

Agenda



Newport City Council

Date: Tuesday, 28 November 2017
Time: 5.00 pm
Venue: Council Chamber, Civic Centre, Newport
To: **All Members of the City Council**

Newport City Council Webcasts

Webcasts of Newport City Council's full council and planning committee meetings have been temporarily suspended while the sound system is upgraded. It is expected that broadcasts will be resumed before the end of the year.

Item

1. Agenda yn Gymraeg (Pages 5 - 6)
2. Preliminaries
 - i. To receive any apologies for absence.
 - ii. To receive any declarations of interest.
 - iii. To receive any announcements by the Mayor.
3. Minutes (Pages 7 - 16)
To confirm and sign the minutes of the last meeting.
4. Appointments (Pages 17 - 20)
To consider any proposed appointments.
5. Police Issues
30 minutes is allocated for questions to the Gwent Police representative.
6. Notice of Motion: M4 Relief Road
To consider the following motion for which the necessary notice has been provided:

This Council supports the black route proposals for the M4 Relief Road. It urges Welsh Government to resolve outstanding concerns as a matter of urgency, and start the project as soon as possible.

Contact: Eleanor Mulligan, Democratic Services and Communications Manager
Tel: 01633 656656
E-mail: eleanor.mulligan@newport.gov.uk
Date of Issue: Wednesday, 22 November 2017

The motion is to be proposed by Councillor Matthew Evans and seconded by Councillor William Routley.

7. Notice of Motion: Pay in Local Government in Wales
To consider the following motion for which the necessary notice has been provided:

This Council

1. **Recognises the impact that austerity has had on the pay of local government workers in Wales since 2010 where basic pay has fallen by 21% in real terms and included a 3-year pay freeze.**
2. **Supports the notion of pay that is fair, affordable and sustainable.**
3. **Supports the NJC for Local Government Services in its pursuance of a renewed pay spine that addresses the issues 'bunching' at the lower end of the pay spine.**
4. **Wishes to see an end to austerity and an improvement in funding that enables local authorities to fund a fair pay increase for its workforce.**

Therefore, this Council resolves to:

1. **Ask the LGA to effectively lobby Central Government to fund the implementation of the NJC Pay Spine Review caused by the direct effect of the National Living Wage.**
2. **Write to both Central and Welsh Governments to provide local government in Wales with the funding to ensure a fair, affordable and sustainable pay increase is made to the local government workforce in Wales.**
3. **Work with the WLGA in consultation with the trade unions in pursuance of a fair funding deal for local government.**

The motion is to be proposed by Councillor Debbie Wilcox and seconded by Councillor Mark Whitcutt.

8. Standards Committee Annual Report (Pages 21 - 46)
9. Corporate Plan (Pages 47 - 84) All Wards
10. Questions to the Leader of the Council
To provide an opportunity for Councillors to ask questions to the Leader of the Council in accordance with the Council's Standing Orders.

Process:

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

The question must be addressed through the Mayor or the person

presiding at the meeting and not directly to the person being questioned.

11. Questions to the Cabinet Members

To provide an opportunity to pose questions to Cabinet Members in line with Standing Orders.

Process:

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

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

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

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

- i. Deputy Leader and Cabinet Member for Assets and Member Development
- ii. Cabinet Member for Education and Skills
- iii. Cabinet Member for Social Services
- iv. Cabinet Member for Regeneration and Housing
- v. Cabinet Member for Community and Resources
- vi. Cabinet Member for Streetscene
- vii. Cabinet Member for Licensing and Regulation
- viii. Cabinet Member for Culture and Leisure

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.

12. Questions to the Chairs of Committees

To provide an opportunity to pose questions to the Chairs of the Committees in line with Standing Orders.

Process:

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

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

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

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

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

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

13. Standards Committee Minutes
To note the minutes of the latest meeting of the Standards Committee.

Agenda



Cyngor Dinas Casnewydd

Dyddiad: 28 Tachwedd 2017

Amser: 5 y.p.

Lleoliad: Siambrau'r Cyngor - Canolfan Ddinesig

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

Gwe-ddarllediadau Cyngor Dinas Casnewydd

Mae gwe-ddarllediadau o gyfarfodydd llawn Cyngor Casnewydd a'r pwyllgor cynllunio yn cael eu hatal dros dro tra bo'r system sain yn cael ei huwchraddio. Disgwylir y bydd y darllediadau'n ailgychwyn cyn diwedd y flwyddyn.

Eitem

1. **Agenda Cymraeg**
2. **Rhagarweiniau**
 - i) **Ymddiheuriadau am absenoldeb**
 - ii) **Datganiadau o fuddiant personol**
 - iii) **Cyhoeddiadau Maer**
3. **Cofnodion**
4. **Penodiadau**
5. **Materion yr Heddlu**
6. **Hysbysiad o Gynnig: M4 Relief Road**
7. **Hysbysiad o Gynnig: Local Government Pay in Wales**
8. **Adroddiad Blynnyddol: Pwyllgor Safonau**
9. **Cynllun Corfforaethol**
10. **Cwestiynau i Arweinydd**

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

Proses: Ni chaiff mwy na 15 munud eu cadw yng nghyfarfod y Cyngor ar gyfer cwestiynau llafar i'r Arweinydd

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

11. 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 Ddatblygu Asedau ac Aelodau
- Aelod Cabinet dros Addysg a Sgiliau
- Aelod Cabinet dros y Gwasanaethau Cymdeithasol
- Aelod Cabinet dros Adfywio a Thai
- Aelod Cabinet dros y Gymuned ac Adnoddau
- Aelod Cabinet dros Gwasanaethau Stryd
- Aelod Cabinet dros Trwyddedu a Rheoleiddio
- Aelod Cabinet dros Ddiwylliant a Hamdden

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.

12. Cwestiynau i Gadeiryddion Pwyllgorau

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

I. Pwyllgorau Craffu

- Pwyllgor Rheoli Trosolwg a Chraffu
- Pwyllgor Craffu ar Berfformiad – Pobl
- Pwyllgor Craffu ar Berfformiad – Lleoedd a Materion Corfforaethol
- Pwyllgor Craffu ar Berfformiad – Partneriaethau

II. Pwyllgor Cynllunio

III. Pwyllgor Trwyddedu

IV. Pwyllgor Gwasanaethau Democraataidd

13. Pwyllgor Safonau - Cofnodion

Minutes



Council

Date: 26 September 2017

Time: 5.00 pm

Present: Councillors M Al-Nuaimi, J Cleverly, P Cockeram, M Cornelious, K Critchley, C Evans, M Evans, C Ferris, D Fouweather, G Giles, J Guy, D Harvey, I Hayat, R Jeavons, M Kellaway, D Mayer, R Mogford, A Morris, J Mudd, J Richards, M Spencer, H Thomas, C Townsend, R Truman, T Watkins, M Whitcutt, R White, K Whitehead, D Wilcox, D Williams, G Berry, J Clarke, V Dudley, Y Forsey, R Hayat, T Holyoake, P Hourahine, J Hughes, J Jordan, L Lacey, S Marshall, W Routley, H Townsend and J Watkins

Apologies: Councillors D Davies, C Jenkins, M Linton, M Rahman, T Suller and K Thomas

1. Preliminaries

i. To receive any apologies for absence

The Chief Legal Officer reported apologies for absence.

ii. To receive any declarations of interest

Cllr Trevor Watkins declared a prejudicial interest in item 12: Newport City Homes Governance Changes.

Cllrs Jane Mudd and Tracey Holyoake declared a personal interest in item 12: Newport City Homes Governance Changes.

iii. To receive any announcements by the Mayor

Dementia Friendly City Award

The Gwent Operations Manager for the Alzheimer's Society attended to formally present the Mayor with the Council's Dementia Friendly City Award, in recognition of the Council's work to raise awareness of dementia, develop support for people living with dementia and their carers, and encourage dementia friendly practices across the city.

Speaking of the award, the Leader of the Council highlighted the hard work of Council staff and partners in working towards the achievement, as well as the challenges that remained ahead. Work would continue to improve support and promote dementia awareness, including training being offered to all Councillors in the near future.

2. Minutes

The minutes of the meeting held on 25 July 2017 were approved as a true record.

3. Appointments

Resolved

The following appointments were agreed:

Internal Appointments

Committee	No. of Vacancies / Replacements	Nominations Received
Corporate Parenting Forum Chair	1 replacement	Cllr Paul Cockeram to replace Cllr Gail Giles
BME Champion	1 vacancy	Cllr Majid Rahman
Biodiversity Champion	1 replacement	Cllr Laura Lacey to replace Cllr Roger Jeavons
SACRE: The Standing Advisory Council on Religious Education	1 replacement	Cllr Tracey Holyoake to replace Cllr Gail Giles. NB. existing SACRE Member Cllr Laura Lacey to take on the role of SACRE Chair.
Performance Scrutiny Committee – Partnerships	1 replacement	Cllr Kevin Whitehead to replace Cllr Jan Cleverly
Performance Scrutiny Committee – People	1 replacement	Cllr Jan Cleverly to replace Cllr Kevin Whitehead
Licensing Committee	1 vacancy	Cllr Allan Morris (Independent Member taking up the Liberal Democrat vacancy)
Employee Partnership Forum	1 replacement	Cllr Paul Cockeram to replace Cllr Mark Whitcutt

Appointments to External Organisations

Organisation	No. of Vacancies / Replacements	Nominations Received
Welsh Books Council	1 vacancy	Mr Alun Prescott

Governing Body Appointments

Governing Body	No. of Vacancies / Re-appointments	Nominations Received
Bassaleg School	2 re-appointments	Cllr David Williams Cllr Richard White
Glasllwch Primary	1 vacancy	Mr David Cox
Jubilee Park Primary School	2 vacancies	Mrs Elizabeth Thomas Mrs Sally Mlewa
Marshfield Primary	1 re-appointment	Cllr Richard White
Milton Primary	1 vacancy	Mrs Ann Lewis
Rogerstone Primary	1 vacancy	Neil Upham
St Julians Primary	1 re-appointment	Mr Mark Jenkins
St Woolos Primary	1 re-appointment	Cllr Tracey Holyoake (from 21 November 2017 only)
Tredegar Park Primary School	3 vacancies	Cllr Trevor Watkins Mrs Jean Watkins Mrs Catharine Jones
Ysgol Bryn Derw	2 vacancies	Mrs Paula Halsall Ms Katy Rees

4. Police Issues

The Mayor welcomed Chief Inspector Michael Richards to the meeting. The Chief Inspector gave a brief update on current issues and operations in the city, before inviting questions from Members.

Councillor Morris asked a question around the challenge of providing successful diversionary activities for young people. The Chief Inspector recognised this challenge, highlighted the importance of early engagement and enforcement, and outlined the some of the current programmes in place such as the Mini Police initiative.

Cllr J Watkins echoed previous comments about activities for young people, and suggested that a multi-agency conference could be a positive step. The Leader of the Council agreed to raise this idea through the Public Services Board.

Councillors Cleverly, Hughes and Harvey raised concerns over illegal parking outside schools. Councillors Cleverly and Harvey also reported problems with accessing the 101

non-emergency number. The Chief Inspector highlighted the need for a multi-agency response to school parking, and the work being done to improve waiting times on the 101 number, but agreed to report the concerns back to the relevant teams.

Councillors Jeavons, Truman, Harvey and Routley asked questions relating to parking and the proposals to decriminalise parking enforcement. The Chief Inspector confirmed that, if decriminalisation of parking was agreed, there would be a transitional period to bring in the new arrangements. Enforcement by the police was ongoing and would continue throughout transition, if and when time enforcement powers were transferred.

Councillors C Evans, Dudley, I Hayat, Whitcutt and Hourahine thanked officers for recent operations and ongoing support in their wards.

The Chief Inspector provided some further explanation of police recruitment processes in response to a question from Councillor Critchley about the 'conversion' of Police Community Support Officers.

The Mayor thanked the Chief Inspector for attending.

5. **Notice of Motion: Sky Lanterns**

The Council considered the following motion for which the necessary notice had been provided.

"Sky lanterns, also known as Chinese lanterns, are dangerous fire hazards which can potentially have devastating consequences for people, buildings and animals. Newport City Council is one of only five local authorities in Wales to not put in a place a ban on the release of sky lanterns from council land.

This Council proposes that the Cabinet introduce the necessary provisions to support the motion that

1. The release of these lanterns should not be permitted on land owned by Newport City Council or permitted at events licensed, sponsored or supported by Newport City Council.
2. The Council should discourage organisations within the Newport City area from releasing sky/Chinese lanterns and look for more appropriate alternatives."

The motion was moved by Councillor Matthew Evans and seconded by Councillor Kevin Whitehead.

Following the presentation of the motion by the Leader of the Opposition, the Leader of the Council clarified that Members of the Executive would vote but not speak on the motion, as any final decision on a ban would be a matter for Cabinet.

In debating the motion, the following points were raised by Members:

- That implementing a ban would make a powerful statement to the community and highlight the dangers posed by sky lanterns.
- The environmental impact of sky lantern debris, including fire risks and the negative impact on wildlife and biodiversity.
- The difficulties of imposing a ban if this were agreed.
- That the principle should be supported even if enforcement would be difficult.
- The possible role of Licensing Committee to look at the sale of lanterns and links with shopkeepers.

- By banning use of lanterns on Council land, the Council would be setting an example.
- The need to educate people of the dangers and highlight alternatives.

Following a vote the motion was carried.

Resolved

Sky lanterns, also known as Chinese lanterns, are dangerous fire hazards which can potentially have devastating consequences for people, buildings and animals. Newport City Council is one of only five local authorities in Wales to not put in a place a ban on the release of sky lanterns from council land.

This Council proposes that the Cabinet introduce the necessary provisions to support the motion that

1. The release of these lanterns should not be permitted on land owned by Newport City Council or permitted at events licensed, sponsored or supported by Newport City Council.
2. The Council should discourage organisations within the Newport City area from releasing sky/Chinese lanterns and look for more appropriate alternatives.

6. Notice of Motion: Electrification of the South West Wales Line

The Council considered a motion for which the necessary notice had been provided. The motion was moved by Councillor Debbie Wilcox and seconded by Councillor Mark Whitcutt.

“That, having regard to the significant long term economic and environmental benefits of a modern transport infrastructure for the whole of the South Wales region, this Council:

1. Calls on the UK Transport Minister to immediately reverse the decision not to proceed with full electrification of the South West Wales line between Cardiff and Swansea, while exploring the feasibility of the extension of electrification west of Swansea.
2. Calls upon the Welsh Government to seek an urgent meeting with the UK Government to pursue additional capital funding to complete the electrification to Swansea and beyond.
3. Calls on the UK Government to extend the proposed petrol and diesel car ban to trains.”

The following points were raised by Members speaking in favour of the motion:

- The money that has already been invested in the project and previous support by national governments.
- The long term environmental and economic impact of the project.
- The need for a modern transport system for the region and all the benefits that brings.
- The reported uncertainty over whether the project would be continued into Wales at all.
- The disruption caused locally by works already undertaken for this project.

The following points were raised by Members speaking against of the motion:

- The other priorities for the area in terms of transport, for example the Ebbw Vale to Newport Line, the M4 relief road, and reducing local emissions levels.

- Electrification would still be delivered to Cardiff, therefore including Newport.
- The extra expense of continuing electrification past Cardiff.

Following a vote the motion was carried.

Resolved

That, having regard to the significant long term economic and environmental benefits of a modern transport infrastructure for the whole of the South Wales region, this Council:

1. Calls on the UK Transport Minister to immediately reverse the decision not to proceed with full electrification of the South West Wales line between Cardiff and Swansea, while exploring the feasibility of the extension of electrification west of Swansea.
2. Calls upon the Welsh Government to seek an urgent meeting with the UK Government to pursue additional capital funding to complete the electrification to Swansea and beyond.
3. Calls on the UK Government to extend the proposed petrol and diesel car ban to trains.

7. Treasury Management

The Leader of the Council presented the report, prepared to comply with CIPFA's code on treasury management which requires that a year-end outturn position on treasury activities be reported to full Council.

The report confirmed that the activities of 2016-17 were in line with the strategy set and approved by Council, and that the Council pursued a policy of 'internal borrowing' to fund capital expenditure, for the reasons clearly set out in the report. The report also confirms that all prudential indicators and limits were complied with.

The Leader highlighted that the report referred to activities before the sale of Friars Walk, so the forward forecasts of borrowing requirements did not include the impact of this sale in terms of the Council's 'cash position' and management. In practical terms, the Council would now

- Be a net longer-term investor of funds as opposed to the day to day timescales currently
- Have moved from being 'maxed-out' on its strategy of internal borrowing to now having some headroom to carry on pursuing this strategy for another 12-18 months.

Resolved

1. To note and approve the Annual Report on Treasury Management for the financial year 2016-17.
2. To note and approve that 2016-17 Prudential Indicators for Treasury Management were in line with those set by Council in February 2016.

8. Chief Officer Pay

The Chief Executive presented the report, asking Council to review the current pay grade for the Chief Education Officer. It was confirmed that the necessary approval for this proposal had been received from the Independent Remuneration Panel for Wales.

The report was moved and seconded, and the motion carried unanimously.

Resolved

1. To acknowledge the outcome of a re-evaluation under the Hay job evaluation scheme for the post of Chief Education Officer.
2. To revise the pay grade of the Chief Education Officer in line with the other Heads of Service.

9. Overview and Scrutiny Annual Report

Councillor John Guy, Chair of the Overview and Scrutiny Management Committee, presented the report. He highlighted the progress made last year, under the stewardship of the previous Committee Chairs, to improve and modernise the scrutiny process.

The new Chairs and Committees were now working to embed these changes, implement the new committee structure and drive scrutiny further forward. The proposed priorities for the coming year were set out in the annual report for approval and adoption by Council.

Comments from Members related to:

- The need for Scrutiny Members to prepare properly for committee meetings
- The positive improvements in scrutiny over recent years
- The need for Members to make better use of scrutiny, for example to look at policy development issues.

Resolved

To agree the content of the annual report as a basis for the work of the Scrutiny Committees in the coming year.

10. Improvement Plan Year End Review 2016-17

The Leader presented the report, highlighting the progress made against the objectives in the Improvement Plan over the last year. Overall progress had been assessed as “good”, with most improvement objectives performing well. The Leader also confirmed that this was the sixth consecutive year where the number of informal (stage 1) complaints had decreased since the recording process began in September 2011.

Resolved

To note the content of the report and to commend areas of successful service delivery.

11. Newport City Homes Governance Changes

The Leader introduced the report, asking Council to support changes to the governance arrangements for Newport City Homes, as was recommended by Cabinet on 13 September.

The proposed changes would require the Council to relinquish its one-third voting rights, as shareholder, and also its rights to appoint three local authority Board members. The Leader highlighted that the proposals intended to provide a more robust, modern and flexible governance framework, to enable NCH to develop and ensure a sufficient degree of legal

independence, and to meet the requirements of upcoming legislation. The proposals would bring the NCH governance rules in line with the national Model Rules approved by Welsh Government and the Financial Conduct Authority.

The Leader emphasised that the focus of NCH business was changing, away from the original stock transfer issues which the current rules were set up to govern, and Council was reminded of a similar process followed in the past for Newport Housing Trust, where the Council approved governance changes to support the organisation as it reached maturity.

The Leader concluded by highlighting the excellent work of Newport City Homes in partnership with the Council, particularly recently in supporting and advising residents following the terrible events of Grenfell Tower, and the other governance arrangements in place through the Public Services Board and the new Partnerships Scrutiny Committee.

In discussing the report, the following points were raised:

- Concerns that the remaining scrutiny structures would not have the same strength and impact as membership of the Board.
- A request that this should be referred to scrutiny for consideration.
- In response to questions, the Cabinet Member for Regeneration and Housing provided further detail on the background and reasons for the proposal, including the changing context and best practice for this area of business.
- The Cabinet Member and Legal Officer provided further explanation of the term “shareholder” in relation to the proposals, confirming that this did not encompass any financial interest.

Resolved

1. That the Council consents to the proposed changes in governance arrangements.
2. That the Council approves the proposed amendments to the rules to implement these governance changes.
3. That the Council’s corporate vote be exercised in favour of the proposed special resolution, whether in person or by proxy, at the Special General Meeting of Newport City Homes convened for this purpose.
4. That the Head of Law and Regulation be authorised to agree and complete a Deed of Variation to the Stock Transfer Agreement, to reflect these changes.

12. Questions to the Leader of the Council

The Mayor outlined the new process for Questions to the Leader of the Council, in accordance with the changes to Standing Orders agreed at Council in July.

Leader’s Announcements

In answer to the first question from the Mayor, the Leader made the following announcements:

- The Corporate Plan was currently out for consultation.
- Two new schools had been opened this term, including Ysgol Bryn Derw, the first school in Gwent specifically for young people with autism.
- Regeneration funding secured towards the extension of the National Software Academy.

- Newport has been officially announced as the host for the 2019 British Transplant Games.

Event Sponsorship

Councillor Matthew Evans asked how confident the Leader was that sponsorship would be attracted for the proposed City of Democracy festival, following the recent consultants' report, and Cabinet's decision in July to support the festival idea but not allocate funding to it.

The Leader outlined the work being done to attract sponsorship for this and other events, such as the food festival. The Leader highlighted the need to make the best of austere times, and continue to raise the ambitions and profile of the area, by looking at alternative funding sources and partnership approaches to major events.

In response to a supplementary question regarding future costs of similar projects, the Leader replied that consultants were sometimes required to support specific projects and provide specialist expertise, confirming that £55k had been spent on the City of Democracy project.

Appointments to Governing Bodies

Citing a quote from Jeremy Corbyn recently regarding "crony appointments", Councillor Kevin Whitehead requested that the current system of appointments to governing bodies be reviewed. The Leader thanked Councillor Whitehead for raising the issue, and agreed to look into the background and local position.

Railway Footbridge

Councillor Carmel Townsend asked for a commitment to secure funding for the new footbridge over the railway, due to the safety concerns associated with the subway. The Leader responded, asking the Chief Executive to look into the current position, and assuring Council that the administration would continue to lobby for progress on this issue.

123-129 Commercial Street

In response to a question from Councillor Phil Hourahine, the Leader agreed that the 123-129 Commercial Street development was excellent news for the city centre, building on the success of Friars Walk and extending regeneration to other parts of the city centre.

13. Questions to the Cabinet Members

There were no questions to the Cabinet Members on this occasion.

14. Questions to the Chairs of Committees

There were no questions to the Chairs on this occasion.

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Report

Council

Part 1

Date: 28 November 2017

Subject **Appointments**

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

Author Democratic Services and Communications Manager

Ward General

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

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

Action by Democratic Services and Communications Manager

Timetable Immediate

This report was prepared after consultation with:

- Council Business Managers
- Head of Law and Regulation

Signed

Background

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

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

Internal Appointments

Committee	No. of Vacancies / Replacements	Nominations Received
Standards Committee	1 vacancy	John Davies (as the Community Council Representative)
Carers Champion	1 replacement	Cllr Tracey Holyoake to replace Cllr Ibrahim Hayat
Performance Scrutiny Committee – Partnerships	1 replacement	Cllr Yvonne Forsey to replace Cllr James Clarke
Performance Scrutiny Committee – Place and Corporate	1 replacement	Cllr James Clarke to replace Cllr Yvonne Forsey
Social Services Rota Visits	1 replacement	Cllr Jan Cleverly to replace Cllr Kevin Whitehead

Appointments to External Organisations

Organisation	No. of Vacancies / Replacements	Nominations Received
(none)	-	-

Governing Body Appointments

Governing Body	No. of Vacancies / Re-appointments	Nominations Received
Llisbury High School	1 re-appointment	Cllr Roger Jeavons
Llanwern High School	2 vacancies	Shereen Williams and Emma Wakeham
Malpas Park Primary	1 re-appointment	Cllr Jane Mudd
Marshfield Primary	1 re-appointment	Ms Catherine Sainsbury
Milton Primary	1 re-appointment	Cllr Malcolm Linton
Ringland Primary	1 re-appointment	Mrs Helen Truman

St Michael's RC Primary	1 re-appointment	Ms Modupe Obilanade
Pupil Referral Unit Management Committee	1 vacancy	Cllr David Mayer
Newport High School	2 vacancies	Lucy Jackson and Gareth Cooke

Proposal

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

Comments of Chief Financial Officer

There are no financial implications directly arising from this report.

Comments of Monitoring Officer

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

Background Papers

Newport City Council Constitution

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

Dated: November 2017

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Report

Council

Part 1

Date: 28 November 2017

Subject Standards Committee Annual Report 2016/17

Purpose To present the Standards Committee Annual Report for 2016/17

Author Head of Law and Regulation
Chair of Standards Committee

Ward All wards

Summary This Report presents to Council the fourth Annual Report of the Standards Committee for 2016/17. The Annual Report provides information to the Council about the work carried out by the Committee during the previous 12 months and identifies any specific issues that have arisen.

This fourth Annual Report covers the period from September 2016 to October 2017 and follows on from the last report presented to Council in September 2016

Proposal To receive the Standards Committee Annual Report for 2016/17 and to note the forward work programme

Action by Head of Law and Regulation

Timetable Immediate

This report was prepared after consultation with:

- Standards Committee
- Head of Finance
- Head of People and Business Change

Signed

Background

1. The Local Government Act 2000 Part III requires the Council to establish a Standards Committee to promote and maintain high standards of ethical conduct by Councillors, co-opted members and Community Councillors. This role involves advising and training Members on the Code of Conduct, determining any complaints of misconduct, the imposition of sanctions, where appropriate, and considering any applications for dispensation under the Code.
2. The composition and membership of the Standards Committee is prescribed by the Standards Committees (Wales) Regulations 2001 (as amended) and comprises:-
 - 5 independent members (including an independent chair and vice-Chair)
 - 3 Councillors
 - 1 community council representative.
3. The Standards Committee is required to meet at least once annually in accordance with the Local Government Act 2000. In practice, the Committee meets on a scheduled quarterly basis and additional special meetings are arranged, as necessary, to deal with specific matters such as misconduct hearings and requests for dispensation.
4. The Annual Report provides information to the Council about the work carried out by the Committee during the last 12 months and identifies any specific issues that have arisen.
5. This fourth Annual Report covers the period from September 2016 to October 2017 and follows on from the last report presented to Council in September 2016.

The Committee's work in 2016/17

6. The Annual Report summarises the work carried out by the Standards Committee during the past 12 months. The Committee has met on 4 occasions during this period.
7. The Report makes specific reference to the training programme for Councillors, delivered as part of the induction arrangements following the May 2017 elections, in the light of the changes to the ethical standards framework introduced last year and the new Members Code of Conduct adopted by the Council in May 2016. The Committee was pleased that 40 City Councillors and many community councillors attended these training sessions, and the training appeared to be well-received.
8. However, Standards Committee are concerned that there are 10 City Councillors who have still not attended this mandatory training. A letter was sent to each of these individual Councillors from the Chair of the Committee in July 2017, with a copy to the group Business Managers, reminding them that this training is compulsory and urging them to contact the Democratic Services Officer with details of their availability, in order that a further training session can be arranged as soon as possible.
9. There have been significant changes to the membership of the Standards Committee during last year. In September 2016, the independent Chair, Hazel Taylor, came to the end of her second term of office and her vice-Chair John Pickering also retired. Andrew Mitchell and Kerry Watkins were appointed as the two new independent members. Phillip Westwood was appointed as new independent Chair in February 2017 and Andrew Mitchell was appointed as independent Vice-Chair in June 2017.
10. Community Councillor Gerard Hancock also stepped down as the community council representative on the Standards Committee when his term of office as a Langstone Community Councillor ended in May 2017. Standards Committee are recommending to the Council that John

Davies of Bishton Community Council be appointed as the new community council representative.

11. Councillor Phil Hourahine was appointed as a new elected member representative of the Standards Committee in May 2017, to replace Councillor John Guy
12. The Report also highlights the fact that there were again no formal findings of misconduct against any local Councillors during the past 12 months. Three complaints were referred to the Ombudsman about City Councillors in 2016/17. However, none of these complaints was accepted for investigation on the basis that there was no evidence of any serious breaches of the Code. Two complaints were also referred to the Ombudsman regarding alleged breaches of the Code by local community councillors but, again, neither of these complaints was accepted for formal investigation. No complaints were referred to Standards Committee in 2016/17 for hearing and determination.

Forward Work Programme

11. The Annual Report also sets out the priorities for the future work programme.

Financial Summary

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

Risks

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

effectiveness of the Committee			development.	
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* Taking account of proposed mitigation measures

Links to Council Policies and Priorities

The promotion of high standards of ethical conduct among elected Members and officers maintains public confidence in local government and helps to make Newport a Fairer City

Options Available

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

Preferred Option and Why

To receive the Standards Committee Annual Report and note the forward work programme

Comments of Chief Financial Officer

There are no financial implications.

Comments of Monitoring Officer

Set out in the Report.

Staffing Implications: Comments of Head of People and Business Change

There are no staffing implications.

Background Papers

Committee reports and background papers September 2016 to October 2017

Dated: 17 September 2017



Standards Committee Annual Report 2016-17

Foreword by the Chair

I am pleased to present the fourth Annual Report of the Standards Committee for 2016/17. The Annual Report provides information to the Council about the work carried out by the Committee during the past 12 months and identifies particular issues that have arisen.

This fourth Annual Report covers the period from September 2016 to October 2017 and follows on from the last report presented to Council in September 2016.

The Standards Committee is committed to promoting high standards of ethical conduct among elected Members and officers in order to maintain public confidence in local government.

We are pleased to report that, once again, no serious complaints of misconduct were referred to the Standards Committee by the Ombudsman during the past 12 months and no complaints were referred for determination by the Committee under Stage 3 of the Local Resolution Protocol. The Council's proud record of never having any complaints upheld and sanctions imposed against individual Members has again been upheld, and long may this continue.

However, as my predecessor has mentioned previously, there is no room for complacency and it is essential that these standards are maintained. The Standards Committee will continue to proactively review all ethical standards policies and procedures as part of the forward work programme. The Committee was pleased to note that 40 City Councillors and many community councillors attended the induction programme modules on the Code of Conduct delivered in May 2017, following the local elections. However, we would urge those 10 City Councillors who have not yet attended this mandatory training to do so as a matter of urgency, in view of the significant changes that have taken place in the ethical standards framework in the past few years.

There have been significant changes to the membership of the Standards Committee during last year. In September 2016, two long-serving members retired after the end of their second term of office. I would like to take this opportunity to pay tribute to the work of the previous Chair, Hazel Taylor, and her Deputy John Pickering and we will endeavour to maintain the high standards that they set. I was appointed to replace Hazel as new Independent Chair of the Committee and my colleague Andrew Mitchell has been appointed as the new Vice-Chair. Andrew and Kerry Watkins have been appointed as two new independent members of the Committee and we also welcomed Councillor Phil Hourahine as a new elected member representative. Gerard Hancock also stepped down as the community council representative on the Standards Committee when his term of office as a Langstone Community Councillor ended in May 2017 and, following a rigorous interview process, we are recommending to Council that he is replaced by John Davies of Bishton Community Council.

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

Phillip Westwood

Chair of Standards Committee

1. **Introduction**

1.1 **Terms of Reference**

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

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

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

- (i) The hearing and determination of "low level" complaints of misconduct at Stage 3 of the Local Resolution Protocol;
- (ii) Providing advice to the Council on the Council's Codes of Practice, including the Officers' Code of Conduct and the Whistle Blowing policy;
- (iii) Monitoring and updating the Codes of Practice as required; and
- (iv) Overseeing the Council's confidential complaints procedure;

1.2 **Structure and Membership**

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

The Standards Committee comprises:-

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

- Phillip Westwood (Chair)
- Andrew Mitchell (Vice Chair)
- Tracey Britton
- Bernard John
- Kerry Watkins

3 councillor representatives:-

- Councillor Herbie Thomas
- Councillor Phil Hourahine
- Councillor David Fouweather

1 community council representative (subject to ratification By Council on 28th November 2017):-

- John Davies (Bishton Community Council)

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

1.3 Enforcement of the Members Code of Conduct

The Council's Monitoring Officer is Gareth Price, the Head of Law & Standards, and the Deputy Monitoring Officer is Juliet Owen, the Chief Legal Officer.

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

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

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

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

The Adjudication Panel for Wales:-

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

The Standards Committee

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

2. The Committee's work in 2015/16

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

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

The Standards Committee met on 4 occasions during the past 12 months:-

- 15th September 2016
- 16th February 2017
- 29th June 2017
- 26th October 2017

2.1 Dispensation Applications

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

Previously, most of the work of the Committee had been taken up with determining applications regarding the use of Neighbourhood Allowances. These Neighbourhood Allowances were discontinued in April 2016 as part of Council budget savings. Therefore, we are unlikely to have to rule on these issues in the future.

2.2 Training

The Standards Committee has always stressed the importance of regular Member training, to ensure that Councillors keep up to date with the requirements of the Code of Conduct and any changes in the law or procedures.

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

The Monitoring Officer and Deputy Monitoring Officer provided introductory training for the two new independent members at the Committee meeting in February 2016 and this was also a useful refresher for the existing members, given the changes that had taken place and the new model Code that had been introduced in May 2016. The training covered the new Code of Conduct, the registration of members’ interests and how the Code was enforced. The new members were provided with declaration and registration forms for completion and signature. The new elected member representative, Councillor Hourahine, was also provided with an outline of the roles and responsibilities of members of the Standards Committee at his first meeting in June 2017.

The Committee has previously recommended to the Council that it should be compulsory for all City Councillors to attend training on the Code of Conduct. A training programme for Councillors was delivered as part of the induction arrangements following the May 2017 elections, in the light of the changes to the ethical standards framework introduced last year and the new Members Code of Conduct adopted by the Council in May 2016. The training was delivered in three separate sessions, in the morning, afternoon and early evening. The Committee was pleased that 40 City Councillors and many community councillors attended these training sessions, and the training appeared to be well-received.

However, Standards Committee are concerned that there are 10 City Councillors who have still not attended this mandatory training. A letter was sent to each of these individual Councillors from the Chair of the Committee in July 2017, with a copy to the group Business Managers, reminding them that this training is compulsory and urging them to contact the Democratic Services Officer with details of their availability, in order that a further training session can be arranged as soon as possible.

The Standards Committee will continue to proactively review all ethical standards policies and procedures as part of the forward work programme.

The training requirements of the community councils and their compliance arrangements will continue to be monitored and reviewed as part of the Committee’s forward work programme.

2.3 Local Resolution Protocol

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

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

One complaint was received under the Local Resolution Protocol in 2016/17 regarding allegations disrespectful behaviour on the part of a Councillor but this was resolved by the Monitoring Officer.

One Voice Wales has recently developed a similar Local Resolution Protocol for community councils, which is currently being promoted by the Ombudsman and further guidance is expected in the near future. For the most part, the responsibility for resolving these minor complaints would rest with the community council clerk, the Chair and Vice-Chair.

2.4 Revised Member Code of Conduct

The Local Authorities (Model Code of Conduct) (Wales) Amendment Order 2016 was made on 27th January 2016 and came into force on 1st April 2016. The Order amended the Model Code of Conduct for elected members of the Council and co-opted members with voting rights.

In accordance with Section 51 of the Local Government Act 2000 (“the 2000 Act”), all local authorities were required to formally adopt this new Model Code of Conduct before 26th June 2016. Newport City Council formally adopted the new Code at its Annual General Meeting held on 17th May 2016. All of the local Community Councils were advised of the requirement to adopt the new Code before 26th June 2016.

A copy of the revised Code of Conduct is set out in [Appendix 1](#),

The 2013 Act transferred responsibility for maintaining the register of members’ interests for community councils from the Council’s Monitoring Officer to the “Proper Officer” of the community council (usually the Clerk) as from 1st May 2016. However Standards Committee has the responsibility for ensuring that community councils continue to comply with these requirements.

As part of the on-going review of community councils and their compliance with the ethical standards framework, Standards Committee will continue to monitor how community councils maintain and publish registers of members’ interests.

2.5 Succession Planning

There have been significant changes to the membership of the Standards Committee during last year. In September 2016, the independent Chair, Hazel Taylor, came to the end of her second term of office and her vice-Chair John Pickering also retired. Therefore, it was necessary to recruit and appoint two new independent members of the Committee.

Standards Committee approved the advertisement and the person specification for the role and the vacancies were advertised on the Council’s web-site and in the South Wales Argus with a closing date for applications of 30th September 2016. A panel of Committee members was established to interview the short-listed candidates and Andrew Mitchell and Kerry Watkins were selected, with their appointments subsequently being ratified by the Council in January 2017.

Phillip Westwood was appointed as new independent Chair in February 2017 and Andrew Mitchell was appointed as independent Vice-Chair in June 2017.

Community Councillor Gerard Hancock also stepped down as the community council representative on the Standards Committee when his term of office as a Langstone Community Councillor ended in May 2017. Three nominations were received from the local community councils and, therefore, it was necessary to establish an appointments panel to interview the applicants. Following a rigorous interview process, Standards Committee are recommending to the Council that John Davies of Bishton Community Council be appointed as the new community council representative and his appointment is due to be ratified and adopted by the Council at its meeting on 28th November 2017.

Councillor Phil Hourahine was appointed as a new elected member representative of the Standards Committee in May 2017, to replace Councillor John Guy.

Induction training has been provided for the new Committee members.

2.6 General work

The Committee has continued to carry out review of Council policies and procedures relating to ethical standards.

The Employee Code of Conduct has been revised and updated, to reflect changes in legislation and the Council's human resources policies. This has been subject to consultation with the staff, the recognised trade unions and cabinet members. The final approved version will then be subject to adoption and ratification by full Council and it will form part of the Council's written Constitution. The provisions in relation to relationships with Councillors and conflicts of interest were considered to replicate the relevant provisions in the Councillor Code.

The current Protocol for Member Officer Relations may also need to be revised and updated to reflect these new policies. We had previously recommended that this is a matter that the Council's Democratic Services Committee may wish to consider, as there had been resistance to some of the proposed amendments previously recommended by Standards Committee.

The Planning Protocols may also need to be reviewed in the light of legislative changes to the composition and terms of reference of Planning Committees. The Welsh Government were seeking to introduce a common protocol for all local planning authorities in Wales, and a draft has previously been circulated for consultation, but there have been no further developments

The Committee also considered whether additional advice and guidance was appropriate in relation to the use of social media by Councillors. However, we were satisfied that these matters were adequately covered in the Code of Conduct training and we would draw members attention to the very helpful written guidance issued by the WLGA on the use of social media by Councillors.

The Committee also agreed that it would be helpful to resurrect the networking forum that had previously existed with the other Standards Committees in Gwent, in order to discuss matters of common interest and share good practice.

The Committee again wrote to all of the community council clerks to ensure that proper arrangements are in place to maintain and publish the registers of members' interests. Sections 55-57 of the Local Government (Democracy) (Wales) Act 2013 Act require Community Councils to publish certain information electronically (i.e. on a website). This includes the public register of members' interests, information about the council's clerk and Members, Minutes of council meetings and any audited statement of the council's accounts. Community Councils are also required to publish public notices electronically, and to make certain information about their meetings and proceedings available electronically

As part of the forward work programme, we will continue to monitor compliance by the community councils.

We also reminded community councils of their obligations to formally adopt the new Members Code of Conduct before 26th June 2016 and publish its adoption. We will follow this up as part of the work programme for the next 12 months.

2.7 Ombudsman complaints

The Ombudsman advises the Monitoring Officer of complaints made against elected members of Newport City Council and community councillors and the outcome. The Monitoring Officer updates the Committee at each meeting about the numbers of on-going complaints being referred to and considered by the Ombudsman's office. This information is provided on a general basis, without disclosing precise details of individual complaints, to avoid any issues about pre-determination in case the complaints are reported to the Standards Committee for determination.

The Committee was advised that 3 complaints were referred to the Ombudsman about City Councillors in 2015/16. However, none of these complaints was accepted for investigation on the basis that there was no evidence of any serious breaches of the Code.

Two complaints were also referred to the Ombudsman regarding alleged breaches of the Code by local community councillors but, again, neither of these complaints was accepted for formal investigation.

No complaints were referred to Standards Committee in 2016/17 for hearing and determination.

3. Forward Work Programme for 2017/18

Date	Topic	Information
October/November	Annual Report to Council	<p>Review of work undertaken in the past 12 months, identifying any specific ethical standards issues facing the Council and priorities for the forthcoming year.</p> <p>Summary of numbers of complaints received and outcomes.</p>
<p>As and when applications received</p> <p>Review annually</p>	Dispensations	<p>Granting individual and blanket dispensations to Councillors.</p> <p>Reviewing decisions annually to identify common issues and consistency of approach.</p> <p>Produce guidance to Members on any issues arising.</p>
As and when required	Local Resolution Protocol complaints	Conducting hearings into any Stage 3 complaints by Members or Officers
Quarterly	Complaints of Misconduct	<p>Update of numbers of complaints received and outcomes.</p> <p>Update on complaints resolved through Local Resolution Protocol.</p>
By January 2018	Member training and development	<p>Arrange and deliver Code of Conduct training for the remaining 10 City Councillors who have yet to undertake the mandatory training</p> <p>Carry out review of community council training, re-assessing the need for refresher training</p>
Annually	Ethical standards audit	<p>Check that statutory registers are being properly maintained procedures for declarations are being followed</p> <p>Review Gifts and Hospitality Protocol and Protocols for hearings and recommend amendments, as necessary.</p>

Annually	Review of community councils	<p>Check that statutory registers are being properly maintained procedures for declarations are being followed</p> <p>Engage with community councils to ensure compliance and to identify any training and development needs.</p> <p>Check that new Code of Conduct has been properly adopted.</p> <p>Review adoption of Local Resolution Protocols by community councils.</p>
By September 2018	Review of Council Policies, Protocols and procedures relating to ethical standards	<p>(a) Member /Officer relations</p> <p>(b) Planning Protocol</p> <p>How they are implemented, communicated to staff, training and compliance monitoring.</p>
By January 2018	Networking meetings with other Gwent Standards Committees	Establish contacts and arrange regular joint meetings to share matters of common interest and good practice.

4. Helpful Information

4.1 Can I attend Meetings of the Standards Committee?

Yes, all of our meetings are open to the public, except for specific items where personal or confidential information is likely to be disclosed and the public interest requires that these meetings are conducted in private, for example hearings into misconduct complaints

Dates of forthcoming meetings, agendas, reports and minutes are available on our own webpage on the Council website which can be accessed by clicking here: [Standards Committee Webpage](#)

4.2 Who do I contact if I want to know more?

If you wish to find out more about the Standards Committee or make a comment or suggestion, please visit our website: [Standards Committee Webpage](#) where you will find an online contact form or email us at info@newport.gov.uk

Phillip Westwood
Chair of the Standards Committee;

Gareth Price
Head of Law & Regulation and Monitoring Officer

Juliet Owen
Chief Legal Officer and Deputy Monitoring Officer

Ellie Mulligan
Democratic Services and Communications Manager

APPENDIX 1

THE MODEL CODE OF CONDUCT

PART 1 INTERPRETATION

1.—(1) In this code —

"co-opted member" ("*aelod cyfetholedig*"), in relation to a relevant authority, means a person who is not a member of the authority but who —

- (a) is a member of any committee or sub-committee of the authority, or
- (b) is a member of, and represents the authority on, any joint committee or joint sub-committee of the authority, and who is entitled to vote on any question which falls to be decided at any meeting of that committee or subcommittee;

"meeting" ("*cyfarfod*") means any meeting —

- (a) of the relevant authority,
- (b) of any executive or board of the relevant authority,
- (c) of any committee, sub-committee, joint committee or joint sub-committee of the relevant authority or of any such committee, sub-committee, joint committee or joint sub-committee of any executive or board of the authority, or
- (d) where members or officers of the relevant authority are present other than a meeting of a political group constituted in accordance with regulation 8 of the Local Government (Committees and Political Groups) Regulations 1990,

and includes circumstances in which a member of an executive or board or an officer acting alone exercises a function of an authority;

"member" ("*aelod*") includes, unless the context requires otherwise, a co-opted member;

"registered society" means a society, other than a society registered as a credit union, which is —

- (a) a registered society within the meaning given by section 1(1) of the Co-operative and Community Benefit Societies Act 2014; or
- (b) a society registered or deemed to be registered under the Industrial and Provident Societies Act (Northern Ireland) 1969;

"register of members' interests" ("*cofrestr o fuddiannau'r aelodau*") means the register established and maintained under section 81 of the Local Government Act 2000;

"relevant authority" ("*awdurdod perthnasol*") means—

- (a) a county council,
- (b) a county borough council,

(c) a community council,

(d) a fire and rescue authority constituted by a scheme under section 2 of the Fire and Rescue Services Act 2004 or a scheme to which section 4 of that Act applies,

(e) a National Park authority established under section 63 of the Environment Act 1995;

"you" ("*chi*") means you as a member or co-opted member of a relevant authority; and

"your authority" ("*eich awdurdod*") means the relevant authority of which you are a member or co-opted member.

(2) In relation to a community council—

(a) "proper officer" ("*swyddog priodol*") means an officer of that council within the meaning of section 270(3) of the Local Government Act 1972; and

(b) "standards committee" ("*pwyllgor safonau*") means the standards committee of the county or county borough council which has functions in relation to the community council for which it is responsible under section 56(1) and (2) of the Local Government Act 2000.

PART 2 GENERAL PROVISIONS

2.—(1) Save where paragraph 3(a) applies, you must observe this code of conduct —

(a) whenever you conduct the business, or are present at a meeting, of your authority;

(b) whenever you act, claim to act or give the impression you are acting in the role of member to which you were elected or appointed;

(c) whenever you act, claim to act or give the impression you are acting as a representative of your authority; or

(d) at all times and in any capacity, in respect of conduct identified in paragraphs 6(1)(a) and 7.

(2) You should read this code together with the general principles prescribed under section 49(2) of the Local Government Act 2000 in relation to Wales.

3. Where you are elected, appointed or nominated by your authority to serve —

(a) on another relevant authority, or any other body, which includes a Local Health Board you must, when acting for that other authority or body, comply with the code of conduct of that other authority or body; or

(b) on any other body which does not have a code relating to the conduct of its members, you must, when acting for that other body, comply with this code of conduct, except and insofar as it conflicts with any other lawful obligations to which that other body may be subject.

4. You must —

(a) carry out your duties and responsibilities with due regard to the principle that there should be equality of opportunity for all people, regardless of their gender, race, disability, sexual orientation, age or religion;

(b) show respect and consideration for others;

(c) not use bullying behaviour or harass any person; and

(d) not do anything which compromises, or which is likely to compromise, the impartiality of those who work for, or on behalf of, your authority.

5. You must not —

(a) disclose confidential information or information which should reasonably be regarded as being of a confidential nature, without the express consent of a person authorised to give such consent, or unless required by law to do so;

(b) prevent any person from gaining access to information to which that person is entitled by law.

6.—(1) You must —

(a) not conduct yourself in a manner which could reasonably be regarded as bringing your office or authority into disrepute;

(b) report, whether through your authority's confidential reporting procedure or direct to the proper authority, any conduct by another member or anyone who works for, or on behalf of, your authority which you reasonably believe involves or is likely to involve criminal behaviour (which for the purposes of this paragraph does not include offences or behaviour capable of punishment by way of a fixed penalty);

(c) report to your authority's monitoring officer any conduct by another member which you reasonably believe breaches this code of conduct;

(d) not make vexatious, malicious or frivolous complaints against other members or anyone who works for, or on behalf of, your authority.

(2) You must comply with any request of your authority's monitoring officer, or the Public Services Ombudsman for Wales, in connection with an investigation conducted in accordance with their respective statutory powers.

7. You must not —

(a) in your official capacity or otherwise, use or attempt to use your position improperly to confer on or secure for yourself, or any other person, an advantage or create or avoid for yourself, or any other person, a disadvantage;

(b) use, or authorise others to use, the resources of your authority —

(i) imprudently;

(ii) in breach of your authority's requirements;

(iii) unlawfully;

(iv) other than in a manner which is calculated to facilitate, or to be conducive to, the discharge of the functions of the authority or of the office to which you have been elected or appointed;

(v) improperly for political purposes; or

(vi) improperly for private purposes.

8. You must —

(a) when participating in meetings or reaching decisions regarding the business of your authority, do so on the basis of the merits of the circumstances involved and in the public interest having regard to any relevant advice provided by your authority's officers, in particular by —

(i) the authority's head of paid service;

(ii) the authority's chief finance officer;

(iii) the authority's monitoring officer;

(iv) the authority's chief legal officer (who should be consulted when there is any doubt as to the authority's power to act, as to whether the action proposed lies within the policy framework agreed by the authority or where the legal consequences of action or failure to act by the authority might have important repercussions);

(b) give reasons for all decisions in accordance with any statutory requirements and any reasonable additional requirements imposed by your authority.

9. You must —

(a) observe the law and your authority's rules governing the claiming of expenses and allowances in connection with your duties as a member;

(b) avoid accepting from anyone gifts, hospitality (other than official hospitality, such as a civic reception or a working lunch duly authorised by your authority), material benefits or services for yourself or any person which might place you, or reasonably appear to place you, under an improper obligation.

PART 3 INTERESTS

Personal Interests

10.—(1) You must in all matters consider whether you have a personal interest, and whether this code of conduct requires you to disclose that interest.

(2) You must regard yourself as having a personal interest in any business of your authority if —

(a) it relates to, or is likely to affect —

(i) any employment or business carried on by you;

(ii) any person who employs or has appointed you, any firm in which you are a partner or any company for which you are a remunerated director;

- (iii) any person, other than your authority, who has made a payment to you in respect of your election or any expenses incurred by you in carrying out your duties as a member;
- (iv) any corporate body which has a place of business or land in your authority's area, and in which you have a beneficial interest in a class of securities of that body that exceeds the nominal value of £25,000 or one hundredth of the total issued share capital of that body;
- (v) any contract for goods, services or works made between your authority and you or a firm in which you are a partner, a company of which you are a remunerated director, or a body of the description specified in sub-paragraph (iv) above;
- (vi) any land in which you have a beneficial interest and which is in the area of your authority;
- (vii) any land where the landlord is your authority and the tenant is a firm in which you are a partner, a company of which you are a remunerated director, or a body of the description specified in subparagraph (iv) above;
- (viii) any body to which you have been elected, appointed or nominated by your authority;
- (ix) any —
 - (aa) public authority or body exercising functions of a public nature;
 - (bb) company, registered society, charity, or body directed to charitable purposes;
 - (cc) body whose principal purposes include the influence of public opinion or policy;
 - (dd) trade union or professional association; or
 - (ee) private club, society or association operating within your authority's area, in which you have membership or hold a position of general control or management;
- (x) any land in your authority's area in which you have a licence (alone or jointly with others) to occupy for 28 days or longer;

[Note: subparagraph (b) is omitted.]

- (c) a decision upon it might reasonably be regarded as affecting —
 - (i) your well-being or financial position, or that of a person with whom you live, or any person with whom you have a close personal association;
 - (ii) any employment or business carried on by persons as described in 10(2)(c)(i);
 - (iii) any person who employs or has appointed such persons described in 10(2)(c)(i), any firm in which they are a partner, or any company of which they are directors;
 - (iv) any corporate body in which persons as described in 10(2)(c)(i) have a beneficial interest in a class of securities exceeding the nominal value of £5,000; or
 - (v) any body listed in paragraphs 10(2)(a)(ix)(aa) to (ee) in which persons described in 10(2)(c)(i) hold a position of general control or management,

to a greater extent than the majority of—

(aa) in the case of an authority with electoral divisions or wards, other council tax payers, rate payers or inhabitants of the electoral division or ward, as the case may be, affected by the decision; or

(bb) in all other cases, other council tax payers, ratepayers or inhabitants of the authority's area.

Disclosure of Personal Interests

11.—(1) Where you have a personal interest in any business of your authority and you attend a meeting at which that business is considered, you must disclose orally to that meeting the existence and nature of that interest before or at the commencement of that consideration, or when the interest becomes apparent.

(2) Where you have a personal interest in any business of your authority and you make —

(a) written representations (whether by letter, facsimile or some other form of electronic communication) to a member or officer of your authority regarding that business, you should include details of that interest in the written communication; or

(b) oral representations (whether in person or some form of electronic communication) to a member or officer of your authority you should disclose the interest at the commencement of such representations, or when it becomes apparent to you that you have such an interest, and confirm the representation and interest in writing within 14 days of the representation.

(3) Subject to paragraph 14(1)(b) below, where you have a personal interest in any business of your authority and you have made a decision in exercising a function of an executive or board, you must in relation to that business ensure that any written statement of that decision records the existence and nature of your interest.

(4) You must, in respect of a personal interest not previously disclosed, before or immediately after the close of a meeting where the disclosure is made pursuant to sub-paragraph 11(1), give written notification to your authority in accordance with any requirements identified by your authority's monitoring officer, or in relation to a community council, your authority's proper officer from time to time but, as a minimum containing —

(a) details of the personal interest;

(b) details of the business to which the personal interest relates; and

(c) your signature.

(5) Where you have agreement from your monitoring officer that the information relating to your personal interest is sensitive information, pursuant to paragraph 16(1), your obligations under this paragraph 11 to disclose such information, whether orally or in writing, are to be replaced with an obligation to disclose the existence of a personal interest and to confirm that your monitoring officer has agreed that the nature of such personal interest is sensitive information.

(6) For the purposes of sub-paragraph (4), a personal interest will only be deemed to have been previously disclosed if written notification has been provided in accordance with this code since the last date on which you were elected, appointed or nominated as a member of your authority.

(7) For the purposes of sub-paragraph (3), where no written notice is provided in accordance with that paragraph you will be deemed as not to have declared a personal interest in accordance with this code.

Prejudicial Interests

12.—(1) Subject to sub-paragraph (2) below, where you have a personal interest in any business of your authority you also have a prejudicial interest in that business if the interest is one which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice your judgement of the public interest.

(2) Subject to sub-paragraph (3), you will not be regarded as having a prejudicial interest in any business where that business—

(a) relates to —

(i) another relevant authority of which you are also a member;

(ii) another public authority or body exercising functions of a public nature in which you hold a position of general control or management;

(iii) a body to which you have been elected, appointed or nominated by your authority;

(iv) your role as a school governor (where not appointed or nominated by your authority) unless it relates particularly to the school of which you are a governor;

(v) your role as a member of a Local Health Board where you have not been appointed or nominated by your authority;

(b) relates to —

(i) the housing functions of your authority where you hold a tenancy or lease with your authority, provided that you do not have arrears of rent with your authority of more than two months, and provided that those functions do not relate particularly to your tenancy or lease;

(ii) the functions of your authority in respect of school meals, transport and travelling expenses, where you are a guardian, parent, grandparent or have parental responsibility (as defined in section 3 of the Children Act 1989) of a child in full time education, unless it relates particularly to the school which that child attends;

(iii) the functions of your authority in respect of statutory sick pay under Part XI of the Social Security Contributions and Benefits Act 1992, where you are in receipt of, or are entitled to the receipt of such pay from your authority;

(iv) the functions of your authority in respect of an allowance or payment made in accordance with the provisions of Part 8 of the Local Government (Wales) Measure 2011, or an allowance or pension provided under section 18 of the Local Government and Housing Act 1989;

(c) your role as a community councillor in relation to a grant, loan or other form of financial assistance made by your community council to community or voluntary organisations up to a maximum of £500.

(3) The exemptions in subparagraph (2)(a) do not apply where the business relates to the determination of any approval, consent, licence, permission or registration.

Overview and Scrutiny Committees

13. You also have a prejudicial interest in any business before an overview and scrutiny committee of your authority (or of a sub-committee of such a committee) where—

(a) that business relates to a decision made (whether implemented or not) or action taken by your authority's executive, board or another of your authority's committees, sub-committees, joint committees or joint subcommittees; and

(b) at the time the decision was made or action was taken, you were a member of the executive, board, committee, sub-committee, joint-committee or joint sub-committee mentioned in sub-paragraph (a) and you were present when that decision was made or action was taken.

Participation in Relation to Disclosed Interests

14.—(1) Subject to sub-paragraphs (2), (2A), (3) and (4), where you have a prejudicial interest in any business of your authority you must, unless you have obtained a dispensation from your authority's standards committee —

(a) withdraw from the room, chamber or place where a meeting considering the business is being held—

(i) where sub-paragraph (2) applies, immediately after the period for making representations, answering questions or giving evidence relating to the business has ended and in any event before further consideration of the business begins, whether or not the public are allowed to remain in attendance for such consideration; or

(ii) in any other case, whenever it becomes apparent that that business is being considered at that meeting;

(b) not exercise executive or board functions in relation to that business;

(c) not seek to influence a decision about that business;

(d) not make any written representations (whether by letter, facsimile or some other form of electronic communication) in relation to that business; and

(e) not make any oral representations (whether in person or some form of electronic communication) in respect of that business or immediately cease to make such oral representations when the prejudicial interest becomes apparent.

(2) Where you have a prejudicial interest in any business of your authority you may attend a meeting but only for the purpose of making representations, answering questions or giving evidence relating to the business, provided that the public are also allowed to attend the meeting for the same purpose, whether under a statutory right or otherwise.

(2A) Where you have a prejudicial interest in any business of your authority you may submit written representations to a meeting relating to that business, provided that the public are allowed to attend the meeting for the purpose of making representations, answering questions or giving evidence relating to the business, whether under statutory right or otherwise.

(2B) When submitting written representations under sub-paragraph (2A) you must comply with any procedure that your authority may adopt for the submission of such representations.

(3) Sub-paragraph (1) does not prevent you attending and participating in a meeting if —

(a) you are required to attend a meeting of an overview or scrutiny committee, by such committee exercising its statutory powers; or

- (b) you have the benefit of a dispensation provided that you —
- (i) state at the meeting that you are relying on the dispensation; and
 - (ii) before or immediately after the close of the meeting give written notification to your authority containing —
 - (aa) details of the prejudicial interest;
 - (bb) details of the business to which the prejudicial interest relates;
 - (cc) details of, and the date on which, the dispensation was granted; and
 - (dd) your signature.

(4) Where you have a prejudicial interest and are making written or oral representations to your authority in reliance upon a dispensation, you must provide details of the dispensation within any such written or oral representation and, in the latter case, provide written notification to your authority within 14 days of making the representation.

PART 4 THE REGISTER OF MEMBERS' INTERESTS

Registration of Personal Interests

15.—(1) Subject to sub-paragraph (4), you must, within 28 days of—

(a) your authority's code of conduct being adopted or the mandatory provisions of this model code being applied to your authority; or

(b) your election or appointment to office (if that is later),

register your personal interests, where they fall within a category mentioned in paragraph 10(2)(a), in your authority's register of members' interests by providing written notification to your authority's monitoring officer.

(2) Subject to sub-paragraph (4), you must, within 28 days of becoming aware of any new personal interest falling within a category mentioned in paragraph 10(2)(a), register that new personal interest in your authority's register of members' interests by providing written notification to your authority's monitoring officer.

(3) Subject to sub-paragraph (4), you must, within 28 days of becoming aware of any change to a registered personal interest falling within a category mentioned in paragraph 10(2)(a), register that change in your authority's register of members' interests by providing written notification to your authority's monitoring officer, or in the case of a community council to your authority's proper officer.

(4) Sub-paragraphs (1), (2) and (3) do not apply to sensitive information determined in accordance with paragraph 16(1).

(5) Sub-paragraphs (1) and (2) do not apply if you are a member of a relevant authority which is a community council when you act in your capacity as a member of such an authority.

(6) You must, when disclosing a personal interest in accordance with paragraph 11 for the first time, register that personal interest in your authority's register of members' interests by providing written notification to your authority's monitoring officer, or in the case of a community council to your authority's proper officer.

Sensitive information

16.—(1) Where you consider that the information relating to any of your personal interests is sensitive information, and your authority's monitoring officer agrees, you need not include that information when registering that interest, or, as the case may be, a change to the interest under paragraph 15.

(2) You must, within 28 days of becoming aware of any change of circumstances which means that information excluded under sub-paragraph (1) is no longer sensitive information, notify your authority's monitoring officer, or in relation to a community council, your authority's proper officer asking that the information be included in your authority's register of members' interests.

(3) In this code, "sensitive information" ("*gwybodaeth sensitif*") means information whose availability for inspection by the public creates, or is likely to create, a serious risk that you or a person who lives with you may be subjected to violence or intimidation.

Registration of Gifts and Hospitality

17. You must, within 28 days of receiving any gift, hospitality, material benefit or advantage above a value specified in a resolution of your authority, provide written notification to your authority's monitoring officer, or in relation to a community council, to your authority's proper officer of the existence and nature of that gift, hospitality, material benefit or advantage.



Report

Council

Part 1

Date: 28 November 2017

Subject Corporate Plan

Purpose To agree the Council's Corporate Plan, following consultation with Scrutiny and approval by Cabinet.

Author Chief Executive

Ward All

Summary The new corporate plan sets out what we intend to do over the next five years to Build on Success and Build a Better Newport, focusing on jobs and the economy, education and skills, fairness and equality, community safety and cohesion, the environment, transport, culture and social well-being.

This Corporate Plan sets out how we will do this and meet the statutory responsibilities set out in the Wellbeing of Future Generations Act. The draft plan is appended to the report and will provide the strategic context for the work of the organisation in the coming years.

The plan includes the Council's Well-being objectives which were previously agreed by Cabinet and published in March.

The Corporate Plan forms part of the Council's Policy Framework. As such the appropriate Scrutiny Committee has been consulted and their comments together with the management response were reported to Cabinet on 15 November.

The Corporate Plan sets the vision and direction for the council over the coming years and as such will need to be formally approved and adopted by full Council.

The Corporate Plan will be underpinned by the development and delivery of a comprehensive change programme which will align with the time frame of the corporate plan.

Proposal To agree the Corporate Plan.

Action by Chief Executive
Strategic Directors and Heads of Service

Timetable Immediate

This report was prepared after consultation with:

- Chief Executive

- Strategic Directors (People and Place)
- Heads of Service
- Leader of the Council
- Overview and Scrutiny Management Committee
- Cabinet

Signed

Background

The previous Corporate Plan was agreed in 2012 with a commitment to a Caring, Fairer, Learning and Working, Greener and Healthier, and Safer City. Despite a period of austerity for local government services, the administration has ensured careful management to ensure that these promises were met.

The new Corporate Plan sets out what we intend to do over the next five years to **Build on Success and Build a Better Newport**, focusing on jobs and the economy, education and skills, fairness and equality, community safety and cohesion, the environment, transport, culture and social well-being.

This Corporate Plan sets out how we will do this and meet the statutory responsibilities set out in the Wellbeing of Future Generations Act.

Delivering the Corporate Plan

The intended outcomes agreed in the plan set the key priorities for the Council. The Wellbeing of Future Generations Act was introduced in 2016 and aims to help create a Wales that we all want to live in, now and in the future. To give current and future generations a good quality of life we need to think about the long term impact of the decisions we make. The council has set its Wellbeing Objectives and they are included in this plan because they form part of the council's vision for the future.

As outlined in the document attached the plan should not be viewed in isolation; it makes up part of the strategic planning map or 'golden thread' that integrates the plans and strategies of the council. The corporate plan sets the vision and direction for the council and sits below the Wellbeing Plan which is agreed in collaboration with partners. The strategic direction flows down from the corporate plan; the actions to deliver the vision flow up from individuals whose every day work contributes to the performance and delivery of the vision.

This plan has been produced at a time of significant financial challenge within the public sector, the workforce and budgets must be carefully planned and managed to ensure that we can deliver what we have set out to do; this is done within each service area in their service plans. The Corporate Plan will be underpinned by the development and delivery of a comprehensive change programme which will align with the time frame of the corporate plan. The actions planned by service areas will contribute to the delivery of the corporate plan, service plans are set in conjunction with cabinet members and scrutiny committees to ensure oversight and accountability for the delivery of the actions.

The council is also operating at a time of great political and legislative changes, it is important that through risk management and well thought out strategic planning the work of the council continues to provide improved outcomes for citizens and communities. The council also works to ensure compliance with the current legislation and any changes that may occur, in order to do this the council works closely with the Wales Audit Office who are the main regulator for the council.

The plan sets out clearly our priorities and demonstrates our commitment to improving social, economic, environmental and cultural well-being and developing plans through the sustainable development principles – long term, integration, collaboration, involvement and prevention.

Monitoring the Corporate Plan

The arrangements for monitoring the plan are as outlined in the draft attached.

As the plan spans more than one year, it will need to be reviewed regularly to adapt to ongoing changes and to ensure that it remains relevant to changing national priorities. An annual statement of progress made against the objectives set will be presented to members and senior officers and published so that it can be shared with all employees and members of the public.

Staffing issues

There are no staffing issues arising from this report.

Financial Summary

There are no new financial implications from the production of the Corporate Plan. The actual plan itself will set the direction for the Council and should influence the allocation of resources, both capital and revenue.

Risks

The Corporate Plan contains reference to risk and in order that the Plan is effective and provides clear direction, risks need to be managed. This ensures that strategies that contribute to the overall ambitions of the Council are aligned and that communities have confidence in the Council's ability to deliver quality services and support people.

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 plan is not taken forward as the strategic direction for all service provision.	Medium	Low	Services will be engaged in the implementation of the plan, which will form the basis of all Council strategy.	Chief Executive
That the corporate plan does not meet the requirements of the Wellbeing of Future Generations Act.	Medium	Low	Well-being objectives previously agreed are reviewed in the draft Corporate Plan 2017 and will be monitored along with the improvement objectives.	Head of People and Business Change

* Taking account of proposed mitigation measures

Links to Council Policies and Priorities

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

The Wellbeing of Future Generations Act is about improving the social, economic, environmental and cultural wellbeing of Wales. The plan will need to ensure that the Council meets the development of the Wellbeing Objectives as adopted within the Plan.

Options Available and considered

Option 1 – to approve the draft Corporate Plan

Option 2 – to propose amendments to the Corporate Plan

Comments of Chief Financial Officer

There are no direct financial implications arising from this report. However any costs arising from the implementation of elements of the actual plan itself would need to be reviewed and the impact on budgets assessed as required.

Future budget strategy and MTFP proposals will need to have a clear link to the outcomes and priorities set out in the Corporate Plan.

Comments of Monitoring Officer

There are no specific legal issues arising from the report. The draft Corporate Plan sets out the Council's strategic vision for the next 5 years and how it intends to discharge its responsibilities under the Well-being of Future Generations (Wales) Act 2015 and meet its well-being objectives. The Corporate Plan will provide the strategic framework for service planning, delivery and improvement throughout the term of the current Council, although it needs to be a dynamic document and subject to periodic review. The Corporate Plan forms part of the Council's Policy Framework and, in accordance with the requirements of the Constitution, will need to be formally approved and adopted by full Council.

Comments of Head of People and Business Change

There are no staffing issues arising directly from this report. However, the draft plan includes a section, "Motivated, capable and engaged workforce", which recognises that the Council needs a motivated workforce, and effective and enabling internal support functions to deliver its ambitious plans for the future and outlines how this will be achieved. Detailed staffing implications will be identified and commented on fully through the service planning framework.

The report notes that the Council's well-being objectives are part of the basis of the new Corporate Plan. The Council's full Well-being Statement is also included in the Plan. This is important for demonstrating how the Council has taken account of the well-being goals for Wales and the sustainable development principle and plans to meet its obligations under the Well-being of Future Generations (Wales) Act 2015.

The Corporate Plan will need to be underpinned by the development and delivery of a comprehensive change programme which will align with the time frame of the corporate plan.

Specific actions for Health and Wellbeing for the Council's workforce will be part of the People and Culture strategy.

Local issues

Not applicable.

Scrutiny Committees

The Scrutiny Committees were involved in the public consultation of the Wellbeing Assessment draft document which has been used to develop the objectives outlined in the report.

The draft corporate plan has been submitted to the Overview and Scrutiny Management Committee for consideration, the table below shows the scrutiny comments and the management response.

Scrutiny Comments to the Cabinet

The Committee agreed to make the following comments to the Cabinet on the Corporate Plan:

Scrutiny Comments	Response
a) It was noted that the Draft Corporate Plan is a well presented, readable document, and the Committee noted the intention to route the Plan in	These positive comments are appreciated, it is reassuring that the plan has been received as intended.

Scrutiny Comments	Response
activities that the Council does, and what sits behind these actions.	
<p>b) The Committee Members expressed concerned about how easily this document could be monitored. This document should be a stand-alone document that needs to contain sufficient information about how the plan will be achieved in order to ensure that progress in over the next 5 years can be measured. This should include:</p> <ul style="list-style-type: none"> • Additional information underpinning the 20 pledges such as the relevant headline performance indicators, the timescales for the phasing of the implementation of, the actions, and an indicator of what the next steps would be in moving the actions forward. • Further explanation on how the plan fits together with the other key documents, within the Council, particularly how they will be used to monitor and measure the, achievement of the pledges. • For the example of the actions associated with the market, it was suggested that more information was needed to articulate the longer term vision for the market, and the city centre as a whole. 	<p>This will happen in the service plans which will provide the delivery mechanism for the corporate plan. Service plans will be reviewed at the mid-year point and at the year-end to ensure that progress is monitored and any deviation from the planned outcome is mitigated.</p> <p>Progress made against the Corporate plan will be reported annually.</p> <p>The corporate risk management process and risk register also help to identify any risks that may potentially impact on the delivery of the corporate plan and provide mitigating actions; this is updated on a quarterly basis and presented to Cabinet and Audit Committee.</p> <ul style="list-style-type: none"> • More information has been added for the 20 commitments however the intention is for further detail to be defined in service plans and, where applicable, fully detailed business cases to be presented to members and to be subject to public consultation as appropriate. • The pledges will be incorporated into service plans and will form the basis for business cases. <p>The corporate plan will also be underpinned by the change programme which will also be monitored on a regular basis via existing governance arrangements.</p> <p>Service plans are being revised to reflect the 5 year period of the corporate plan, service plans are monitored on a six monthly basis to ensure that actions are on track and to detail mitigating actions for those that are not on track.</p> <ul style="list-style-type: none"> • Again more detail will be incorporated into service plans and other strategies that will set the vision for further development within the city.
c) Members noted that that there was no reference to the development of a safe and vibrant night time economy within Newport within the Plan, and suggested that this should be included as it impacted upon the vibrancy of the city centre.	As above, more detail will be incorporated into service plans and other strategies that will set the vision for further development within the city.
d) It would be beneficial to include consistent references to the role of collaborative working within the Plan, particularly how Council will be working with its partners to achieve the 20 pledges. The Committee were advised by Officers at the	More clear reference to collaborative working has been included, it is also important to note that collaboration is also detailed in the Single Integrated Plan which will be replaced by a Wellbeing Plan; this is to be agreed by the Public

Scrutiny Comments	Response
meeting collaboration underpinned all of the action; Members suggested that this needed to be made clearer in the plan.	Services Board.
e) Members commended the focus on preventative actions within the Plan, and the emphasis on improving how the Council engages with communities. Members emphasised the need to ensure that the implementation of these actions were done consistently and thoroughly throughout the organisation, to be able to deliver what is set out in the plan.	Noted; through peer reviews of service plans and business cases as well as public engagement and the internal decision making process this should drive consistency and quality in the implementation of actions.
f) With regard to the city centre development pledges, it was noted that it was important to engage with the communities within the wards as well as those living within the city centre. To understand the impact of and changes to the city centre to the whole of Newport, and to understand how the Council can encourage people from the suburbs to utilise the city centre.	Noted

Equalities Impact Assessment and the Equalities Act 2010

The proposal does not require a Fairness and Equalities Impact Assessment.

Children and Families (Wales) Measure

Not applicable

Wellbeing of Future Generations (Wales) Act 2015

The proposal ensures our continued compliance with the Wellbeing of Future Generations (Wales) Act 2015 by ensuring that the Well-being Objectives published in March form part of the basis of new the Corporate Plan.

Crime and Disorder Act 1998

Not applicable

Consultation

Comments received from wider consultation have been incorporated in the development of the report and wellbeing objectives.

Background Papers

Cabinet Report Wellbeing Objectives

Dated: 22 November 2017

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Building on Success

Building a Better Newport

Newport City Council Corporate Plan 2017 to 2022

Introduction by the Leader of the Council

In our 2012 Corporate Plan we promised you that we would create:

A Caring City; A Fairer City A Learning and Working City; A Greener and Healthier City and a Safer City.

We've kept our promises within the harshest of economic times for Local Government and with careful management by my administration we have managed to protect frontline services in social care and education; addressing the diverse needs of all of our people through rigorous examination of our work by the Fairness Commission and public sector regulators, all of whom have given the services run by Newport City Council positive ratings including those by the external regulator at the Wales Audit Office.

We've seen our schools produce some of the best results they have ever achieved. We are building new schools and redeveloping others. We have increased opportunities for businesses and work in the city including beginning the transformation of the city centre with the Friars Walk development. We've restored the "Pride in Newport" waste and litter programme and established zero tolerance initiatives for fly tipping throughout the city. We've worked with our partners in the Public Services Board to address issues of antisocial behaviour and crime across the city. All of our work and decisions are open to public inspection and are recorded in the public realm and what we have done is there for all to see.

With power comes responsibility and that is what this administration in Newport has shown in the past, in the present and will continue to do so in the future. How will we do this? We will put our values of economic success and social justice at the heart of our work which we believe are the values shared by most people in our city.

The details of what we intend to do over the next five years are set out in this new corporate plan where we will **Build on Success and Build a Better Newport**, focusing on jobs and the economy, education and skills, fairness and equality, community safety and cohesion, the environment, transport, culture and social well-being. In our manifesto we committed to a WORKING NEWPORT, a LEARNING NEWPORT, a FAIRER NEWPORT, a SAFER NEWPORT, a more SUSTAINABLE NEWPORT, a VIBRANT NEWPORT and the FUTURE of NEWPORT. This Corporate Plan sets out how we will do this and meet the statutory responsibilities set out in the Well-being of Future Generations Act.

Whilst we continue to serve the city and people of Newport within the context of on-going austerity we also need to be positive about the future and be ambitious in our plans. That is the leadership and focus this great city deserves. Within our Corporate Plan we detail the things we will do over the course of this Administration in our '20 by 2022' commitments. Delivery against these commitments will ensure we move Newport forward, building on what we have achieved in order to **Build a Better Newport**.

Cllr Debbie Wilcox | Leader of Newport City Council



Preface by the Chief Executive of Newport City Council

As Chief Executive my role is to ensure that all our staff and service providers have the principle of 'improving people's lives' at the very core of the work that they do – whether they work in refuse collection, social care or democratic services. We need to continue doing that whilst we face year-on-year reductions in our council budget and having already made savings of £45m over the past five years. Despite these challenges we have continued to develop and deliver high quality services, including:

- Building a new Welsh medium secondary school - Ysgol Gyfun Gwent Is Coed, scheduled to open in September 2017.
- Development of a new school to accommodate pupils with Autistic Spectrum Disorder. This will be the first in the city and the specialist resource will provide pupils aged between 3-19 with specialist provision and structured teaching.
- Taking the innovative step of borrowing £90 million to lend to Queensberry Real Estate to ensure the Friars Walk retail and leisure scheme was able to progress as quickly as possible. A shining example of partnership work between the public and private sector, Friars Walk has attracted lots of praise and even awards.
- Funding of nearly £60m including almost £15m from Welsh Government for the vibrant and viable places (VVP) programme, has made a real difference with many landmark buildings in the city centre transformed
- Introducing a Business Development Fund in 2016 to help new businesses start up in Commercial Street and High Street and bringing a pop up business school to Newport Market resulted in 37 new businesses being started.
- Agreeing to be part of the Cardiff Capital Region City Deal programme, which will see £1.2bn invested in the regional economy. City Deal will help boost economic growth in 10 local authority areas, including Newport, by improving transport links, increasing skills, helping people into work and giving businesses the support they need to grow.
- Welsh Government national categorisation for primary schools in 2017 saw Newport come out on top in Wales: more than 52% of our primary schools are ranked green and 93% are within the green and yellow categories combined.
- Launching Fake Free Newport which aims to make the city free of fake and counterfeit goods and services.
- Securing the first round of Heritage Lottery funding to revitalise Market Arcade and we are progressing plans to breathe new life into the shopping thoroughfare.

- Continuing to progress towards achieving dementia friendly city status working alongside Newport Public Services Board.
- Our Education Service was one of only four in Wales to be rated good by education inspectors Estyn with our schools producing some of the best results they have ever achieved.

There are a number of projects on the horizon that we are looking forward to with confidence and Newport really is in the midst of some game-changing developments. Projects include the building of the £80m International Convention Centre Wales which is due to be completed in 2019 and as well as creating 250 jobs, will again raise the profile of the city, particularly in the world of international business and events while investment of £38m committed for a semiconductor plant could create 2,000 skilled jobs in Newport.

We are embracing the Well-being of Future Generations Act (Wales) 2015 and will be working to ensure we maximise our contribution to the Well-being objectives and working together with our partners on the One Newport Public Services Board to deliver the Well-being Plan for our city.

We are committed to listening to the views of all our residents and partners and will have an extensive programme of consultation and public engagement during the life of this corporate plan. We encourage as many people as possible to sign up to the Involve Newport, the Citizens Panel and to make a reality of Newport: A City of Democracy. To join the Panel visit the One Newport website: www.onenewportlsb.newport.gov.uk

Will Godfrey | Chief Executive

A handwritten signature in black ink that reads "Will Godfrey". The signature is written in a cursive style with a long, sweeping tail.

About Newport

Newport is a coastal city, covering a geographical area of just over 84 square miles. It has an urban hub with an extensive rural hinterland and is home to one of Wales' most diverse and multi-cultural populations.

The city's natural and heritage assets are significant: from the flagship Wetlands Reserve and beautiful rolling countryside to Roman Caerleon, Tredegar House, the iconic Transporter Bridge and important links to Chartism and the history of British democracy. Our Council works continually to protect, enhance and promote these wonderful assets.

Newport gained city status in 2002. Since then, one of the largest regeneration projects in the UK has delivered huge transformation, culminating in the opening of the Friars Walk retail and leisure complex in 2015. In recent years, landmark buildings have been brought back into use, creating new homes and commercial space in the city centre. The riverfront has been transformed with new housing developments.

We now have a university campus in the city centre and hope to combine this with a new further education campus to create a Newport Knowledge Quarter that offers joined up educational pathways and support for local business.

Our council's plans for ongoing regeneration will be brought together in our City Centre Masterplan which we will publish in 2017/18.

Newport has also developed an international profile, having hosted world class business and sporting events: the NATO Summit in 2014 and the Ryder Cup in 2010. Our ambition is high and we look forward to attracting more significant events when the Wales International Convention Centre opens at the Celtic Manor Resort.

Newport is a vibrant, forward-thinking city steeped in a rich industrial heritage we have lost some of our core industries, but the city has proved that it can re-establish and adapt itself as a centre of modern industry and commerce, particularly in areas such as technology, finance, professional services and the government sector. The new City Regional Deal offers huge potential for the city's future economic growth.

While areas of poverty and deprivation exist across the City, our council and its partners are working with local communities to understand the differing issues and identifying priorities. There is a focus on meeting the requirements of those residents most in need and communities that are most disadvantaged and at risk, ensuring that all our citizens can be more optimistic to the future. The financial challenge and Well-being of Future Generations Act will require us to think differently in the future, considering how we can work in partnership with other organisations, to work in a way that is joined up and prevents future problems.

Achievements in 2016/17



8,038
per 1,000 population
Visits to Sport
and Leisure Centres



98.65%
Response rates for
removing reported
fly tipping incidents

94.5% Attendance at Primary Schools



93.3%
Attendance at
Secondary Schools



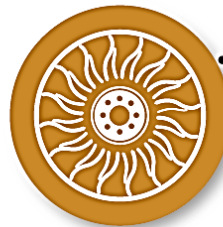
1200
new jobs
created through WBLA and
the VVP programme including
the opening of Friars Walk



278
the lowest number
of looked after children
at the end of 2016/17
for 7 years



c.£97m
of private investment
into Newport City Centre



Secured
Heritage Lottery funding
for the regeneration
of the Market Arcade

About our council



6000
Council Staff
(including schools)



50
Councillors



44%
of Cabinet Members are
female making Newport
one of the top in Wales



57
Schools including
4 Welsh Medium



13k
Twitter Followers



10,247
Facebook Likes

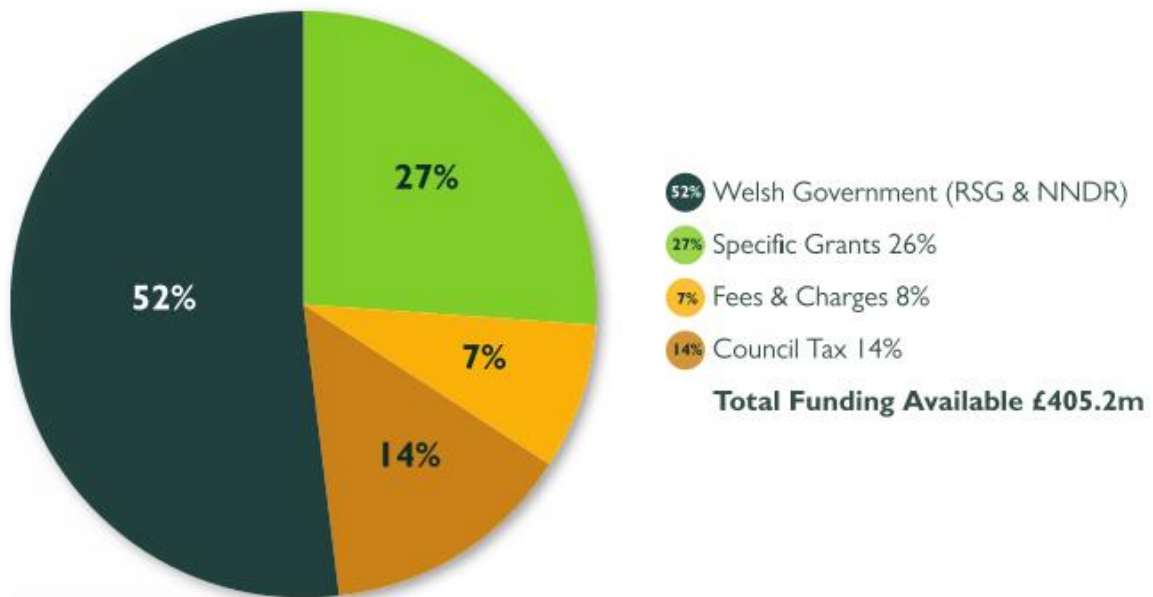


149,148
Residents

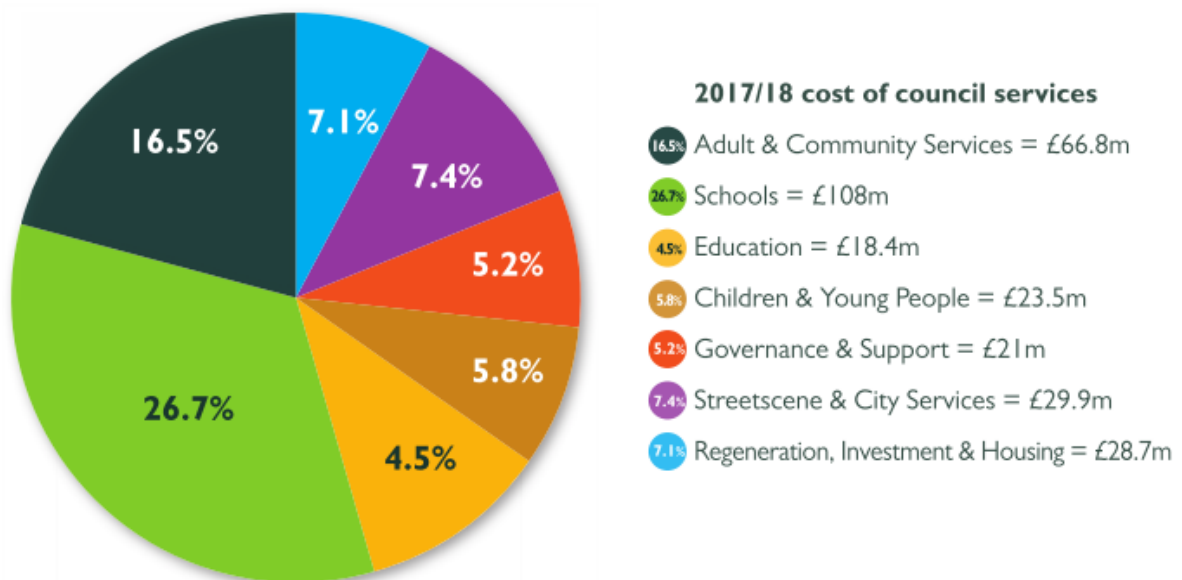


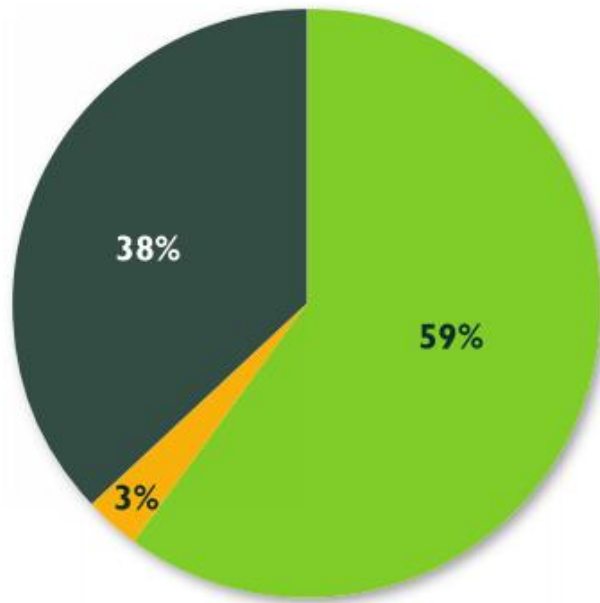
653km
Highway Network Length

Where our council's money comes from



Where our council's money goes





Gross budget £405.2m
How will this be spent

- 38% Employees
- 3% Capital Financing
- 59% Providing Services
(including purchasing services and supplies, maintaining buildings and operating vehicles)

Building on success

Newport is proud of its reputation for excellence and innovation. Our young people achieve excellent school results and we are narrowing gaps in performance so that all young people have an equal chance to succeed. The proportion of young people not in education, employment or training is also at its lowest ever level. Our innovative approach to delivering integrated Children's Social Care services, jointly delivered with Barnados has been lauded as the 'one of the most impressive overall models to be evaluated to date'.

Overall local employment is growing as we focus our efforts on making a difference to the groups that are furthest from the employment market. Antisocial behaviour is down, thanks to our multi agency work and our support for vulnerable people allows many more to live at home instead of residential and nursing care. Great strides have been made in the prevention of homelessness. We have also achieved much in terms of our organisation's structure and efficiency including the new model for delivery of IT services.

We have delivered major regeneration projects such as Friar's Walk. These create a vibrant city centre, attract new employment opportunities and building strong communities.

In May 2017 Newport's political administration was elected on a platform of fairness, with the declaration that 'Building on Success - Building a Better Newport', reaffirmed that the values of opportunity and social justice must guide everything we do.

Despite our recent successes however, the reality presents a real challenge. Financial constraints caused by the government's austerity programme together with huge welfare reform and stagnant and below inflation wage increases will radically increase pressures and demand for local public services. If we are to protect the most vulnerable in our society at a time of drastic reductions in resources, the clear shared purpose and priorities described within the Labour Manifesto will be vital.

TWO KEY QUESTIONS HAVE FRAMED OUR THOUGHTS

1. How can we use our resources to best effect?

How can we align and deploy financial and other resources like capital assets and the skills and strengths of our communities and partners. We know our council cannot deliver everything on its own and that communities and partners must play a key role.

We need to move away from strategies based on how we can deliver cuts in services as our income decreases. This is a negative approach that leads to managing decline by 'salami slicing': doing exactly what we do now, but a little bit less, or in fewer locations.

Instead our thinking must be framed by how we spend the budget and align all the resources at our disposal in the best way possible. So we do not need to ask 'How do we deliver £30m cuts in services?' but, 'How do we deploy the resources that we have?'

This might mean that we need to deliver some services in entirely different ways. To make some of these major changes we will need to invest in new approaches at a time when budgets are tight, but we believe that these new approaches will yield better outcomes for our citizens.

2. How do we treat the causes of problems rather than the consequences?

We believe that across all areas of service delivery and across the range of areas we seek to improve from recycling to children's social care, that we must address issues at their root cause. The consequence of this approach is that we may need to shift the focus of our investment, and our behaviour to ensure there is an emphasis on early intervention and prevention wherever possible. We must empower and support our residents to act themselves and always start from a position of 'asset-based', rather than 'deficit-based' thinking.

The rest of this document builds on these two key questions and sets out:

- What exactly do we mean by 'Improving People's Lives'?
- What values should guide everything we do (courageous, positive responsible)?
- What are the design principles that articulate a 'Newport way' of doing things?
- What are our plans to ensure we have a motivated, capable and engaged workforce?
- Who do we need to work with to achieve the best possible outcomes?

This plan must be based on real actions that build on recent success. Therefore, we have outlined 20 commitments for change, relating to the following four areas:

- Resilient communities,
- A thriving city,
- Aspirational people,
- A modernised council.

These are the four themes that will drive our council in the years towards 2022.

Our Mission: Improving people's lives (this is why we do what we do)

Newport is forward-thinking in its aspirations for the City and how it can improve outcomes for its citizens. Our mission and values are not a quick fix or knee-jerk reaction to the financial context. Rather, they seek to tackle deep seated challenges and allow us to make the most of the strength of our communities and our staff and build on the improvements and transformations that are already underway.

By 2022, we know that needs within our communities are likely to be more acute because of increasing inequality, linked with the impact of welfare reform and ongoing and continued public sector austerity.

Our mission of 'Improving People's lives' builds on the work of the Newport Fairness Commission. Our City Council will take strategic action across the region together with other local public service organisations, the business sector and voluntary sector, to address the root causes of inequality and give our citizens the best possible chance to achieve their ambitions.

In practical terms, we know that to improve people's lives, our communities must be strong and resilient to change and negative events. They should be able to support each other and look after themselves. To support strong and resilient communities in Newport we must do all that we can to create the conditions for a vibrant local economy and thriving city. A place where our citizens can aspire, work profitably and improve their lives.

To deliver this our council must be modern and forward looking.

We will encourage entrepreneurship but will also protect and support our citizens who need more specialist support and professional help. We must intervene early to prevent issues from arising and act quickly to stop their escalation. We will support older people and adults with disabilities and allow them to live independently at their own homes for as long as possible.

In summary, aligned with the aspirations set out in the Well-being of Future Generations Act, we believe, 'Improving People's Lives' means:

- Our communities are strong and can look after themselves.
- We have a strong local economy and local people have the skills they need to find work.
- Our city and surrounding communities feel safe and they are places where people want to make their lives.
- For citizens that need tailored specialist support we intervene early and work together with people to help stabilise, maintain and improve their lives as quickly as possible.
- Our City Council's key role is a facilitator and enabler, with a focus on prevention and collaboration.

Our values: Improving people's lives (how we do what we do)

Our council is directly involved in a huge range of activities across the city that impact everyone living or working here.

We collect council tax to provide social care, tend public spaces, help protect people from the activities of rogue traders and assist new businesses to make a start in Newport. Our council has significant influence and all this activity is supported by a dedicated group of staff.

Our values describe the behaviour we need to embed in everything that we do from service delivery and commissioning, to how we approach decision making and the sort of work environment we create. They are the foundation for the way our organisation operates. They are also the values we seek to encourage among our residents and partners more broadly. Our three values are:

BE COURAGEOUS

This means that we expect our staff, and services to be ambitious and innovative. We expect this to be the case whether services are delivered directly by our council, through regional networks or provided by an external organisation.

Being courageous means we are not afraid to try new things, we are a learning organisation and we constantly question our approach. It means that we lead the way in the region and in Wales more widely and others to look to us as a beacon of best practice. Our 20 aims by 2022 represent the boldness of our ambition.

For our residents being courageous means they are proud and ambitious for their communities, they have high expectations and support and drive the development of the city. Our partners play a key role and work together, in collaboration with our council to develop a comprehensive and ambitious vision for the future where schools, businesses, the police, health providers and other public sector agencies all play a role.

BE POSITIVE

As an organisation we are always helpful and constructive, support and enable residents to do more for themselves. We take a pragmatic, glass half-full approach and we approach in relation to the challenges and opportunities facing our city and we approach tasks and decisions with confidence and tenacity.

For residents and partners being positive is about working together with our council in a constructive, purposeful way. It is about us, residents and partners being able to see what each brings to the table. It is about shifting from 'doing to' to 'doing with'.

BE RESPONSIBLE

Being responsible means that we trust staff and all providers who deliver services on our behalf to take responsibility and to be accountable for their actions and the quality of their work. To deliver this we take a mature approach to agile working and risk management and empower our staff to use their professional judgement to consider the whole system and deploy the most effective approach that reflects our values and the design principles. Being responsible means that decisions are taken

at the lowest appropriate level and our practitioners are empowered experts, who respond to the political direction provided by the Administration.

For residents, being responsible means taking ownership. It is about the recognition of citizens as equal players. We will enable and expect local people to play a greater role in relation to a whole range of things.

Everything from service design to keeping healthy, voting, getting involved in their communities, and acting in environmentally conscious ways.

Organisational Design Principles

Our mission has helped us to distil a strong set of six design principles that align with our values (courageous, positive and responsible). They flow from our mission, 'Improving People's Lives' and describe how we think local public services should be designed and delivered in Newport.

They can be considered the "Newport Way" of doing things.

Our six design principles are listed below and we have ensured they are embedded in the 20 aims by 2022. We will also embed these design principles more widely in our approach to service and business planning across the entire organisation and through our Public Service Board in our approach to partnership working.

- **Enabling and capacity building:**

We see the role of our council (both officers and members) as community enabler, facilitator and capacity builder and our practitioners are supported to fulfil their roles as professional experts working in collaboration with our partners.

- **Citizen role:**

In Newport, citizens are equal partners and play a role in the creation and support of strong communities and help to design local public services.

- **Tailored approach:**

We believe that different people, families and parts of the city may require different approaches and we never assume that one size can fit all. This means flexible use of our buildings, technology and staff that work for our citizens.

- **Early intervention and prevention:**

We act early to prevent issues from happening in the first place, and where they do occur we intervene early to stop them from escalating.

- **Evidence-based:**

Our decisions are based on evidence so that we focus our resources where they are most needed; and we have a good understanding as to whether the actions we are taking are having the intended impact.

- **Integrated technology:**

Technology must be integrated into services with sensitivity and will only be pursued if it helps to improve efficiency or outcomes.

Our Organisational Framework



Motivated, capable and engaged workforce

To improve people's lives, we need a very strong, clear political and managerial leadership supported by motivated, engaged and committed staff. If we are to improve people's lives our leadership must be strong and the skills and calibre of our workforce must be of the highest quality.

To achieve this we invest in recruitment, retention and development of the best staff and suppliers.

We believe that our employees are agents of change and innovation. Our organisational development programme ensures they are empowered and supported to deploy approaches that reflect our values.

Our staffing structure and internal support functions are already strong and we propose that they be further reconfigured to enable us to focus on the delivery of transformed services.

Our decision to share IT services with the five Gwent counties is an example of how innovative collaboration can benefit our city. We propose, where appropriate and where this delivers best value for money, to investigate any services that can be delivered more effectively by regional cooperation.

All our work, from front line operations such as Social Services and city regeneration as well as support functions like IT, finance and HR will be framed around clearly defined goals and well understood thresholds.

This dynamic approach will have a positive impact on all parts of the organisation. Some are outcomes-focused, and others are process-driven and focused on compliance with outside regulators.

Our fundamental attitude is that decisions are taken at the lowest appropriate level and our practitioners have the expert skills required and are empowered to respond to the clear political direction of our administration. This challenge will require strong and uncompromising leadership at all levels of our council.

In summary, we must have a motivated workforce and effective and enabling internal support functions to achieve our ambitious plans.

For us this means:

- We want Newport to be an employer of choice in the City and across local government in Wales. We want our staff to be committed and inspired by the work they do and are proud to work for the City Council.
- To achieve this, we will invest in our staff, ensure there are clear career pathways and enable our staff to work autonomously and flexibly to deliver the best possible outcomes. We will measure our success through a comprehensive set of indicators relating to staff progression, satisfaction and turnover figures.
- The use of agile working will be explored and implemented wherever possible. The benefits of flexible work routines do not only impact on the well-being of staff and better and more efficient and cost effective services. It can also contribute to the removal of transport

pollution from our roads which is a significant instance of a different approach to service delivery.

- We have strong strategic capacity (relating to organisational development, policy, performance, and financial management) that ensures the smooth running of our council and enables us to deliver our aims and objectives.
- We have strong real-time understanding of data and evidence. This means we can move quickly to focus our attention in the right areas.
- Our transactional, back-office functions are regionalised where appropriate to deliver best value.
- As we embed flexible and modern ways of working our council operates out of fewer administrative buildings with an average 2:1 desk ratio and we review and rationalise our capital assets where there is a business case to do so.

Building a better Newport

The Well-being of Future Generations (Wales) Act (WFG Act) became law in Wales on 29 April 2015. The Act is about improving the social, economic, environmental and cultural well-being of Wales. It will make the public bodies listed in the Act, including our council, 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. The Well-being objectives that have been adopted by our council are;

1. To improve skills, educational outcomes & employment opportunities
2. To promote economic growth and regeneration whilst protecting the environment
3. To enable people to be healthy, independent & resilient
4. To build cohesive & sustainable communities

The Welsh Government and the Future Generations Commissioner have made it clear that duties to set and report on well-being objectives should not be treated as separate from any objectives that guide and steer the actions and decisions of organisations. The table below shows how our council's Well-being Objectives link to the manifesto commitments of the Administration (outcomes), which in turn are supported by the areas for action within this Corporate Plan.



***Our well-being statement is set out in appendix 1**

Well-being Objectives	Promote economic growth and regeneration whilst protecting the environment		Improve skills, educational outcomes & employment opportunities	Enable people to be healthy, independent & resilient	Build cohesive & sustainable communities		
Manifesto commitments	Working Newport: Jobs, growth & the economy	Sustainable Newport: Environment & transport	Learning Newport: Education & skills	Future Newport: Well-being & social care	Fairer Newport: For all our residents	Safer Newport: Community safety & antisocial behaviour	Vibrant Newport: Creativity & culture
Corporate plan actions	A thriving city		Aspirational people		Resilient communities		
Supporting function	A modernised council						

Imagine by 2022: Our commitments

This section describes 20 practical things that we believe represent a step-change in how we operate. Each commitment is designed to move us into collective, organisation-wide delivery that not only meets the needs of Newport now but also in the future. They all help to deliver the promises set out in the Administration’s manifesto and are innovative steps towards achieving our well-being objectives:

Building on Success – Building a Better Newport.

These commitments will be further developed into detailed business cases which will be subject to public consultation to ensure that we are making the right decisions for citizens. The business cases will consider costs and how we can deliver these commitments in a sustainable and collaborative way.

Commitment	What will we do?
<i>Resilient Communities</i>	
1	<p>Community resilience, community based care and support is strengthened by introducing Newport Cares a programme which enables peer support and provides a holistic approach to care.</p> <ul style="list-style-type: none"> • We will support the development of Health and Wellbeing hubs which can provide day and work opportunities, carer’s respite, social prescribing and care closer to home. • Alongside traditional day opportunities we will offer different activities in a wider range of different settings. • We will support community initiatives which seek to reduce social isolation, improve neighbourhood networks and support older people and adults with complex needs to live independently (e.g. good gym, casserole club). • We will extend the Older Person’s Stay Well Plan Project across Newport
2	<p>Prototype work to establish Community Investment Zones which transform the service offer in Newport’s four most deprived areas is underway</p> <ul style="list-style-type: none"> • Establish prototype Community Investment Zones which catalyses community-owned and community-driven support to enable people to improve their lives
3	<p>A default presumption in favour of community asset transfer is in place – meaning that citizens can develop a vision for building on their own community assets</p> <ul style="list-style-type: none"> • Review Assets Policy and embed new approach through Community Investment Zone prototypes (See commitment 2)
4	<p>Newport City Council makes the city’s dementia-friendly status real by introducing dementia-friendly work practices across the council and creating dementia-friendly toolkits for local businesses to use.</p> <ul style="list-style-type: none"> • Using best practice materials from the Alzheimer’s Society and elsewhere create a simple toolkit and online training module for staff and businesses to use. • Develop our internal Care Homes and day opportunities to specialise in Dementia care.

Commitment		What will we do?
5	The City has modern, increased tertiary education capacity that meets the needs of Newport's future economic and social challenges	<ul style="list-style-type: none"> • By 2022 we will develop a business case which increases tertiary education capacity in Newport • This will align with political commitments to develop Newport's Knowledge Quarter enabling a seamless transition from school to college to university.
<i>Aspirational People</i>		
6	The Newport Children's Charter sets out our commitment to children and families, including headlines commitments to children in care and care leavers	<p>The Newport Children's Charter sets out our promises to children and families including headline commitments that we will:</p> <ul style="list-style-type: none"> • Reduce the number of children on the Child Protection Register from 95 to 85 • Improve placement stability, including achieving permanence for 85% (up from 75%) and reducing the number of children accessing more than three placements to 5% • Ensure 85% of care leavers enter employment, education or training (up from 60%) providing them with tailored opportunities through the Newport Work Discovery Programme and exempting them from council tax until they are 25 • Build three new state of the art schools and improve and increase tertiary education capacity. • Ensure fewer than ten children are educated outside of the City and reduce out of county children's social care placements by 25%
7	Three new state of the art schools will be built, tangibly improving student choice and the educational offer in the city.	<ul style="list-style-type: none"> • Using funds associated with house building we will build three new schools in Newport
8	The annual Newport Work Discovery week is established bringing together residents, employers and the public sector to connect and raise aspirations. The council commits to 15 apprenticeships per year as part of this city-wide drive.	<ul style="list-style-type: none"> • We will coordinate a work discovery week which brings work experience together with Inspirational talks and lectures, podcasts, and visits to work places. The council will open its doors through the week and will encourage partners to do the same • We will offer at least 15 apprenticeships at the council each year and require our major suppliers to offer apprenticeships as well. • We will offer care leavers work experience and apprenticeship opportunities and we will ensure similar opportunities are offered through major tenders. • We will encourage partner organisations to

Commitment		What will we do?
		also offer opportunities to care leavers. Our success will be measured by Newport recording skills levels in the City (including the proportion of residents with no qualifications) in line with the Welsh average and by the progress we make on the Newport Guarantee (where every young person will leave school with a job, training or further education opportunity).
9	Increasing educational and social care capacity, so that fewer than ten children will be educated out of the city, and the number of out of county social care placements will reduce by 25%	<ul style="list-style-type: none"> • We will fully utilise existing skills and capacity. • We will build further internal capacity to meet future need.
10	Newport will improve the number of pupils achieving at least five GCSEs A*-C including English and Maths in line with the Welsh average.	<ul style="list-style-type: none"> • We will facilitate school improvement through on-going support to school clusters and alliances.
Thriving City		
11	A Newport Festival of Democracy and redeveloped Heritage Discovery Centre represent the city's increasingly vibrant cultural offer with an increase in visitor numbers recorded	<ul style="list-style-type: none"> • A Heritage discovery centre, tourist trail and garden trail in the city will be launched • We will actively encourage sports events, and other cultural events in the City through a festival of democracy and exploring opportunities for sponsorship. The festival will celebrate the best of Newport's heritage offer building on existing, popular city centre events like the Food Festival and Big Splash'
12	Newport's future business offer is driven by the Newport Business Collaborative: a transformed business innovation group which builds on today's informal grouping and helps to increase the proportion of successful SMEs in the city.	<p>Repurpose the Newport Economic Network and create an Economic Growth Partnership which helps to:</p> <ul style="list-style-type: none"> • Drive the Work Discovery Week and Festival of Democracy, • Establish Newport as a regional hub for SME development and digital and technological enterprise in particular. • Gain purple flag status for our night time economy • Inform the 10 'pathways to work' which the council will develop • Shape the City's on-going regeneration (see commitment 13)
13	Real progress on transforming Newport City Centre through redeveloping sites like the Westgate, Chartist's Tower and the Market and creative use of existing cultural and commercial assets	<ul style="list-style-type: none"> • The next phase of Newport's physical regeneration will be delivered • Strategies to proactively encourage businesses to come to the City (to be based here and for conferences) will be being implemented.

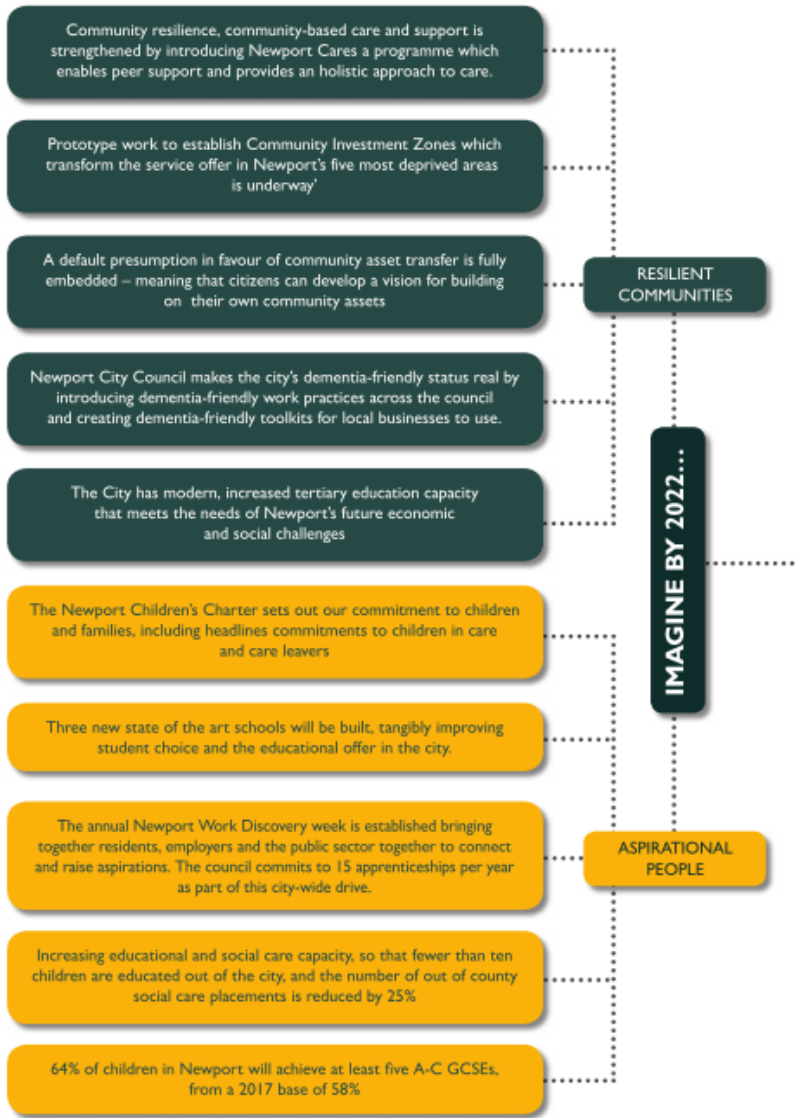
Commitment		What will we do?
		<ul style="list-style-type: none"> • Empty buildings and shops will be opened to meanwhile uses and new start-ups and we will and facilitate the development of high grade offices
14	Illegal city centre parking dramatically reduced through a step change in behaviour and enforcement	<p>We will review and develop our approach parking enforcement, reviewing the need for decriminalised parking in the city centre recognising that parking, traffic management, business access and respect for pedestrians are essential to future economic success.</p> <ul style="list-style-type: none"> • We will develop a series of actions designed to incentivise legal parking, and reduce illegal parking
15	We will create a Digital Ecosystem for Newport that rapidly intensifies the growth of the digital economy sector, and provides a platform for businesses to connect, innovate and grow and communities to participate, interact and self-support.	<ul style="list-style-type: none"> • Work with higher education to support the rapid expansion of the national software and cyber academies; • Proactively engage existing digital businesses and new start-ups to collaborate and co-produce via the Newport Business Collaborative; • Create bespoke incubation and co-working space for new digital and technological companies, • Continue free Wi-Fi across the city, and develop a digi-buddy scheme in public buildings to enable people to access digital services.
A Modernised Council		
16	Develop the Newport Intelligence Hub to create a one stop shop for spatial and geographic data, data analytics, info graphics and open access data to support the drive for Evidence-based working.	<p>Re-align our existing resources to become an integral part of our business processes</p> <ul style="list-style-type: none"> • Identify key public, private and third sector partners to work with to enhance the quality and accessibility of these services • Integrate citizen engagement into these processes • Utilise the data development benefits of the LoRaWAN Internet of Things
17	A new Household waste recycling facility is built as part of a new Love Newport deal with residents on waste, recycling and community pride	<ul style="list-style-type: none"> • We will launch a new recycling plant to meet statutory targets. • We will encourage re-use and recycling • We will support and incentivise community groups to look after their own area (giving them tools and materials to paint, clean, maintain and improve things they care about)
18	Four multi-agency neighbourhood	<ul style="list-style-type: none"> • Four hubs will be established, based in

Commitment	What will we do?
	<p>service hubs will be created which bring together a range of different services to support better outcomes and manage demand in areas of Newport with the highest need as evidenced in our well-being profile</p> <p>areas of highest demand and will provide an integrated offer of neighbourhood-based, voluntary-accessed services like Communities First, Families First, Flying Start, Play Development, Youth Services, and Work and Skills support.</p> <ul style="list-style-type: none"> • These hubs will work closely with the Community Investment Zone prototypes to provide holistic council and non-council based support.
<p>19</p> <p>We will create an inviting and inspiring work environment, freeing up 50% of our estate (including 20% of our civic centre) to save money and create space for commercial and social innovation</p>	<ul style="list-style-type: none"> • We will reduce the number of buildings we operate out of by 50%. • We will operate on average a 2:1 desk ratio with many staff working flexibly from home on a regular basis • We will reduce costs of delivering back office functions through regionalisation where this is appropriate. • We will offer the space made available through these changes to new businesses, growing businesses and organisations undertaking work with social value.
<p>20</p> <p>Each citizen in Newport has access to a MyAccount- an individual online portal which allows them to do business with the council and online</p>	<ul style="list-style-type: none"> • We will establish a 'my account' facility to improve access to services and improve and expand the 'report it' facility. • Some of our services will only be accessed online. Where this is the case, citizens who need it can access support to help them use online services at community hubs and libraries

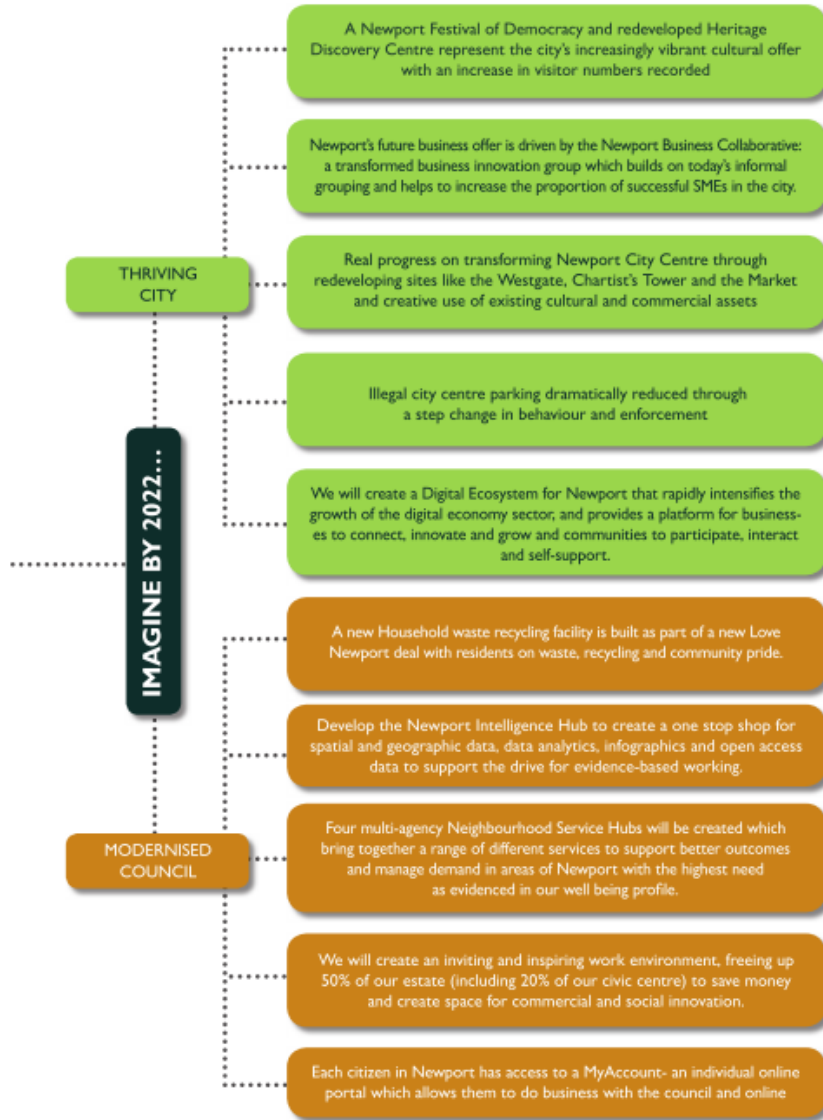
Enabling and capacity building



EVIDENCE BASED



Citizen Role



INTEGRATED TECHNOLOGY

Delivering the Corporate Plan

The intended outcomes agreed in this plan set the key priorities for our council. The Well-being of Future Generations (Wales) Act 2015 aims to help create a Wales that we all want to live in, now and in the future. To give current and future generations a good quality of life we need to think about the long term impact of the decisions we make. Our council has set its Well-being Objectives and they are central to this plan because they form part of our council's vision for the future.

This plan should not be viewed in isolation. It makes up part of the strategic planning map or '**golden thread**' that integrates the plans and strategies of our council, which can be seen in the diagram. Our council is not alone in providing services to the people of Newport and works in partnership with other agencies to continue developing a collaborative, integrated approach to service provision

This corporate plan sets the vision and direction for our council and sits below the Well-being Plan which is agreed in collaboration with partners. The strategic direction flows down from the corporate plan; the actions to deliver the vision flow up from individuals whose every day work contributes to the performance and delivery of the vision.

This plan has been produced at a time of significant financial challenge within the public sector. The workforce and budgets must be carefully planned and managed to ensure that we can deliver what we have set out to do. This applies to each service area in their service plans. The actions planned by service areas will contribute to the delivery of the corporate plan, service plans are set in conjunction with cabinet members and scrutiny committees to ensure oversight and accountability for the delivery of the actions. Service plans are available on our website. All staff and all citizens of Newport can see what is planned for the year ahead and how it will be managed and monitored.

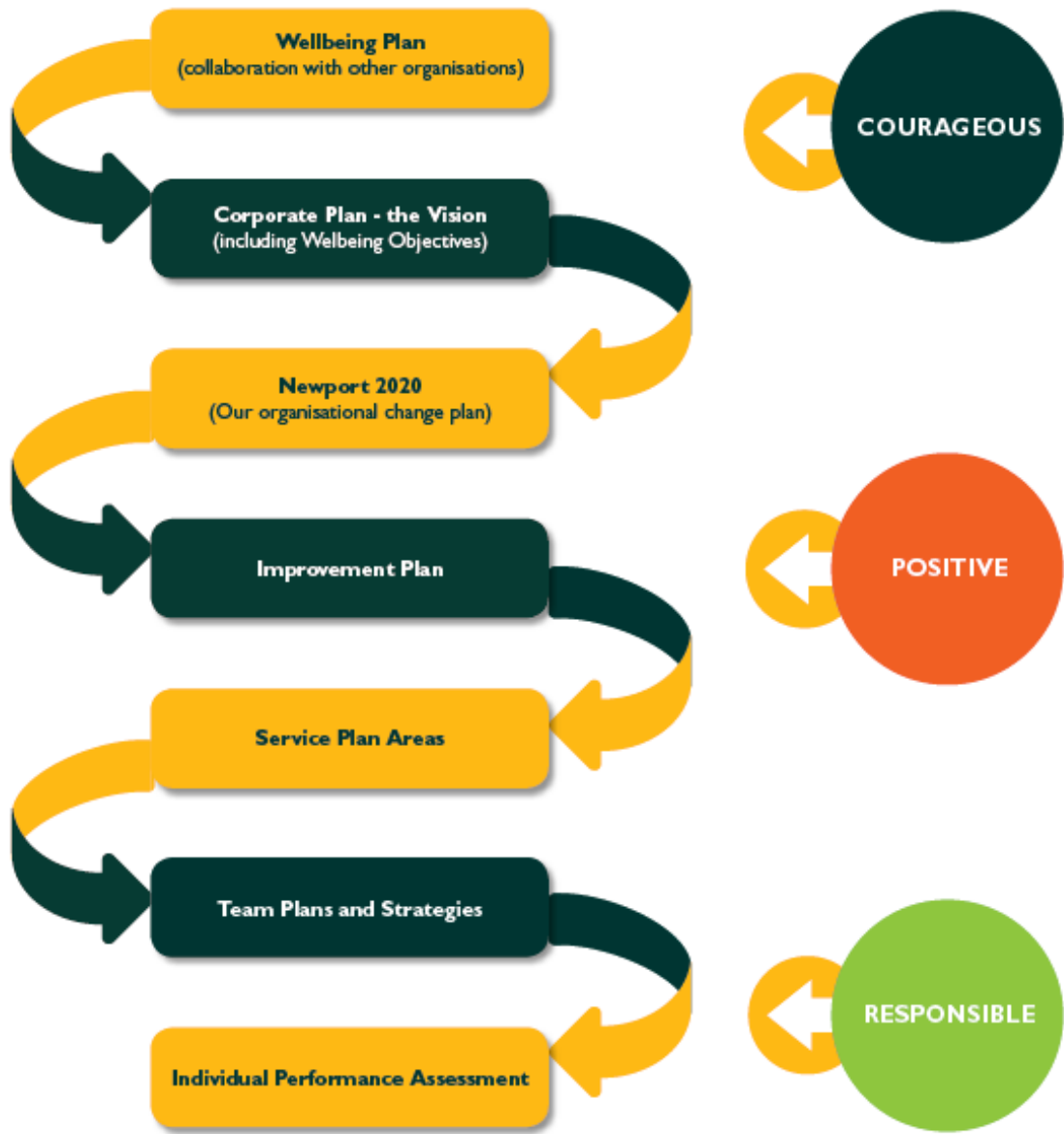
This is a time of great political and legislative change. It is important that through risk management and well thought out strategic planning, that the work of our council continues to provide improved outcomes for citizens and communities. Our council also works to ensure compliance with the current legislation and any changes that may occur. To do this our council works closely with the Wales Audit Office (WAO) who are the main regulator for our council. The WAO has an annual work programme and the reports that they provide give assurance that our council is working hard to comply with legislation and working well to address any points they have raised.

The plan sets out clearly our priorities and demonstrates our commitment to improving social, economic, environmental and cultural well-being in the city. and the realisation of our plans depend on using the sustainable development principles to inform our decision making i.e. thinking about the long term, considering how our well-being objectives impact on the well-being goals for Wales, acting to prevent problems occurring or getting worse, collaborating with others and involving people with an interest in achieving the well-being goals.

Strategy Map 'The Golden Thread'



Our Values



Monitoring the Corporate Plan

Because this corporate plan spans more than one year, it will need to be reviewed regularly to adapt to ongoing changes during the lifetime of the plan and to ensure that it remains relevant to changing national priorities.

An annual statement of progress made against the objectives set will be presented to members and senior officers and published so that it can be shared with all employees and members of the public. The statement will present an open and transparent view of the how our council is working towards its vision and objectives and also how further work will be focused to ensure continued improvement. It will also show how our council maximises its contribution to the Well-being goals for Wales by applying the sustainable development principle.

Actions set out in service plans and the improvement plan will contribute to the delivery of the objectives, and these will also be presented to members for challenge and appraisal. Service plans are reviewed at the mid-year point and at the year end to assess the progress made against the actions planned and consider what future actions should be planned.

The Wales Audit Office regulates the activities of our council and will provide assurance on council's ability and progress in delivering its vision.

We value your views and opinions on the content of our Corporate Plan and the priorities that we set. Your input is welcomed and will enable us to continue to focus on the things that matter to our citizens and communities.

Please contact us at: [**info@newport.gov.uk**](mailto:info@newport.gov.uk)

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