newport International Sports Village, the Information Station, the Riverfront Theatre, Central Library and Ringland Library. A citizens' panel survey was sent electronically to panel members and a web-based survey for members of the public was hosted on the www.newport.gov.uk webpages. The survey was publicised via Facebook and Twitter.

The Performance Team also conducted some face to face 'dot' voting with staff at the Civic Centre and Information Station. The Team also attended a meeting with the Fairness Commission where the main report was presented for consideration. All Councillors have also been invited to participate in the consultation via a paper questionnaire. The consultation concluded on 18th December.

Consultation Results

The results of the Elected Member, staff and public consultations are shown in the table below, each participant had three votes. There were over 625 participants in this consultation, an 18% increase on the responses from this exercise last year. It should be noted that this consultation can be considered to be statistically significant of the population of Newport (95% confident that the maximum error rate is 5%).

The Fairness Commission have provided a written response which considers fairness implications of proposed Improvement Plan themes. It is not the role of the Fairness Commission to recommend or endorse specific policy direction. The Council wish to thank the Fairness Commission for their participation in this consultation.

Each participant in the consultation was offered three 'votes':

Priority	Responses
Supporting young people into education, employment or training (learning and working) 1st	297
City Regeneration and development (learning and working) 2nd	239
Improving Independent living for older people (caring) 3rd	213
Ensuring people have the right social services to meet their needs (caring) 4th	210
Improving educational outcomes for children (learning and working) 5th	184
Ensuring people have access to suitable accommodation (fairer) 6th	166
Preventing offending and re-offending of young people (safer) 7th	142
Increasing Recycling (green and healthy) 8th	142
Supporting older people leaving hospital (caring) 9 th	136
Promoting the Welsh language (fairer) 10 th	64
Food safety within environmental health (green and healthy) 11 th	50
Providing business and homes with faster broadband (learning and working) 12 th	35

Response from the Fairness Commission

On 28th September 2015 the Fairness Commission were consulted on the potential priorities for inclusion in the Improvement Plan 16/17. The response from the Commission can be found on the link below:

<https://democracy.newport.gov.uk/documents/s3948/IP%20report%20and%20cover%20sheet%20for%20cabinet%2023DEC%20v1.pdf>

Improvement Priorities Selected

At the Cabinet meeting on 11th January 2016, members were offered a set of options in order to select Improvement Priorities for 16/17. Cabinet selected option one, resulting in the following eight priorities being included in the Improvement Plan for 16/17

A Caring City	A Fairer City	A Learning and Working City	A Green and Healthy City	A Safer City
Improving independent living for older people	Ensuring people have access to suitable accommodation	City Regeneration and Development	Increasing recycling	Preventing Offending and Re-offending of young people
Ensuring people have the right social services to meet their needs		Supporting young people into education, employment or training		
		Ensuring the best educational outcomes for children		

The option chosen by Cabinet reflects the eight themes which were most voted for in the consultation, the priorities are broadly the same as 2015/16 with a few changes; the priorities for the 2015/16 Improvement Plan were as follows:

1. Supporting Older People leaving hospital *
2. Improving care and support services for adults *
3. Developing and Regenerating the City
4. Supporting young people into education, employment or training
5. Ensuring the best educational outcomes for children
6. Helping Children have a flying start in life **
7. Increasing recycling
8. Improving outcomes for youth justice

*'Supporting Older People leaving hospital' and 'Improving care and support services for adults' have been replaced by 'Improving independent living for older people' and 'Ensuring people have the right social services to meet their needs'.

**'Helping Children have a flying start in life' will not be included this time, 'Ensuring people have access to suitable accommodation' is new for 2016-18. The consultation reflects what is regarded as the highest priorities for the citizens of Newport and these objectives will be subject to the extra focus and monitoring that the Improvement Plan receives; the council will however still continue to deliver services across the city and strives to improve in all aspects of its work.

Scrutiny Arrangements

During February 2016 drafts of the eight improvement objectives included in the 16/17 Improvement Plan were considered by the appropriate scrutiny committee. Each Scrutiny Committee was asked to review the content of the Improvement Plan sections relevant to their portfolio and input into the Improvement Planning process. The following lists show which Improvement Priorities were considered by each Scrutiny Committee.

Community Planning and Development Scrutiny Committee

- Improving Independent Living for Older People
- Ensuring people have the right social services to meet their needs
- Ensuring people have access to suitable accommodation

Learning, Caring and Leisure Scrutiny Committee

- Ensuring the best educational outcomes for children
- Supporting young people into education, employment or training
- Preventing Offending and Re-offending of young people

Street Scene, Regeneration and Safety Scrutiny Committee

- Increasing recycling
- City Regeneration and Development

Summary Improvement Plan Objectives

The eight 2016/17 Improvement Objectives for Newport

The eight Improvement Objectives selected for 15/16 are grouped under the Corporate Plan's themes:

A Caring City

9. Improving independent living for older people

Working with Aneurin Bevan University Health Board and partner agencies Neighbourhood Care Networks (NCN's) have been developed comprising all Primary Care, health and social care community providers operating across the West, East and North of the city with boundaries which broadly coincide with the Team around the Cluster boundaries, and they have a adopted range of priorities to improve the health and wellbeing of the population, many of which are contributors to the Health and Wellbeing theme work to deliver the Newport Single Integrated Plan.

10. Ensuring people have the right social services to meet their needs

We will help people identify and fulfil the outcomes they want to achieve, where possible utilising their ideas and preferences with an emphasis on co-production and use their own ideas and resources. We will help people with care and support needs to stay safe whilst promoting their independence and control whilst supporting positive risk taking through the provision of high quality care and support services.

A Fairer City

11. Ensuring people have access to suitable accommodation

The objective is to ensure that people have access to suitable accommodation. For most people, their homes are the foundation for everyday life and are critical to their quality of life. Most households are able to find homes through owner-occupation, the social rented sector or, increasingly, the private rental market but we need to make sure that the supply of housing is aligned to local housing needs and that there is help available for individual households who cannot find homes or whose housing is unsuitable, in poor condition or at risk

A Learning & Working City

12. City Regeneration and Development

The objective goes hand-in-hand with the delivery of the Council's ten-year Economic Growth Strategy 'People, Places, Prosperity', which will continue to drive Newport forward as 'an area of visible change, with high aspirations, high achievement and shared prosperity'

13. Supporting young people into education, employment or training

Evidence from work undertaken by Professor David Egan (on behalf of the Joseph Rowntree Foundation) suggests that efforts to prevent young people from becoming NEET have a more profound long term impact than work undertaken to support young people who are NEET back into provision. The Improvement Objective of Supporting Young people to remain within education, employment or training focuses on early identification, information sharing and additional, specific provision to meet the needs of young people.

14. Ensuring the best educational outcomes for children

To ensure all our pupils are effectively engaged in education so that they can attain the best possible educational outcomes. This includes vulnerable learners that may be at risk of not reaching their expected level of attainment.

A Greener and Healthier City

15. Increasing recycling

To ensure Newport delivers the Welsh Government objectives for the increasing of recycling and the European targets for diversion of waste from landfill, every recycling and diversion opportunity available to the city must be explored and where applicable, implemented.

The diversion of residual municipal waste from landfill will largely be covered by the operation of Prosiect Gwyrdd. Therefore, this objective will largely focus on encouraging businesses and residents within the city to recycle more which will maximise the potential currently being classified and treated as residual waste.

A Safer City

16. Preventing Offending and Re-offending of young people

The principle aim of the youth justice system, established by section 37 of the Crime and Disorder Act 1998, is to prevent offending by children and young people. This relates to prevention of anti-social behaviour and offending; appropriate use of Out of Court Disposals to divert young people from the criminal justice system; reducing the rate of proven re-offending and reducing the proportion of young people sentenced to custody. In line with Welsh Government and Youth Justice

Board policy, we believe that prevention is better than cure and that children are young people first and offenders second.

Links with Newport's Single Integrated Plan

Newport's Single Integrated Plan (SIP) is the work of the One Newport Local Service Board (LSB) where the leaders of local public, private and third sector organisations work together to ensure that services are effective, focused on local people and improve the quality of life for people in Newport.

The Single Integrated Plan is a strategic three year plan to help joint working across Newport. It was approved by the Local Service Board (LSB) in January 2013 and by full Council in February 2013. Updated in May 2015, the Plan contains six priority themes.

Link to Newport's Single Integrated Plan

<http://onewportlsb.newport.gov.uk/documents/One-Newport/SIP-2015-16-FINAL.pdf>

Delivery, Monitoring and Scrutiny of the Improvement Objectives

The Improvement Objectives are delivered alongside all other Council work included in the Service Plans for 16/17. These plans are developed for a one year period at the beginning of each financial year and run concurrently with the Council's Improvement Plan. They are subject to the usual governance arrangements, consideration by Scrutiny and approved by Cabinet Member.

The progress of the Improvement Plan will be monitored in the following ways: quarterly reports to Cabinet, in depth monitoring for each improvement objective to Performance Board, mid-year and year end monitoring of Service Improvement Plans to Scrutiny, mid-year update report on the Improvement Plan to Scrutiny and monthly performance monitoring reports to the Corporate Management Team.

Link to Council Service Plans

<http://www.newport.gov.uk/en/Council-Democracy/About-the-council/Service-plans.aspx>

Equalities and the Welsh Language 2016/17

Strategic Equalities Plan

The Improvement Plan is designed to ensure that legislative duties under themes such as human rights, equalities and the Welsh language are embedded as a part of the duty to secure continuous improvement; and ensuring that the Council is undertaking its responsibilities under the Strategic Equalities Plan and the Welsh Language Scheme is everyone's responsibility. To make sure that Council services are delivered fairly and equally a Strategic Equalities Plan (SEP) and Welsh Language Scheme are in place (until the Welsh Language Standards begin in 30 March 2016.)

The Strategic Equalities Plan was reviewed in February 2015 and we now have nine key equality objectives. Commitments under the Plan are reviewed regularly and an annual report is produced highlighting progress made. Governance is managed through the Strategic Equality Group, Chaired by the Cabinet Member for People and Business Change.

<http://www.newport.gov.uk/en/Council-Democracy/Equalities-the-Welsh-language/Equalities.aspx>

Fairness and Equality Impact Assessments

Equality Impact Assessments are required by law under the Equality Act 2010. The Council's assessments also examine 'Fairness' and the Welsh language to ensure that the needs of other vulnerable people are considered, as well as the effect on different areas within Newport.

F&EIAs look at the effect of any change to services or employment from everybody's standpoint to make sure that it's fair. For example, when opening new services a comparison would be made of the experiences of disabled people with those of people who are not disabled to see how good the access is and whether it allows everybody fair and equal access.

The assessment covers all the protected characteristics (Age, Disability, Gender, Gender Reassignment, Marriage and Civil Partnership, Pregnancy and Maternity, Race, Religion and Belief, the Welsh language and Sexual Orientation.)

Details of completed F&EIAs can be found on our [website](#).

Welsh Language Scheme

Newport City Council has a statutory duty to comply with the new Welsh Language Standards under the Welsh Language (Wales) Measure 2011. These standards affect all staff and all services, and apply to any third party providing services or carrying out activities on behalf of Newport City Council. We received our compliance notice in September 2015 and our first compliance date is 30 March 2016.

We will be actively promoting our Welsh language services in-line with the Standards. We offer customers a real choice of language from their first point of contact and aim to be friendly, credible and consistent, to encourage take up of these services.

All service areas and delivery partners are engaged through the Welsh Language Implementation Group in the changes needed to deliver the Standards. We will be reporting on this process in the 2015-2016 Annual Report, and monitoring performance against the Standards from March 30 2016 onwards. We have objected to some of the Standards that we received in the Compliance Notice, mostly in order to gain a more realistic and consistent timetable. We are awaiting the Welsh Language Commissioner's response.

Newport City Council's Compliance notice and 2014-2015 Welsh Language Annual Report can be found

<http://www.newport.gov.uk/en/Council-Democracy/Equalities-the-Welsh-language/Equalities.aspx>

Future Generations

The Wellbeing of Future Generations (Wales) Act became law in Wales on 29th April 2015. The Act is about improving the social, economic, environmental and cultural wellbeing of Wales. It will make the public bodies listed in the Act think more about the long term, work better with people and communities and each other, look to prevent problems and take a more joined-up approach.

Newport City Council was one of 11 local authorities participating in the Early Adopters Programme and the following progress had been made: (1) Development of ward-based future scenarios to engage members and officers and improve understanding of how long terms trends will impact on communities (2) Building understanding and requirements of the Act into the work of the Council's Partnership and Policy team and Business Improvement and Performance team (3) A facilitated workshop with the Scrutiny Improvement Group with an introduction to the Act and its objectives, explore the requirements and implications of the Act

This improvement plan has been developed in the spirit of the Act and using the five sustainable development principles of long term, prevention, integration, collaboration and involvement.

Update on Wales Audit Office Recommendations and Proposals for Improvement

In September 2013, the Auditor General published his Full Corporate Assessment report where several Recommendations and Proposals for Improvement were issued to the Council. During November and December 2014, Wales Audit Office reviewed the progress that the Council had made in implementing the recommendations and proposals for improvement and issued a Corporate Assessment Review in May 2015.

Corporate Assessment and Review

The Corporate Assessment and the Statement in response to the recommendations made in the Corporate Assessment under section 20 of the Local Government Measure 2009 can be found on the links below:

<http://www.newport.gov.uk/stellent/groups/public/documents/report/cont716631.pdf>

<http://www.newport.gov.uk/stellent/groups/public/documents/article/cont717942.pdf>

The Corporate Assessment Review and the Statement in response to the recommendations made under section 20 of the Local Government Measure 2009 can be found on the links below:

<https://democracy.newport.gov.uk/documents/s1820/4.1.%20Corporate%20Assessment%20Cabinet%20report%2025JUN15.pdf>

<https://democracy.newport.gov.uk/documents/s1821/4.2.%20Corporate%20Assessment%20Review.pdf>

Monitoring Proposals for Improvement and Recommendations

Cabinet receive quarterly monitoring of proposals for Improvement and recommendations and the links to the reports considered over the last 12 months can be found below:

Cabinet 8th June 2015 (page 54 onwards)

<https://democracy.newport.gov.uk/documents/s1526/05%20Improvement%20Plan%20-%20Quarter%204%20v3%2015MAY15.pdf>

Cabinet 8th September 2015 (page 81 onwards)

<https://democracy.newport.gov.uk/documents/s2388/04%20Annual%20Review%20of%20the%2014%2015%20IP%20and%20cover%2019AUG.pdf>

Cabinet 18th December 2015 (page 39 onwards)

<https://democracy.newport.gov.uk/documents/s3797/05%20Improvement%20Plan%20-%20Quarter%202%204DEC%20FINAL.pdf>

Cabinet 14th March 2016 (page 40 onwards)

<https://democracy.newport.gov.uk/documents/s4691/05%20Improvement%20Plan%20-%20Quarter%203%20template%20and%20cover%2001MAR16.pdf>

Have your say

Newport City Council is committed to improving our services and it is important that we listen to what the community have to say. We welcome your comments or suggestions at any time of the year. If you have any comments, would like any further information, or to request a copy of this plan please contact:

Business Improvement and Performance Team

Newport City Council

Civic Centre

Newport

NP20 4UR

Email: performance.management@newport.gov.uk

Telephone: 01633 656656

Improvement Objective 1

Improving Independent Living for Older People

[Link to Corporate Plan: A Caring City](#)

[Lead Cabinet Members:](#) Cabinet Member for Social Care and Wellbeing

[Lead Officer:](#) Head of Adult and Community Services

What is the Improvement Objective?

Description of Improvement Objective (FG Act Principle: Long Term)

As part of the Primary and Community Services Strategy for Wales, 'Setting the Direction', published in 2009, Health Boards across Wales have established a framework for primary and community service delivery called GP Clusters. In Aneurin Bevan University Health Board the concept has been broadened, recognising the contribution made by partner agencies, and the clusters are known as Neighbourhood Care Networks (NCN's). The NCN is a collaborative network comprising all Primary Care, health and social care community providers operating within the boundaries of the geographical footprint. There are three NCN's established across Newport covering West, East and North of the city, with boundaries which broadly coincide with the Team around the Cluster boundaries, and they have a adopted range of priorities to improve the health and wellbeing of the population, many of which are contributors to the Health and Wellbeing theme work to deliver the Newport Single Integrated Plan.

Newport City Council Adults Social Services has been working with colleagues from Aneurin Bevan University Health Board (ABUHB) to develop an integrated pathway for older people which aims to identify those most at risk of needing health and social care services in the future. This has involved working with GP's and the voluntary sector to put in place individuals plans called "Stay Well Plans "to sustain people in their home and support their taking responsibility for their own wee being and using community based support and use of preventative services such as befriending.

Why have we chosen this Improvement Objective? / Why is it important? (FG Act Principle: Integration)

- The number of older people who receive timely advice and assistance will be improved through the roll out of the integrated older people's pathway and a cohort of older people will have a "Stay Well" plan in place.
- To continue to increase the percentage of people who receive a frailty/reablement intervention, have a reduced or no on-going care package that is; they have been reabled to full independence.

What have we done so far?

The NCNs in Newport have progressed over the last 2 years with the development of local plans that are based upon detail of the health and social care needs of the individual NCNs. In Newport they have led to the establishment of an Integrated Older Person's Preventions Pathway which has been piloted

in one GP practice and will be rolled out across the City over the next 12 months. In conjunction with Age Cymru a Care Facilitator role has been developed which works with an identified group of older people with health and social care needs to help them more effectively managed their situation through the use of “Stay Well Plans”.

The effectiveness of these interventions is being evaluated through some key performance data including a target to reduce the number of GP and Nurse contacts and unplanned Accident & Emergency visits. In addition we are recording the views of older people on the effectiveness of the service and we are also recoding additional benefits such as increasing financial resources as a result of welfare benefit advice.

In addition, the adult social services teams are discussing the future structures and configuration needed to most effectively deliver their responsibilities under the SSWB Act. A move towards alignment with the NCN footprints would enable us to take advantage of further opportunities for colocation and integration of service delivery as they arise.

What are we going to do?

What are we going to do this year?	What difference will it make?
1.1 To deliver an integrated assessment process for older people in 2015/16 based on the models developed in support of the Social Services & Well Being Act.	This will fulfil our responsibilities under the Social Services Act (2014) for implementation in 2016 and deliver an integrated approach for the benefit of older people.
1.2 To roll out the integrated pathway for older people needing care and support in the community across the NCN’s in Newport.	To increase the number of older people who have a Stay Well plan in place to support their independence and well -being.
1.3 Restructure the operational adult social services teams on the NCN footprints.	Improving team structure will improve contact arrangements for people should their needs change, i.e. knowing which team clearly holds responsibility for their case work.

How will we know?

There are a number of changes being made to the performance indicators we are required to report on over the period covered by this improvement plan including the NSI data collection and also the National Outcomes Framework to support the implementation of the Social Services and Wellbeing (Wales) Act. This will mean that some of the performance indicators and targets set out below will need to be reviewed.

Measure	Current performance (March 2016)	Comparative performance (March 2015)	Target for 16/17
How much did we do?			
1a Provision of Telecare packages	847	622	850
1b OT Assessment & Reviews	84%	N/A	85%
1c Reablement – Number of people fully reabled	411	346	450
How well did we do it?			
1d The percentage of adults who completed a period of reablement have no package of care and support 6 months later	N/A	N/A	40% to review after 6 months
Is anyone better off?			
1e The percentage of adults who have received advice and assistance from the information, advice and assistance service and have not contacted the service again (Over 75)	N/A	N/A	38% to review after 6 months

Partnership: Who do we need to work with?

Stakeholder engagements events called Well Being workshops are planned for March and April with people and carers, voluntary organisations and professionals to introduce them to the older person's pathway and the Stay Well Plan

What risks do we need to manage?

Risk	Mitigation Activity	Risk Rating
The funding for the establishment of the NCN's is via a granted future funding arrangements will need to be considered in partnership with ABUHB	To work with ABUHG to identify alternative funding streams to support the roll out of the OP Pathway.	Medium
Impact of Adult Social Services Resources	To ensure that the roll out of the Older Person's pathway is compatible with Adult Social Services strategic outcomes and plans.	Low

Financial Implications

Improvement Objective	Identified funding to deliver improvement (£'000)	Additional Financial comments
1.1 To deliver an integrated assessment process for older people in 2015/16 based on the models developed in support of the Social Services & Well Being Act.	£1,976	The budgets available to deliver this improvement objective have been identified from a number of areas involved in the assessment process.
1.2 To roll out the integrated pathway for older people needing care and support in the community across the NCN's in Newport.	£2,248	This budget includes Frailty services, telecare services, integrated equipment budget and £550,000 of Intermediate Care Fund external grant funding. Confirmation is awaited on the level of ICF funding for 1617.
1.3 Restructure the operational adult social services teams on the NCN footprints.	£1,378	This includes team budgets being restructured on NCN footprints

Improvement Objective 2

Ensuring people have the right social services to meet their needs

Link to Corporate Plan: A Caring City

Lead Cabinet Member: Cabinet Member for Social Care & Well Being

Lead Officer: Head of Adult and Community Services

What is the Improvement Objective?

The implementation of the Social Services and Well Being Act (SSWB Act) will mean that we will be expected to work in partnership with the people who need the support of social services and also people who fulfil a caring role. We will help people identify and fulfil the outcomes they want to achieve, where possible utilising their ideas and preferences with an emphasis on co-production and use their own ideas and resources. We will be expected to help people with care and support needs to stay safe whilst promoting their independence and control whilst supporting positive risk taking through the provision of high quality care and support services.

We are working with colleagues in developing an integrated assessment process for older people across health and social care and will be working to an all Wales eligibility process for people who need care and support. We will also need to ensure people have access to the right services to meet their outcomes whether these are services that we directly commission, services they may use in their local communities or when they arrange their own care and support through the use of a direct payment.

Why have we chosen this Improvement Objective? / Why is it important?

The development of a National Outcomes Framework for Social services will capture how we are achieving the objectives of the SSWB Act. This includes making sure people have access to timely information and advice and are given help to develop their support and care arrangements including co-production. The Council will have responsibility through commissioning role for ensuring that people can access the support they need to manage their care and high quality services, even where these are not directly contracted by the Council.

Prevention and Early Intervention will be essential in and will be delivered through an integrated approach with the NHS including the development of the Neighbourhood Care Networks and the development of the Older Person's Integrated Pathway project.

We will also need to ensure that staff and partner agencies such as our providers and third sector partners understand the SSWB Act and how this will impact on social services and what their contribution will be.

What have we done so far?

We have developed an adult services pathway for people accessing social services and have started consultation with staff in the operational teams on the new team structures which will be in place by April 2016. The new teams will be based on the NCN geographical footprint which will enhance our ability to work in an integrated way with colleagues in the NHS and will ensure that the people who have a care and support plan will belong to one team based on where they live rather than the type of condition or service they need.

In line with our responsibilities to improve the information, advice and assistance offer aspect of the SSWB Act 2014, we have started work to review the arrangements for First Contact and will be strengthening the experience people can expect and range of services we offer so that only those people who need to progress further do so. This will include reviewing our current arrangements for access to telecare and improving the efficiency of our systems in the reablement teams.

We have reviewed our arrangements with the third sector and following consultation with our partners in this sector and people who use these services and their carers and have redesigned our commissioning arrangements. The new model will involve developing a lead provider who will be required to establish a collaborative network with other key providers.

What are we going to do?

What are we going to do this year?	What difference will it make?
2.1 Establish the pathway for adult social services across health and social care based on the NCN footprint and ensure we have configured our resources to deliver the new Act	This will clarify what functions and services will be required at each stage of the pathway and clarify
2.2 Restructure the operational adult social services teams.	Improving team structure will improve contact arrangements for people should their needs change, i.e. knowing which team clearly holds responsibility for their case work.
2.3 Develop and implement the integrated assessment tools, including a carers assessment and a care and support plan. Develop the use of mobile technology to capture assessment information and support co-production of care and support plans.	This will fulfil our responsibilities under the Social Services Act (2014) for implementation in 2016
2.4 Review and recommission services as necessary to ensure they are in line with the requirements of the SSWB Act.	This review will ensure people have the right care and support arrangements that support and promote their independence.

What are we going to do this year?	What difference will it make?
2.5 Review and develop our systems and processes to ensure they are in line with the new national outcomes framework for the SSWB Act, including the new requirement to undertake surveys.	Ensure that our reporting arrangements accurately record that we are recording that people have the services they need to achieve their outcomes .
2.6 Under take a Questionnaire of people who have a care and support plan to understand: - _Percentage who reply: I feel safe Percentage who reply: I was treated with dignity and respect Percentage who reply: I can do the things that are important to me	To work with people who have a care and support plan to ensure that they are receiving the right support and services to meet their outcomes.

How will we know?

There are a number of changes being made to the performance indicators we are required to report on over the period covered by this improvement plan including the NSI data collection and also the National Outcomes Framework to support the implementation of the Social Services and Wellbeing (Wales) Act. This will mean that some of the performance indicators and targets set out below will need to be reviewed.

Measure	Current performance (March 2016)	Comparative performance (March 2015)	Target for 16/17
How much did we do?			
2a Number of Integrated Assessments Completed per month	Annual Figure 542	N/A	40 per month
2b Support for People in Care Homes	57%	63%	56%
How well did we do it?			
2c Number of LA residents experiencing DToC	32	55	30
2d Carers Offered Assessment or Review	74%	22%	85%
Is anyone better off?			
2e Adult Protection Risk Managed	96%	97%	99%

Partnership: Who do we need to work with?

We need to ensure that staff and partner agencies such as our providers and third sector partners understand the SSWB Act and how this will impact on social services and what their contribution will be.

Our teams will need to develop our relationship with the NCN Managers and GP's and other health professionals working within these footprints.

Ensure people that we provide with care and support and their carers understand the changes being made through regular engagement events and consultation.

What risks do we need to manage?

Risk	Mitigation Activity	Risk Rating
Delivering a new service structure while maintaining the operational delivery and performance outcomes.	Utilisation of agency staff on a managed basis Support staff through change management processes	Medium
Ensuring that we support the delivery of high quality services through our contract arrangements.	Maintain Quality Assurance of contracted services on a planned basis	Low

Financial Implications

Improvement Objective	Identified funding to deliver improvement (£'000)	Additional Financial comments
2.1 Establish the pathway for adult social services across health and social care based on the NCN footprint and ensure we have configured our resources to deliver the new act	£33,790	The whole of the adult social services budget excluding provider services will be utilised to provide resources which deliver adults social care in accordance with the new act.
2.2 Restructure the operational adult social services teams	£2,773	All adults social work teams will be reviewed and placed in the new structure to provide First Contact, Managed care, Integrated Mental Health & Occupational Therapy services.

Improvement Objective	Identified funding to deliver improvement (£'000)	Additional Financial comments
2.3 Develop and implement the integrated assessment tools, including a carer's assessment and a care and support plan. Develop the use of mobile technology to capture assessment information and support co-production of care and support plans.	£2,191	The integrated assessment tool will be implemented by social work teams responsible for assessments. The budget included here is for those social work teams and budgets which provide support for carers.
2.4 Review and re-commission services as necessary to ensure they are in line with the requirements of the SSWB Act	£1,548	Budget for contract payments and team of staff who review and commission contracts. Figure is after 16/17 MTRP savings reduction of £250,000
2.5 Review and develop our systems and processes to ensure they are in line with the new national outcomes framework for the SSWB Act, including the new requirement to undertake surveys	£204	Budget for the performance information team including the SWIFT system

Improvement Objective 3

Ensuring people have access to suitable accommodation

[Link to Corporate Plan](#): A Fairer City

[Lead Cabinet Members](#): Cabinet Member for Regeneration, Investment and Housing

[Lead Officer](#): Head of Regeneration, Investment and Housing Services

What is the Improvement Objective?

The objective is to ensure that people have access to suitable accommodation. For most people, their homes are the foundation for everyday life and are critical to their quality of life. Most households are able to find homes through owner-occupation, the social rented sector or, increasingly, the private rental market but we need to make sure that the supply of housing is aligned to local housing needs and that there is help available for individual households who cannot find homes or whose housing is unsuitable, in poor condition or at risk. The housing objective means:

- Securing the provision of a variety of homes for people to rent or buy
- Ensuring that if people's needs change their home can still be made accessible for them
- Minimising the impact of housing crisis on individuals and families.
-

Why have we chosen this Improvement Objective? / Why is it important?

A successful city needs to have a variety of different homes to rent and buy, for different types of household, so that people can choose where they live and find the right kind of housing for them.

The housing objective supports all of the sustainable development principles for future generations but is integral to three. 'Cohesive communities' need the right homes for people to occupy: in the right home and the right area, people feel more settled, they can plan for the future and participate in the local community. With a sense of community, people feel safer and are more likely to support each other. For a 'Healthy Wales', people need homes that are safe and warm, that enable them to maintain continuity of health care, and to join in with activities that help them maintain their physical and mental well-being. To have a 'Prosperous Wales', families need homes where there are opportunities for education, training, and employment, so that people can secure their own economic prosperity and contribute to the local and national economy.

What have we done so far?

Through the Local Housing Market Assessment and the Local Housing Strategy, the Council balances the longer-term housing needs of the city with the interventions needed to support individual households and communities in the short term. The authority has a commitment to provide new affordable homes through both the planning process and through the social housing grant programme. Planning policy is in place to ensure a provision of affordable housing on all sites of 10 or more units in the urban area and on sites of 3 or more in the rural communities. This policy has ensured the delivery of affordable homes where new market properties are being developed and has provided mixed and balanced communities throughout the authority area. Each year Welsh Government allocates Newport City Council almost £2 million for the delivery of affordable homes, this allocation is fully committed each year and additional funds are also requested towards year end.

The provision of disabled facilities grants are a statutory function of any local authority and together with safety at home grants ensure that homes are safe and accessible for their residents. Newport has undertaken a thorough review of the process in recent years, making amendments to the process to speed up the delivery of grants and prevent bed blocking in hospitals. Ensuring that people can live safely in their own homes helps to relieve pressure on health and social care services.

Sadly all too often people can lose their home due to financial pressures, this can sometimes be avoided with early intervention and support. The prevention of homelessness rather than the reactive service of providing temporary accommodation for families is seen by all local authorities as good practice; not only because of the significantly improved outcome for the individuals concerned but also because of the reduced costs to the public purse. Newport's Housing Advice Service has assisted many families and individuals in retaining their home and remaining within their communities, the pressures of changes to the welfare benefits system will make this service even more vital in the year ahead.

What are we going to do?

What are we going to do this year?	What difference will it make?
3.1 To secure additional units of affordable housing and bring empty private homes back into use	More good quality, affordable homes will be available in Newport
3.2 To minimise the waiting times for major and minor adaptations	More people with a disability will be able to live independently; fewer will have to go to hospital or residential care because their home is unsuitable, while others will be able to come out of hospital sooner, helping to free up hospital beds
3.3 To prevent people become homeless whenever we can	Families and individuals will not have to face the trauma and disruption of homelessness More people in Newport will be prevented from being made homeless in the first instance and will be able to remain in their existing communities Proportionally fewer people will be placed into emergency accommodation such as hostels and other forms of temporary housing used by the Council

How will we know?

Measure	Current performance	Comparative performance	Target for 16/17
How much did we do?			
3a Number of affordable housing units delivered	142 (2014/15)	106 (2013/14)	60
3b No. people approaching authority for housing advice and assistance who are either homeless or at risk of being made homeless (Section 62 Assessment triggered under Housing (Wales) Act 2014)	680 (quarter 2 2015/16)	716 (quarter 1 2015/16)	650 per quarter
How well did we do it?			
3c PSR/002 Timing of Disabled Facilities Grants	261 days (2014/15)	319 days (2013/14)	238 days
3d PSR/006 Average days non-DFG adaptations	18 days (2014/15)	13 days (2013/14)	19 days
Is anyone better off?			
3e The percentage of households for whom homelessness was prevented under s66 Housing (Wales) Act 2014	56% (quarter 2 2015/16)	61% (quarter 1 2015/16)	50%

Partnership: Who do we need to collaborate with?

- Welsh Government, Registered Social Landlords, commercial housing developers, private sector landlords, hospitals and health services, voluntary sector organisations, emergency services, owners of empty properties

What risks do we need to manage?

Risk	Mitigation/Prevention Activity	Risk Rating
Welsh Government funding for Social Housing Grant and housing initiatives	Maximise spend of existing funding and respond promptly to other funding opportunities as they arise	M
Impact of housing market conditions on private sector investment	Maintain relationships and services to support private sector activity as far as possible	M
Capacity of housing service, including ability to respond to those in crisis due to welfare reform cuts by central government	Maximise the capacity of housing services to ensure that services can be delivered effectively to meet need	M

Financial Implications

Improvement objective	Identified funding to deliver improvement (£'000)	Additional Financial comments
3.1 To secure additional units of affordable housing and bring empty private homes back into use	£224,758	The strategy and development budget is core funded. It funds a team of professionals whose responsibility it is to secure additional affordable housing and also to ensure that empty homes are brought back into use.
3.2 To minimise the waiting times for major and minor adaptations	£1,412,528	Funding consists of £1.436m capital funding for the provision of safety at home and disabled facilities grant (DFG). There is a team of core funded staff who are responsible for delivering the major and minor adaptations service (£242,506). In addition the Authority delivers an agency service for a fee which is top sliced from the capital budget (£265,978).

Improvement objective	Identified funding to deliver improvement (£'000)	Additional Financial comments
3.3 To prevent people become homeless whenever we can	£537,410	The homelessness prevention budgets are also used to manage temporary accommodation. External grant funding of £129,600 is received through supporting people grant (TASA) – with any external grant funding there is a risk should this reduce.

Improvement Objective 4

City Regeneration and Development

[Link to Corporate Plan](#): A Learning and Working City

[Lead Cabinet Members](#): Cabinet Member for Regeneration, Investment and Housing and Cabinet Member Skills and Work

[Lead Officer](#): Head of Regeneration, Investment and Housing Services

What is the Improvement Objective?

Following a comprehensive consultation exercise, in April 2015 Council reaffirmed development and 'City Regeneration and Development' as one of the foremost priorities amongst its programme for continuous improvement. The objective goes hand-in-hand with the delivery of the Council's ten-year Economic Growth Strategy 'People, Places, Prosperity', which will continue to drive Newport forward as '*an area of visible change, with high aspirations, high achievement and shared prosperity*'. The key aims within this strategy that align with the improvement objective are:

- Deliver shared prosperity: establish robust skills and work partnerships, supporting identified growth sectors for Newport and the region and maximising future employment opportunities;
- Create an excellent economic environment: maintaining focus on city development and regeneration, increasing Newport's contribution to the wider city-region, and increasing connectivity;
- Move Newport up the value-chain: nurturing high-growth sectors and promoting innovation and entrepreneurship.

Why have we chosen this Improvement Objective? / Why is it important?

2015 has been a landmark year for Newport, with the long-awaited opening of the mixed-use leisure and retail development at Friar's Walk in November 2012 re-establishing the city as a key destination for leisure and retail. This latest achievement adds further impetus to Newport's growing profile as a credible international destination capable of hosting international events of the very highest calibre, including the 2010 Ryder Cup and 2014 Nato Summit.

The opportunities presented by a resurgent Newport have helped generate unprecedented and on-going package of investment totalling over £250m into Newport city centre. Major infrastructure works, including the M4 relief road, rail electrification and the South Wales Metro project will enforce Newport's status as a strategic economic location in South Wales. Newport's significant, on-going programmes supporting new housing development, and the prestigious project to establish a Welsh Convention Centre at the Celtic Manor, are further positive news for the city.

Such projects underline that Newport cannot rest on the achievements to date in regenerating the city and must ensure that the city's upward momentum is not lost, and that the potential benefits these major projects can deliver for the communities and residents of the city are fully realised. City regeneration and development can therefore be seen as a primary activity for the Council and its mission of 'improving people's lives'.

What have we done so far?

The previous five years have seen Newport achieve a strong record across its physical and social regeneration activity, both in the city centre and its wider communities:

- Completion of the £90m Friars Walk shopping and leisure development, bringing 1200 new jobs.
- Delivery of Newport's £60m Welsh Government Vibrant and Viable Places programme 'Connecting Commercial Street' to March 2017;
- Establishment of 'Newport Now', a Business Improvement District for the city centre.
- Completion of the Admiral redevelopment, bringing a further 1200 jobs into the city centre
- Completing the Welsh Government key building programme of £2.5 million (covering a range of key buildings and a new High Street entrance to the Indoor Market);
- A £4 million package of city centre improvements was completed in 2010 in preparation for the Ryder Cup;
- The creation of a new riverside park and walkway has been completed along with a number of public realm improvements, including supporting the Wales Coastal Path;
- The completion of multiple large scale energy savings schemes across hard to treat properties in Newport, creating employment, reducing poverty and making Newport communities more sustainable and attractive places to live;
- The completion of the restoration of a number of locks in the 14 locks canal system
- The establishment of the Work Based Learning Academy, creating hundreds of new training opportunities for local residents
- Business loans, start-up grants and inward investment support enabling creation and safeguarding of over 1,300 jobs
- Delivery of superfast broadband vouchers scheme to businesses in Newport and the wider region.
- Supported the creation of Platform II Software Academy in partnership with Cardiff University
- Town Centre Partnership fund for Maindee

What are we going to do?

What are we going to do this year?	What difference will it make?
4.1 Deliver VVP Programme	Deliver significant new or improved city centre housing Create new jobs and training opportunities Increase city centre footfall
4.2 Provision of coherent business support	Advice/Grants/loans
4.3 Commercial floor space developed	Improve commercial space available in the city, viability of businesses and trading environment. Increase city centre footfall.

How will we know?

Measure	Current performance (2015/16)	Comparative performance (2014/15)	Target for 16/17
How much did we do?			
4a VVP- programme delivery	£2,250,000	£5,821,962	£4,364,879
4b VVP- commercial floor space improved	1339 sq m	1189 sq m	1000 sq m
How well did we do it?			
4c Jobs created/enabled (VVP + Business Support)	498	484	420
Is anyone better off?			
4d VVP – Increase in city centre Housing	49	N/A	65

Partnership: Who do we need to collaborate with?

Members of the Local Service Board; The business community and city centre traders; Welsh Government; Welsh Government Task Force; Third Sector & RSL developers

What risks do we need to manage?

Risk	Mitigation/Prevention Activity	Risk Rating
Developer interest/available property	Suitable alternative properties / schemes will be identified as reserve schemes	Low – interest from developers across sectors currently strong
Inability to achieve funding	Submit strong bid for VVP11 Sept 2016 Explore further funding opportunities (e.g. Lottery Funding)	Medium – risk of competitive bidding processes to be managed via submission of strong bids based on current and evolving partnerships

Financial Implications

Improvement objective	Identified funding to deliver improvement (£'000)	Additional Financial comments
4.1 Deliver VVP programme	£4,364,879	External grant funding from Welsh Government. This is the third year of the three year programme. The regeneration of the city centre delivered by the programme includes improved housing, public realm, and increased commercial floor space.
4.2 Provision of coherent business support	£60,000	Core budget of £60,000 has been secured to provide additional support to businesses. Business loans are offered and in previous years businesses have externally funded UK Steel grants available. Reduction in external funding is a concern as will impact upon the level of financial support that can be offered.
4.3 Commercial floor space developed	N/A	As above

Improvement Objective 5

Supporting young people into education, employment or training

Link to Corporate Plan: A Learning and Working City

Lead Cabinet Member: Cabinet Member for Skills and Work

Lead Officer: Strategic Director - People

What is the Improvement Objective?

Evidence from work undertaken by Professor David Egan (on behalf of the Joseph Rowntree Foundation) suggests that efforts to prevent young people from becoming NEET have a more profound long term impact than work undertaken to support young people who are NEET back into provision. The Improvement Objective of Supporting Young people to remain within education, employment or training focuses on early identification, information sharing and additional, specific provision to meet the needs of young people.

Why have we chosen this Improvement Objective? / Why is it important?

This Improvement Priority is important because Newport has the highest percentage of young people becoming NEET in Wales. Consultation on the Improvement Priorities clearly shows that this is a priority for people within Newport and it is a focus of the Single Integrated Plan. As a Local Authority we have very clear statutory responsibilities for Youth Support Services, as detailed within the Learning and Skills Act – these are specifically intended to ensure that young people make successful transitions within learning. Welsh Government has required Local Authorities (under their powers within the Learning and Skills Act) to implement the Youth Engagement and Progression Framework and the Improvement Priority is focused on this.

What have we done so far?

Significant progress has been made in relation to provision of support for young people not in education, employment or training during 2015/16. The Local Authority has taken the lead in implementing the Youth Engagement and Progression Framework (YEPF) and has developed an early identification tool which all secondary schools are using. There are robust partnership arrangements in place to manage processes both pre and post compulsory school age and these are backed up by an Information Sharing Protocol. Careers Wales have been able to provide data in a timely manner that has supported the allocation of appropriate support to young people where a straightforward transition is not possible. The delivery of work focused programmes through the Work Based Learning Academy, Newport Works Programme and tackling poverty programmes (Families First and Communities First) has ensured that support is always available for young people to help with the transition. The Youth Service has undertaken an invaluable role in tracking and engaging with young people who have disengaged from services and providers. Schools have put in place best practice support arrangements for young people who may be at risk of disengaging from learning and providers of post compulsory education work well together to better plan provision.

What are we going to do?

Implement the Youth Engagement and Progression Framework action plan in line with Welsh Government guidance, focusing on early identification, tracking, brokerage, employability, accountability and provision by:

What are we going to do this year?	What difference will it make?
5.1 YEPF Co-ordinator providing support for the use of the early identification tool with schools and managing the provision of lead workers for individuals at risk	This will ensure that the appropriate support can be put in place for young people at the earliest opportunity, preventing young people from becoming NEET
5.2 Deliver the Families First Children and Young People’s Skills Project to targeted young people within school	Professional Youth Worker support for targeted young people, supporting them to remain within education
5.3 Deliver the Inspire to Achieve and Inspire to Work ESF projects to at risk young people identified through the YEPF Early Identification tool	Enhanced support for the most vulnerable young people, both pre and post 16. Offering mentor support, work experience and progression routes into further learning, education and employment.
5.4 Communities First NEET engagement project under its learning theme will be delivered across 4 cluster areas of Newport. Supporting young people to engage in learning activities.	Offering 16 – 17 year old people learning opportunities to enable them to re – engage into education and training opportunities.
5.5 Deliver Communities 4 Work programme that is funded by ESF and Welsh Government. Target and support 18 – 24 year olds disengaged looking for employment.	Provide vocational training and support for those actively searching for full time sustainable employment, reducing those counted as NEET.
5.6 Direct work with Careers Wales to ensure data and tracking systems are in place and working effectively to track ALL young people on transition	This will ensure the provision of accurate, timely and intelligent information, in line with the agreed Information Sharing Protocol, and will specifically contribute to the limiting of the numbers of young people who become unknown or NEET
5.7 Working with providers of education and further learning to ensure appropriate provision is in place at post compulsory education transition points	The YEPF requires us to have a specific offer of education or training for all young people when they leave compulsory education and this will be managed through a Post 16 Practitioners group, with representatives of all providers
5.8 Develop and deliver specific employability programmes through Work Based Learning Academy to meet the needs of those young people who are only seeking employment (including apprenticeship)	A significant proportion of our NEET total are only looking for employment so this will proactively help them achieve their goals and reduce the numbers who are NEET. Providing specific job clubs for young people and specific route way opportunities such as apprenticeships.

What are we going to do this year?	What difference will it make?
5.9 Map provision for those young people unable to progress against their specific needs and ensure robust mechanisms are in place to support transition	Some young people are unable to continue in education, learning or employment for a variety of reasons, such as caring responsibilities, illness (including mental health problems) or involvement in the criminal justice system. Being better able to understand the needs and resource issues will enable us to make a real difference in their lives.
5.10 Meet regularly with Careers Wales, Schools, Work Based Learning Providers and Coleg Gwent to ensure provision appropriately meets the needs of young people	This will ensure better information exchange and shared accountability for those young people unplaced.
5.11 Ensure there is a focus on the statutory responsibilities within the Learning and Skills Act so that the Council is confident that we are meeting our statutory Youth Support Services responsibilities (in line with Welsh Audit Office recommendations)	The Local Authority has a statutory responsibility to ensure sufficiency of and to participate in support services for young people that enable them to actively participate in education, learning and the communities (collectively referred to as Youth Support Services). This will be more robustly monitored within this Improvement Priority.

How will we know?

Measure	Current performance (December 2015)	Comparative performance (December 2014)	Target for 16/17
How much did we do?			
5a Number of young people accessing Children and Young People's Skills Project	836	858	1000
5b Number of enrolments on basic skills courses	98	16-24 year olds = 114 (2014-15)	115
5c Number of 16-17 year old entrants into Work Based Learning Academy	485	439	150
5d Number of 18-24 year old entrants into Work Based Learning Academy	NA	NA	350
How well did we do it?			
5e Number of young people within Tier 2 progressing to Tier 3 and above (Careers Wales 5 Tier Model).	New Measure	New Measure	20
5f Retention rates for enrolments on accredited basic skills courses	Dec 2015 97% (95 of 98)	In 2014-15 80% retention (91 of 114)	88%
5g Achievement rate for enrolments on accredited Basic skills courses	Data not yet available (courses still running)	80% achievement (partial or full)	82%
5h Retention rate for learners on community learning courses (excluding basic skills)	Dec 2015 87% (95 of 109)	Not available	87%
5i Achievement rate for enrolments on community learning courses (excluding basic skills)	Data not yet available (courses still running)	78.5% (partial or full)	80%
5j % young people recorded as unknown following compulsory education (Careers Wales Destination Survey)	Annual data not yet available	0.7% (2013/14)	0.5%
Is anyone better off?			
5k % of year 11 NEETS	Annual data not yet available	4.75% 2014 (latest published data)	3.5% (2014/15 academic year leavers)

Measure	Current performance (December 2015)	Comparative performance (December 2014)	Target for 16/17
5l % of year 13 NEET	Annual data not yet available	6.49% 2014 (latest published data)	4% (2014/15 academic year leavers)
5m % of 16-18 year olds not in education, employment or training (October)	Annual data not yet available	8% (October 2014)	10% October 2016
5n Number of 16-17 year olds progressing from Work Based Learning Academy to further opportunity	New Measure	New Measure	70
5o Number of 18-24 year olds progressing from Work Based Learning Academy progressing to further opportunity	176	99	100

Partnership: Who do we need to collaborate with?

Work to support young people to remain within education, employment and training is co-ordinated within a robust partnership framework, in line with statutory requirements. The Family Support Services Board has overall responsibility for our partnership response to youth support provision. The co-ordination is undertaken through the Young People’s Education, Employment and Training Group and this is supported by Pre and Post 16 Partnerships and a Learning Provider Network of all providers across Newport. Careers Wales are a critical partner within this work as they have responsibility for referral and placement, management of the database of all young people across Newport and they undertake the annual Destination Survey from which we gather much of our performance data.

What risks do we need to manage?

Risk	Mitigation/Prevention Activity	Risk Rating
Failure to secure ESF Funding to support the delivery of programmes.	Work on-going regionally and with WEFO to ensure success	Low
On-going budget and resourcing issues limiting the work that can be done with young people who are unable to make successful transitions	This is being addressed with partners through the Family Support Services Board.	Medium

Financial Implications

Improvement objective	Identified funding to deliver improvement (£'000)	Additional Financial comments
<p>5.1 YEPF Co-ordinator providing support for the use of the early identification tool with schools and managing the provision of lead workers for individuals at risk</p> <p>5.6 Direct work with Careers Wales to ensure data and tracking systems are in place and working effectively to track ALL young people on transition</p> <p>5.9 Map provision for those young people unable to progress against their specific needs and ensure robust mechanisms are in place to support transition</p> <p>5.10 Meet regularly with Careers Wales, Schools, Work Based Learning Providers and Coleg Gwent to ensure provision appropriately meets the needs of young people</p>	£54,169	A Youth Engagement Progression Framework grant of £54k has which has been confirmed for 2016/17, from the Welsh Government. This will be used to help develop these improvement objectives.
5.2 Deliver the Families First Children and Young People's Skills Project to targeted young people within school	£400,000	This project is delivered by the youth service and is 100% recovered by funding from Families First grant

Improvement objective	Identified funding to deliver improvement (£'000)	Additional Financial comments
5.3 Deliver the Inspire to Achieve and Inspire to Work ESF projects to at risk young people identified through the YEPF Early Identification tool grant funded	Total budget for Newport – Inspire 2 Achieve ESF £155,573 Inspire 2 Work ESF £168,000	This project will be funded by the European Social Fund up to the 31 st March 2018.
5.4 Communities First NEET engagement project under its learning theme will be delivered across 4 cluster areas of Newport. Supporting young people to engage in learning activities.	£82,000	Funded through a combination of Communities First (£12,000) and SLA agreement with ITEC Training (£70,000).
5.5 Deliver Communities 4 Work programme that is funded by ESF and Welsh Government. Target and support 18 – 24 year olds disengaged looking for employment.	£488,858	This project is 100% funded up to 31 st of March 2018. The funding is provided by Welsh Government and the European Social Fund.
5.7 Working with providers of education and further learning to ensure appropriate provision is in place at post compulsory education transition points 5.11 Ensure there is a focus on the statutory responsibilities within the Learning and Skills Act so that the Council is confident that we are meeting our statutory Youth Support Services responsibilities (in line with Welsh Audit Office recommendations)	£383,407	The core Partnership and Policy budget is available to deliver these improvement objectives.
5.8 Develop and deliver specific employability programmes through Work Based Learning Academy (WBLA) to meet the needs of those young people who are only seeking employment (including apprenticeship)		The work of the WBLA is on-going requiring a budget for staff time. The funding for these staff is 100% recovered from the Work Programme.

Improvement Objective 6

Ensuring the best educational outcomes for children

[Link to Corporate Plan:](#) A Learning and Working City

[Lead Cabinet Member:](#) Cabinet Member for Education and Young People and Cabinet Member for Skills and Work

[Lead Officer:](#) Chief Education Officer

What is the Improvement Objective?

To ensure all our pupils are effectively engaged in education so that they can attain the best possible educational outcomes. This includes vulnerable learners that may be at risk of not reaching their expected level of attainment.

Why have we chosen this Improvement Objective? / Why is it important?

In order to ensure that all pupils reach their learning potential at every key stage they need to be in school; barriers to learning need to be mitigated (especially poverty) and extra support given to literacy and numeracy. The indicators will inform the forward planning of the Education Service in partnership with the Education Achievement Service (EAS) and schools.

What have we done so far?

Over the past three years standards in education across Newport have improved in all Key Stages. Foundation Phase and Key Stage 2 pupil outcomes are strong. More intensive work needs to progress within our secondary schools to ensure standards improve at a faster pace and meet the all Wales average performance. Newport primary schools achieve well within National Categorisation. 50% of primary schools are categorised as green (in relation to the 22% average across Wales). Only 12.5% (or 1) Newport secondary school(s) is categorised as green (in relation to the 18% average across Wales). However, this is the only green secondary school in the region.

Support to improve the quality of teaching and learning is well established and all Newport schools have participated in varying support programmes with the aim of improving literacy, numeracy and outcomes of those pupils disadvantaged by poverty. Pupils entitled to Free School Meals (FSM) have improved in all Key Stages. However, stronger acceleration of FSM performance is required in Key Stage 3 and 4 in order to further mitigate the risks of deprivation and ensure educational equity. Newport is ranked in 16th place (out of 22) in terms of Free School Meal entitlement across Wales.

Attendance has improved across the city, although Newport's attendance figures do not meet the Wales average figures. Secondary attendance is of particular concern. Improved attendance is linked to improved pupil attainment and must be secured in order to accelerate the life chances of children and young people in Newport. A city wide attendance forum has been established. An attendance action plan has been developed in order to overcome non-

attendance obstacles and share good practice. The work of the forum needs to continue and develop so that each Newport school has the ability to support and challenge pupil attendance in a fair and consistent way.

Data shows that pupil exclusions are too frequent in Newport. Exclusion data is now shared and understood by all stakeholders. The local authority is working with secondary schools to prevent pupil exclusions and to plan alternative provision where young people can be successful. This work needs to be further developed in order to ensure that pupils are fully engaged in an appropriate curriculum which leads to employment.

What are we going to do?

What are we going to do this year?	What difference will it make?
<p>6.1 Improve the number of pupils achieving the expected level in the Key Stage 3 Core Subject Indicator, the number of pupils achieving the Level 2 Inclusive Indicator (in particular those accessing Free School Meals), the number of pupils gaining a Level 2 in GCSE Maths and English.</p> <ul style="list-style-type: none"> The local authority will continue to commission the services of the Education Achievement Service to support and improve the quality of leadership and management / teaching and learning in Newport schools. The local authority will continue to focus on the national priorities of <i>'improving literacy, improving numeracy and reducing the impact of poverty and deprivation'</i>. 	<p>Pupils continuing to achieve well at Key Stage 3 and 4 are more likely to have the opportunity to progress to Further and Higher Education as well as securing employment (improving their life chances of gaining economic, physical, social and emotional well-being).</p>
<p>6.2 Improve Primary & Secondary Attendance</p> <ul style="list-style-type: none"> The local authority will continue to address the attendance action plan with schools. 	<p>Improved attendance is linked to improved pupil attainment. This objective will support opportunities and life chances. <i>(Of pupils who miss between 10 per cent and 20 per cent of school, only 35 per cent manage to achieve five A* to C GCSEs, including English and maths).</i></p>
<p>6.3 Reduce pupil exclusions</p> <ul style="list-style-type: none"> The Local Authority will agree exclusion targets with secondary schools and monitor their success. <p>An exclusion reduction action plan will be developed and progressed in partnership with secondary schools and the local authority (with a view to reducing the number and days lost to exclusions across the city).</p>	<p>Pupils who are excluded are more likely to become NEET (not in Education, Employment or Training). Reducing exclusions will help to improve pupil attainment and support their chances in becoming successful in the workplace.</p>

How will we know?

Measure	Current performance (2015/16)	Comparative performance (All Wales Average)	Target for 16/17
How much did we do?			
6a.Total number of days lost to secondary fixed term exclusions	2160 days	Not available	2052
How well did we do it?			
6b. Attendance levels primary school EDU/016a	94.5	All Wales average 94.9	94.6
6c. Attendance levels secondary schools EDU/016b	93.1	All Wales average 93.8	93.2
Is anyone better off?			
6d. Pupils achieving the expected CSI outcome at the end of Key Stage 3 EDU/004	81.6	All Wales average 83.9	82.1
6e. Percentage of FSM pupils achieving Level 2 Inclusive	26.4	All Wales average 31.6	28.5
6f. Total percentage of pupils achieving the Level 2 Inclusive	54.2	All Wales average 57.9	55.2
6g. Pupils achieving Level 2 Maths	59.6	All Wales average 61.7	61.7
6h. Pupils achieving Level 2 English	67.7	All Wales average 66.2	68

Partnership: Who do we need to collaborate with?

Welsh Government

EAS

Schools and Head teachers

Citizens of Newport including parents & pupils

Social Services

Health

Police

Youth Offending Team

Youth Services

Communities First

Voluntary Groups

South East Wales consortia area working groups

SE Wales Safeguarding children board

What risks do we need to manage?

Risk	Mitigation /Prevention Activity	Risk Rating
Increasing numbers of new arrivals into Newport schools	Continue to review needs of service linked to New Arrival needs	High – reduction in funding is an on-going concern
Pressure on school places	<p>A primary school expansion programme is underway with directed capital investment to areas of the city where Section 106 monies are unable to be accessed.</p> <p>Families have been split between schools to accommodate admissions which impacts on attendance, lateness and well being</p>	<p>Low – work in progress, no barriers</p> <p>High – the primary expansion programme continues to extend places but demand is increasingly high</p>
Numbers of pupils with additional learning needs increasing / relatively small workforce to support pupils and those at risk of exclusion	<p>Service and team plans must be focussed on key outcomes for pupils with additional learning needs / those at risk from exclusion.</p> <p>LA links with EAS to ensure schools are challenged and supported to secure the right provision</p> <p>SEN statementing will change to ensure that all agencies are involved in supporting pupils.</p>	<p>Medium - work needs to be re-focussed, staffing budgets at risk.</p> <p>Medium – limited EAS support available</p> <p>Medium – Awaiting further Welsh Government guidance and will need time to achieve</p>
Underpinning all of these risks is the continuing financial pressure	<p>The Service Area will need to be realistic around the resources available.</p> <p>The Service Area will continue to monitor the existing budget regularly</p>	<p>Medium - Robust service area planning will consider resource allocation</p> <p>Low – Systems in place</p>

Financial Implications

Improvement objective	Identified funding to deliver improvement (£'000)	Additional Financial comments
6.1 Improve the number of pupils achieving the expected level in the Key Stage 3 Core Subject Indicator, the number of pupils achieving the Level 2 Inclusive Indicator (in particular those accessing Free School Meals), the number of pupils gaining a Level 2 in GCSE Maths and English.	£8,775,037	The budgets available to deliver this improvement have been identified from a number of areas; they include the EAS contribution of £875,415, external grant funding of £7,899,622 (EIG) and £4,231,500 (PDG). Reduction in WG funding is an on-going financial concern.
6.2 Improve Primary & Secondary Attendance.	£305,233	The Education Welfare Service budget is available to deliver this improvement.
6.3 Reduce pupil exclusions.	£264,936	The Inclusion Management budget (noted) is available to deliver this improvement. The AEN services were delegated to schools and provide support to help deliver this improvement objective.

Improvement Objective 7

Increasing Recycling

[Link to Corporate Plan: A Green and Healthy City](#)

[Lead Cabinet Members: Cabinet Member for Streetscene and City Services](#)

[Lead Officer: Head of Streetscene and City Services](#)

What is the Improvement Objective?

To increase recycling and divert waste from landfill. To ensure Newport delivers the Welsh Government objectives for the increasing of recycling and the European targets for diversion of waste from landfill, every recycling and diversion opportunity available to the city must be explored and where applicable, implemented.

The diversion of residual municipal waste from landfill will largely be covered by the operation of Prosiect Gwyrdd. Therefore, this objective will largely focus on encouraging businesses and residents within the city to recycle more which will maximise the potential currently being classified and treated as residual waste.

Why have we chosen this Improvement Objective? / Why is it important?

This objective has been chosen as it has a significant implication for council budgets and is a topic of high interest to our residents. This objective will be focused mostly on the benefits that can be gained through customer education and guidance on how to recycle, how to recycle more and why it is important.

It is accepted that around 30% of our residents either fail to recycle their waste or only recycle when their residual waste bin is full. If all these residents performed in line with the Newport average then an estimated 2,600 tonnes would be diverted from landfill at a saving of £208,000 a year in tax/disposal costs.

Additionally, we will explore the diverse nature of the city with a view to improving communication, informing and helping the numerous cultural and ethnic groups we have within our city to recycle and recycle more.

What have we done so far?

The Council provides a high quality low cost recycling service and in 2014/15 recycled/composted 52.03% of its municipal waste and landfilled 23,120 tonnes. Newport is also a lead member of Prosiect Gwyrdd a £1bn project to divert waste from landfill, create energy from waste and also provide increased recycling.

Newport offers a comprehensive household kerbside recycling collection service including card, garden, dry recyclables and food waste. The Council delivers an alternate week residual waste collection service and started roll-out of smaller wheeled bins that will be finished soon. The Council also offers a comprehensive household waste recycling facility which has recently improved the reuse shop after its success during the first year of operation.

What are we going to do?

What are we going to do this year?	What difference will it make?
<p>7.1 To improve the recycling services</p> <p>In order to improve the current service and with the aim of increasing the recycling performance, Newport City Council is planning to increase cardboard collections adding them to the weekly kerbside collections, together with collecting tetra pak as a new recyclable material. This will enable resident to recycle more materials and more frequently leaving only non-recyclable items to be collected fortnightly. Roll out of smaller refuse bins will be finished too.</p> <p>Newport City Council will also aim to improve the recycling activity in areas of flats, which due to their different characteristics present some challenges and historically have a lower recycling rate.</p> <p>A doorknocking campaign will also be carried out, to help engage with residents and effectively communicate all the projected changes, also including activities with schools or community hubs.</p> <p>Finally The Council will analyse options to improve the House Waste Recycling Centre facilities to make it more accessible and efficient</p>	<p>It will facilitate the development of appropriate targeted strategies and interventions.</p> <p>Enable NCC to evaluate various recycling options.</p> <p>Raise awareness of the waste hierarchy and favour reuse and recycling options over other mechanisms.</p> <p>Offer an improved service to residents that makes the recycling activity easier</p>
<p>7.2 To divert all household and trade refuse waste collected by the Council by making use of the Prosiect Gwyrdd waste to energy facility during its first year of full operation</p>	<p>This will divert all remaining NCC municipal waste from landfill and will help the recycling activities by recovering and recycling end of process materials such as metals and incinerator bottom ash</p>

How will we know?

Measure	Current performance (date)	Comparative performance (date)	Target for 16/17
How much did we do?			
7a Percentage of municipal waste recycled or composted.	56.39%	52.03% (14/15 year end)	58%
7b Amount of waste sent to landfill	30.03%	36.65% (14/15 year end)	18%
How well did we do it?			
7c Percentage of municipal waste recycled at the HWRC site	61.91%	N/A	65%
7d Increase in participation in areas with low performance- doorknocking and communications campaign	-	N/A	2%
Is anyone better off?			
7e NCC proposed trial exercise to reduce residual waste and improve recycling performance in 80 blocks of flats	-	N/A	25%

Partnership: Who do we need to collaborate with?

Welsh Government

Wastesavers

Waste Awareness Wales

The residents and businesses in Newport.

WLGA

What risks do we need to manage?

Risk	Mitigation/Prevention Activity	Risk Rating
Failure to meet Welsh government recycling targets could result in substantial fines.	Initiatives to increase recycling.	Medium
Failure to meet European Landfill Diversion Targets could result in substantial fines.	Prosiect Gwyrdd will eliminate this risk.	Low
Failure to increase recycling could result in increased costs	Initiatives to increase recycling.	Medium

Financial Implications

Improvement objective	Identified funding to deliver improvement (£'000)	Additional Financial comments
7.1 Improve Recycling Services	£3,612,744	<p>The budgets available to deliver this improvement have been identified from a number of areas; they include core funding of £857,647 plus external grant funding in the form of the Environmental Sustainability (ESD) revenue grant of £2,755,097 from Welsh Government (WG). Reduction in WG funding is an on-going financial concern.</p> <p>There is a risk associated with sustaining future revenue funding as any reduction in core funds could affect the Authority's ability to meet the Welsh Assembly Government 70% recycling and composting rate by 2025.</p>
7.2 To divert all household and trade refuse waste collected by the Council by making use of the Prosiect Gwyrdd waste to energy facility during its first year of full operation	£3,107,781	Fee payable to Viridor in respect of the partnership arrangement with other neighbouring authorities. All authorities are committed to recycling and composting and meeting the challenging targets ahead.

Improvement Objective 8

Preventing offending and re-offending of young people

Link to Corporate Plan: A Safer City

Lead Cabinet Members: Cabinet Member for Education and Young People

Lead Officer: Head of Children and Young People Services

Description of Improvement Objective

The principle aim of the youth justice system, established by section 37 of the Crime and Disorder Act 1998, is to prevent offending by children and young people.

This relates to prevention of

- anti-social behaviour and offending;
- appropriate use of Out of Court Disposals to divert young people from the criminal justice system
- reducing the rate of proven re-offending and
- reducing the proportion of young people sentenced to custody.

In line with Welsh Government and Youth Justice Board policy, we believe that prevention is better than cure and that children are young people first and offenders second.

Why have we chosen this Improvement Objective? / Why is it important?

The objectives above are statutory ones for all Youth Offending Services (YOS) and the YOS's performance in relation to these evidence it's success or otherwise to contribute towards them. In order to meet these objectives, effective use of preventative interventions and Out of Court Disposals, are proven important aspects of achieving and maintaining safer communities and improving the perception of safety within communities.

It is acknowledged that the YOS is not able to directly control the number of young people offered Restorative Justice Disposals or referred to Bureau as decision making in relation to these rests with the Police, however what the YOS is able to do is advocate to ensure that as many young people as possible are offered opportunities for diversion from court and the system, and ensure that young people are offered preventative interventions (via Prevention service/youth service) at the earliest opportunity. It is also acknowledged within the targets set, account is taken for the fact that year on year there are less young people coming into the system, and those who do have more complex and challenging behaviours. The target for ETE specifically is set below those set by the YJB in recognition that this YOS, nor other YOS across the country actually meet those targets, thus those set aspire to a slight improvement on this year's performance.

In Newport, two teams directly deploy resource to meet the core aim - the Team Around the Family (Prevention Team) which offers specific individual voluntary early intervention in the form of Community Resolutions, as well as more generic voluntary support for young people and families in need, and the YOS, which facilitates out of court disposals and the raft of statutory court ordered interventions. Both teams can call upon a variety of specialist resource/intervention/agency involvement to support their work with young people, families, victims and communities. The multi-agency, collaborative nature of the service provides a cohesive approach to issues and assists with addressing the holistic needs of the service users to help tackle the root causes of offending.

What have we done so far?

The last year has been a challenging one, with change being the most significant constant. The period has been marked by the loss of two (50%) of the management team and a new Service Manager and operational manager coming into post with a firm focus on continuing with the improvement journey which commenced in the wake of the Inspection. The latter part of 2015/16 will also witness the departure of a third manager from the original team who has elected to accept an offer of voluntary redundancy. The Service has been supported by a Business Support and Development Manager role also being made available to the YOS and more recently the recognition of the need for a Senior Practitioner post in the service to straddle management and operation and drive up practice and performance. At the time of writing, this post has not yet been filled.

Substantial effort has continued to be dedicated to the post inspection improvement plan, and there has been much progress in relation to this including a rejuvenated management board; greater participation and involvement of partner's agencies and a more evident 'pulling together' and a stronger management team. A staff perceptions questionnaire completed in late 2015 evidenced that despite the change and challenge, generally the staff team were feeling that they were on a different, more positive journey, but there remains a long way to go.

In the latter part of 2015 these improvements were beginning to be evidenced in practice and performance and underpinned by stronger process and procedure, and in particular a more consistent and robust process of gatekeeping and quality assurance. At the end of quarter 2, the Youth Justice board commented that they would review the 'poor performing' category if progress continued. The most significant aspect of this improvement has been the reduction in the number of custodial sentences - having 'boasted' the worst/highest custody rate in wales in 2014/15, at the end of quarter 3 (January 2016) the trajectory is tracking at just under a 50% reduction (13 year to date). A project conducted to ascertain why our custody levels were so high uncovered a raft of very poor practice, which has been addressed through the year. A robust performance management process has been developed enabling the YOS to identify trends and patterns at an early stage, and then plan to address those. Another significant improvement is in relation to first time entrants into the youth justice system. Internal performance information indicates at the end of quarter 3, there has been over a 50% reduction in this cohort (this is based on real time performance data as opposed to historical data as reported by YJB) this is an indication that the early interventions/diversion activity is working well.

Having two permanent Operational Managers and a senior Social Worker on long term sick leave since October 2015, and the third manager being on maternity leave has hindered and delayed progress, however, two agency managers have brought tremendous support, insight and drive to the service which has enabled it to remain functional as well as not lose sight of improvements which are needed.

2015/16 saw an in year cut from the YJB (@£40K) which together with agency management costs contributed to an over spend current running in the region of £85K. Further funding cuts are planned in 2016/17 - PCC funding, potentially more YJB funding as well as cuts from partner contributions. This initiated the management board to request a paper outlining options to achieve a 10% funding reduction - this will result in the loss of posts, hence the challenge as we go into the new year, is how to continue to meet the statutory demands with less resource but at the same time, do that more effectively and in so doing strive for best practice which will translate into improved outcomes for young people using the service. These cuts are also facing the prevention service which supports the early intervention functions of the service.

In March 2016, Probation has confirmed a 50% cut this year and a further 50% next year; the YJB have commented that there could be up to a 25% cut. Other partners have not yet confirmed arrangements and funding levels.

The coming year will also host a significant change in the YOS IT systems, and a fundamental change in the way assessments are completed, recorded and monitored. The YOS will also relocate in the 2016/17 as a result of its current building being sold and a merger of the three YOS in Gwent is being planned. The challenge for Newport within the latter issue is how to ensure that the local needs do not get lost.

In February 2016 the much awaited Full Joint Inspection of the YOS took place. The draft report is due out on 21.3.16 and the final report in June 2016. Initial feedback following the Inspection was that 'significant progress' had been achieved and that a 'step change' had been made across the service. The challenge now will be how to sustain this and improve with a depleted resource.

What are we going to do?

What are we going to do this year?	What difference will it make?
8.1 Reduction in first time entrants	More young people diverted from crime and anti-social behaviour
8.2 Reduction in the use of youth custody	More young people supported to refrain from offending whilst subject to community sentences.
8.3 Access to Education, Training and Employment	Children and young people have access to full time education training and employment (ETE), suitable to their needs.
8.4 Access to timely mental health assessment and treatment (new PI)	Mental health needs impacting on behaviour are recognised at the earliest opportunity
8.5 access to timely assessment and treatment in relation to substance misuse.	Substance misuse impacting on behaviour and wellbeing is recognised at the earliest opportunity
8.6 Access to appropriate/suitable accommodation	Young people have a safe and secure place to live, thus reducing the need to resort to criminal behaviour to survive

How will we know?

Measure	Current performance (date)	Comparative performance (date)	Target for 16/17
How much did we do?			
8A. Percentage of young people referred for Community Resolution (monthly internal information)	94 (Q3 15/16) 37.30%	142 (14/15) 35.9%	30% (April 16- Mar 17)*
8B. percentage of young people referred to Newport Bureau for Out of Court Disposals (monthly internal information) <ul style="list-style-type: none"> % based on the proportion of YP having these interventions in 2014/15 and average of Q1-3 in 2015/16 	47 (Q3 15/16) 18.65%	89 (14/15) 22.5%	15% (April 16 – Mar 17)*
How well did we do it?			
8C. Number of first time entrants into the Youth Justice System (monthly internal reporting information based on live data)	30 (Q3 2015/15)	75 (14/15)	50 (April 16 - March 17)

Measure	Current performance (date)	Comparative performance (date)	Target for 16/17
8D. The number of young people sentenced to custody (actual number from internal monthly performance)	13 (Q3 2015/16)	24 (14/15)	15 (April 16 - March 17)
Is anyone better off?			
8E. Percentage of young people accessing suitable accommodation at the end of their intervention provided they are not in custody (monthly internal information)	88% (Q3 15/16)	81.1% (Q3 14/15)	80% (April 16 - March 17)
8F. Percentage of children and young people in the Youth Justice System, with identified substance misuse needs, who have access to appropriate specialist assessment. (monthly internal information)	75% (Q3 15/16)	93.5% (Q3 14/15)	80% (April 16 - March 17)
8G. Percentage of children and young people in the Youth Justice System, with identified mental health needs, who have access to appropriate specialist assessment. (monthly internal information)		Not measured.	80% (April 2016/17)
8H. Percentage of young people who receive Out of Court disposals who re-offend within the next 12 months. (quarterly internal information)	25.7% (Q3 15/16)	54.2% (Q3 14/15)	30% (April 16 - March 17)
8I. Percentage of young people who receive statutory orders who re-offend within the next 12 months (quarterly internal information)	(Q3 2015/16) Information not yet available		45% (April 2016/17)
8J. Number of ETE hours attended at end of statutory order (monthly internal information) YJB targets will be monitored quarterly (one quarter behind)		Not measured in same way.	School age (under 16) 17.5% hours a week Post 16 - 10 hours a week.(April 2016- March 2017) School age 25 hours a week Over 16 - 16 hours a week

Partnership: Who do we need to collaborate with?

Gwent Police
All Wales Probation Trust
Aneurin Bevan University Health Board
Barnardo's B@1
Careers Wales
Positive Futures

What risks do we need to manage?

Risk	Mitigation /Prevention Activity	Risk Rating
Reduction in grant funding /partner funding could affect staffing.	<ul style="list-style-type: none">• Increase the number of volunteers and sessional workers to provide mentorship for young people and investigate alternative funding streams.• Through increased gatekeeping and quality assurance, ensure that staff use time and resource effectively, and where possible in partnership with others to reduce costs and/or maximise economies of scale.• Review function and roles within the service to inform structural review.	High
Increase in re-offending of young people with very complex needs	<ul style="list-style-type: none">• Work with partners and YJB to identify 'what works' in diverting those with complex needs from further offending.• Through increased quality assurance and improved use of performance information, target preventative activity towards those young people most at risk, and ensure those who are in the system have the most robust and impactful interventions.• Ensure thorough and effective use of partner expertise and skills – effective multi-agency working.	High

Risk	Mitigation /Prevention Activity	Risk Rating
Lack of suitable education/training and employment (ETE) provision.	<ul style="list-style-type: none"> • Maintain YOS ETE worker to assist in identifying suitable placements. • Ensure YOS monitors and uses performance information regularly and effectively • Ensure the YOS Management Board maintains a strategic overview of performance and resource in this area, and take appropriate action as needed. • Work with partners to identify/develop new options. 	Medium

Financial Implications

Improvement Objective	Identified funding to deliver improvement (£'000)	Additional Financial comments
Preventing Offending and Re-offending of Young People	865	Funding for 2016-17 from YOS=£530k and Preventions=£335. There has been an additional funding pressure added in for 2016-17 of £87k. This was due to an in-year (2015-16) reduction in grant funding from the YJB and the engagement of a Senior Practitioner. Despite this pressure, further reductions in grant funding for 2016-17 [YJB (approximately £50k) and PCC (£15k)] are now very likely (awaiting confirmation). In addition to this, the Probation Service has confirmed a reduction of £26k for their Partner contribution for 2016-17. There is also a reduction in 2016-17 Families First grant funding (Prevention Service) of £31k.

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Report

Council

Part 1

Date: ** April 2016

Item No: Insert item number here

Subject Pay and Reward Policy

Purpose For Council to consider the updated *Pay and Reward Policy* for 2016/17

Author Rhys Cornwall, Head of People and Business Change

Ward All

Summary The Localism Act 2011 required English and Welsh local authorities to produce a “pay policy statement”, initially for the financial year 2012-13, and then on an annual basis. The legislation outlined a number of statutory requirements which must be included in any pay policy statement.

In March 2012, Council approved a *Pay and Reward Policy* which, as well as meeting the statutory requirements, widened the scope of the policy beyond that required by the Localism Act 2011 to cover the pay arrangements of all Council employees, including those in schools.

The *Pay and Reward Policy* has been updated to take account of changes which have taken place during the last 12 months which include the new Single Status pay and grading arrangements agreed on 18 May 2015 by way of collective bargaining. In addition minor revisions have been made to the body of the Policy to better reflect the purpose, scope and application.

Proposal For Council to approve the updated *Pay and Reward Policy* in order to meet the statutory requirement for a pay policy statement to be approved and published by Council on an annual basis.

Action by Chief Executive/Head of People and Business Change

Timetable Immediate

This report was prepared after consultation with:

- Chief Executive
- Head of Law and Standards
- Head of Finance
- Total Reward Project Manager

Signed

Background

1. *The Localism Act 2011* required English and Welsh local authorities to produce a “pay policy statement”, initially for the financial year 2012-13, and then on an annual basis.

Matters which must be included in the statutory pay policy statement are as follows:

- a local authority’s policy on the level and elements of remuneration for each chief officer
 - a local authority’s policy on the remuneration of its lowest-paid employees (together with its definition of “lowest-paid employees” and its reasons for adopting that definition)
 - a local authority’s policy on the relationship between the remuneration of its chief officers and other officers
 - a local authority’s policy on other specific aspects of chief officers’ remuneration: remuneration on recruitment, increases and additions to remuneration, use of performance-related pay and bonuses, termination payments, and transparency.
2. The Act defines remuneration widely, to include not just pay but also charges, fees, allowances, benefits in kind, increases in/enhancements of pension entitlements, and termination payments.
 3. The Act also specifies that the pay policy statement:
 - must be approved on an annual basis formally by the full Council meeting (the responsibility cannot be delegated to Cabinet or a sub-committee)
 - can be amended in-year
 - must be published on the authority’s website (and in any other way the authority chooses)
 - must be complied with when the authority sets the terms and conditions for a chief officer.
 4. The Act requires an authority to have regard to any statutory guidance on the subject issued or approved by the Secretary of State or Welsh Ministers. The Welsh Government issued statutory guidance on “*Pay Accountability in Local Government in Wales*” in March 2012.

Pay and Reward Policy

5. The Council recognises that, in the context of managing scarce public resources, remuneration at all levels needs to be adequate to secure and retain high quality employees dedicated to the service of the public; but at the same time needs to avoid being unnecessarily generous or otherwise excessive.

In particular the Council recognises that senior management roles in local government are complex and diverse functions in a highly politicised environment where national and local pressures often conflict. Newport’s ability to continue to attract and retain high calibre leaders capable of delivering this complex agenda, particularly during times of financial challenge, is crucial if the Council is to retain its current high performance levels and to deliver for local people.

6. The Council’s *Pay and Reward Policy*, initially approved in March 2012, was developed to meet the statutory requirements contained in the *Localism Act 2011*. However, in the spirit of transparency, the Council took the opportunity to take a wider view and include information relating to school based employees.
7. Local authority schools are specifically excluded from the *Localism Act’s* statutory requirements. However, as employees in community maintained and voluntary controlled schools are employees of the Council, reference has been made to school based employees within the *Pay and Reward Policy*. It is recognised that the pay decisions for these employees are delegated to school Governing Bodies by legislation and that each school is responsible for publishing its own Pay Policy. For the avoidance of doubt, the relevant school Pay Policies are the definitive version of policy for school based staff engaged by the governing body of the respective school.

Updates since April 2015

8. Council will be aware that on the 18 May 2015 the Newport City Council Single Status Pay and Grading Arrangements were agreed by way of a collective agreement. The Agreement introduced a new pay and grading structure and terms and conditions package for Local Government Services employees, implemented retrospectively from 1 April 2015.
9. Council received and approved a report (*Senior Management Structure and Salary Conditions*) in September 2015 proposing:
 - I. Agreeing changes to the Head of Service structure, reducing the numbers from a 9 to 8 model arrangement, whilst also broadening the scope of some Head of Service roles.
 - II. Acknowledgement of the pay differentials for Heads of Service roles with neighbouring authorities and wider recruitment markets, which had and continues to present on-going recruitment/retention issues. Council acknowledged the difficulties around pay and endorsed the plan to ask Council to formally review Head of Service pay in June 2016.
 - III. Agreeing the realignment of Heads of Service terms and conditions related to local holidays (extra statutory days) following bank holidays and the removal of Council paid professional subscriptions.
12. Subject to approval by full Council, to meet the requirements of the Localism Act, this *Pay and Reward Policy* will be published on the Council's Website. In addition, in accordance with the provisions of *Accounts and Audit (Wales) Regulations 2005*, the Council's Annual Statement of Accounts will include a note setting out salary and remuneration information for Council posts where the full time equivalent salary is at least £60,000.

Pay Relativities within the Council

13. The relationship between the rate of pay for the lowest paid Council employee and that of the Council's Chief Officers is determined by the processes used for determining pay and grading structures set out in the *Pay and Reward Policy*. The Council's lowest paid employee is paid on spinal point 7 of the NJC for Local Government Workers. As at 1 January 2016, this is £13,715 per annum (based on a full-time equivalent of 37 hours per week). This rate increased to **£15,145** on application of the living wage supplement.
14. As part of its commitment to pay transparency, and following the recommendations of the Hutton Review, the Council will publish information on pay relativities on an annual basis in the *Pay and Reward Policy*. This information for **2016-17** is as follows:

Multiple of Salary	Ratio	
	A	B
• the multiple between the annual salary of the lowest paid Council employee and the Chief Executive (full-time equivalent basis) as a ratio	1:8.9	1:8.9
• the multiple between the annual salary of the lowest paid Council employee and the average Chief Officer (full-time equivalent basis) as a ratio	1:5.9	1:5.9
• the multiple between median earning of Council employees and the Chief Executive (full-time equivalent basis) as a ratio	1:6.9	1:6.5
• the multiple between median earning of Council employees and the average Chief Officer (full-time equivalent basis) as a ratio	1:4.5	1:4.3

Note:

- i) Column A provides the pay ratio as per the requirement of the Localism act 2011

- ii) Column B provides the ratio calculated inclusive of all other groups as per the inclusive and transparent spirit of this Policy
- iii) These figures exclude remuneration for appointments within organisations for which the Council provides a payroll service but is not the employer.
- iv) These figures exclude remuneration for joint appointments where the Council is not the employer

Financial Summary

There are no financial implications contained in the updated *Pay and Reward Policy*, as the policy confirms the current pay and reward arrangements in place in the Council.

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?
Failure to comply with statutory requirement to approve and publish a "pay policy statement" on an annual basis	H	L	Produced an updated <i>Pay and Reward Policy</i> which meets the statutory requirements and which is recommended for approval by Cabinet and full Council	Chief Executive / Head of People and Business Change

* Taking account of proposed mitigation measures

Links to Council Policies and Priorities

The *Pay and Reward Policy* forms a key part of the Council's People Plan. The People Plan underpins the Council's Corporate Plan and Strategic objectives - how employees are rewarded for their contribution is directly linked to the delivery of the council's key aims.

The updated *Pay and Reward Policy* will ensure, when approved, that the Council complies with the statutory requirement to publish a "pay policy statement" on an annual basis.

Options Available

The options available are as follows:

1. For Council to approve the updated *Pay and Reward Policy* to full Council for approval.
2. For Council not to approve the updated *Pay and Reward Policy*.

Preferred Option and Why

For the Council to approve the updated *Pay and Reward Policy* in order to meet the statutory requirements for a "pay policy statement" to be published on an annual basis.

Comments of Chief Financial Officer

The Council's Budget is based on the overall pay structures in place, as outlined in the updated *Pay and Reward Policy*. There are therefore no direct financial implications contained in the report.

Comments of Monitoring Officer

The Council has a statutory duty under Section 38 of the Localism Act 2011 to approve and publish its Pay Policy on an annual basis. The proposed Pay Policy has been prepared in accordance with the legislation and Welsh Government Guidance. The policy has to be approved by full Council on an annual basis, in order to comply with the statutory timescale. Therefore, Cabinet will need to make a recommendation to full Council to approve and adopt the final Policy. Once adopted, the Pay Policy will need to be published and the Annual Statement of Accounts will also need to include details of the remuneration of individual Chief Officers, to comply with the requirements of the Audit (Wales) Regulations.

Staffing Implications: Comments of Head of People and Business Change

Author of report, comments contained within main body of the report.

Comments of Cabinet Member

Council previously approved the *Pay and Reward Policy* in March 2015. The updated policy reflects the current position in relation to pay arrangements for employees of the Council, including changes approved during the past 12 months. I have agreed that the updated policy be presented to the Cabinet for consideration, and subject to Cabinet's approval, be recommended to full Council.

Local issues

N/A

Scrutiny Committees

N/A

Consultation

As outlined within the report

Background Papers

Pay and Reward Policy 2015

Dated: March 2016

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Introduction

Newport City Council recognises the importance of pay systems that are appropriate, transparent, provide value for money and reward employees fairly for the work they perform. This policy sets out the Council's key approaches to pay and reward for our employees. It incorporates the requirements of the Localism Act 2011 in relation to pay policy statements.

Aims of the Policy

To outline Newport City Council's approach to the Pay and Reward of its employees.

Scope

To make public the Council's pay policy on all aspects of Chief Officer remuneration (including on ceasing to hold office), and also in relation to the "lowest paid" in the Council, explaining the relationship between remuneration for Chief Officers and other groups.

To be read in conjunction with:

Early Retirement and Redundancy Payments Guidance
Travel and Subsistence Policy
Newport City Council Job Evaluation Scheme
Detriment Scheme
Additional Duties Scheme
Out of Hours Policy
Market Supplement Scheme
Soulbury Guidance
School Teachers' Pay and Conditions Document / Teachers' Pay Policy
Pension Discretions Policy

1. Principles

Under section 112 of the Local Government Act 1972 the Council has the power "to appoint officers on such reasonable terms and conditions as the authority thinks fit". In accordance with the requirements of Section 38 of the Localism Act 2011 and of the Revised Guidance issued by the Welsh Government on 25 February 2014 Welsh and English Local Authorities are required to produce and publish a Pay Policy Statement for each financial year detailing:

- a) The Council's policies towards all aspects and elements of the remuneration of its Officers and Chief Officers (Chief Officers are as defined in Section 7 of this Policy);
- b) The approach to the publication of, and access to, information relating to all aspects of the remuneration of Chief Officers;
- c) The Council's policy on the remuneration of its lowest paid employees (including the definition adopted and reasons for it);
- d) The relationship between the remuneration of its Chief Officers and other employees.

In the interests of transparency and accountability, the Council has chosen to take a broader approach and produce a Pay and Reward Policy which includes pay information covering all employee groups.

In the context of managing public resources the Council recognises the need to ensure adequate remuneration to secure and retain high quality employees dedicated to the service of the public whilst avoiding being unnecessarily generous or otherwise excessive.

As an employer, the Council has a wide range of functions and are responsible for the provision of many essential services at a local level. The general approach to employee remuneration levels may therefore differ from one group of employees to another to reflect specific circumstances at a local, Welsh or UK national level. The approach also needs to be flexible when required to address a variety of changing circumstances.

2. Legislative Framework

5.1 General

In determining the pay and remuneration of all of its employees, the Council will comply with all relevant employment legislation. This includes the Equality Act 2010; Part Time Employment (Prevention of Less Favourable Treatment) Regulations 2000; The Agency Workers Regulations 2010; Transfer of Undertakings (Protection of Employment) Regulations 2006, where relevant; and The National Minimum Wage Act 1998.

With regard to Equal Pay requirements contained within the Equality Act, the Council aims to ensure there is no pay discrimination within its pay structures and that pay differentials can be objectively justified through the use of equality proofed Job Evaluation mechanisms which directly relate salaries to the requirements, demands and responsibilities of the role.

5.3 Pay and Schools

The provisions in the Localism Act 2011 which relate to Pay Policy statements only apply to employees directly appointed and managed by the Council. Employees who are appointed and managed by school head teachers/governing bodies are therefore not required to be included within the scope of Pay Policy statements. This reflects the unique employment legislation position whereby all schools employees are employed by the local authority but decisions about the appointment and management of such employees are mostly discharged by head teachers/governing bodies.

In the interests of consistency and transparency, the pay-related data set out within this Pay and Reward Policy statement includes information relating to those who are appointed and managed by head teachers/governing bodies. This information does not formally form part of this Pay and Reward Policy statement as each school is required to develop its own individual Pay Policy.

3. Responsibility for Pay Decisions

3.1 Responsibility for Approval of the Pay and Reward Policy

The Council's *Pay and Reward Policy* incorporates the statutory provisions of the Localism Act 2011 in relation to pay policy statements. Approval of this policy, and of any amendments to it, is therefore a matter for full Council, and cannot be delegated to any sub-committee.

3.2 Responsibility for Council Pay Structure and Employment Terms & Conditions

Overall responsibility for Council policy in relation to pay and grading structures, and employment terms and conditions rests with the Cabinet with specific policy decisions delegated to the Cabinet Member for Human Resources and Assets (see 3.3).

3.3 Delegated Authority

The Council's *Constitution*, Part 3, [Appendix 2](#) and [Appendix 3](#), details the delegations in respect of pay and grading matters.

Managers should be aware of their delegated levels of authority. Delegations for decisions on pay cannot be delegated below the levels outlined below:

Decision	Delegate level of authority
Starting pay above grade minimum for the Chief Executive	Appointments Committee
Starting pay above grade minimum for Strategic Directors	Appointments Committee
Starting pay above grade minimum for Heads of	Appointments Committee

Service	
Salary packages above £100,000 per year	Full Council
Starting pay above grade minimum for all grades below Heads of Service	Head of Service in consultation with Human Resources
Performance related pay for the Chief Executive	Leader and Deputy Leader in consultation with the Head of People and Business Change
Performance related pay for Strategic Directors	Chief Executive, the Leader and Deputy Leader in consultation with the Head of People and Business Change
Pay progression through Head of Service grade	Strategic Directors in consultation with the Head of People and Business Change
Pay progression below Head of Service grades	Head of Service in consultation with Human Resources
Appointment to higher graded job above grade minimum at or above Head of Service	Appointments Committee
Appointment to higher graded job above grade minimum below Head of Service	Head of Service in consultation with Human Resources
Additional duties payment below Head of Service	Head of Service in consultation with Human Resources
Market supplement at or above Head of Service	Appointments Committee
Market supplement below Head of Service	Head of Service in consultation with the Monitoring Officer, Head of Finance and Head of People and Business Change
Salary protection	Head of Service *
Individual grading, including re-grading applications	Head of Service with Human Resources *
Additional duty payments below Head of Service	Head of Service in consultation with Human Resources
Planned overtime payments	Head of Service in consultation with Human Resources
Progression through grade within any agreed grading scheme	Head of Service in consultation with Human Resources
Early release of pension	Head of Service *

*Decisions marked * are subject to a formal business case and consultation with the Monitoring Officer, Head of Finance and Head of People and Business Change. Any dispute will be determined by a Corporate Director.*

The Head of People and Business Change is responsible for ensuring that the Newport City Council Job Evaluation scheme (where applicable) and pay processes have been applied. Human Resources is responsible for overseeing any decision on pay to ensure that they are made in accordance with the delegated authority levels and are compliant with the terms of the *Pay and Reward Policy* and current legislation.

4. Terms and Conditions of Service

In common with other local authorities, the Council's employees are employed on a number of different terms and conditions of employment:

Employee Group	Terms and Conditions
All employees (except those listed below)	National Joint Council for Local Government Service Employees Pay and Conditions of Service (Green Book), supplemented by the Newport City Council Single Status Pay and Grading Arrangements
Chief Executive	Joint National Council for Chief Executives' terms and conditions except for pay which is determined by a local performance related pay arrangement
Strategic Directors and Heads of Service	Joint National Council for Chief Officers' terms and conditions. Strategic Directors' pay is determined by a local performance related pay arrangement; Heads of Service pay is subject to annual incremental movement through the grade
Soulbury	National Joint Council terms and conditions (Green Book) except for pay which is determined in accordance with the recommendations of the Soulbury Committee
School Teachers and Leadership Group	School teachers and school leaders employed directly by the Council (as opposed to those employed under the direct control of a school Governing Body) are paid in accordance with the School Teachers' Pay and Conditions Document (STPCD) 2014

5. National Pay Bargaining Arrangements

The Council uses nationally negotiated pay spines for the relevant groups of employees as the basis for its local pay structures. The Council remains committed to adherence with national pay bargaining in respect of the national pay spines and any increases negotiated in the pay spine.

Employees on all terms and conditions will receive a pay award where this is negotiated nationally by the relevant negotiating committee.

6. Process for Grading Posts

The Council utilises the Newport City Council Job Evaluation Scheme, and uses the nationally negotiated pay spine referred to as the National Joint Council for Local Government Service, as the basis for its local grading structure. This determines the salaries of the large majority of non-teaching workforce. Our localized Pay and grading structure was achieved through a collective agreement with the Trade Unions, and implemented with effect from the 1 April 2015.

The pay grade of posts on Soulbury, Craft Workers and Teachers and School Leaders terms and conditions will be in accordance with the nationally and locally agreed terms.

The Council has a historic relationship with Hay Consultants who have been engaged at various points to assist the Council in designing its Chief Officer pay arrangement and structure. The current arrangements, agreed September 2015, have been endorsed by the Hay Report. Future changes require

consideration by the Independent Remuneration Panel for Wales under the Local Democracy Wales Act.

7. Senior Management Remuneration

For the purposes of the Council's *Pay and Reward Policy*, senior management means 'chief officers' as defined within S43 of the Localism Act 2011. The posts within the Council's structure falling within the statutory definition are set out below:

- Chief Executive (1 post)
- Strategic Directors (2 posts)
- Heads of Service (8 posts)

The current basic salary ranges for Senior Management posts can be found in Appendix C.

7.1 Recruitment and Appointment of Chief Officers

The Council's policy and procedures with regard to recruitment of chief officers is set out within the *Officer Employment Procedure Rules* as set out in [Part 4](#) of the Council's *Constitution*. When recruiting to all posts the Council will take full and proper account of its own Recruitment Policy and Procedures, Job Security and Diversity Policies. The determination of the remuneration to be offered to any newly appointed chief officer will be in accordance with the pay structure and relevant policies in place at the time of recruitment.

Where the Council remains unable to recruit chief officers under a contract of employment, or there is a need for interim support to provide cover for a vacant substantive chief officer post, the Council will, where necessary, consider and utilise engaging individuals under 'contracts for service'. These will be sourced through a relevant procurement process ensuring the Council is able to demonstrate the maximum value for money benefits from competition in securing the relevant service. The Council does not currently have any chief officers engaged under such arrangements. Any substantive chief officer appointment made under a contract for service is subject to the approval of full Council in accordance with the provisions of the Council's *Constitution*.

7.2 Proposals to change the Chief Executive's Salary

Where the Council proposes to change the Chief Executive's salary level and the proposed change is not commensurate with a change to the salaries of the authority's other employees, it will consult the Independent Remuneration Panel for Wales (IRPW) about the proposed change. The Council will provide the IRPW with all relevant information regarding its proposed change, and will have due regard to any IRPW recommendations on the proposals.

The Council is required to declare whether or not any referrals have been made to the IRPW. To date there have been no referrals made to the IRPW regarding any aspects of the Council's pay policies.

The Council will have regard to any recommendation received from the IRPW when performing its functions under section 38 or 39 of the Localism Act 2011. This may include any recommendations from the IRPW in relation to a policy within the Council's *Pay and Reward Policy* regarding severance packages.

7.3 Joint Appointments

The Council's intention is to continue to develop collaborative working on a planned and strategic basis with local authority partners and also with other public sector organisations. Therefore when senior vacancies arise, including at Chief Officer level, the views of elected Members will be sought as to whether consideration of a joint appointment would be appropriate. If Members are supportive, discussions will take place with partners and neighbouring authorities to determine whether the posts can be reconfigured as a joint appointment, instead of automatically being filled on a like for like basis.

If a decision is made to progress with a joint appointment, both parties will need to reach agreement on

the salary and overall remuneration package for the post, and the proportion to this which each party will pay. Where the Council will be the employer of the joint appointee, the determination of salary and other pay arrangements will be in accordance with this *Pay and Reward Policy*.

Any joint appointments at Chief Officer level will be made in accordance with the provisions of the *Officer Employment Procedure Rules* contained in the Council's *Constitution*.

8. Pay Relativities within the Council

The relationship between the rate of pay for the lowest paid Council employee and that of the Council's Chief Officers is determined by the processes used for determining pay and grading structures as set out in this *Pay and Reward Policy*.

The 'lowest paid' persons employed under a contract of employment with the Council are employed at spinal column point 7 through to 10 of the National Joint Council pay spine for Local Government Services.

As at 1 January 2016, all employees paid at spinal column point 7 through to 10 of the NJC pay spine for Local Government Services employees are paid at a living wage rate of £7.85 per hour or £15,145 (full time equivalent earnings) per annum for a standard 37 hour, 52 week a year contract. The rate is paid by way of a supplement to basic pay.

In recognition of lower paid employees, Council approved the removal of SCP 5 and 6 from the pay model with effect from 1 April 2015, with further agreement to remove SCP 7 with effect from 1 April 2016.

The Council employs Apprentices (and other trainees) who are not included within the definite of 'lowest paid employees' as they are not employed under Contracts of Employment.

The relationship between the rate of pay for the "lowest paid" employees and the Council's Chief Officers is regulated by the processes used for determining pay and grading structures as set out in this Pay and Reward Policy.

The salary utilised for the Chief Officer calculations of all the pay multiple data is £135,538.

As part of its commitment to pay transparency, and following the recommendations of the Hutton "Review of Fair Pay in the Public Sector" (2011), the Council will publish information on pay relativities on an annual basis. The information for **2016-2017** is as follows:

Multiple of Salary	Ratio	
	A	B
• the multiple between the annual salary of the lowest paid Council employee and the Chief Executive (full-time equivalent basis) as a ratio	1:8.9	1:8.9
• the multiple between the annual salary of the lowest paid Council employee and the average Chief Officer (full-time equivalent basis) as a ratio	1:5.9	1:5.9
• the multiple between median earning of Council employees and the Chief Executive (full-time equivalent basis) as a ratio	1:6.9	1:6.5
• the multiple between median earning of Council employees and the average Chief Officer (full-time equivalent basis) as a ratio	1:4.5	1:4.3

Note:

- i) Column A provides the pay ratio as per the requirement of the Localism Act 2011
- ii) Column B provides the ratio calculated inclusive of all other groups as per the inclusive and transparent spirit of this Policy
- iii) These figures exclude remuneration for appointments within organisations for which the Council provides a payroll service but is not the employer.
- iv) These figures exclude remuneration for joint appointments where the Council is not the employer

9. Starting Pay

New appointments will normally be made at the minimum of the relevant grade for the post. Under exceptional circumstances, and where there are compelling and evidenced reasons to support the decision, a new employee may be appointed to a higher increment. Exceptional reasons may include the need to secure the best candidate and / or having regard to the knowledge, skills and competencies of the individual as well as their current and previous salary levels.

All requests to appoint above the minimum of the grade must be agreed by the relevant Head of Service, in consultation with their HR Business Partner before any salary offer is made to the candidate. In the case of Chief Officers, all requests to appoint above the minimum of the grade must be agreed by the relevant Appointments Committee of the Council.

In addition, all salary packages for Chief Officers with a value of £100,000 or more must be approved by the full Council. The salary package will include salary, performance related pay, fees or allowances and any benefits in kind.

10. Annual Pay Progression arrangements

Pay structures for the all employee groups are attached at the appendices as follows:

- Appendix A: NCC NJC Salary Structure with Effect from 1 January 2016 (Applicable to National Joint Council for Local Government Employees)
- Appendix B: Chief Officer Pay Scales
- Appendix C: Soulbury Pay Scale
- Appendix D: School Teachers' (Qualified and Unqualified) Pay Ranges and Leadership Group Pay Spines

The pay progression arrangements for the relevant employee groups are outlined below.

10.1 NJC for Local Government Employees

Increments will be paid on 1st April each year until the maximum of the level is reached subject to the following:

- (i) In exceptional circumstances, increments may be accelerated within the grade at the discretion of the authority on the grounds of special merit or ability, subject to the maximum of the level not being exceeded in accordance with Head of Service delegation. This will only occur after careful consideration of equal pay requirements and consultation with Human Resources.
- (ii) Employees with less than six months' service in the grade by 1st April shall be granted their first increment six months from the actual date of their appointment, promotion or re-grading. All future increments will then be paid on 1 April.

NB: Any action under (i) or (ii) shall not interrupt the payment of subsequent increments on 1 April.

10.2 Chief Officers – Chief Executive and Strategic Directors

The Chief Executive and Strategic Directors will not be paid any annual increment. Any progression within these salary ranges will be based solely on performance in accordance the agreed performance

related pay arrangements.

10.3 Chief Officers – Heads of Service

Increments will be paid to Heads of Service on 1 April each year until the maximum of the level is reached subject to the following:

- (i) In exceptional circumstances, increments may be accelerated within the grade at the discretion of the authority on the grounds of special merit or ability, subject to the maximum of the level not being exceeded in accordance with Head of Service delegation. This will only occur after careful consideration of equal pay requirements and consultation with Human Resources.
- (ii) Employees with less than six months' service in the grade by 1 April shall be granted their first increment six months from the actual date of their appointment, promotion or re-grading. All future increments will then be paid on 1 April.

NB: Any action under (i) or (ii) shall not interrupt the payment of subsequent increments on 1 April.

10.4 Employees on Soulbury salary scales

Increments will be paid on 1 September each year until the maximum of the level is reached subject to the following:

- (i) In exceptional circumstances, increments may be accelerated within the grade at the discretion of the authority on the grounds of special merit or ability, subject to the maximum of the level not being exceeded in accordance with Head of Service delegation. This will only occur after careful consideration of equal pay requirements and consultation with Human Resources
- (ii) Employees with less than six months' service in the grade by 1 September shall be granted their first increment six months from the actual date of their appointment, promotion or re-grading. All future increments will then be paid on 1 September.
- (iii) Structured Professional Assessment points will be paid in accordance with the provisions of the Soulbury Committee and the Council's Soulbury Guidance note.

The small group of employees who remain subject to the local agreement reached in June 2005 for employees within the School Improvement Service are employed on 'spot points' and are therefore not entitled to receive annual increments.

10.5 Withholding an increment

For all employees in posts subject to incremental progression, an increment may be withheld due to poor performance. This will only apply where formal capability procedures are being followed in accordance with the Council's [Capability Policy](#). Any increment withheld may be paid subsequently if the employee's performance improves.

10.6 Teachers and School Leaders

Teachers

Progression for teachers paid on the main or upper pay ranges will be in accordance with the provisions of the *STPCD 2015*; any pay movement, where awarded, applies from 1 September each year.

Leadership posts

Teachers employed on the Leadership spine (Head Teachers, Deputies and Assistant Head Teachers) are eligible to progress within the pay range for their post on 1 September each year until the maximum point is reached. Progression is subject to meeting the requirements for movement set out in the *STPCD*.

More detailed information and guidance can be found in the Council's *Teachers' Pay Policy*.

11. Pay on Promotion or Transfer

11.1 Move to a new post at the same level

Where an employee moves to a new permanent post at the same level, they will normally be appointed on the same salary point and retain the incremental date (where this is relevant) from their original post.

11.2 Pay on promotion

Where an employee receives a promotion they will normally be appointed on the minimum point for the new post (unless the provisions of Section 10 are utilised) subject to them receiving a minimum of one increment above their current spinal point in their pre-promotion post.

All requests to appoint above the minimum of the level must be agreed by the relevant Head of Service, in consultation with their HR Business Partner before any salary offer is made.

In the case of Chief Officers, all requests to appoint above the minimum of the grade must be agreed by the relevant Appointments Committee of the Council.

12. Allowances: Overtime, Bank Holiday Working, Night Work, Standby etc

Employees on all terms and conditions, other than Chief Officers and teachers, may be paid allowances, where appropriate, in accordance with the relevant provisions of their terms and conditions of employment as supplemented by local agreement.

Chief Officers and teachers are not eligible for such allowances but are expected to undertake duties outside their contractual hours and working patterns as is commensurate with their salary level without additional payment.

13. Additional Payments – All Employees

Employees on all terms and conditions, including Chief Executive and Chief Officers, may be eligible for the following additional payments unless otherwise stated:

13.1 Additional Duties Scheme

There may be occasions when an employee is asked to carry out additional duties at a higher level to those of their substantive post for a period of time. In such circumstances an additional payment may be made in line with the Council's *Additional Duties Scheme*.

N.B. Under the School Teachers' Pay and Conditions Document (STPCD), there are no provisions which allow for the payment of honoraria to teachers.

13.2 Professional Fees

The Council does not pay or reimburse professional / registration fees (with the exception of Qualified Teachers – General Teaching Council for Wales, £33 of the £78 fee is reimbursed)

13.3 Market Supplements

Within a diverse workforce encompassing highly skilled professional and technical roles the Council recognises there may be occasions where market forces produce a situation where, in exceptional circumstances, the Council may offer an additional temporary supplement to the pay of a post.

The Council has a Market Supplement Scheme for Local Government Service employees to ensure that requirement for any market pay supplements is objectively justified. With the exception of teachers, the Scheme may apply to other posts within the council.

With effect from 1 April 2015, the council pays a Living Wage supplement lifting the pay of the lowest paid workers to a minimum of £7.85 per hour paying the difference between the relevant Spinal Column Point (SCP 6 to 10), as a supplement. This supplement is included in the hourly rate as pensionable pay and is demonstrated in the NCC NJC Salary Structure provided in Appendix A.

Supplements are subject to regular review and can be withdrawn where no longer considered justifiable.

13.4 Additional Payments under the STPCD

The STPCD makes provision for the following additional allowances / payments for teachers, subject to the necessary criteria being met:

- Teaching and Learning Responsibility Allowances
- Special Educational Need Allowances
- Recruitment or Retention Incentives and Benefits
- Payments for participation in continuing professional development undertaken outside the school day, out-of-school hours learning activities, activities relating to the provision of initial teaching training and / or additional responsibilities and activities
- learning activities

Where the Council has centrally employed teaching staff, it may make use of the above allowances, subject to meeting the relevant provisions of the STPCD.

13.5 Travel and Subsistence Expenses

The Council's *Travel and Subsistence Policy* seeks to ensure that no employees will be financially disadvantaged whilst undertaking duties which take them from their normal place of work. Employees will be reimbursed additional travelling or subsistence expenses incurred in the course of their work in accordance with this policy, subject to evidence of expenditure being produced. Details of the current rates for travelling and subsistence expenses can be found at <http://www.newport.gov.uk/documents/Policies/HR-Travel-and-Subsistence-Policy.pdf>.

14. Additional Payments to Chief Officer posts

In addition to basic salary, Chief Officer posts may be eligible for the following additional payments:

14.1 All Chief Officers

Chief Officers are eligible to receive the additional payments that apply to all employees of the Council, with the exception of additional payments under the STPCD.

In addition, the Council has a 'Block Car Allowance' scheme which applies to all Chief Officers. On appointment, Chief Officers are able to choose whether to accept the block allowance or to claim their mileage as and when undertaken as per the Council's Travel and Subsistence Policy. The Block Car Allowance provides a fixed annual payment to cover all return journeys undertaken on Council business, where each individual journey is less than 70 miles in total. For journeys of more than 70 miles in total, reimbursement is in accordance with the Travel and Subsistence Policy. Details of the current rates for the Block Car Allowance can be found at <http://www.newport.gov.uk/documents/Policies/HR-Travel-and-Subsistence-Policy.pdf>

14.2 Returning Officer

Council has agreed that the Chief Executive undertakes the role of Returning Officer in respect of local, national and European elections.

The Returning Officer is an officer of the City Council who is appointed under the Representation of the People Act 1983. Whilst appointed by the Council, the role of the Returning Officer is one which involves

and incurs personal responsibility and accountability and is statutorily separate from his/her duties as an employee of the Council. As Returning Officer, he/she is paid a separate allowance for each election for which he/she is responsible.

Other Council staff may undertake duties on behalf of the Returning Officer, e.g. polling clerks, count supervisors, etc. They will receive separate payments for these duties based on their role in any election process.

15. Employee Benefits

In addition to an employee's salary, the Council is able to offer a comprehensive range of benefits designed to enhance the work / life balance of our employees. The current benefits include:

- the Local Government / Teachers' Pension Schemes as applicable
- generous annual leave entitlements in addition to bank holiday entitlement
- learning and development opportunities
- flexible working arrangements
- employee wellbeing schemes, such as Care First
- childcare vouchers
- cycle-to-work scheme
- discounted gym and leisure membership
- local discount offers

16. Detriment Arrangements

16.1 All employees except Teaching staff

The Council has a non-contractual *Detriment Scheme* for those employees whose posts are downgraded as a consequence of implementing structural change. This can be found on the Council's Intranet. Detriment arrangements will not apply where the move to a lower graded post is voluntary.

16.2 Teaching Staff

There are specific statutory arrangements in place for teachers whose posts are downgraded as a result of implementing structural change or because of the implementation of school reorganisations. These provisions are outlined in the *STPCD*.

17. Termination of Employment

17.1 Payments on Termination

Where an employee's employment is brought to an end on grounds of redundancy or early retirement, they will receive payment on termination of their employment in accordance with the Council's *Redundancy Payments and Early Retirement Guidance* and discretions relating to the Local Government Pension Scheme policy. This guidance sets out the Council's approach to statutory and discretionary payments on termination of employment of all employees, prior to reaching normal retirement age. It includes the Council's discretions in accordance with the following statutory regulations:

- The Local Government (Early Termination of Employment) (Discretionary Compensation) (England and Wales) Regulations 2006
- The Local Government Pension Scheme (Benefits, Membership and Contributions) Regulations 2007, The Local Government Pension Scheme Regulations 2013 and the Local Government Pension Scheme (Transitional Provisions & Savings) Regulations 2014

- The Teachers' Pension Scheme Regulations 2010 and Teachers (Compensation for Redundancy and Premature Retirement) Regulations.

Chief Officer severance packages above £100,000 must be agreed by full Council. The severance /redundancy package includes any redundancy payment, contractual notice period and full cost of early release of pension (as required under Regulation 68 (2) of the Local Government Pension Scheme).

Payments to the Chief Executive falling outside these provisions or the relevant periods of contractual notice shall be subject to a formal decision made by the Leader and Deputy Leader.

Other payments to other Chief Officers falling outside these provisions or the relevant periods of contractual notice shall be subject to a formal decision made by the Leader and the Cabinet Member for Human Resources and Assets.

17.2 Re-employment following termination

Employees who have left the Council's employment on grounds of redundancy or early retirement will not normally be re-employed by the Council in the same capacity unless there is an exceptional business reason to do so. For all posts except Chief Officer posts, this will be determined by the Chief Executive, in consultation with the Head of People and Business Change. Where a former employee is re-employed at Chief Officer level, the appointment will be subject to the approval of full Council in accordance with the provisions of the Council's *Constitution*.

18. Confidentiality

The application of this *Pay and Reward Policy* will be undertaken in an open and transparent way but the salary details of individual members of staff shall remain confidential. Where the Council is required to publish salary information in accordance with the provisions of the *Accounts and Audit (Wales) Regulations 2005*, this information is published on an anonymised basis due to the requirements of the *Data Protection Act 1998*.

19. Workforce Information

It is recognised that accurate workforce data is critical to the management of the Council's most valuable and costly resource, its employees, and to the implementation of this *Pay and Reward Policy*. People and Business Change will be responsible for analysing the data that is currently collected in order to inform any future proposed changes to this policy/related policies and in order to fully understand the financial context.

20. Partnership with Trades Unions

The Council will endeavour to maintain the joint working approach that it has developed with its recognised Trade Unions and will continue to work closely with them on pay related matters. There has been consultation with representatives of the recognised Trade Unions during the development of this *Pay and Reward Policy*. Collective bargaining processes will be followed as appropriate for any proposed changes to pay and/or allowances.

21. Publication

Following approval by the full Council, and in accordance with the requirements of the Localism Act, this *Pay and Reward Policy* will be published on the Council's Website.

In addition, for posts where the full time equivalent salary is at least £60,000, in accordance with the provisions of *Accounts and Audit (Wales) Regulations 2005*, the Council's Annual Statement of Accounts will include a note setting out:

- the total amount of salary, fees or allowances paid to or receivable by the postholder in the current and previous year
- any bonuses so paid or receivable by the postholder in the current and previous year
- any sums payable by way of expenses allowance that are chargeable to UK income tax
- any compensation for loss of employment and any other payments connected with termination
- any benefits received that do not fall within the above.

25. Policy Review

This Pay and Reward Policy outlines the current position in respect of pay and reward within the Council. It will be reviewed and reported to Council on an annual basis to ensure it meets the principles of fairness, equality, accountability and value for money for the authority and its residents.

This Pay and Reward Policy is an update to the statement initially approved by Council in March 2012, and updated and approved by Council in 2013, 2014 and 2015. This statement will come into immediate effect once fully endorsed by Council at its meeting in April 2016.

Appendix A: NCC NJC SALARY STRUCTURE – WITH EFFECT FROM 1 JANUARY 2016

NCC GRADING STRUCTURE		Spinal Column Point	Annual Salary £	Hourly Rate £	Living Wage	Living Wage Hourly Rate
To be removed on 1/4/2016		7	13,715	7.1088	15,145	7.85
		8	13,871	7.1897	15,145	7.85
Grade 1		9	14,074	7.2949	15,145	7.85
	To be removed on 1/4/2016	10	14,338	7.4317	15,145	7.85
		11	15,207	7.8822		
	Grade 2	12	15,523	8.0460		
To be removed on 1/4/2016		13	15,941	8.2626		
		14	16,231	8.4129		
Grade 3		15	16,572	8.5897		
	To be removed on 1/4/2016	16	16,969	8.7955		
		17	17,372	9.0043		
	Grade 4	18	17,714	9.1816		
		19	18,376	9.5247		
To be removed on 1/4/2016		20	19,048	9.8731		
		21	19,742	10.2328		
Grade 5		22	20,253	10.4976		
		23	20,849	10.8066		
	To be removed on 1/4/2016	24	21,530	11.1595		
		25	22,212	11.5130		
	Grade 6	26	22,938	11.8893		
		27	23,698	12.2833		
To be removed on 1/4/2016		28	24,472	12.6845		
		29	25,440	13.1862		
Grade 7		30	26,293	13.6283		
		31	27,123	14.0585		
	To be removed on 1/4/2016	32	27,924	14.4737		
		33	28,746	14.8998		
	Grade 8	34	29,558	15.3207		
		35	30,178	15.6420		
To be removed on 1/4/2016		36	30,978	16.0567		
		37	31,846	16.5066		
Grade 9		38	32,778	16.9897		
		39	33,857	17.5489		
	To be removed on 1/4/2016	40	34,746	18.0097		
		41	35,662	18.4845		
	Grade 10	42	36,571	18.9557		
To be removed on 1/4/2016		43	37,483	19.4284		
		44	38,405	19.9063		
Grade 11		45	39,267	20.3531		
	To be removed on 1/4/2016	46	40,217	20.8455		
		47	41,140	21.3239		
	Grade 12	48	42,053	21.7971		
To be removed on 1/4/2016		49	42,957	22.2657		
		50	44,029	22.8212		
Grade 13 (876-941)		51	45,136	23.3949		
	To be removed on 1/4/2016	52	46,266	23.9808		
		53	47,418	24.5778		
	Grade 14 (942-1007)	54	48,603	25.1923		
To be removed on 1/4/2016		55	49,815	25.8205		
Grade 15		56	51,064	26.4679		
		57	52,342	27.1300		
		58	53,649	27.8076		
		59	54,985	28.4999		

Appendix B: CHIEF OFFICER SALARY RATES – 1 JANUARY 2016

JOB TITLE	GRADE	SCALE	ANNUAL SALARY £
CHIEF EXECUTIVE	MD01	001	116,836
		002	122,770
		003	128,704
		004	134,638
STRATEGIC DIRECTORS	CD01	001	98,112
		002	101,745
		003	103,316
		004	106,875
HEADS OF SERVICE	HDS03	001	62,735
		002	64,300
		003	65,908
		004	67,557
	HDS02	005	72,385
		006	74,198
		007	76,048
		008	77,946
	HDS01	009	80,639
		010	83,469
		011	86,299
		012	89,130

Appendix C: SOULBURY SALARY RATES – 1 JANUARY 2016

i) EDUCATIONAL IMPROVEMENT PROFESSIONALS (EIPs)

SPINE POINT	SALARY FROM 1.3.15	SPINE POINT	SALARY FROM 1.3.15
1	33,396	26	61,674
2	34,592	27	62,740
3	35,721	28	63,819
4	36,865	29	64,902
5	38,003	30	65,983
6	39,142	31	67,054
7	40,338	32	68,143
8	41,487*	33	69,232
9	42,828	34	70,347
10	44,023	35	71,458
11	45,203	36	72,603
12	46,346	37	73,728
13	47,640**	38	74,866
14	48,792	39	75,988
15	50,066	40	77,109
16	51,219	41	78,237
17	52,373	42	79,362
18	53,507	43	80,488
19	54,676	44	81,619
20	55,280***	45	82,747
21	56,441	46	83,876
22	57,452	47	85,010
23	58,566	48	86,133****
24	59,564	49	87,261****
25	60,633	50	90,336****

NOTES:

Salary scales to consist of not more than four consecutive points, based on the duties and responsibilities attaching to posts and the need to recruit and motivate employees.

* normal minimum point for EIP undertaking the full range of duties at this level

** normal minimum point for senior EIP undertaking the full range of duties at this level

*** normal minimum point for leading EIP undertaking the full range of duties at this level

**** extension to range to accommodate structured professional assessments.

ii) EDUCATIONAL PSYCHOLOGISTS

EDUCATIONAL PSYCHOLOGISTS - SCALE A	
SPINE POINT	SALARY FROM 1.9.13
1	35,027
2	36,805
3	38,583
4	40,360
5	42,137
6	43,914
7	45,588
8	47,261
9	48,829*
10	50,398*
11	51,861*

NOTE:

*The 11-point scale A provides for up to 3 additional SPA points to be added to the postholder's entitlement on the appropriate 6-point range

SENIOR AND PRINCIPAL EDUCATIONAL PSYCHOLOGISTS (B) SALARY RANGE			
SPINE POINT	SALARY FROM 1.3.15	SPINE POINT	SALARY FROM 1.3.15
1	43,914	10	55,828
2	445,588	11	56,937
3	47,261*	12	58,068
4	48,829	13	59,219
5	50,398	14	60,330 **
6	51,861	15	61,495 **
7	52,462	16	62,649 **
8	53,584		
9	54,696		

NOTES:

Salary scales to consist of not more than four consecutive points, based on the duties and responsibilities attaching to posts and the need to recruit, retain and motivate employees.

* Normal minimum point for the principal educational psychologist undertaking the full range of duties at this level

** Extension to range to accommodate discretionary scale points and structured professional assessments

Appendix D: TEACHERS' SALARY RATES – 1 SEPTEMBER 2014

Set out below are teachers' pay scales from 1 September 2014 for each of the four pay areas: England and Wales generally (E&W); Inner London; Outer London; and the Fringe Area.

i) PAY STRUCTURE FOR QUALIFIED TEACHERS 1/9/2015 – 31/8/2016	
	ENGLAND & WALES
MAIN RANGE	£ p.a.
Minimum	22,244
Maximum	32,831
UPPER PAY RANGE	£ p.a.
Minimum	35,218
Maximum	37,871

ii) PAY STRUCTURE FOR UNQUALIFIED TEACHERS 1/9/2015 – 31/8/2016	
	ENGLAND & WALES
	£ p.a.
Minimum	16,298
Maximum	25,776

NOTE:

From 1 September 2013, the qualified and unqualified teacher pay scales were replaced by the ability for the relevant body to pay such salary as it determines within the above Qualified and Unqualified Teacher Pay Ranges.

ii) ADDITIONAL ALLOWANCES / PAYMENTS

TEACHING AND LEARNING RESPONSIBILITY (TLR) PAYMENTS	ANNUAL SALARY £		ANNUAL SALARY £	
TLR 3 BAND (fixed-term award only)	Minimum	517	Maximum	2,577
TLR 2 BAND	Minimum	2,613	Maximum	6,386
TLR 1 BAND	Minimum	7,546	Maximum	12,770
SPECIAL EDUCATIONAL NEEDS (SEN) ALLOWANCES	ANNUAL SALARY £		ANNUAL SALARY £	
SEN RANGE	Minimum	2,064		
	Maximum	4,075		

iii) **PAY SPINE FOR THE LEADERSHIP GROUP 1/9/2015 – 31/8/2016**
(This spine applies to Headteachers, Deputy Headteacher, and Assistant Headteachers)

i) PAY STRUCTURE FOR LEADERSHIP PAY GROUP 1/9/2015 – 31/8/2016

	ENGLAND & WALES
MAIN RANGE	£ p.a.
Minimum	38,598
Maximum	107,210

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Report

Council

Part 1

Date: April 2017

Item No: 7

Subject **Members Scheme of Remuneration 2016-2017**

Purpose This report highlights the remuneration options for the Members Scheme of Remuneration for 2016 - 2017 and asks the Council to determine the level of remuneration of those members receiving Special responsibility Allowances and to determine any allowances for the City's Mayor and Deputy Mayor for 2016-2017

Author Head of Finance/ Chief Democratic Services Officer

Ward All Wards

Summary The 'Independent Remuneration Panel' makes determinations in relation to Basic and Senior Salaries and also the rates and conditions for expenses paid by public authorities. In the past the Council has had no discretion to amend any of these values, with the exception, of the payment bandings used to pay the Mayor and deputy mayor.

This year there is an element of flexibility introduced into the Remuneration Panel's determinations as described below.

The panel has determined the basic salary in 2106/2017 for elected members shall remain at £13,300

The Panel has determined that Executive members, other than the Leader of the Cabinet and the Deputy Leader may be paid at either of two senior salary levels. In Newport this would be at £29,000 or at £26,100. The current level of payment is at £29,000.

The Panel has determined the level of payment to the Leader of a Council in Group B(Including Newport) should remain at £48,000, that being no change to the current year. The panel has determined that the payment to the Deputy Leader post also remains at £33,500

The Panel's report states that Committee chairs will be paid at one of two available levels at £22,000 representing no change or at £20,000 but also states that an individual authority may determine not to pay particular chairs. Currently Chairs of Planning, Licensing, Scrutiny and Democratic Services Committees are all paid a senior salary and all at the same level.

A payment made to the Leader of the Opposition is set at £22,000 prescribed by the Panel

As to payments to the Mayor and Deputy, a decision for 2016/2017 by Council is now required and no change is being recommended, that is, to pay the City's Mayor and Deputy Mayor allowances (inclusive of their basic members allowance) of £21,500 and £16,000 respectively.

Proposals:

- (1) To note the key determinations by the Independent Remuneration Panel for 2016-2017
- (2) To agree that all cabinet posts be remunerated at the maximum level of senior salary as determined by the Panel
- (3) To agree that all Chairs of Committees receive Senior salaries
- (4) To agree that all Chairs are paid at the recommended higher level of salary as determined by the Panel
- (5) To note that the Leader of the Opposition receives the salary as determined by the Independent Remuneration Panel
- (6) To maintain the current banding on the remuneration of the City's Mayor and Deputy Mayor for 2016/2017
- (7) To note the publicity and information Schedules requirement
- (8) To ask the Democratic Services Committee to work towards making recommendations to the new Council in May 2017 as to the levels of senior salaries to be allocated to posts

Action by Head of Finance/ Chief Democratic Services Officer

Timetable Schedule of allowances payable in 2016/2017 is required to be reported to the Panel and made public by 31st July and allowances/expenses paid in 2015/2015 by September 30th 2015

This report was prepared after consultation with:

- Chief Democratic Services Officer
- Head of Law and Standards
- Chief Executive

Background

1. The 'Remuneration Panel' makes determinations in relation to Basic and Senior Salaries and also the rates and conditions for expenses paid by public authorities. In the past the Council has had no discretion to amend any of these values, with the exception, of the payment bandings used to pay the Mayor and Deputy Mayor.
2. This year there is an element of flexibility introduced into the remuneration Panel's determinations as described below.
3. Details of the Council's positions, payments and conditions are required to be maintained and published. The following are the key requirements to meet its obligations:
 - The Council must maintain an annual Schedule of Member Remuneration and make arrangements for the Schedule's publication within the authority area and send the Schedule to the Panel as soon as practicable and not later than 31 July in the year to which it applies. Any amendments to the Schedule made during the year must be conveyed to the Panel as soon as possible after the amendment is made
 - The Council must make arrangements for publication within the authority area of the total sum paid by it to each member and co-opted member in respect of salary (basic, senior and civic), allowances, fees and reimbursements as soon as practicable and no later than 30 September following the close of the year to which it relates. It must be submitted to the Panel no later than this date.

Basic Salary

4. Each Member of the Council is entitled to a basic salary for the year in accordance with the prescribed amounts. This is an area where there is no local discretion. The panel has determined the basic salary in 2106/2017 for elected members shall remain at £13,300

Senior Salaries- Limit

5. Each authority falls into one of three bands (A, B or C) depending on size, and this band determines the value of 'Senior Salaries' payable. Newport falls into the middle band 'B' again
6. The Panel has determined that the limit on the number of senior salaries payable ('the cap') will remain in place. What this means is that each Council has a limit imposed on the number of senior salaries which can be paid. In Newport, this is 18 positions, which is unchanged from the current limit.

Senior Salaries- Executive / Cabinet Members

7. The Remuneration Panel has introduced some flexibility in this area. The Panel states that although many councils operate with a cabinet of 10, the statutory maximum, others choose to have smaller cabinets and therefore the range of individual portfolios is much greater.
8. The Panel has concluded that this should be reflected in the remuneration framework. The Panel recognises it is not a matter for it to determine the structure of cabinets of local authorities so the new determinations provide flexibility for each council to decide the appropriate range of portfolios to meet local needs, recognising that there is an inevitable variation on the level of responsibility and workload.

9. The Panel has determined that Executive members, other than the Leader of the Cabinet and the Deputy Leader may be paid at either of two senior salary levels. In Newport this would be at £29,000 or at £26,100. The current level of payment is at £29,000.
10. The Panel has determined the level of payment to the Leader of a Council in Group B (Including Newport) should remain at £48,000, that being no change to the current year. The panel has determined that the payment to the Deputy Leader post remains at £33,500
11. For all other cabinet member roles, it is a matter for individual authorities to decide the implementation of the determinations within their specific cabinet structures.
12. In Newport the maximum number of cabinet members is set at 10. The cabinet is currently made up of 9 individuals each with the same level of collective responsibility for decisions taken by the Cabinet and each with a scheme of delegation which allows cabinet members to take individual decisions in relation to policies within their own portfolio area.
13. No change in these responsibilities are planned at this stage, so members may consider it reasonable to continue with the payment of £29,000 representing no change to the current level of senior salary payments
14. Members may consider that the new Council in 2017 may wish to introduce a more flexible approach and may wish to ask the Democratic Services Committee to consider some guidance for the new Council

Committee Chairs

15. The Panel's report states that Committee chairs will be paid at one of two available levels at £22,000 representing no change or at £20,000 but also states that an individual authority may determine not to pay particular chairs. Currently Chairs of Planning, Licensing, Scrutiny and Democratic Services Committees are all paid a senior salary and all at the same level.
16. The first decision for Council will be to consider whether it will reward all Chairs of Committees with a senior salary. Members will be aware that the Council has discretion not to pay any salaries for Committee chairs. The Panel recognises however that Scrutiny is important and expresses the view that Scrutiny chairs should continue to be recognised
17. As to senior salaries, originally the Panel mentioned that all salaries should be at the lower level unless 'Exceptional responsibility' could be identified. That was never defined and is not included in the final report.
18. The Panel however makes the point that there is recognition that the specific responsibility and workload of some chairs is greater than others, and this has been a topic of on-going dialogue and debate. The Panel considers that this should be reflected in the remuneration framework.
19. The Council has always valued the contribution of committee chairs from whichever political group and whichever committee they serve. It may be that members would wish to take some time in deciding whether there is genuine scope to reduce payments to some chairs and / or making no payment to some posts and to continue to pay at the current level for the coming year.

20. Again, Members may consider that the new Council in 2017 may wish to introduce a more flexible approach and may wish to ask the Democratic Services Committee to consider some guidance for the new Council

Leader of the Opposition

21. The original proposal was to reduce the payment to the Leader of the main opposition party. The Council's Democratic Services Committee did not support this position as the report gave no reason for the proposed reduction. The final report determines that the payment to the Leader of the main opposition party remains at £22,000

Leader of other Groups

22. To qualify for a salary, the member would need to lead a group made up of at least 10% of the council membership. This amounts to a group of 5 members in Newport and represents no change.

Co-opted Member Payments

23. Payments are also prescribed for co-opted Members of the various committees. The proposals are continue as current with base payments on a per day/half day arrangement. The relevant positions and payments, which have not changed from current rates, are included in Appendix A.

Civic Salaries

24. Civic salaries are payable to the Mayor and Deputy Mayor as prescribed by the Panel. Recognising the significant differences in these roles from one Council to another, the Panel introduced a 3 tier banding system from 2014/15 and Councils were free to choose which one to apply locally. The 3 bands are shown in Appendix A.
25. Given the above, this was reviewed by the Council's Democratic Services Committee in 2014/5 and their recommendation at that time, which was agreed by and subsequently approved by Council, was to pay both roles at Band 'B'.
26. A decision for 2016/2017 by Council is now required and no change is being recommended, that is, to pay the City's Mayor and Deputy Mayor allowances (inclusive of their basic members allowance) of £21,500 and £16,000 respectively.

Other allowances

27. The remaining allowances for care and travelling & subsistence also remain unchanged. Appendix B shows the Council's terms and conditions applicable to allowances in payment in Newport City Council.

Allowances from Bodies to which Members are appointed

28. The Remuneration Panel recommendations retain the existing caveat which prevents Local authority Members in receipt of a Senior Salary in Band 1 and 2 (Leader, Deputy and Cabinet members) from receiving allowances from Fire and Rescue Authorities. This scheme of allowances therefore continues to place a restriction on those Members

appointed to such bodies from claiming allowances with the exception of appropriate reimbursement of travel and subsistence.

Members' Acceptance of prescribed allowances

30. The prescription introduced by the Remuneration Panel means that the Council has to pay the rates included within it. No Member can be forced to accept the payment. Under Section 154 of the Measure, any member or co-opted member may, by notice in writing to the Head of Law & Standards, elect to forgo any part of their entitlement to a salary, allowance or fee under the determination of the Panel for that particular year.

Financial Summary

31. The Council's budget includes amounts for the payments of Members allowances and expenses and this is reported on annually, in line with requirements of the Independent Remuneration Panel for Wales

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?
By paying full salaries for the coming year, no reductions will be made	M	H	The report suggests a review in the coming year in time for the new Council in 2017	Head of Finance/ Chief Democratic Services Officer
Failure to abide by the Panel's recommendations	H	L	This report sets out the Panel's recommendation and the Council's approach to their adoption	Head of Finance/ Chief Democratic Services Officer

Links to Council Policies and Priorities

The role of all council members is to support the democratic arrangements involved in running an effective and efficient Council

Options Available

The Council is able to agree any changes to the report provided they are in alignment with the amounts prescribed within the Independent Remuneration panel's final determinations.

The Council can adopt the recommendations set out on the summary page and as discussed in the report or make changes as it so determines

Preferred Option and Why

To either adopt the recommendations set out on the summary page and as discussed in the report or make changes as Council so determines

Comments of Chief Financial Officer

The financial implications of these payments are included annually in the Council's budget.

Comments of Monitoring Officer

In accordance with Section 153 of the Local Government (Wales) Measure 2011, the Council is required to comply with the levels of Members allowances and remuneration prescribed the Independent Remuneration Panel for Wales and the conditions applicable to their payment. The Council no longer has any discretion to fix its own members Scheme of Remuneration. Therefore, for the most part, the Report is for information purposes only and the members basic salary and expenses are fixed by the IRP, subject to the discretion for individual members to forego all or part of their salaries by giving notice to the Proper Officer. However, the IRP has now given councils greater local flexibility and discretion regarding the levels of Senior Salaries payable for 16/17, to reflect the different responsibilities and workloads attached to these roles. The IRP report sets out two levels for Senior Salary payments to Cabinet Members. Because all Cabinet Members in Newport have their own individual scheme of delegation as well as the same collective responsibility for Cabinet decisions, it is recommended that the Senior Salaries should be fixed at Level 1 for all Executive members, which is the same as previously. The Senior Salaries for Committee Chairs are entirely discretionary and, where they are paid, they can now be based on 2 levels, according to responsibility and workload. In order to maintain the current level of payments for all Committee Chairs, the Council would need to set this at level 1. The Civic Salaries are based on three bands and the Council has a discretion as to which of the salary bands should apply. The Democratic Services Committee has previously recommended that the Civic Salaries should be based on the nearest band to the current levels, which would mean a Band B salary of £21,500 for the Mayor and £16,000 for the Deputy Mayor.

Members have a "personal" interest in relation to this Report regarding the Scheme of Remuneration but this is not deemed to be a "prejudicial" interest because of the saving provisions in paragraph 12 of the Members Code of Conduct.

Staffing Implications: Comments of Head of People and Business Change

No direct impact

Comments of Cabinet Member

This report deals with a matter requiring a full Council decision.

Local issues

No local issues

Scrutiny Committees

N/A

Equalities Impact Assessment

N/A

Children and Families (Wales) Measure

N/A

Consultation

N/A

Background Papers

Annual report of the 'Independent Remuneration Panel

Dated:

APPENDIX 'A' – PRESCRIBED AND SUGGESTED REMUNERATION RATES

Basic salary (payable to all elected members) £13,300			
	Group A (Cardiff, Rhondda Cynon Taf, Swansea)	Group B (Bridgend, Caerphilly, Carmarthenshire, Conwy, Flintshire, Gwynedd, Newport , Neath Port Talbot, Pembrokeshire, Powys, Vale of Glamorgan, Wrexham)	Group C (Blaenau Gwent, Ceredigion, Denbighshire, Merthyr Tydfil, Monmouthshire, Torfaen, Isle of Anglesey)
Senior salaries (inclusive of basic salary)			
Band 1 Leader Deputy leader	£53,000 £37,000	£48,000 (prescribed) £33,500 (prescribed)	£43,000 £30,000
Band 2 Other executive level 1	£32,000	£29,000 (Suggested in this report) Or £26,100 is available for decision	£26,000
Band 3 Committee chairs (if remunerated at all)	Level 1: £22,000 (Suggested in the report) Level 2: £20,000 (Available)		
Band 4 Leader of the largest opposition Group	£22,000 (prescribed)		
Band 5 Leader of other political groups (must make up at least 10% of Council)	£17,000 (prescribed but not payable in Newport)		

Remuneration of civic leaders (Mayor) and deputy civic leaders (Deputy Mayor) (inclusive of basic salaries)		
	Civic leaders	Deputy Civic Leader
A	£24,000	£18,000
B	£21,500	£16,000
C	£19,000	£14,000

Fees for co-opted members (with voting rights) of local authorities	
Chairs of standards committees and audit committees	£256 (4 hours and over) £128 (up to 4 hours)
Ordinary members of standards committees who also chair standards committees for community and town councils	£226 daily fee (4 hours and over) £113 (up to 4 hours)
Ordinary members of standards committees; education scrutiny committee; crime and disorder scrutiny committee and audit committee	£198 (4 hours and over) £99 (up to 4 hours)

APPENDIX B - Terms and conditions applicable to allowances in payment in Newport City Council

1. Introduction

1.1. The Local Government (Wales) Measure 2011 sets out the arrangements for Members' Allowances and as such, the Council is required to adopt the requirements of the Independent Remuneration Panel for Wales. This document constitutes the requirements of the Panel and the method by which this Council will comply with those requirements

1.2. Full details of the Panel's requirements in respect of Members' salaries and Allowances can be found in their annual report published at www.remunerationpanelwales.org.uk. The Council will administer the payment of Members' salaries and allowances according to the Panel's requirements

1.3 Specific guidance on processes adopted by the council is included below.

2. General Rules

2.1. Members are reminded of the need to ensure value for money at all times when incurring expenses on Council business.

2.2. Each individual Member is responsible for the correctness and validity of any claim they make. It is up to individual Members to justify and/or substantiate each claim they submit for reimbursement. Any abuse or failure to observe the rules of this Scheme will constitute a breach of the provisions in the Members Code of Conduct concerning integrity and the stewardship of public funds and will be dealt with in accordance with the provisions of Part III of the Local Government Act 2002.

2.3. Payment of any annual Allowance will be calculated by reference to the number of days in office this being determined by the date of election or a decision of Council formalising appointments. If a Member is suspended from office, then all entitlement to allowances and expenses will cease for the period of suspension.

2.4. Members may elect to forego all or any part of their entitlement to an allowance under this Scheme by giving written notice to the Head of Law & Regulation.

2.5. The Measure requires that the Council publish its arrangements for Members' allowances. Information relating to payments and processes for Members' salaries and allowances will be made available via the Authority's website.

2.6. Records are maintained of payments made. Each year the Council must publish the amounts paid to Members to fulfil the requirements of the Measure. This requirement will be fulfilled by publication on the Authority's website and in the Council's newspaper or such other publication circulating widely in the Authority's area.

2.7. Rates and allowances are set annually by the Independent Remuneration Panel.

2.8. Travel expenses can only be claimed for approved duties.

2.9. Subsistence allowances can only be claimed for approved duties taking place outside the City boundaries.

2.10. No claim for expenses of any kind will be paid without original supporting receipts.

2.11. If by virtue of suspension, cessation of duties or any other reason, any Member receives a salary or allowance to which they are not entitled, they will on demand, pay back to the authority such sums that are repayable.

3. Co-opted Member Allowances

3.1. Co-opted Members entitled to claim allowances by virtue of their appointed position, can do so using claim forms available from the Head of People and Transformation.

The maximum payable is the equivalent of 12 full days' allowances claimable as full days, half days or any combination of the two.

4. Travel Allowances

4.1. Members can claim travel expenses whilst travelling to or from official business where they necessarily incur expenditure up to the maximum published rates.

4.2. A Member's home is considered the base for any expense claims. Where a Member claims a mileage allowance, it should be the lesser of

- The actual mileage travelled or
- The distance from home to the official business.

4.3. Wherever possible, Members should arrange for the Council to pay all expenses direct to the provider rather than paying and then reclaiming expenses.

4.4. Costs incurred in travel by means other than a private motor vehicle will be reimbursed at actual cost upon production of appropriate original receipts proving actual expenses.

(NB: 'appropriate' receipts are not credit card vouchers, as they do not contain adequate information to support the detail of the expenditure incurred).

4.5. Where a Member is required to travel on official business, the following rules apply;

A Travel by Rail – Standard rate rail fare is normally payable for all journeys.

Where possible, tickets should be obtained in advance via Members Services;

B Travel by Private Car - the mileage rate for travel by a Member's car is payable plus a supplement for each passenger up to a maximum of four. An original receipt for fuel must be submitted to support any mileage claim to enable the Council to seek reimbursement of the VAT paid;

C In the exceptional circumstance that a Member chooses to travel by taxi to undertake an approved journey then reimbursement will be 'standard rate rail fare in lieu';

D Travel by Air - the actual air fare is payable in appropriate circumstances. Where possible, flights should be booked via Members Services to avoid claims being necessary;

E Reimbursement of appropriate actual cost of tolls, ferries, taxis at destination and parking fees will be made on production of the relevant receipts;

F Where the same duty is being attended by more than one Member or with officers, transport should be shared wherever possible.

5. Subsistence Allowances

5.1. Members will not be able to claim subsistence expenses in respect of official business within the City boundary.

5.2. Subsistence allowances are payable to all Members who necessarily incur expenditure in the performance of official business outside the City boundary.

5.3. Subsistence allowances are payable to reimburse expenditure incurred up to the maximum approved rates. Reimbursement will only take place upon production of appropriate receipts proving actual expenses incurred. Such receipts cannot include alcohol or tobacco. (NB: 'appropriate' receipts are not credit card vouchers, as they do not contain adequate information to support the detail of the expenditure incurred).

5.4. Where a meal is provided by the Authority or body to which the duty relates, the relevant subsistence allowance is not claimable.

5.5. Where seminar or conference fees paid directly by the Council are inclusive of accommodation but do not include meals then any subsistence incurred will be reimbursed upon production of valid receipts, up to the maximum approved rates. Where meals are included, no additional allowances will be paid.

5.6. Where official business involves an overnight stay and the hotel accommodation is paid directly by the Council, any additional subsistence incurred in respect of meals taken during the period of absence will be reimbursed upon production of valid receipts up to the maximum approved rates. Where meals are included, no additional allowances will be paid.

5.7. Where official business involves an overnight stay and the hotel accommodation is not paid for directly by the Council then accommodation and subsistence costs will be reimbursed on production of valid receipts, up to the maximum approved rates.

5.8. The production of appropriate receipts proving actual expenses incurred in support of subsistence claims is required. It is expected that the receipt will be provided in all circumstances. Claims not supported by a valid original receipt will not be paid. Claims in excess of the maximum allowed rates will be paid up to but not exceeding those rates.

6. Overseas Allowances

6.1. Detailed guidance on the procedure and entitlement is set out in the Appendix.

7. Attendance at other bodies

7.1. Members appointed to other bodies such as the Welsh Local Government Association must comply with any scheme operated by those bodies. If claims for expenses can be submitted to those bodies then this should be the course of action taken by Members.

7.2. Attendance at meetings of these bodies as a representative of the Council is official business.

7.3. Where claims cannot be submitted directly to such bodies, a claim should be submitted to the Council but clearly marked as recoverable from the body concerned.

7.4. No Member in receipt of a senior salary as Leader, Deputy Leader or Cabinet Members entitled to receive a salary from a Fire and Rescue Authority in their capacity as an appointed representative of the Council.

8. Pensions

8.1. Subject to the relevant provisions of the Local Government Pension Scheme, Members are eligible to join the Local Government Pension scheme. Please contact the Head of People and Transformation for details of the scheme. Personal pension advice cannot be provided.

9. Payment of Allowances

9.1. Members are required to complete a New Appointment Form confirming personal details and to provide any other documents required by the Council to properly process payments. These documents will include items required to confirm identity such as passports or birth certificates. Failure to promptly provide any information required may delay payment.

9.2. The payment of Basic and Senior Salaries (where applicable) will be incorporated into the monthly payroll system and paid by bank credit transfer.

9.3. Travelling and subsistence and care allowance claims submitted to the Head of People and Transformation by the 5th working day of the month will normally be included in the payroll run of the same month.

9.4. Details of journeys undertaken and expenses incurred must be recorded on the approved log sheet.

9.5. Claim forms should be completed in full (including your home address and payroll reference number – which can be found on your payslip) and submitted with any related log sheets and receipts attached in support of the claim. Claim forms must be submitted on a monthly basis. **Claims will not be paid if they are over three months overdue.**

9.6. In accordance with Financial Regulations, claims at the end of the financial year are to be submitted by the 5th working day of April.

9.7. Each and every claim shall include a statement that the Member has not made, and will not make, any other claim in respect of the matter to which the claim relates.

Appendix

Overseas Allowances

1 Claims Procedure

- 1.1 Claims must be accompanied by a detailed itinerary of the trip giving the names of all people travelling, modes of transport between venues and specifying items of expenditure which have been paid in advance by the Council or provided by an outside body.
- 1.2 The Council minute or other document authorising the attendance should be quoted on the claim.
- 1.3 Each Councillor's expenses must be claimed on individual claim forms. The cost of group expenditure must not be pooled on one form unless this has been agreed in advance with the Head of Human Resources & Policy and is being claimed by an officer of the Council.

2 Travelling Allowance

- 2.1 Reasonable travelling expenses whilst abroad may be claimed at actual cost but the normal rules will apply to any part of the trip within the UK.

3 Subsistence Allowance

- 3.1 Reasonable subsistence allowance for accommodation and main meals (breakfast, lunch and dinner), if not included in the cost of the accommodation, may be claimed upon production of valid receipts.

(Note: receipts must be formal documents showing the name of the business, the date and the nature of the supply. Basic non-detailed till receipts will not be acceptable).

- 3.2 If subsistence is claimed for travelling time within the UK, full details of departure and arrival times must be given in the itinerary. Claims must be made in accordance with Section 9 and original receipts must be provided.

4 Other Expenses

- 4.1 The actual cost of currency conversion, business telephone calls and any other valid business costs will also be paid on production of the valid receipts.



Report

Full Council

Part 1

Date: 26 April 2016

Item No:

Subject **Community Infrastructure Levy (CIL) for Newport**

Purpose To seek approval for proposals for a Community Infrastructure Levy for Newport to be submitted to the Planning Inspectorate for independent examination. Full Council are invited to approve:

- a) The Newport Draft CIL Changing Schedule (Appendix A)
- b) Draft Charging Schedule – Report of Consultation (Appendix B)
- c) Draft Infrastructure Development Plan & Infrastructure/Regulation 123 List (Appendix C)

Author Planning Policy Manager

Ward All

Summary CIL is a new charging mechanism for securing contributions from developers. It is a levy that will apply to certain types of new development. The CIL rates will be set out in a Charging Schedule and therefore developers will know exactly what they will be expected to pay. The CIL rates, once set, are effectively non-negotiable; therefore lengthy negotiations over planning contributions between the local planning authority and developers are expected to decrease. Section 106 contributions for affordable housing and other site specific infrastructure will still be sought.

In setting the CIL rates, the Council must submit its proposals and evidence to the Planning Inspectorate to undergo independent examination.

Proposal **Full Council approves the above documents to be submitted to the Planning Inspectorate for independent examination.**

Action by Head of Regeneration, Investment and Housing

Timetable Immediate

This report was prepared after consultation with:

- Cabinet Member for Regeneration and Investment
- Head of Finance (Chief Finance Officer)
- Head of Law and Regulations (Monitoring Officer)
- Head of People and Business Change

Signed

1. BACKGROUND

- 1.1 The Planning Act 2008 provides for the introduction of the Community Infrastructure Levy (CIL). The detail of how the CIL works is set out in the Community Infrastructure Levy Regulations 2010, which came into force in April 2010.
- 1.2 The UK Government's intention is to ensure that the CIL and S106 are used to complement one another as methods of securing infrastructure and community benefit. CIL is intended to be used for general infrastructure contributions, whilst S106 obligations will still be used for site-specific mitigation.

2. COMMUNITY INFRASTRUCTURE LEVY

2.1 What kind of development is CIL liable?

- 2.1.1 The levy may be payable on development which creates net additional floor space, where the gross internal area of new build exceeds 100 square metres. However, that limit does not apply to new houses or flats, and a charge can be levied on a single house or flat of any size, unless it is built by a 'self-builder'.

2.2 What kind of development does not pay the CIL?

- 2.2.1 The following do not pay the CIL:

- development of less than 100 square metres, unless this is a whole house, in which case the levy is payable;
- houses, flats, residential annexes and residential extensions which are built by 'self-builders';
- social housing/affordable housing;
- charitable development;
- buildings into which people do not normally go;
- buildings into which people go only intermittently for the purpose of inspecting or maintaining fixed plant or machinery;
- structures which are not buildings, such as pylons and wind turbines;
- specified types of development which the Council have decided should be subject to a 'zero' rate and specified as such in the Charging Schedule;
- vacant buildings brought back into the same use;
- where the levy liability is calculated to be less than £50, the chargeable amount is deemed to be zero so no levy is due;
- mezzanine floors of less than 200 square metres, inserted into an existing building, are not liable for the levy unless they form part of a wider planning permission that seeks to provide other works as well.

2.3 How does the levy relate to planning permission?

- The levy is charged on new development
- The levy may also be payable on permitted development
- Development which is the subject of a Lawful Development Certificate may be liable for the levy, depending on the circumstances.
- Where a planning permission is phased, each phase of the development is treated as if it were a separate chargeable development for levy purposes. This may apply to schemes which have full planning permission, as well as to outline permissions

2.4 CIL Infrastructure Plan

- 2.4.1 The Council must identify the total cost of infrastructure it wishes to fund (wholly or partly) through the levy. In doing so, it must consider what additional infrastructure is needed to support development, and what other sources of funding are available. As such, evidence of a 'funding gap' must be demonstrated to justify a CIL.
- 2.4.2 Infrastructure needs and associated costs will be identified in an Infrastructure Plan (known as a Regulation 123 List), alongside known site-specific S106 items.
- 2.4.3 CIL will provide a 'contribution' towards the overall provision, improvement, replacement, operation and maintenance of 'city-wide' projects or 'types' of infrastructure (that support the LDP). Examples include roads and transport facilities, flood defences, educational facilities, sporting and recreational facilities, open spaces that are required to support development in the LDP. Whilst core public funding will fund most infrastructure, CIL will provide 'additional' funding. The Regulation 123 List will be continually reviewed to reflect corporate priorities.
- 2.4.4 There is no direct link between a development's requirements for infrastructure provision and the spending of the CIL the development generates.

2.5 CIL Charging Schedule

- 2.5.1 Having confirmed an infrastructure need, an economic viability assessment must be undertaken regarding the potential effects of the imposition of the CIL on the economic viability of the area. This will be achieved by assessing local land values. The resulting Charging Schedule (expressed in pounds per square metre) may have differential rates according to geographical sub-areas and/or specific land use classes.

2.6 Charging Schedule Consultation

- 2.6.1 A Charging Schedule is prepared and adopted as follows:
- the Council prepares its evidence base in order to prepare its draft levy rates;
 - the Council prepares a Preliminary Draft Charging Schedule and publishes this for consultation
 - the Council then prepares and publishes a Draft Charging Schedule – a period of further consultation based on this draft,
 - an independent person (the "Examiner") examines the Charging Schedule in public;
 - the Examiner's recommendations are published;
 - the Council considers the Examiner's recommendations;
 - the Council approves the Charging Schedule.

2.7 CIL Adoption

- 2.7.1 The CIL will only apply to development following formal adoption. There shall be no 'double-charging' for infrastructure from both Section 106 and CIL. As such, the Council cannot seek S106 contributions towards items that are on the Regulation 123 List.
- 2.7.2 CIL will operate in addition to Section 106, the use of which will be scaled-back to site specific mitigation works, 'in-kind' on-site provision and affordable housing.

2.8 CIL Expenditure

- 2.8.1 The Council will need to establish what Regulation 123 List infrastructure projects are prioritised. CIL has more flexibility in terms of expenditure when compared with Section 106, in that CIL contributions collected from a development in one part of Newport could be spent on infrastructure in a completely different part of the city. As long as the necessary infrastructure appears on the Regulation 123 List, then the expenditure is legitimate. The Regulation 123 List can also be updated as and when needed.
- 2.8.2 15% of CIL revenues, derived from development within a defined Community Council area must be passed on to that specific Community Council. The funds can be spent on a wider range of items than the general CIL funds, including:
- The provision, improvement, replacement, operation or maintenance of infrastructure; or
 - Anything else that is concerned with addressing the demands that development places on an area.
- 2.8.3 Communities without Community Councils are still eligible for funds. The Council is able to release funds following public consultation.

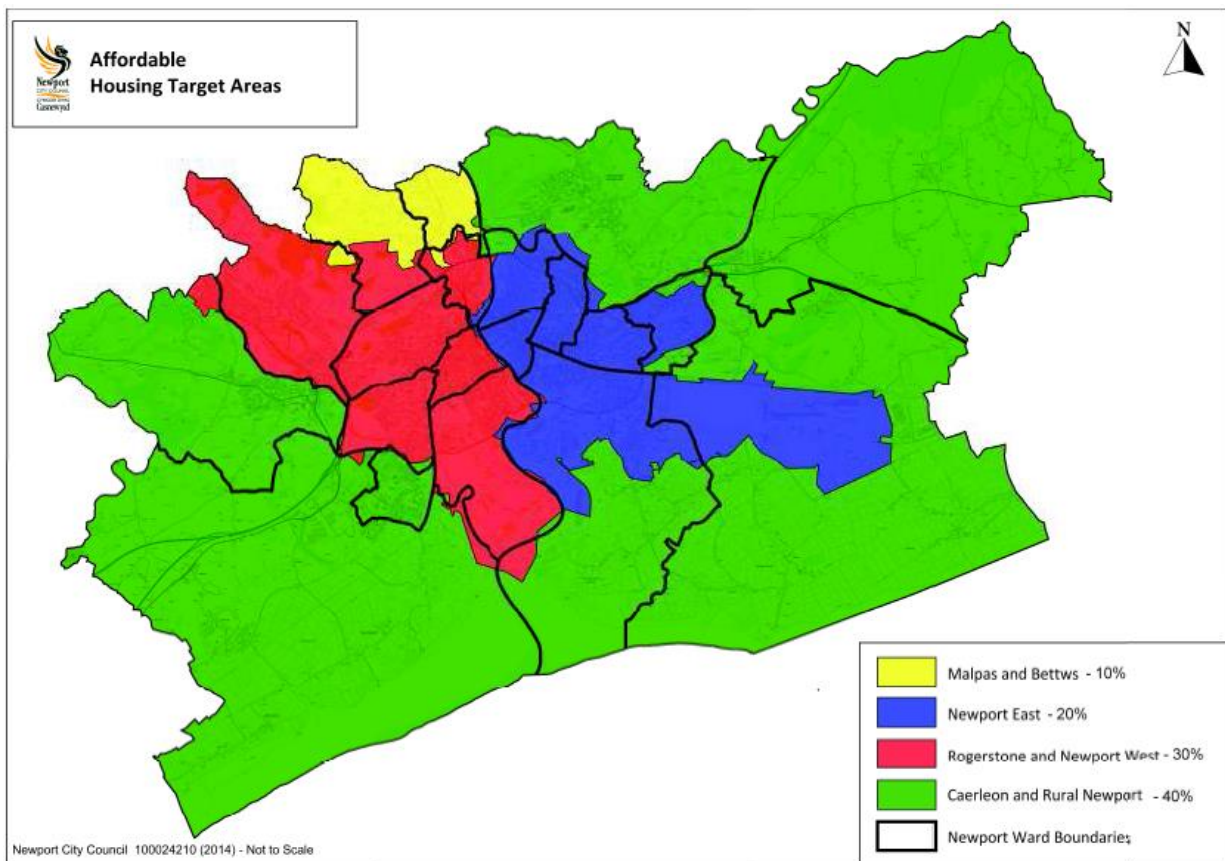
2.9 April 2015

- 2.9.1 To encourage authorities to implement CIL, the UK Government is restricting the use of S106 obligations.
- 2.9.2 If five or more 'pooled' S106 obligations (identified in signed agreements) are identified for either a 'specific' infrastructure project (e.g. Turner St Play Ground) or 'type' of infrastructure (e.g. General Education needs), no more S106 obligations may be collected in respect of those uses. The five obligations also include unimplemented consents. This obviously has implications on the ability to maximise planning obligation contributions through the S106 mechanism and officers will need to be more astute with respect to negotiating S106 prior to the adoption of CIL.

3. NEWPORT CIL

3.1 Methodology

- 3.1.1 Newport City Council has commissioned 'Nationwide CIL Service' to produce a viability report for Newport and to recommend a CIL charging schedule. The study assesses the viability of residential development and commercial sites taking into account all relevant factors. Existing housing submarket areas have been considered along with their different affordable housing requirements (as determined by the Local Development Plan – please see figure below).



3.1.2 The study tested a variety of different mixed residential and commercial development scenarios considered likely to emerge in Newport. The study also considered the differences in land value for brownfield and greenfield development. The main report 'Newport CIL Viability Assessment October 2015' is available to view online by click [here](#).

3.2 Viability Findings

3.2.1 The table below identifies the maximum residential CIL rates that are affordable in each submarket group area. In general, the table indicates that the areas with the lowest affordable housing requirements are potentially able to afford higher CIL rates. The payment of a CIL for apartments anywhere in Newport is deemed to be unviable.

Maximum Residential CIL Rates per sqm					
Affordable Housing Zone & Base Land Value	Mixed Residential Development	Medium Sized Mixed Development	Intermediate Mixed Development	Small Housing Development	Town Centre Apartments
Malpas & Bettws (10% affordable housing zone)					
Greenfield	£139	£135	£134	£151	-£211
Brownfield	£105	£101	£101	£118	-£228
Newport East (20% affordable housing zone)					
Greenfield	£108	£101	£98	£120	-£266
Brownfield	£72	£65	£63	£85	-£282
Rog/Newport West (30% affordable housing zone)					
Greenfield	£76	£65	£62	88	-£320
Brownfield	£39	£29	£26	£52	-£336
Caerleon/Rural (40% affordable housing zone)					
Greenfield	£122	£113	£110	£136	-£242
Brownfield	£85	£77	£75	£101	-£258

3.2.2 The results illustrate maximum potential CIL rates which could be applied without threatening the economic viability of the development. The appraisals are necessarily generic tests which do not make allowances for site specific abnormal costs. Therefore it is recommended that the set CIL rates are set within the identified viability margins to take account of these unknown factors. The types of development expected in each location are also considered. As a result, the recommended CIL rates are:

Residential CIL	
Apartments	£0
Malpas & Bettws	£60sqm
Newport East	£45sqm
Rogerstone/Newport West	£20sqm
Caerleon/Rural	£60sqm

Commercial CIL	
General Retail A1-A3 (excluding food supermarket)	£50sqm
Food Supermarket A1 (less than 3000sqm)	£100sqm
Food Supermarket A1 (3000sqm plus)	£150sqm
All Non Residential Uses excluding retail	£0sqm

3.2.3 The recommended CIL rates do vary from the absolute maximum that could potentially be achieved, but as noted above, flexibility needs to be built into the rates to make allowances for site specific abnormal costs. In comparison to other South East Wales authorities, Caerphilly and Merthyr have adopted CIL rates. Caerphilly's maximum residential rate is £40sqm and maximum retail is £100sqm and Merthyr's maximum residential rate is £25sqm and maximum retail is £100sqm. Cardiff is at an earlier preliminary stage of CIL and is proposing £100sqm for residential and £250sqm maximum for retail. Newport's recommended CIL rates are therefore higher than Caerphilly and Merthyr, but lower than Cardiff. Based on land values and property prices, this is where you would expect Newport to sit in comparison to these other authorities. Therefore, based on the economic evidence and comparisons to other authorities in the area, the recommended CIL rates are considered reasonable.

- 3.2.4 Public consultation on the proposed CIL rates and background evidence has taken place over the summer 2015 and winter 2016. Representations received during the latest round of consultation (Draft Charging Schedule) along with the proposed officer response are available to view in Appendix B.
- 3.2.5 No other forms of development are expected to be viable enough to afford a CIL charge. Therefore the CIL will only apply to residential (with the exception of apartments) and retail development. Affordable housing will not pay any CIL. Commercial (B use class) development will not pay CIL, however S106 contributions can be sought if they are necessary to make the development acceptable in planning terms.
- 3.2.6 The Council's CIL Draft Charging Schedule is available to view in Appendix A. This document is designed to be user friendly for developers in helping them to understand exactly what they would be expected to pay. The Draft Charging Schedule also includes a draft instalments policy to indicate when CIL money would be collected.

3.3 **Newport Infrastructure List**

- 3.3.1 As part of the CIL process, the Council must devise a list of infrastructure that is necessary to support growth up to 2026, known as the Regulation 123 List. The Council must estimate the total cost of the infrastructure and then this is used as a guide throughout the process to demonstrate that a CIL should be introduced. The Council's Draft Infrastructure Plan and Regulation 123 List is available to view in Appendix C.

4. **Next Steps**

- 4.1 Should Full Council approve the Newport Draft Charging Schedule, the next step would be for the Council to submit this and the supporting background documents to the Planning Inspectorate to undergo examination.
- 4.2 Following examination, the Inspector will make their recommendations in a report. The recommendations will then be considered and Full Council will be invited to adopt CIL. CIL charges will only be applicable to new development following adoption.

5. **Financial Summary:**

- 5.1 Overall, the CIL is expected to increase the contributions collected by the Council compared to the current approach. At present, S106 contributions for education and leisure are not sought on the small housing schemes of fewer than 5 units. In conjunction with the recent affordable housing supplementary planning guidance, contributions from CIL and affordable housing will now be sought on schemes as small as a single unit. For example, a scheme of four 4-bed units in Caerleon (of 110m² each) would have paid no S106 contributions in the past. However, with the projected CIL rates and affordable housing contributions, the Council would now be seeking a contribution of £38,718 per dwelling or £154,872 for the whole scheme.
- 5.2 For medium schemes (up to 500 units), CIL is still expected to increase income. In evidence presented during the LDP examination, the average S106 cost per market unit for medium sized schemes was calculated at £2,877. In the majority of cases, CIL will bring in more than this. The table below gives an idea of approximate costs for dwellings across the 4 submarket areas:

Dwelling Type	Malpas & Bettws	Newport East	Rogerstone & Newport West	Caerleon & Rural Newport
CIL Rate	£60sqm	£45sqm	£20sqm	£60sqm
2 Bed House (83 sqm)	£4,980	£3,735	£1,660	£4,980
3 Bed House (94 sqm)	£5,640	£4,230	£1,880	£5,640
4 Bed House	£6,600	£4,950	£2,200	£6,600

- 5.3 Whereas it is accepted that the Rogerstone/Newport West (red) is likely to be lower than the current S106 average, when the affordable housing contributions are added, contributions from this area will be considerably more than the £2,877 average. Contributions expected from the other 3 submarket areas are well in excess of the current S106 average. Therefore, overall, CIL contributions are expected to be significantly more than the S106 currently collected.
- 5.4 For larger schemes (over 500 units) which may require their own primary school for example and other onsite infrastructure; these schemes will still pay the CIL rate but they will also be expected to provide the new primary school as well. Therefore the Council will not lose out financially. If the cost of CIL and S106 for onsite infrastructure potentially makes the development unviable, then the Council, if needed, can reduce the level of affordable housing required.
- 5.5 In terms of CIL revenue, the Consultant has estimated expected growth across the 4 submarket areas over the LDP plan period (2011-2026). By 2026, it is expected that CIL receipts will total approximately £8.4m for residential schemes. S106 contributions for affordable housing and other site specific infrastructure will be collected in addition to this figure. CIL revenue from retail schemes is more difficult to estimate as the LDP does not make any specific allocations for retail development. Therefore any CIL money collected from retail development would be in addition to the £8.4m. If CIL was not implemented, the amount of developer contributions the Council might expect (based on the average cost) would be lower and likely to be between £6 and £7million, but potentially with the restrictions on pooling, this might prove difficult to achieve.

6. 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?
CIL is set at a level which is too low and reduces the Council's ability to fund infrastructure	M	L	The Council is working with a consultant to develop a meaningful CIL that will not stifle growth and will allow the Council to fund infrastructure. The rates have been through two rounds of consultation and will be subject to a public examination.	Planning Policy Manager
CIL is set at a level which is too high and stifles growth.	H	L	The Council is working with a consultant to develop a meaningful CIL that will not stifle growth and will allow the Council to fund infrastructure. The rates have been through two rounds of consultation and will be subject to a public examination.	Planning Policy Manager
Delays with the implementation of CIL	M	M	Following submission, the Council will work with the Planning Inspectorate to avoid unnecessary delays.	Planning Policy Manager
Renegotiation of S106 requirements following CIL	M	M	The viability testing has made allowances for S106 contributions, affordable housing levels as well as the	Planning Policy Manager

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?
implementation (developers seeking reduced affordable housing levels)			proposed CIL. The recommended rates are considered to be affordable and reasonable.	

* Taking account of proposed mitigation measures

7. Links to Council Policies and Priorities

- 7.1 The Local Development Plan is one of the statutory plans the Council has to prepare. It determines Newport's land use policies for the next fifteen years. The CIL charging schedule is intrinsically linked to the LDP as the CIL is the mechanism for collecting contributions to fund the growth within the LDP.
- 7.2 The Newport Single Integrated Plan (SIP) is the defining statement of strategic planning intent for the next 3 years. It identifies key priorities for improving the City, including Health and Wellbeing and Safe and Cohesive Communities. A CIL will collect developer contributions that will help to deliver infrastructure that will assist to deliver priorities.
- 7.3 Newport City Council has five corporate objectives including a Fairer City, Greener and Healthier City and Safer City. The CIL will help deliver the corporate objectives by collecting contributions from developers and providing infrastructure that will help deliver the corporate objectives.

8. Options available

- 8.1 The options available are:
- Approve the CIL rates and supporting documents for submission to the Planning Inspectorate;
 - Make amendments to the CIL rates and supporting documents and release for further public consultation;
 - Not to submit the CIL rates and either scrap completely or start again.

9. Preferred Option and Why

- 9.1 Option A is the preferred option for the reasons outlined in this report. The rates proposed will not stifle growth but will increase the contributions developers will pay to the Council for necessary infrastructure.

10. Comments of Head of Finance - Chief Financial Officer

- 10.1 The implementation of CIL is expected to generate additional capital funds to be used on infrastructure improvements across the city. The key elements that are vital to the success of CIL are a realistic and achievable Regulation 123 List and a sensible schedule of rates, so responsible officers will need to monitor both closely. Liaison with Finance officers will be necessary in order to appropriately plan capital expenditure in line with corporate infrastructure priorities as CIL funds are received.
- 10.2 The implementation of CIL has gone through public consultations and this report is asking Full Council to approve the CIL for independent examination.

- 10.3 When properties are built there will be additional pressures on Council services but, if implemented properly, the CIL should generate significantly more financial resource for the Council than S106 alone, maximising opportunities for infrastructure development. Contributions receivable from developers under CIL will need to be monitored and set aside to be used as specified.

11. Comments of Head of Law and Standards - Monitoring Officer

- 11.1 The proposed action is in accordance with the Council's statutory powers under the Planning Act 2008 and the Community Infrastructure Levy Regulations 2010. In accordance with the Act and the Regulations, full Council is required to formally approve the draft Infrastructure Development Plan (Regulation 123 List) and the draft Charging Schedule, for submission to the Planning Inspectorate for public examination. Following the Inspector's report, the final Regulation 123 List and CIL Charging Schedule will be reported back to full Council for formal adoption. The draft List and Charging Schedule have been the subject of formal consultation, as required by the Regulations, and the outcome of the consultation is set out in the Report at Appendix B. The draft charges have also been prepared by independent consultants, having regard to the need to strike a balance between maximising costs to ensure that infrastructure needs are met but not stifling future growth due to unviable charges.

12. Staffing Implications: Comments of Head of People and Business Change

- 12.1 The proposed rates for the Community Infrastructure Levy have been set in consultation with an expert advisor at a level which balances raising sufficient infrastructure contributions without being excessive and stifling investment. Comparisons with South Wales authorities (where CIL have been adopted) indicate the proposed rates for Newport are set at a level that could be expected for a regional city, that is higher than Merthyr and Caerphilly but lower than Cardiff. The proposed CIL rates are predicted to result in a significant increase in income for infrastructure and potentially offer more flexibility in how the funds can be utilised across the city compared to the existing S106 framework. It is for full Council to decide whether it considers the proposed rates to be appropriate for Newport.

13. Comments of Cabinet Member

- 13.1 Cabinet Member has approved the CIL rates and supporting documents.

14. Local issues

- 14.1 CIL will apply to the whole of Newport.

15. Scrutiny Committees

- 15.1 The proposed CIL rates have not been subjected to any Scrutiny Committee.

16. Equalities Impact Assessment

- 16.1 An Equalities Impact Assessment for a Newport Community Infrastructure Levy has been carried out.

17. Children and Families (Wales) Measure

- 17.1 Although no targeted consultation takes place specifically aimed at children and young people, consultation on the CIL was open to all of our citizens regardless of their age.

18. Consultation

- 18.1 The Newport CIL has been through 2 rounds of public consultation. The preliminary draft charging schedule went out to public consultation for six weeks starting in June 2015 and the draft charging schedule went out to public consultation for six weeks starting in January 2016.

19. List of Appendices

- a) The Newport Draft CIL Changing Schedule
- b) Draft Charging Schedule – Report of Consultation
- c) Regulation 123 Infrastructure List



Appendix A - Draft
Charging Schedule A



Appendix B - Draft
Charging Schedule - f



Appendix C -
Newport Draft Infras

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Newport City Council

Community Infrastructure Levy



Draft Charging Schedule

April 2016



1. Introduction

- 1.1 The Community Infrastructure Levy (CIL) is a planning charge on new development in Newport which will help fund supporting infrastructure necessary to deliver growth.
- 1.2 This Draft Charging Schedule sets out the rates that the Council is proposing to charge and what types of new development will be expected to pay. The Charging Schedule has been prepared in accordance with the requirements of the Community Infrastructure Levy Regulations 2010 (as amended).

2. Consultation

- 2.1 The Draft Charging Schedule has undergone two rounds of public consultation. A Preliminary Draft Charging Schedule consultation took place between 26 June 2015 and 7 August 2015 and a Draft Charging Schedule consultation occurred between 29 January 2016 and 11 March 2016. Representations received have all been considered accordingly.

3. Draft CIL Rates

- 3.1 Newport City Council will be the charging authority for the purpose of charging the Newport City Council CIL.
- 3.2 Newport City Council intends to charge CIL as set out in the tables below. The rates are expressed as pounds per square metre.

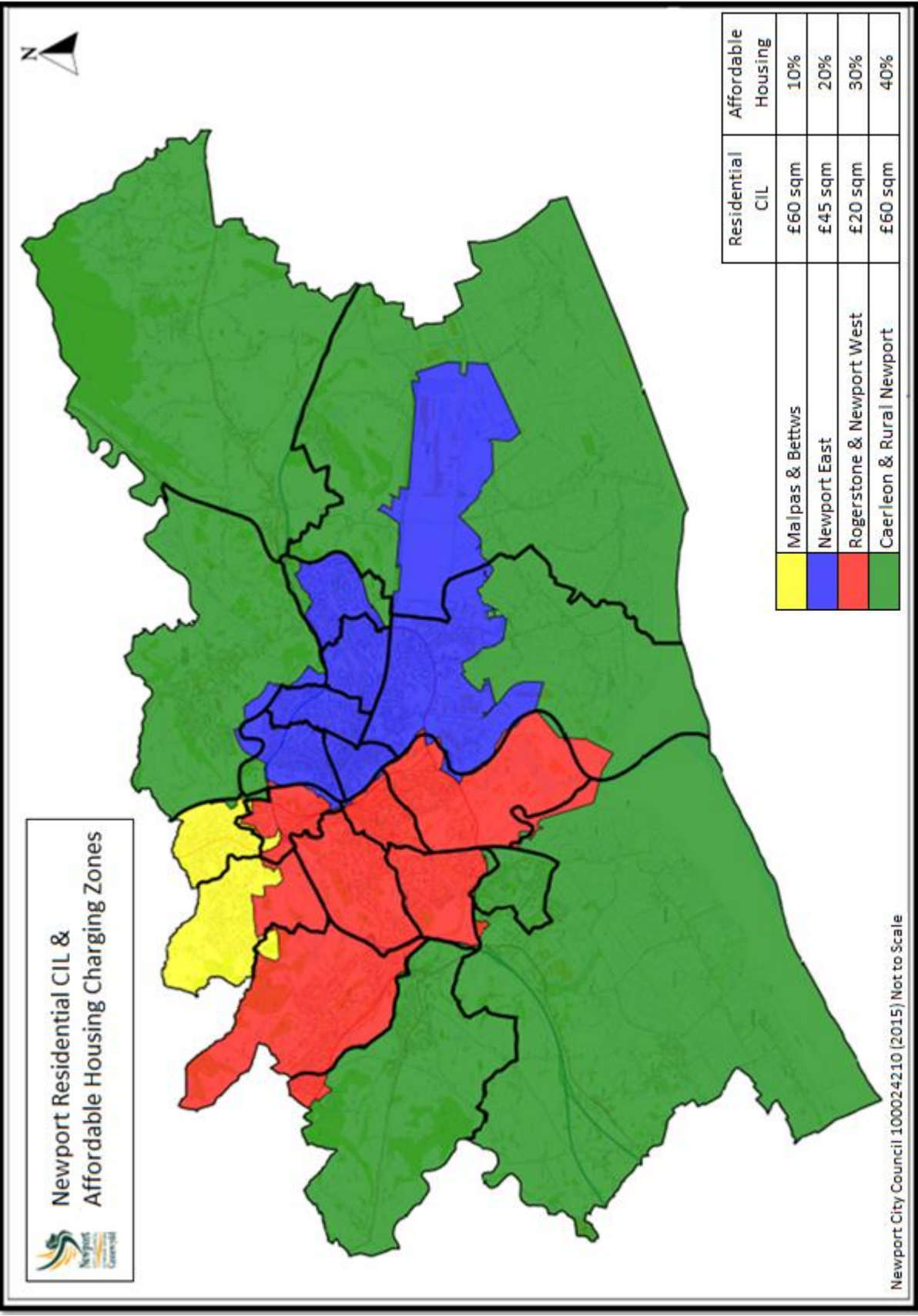
Table 1: Residential CIL Rates

Apartments	£0
Malpas & Bettws	£60 sqm
Newport East	£45 sqm
Rogerstone/Newport West	£20 sqm
Caerleon/Rural Newport	£60 sqm

A map illustrating the location and boundaries of the areas in which the differential rates are charged appears overleaf. The CIL zones are based on the same areas as defined by the Affordable Housing Target Areas in the Local Development Plan 2011-2026.

Table 2: Other CIL Rates

All Retail A1-A3 (Excluding Food Supermarkets)	£50 sqm
Food Supermarket A1 (less than 3000 sqm)	£100 sqm
Food Supermarket A1 (3000 sqm or more)	£150 sqm
All Other Non-Residential Uses excluding retail	£0 sqm



4. Calculating CIL

- 4.1 The chargeable amount will be calculated at the time planning permission is first granted.
- 4.2 The calculation for CIL will be set out in accordance with the formula set out in the CIL Regulations:

$$(R \times A \times I_p) \div I_c$$

R = the CIL Rate set out in Tables 1 and 2 above

A = the deemed net area chargeable at rate R

I_p = the index¹ figure for the period in which planning permission was granted

I_c = the index figure for the period in which the charging schedule took effect

- 4.3 CIL will be charged on the net additional gross internal floor area of a development. Where buildings are demolished, the total of the demolished floor space will be off-set against the floor space of the new buildings, providing the buildings were in lawful use prior to demolition. Where a chargeable amount is calculated to be less than £50, the charge is waived.
- 4.4 Where there is more than one use class in a development, the chargeable development in each use class is calculated separately and then added together to establish the total sum.
- 4.5 In the case of an outline planning permission which permits development to be implemented in phases, each phase of the development is deemed to be a separate chargeable development. In the case of outline planning applications where the floorspaces of the development have not yet been determined, the amount will be calculated at the submission of reserved matters applications and the liability notice will follow the approval of reserved matters.

5. CIL Instalment Policy

- 5.1 The Council recognises that it might not be financially possible for developers to pay the total CIL charge for their development in one payment. Therefore the Council intends to introduce an instalments policy in accordance with Table 3 below:

¹ The Council will use the Building Cost Information Service All-in Tender Price Index published by RICS.

Table 3: Proposed CIL Instalments

Total CIL Charge	No. of Instalments	Payment Period
Any amount less than £10,000	1	<ul style="list-style-type: none"> • 100% within 90 days of the commencement date.
£10,000 to £40,000	2	<ul style="list-style-type: none"> • 40% within 90 days of the commencement date; • 60% within 180 days of the commencement date.
£40,001 to £100,000	3	<ul style="list-style-type: none"> • 30% within 90 days of the commencement date; • 30% within 180 days of the commencement date; • 40% within 270 days of the commencement date.
£100,001 to £200,000	4	<ul style="list-style-type: none"> • 20% on the commencement date; • 25% within 180 days of the commencement date; • 25% within 270 days of the commencement date; • 30% within 360 days of the commencement date.
£200,001 to £1,000,000	4	<ul style="list-style-type: none"> • 20% on the commencement date; • 25% within 180 days of the commencement date; • 25% within 360 days of the commencement date; • 30% within 540 days of the commencement date;
£1,000,001 to £2,000,000	5	<ul style="list-style-type: none"> • 15% on the commencement date; • 15% within 180 days of the commencement date; • 20% within 360 days of the commencement date; • 20% within 540 days of the commencement date; • 30% within 720 days of the commencement date.
Instalments for CIL charges in excess of £2,000,000 will be negotiated directly with the developer.		

5.2 The definition of development commencement is the same as used in planning legislation, unless planning permission has been granted after commencement.

- 5.3 On occasions where planning permission is granted retrospectively because the development has already been carried out, the commencement date for the purposes of CIL will be the day on which permission is granted.

6. CIL Exemptions

- 6.1 CIL chargeable development does not include works to buildings into which people do not normally go or which people only go intermittently to inspect or maintain plant or machinery.
- 6.2 CIL is not chargeable on minor developments where the gross internal area of the new building or extension will be less than 100sqm unless the development will comprise one or more dwellings.
- 6.3 CIL is not chargeable on developments where the owner of the land is a charitable institution and the development will be used wholly or mainly for charitable purposes.
- 6.4 Social Housing (also known as Affordable Housing) and self-build housing is eligible for relief from CIL. Regulations 49-54 of the CIL Regulations 2010 (as amended) set out the conditions and procedures under which this exemption applies for social housing.
- 6.5 There is also discretionary relief for exceptional circumstances if there is a Section 106 planning obligation attached to a development, and the cost of that exceeds the CIL amount levied, whereby CIL would have an unacceptable impact on the economic viability of a development. In such exceptional circumstances, the onus will be placed on the developer to demonstrate that the development is unviable.

7. How will CIL be collected?

- 7.1 When planning permission is granted, the Council will issue a liability notice setting out the amount that will be due for payment when the development commences. It will set out the payment procedure and the possible consequence of failure to comply with the payments.
- 7.2 The responsibility to pay CIL lies with the ownership of the land to which the development relates. If the land is sold, the CIL liability is transferred to the new owner.
- 7.3 The liable party must submit a commencement notice to the Council prior to the commencement of the development. The Council, as charging authority, will then serve a demand notice on the liable party or parties to pay the CIL.

8. How will the CIL be spent?

- 8.1 CIL Regulation 123 requires the Council to publish a list of infrastructure that CIL revenue can be used to fund. The Council has published its 'Draft Regulation 123 List of Infrastructure' which sets out the Council's view of what infrastructure should be CIL funded.

The Regulation 123 List is available for inspection and comment as part of the Draft Charging Schedule consultation.

9. Monitoring

9.1 The Council will publish an Annual CIL Report for the financial year which will detail:

- How much CIL money has been received;
- How the CIL money has been spent;
- The amount of CIL money retained for future expenditure.

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Report of Consultation

Community Infrastructure Levy

Draft Charging Schedule

April 2016



1. Introduction

- 1.1 The consultation of the Community Infrastructure Levy (CIL) Draft Charging Schedule (DCS) commenced on 29th January 2016 and ended on 11th March 2016. The Council received responses from only 3 representors which raised 8 separate individual representations. No responses were received from organisations representing the house builders.
- 1.2 Following the preliminary draft charging schedule consultation, the Council and its CIL consultant met with Savills on 23 October 2015. Savills were representing a consortium comprising of Barratt Homes, Llanmoor Homes, Persimmon Homes and Taylor Wimpey. The Council and Savills were able to discuss the representations received as part of the preliminary draft charging schedule stage. A number of changes were agreed during the meeting, with some further analysis being undertaken. As a result, Savills do not feel the need to submit any further comment.

2. Consultation Process

- 2.1 In accordance with Regulation 16 of the CIL Regulations 2010 (as amended), the Council published its DCS and evidence base for consultation. Copies of the consultation documents were made available, along with the details of the consultation period, on the Council's website and were available for inspection at the Council's Information Station and all Newport Libraries. The consultation documents were sent to the consultation bodies in accordance with Regulation 16 and comments were invited. A list of consultation bodies consulted appears in Appendix 2. The consultation form sent out to consultees can be viewed in Appendix 3.
- 2.2 A statutory notice was placed in the South Wales Argus newspaper on 29th January 2016 to publicise the consultation.
- 2.3 The Council has complied with the consultation requirements as set out in Regulation 16 of the CIL Regulations.

3. The Responses

- 3.1 As noted above, responses from 3 representors were received within the consultation timeframe. The representations received and the Council responses can be viewed in Appendix 1.

Appendix 1 – Draft Charging Schedule (DCS) Consultation Responses

Representor	Comments	Council Response
Network Rail	Draft Charging Schedule form submitted. Network Rail are satisfied with the viability evidence and proposed CIL rates.	Support noted.
Network Rail	<p>Network Rail's comments relate to the rail projects referred to in 'Appendix D – Infrastructure Development Plan'.</p> <p>In relation to the proposed Draft Infrastructure List, Item 16 refers to Llanwern Regeneration Rail Halt and Park and Ride. In previous discussions with Newport City Council, Network Rail has emphasised the need for a road overbridge to be delivered as part of any new rail station proposal in order to provide access to the new station and that this would then be directly connected to the opportunity for Network Rail, supported by Newport City Council, to commence the closure of Bishton Crossing level crossing. Network Rail is aware that the provision of a Rail Halt at Caerleon has previously been considered by your Council. The development of any such proposal would require extensive liaison with Network Rail. Mindful of the need for pre-feasibility studies, site surveys and consideration of location options the proposed delivery period of 2013-2018 is not considered practicable.</p>	<p>The road overbridge to be delivered as part of the proposed new Llanwern Rail Halt and Park and Ride will be provided by the developers of the Llanwern Village Site (1,100 allocated units in the LDP). A signed S106 is in place for the funding of this scheme. Therefore is not necessary, and would be unlawful, to include the overbridge in the Regulation 123 List.</p> <p>The comments on a Rail Halt at Caerleon are noted. The timescale in the draft Regulation 123 List has been changed to 2018 – 2023.</p>
Newport City Council – Family Information Service Co-ordinator	<p>Childcare Act Section 22 and 26: Power to require local authority to assess childcare provision</p> <p><i>The childcare Act 2006</i> was passed in parliament in June 2006 and enshrines in law:</p> <ul style="list-style-type: none"> • A parents Legitimate expectation of accessible, high quality childcare for children and their families <p><i>Section 26</i> of the 'Childcare Act 2006' makes clear the role of Local Authorities in assessing childcare provision in their local areas. Within Newport City Council, our aim is to generate an overall picture of Parents' use of and demand for childcare in our local area and plan accordingly to address any</p>	<p>Comments are noted on the Council's statutory duties to ensure appropriate childcare/nursery provision is in place. It is acknowledged that additional growth will create increased demand on childcare provision. Additional Nursery/Childcare will be included on the Draft Regulation 123 List. It is estimated that 1 new build will be required, one complete renovation, and one small renovation. The cumulative costs of</p>

	<p>gaps in provision.</p> <p>This assessment is a necessary first step towards securing sufficient provision, enabling Local Authorities to identify Gaps and establish plans to meet the needs of parents so that they can fulfil their childcare sufficiency duty under section 22. The Childcare Sufficiency Assessment (CSA) fulfils this duty and provides the evidence for the purpose of this proposal.</p> <p>Newport City Council has a duty to plan and develop childcare services in the local area to meet new statutory responsibilities placed on all local authorities in Wales from April 2008 under section 22.</p> <p><i>Section 22:</i> Newport City Council is required to... 'Secure as far as is reasonably practical, sufficient childcare to meet the requirements of parents in their area who require childcare in order to work or to undertake training or education or to prepare for work.'</p> <p>Definition of Childcare</p> <p>For the purpose of this document: Childcare is an income dependant business that is run by a private or voluntary organisation.</p> <p>Childcare can be sessional (morning or afternoons) or full day care Childcare of this nature is predominantly for parents to, study or train, enter employment, retain employment, or increase their hours of employment. Childcare in this context is not associated with or fulfilled by Flying Start part time places for 2 year olds nor is it associated with or fulfilled by the School Nursery Reorganisation Plan that looks to expand nursery classes within existing school buildings.</p> <p>Supply and Demand</p> <p>The status of childcare within the city at present is a mixed picture. Whilst some areas of the city are densely populated with childcare, other wards are left with a shortfall, particularly where there are developments of 2-4 bedroom dwellings and no community venues or vacant buildings to develop childcare place. Detailed evidence of the supply v's demand can be found within the Childcare Sufficiency Assessment.</p> <p>The information below highlights 3 wards in the city that will be seeing a</p>	<p>these three projects are approximately £4m. This estimated cost will be added to the Draft Regulation 123 List.</p>
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significant increase in 2-4 bedroom family dwellings over the next 4 years. Demand for childcare places in these areas already falls short of demand.

Liswerry – Priority Area

- There are currently 12 childcare settings in this ward
- There are 117 term time places
- Holiday places total 107, 30 of which are in a holiday club
- The majority of settings open after 7.30am and close before 6.30pm
- The average cost per hour is £3.73
- There are 0.14 places per child

Llanwern

- There are currently 3 childcare settings in this ward
- There are 69 term time places
- Holiday places total 69 with zero designated holiday clubs
- The majority of settings open after 7.30am and close before 6.30pm
- The average cost per hour is £4.56p
- There are 0.43 places per child

Rogerstone

- There are currently 27 childcare settings in this ward (predominantly childminders)
- There are 286 term time places
- Holiday places total 155 with **zero** designated holiday provision
- The majority of settings open before 9am and close before 6.30pm
- The average cost per hour is £3.57
- There are 0.48 places per child
- Rogerstone has the highest number of childminders (21) but ratio's for childminders are far lower e.g. maximum of 6 children are allowed to be cared for and they are predominantly children over 5 years.
- Demand is still increasing due to commuting, housing developments

	<p>and changes to Care Social Service Inspectorate Wales regulations</p> <p>Anticipated cost of developing childcare</p> <table border="1"> <thead> <tr> <th></th> <th>Priority Area Only (£)</th> <th>All 3 areas Total (£)</th> </tr> </thead> <tbody> <tr> <td>Complete Build</td> <td>800,000</td> <td>2,400,000</td> </tr> <tr> <td>Complete Renovation or small build e.g. demountable</td> <td>500,000</td> <td>1,500,000</td> </tr> <tr> <td>Small Renovations to existing buildings</td> <td>160,000</td> <td>48,000</td> </tr> </tbody> </table> <p>We request that childcare provision is added to the CIL Regulation 123 List. Contributions from CIL would be used by the Council to ensure it meets its statutory obligation of providing sufficient childcare across the City. This will involve the issuing of conditional grants to private childcare businesses or small voluntary run childcare settings to develop childcare in the area(s) identified in accordance with State Aid rules.</p>		Priority Area Only (£)	All 3 areas Total (£)	Complete Build	800,000	2,400,000	Complete Renovation or small build e.g. demountable	500,000	1,500,000	Small Renovations to existing buildings	160,000	48,000	
	Priority Area Only (£)	All 3 areas Total (£)												
Complete Build	800,000	2,400,000												
Complete Renovation or small build e.g. demountable	500,000	1,500,000												
Small Renovations to existing buildings	160,000	48,000												
WYG on behalf of Sainsburys Supermarkets	<p>Introduction</p> <p>Further to initial representations made in August 2015 on behalf of our clients Sainsbury's Supermarkets Ltd (SSL) regarding the Newport Preliminary Draft CIL Charging Schedule (PDCS), please find outlined below representations made in regard to the current consultation on the Draft CIL Charging Schedule (DCS). The following variations in the proposed retail CIL charges are as follows:</p> <table border="1"> <thead> <tr> <th>Category</th> <th>PDCS</th> <th>DCS</th> </tr> </thead> <tbody> <tr> <td>All retail A1 – A3</td> <td>£100 sqm</td> <td>n/a</td> </tr> <tr> <td>All retail A1 – A3 (excluding food supermarkets)</td> <td>n/a</td> <td>£50 sqm</td> </tr> </tbody> </table>	Category	PDCS	DCS	All retail A1 – A3	£100 sqm	n/a	All retail A1 – A3 (excluding food supermarkets)	n/a	£50 sqm	<p>The caution referred to relates to setting rates too close to the margin of viability. The viability assessment in respect of large food retail over 3000sqm indicates potentially viable CIL rates of up to £764 per sqm and up to £423 per sqm for convenience food stores. The proposed rates of £150 per sqm for large food supermarkets and £100 per sqm for small food supermarkets is therefore quite conservative and employs a very</p>			
Category	PDCS	DCS												
All retail A1 – A3	£100 sqm	n/a												
All retail A1 – A3 (excluding food supermarkets)	n/a	£50 sqm												

	<table border="1" data-bbox="488 193 1473 264"> <tr> <td data-bbox="488 193 1137 229">Food supermarkets A1 (less than 3000 sqm)</td> <td data-bbox="1137 193 1301 229">n/a</td> <td data-bbox="1301 193 1473 229">£100 sqm</td> </tr> <tr> <td data-bbox="488 229 1137 264">Food supermarkets A1 (3000 sqm or more)</td> <td data-bbox="1137 229 1301 264">n/a</td> <td data-bbox="1301 229 1473 264">£150 sqm</td> </tr> </table> <p data-bbox="488 300 1514 1043">It is unfortunate that Newport Council are failing to recognise the further impact that a retail CIL charge will have on retail development in the authority area. The existing difficulty in attracting retail investment has been recently acknowledged by the Council’s own Planning Policy team in a letter responding to current proposals for retail development at Cribb’s Causeway in Bristol. The Council comments on the potential impact on the recently opened Friars Walk shopping scheme and advises that; ‘There is a difficult future for the scheme in terms of attracting retail investors and maintaining them against strong competition from its more established and closest main retail mall competitors at Cwmbran Shopping and St Davids 2 for example’¹. Adding a further disincentive to retail development in the form of a CIL charge will exacerbate the problem. This point is further emphasised by the CIL Viability Assessment (Oct 2015) in regard to supermarkets confirming that; ‘We would recommend some caution in respect of large scale food retail rates. Whilst the study has made a reasoned assessment of land values, transactional evidence is low due to lack of activity in the sector. As specific retail projects emerge it is likely that landowners will expect significant premiums in order to release sites, which may reduce viability levels significantly and this should be taken into consideration in rate setting’ (paragraph 5.8). We urge the Council to seriously consider these representations and those previously made to ensure the attractiveness of the authority is not further hindered in regard to retail development.</p> <p data-bbox="488 1082 1379 1155">¹ Representations made to South Gloucestershire Council on planning application PT/14/4894/O (The Mall, Cribbs Causeway)</p>	Food supermarkets A1 (less than 3000 sqm)	n/a	£100 sqm	Food supermarkets A1 (3000 sqm or more)	n/a	£150 sqm	<p data-bbox="1529 193 1883 229">significant viability ‘buffer’.</p>
Food supermarkets A1 (less than 3000 sqm)	n/a	£100 sqm						
Food supermarkets A1 (3000 sqm or more)	n/a	£150 sqm						
<p data-bbox="174 1187 427 1289">WYG on behalf of Sainsburys Supermarkets</p>	<p data-bbox="472 1187 1529 1390">Definitions No definition is provided to identify stores that constitute ‘food supermarkets’ in the proposed charging schedule. It is not considered reasonable that a typical “Sainsbury’s Local” convenience store (and other similar convenience stores such as Spar, Co-op and Tesco Express) be deemed to constitute a ‘food supermarket’. We consider that the distinction between a convenience store</p>	<p data-bbox="1529 1187 2092 1390">It is abundantly clear how Sainsbury’s operate primarily as a food retailer and it is difficult to find a more appropriate definition of the primary use of its convenience stores as food supermarkets albeit ones of small scale.</p>						

	<p>and supermarket should be made clear. It is suggested that convenience stores should be included within the ‘all retail A1-A3’ definition (notwithstanding our concern regarding the absence of evidence to group these different uses together, as set out below) as outlined below (suggested new text in bold).</p> <table border="1" data-bbox="488 400 1514 504"> <tr> <td data-bbox="488 400 1379 504">All retail A1-A3 (including convenience stores and excluding food supermarkets)</td> <td data-bbox="1379 400 1514 504">£50 sqm</td> </tr> </table> <p>The charging schedule wording should ensure the difference between convenience stores and food supermarkets is clear. Convenience stores can be identified by the following attributes:</p> <ul style="list-style-type: none"> • A convenience store will not be subject to restricted hours of operation under the Sunday Trading Act (less than 280 sqm net sales); • They form locations where ‘top-up’ shopping is generally undertaken, not weekly shops; • The majority of customers will usually access the store on foot, there will be limited/no dedicated car parking, and deliveries are often undertaken on street rather than via a dedicated servicing area. <p>Importantly in regard to the NCS Viability Assessment (Oct 2015), the differentiation between ‘convenience store’ (i.e. 300 sqm) and ‘supermarket’ (i.e. 1,000 sqm and above) forms a key assumption set out in the commercial section of the viability modelling appraisal².</p> <p>² Newport CIL Commercial CIL Retail Scale Appraisals October 2015</p>	All retail A1-A3 (including convenience stores and excluding food supermarkets)	£50 sqm	<p>It is unclear if the respondent is arguing that convenience stores of the type referred to are not primarily retailers of foodstuffs – in which case the assertion is not accepted.</p> <p>There is no evidence put forward as to why ‘convenience’ stores as defined by the respondent should be treated differently from other food stores under 3000sqm in terms of the level of CIL charges that they can viably accommodate.</p>
All retail A1-A3 (including convenience stores and excluding food supermarkets)	£50 sqm			
WYG on behalf of Sainsburys Supermarkets	<p>Viability Evidence</p> <p><u>Grouping A1-A3</u></p> <p>Within our previous representations it was noted that the grouping of A1, A2</p>	<p>The viability evidence put forward to justify differential charges to different categories and scales of retailing, as permitted by the CIL regulations, is quite</p>		

	<p>and A3 uses as ‘general retail’ failed to appreciate the trading differences and viability differences of these distinct uses and importantly failed to examine these uses individually in the evidence base. In the Report of Consultation for the PDCS,</p> <p>Newport Council noted that WYG provided no evidence to justify a differential scale threshold. It is important to note that the onus is on the Council to substantiate their proposed charging schedule through their viability evidence, not for representors. This is supported by Part 3 Section 14 (1) of the CIL Regulations 2010 which states that: “In setting rates (including differential rates) in a charging schedule, a charging authority must aim to strike what appears to the charging authority to be an appropriate balance between – (a) the desirability of funding from CIL (in whole or in part) and the actual and expected estimated total cost of infrastructure required to support the development of its area, taking into account other actual and expected sources of funding; and b) the potential effects (taken as a whole) of the imposition of CIL on the economic viability of development across its area.” [WYG Emphasis added]. It is clear this has not been achieved in the further viability work undertaken since the previous consultation and therefore our earlier objection still stands.</p> <p>In short, no viability evidence exists for A2 or A3 uses as the viability evidence, such that it is, relies on food retail and general retail, not professional and financial operations (Class A2) or food and drink uses(Class A3). Furthermore, the Council have done nothing to address our criticism of it regarding its failure to strike an appropriate balance between CIL funding from retail development and the cost of infrastructure. This is because it remains the case that the Council have taken no account of CIL funding from retail to fund infrastructure development. Needlessly attributing a CIL charge to retail development with no assessment of the likely benefit of doing so clearly fails the requirements of Part 3 Section 14 (1) of the CIL Regulations 2010 and is not supported by an appropriate viability assessment.</p>	<p>clear. The respondent has submitted no counter evidence to support its alternative position.</p> <p>There is no requirement to justify the specific infrastructure requirements generated by any specific category of development (ie retail) as the respondent implies.</p>
<p>WYG on behalf of Sainsburys Supermarkets</p>	<p>Threshold</p> <p>In addition to those comments set out above in regard to the viability appraisal, Newport have provided no evidence to examine the impact of the CIL charge</p>	<p>It is not considered there is any requirement to assess this type of development at a micro rather than macro level under the terms of the</p>

	<p>on small scale extensions and ancillary retail floorspace such as Click and Collect facilities or on-line deliveries pods (above 100 sqm). This gap remains a significant concern for the future prosperity of the existing supermarket and convenience store provision within the authority to compete with neighbouring areas and keep up with modern customer requirements.</p> <p>We have previously made this point in representation to the PDCS. In the Report of Consultation for the PDCS, Newport Council once again noted that WYG provided no evidence to justify a differential scale threshold. Once again, we point out that the onus is on the Council to substantiate their proposed charging schedule through their viability evidence, not for representors. All relevant scenarios must be appropriately reviewed and potential for the implementation of a threshold reasonably considered before the adoption of any charging schedule. Currently, there is an absence of evidence to support the adoption of a blanket charge on all A1 (to A3) developments.</p> <p>In the Report of Consultation for the PDCS, Newport Council also note that “It is considered that extensions would be viable which would then increase business capacity and building value but cost no more in terms of land acquisition.” This fails to recognise that some forms of extension may not increase business capacity at all. For example, provision of a ‘back of house’ extension to facilitate home delivery loading would not add to business capacity as the loading process may already take place at another store or in the main service yard of the store in question. If such development would incur a CIL charge yet not increase business capacity, it is difficult to see how it could be held to be viable. It appears the Council have an incomplete understanding of the implications of its DCS and consequently has not been able to strike the appropriate balance, as required by the Regulations.</p>	<p>statutory guidance. In any event, in view of the very large margin between potential CIL rate viability and the rates that are actually proposed, it is not considered the scenario the respondent refers to would have any significant impact on the ability of food retail development to viably incorporate the proposed CIL charges as a whole.</p> <p>Moreover, it seems inconceivable that having established a functional trading retail outlet, that an extension would be contemplated unless it increased the trading capacity of the unit. Presumably the only reason to introduce home delivery is to increase the customer base.</p>
WYG on behalf of Sainsburys Supermarkets	<p>Methodology In addition to the above, we question the estimated construction costs per sqm which assumes the same rate across all groups including convenience stores, large supermarkets and superstores (£885 per sqm).</p> <p>Conclusions We hope that Newport Council ensure appropriate consideration to the implications that such a charge will have on retailing activity in their authority</p>	The Council is satisfied that the cost rates adopted reasonably reflect the costs likely to be incurred across the retail development categories referred to.

	and welcome responses to address our comments.	
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	Thank you for your consideration,	
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Appendix B – List of Consultees

Recipient	Email address
Elected Members	Outlook Address Book 'Members' group
Community Council	Bishton - j.idavies@tiscali.co.uk Coedkernew- heather.boswell@btinternet.com; Goldcliff - goldcliffcc@gmail.com; Graig - clerk@graiGCC.co.uk; Llanvaches - l.g.morgan01@btinternet.com Llawern - Mike@Llanwern.com Langstone - Heather Jones <clerk@langstonecommunitycouncil.org.uk> Marshfield - Gerald Thomas (marshfieldcommunitycouncil@googlemail.com);; Michaelstone Y Fedw - catherine@graiGview.co.uk Nash - patbartlett@onetel.com Penhow - morgan1485@tiscali.co.uk; Rogerstone - rogerstonecc@gmail.com; Redwick - carol.preece@talktalk.net Wentlooge - wentloogecc@live.co.uk; clark@ponthircommunitycouncil.gov.uk
Neighbouring Local Authorities	Cardiff - JClemence@cardiff.gov.uk; Caerphilly - kyter@caerphilly.gov.uk; Torfaen - robert.murray@torfaen.gov.uk; Monmouthshire - markhand@monmouthshire.gov.uk;
Welsh Government	Planning Division - Planning.Division@Wales.GSI.Gov.UK; Candice (SF - Housing&Regen-Planning) Coombs (Candice.Coombs@Wales.GSI.Gov.UK); Property Section - paul.evans4@wales.gsi.gov.uk;
Local Planning Agents	info@afa-architects.co.uk; Mail@asbriplanning.co.uk; dtbdesign@btinternet.com; Jeff.murray@cfw-architects.co.uk; chriswaterworth@cwarchitects.co.uk;

	<p>nigel@designmanagementpartnership.com; derekprosserassoc@gmail.com; info@kwdorrington.co.uk; dtbdesign@btinternet.com; ben.lewis@gvagrimley.co.uk; suehopton@tiscali.co.uk; Lt.architects@btconnect.com; crowth@lineone.net; mark@maisondesign.biz; brian@musker-sumner.co.uk; Fred.jones@fairlake.co.uk; Mark.farrar@powelldobson.com; steve@smalimited.co.uk; richard@rpduk.com; andrewthraves@btconnect.com; mlyarch@hotmail.com; tgent@savills.com; nsc@ukcharities.com; Simon Barry (simonbarry@boyerplanning.co.uk); carolyn.jonesplanning@gmail.com; andy.muir@btconnect.com; geraint@gjplanning.co.uk; arfon@mangoplanning.com; cardiff@wyg.com; info@dppukltd.com; ballD@rpsgroup.com; aweeks@savills.com pjwilliams@savills.com hdavies@nlplanning.com</p>
Home Builders Federation	Mark Harris <mark.harris@hbf.co.uk>
Newport Chamber of Commerce	info@newportchamberoftrade.org.uk;

Business Improvement District	Email sent to laura.smith@themeans.co.uk to send to members of BID
Retailers	Sainsbury's - peter.waldren@wyg.com Tesco - arfon.hughes@dpplp.com Morrisons - planning@peacockandsmith.co.uk Asda - rpsca@rpsgroup.com Lidl - bridgend.property@lidl.co.uk ;
Civic Societies	Caerleon- mike singleton <mike.d.singleton@gmail.com> ;
Newport Norse	Donald.Waters@newportnorse.co.uk ; Lyndon.Watkins@newportnorse.co.uk ;
Utility Companies and Infrastructure Providers	Ofwat - mailbox@ofwat.gsi.gov.uk ; Dwr Cymru - rhidian.clement@dwrcymru.com ;; Western Power - awood@westernpower.co.uk ; National Grid - julian.austin@amec.com Network Rail - townplanningwestern@networkrail.co.uk ; Stagecoach - richard.davies@stagecoachbus.com ; Sustrans - sustranscymru@sustrans.org.uk ; Tidal Lagoon Power - Catrin.jones@tidallagoonpower.com
NHS	general.enquiries@wales.nhs.uk ; publichealth.environment@wales.nhs.uk ; Andrew.Walker2@wales.nhs.uk ;
Environmental Groups	RSPB - mike.webb@rspb.org.uk ; GWT- sjones@gwentwildlife.org ; NRW - Gemma.Beynon@cyfoethnaturiolcymru.gov.uk
Police	alo@gwent.pnn.police.uk ;
Crown Estate	andrew.nutt@thecrownestate.co.uk ;
Federation of Master Builders	IfanGlyn@fmb.org.uk ;
Sports Council	planning@sportwales.org.uk ; gordon.clark@scw.org.uk ;
Port	cgreen@abports.co.uk
Community Land	lucie@communitylandadvice.org.uk ;

Advisory Service	
Commercial Property Agents	<p> oyoung@alderking.com; tom.rees@hansteen.co.uk; info@coark.com; christopher.newport@davisandsons.net; info@dtz.com; lorraine.nolan@fletchermorgan.co.uk; jfuntek@geraldev.com; john.townsend@gva.co.uk; jane@EJHales.co.uk; info@hmy.co.uk; info@hutchings-thomas.co.uk; smatheson@lsh.co.uk; enquiries@m4pc.co.uk; jperry@middletonperry.co.uk; web@nuttallparker.com; newport@newlandrennie.com; info@parryscommercial.co.uk; david@emanuel-jones.co.uk; surveys@williamgrahamandco.co.uk; kathryn.williams@eu.jll.com; cardiff@knightfrank.com; jackie@linnellspc.co.uk; dave@eizie.net info@centreforbusiness.co.uk; </p>
Council Officers	<p> Highways - Carl Jones <Carl.Jones@newport.gov.uk>; Education - Amanda B Davies <AmandaB.Davies@newport.gov.uk>; Leisure - Mike McGow <Mike.Mcgow@newport.gov.uk>; Regeneration - Rob Frowen <Rob.Frowen@newport.gov.uk>; Environmental Health - Michelle Tett <michelle.tett@newport.gov.uk>; Jonathan Keen <Jonathan.Keen@newport.gov.uk>; Drainage and Flood Risk - Matthew Jones <Matthew.Jones@newport.gov.uk>; Housing - Sally Davies <Sally.Davies@newport.gov.uk>; Beverly Owen </p>

	beverly.owen@newport.gov.uk Libraries & Museums - Mike Lewis mike.lewis@newport.gov.uk DM Planning – Steve Williams StephenJ.Williams@newport.gov.uk Tracey Brooks tracey.brooks@newport.gov.uk Joanne Davidson joanne.davidson@newport.gov.uk Waste – Malcolm Lane Malcolm.lane@newport.gov.uk Green Services – Jo Gossage < joanne.gossage@newport.gov.uk > Tourism - Lynne.richards@newport.gov.uk
P Hitchings B and B owners Caerleon	pendragonbandb@btinternet.com
Caerleon Tourism Forum	Peterhitchings393@btinternet.com jepalmer@vpalmer.freeseve.co.uk davidmprice@tiscali.co.uk
National Assembly	William.graham@wales.gov.uk Daniel.mason@wales.gov.uk

Appendix C – Preliminary Draft Charging Schedule Consultation Form

COMMUNITY INFRASTRUCTURE LEVY Draft Charging Schedule



Office Use Only

Repr No _____

Date Rec'd _____

Ack _____

Est _____

Use this form to submit representations on the Draft Charging Schedule.

This form must be returned by 5pm on Friday 11 March 2016

By post to: Planning Policy
Newport City Council
Civic Centre
Newport
South Wales
NP20 4UR

Or emailed to: ldp_consultation@newport.gov.uk (an editable version in Word is available on request)

Alternatively, this form may be filled in interactively at: www.newport.gov.uk/haveyoursay
Please note that representations cannot be treated as confidential.

Newport City Council is in the process of preparing a Community Infrastructure Levy (CIL) Charging Schedule. A Draft Charging Schedule (DCS) has been prepared which sets out the proposed charging rates for Newport. This document is available for public consultation from Friday 29 January to Friday 11 March 2016. Please use this form to respond to the consultation using additional sheets as necessary. Further copies of the form can be obtained from the Planning Policy Team, downloaded from the Council's website or you can copy this form. You are encouraged to provide as much explanation as possible and, where appropriate, attach any available evidence to support your position.

All information relating to the Community Infrastructure Levy can be found at: www.newport.gov.uk/haveyoursay

Contact Details

Name _____

Position _____
(if applicable)

Organisation _____
(if applicable)

Address _____

Postcode _____

Tel _____

Fax _____

E-mail _____

Agent details if used

Name _____

Position _____

Organisation _____

Address _____

Postcode _____

Tel _____

Fax _____

E-mail _____

1. Viability Evidence

1.1 The proposed DCS is based on the findings of the Newport CIL Viability Assessment. Do you agree that the assumptions and methodology set out in this assessment are robust and that it represents an appropriate basis for determining the level of CIL that would be viable in the City Council administrative area? *(please tick as appropriate)*

YES NO

If you have answered no, please provide further explanation and relevant evidence to support your views.

Please continue on a separate sheet if necessary

2. Proposed CIL rates: Residential Development

2.1 Do you agree with the CIL rates proposed for residential development as set out on page 2 of the DCS? *(please tick as appropriate)*

YES NO

If you have answered no, please provide further explanation and relevant evidence to support your views.

Please continue on a separate sheet if necessary

2.2 Do you agree with how the geographical charging zones have been defined for residential development? *(please tick as appropriate)*

YES NO

If you have answered no, please provide further explanation and relevant evidence to support your views.

Please continue on a separate sheet if necessary

3. Proposed CIL rates: Commercial Development

3.1 Do you agree with the proposed CIL rates across the City Council administrative area for A1-A3 retail uses? *(please tick as appropriate)*

YES NO

If you have answered no, please provide further explanation and relevant evidence to support your views.

Please continue on a separate sheet if necessary

4. Proposed CIL rates: All other Development

4.1 Do you agree with the proposal to apply a zero CIL rate to all other uses? *(please tick as appropriate)*

YES NO

If you have answered no, please provide further explanation and relevant evidence to support your views.

Please continue on a separate sheet if necessary

5. Proposed CIL rates: General

5.1 Do you agree that the proposed CIL rates strike an appropriate balance between the desirability of funding necessary infrastructure and the potential effects of the levy on the economic viability of development across Newport?

YES NO

If you have answered no, please provide further explanation and relevant evidence to support your views.

Please continue on a separate sheet if necessary

6. Further Comments

6.1 Do you have any further comments on the DCS or supporting documents?

Please provide further explanation and where relevant evidence to support your views.

Please continue on a separate sheet if necessary

Do you want your comments to be considered by 'written representations' or do you want to speak at the Public Examination?

Please tick one of the following:

I do not want to speak at a hearing session and am happy for my written comments to be considered by the Inspector.

I want to speak at the examination.

Signed: Date:

The form must be returned by 5pm on Friday 11 March 2016

By post to: Planning Policy, Newport City Council, Newport, South Wales, NP20 4UR

Or email to: ldp.consultation@newport.gov.uk

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Appendix C - Infrastructure Development Plan (IDP)

INTRODUCTION

Investment in the city's infrastructure is needed to cope with the proposed scale of growth identified in the Local Development Plan (LDP). This infrastructure can be delivered through public sector investment (including the Community Infrastructure Levy (CIL), private sector development and statutory undertakers. An Infrastructure List will identify the infrastructure to be funded (or part-funded) through the Community Infrastructure Levy (CIL) and those infrastructure items that will be funded by S106 planning obligations.

The IDP informs the identification and determination of investment priorities of the Council and its partners and the expenditure of Community Infrastructure Levy (CIL) receipts. The IDP will evolve over time to reflect changing circumstances. Updates will be made on an on-going basis, as and when necessary; in this respect, the IDP is a 'living' document. The most up-to-date version of the IDP will be published on the Planning pages of the City Council's website (see <http://www.newport.gov.uk>). The IDP will also be subject to a more comprehensive annual review.

NB: In determining which pieces of infrastructure the CIL should fund, it is important to recognise that the CIL is designed to supplement and not replace public funding. Additionally, CIL cannot be used to remedy existing deficiencies, unless those deficiencies would be made more severe by new development.

What is Infrastructure?

The Planning Act 2008 provides a wide (non-exhaustive) definition of the infrastructure that can be funded by the Levy. For example:

- Roads and other transport facilities;
- Flood defences;
- Schools and other education facilities;

- Medical facilities;
- Sporting and recreational facilities;
- Open space;
- Other health and social care facilities.

This non-exhaustive list gives local communities flexibility to choose what infrastructure they need to deliver their LDP

NB: Affordable housing will continue to be provided through s106 planning obligations.

What is the purpose of this document?

There are two principal parts to this document:

- Firstly, a Strategic Overview exploring the infrastructure needs arising from the growth proposed in the LDP. This provides the framework from which detailed infrastructure projects can be identified;
- Secondly, a detailed list of Infrastructure Projects, identifying need, cost, funding sources, funding gaps, responsibility for delivery and phasing of development.

STRATEGIC OVERVIEW

1. Local Development Plan (LDP)

The IDP needs to be understood in the context of the LDP Spatial Strategy. Key elements are:

- to maximise the use of brownfield sites in the interests of sustainability, regeneration, community cohesion, and urban form;

- provide 10,350 new homes, including: 3,572 dwellings in the Eastern Expansion Area of the City; 1000 dwellings in the North West of the City, 975 dwellings in the South West of the city centre; and, various other sites including developments along the riverfront in the centre of City;
- to regenerate the retail core of the City Centre;
- to protect the landscape, including maintaining the statutory Green Belt on the Cardiff boundary;
- to conserve protected sites and species, and encourage biodiversity;
- to foster growth of the City in line with its role in the region, its locational advantages and its distinct sense of place;
- to build upon the success of Newport's national and international class sporting facilities.

2. Investment

Investment in the city's infrastructure is clearly needed to cope with the proposed scale of growth in the LDP. Although the IDP does not dictate the timing of when individual infrastructure projects should be delivered, it does prioritise the relative importance of the infrastructure:

- **First Priority**

This means that the delivery of the infrastructure is critical for one or more of the following reasons:

- The consequences of *not* providing the infrastructure in a short time frame are economically and/or socially unacceptable;
- The medium to long term costs of *not* providing the infrastructure outweigh the short term costs of providing it;
- The infrastructure in question provides for or unlocks significant development and growth that might not otherwise happen
- Growth is unlikely to happen in the timeframe envisaged unless the infrastructure in question is put in place 'up front';

- The early implementation of the infrastructure will create an environment or conditions in which the private sector can act to deliver projects which are fundamental to bringing about rapid change in the balance of the economy from the public to the private sector, or other significant beneficial economic change.

- **Second Priority**

Where infrastructure is necessary to satisfy the needs arising from development but is not needed 'up front' to unlock development and growth. In other words, the infrastructure can be implemented as development takes place, or over time as resources become available.

- **Third Priority**

Whilst the infrastructure would be desirable in helping the city to accommodate growth, the majority of the growth can take place without its implementation. Third priority schemes enhance the quality of life of people in the City. Population increase is a direct result of growth.

3. Neighbourhood Plans

The Council is required to provide 15% of the CIL receipts to neighbourhoods (within which development has taken place). This is expected to be managed by community councils or other similar elected bodies. Where community councils or elected bodies do not exist or have the capacity to manage the receipts, the Council will retain and spend the CIL receipts. However, the Council are still required to engage with these bodies to agree how best to spend the funding.

4. Overview of CIL eligible Infrastructure

The following section provides an overview of what infrastructure falls within the remit of CIL and that which will continue to be addressed through S106 Planning Obligations.

A. Transport

Newport occupies a strategic location on national road, rail and sea routes. The IDP can capitalise upon this, in order to benefit the economic and social well-being of the city and its sub-region.

The Newport City Wide Transport Strategy seeks to secure more integration in transport provision, providing people and businesses with more transport choices and enabling greater use of more sustainable transport modes

Newport also serves as an economic engine for the Gwent area, providing employment for many people living beyond the Newport boundary. In this context, the provision of rail services from the Ebbw Valley line into Newport is a priority; currently services only run into Cardiff. Provision of services into Newport would do much to remedy the situation. Newport has many railway routes running through it, but currently only three stations, (Newport central, Pye Corner and Rogerstone). Improved public transport, especially for commuter journeys, is seen as important for future prosperity.

- **Strategic Highway Improvements**

The Council currently maintains and improves the local highway network. A set of local highway improvement schemes have been identified to support the development proposals contained in the LDP, especially linkages running south of the City that can ease congestion at junctions 24 and junction 28 on the M4. These schemes are designed to improve capacity on critical parts of the strategic highway network. **It is anticipated that, in the future, such schemes will be eligible for CIL receipts.**

S.106 obligations will continue to be used, where local transport infrastructure provision is necessary, to remove site-specific obstacles to planned development.

- **Walking & Cycling**

The Local Transport Plan will be the main mechanism for obtaining funding from the Welsh Government (WG). The development of strategic routes will be a key factor in promoting walking and cycling, as alternative modes for shorter trips e.g. National Cycle Route 47 (Cwmcam to Newport); National Cycle Route 4 (Caerphilly to Newport and Chepstow); National Cycle Route 88 (Caerleon to Newport and Cardiff).

Alongside the development of the LTP, Sustrans are also working in partnership with the Council to develop a network of walking and cycling routes. **It is anticipated that these routes will require CIL funding for delivery.**

- **Public Transport**

Newport has a relatively compact urban form. Additionally, it has radial routes running into the city centre that enables bus transportation. Consequently, in order to encourage greater use of public transport, the Council intends to seek additional park and ride facilities. Schemes identified in the LDP will continue to be funded through monies obtained from the WG and European Union funding. **As such, it is not expected that such provision will be funded through the CIL.**

- **Rail Network**

The LDP recognises the increasing importance of the railway network, in terms of delivering sustainable forms of development, carbon reduction, economic development and regional cohesion.

The re-opening of the Western Valley line between Ebbw Vale and Newport and the electrification of the London-South Wales mainline are seen as an important strategic links for commuters to the City. Along with this improvement has been the provision of a new station at Pye Corner (Bassaleg). Stations at Llanwern, Coedkernew and Caerleon are also proposed and will provide sustainable and integrated transport to serve areas of new development, as well as assisting effective bus services to new development

Stations at Llanwern and Coedkernew are located within major employment areas and are served by strategic highways (Queensway and the Duffryn Link). The stations, therefore, provide the opportunity for sustainable access to the employment areas, and for park and ride developments to serve the City and elsewhere.

Rail schemes identified in the LDP will continue to be funded through monies obtained from the WG and European Union funding. **It is not expected that such provision will be completely funded through the CIL. However, given the strategic nature of these facilities, it may be appropriate to consider the use of CIL as a component of the funding mechanisms, to enhance delivery of strategic public transport infrastructure.**

B. Utilities

Utilities include energy, water, sewerage and telecommunications. Utilities costs from the CIL have been assumed to be zero, as utility companies have a duty to fund and provide strategic infrastructure to serve allocated sites. Local connections will be funded and provided by developers on a site-by-site basis.

- **Energy**

National Grid, as the holder of a licence to transmit electricity under the Electricity Act 1989, has a statutory duty to develop and maintain an efficient, co-ordinated and economical transmission system of electricity. However, National Grid does not distribute electricity to individual premises. Separate regional companies own and operate electricity distribution networks. It is the role of these local companies to distribute electricity.

National Grid also has a duty to develop and maintain an efficient, co-ordinated and economical transmission system for the conveyance of gas. It has to respond to requests for new gas supplies, in addition to new gas transmission infrastructure developments, which are periodically required to meet increases in demand and changes in patterns of supply. However, network developments to provide supplies to the local gas distribution network are often as a result of overall demand growth in a region, rather than site-specific developments.

The Energy White Paper (July 2011) makes it clear that the UK energy system will undergo significant change over the next 20 years. To meet the goals of the White Paper, it will be necessary to revise and update much of the UK's energy infrastructure during this period. There will be a requirement for:

- An expansion of national infrastructure (e.g overhead power lines, underground cables, extending substations, new gas pipelines and associated installations);
- New forms of infrastructure (e.g. smaller scale distributed generation, gas storage sites).

The National Grid will continue to work closely with the Council in respect of the LDP and other policy initiatives in order to ensure that any future works are acceptable to the Council. **However, the funding for any improvements to the National Grid will not be dependent on funding raised through the CIL.**

- **Mobile Operators Association**

The Mobile Operators Association does not foresee any problems, in terms of infrastructure provision, given that telecommunications development for mobile phone base stations tends to be re-active, as opposed to pro-active. Due to the nature of technology, it is not realistic to consider development on a strategic basis. The need for a new site would be driven by the need for further capacity in the area, possibly as a result of new large scale residential, commercial or industrial development.

Utility companies have a duty to fund and provide strategic infrastructure to serve allocated sites. Local connections are funded by developers. **As such, the funding for any improvements to infrastructure will not be dependent on funding raised through the CIL.**

- **Superfast Broadband**

Businesses, and the economy as a whole, will benefit from the availability of competitive and flexible digital infrastructure. The WG are seeking to ensure that all residential premises and businesses in Wales will have access to high speed broadband by

2015, with the ambition that at least half have access to ultra-fast broadband services. The total value of the Next Generation Broadband investment is anticipated to be up to £400m, combining funding of around £57m from UK Government and £70m from European sources with Welsh Government funding, in order to leverage significant investment from the private sector. This investment will stimulate a thriving and competitive digital economy. It will support growth through wide-scale application, innovation, commercialisation and exploitation of digital technologies by Welsh businesses, and particularly the ICT and Creative Industries sectors.

The 'roll-out' of the project is likely to take place over a number of years and it is important that the Council continues to lobby the WG to ensure that the Authority is at the forefront of the project, and thus is one of the authorities that benefits from this project, as early as possible. It is worth noting that, increased dependence on technology means businesses will migrate to places where the technology is readily available. The provision of funding for businesses to access the relevant infrastructure to maximize the opportunities, afforded by superfast broadband, will ensure that Newport will have a competitive edge when business leaders are considering locations for investment decisions. **Whilst not currently identified for future funding, consideration should be given to the use of CIL (in terms of the delivery of measures identified) to enhance access to superfast broadband.**

- **Water resources**

Dwr Cymru Welsh Water (DCWW) is the statutory undertaker providing water supply and sewerage infrastructure for the Authority i.e. they operate, maintain and upgrade the network. The company is overseen by OFWAT, the water regulatory body, and Natural Resources Wales who ensure waste-water discharges meet strict guidelines. Utility companies have a duty to fund and provide strategic infrastructure to serve allocated sites. Local connections are funded by developers

DCWW strategies (i.e. Asset Management Plans) are reviewed every 5 years. They plan ahead for all future infrastructure improvements, as far as possible, given the inherent unpredictability of supplying a natural resource. Whilst Nash has limited capacity, west of Newport has spare capacity.

DCWW are committed to providing the infrastructure necessary to service the requirements of allocations made in the Local Development Plan. Where any concerns have been raised by DCWW, these are highlighted within the LDP. Should any sites be

developed, in advance of any regulatory improvements, developers will be required to fund the essential improvements directly or through s.106 planning obligations. **Such provision will not be funded through the CIL.**

- **Drainage**

The Flood & Water Management Act 2010 requires the use of Sustainable Drainage Systems (SUDS) for surface water drainage in all new housing and business development. In future, the design of surface water drainage will need to be consented by a new Sustainable Drainage Approval Body, prior to development commencing. However, provision has been made in the Act for details of these schemes to be submitted, via the local planning authority, as part of the planning application process. **Surface water drainage is an integral part of new development schemes and, as such, direct provision by the developer is required**

Where off-site drainage works are required, which are necessary as a consequence of a new development schemes, these should continue to be funded by s.106 Obligations. **Work to the strategic drainage network will not be funded by CIL**

C. Flood Defence

A significant amount of urban development in the Authority has taken place alongside rivers, within the river corridor, and often on the Flood Risk Zone. It is inevitable that some existing development will be vulnerable to flooding.

Where sites are located in the Flood Risk Zone, suitable mitigation and resilience measures have been agreed with Natural Resources Wales. Any such measures will be undertaken as an integral part of individual development schemes and any off-site works will be provided directly via in-kind contributions, or through s106 obligations. **As such, work to flood defences will not be funded by CIL**

D. Waste Management

Newport has strict EU waste related targets to meet. Newport is aiming to meet these targets through a combination of approaches that adhere to the proximity principle (i.e. dealing with waste as close to where it was generated as possible), and,

to the waste hierarchy of: reduce; re-use; recovery; and, disposal. At present, Newport's municipal waste is dealt with through the following methods:

- recycling initiatives and collections carried out in partnership with Wastesavers (a community 'not-for-profit' recycling group);
- Food collections in partnership with Rhondda Cynon Taff and Merthyr Tydfil Councils to procure an anaerobic digestion facility;
- green/card waste collections through a tender agreement with a private company. The Council's Docks Way Waste Disposal Site also accepts green/card waste; and
- Landfill of residual waste at Docksway Waste Disposal site, which also accommodates a number of waste management facilities in addition to its landfill element. Facilities include household waste recycling centre, open window composting facility, landfill gas engines and a waste transfer station. The landfill element of the site currently has 16 years capacity remaining.

It is possible that improvements to this infrastructure will be required if the Authority experiences a large increase in household numbers. **No specific schemes have been identified at this stage, but if an expansion were required as a result of growth, CIL funds could be used to provide this facility.**

- **Project Gwyrdd (PG)**

To continue to reduce the amount of waste being sent to landfill and meet the EU and Welsh Government waste targets, Newport City Council is working in a partnership of five local authorities in S E Wales – Newport, Cardiff, Monmouthshire, Caerphilly and The Vale of Glamorgan, known as Prosiect Gwyrdd (Project Green). Following a period of detailed tender evaluation, the Viridor proposal at Trident Park, Cardiff has been chosen as the preferred facility to provide a waste management solution for the Member Authorities. The Cardiff facility will dispose of the residual municipal waste of the five Councils, which cannot be recycled or composted. The facility is expected to be functioning by 2015/16. **Funding for the new facility is to be provided by the five local authorities within the consortium with the aid of Welsh Government grant assistance and will not be reliant on CIL funding.**

E. Education

The Schools Improvement Programme will involve some rationalisation of site usage, releasing surplus parts of the sites for development to help fund the rebuilding. Other surplus educational land may also be released to assist school building or remodelling.

Planning permission has been given for the redevelopment of the former Llanwern Steelworks as a new community, to be known as Glan Llyn. The masterplan includes two new primary schools to serve the approximate 4,000 households to be accommodated there. In a similar way, the planning consent for the development of 1,100 dwellings in the Llanwern Village area includes a new primary school.

Other major developments will also need to address the issue of school provision. Usually this will mean on-site provision, either because of insufficient spare capacity in existing local schools, and/or because those schools are too far away. The Whiteheads/Monmouthshire Bank regeneration site is one such example, where a new school will be required for any significant housing development.

The number of Welsh medium primary schools in Newport has recently increased from one to two, reflecting a growing preference for Welsh medium education. As this trend is likely to continue, a comprehensive school in Duffryn has also been identified.

The Council currently levies an Education Obligation, on all new housing developments (of 5 units and above) that generate a requirement for school places that cannot be met by existing schools. In administering this process, the Council recognises that individual developer contributions may be insufficient to fund additional school accommodation and, therefore, such contributions are 'pooled' until such time as the provision of additional accommodation is affordable. The need for 'pooling' of more than 5 planning obligations, to make provision for a specific piece of infrastructure, is likely to be required. **Consequently, the use of CIL to make such provision is recommended, alongside partnership funding from WG 21st Century Schools Programme**

Where a site is of a sufficient size to generate the need for an on-site new school, direct provision by the developer will be sought through a Section 106 agreement

F. Community Health

Health Care in the Authority is provided by the Aneurin Bevan Health Board, which was launched on 1st October 2009 through the merger of the Blaenau, Caerphilly, Monmouthshire, Newport and Torfaen Local Health Boards and the Gwent Healthcare NHS Trust. The Health Board is responsible for providing a network of health facilities across the Authority, to meet the future requirements of residents. **It is not expected that such provision will be funded through the CIL.**

G. Community Facilities

- **Youth and Community Centres**

Community halls and centres, including those for youth use, are important facilities in towns and villages. To date, these facilities have been provided through the Council's capital budget. **However, an opportunity now exists to consider whether or not revenue, achieved through CIL, should be used to contribute toward the provision of these facilities in the future.**

- **Cemeteries**

Whilst it is not under a statutory requirement to do so, the Council chooses to provide municipal cemeteries. At present, there are three cemeteries owned and managed by the Council within the local authority area i.e. St Woolos, Christchurch and Caerleon. Future burial requirements are likely to be satisfied by an extension to the Christchurch cemetery.

Green burial is an environmentally friendly alternative to traditional styles of burial and is catered for in St Woolos, with plans to provide the service also at Christchurch cemetery. Green burials are becoming more popular and it is anticipated that demand for this type of burial will increase.

Capital funding will be required over the plan period for the purchase and/or infrastructure development. **However, an opportunity now exists to consider whether or not revenue, achieved through CIL, should be used to contribute toward the provision of these facilities in the future.**

H. Recreation & Sport

The Council is not under a statutory requirement to provide sports and leisure facilities. **However, given the strategic nature of such provision and the need to ‘pool’ any contributions, the Council should consider using CIL contributions to facilitate new provision, as well as improve existing facilities, to meet additional demand generated by new development.**

I. Emergency Services

There are no land use allocations for new police, fire or ambulance facilities, during the Plan period.

J. Green Infrastructure

Green infrastructure is the term used to identify the networks of accessible green spaces and semi-natural habitats located within and connecting towns and villages.

In urban areas, green infrastructure and open space assets include public parks, woodland, civic spaces, allotments, informal open spaces, churchyards and cemeteries. Outside urban areas green infrastructure and open space broadly comprises natural and semi-natural green spaces, such as woodlands, wetlands and grasslands. River and canal corridors, footpaths, bridleways and cycle ways provide links, which thread through our towns and villages and connect into the countryside beyond. Formal leisure facilities, such as recreation grounds, playing fields and children’s play spaces, are also important components of our green infrastructure. **Given the strategic nature of such provision, the Council should consider using CIL toward such provision.**

The need to provide a contribution toward formal facilities off-site does not, however, negate the need for adequate open space to be provided on-site as an integral part of any new development scheme. **This element of direct provision should continue to be provided by the developer, as an integral part of the requirement to provide good quality development schemes.**

RECOMMENDATIONS

The preceding sections have provided an assessment of the scale and type of infrastructure that will be required to support development in the Local Development Plan. Consideration has also been given to the types of infrastructure likely to be funded by public and/or private sector budgets, CIL or S.106 planning obligations.

This Plan recommends that the infrastructure identified below, should be funded through CIL and included in the **Draft 123 List**, which will be published on the Council's website, alongside the proposed Draft Charging Schedule.

Infrastructure projects are likely to include:

- Transport infrastructure investment is important for facilitating growth and creating a high quality transport system;
- Expanded and new schools to cater for the increase in population;
- Investment in green infrastructure is necessary to mitigate the potential impacts of growth;
- Population growth will generate significant requirements for new sport and recreation facilities;

Conclusion

The total estimated Infrastructure Funding Deficit (excluding CIL eligible projects funded by third parties) currently stands at £348,035,000 (please see Draft Infrastructure List below). This is a considerable sum and exceeds the value of the CIL revenue expected to be generated during the Plan period (i.e. £8,382,780). However, it is anticipated that this total deficit value will reduce as more detailed scheme information becomes available and potential funding sources are confirmed.

Developing the IDP is a 'step change' in the Council's approach to infrastructure investment. The engagement we have undertaken to date is just the start of an on-going annual review process. The Council will need to develop and refine the infrastructure list and should identify priorities for scheme delivery to ensure the needs of facilitating future growth are effectively balanced against future CIL revenue.

Draft Infrastructure List

No.	Infrastructure Description	Infrastructure Type	Total Cost Estimate	Available Funding Sources	Available Funding (£)	Funding Gap for CIL (£)	Review Process				Infrastructure Priority List
							Existing Evidence Base	Required to Facilitate Growth?	Delivery Responsibility	Timescales/Priorities for Delivery Identified?	
1	Caerleon to Newport to Cardiff Cycleway	Transport	£400,000	NCC, WG/NRW	£0	£400,000	Infrastructure Assessment (dated Nov 2015) - Newport Active Travel Network Assessment	In part	NCC	2013-2018	SECOND PRIORITY: Required but not needed 'up front' to unlock development
2	Usk Valley and Sirhowy Valley Walks	Transport	£50,000	NCC, WG/NRW	£0	£50,000	Infrastructure Assessment (dated Nov 2015) - Newport Active Travel Network Assessment	In part	NCC	2013-2018	SECOND PRIORITY: Required but not needed 'up front' to unlock development
3	Wales Coastal Path	Transport	£100,000	NCC, WG/NRW	£0	£100,000	Infrastructure Assessment (dated Nov 2015) - Newport Active Travel Network Assessment	In part	NCC	2013 - 2023	THIRD PRIORITY: Beneficial but growth can take place without its implementation.
4	Bridleway Creation	Transport	£40,000	NCC, WG/NRW	£0	£40,000	Infrastructure Assessment (dated Nov 2015) - Newport Active Travel Network Assessment	In part	NCC	2018 - 2023	THIRD PRIORITY: Beneficial but growth can take place without its implementation.
5	Cardiff - Newport Corridor Bus Priority	Transport	£500,000	NCC	£0	£500,000	Infrastructure Assessment (dated Nov 2015)	In part	NCC	2013-2018	SECOND PRIORITY: Required but not needed 'up front' to unlock development
6	Secondary access to M4 to serve major development	Transport	£1,000,000	Developer, WG	£0	£1,000,000	Infrastructure Assessment (dated Nov 2015)	Yes	Developer	In line with development	NO CIL FUNDING: Expected to be fully funded without CIL; Assumed to be developer and WG funded and delivered
7	Improvement to Roads adjacent to Pirelli development in Ilwerry	Transport	£1,000,000	Developer, WG	£0	£1,000,000	Infrastructure Assessment (dated Nov 2015)	Yes	Developer	In line with development	NO CIL FUNDING: Expected to be fully funded without CIL; Assumed to be developer and WG funded and delivered
8	Old Green Roundabout	Transport	£10,000,000	SEWTA	£0	£10,000,000	Infrastructure Assessment (dated Nov 2015)	Yes	NCC	2023 - 2028	THIRD PRIORITY: Economic benefits; Unlocks development and growth
9	Malpas Road Bus Priority Measure	Transport	£650,000	NCC, WG	£0	£650,000	Infrastructure Assessment (dated Nov 2015)	Yes	NCC	2013 - 2018	FIRST PRIORITY: Economic benefits; Unlocks development and growth
10	Caerleon Road Bus Priority Measures	Transport	£500,000	NCC, WG	£445,000	£55,000	Infrastructure Assessment (dated Nov 2015)	Yes	NCC	2013 - 2018	FIRST PRIORITY: Economic benefits; Unlocks development and growth
11	Chepstow Road Bus Priority Measures	Transport	£500,000	NCC, WG	£0	£500,000	Infrastructure Assessment (dated Nov 2015)	Yes	NCC	2013 - 2018	FIRST PRIORITY: Economic benefits; Unlocks development and growth
12	Corporation Road Bus Priority Measures	Transport	£500,000	NCC, WG	£0	£500,000	Infrastructure Assessment (dated Nov 2015)	Yes	NCC	2013 - 2018	FIRST PRIORITY: Economic benefits; Unlocks development and growth
13	Pedestrian and Cycle Routes Missing Links	Transport	£1,000,000	NCC, WG	£0	£1,000,000	Infrastructure Assessment (dated Nov 2015)	Yes	NCC	2013 - 2018	FIRST PRIORITY: Economic benefits; Unlocks development and growth
14	District Pedestrian Priority Measures	Transport	£1,000,000	NCC	£0	£1,000,000	Infrastructure Assessment (dated Nov 2015)	Yes	NCC	2013 - 2018	FIRST PRIORITY: Economic benefits; Unlocks development and growth
15	City Centre Cycle Hub	Transport	TBC	NCC	£0	TBC	Infrastructure Assessment (dated Nov 2015)	Yes	NCC	2013 - 2018	NO CIL FUNDING: Expected to be fully funded without CIL; Further details required: 1) Any available funding? 2) Is this scheme required to facilitate growth?
16	Llanwern Regeneration site Rail Halt and park & Ride	Transport	£5,000,000	NCC, WG	£0	£5,000,000	Infrastructure Assessment (dated Nov 2015)	Yes	NCC	2018 - 2023	SECOND PRIORITY: Economic benefits; Unlocks development and growth
18	Caerleon Rail Halt	Transport	£2,000,000	NCC & WG	£0	£2,000,000	Infrastructure Assessment (dated Nov 2015)	Yes	NCC	2018 - 2023	FIRST PRIORITY: Economic benefits; Unlocks development and growth
19	Coedkernew/Duffryn Link Road	Transport	£15,000,000	NCC	£0	£15,000,000	Infrastructure Assessment (dated Nov 2015)	Yes	NCC	2018 - 2023	SECOND PRIORITY: Economic benefits; Unlocks development and growth
22	Market Square Bus Terminal	Transport	£1,600,000	SEWTA	£1,600,000	£0	Infrastructure Assessment (dated Nov 2015)	Yes	NCC	2013 - 2018	NO CIL FUNDING: FUNDED BY SEWTA
23	Frial Walk Bus Station (Part of City Centre Redevelopment)	Transport	£2,300,000	SEWTA	£1,640,000	£660,000	Infrastructure Assessment (dated Nov 2015)	Yes	NCC/SEWTA	2013 - 2018	FIRST PRIORITY: Economic benefits; Unlocks development and growth
24	Flood Defence Improvements at Sluice Farm	Flood Defence	£2,500,000	NRW/EA/Developer Contributions	£0	£2,500,000	Infrastructure Assessment (dated Nov 2015)	In part	NRW (EA)	2013 - 2018	NO CIL FUNDING: Expected to be fully funded without CIL; NRW/EA/Developer Contributions
25	Strategic Flood Defences	Flood Defence	TBC	NRW/EA/Developer Contributions	£0	TBC	Infrastructure Assessment (dated Nov 2015)	In part	EA	TBC	NO CIL FUNDING: Expected to be fully funded without CIL; NRW/EA/Developer Contributions; No cost or date information provided.
26	Cemetery Provision - Extension to existing cemeteries	Community Facilities	£500,000	NCC, WG/NRW	£0	£500,000	Infrastructure Assessment (dated Nov 2015)	In part	NCC	2013 - 2028	SECOND PRIORITY: Required but not needed 'up front' to unlock development
27	Cemetery Provision - Green burial provision (at least 600 plots)	Community Facilities	£200,000	NCC, WG/NRW	£0	£200,000	Infrastructure Assessment (dated Nov 2015)	In part	NCC	2013 - 2028	SECOND PRIORITY: Required but not needed 'up front' to unlock development
28	Capacity Building - 7 Schools	Education	£7,000,000	WG/NCC	£7,000,000	£0	Infrastructure Assessment (dated Nov 2015) - 21st Century Schools Strategy, Children & Young People Plan 2011-2014, Education Service Strategy, Community Strategy, Education Service Plan 2013-14	Yes	NCC	2018 - 2023	NO CIL FUNDING: Expected to be fully funded without CIL
29	School Reorganisation Proposals - 4 Schools	Education	£5,000,000	WG/NCC	£5,000,000	£0	Infrastructure Assessment (dated Nov 2015) - 21st Century Schools Strategy, Children & Young People Plan 2011-2014, Education Service Strategy, Community Strategy, Education Service Plan 2013-14	In part	NCC	2018 - 2023	NO CIL FUNDING: Expected to be fully funded without CIL
30	School Reorganisation Proposals - 2 Schools	Education	TBC	WG/NCC	£0	TBC	Infrastructure Assessment (dated Nov 2015) - 21st Century Schools Strategy, Children & Young People Plan 2011-2014, Education Service Strategy, Community Strategy, Education Service Plan 2013-14	In part	NCC	2018 - 2023	SECOND PRIORITY: Required but not needed 'up front' to unlock development; No cost information provided.
31	Nursery Education Provision - 10 Schools	Education	£1,000,000	WG/NCC	£1,000,000	£0	Infrastructure Assessment (dated Nov 2015) - 21st Century Schools Strategy, Children & Young People Plan 2011-2014, Education Service Strategy, Community Strategy, Education Service Plan 2013-14	In part	NCC	2018 - 2023	NO CIL FUNDING: Expected to be fully funded without CIL
32	Additional Nursery/Childcare Provision	Education	£4,000,000	WG/NCC	£0	£4,000,000	Infrastructure Assessment (dated Nov 2015) - 21st Century Schools Strategy, Children & Young People Plan 2011-2014, Education Service Strategy, Community Strategy, Education Service Plan 2013-14, Childcare Sufficiency Assessment	In part	NCC	2018 - 2023	SECOND PRIORITY: Required but not needed 'up front' to unlock development; No cost information provided.
33	Welsh Medium Primary Provision	Education	£1,000,000	WG/NCC	£1,000,000	£0	Infrastructure Assessment (dated Nov 2015) - 21st Century Schools Strategy, Children & Young People Plan 2011-2014, Education Service Strategy, Community Strategy, Education Service Plan 2013-14	In part	NCC	2018 - 2023	NO CIL FUNDING: Expected to be fully funded without CIL
34	Autistic Spectrum Disorder Facilities	Education	£1,000,000	WG/NCC	£1,000,000	£0	Infrastructure Assessment (dated Nov 2015) - 21st Century Schools Strategy, Children & Young People Plan 2011-2014, Education Service Strategy, Community Strategy, Education Service Plan 2013-14	In part	NCC	2018 - 2023	NO CIL FUNDING: Expected to be fully funded without CIL
35	New Primary School (Gallaghers Legal Agreement)	Education	£4,900,000	Developer	£4,900,000	£0	Infrastructure Assessment (dated Nov 2015)	Yes	Developer	2013 - 2023	NO CIL FUNDING: Expected to be fully funded without CIL; Assumed to be developer funded and delivered
36	New Primary School (Walters Legal Agreement)	Education	In Kind	Developer	In Kind	£0	Infrastructure Assessment (dated Nov 2015)	Yes	Developer	2013 - 2023	NO CIL FUNDING: Expected to be fully funded without CIL; Assumed to be developer funded and delivered
37	2 New Primary Schools (St Modwen Legal Agreement)	Education	In Kind	Developer	In Kind	£0	Infrastructure Assessment (dated Nov 2015)	Yes	Developer	2018 - 2028	NO CIL FUNDING: Expected to be fully funded without CIL; Assumed to be developer funded and delivered
38	Home to School Transport following expansion of city population	Education	TBC	Developer	£0	£0	Infrastructure Assessment (dated Nov 2015)	In part	NCC	2013 - 2023	NO CIL FUNDING: Expected to be fully funded without CIL; Assumed to be developer funded and delivered
39	Secondary school redevelopment programme including Welsh medium secondary	Education	£220,000,000	NCC	£0	£220,000,000	Infrastructure Assessment (dated Nov 2015) - 21st Century Schools Strategy, Children & Young People Plan, Education Service Strategy, Community Strategy	In part	NCC	2013 - 2028	SECOND PRIORITY: Required but not needed 'up front' to unlock development
40	Primary school redevelopment programme	Education	£50,000,000	NCC	£0	£50,000,000	Infrastructure Assessment (dated Nov 2015) - 21st Century Schools Strategy, Children & Young People Plan, Education Service Strategy, Community Strategy	In part	NCC	2013 - 2028	SECOND PRIORITY: Required but not needed 'up front' to unlock development
41	Special School redevelopment programme	Education	£30,000,000	NCC	£0	£30,000,000	Infrastructure Assessment (dated Nov 2015) - 21st Century Schools Strategy, Children & Young People Plan, Education Service Strategy, Community Strategy	In part	NCC	2023 - 2028	THIRD PRIORITY: Required but not needed 'up front' to unlock development
42	Management of SINCS Sites	Green	£100,000	NCC, WG, NRW	£0	£100,000	Infrastructure Assessment (dated Nov 2015)	In part	NCC	2013 - 2028	THIRD PRIORITY: Beneficial but growth can take place without its implementation.
43	Newport Riverside Park	Green	£400,000	NCC, WG, SEWTA	£0	£400,000	Infrastructure Assessment (dated Nov 2015)	In part	NCC	2013 - 2023	THIRD PRIORITY: Beneficial but growth can take place without its implementation.
44	Green Lung	Green	£150,000	NCC, WG, NRW	£50,000	£100,000	Infrastructure Assessment (dated Nov 2015), Cabinet Report on 'Green Lung creation'	In part	NCC	2013 - 2018	THIRD PRIORITY: Beneficial but growth can take place without its implementation.
45	Designation of LNRS	Green	£20,000	NCC, WG, NRW	£0	£20,000	Infrastructure Assessment (dated Nov 2015)	In part	NCC	2013 - 2023	THIRD PRIORITY: Beneficial but growth can take place without its implementation.
46	Management of LNRS	Green	£60,000	NCC, WG, NRW	£0	£60,000	Infrastructure Assessment (dated Nov 2015)	In part	NCC	2013 - 2028	THIRD PRIORITY: Beneficial but growth can take place without its implementation.
47	Annual Survey and Management of SINCS	Green	£50,000	NCC, WG, NRW	£0	£50,000	Infrastructure Assessment (dated Nov 2015)	In part	NCC	2013 - 2028	THIRD PRIORITY: Beneficial but growth can take place without its implementation.
48	Accessible Natural Greenspace - Enhance and manage existing green space	Green	£200,000	NCC, WG, NRW	£0	£200,000	Infrastructure Assessment (dated Nov 2015)	In part	NCC	2013 - 2028	THIRD PRIORITY: Beneficial but growth can take place without its implementation.
49	Accessible Natural Greenspace - Increase public access and naturalisation of site, Links in NCC green infrastructure	Green	£50,000	NCC, WG, NRW	£0	£50,000	Infrastructure Assessment (dated Nov 2015)	In part	NCC	2013 - 2023	THIRD PRIORITY: Beneficial but growth can take place without its implementation.
50	Newport Corridors and Gateways	Green	£400,000	NCC, WG, NRW	£0	£400,000	Infrastructure Assessment (dated Nov 2015)	In part	NCC	2013 - 2028	THIRD PRIORITY: Beneficial but growth can take place without its implementation.
51	Improving connectivity by maintaining wildlife corridors	Green	TBC	NCC	£0	TBC	Infrastructure Assessment (dated Nov 2015)	In part	NCC	TBC	THIRD PRIORITY: Beneficial but growth can take place without its implementation. - no cost or timescale information provided.
52	Increasing access to existing natural resources by improving footpaths or providing interpretation	Green	TBC	NCC	£0	TBC	Infrastructure Assessment (dated Nov 2015)	In part	NCC	TBC	THIRD PRIORITY: Beneficial but growth can take place without its implementation. - no cost or timescale information provided.
53	Enhancement of existing Green Infrastructure resource (e.g. planting wildflower seed in local parks)	Green	TBC	NCC	£0	TBC	Infrastructure Assessment (dated Nov 2015)	In part	NCC	TBC	THIRD PRIORITY: Beneficial but growth can take place without its implementation. - no cost or timescale information provided.
54	Delivery of LBAP objectives (e.g. restoring habitats)	Green	TBC	NCC	£0	TBC	Infrastructure Assessment (dated Nov 2015)	In part	NCC	TBC	THIRD PRIORITY: Beneficial but growth can take place without its implementation. - no cost or timescale information provided.
			£371,670,000		£23,635,000	£348,035,000					

- Notes:**
 1. NCC = Newport City Council
 2. WG = Welsh Government
 3. SEWTA = South East Wales Transport Alliance
 4. NRW = National Resources Wales

	Cost (£)	Available (£)	Funding Gap (£)
Transport	£43,140,000	£3,885,000	£39,255,000
Education	£223,900,000	£19,900,000	£204,000,000
Community Facilities	£700,000	£0	£700,000
Flood Defence	£2,500,000	£0	£2,500,000
Utilities	£0	£0	£0
Green	£1,430,000	£50,000	£1,380,000
	£371,670,000	£23,635,000	£348,035,000

Key
FIRST PRIORITY - CRITICAL
SECOND PRIORITY - NECESSARY
THIRD PRIORITY - DESIRABLE
NO CIL FUNDING
Missing information

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Minutes



Standards Committee

Date: 14 January 2016

Time: 5.30 pm

Present: Councillor J Guy, Mr B John and Mr J Pickering

In Attendance: G Price (Head of Law and Regulation), J Owen (Chief Legal Officer) and A Jenkins (Democratic Services Officer)

Apologies: Councillors Taylor, D Fouweather, H Thomas and Hancock

1. Apologies for Absence

Hazel Taylor, Councillor H Thomas, Councillor Fouweather and G Hancock.

2. Declarations of Interest

None received.

3. Minutes of the Meeting dated 22 October 2015

The minutes of the meeting of 22 October 2015 was submitted. J Pickering was not marked as in attendance at the meeting.

Agreed:

That the minutes were approved subject to the above.

4. Matters Arising

The Report on the recent Wales Standards Conference which took place in October 2015 was published by Cardiff City Council. A paper copy of the document was distributed to those present, with a view to discussing the contents at the next meeting.

A Jenkins would send an electronic copy to those members not present.

5. Chair's Announcements

No announcements to report.

6. Complaints

Since the last meeting there were no further complaints.

7. Forward Work Programme

Member Training and Development

The draft Local Authorities (Model Code of Conduct) (Wales) (Amendment) Order 2016 and the draft Local Government (Standards Committees, Investigations, Dispensations and Referral) (Wales) (Amendment) Regulations were given consideration by those present.

The Monitoring Officer suggested deferring the work programme item regarding Code of Conduct training, until these draft statutory instruments had been issued and finalised. They were currently out for consultation with a view to being enacted prior to the Welsh Assembly elections on May 2016.. Mention was also made of the next local and community council elections in May 2017 and whether it would be advisable to defer any further training until then.

It was noted that only minor changes were proposed to be made to the Model Code of Conduct (the Code) to remove the requirement to report all breaches to the Ombudsman, in the light of local resolution protocols, and the removal of the conflict of interest provisions in relation to ward matters under paragraph 10(2) (b). Other minor changes reflected the legislative amendments that required community councils to be responsible for the maintenance and publication of their registers of members' interests.

The Chair asked whether the amendment was under a consultation period if members wanted to response. The consultation period had not yet expired however as the amendments were few the only response would be a favourable one. The consultation document was however on the Welsh Government website if members wanted to put forward their comments.

It was general considered that until the Committee was in receipt of a revised Code of Conduct, it would be too soon to discuss training and therefore training would be revisited at May's Committee.

The Monitoring Officer informed those present that there were proposed amendments regarding joint standards committees and referrals to other council's standards committees in accordance with the legislative framework.

Finally the document extended the elected member's terms of office. The four years term of office was due to expire this year, however as this coincided with the Police Crime Commissioner and Welsh Government elections legislation had been put in place to accommodate the fact that the next local elections would take place in May 2017. This effectively stated that Standards Committee co-opted members did not have to terminate their office in four years and the end of term of office would coincide with elected member five year term of office.

Agreed:

That training would be deferred to 12 May meeting.

8. Review of Community Councils

A letter was distributed to members for information regarding the Standards Committee Review of Ethical Standards. This was distributed electronically to Community Councils. The Monitoring Officer's letter invited Community Councils to adopt the Council's local resolution protocol on a voluntary basis. There had been two responses to date, all responses would be collated and compiled for the meeting in May to be discussed. It was considered that there would be a mixed response in terms of compliance as the Community Councils were so different in size.

Confirmation was also requested that they were maintaining their registers, if they were being published to their website and who the proper officer was. Community Councils were also expected to publish their Agendas and Minutes. The letter also informed Community Councillors about refresher training and what they might benefit from.

Newport City Council had adopted a local resolution protocol for resolving low-level complaints which was attached to the letter for their information.

Agreed:

To revisit this at the next meeting once all responses were collated.

9. Any Other Business

Further to the previous meeting where members of the Standards Committee from Torfaen County Borough Council attended, it was suggested that it might be beneficial to organise joint meetings of the Standards Committees with the five councils. This would be included on the Agenda for May's meeting.

10. Date of Next Meeting

The next meeting would take place on Thursday 12 May 2016, Committee Room 4 at 5.30pm.

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