

Agenda



Cabinet

Date: Wednesday, 18 September 2019

Time: 4.00 pm

Venue: Committee Room 1 - Civic Centre

To: Councillors D Wilcox (Chair), P Cockeram, G Giles, D Harvey, R Jeavons, D Mayer, J Mudd, R Truman and M Whitcutt

Item	Wards Affected
1	<u>Agenda in Welsh</u> (Pages 3 - 4)
2	<u>Apologies for Absence</u>
3	<u>Declarations of Interest</u>
4	<u>Minutes of the Previous Meeting held on 17 July 2019</u> (Pages 5 - 12)
5	<u>Revenue Budget Monitor</u> (Pages 13 - 30)
6	<u>Capital Programme Monitor</u> (Pages 31 - 48)
7	<u>WAO Annual Improvement Report</u> (Pages 49 - 86)
8	<u>Strategic Equality Plan Annual Report</u> (Pages 87 - 136)
9	<u>Corporate Risk Register Update (Quarter 1)</u> (Pages 137 - 172)
10	<u>Sustainable Travel Strategy</u> (Pages 173 - 286)
11	<u>Work Programme</u> (Pages 287 - 294)

Date of Next Meeting: 16 October 2019, 4 pm, Committee Room 1, Civic Centre

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Date of Issue: Wednesday, 11 September 2019

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Agenda

Cabinet

Dyddiad: 18 Medi 2019

Amser: 4 y.p

Lleoliad: Ystafell Bwyllgor 1 – Y Ganolfan

At: Cynghorwyr D Wilcox (Cadeirydd), P Cockeram, G Giles, D Harvey, R Jeavons, D Mayer, J Mudd, R Truman and M Whitcutt

Eitem

**Wardiau
Dan Sylw**

Rhan 1

1. Agenda yn Gymraeg
2. Ymddiheuriadau dros Absenoldeb
3. Datganiadau o fuddiant
4. Cofnodian y cyfarod a 17 Gorffennaf 2019
5. Monitor Cyllideb Refeniw
6. Monitor Rhaglen Gyfalaf
7. Adroddiad Gwelliant Blynyddol WAO
8. Adroddiad Blynyddol y Cynllun Cydraddoldeb Strategol
9. Diweddariad Cofrestr Risg Gorfforaethol (Chwarter 1)
10. Strategaeth Teithio Cynaliadwy
11. Rhaglen Waith y Cabinet

Dyddiad y Cyfarfod Nesaf: 16 Hydref Gorffennaf 2019, 4y.p, Ystafell Bwyllgor 1 – Y Ganolfan

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Minutes

Cabinet

Date: 17 July 2019

Time: 4.00 pm

Present: Cllrs Debbie Wilcox (Chair); P Cockeram, D Harvey, R Jeavons; J Mudd, D Mayer, M Whitcutt, G Giles, R Truman

In attendance: Ms B Owen; Mr J Harris; Mr G Price; Mr M Rushworth;

Part 1

1 Apologies for Absence

There were no apologies.

2 Declarations of Interest

There were no Declarations of Interest.

3 Minutes

The minutes of the meeting held on 19 June 2019 were confirmed as a true record.

4 Revenue Budget Monitor - May

The Leader presented the report and explained this is the first revenue budget monitor for this current financial year. The report offered a broad estimate at this early stage of the year of (i) the areas/issues needed to focus on, and (ii) an indication of the scale of the issues. As more data and information is received through the year – officers will update forecasts resulting in greater confidence in the actual numbers.

The report confirmed that the broad pattern witnessed last year is set to continue.

There are continued increasing costs in children's and adults social care which are mitigated by non-service savings. The Council invested c£5M in these services this year and yet, demand continues to increase, at an exponential rate. The report explained in detail the current picture with children's placements, fostering adults' community care budgets. The numbers are concerning, for example, the rise in children's placements between January and March this year and the forecast for the remainder of the year as outlined. The Council continues to support its most vulnerable residents and this is a rapidly growing service.

Finance colleagues are predicting a small overall underspend of about £600k (about 0.2% of the budget) and the challenges are confined, again, to a very small number of areas, though the risks are high. The vast majority of the Council's activity areas are close to budget at this point.

The monitor points to a very challenging picture regarding schools' budgets. Finance officers are working closely with schools to see what action can be brought to bear on their current budgets and forecasts. The work is on-going and the Leader and Cabinet Member for Education and Skills are being briefed specifically on this issue. It is expected this will continue to challenge throughout this year.

Overall the report shows a good position at this early stage but Cabinet Members and Senior Managers need to continue to focus hard in this area.

The Leader thanked the Cabinet Members for the work done in their portfolios and the Head of Finance and his team of accountants for careful prudent financial management.

Decision:

Cabinet agreed the report.

5 Capital Budget Programme Outturn 2018/19

The Leader presented the report and confirmed 2018/19 was the first year of an extensive and challenging 5-year Capital Programme which currently stands at over £170m. The report updated Cabinet on the final outturn position for 2018/19 and the resulting slippage. It also requested additions to the overall capital programme and highlighted the capital receipts' position and the remaining available headroom to fund future capital projects within the life of the programme, as currently afforded within the Council's medium term budget projections.

The Leader drew attention to the additions and changes to the programme since the last report to Cabinet.

Appendix C summarised the changes to the programme which includes further slippage from 2018/19 into 2019/20 and 2020/21 of £4.2m and £0.5m respectively. This takes the total slippage agreed during the year to £14.7m. The Leader confirmed that officers will now undertake a thorough review of the programme to ensure that budgets are appropriately profiled and this will be updated in the next monitoring and additions' report to Cabinet.

In terms of additions, there has been a significant increase in the programme of over £14.7m worth of capital expenditure being added to the overall 5-year programme. The detail of this is included in the report, and shows the continued investment that is taking place within Newport. Some of the headline additions include but are not limited to:

- Welsh Government grants for schools including additional schools' maintenance grant of £1.8m and £580k grant for reducing class sizes at St Woolos Primary School;
- Funding, including loan funding for developments at Mill Street Sorting Office, Newport Market and Chartist Tower;
- A number of grants received from the Local Transport Fund and Active Travel including developing safe routes, sustainable transport, bus stop enhancement and the development of the Devon Place Footbridge Scheme.

The majority of additions have been funded through grants, reserves from the in-year revenue underspend or from loan funding, and therefore do not have an impact on the overall capital headroom available for future projects, which currently stands at £18.8m.

The Leader further reported on the overall outturn for 2018/19. The overall variance against budget in 2018/19 was £5.5m and as previously mentioned, £4.7m of this has slipped into future years, leaving an overall underspend at year end of £799k on projects that have been completed. The detail of this is shown in Appendix A of the report.

Finally, the capital receipts position shows the Council received £2.3m of receipts during the year, and utilised £3.1m, it has also committed to utilising c£4m of receipts in the current capital programme,

leaving uncommitted capital receipts balance of £2.4m. There is a further £1.2m of uncommitted capital receipts relating to the Newport Unlimited Joint Venture, which are attributable to the joint arrangement between the City Council and Welsh Government.

Cabinet Members welcomed the report and agreed with prudential borrowing when necessary and in accordance with the advice from the Council's Section 151 Officer and the Council's Monitoring Officer.

Decision:

- 1) Cabinet agreed to approve the changes to the Capital Programme and note the outturn position as set out in the report, including the use of capital receipts.
- 2) Agreed to prioritise capital expenditure to maintain spend within the current affordability envelope.

6 Commercial Property Fund Investment Guidelines

The Leader presented the report and reminded the meeting that Cabinet agreed in March to establish an Investment Fund which would focus on generating a long term and sustainable income to the Council to help meet its on-going financial challenges. In April, full Council agreed the approach to the Council's Investment Strategy and the borrowing headroom required to make the Funds available. The investment income would need to cover all costs, which would include principally, the cost of borrowing to make up the Fund.

The report confirmed an Investment Board has been agreed in order to consider and make investment options, this is a sub-group of Cabinet, and before that Board can commence work the Guidelines the Board would work within need to be agreed. This really is an important issue as there are inherent risks with this approach and the Guidelines are a key governance document in this respect.

The Guidelines formed the Appendix to the report and the Leader asked colleagues to comment on this as a basis for the Investment Board. The Leader confirmed the document picks up on a number of areas which the Board should be mindful of when reviewing options and the report makes the point that this is applicable for investment that comes from the Fund, and no other types of investment, which broadly fall under service investments i.e. spending on assets which are needed to achieve service objectives e.g. new schools and treasury investments i.e. the short term management of the Council's cash resources.

Decision:

Cabinet agreed to approve the Commercial Property Investment Guidelines appended to the report when reviewing and recommending property investment opportunities. Cabinet noted the Guidelines had been drafted after researching those used by other Councils undertaking this activity.

7 Newport City Council Brexit Preparations Update

The Leader presented the report, the purpose of which was to provide an update to Cabinet on the Brexit preparations that have been undertaken to date.

The Leader recapped on the issues following the referendum in 2016:

- Following the results of the referendum in 2016, the UK Government officially notified the EU that it was leaving and triggered Article 50. An initial deadline date of 29th March 2019 was set for the UK to leave the EU.
- In preparation of that date, all public sector bodies made preparations based upon whether there would be a transition period or a 'No Deal' scenario.
- As a result of the UK Parliament being unable to pass through the Withdrawal Agreement the deadline had been delayed until 31st October 2019.

- As a Dock City, Newport has a long history and important links with the EU. Newport Docks sees many ships from the EU exporting and importing goods whilst many businesses in and around Newport are EU based (such as Airbus) or have significant trading links with EU countries.
- Newport also has over 3,000 people from the EU who have settled in Newport, living, working and socialising in Newport and South Wales.

The Leader confirmed the Council had to date:

- In preparation of the initial deadline (29th March 2019), Newport City Council established a Task & Finish Group consisting of representatives from each service area and led by the Strategic Director for Place.
- Using the Welsh Local Government Association Toolkit the Task & Finish Group undertook a review of its activities, focusing on the following areas:
 - *Your organisation* (Priorities / People / Finance)
 - *Supplies and Services* (Services, suppliers and supply chain / core operations / legislation and regulation)
 - *Your Place* (Local Community)
- Through that work the following areas were identified and measures put in place to monitor and report ongoing activities:
 - Raised awareness to Council Members in March 2019 on the work that the Council has been undertaking and raising awareness of Brexit risks and issues to Newport.
 - A Brexit Risk is recorded in the Council's Corporate Risk Register that is monitored every 3 months.
 - Undertaken a workforce analysis where there are under 100 members of staff directly employed by Newport City Council from the EU. To support these members of staff they have been provided with advice, guidance and directed staff to the Welsh Government and Home Office websites.
 - Newport City Council receives approximately £500k from the EU to support activities such as Inspire to Achieve. Guarantees have been promised by the Welsh Government to continue to support these programmes during this period of time.
 - The Council has been collaborating with the Welsh Government, Welsh Local Government Association, Gwent Local Resilience Forum, Health Bodies and close partners that provide services on the Council's behalf to ensure arrangements are in place to continue 'business as usual' activities before and after Brexit.
 - Received funding from Welsh Government to employ two Community Cohesion Officers in Newport and Monmouthshire. These officers are engaging with local community groups providing advice and guidance.
 - Set up a page on the Newport City Council Website providing guidance to residents and businesses with links to the Welsh Government and Home Office pages.
- Newport City Council is continuing to monitor the situation closely and is receiving regular updates from the Welsh Government, Welsh Local Government Association, Health Service and the Council's partner organisations.

The Leader thanked officers for managing the extra work this issue has generated.

Decision:

Cabinet agreed the report.

8 Welsh Language Annual Report 2018/19

The Leader introduced the report and welcomed the Champion for the Welsh Language, Cllr Jason Hughes.

The report confirmed the introduction of Welsh Language Standards in 2016 had challenged Newport City Council to deliver entirely bilingual public services. The annual report reflects the positive distance that the Council has travelled to reach this objective.

It is clear that staff understand and respect the obligations that the public sector have with regard to the Welsh Language. The cultural shift that has taken place within the Authority over the past few years is undeniable and has helped ensure that consideration of the Welsh Language is given at the earliest opportunity, resulting in services that work just as well in Welsh as they do in English.

Indeed, the Leader confirmed that as the City continues to evolve, it is clear that Welsh will be an important part of that evolution, and she was pleased to say the report suggests that the Council's services are matching the pace of change.

The Cabinet Member for Equalities and Assets commented further on the report and confirmed the annual report has been prepared in accordance with Welsh Language Standards 158, 164 and 170. The report suggests that the Authority is broadly compliant with the Welsh Language Standards it is subject to. However there do remain issues with a number of 'legacy systems' that were procured before 2016 and do not have bilingual functionality.

The Cabinet Member highlighted low levels of staff engagement with Welsh Language courses and Welsh Language awareness courses and confirmed this will be improved upon in the 2019/2020 financial year.

The report also identified a number of other actions which will help the Council keep pace in 2019/20, namely:

- Work on developing and promoting the update to the Fairness and Equality Impact Assessment (FEIA) process;
- Greater promotion of the Council's Welsh Language Services;
- Enhanced partnership working across Welsh Language Forum Members in line with the Welsh Language Strategy;
- Develop the intranet to include Welsh Language Guidance around compliance with the Welsh Language Standards.

The Cabinet Member was pleased at the development of Welsh within the Authority over the past few years. The report confirmed that progress, whilst highlighting some of the areas where there is a need to continue to improve, also highlighted the work that has been done to date in line with the Welsh Language Strategic Plan.

The Authority's 'Benefits of Bilingualism' Campaign, which was agreed in the Strategy, and some of the timely work that is happening in promoting Welsh to under-represented communities, is a good example of the innovative work the Council is capable of achieving.

The report suggested that if the pace on the momentum for change continues, the Council will not only deliver quality services to the people of Newport in either language, but will also ensure it plays an active role in helping meet the Welsh Government's target of a million Welsh speakers by 2050.

Decision:

Cabinet approved the report and agreed for officers to publish the final Monitoring Report on the Council's Website.

9 End of Year Performance Analysis

The Leader presented the report and confirmed that:

- In 2017 the Council's 5 year Corporate Plan was successfully launched which set out the vision and goals for delivering Council services and delivering the Well-being objectives for the citizens of Newport.
- To support the delivery of objectives over the next 5 years, each of the service areas that Cabinet Members are responsible for have developed their own service plan.
- The purpose of the End of Year Review Report is to provide an overview on the delivery of service plans and performance measures for 2018/19.
- The report includes the feedback and recommendations of People and Place Scrutiny Committees following the presentation of the service plans in June.

The Leader commented in detail on the following:

- As this was the first year of delivering against the service plan objectives, the expectation was that not all of the service areas reported that they have successfully delivered a significant proportion of their service plan. But what the report has highlighted is the notable developments in the delivery of the Corporate Plan which has seen the Council taking courageous decisions against the backdrop of ongoing financial and service pressures.
- As outlined in the paper, each service area has reported good progress towards the delivery of their objectives with:
 - 36% (91 / 256) of actions completed by the service areas;
 - 59% (152 / 256) of actions 'In Progress' and will be carried forward into 2019/20 plans;
 - 2% (5 / 256 actions) no longer being delivered for operational reasons;
 - 3% of actions (8 out of 245 actions) are 'awaiting to be commenced' in 2019/20.
- The full detail of these developments is included in the report, some highlights of the progress made are:
 - The purchase of new homes (Rose Cottage) to bring back children in Out of County Placements to Newport and improve their care and support;
 - Completion of the Civil Parking Enforcement that are now bringing changes to habits in parking within the city centre;
 - Implementation of new bins that will improve the Council's recycling rates and reduce the waste taken to landfill. (The Cabinet Member thanked the citizens of Newport for their support with this).
 - The **regeneration of Newport City Centre** is continuing at a good pace with sites such as Chartist Tower, Newport Market and Market Arcade. This is also supported by the development of the new Convention Centre and approval of Heritage Lottery Funding for the Transporter Bridge.
 - The ongoing delivery of the **new Hub in Ringland** will see changes in how the Council delivers its services and the partner organisations to the communities of Newport this year and beyond.

Performance Measures

- The report also highlighted the end of year performance measures that support the delivery of the Corporate Plan.
- The Leader noted it is encouraging to see at the end of the year, 50 of the 86 (58%) corporate performance measures reported had either achieved or exceeded their target for the year.
- However, 36 performance measures had reported as being short of meeting their target (19 measures in total) or as being 'off target' from their target figures.
 - The Report includes a summary from the service areas explaining the reason(s) for the performance and actions being taken to improve performance for Amber and Red performance measures, and this has also been the subject of discussion at Scrutiny.
- The Council's Cabinet and individual Cabinet Members must collectively acknowledge where service areas have achieved or exceeded their goals and the hard work that has been undertaken.

- Likewise, there must be recognition of the need to ensure that where service areas are not meeting targets set that these are closely monitored, support and challenge the services to ensure that the necessary action(s) are being taken to improve performance.

Scrutiny Committee Feedback and Recommendations

- The end of year performance updates had been presented to the Place, Corporate and People Scrutiny Committees in June 2019 and the feedback and recommendations detailed in the report for Cabinet to consider. The Leader noted that:
 - People Scrutiny Committee recognised the hard work staff and supporting services were making in Social Services in light of the difficult and increasing demand and financial pressures faced;
 - Comments from the Place & Corporate Scrutiny Committee were sent onto the Partnerships' Scrutiny Committee in relation to the Economic Growth Strategy;
 - The commendation for City Services on reaching Welsh Government targets for recycling and further information required on the delivery of the Waste Strategy Action Plan.

In conclusion the Leader confirmed:

- A further report will be presented to Cabinet in October 2019 where Cabinet will be presented with the all-Wales picture of the Council's performance in comparison with other Welsh local authorities.
- Cabinet must continue to support and challenge each service area in the Cabinet Member's portfolios and that where good progress is being made that work is recognised.
- Equally, Cabinet must take responsibility and ensure that where improvements are needed that the service areas take the necessary action and provide the necessary assurance for Cabinet and the Administration and the constituents of Newport.

Decision:

Cabinet noted the content of the report and agreed to take action in conjunction with the Directors and Heads of Service to address areas of poor performance.

10 Cabinet Work Programme

The Leader presented the Cabinet Work Programme.

Decision:

Cabinet agreed the updated programme.

11. PSB Summary Document

The Leader confirmed this report is for information/awareness purposes.

12 Exclusion of the Press and Public

To consider whether to exclude the press and public during consideration of the following item on the grounds that its consideration involved the likely disclosure of exempt information as defined in the Local Government Act 1972 and the exemption outweighs the public interest in disclosure.

13 Presentation – City Centre Investment

Officers provided Cabinet with a presentation which explored a potential investment opportunity in the city centre focused on Kingsway Car Park.

Officers confirmed the Council owns the freehold of the car park, and there is a long lease in place to Kingsway Investments Newport Limited (KIN), with currently a ground rent paid to the Council.

KIN recently approached the Council as they were considering sub-leasing it to a car park operator in order to re-finance their borrowing, however the Council's express consent is required in order for KIN to proceed with that course of action. During the ongoing dialogue, KIN also queried whether the Council would be an interested party in investing in the asset.

Taking on the lease would be in line with the Council's Commercialisation Strategy. In order to take the project forward Cabinet was asked to consider whether or not the Council should take a lease on Kingsway Car Park, on the terms outlined, and to take on its operation.

Decision

Cabinet unanimously approved the proposal to take on the lease term for 35 years at a rent of £215K pa index linked.

13 Date of Next Meeting

The next meeting will take place on Wednesday 18 September 2019, at 4.00 pm in Committee Room 1, at the Civic Centre, Newport

Report

Cabinet

Part 1

Date: 18 September 2019

Subject **July Revenue Budget Monitor**

Purpose The purpose of this report is to provide Cabinet with an update on the revenue forecast position and the issues affecting financial management during 2019/20.

Author Head of Finance (HoF)

Ward All

Summary As at July 2019, the Council service and non-service revenue budgets are forecasting to be c£1.5m net overspent but after utilising all of the revenue contingency budget, will be 'on budget' overall.

This report builds on the update provided to Cabinet in July and whilst the overall position is balanced, it should be noted that service areas, excluding schools, are forecasting an overspend of £3,696k, though confined to a very small number of budget/ activity areas, with the majority of areas spending close to/ within their approved budgets.

There is continuing pressure on the budget from demand areas specifically within social care and the following three areas alone contribute £2,392k to the overall service area overspend:

(i)	Children's out of area placements	£975k overspend
(ii)	Adult community care	£908k overspend
(iii)	Independent fostering agencies	£509k overspend

Service area overspending has been mitigated by underspending in non-service budgets in respect of council tax surplus and council tax reduction scheme (£1,947k) enabling the total service/ non-service overspend to be reduced to c£1.5m, and therefore allowing the revenue budget contingency of £1.5m to balance the overall position. The need to make use of the entire revenue contingency budget at this early stage of the year leaves no mitigation for any unforeseen risks over the remainder of the year.

In addition, budgets set by schools for 2019/20 will see them overspending against their available funding by £2,594k, funded by their reserves. This would mean a small number of schools, mainly secondary's, increase their existing deficit reserves. This projection assumes, in line with previous years, that additional in-year funding/ income of £1,500k will be received from currently unknown in-year grants and other compensation, however, if this does not come to fruition the current school reserves would worsen.

Secondary schools are already working on these budgets to bring forward savings and this work is on-going.

It is still relatively early in the financial year and so there will be greater certainty around the forecasts as the year progresses. Although, historically the forecast position has improved throughout the year, this year to date has not seen the level of one off income received during 2018/19.

As the Council begins work on future year budgets, the current position highlighted in respect of continuing pressure on demand led service budgets will need to be considered and appropriate provision/ action agreed, though the on-going very significant budget investment (and in-year overspending) in these services is not sustainable.

- Appendix 1 Overall budget dashboard – July 2019
- Appendix 2 Revenue summary monitor – July 2019
- Appendix 3 Schools funding and balances
- Appendix 4 Planned movement in reserves

Proposal Cabinet is asked to:

- Note the overall budget forecast position including use of all the general budget contingency in addition to significant underspending in non-service budgets to balance forecast overspends within service areas;
- Agree to instruct all areas of the Council to maintain robust financial management;
- Note and agree the HoF comments that the Cabinet, with Senior Management, considers a Council wide approach to reducing costs after the September position if the position has not improved;
- Note the level of undelivered savings within each directorate and the risks associated with this;
- Note the forecast movements in reserves;
- Note the projected balances of individual schools over the next year and that work is on-going in respect of reducing school overspending in the secondary sector.

Action by Cabinet Members / Head of Finance/ Senior Leadership Team / Corporate Management Team confirm plans to:

- Ensure local management plans are developed and implemented to reduce overspending in service areas and communicated in service area dashboards;
- Promote and ensure robust forecasting throughout all service areas;
- Manage and deliver / mitigate slippage as appropriate; undelivered 2019/20 savings.

Timetable On going

This report was prepared after consultation with:

Chief Executive
Strategic Directors
Heads of Service
Budget Holders
Accountancy Staff

Signed

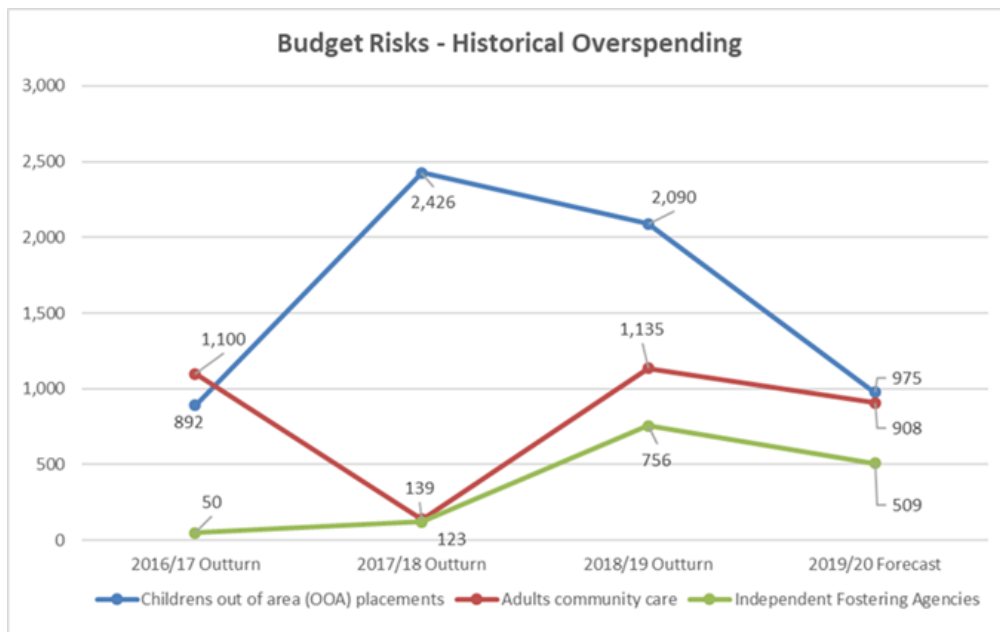
1 Background

- 1.1 Despite the difficult circumstances the Council has faced, the overall revenue budget has been managed well in the past reporting relatively small levels of under-spending. As a growing city, Newport continues to be under significant pressure from increasing demand for essential services and lower funding. The Council has had to deal with the pressures associated with this growth and therefore the additional costs of delivering services.
- 1.2 This monitor builds on the July update to Cabinet where a small overall underspend was reported. Further demand increases have now led to a worsening of the forecasts and whilst continuing pressure from demand areas on the budget are a challenge, the overall position at this point is balanced, with the vast majority of the Council's c160 budgeted 'service/ activities' managing close to/ on budget.
- 1.3 Continuing challenges within service areas (mainly children's and adults services) amount to c£3.7m, partially mitigated by underspending against non-service budgets, resulting in an overall projected overspend, before use of contingency, of £1,450k (0.5% of the net revenue budget). If there is no other specific call on the contingency budget and it is used to balance the current level of forecast service overspending, the overall budget position is balanced.

2 Key areas contributing to position

- 2.1 The following section highlights the key areas that contribute to the overall Council position:
 - (i) Ongoing budget pressures on a small number of Council activities;
 - (ii) Emerging issues that have arisen during 2019/20;
 - (iii) Delivery of 2019/20 savings.

(i) Ongoing budget pressures
- 2.2 Some of the significant service area overspending that were in place throughout 2018/19 and reported to Cabinet in July feature as budget risks in 2019/20. There are three main areas that contribute to the overall service area overspending, as follows:
 - Children's out of area placements
 - Independent fostering agencies
 - Adult community care
- 2.3 These are not new issues and demand in most of these areas have been increasing over the last 2-3 years. These areas received significant investment in 2019/20 but demand continues to accelerate beyond the budget available. The chart below demonstrates that despite investment over the years the increasing demand for essential services continues to put pressure on budgets in these areas.



2.4 **Children's out of area placements** – Following the purchase of a new residential home the budget has now been split to reflect internal and external placements. Despite investment of £2,206k, this budget can now support 19 out of area placements. In July, the number of out of area placements are at 29 and this is expected to reduce to 24 by the end of the year based on the known cohort of children and proposed plans for their care. Whilst work continues to reduce the number, and therefore costs, of out of area placements and bring them back 'in house' the current projected numbers will result in a forecast overspend of £975k. It should be noted that the £2,206k investment was supported by £1,473k one off grant funding which was received in 2019/20. If this funding does not continue this will present a significant budget challenge from 2020/21 onwards.

2.5 **Children's independent fostering** – Investment of £765k in 2019/20 enables the budget to afford 50 placements. Whilst this was reasonable to support the increased demand seen in 2018/19, the number of placements has continued to increase over and above this level. The current forecast is based on 62 placements within the independent fostering sector and this will result in a forecast overspend of £509k.

2.6 **Adults community care** - £654k has been invested into the adult's community care budget for 2019/20. The current position shows that there are currently over 1,700 service users within community care, which is a 7.4% greater than in 2018/19, although 0.8% (13 users) is due to the recommissioned supported living service, previously provided in house.

2.7 Given the inherent nature of this budget risk, numbers in this area could change through the rest of the year as has been the case over the last 2-3 years and these areas require concerted efforts to address how demand is managed, both the current cohort of service users and future numbers.

(ii) Emerging Issues

2.8 **Adults & Community Services** – Delay in the delivery of the Extra care saving agreed as part of the 2019/20 MTFP. The MTFP target shortfall reflects the extra care contract, which is recognised, will take longer to deliver efficiencies than originally anticipated – c£150k.

2.9 **Community Safety** – Forecast budget overspend of £89k. This is due to the loss of contract income within the CCTV service (£150k) which has been mitigated, in part, by a service restructure. There is a risk that loss on contracts may continue to present a challenge in terms of managing the overall budget going forward.

(iii) Delivery of medium term revenue savings:

- 2.3 The position on delivery of savings is shown in appendix 1. The performance on forecast delivery of 2019/20 savings is projected to be good with 95% of the £6.6m savings to be delivered in full. In addition to the £359k shortfall this represents, there remains £91k of undelivered savings from 2018/19, which is to be addressed by the Education service.
- 2.4 Whilst these areas should be considered as part of our financial planning process, service areas projecting a shortfall should seek alternative savings or permanently mitigate using existing budget provision. These areas will continue to be closely monitored throughout the year.

3 Schools

- 3.1 Appendix 3 highlights that nearly all schools will have much reduced reserves as at 31st March 2020 due to current forecasted net overspending in the current year of £2,594k. It should be noted that schools budgeted in year overspending is £4,094k, however, based on historical trends it is assumed that £1,500k of additional funding/ income (grant and other compensation) will be received by year end, therefore reducing the in-year overspend to £2,594k. A summary table is shown below:

Sector	Reserves balance 31/03/19	In-year overspending	Reserves balance 31/03/20
	£	£	£
Nursery	2,871	(38,720)	(35,849)
Primary	3,667,584	(1,905,546)	1,762,038
Secondary	(629,461)	(2,125,522)	(2,754,983)
Special	89,470	(24,222)	65,248
Total	3,130,464	(4,094,010)	(963,546)
Assumed grant/ other compensation	-	1,500,000	1,500,000
Total	3,130,464	(2,594,010)	536,454

- 3.2 Given that this additional income is not guaranteed and eight schools are anticipating a negative balance position at the end of the year, officers are working closely with those schools to ensure that deficit recovery plans are put in place and that action is taken to reduce spend. This work is on-going. The level of in year overspending was highlighted as a risk in 2018/19 and continues to be an area of concern.
- 3.3 Whilst the Scheme of Financing for Schools sets out that the Authority will, under exceptional circumstances and with the prior written approval of the Chief Education Officer, make provision for schools to plan for a deficit budget, these licensed deficits are subject to a number of regulations set out within the scheme. The regulations which cause concern are set out below:
- (i) Deficit balances will only be approved to fund specific projects or short term cash flow difficulties at individual schools;
 - (ii) The level of licensed deficit authorised by the LA is set at a maximum of 5% of total budget;
 - (iii) The maximum proportion of collective balances held by the Authority to back the arrangement is 25%
- 3.4 According to the scheme, the maximum proportion of collective balances to back the scheme would be £782k however, the projected cumulative deficit balances for 19/20 are £3,167k of which the deficit balances for five out of the eight schools exceed 5% of their total budget.

3.5 Schools should take appropriate action to match costs to their available funding, as this level of overspending is not sustainable and there is no contingency budget available to mitigate this.

4 Use of reserves

4.1 Appendix 4 illustrates the planned movements in reserves throughout the year. Cabinet should note the opening balance as at 31st March 2019, forecasted planned transfers in/ (out) of reserves in 2019/20 and the forecast balance as at 31st March 2020. Current projections suggest that 15% of the Council reserves will be utilised by the end of the financial year, which is in line with planned and expected use. The general fund reserve is at the minimum level required (£6.5m) representing 2% of the overall net budget.

Timetable

Ongoing

Risks

Risk	Impact of Risk if it occurs* (H/M/L)	Probability of risk occurring (H/M/L)	What is the Council doing or what has it done to avoid the risk or reduce its effect	Who is responsible for dealing with the risk?
Risk of overspending	H	M	Regular forecasting and strong financial management Revenue budget contingency	
Poor forecasting	M	M	Better forecasting in non-service areas where large variances occurred in 18/19 Review and refinement in service areas of risk based modelling CX/HoF setting out clear expectations	Asst. HoF SFBP's and budget managers CX / HoF

* Taking account of proposed mitigation measures

Links to Council Policies and Priorities

Strong financial management underpins services and medium term financial planning.

Options Available and considered

In terms of the overall forecast position and financial management, there are no options – the Council needs to operate within its overall budget and it is anticipated that this will be achieved with the general budget contingency, though monitoring highlights key challenges in some small number of areas, including schools.

Preferred Option and Why

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

Comments of Chief Financial Officer

The current position is balanced though this requires the Council's entire revenue contingency budget. Use of all of this so soon in the financial year is a concern, as it provides no further mitigation. The Council has a very challenging MTFP position and alongside a general requirement for one-off resources for implementing projects and saving plans, may require use of reserves in the future. Therefore, the position needs to be very carefully managed so that the Council does not draw on reserves to fund an in-year overspend.

It is recommended that the position is reviewed again with the mid-year forecast position and additional Council wide action is considered then if the position does not improve. In the meantime, forecasts will need to be reviewed carefully so that Senior Management and the Cabinet have the best available information at that time.

Comments of Monitoring Officer

There are no legal issues arising from the report.

Comments of Head of People and Business Change

The report on the revenue monitor does not show any specific staffing issues, although clearly issues could arise if robust monitoring and management of budgets does not take place.

The report notes that any future reductions in funding will need to reflect and be consistent with the sustainable development principle's five ways of working in the Wellbeing of Future Generation (Wales) Act 2015. This budget monitoring report aligns with the well-being goal of a Prosperous Wales.

Comments of Cabinet Member

The level of overspending against service area budgets is concerning and we need all Cabinet Members with Heads of Service to bring forward actions to address.

Local issues

N/A

Scrutiny Committees

N/A

Equalities Impact Assessment and the Equalities Act 2010

N/A

Children and Families (Wales) Measure

N/A

Wellbeing of Future Generations (Wales) Act 2015

This update is against a backdrop of prolonged pressure on public services as a combination of reduced income, rising demands on services, increased expectations, compliance with new legislation and the increasing costs of running services, which has seen the delivery of significant budget savings over the last five years. Any future reductions in funding will need to reflect and be consistent with the five principles underpinning the Wellbeing of Future Generation (Wales) Act 2015.

Wellbeing of Future Generations (Wales) Act 2015 forms an integral part of the financial management of the Council and the MTFP process of which the outturn of the Council is essential part. Analysis and review of reserves are an important aspect on the future generations and the Head of Finance reviews and assesses the robustness and adequacy of these reserves as part of this report.

Consultation

N/A

Background Papers

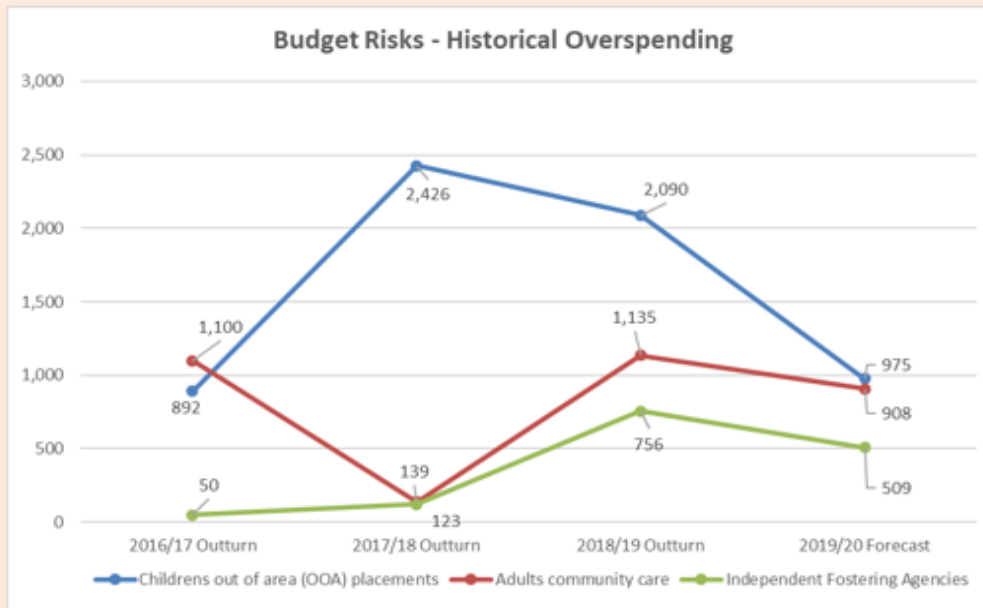
Dated:

Budget Monitoring Position – July 2019

Position by Directorate	Current Budget £'000	Forecast £'000	Variance £'000
People (exc Schools)	85,422	88,710	3,288
Place	33,716	34,149	433
Corporate	18,401	18,376	(25)
Service Area Budget	137,538	141,235	3,697
Schools	96,545	99,139	2,594
Service Area Budget (inc Schools)	234,083	240,374	6,291
Schools - transfer from reserve	0	(2,594)	(2,594)
Non Service	45,055	42,808	(2,247)
Total Budget (excluding contingency)	279,139	280,588	1,450
General Contingency	1,473	1,473	0
Total Budget (Including contingency)	280,611	282,061	1,450

Detailed explanations can be found within service area dashboards

Forecast History – High Risk Areas



Position Summary

- This months forecast shows in order to maintain a balanced budget position the contingency would be fully utilised. This leaves no contingency for any unforeseen overspends over the rest of the year.
- Without the contingency the overspend would be £1.5m

Key areas contributing to position

- Forecast undelivered 19/20 savings of £359k
- Significant overspending in three key areas:

Children's out of area placements	£975k
Adults community care	£908k
Children's independent fostering	£509k

- Mitigated by non service area underspends:

Council tax surplus and Ctax reduction scheme	(£1,947k)
Interest payable – refinanced at lower rate	(£250k)

Risks

- Service areas are overspending at unsustainable levels
- The general contingency budget required to balance the budget at month 4 leaves limited mitigation for unforeseen overspends.
- Whilst it is hoped that demand will reduce within the key areas there is a risk that it may accelerate beyond forecast trends
- Vast majority of schools forecast to spend more than their funding in 19/20
- Gross overspending within schools (£4,094k) far outweighs the level of school balances available (£3,130k). Current forecasts assume that additional income of £1,500k will be received at year end.

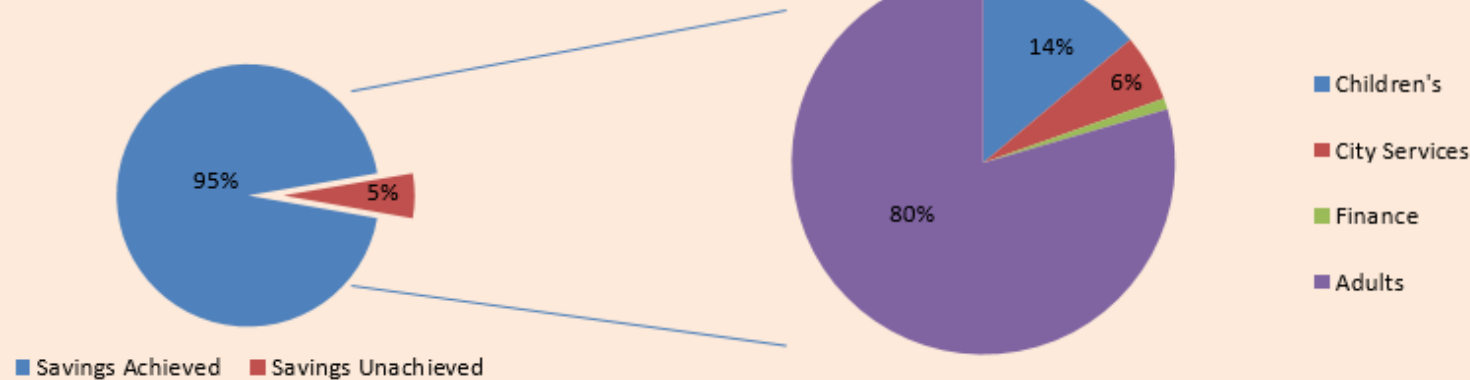
Budget Monitoring Position – July 2019

Staff Forecasts

Overall Staffing	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Budget (£'000)	59,615	59,615	59,491	59,418	59,418	59,418	59,418	59,418	59,418	59,418	59,418	59,418
Forecast (£'000)	59,615	60,767	58,734	58,454	58,454	58,454	58,454	58,454	58,454	58,454	58,454	58,454
Variance (£'000)	0	(488)	(758)	(963)	(963)	(963)	(963)	(963)	(963)	(963)	(963)	(963)

- Staff budgets account for a fifth of the Councils net budget

2019/20 Delivery of Savings (Forecast)



- The first chart shows that 95% of the total savings are forecast for full delivery in 2019/20
- The second chart illustrates the areas where savings are forecast not to be delivered (5% of overall target)
- 2019/20 balance of £359k undelivered savings remains significant in financial terms
- This is in addition to £91k undelivered savings dating back to 2018/19

Overall Summary	People	Place	Corporate	Non Service	Total
2019/20 MTRP Target (£) Total	1,775	1,107	352	3,319	6,553
Total Savings Realised by Year End 2019/20	1,439	1,087	349	3,319	6,194
Variation to MTRP Target	(336)	(20)	(3)	0	(359)
Variation % to MTRP Target	-19%	-2%	-1%	0%	-5%

Budget Monitoring Position – July 2019

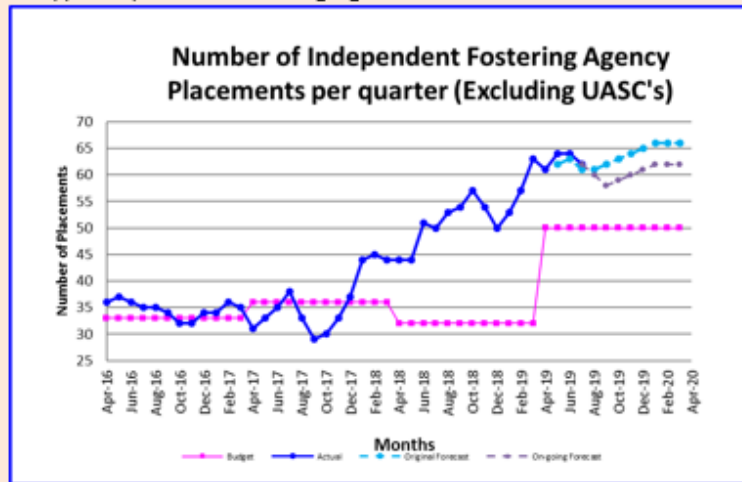
Risk Based Areas	Budget £'000	Forecast £'000	Variance £'000	Graph Reference
Children & Young People				
Independent Fostering Agencies	1,935	2,444	509	i
Out of Area Residential	2,668	3,643	975	ii
In House Fostering	2,921	3,138	217	
Looked after Children (LAC) Remand	0	0	0	
Legal fees	505	1,000	495	
Adult & Community Services				
Community Care - Residential	21,096	21,091	(5)	
Community Care - Supported Living	8,796	9,135	339	iii
Community Care - Non Residential	9,824	10,909	1,085	iv
Community Care Income - Residential & Non Residential	(7,513)	(8,036)	(523)	
Education				
SEN Out of County - Local Authority	2,342	1,185	(1,157)	v
SEN Out of County - Independents	2,261	3,155	894	v
SEN Local Provision Development	497	532	35	
SEN Equipment & Resources	29	137	108	
SEN Transport	1,510	1,793	283	
Special Home to School Transport	232	563	331	
Bridge Achievement Centre	1,258	1,258	0	
Regeneration, Investment & Housing				
Homelessness - B&B Costs	546	570	24	
Commercial & Industrial Properties Income	(1,330)	(1,335)	(5)	
City Services				
Commercial/ Asbestos Income	(1,255)	(1,220)	35	
Home to School Transport - Primary	951	928	(23)	
Home to School Transport - Secondary	1,064	1,189	125	
Home to School Transport - College	113	128	15	
Law & Regulation				
Licensing - Hackney carriages/ private hire	(288)	(434)	(146)	
Total Net Budget	48,162	51,773	3,611	

- Currently, in 2019/20, there are over 20 budget areas identified at the start of the year by HoS as those areas that have the potential to be high risk or highly volatile. This list is reviewed on an on-going basis
- Although some of these areas are currently forecasting an underspend against budget, they continue to be monitored
- There are six budget 'hotspot' areas within the risk based monitoring which demonstrate the significant financial impact and risk that only a small number of areas pose to the financial position of the Authority (graph ref i – v)
- These areas alone contribute £2.6m to the service area overspends
- These overspending areas are consistent with last years position despite significant investment in 2019/20 therefore it is critical that managers make a concerted effort to manage demand and to reduce spend wherever possible

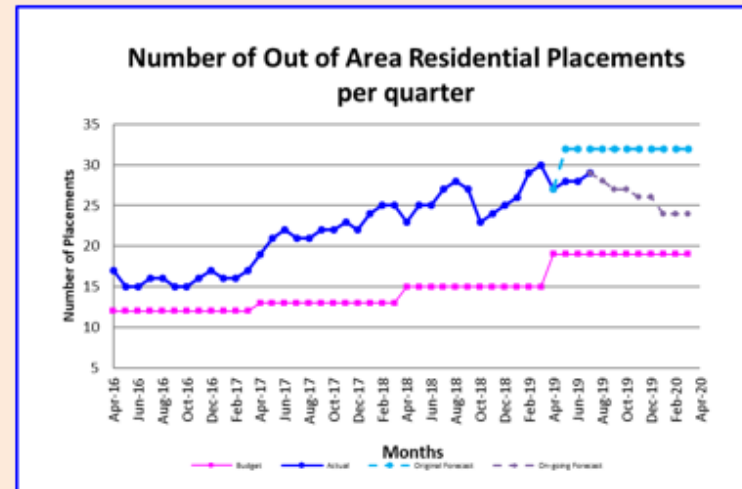
Budget Monitoring Position – July 2019

Risk Based Monitoring graphs

(i) Independent Fostering Agencies



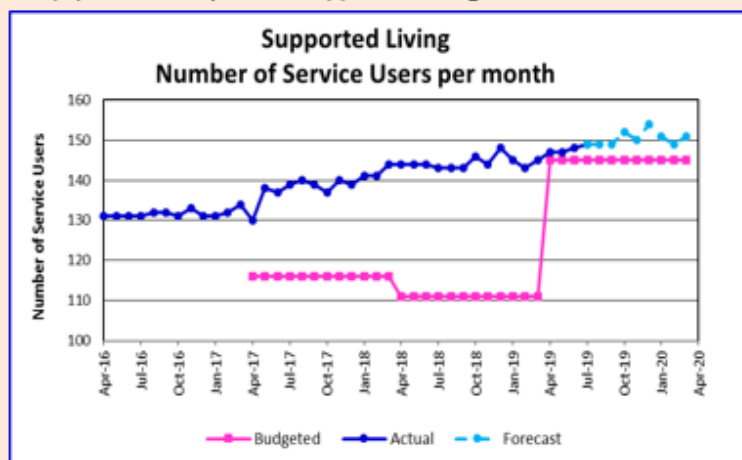
(ii) Out of Area (OOA) Residential Placements



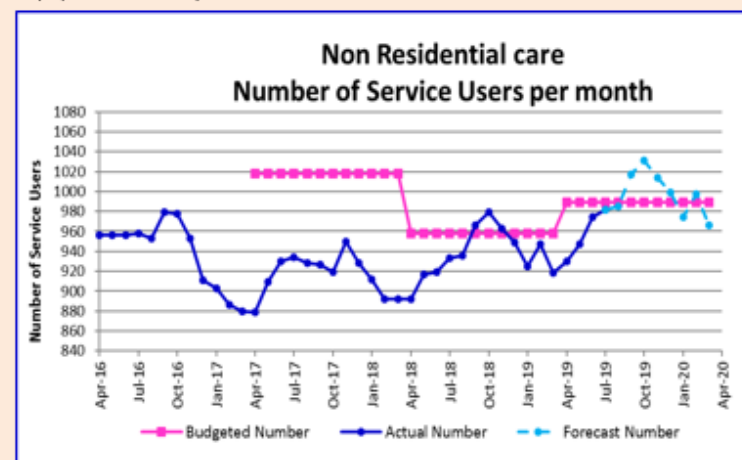
- The 2019/20 budget can afford 50 placements per month at an average cost. The current forecast assumes 62 placements at year end resulting in an overspend of £509k.

- Budget can afford 19 placements per month at an average cost. Current forecast assumes 24 placements at year end resulting in an overspend of £975k.

(iii) Community Care – Supported Living



(iv) Community Care – Non Residential

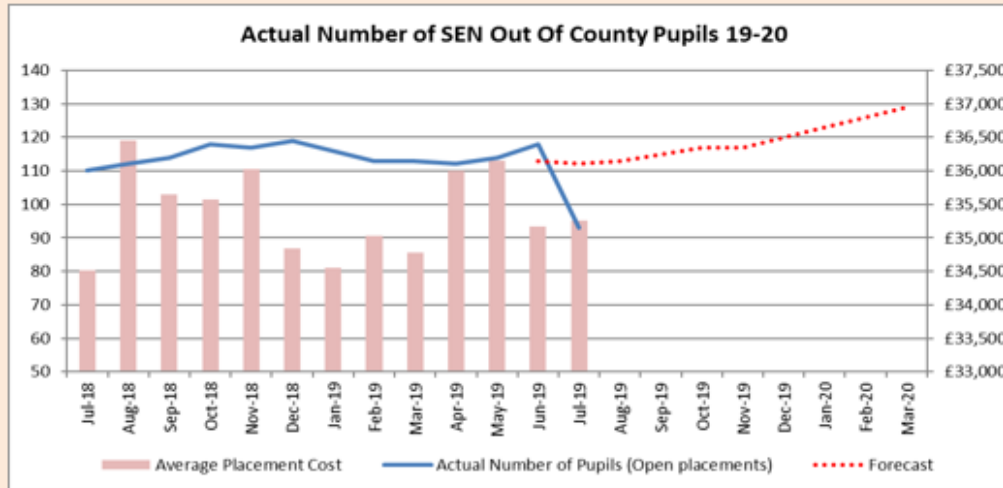


** Due to changes in reporting average budget data is unavailable prior to April 2017.

Budget Monitoring Position – July 2019

Risk Based Monitoring graphs

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



- SEN OOC budget can accommodate 132 placements at an average cost of £35k
- Placements ranging between £20k and £30k account for 22% of the total number of placements and one placement in particular costs the Authority £114k due to the complex needs of the individual

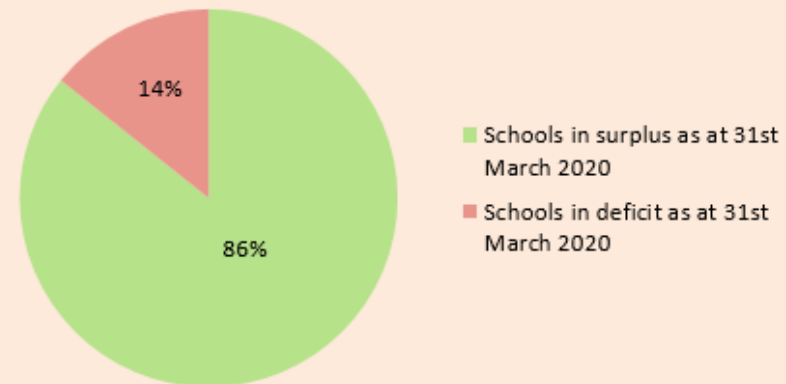
Budget Monitoring Position – July 2019

Schools

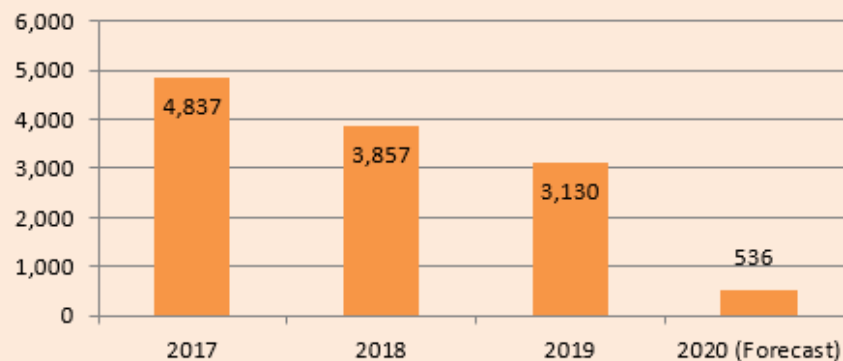
- Budgets set by schools for 2019/20 will see them overspending against their available funding by £2,594k. This projection assumes that additional income of £1,500k will be received later in the year in the form of grants and other compensation, however, if this does not come to fruition the current school balances would be depleted in their entirety.
- Currently 8 schools are anticipating a negative balance position at the end of the current financial year, one from the nursery sector, two from the primary sector and five from the secondary sector. The cumulative forecast deficit for these schools is £3.16m.
- Officers are working closely with these schools to ensure that deficit recovery plans are in place and that action is taken to reduce spend. Schools must take appropriate action to match costs to their available funding, as this level of overspending is not sustainable and there is no contingency budget available to mitigate this.

Schools Forecasting Budget Overspends	July
Kimberley Nursery	(48)
High Cross Primary	(54)
St Woolos Primary	(30)
Newport High	(248)
Caerleon Comprehensive	(1,300)
Llisbury High	(770)
Llanwern High	(443)
St Julians	(275)
Total Net Budget	(3,168)

Proportion of Schools Forecasting Deficit as at 31st March 2020



Balances held by Schools as at 31st March



Schools are forecasting an in year overspend of £2,594k therefore reducing the school balances from £3,130k to £536k as at the end of March 2020.

APPENDIX 2 Revenue Summary Monitor – July 2019

	April 19 Approved Budget	Current Budget	Projection	(Under) / Over	Change Since Last Statement
	£'000	£'000	£'000	£'000	£'000
Summary Revenue Budget 2019/20					
People					
Children and Young People	24,523	24,467	26,548	2,081	(195)
Adult and Community Services	46,417	46,746	47,644	898	329
Education	14,243	14,209	14,518	309	73
Schools	96,545	96,545	99,139	2,594	-
	181,728	181,967	187,849	5,882	207
Place					
Regeneration, Investment and Housing	9,994	10,012	10,258	246	68
City Services	23,722	23,704	23,891	187	(25)
	33,716	33,716	34,149	433	43
Chief Executive					
Directorate	592	501	510	9	13
Finance	3,265	3,267	3,226	(41)	13
People and Business Change	7,271	7,393	7,436	43	61
Law and Regulation	7,511	7,239	7,204	(35)	(27)
	18,639	18,401	18,376	(25)	60
Capital Financing Costs and Interest					
Capital Financing Costs MRP	7,489	7,489	7,489	(0)	-
Interest Payable	7,085	7,085	6,835	(250)	-
Interest Receivable	(127)	(127)	(127)	-	-
PFI	8,543	8,543	8,543	(0)	-
	22,990	22,990	22,740	(250)	-
Sub Total - Service/Capital Financing	257,073	257,074	263,114	6,040	310
Contingency Provisions					
General Contingency	1,473	1,473	1,473	0	-
Centralised Insurance Fund	570	570	570	0	-
Non Departmental Costs	-	-	-	-	-
Other Income and Expenditure	109	110	110	0	-
	2,152	2,152	2,153	1	-
Levies / Other					
Discontinued Operations - pensions	1,563	1,563	1,503	(60)	1
Discontinued Operations - Ex Gratia Payments	2	2	2	0	-
Levies - Drainage Board, Fire service etc	8,282	8,282	8,291	9	-
Non distributed grants	-	-	-	-	-
CTAX Benefit Rebates	12,611	12,611	11,414	(1,197)	(48)
Extraordinary Items	-	-	-	-	-
Charity Rate Relief	-	-	-	-	-
	22,458	22,458	21,210	(1,248)	(47)
Transfers To/From Reserves					
Base budget - Planned Transfers to/(from) Reserves	(1,072)	(1,072)	(1,072)	0	-
Earmarked reserves: Queensbury Loan	-	-	-	-	-
Earmarked reserves: Transfer to/(from) Capital	-	-	-	-	-
Earmarked reserves: Transfer to/(from) Schools	-	-	(2,594)	(2,594)	-
Earmarked reserves: Transfer to/(from) Schools Redundancy	-	-	-	-	-
Invest to Save Reserve	-	-	1,331	1,331	(14)
Invest to Save Reserve (from)	-	-	(1,331)	(1,331)	14
	(1,072)	(1,072)	(3,666)	(2,594)	-
Total	280,611	280,611	282,811	2,200	263
Funded By					
WG funding (RSG and NNDR)	(214,343)	(214,343)	(214,343)	-	-
Council Tax	(66,268)	(66,268)	(66,268)	-	-
Council Tax Surplus	-	-	(750)	(750)	-
Total	(0)	(0)	1,450	1,450	263

APPENDIX 3 – Schools Funding and Balances

	Reserves balance 31/03/19	Final Funding 2019/20	In year overspending	Reserves balance 31/03/20
School	£	£	£	£
Bassaleg school	287,615	7,081,240	(210,911)	76,705
Newport High	(45,927)	4,898,979	(202,073)	(248,000)
Caerleon Comprehensive	(736,609)	6,282,874	(563,391)	(1,300,000)
The John Frost School	132,839	5,915,461	4,886	137,725
Llanwern High	28,467	4,495,473	(471,820)	(443,354)
Llisbury High	(547,907)	4,204,688	(222,093)	(770,000)
St Josephs R.C. High	180,341	5,721,732	(149,564)	30,777
St Julians School	(5,495)	7,012,888	(269,505)	(275,000)
Ysgol Gyfun Gwent Is Coed	77,216	1,407,000	(41,051)	36,164
Total Secondary Schools	(629,461)	47,020,335	(2,125,522)	(2,754,982)
Alway Primary	75,420	1,459,819	(28,350)	47,070
Caerleon Lodge Hill	77,708	1,028,678	(51,105)	26,603
Charles Williams CIW	213,471	1,664,682	(110,959)	102,512
Clytha Primary	13,564	740,218	8,957	22,520
Crindau Primary	169,709	1,275,677	(78,725)	90,984
Eveswell Primary	239,228	1,487,398	(72,053)	167,174
Gaer Primary	135,308	1,500,854	(33,402)	101,906
Glan Llyn (sept 19)	0	496,305	22,645	22,645
Glan Usk Primary	12,432	1,964,345	9,044	21,475
Glasllwch Primary	62,351	723,092	(61,639)	711
High Cross Primary	(19,886)	857,692	(34,238)	(54,124)
Jubilee Park	58,759	857,396	(53,414)	5,346
Langstone Primary	107,041	1,026,905	(97,104)	9,937
Llanmartin Primary	39,477	714,035	(22,564)	16,913
Llisbury Primary	106,366	1,978,760	51,662	158,028
Maesglas Primary	3,662	916,967	12,293	15,955
Maindee Primary	66,444	1,595,622	(54,308)	12,136
Malpas CIW Primary	109,276	1,058,087	(94,072)	15,204
Malpas Court Primary	110,510	1,124,636	(101,905)	8,604
Malpas Park Primary	19,332	775,247	(19,051)	281
Marshfield Primary	89,475	1,256,944	(76,227)	13,247
Millbrook Primary	121,722	950,676	(120,215)	1,507
Milton Primary	63,550	1,445,712	(12,328)	51,223
Monnow Primary	233,067	1,395,880	(92,567)	140,500
Mount Pleasant	2,263	793,272	2,661	4,923
Pentrepoeth Primary	52,693	1,339,257	25,489	78,181
Pillgwenlly Primary	143,263	2,021,646	(98,168)	45,095
Ringland Primary	73,200	998,030	(69,689)	3,511
Rogerstone Primary	91,153	1,907,246	(90,153)	1,000
Somerton Primary	83,358	665,975	(36,051)	47,308
St Andrews Primary	67,471	2,128,619	(54,096)	13,376
St Davids RC Primary	58,427	689,321	(48,431)	9,996
St Gabriels RC Primary	48,690	595,542	(36,379)	12,311
St Josephs RC Primary	47,488	644,601	(3,628)	43,860
St Julians Primary	206,343	2,036,348	(14,807)	191,537
St Marys RC Primary	57,891	1,182,995	(38,636)	19,255
St Michaels RC Primary	8,340	750,209	(5,532)	2,809
St Patricks RC Primary	51,372	661,453	(31,599)	19,772
St Woolos Primary	16,051	997,688	(45,674)	(29,624)
Tredeggar Park primary	150,215	1,378,193	(102,969)	47,246
Ysgol Gym Bro Teyrn	135,193	694,780	(4,595)	130,597
Ysgol Gym Casnewydd	128,331	1,095,631	(61,980)	66,351
Ysgol Gym Ifor Hael	137,855	627,898	(81,681)	56,174
Total Primary Schools	3,667,584	49,504,327	(1,905,546)	1,762,038
Fairoak Nursery	9,393	158,962	2,435	11,828
Kimberley Nursery	(6,522)	256,568	(41,155)	(47,676)
Total Nursery Schools	2,871	415,530	(38,720)	(35,849)
Maes Ebbw	25,565	3,144,779	(24,951)	614
Ysgol Bryn Derw	63,904	1,280,518	729	64,634
Total Special Schools	89,470	4,425,297	(24,222)	65,248
Assumed additional grant and other compensation			1,500,000	1,500,000
Total All Schools	3,130,464	101,365,490	(2,594,009)	536,455

APPENDIX 4 – Planned Movement in Reserves

Reserve	Balance at 31-Mar-19	Planned Movements in Year												Balance at 31-Mar-20
		Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Council Fund:	(6,500)													(6,500)
Balances held by schools for future use	(3,130)												2,594	(536)
Earmarked Reserves:														
Music Service	(127)													(127)
Pay Reserve	(1,418)													(1,418)
Insurance Reserve	(2,831)													(2,831)
MMI Insurance Reserve	(602)													(602)
Health & Safety	(16)													(16)
Education Achievement Service	(92)													(92)
Schools Redundancies	(845)													(845)
Friars Walk	(5,201)													(5,201)
European Funding I2A & CFW	(278)													(278)
Metro Bus	(9)													(9)
GEIS Redundancies	(78)													(78)
SUB TOTAL - RISK RESERVES	(11,497)	-	-	-	-	-	-	-	-	-	-	-	-	(11,497)
Capital Expenditure	(6,709)												1,749	(4,960)
Invest to Save	(11,099)												1,331	(9,768)
Super Connected Cities	(554)												128	(426)
Landfill (fines reserve)	(345)													(345)
Christmas Lights	(30)												30	-
School Reserve Other	(182)												182	-
School Works	(384)												15	(369)
Investment Reserve	(747)												724	(23)
Usable Capital Receipts	(8,295)												4,004	(4,291)
Streetscene Manager Support	(154)												144	(10)
SUB TOTAL - ENABLING RESERVES	(28,498)	-	-	-	-	-	-	-	-	-	-	-	8,307	(20,191)
STEP School Computers	(312)												312	0
Municipal Elections	(92)												(38)	(130)
Local Development Plan	(611)												(57)	(668)
Glan Usk PFI	(1,605)												(86)	(1,691)
Southern Distributor Road PFI	(43,881)												340	(43,541)
Loan modification technical reserve (IFRS 9)	(1,242)												72	(1,170)
Building Control	(132)												27	(105)
SUB TOTAL - SMOOTHING RESERVES	(47,875)	-	-	-	-	-	-	-	-	-	-	-	570	(47,305)

Reserve	Balance at 31-Mar-19	Planned Movements in Year												Balance at 31-Mar-20
		Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Works of art	(21)													(21)
Theatre & Arts Centre	(232)													(232)
Cymorth Income	(33)													(33)
Blaen Y Pant	(8)												8	-
Homelessness Prevention	(38)													(38)
Environmental Health - Improve Air Quality	(49)													(49)
Refurbishment of a Children / Older People Homes	(113)							57					56	-
Apprenticeship Scheme	(51)												43	(8)
City Economic Development Reserve	(90)												90	-
Welsh Language Standards	(174)												50	(124)
Port Health	(13)												(5)	(18)
CRM	(431)												431	-
Events	(266)												80	(186)
MTFP Reserve	(1,762)												1,147	(615)
Development of Leisure Masterplan	(15)												15	-
Voluntary Sector Grants	(66)			17										(49)
Bus Wifi	(35)												18	(17)
NEW - SENCOM	(250)	250												-
NEW - Bus Subsidy	(40)												20	(20)
NEW - IT Development	(351)												351	-
NEW - Leisure Delivery Plan	(150)												150	-
NEW - Chartist Tower	(950)												950	-
NEW - CPE	-												(80)	(80)
Joint Committee City Deal Reserve	(399)													(399)
SUB TOTAL - OTHER RESERVES	(5,537)	250	-	17	-	-	57	-	-	-	-	-	3,324	(1,889)
RESERVES TOTAL	(103,037)	250	-	17	-	-	57	-	-	-	-	-	14,795	(87,918)



Report

Cabinet

Part 1

Date: 18 September 2019

Subject **Capital Programme Monitoring and Additions - July 2019**

Purpose To submit to Cabinet for approval, requests for new capital projects to be added to the Council's Capital Programme, which will form the basis for the remaining 4 years of the 5-year programme

To update Cabinet on the current available capital resources ('headroom') currently in place and planned

To update Cabinet on current spending against the Capital Programme schemes highlighting the forecast outturn position for the programme as at July 2019

Author Assistant Head of Finance

Ward All

Summary This report updates Cabinet on the current capital expenditure position as at the end of July 2019 along with the forecast outturn for 2019/20. The position shows a net forecasted overspend of £101k, resulting from schemes overspending by £345k, partly offset from schemes underspending by £244k across the programme.

Included within the report are requested capital additions of £937k to be added into the overall 5-year programme, funded through a variety of borrowing, grants and section 106 monies.

The overall 5-year programme is detailed in Appendix B and which include the additions above. As noted in the July Cabinet, the overall programme required substantial review and re-phasing and much of this has been completed though key elements such as the Education Band B programme requires further work. This will be completed over the next 4-8 weeks.

The report also updates Cabinet on the current position regarding capital receipts.

- Proposal**
- 1. To approve the additions to the Capital Programme requested in the report (Appendix B) and note the current re-phasing of the overall programme completed to date and further work required to complete**
 - 2. To note the available remaining capital resources ('headroom') over the life of the capital programme**
 - 3. To note the capital expenditure forecast position as at July 2019.**
 - 4. To note the balance of and approve the allocation of in-year capital receipts.**

Action by Assistant Head of Finance

Timetable Immediate

This report was prepared after consultation with:

- Heads of Service
- Accountancy teams for relevant service areas
- Relevant Service Area Project Managers
- NORSE Property Services

Signed

Background

1. Changes to the approved Capital Programme

The table below shows the updates to the overall 5 year Capital Programme since last reported in July 2019. This includes new additions of £937k which are requested to be added to the overall programme and the removal of one grant funded scheme totalling £10m, taking the total 5-year programme to £164,932k (detailed in Appendix B).

Report	2018/19 £000's	2019/20 £000's	2020/21 £000's	2021/22 £000's	2022/23 £000's	Total £000's
	Budget	Budget	Budget	Budget	Budget	
Original Programme	35,805	24,884	23,309	23,606	19,282	126,885
Outturn Report (June 2019)	30,265	67,341	33,281	25,435	17,673	173,995
This Report (July Forecast)	30,265	42,301	47,161	31,497	13,708	164,932

In terms of the current 2019/20 financial year, the changes above plus a re-profiling exercise have decreased the budget since last reported in July by £25,040k. This is made up of requested additions of £822k in 2019/20 (£937k over the life of the programme), the removal of one grant funded scheme at £10m as noted above, and the re-profiling exercise which has moved spend of £15,862k into 2020/21. These budget changes and their associated funding are listed in Appendix B and are requested to be approved by Cabinet, whilst Appendix A shows the forecast position for 2019/20 spend.

The changes to the programme in 2019/20 are summarised in the paragraphs below;

Additions to the Capital Programme

Education

- St Mary's School (£27k) – funded from reserves. The school have undertaken some work on refurbishment of the toilets and decoration of some classroom. This has been paid from money that the school put aside in reserves at the end of 2018/19.
- School ICT purchases – funded from schools revenue budgets. Three schools have submitted requests for ICT equipment, St Patricks (£12k), Bassaleg (£83k) and Clytha (£21k) funded from their revenue budgets over a 4-year period.
- Ringland Primary Perimeter Fence (£86k) – funded from borrowing. Following a number of incidents of vandalism on the school site, both the Police and the Fire Services have contacted Education Services to form a joint working group due to the significant risks that affected the school site. The

current fence is damaged in places and does not provide any suitable security/safeguarding benefits to the pupils and staff at the school. A capital project is required to remove existing boundary fences and gates and replace with a higher security fencing and gates.

- Gaer Annex (£300k) – funded from grant. An ICF bid has been approved to refurbish the Gaer Annexe in order to make it a suitable facility for twelve students with learning difficulties.

City Services

- Tredegar Park Pedal Power (£120k) – funded from s106 developer contributions. This scheme is to provide an accessible cycle scheme which will provide the opportunity for people with disabilities to engage in activities alongside parents and carers.
- Lliswerry Road (£12k) – funded from s106 developer contributions. Allocated for improvement works to the Thompson Avenue Play Area
- 28-30 Stow Hill (£7k) – funded from s106 developer contributions. Allocated for improvement works to the play area at Clifton Park.
- Forbisher Road (£27k) - funded from s106 developer contributions. Allocated for improvement works to upgrade the existing play provisions at Moorland Park and to provide a new play provision at Broadmead Park
- Festive Lighting (£107k) – funded from borrowing. To enable a complete replacement of the failing festive lighting equipment currently in use

Removal from Capital Programme

- Local Full Fibre Network – Local Full Fibre Networks (LFFN) – This has been removed from the capital programme. The project is now being developed and led by the Cardiff Capital Region City Deal (CCRCD), therefore is being removed from Newport City Council's capital programme.

Re-profiling the capital programme

- Work has been undertaken to re-profile the capital programme. Some work has been finalised across the programme with the majority of budgeted spend affected being moved from 2019/20 to 2020/21. There are some areas outstanding which still need to be reviewed and the impact of any changes worked through the capital programme. These include areas such as 21st Century Schools Band B, Fleet Replacement, the Library and the Transporter Bridge. The changes made due to re-profiling carried out to date are noted in appendix B.

Update on available capital resources ('headroom')

The budget report which established the current 5 year capital programme by Cabinet in February 2018 set out a framework to ensure the Council could potentially maximise its capital expenditure whilst keeping within the level of capital resources and planned borrowing funded within its MTFP.

The headroom represents the (i) currently available and (ii) future planned, level of capital resources to the Council. It is made up of 'currently available funds' represented by unallocated capital reserves, capital receipts and general capital grants plus 'future planned funds' represented by future new borrowing which can be afforded from the future planned investment into the capital financing revenue budget and forecasted capital receipts. The Council may, in the future, also receive further general capital grants etc which could also increase the headroom but none are known at this point and are included within the headroom when notified/known. The latter resources can only be confirmed and committed once in the budget in terms of borrowing and received in terms of capital receipts / general grants. The framework, subsequently approved at Council agreed the following:

- Funding from sources other than borrowing needs to be maximised, by securing grant funding whenever possible and, maximising capital receipts
- Regeneration schemes would be funded from ring-fencing the capital expenditure reserve only and Joint Venture funds. Other kinds of support through making of loans etc. would then be considered to support schemes, where it was needed and appropriate.
- Any change and efficiency schemes or schemes which save money requiring capital expenditure would be funded by netting off the savings achieved
- Schemes and projects which generate new sources of income would need to fund any capital expenditure associated with those schemes.

The framework seeks to limit the revenue pressures resulting from increased borrowing as far as possible whilst creating capacity to generate capital resources for use.

The table below gives the latest position on the available headroom as at July 2019/20 across the five-year programme. The main changes from the headroom reported to July Cabinet is due to the fact that Newport have received a £918k grant from the Welsh Government which we have been able to use to fund existing projects within the programme.

Capital Headroom to 2023/24	£'000
Confirmed and already available	
Unallocated Capital Expenditure Reserve	5,309
Unallocated Capital Receipts*	2,372
Unallocated JV monies	1,246
Unallocated Capital Grant	920
Total	9,848
Not Yet Confirmed / Available	
Uncommitted Borrowing Headroom	9,818
Forecast Capital Receipts**	485
Total	10,303
Total Available Headroom***	20,151

*Usable Capital Receipts only include the amount that has actually been received by the authority through disposals.

** The forecast for future capital receipts only includes ones where there is a high level of certainty that they will be achieved in the year, which could change throughout the year as there is more certainty on the capital disposals. The above headroom does not include any receipts gained through selling vehicles.

*** This excludes Joint Venture funds, currently £1,246k

The level of available capital resources is very small relative to the demand for resources, though it is capital resources over and above An existing large capital programme of nearly £165m. A capital strategy has been approved, which outlines the long-term challenge the Council faces in regards to capital expenditure, by Full Council alongside the Treasury Strategy 2019/20 at February Council.

2019/20 Capital Expenditure Position as at July 2019

- The 2019/20 capital programme allocation now totals £42,301k following the work undertaken so far on reviewing the profiling of the schemes. Capital expenditure incurred up to the end of July 2019 totalled £6,157k, which is 15% of the overall budget within the first quarter of the financial year. A significant level of capital expenditure tends to be incurred in the third and fourth quarters of the

financial year, and has been the trend for many years and is often unavoidable. Nonetheless, further work on completing the review of the programmes profiling is required.

- The forecast outturn position for the 2019/20 programme is currently estimated to be £42,403k as detailed in the following table. An update on the headline/ high value schemes is provided in the next section.
- There are two schemes which are currently forecasting an overspend;
 - Neighbourhood hubs are forecasting to be £145k overspend on the first hub in progress and Regeneration, Investment & Housing service area is considering how best to mitigate and fund. Capital grant applications have been made and the service area has confirmed that they have found permanent savings to fund the increase repayments of any council borrowing which may be required here.
 - Docksway Cell 4 Development are currently expecting an overspend of between £150k and £200k, and City Services are looking at options on how best to mitigate. If there is no alternative, Cabinet may have to authorise further funds from the current 'headroom' in due course.

Service Area	Adjusted Budget 2019/20 £000's	Forecast Outturn £000's	Slippage £000's	(Under)/Over Spend £000's
Education	8,553	8,492	0	(62)
Regeneration, Investment & Housing	15,224	15,349	0	125
People & Business Change	881	881	0	0
Adult & Community Services	219	219	0	0
Children & Young People Services	1,449	1,449	0	0
City Services	15,975	16,013	0	38
TOTAL	42,302	42,403	0	101

Update on Headline / High Value Schemes

Education

- Education Maintenance Grant – Full spend is expected for this scheme in 2019/20. Schools that are due to benefit from this grant have been informed and works commenced during the school holidays. The works planned to be completed within the grant are windows replacement works, roof repairs and concrete wall repairs across four schools. Funding has also been made available to complete surveys and further tests to schools with significant amount of concrete structures.
- Welsh Medium School Grant - The statutory consultation was launched on 4th July and is due to close on 13th September 2019. This has resulted in some re-profiling which has been reflected within the programme.
- Reducing Infant Class Size:
 - Maesglas Primary School - Planning approval has been secured for the nursery building although a delay concerning the SUDS (sustainable drainage) approval means that there is potential for a 7-8 week delay and works may not commence until September 2019.
 - St Woolos Primary School - Discussions are progressing with the Council's Conservation Officer concerning the proposed project to refurbish the building previously used by a boxing club and anticipated to be a new dining facility for the school. Norse have appointed

a planning consultant to assist with the application process, tender packages are likely to be issued in January 2020 and works are expected to commence in April and potentially completed for September 2020.

- 21st Century Schools Band B - Newport Norse and the Education Department have been working closely together in order to robustly plan and deliver the programme. Four schools were identified as projects to commence in 2019/20.
 - Ysgol Gyfun Gwent Is Coed – The project to replace the existing building known as Block 1 and provide improved sports facilities has progressed to the end of RIBA stage 2. Works will now progress to appoint a contractor to further develop the scheme and deliver the construction project. The design team is progressing with options for the new facilities. Consultation events have been completed where meetings have been held to discuss the project with pupils, staff and the governing body. All comments have been recorded and will feed into the designs for the new facilities.
 - Bassaleg School – Design meetings have been held with the School Management Team. Regular meetings will continue to further develop plans to provide the most effective solutions for the school.
 - Caerleon Comprehensive School - As with all secondary school projects within the programme, there are a number of surveys and investigation works that are due to be completed during the summer break.
 - Whiteheads Primary Site - The statutory consultation for the Welsh-medium Primary School including Pillgwenlly Primary School moving to the Whiteheads site launched on 4th July and will close in September. A meeting has been held to discuss concerns with the delays to the Whiteheads Development. The meeting raised the issue of the delay concerning the land transfer and potential impact on the proposal made by Education. To support the development of the area, it is proposed that a licence is agreed between Welsh Government and NCC to allow surveys and investigation works to commence to avoid delays in developing the site.
 - Newport Norse are also developing the Band B projects from Maindee Primary, Rogerstone Primary & Maesglas Primary School. This will provide early indications concerning options and costs that could support a budget review for each project should priority projects exceed the indicative budget allocated to individual projects.

Regeneration, Investment and Housing

- Gypsy/ Traveller Site Development – The site has now been handed over but there is still expected costs to cover remaining archaeology fees and other minor works.
- The Renovation Grants budget - currently split between Disabled Facilities Grants (£1,256k) and Safety at Home (£282k) but can be flexed as necessary. Whilst there is demand for these, there is a significant amount of backlog which may lead to slippage. The DFG budget has been increased/enhanced again by the ENABLE Support for Independent Living grant (£197k) awarded by Welsh Government.
- Asset Maintenance - The asset maintenance programme has re-profiled £222k of spend into 2020/21, with the majority of individual projects on track.
- 123- 129 Commercial Street - The development of 123-129 Commercial Street by the Pobl Group is now well advanced. The upper floors are at first fix stage and the apartments, some of which enjoy a similar floor plan to a three bed home, will soon be marketed to the targeted over-55 age group. External cladding will shortly be applied, delivering significant environmental improvements to the street scape. The first tranche of Council grant into the scheme has been released upon

confirmation being received of total project costs of £6m to the end of the last financial year. Work will shortly commence to the ground floor shop unit and car park entrance; dialogue to be facilitated between the developer and car park managers to ensure a smooth transfer and improved offer to visitors using the car park.

- Market Arcade - The complexity and practical difficulties anticipated in delivering this challenging scheme have been reflected in the procurement phase of the project. Following an extensive tendering process, only two contractors of the initial six that passed the pre-qualification questionnaire have elected to submit a tender for the works. The most favourable tender is over the currently available budget, largely due to the constraints of working within the Arcade in addition to the Council's desire to keep the Arcade open, and businesses operational requirements, for the duration of the refurbishment. Permission has been received from the Heritage Lottery Fund to carry out a value-engineering exercise in order to bring the cost back within budget, and additional capital funds have been sought from the Welsh Government to meet the financial challenge.
- City deal is progressing as per the Joint working agreement with the third contribution of £496k towards the IQE project forecast to be made in 2019/20.
- Civic Centre relocation – The majority of the works have now been finalised with outstanding works expected to be completed in September. The budget is now forecast to be underspent by £20k.
- Neighbourhood hubs –The work is progressing and due to be completed in September 2019. An overspend has been forecast of £145k which will be funded through service area contributions to additional borrowing costs.
- Transporter Bridge – The first claim for £139k has been submitted to HLF. All consultants have now been engaged and their report on the detailed work required in going forward should be available in the Autumn. Public consultation is ongoing along with focus groups to help engage the community on what they would be attracted to so those ideas can be potentially incorporated. The project is currently still on target.

People and Business Change

- Customer Relationship Management (CRM) project have moved £186k into 2020/21 as part of the re-profile exercise. Phase four of the scheme is now expected to commence in the next financial year.

Children's and Young People Services

- New Children's homes – One out of the planned three properties was purchased in 2018/19. Another potential property has been identified, for which an Integrated Care Fund (ICF) grant has been submitted to fund the purchase of the property, but not any refurbishment costs that may be required. A bid has also been submitted for the refurbishment of Windmill farm. If both of these bids are successful, it is unlikely that the full amount, which has been put in the capital programme to be funded by borrowing, will be required.

City Services

- Fleet Replacement Programme – Detailed work has been undertaken to understand the total requirement for the Fleet replacement, and whilst this may change slightly as demands change, such as moving more towards the use of electric vehicles, all known requirements have been included. Some work has been done to work on the profiling of this scheme but this will need to continue.
- Decriminalised Parking – The lining work is mainly complete, there are some areas which are ongoing due to quality issues following inspection or where the contractor has been unable to

complete the work due to cars parked. Work is also ongoing with the signs. There are some outstanding invoices which are still to be paid, but the scheme is expected to finish within budget.

- Streetlighting LEDs – Phase one and two have now been completed, with works still expected to be completed by the end of December. An underspend of £119k has been identified, which is as a result of the number of luminaires which needed to be changed has reduced since the project was first scoped out. Luminaires have been changed on failure as part of the ongoing streetlighting maintenance work, and therefore are not required to be changed as part of this scheme. The underspend may increase as each of the phases are completed.

Update on Capital Receipts

The table below shows the latest position in regards to capital receipts. Capital receipts of £155k has been received this financial year and a total of £500k is forecast to be received. The table below also shows capital receipts held for Newport Unlimited, which are attributable to the previous joint arrangement between Newport City Council and Welsh Government. As previously reported to Cabinet, these funds are earmarked for city centre regeneration.

Asset Disposed	£	£
GENERAL CAPITAL RECEIPTS		
Balance b/f from 2018/19		6,452,830
The Centurion	15,000	15,000
Total Committed – 21st Century Schools		-358,054
Total Committed – Fleet Replacement Programme		-3,737,645
Total Amount Uncommitted		2,372,131
JOINT VENTURE		
Balance b/f from 2018/19		1,745,875
Total Committed from JV monies		-500,000
Total Amount Uncommitted		1,245,875
TOTAL NCC RECEIPTS (Uncommitted)		3,618,006

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?
Overspend against approved budget	M	L	Regular monitoring and reporting of expenditure in accordance with the timetables set by Cabinet/Council should identify any issues at an early stage and allow for planned slippage of spend.	Corporate Directors / Heads of Service / Head of Finance

Programme growing due to unforeseen events	M	M	Good capital monitoring procedures and effective management of the programme should identify issues and allow for plans to defer expenditure to accommodate urgent works. Priority asset management issues are now being dealt with through a specific programme allocation.	Corporate Directors / Heads of Service / Head of Finance
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* Taking account of proposed mitigation measures

Links to Council Policies and Priorities

The programme supports a large number of the Council’s aims and objectives

Options Available and considered

- To approve the changes to the Capital Programme and note the monitoring position as set out in the report, including the use of capital receipts.
- To note the current available headroom and prioritise future capital expenditure in order to maintain spend within the current affordability envelope.
- The Cabinet has the option not to put forward some or all of the changes to the Capital Programme set out in the report.

Preferred Option and Why

- To approve the changes to the Capital Programme and note the monitoring position as set out in the report, including the use of capital receipts
- Agree to prioritise capital expenditure to maintain spend within current affordability envelope.

Comments of Chief Financial Officer

All financial issues are contained within the body of the report. It will be necessary to review and where necessary re-profile the new capital programme given the significant slippage incurred but the investment in time/resources on the planning of the Band B school programme in this current financial year should bear fruit in terms of delivery thereafter.

Comments of Monitoring Officer

There are no legal issues arising from this report.

Comments of Head of People and Business Change

There are no direct HR implications associated with the report. Budget additions will need to continue be considerate of the requirements of the Well-being of Future Generations Act

Comments of Cabinet Member

N/A

Local issues

As the report deals with the Capital Programme for the Authority as a whole, there are no local issues.

Scrutiny Committees

N/A

Equalities Impact Assessment and the Equalities Act 2010

N/A

Children and Families (Wales) Measure

N/A

Wellbeing of Future Generations (Wales) Act 2015

An effective capital programme enables the Council to support long term planning in line with the sustainable development principle of the Act.

Consultation

N/A

Background Papers

2018/19 Budget & Medium Term Financial Plan – February 2018
Capital Programme Outturn 2017/18 – June 2018
Monitoring and Additions Report – July 2018
Monitoring and Additions Report – September 2018
Monitoring and Additions Report – December 2018
Capital Strategy and Treasury Strategy - February 2019
Capital Programme Outturn 2018/19 – June 2019

Dated: 19th August 2019

APPENDIX A – Capital Programme Forecast 2019/20

SCHEME	BUDGET 2019/20	ACTUAL 2019/20	FORECAST OUTTURN	TOTAL VARIANCE	(UNDER)/ OVER SPEND	SLIPPAGE
EDUCATION						
21st Century Schools - School Reorganisation proposals (Caerleon Lodge Hill)	152	(8)	100	(52)	(53)	0
Welsh Medium Secondary Expansion	612	0	612	0	0	0
21st Century Schools - Special Sector Maes Ebbw	529	265	529	0	0	0
Pentrepoeth Primary	0	(47)	0	0	0	0
Langstone Primary	0	(35)	0	0	0	0
New ASD Unit Hall Floor	40	(1)	40	0	0	0
Iscoed Secondary Band B	683	(10)	683	(0)	0	0
Bassaleg Secondary Band B	993	(55)	993	0	0	0
Caerleon Secondary Band B	665	(60)	665	0	0	0
Whiteheads Primary Band B	614	(66)	614	0	0	0
St Julian's High Building Improvements	0	(36)	0	0	0	0
STEP	0	(2)	0	0	0	0
Jubilee Park - Fixtures, Furniture & Equipment	0	1	0	0	0	0
Gaer Annexe Education Use	300	0	300	0	0	0
Glan Llyn - Fixtures and Fittings	650	45	650	0	0	0
Pentrepoeth - IT Replacement	7	(6)	0	(7)	(7)	0
Blaen-y-Pant Bungalow (Educational Use)	8	(0)	8	0	0	0
St Mary's Toilet Refurbishment.	42	42	42	0	0	0
Feminine hygiene hardware & toilet facilities.	0	0	0	0	0	0
Llisbury High (S106 Funds)	62	11	62	0	0	0
John Frost Redevelopment	0	0	0	0	0	0
Maesglas Reducing classroom size	521	31	521	0	0	0

Welsh Medium Primary School	182	0	182	0	0	0
Reducing Classroom size bids	50	14	50	0	0	0
Bassaleg Demountables	206	3	205	(1)	(1)	0
ICT Equipment Lease (Clytha Primary)	21	0	21	0	0	0
St Patricks ICT	12	0	12	0	0	0
Bassaleg ICT	83	0	83	(0)	(0)	0
Ringland Perimeter Fence	86	0	86	0	0	0
Education Maintenance Grant	1,829	0	1,829	0	0	0
Education Asset Improvements - balance to be drawn down	138	0	136	(2)	(2)	0
Duffryn Junior School	0	3	0	0	0	0
Caerleon Comprehensive	0	(2)	0	0	0	0
St Julians	0	(3)	0	0	0	0
Ringland Primary - Playground Resurfacing	19	19	19	0	0	0
High Cross Primary	50	16	50	0	0	0
Subtotal Education	8,553	119	8,492	(61)	(63)	0
REGENERATION, INVESTMENT & HOUSING						
Gypsy/Traveller Site Development	143	(1)	143	(0)	0	0
HLF Market Arcade Townscape Heritage Scheme	1,185	44	1,185	0	0	0
Civic Centre / Info Station Service Relocations	150	0	130	(20)	(20)	0
123-129 Commercial Street (Pobl Regen)	623	(623)	623	0	0	0
Cardiff City Region Deal	496	0	496	0	0	0
Mill Street Development Loan	4,000	0	4,000	0	0	0
Neighbourhood Hubs	1,285	341	1,430	145	145	0
Arva Investment Loan	365	330	365	0	0	0
Disabled Facilities	1,256	114	1,256	(0)	0	0
Safety at Home	282	167	282	0	0	0
ENABLE Adaptations Grant	197	60	197	0	0	0
Asset Management Programme	2,161	0	2,161	0	0	0

FS Maintenance 1819 / 1920	40	1	40	0	0	0
FS Shaftsbury Community Centre	0	(1)	0	0	0	0
Childcare - Flying Start	504	25	504	0	0	0
Central Library - Structural Works	591	4	591	0	0	0
Transporter Bridge	187	101	187	(0)	0	0
Chartist Tower	1,600	1,340	1,600	0	0	0
PAC System	59	0	59	0	0	0
Renewable Energy Investment	100	0	100	0	0	0
Prior Year Scheme - Various		200		0	0	0
Subtotal Regeneration, Investment & Housing	15,224	2,101	15,349	125	125	0
PEOPLE & BUSINESS CHANGE						
IT Replacement Schemes	373	(5)	373	(0)	0	0
Corporate EDMS Rollout	13	0	13	0	0	0
CRM	245	141	245	0	0	0
Local Full Fibre Network	0	0	0	0	0	0
Print 2010- Managed Printer Service	249	0	249	(0)	0	0
Subtotal People & Business Change	881	137	881	(0)	0	0
ADULT & COMMUNITY SERVICES						
Telecare Service Equipment	54	10	54	0	0	0
Equipment for Disabled Grant (GWICES)	165	165	165	0	0	0
Centrica Lodge	0	(3)	0	0	0	0
SMAPF	0	(37)	0	0	0	0
Subtotal Adult & Community Services	219	135	219	0	0	0
CHILDREN & YOUNG PEOPLE SERVICES						
3 New Homes	1,414	(77)	1,414	0	0	0
Oaklands Respite Home	35	48	35	0	0	0

Subtotal Children & Young People Services	1,449	(29)	1,449	0	0	0
City Services & CITY SERVICES						
Fleet Replacement Programme	4,205	411	4,205	0	0	0
Bus station - Friars Walk Development	88	84	88	0	0	0
Flood Risk Regulation Grant	67	0	67	(0)	0	0
Cemetery Infrastructure Improvements	122	18	122	(0)	0	0
Peterstone Sewage Scheme	222	0	222	0	0	0
Road Safety Capital 2018/19	1,409	0	1,409	0	0	0
Composting	10	0	0	(10)	(10)	0
Docksway Cell 4 Development	601	355	801	200	200	0
CCTV	45	0	45	0	0	0
Smaller Bins - MTRP BC	1,180	1,124	1,180	(0)	0	0
Newport Station Footbridge - LTF	267	(30)	267	0	0	0
Decriminalised Parking	1,154	277	1,154	(0)	0	0
Update Facilities in Parks	38	43	38	0	0	0
Building Improvements to Lodges	66	1	66	0	0	0
Small Scale Works Grant	20	0	20	0	0	0
Road Refurbishment Grant Scheme	107	129	107	(0)	0	0
Street Lighting LEDs	2,656	838	2,536	(120)	(120)	0
Local Transport Fund - Active Travel Northern 2018/19	310	64	310	0	0	0
Tredegar Park Car Park	12	0	17	5	5	0
Tredegar Park - Pedal Power	120	0	80	(40)	(40)	0
Bus Stop Enhancements	400	0	400	0	0	0
Core ATF Allocation	340	1	340	0	0	0
Inner City Links	700	0	700	0	0	0
Lliswerry Road (81)	12	0	12	0	0	0
28-30 Stow Hill (11/0269)	7	0	7	0	0	0
Forbisher Road (15/0720)	27	0	27	0	0	0

Festive Lighting	107	0	107	0	0	0
LTNF - ECO Stars	50	0	50	0	0	0
Safe Routes - St Davids RC Primary	205	0	205	0	0	0
Gwastad Mawr Flood Attenuation Improvement Works	41	0	41	0	0	0
LTF Monkey Island Bridge Lliswerry Pill	168	(0)	168	0	0	0
LTF Sustainable Transport	300	0	300	0	0	0
Annual Sums - City Services	581	132	581	0	0	0
Lliswerry Recreation Ground Changing Rooms	339	255	339	(0)	0	0
Prior Year Scheme - Various	0	(7)	3	3	3	0
Sub total City Services & City Services	15,975	3,694	16,013	37	38	0
TOTAL COST OF PROGRAMME	42,302	6,157	42,403	101	101	0

Appendix B – 5 year Capital Programme & changes since last reported

Report / Scheme Change	Funding Source	Service Area	18/19 Actual Change (£000's)	19/20 Budget Change (£000's)	20/21 Budget Change (£000's)	21/22 Budget Change (£000's)	22/23 Budget Change (£000's)	Total Budget Change (£000's)
2018/19 budget - Outturn Reported to Cabinet			30,265	67,341	33,281	25,435	17,673	173,995
Band B - reprofile	Various	Education		(3,093)	3,093			0
St Mary's Toilet	Schools Works Reserve	Education		27				27
St Woolos Reducing Classroom size	Grant	Education		(530)	530			0
Clytha ICT	Service Area	Education		21				21
Bassaleg IT Equipment	Service Area	Education		83				83
ST Patricks	Service Area	Education		12				12
Ringland Perimeter Fence	Borrowing	Education		86				86
Welsh Medium Primary School - Reprofile	Reprofile	Education		(418)	418			0
Gaer Annexe - Education Use	Grant	Education		300				300
Newport Market	Reprofile	RIH		(4,000)	4,000	4,000	(4,000)	0
Asset Management	Reprofile	RIH		(222)	222			0
Childcare Grant - Flying Start - reprofiled	Grant	RIH		(1,013)	1,022			9
Transporter Bridge	Various	RIH		(4,053)	2,027	2,027		0
Renewable Energy	Borrowing	RIH		(1,629)	1,629			0
CRM	Reserves	P&BC		(186)	186			0
Local Full Fibre Network	Grant / Contribution	P&BC		(10,000)				(10,000)
Fleet Replacement Programme	Borrowing / Receipts	City Services		(718)	718			0
Tredegar Park - Pedal Power	S106	City Services		120	35	35	35	225
Small works grant	Grant / Contribution	City Services		20				20
Lliswerry Road (81)	S106	City Services		12				12

28-30 Stow Hill (11/0269)	S106	City Services		7				7	
Forbisher Road (15/0720)	S106	City Services		27				27	
Festive Lighting	Borrowing	City Services		107				107	
Updated Programme				30,265	42,301	47,161	31,497	13,708	164,931

Funded By:							
General Capital Grant	4,754	3,858	2,469	2,469	2,000	15,550	
Supported Borrowing	4,058	4,077	4,058	4,058	4,000	20,251	
Unsupported/ Prudential Borrowing	2,452	14,159	12,833	5,567	672	34,338	-
Capital Receipts	3,136	4,005	718	-	588	8,446	
External Grants	13,419	11,543	26,698	19,203	7,758	78,621	
Revenue/ Reserve Contributions	1,206	3,677	186			5,068	
S106 & Other Contributions	1,110	733	200	200	35	2,278	
Finance Lease	130	249				379	
Total	30,265	42,301	47,161	31,497	13,708	164,932	

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Report

Cabinet

Part 1

Date: 18 September 2019

Subject **Wales Audit Office – Annual Improvement Report 2018/19**

Purpose To present Cabinet with the Wales Audit Office (WAO) Annual Improvement Report 2018/19 and to confirm the Council's Wellbeing Objectives 2019/20. The report outlines the audit and regulatory work completed in 2018/19 and how Newport Council is meeting its duty under the Local Government Measure 2009.

Author Head of People and Business Change

Ward All

Summary The Local Government (Wales) Measure 2009 requires the Auditor General (WAO) to publish an Annual Improvement Report for each Authority in Wales to ensure that we make arrangements to secure continuous improvement in the exercise of our functions.

The WAO Annual Improvement Report 2018/19 concluded that *'Based on, and limited to, the work carried out by the WAO and relevant regulators, the Auditor General believes that the Council is likely to comply with the requirements of the Local Government Measure (2009) in 2019/20.'* The report attached outlines all of the WAO performance audit work and Regulatory Inspections completed in 2018/19 and summary of the proposals for improvement made to the Council in those reports.

This report also reaffirms our commitment to deliver the Wellbeing Objectives in 2019/20 that are in the Corporate Plan 2017-22. This will ensure that improvements identified in the WAO report and in the end of year review report to Cabinet in July 2019 are implemented.

Proposal Cabinet is asked to note the findings of the report from the WAO and to ensure that the appropriate arrangements are in place to address areas of improvement identified in the report.

Action by Strategic Director and Heads of Service

Timetable Immediate

This report was prepared after consultation with:

- Senior Leadership Team
- Corporate Management Team

Signed

Background

The Local Government (Wales) Measure 2009 requires the Auditor General for Wales to undertake a forward looking annual improvement assessment and to publish an Annual Improvement Report for each authority in Wales. All authorities have a general duty to 'make arrangements to secure continuous improvement in the exercise of our functions.'

The basis of the Auditor General's statement is based upon the 2018/19 audit and inspection work completed by the WAO and other regulatory bodies such as Estyn, improvement assessment work, assurance work in relation to the Wellbeing of Future Generations Act, national audit work and local risk-based audits.

In his report attached (see Appendix 1), the Auditor General concluded:

'Based on, and limited to, the work carried out by the Wales Audit Office and relevant regulators, the Auditor General believes that the Council is likely to comply with the requirements of the Local Government Measure (2009) during 2019/20.'

The Auditor General's statement also concluded that whilst no formal recommendations were made, a number of proposals for improvement were raised and the WAO will monitor progress against these and relevant recommendations made in their national reports as part of their improvement assessment work.

Wellbeing Objectives 2019/20

The work undertaken by the Wales Audit Office provides assurance to the Council in the delivery of services as outlined in the Council's Corporate Plan 2017-22. In the plan we made a commitment to deliver 4 Wellbeing Objectives:

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

The Local Government Measure 2009 requires the Council to produce an Improvement Plan which outlines how the Council will deliver continuous improvement in the delivery of the Corporate Plan. In April 2018, following consultation with the Welsh Local Government Association and Wales Audit Office, Cabinet agreed to amalgamate the Improvement Plan 2016-18 with the Corporate Plan's Wellbeing Objectives and to continue to monitor continuous improvement through the Council's Annual Report and other performance management mechanisms.

In July 2019, a report was presented to Cabinet summarising the Council's service areas' progress in delivering their service plans in 2018/19 and the performance against national and local measures. As part of our own monitoring and continuous improvement activity, we will be monitoring progress against those areas of the Council that are underperforming and the recommendations made by the Wales Audit Office and other Regulatory activities.

The Corporate Annual Report 2018/19 will also be presented in October 2019 to Cabinet. This report and the Cabinet Report on the Corporate Annual Report in October 2019 reaffirms Cabinet's commitment to deliver the Corporate Plan and also comply with the Local Government Measure 2009.

Annual Improvement Report is attached at Appendix 1.

Financial Summary

There are no direct financial impacts in relation to this report. Where proposals for improvement have been made in the report these will be undertaken through business as usual activities by the Council.

Risks

There are no direct impact of this report to the risks identified in the Council's Corporate Risk Register. Where specific WAO assurance activity has raised proposals for improvement, service areas have considered the impacts of these on their service delivery and management plans are in place to implement their findings.

You will need to complete the following Risk table

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?
Proposals for improvement are not implemented by the Council.	M	L	Management Plans are in place to monitor and implement proposals for improvement.	Corporate Management Team.
Non compliance with the Local Government (Wales) Measures 2009	M	L	This report mitigates against the risk of non compliance.	Corporate Management Team

Links to Council Policies and Priorities

Continuous improvement is central to the Council's ambitions for itself, organisationally, and in terms of its role in advancing the City's reputation and the quality of life for its citizens. A range of core priorities and programmes are influenced by this agenda, including:

- The Corporate Plan
- The Improvement Plan
- The Well-being Objectives and Well-being Statement

Options Available and considered

Cabinet are asked to:

- (a) Consider and accept the conclusion contained in the Auditor General's Annual Improvement Report on the Council's continuous improvement activity.
- (b) Confirm its commitment to deliver the Council's Wellbeing Objectives from the Corporate Plan in 2019/20
- (c) Disregard the findings of the WAO report and not to commit to the Wellbeing Objectives in 2019/20.

Preferred Option and Why

The preferred options are (a) and (b) as the Annual Improvement Report is required under the Local Government Measure 2018/19. The report presents an overview of audit and assurance activity undertaken by the Wales Audit Office and other external regulators. The findings contained in this report supports the continuous improvement activities undertaken by the Council in the delivery of its Corporate Plan.

Comments of Chief Financial Officer

There is no additional budgetary impact as a result of this report, any recommended improvements will be dealt with through existing budgets.

The Improvement Report confirms that the Council complied with its responsibilities relating to financial reporting and use of resources and that appropriate arrangements are in place to secure economy, efficiency and effectiveness in their use of resources but the Council continues to face significant financial challenges.

Comments of Monitoring Officer

There are no specific legal issues arising from the Report. The Council has a statutory duty under the Local Government (Wales) Measure 2009 and the Local Government Act 1999 to secure continuous improvement in the delivery of services. The Auditor General has a duty to carry out an annual assessment and issue a report setting out his views on the Council's arrangements to secure service improvement. The latest Annual Report for 2018/19 confirms that, based on the findings of various regulatory and statutory inspections, the Council is discharging this statutory duty and is likely to comply with the duty to secure continuous improvement in 2019/20, subject to addressing certain issues identified in the Report.

Comments of Head of People and Business Change

The report presents a balanced picture of the Council's continuing drive to improve performance and change. We have welcomed those reports in 2018/19 where our strengths have been recognised and areas where improvements are required. We will look to ensure that these proposals for improvement are implemented and support the Council to deliver quality services.

There are no direct staffing implications contained in this report.

Comments of Cabinet Member

The Chair of Cabinet has been consulted on the report.

Local issues

Not Applicable

Scrutiny Committees

Not Applicable

Equalities Impact Assessment and the Equalities Act 2010

Not Applicable

Children and Families (Wales) Measure

Not Applicable

Wellbeing of Future Generations (Wales) Act 2015

The Auditor General helps to ensure that public bodies are held to account for their performance in relation to the requirements of the Wellbeing of Future Generations (Wales) Act 2015 and the Local Government Measure (2009). The Wales Audit Office consider the Wellbeing of Future Generations (Wales) Act 2015 in the planning and implementation of their work, they provide the council with assurance as well as helping to identify areas for improvement.

The Auditor General has stated that the council is meeting its statutory requirements in relation to continuous improvement for the Local Government Measure 2009. This conclusion has been reached after considering the accumulated audit and inspection work that was carried out during 2018/19.

Each review has its own action plan to address proposals for improvement identified in the individual reviews; each action plan considers how to respond to proposals for improvement in a sustainable way that addresses current issues whilst considering long-term needs.

Crime and Disorder Act 1998

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

Consultation

Not Applicable

Background Papers

Cabinet Report - Early End of Year Performance Review, July 2019

Cabinet Report - Corporate Annual Report, September 2018

Cabinet Report - Wellbeing Report, April 2018

Dated: September 2019

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WALES AUDIT OFFICE
SWYDDFA ARCHWILIO CYMRU

Annual Improvement Report

Newport City Council

Issued: July 2019

Document reference: 1411A2019-20

This Annual Improvement Report has been prepared on behalf of the Auditor General for Wales by Gareth Jones, Allison Rees and Non Jenkins under the direction of Huw Rees.

Adrian Crompton
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The Auditor General is independent of government, and is appointed by Her Majesty the Queen. The Auditor General undertakes his work using staff and other resources provided by the Wales Audit Office Board, which is a statutory board established for that purpose and to monitor and advise the Auditor General. The Wales Audit Office is held to account by the National Assembly.

The Auditor General audits local government bodies in Wales, including unitary authorities, police, probation, fire and rescue authorities, national parks and community councils. He also conducts local government value for money studies and assesses compliance with the requirements of the Local Government (Wales) Measure 2009.

Beyond local government, the Auditor General is the external auditor of the Welsh Government and its sponsored and related public bodies, the Assembly Commission and National Health Service bodies in Wales.

The Auditor General and staff of the Wales Audit Office aim to provide public-focused and proportionate reporting on the stewardship of public resources and in the process provide insight and promote improvement.

We welcome correspondence and telephone calls in Welsh and English. Corresponding in Welsh will not lead to delay. Rydym yn croesawu gohebiaeth a galwadau ffôn yn Gymraeg a Saesneg. Ni fydd gohebu yn Gymraeg yn arwain at oedi.

This document is also available in Welsh.

Contents

Summary report

2018-19 performance audit work	4
The Council is meeting its statutory requirements in relation to continuous improvement	4
Recommendations and proposals for improvement	4
Audit, regulatory and inspection work reported during 2018-19	6

Appendices

Appendix 1 – Status of this report	13
Appendix 2 – Annual Audit Letter	14
Appendix 3 – National report recommendations 2018-19	17

Summary report

2018-19 performance audit work

- 1 To decide the range and nature of the work we would undertake during the year, we considered how much we already know from all previous audit and inspection work and from other sources of information including Newport City Council's (the Council) own mechanisms for review and evaluation. For 2018-19, we undertook improvement assessment work; an assurance and risk assessment project and work in relation to the Well-being of Future Generations Act at all councils. At some councils, we supplemented this work with local risk-based audits, identified in the Audit Plan for 2018-19.
- 2 The work carried out since the last Annual Improvement Report (AIR), including that of the relevant regulators, is set out in [Exhibit 2](#).

The Council is meeting its statutory requirements in relation to continuous improvement

- 3 Based on, and limited to, the work carried out by the Wales Audit Office and relevant regulators, the Auditor General believes that the Council is likely to comply with the requirements of the Local Government Measure (2009) during 2019-20.

Recommendations and proposals for improvement

- 4 Given the wide range of services provided by the Council and the challenges it is facing, it would be unusual if we did not find things that can be improved. The Auditor General is able to:
 - make proposals for improvement – if proposals are made to the Council, we would expect it to do something about them and we will follow up what happens;
 - make formal recommendations for improvement – if a formal recommendation is made, the Council must prepare a response to that recommendation within 30 working days;
 - conduct a special inspection, publish a report and make recommendations; and
 - recommend to ministers of the Welsh Government that they intervene in some way.

- 5 During the course of the year, the Auditor General did not make any formal recommendations. However, we have made a number of proposals for improvement and these are repeated in this report. We will monitor progress against them and relevant recommendations made in our national reports ([Appendix 3](#)) as part of our improvement assessment work.

Audit, regulatory and inspection work reported during 2018-19

Exhibit 1: audit, regulatory and inspection work reported during 2018-19

Description of the work carried out since the last Annual Improvement Report, including that of the relevant regulators, where relevant.

Issue date	Brief description	Conclusions	Proposals for improvement
March 2019	<p>Assurance and Risk Assessment Project to identify the level of audit assurance and/or where further audit work may be required in future years in relation to risks to the Council:</p> <ul style="list-style-type: none"> • putting in place proper arrangements to secure value for money in the use of resources; • putting in place arrangements to secure continuous improvement; and • acting in accordance with the sustainable development principle in setting wellbeing objectives and taking steps to meet them. 	<p>Arising from this project we identified the following topics for inclusion in our Audit Plan at the Council for 2019-20:</p> <ul style="list-style-type: none"> • review of the Council's approach to embedding its Corporate and Well-being plans. We will undertake work in relation to supporting the Council to embed its new Corporate Plan and Well-being Plan and the underpinning boards. • follow up review of the Shared Resource Service (SRS). This review will follow up on the recommendations made by the Auditor General in his 2015 report reviewing the SRS. The review will be carried out across the four local councils that are members of the SRS. • a review of the Council's Financial Sustainability. A project common to all local councils that will assess financial sustainability in light of current and anticipated future challenge. 	Not applicable.

Issue date	Brief description	Conclusions	Proposals for improvement
March 2019	<p>Well-being of Future Generations Act (Wales) 2015 (WFG Act) examinations</p> <p>Examination of the extent to which the Council has acted in accordance with the sustainable development principle when taking the step of maintaining our focus on regenerating the city centre to become one of the UK's top cities to meet the following wellbeing objective:</p> <p>To promote economic growth and regeneration whilst protecting the environment.</p> <p><u>Copy of the Auditor General's report</u></p>	<p>In taking steps to regenerate the city centre, the Council has many positive examples of how it has taken account of the sustainable development principle (SDP). However, the Council recognises that there is more to do for it to consistently embed all of the five ways of working across its ambitions for the regeneration of the city centre:</p> <ul style="list-style-type: none"> • the Council has set out its vision for regenerating the city centre over a ten-year period. The Council's forthcoming update to its Economic Growth Strategy (EGS) presents an opportunity to extend the vision into the longer term. • the Council is using data to improve its understanding of prevention, however, the Council needs to be clearer about how its environmental aspirations for the city centre can deliver long-term benefits. • the Council has made progress towards embedding an integrated approach to the step. However, this could be further improved by developing a consistent understanding of integration across the Council. • as the Council's collaborative forums evolve, it will be important for the Council to be clear on their respective roles in supporting its regeneration (city centre) ambitions. • there are a number of good examples of involvement in this step, however, the Council recognises that it needs to build on its approaches to ensure that the full diversity of citizens and stakeholders can influence Council decision making. 	<p>We did not make any proposals for improvement in the Well-being of Future Generations Act (Wales) 2015 (WFG Act) examinations report but did highlight some areas of development which the Council plans to act on.</p>

Issue date	Brief description	Conclusions	Proposals for improvement
December 2018	<p>Annual Audit Letter 2017-18</p> <p>Letter summarising the key messages arising from the Auditor General's statutory responsibilities under the Public Audit (Wales) Act 2004 and his reporting responsibilities under the Code of Audit Practice. The Annual Audit Letter is in Appendix 2 of this report.</p>	<ul style="list-style-type: none"> • Newport City Council and Newport City Council Group complied with its responsibilities relating to financial reporting and use of resources. • I am satisfied that the Council and the Group have appropriate arrangements in place to secure economy, efficiency and effectiveness in their use of resources, but the Council continues to face significant financial challenges. • My work to date on certification of grant claims and returns has not identified significant issues that would impact on the 2017-18 accounts or key financial systems. 	None.
Local risk-based performance audit			
February 2019	<p>Waste Service follow-up review</p> <p>This review followed up on the Council's progress in addressing the proposals for improvement made in our 'Waste Management Review' issued in August 2016.</p> <p>Copy of the Auditor General's report</p>	<p>The Council has made progress in addressing some of our proposals for improvement but still lacks strategic direction to secure sustainable improved outcomes:</p> <ul style="list-style-type: none"> • the Council is improving the governance arrangements for its waste service; • the Council does not yet have a long-term waste strategy for its waste service; • the Council has made significant improvements to the performance management of its waste and recycling contracts; and • the Council's arrangements to review and monitor its progress in addressing our proposals for improvement do not provide sufficient oversight. 	<p>None.</p> <p>Whilst this follow-up report does not include any further proposals for improvement, the report identified that to enable sustained improved outcomes for waste management, the Council needs to finalise its waste strategy.</p>

Issue date	Brief description	Conclusions	Proposals for improvement
Local risk-based performance audit			
November 2018	<p>Thematic Review: Service user perspective</p> <p>This review focussed on the experiences of parents using Flying Start Language and Play sessions and the nurture parenting classes. This review sought to gain insight into parents' experiences to answer the question 'Do the needs, experiences and aspirations of service users inform the design and delivery of services to more closely meet their needs?'</p> <p><u>Copy of the Auditor General's report</u></p>	<p>Parents are generally very satisfied with the Flying Start Language and Play and Nurture programmes, but the Council could more systematically use parents' views when planning and improving services:</p> <ul style="list-style-type: none"> the Council designs the services effectively to meet parents' needs, but there are further opportunities for it to better understand and act on their views; parents can access the services easily, although some barriers exist; parents are generally very satisfied with the quality of the services they use; and communication between parents and staff in the Flying Start settings is good, but the Council could do more to systematically use parents' views to improve the programmes. 	<p>P1 To increase the number of eligible families accessing and benefitting from the Flying Start programme, the Council should:</p> <ul style="list-style-type: none"> ensure that the non-attendance policy is reviewed to ensure its alignment with the Council's wider safeguarding policies; and ensure that its analysis of non-attendance is used to secure improved attendance. <p>P2 To ensure that the Council can demonstrate that parents and children gain the intended benefit from the Flying Start programme, the Council should:</p> <ul style="list-style-type: none"> set out clearly the intended outcomes for parents as well as children; and monitor and report to elected members on the outcomes achieved by parents as well as children. <p>P3 To understand parents' views more effectively, the Council should:</p> <ul style="list-style-type: none"> review its parent surveys to ensure that the same information is collected from all settings. The information collected should be relevant and useful to help ensure that the programme meets parents' needs and aspirations, for example, parental satisfaction, timing and location of sessions. review the survey questions with parents whose first language is not English or Welsh to ensure that all parents are able to provide informed feedback.

Issue date	Brief description	Conclusions	Proposals for improvement
Local risk-based performance audit			
June 2019	<p>Corporate Safeguarding Arrangements</p> <p>Review of the effectiveness of corporate safeguarding arrangements building on the study previously undertaken by the Auditor General in this area.</p> <p><u>Copy of the Auditor General's report</u></p>	<p>The Council has acted on all our previous recommendations and proposals for improvement, however, aspects of some remain to be fully addressed.</p>	<p>Our review identified that the Council has yet to fully address the following previous national recommendations:</p> <p>R3 Strengthen safe recruitment of staff and volunteers by:</p> <ul style="list-style-type: none"> • ensuring that Disclosure and Barring Service (DBS) checks and compliance with safe recruitment policies cover all services that come into contact with children; • creating an integrated corporate compliance system to record and monitor compliance levels on DBS checks; and • requiring safe recruitment practices amongst partners in the third sector and for volunteers who provide services commissioned and/or used by the council which are underpinned by a contract or service level agreement. <p>R4 Ensure all relevant staff, members and partners understand their safeguarding responsibilities by:</p> <ul style="list-style-type: none"> • ensuring safeguarding training is mandated and coverage extended to all relevant council service areas, and is included as standard on induction programmes; • creating a corporate-wide system to identify, track and monitor compliance on attending safeguarding training in all council departments, elected members, schools, governors and volunteers; and • requiring relevant staff in partner organisations who are commissioned to work for the council in delivering services to children and young people to undertake safeguarding training.

Issue date	Brief description	Conclusions	Proposals for improvement
Local risk-based performance audit			
			<p>R6 Improve accountability for corporate safeguarding by regularly reporting safeguarding issues and assurances to scrutiny committee(s) against a balanced and council-wide set of performance information covering:</p> <ul style="list-style-type: none"> • benchmarking and comparisons with others; • conclusions of internal and external audit/inspection reviews; • service-based performance data; • key personnel data such as safeguarding training, and DBS recruitment checks; and • the performance of contractors and commissioned services on compliance with council safeguarding responsibilities.
Improvement planning and reporting			
July 2018	<p>Wales Audit Office annual improvement plan audit</p> <p>Review of the Council's published plans for delivering on improvement objectives.</p>	The Council has complied with its statutory improvement planning duties.	None.
November 2018	<p>Wales Audit Office annual assessment of performance audit</p> <p>Review of the Council's published performance assessment.</p>	The Council has complied with its statutory improvement reporting duties.	None.

Issue date	Brief description	Conclusions	Proposals for improvement
Reviews by inspection and regulation bodies			
January 2019	Estyn <u>Local Government Education Services inspection report</u>	<p>Summary</p> <p>Overall, many pupils in Newport make strong progress during their time in primary school, but pupils' progress is too variable across other sectors and in secondary schools in particular. The local authority's support for pupils with English or Welsh as an additional language is very effective and nearly all pupils in receipt of long-term language support achieve as well as their peers.</p> <p>Officers know their schools well and have strong partnerships with individual schools. These are supportive but also robust and challenging. The school improvement services provided in partnership by the local authority and the regional consortium, EAS, are working well to support and challenge primary schools to improve. However, the services have had little impact in promoting improvement in a minority of secondary schools that are causing concern.</p> <p>There are effective strategies to support young people at risk of leaving education, employment or training, but provision to support pupils eligible for free school meals lacks a coherent plan. Provision to improve attendance and reduce exclusions is purposeful and nearly all schools apply agreed strategies consistently. The local authority has a clear vision for the long-term development of digital technologies and an appropriate strategy to promote these across its services, including schools.</p> <p>Senior elected members and officers have a clear vision and high expectations of outcomes for children and young people. However, the quality of self-evaluation processes at all levels in the education service is too variable. Leaders respond appropriately to key financial pressures and are flexible in their approach to delivering priorities.</p>	<p>Estyn made five recommendations:</p> <p>R1 Improve the overall performance of secondary schools.</p> <p>R2 Establish a coherent strategy across all relevant services to improve the outcomes of pupils eligible for free school meals.</p> <p>R3 Ensure that self-evaluation activities focus on the impact that services have on outcomes and their value for money.</p> <p>R4 Strengthen opportunities at a local authority level for children and young people to influence decisions that affect them.</p> <p>R5 Deliver the strategic plans to develop Welsh-medium education further.</p>

Appendix 1

Status of this report

The Local Government (Wales) Measure 2009 (the Measure) requires the Auditor General to undertake a forward-looking annual improvement assessment, and to publish an annual improvement report, for each improvement authority in Wales. Improvement authorities (defined as local councils, national parks, and fire and rescue authorities) have a general duty to 'make arrangements to secure continuous improvement in the exercise of [their] functions'.

The annual improvement assessment considers the likelihood that an authority will comply with its duty to make arrangements to secure continuous improvement. The assessment is also the main piece of work that enables the Auditor General to fulfil his duties. Staff of the Wales Audit Office, on behalf of the Auditor General, produce the annual improvement report. The report discharges the Auditor General's duties under section 24 of the Measure, by summarising his audit and assessment work in a published annual improvement report for each authority. The report also discharges his duties under section 19 to issue a report certifying that he has carried out an improvement assessment under section 18 and stating whether (as a result of his improvement plan audit under section 17) he believes that the authority has discharged its improvement planning duties under section 15.

The Auditor General may also, in some circumstances, carry out special inspections (under section 21), which will be reported to the authority and Ministers, and which he may publish (under section 22). An important ancillary activity for the Auditor General is the co-ordination of assessment and regulatory work (required by section 23), which takes into consideration the overall programme of work of all relevant regulators at an improvement authority. The Auditor General may also take account of information shared by relevant regulators (under section 33) in his assessments.

Appendix 2

Annual Audit Letter

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Please contact us in Welsh or English.

Cysylltwch â ni'n Gymraeg neu'n Saesneg.

Mr. Will Godfrey
Chief Executive
Newport City Council
Civic Centre
Godfrey Road
Newport
NP20 4UR

Reference: 961A2018-19

Date issued: 4 December 2018

Dear Will

Annual Audit Letter – Newport City Council and Newport City Council Group 2017-18

This letter summarises the key messages arising from my statutory responsibilities under the Public Audit (Wales) Act 2004 and my reporting responsibilities under the Code of Audit Practice.

Newport City Council and Newport City Council Group complied with its responsibilities relating to financial reporting and use of resources

It is Newport City Council's (the Council's) and Newport City Council Group's (the Group's) responsibility to:

- put systems of internal control in place to ensure the regularity and lawfulness of transactions and to ensure that its assets are secure;

- maintain proper accounting records;
- prepare a Statement of Accounts in accordance with relevant requirements; and
- establish and keep under review appropriate arrangements to secure economy, efficiency and effectiveness in its use of resources.

The Public Audit (Wales) Act 2004 requires me to:

- provide an audit opinion on the accounting statements;
- review the Council's and the Group's arrangements to secure economy, efficiency and effectiveness in their use of resources; and
- issue a certificate confirming that I have completed the audit of the accounts.

Local authorities in Wales prepare their accounting statements in accordance with the requirements of the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom. This code is based on International Financial Reporting Standards. On 25 September 2018 I issued an unqualified audit opinion on the accounting statements confirming that they present a true and fair view of the Council's and Group's financial position and transactions. My report is contained within the Statement of Accounts. The key matters arising from the accounts audit were reported to members of the Audit Committee in my Audit of Financial Statements report on 20 September 2018. A further report outlining recommendations arising from the audit was presented to the Audit Committee on 22 November 2018.

I am satisfied that the Council and the Group have appropriate arrangements in place to secure economy, efficiency and effectiveness in their use of resources but the Council continues to face significant financial challenges

My consideration of the Council's and Group's arrangements to secure economy, efficiency and effectiveness has been based on the audit work undertaken on the accounts as well as placing reliance on the work completed under the Local Government (Wales) Measure 2009. The Auditor General highlights areas where the effectiveness of these arrangements has yet to be demonstrated or where improvements could be made in his Annual Improvement Report¹.

Austerity funding remains the most significant challenge facing all local government bodies in Wales and these financial pressures are likely to continue in the medium term. The recent provisional local government funding settlement, announced in October, will see the Council's settlement increase by 0.2% in 2019-20. Nevertheless, service and demographic pressures will continue to impact on the Council's finances. In its September 2018 financial update to Cabinet, the Council identified areas of significant financial strain such as children's out of area residential placements, special educational needs provision and adult community care. Reserves held by the Council's schools have also reduced from £5.8 million in 2015-16 to £3.9 million in 2017-18.

¹ [The Council's Annual Improvement Report can be accessed on the Wales Audit Office website](#)

In 2017-18, the Council set a balanced budget with in-year expenditure of £405.2 million. The Council achieved a balanced position at year-end, maintaining an unallocated Council Fund reserve of £6.5 million and with earmarked reserves reducing from £88.9 million to £87.5 million. The Council is also forecasting financial balance for the 2018-19 financial year, on the basis that planned savings targets will be achieved and financial pressures will be managed.

The Council's Medium Term Financial Plan identifies a total funding deficit of £39.2 million in the period from 2018-19 to 2021-22, assuming a 1% decrease in Welsh Government settlements each year from 2019-20. With only £11.1 million of savings schemes currently identified in that period, there is a remaining deficit of £28.1 million that the Council will need to address.

As things stand, the Council is planning to maintain its unallocated Council Fund balance in the medium term. Given the on-going financial pressures and the current funding deficit identified in the Medium Term Financial Plan, the Council will need to carefully monitor its financial position and any potential impact on reserves.

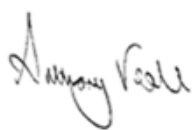
I issued a certificate confirming that the audit of the accounts has been completed on 25 September 2018

My work to date on certification of grant claims and returns has not identified significant issues that would impact on the 2017-18 accounts or key financial systems

A more detailed report on my grant certification work will follow in 2019 once this year's programme of certification work is complete.

The financial audit fee for 2017-18 is currently expected to be in line with the agreed fee set out in the Annual Audit Plan.

Yours sincerely



**Anthony Veale – Engagement Director
For and on behalf of the Auditor General for Wales**

cc. **Cllr. Debra Wilcox – Leader
Meirion Rushworth – Head of Finance/Section 151 Officer**

Appendix 3

National report recommendations 2018-19

Date of report	Title of review	Recommendation
October 2018	<u>Procuring Residual and Food Waste Treatment Capacity</u>	<p>R1 The projections for the three residual waste projects in the Programme assume that, across the 14 councils involved, the overall amount of residual waste will increase through the lifetime of the contracts. If these projections are accurate then something significant would have to occur beyond 2040 to reach zero waste across these council areas by 2050. If the projections are not accurate then there is the risk that councils will pay for capacity they do not need. We recommend that the Welsh Government:</p> <ul style="list-style-type: none">• in reviewing the Towards Zero Waste strategy, considers how its ambition of there being no residual waste by 2050 aligns with current projections for residual waste treatment; and• works with councils to consider the impact of changes in projections on the likely cost of residual waste projects and any mitigating action needed to manage these costs.

Date of report	Title of review	Recommendation
		<p>R2 The Welsh Government's programme support to date has mainly focused on project development and procurement. Now that most of the projects are operational, the focus has shifted to contract management. We recommend that the Welsh Government continue its oversight of projects during the operational phase by:</p> <ul style="list-style-type: none"> • building on its existing model of providing experienced individuals to assist with project development and procurement and making sure input is available to assist with contract management if required; • setting out its expectations of councils regarding contract management; • ensuring partnerships revisit their waste projections and associated risks periodically, for example to reflect updated population projections or economic forecasts; and • obtaining from partnerships basic management information on gate fees paid, amount of waste sent to facilities and quality of contractor service.

Date of report	Title of review	Recommendation
November 2018	<u>Local Government Services to Rural Communities</u>	<p>R1 Socio economic change, poor infrastructure and shifts in provision of key services and facilities have resulted in the residualisation of communities in rural Wales. We recommend that Welsh Government support public bodies to deliver a more integrated approach to service delivery in rural areas by:</p> <ul style="list-style-type: none"> • refreshing rural grant programmes to create sustainable financial structures, with multi-year allocations; and • helping people and businesses make the most of digital connectivity through targeted and more effective business and adult education support programmes. <p>R2 The role of Public Service Boards is evolving but there are opportunities to articulate a clearer and more ambitious shared vision for rural Wales (see paragraphs 2.2 to 2.9 and 2.28 to 2.31). We recommend that PSB public service partners respond more effectively to the challenges faced by rural communities by:</p> <ul style="list-style-type: none"> • assessing the strengths and weaknesses of their different rural communities using the Welsh Government’s Rural Proofing Tool and identify and agree the local and strategic actions needed to support community sustainability; and • ensuring the Local Well-Being Plan sets out a more optimistic and ambitious vision for ‘place’ with joint priorities co-produced by partners and with citizens to address agreed challenges.

Date of report	Title of review	Recommendation
		<p>R3 To help sustain rural communities, public services need to think differently in the future (see paragraphs 3.1 to 3.12). We recommend councils provide a more effective response to the challenges faced by rural communities by:</p> <ul style="list-style-type: none"> • ensuring service commissioners have cost data and qualitative information on the full range of service options available; and • using citizens' views on the availability, affordability, accessibility, adequacy and acceptability of council services to shape the delivery and integration of services.

Date of report	Title of review	Recommendation
		<p>R4 To help sustain rural communities, public services need to act differently in the future (see paragraphs 3.1 to 3.12). We recommend councils do more to develop community resilience and self-help by:</p> <ul style="list-style-type: none"> • working with relevant bodies such as the Wales Co-operative Centre to support social enterprise and more collaborative business models; • providing tailored community outreach for those who face multiple barriers to accessing public services and work; • enhancing and recognising the role of town and community councils by capitalising on their local knowledge and supporting them to do more; • encouraging a more integrated approach to service delivery in rural areas by establishing pan-public service community hubs, networks of expertise, and clusters of advice and prevention services; • enabling local action by supporting community asset transfer identifying which assets are suitable to transfer, and having the right systems in place to make things happen; and • improving community-based leadership by developing networks of interest, training and coaching, and encouraging volunteering.

Date of report	Title of review	Recommendation
November 2018	<u>Waste Management in Wales: Municipal Recycling</u>	<p>R1 Benchmarking work has found that the cost of certain waste management services shows surprising variation (paragraphs 1.31-1.39). The Welsh Government should work with councils to understand better the basis of the variation in spending on waste management services that are fundamentally the same and ensure that waste management costs are accounted for in a consistent way.</p> <p>R2 The Welsh Government believes that, if applied optimally, its Collections Blueprint offers the most cost-effective overall means of collecting recyclable resources but is planning further analysis (paragraphs 1.40-1.51). When undertaking its further analysis to understand better the reasons for differences in councils' reported costs, and the impact on costs where councils have adopted the Collections Blueprint, we recommend that the Welsh Government:</p> <ul style="list-style-type: none"> • explores how the cost of collecting dry recyclables may affect the overall cost of providing kerbside waste management services to households; and • compares the actual costs with the costs modelled previously as part of the Welsh Government-commissioned review of the Collections Blueprint for councils that now operate the Collections Blueprint.

Date of report	Title of review	Recommendation
		<p>R3 The Welsh Government has undertaken to consider alternatives to the current weight-based recycling targets which can better demonstrate the delivery of its ecological footprint and carbon reduction goals (paragraphs 2.38-2.45). We recommend that the Welsh Government replace or complement the current target to recycle, compost and reuse wastes with performance measures to refocus recycling on the waste resources that have the largest impact on carbon reduction, and/or are scarce. We recognise that the Welsh Government may need to consider the affordability of data collection for any alternative means of measurement.</p> <p>R4 In refreshing Towards Zero Waste, the Welsh Government needs to show that wider sustainability benefits sought through municipal recycling offer value and cannot be more readily attained in other ways and at lower cost including, but not necessarily limited to, other waste management interventions (paragraphs 2.52-2.53). The Welsh Government should demonstrate in the revised waste strategy that not only is it possible to recycle a greater proportion of municipal waste, but how doing so maximises its contribution to achieving its sustainable development objectives.</p>

Date of report	Title of review	Recommendation
November 2018	<u>Provision of Local Government Services to Rural Communities: Community Asset Transfer</u>	<p>R1 Local authorities need to do more to make CATs (Community Asset Transfers) simpler and more appealing, help build the capacity of community and town councils, give them more guidance in raising finance, and look to support other community development models such as social enterprises that support social value and citizen involvement. In addition, we recommend that local authorities monitor and publish CAT numbers and measure the social impact of CATs.</p> <p>R2 Local authorities have significant scope to provide better and more visible help and support before, during, and after the community asset transfer process. We conclude that there is considerable scope to improve the business planning, preparation, and aftercare for community asset transfer. We recommend that local authorities:</p> <ul style="list-style-type: none"> • identify community assets transfer's role in establishing community hubs, networks of expertise and clusters of advice and prevention services; • work with town and community councils to develop their ability to take on more CATs; • identify which assets are suitable to transfer, and clarify what the authority needs to do to enable their transfer; • ensure their CAT policy adequately covers aftercare, long term support, post transfer support, signposting access to finance, and sharing the learning about what works well; and • support community-based leadership by developing networks of interest, training and coaching, and encouraging volunteering.

Date of report	Title of review	Recommendation
December 2018	<u>The maturity of local government in use of data</u>	<p>R1 Part 1 of the report highlights the importance of creating a strong data culture and clear leadership to make better use of data. We recommend that local authorities:</p> <ul style="list-style-type: none"> • have a clear vision that treats data as a key resource; • establish corporate data standards and coding that all services use for their core data; • undertake an audit to determine what data is held by services and identify any duplicated records and information requests; and • create a central integrated customer account as a gateway to services. <p>R2 Part 2 of the report notes that whilst it is important that authorities comply with relevant data protection legislation, they also need to share data with partners to ensure citizens receive efficient and effective services. Whilst these two things are not mutually exclusive, uncertainty on data protection responsibilities is resulting in some officers not sharing data, even where there is agreement to provide partners with information. We recommend that authorities:</p> <ul style="list-style-type: none"> • provide refresher training to service managers to ensure they know when and what data they can and cannot share; and • review and update data sharing protocols to ensure they support services to deliver their data sharing responsibilities.

Date of report	Title of review	Recommendation
		<p>R3 In Part 3 of our report, we conclude that adequate resources and sufficient capacity are ongoing challenges. However, without upskilling staff to make better use of data, authorities are missing opportunities to improve their efficiency and effectiveness. We recommend that authorities:</p> <ul style="list-style-type: none"> • identify staff who have a role in analysing and managing data to remove duplication and free up resources to build and develop capacity in data usage; and • invest and support the development of staff data analytical, mining and segmentation skills. <p>R4 Part 4 of our report highlights that authorities have more to do to create a data-driven decision-making culture and to unlock the potential of the data they hold. We recommend that local authorities:</p> <ul style="list-style-type: none"> • set data reporting standards to ensure minimum data standards underpin decision making; and • make more open data available.

Date of report	Title of review	Recommendation
March 2019	<u>Waste Management in Wales - Preventing waste</u>	<p>R1 Increasing the focus on waste prevention to reflect the overall aims of Towards Zero Waste</p> <p>Available data on the amount of waste produced suggests mixed progress to deliver the Welsh Government's waste prevention targets. We recommend that the Welsh Government:</p> <ul style="list-style-type: none"> a) revisits the relative priority it gives to recycling and waste prevention as part of its review of Towards Zero Waste; b) sets out clearly the expectations on different organisations and sectors for waste prevention; and c) revisits its overall waste prevention targets and the approach it has taken to monitor them in light of progress to date, examples from other countries and in the context of current projections about waste arising through to 2050. <p>R2 Improving data on commercial, industrial, construction and demolition waste</p> <p>The Welsh Government is a partner in initial work to assess the feasibility of developing a new digital solution to track all waste. If this preferred option does not succeed, we recommend that the Welsh Government works with Natural Resources Wales to explore the costs and benefits of other options to improve non-municipal waste data in Wales, including additional powers to require waste data from businesses.</p>

Date of report	Title of review	Recommendation
		<p>R3 Enhancing producer responsibility and using more legal, financial and fiscal levers</p> <p>The Welsh Government has opportunities to influence waste prevention through legislation and financial incentives. It can also influence changes at the UK level where fiscal matters are not devolved. We recommend that the Welsh Government consider whether provisions to extend producer responsibility and the use of financial powers such as grant conditions, fiscal measures and customer charges and incentives, are needed to promote and to prioritise waste prevention.</p>
June 2019	<p><u>The Effectiveness of Local Planning Authorities in Wales</u></p>	<p>R1 Part 1 of the report sets out the complexities of the planning system showing how challenging it is for local planning authorities to effectively engage with and involve stakeholders in choices and decisions. To improve involvement with stakeholders and ownership of decisions we recommend that:</p> <ul style="list-style-type: none"> • local planning authorities: <ul style="list-style-type: none"> – test current engagement and involvement practices and consider the full range of other options available to ensure involvement activities are fit for purpose; – use ‘Place Plans’ as a vehicle to engage and involve communities and citizens in planning choices and decision making; and – improve transparency and accountability by holding planning meetings at appropriate times, rotating meetings to take place in areas which are subject to proposed development, webcasting meetings and providing opportunities for stakeholders to address committee meetings. • the Welsh Government: <ul style="list-style-type: none"> – review the Development Management Procedure Order 2012 and update the engagement and involvement standards for local planning authorities.

Date of report	Title of review	Recommendation
		<p>R2 Part 2 of the report highlights that local planning authorities have been subject to significant reductions in funding and struggle to deliver their statutory responsibilities. To improve resilience, we recommend that local planning authorities:</p> <ul style="list-style-type: none"> • review their building control fee regimes to ensure the levels set better reflect the actual cost of providing these services and make the service self-funding; and • improve capacity by working regionally to: <ul style="list-style-type: none"> – integrate services to address specialism gaps; – develop joint supplementary planning guidance; and – develop future local development plans regionally and in partnership with other local planning authorities. <p>R3 Part 2 of the report highlights that the cost of development control services is not reflected in the charges set for these services and progress in developing regional responses to strengthen resilience has been slow. We recommend that the Welsh Government:</p> <ul style="list-style-type: none"> • review development control fees to ensure the levels set, better reflect the actual cost of providing these services; and • consider how to use the powers in the Planning (Wales) Act to support and improve local planning authority capacity and resilience.

Date of report	Title of review	Recommendation
		<p>R4 Part 3 of the report summarises the effectiveness and impact of local planning authorities' decision making and how well they are performing against national measures. We recommend that local planning authorities improve the effectiveness of planning committees by:</p> <ul style="list-style-type: none"> • reviewing their scheme of delegation to ensure planning committees are focussed on the most important strategic issues relevant to their authority; • revising reporting templates to ensure they are clear and unambiguous to help guide decision making and reduce the level of officer recommendations overturned; and • enforcing the local planning authorities' standards of conduct for meetings. <p>R5 Part 4 of the report identifies the central role of planning to deliver the ambitions of the Well-being of Future Generations Act. We recommend that local planning authorities:</p> <ul style="list-style-type: none"> • set a clear ambitious vision that shows how planning contributes to improving wellbeing; • provide planning committee members with regular and appropriate wellbeing training and support to help deliver their wider responsibilities; • set appropriate measures for their administration of the planning system and the impact of their planning decisions on wellbeing; and • annually publish these performance measures to judge planning authorities' impact on wellbeing.

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Report

Cabinet

Part 1

Date: 18 September 2019

Item No:

Subject Annual Report: Equalities 2018-19

Purpose This report reflects Newport City Council's progress on delivering its 2016 -2020 Strategic Equality Plan whilst also reporting on the essential equalities employment information that the Authority is required to publish under the Equality Act 2010.

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

Author Connected Communities Manager

Ward All

Summary Under the Equality Act (2010) the Council is required to report annually on the progress it has made against the 9 Strategic Equality Objectives contained within its Strategic Equality Plan. The Equality Act also requires Local Authorities to publish staff equalities data, which this report also contains.

This report is the third Annual Report on the progress Newport City Council has made towards meeting the Equality Objectives set out in the Authority's second four year Strategic Equality Plan (SEP), as approved by Council 3rd March 2016.

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

Action by Head of People and Business Change, Heads of Service

Timetable Immediate

This report was prepared after consultation with:

Cabinet Member for Assets and Equalities (Deputy Leader)
The Council's Strategic Equalities Group, and the Authority's HR Manager.

Signed Head of People and Business Change

Background

This report is the third annual report on the progress Newport City Council has made towards meeting the Equality Objectives set out in our four year Strategic Equality Plan 2016-2020 (SEP), as approved by Council on the 3rd March 2016.

The report demonstrates both the positive progress Newport City Council has made over the past year towards meeting the 9 Equality Objectives laid out in the SEP, and areas for development. As we approach the final year of delivery, we are also assessing the effectiveness of our current Strategic Equality Plan and associated delivery arrangements, and ensuring that opportunities for improvement are maximised through the development of our new Plan, due to be published by the 31st of March 2020. This will be the subject of a further report to Cabinet before the end of the financial year.

Legal context

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

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

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

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

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

Governance and management

Following the approval of the SEP in 2016, the Authority re-convened the member-led Strategic Equality Group (SEG), chaired by Deputy Leader and Cabinet Member for Assets and Equalities.

The group takes a strategic lead on the implementation of the equalities agenda and it is through the SEG that progress on our Equality Objectives is monitored throughout the year.

Report

The draft report attached the Council's progress on delivering its 2016 -2020 Strategic Equality Plan whilst also reporting on the essential equalities employment information that the Authority is required to publish under the Equality Act 2010. Once approved the final report will be published on the Council's website in accordance with statutory deadlines.

Financial Summary

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

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

Risks

Risk	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 implemented	M	M	Governance arrangements relating to delivery of the Strategic Equality Plan are being reviewed to ensure that actions are effectively progressed throughout the year at an operational level	Heads of Service
That equality commitments are not understood by employees	M	M	Equality training for staff continues to be rolled out across the organisation, and further development of our Fairness and Equality Impact Assessment process has further embedded equalities considerations as part of the Authority's decision making process.	Head of People and Business Change and Elected Members
That Equality Objectives are not implemented and reviewed	M	M	Progress against equalities objectives are reported on regularly to the Strategic Equality Group, however there is further work necessary to ensure that objectives are routinely monitored and reviewed at an operational level	Connected Communities Manager

Links to Council Policies and Priorities

The Council's commitments under the Equality Act and the Strategic Equality Plan are aligned to the Authority's Wellbeing Objectives.

Options Available

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

Preferred Option and Why

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

Comments of Chief Financial Officer

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

Comments of Monitoring Officer

There are no specific legal issues arising from the Report.

In accordance with the Equality Act 2010 the Council is required to publish an annual report setting out progress made and the effectiveness of the actions taken to meet its public sector equality duty and specific objectives. The annual report is also required to set out equalities data in relation to staffing information. The general public sector equality duty requires the Council to have due regard in the exercise of its functions, to the need to eliminate discrimination, harassment, victimisation and other prohibited conduct and to advance equality of opportunity and to foster good relations. Regulations made by the Welsh Ministers impose specific duties on local authorities in Wales for the purpose of enabling better performance of these general duties. These include the duty to publish objectives designed to enable the authority to perform the statutory duty, to publish a statement setting out steps taken or intended steps in order to fulfil each objective and how long the authority will take in order to fulfil each objective.

This report provides an update on the third and final year of delivery against the Strategic Equalities Plan 2016-2019 and confirms that good progress has been made in meeting the 9 equalities objectives set out in the Plan, but also identifying those areas where further work is required.

Comments of Head of People and Business Change

There are no direct staffing implications arising from this report.

This Annual Report reflects the positive progress made towards implementing our Strategic Equality Plan while also highlighting areas of work that we will need to focus our efforts on in the coming year, or to carry over into the 2020 Strategic Equality Plan. The publication of the report also meets the requirements to annually publish staff equalities data for the Local Authority, The work delivered over the last 12 months contributes to the delivery of the Council's well-being objectives and the national well-being goals, particularly a more equal Wales.

Any challenges identified in this report will be addressed through the Strategic Equalities Group.

Comments of Cabinet Member

This report provides a summary of the work that has been undertaken during the third year of our Strategic Equality Plan. It sets out the Council's commitment to achieving a workplace culture and approach to service delivery that values difference and is inclusive of all. The Strategic Equalities Group has played a key role in ensuring that each objective is reviewed, with progress updates from lead officers from across the Authority. We will continue to progress this work over the next 12 months, mainstreaming equalities across service delivery whilst also ensuring that any outstanding actions feed into, and influence the development of the 2020 Strategic Equality Plan.

Local issues

Not applicable.

Scrutiny Committees

Not applicable.

Equalities Impact Assessment and the Equalities Act 2010

No Fairness & Equalities Impact Assessment (F&EIA) is necessary for the Annual Report. By design, the Strategic Equality Plan and associated Annual Report are the mechanism by which the Authority's Equality Duties are discharged, and therefore have a positive impact on all Protected Characteristics.

Children and Families (Wales) Measure

No consultation was needed for this report.

Wellbeing of Future Generations (Wales) Act 2015

The Wellbeing of Future Generations Act 2015, which came into force in April 2016, places an obligation on Local Authorities to improve the social, economic, environmental and cultural well-being of Wales. The Strategic Equalities Plan represents much of the work that the Authority undertakes to fulfil our Wellbeing objectives to work towards 'a more Equal Wales' and a 'Wales of Cohesive Communities', drawing on much of the research undertaken by the Equality and Human Rights Commission into fairness and inequalities in Wales.

The Strategic Equality Plan and its objectives aim to influence the way that the Council makes decisions that have a long term impact on communities, and engages and consults with diverse and seldom heard groups to ensure they are able to influence the design of service delivery. Early intervention to address issues such as hate crime and the risk of radicalisation prevent escalation of issues which may threaten community cohesion and collaboration with key partners in the delivery of our Equalities Plan ensures an effective, holistic approach. The Strategic Equalities Plan is influenced by national research, local data, and engagement with people in Newport that share Protected Characteristics.

Crime and Disorder Act 1998

Not applicable.

Background Papers

Strategic Equality Plan 2016-2020

Equalities Annual Report 2017/18

Welsh Language Annual Report 2018/19

NCC Well-being Objectives and Well-being Statement

Wellbeing Plan

Dated: 2 September 2019

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Newport City Council Strategic Equality Plan and Equality Objectives

Annual Report 2018 – 19

Policy, Partnership and Involvement

Mae'r ddogfen hon ar gael yn Gymraeg. Mae fformatau eraill ar gael ar gais.
This document is available in Welsh. Other formats are available on request.

Contents

Introduction.....	3
Equality Objectives 2016-20	4
Equality Objective 1: Workplace Diversity.....	5
Equality Objective 2: Engagement.....	8
Equality Objective 3: Improving access	11
Equality Objective 4: Tackling Poverty.....	14
Equality Objective 5: Cohesive Communities	17
Equality Objective 6: Domestic Abuse and Sexual Violence	20
Equality Objective 7: Homelessness	22
Equality Objective 8: Welsh Language.....	25
Equality Objective 9: Corporate compliance	28
Equalities Data: Collection.....	30
Collecting Data: building a picture.....	30
Systems/Collecting data	30
Consultations	30
Community Well-being profiles.....	30
Evaluating data: developing good practice.....	31
Fairness and Equality Impact Assessments	31
Service Area Plans.....	31
Employment Data	32
Supporting Documents.....	0

Foreword by Councillor Mark Whitcutt Deputy Leader and Cabinet Member for Equalities and Assets

As portfolio holder for the Equalities agenda within Newport City Council, I look forward to Annual Reports as an opportunity for council officers and I to reflect on our achievements to date, and to evaluate ways in which we can maintain momentum over the next twelve months. Something which is particularly pertinent as we prepare to draft our next Strategic Equality Plan for 2020.

The past few years have been some of the most challenging for the public sector in Wales, continued austerity, our preparations to leave the EU, as well as the ever-quicken pace of the global economy, all mean that Local Government is being tasked to do more with less.

With that said, this year's Annual Report has continued to demonstrate the progress we are making against the Equality Objectives we identified in 2016. From our award winning Apprenticeship scheme that is helping diversify our workforce, our efforts in getting young people into employment and training, or our city's participation in the Home Office's refugee resettlement scheme, which demonstrates Newport's continued commitment to compassion, inclusion, and respect.

Indeed, whatever the challenges that might arise in the year to come, we should keep in mind that diversity is one of Newport's greatest strengths. As Cabinet Member for this vital area of work, I look forward to another year ahead where we will continue to strengthen Newport's reputation as a city where people feel welcomed, listened to, and able to contribute to their communities.

Cllr Mark Whitcutt

Deputy Leader & Cabinet Member for Equalities and Assets



Introduction

In March 2016 Newport City Council published its Strategic Equality Plan (SEP), identifying 9 Equality Objectives that the authority would measure itself against over the next four years. The objectives built on the work that had been delivered in earlier Equality Plans and Welsh Language Schemes, and were updated to incorporate new ways of working, outlined in the Well-being of Future Generations Act.

As stipulated within the Welsh specific duties of the Equality Act (2010), Local Authorities are required to produce an Annual Report and publish it within 12 months of the end of the financial year. These reports outline the progress the authority has made, over a 12 month period, against the Strategic Equality Objectives identified in our Strategic Equality Plan. As well as providing this summary, the report includes equalities data pertaining to Newport City Council staff, enabling us to gauge the extent to which we are representative of the community we serve. This Annual Report relates to the third year of delivery.

Progress on the SEP is monitored throughout the year by the authority's internal Strategic Equalities Group (SEG). This group is chaired by the Deputy Leader of the Council, and membership includes representation from the Fairness Commission, Trade Unions, Elected Members (including representation from the official opposition), Heads of Service and lead officers to ensure an appropriate breadth of representation.

Equality Objectives 2016-20

Well-being goals and Newport City Council Equality Objectives	
A more equal Wales	
1	Diversity in the workplace – Engaging Employees The Council’s workforce will be representative of the population we service and the workforce are involved in decisions that affect them
2	Engagement and democratic participation We will involve people in the development of Council services that affect them and base Council decisions on what people need
3	Improving Access to Services People can access all the Council services and activities that they need in terms of physical access and communication access etc.
4	Tackling Poverty We will work to reduce poverty, especially persistent poverty amongst some of our poorest people and communities, and reducing the likelihood that people will become poor
A Wales of cohesive communities	
5	Cohesive Communities and tackling hate crime People feel they are a part of Newport society and live their lives free from abuse and harassment.
6	Domestic Abuse and Sexual Violence People who are subject or witness to domestic abuse are supported by the Council and its partners in their current situation, and through any changes they wish to make.
7	Homelessness To provide a safe, supporting, empowering and non-judgemental environment for homeless and marginalised people so that they can achieve their potential
A Wales of vibrant culture and thriving Welsh language	
8	Compliance with the Welsh Language Standards We will promote our bilingual public services and increase the use of Welsh in Newport
9	Corporate Compliance Strategic leadership, governance arrangements, ensuring standards are high and consistent across all the Council and areas of responsibility.

Equality Objective 1: Workplace Diversity

Diversity in the Workplace- Engaging Employees	
<i>A more Equal Wales</i>	
The Council's workforce will be representative of the population we service and the workforce are involved in decisions that affect them	
Action 1	Develop a Workforce Planning Template
Action 2	Create a workforce data dashboard to compare workforce with Newport's population and develop a strategy to address areas of difference
Action 3	Identify partner organisations to work with on representation of different people
Action 4	Engage staff on matters that affect them

Summary

Over the past 12 months the authority has improved on the way it understands and engages with all of its employees. The Chief Executive has held personal roadshows with the workforce from each service area to talk to them about the progress of the corporate plan, and has invited them to contribute to key organisational matters. The Council's new values, 'Courageous, Positive and Responsible' were co-written by the organisation's Senior Leadership Team and the wider workforce, ensuring employee voice has on a direct impact on organisational culture.

The authority's People and Culture Strategy outlines the Council's aims and objectives in developing and supporting the workforce, and contains a dedicated theme for employee engagement. This will help ensure that the authority not only effectively engages with its staff, but also actively improves on the ways in which it supports professional development. Work is ongoing to better understand these opportunities and how they are accessed by people that share Protected Characteristics in order to identify any disadvantage or gaps in provision.

Our HR Department is redesigning the provision offered to service area managers and is positioning itself to encourage areas to focus on workforce design for the future, this includes considerations around workforce representation. Workforce planning and change management will be crucial in helping managers understand the services that will be provided in the next 3-5 years, and how the workforce should be shaped to achieve future goals.

Action 1

The Workforce Planning Template has now been established as an integral part of service area planning and utilises workforce data collated over the year. An increased emphasis on workforce planning will form the key activity of HR & OD Business Partners in working with their allocated service area. InPhase contains a dashboard for managers to have quick and easy access to the most up to date workforce information, and this is currently being developed to ensure demographic information is readily available for consideration.

Action 2

The workforce Data Dashboard is now established and is reviewed annually along with the Workforce Planning Template as part of annual service area planning.

The data allows service areas to identify targeted interventions if under representation is evident, ensuring that the workforce continues to be representative of the population we serve.

The Apprenticeship scheme that was developed to increase the proportion of younger people within the organisation continues to grow, and NCC was awarded the ACT Employer of the Year 2018 award for our work in this area. In September 2019 we will introduce a Graduate Scheme and plans are in place to create a Corporate Social Responsibility Programme to provide meaningful work experience placements for members of our community. The first step will be to offer work experience placements for our children in care in summer 2019.

Action 3

The utilisation of partner organisations to improve workforce diversity is already featured within our workforce plan, and positive relationships with partner organisations, such as t ACT, have been built to ensure additional representation from underrepresented groups.

However, the authority is seeking to expand its network of partners to improve its ability to attract and recruit from more diverse community groups. This will be a key feature of our new Corporate Social Responsibility Programme and will likely feature in the authority's next Strategic Equality Plan.

Action 4

As per workforce planning, the People and Culture Strategy 2018-2022 has a dedicated theme for employee engagement and we intend to:

1. Improve engagement by creating a listening culture that welcomes feedback throughout the organisation
2. Help managers to develop engaged teams
3. Contribute to employees feeling better engaged and informed
4. Help employees see the connection between their job and the organisation's vision
5. Improve levels of trust across the organisation

Electronic publishing of newsletters is embedded and features that are both organisational and social are included each fortnight. This communication is available to all staff irrespective of place of work or access to work based technology. The Chief Executive has committed to delivering annual roadshows with each service area out at their place of work and we are in the third year of maintaining this commitment.

Our 2018 Staff Conference was a success, and the workforce enjoyed the opportunity to travel to different workplaces and see the reality of the work that colleagues do across the city. We engaged with Welsh medium schools and hosted a Welsh language session which had positive feedback from attendees. Monthly focus groups have been taking place with staff to improve our 2019 Staff Conference further, and we are investigating even more ways to widen the employee voice, with a specific emphasis on ensuring improved representation for staff members from underrepresented backgrounds.

We are also reviewing the way in which staff surveys are conducted and intend to hold more regular, less lengthy, surveys that can give more meaningful insight into the opinions of staff than an annual survey. We want to have more regular touch points with the views of the workforce and hope to increase shorter survey types by theme throughout 2019.

Looking to the future

Over the coming 12 months, in the last year of the delivery of our SEP, we will be focusing on:

- Improving the workforce demographic information that is available to us through internal staff campaigns and extended analysis of data (for example, access to training and development)
- Raising the profile of equality and diversity matters with service area and middle managers, including equality in decision making and the benefits of a diverse workforce
- Carrying out workforce engagement specifically with staff that share Protected Characteristics and scoping the appetite for dedicated staff support networks
- Examining data in relation to grievances in the workplace and how these relate to Protected Characteristics
- Ensuring any staff engagement surveys are monitored by Protected Characteristics to identify any disparity in views/experience

Equality Objective 2: Engagement

Engagement and democratic participation	
<i>A more equal Wales</i>	
We will involve people in the development of Council services that affect them and base Council decisions on what people need	
Action 1	Build on the foundations established in the Well-being assessment to develop and consult on a Well-being Plan for Newport.
Action 2	Gather data and intelligence through a range of methods to support the Situation Analysis required under the Well-being of Future Generations Act
Action 3	Fairness and Equality Impact Assessments undertaken on policy changes, projects etc. and published on the Council's website.
Action 4	Ensure effective engaged Youth Council in Newport who have access to decision makers
Action 5	Work with Newport's Welsh Language Forum / Fforwm Iaith Casnewydd to develop a strategy to increase the use of Welsh in Newport

Summary

Meaningful engagement with the public is central to the equalities agenda, and over the past year the Policy, Partnership and Involvement Team has continued to take a corporate lead on consultation and engagement. Over the course of the 2018/19 financial year the authority has consulted with significant number of people through a mix of face-to-face and online consultation exercises.

Over the duration of this Strategic Equality Plan the team has conducted large engagement exercises on key policies including the Newport Wellbeing Assessment, Budgetary Consultations, and the 5 Year Welsh Language Strategy.

Action 1

Under the Well-being of Future Generations (Wales) Act 2015 we have a statutory duty to involve people with an interest in achieving the well-being goals and ensuring that those persons reflect the diversity of the population. The Local Well-being Assessment was completed and signed off by the Public Services Board in April 2017 and published in May 2017.

Following the work carried within the Well-being Assessment, the Public Services Board (PSB) developed the Well-being Plan for Newport, which full Council agreed in April 2018 and was published in May 2018.

This plan has not only been informed by the work carried out in the Well-being Assessment, but also via extensive engagement with partners and stakeholders during the development of the response analysis and through an additional 12 week statutory consultation which ran from November 2017 through to February 2018.

Action 2

As described in Action 1 the Local Well-being Assessment (Situation analysis) was completed and signed off by the PSB in April 2017 and published in May 2017.

This analysis includes a range of quantitative and qualitative data analysing the economic, social, cultural and environmental well-being of the population and the area.

This process was supported by an significant public engagement programme that took place over a 6 month period in 2016. During this programme, NCC engaged with residents via partner agencies and community events, and targeted specific groups with Protected Characteristics through positive outreach and utilising community languages.

This information was used to inform the Well-being Plan, which was published in May 2018.

Action 3

Over the duration of the SEP the authority has moved to an integrated model of equality impact assessment. Newport City Council's Fairness and Equality Impact Assessment (FEIA) combines considerations on Equalities, Welsh Language, Well-being of Future Generations and the parameters of fairness set out by our Fairness Commission, and places them within a single process. Guidance on completing FEIAs has been issued to staff reflecting this combined approach. The release of this guidance was promoted extensively to staff, communicating both our statutory obligations and wider commitment to transparency. Staff feedback suggests that further staff engagement is required to ensure that these obligations are widely understood. This excursive will take place over the coming financial year and will likely be continued within the 2020 SEP.

Action 4

Newport Youth Council (NYC) is a youth-led forum that involves young people aged 11- 25 years old. The NYC takes a participative approach to facilitate, empower and provide a platform for young people's voice, enabling them to influence decisions that affect their lives. It also focusses on building skills – personal life and vocational, confidence, and friendships as part of building personal resilience and tackling social inclusion for young people.

The delivery of the Youth Council is one way Newport City Council meets its duty under the Welsh Government's Young Person's (Wales) Measure 2011. The measure embeds Article 12 of the United Nations Convention on the Rights of the Child (UNCRC), and sets out the responsibility that public sector bodies have to consider the voices of young people in their decision-making processes.

The NYC membership is for young people from all areas and backgrounds and has on-going recruitment. It is youth-led, and works towards an inclusive, socially supportive and fun environment. Media Academy Cardiff, a third sector organisation based in Cardiff, have secured a five-year contract to deliver Newport Youth Council on behalf of Newport City Council. They are the winners of Welsh Government Youth Work Excellence Award 2014, 2015, 2016 and 2017 and have worked with over 1,500 young people who are risk of offending and anti-social behavior.

The NYC is in the process of rebuilding its membership and capacity for 2019- 2020, Newport Youth Council have developed their own vision, values, are working to establish elected roles, and have created an Action plan outlining their key themes. The emerging priority themes have so far included:

1. Crime – perceived crime, in particular safety in Newport , hate crime and knife crime
2. Mental Health and Well-being
3. Transport
4. Climate change
5. Homelessness

Work throughout the year has been undertaken to help build upon these themes and members of NYC have been involved with meeting key figures across Wales to ensure that their voices are heard at a national level. This includes taking part in a Gwent wide forum to ask the Police and Crime Commissioner for Gwent questions concerning crime in the city centre and support available to victims of hate crime.

NYC have also been involved in a public consultation relating to accessible transport for young people, and have met the Assembly Member for Newport to share their concerns, which have been passed to the Minister of Economy and Transport.

As well as working to develop their key themes, NYC have been at the forefront of delivering a Children's Charter. The Council's Corporate Plan 'Improving People's Lives' states the intention to have in place a Children's Charter which will set out commitments to children and young people and their families, including specific commitments to children in care and care leavers. The Charter sets out the rights of children and young people when they use Newport City Council's services but also in what they can expect the Council to be doing for them.

NYC have co-ordinated the development of the charter, including planning and delivering a youth engagement event with key partners, facilitating a workshop to obtain feedback of the charter and visiting underrepresented groups to ensure their voices are heard. The charter has been renamed Newport's Youth Promise, to reflect the opinion of young people engaged in its development. NYC will continue to report on the progress of the Youth Promise via the Strategic Equality Plan Annual Report.

Action 5

In March 2017, Newport City Council published its 5 Year Welsh Language Strategy. This strategy sets an overarching target of increasing the number of pupils in Welsh medium education in the City, and contains a broad range of commitments from the authority to promote the Welsh language, both within the workforce and within the wider community. These commitments include a number of outcomes, including increasing the number of Welsh medium childcare places within the city, promoting engagement with the language amongst minority communities, and working with the private sector to promote the visibility of Welsh in the city.

Details relating to the progress of this action plan can be found within our Welsh Language Annual Report 2018/19.

Looking to the future

Over the coming 12 months, in the last year of the delivery of our SEP, we will be focusing on:

- Developing a corporate approach to external demographic monitoring, ensuring our public consultations effectively monitor the Protected Characteristics of participants, and where necessary, supplementing consultation with targeted engagement
- Providing training/awareness to officers and Elected Members on the Fairness and Equality Impact Assessment process, and associated issues, including unconscious bias
- Improving representation within our Youth Council across Protected Characteristics, particularly young people who do not speak English as a first language

Equality Objective 3: Improving access

Improving access to services	
<i>A more equal Wales</i>	
People can access all the Council services and activities that they need in terms of physical access and communication access etc.	
Action 1	Audit Council buildings for accessibility
Action 2	Develop an Accessibility Strategy in relation to schools
Action 3	Develop and maintain an English - Welsh translation and interpretation service for the Council and arrangements for other languages and formats
Action 4	Develop guidance on standards of accessible and bilingual materials in relation to marketing, publicity and customer information
Action 5	Monitor satisfaction levels/ number of complaints regarding accessibility including physical, communication and Welsh language
Action 6	Front line staff in the contact centre and Information Station trained in accessible communications, customer service, disability awareness, conflict management etc.
Action 7	Digital Inclusion Council web site adheres to W3 standard at AA level and is bilingual

Summary

Newport City Council has an important role to play in improving access to public services across the City. Over 73,000 people visit the Civic Centre and Information Station annually, accessing a huge number of services including housing advice, Council tax and licensing.

In addition to our physical locations, we also have an increasingly significant digital and remote presence, with the Contact Centre managing over 300,000 calls annually, and the NCC website receiving 1.6 million hits per year. As we move to further develop these services, we will need to ensure that access to Council services remains inclusive and accessible.

Over the past 12 months we also finished our statutory consultation on our Schools Accessibility Strategy, which aims to improve and upgrade the physical access to schools in Newport.

Action 1

An internal Capital Strategy and Assets Management group has been set up to carry out a review of the use of NCC-owned buildings. As the review is on-going, it is anticipated that the work programme around accessibility will be taken at a later stage, and we will carry this action over into our 2019-20 work.

Action 2

In 2018-19 Newport City Council, in partnership with Gwent Association of Voluntary Organisations (GAVO) and the Serennu Children's Centre, have engaged with key stakeholders to co-produce a draft Accessibility Strategy for Schools. This draft strategy has been subject to public consultation and the updated draft document is currently pending Cabinet Member approval to formally adopt the strategy.

Workshops were conducted with senior leaders within all Newport schools to provide guidance and assistance with the development of school accessibility plans.

It is anticipated that within the next reporting period the Accessibility Strategy for Schools will have been adopted and the strategy updates and progress against the action plan will be reported within future SEP Annual Reports.

In addition to this, over the course of the 2018/19 financial year, the authority established a new, fully accessible school at Caerleon Lodge Hill, and a new 7 classroom extension has been provided at Maes Ebbw School, representing significant improvements to accessibility at those schools.

Action 3

In the 2018/19 financial year, the authority established a formal Service Level Agreement (SLA) with Cardiff Council's translation unit, Bilingual Cardiff. This SLA has successfully streamlined the authority's translation process, improving the ease of access of translation for NCC staff. This SLA has helped the us move towards a more sustainable translation solution, with the responsibility for translation now decentralised.

The cost of translation will remain in a centrally held budget, easing budgetary pressures within individual Departments.

Action 4

Over the course of the SEP delivery, the authority commissioned a series of internal promotional and guidance materials which highlight how staff members should use the Welsh language in any marketing and promotion work done on behalf of the Council.

While the materials commissioned have been successful, they will require some renewal in the coming year, this will likely include a redesign and updated messaging to reflect our improved position and current priorities in relation to Welsh language.

Action 5

A. Welsh Language

In the 2018/19 financial year, Newport City Council received 0 complaints via our Customer Relationship Management (CRM) system relating to non-compliance with our Welsh Language Standards.

NCC has dealt with 1 complaint from the Welsh Language Commissioner's office regarding non-compliance with standards. This complaint related to the failure to comply with the following standard:

Standard 52: Not maintaining bilingual websites

Whilst the authority recognises the need to improve how it records complaints which relate to compliance with standards, particularly within the CRM, we are confident that we have taken an approach to resolving complaints that has allowed for organisational learning and change. We continue to work positively with the Welsh Language Commissioner and look forward to this continuing into the forthcoming year.

B. Equalities

- There have been 7 complaints relating to alleged instances of discrimination
- 3 complaints were from one individual and raised issues in Housing, Education and Social Services. The complaints were thoroughly investigated and not upheld.
- 1 complaint related to a decision made to decline a Blue Badge application.
- There were 3 complaints for Education regarding a decision about changes to a Gwent wide service funded in part by Newport City Council.

Action 6

Frontline staff have been provided with the following training:-

Training Course	Attendees
Equalities – An Introduction	34
Autism Awareness	23
Dementia Friends Awareness	3
Welsh Awareness	10
Welsh Taster Sessions	8

We have also engaged with our Deaf Community to improve the way we support this community by providing staff with Deaf Awareness Training and Basic British Sign Language.

Action 7

Over the past 12 months the authority has improved the processes it has in place for maintaining a website that is compliant with Welsh Language Standards. The authority has also implemented improved processes to ensure that when non-compliant systems are renewed, replacement systems will have bilingual functionality that will ensure compliance.

Looking to the future

Over the coming 12 months, in the last year of the delivery of our SEP, we will be focusing on:

- Undertaking an FEIA on our complaints process to identify potential improvements and methods to improve its inclusivity
- Ensuring that when complaints are received regarding equality or Welsh language there is a clear route for action, including engagement with our Equalities and Welsh language team
- Improving our monitoring of complaints by Protected Characteristic so that we can report on this, and identify any areas of disparity
- Better engagement with disability groups to understand barriers to access as part of our work towards the development of our next SEP

Equality Objective 4: Tackling Poverty

Tackling Poverty	
<i>A more equal Wales</i>	
We will work to reduce poverty, especially persistent poverty amongst some of our poorest people and communities, and reducing the likelihood that people will become poor	
Action 1	Ensuring children have the best start in life through the delivery of Flying Start, good quality, affordable childcare and supported transition to education and through other educational transition points.
Action 2	Focus on the early indications of need so that children and young people are able to achieve their potential (achievement of children entitled to Free School Meals, Looked After Children, act.)
Action 3	Implementing the Youth Engagement and Progression Framework so that young people are offered appropriate support when leaving school.
Action 4	Delivery of the Work Based Learning Academy, Community First, Communities 4 Work and Families First (Family Skills Project) to improve people’s skills, remove barriers to employment and raise aspirations.
Action 5	Targeted work in our most deprived communities.

Summary

Poverty in Newport is not uniform across the city, and we have pockets of both deprivation and wealth. 24% of children within Newport live in households that earn below the average income and needs to be considered when developing tackling poverty initiatives.

Newport has also seen both a decrease in worklessness as well as a decrease in the number of people who are economically active. The weekly pay in Newport is below the Wales average, with Newport Lower Super Output Areas (LSOAs) over-represented in the most deprived areas.

Action 1

Flying Start in Newport currently receives funding to work with over 2500 children and their families each year. In addition to this, 650 children receive 12.5 hours free part time childcare across Flying Start areas in 19 childcare settings.

The programme also offers support to vulnerable families through the Flying Start midwives initiative and the Perinatal Mental Health Programme. These projects have been successful in engaging underrepresented groups in Newport and in increasing the level of supervision available to staff through the creation of a new Safeguarding lead post.

Action 2

There are currently a number of skills and learning programmes being delivered to help multiple groups, including those with complex barriers to learning. This work has been supported through close working relationships between schools, the Education Service and Flying Start as well as education providers. NCC continues to be the lead authority for person centred practise, in line with wider education reforms.

Schools in Newport monitor pupils who access Free School Meal (FSM) entitlements and secondary schools specifically invest resources to support this group.

The authority is pioneering the 'One Child, One Plan' approach which consolidates numerous individual development plans into a single comprehensive plan that takes into consideration all their learning needs. It advocates a flexible approach that is capable of quickly responding to the changing needs that go along with pockets of deprivation.

Action 3

Newport has made a significant impact on the numbers of young people who are NEET (Not in Education, Employment and Training) over the past five years. In 2014 the figure was 4.7%, by 2015 it was 3.1%, by 2016 it was 1.7%, 2017 was 1.3% and this has fallen in 2018 to a record low of 1.1%.

Newport now stands joint 6th out the 22 Local Authorities and below the Welsh average for the third consecutive year. These results are believed to be a result of the following work:

- A clear, challenging, strategic focus at the highest level within Newport City Council.
- A strong partnership approach from Local Authority service areas and external partners
- Resource for the Youth Engagement and Progression Framework Co-ordinator seconded under an SLA from Careers Wales for 3 days a week, to focus on reducing the numbers of young people not in education, employment or training.
- The continued support of a Pre-16 NEET Partnership to focus on prevention; this has undertaken pupil analysis to support early identification at year 7 and has fostered significantly better working relationships between educational institutions and other agencies
- The training of learning coaches by the EPC to support early identification and put in place support packages at the earliest opportunity
- The Post 16 NEET Partnership which has a focus on information sharing, provision and developing specific employment/learning opportunities and events. This facilitates the engagement of Careers Wales with the Youth Service and other Youth Support provision within Newport
- The continuation of the 16-18 Practitioner group whereby young people are allocated a Lead Worker
- The development of a Learning Provider Network that ensures that the supply of learning opportunities meets the needs and that placements are available at the correct times
- The development of an alternative provision quality assurance process coordinated by the EPC

Action 4

During the 2018/19 financial year, the Work Based Learning Academy continued to deliver its two European Social Fund programmes creating pathways to employment, education and training to reduce the number of disengaged young people. These are:

1. Inspire 2 Work – targeting young people transitioning from school to further learning or employment.
2. Inspire 2 Achieve – targeting young people in full time education aged 7 – 11 who have been identified as at risk of becoming NEET

NCC is the lead organisation managing the programme for the South East Wales region, working in partnership with other Local Authorities, Further Education providers and Registered Social Landlords.

The Work Based Learning Academy has created job clubs, training courses and bespoke 13 week training provisions to meet the needs of young people who are seeking employment. These programmes have specifically targeted young people aged 16–24 years.

The Families First provision delivered by NCC Youth Services works in partnership with the European Social Fund's Inspire 2 Achieve programme to offer a range of provision that seeks to reduce the impact of poverty on education outcome. This includes interventions with young people to improve attendance and attainment and interventions with the wider families to ensure young people are supported to achieve.

Action 5

Since the start of the Supporting People Programme's Financial Inclusion Support Project in 2016, over 100 people have been supported by support workers to maximise their income, reduce debt and obtain specific grants. At the end of 2018/19 over £700,000 has been obtained in increased annualised benefits, debt write-off and other grants received. In addition this has meant that many families and vulnerable single people have been prevented from becoming homeless, have accessed other support services and have improved their well-being.

Equality Objective 5: Cohesive Communities

Cohesive Communities and Tackling Hate Crime	
<i>A Wales of cohesive communities</i>	
People have a sense of belonging to the city and feel safe	
Action 1	We will encourage and support initiatives which provide opportunities to increase awareness and understanding of diverse cultures in Newport.
Action 2	To continue our support of the Hate Crime Forum in order to raise awareness of Hate Crime, increase reporting and deliver a multi-agency response to high risk cases.
Action 3	We will co-ordinate a partnership approach to reporting and tackling prejudice based bullying in schools and look to play a proactive role in challenging prejudice.
Action 4	We will encourage opportunities to increase the public's awareness of immigration and the inclusion of asylum seekers, refugees and migrants focusing on shared experiences of all residents in Newport regardless of migration status or ethnicity.

Summary

NCC continues to deliver the Welsh Government's Community Cohesion programme priorities. Community cohesion involves us all, and how we relate to others who are different. The focus of the programme is on 'upstream' preventative work to foster tolerance and good relations, tackle deep-rooted inequality and support people to break down any feelings of fear and distrust. Working effectively on prevention is essential in order to prevent 'downstream' problems of community tensions, discrimination, hate crime and vulnerability to radicalisation.

Action 1

Newport is home to a diverse population and as an authority we believe it is important to encourage and support initiatives which provide opportunities to increase awareness and understanding. This includes being visible at, and publicly recognising, local and national events such as Pride Cymru, Refugee Week, Black History Month, and Gypsy Roma Traveller Month celebrations. We have also engaged our local schools in cohesion initiatives, including delivery of the 'Solutions not Sides' workshop in a number of our schools, focussing on the need for critical thinking when forming views or opinions regarding specific groups.

Welsh Government have provided the authority with additional funding until 2021 to recruit a Community Cohesion Officer during 2019. The role will specifically address risks to cohesion posed as a result of Britain preparing to leave the EU, and will focus on establishing commonality across communities, supporting EU citizens to apply for the settled status scheme, and identifying and dealing with community tensions at an early stage.

Action 2

The East Gwent Hate Crime Forum is attended by representatives from key stakeholders across Newport and Monmouthshire. The role of the forum is to discuss Hate Crime statistics and trends as well as raise awareness of Hate Crime and increase reporting. An associated multi-agency case handling group coordinated by Gwent Police continues to manage high risk cases on an individual basis.

Over the last few years we have seen spikes in recorded hate crime in response to national and international events, including the EU referendum. The following table demonstrates continued growth in the number of hate crimes that have been reported in Newport during 2017/18 and 18/19:

	17/18 No of incidents	18/19 No of incidents	Increase/Decrease
Racial	184	226	+22%
Homophobic	54	54	-
Disability	39	22	-43%
Religious	10	12	+20%
Transphobic	3	10	+233%

We are pleased that more people are reporting incidents to the Police which may have previously gone unreported, however we recognise that hate crime is still significantly under reported and will continue to work with our partners to ensure a consistent message that hate will not be tolerated in Newport is reinforced across the City.

This year we have also established a dedicated email address for agencies and communities to report concerns relating to community tensions, and have arrangements in place for Gwent Police to share details of reported hate crime on a weekly basis in order to better monitor and intervene.

Action 3

The Education Well-Being Group continues to meet on a termly basis. The role of the group is to review data on incidents related to Protected Characteristics as well as progress of schools through Healthy Schools Awards, participation and development of initiatives to support well-being across the whole school.

The Protected Characteristics with the highest numbers of incidents continue to be those relating to race, gender and sexual orientation. Schools are provided with support to tackle these issues, including support from GEMS, Stonewall, Show Racism the Red Card and restorative justice.

Action 4

As one of 4 asylum dispersal areas in Wales, and with a significant migrant and refugee population, Newport continues to prioritise both the delivery of services to these groups, as well as ensuring successful integration within our local communities.

NCC hosts bi-monthly Migration Forum meetings, attended by a mix of statutory, voluntary and private sector organisations and continues to lead on local cases that require effective management of vulnerable individuals.

We have also reviewed our approach to agreeing asylum accommodation in the City, and continue to undertake regular assessments of the social and financial impact of dispersal on areas in Newport.

Newport is also taking part in the Home Office Vulnerable Persons Relocation programme (fully funded by the Home Office) and has committed to relocating 50 households over the life of the 5

year programme. To date, we have settled 21 families, equating to 105 people, in Newport and will continue to work towards our pledge of 50 families whilst providing a support service which focusses on successful integration and opportunities to contribute to local communities.

Looking to the future

Over the coming 12 months, in the last year of the delivery of our SEP, we will be focusing on:

- Better using the hate crime data that we have access to inform interventions
- Monitoring tensions across our communities and establishing easily accessible mechanisms for people to report these
- Reviewing the role and remit of the Attendance and Wellbeing forum to maximise effectiveness
- Improving data recording in schools to better understand patterns of hate related incidents
- Engaging with the Welsh Government's Nation of Sanctuary plan, exploring innovative approaches to migration in the City
- Undertaking an attitudinal survey in relation to migration in Newport, and designing an appropriate communications strategy around findings

Equality Objective 6: Domestic Abuse and Sexual Violence

Domestic Abuse and Sexual Violence	
<i>A Wales of cohesive communities</i>	
People who are subject or witness to domestic abuse are supported by the Council and its partners in their current situation and through any changes they wish to make	
Action 1	Further develop the multi-agency Domestic Abuse (DA) Unit
Action 2	Roll out training on 'Ask and Act'
Action 3	Support the development and delivery of the VAWDASV Strategy for Gwent

Summary

Domestic abuse is a major challenge for public services. It places significant, costly and increasing day to day demands on Local Authorities, police, health, housing and other support services.

In addition to the financial costs of domestic abuse, it has long term implications for people that experience, witness or perpetrate it. Following a number of local reviews regarding strategic and operational planning and delivery of domestic abuse services across Gwent, it was identified that the development of a clear, accountable regional approach was a priority. Over the last 12 months, we have continued to work in partnership with the Gwent Violence Against Women, Domestic Abuse and Sexual Violence (VAWDSV) team and focused our efforts on ensuring victims and their families receive or are signposted to the most appropriate service to support their well-being.

Action 1

The Domestic Abuse Unit continues to function as a multi-agency hub providing a 'one stop shop' for victims. In addition to providing a base for the fortnightly Multi-Agency Risk Assessment Conferences (MARACs), the unit has continued to develop relationships with other agencies including Victim Support and Cyfannol Counselling Services to ensure that victims of domestic abuse can also benefit from the use of partner services.

Organisations operating from the multi-agency Domestic Abuse Unit include Newport Women's Aid, Llamau, BAWSO (which provides specific support to BAME victims) and the VAWDASV Newport Independent Domestic Violence Advisor (IDVA) Service.

Over the course of the financial year there were 5583 recorded incidents of domestic abuse recorded in Newport (an increase of 1059 based on 2017/18 figures of 4215 in 2017/18). This equates to 31.85% of all incidents (17,530) across Gwent. Of these cases, 443 (7.93%) were deemed high risk cases and were referred to MARAC. NCC coordinated and hosted all fortnightly MARAC meetings at the Unit.

Action 2

Over the past 12 months, we have continued to work closely with the VAWDASV 'Ask and Act' Training implementation group to support the rollout of 'Ask and Act' training.

The e-learning package has now been rolled out across all the relevant Authorities in Gwent, however, there were initially significant system access issues reported which had hampered progress. Access issues have now been resolved and numbers of staff completing the e-learning continues to grow. A face to face resource has been commissioned and will also be available for staff

without computer access. During the 2018/19 financial year 803 staff members completed online VAWDASV training.

Action 3

The development of the Regional VAWDASV strategy has been informed through:

1. Commissioning of a Welsh Women's Aid Needs Assessment
2. Linking to the Population Needs Assessment of the Social Services and Wellbeing Act
3. 5 Well Being Plans across Gwent as part of the Wellbeing of Future Generations Act
4. Safer Gwent Strategic Assessment

The strategy has 6 priorities and the team will provide an annual update to the SEG.

1. Increase awareness of and challenge attitudes towards violence Against Women, Domestic abuse and Sexual violence ACROSS Gwent
2. Increase awareness in children and young people of the importance of safe, equal and healthy relationships and that abusive behavior is always wrong
3. Increase focus on holding perpetrators to account and provide opportunities to change their behaviour based around victim safety
4. Make early intervention and prevention a priority
5. Relevant professionals are trained to provide effective, timely and appropriate responses to victims and survivors
6. Provide victims with equal access to appropriately resourced, high quality, needs led, strengths based, gender responsive services throughout the region

Equality Objective 7: Homelessness

Homelessness	
<i>A Wales of cohesive communities</i>	
To provide a safe, supporting, empowering and non-judgemental environment for homeless and marginalised people so that they can achieve their potential	
Action 1	To implement the Supporting People grant program funded by the Welsh Government to assist and support potentially vulnerable and marginalized people to live independently within the community
Action 2	To prevent homelessness where possible
Action 3	To build people’s resilience to deal with shocks, stresses and uncertainty in their lives
Action 4	To support people develop skills for life to flourish independently

Summary

Newport City Council has continued to work to combat homelessness in the City in the face of challenging economic circumstances and increasing demand. The landscape surrounding homelessness is constantly changing and the authority is in the process of implementing a number of new services in response to this reality.

Over the past 12 months the authority, in cooperation with partners across Gwent, published a regional Homelessness Strategy that will run from 2018-2022. As outlined in previous Annual Reports, adopting a regional approach to tackle homelessness was a key priority for the authority, and has laid strong foundations for greater co-operation in the future.

Action 1

In the past 12 months the Social Services Supporting People (SP) Team has continued its program of remodelling existing schemes and working on new projects. The team commissioned services that supported over 5,880 people in its accommodation-based and floating support services, a marked increase on the previous year’s figure. Notable activities include:

1. The Financial Inclusion Support scheme secured over £201,000 additional annualised welfare benefits and grants for referrals in 2018/19 as well as providing many more vouchers for food banks than in the previous year.
2. The cross-authority (Newport, Torfaen and Blaenau-Gwent) Gypsy and Traveller Project continues to provide a valuable support service for Gwent’s Gypsy and Traveller communities, especially as new and improved sites are developed. As a result of a successful review, the project was put on a firmer footing and awarded a full Supporting People contract.
3. The unfortunate and rapid demise of South East Wales Regional Equality Council (SEWREC) late in 2018 meant that the Supporting People Team had to act quickly to secure new hosts for two commissioned services located in the organisation. A quick and robust commissioning process resulted in two well-established local organisations, Newport Mind

and Taff Housing Association, being awarded the contracts for the EU Migrant Support Service and Refugee Support Service respectively.

4. The budget for interpretation and translation services with Language Line was increased further as people with less common languages/dialects were supported.
5. Support was also provided at the new Tŷ Dewi Sant development of five self-contained flats for people with learning disabilities who have moved into this more independent living from shared houses.
6. Care and Repair's Specialist Older Persons Support scheme now provides additional support for people with progressive sight loss. Closer working with the Council's First Contact Team's Rehabilitation Officer for Visual Impairment (ROVI worker has also improved services for people with sight impairment.
7. The new Lighthouse 55+ scheme for older people began in 2018 and now supports people from all tenures with housing support issues, consolidating a more equitable approach to service provision across the county.
8. Lastly, the team were able to commission additional services for rough sleepers and people with no fixed abode in the City with Eden Gate (Night Shelter and Day Centre) and The Wallich (Assertive Outreach Team).

During 2018/19 officers in the SP team have been preparing for major changes to the Supporting People Programme in 2019/20 when funding will be subsumed into the new Housing Support Grant. This offers the opportunity to be more creative in service provision, work more collaboratively with internal and external partners to target support for some of our most vulnerable citizens thus reducing the inequality of access to services further.

Action 2

Operational work continues towards preventing homelessness with the Council now preventing 54% of instances where individuals present as being at risk of being made homeless in 56 days.

A total of 1814 Individuals have presented to the Council seeking assistance due to either being homeless or at risk of being made homeless within 56 days during the whole financial year. Service demands continue to remain relatively constant and whilst they show a reduction on last year's overall figures, demand remains high. In part this is due to earlier interventions that effectively address housing issues before they become a potential homelessness issue. Whilst this is difficult to wholly quantify, there is a clear and distinct link to services being more pro-active and joined up at an earlier stage with a downward trend in formal presentations.

Operational work will continue to be delivered, and alongside this the following actions are being undertaken to address homelessness:

1. The Gwent Homelessness Strategy has been adopted and published together with a regional and local action plan

2. The Home Options Newport Policy is being reviewed and should be completed in September 2019
3. Eden Gate have completed the refurbishment of their premises and have the ability to deliver an all year round night shelter
4. Additional capacity via Welsh Government Grant Funding provided to Rough Sleeper Outreach Services
5. Youth Pathway Project successful in delivering education on housing/homelessness within schools
6. Youth Pathway Project secured funding for additional youth homelessness services
7. Youth Pathway Project developed links with Youth Service provision and developing further work around youth homelessness
8. Additional accommodation options developed within the private rented sector for homeless households
9. Continuing to deliver operational services pro-actively with partners in order to seek to prevent homelessness
10. Additional emergency accommodation options developed for individuals with physical disabilities

Action 3 and 4

In addition to the developments above, Tenancy Support services provided from within the Council have been refocused in order to provide crisis intervention work for households at risk of homelessness, working alongside other staff within the Council's Housing Needs Unit in order to prevent homelessness as well as linking to other support services available.

Core funding from Supporting People helps to enabled a number of local third sector agencies to fundraise for additional services including Llamau's Learning 4 Life (pre-vocational skills), Solas Cymru's CRE8 project (work preparation skills) and Newport Women's Aid's Freedom Programme (resilience building).

Referrals to the Council's Lighthouse Project are now prioritised to ensure crisis/emergency referrals are dealt with as quickly and efficiently as possible.

Equality Objective 8: Welsh Language

Compliance with the Welsh Language Standards	
<i>A Wales of vibrant culture and thriving Welsh language</i>	
Objective and outcome	A Wales of vibrant culture and thriving Welsh language We will promote our bilingual public services and increase the use of Welsh in Newport
Action 1	Run a publicity campaign to promote the Welsh Language Standards, and roles and responsibilities for staff, Members and the public
Action 2	Make the best use of Council systems to facilitate language choice
Action 3	Engage partners in facilitating people’s use of the Welsh language in Newport
Action 4	Develop a translation service for Newport City Council employees, and facilitate employees’ development of their Welsh language skills in the workplace

Summary

Under the Welsh Language Measure (Wales) 2011, Newport City Council is required to comply with the [Welsh Language Standards](#) issued by the Welsh Language Commissioner. At present, the authority is subject to 174 standards which set out the Welsh language services needed to be offered. Most of the standards came into force on the 30th of March 2016, and the majority of the remaining from the 30th of September 2016.

In the 2018/19 financial year the authority has continued to make good progress towards compliance with Welsh Language Standards. The agenda continues to benefit from the budget that was allocated in the 2015/16 financial year and project management and governance has evolved to better reflect the progress that has been made to date.

The authority has also made positive steps to achieving the goals set out in its 5 Year Welsh Strategy, with notable achievements such as the development of an improved “[Benefits of Bilingualism](#)” leaflet and the collaborative partnership work on promoting Welsh language within minority communities across Newport.

Further information on the implementation of Welsh Language Standards, and of the promotion of Welsh more generally, can be found within the authority’s [Welsh Language Annual Report 2018-2019](#).

Action 1

The Welsh Language Communication Strategy was developed at the end of 2015 to inform employees, elected members and the public of NCC’s roles and responsibilities under the new Welsh language standards. Materials relating to the strategy such as corporate promotional videos, posters, desktop images, ‘tent signs’ with bilingual greetings, guidance documents on service delivery and intranet pages have proved successful, but now require updating.

In addition to these materials, a total of 175 local authority staff have attended Welsh language awareness training since 2015. In the coming year, the authority will be looking to increase the number of sessions offered and ensure that all staff are able to complete an initial session.

Representatives of every service area have a formal role to play in driving the Welsh language agenda through the Council's Welsh Language Implementation Group, responsible for monitoring compliance with the standards, working to remove blockers, and raise awareness of Welsh language responsibilities across the organisation.

Work towards external promotion of the Welsh language is set out in our Welsh Language 5 Year Strategy, which has already made some significant progress towards achieving key goals. Notable achievements over the past financial year include the development of an improved "[Benefits of Bilingualism](#)" leaflet, which will help the authority promote the Welsh language throughout the City.

This year, the authority was also highlighted by the Welsh Language Commissioner as good practice in its collaborative project with Menter Iaith Casnewydd, Cymraeg i oedolion and SEWREC.

Action 2

The authority is responsible for 250,000 separate data entries containing sensitive customer information, these exist across multiple systems and relate to a diverse range of services.

Where we can record language choice we have amended these systems and continue to ask people their choice of language, however, in many instances data entry exists on legacy systems on which we cannot record language choice. Where we can we deliver services in people's choice of language we do so, although in many instances we continue to correspond bilingually and this has been improved through the implementation of the new CRM.

Action 3

The Council continues to work with key Welsh language stakeholders in Newport through the Welsh Language Forum, which is led by Menter Iaith Casnewydd.

Gŵyl Newydd, the Welsh language festival, will be entering its second year, and due to last year's success has changed location to accommodate and hopefully reach a wider audience. It will ensure Welsh is seen and heard as a thriving language on the streets of Newport.

We are starting to develop our working relationship with Menter Iaith Casnewydd and discussion will focus around developing the Welsh Language Forum as a potential vehicle to drive a change agenda and facilitate the chances for the people of Newport to use Welsh by reaching out to new audiences.

The Council will also go out to consultation on the creation of a fourth Welsh medium primary school and creation of a seedling school to help create the Welsh speakers of the future. Due to the proposed geographical location under consideration this will create opportunities to continue the Welsh language/BAME project through a variety of channels.

The next few years will see a number of Community Hubs created across the city, with the first scheduled to open in September 2019. As well as increasing the visibility of the Welsh language through signage, the Hubs will increase the accessibility of standard compliant public services.

Action 4

Over the 2018/19 financial year the authority radically altered the way it has given its staff access to translation. By entering into a single comprehensive SLA with Cardiff Council each member of staff

can now independently order their own translation and be sure that this will be delivered by qualified translators based at Cardiff Council.

Staff engagement with Welsh language classes has dropped slightly from the 2017/18 financial year. Over the course of the next 12 months, the authority will look to improve on the number of staff enrolled on Welsh language courses in order to meet the need for more Welsh speakers in specific areas of the Council.

Looking to the future

Over the coming 12 months, in the last year of the delivery of our SEP, we will be focusing on:

- Work on developing and promoting the update Fairness and Equality Impact Assessment (FEIA) process
- Greater promotion of the Council's Welsh language services
- Development and delivery of suitable Welsh language awareness training across the organisation
- Enhancing partnership working across Welsh Language Forum members in line with the Welsh Language Strategy
- Developing the intranet to include Welsh language guidance around compliance with the Welsh Language Standards

Equality Objective 9: Corporate compliance

Corporate Compliance	
<i>A Wales of vibrant culture and thriving Welsh language</i>	
Strategic leadership, governance arrangements, ensuring standards are high and consistent across all the Council and its areas	
Action 1	Monitor performance, including customer satisfaction, through the Strategic Equality Group
Action 2	Report annually on equalities and the Welsh language to Cabinet and the Senior Leadership Team, and publish relevant reports on the Council's website
Action 3	Webpages hold relevant equality information: <ul style="list-style-type: none"> • Fairness and Equality Impact Assessments • Annual Equality and Welsh Language Reports • Equalities and Welsh language population and employment data
Action 4	Council employees offered all the relevant training and guidance to facilitate compliance with the equalities, human rights and Welsh language legislation
Action 5	Review procedures on procurement, grants and sponsorships to mainstream equalities and Welsh language requirements

Summary

Over the past financial year the authority has continued to demonstrate its commitment to transparency by publishing relevant equalities information online, and accountability by systematically reporting progress on the Strategic Equality Plan to the to the SEG. In line with the new [Equality Act 2010 \(Specific Duties and Public Authorities\) Regulations 2017](#), the authority also published its first '[Gender Pay Gap Report](#)', which is the measure of the difference in the average pay of men and women, regardless of the nature of their work, across the entire organisation.

Moving forward, the authority will look to develop the support it offers to staff, facilitating continued comprehensive compliance around public sector equality duties, the Welsh language and the Well-being of Future Generations Act.

Action 1

In 2018/19 the SEG delivered on its commitment to meet more regularly, and give greater scrutiny to each Equality Objective. This has proved a successful approach and will be carried forward into the upcoming 2019/20 financial year. In addition, we will be reviewing the role of our Elected Member Equality Champions, with the aim of giving them greater influence and visibility.

Action 2

The authority will continue to publish all annual reports relating to Welsh language and equalities on the 'Equalities and Welsh Language' page of Newport City Council's [website](#). These reports are approved by Cabinet and the Senior Leadership Team.

In response to the additional obligations laid out under the new [Equality Act 2010 \(Specific Duties and Public Authorities\) Regulations 2017](#), the authority also published its first '[Gender Pay Gap Report](#)', which measures the difference in the average pay of men and women, regardless of the nature of their work, across the entire organisation. This data is included in the annex of this report.

Action 3

Over the course of the 2018/19 financial year the authority took a number of steps to improve its FEIA processes. Assessments are now submitted centrally to one email address, from which certain staff will be able to review and forward for publishing.

Within the Equalities Annual Report, there is a section on staff data relating to Welsh language and equalities, this data provides a comparison between the diversity of our staff and the diversity of the city more generally.

Action 4

Currently, the authority offers 'An Introduction to Equalities' and 'Welsh Awareness Training' to staff. These sessions are intended to promote a general awareness of the authority's Welsh language and equalities obligations, whilst also providing staff with information about where they can go to get further advice on compliance.

Over the past financial year the authority moved to deliver both of these training programmes in-house, increasing the accessibility and profile of both the Welsh language and Equalities officers. Quarterly training sessions have been arranged for the 2019/20 financial year, with additional sessions being organised if needed or requested by various team managers.

Action 5

The 2018/19 financial year saw the authority take on increased obligations within its procurement process. Procedures around procurement, grants and sponsorship will need to be continuously reviewed to ensure that we continue to pass on the public sector duties we have under Welsh language, Equalities and the Well-being of Future Generations Act, as well as new obligations under Section 54 of the Modern Slavery Act (2015).

In [February 2019](#) Cabinet officially adopted Welsh Government's Code of Practice on Ethical Employment in Supply chains, and developed a provisional action plan to monitor progress against implementing the Code of Practice. It was agreed that governance of this progress will be reported to the SEG and annual updates will appear within the future Equalities Annual Report. This reporting process will begin in the 2020/21 annual report. Deputy Leader Mark Whitcutt has also been nominated as Anti-Slavery and Ethical Employment champion, complementing his Cabinet member responsibilities.

Looking to the future

Over the coming 12 months, in the last year of the delivery of our SEP, we will be focusing on:

- Working to develop our new Strategic Equality Plan, and making arrangements to ensure effective governance continues, both at a strategic and operational level
- Offering targeted training interventions to relevant frontline staff and managers around key equalities issues including equality impact assessments and unconscious bias
- Digitalising our FEIA process to enable us to assess the cumulative equality impact of our decisions
- Provide equalities and Welsh language training to Elected Members
- Fully implement the Welsh Government's Code of Practice on Ethical Employment in Supply Chains

Equalities Data: Collection

Newport City Council uses relevant equality data to inform every step of its decision making processes and sees data as a vital tool in the fulfilment of its public sector duties. This section will look at the role of our equalities data in two stages:

- Collecting data; how the authority collects data on Protected Characteristics, the Welsh language and Well-being of Future Generations
- Evaluating data; how the authority uses data through our internal processes, for example, our Fairness and Equality Impact Assessments

Collecting Data: building a picture

Collecting accurate information on our customers is key to delivering great services. Newport City Council collects equalities data in various ways which goes on to inform the services we deliver. As an authority we have developed robust systems which collect a huge volume of data through our CRM systems and the other databases linked to individual services. We also collect qualitative data through our outreach and consultation exercises, which provide us with the insight into how individuals from different groups use the services we offer.

Systems/Collecting data

The authority uses a number of different systems to allow its various services to build a picture and profile of its customers. This data is then utilised in developing service area plans and work programmes, and when service areas are required to amending existing services.

However, as has been highlighted under Equality Objective 8, Action 2, the utilisation of multiple databases when recording customer information often means that there are inconsistencies relating to the data fields that are recorded. The authority will be prioritising improvements in this area through the introduction of standardised equalities monitoring questions and updated internal staff guidance.

Consultations

This year Newport City Council's Policy, Partnership and Involvement Team coordinated the gathering of at least 37,628 consultation responses on a range of issues from recycling/waste management to how the public interacts with the Council. The amount of feedback received continues to be boosted through the utilisation of public surveys linked to Wi-Fi access on Newport buses, which is proving to be a method of consultation which attracts a wide range of responses from a diverse cross section of our communities. The authority also promoted advice and support available to staff who wish to consult or engage with the public, including access to the Citizens Panel, Bus Wi-Fi, Online Surveys and Newport Youth Council.

Community Well-being profiles

In line with the Well-being of Future Generations Act (2015) the authority has completed and published our Community Well-being Profiles. These profiles provide a rich source of data across a number of different areas, including data on ethnicity, and are intended to be a resource for members of the public and officers within the authority. These profiles will also act as an additional resource for staff when considering FEIAs.

Evaluating data: developing good practice

In response to the importance of the analytical evaluation of equalities data, Newport City Council has developed a series of systematic processes which ensure that statutory obligations are appropriately considered.

Fairness and Equality Impact Assessments

Fairness and Equality Impact Assessments evidence consideration of relevant equalities information and are essential to ensure that Local Authorities meet their Equality Duties when they create new policies, amend services or make decisions that affect the public or staff.

Newport City Council is in an ongoing process of reviewing and improving the quality and the process behind our impact assessments. As well as improving the usability of the form and strengthening the presence of the authority's statutory obligations under both the Welsh language measure (2011) and the Well-being for Future Generations Act (2015), we will also look to issue improved guidance designed to help our staff navigate the FEIA process.

Service Area Plans

Service Area plans, covering each local authority Department, are a key reporting mechanism that are reported to Cabinet Members and various scrutiny committees. These plans outline priorities for delivery and business change, as well as key performance indicators, these indicators include risk measures relating to non-compliance with the Equality Act.

Employment Data

Analysis

The Council currently employs 5842 people (including staff employed in schools). This represents a 1.8% drop on the number of employees employed from the previous year when we employed 5949 employees.

The workforce planning template has now been established as an integral part of service area planning, utilising workforce data collated over the year. Actions are then set to ensure service areas address and engage with issues which relate to service area objectives and budgetary targets.

Key statistics:

- Female employees make up approximately 77% of the workforce
- Male employees (3.3%) are over twice as likely to earn over £55,000 compared to female employees (1.6%).
- Over the 2018/19 financial year, the authority saw the gap between men and women employed in permanent posts grow to around 4%. With 74.2% of the male workforce being employed on a permanent basis compared to 70.3% of female staff.
- There is a significant difference in working patterns. Approximately 67.8% of men work full time compared to only 31.8% of women. Both genders have seen a slight increase in the percentage of full time employees.
- The percentage of employees peaks within the 35-44 age band, currently 26.1% of employees fall within this group.
- The highest number of job applicants by age group are 25-34 (33.2%), 35-44 (29.1%) and 16-24 (22.4%) age categories, however our workforce is made up of only 4.1% of individuals in the 16-24 age category
- The percentage of leavers identifying as disabled (2.5%) is higher than the number of employees that identify as disabled (1.8%)
- The percentage of disabled employees and disabled job applicants is low (1.8% and 5.8%) compared with the 2011 census which indicates that 10.6% of the Newport population are disabled
- The proportion of BAME employees is lower than that of the population of Newport. BAME employees make up 3.9% of the Council's workforce, but BAME people make up at least 10.1% of the population of Newport
- A high proportion of records relating to employee sexual orientation and religion are left blank (over 60%) are left blank

Actions to address these issues, and seek to improve the quality of our workforce data are included in the section of this Report that relates to Equality Objective 1.

Pay band by Sex

Pay Band (£)	2017/18				2018/19			
	Male	%	Female	%	Male	%	Female	%
10,000-14,999	20	1.4	28	0.6	13	0.9	38	0.8
15,000-19,999	475	33.8	2230	44.3	476	34.0	2130	42.9
20,000-24,999	322	22.9	1022	20.3	266	19.0	909	18.3
25,000-29,999	120	8.5	362	7.2	175	12.5	462	9.3
30,000-34,999	96	6.8	311	6.2	60	4.3	163	3.3
35,000-39,999	253	18.0	822	16.3	293	20.9	1020	20.5
40,000-44,999	29	2.1	64	1.3	24	1.7	41	0.8
45,000-49,999	8	0.6	29	0.6	14	1.0	53	1.1
50,000-54,999	17	1.2	37	0.7	17	1.2	32	0.6
55,000-59,999	10	0.7	22	0.4	12	0.9	25	0.5
60,000-64,999	6	0.4	16	0.3	9	0.6	13	0.3
65,000-69,999	7	0.5	8	0.2	6	0.4	14	0.3
70,000+	19	1.4	18	0.4	19	1.4	24	0.5
Not known	25	1.8	60	1.2	17	1.2	42	0.8
Total	1407	100	5029	100	1401	100	4966	100

Contract type by sex

Contract Type	2017/18				2018/19			
	Male	%	Female	%	Male	%	Female	%
Permanent	993	70.6	3486	69.3	1040	74.2	3493	70.3
Acting Up	14	1.0	53	1.1	11	0.8	42	0.8
Casual	184	13.1	459	9.1	148	10.6	400	8.1
Fixed Term	199	14.1	959	19.1	186	13.3	985	19.8
LTS Cover	1	0.1	1	0.0	2	0.1	3	0.1
Mat. Cover	0	0.0	3	0.1	3	0.2	5	0.1
Seasonal	12	0.9	62	1.2	6	0.4	30	0.6
Secondment	0	0.0	1	0.0	0	0.0	5	0.1
Sessional	4	0.3	3	0.1	5	0.4	3	0.1
Supply	0	0.0	0	0.0	0	0.0	0	0.0
Temporary	0	0.0	2	0.0	0	0.0	0	0.0
Total	1407	100	5029	100	1401	100	4966	100

Working pattern by sex

Working Pattern	2017/18				2018/19			
	Male	%	Female	%	Male	%	Female	%
Full Time	932	66.2	1527	30.4	950	67.8	1579	31.8
Part Time	469	33.3	3426	68.1	442	31.5	3319	66.8
Job Share	6	0.4	76	1.5	9	0.6	68	1.4
Total	1407	100	5029	100	1401	100	4966	100

Age profile

Age Group	2017/18						2018/19					
	Employees	%	Job Applicants	%	Leavers	%	Employees	%	Job Applicants	%	Leavers	%
16-24	321	5.4	937	22.4	14	5.8	242	4.1	862	18.6	20	5.6
25-34	1341	22.5	1423	34.0	62	25.7	1301	22.3	1539	33.2	73	20.3
35-44	1551	26.1	845	20.2	59	24.5	1527	26.1	1016	21.9	77	21.4
45-49	802	13.5	346	8.3	24	10.0	809	13.8	415	8.9	45	12.5
50-54	824	13.8	280	6.7	18	7.5	800	13.7	391	8.4	49	13.6
55-59	606	10.2	215	5.1	30	12.4	609	10.4	235	5.1	45	12.5
60-64	346	5.8	94	2.2	18	7.5	390	6.7	105	2.3	33	9.2
65-69	95	1.6	6	0.1	15	6.2	100	1.7	8	0.2	17	4.7
70-74	44	0.7	2	0.0	1	0.4	43	0.7	3	0.1	1	0.3
75+	21	0.4	0	0.0	0	0.0	21	0.4	0	0.0	0	0.0
Prefer not to say	0	0.0	40	1.0	0	0.0	0	0.0	68	1.5	0	0.0
Total	5951	100	4188	100	241	100	5842	100	4642	100	360	100

Sex profile

Sex	2017/18						2018/19					
	Employees	%	Job Applicants	%	Leavers	%	Employees	%	Job Applicants	%	Leavers	%
Female	4586	77.1	3062	73.1	168	69.7	4492	76.9	6377	76.1	284	78.9
Male	1365	22.9	1100	26.3	73	30.3	1350	23.1	1956	23.3	76	21.1
Unknown	0	0.0	26	0.6	0	0.0	0	0.0	47	0.6	0	0.0
Total	5951	100	4188	100	241	100	5842	100	8380	100	360	100

Marital Status profile

Marital Status	2017/18						2018/19					
	Employees	%	Job Applicants	%	Leavers	%	Employees	%	Job Applicants	%	Leavers	%
Civil Partnership	8	0.1	35	0.8	0	0.0	8	0.1	39	0.8	1	0.3
Divorced	253	4.3	191	4.6	14	5.8	252	4.3	228	4.9	19	5.3
Living w/ Partner	509	8.6	675	16.1	26	10.8	532	9.1	737	15.9	36	10.0
Married	2788	46.8	1279	30.5	117	48.5	2792	47.8	1463	31.5	182	50.6
Separated	87	1.5	85	2.0	2	0.8	80	1.4	100	2.2	3	0.8
Single	1883	31.6	1833	43.8	69	28.6	1774	30.4	1940	41.8	107	29.7
Widowed	47	0.8	6	0.1	4	1.7	49	0.8	16	0.3	1	0.3
Prefer not to say	39	0.7	47	1.1	2	0.8	37	0.6	63	1.4	3	0.8
Left blank	337	5.7	37	0.9	7	2.9	318	5.4	56	1.2	8	2.2
Total	5951	100	4188	100	241	100	5842	100	4642	100	360	100

Disability profile

Disability	2017/18						2018/19					
	Employees	%	Job Applicants	%	Leavers	%	Employees	%	Job Applicants	%	Leavers	%
Disabled	104	1.7	181	4.3	7	2.9	108	1.8	269	5.8	9	2.5
Not disabled	5648	94.9	3712	88.6	221	91.7	5526	94.6	4023	86.7	336	93.3
Unknown	41	0.7	67	1.6	5	2.1	46	0.8	109	2.3	8	2.2
Left blank	158	2.7	228	5.4	8	3.3	162	2.8	241	5.2	7	1.9
Total	5951	100	4188	100	241	100	5842	100	4642	100	360	100

Sexual Orientation profile

Sexual Orientation	2017/18						2018/19					
	Employees	%	Job Applicants	%	Leavers	%	Employees	%	Job Applicants	%	Leavers	%
Heterosexual	1929	32.4	3749	89.5	129	53.5	2241	38.4	4023	86.7	184	51.1
Homosexual	27	0.5	57	1.4	3	1.2	30	0.5	81	1.7	3	0.8
Bisexual	12	0.2	43	1.0	3	1.2	11	0.2	77	1.7	2	0.6
Lesbian	17	0.3	46	1.1	3	1.2	22	0.4	60	1.3	4	1.1
Prefer not to say	284	4.8	182	4.3	4	1.7	280	4.8	272	5.9	16	4.4
Left blank	3682	61.9	111	2.7	99	41.1	3258	55.8	129	2.8	151	41.9
Total	5951	100	4188	100	241	100	5842	100	4642	100	360	100

Religion/Belief profile

Religion/Belief	2017/18						2018/19					
	Employees	%	Job Applicants	%	Leavers	%	Employees	%	Job Applicants	%	Leavers	%
Agnostic	170	2.9	361	8.6	11	4.6	193	3.3	404	8.7	14	3.9
Atheist	275	4.6	786	18.8	32	13.3	348	6.0	899	19.4	27	7.5
Buddhist – Hinayana	3	0.1	1	0.0	0	0.0	2	0.0	1	0.0	1	0.3
Buddhist – Mahayana	4	0.1	2	0.0	0	0.0	4	0.1	2	0.0	0	0.0
Christian - Orthodox	217	3.6	300	7.2	16	6.6	243	4.2	348	7.5	26	7.2
Christian - Protestant	477	8.0	619	14.8	20	8.3	579	9.9	726	15.6	26	7.2
Christian - Roman Catholic	270	4.5	546	13.0	12	5.0	299	5.1	540	11.6	24	6.7
Confucianism	0	0.0	0	0.0	0	0.0	0	0.0	1	0.0	0	0.0
Hinduism	4	0.1	11	0.3	1	0.4	2	0.0	17	0.4	2	0.6
Islam - Shiite	3	0.1	17	0.4	0	0.0	2	0.0	29	0.6	0	0.0
Islam - Sunni	41	0.7	131	3.1	2	0.8	49	0.8	188	4.0	7	1.9
Judaism – Orthodox	1	0.0	1	0.0	0	0.0	0	0.0	3	0.1	1	0.3
Judaism - Reformed	0	0.0	3	0.1	0	0.0	0	0.0	0	0.0	0	0.0
Prefer not to say	575	9.7	712	17.0	30	12.4	600	10.3	783	16.9	56	15.6
Other	160	2.7	447	10.7	15	6.2	177	3.0	424	9.1	20	5.6
Sikhism	1	0.0	6	0.1	1	0.4	1	0.0	9	0.2	0	0.0
Taoism	0	0.0	1	0.0	1	0.4	0	0.0	2	0.0	0	0.0
Left blank	3750	63.0	244	5.8	100	41.5	3343	57.2	266	5.7	156	43.3
Total	5951	100	4188	100	241	100	5842	100	4642	100	360	100

Ethnic Origin profile

Ethnic Origin	2017/18			2018/19		
	Employees %	Job Applicants %	Leavers %	Employees %	Job Applicants %	Leavers %
Asian or Asian British – Bangladeshi	0.4	0.9	0.4	0.4	1.1	0.0
Asian or Asian British – Indian	0.4	1.3	1.2	0.3	0.8	0.6
Asian or Asian British – Other	0.4	0.8	0.0	0.4	0.6	1.7
Asian or Asian British – Pakistani	0.5	1.2	0.4	0.5	2.1	0.3
Black or Black British – African	0.4	1.7	0.4	0.4	2.2	1.1
Black or Black British – Caribbean	0.4	0.6	0.4	0.3	0.5	1.4
Black or Black British – Other	0.1	0.4	0.4	0.1	0.3	0.0
Chinese or Other – Chinese	0.1	0.1	0.4	0.1	0.2	0.0
Chinese or Other – Gypsy Traveller	0.0	0.0	0.4	0.0	0.0	0.0
Chinese or Other – Other	0.1	0.0	0.0	0.1	0.2	0.6
Mixed - Black African	0.0	0.0	0.0	0.0	0.1	0.0
Mixed – Other	0.4	0.5	0.4	0.4	0.9	0.8
Mixed – White & Asian	0.2	0.4	0.4	0.2	0.3	0.0
Mixed – White & Black African	0.2	0.1	0.0	0.2	0.5	0.3
Mixed - White & Black Caribbean	0.5	1.6	0.8	0.5	1.3	1.4
White – British	67.9	59.7	66.8	67.6	54.8	65.3
White – English	1.8	1.9	0.8	1.7	2.2	1.4
White – Irish	0.7	0.5	1.2	0.6	0.6	0.8
White – Other	1.9	1.9	3.3	1.8	1.5	2.2
White – Other European	0.7	2.1	1.2	0.5	2.0	2.2
White – Scottish	0.2	0.1	0.4	0.1	0.4	0.3
White – Welsh	20.7	22.2	17.4	21.2	24.8	17.5
Not stated	0.3	0.5	0.4	0.3	0.6	1.1
Prefer not to say	0.1	0.4	0.8	0.2	0.6	0.3
Unknown	0.1	0.1	0.4	0.0	0.1	0.3
Left blank	1.8	0.9	1.2	2.0	1.4	0.6
Total	98	100	100	100	100	100

Ethnic Origin Totals

	2011	2017/18			2018/19		
	Census	Newport City Council			Newport City Council		
Ethnic Origin	Newport %	Employees %	Job Applicants %	Leavers %	Employees %	Job Applicants %	Leavers %
Total Asian	5.4	1.7	4.2	2.0	1.6	4.6	2.6
Total Black	1.7	0.9	2.7	1.2	0.8	3	2.5
Total Other	1.0	0.2	0.1	0.8	0.2	0.4	0.6
Total Mixed	1.9	1.3	2.6	1.6	1.3	3.1	2.5
Total White	89.9	93.7	88.4	91.1	93.5	86.3	72.2
Total Unknown	0.1	2.3	2.0	3.2	2.5	2.7	2.3
Total	100	100	100	100	100	100	100

N.B. 'Total Unknown' includes 'Not stated', 'Prefer not to say', 'Unknown', and 'Left blank' categories.

Equalities Training Offered

Course Title	2017/18	2018/19
All Wales Anti-Slavery and Human Trafficking	18	0
Anti-Semitism Workshop	0	20
Autism Awareness	23	6
Deaf Awareness	3	0
Dementia Friends Awareness	22	3
VAWDASV e-Learning	1068	803
VAWDASV face-to-face training	39	47
Equalities: An Introduction	34	29
Hate Crime Awareness Training	24	0
Hate Crime: Train the Trainer	0	4
Preventing Violent Extremism	680	30

N.B. VAWDASV: Violence Against Women, Domestic Abuse and Sexual Violence

Supporting Documents

Benefits of Being Bilingual (2017) Available at: (<http://www.newport.gov.uk/documents/Schools-and-Education/Welsh-in-Edication/Benefits-of-Bilingualism-v8-NoPG.pdf>)

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

Newport City Council: Welsh Language: 5 Year Strategy (2016). Available at: <http://www.newport.gov.uk/documents/Council-and-Democracy/Equalities-and-Welsh-language-/Welsh/NCC-Welsh-Language-Strategy-2017-2022.pdf>

Newport City Council: Strategic Equality Plan and Equality Objectives 2016-2020 (2016). Available at: <http://www.newport.gov.uk/documents/Council-and-Democracy/Equalities-and-Welsh-language-/NCC-Strategic-Equality-Plan-and-Equality-Objectives-2016-1.1-Eng.pdf>

Newport City Council Strategic Equality Plan: Annual Report 2015-2016 (2016). Available at: <http://www.newport.gov.uk/documents/Council-and-Democracy/Equalities-and-Welsh-language-/Welsh/Strategic-Equality-Plan-Annual-Report-1516-final-for-cabinet.pdf>

Newport City Council Strategic Equality Plan: Annual Report 2016-17 (2017). Available at: <http://newport.gov.uk/documents/Council-and-Democracy/Equalities-and-Welsh-language-/Equalities-annual-report-2016-17.pdf>

Newport City Council Strategic Equality Plan: Annual Report 2017-18 (2018). Available at: <http://newport.gov.uk/documents/Council-and-Democracy/Equalities-and-Welsh-language-/Equality-Plan-Annual-Report-2017-2018.pdf>

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Report

Cabinet

Part 1

Date: 18 September 2019

Subject Quarter 1 Corporate Risk Register Update

Purpose To present an update of the Corporate Risk Register for the end of quarter 1 (30th June 2019).

Author Head of People and Business Change

Ward All

Summary The Council's Risk Management Strategy and Risk Register enables the Council to effectively identify, manage and monitor those risks to ensure that the Council realises its Corporate Plan and ensure service delivery is provided to its communities and citizens.

At the end of the 2018/19 financial year we undertook an organisation review of the Council's risks and asked each service area to identify the risks that will prevent them from achieving the Council's corporate objectives and their service plan objectives. The result of this review has led to the establishment of a new Corporate Risk Register that now has 12 risks, which are considered to have a significant impact on the achievement of the Council's objectives and warrant monitoring by the Council's Senior Leadership Team and Corporate Management Team. At the end of quarter 1, we have identified 7 high level risks (risk scores 15 to 25); 5 medium risks (risk scores 5 to 14).

Proposal Cabinet is asked to endorse the Risk Appetite statement for the Council and to consider the contents of the quarter 1 update of the Corporate Risk Register Risk Register.

Action by Senior Leadership Team and Heads of Service

Timetable Immediate

This report was prepared after consultation with:

- Senior Leadership Team (SLT)
- Corporate Management Team

Signed

Background

The Wellbeing of Future Generations (Wales) Act 2015, requires Newport City Council to set Wellbeing Objectives in its Corporate Plan 2017-22. With any Corporate Plan there will be risks that may prevent the Council from achieving its objectives. The Council's Risk Management Strategy and Corporate Risk Register enables the Council to effectively identify, manage and monitor those risks to ensure that the Council realises its Plan and ensure service delivery is provided to its communities and citizens.

1. Risk Management Strategy

In May 2018, Cabinet endorsed the Council's Risk Management Strategy. The Strategy outlines the Council's governance arrangements in the identification, escalation, management and monitoring of risk. In 2018/19 we commenced a review of the Council's risk management processes and to improve the arrangements in place for managing risk across the organisation. This was also supported by an Internal Audit review which had also identified similar improvements in the Council's risk governance and management processes. At the end of the last financial year improvements had been made to the Council's risk register that now enables:

- Monitoring of risks at corporate, service and project levels in the organisation;
- Enable alignment to the Council's corporate plan objectives (Wellbeing and Theme) and service plan objectives;
- Incorporation of inherent, residual and target risk scores;
- Risk mitigation actions are now monitored through a RAG (Red / Amber / Green) assessment every quarter with progress of delivery included against each action;
- Risk mitigation actions are also linked to service plan actions (where applicable) to improve and demonstrate how service plan actions are mitigating risk.

As part of the Council's annual review of service plans we asked each service area to review their corporate, service and project risks and to identify any risks that would prevent them from achieving their objectives in 2019/20 and beyond. The result of this work identified 57 risks and following consultation with the Council's Senior Leadership Team 12 risks were escalated for monitoring through the Council's Corporate Risk Register (See appendix 1). The remaining risks will continue to be monitored through the Council's Theme Boards (Resilient Communities / Aspirational People / Thriving City / Modernised Council), Service Area Management Teams and Project Boards on a quarterly basis. Mechanisms are now in place for service areas to escalate risks and for the SLT to de-escalate risks back to the service areas.

2. Summary of risks in this report

At the end of quarter 1 (30th June 2019) there were 12 corporate risks which consisted of 8 High risks (15 to 25); 4 Medium Risks (5 to 14). The risk mitigation actions identified for each risk is imperative for outlining how these risks are managed and enable the Council achieve its objectives. Appendix 1 of this report provides a summary of the new Corporate Risk Register for 2019/20. We would like to highlight the following risks for Cabinet's attention:

- **Brexit** – The Brexit risk has been carried forward into 2019/20 and its risk score has increased to 16 which reflects the change of Prime Minister and likelihood of a 'No Deal' Brexit by the 31st October 2019. The Council's Brexit Task & Finish group has been monitoring the situation throughout quarter 1 and we have increased our communications with Welsh Government, Welsh Local Government Association and Gwent Local Resilience Forum.
- **(NEW) Demand for Additional Learning Needs (ALN) and Special Education Needs (SEN) support** – This is a new risk that has been escalated to the corporate risk register (Risk score 12). This risk relates to new legislation being introduced and unknowns in relation to its potential impact on Education services and school support in the city. Actions have been identified in Education Services to reduce this impact.

- **(NEW) Educational Out of County Placements** – This risk is linked to the ALN and SEN risk above and has been scored 16. This risk relates to the increased pressure on the Council’s existing provision for ALN and SEN support and the potential of increased reliance on placements outside of the city.
- **(NEW) Schools Finance / Cost pressures** – This risk has been escalated to the Corporate Risk Register and is related to schools financial pressures being faced in 2019/20. Several schools have forecasted potential deficits at the end of the financial year. Education Services and Finance teams are working together with the Schools to identify actions to mitigate these pressures and implement action plans to improve their end of year financial position.

Appendix 2 of this report is the Council’s Corporate Risk Register. Following development of the Council’s Management Information Hub, the layout and information contained in the register has now changed.

3. Next Steps

To support the development of a risk appetite and the new system, we will develop a new Risk Management Policy that will replace the current Risk Management Strategy. This will incorporate the Council’s Risk Appetite statement and update the Council’s governance arrangements for managing risk. We will also develop a Risk Management procedure document and guidance to support the Policy and embed risk management culture. It is anticipated for these documents to be ready for review by the Audit Committee in quarter 3 to review the Policy for comments to Cabinet. We are planning for these new documents to be ready for Cabinet by December 2019.

Financial Summary

There are no direct costs associated with this report.

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?
The Council does not achieve its objectives as corporate level risks are not adequately managed and monitored.	M	L	Risk Management Strategy has been adopted and mechanisms are in place to identify, manage and escalate emerging and new risks / mitigation strategies. Audit Committee oversight of risk management process.	Directors, Heads of Service and Performance Team

* Taking account of proposed mitigation measures

Links to Council Policies and Priorities

Robust risk management practices increase the chances that all of the Council’s priorities and plans will be implemented successfully

Options Available and considered

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

Preferred Option and Why

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

Comments of Chief Financial Officer

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

Comments of Monitoring Officer

There are no specific legal issues arising from the report. As part of the Council's risk management strategy, the corporate risk register identifies those high-level risks that could impact upon the Council's ability to deliver its corporate plan objectives and essential public services. Although Audit Committee are responsible for reviewing and assessing the Council's risk management, internal control and corporate governance arrangements, the identification of corporate risks within the risk register and monitoring the effectiveness of the mitigation measures are matters for Cabinet.

Comments of Head of People and Business Change

Risk Management in the Council is a key area to implementing Wellbeing of Future Generations Act (Wales) 2015. Effective monitoring and reporting against the Council's Corporate Risk Register is essential in minimising and preventing the likelihood and impact of risks against our objectives. The recent changes made to our risk management processes and system will ensure officers at all levels of the organisation have greater control and oversight of their risks taking the necessary action to mitigate their impact and escalate where necessary to senior management.

Comments of Cabinet Member

The Chair of Cabinet has been consulted and has agreed that this report goes forward to Cabinet for consideration, including the Audit Committee comments.

Local issues

None.

Scrutiny Committees

Audit Committee have a role in reviewing and assessing the risk management arrangements of the Authority. Meetings with the committee have resulted in some changes to the processes used to compile and update the risk register, leading to clarity of detail within the report. The Audit Committee was presented with a copy of the Quarter 4 Risk Register on 6th June 2019. The Committee noted the contents of the report for the last period and agreed for discussion at the next meeting on the development of the Council's Risk Appetite statement for comment.

Equalities Impact Assessment

Not applicable.

Children and Families (Wales) Measure

Not applicable.

Wellbeing of Future Generations (Wales) Act 2015

Risk management is a key area to implementing the Wellbeing of Future Generations Act (Wales) 2015. The council must ensure that it considers risks in the short, medium and longer term and that it manages risks in a manner that protects current service delivery and communities as well as considering the longer term impact. It supports the delivery of the wellbeing objectives that are identified in the council's Corporate Plan by considering the risks to delivering these objectives and by defining and monitoring actions to mitigate those risks.

The Corporate Risk Register helps the council to ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs by considering the sustainable development principle set out in the Wellbeing of Future Generations (Wales) Act 2015.

Crime and Disorder Act 1998

Not applicable.

Consultation

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

Background Papers

Corporate Risk Register, Cabinet 13th March 2019

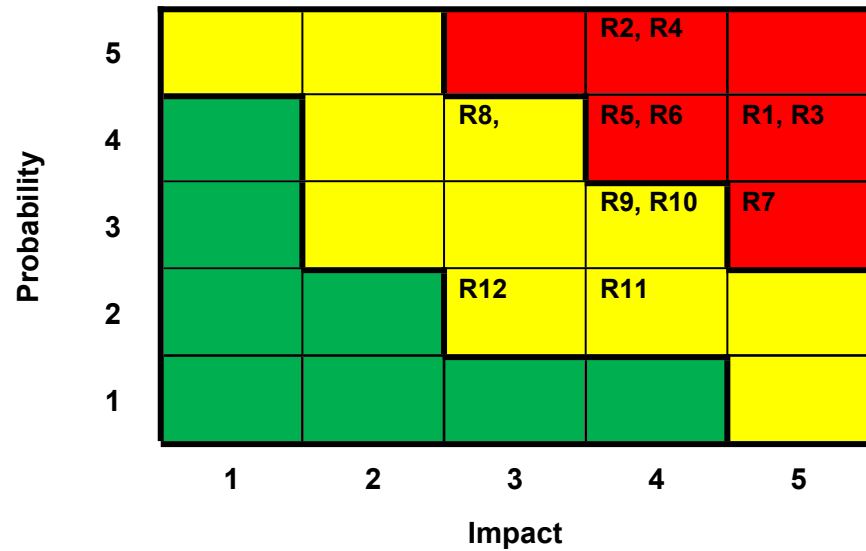
Corporate Risk Register, Audit Committee 28th March 2019

Corporate Risk Strategy, June 2018

Report to Audit Committee, June 2019

Dated: September 2019

Appendix 1 - Quarter 1 Corporate Risk Heat Map



Corporate Risk Heat Map Key	
R1 – Balancing the Council’s Medium Term budget	R7 – City centre security and safety
R2 – Stability of social services providers	R8 – Climate change
R3 – Highways network	R9 – (NEW) Demand for ALN and SEN support
R4 – (NEW) Schools finance and cost pressures	R10 – Newport Council’s property estate
R5 – Decision to leave the European Union (Brexit)	R11 – In year financial management
R6 – (NEW) Educational out of county placements	R12 - Safeguarding

Risk Score Profile between Quarter 2 2018/19 and Quarter 1 2019/20

Risk Position	Risk No. - Description	Risk Score Quarter 2 2018/19	Risk Score Quarter 3 2018/19	Risk Score Quarter 4 2018/19	(Current) Risk Score Quarter 1 2019/20
R1	Balancing the Council's Medium Term budget.	20	20	20	20
R2	Stability of Social Services Providers	16	20	20	20
R3	Highways Network	25	20	20	20
R4 (NEW)	Schools Finance / Cost Pressures	-	-	-	20
R5	Decision to leave the European Union (Brexit)	9	16	12	16
R6 (NEW)	Educational Out of County Placements	-	-	-	16
R7	City Centre Security and Safety	-	15	15	15
R8	Climate Change	12	12	12	12
R9 (NEW)	Demand for ALN and SEN support	-	-	-	12
R10	Newport Council's Property Estate	-	12	12	12
R11	In year financial management	8	8	4	8
R12	Safeguarding	8	6	6	6

Glossary

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

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

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

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

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

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

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

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

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

How the Council Assesses Risk

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

Risk Assessment Matrix

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

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

Impact Matrix

Rating	Severity of impact	Impact factors (and examples of what they might look like)						
		Strategic	Operational	Financial	Resources	Governance	Health & Safety	Reputational
1	Negligible		Brief disruption that has a minor impact on the delivery of a service. Service disruption less than a 1 day	Unplanned budgetary disturbance <£100k	Loss of asset/money with value >£2k		Reportable (non-serious) accident affecting one employee/member of public/service user	Isolated complaint(s)
2	Low		Brief disruption of a non-critical service(s) Service disruption 0-2 days	Unplanned budgetary disturbance £100-£500k	Loss of asset/money with value £2-10k	Mild WAO criticism in report. Mild criticism from a legal/regulatory authority. Isolated fraud	Reportable (non-serious) accident affecting small number of employees/members of public/service users	Formal complaints from a section of stakeholders or an institution
3	Medium	Noticeable constraint on achievement of a key strategic objective	Loss and/or intermittent disruption of a service between 2-3 days	Unplanned budgetary disturbance £500k-£2M	Loss of asset/money with value £10-50k	Adverse WAO report. Significant criticism from a legal/regulatory authority requiring a change of policy/procedures. Small-scale fraud relating to a number of people or more significant fraud relating to one person	Reportable (non-serious) accident(s) affecting a significant number of employees/members of public/service users or a serious injury to a single employee/member of public/service user	Formal complaints from a wide range of stakeholders (e.g. several institutions), adverse local press, complaint/s upheld by Ombudsman
4	High	Severe constraint on achievement of a key	Loss of an important service(s) for a short period that could impact on stakeholders.	Unplanned budgetary disturbance £2-5M	Loss of asset/money with value £50-100k	Qualified account. Severe criticism from WAO/legal/regulatory authority requiring major overhaul of	Serious injury of several employees/members of public/service users	Significant loss of confidence amongst a key stakeholder group.

Rating	Severity of impact	Impact factors (and examples of what they might look like)						
		Strategic	Operational	Financial	Resources	Governance	Health & Safety	Reputational
		strategic objective	Service disruption 3-5 days			policy/procedures, Significant fraud relating to several employees		Adverse national press
5	Very High	Failure of a key strategic objective	Serious organisational / service failure that has a direct impact on stakeholders inc vulnerable groups. Service disruption 5+ days	Unplanned budgetary disturbance >£5M	Loss of asset/money with value >£100k	Severe service failure resulting in WAG intervention/special measures Widespread significant fraud	Death of employee(s)	Severe loss of confidence amongst several key stakeholder groups. Damning national press

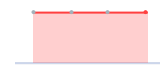
Probability

Score	General Description	Definition
1	Very Low probability	2% chance of occurrence
2	Low probability	5% chance of occurrence
3	Medium probability	10% chance of occurrence
4	High probability	20% chance of occurrence
5	Very high probability	50% chance of occurrence

Balancing the Council's Medium Term Budget

Short Description	To meet the Council's requirement of reducing the gap between Council spend and Budget allocation over the next 3-5 years
Overseeing Officer	<ul style="list-style-type: none"> ■ Chief Executive ■ Head of Finance ■ Strategic Director - People ■ Strategic Director - Place
Lead Cabinet Member(s)	<ul style="list-style-type: none"> ■ Leader of the Council
Linked Theme	
Linked Corporate Objective	

20



Balancing the Council's Medium Term Budget

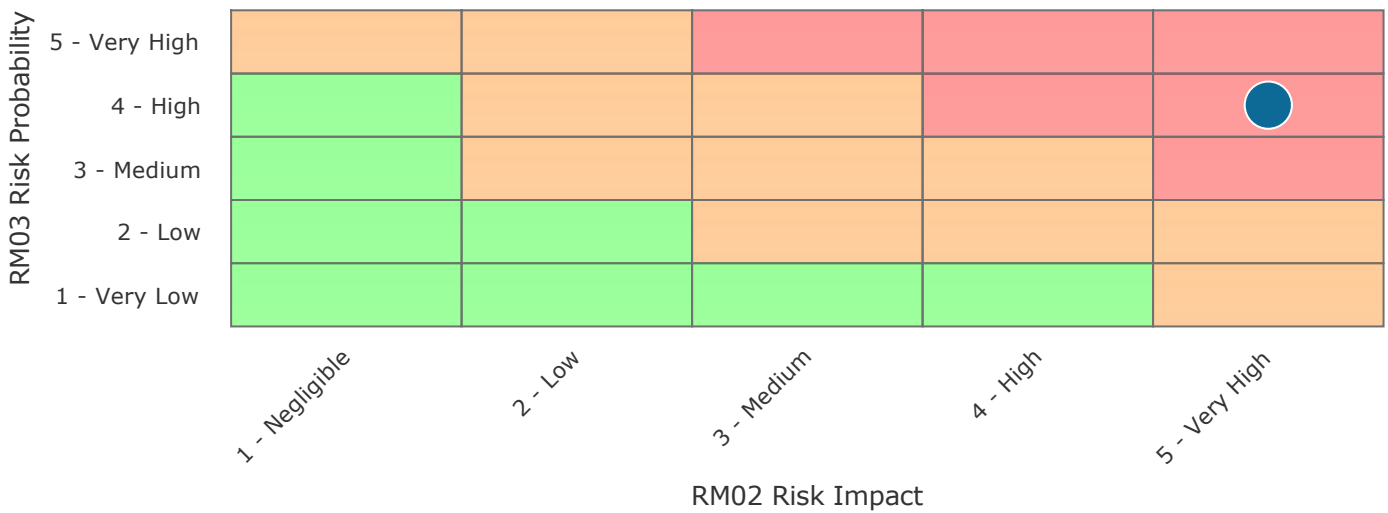
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Inherent Risk Score

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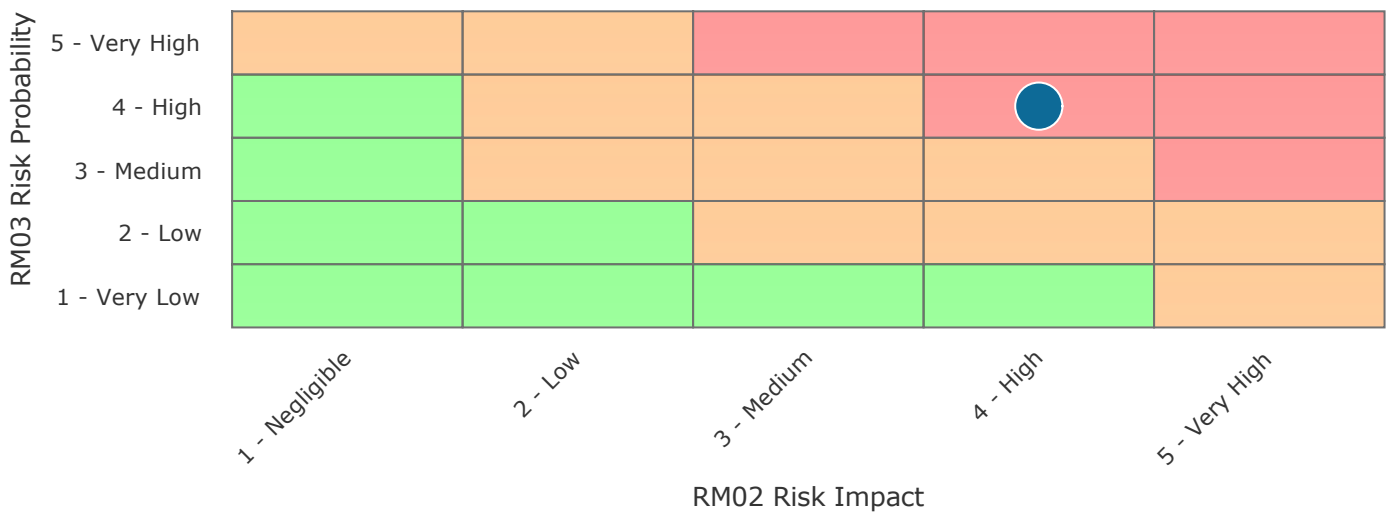
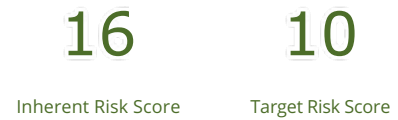
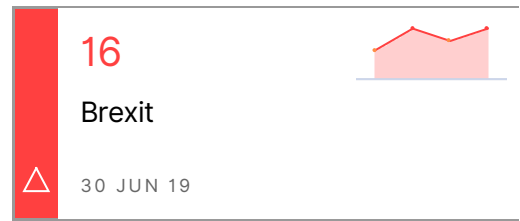
Target Risk Score



Action Name	Risk Cause(s)/Impact(s)	Action Description	% Complete	Jun 2019
<input checked="" type="checkbox"/> SLT and CMT to identify savings to reduce the budget gap over the medium term		SLT and CMT to identify savings to reduce the budget gap circa £30million over the medium term.	0%	
<input checked="" type="checkbox"/> To update SLT on MTFP position		Following meetings with Heads of service and Directors on review of their pressures, an update on the MTFP will be provided to SLT for review, discussion and actions to follow.	50%	

Brexit

Short Description	The UK will be leaving the European Union on the 31st October 2019 which will have a financial and operational impact on the delivery of Council's services in the short term and long term.
Overseeing Officer	<ul style="list-style-type: none"> Chief Executive Strategic Director - People Strategic Director - Place
Lead Cabinet Member(s)	<ul style="list-style-type: none"> Leader of the Council
Linked Theme	
Linked Corporate Objective	



Action Name	Risk Cause(s)/Impact(s)	Action Description	% Complete	Jun 2019
<input checked="" type="checkbox"/> Civil Contingencies - Arrangements to escalate and report on Brexit		Civil Contingencies - To provide regular updates to the Council and Brexit Task & Finish Group on Regional and National wide Brexit preparations. Regular updates from the Gwent Local Resilience Forum which includes local authorities, Police, Fire, Health as well as Welsh Government, WLGA and other strategic group updates will be included as part of this process.	80%	★
<input checked="" type="checkbox"/> Finance - Monitoring of impact on Finance and Supplies & Services		Finance - The Council will closely monitor its financial position as part of its annual budget setting and Medium Term Financial Planning. For Council activities and	70%	★

Action Name	Risk Cause(s)/Impact(s)	Action Description	% Complete	Jun 2019
		services which are EU funded there is ongoing discussions with the Welsh Government to put in arrangements after 2021. The Council will be liaising with its strategic partners (Newport Norse / SRS / Newport Live) to assess the impact on its supplies and services. Also across the Council, service areas are being asked to identify their high risk / key contracts and to obtain the necessary assurances of any Brexit impact which could affect the availability and cost of supplies or services. "		
<input checked="" type="checkbox"/> Governance - Arrangements to manage Brexit in NCC		Governance - To establish Task & Finish group arrangements in Newport Council to manage the impacts of Brexit including liaison with Welsh Government, WLGA, Statutory partners e.g. Civil Contingencies and our third party providers. Regular updates will be provided to the Senior Leadership Team (SLT) and Cabinet on the Council's Brexit preparations.	80%	★
<input checked="" type="checkbox"/> Regulatory Services - Compliance with Trading Standards legislation		The Council' Regulatory Services (Trading Standards and Licensing) will receive advice and guidance from the Food Standards Agency Wales and DEFRA and work closely with Association of British Ports (ABP) to manage any impact on the service.	100%	★
<input checked="" type="checkbox"/> Staffing - Support provided to EU Members of Staff		Staffing - The Council will need to capture information on the number of existing staff members which are from the EU and ensure necessary arrangements are in place for new starters in the Council. Long term, the Council will monitor and liaise with service area strategic partners on the impact of Brexit on resources and skill issues /	80%	★

Action Name	Risk Cause(s)/Impact(s)	Action Description	% Complete	Jun 2019
		opportunities as a result of leaving the EU. Guidance and advice will also need to be available to EU staff members on completing any residency applications. "		

City Centre Security & Safety

Short Description	Significant incidents of deliberate acts that pose hazards to people in surrounding areas; structural damage; business continuity; damage/disruption to infrastructure and utilities; and reputational and economic impact.
Overseeing Officer	<ul style="list-style-type: none"> Strategic Director - Place
Lead Cabinet Member(s)	<ul style="list-style-type: none"> Cabinet Member for City Services
Linked Theme	<ul style="list-style-type: none"> Theme : Thriving City
Linked Corporate Objective	<ul style="list-style-type: none"> Well-being Objective 2

15



City Centre Security & Safety

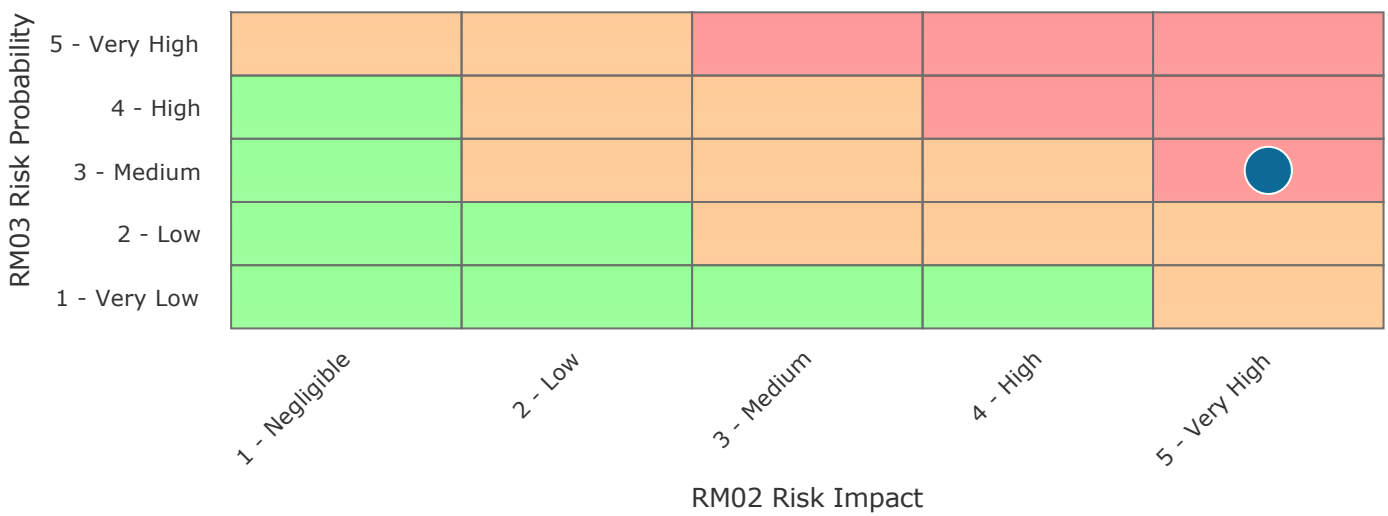
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Inherent Risk Score

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Target Risk Score



Action Name	Risk Cause(s)/Impact(s)	Action Description	% Complete	Jun 2019
 City Centre Training to Businesses		Training for those businesses operating within the city centre that may be affected by significant incidents – Gwent Police will lead on the training with the use of NCC channels to promote and raise initial awareness of the scheme.	0%	
 Co-ordinated evac arrangements		Co-ordinated evacuation arrangements for the city centre – NCC will be working with all partner organisations such as the emergency services and private business within the city centre to construct a co-ordinated evacuation system.	0%	
 Secure Vehicle / Pedestrian Separation		Secure vehicle access and pedestrian separation. – City Services are currently working on a plan to identify what mitigation measures can be put in place around the city centre to protect densely populated areas.	22%	

Climate Change

Short Description	Scientific evidence indicates that the global climate is warming and is changing the environment that we live in Wales and in Newport. The cause of this change is through emissions produced by industry, vehicles, households and businesses. Newport has 11 Air Quality Management Areas which monitor air quality and since they were in place we have been in breach.
Overseeing Officer	<ul style="list-style-type: none"> Head of Regeneration, Investment and Housing Strategic Director - Place
Lead Cabinet Member(s)	<ul style="list-style-type: none"> Deputy Leader and Cabinet Member for Equalities and Assets
Linked Theme	<ul style="list-style-type: none"> Theme : Modernised Council Theme: Resilient Communities (Community) Theme : Thriving City
Linked Corporate Objective	<ul style="list-style-type: none"> Well-being Objective 2 Well-being Objective 3

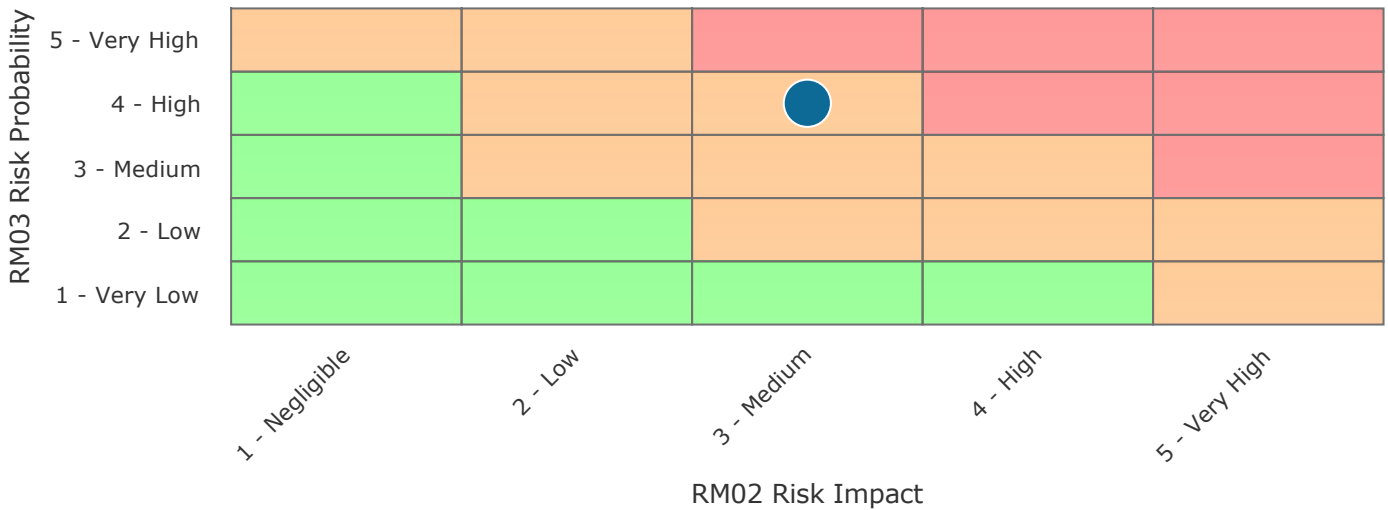
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Climate Change

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16
Inherent Risk Score

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Target Risk Score



Action Name	Risk Cause(s)/Impact(s)	Action Description	% Complete	Jun 2019
 Adopt and Implement Air Quality Action Plans in AQMA's		Adopt and implement Air Quality Action Plans in AQMA's	50%	★
 Develop Local Air Quality Management Statutory Action Plan		Develop Local Air Quality Management Statutory Action Plan to identify Air Quality Management Areas in the City and ensure it is formally adopted and implemented.	75%	★
 Finalise and publish Carbon Management Plan.		Finalise and publish the council's Carbon Management Plan.	75%	★
 Investigate Opportunities to Improve Domestic Energy Efficiency and Relieve Fuel Poverty		Investigate opportunities to improve domestic energy efficiency and relieve fuel poverty in Newport.	20%	★
 Review Public Transport Access for Proposed Housing Developments		Review proposed housing developments for access to public transport.	25%	★

Demand for ALN and SEN support

Short Description	Funding to cover Additional Learning Needs (ALN) and Special Education Needs (SEN) provision across the city is insufficient and does not meet the demand of increasing need.
Overseeing Officer	<ul style="list-style-type: none"> Chief Education Officer Strategic Director - People
Lead Cabinet Member(s)	<ul style="list-style-type: none"> Cabinet Member for Education and Skills Cabinet Member for Education and Young People
Linked Theme	<ul style="list-style-type: none"> Theme : Aspirational People
Linked Corporate Objective	<ul style="list-style-type: none"> Well-being Objective 1 Well-being Objective 3

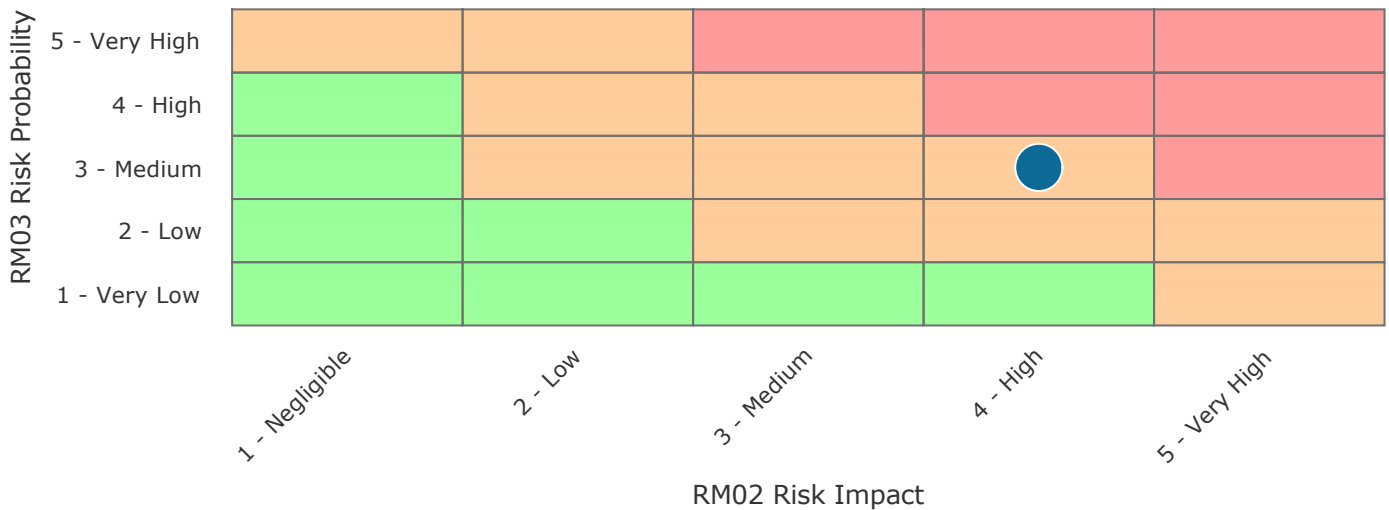
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Demand for ALN and SEN support

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Inherent Risk Score Target Risk Score



Action Name	Risk Cause(s)/Impact(s)	Action Description	% Complete	Jun 2019
<input checked="" type="checkbox"/> Estyn Rec 5 - Ensure Appropriate Welsh Medium Provision is in Place for ALN Pupils		(Estyn Rec 5) Ensure that Welsh Medium (WM) provision is established to support pupils with Additional Learning Needs Good quality ALN provision will be created to support pupils attending WM schools. The permanent location for the new Welsh-medium primary school will include provision for a Learning Resource Base.	10%	★
<input checked="" type="checkbox"/> Revise School ALN Review Format in line with the Excellence in Teaching and Leadership...		Revise School ALN Review Format in line with the Excellence in Teaching and Leadership Framework (ETLF)	100%	★
<input checked="" type="checkbox"/> To further the implementation of the Additional Learning Needs (ALN) and Educational Tribunal...		To further the implementation of the Additional Learning Needs (ALN) and Educational Tribunal Act 2018.	40%	★

Educational Out of County Placements

Short Description	Limited access to Newport City Council (NCC) provision for pupils who require complex and specialist placements which results on a reliance on OOC placements both day and residential.
Overseeing Officer	<ul style="list-style-type: none"> Chief Education Officer Strategic Director - People
Lead Cabinet Member(s)	<ul style="list-style-type: none"> Cabinet Member for Education and Young People
Linked Theme	<ul style="list-style-type: none"> Theme : Aspirational People
Linked Corporate Objective	<ul style="list-style-type: none"> Well-being Objective 1

16

Educational Out of County Placements

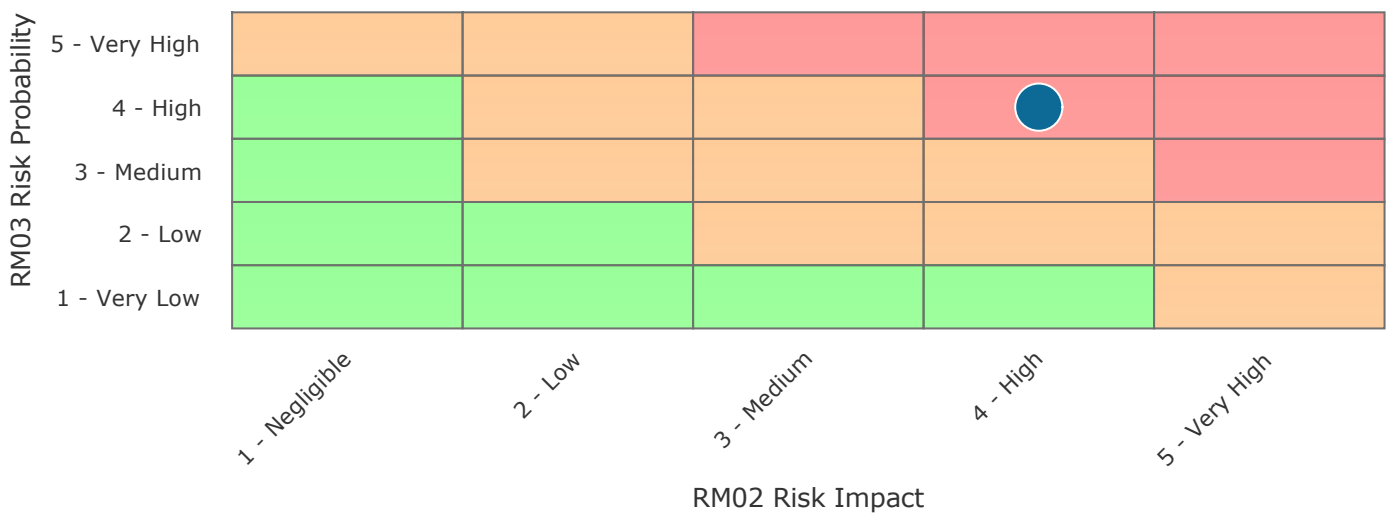
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Inherent Risk Score

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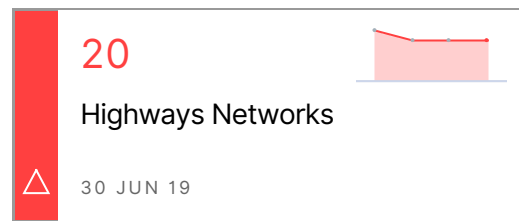
Target Risk Score



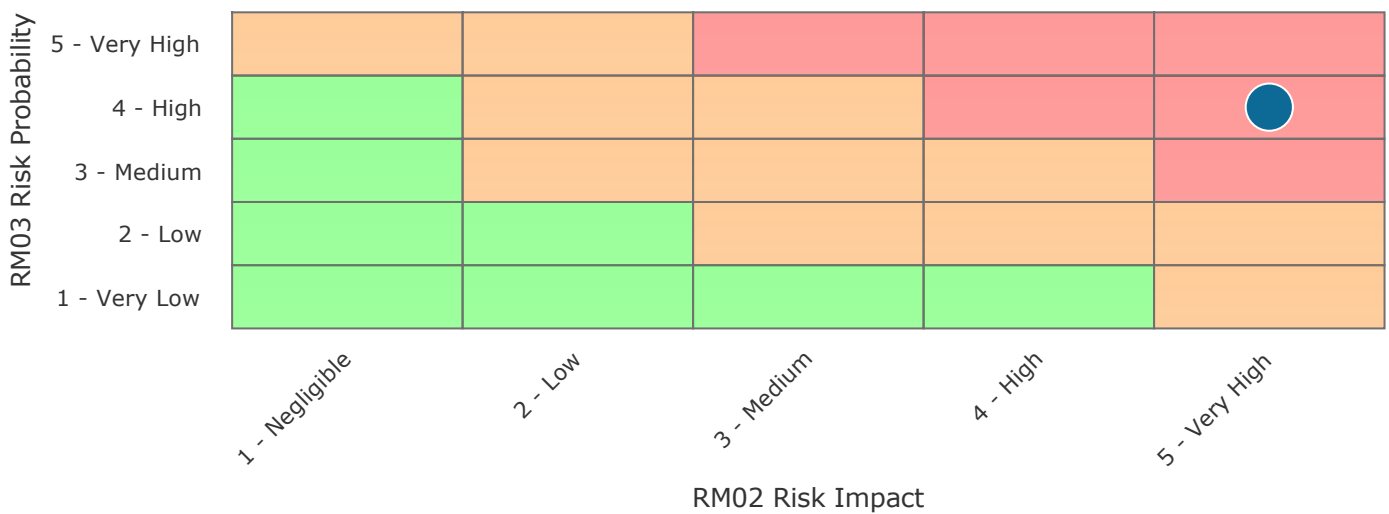
Action Name	Risk Cause(s)/Impact(s)	Action Description	% Complete	Jun 2019
 Analysis of SEN trends to inform provision required		Undertake a review of Newport provision for pupils aged 0-25 years to ascertain uptake of placements and future requirements based on data trend analysis and local knowledge	60%	★
 Review ALN KS2 to KS4 SEBD and ASD provision		Review ALN KS2 to KS4 SEBD and ASD provision	75%	★
 To continue to redevelop and extend provision within the city to accommodate a greater range...		To continue to redevelop and extend provision within the city to accommodate a greater range of needs, ensuring that pupils are placed where their learning is best supported.	50%	★
 Work in collaboration with Social Services to review current OOC placements		Pupils will be identified appropriately for moving into local accommodation and will have appropriate educational provision made available.	65%	★

Highways Networks

Short Description	Failure to recognise current levels of under investment in the whole life of the city's highway network assets in the medium to long term will continue to compound existing maintenance backlog figures.
Overseeing Officer	<ul style="list-style-type: none"> Strategic Director - Place
Lead Cabinet Member(s)	<ul style="list-style-type: none"> Cabinet Member for City Services
Linked Theme	<ul style="list-style-type: none"> Theme : Thriving City
Linked Corporate Objective	<ul style="list-style-type: none"> Well-being Objective 2 Well-being Objective 3



20 9
Inherent Risk Score Target Risk Score



Action Name	Risk Cause(s)/Impact(s)	Action Description	% Complete	Jun 2019
<input checked="" type="checkbox"/> Active lobbying to WG, WLGA, and CSS(W) to recognise funding gap to address backlog		We have identified that there is a maintenance backlog of approximately £90m for Newport. But the level of funding to maintain these assets is not sufficient to meet this. The underinvestment is not unique to Newport and other authorities in Wales are facing the same issues. Therefore, we (alongside other local authorities) are lobbying the Welsh Government, Welsh Local Government Association and CSS(W) to increase and/or make more capital funding available to decrease this gap. This action will be ongoing and	0%	●

Action Name	Risk Cause(s)/Impact(s)	Action Description	% Complete	Jun 2019
		will not result in direct action completion.		
 Develop and implement the Council's Highways Asset Management Strategy / Plan		The Council is developing the Highways Asset Management Strategy and Highways Asset Management Plan. This plan will be implemented in 2019/20 and will enable the Council to actively manage its highways infrastructure. Implementation of the plan will enable the Council to undertake: risk based assessment and management of its infrastructure; calculating future funding requirements to maintain agreed levels of service; risk based evidence to identify and deliver improvements to assets identified below required standards.	0%	
 Reactive Highways inspection and repair service.		The Council's Highways inspectors undertake daily checks of the Council's highways assets to determine their condition. The Council also operates a system for members of the public to report assets e.g. potholes, road signs, grass verges etc on the public highway that consider in poor condition. Risk based inspections are completed and regime of reactive work is undertaken to mitigate the risk of third party claims, and maintenance of the highway under Section 41 of the Highways Act.	0%	

In Year Financial Management

Short Description	This relates to the in year management of budgets and risk profiling of service areas / activities that are forecasting end of year overspends.
Overseeing Officer	<ul style="list-style-type: none"> Chief Executive Head of Finance Strategic Director - People Strategic Director - Place
Lead Cabinet Member(s)	<ul style="list-style-type: none"> Leader of the Council
Linked Theme	
Linked Corporate Objective	

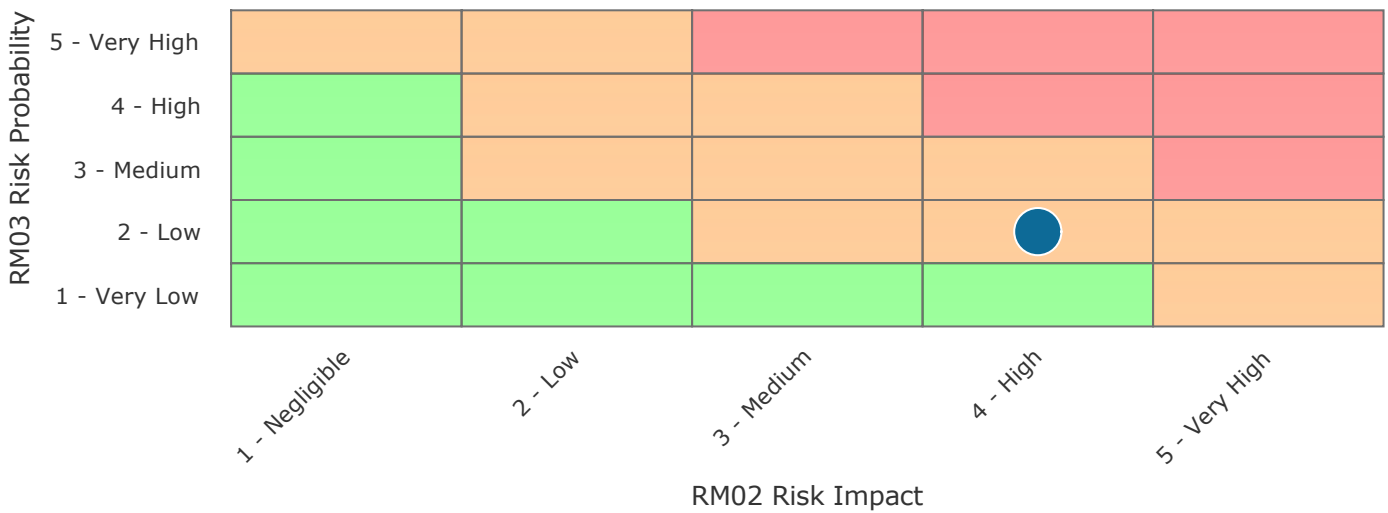
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In Year Financial Management

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 Inherent Risk Score

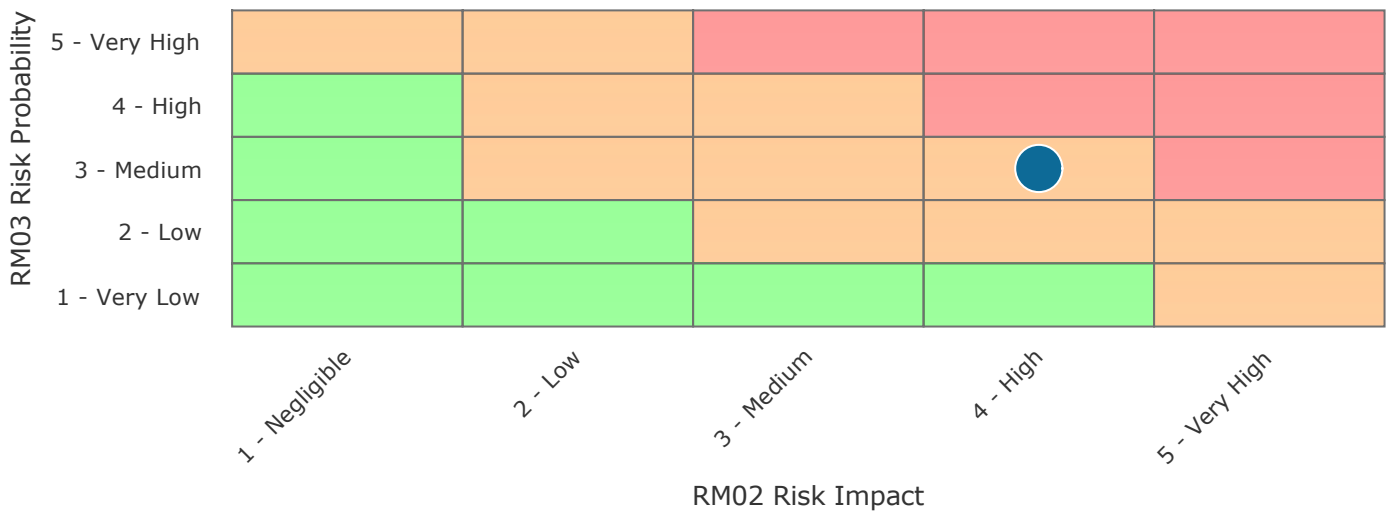
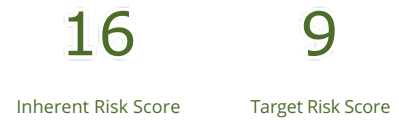
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 Target Risk Score



Action Name	Risk Cause(s)/Impact(s)	Action Description	% Complete	Jun 2019
<input checked="" type="checkbox"/> All service areas to maintain robust financial management		All service areas to maintain robust financial management and understand the risks associated delivery of savings and achievability of the savings.	25%	●
<input checked="" type="checkbox"/> Cabinet Member and Senior Officers to manage / mitigate any projects not achieving savings		There are currently a number of undelivered savings of as at Quarter 1 figures circa £209k in 2019/20 and £91k from 2018/19. Cabinet Member, Senior Officers, Corporate Management Team and Heads of Service to manage and mitigate the risks of not delivering these savings.	0%	●
<input checked="" type="checkbox"/> Cabinet Member and Senior Officers to reduce overspending in Social Care		There are significant overspends within Children and Adult Services for Quarter 1 circa £3million. Cabinet Member, Senior Officers are required to review their actions to reduce this overspend and mitigate against further risks.	25%	▲

Newport Council's Property Estate

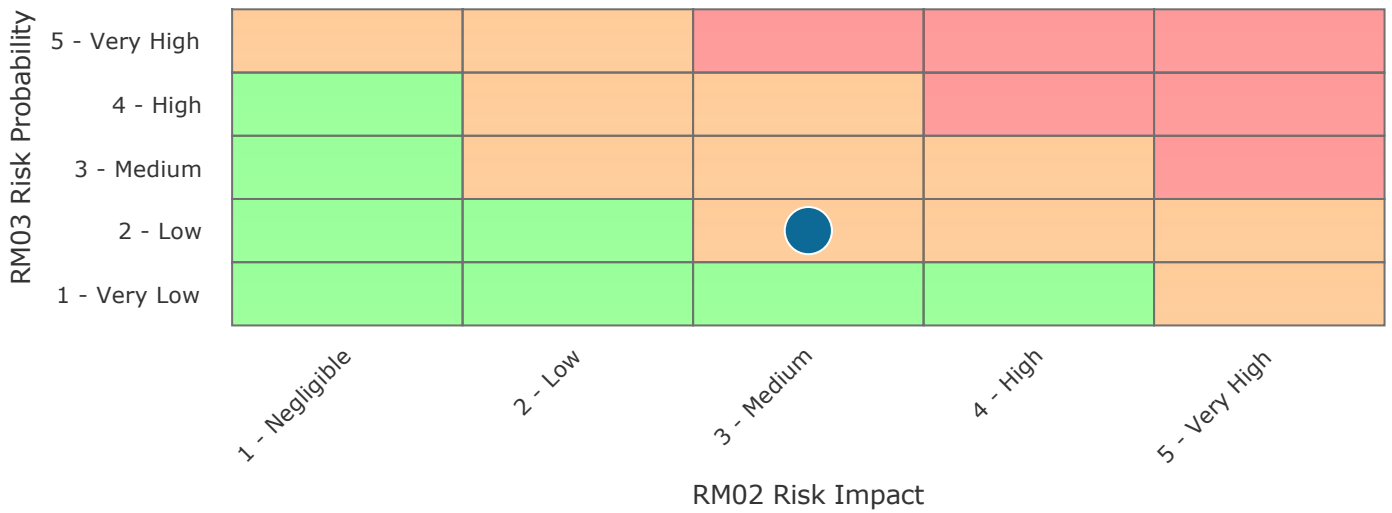
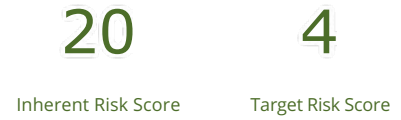
Short Description	NCC has a significant property estate covering over 170 buildings (circa) such as the Civic Centre, Telford Depot, schools etc. The Council has to ensure the estate is maintained to required standards to enable access, safety, security and in the long term sustainable for staff and residents to use.
Overseeing Officer	<ul style="list-style-type: none"> Chief Executive Head of People & Business Change Head of Regeneration, Investment and Housing Strategic Director - Place
Lead Cabinet Member(s)	<ul style="list-style-type: none"> The Deputy Leader and Cabinet Member for Assets and Member Development
Linked Theme	<ul style="list-style-type: none"> Theme : Modernised Council
Linked Corporate Objective	



Action Name	Risk Cause(s)/Impact(s)	Action Description	% Complete	Jun 2019
<input checked="" type="checkbox"/> Delivery of the Annual Capital Maintenance Programme		The delivery of the Council's annual Capital maintenance programme to maintain and improve the Council's property estate.	60%	★
<input checked="" type="checkbox"/> Develop a balanced strategy for the future of the Civic Centre		In response to financial, environmental, legal sustainability and social pressures we need to develop a balanced strategy for the future preservation and transformation of the Civic Centre.	15%	●

Safeguarding Risk

Short Description	To ensure the Council safeguards adults, children and carers as part of its statutory duty.
Overseeing Officer	<ul style="list-style-type: none"> Chief Executive Strategic Director - People Strategic Director - Place
Lead Cabinet Member(s)	<ul style="list-style-type: none"> Cabinet Member for Social Services
Linked Theme	<ul style="list-style-type: none"> Theme: Resilient Communities (Social Care)
Linked Corporate Objective	<ul style="list-style-type: none"> Well-being Objective 3



Action Name	Risk Cause(s)/Impact(s)	Action Description	% Complete	Jun 2019
<input checked="" type="checkbox"/> All education Services staff to have completed relevant safeguarding training		All staff are appropriately trained to facilitate safeguarding arrangements.	76%	★
<input checked="" type="checkbox"/> Contribute towards the All Wales Adult Safeguarding Guidance		To contribute towards the new All Wales Adult / children Safeguarding Guidance.	25%	★
<input checked="" type="checkbox"/> Development of Safeguarding Champions across the Council.		Establish Safeguarding Complete Champions within each service area and roll out a training schedule for Members and Council employees	70%	★
<input checked="" type="checkbox"/> Embed the implementation of the new national 'safeguarding toolkit' for schools.		All schools have effective safeguarding processes in place	50%	★
<input checked="" type="checkbox"/> Empower Citizens Through the Adult Safeguarding Process		To continue to support and empower citizens through the adult safeguarding process.	40%	★
<input checked="" type="checkbox"/> Establish a robust review process for DOLS		To establish a robust review process for Deprivation of Liberty Safeguards (DOLS) assessments for Newport Citizens.	0%	?
<input checked="" type="checkbox"/> Evaluate & Refine the Model of Adult Protection		Continue to evaluate and refine the model of adult protection to include consideration to manage the increasing demands of the service and improve practitioner knowledge under the new legislation (Part 7 Social Services & Well Being Act). Evaluation review of the 6 month Safeguarding Hub. The pilot will be compiling data to evidence if the HUB model has improved processes and increased efficiency.	55%	●
<input checked="" type="checkbox"/> Improve links to information and advocacy to citizens		To improve links to information and advocacy to ensure citizens are fully informed and supported throughout the safeguarding process.	40%	●

Schools Finance / Cost Pressures

Short Description	In year cost pressures of schools are not met resulting in increased deficit budgets
Overseeing Officer	<ul style="list-style-type: none"> Strategic Director - People
Lead Cabinet Member(s)	<ul style="list-style-type: none"> Cabinet Member for Education and Skills Cabinet Member for Education and Young People
Linked Theme	<ul style="list-style-type: none"> Theme : Aspirational People
Linked Corporate Objective	<ul style="list-style-type: none"> Well-being Objective 1

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Schools Finance / Cost Pressures

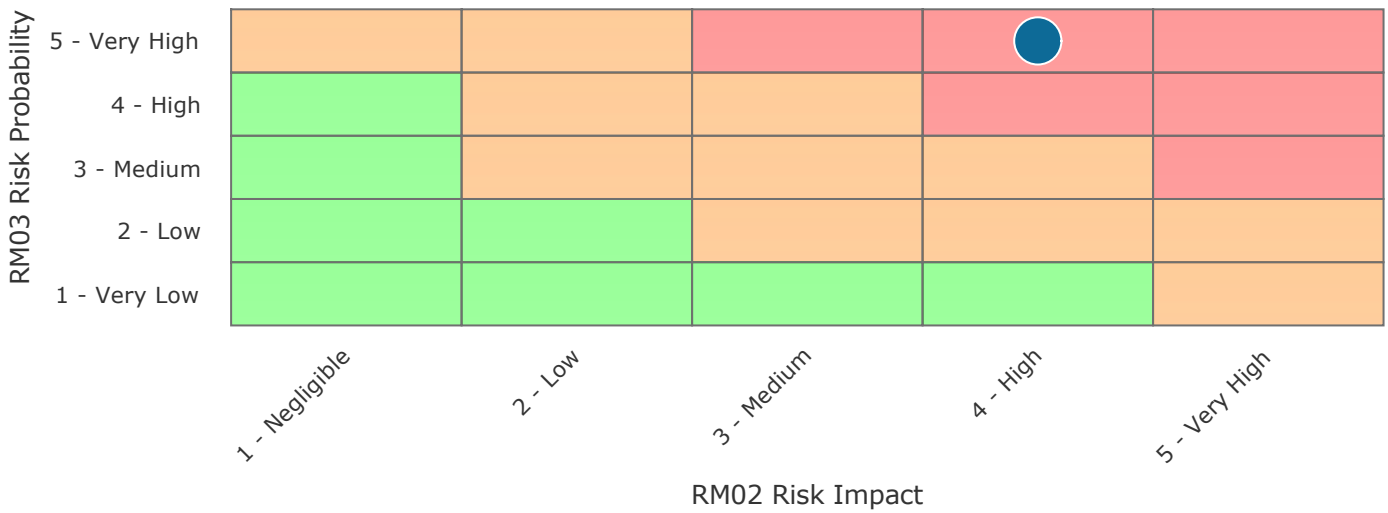
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Inherent Risk Score

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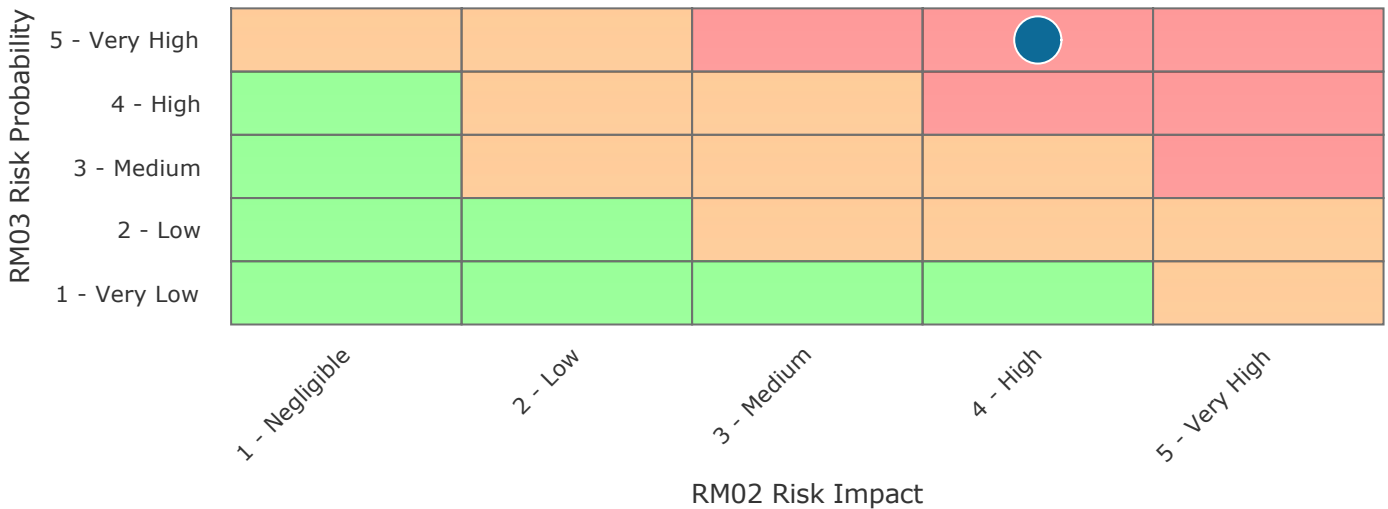
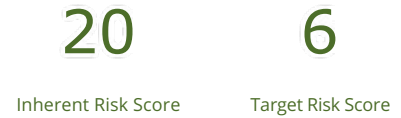
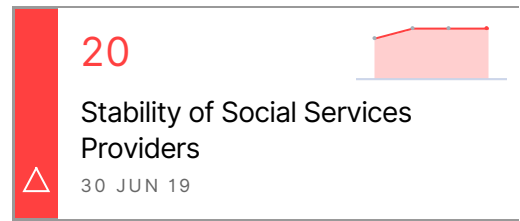
Target Risk Score



Action Name	Risk Cause(s)/Impact(s)	Action Description	% Complete	Jun 2019
<input checked="" type="checkbox"/> Managing School Budget		The local authority will monitor school budgets to ensure that Headteachers and Governing Bodies are: a) Maintaining a balanced budget; b) Addressing in year overspends to reduce the risk of moving in to deficit positions; c) Where deficit budgets occur, deficits are licensed with full recovery plans. d) Where in year deficits are still arising following substantial review, further mitigation may be through the medium term financial plan.	5%	▲
<input checked="" type="checkbox"/> Supporting / challenging schools to address overspending & deficit budgets		Develop and work through a new schools budget monitoring process to consider how secondary schools need to be supported / challenged to address in year overspending and deficit budgets.	45%	★

Stability of Social Services Providers

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



Action Name	Risk Cause(s)/Impact(s)	Action Description	% Complete	Jun 2019
<input checked="" type="checkbox"/> BAU - Compliance monitoring and review of Commissioned Services		BAU - To ensure commissioned services are subject to ongoing contract management processes that monitor compliance and review quality and cost.	0%	★
<input checked="" type="checkbox"/> BAU - Continue to provide and develop in house provision		BAU - To continue to provide and develop in house provision where appropriate and cost effective.	0%	★
<input checked="" type="checkbox"/> BAU - Develop Regional and Collaborative Commissioning Initiative		BAU - To develop Regional and collaborative commissioning initiatives to deliver consistency and efficiencies.	34%	★
<input checked="" type="checkbox"/> BAU - Development of the People Commissioning function		BAU - To further develop the People Commissioning function to oversee all commissioning and contractual activity within the Directorate.	40%	★
<input checked="" type="checkbox"/> BAU - Management of the local market of Social Care contracts		BAU - To manage the local market to ensure sufficient capacity, diversity and skill through provider engagement and consultation around strategic priorities, service principles and fee setting.	34%	★
<input checked="" type="checkbox"/> BAU - Undertake Evidence Based Commissioning		BAU - To undertake evidence based commissioning through robust needs analysis and adherence to commissioning strategies to ensure services reflect community needs and offer sufficient market capacity.	26%	★
<input checked="" type="checkbox"/> BAU - Work with partners to develop common contracts and monitoring protocols		BAU - Work with ABUHB and Local Authority partners to develop common contracts and monitoring protocols.	73%	★
<input checked="" type="checkbox"/> Develop a Gwent Care Academy		Develop a Gwent Care Academy to offer qualifications for care staff and embed the principles of RISCA where all care staff are required to register.	0%	★

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Report

Cabinet



Part 1

Date: 18 September 2019

Subject **Sustainable Travel Strategy (Air, Noise & Sustainability Action Plan)**

Purpose Following the public consultation of the Sustainable Transport Strategy, the Cabinet is asked to consider and adopt the Sustainable Travel Strategy as Council policy.

Author Senior Scientific Officer & Regulatory Services Manager (Environment & Community)

Ward City Wide – All Wards with particular relevance for Allt-yr-Yn Ward, Beechwood Ward, Caerleon Ward, Graig Ward, Malpas Ward, Pillgwenlly Ward, Rogerstone Ward, Shaftsbury Ward, Stow Hill Ward, St Julian’s Ward & Victoria Ward.

Summary The Sustainable Travel Strategy incorporates several pressing environmental issues relating to transport - Air, Noise & Carbon Emissions. A public consultation on the strategy was held for seven weeks from 13th May to 30th June 2019. The results of the consultation are provided in this report, along with the proposed final Strategy.

Proposal **To approve the Strategy**

Action by Head of Law & Regulation

Timetable Immediate

This report was prepared after consultation with:

- Regulatory Services Manager (Environment & Community)
- Head of Law & Regulation
- Head of Finance
- Head of People & Business Change
- City Services
- Planning Policy
- People & Business Change – Policy, Partnership & Involvement
- Public Service Board – Sustainable Travel Group

Signed

Background

1. The city's transport network is under great strain from ever-increasing congestion. It is also a source of considerable pollution that is known to impact human health and the environment as a whole.

The Issues

2. Road Traffic in Newport has been grown by approximately 17% since 2000. With the removal of the Severn Bridge toll at the end of 2018, it is estimated a further 6 million trips will be made across the bridge every year – this will inevitably impact Newport.
3. Air Pollution: Nitrogen Dioxide from exhaust emissions and Particulate Material (PM10 & PM2.5) from exhausts, tyre-wear & brake pads (which contain heavy metals) are all known to have significant impacts on human health. Studies have shown lung development in children can be curtailed, links to cancer, kidney disease, bronchitis, asthma and dementia. Public Health Wales estimates over 1,000 deaths per year are due to poor air quality. Not only does poor air quality impact human health, deposition of ammonia, nitrogen and heavy metals can significantly damage sensitive ecological receptors. There is also a possibility that the acidic nature of the pollution can damage water courses and eat away at ancient buildings. Newport has been recorded as having some of the worst air pollution in Wales.
4. Noise pollution from road vehicles is something in a city most of us have become accustomed to. However, noise pollution is shown to cause significant impacts on human health, particular if it disturbs sleep. With increasing road traffic, noise pollution will also increase. Noise pollution also has an impact on ecological receptors.
5. Carbon Dioxide – Global warming is known to be caused a mixture of greenhouse gases that have been released from human activity. Transport contributes to 27% to UK CO₂ emissions, 93% of which is generated from Road Traffic. Approximately 25% is generated by HGVs & Buses, 75% from vans and cars. In the latest Intergovernmental Panel on Climate Change (IPCC) Report (2018) states the World has approximately 11 years to radically reduce carbon dioxide emissions. Newport has been recently identified as the third largest emitter of carbon dioxide per head of population in the UK. If we fail to meet the reduction targets global warming is likely to be intolerable for future generations.

The Council's Responsibility

Transport: Air Quality

6. Part IV of the Environment Act 1995 places a duty on all Local Authorities to monitor air quality within the district. Where air quality has been shown to fail the statutory objectives, an Air Quality Management Area (AQMA) must be declared. Once an AQMA is declared an air quality action plan must be produced that contains measures to bring the pollution levels down in the shortest possible time.
7. In 2005, Newport identified several areas of the city that exceeded the air quality objective for which AQMAs were declared. In 2008 an Air Quality Action Plan was produced and agreed.

8. In 2011 additional AQMAs were declared and a revised/updated Action Plan was produced, however this time it was not approved.
9. In 2017 the air quality monitoring network across the city was expanded; further exceedances of the air quality objective were identified. This resulted in a full review of the city's AQMAs, and amendments to the AQMAs were made in July 2018.
10. Newport's AQMAs are currently as follows: Cefn Road, Caerphilly Road, Glasllwch, Shaftesbury, High Cross, Chepstow Road/Clarence Place/Caerleon Road, Caerleon, Royal Oak Hill, George Street, Malpas Road (south) and St Julian's.
11. The guidance allows 18 months from the declaration of an AQMA to develop an Air Quality Action Plan which must include consultation with stakeholder groups and the local community.

Transport: Green House Gases

12. There is currently no statutory duty on the Council to reduce Green House gases from the city's transport network. However, given the pressing need to reduce emissions as quickly as possible, it is likely the Council will be required to support a reduction in transport emissions in the near future. Furthermore, Newport has joined UK:100 which is a network of local government bodies that have publically committed to a reduction in CO₂ emissions.

Transport: Noise

13. Under the Noise Framework Directive, the Welsh Government has the responsibility to identify areas of excessive noise and form an action plan. Generally, the Council has little to no control over road traffic noise. However, as the source of pollution is the same (road vehicles) in combining the goals of the noise reduction, air quality improvements and carbon dioxide emission reductions.

Active Travel (Wales) Act

14. The Active Travel (Wales) Act 2013 requires Local Authorities to continuously improve facilities for pedestrians and cyclists. Significant work has been undertaken and will continue to be undertaken to improve the active travel network. To capitalise upon this investment, the sustainable travel strategy will help promote the active travel network increasing its usage. In addition, there are significant health benefits to those who incorporate active travel into their daily lives.

Well-being of Future Generations (Wales) Act 2015

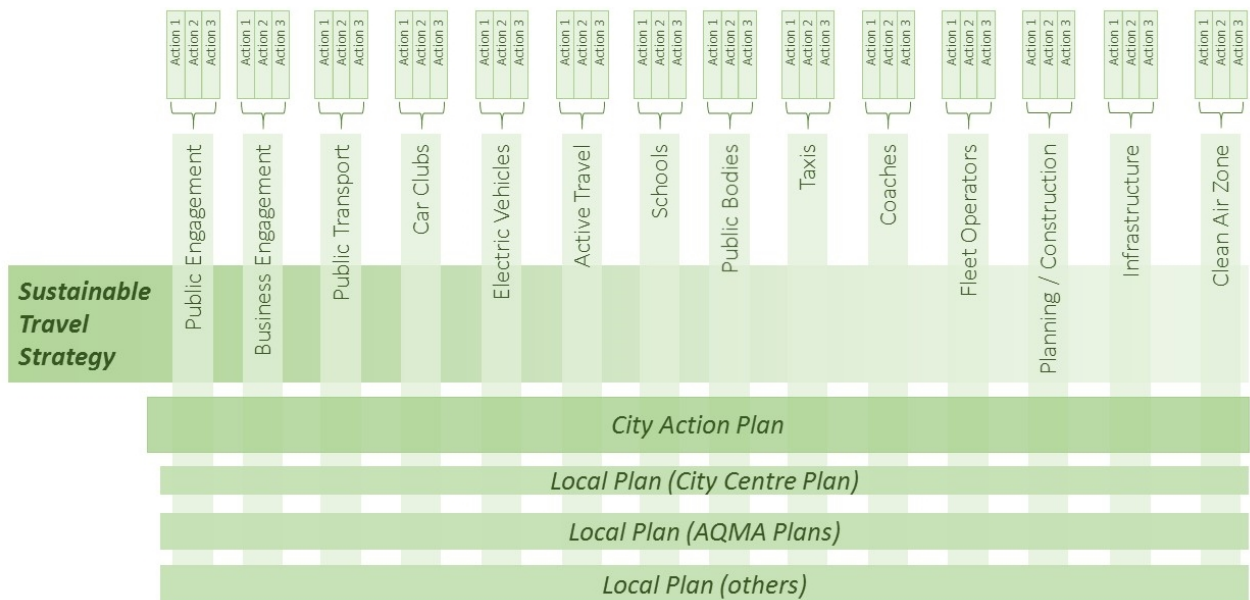
15. Through the Well-being of Future Generations (Wales) Act, Newport has produced its Well-being Plan. Part of the plan is a section on Sustainable Travel to guide the Public Service Board going forward.

Sustainable Travel Strategy Rationale

16. Looking at air quality in isolation, the Council could comply with the statutory duty by producing an air quality action plan covering the various AQMAs. However, in the context of the other pressing environmental concerns that arise from the transport network which may, or may not be covered by the council's statutory duties, it is important to view them as a whole. The aim is the same, to reduce the pollution

generated from road traffic for the benefit of human health, the environment and future generations. An AQMA is the tip of the iceberg, dealing with one in isolation would not resolve the underlying pollution generated by our transport network.

17. The Sustainable Travel Strategy is designed to summarise all possible actions targeting HGVs, Schools, and Electric Vehicles etc. The approach set by the strategy is designed to be versatile as possible to allow for additional actions to be added in the future, allowing the strategy to be adapted to new technologies as they develop. A significant amount of work was undertaken in developing the draft strategy and summarising as many actions as possible, but it should not be seen as a static document. The approval of Cabinet would be sought for any future changes to the Strategy.
18. Once the Sustainable Travel Strategy has been approved, it will be used as a framework to develop localised plans – which will include the city centre, each of the city’s eleven AQMAs and areas that can benefit from low cost, high quality transport links.



Sustainable Travel Strategy Public Consultation

19. Following agreement from the Cabinet Member for Licensing and Regulation, a seven week public consultation was held from May 13th to June 30th 2019. The consultation was advertised via Newport City Council’s website, One Newport, Press Release, Social Media and various other communications routes the Council has at its disposal. The draft Strategy consulted on was titled ‘Sustainable Transport Strategy’ however following advice received during the consultation period, this has been amended to ‘Sustainable Travel Strategy’.
20. A total of 226 respondents were captured in the survey, of which 145 provided detailed comments / ideas. A brief summary of the main points are provided in the following paragraphs. Analysis and summary of the results, and the updated draft strategy are provided in the following appendices.

- Appendix A – Statistical Results

26. The consultation responses also expressed the need for business engagement as well as public engagement.
27. Other evidence based updates are provided in Appendix C, with the final revised Strategy provided in Appendix D. Due to the feedback and changes outlined above the order of the categories has been altered.

Post Agreement Process

28. Once the core Sustainable Travel Strategy has been adopted by the Council, work will begin on community (general public and business) engagement to develop local plans.
29. Progress on the strategy in the key performance indicators will be reported in the annual Progress Report to the Welsh Government, who will provide feedback on progress made. Progress Reports are a statutory requirement under the Environment Act 1995 and require approval by the Welsh Government in addition to their feedback. The report will be made publically available and every effort will be made to ensure consistency in data capture to demonstrate the trends year on year.
30. The success of the Strategy or any plan that follows it requires public support. To gauge public opinion and ideas of the strategy, a limited on-going survey will be made available online. The results of which will be included in the Progress Report.
31. The modular design of the strategy allows for easy adaptation of new technologies and ideas to be pursued. The Strategy needs to be an evolving document and will be reviewed and updated where needed. Approval of Cabinet will be sought for any changes.

Financial Summary

There is no direct financial impact arising from this report. The delivery of this work will be funded within existing revenue budgets.

Risks

Risk	Impact of Risk if it occurs* (H/M/L)	Probability of risk occurring (H/M/L)	What is the Council doing or what has it done to avoid the risk or reduce its effect	Who is responsible for dealing with the risk?
Risk of not producing a Strategy	H	L	The Council has a statutory duty to produce an air quality action plan, the proposed sustainable travel strategy goes beyond the statutory duty allowing for easy adaptation as circumstances and technologies change. If the strategy is not agreed or significantly delayed it will mean the Council is not complying with its statutory duty. Furthermore it may hinder the Council's ability to defend planning applications that have been refused partly or wholly on air quality grounds.	Regulatory Services Manager (Environment & Community)

Carbon Emission Reductions	H	H	Carbon Emissions that are damaging our planet urgently need to be curbed. Whilst Newport cannot solve the global issue alone, it should do all it can to help solve the issue for future generations. This Sustainable Travel Strategy plays a critical part in that commitment.	
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Links to Council Policies and Priorities

The proposed consultation reflects the Council's commitment to improve the environment and wellbeing of the city. The strategy will form the cornerstone of future works to direct efforts into positive improvements and link with the following plans/policies:

Newport City Council's Corporate Plan (relevant themes are "Resilient communities" and "A thriving city")

Well-being Plan 2018-2023. The most relevant Well-being objective is: "Newport has healthy, safe and resilient environments"

Local Development Plan

Transport Strategy

Air Quality Supplementary Planning Guidance

Sustainable Travel Supplementary Planning Guidance (Draft)

Options Available and considered

- I. To approve the Sustainable Travel Strategy.
- II. To approve the Sustainable Travel Strategy with amendments.
- III. Not to approve the Sustainable Travel Strategy.

Preferred Option and Why

Option I) To approve the Sustainable Travel Strategy. This will enable the Council to make progress on this issue and move towards complying with its statutory duty.

Comments of Chief Financial Officer

Approval of the strategy will provide a framework to enable localised plans to be developed to address the challenges of air quality and noise from traffic in the city. These plans may have financial consequences and will need to be assessed in due course and an appropriate funding solution which, where needed, is sustainable, put in place to implement.

Comments of Monitoring Officer

The proposed Sustainable Travel Strategy has been prepared in accordance with the Council's statutory duties under the Environment Act 1995. In accordance with the legislation, the Council is required to produce an Air Quality Action Plan, setting out the action that it intends to take to take to improve air quality and reduce pollution within the 11 Air Quality Management Areas (AQMA's) identified within the City, where recorded pollution levels exceed air quality objectives. The Council is required to report periodically to Welsh Government on the progress made in implementing the Action Plan. Instead of just producing an Air Quality Action Plan to meet the requirements of the legislation, the Council is looking to develop and implement a wider Sustainable Travel Strategy, which identifies broader well-being and active travel objectives and links in with the work of the Sustainable Travel sub-group of the PSB. The draft Sustainable Travel Strategy was the subject of public consultation for a period of 7 weeks from 13th May to the 30th June 2019 and the

consultation responses have been taken into account when developing and refining this draft strategy. The proposed Strategy identified a number of actions aimed at reducing pollution generated by Newport's transport network, including improved public transport, active travel and increased use of electric vehicles. The strategy does not set out detailed proposals but provides a general framework to develop local action plans. Subject to Cabinet approval, this framework will form the basis for the development of local plans for each of the AQMA's. That will involve more focussed consultation and engagement within each area, as the development and implementation of sustainable transport measures within each locality will require working in partnership with other agencies and public co-operation.

Comments of Head of People and Business Change

As required, this report has fully considered the Well-being of Future Generations (Wales) Act 2015. This proposal supports many of the Well-being Goals and the Council Well-being Objectives.

All aspects of the Act's sustainable development principle, "*looking to the long term*", "*involving people*", "*collaborating with others*", "*taking an integrated approach*" and "*prevention*" have been fully covered in the appropriate section of this report.

A Fairness & Equality Impact Assessment has also been completed and is attached.

Finally, from an HR perspective, there are no staffing implications.

Scrutiny Committees

No consultation with Scrutiny Committees has been undertaken.

Equalities Impact Assessment and the Equalities Act 2010

A Fairness & Equalities Impact Assessment has been completed and is included in this report.

Children and Families (Wales) Measure

The proposal set out in this report has no more impact on children or families than any other group or individual.

Wellbeing of Future Generations (Wales) Act 2015

Well Being Assessment:

- **Long term:** By its very nature the Sustainable Travel Strategy is an overarching document that will guide Newport to a low polluting transport network. The task globally, regionally and locally to reduce carbon emissions and improve air quality is overwhelming and will take many years to implement. But, if actively pursued the Sustainable Travel Strategy will guide the city's actions for many years to come.
- **Prevention:** Burning of fossil fuels causes air pollution, which increases carbon emissions that are impacting the global climate. The pollution caused by burning of

fossil fuels also impacts the quality of air we breathe having numerous health implications. The sustainable travel strategy only address transport emissions. However these make up a significant proportion of atmospheric pollution. The strategy cannot prevent the issue, it will help improve the situation, but as to what degree will depend upon political, public and financial constraints.

- **Integration:**

Prosperity - Supporting the Sustainable Travel Strategy will help develop a low cost, low pollution transport network for all which in turn will increase prosperity. The health cost burden due to poor air quality from road traffic - costs the health service and the economy as a whole many millions every year. Improving air quality, reducing road traffic and providing an efficient transport network will be of a significant benefit to the prosperity of Wales.

Resilient – The vast majority of our transport network run on fossil fuel. A resource that Wales imports. The sustainable travel strategy provides the opportunity to diversify the way our transport network operates, making it more resilient to the ever changing world.

Healthier – One of the key aims of the sustainable travel strategy is to reduce road traffic emissions that have significant implications to health. Health impacts due to poor air quality include, cardiovascular disease, diabetes, cancer, asthma, bronchitis, dementia, kidney disease, curtails the development of children’s lungs, increases the likelihood of miscarriage during pregnancy etc. A diverse, low pollution, reliable, low cost transport network will help reduce air pollution, reducing the impacts on health. Furthermore the reduction in carbon emissions will help curtail the worst of the predicted climate change. The health implications derived from climate change scenarios threaten the very fabric of human civilisation.

Equal – The strategy will enable the city to pursue a clean, efficient low cost, diverse transport network which will help remove some of the social / economic barriers that some groups / communities / individuals current suffer. For example pursuing a car club scheme for Newport will allow individuals where car ownership is financially impossible the option to use a car as and when needed. Ultimately contributing to a more equal Wales.

Cohesive Communities – The sustainable travel strategy will help develop a diverse transport network. The public engagement required to develop local plans and implement them will help develop a community spirit that will help break down social / economic barriers. This in turn will help encourage a more cohesive community.

Globally Responsible – The sustainable travel strategy is designed to help guide the city to reduce the carbon emissions from road traffic. This is part of a global effort to tackle the worst impacts of climate change. Furthermore the United Nations has recently made a call to align carbon reduction measures with air quality improvements – namely because they are both primarily caused by burning of fossil fuels. Adopting the sustainable travel strategy will mean Newport will be a world leader in this combined policy area.

Newport City Council Well-being Goals

- To improve skills, educational outcomes and employment opportunities

One action within the sustainable travel strategy is targeted at schools / education by providing the children of today with the skills and ability to be more thoughtful on the pollution footprint of the way they travel.

- To promote economic growth and regeneration whilst protecting the environment

The fundamentals of the sustainable travel strategy is to protect the environment for both the environment and for human health, now and for future generations. Currently road traffic congestion and pollution is causing untold environmental, health and economic damage. Reducing the number of vehicles by providing a low cost, efficient, low pollution transport network will provide economic growth at the same time as protecting the environment.

- To enable people to be healthy, independent and resilient

The strategy is design to encourage numerous ways of travel, including active travel (walking and cycling). Supporting these methods will provide health improvements to Newport's population. Furthermore, providing a low cost, low pollution efficient transport network will allow individuals to travel independently who may currently feel isolated due to physical or economic reasons.

- To build cohesive and sustainable communities

The sustainable travel strategy will help develop a diverse transport network. The public engagement required to develop local plans and implement them will help develop a community spirit that will help break down social / economic barriers. This in turn will help encourage a more cohesive community.

- **Collaboration:** With the consultation and implementation of the Strategy and Plans it brings together a broad range of stakeholders, both internally and externally along with local communities and the general public as a whole. It also provides an opportunity to pool resources, expertise and skills across many areas of working.
- **Involvement:** The strategy and plans won't achieve their ultimate goals of lowering pollution levels across the city without involvement of everyone that works, lives and visits Newport. At this stage the strategy is the first plank of stakeholder, community and public engagement. In forming the Sustainable Travel Strategy many internal and external stakeholders were consulted with many ideas being shared. The strategy then went through a public consultation for anyone to comment upon our proposals. Indeed the strategy itself has identified public, business, and public body engagement as key areas to pursue. In the development of the local plans where the outline ideas will be put into action, community engagement will be undertaken.

Crime and Disorder Act 1998

The proposal set out in this report has no impact on crime and disorder.

Consultation

Comments received from wider consultation, including comments from elected members, are detailed in this report.

Background Papers

Part IV Environment Act 1995 - <http://www.legislation.gov.uk/ukpga/1995/25/part/IV>

Well-being of Future Generations (Wales) Act 2015 -
<http://www.legislation.gov.uk/anaw/2015/2/contents>

Newport's Well-being Plan 2018-2023 -
<http://onewportlsb.newport.gov.uk/documents/One-Newport/Local-Well-being-Plan-2018-23-English-Final.pdf>

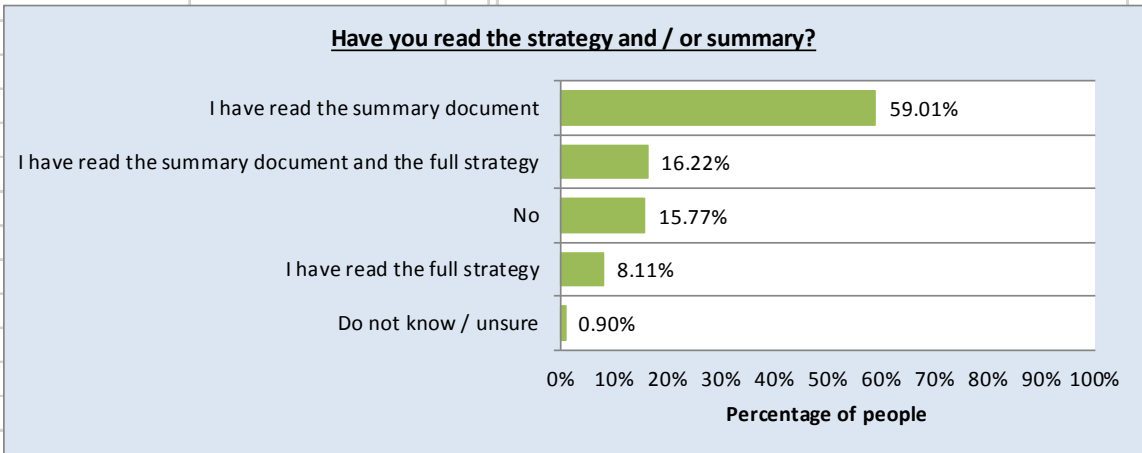
Dated:

Appendix A – Statistical Results from Public Consultation

	Number of people	Percentage of people		Q1	Number of people	Percentage of people
Welsh	2	0.88%		Do not know / unsure	2	0.90%
English	224	99.12%		I have read the full strategy	18	8.11%
Total responses	226			No	35	15.77%
			No Reply 0	I have read the summary document and the full strategy	36	16.22%
				I have read the summary document	131	59.01%
				Total responses	222	
						No Reply 4
					Number of people	Percentage of people
				I have read the summary document	131	59.01%
				I have read the summary document and the full strategy	36	16.22%
				No	35	15.77%
				I have read the full strategy	18	8.11%
				Do not know / unsure	2	0.90%

Q1 Which document have you read?

- The full strategy
- The summary document
- Both
- Neither
- Don't know

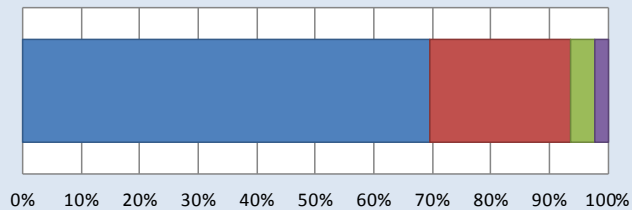


Q2 Do you feel that encouraging and supporting developments that promotes sustainable transport should be an important part of our plan?

Q2	Number of people	Percentage of people
Fully support	156	69.64%
Partially support	54	24.11%
Do not support	9	4.02%
Do not know / unsure	5	2.23%
Total responses	224	

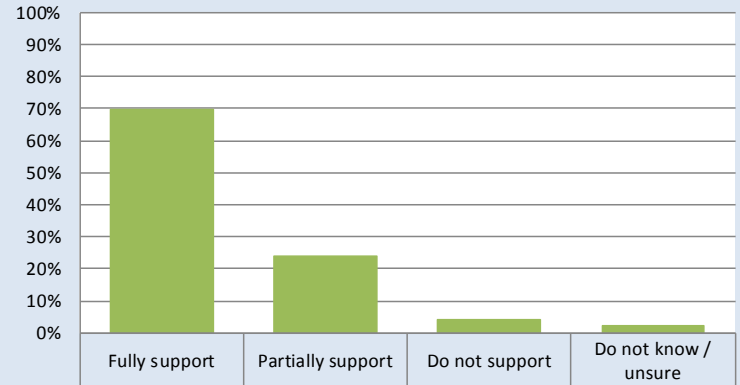
No Reply 2

Do you feel that encouraging and supporting developments that promotes sustainable transport should be an important part of our plan?



Percentage of people	
Fully support	69.64%
Partially support	24.11%
Do not support	4.02%
Do not know / unsure	2.23%

Do you feel that encouraging and supporting developments that promotes sustainable transport should be an important part of our plan?

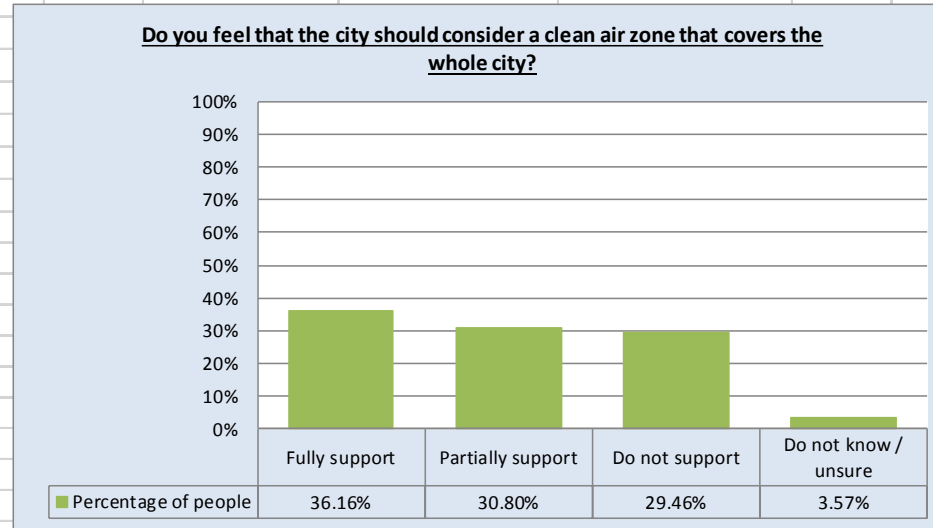


Response	Percentage of people
Fully support	69.64%
Partially support	24.11%
Do not support	4.02%
Do not know / unsure	2.23%

Q3a – Do you feel that the city should consider a clean air zone that covers the whole city?

Q3a	Number of people	Percentage of people
Fully support	81	36.16%
Partially support	69	30.80%
Do not support	66	29.46%
Do not know / unsure	8	3.57%
Total responses	224	

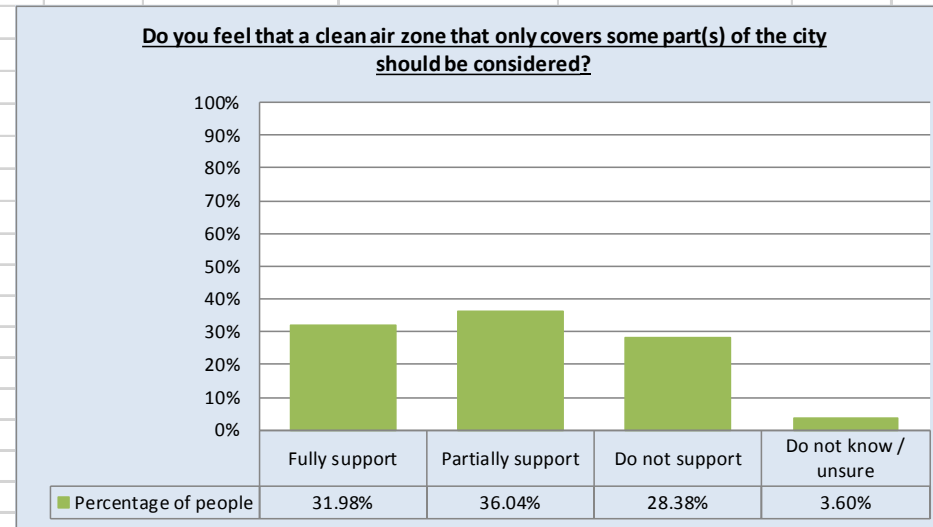
No Reply 2



Q3a – Do you feel that the city should consider a clean air zone that covers the whole city?

Q3b	Number of people	Percentage of people
Fully support	71	31.98%
Partially support	80	36.04%
Do not support	63	28.38%
Do not know / unsure	8	3.60%
Total responses	222	

No Reply 4

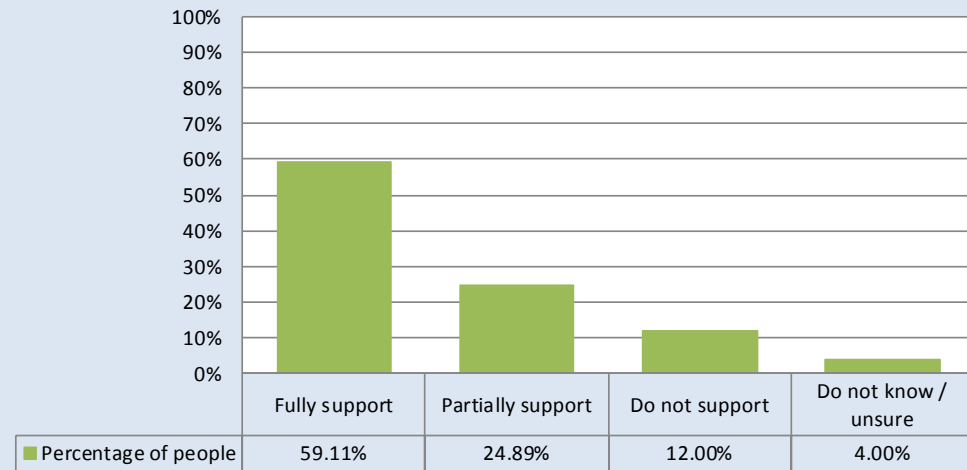


Q4a – Do you feel that the plan should support a fuel economy advice scheme for fleet operators?

Q4a	Number of people	Percentage of people
Fully support	133	59.11%
Partially support	56	24.89%
Do not support	27	12.00%
Do not know / unsure	9	4.00%
Total responses	225	

No Reply 1

Do you feel that the plan should support a fuel economy advice scheme for fleet operators?

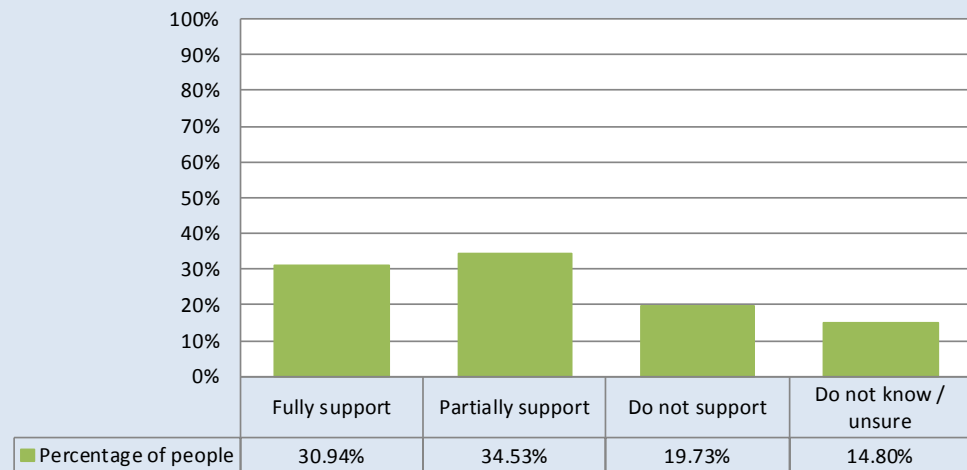


Q4b – Do you feel that encouraging the use of delivery lockers for click and collect would help reduce vehicle trips?

Q4b	Number of people	Percentage of people
Fully support	69	30.94%
Partially support	77	34.53%
Do not support	44	19.73%
Do not know / unsure	33	14.80%
Total responses	223	

No Reply 3

Do you feel that encouraging the use of delivery lockers for click and collect would help reduce vehicle trips?

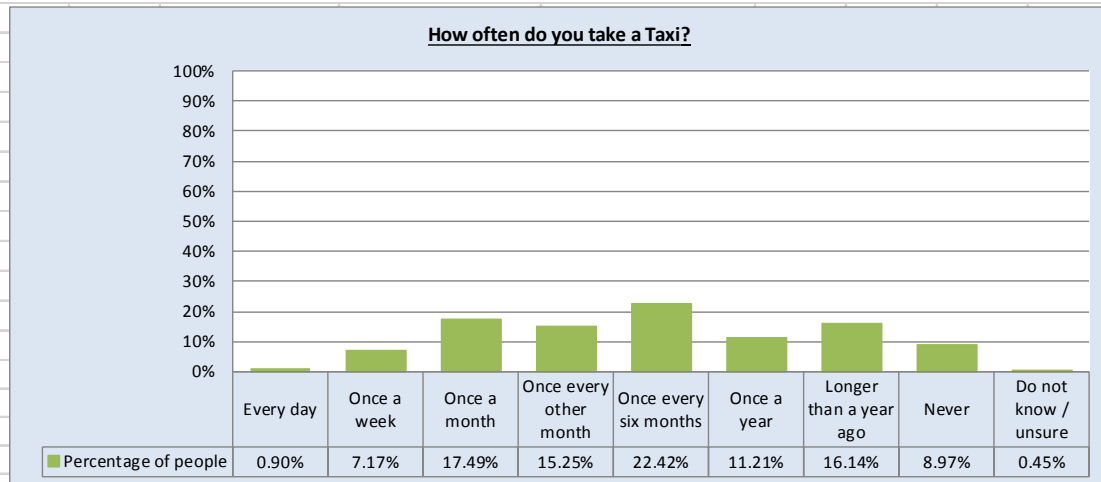


Appendix A – Statistical Results from Public Consultation

Q5 – How often do you take a Taxi?

Q5a	Number of people	Percentage of people
Every day	2	0.90%
Once a week	16	7.17%
Once a month	39	17.49%
Once every other month	34	15.25%
Once every six months	50	22.42%
Once a year	25	11.21%
Longer than a year ago	36	16.14%
Never	20	8.97%
Do not know / unsure	1	0.45%
Total responses	223	

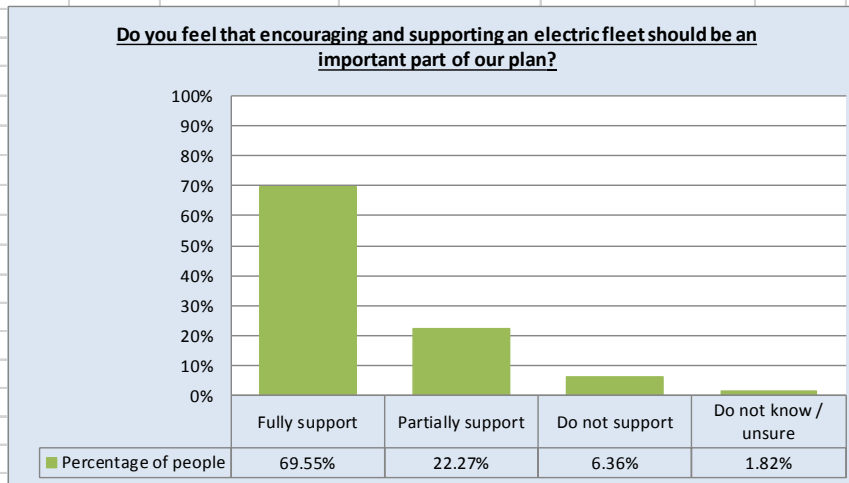
No Reply 3



Q5b – Do you feel that encouraging and supporting an electric fleet should be an important part of our plan?

Q5b	Number of people	Percentage of people
Fully support	153	69.55%
Partially support	49	22.27%
Do not support	14	6.36%
Do not know / unsure	4	1.82%
Total responses	220	

No Reply 6

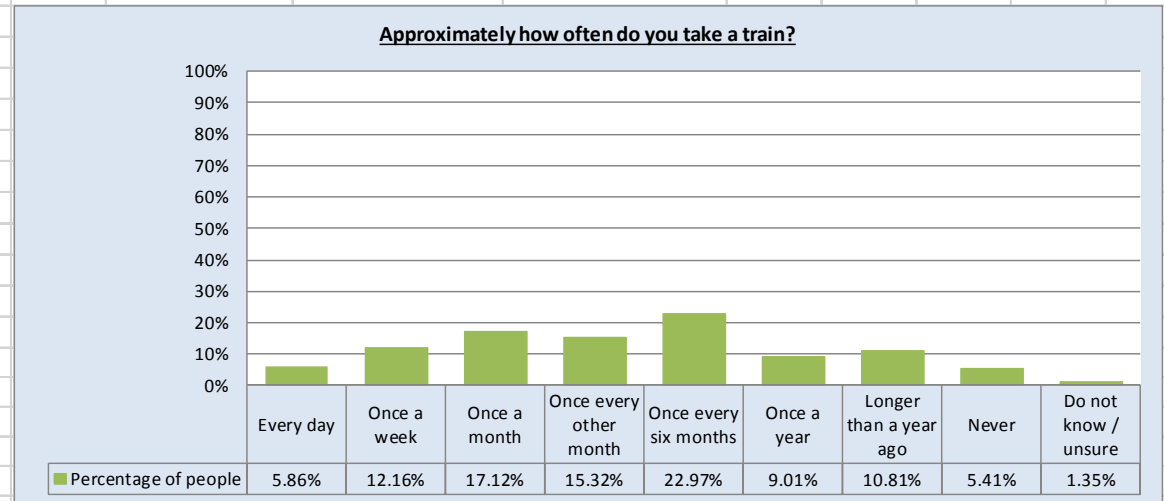


Appendix A – Statistical Results from Public Consultation

Q6a – Approximately how often do you take a train?

Q6a	Number of people	Percentage of people
Every day	13	5.86%
Once a week	27	12.16%
Once a month	38	17.12%
Once every other month	34	15.32%
Once every six months	51	22.97%
Once a year	20	9.01%
Longer than a year ago	24	10.81%
Never	12	5.41%
Do not know / unsure	3	1.35%
Total responses	222	

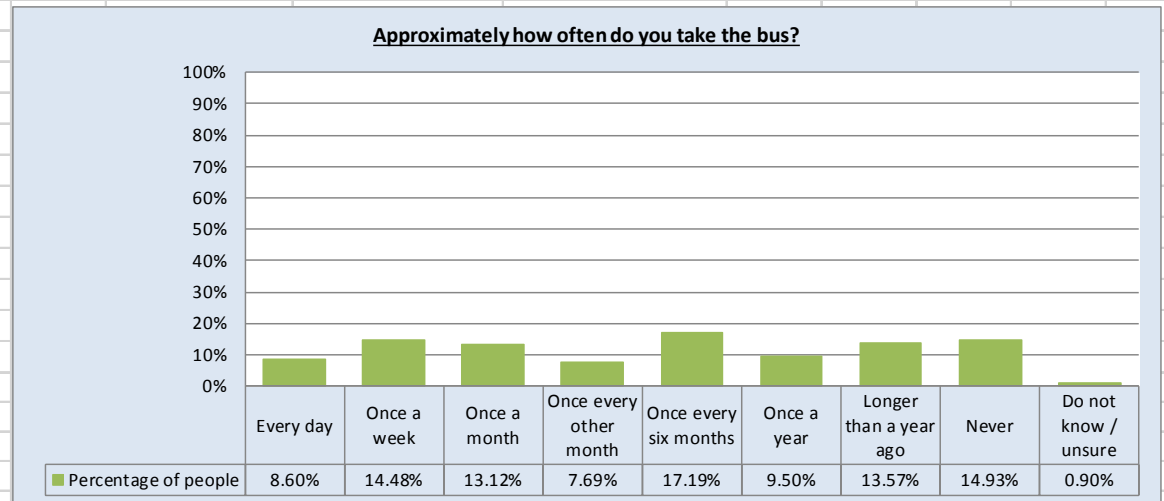
No Reply 4



Q6b – Approximately how often do you take the bus?

Q6b	Number of people	Percentage of people
Every day	19	8.60%
Once a week	32	14.48%
Once a month	29	13.12%
Once every other month	17	7.69%
Once every six months	38	17.19%
Once a year	21	9.50%
Longer than a year ago	30	13.57%
Never	33	14.93%
Do not know / unsure	2	0.90%
Total responses	221	

No Reply 5

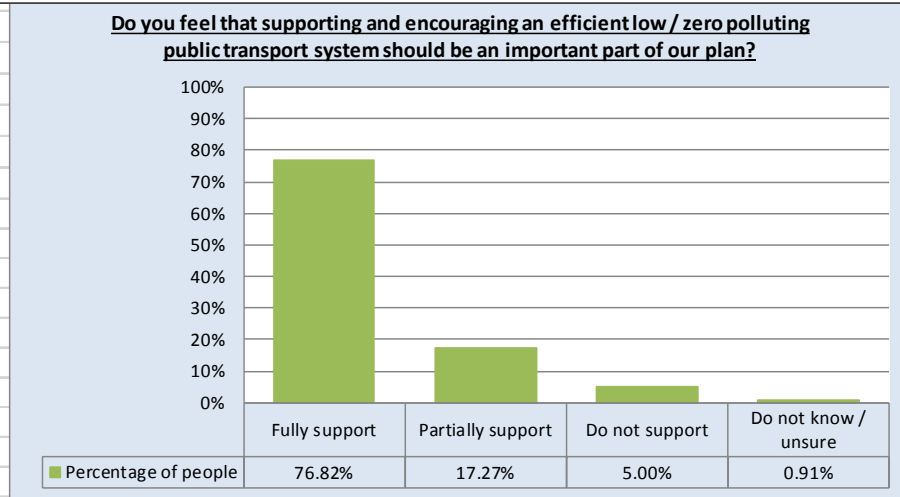


Appendix A – Statistical Results from Public Consultation

Q6c – Do you feel that supporting and encouraging an efficient low / zero polluting public transport system should be an important part of our plan?

Q6c	Number of people	Percentage of people
Fully support	169	76.82%
Partially support	38	17.27%
Do not support	11	5.00%
Do not know / unsure	2	0.91%
Total responses	220	

No Reply 6

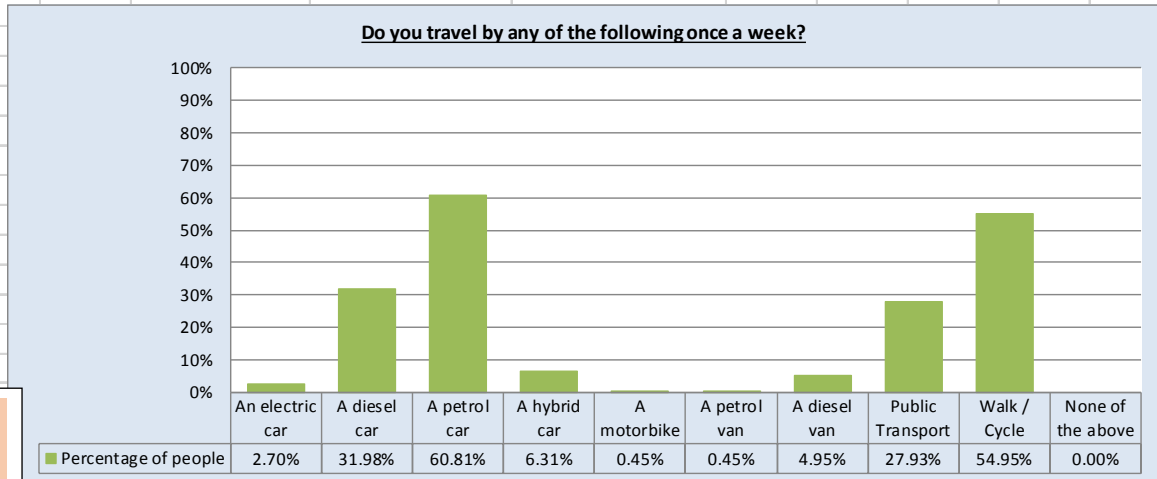


Appendix A – Statistical Results from Public Consultation

Q7a – Do you travel by any of the following once a week?

Q7a	Number of people	Percentage of people
An electric car	6	2.70%
A diesel car	71	31.98%
A petrol car	135	60.81%
A hybrid car	14	6.31%
A motorbike	1	0.45%
A petrol van	1	0.45%
A diesel van	11	4.95%
Public Transport	62	27.93%
Walk / Cycle	122	54.95%
None of the above	0	0.00%
Total responses	222	

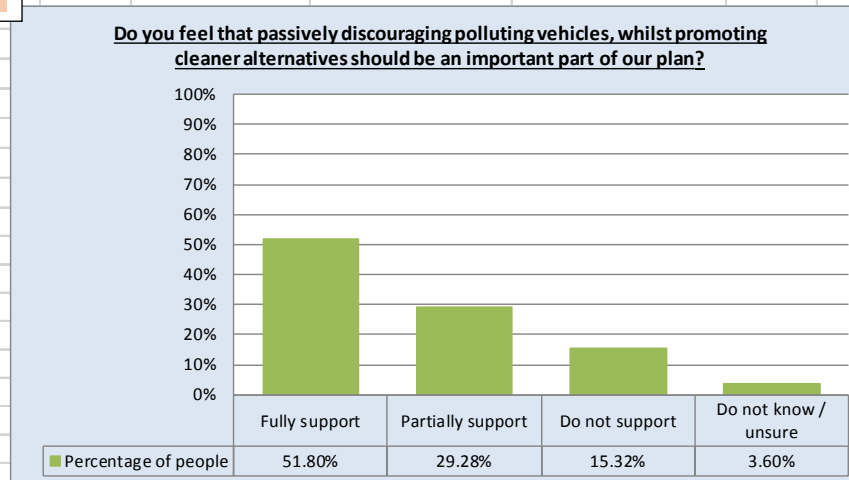
No Reply 4



Q7b – Do you feel that passively discouraging polluting vehicles whilst promoting cleaner alternatives should be an important part of our plan?

Q7b	Number of people	Percentage of people
Fully support	115	51.80%
Partially support	65	29.28%
Do not support	34	15.32%
Do not know / unsure	8	3.60%
Total responses	222	

No Reply 4

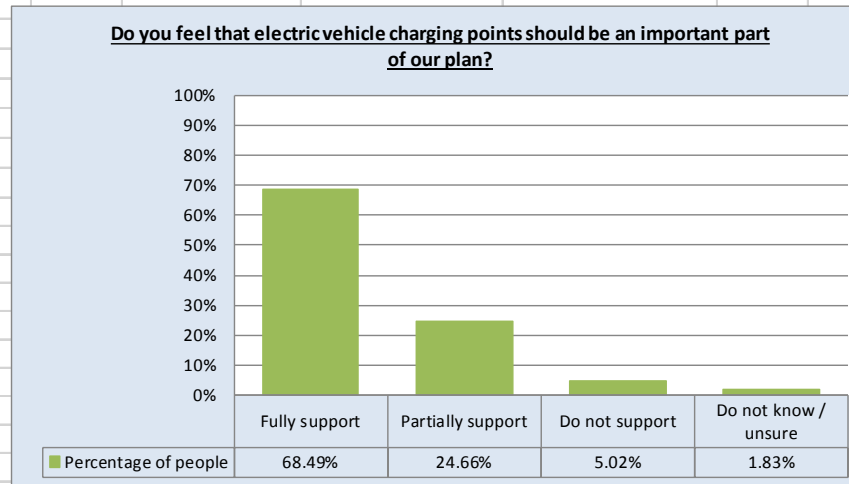


Appendix A – Statistical Results from Public Consultation

Q7c – Do you feel that electric vehicle charging points should be an important part of our plan?

Q7c	Number of people	Percentage of people
Fully support	150	68.49%
Partially support	54	24.66%
Do not support	11	5.02%
Do not know / unsure	4	1.83%
Total responses	219	

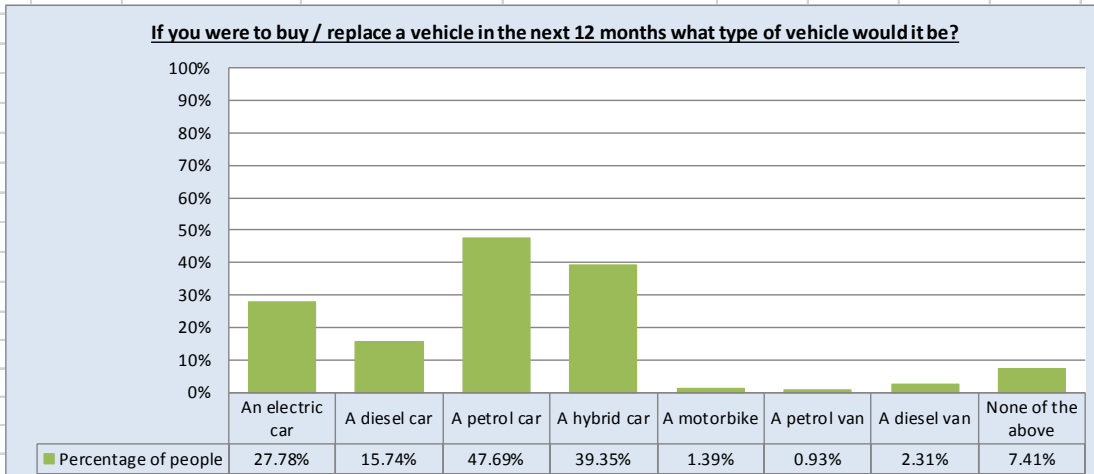
No Reply 7



Q7d – If you were to buy / replace a vehicle in the next 12 months, what type of vehicle would it be?

Q7d	Number of people	Percentage of people
An electric car	60	27.78%
A diesel car	34	15.74%
A petrol car	103	47.69%
A hybrid car	85	39.35%
A motorbike	3	1.39%
A petrol van	2	0.93%
A diesel van	5	2.31%
None of the above	16	7.41%
Total responses	216	

No Reply 10

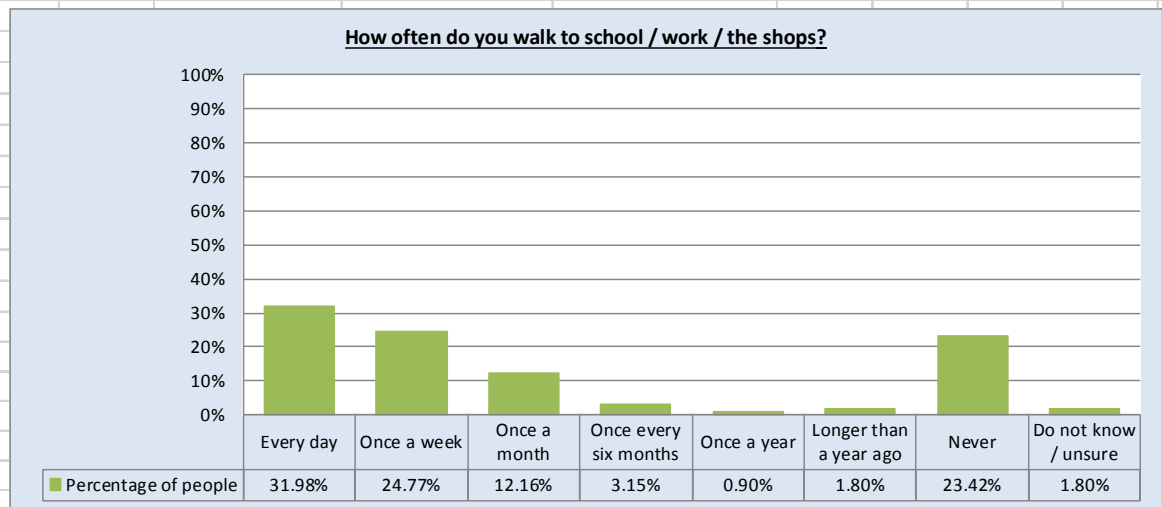


Appendix A – Statistical Results from Public Consultation

Q8a How often do you walk to school / work / the shops?

Q8a	Number of people	Percentage of people
Every day	71	31.98%
Once a week	55	24.77%
Once a month	27	12.16%
Once every six months	7	3.15%
Once a year	2	0.90%
Longer than a year ago	4	1.80%
Never	52	23.42%
Do not know / unsure	4	1.80%
Total responses	222	

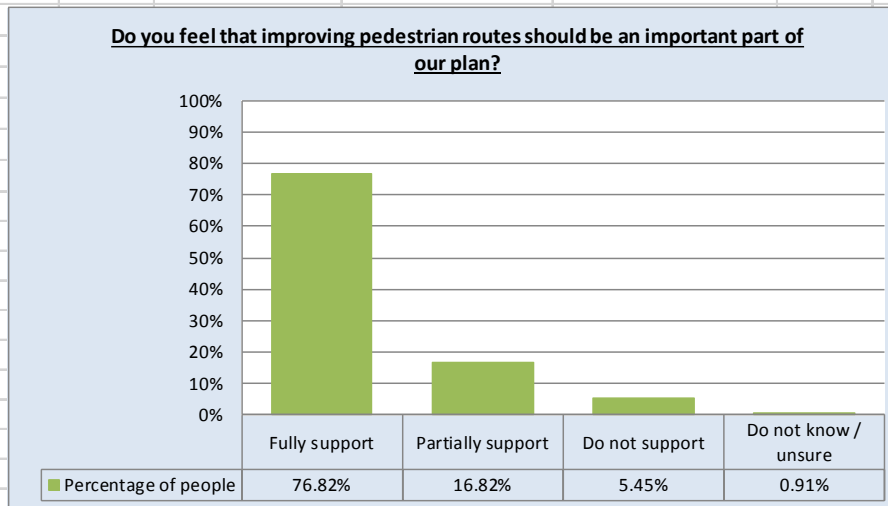
No Reply 4



Q8b – Do you feel that improving pedestrian routes should be an important part of our plan?

Q8b	Number of people	Percentage of people
Fully support	169	76.82%
Partially support	37	16.82%
Do not support	12	5.45%
Do not know / unsure	2	0.91%
Total responses	220	

No Reply 6

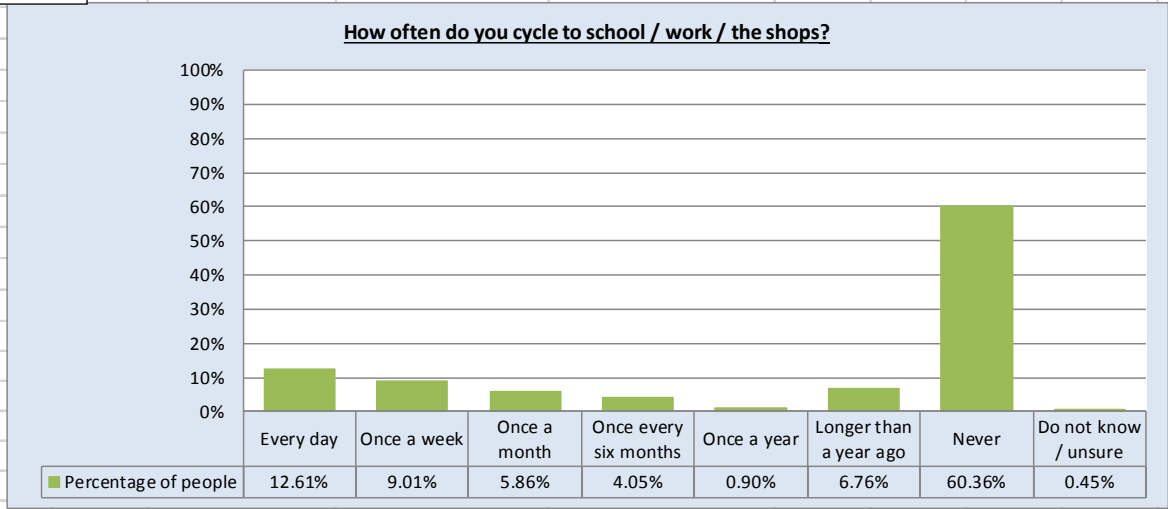


Appendix A – Statistical Results from Public Consultation

Q8c – How often do you cycle to school / work / the shops?

Q8c	Number of people	Percentage of people
Every day	28	12.61%
Once a week	20	9.01%
Once a month	13	5.86%
Once every six months	9	4.05%
Once a year	2	0.90%
Longer than a year ago	15	6.76%
Never	134	60.36%
Do not know / unsure	1	0.45%
Total responses	222	

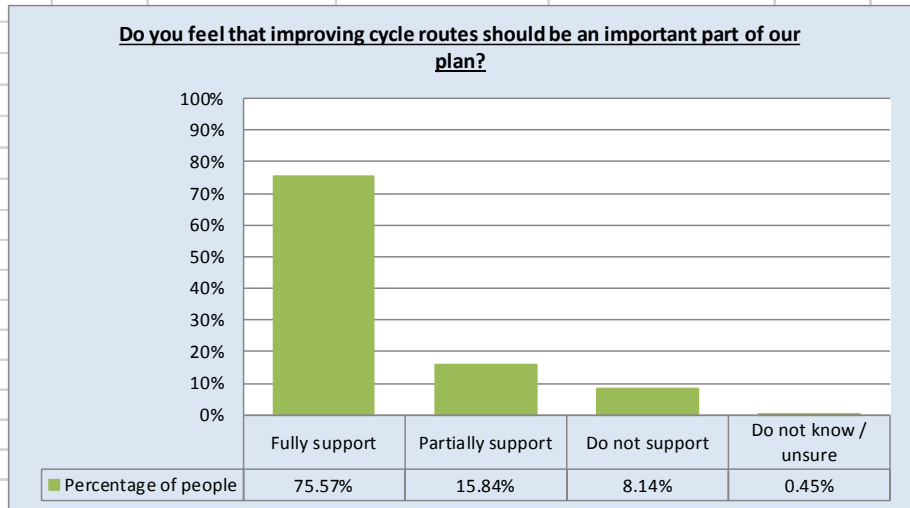
No Reply 4



Q8d – Do you feel that improving cycle routes should be an important part of our plan?

Q8d	Number of people	Percentage of people
Fully support	167	75.57%
Partially support	35	15.84%
Do not support	18	8.14%
Do not know / unsure	1	0.45%
Total responses	221	

No Reply 5

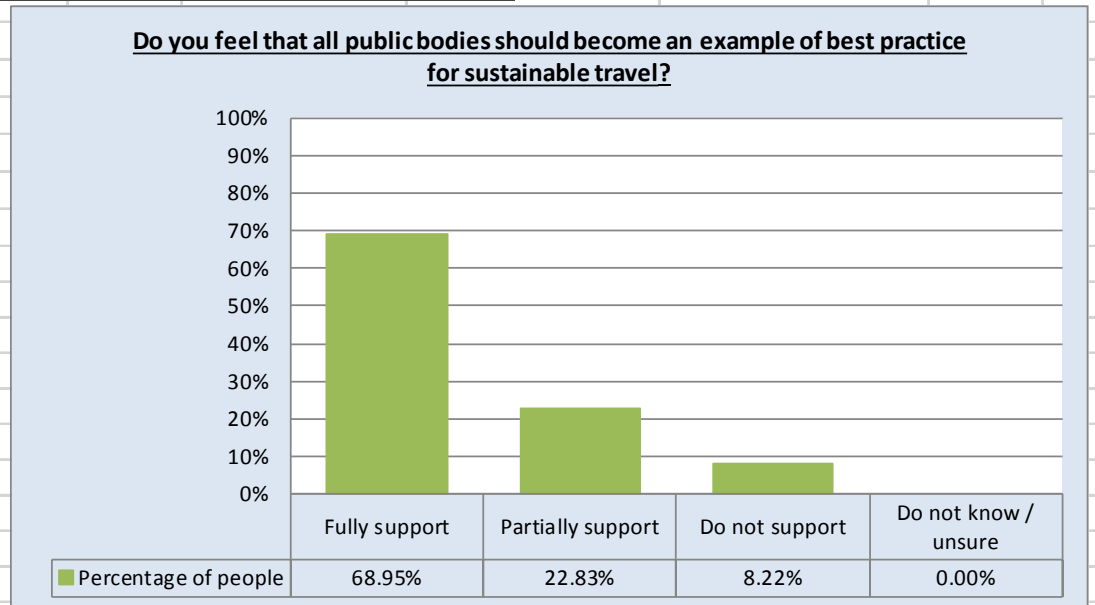


Appendix A – Statistical Results from Public Consultation

Q9a – Do you feel that all public bodies should become an example of best practice for sustainable travel?

Q9a	Number of people	Percentage of people
Fully support	151	68.95%
Partially support	50	22.83%
Do not support	18	8.22%
Do not know / unsure	0	0.00%
Total responses	219	

No Reply 7



Appendix A – Statistical Results from Public Consultation

Q10a – Are you a parent or guardian?

Q10a	Number of people	Percentage of people
Yes	61	27.73%
No	159	72.27%
Total responses	220	

No Reply 6

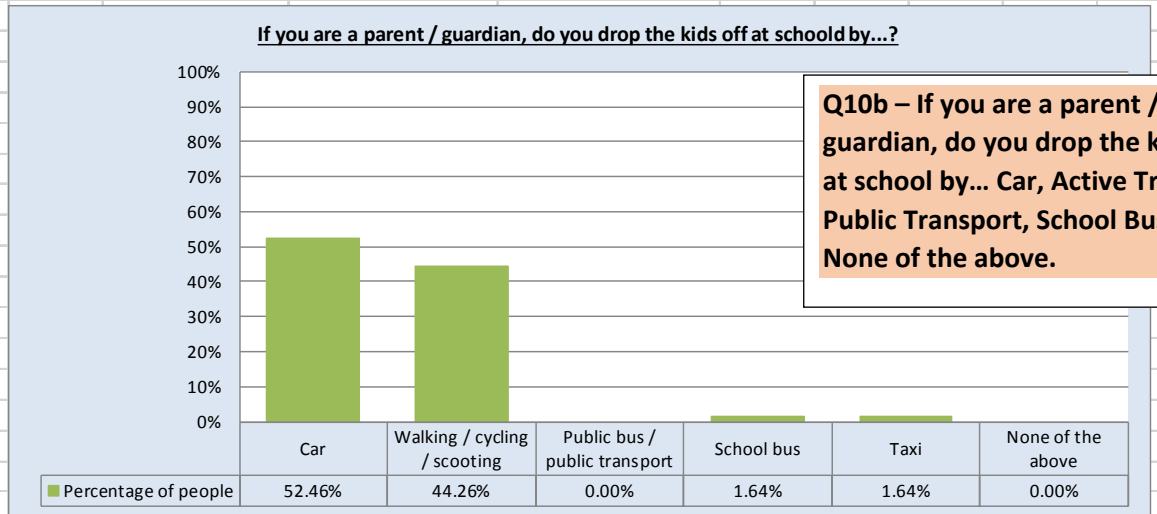
Q10b	Number of people	Percentage of people
Car	32	52.46%
Walking / cycling / scooting	27	44.26%
Public bus / public transport	0	0.00%
School bus	1	1.64%
Taxi	1	1.64%
None of the above	0	0.00%
Total responses	61	

No Reply 165

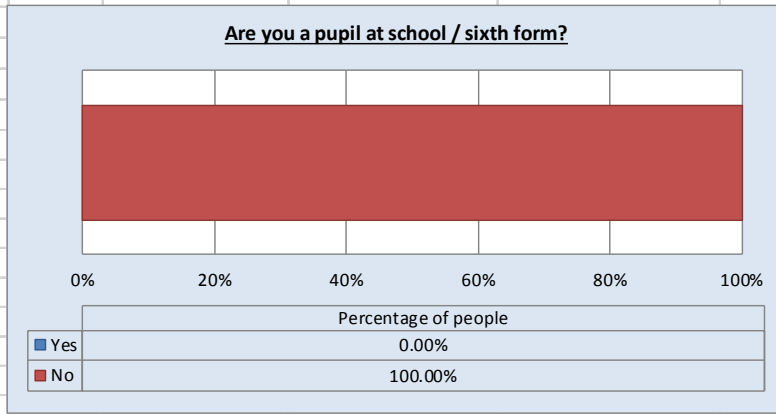
Q10c	Number of people	Percentage of people
Yes	0	0.00%
No	156	100.00%
Total responses	156	

No Reply 3

Q10c – Are you a pupil at a school / sixth form?



Q10b – If you are a parent / guardian, do you drop the kids off at school by... Car, Active Travel, Public Transport, School Bus, Taxi, None of the above.

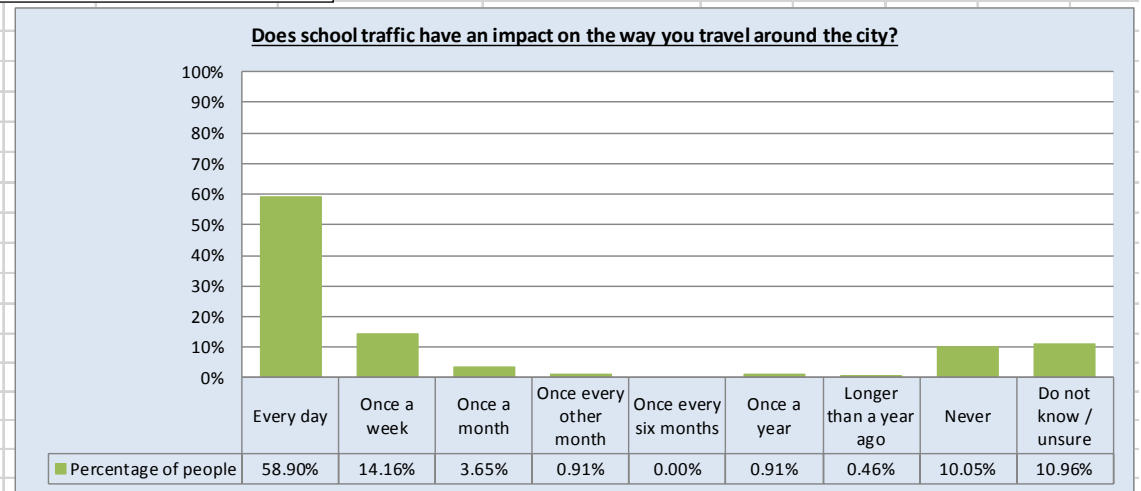


Appendix A – Statistical Results from Public Consultation

Q10e – Does school traffic have an impact on the way you travel around the city?

Q10e	Number of people	Percentage of people
Every day	129	58.90%
Once a week	31	14.16%
Once a month	8	3.65%
Once every other month	2	0.91%
Once every six months	0	0.00%
Once a year	2	0.91%
Longer than a year ago	1	0.46%
Never	22	10.05%
Do not know / unsure	24	10.96%
Total responses	219	

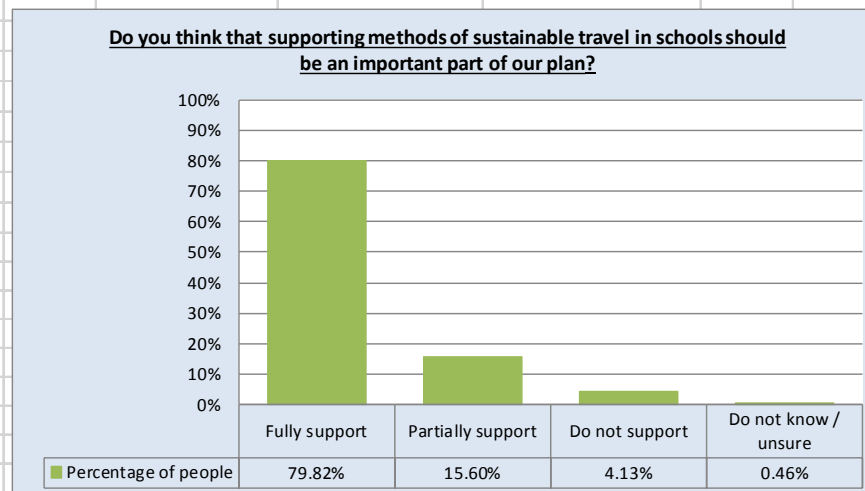
No Reply 7



Q10f – Do you think that supporting methods of sustainable travel in schools should be an important part of our plan?

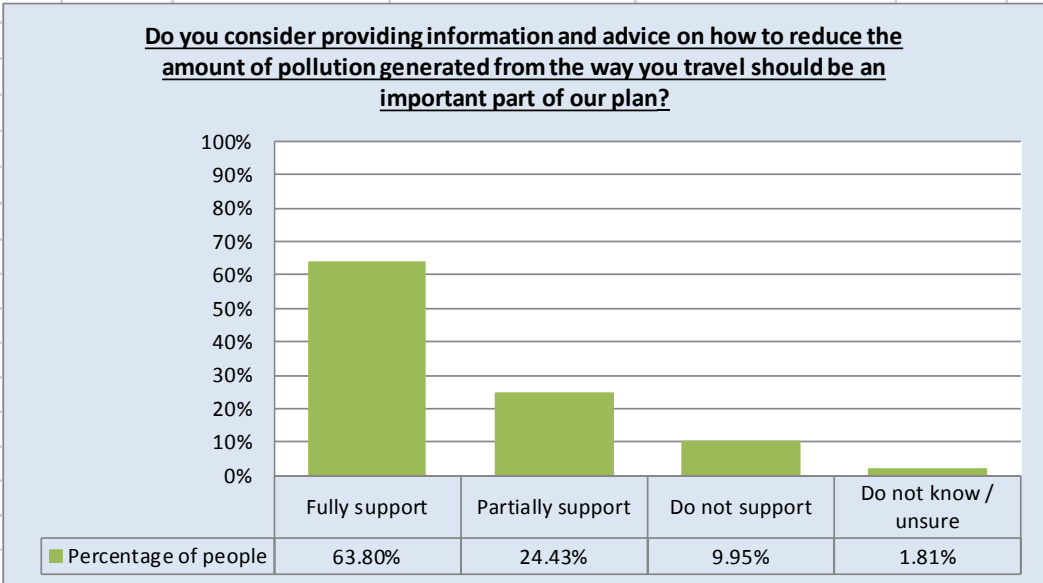
Q10f	Number of people	Percentage of people
Fully support	174	79.82%
Partially support	34	15.60%
Do not support	9	4.13%
Do not know / unsure	1	0.46%
Total responses	218	

No Reply 8



Q11a – Do you consider providing information and advice on how to reduce the amount of pollution generated from the way you travel should be an important part of our plan?

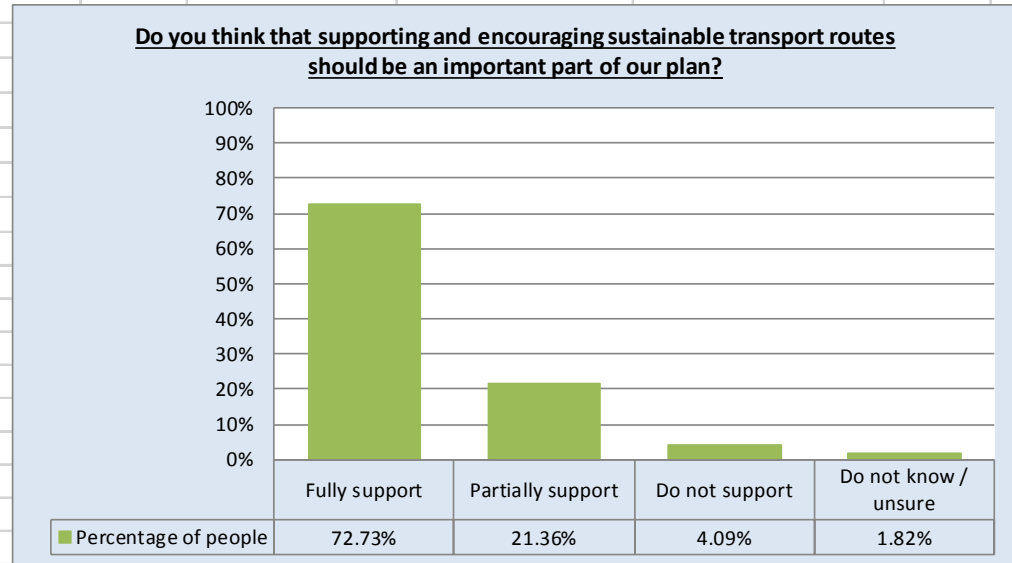
Q11a	Number of people	Percentage of people
Fully support	141	63.80%
Partially support	54	24.43%
Do not support	22	9.95%
Do not know / unsure	4	1.81%
Total responses	221	
	No Reply	5



Q12a - Do you think that supporting and encouraging sustainable transport routes should be an important part of our plan?

Q12a	Number of people	Percentage of people
Fully support	160	72.73%
Partially support	47	21.36%
Do not support	9	4.09%
Do not know / unsure	4	1.82%
Total responses	220	

No Reply 6



Q13 – Open text box for comments: Responses provided in Appendix B

Appendix A – Statistical Results from Public Consultation

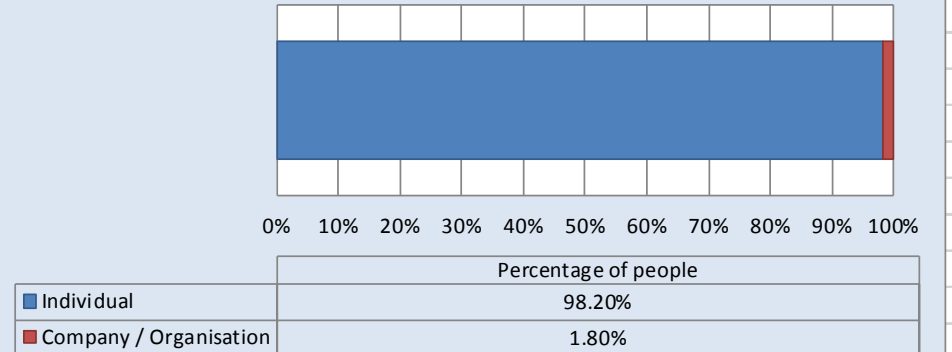
Q14 – Are you responding as an individual or as a company / organisation?

Q14	Number of people	Percentage of people
Individual	218	98.20%
Company / Organisation	4	1.80%
Total responses	222	
		No reply 4

Q14a – Does your organisation operate any of the following vehicles in your fleet?

Q14a	Number of people	Percentage of people
Taxis	0	0.00%
Buses	1	25.00%
HGVs / LGVs	0	0.00%
Coaches	0	0.00%
Light Goods Delivery Vehicles	0	0.00%
Other	1	25.00%
Prefer not to say	2	50.00%
Total responses	4	
		No Reply 222

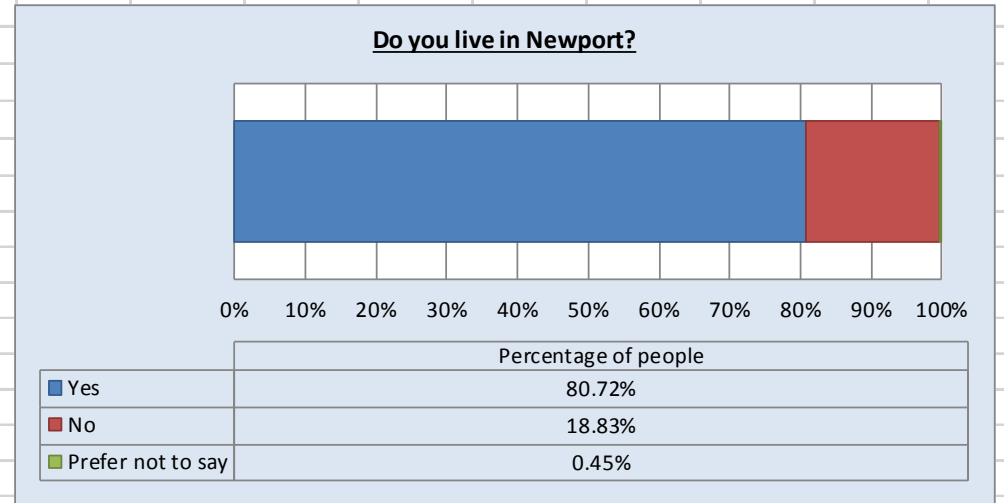
Are you responding as an individual or as a company / organisation?



Q15 – Do you live in Newport? (Q16 next page)

Q15	Number of people	Percentage of people
Yes	180	80.72%
No	42	18.83%
Prefer not to say	1	0.45%
Total responses	223	

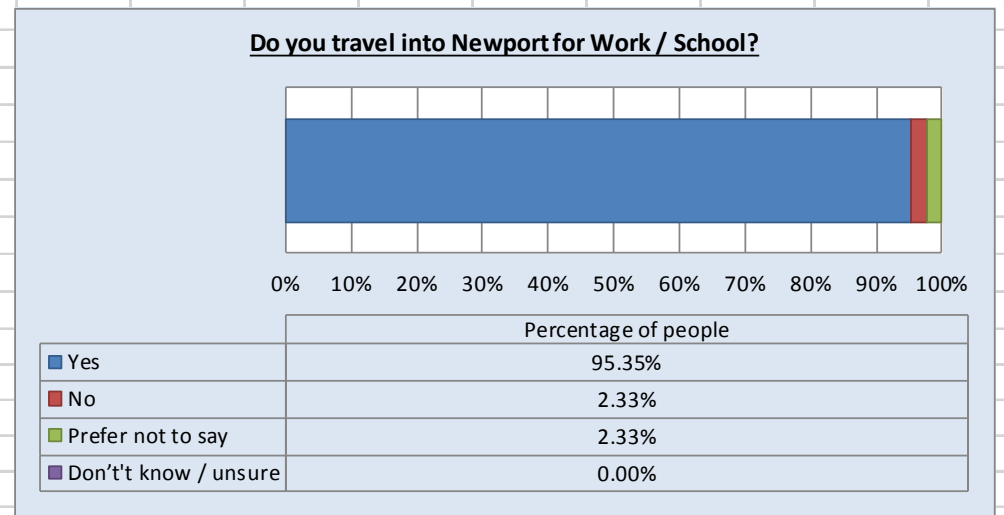
No reply 3



Q17 – Do you travel into Newport for Work/School?

Q17	Number of people	Percentage of people
Yes	41	95.35%
No	1	2.33%
Prefer not to say	1	2.33%
Don't't know / unsure	0	0.00%
Total responses	43	

No reply 183

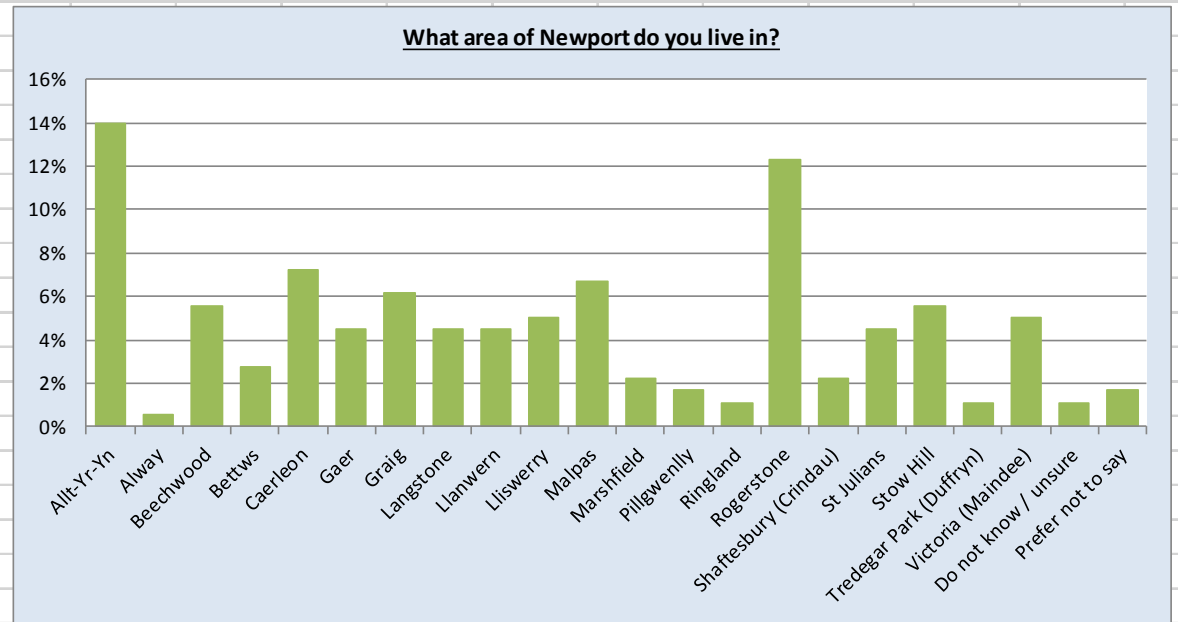


Appendix A – Statistical Results from Public Consultation

Q16 – What area of Newport do you live in?

Q16	Number of people	Percentage of people
Allt-Yr-Yn	25	13.97%
Alway	1	0.56%
Beechwood	10	5.59%
Bettws	5	2.79%
Caerleon	13	7.26%
Gaer	8	4.47%
Graig	11	6.15%
Langstone	8	4.47%
Llanwern	8	4.47%
Lliswerry	9	5.03%
Malpas	12	6.70%
Marshfield	4	2.23%
Pillgwenlly	3	1.68%
Ringland	2	1.12%
Rogerstone	22	12.29%
Shaftesbury (Crindau)	4	2.23%
St Julians	8	4.47%
Stow Hill	10	5.59%
Tredegar Park (Duffryn)	2	1.12%
Victoria (Maindee)	9	5.03%
Do not know / unsure	2	1.12%
Prefer not to say	3	1.68%
Total	179	

No Reply 1

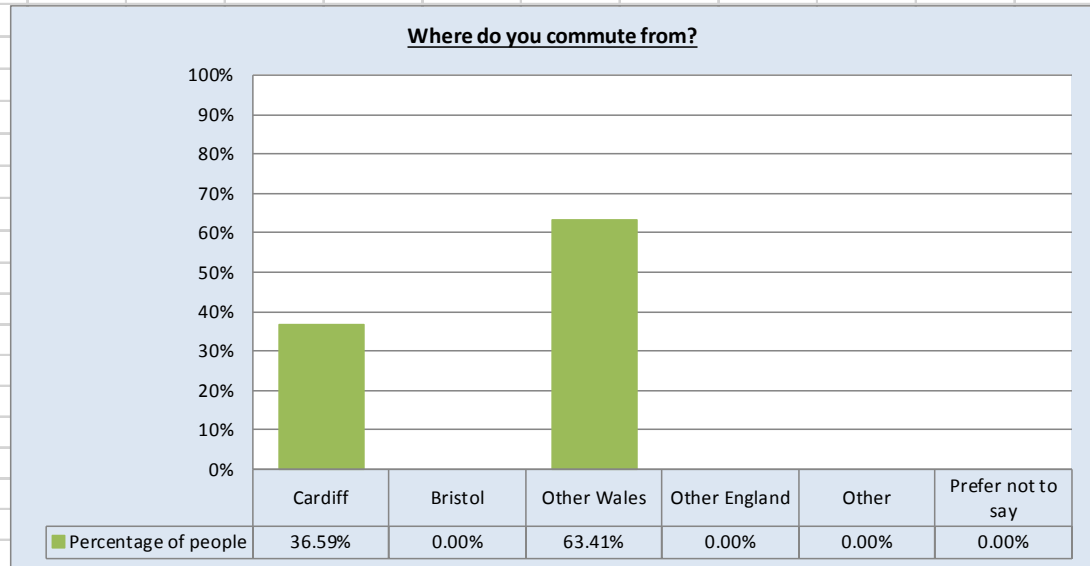


Appendix A – Statistical Results from Public Consultation

Q17a – Where do you commute from?

Q17a	Number of people	Percentage of people
Cardiff	15	36.59%
Bristol	0	0.00%
Other Wales	26	63.41%
Other England	0	0.00%
Other	0	0.00%
Prefer not to say	0	0.00%
Total	41	

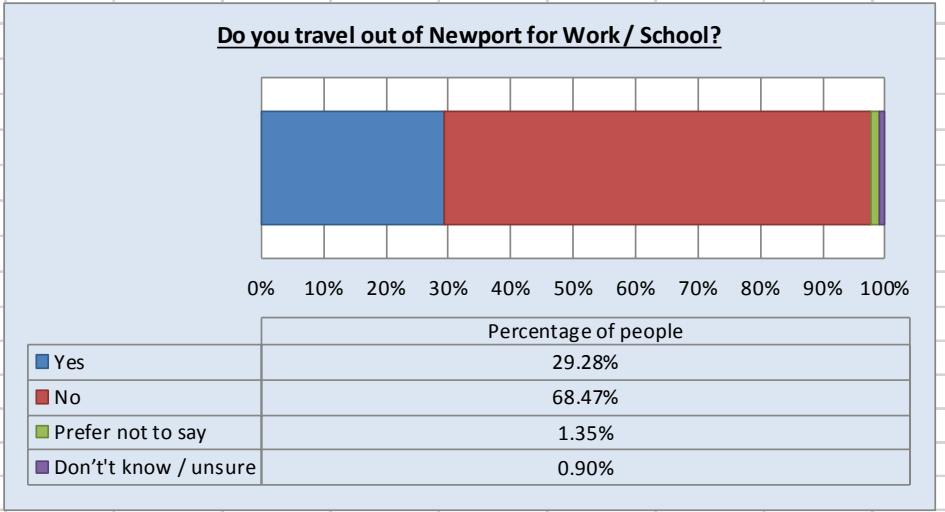
No Reply 185



Q18 – Do out travel out of Newport for Work / School?

Q18	Number of people	Percentage of people
Yes	65	29.28%
No	152	68.47%
Prefer not to say	3	1.35%
Don't't know / unsure	2	0.90%
Total responses	222	

No reply 4

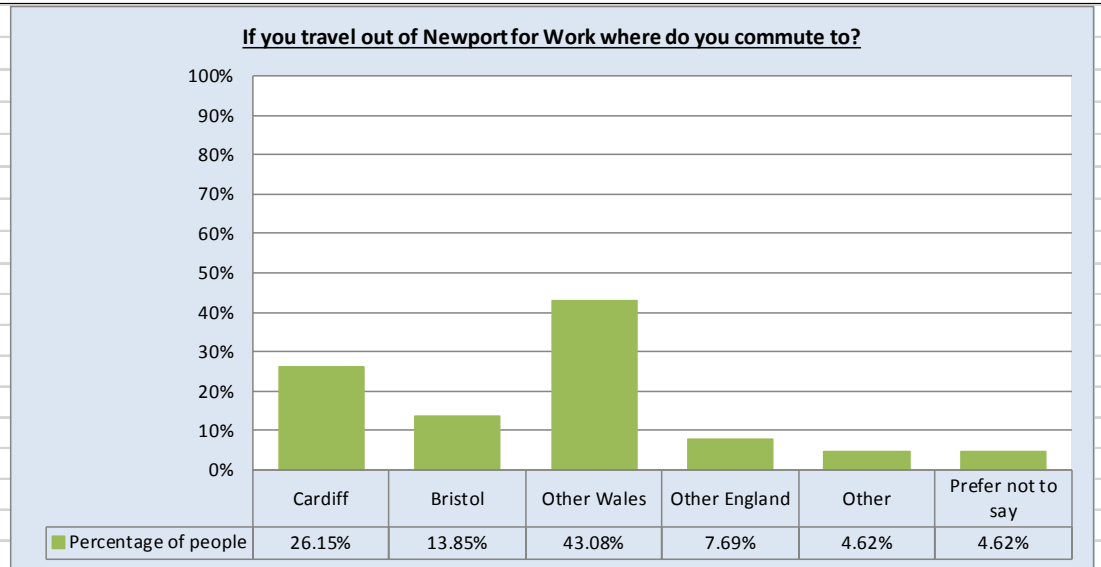


Appendix A – Statistical Results from Public Consultation

Q18a – If you travel out of Newport for Work, where do you commute to?

Q18a	Number of people	Percentage of people
Cardiff	17	26.15%
Bristol	9	13.85%
Other Wales	28	43.08%
Other England	5	7.69%
Other	3	4.62%
Prefer not to say	3	4.62%
Total	65	

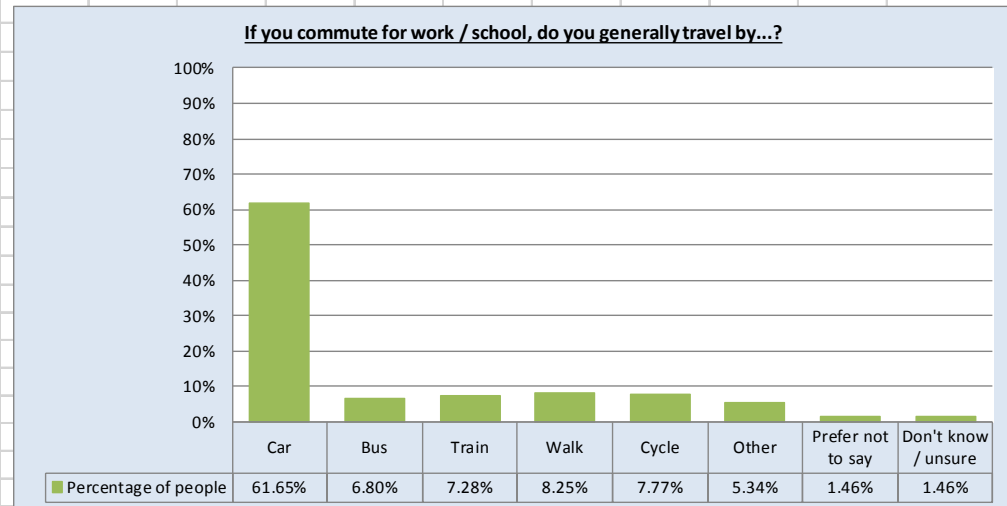
No Reply 161



Q19 – If you commute for work / school, do you generally travel by... (car, bus, train, walk, cycle, other, prefer not to say, Don't know /unsure)

Q19	Number of people	Percentage of people
Car	127	61.65%
Bus	14	6.80%
Train	15	7.28%
Walk	17	8.25%
Cycle	16	7.77%
Other	11	5.34%
Prefer not to say	3	1.46%
Don't know / unsure	3	1.46%
Total	206	

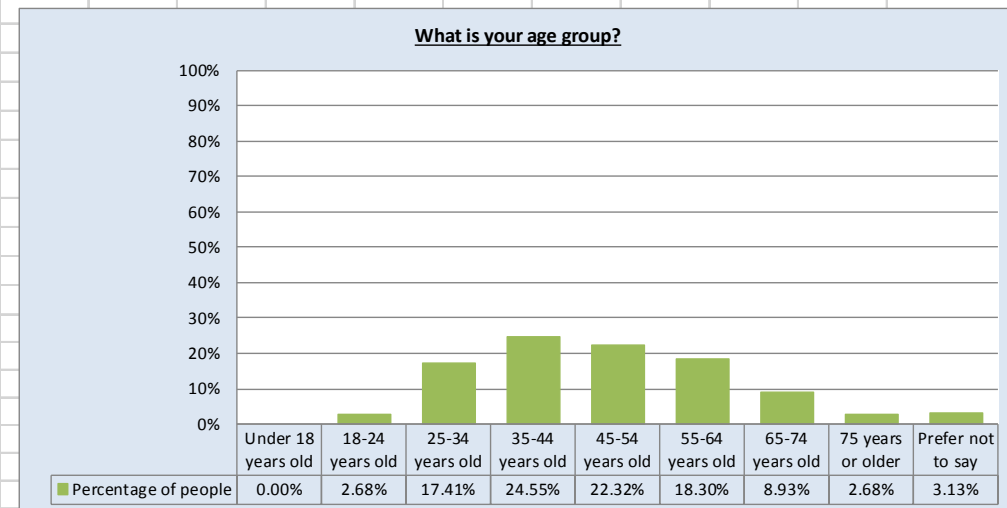
No Reply 20



Q20 – What is your age group?

Q20	Number of people	Percentage of people
Under 18 years old	0	0.00%
18-24 years old	6	2.68%
25-34 years old	39	17.41%
35-44 years old	55	24.55%
45-54 years old	50	22.32%
55-64 years old	41	18.30%
65-74 years old	20	8.93%
75 years or older	6	2.68%
Prefer not to say	7	3.13%
Total	224	

No Reply 2

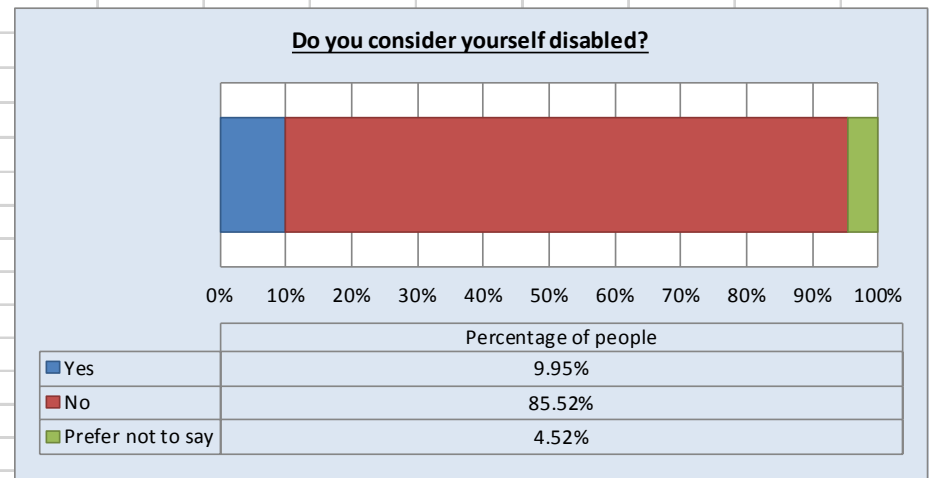


Appendix A – Statistical Results from Public Consultation

Q21 – Do you consider yourself disabled?

Q21	Number of people	Percentage of people
Yes	22	9.95%
No	189	85.52%
Prefer not to say	10	4.52%
Total responses	221	

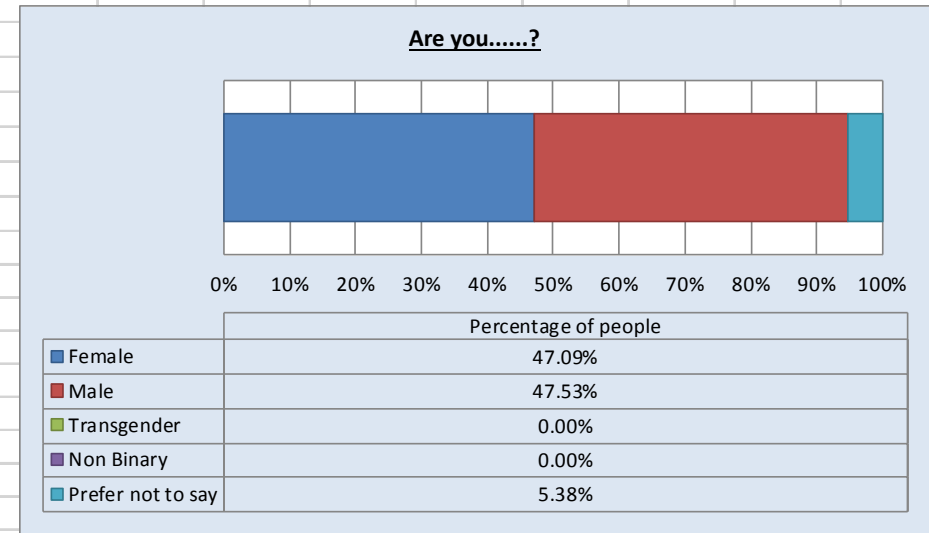
No reply 5



Q22 – Are you – Male, female, transgender, Non Binary, Prefer not so stay.

Q22	Number of people	Percentage of people
Female	105	47.09%
Male	106	47.53%
Transgender	0	0.00%
Non Binary	0	0.00%
Prefer not to say	12	5.38%
Total responses	223	

No reply 3

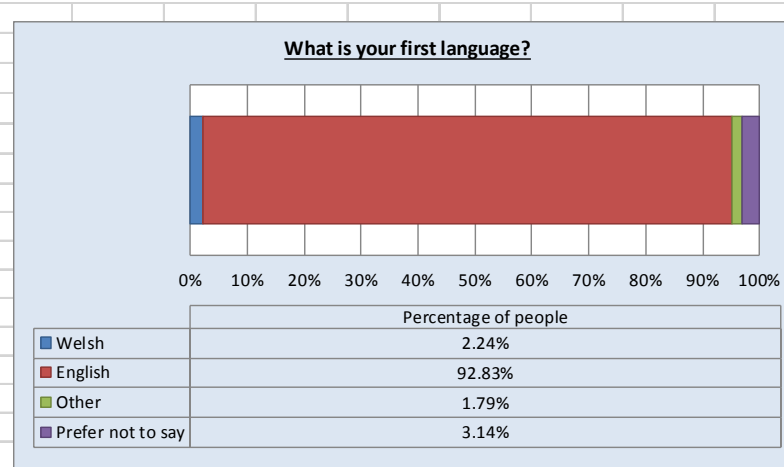


Appendix A – Statistical Results from Public Consultation

Q23 – What is your first language?

Q23	Number of people	Percentage of people
Welsh	5	2.24%
English	207	92.83%
Other	4	1.79%
Prefer not to say	7	3.14%
Total responses	223	

No reply 3



Q24 – How would you describe yourself?

Q24	Number of people	Percentage of people
White - British (W / E / S / NI)	198	88.39%
White - Irish	1	0.45%
Other White	6	2.68%
White & Black Caribbean	0	0.00%
White & Asian	0	0.00%
White & Black African	0	0.00%
Indian	0	0.00%
Pakistani	1	0.45%
Bangladeshi	0	0.00%
Chinese	1	0.45%
Black African	0	0.00%
Black Caribbean	0	0.00%
Arab	1	0.45%
Other	0	0.00%
Prefer not to say	16	7.14%
Total Responses	224	

Other White

- Polish
- English / Irish
- American
- Hispanic
- USA
- Hungarian

No reply 2

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Appendix B: Summary & Analysis of Public Consultation Responses

Consultation Response

Summary

The public consultation was held from the 13th May – 30th June (6 Weeks) of the 226 Responses:

- 98% Individuals
- 2% Companies / Organisations
- 80% Lived in Newport
- 19% Did not live in Newport
- 1% preferred not to say.

10% of respondents considered themselves disabled.

50 / 50 Male – Female split.

First Language

- 93% English
- 2% Welsh
- 5% Other

- 62% travelled by Car
- 7% Bus
- 8% Train
- 8% Cycle
- 15% other forms of transport

Commuters -

- 29% travelled from Newport to somewhere else for Work / School
- 68% Did not travel outside of Newport for work / school
- 3% No answer

Commuters to Newport who responded to the survey came from:

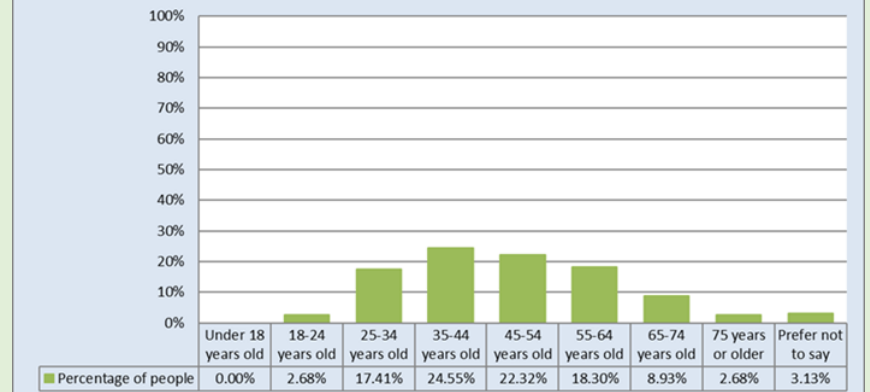
- Cardiff 37%
- Other Wales 63%

Commuters from Newport who responded to the survey went to:

- Cardiff 26%
- Bristol 14%
- Other England 8%
- Other Wales 43%
- Other 4.5%
- No Answer 4.5%

The majority of the respondents were between 25 – 64 age group.

What is your age group?



Appendix B: Summary & Analysis of Public Consultation Responses

Public Awareness

The respondents generally supported a need for greater public awareness, however the comments also pointed out the need for business engagement.

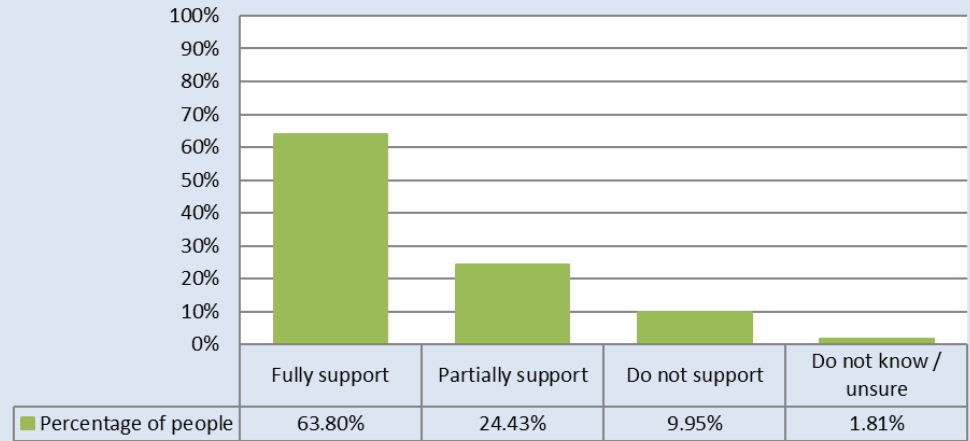
The draft contained the category deliveries, however the results from the consultation considered this to have limited impact – given the associations with business this category is recommended to be removed and replaced with one that is business centric – Details provided below.

With regards to public awareness, the text has been revised slightly. Whilst the council can signpost individuals or groups to relevant information, ultimately it for the individual / group to participate.

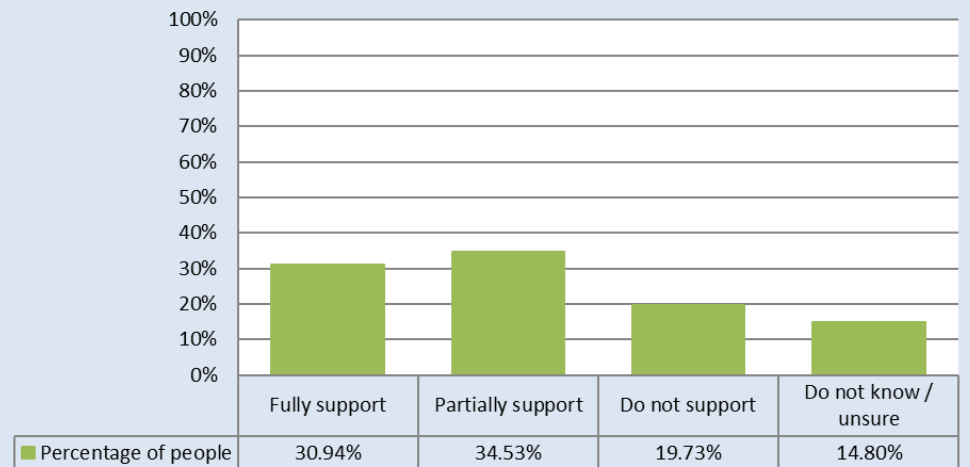
Respondents comments:

“Education/awareness efforts should use peer pressure making driving a high polluting vehicle anti-social. Many people still think its "cool" to drive a powerful car with high co2 output.... Don't waste Newport money on campaigns that should be run nationally, club together with others or piggy back on other campaigns.”

Do you consider providing information and advice on how to reduce the amount of pollution generated from the way you travel should be an important part of our plan?



Do you feel that encouraging the use of delivery lockers for click and collect would help reduce vehicle trips?



Appendix B: Summary & Analysis of Public Consultation Responses

Business Engagement (NEW CATEGORY)	
<p>The comments generally supported a need for greater public awareness, however the comments also pointed out the need for business engagement.</p> <p>Deliveries in the draft strategy had its own category, however the results from the consultation considered this to have limited impact – given the associations with business this category is recommended to be removed and replaced with one that is business centric.</p>	<p>The new category outlines the various methods a business can support low / zero emission travel through its operations and employees. The council can provide / signpost businesses towards relevant information, however ultimately there is very little control the council has with regards to the uptake. Nor does the council has the resources to actively support every business to implement low/zero emission travel methods.</p>

Appendix B: Summary & Analysis of Public Consultation Responses

Bus / Train (Public Transport)

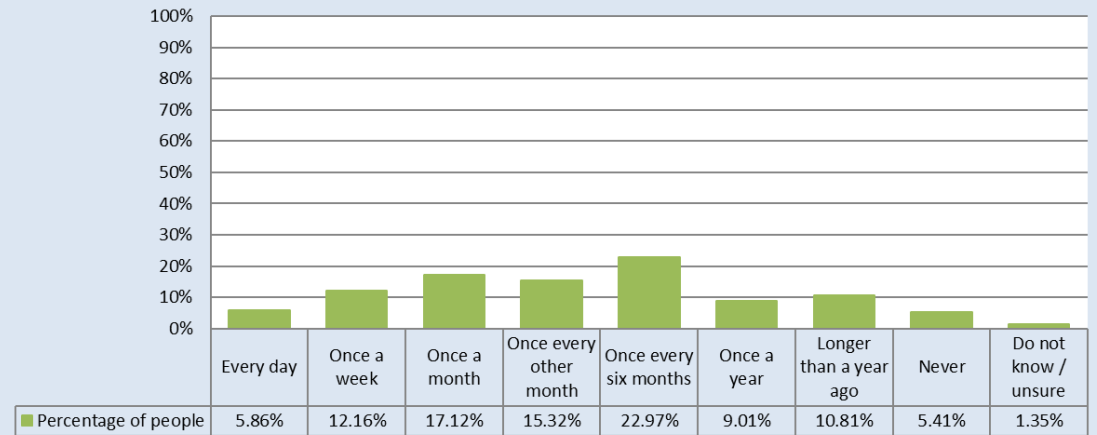
Public Transport was one of the most commented upon subjects. The frequency of respondents using the bus or train has reasonable spread.

An overwhelming number of respondents agreed that a clean efficient and inexpensive public transport system was needed. The existing services were criticised for being old, infrequent, unreliable, expensive, polluting and inefficient. Clear travel information for the bus service was also lacking.

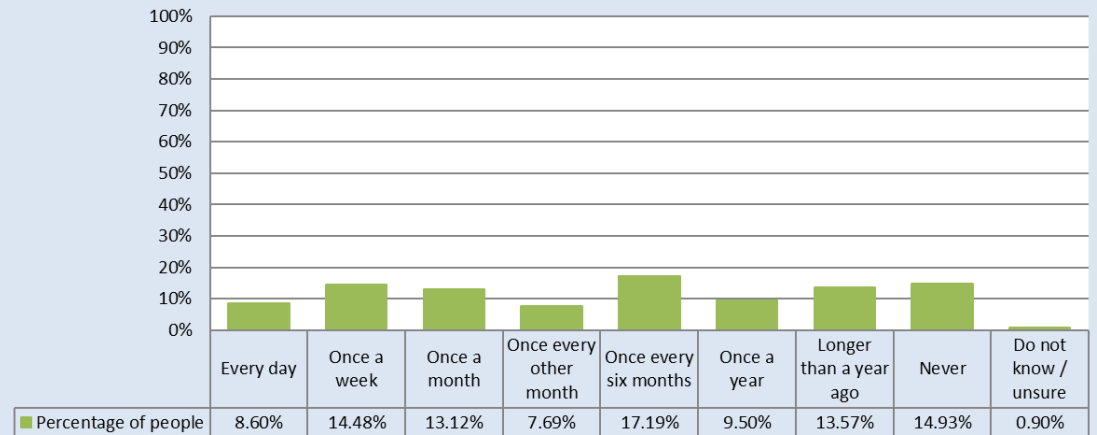
The strategy has been updated to include an action regarding bus route / time information at bus stops etc.

The current train links were support and also criticized. Newport City Council has no control over the train connections. However with the public engagement / business engagement programme - an efficient public transport network it considered likely to have the most impact in reducing vehicle numbers.

Approximately how often do you take a train?



Approximately how often do you take the bus?



Appendix B: Summary & Analysis of Public Consultation Responses

Respondents Comments:

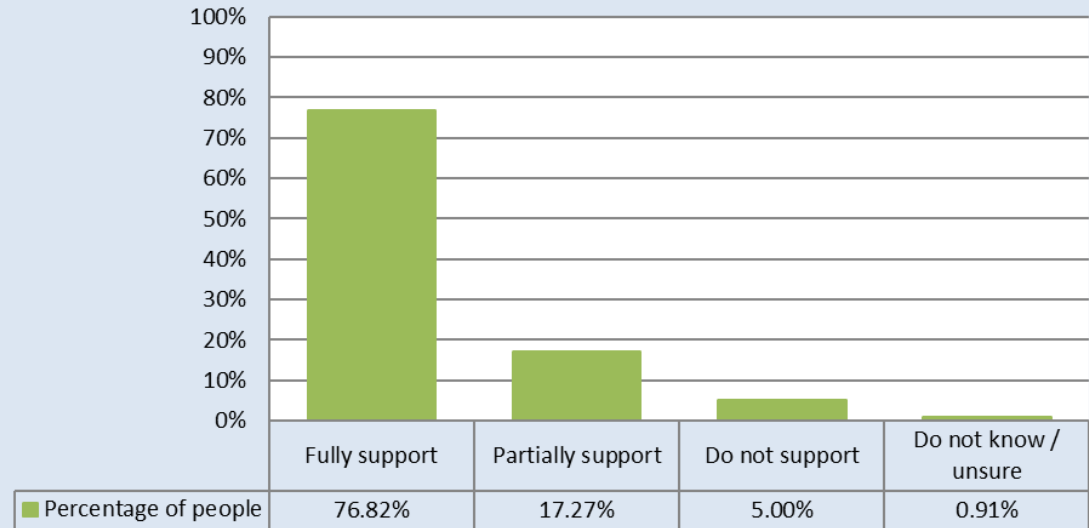
“Newport needs better public transport, buses or metro so more people could get to work in morning hours (for example starting at 6 am.)”

“Newport bus needs a major investment. Compared to other companies their fleet is of a poor standard. Many of them are second hand some being in the region of about sixteen years old. This is a concern that should be addressed as soon as possible.”

“The proposal to withdraw pensioners' bus passes at the end of 2019 hardly supports the aim of encouraging use of public transport!”

“I travel by cycle into Newport and then by National Express Coach to Bristol for work every weekday. The coach times for work, including by the Severn Express, are infrequent - every 2 hours. The Severn Express doesn't start until 8am from Newport which is too late, so 6.25am is the only other option, or 8.30am. It is similar coming back - this isn't good. It would be good to have more frequent coaches, and possibly one that has pick up stops around Newport/Magor/Severn Tunnel Junction and then either goes straight to Bristol or to Avonmouth Park and Ride. This could significantly reduce traffic into and out of the city and across the bridge. To encourage the take up of EVs having more information and a 'driving lesson' in an electric vehicle or hybrid would be really useful.”

Do you feel that supporting and encouraging an efficient low / zero polluting public transport system should be an important part of our plan?



Appendix B: Summary & Analysis of Public Consultation Responses

<p><i>(New Category)</i></p> <p>On Street Car Hire / Car Clubs / Car Sharing</p>	<p>There are various websites / apps the support car sharing, such as: https://gocarshare.com/ https://www.blablacar.co.uk/ https://liftshare.com/uk</p>
<p>A number of comments were in favour of car club(s). A car club / on street car hire involves signing up to a scheme that allows you the use of a car when you need it.</p> <p>A car is only used 5% of the time, the rest of the time (95%) it is parked. Encouraging and supporting more innovative ways of using a vehicle to maximise its potential should be explored. Whilst this category may not reduce the number of vehicle trips on our roads, it will reduce the number of vehicles required to make the same number of journeys. Also as shown above, one of the barriers of driving a less polluting vehicle (electric) is the cost, on street car hire / car clubs is one method to remove such a barrier.</p> <p>To reduce the actual number of vehicle trips used, the occupancy of the cars needs to be increased, this can be done via car sharing. That is easily said, but difficult to implement / encourage without support from the public and businesses. Actions to encourage car sharing will be included in this category, but ultimately the council on their own has little control over the wider uptake.</p>	<p>There is no investment required to deliver this action, similar support of the external service. To allow flexibility the action in the strategy will be worded – Newport City Council will support and encourage car sharing in various forms including the promoting of share sharing websites.</p> <p>Similarly there are various on street car hire services available provided by private sector companies. These include – https://www.zipcar.com/ https://www.co-wheels.org.uk/</p> <p>The council has little control over these areas. The action in the strategy will be worded – Newport City Council will explore methods of encouraging and supporting on street car hire services across the city.</p> <p>Respondents Comments:</p> <p><i>“It would be great to have a car club in Newport, with hybrid and electric cars, and ideally also electric bikes and electric scooters. Enterprise Car Club are active in Cardiff but not Newport”.</i></p>

Appendix B: Summary & Analysis of Public Consultation Responses

Petrol / Diesel Hybrid / Electric

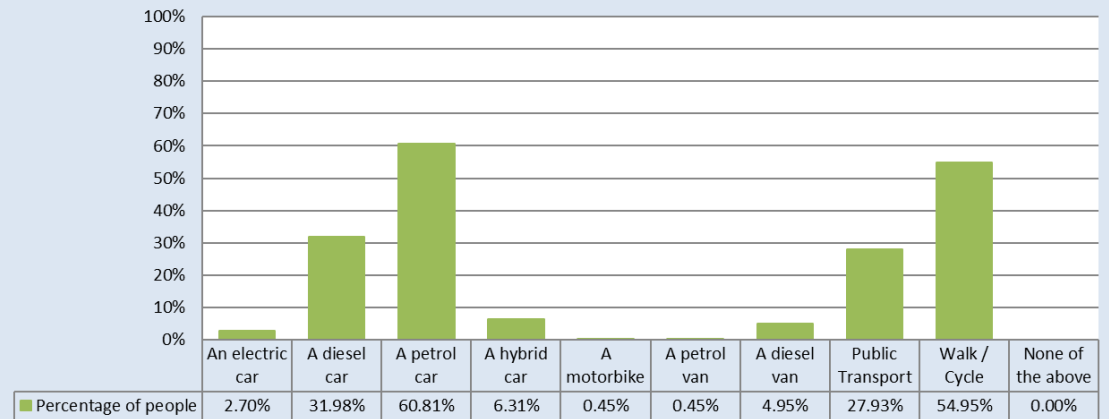
Of the consultation response the petrol car was the most common form of transport, followed by walking / cycling. There is a wiliness from the respondents to move to less polluting forms of transport but there was significant concern regarding the cost of electric / hybrid vehicles and the lack of the charging infrastructure. As described above, car clubs / on street car hire is a possible method of removing the price barrier to their uptake.

Respondents Comments:

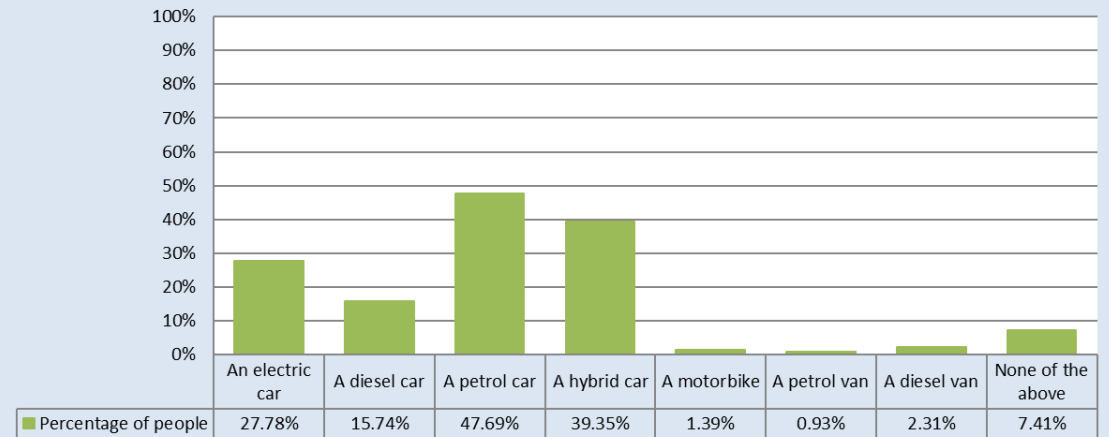
“I seriously considered buying an electric or hybrid car when I changed mine recently. I decided against it eventually as I feel that there are not enough charging points for public use in my area. If they were to become more readily available my next car will definitely be electric.”

“It's all very well having a policy for electric cars but those of us who were encouraged by the government of the time to buy a diesel car should not be penalised, in my case I could not afford to buy another car as I am still paying for the one I have. My partner needs a car to work and has to travel long distances so even if we could afford an electric car in these circumstances it would not be practical.”

Do you travel by any of the following once a week?

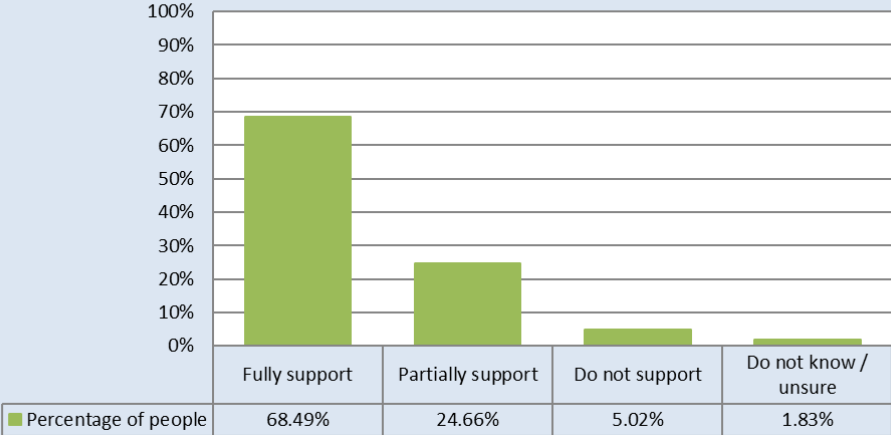


If you were to buy / replace a vehicle in the next 12 months what type of vehicle would it be?

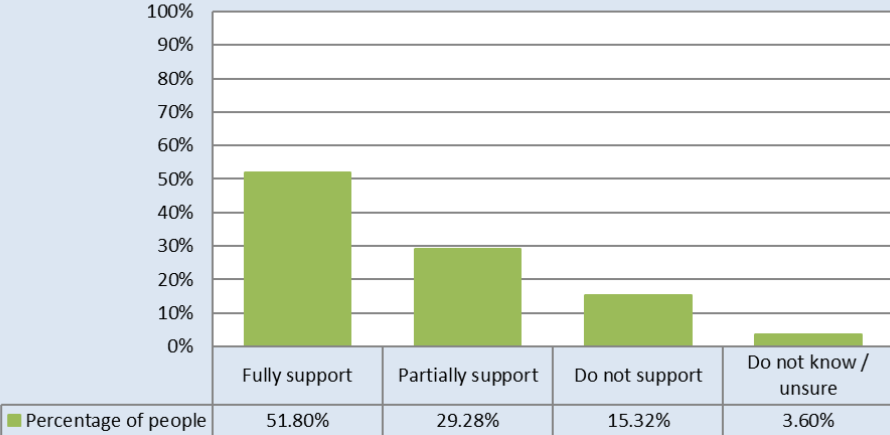


Appendix B: Summary & Analysis of Public Consultation Responses

Do you feel that electric vehicle charging points should be an important part of our plan?



Do you feel that passively discouraging polluting vehicles, whilst promoting cleaner alternatives should be an important part of our plan?



Petrol / Diesel – Hybrid / Electric Update:

In the draft strategy this was split into two categories

- Petrol / Diesel
- Hybrid / Electric

The actions between the two are intrinsically linked, it is therefore recommended these categories are combined into one. The main focus of the actions should be on the physical infrastructure of charging points and the promotion of the usage.

Appendix B: Summary & Analysis of Public Consultation Responses

Walking / Cycling (Active Travel)

There is clearly wide support to improve the cycle and pedestrian infrastructure across the city, however there was concern by some respondents regarding the disabled accessibility of active travel.

There was appreciation of some of the improvements of the cycle network. The hilly topography of some parts of Newport was seen as a barrier to cycling.

Many respondents agreed there was a clear need to improve pedestrian crossings in areas such the roundabouts in the city centre. Safety concerns were also raised about encouraging cycling and the conflicts this could cause with pedestrians.

Respondents Comments:

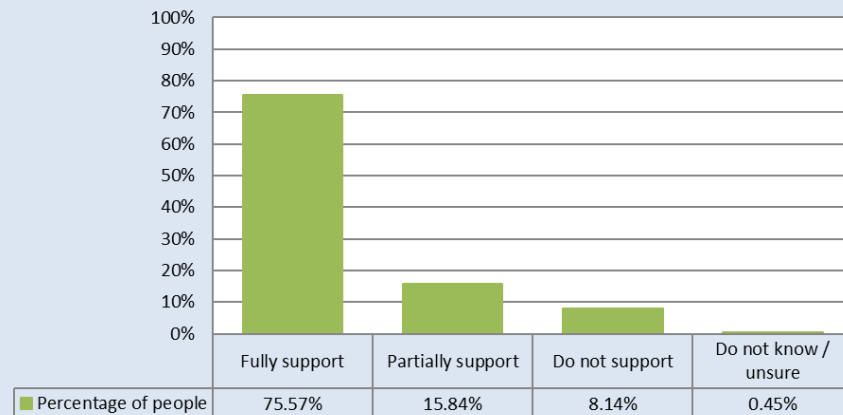
“Cycling infrastructure needs to be fit for purpose. No painted cycling lanes or putting cyclists into bus lanes where they are in conflict with some of the largest vehicles. Cycle lanes need to be properly segregated from traffic.”

“Cycle and walk routes in my locality are dreadful. To walk or cycle across the Coldra almost impossible and adds a significant amount of time to the journey. There are no cycle routes near my home.”

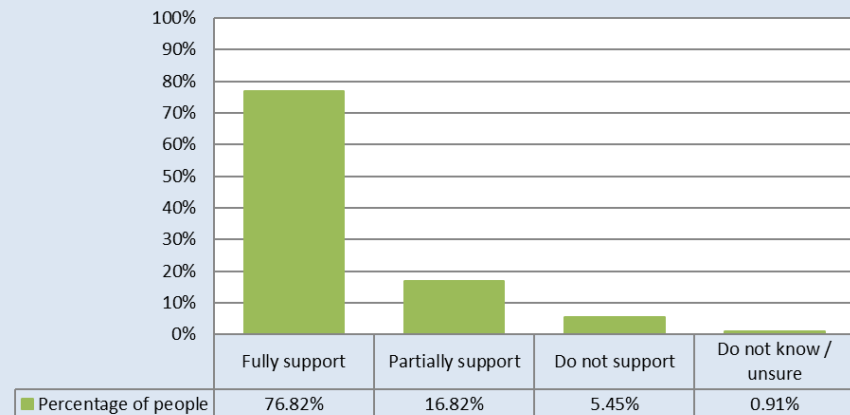
“If you want people to cycle then the routes have to be segregated from other vehicles and pedestrians. The lack of dedicated cycle paths is very clear and stops me from using a bike in Newport. Those cycle routes that do exist are so poorly signposted and maintained, they may as well not exist.”

“I fully support the promotion of sustainable travel. However as a pedestrian, please separate pedestrian and cycling routes and discourage cyclists from riding on the pavements.”

Do you feel that improving cycle routes should be an important part of our plan?



Do you feel that improving pedestrian routes should be an important part of our plan?



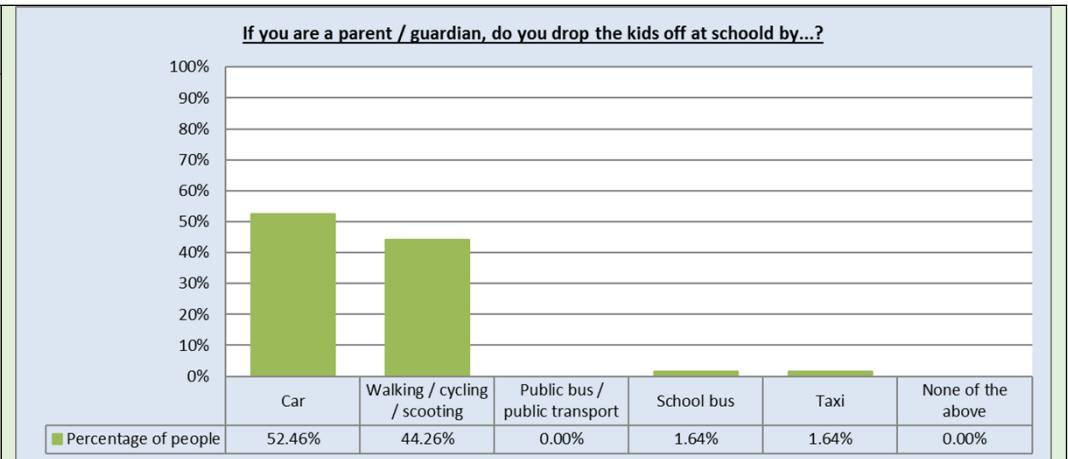
Appendix B: Summary & Analysis of Public Consultation Responses

Schools / Education

Of the respondents 72.27% were not parents / guardians who are responsible for dropping the kids off at school, compared to 27.73% that were. No school or sixth form pupils responded to the consultation. 58.9% of respondents felt that school traffic impacted their daily travel.

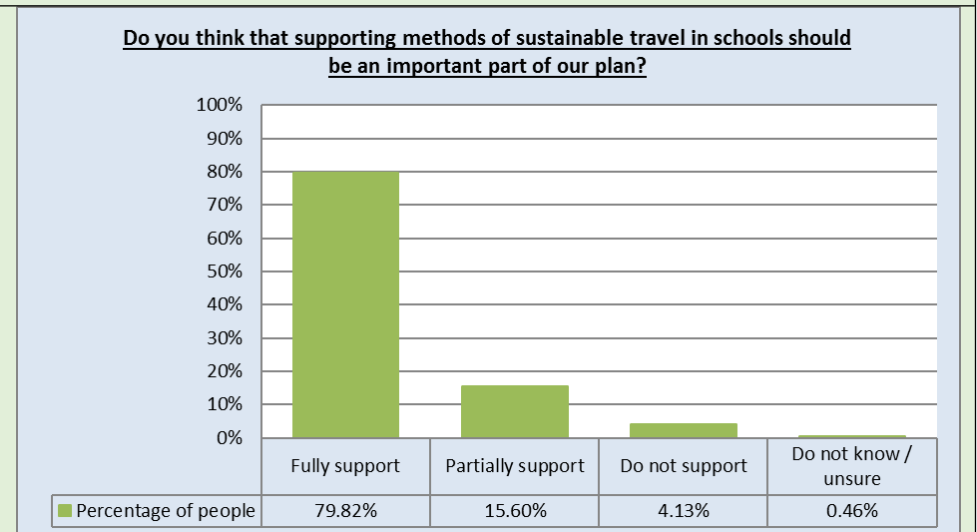
52% travelled to school by Car, 44% used an active travel mode of transport. A relatively small number used the school bus or taxi.

There is overwhelming recognition that sustainable travel should be supported in schools.



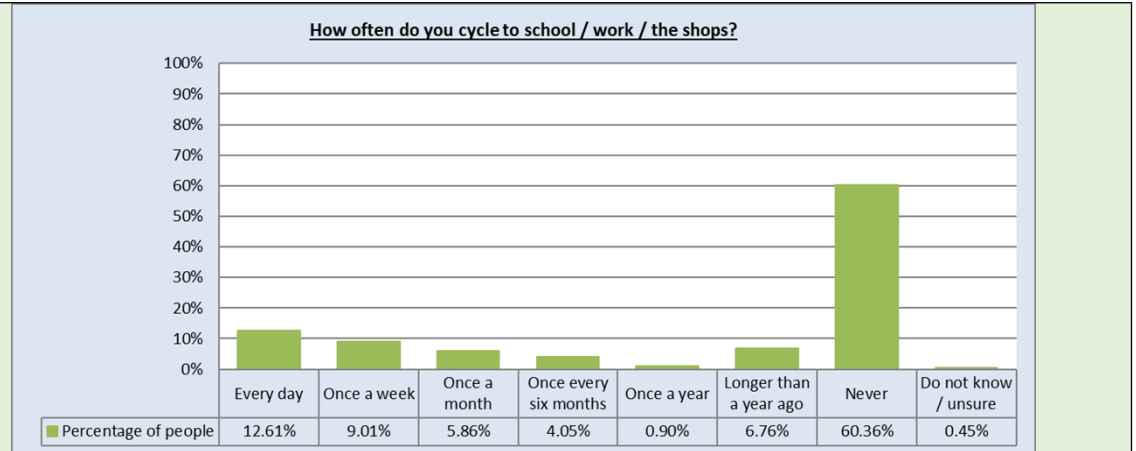
Schools / Education Action Update:

The exact actions to support schools require further consideration. Discussions are being undertaken with Welsh Government regarding a national programme to support such measures. Newport City Council will be in a position to implement and held develop these measures. Therefore the current actions should be seen as a starting point that shall be updated in the near future. In the meantime Newport City Council will discuss and trail any measures that are possible with current resources available.

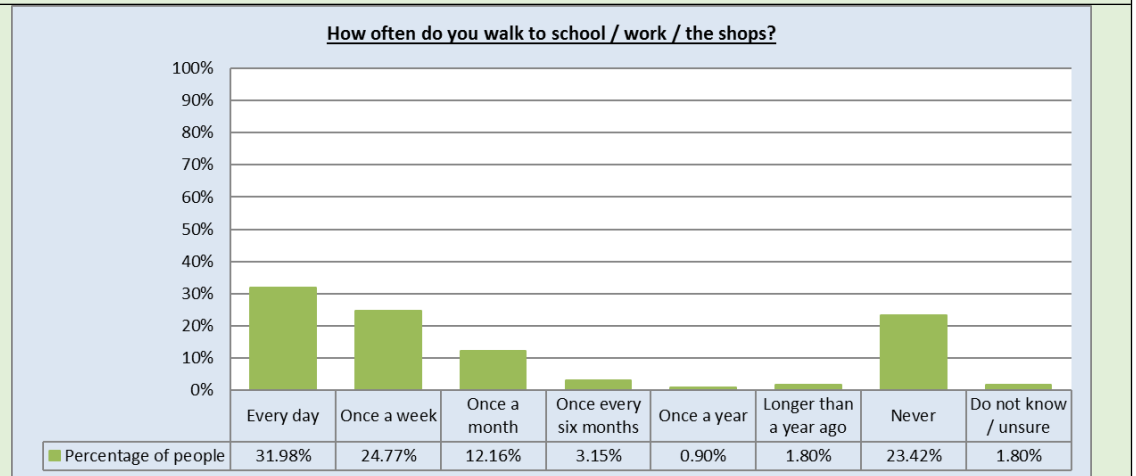


Appendix B: Summary & Analysis of Public Consultation Responses

The vast majority of respondents had never cycled to school, work or the shops. Whilst there is support to improve the cycle infrastructure, the relatively low cycle usage may indicate the need for public / business engagement to support the behaviour change. Just because a cycle route has been built does not mean it will be used, nor can it be assumed that just because a bike is provided will that person have the skills / ability to use it.



Walking to school / work or the shops appeared to be a much more likely form of active travel. This may suggest that whilst cycle routes should be supported pedestrian routes / crossings should not be neglected, unlike cycling there is no skill barrier that needs to be overcome.



Respondents Comments:

“Secondary school bus fares cost around £90 month for two kids so it's not surprising that many parents drive them. Reinstate free travel to school.”

“I see a lot of school children being driven to school, by parents and taxis, they should walk or catch the bus. All children should also go to the closest school to them, system at the moment is wrong apply to go to a school close and not getting in.”

Appendix B: Summary & Analysis of Public Consultation Responses

Public Bodies

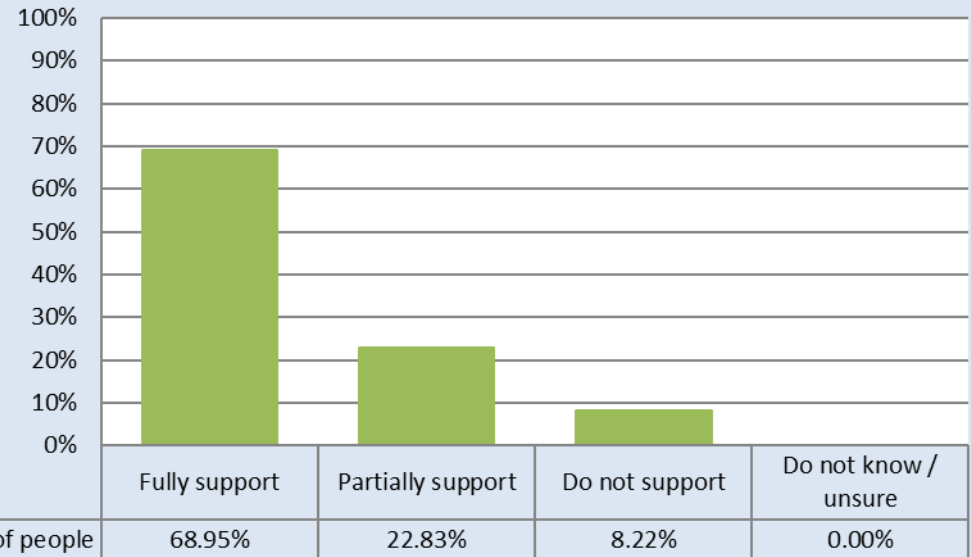
From the responses received there is support for public bodies to become examples of best practice. Newport's Well Being Plan includes a section on sustainable travel which outlines a number of measures that will be pursued. The current proposals appear to be well supported, no significant amendments to be made to the draft.

Respondents Comments:

"It is vitally important that the Council leads the way, this can appear a complex issue, with numerous stakeholders and it needs strong leadership to provide a way forward, however unpalatable that might be for some."

"I think that the Public Bodies should set the example. Therefore, the onus should be on those to change their ways before asking the general public to change theirs. If this is not done, this will obviously lead to an 'us' and 'them' situation, which should be avoided at all cost. This will just alienate people."

Do you feel that all public bodies should become an example of best practice for sustainable travel?



Appendix B: Summary & Analysis of Public Consultation Responses

Taxis

The vast majority of the respondents use Taxis infrequently. Even so, there appears to be wide spread appreciation that taxis were a source of pollution that requires support to become less polluting.

Within the draft strategy the category combined Taxis with on street car hire. However, based on the responses a separate category of on street car hire will be included in the final strategy.

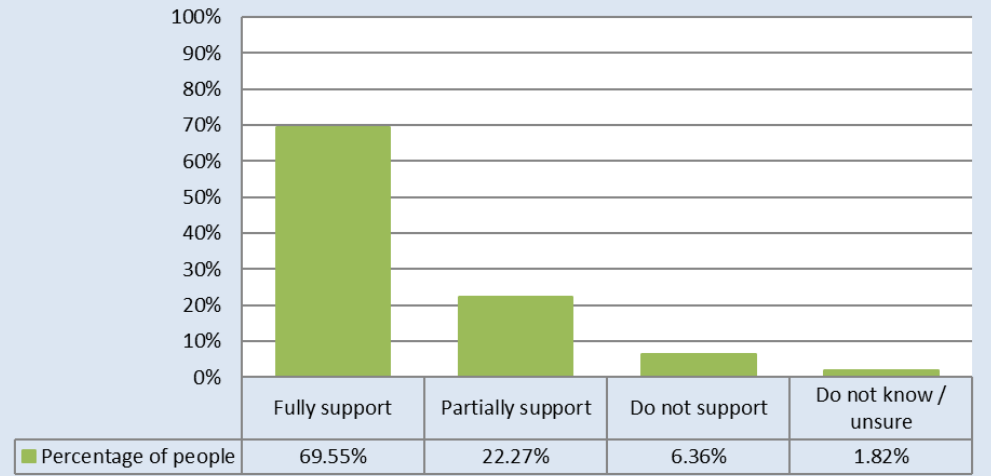
Respondents Comments:

“Taxis have a very low occupancy rate, doing approximately 50% of their travel with no real passengers in them. And yet most traffic management schemes appear to treat them as a "good" form of transport. With a low mileage between journeys, and council control, there is little reason why they should not be deemed a priority for electrification. The fact that they are deemed to be multi-user is a reason for improving their emissions, not for letting them be the worst on the road.”

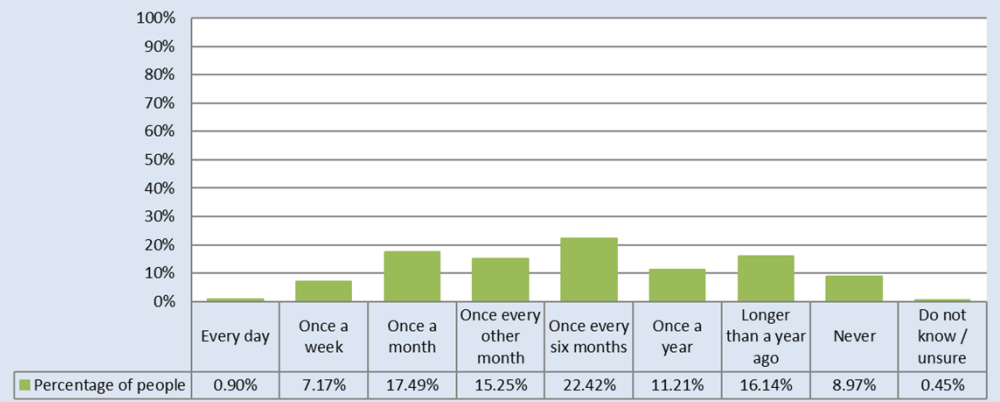
“Taxis should not have priority over other traffic. A lot of people use them, for short and long journeys, but they are very polluting. Changing them to be electric vehicles is a brilliant idea.”

“Taxis should definitely be an aspect to look at regarding the age of the vehicle. How on earth can the council allow vehicles over 10 years old to transport people around? It is disgraceful to allow people to pay for such a poor service. Not only are they polluting the city but surely they are not safe to travel in when you look at the mileage they sustain. It is a bad reflection on the city showing that the council doesn't care.”

Do you feel that encouraging and supporting an electric fleet should be an important part of our plan?



How often do you take a Taxi?



Fleet Operators (HGVs / LGVs) Coaches

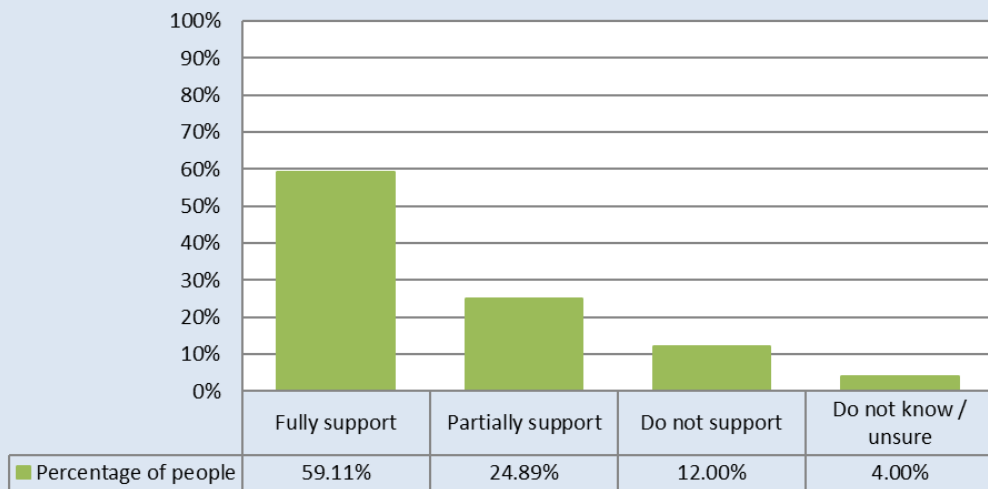
There is generally wide support for a fuel economy scheme to support fleet operators (HGVs/LGVs) and Coaches. However some responses were concerned with the value for money for the schemes.

Consideration has been given to combine the HGV/LGV category with the proposed business engagement category. However, HGVs/ LGVs are heavily polluting modes of transport. As such it is considered prudent to keep HGVs/LGVs within their own category.

Similarly it is considered prudent to keep Coaches in a separate category, due to their unique usage on the road network and their pollution contribution.

At present for both categories there is only one practical action – a fuel economy scheme, other category specific actions for HGVs/ LGVs and Coaches can be developed in the future. The only other action that has implications for HGVs/Coaches is a Clean Air Zone, however as described above there is no mandate to pursue a CAZ for the whole city. (N.B. HGVs / LGVs & Coaches cover two separate categories)

Do you feel that the plan should support a fuel economy advice scheme for fleet operators?



Respondents Comments

I think it's positive that the plans are multi-pronged and cover lots of different things. This is right because there's no silver bullet - lots of changes must be made to make real progress. Is Eco stars actually worthwhile? I see on gov.uk it says 'fuel savings of 5%'. Doesn't seem massive! Better than nothing, but what is the cost of running the scheme and could that money have more impact elsewhere?"

Appendix B: Summary & Analysis of Public Consultation Responses

Planning and Construction

The vast majority fully support or partially support the council’s implemented / forthcoming stance on sustainable travel planning policy. Minor adjustment to the text have been included in the final version however the main points remain the same.

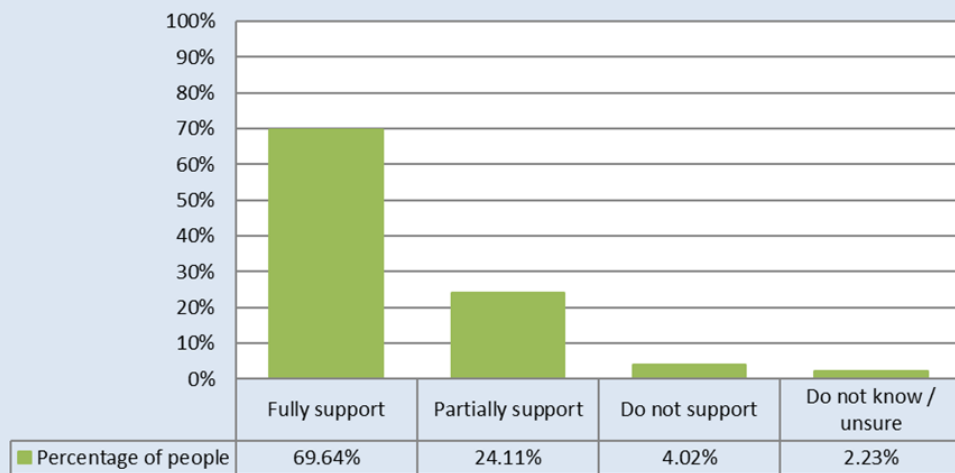
Respondents Comments:

“Does the report consider the effect of new housing developments on transport? Are developers required to ensure access to public transport? Is that solely the responsibility of the City Council or other authorities? The inclusion of green tree belts around and within developments can to some extent counter pollution and help to clean air.”

“..Stop building new houses in Newport with no new infrastructure .you are making it the traffic worse..”

“... any sustainable transport plan should discourage the building of public transport housing "deserts" such as Jubilee Park and the Old Dock estates that rely on private transport.”

Do you feel that encouraging and supporting developments that promotes sustainable transport should be an important part of our plan?



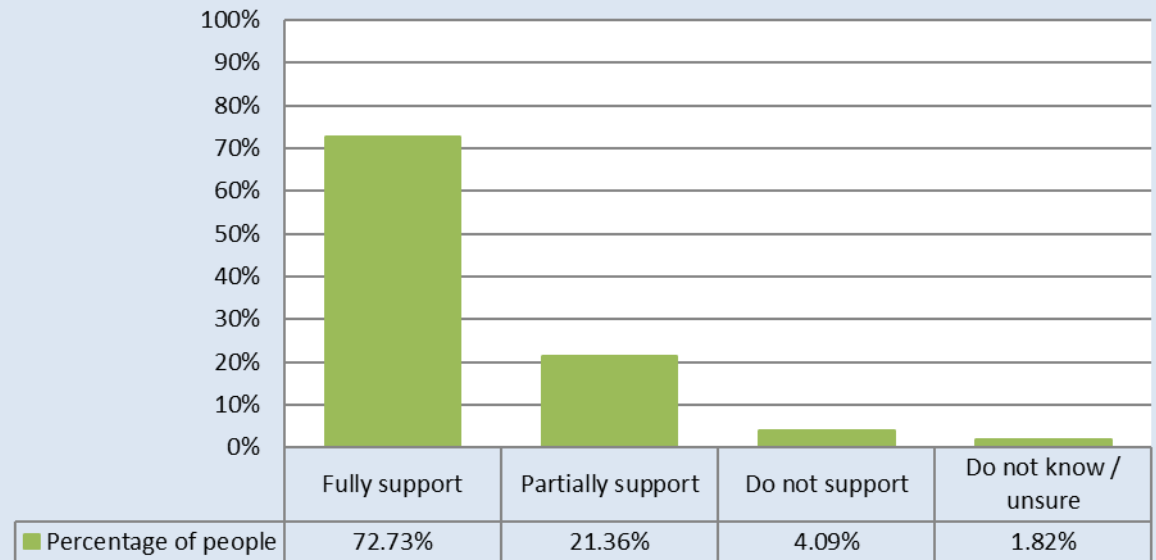
Infrastructure / Enforcement

With hindsight the question in the survey did not necessary reflect the aim of the Infrastructure / Enforcement category. However, the open comments section provided some support for the principles of the category. Park and ride schemes, road traffic enforcement (parking / speed) were seen as positives to reduce pollution. However, there was concern parking charges in the city centre would reduce visitor numbers. Suggestions on making public transport cheaper to travel to the city centre would offset this impact, encouraging a modal shift.

The category is very broad and complex. The detail of the actions will ultimately rely upon the local plans, however the principles of road traffic enforcement, speed reductions, green infrastructure etc. will be considered as the main points to pursue.

In the midst of the consultation the M4CAN decision was announced. A few respondents made comments on this decision, both positively and negatively.

Do you think that supporting and encouraging sustainable transport routes should be an important part of our plan?



Respondents Comments:

“The pollution from the M4 is very severe during busy periods. Maybe a motorway bypass could be considered at some point. Oh yes, it already has. Donkey’s years ago! Just flipping get on a build it!!”

“The infrastructure must be in place first before electric vehicles. Newport needs to reduce the amount of cars being parked illegally. This in itself will increase public transport...”

Appendix B: Summary & Analysis of Public Consultation Responses

Clean Air Zone (CAZ)

There is no clear support to investigate a clean air zone for the whole city. However, there is some indication of support for localised clean air zones. Given the resources and funds involved in feasibility studies, let alone implementation a Clean Air Zone for the whole city is unlikely to be a feasible option – unless directed and funded to do so by Welsh / Central Government.

However, there appears to be some support to investigate Clean Air Zones for localised areas of the district. It is recommended the option for clean air zones is maintained in the development of local plans that include consultation with the local community.

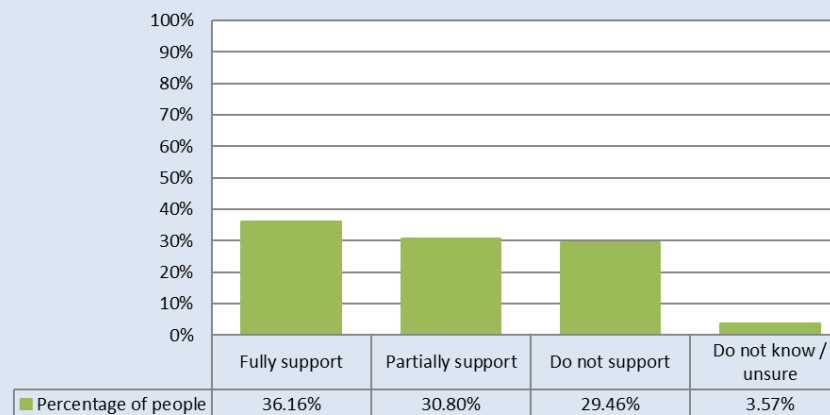
Respondents Comments:

“A clean air zone in Newport is long overdue. The fumes from exhausts are a danger to the public. There are many old cars in Newport that are bad polluters. These should be banned.”

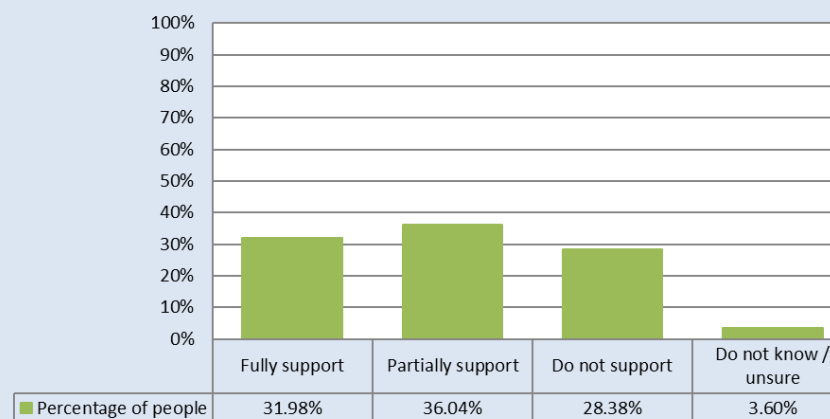
“I think a lot of the plans would be determined by the cost to maintain. A clean air zone at this time would be detrimental to our city centre. The centre is not performing as it should and restricting local people who cannot afford the additional cost of a payment to enter would impact local shoppers more than anyone, which would then affect every business in the centre”

“...Heavily polluting vehicles should not be allowed to travel around the one-way system in Caerleon..”

Do you feel that the city should consider a clean air zone that covers the whole city?



Do you feel that a clean air zone that only covers some part(s) of the city should be considered?



Fairness and Equalities Impact Assessment (FEIA)

Version 3.6 May 2017

The purpose of this assessment is to provide balanced information to support decision making and to promote better ways of working in line with equalities (Equalities Act 2010), Welsh language promotion (The Welsh Language (Wales) Measure 2011), sustainable development (Wellbeing of Future Generations (Wales) Act 2015), and the four parameters of debate about fairness identified by the Newport Fairness Commission (NFC Full Report to Council 2013).

Completed by: Peter Mackintosh **Role:** Senior Scientific Officer

Head of Service: Gareth Price **Date:** 15/08/2019

I confirm that the above Head of Service has agreed the content of this assessment

Yes

When you complete this FEIA, it is your responsibility to submit it to
impact.assessments@newport.gov.uk

1. Name and description of the policy / proposal being assessed. Outline the policy's purpose.

Sustainable Travel Strategy – The strategy is designed to guide the council's work towards a low pollution transport network, with the aims of reducing air pollution, carbon emissions, noise pollution and improving air quality. The strategy covers a wide range of actions from public engagement, active travel, public transport, planning policy etc. The strategy provides the backbone for local plans on how the strategy will be implemented. The end result will be a number of local plans that can complement each other with the overall objective.

2. Outline how you have/will consult with stakeholders who will be affected by the policy/proposal. Please refer specifically to FEIA guidance in relation to relevant Welsh language duties.

In the drafting of the strategy a number of relevant internal and external stakeholders were consulted. The draft strategy then underwent a public consultation for seven weeks from the 13th May – 30th June 2019. All documents were available in English and Welsh, which included the strategy, a summary document and the consultation survey itself.

3. What information/evidence do you have on stakeholders? e.g. views, needs, service usage etc. Please include all the evidence you consider relevant.

The Sustainable Travel Strategy impacts everyone who travels – therefore the views of everyone are important. The strategy itself simply lists various actions the council will actively pursue. Many more public engagement, stakeholder engagement is required to pursue the various actions – for example supplementary planning guidance on air quality, sustainable travel and parking standards will have its own consultation process which has already been developed.

With respect to internal stakeholders / public bodies etc. two groups will be critical to the ongoing implementation of the strategy.

1 - Newport City Council has formed a sustainable travel group bring together various offices ranging from Taxi licensing, planning, highways, active travel, tourism, buses, schools etc.

2 - Newport's sustainable travel well-being group which comprises of various public bodies including the health service, NRW, fire service, council etc. who are committee to the Newport's sustainable travel plan.

With regard to the general public – the consultation received 226 responses for which 145 provided detailed views on the strategy. With the development of local plans further engagement with the local committees will be undertaken, with the sustainable travel strategy forming the bases for this dialogue. The strategy is the start of further engagement work to deliver localise plans.

Further engagement work will be required with particular groups when fleshing out certain actions, for example engagement with the city's taxi fleet.

4. Equalities and Welsh language impact





Protected characteristic	Impact:			Provide further details about the nature of the impact in the section below. Does it: 1. Promote equal opportunity 2. Promote community cohesion 3. Help eliminate unlawful discrimination/ harassment/ victimisation?
	Positive	Negative	Neither	
Age	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	A significant driver for climate change is due to carbon emissions generated by transport. If carbon emission levels are not reduced the consequences for all generations, every community and human civilisation as a whole are catastrophic. The sustainable travel strategy provides the bases for a wide variety of actions targeted at reducing carbon emissions and improving air quality. The actions to develop a low polluting, efficient transport network that suits the needs of all of us.


Protected characteristic	Impact:			Provide further details about the nature of the impact in the section below. Does it: 1. Promote equal opportunity 2. Promote community cohesion 3. Help eliminate unlawful discrimination/ harassment/ victimisation?
	Positive	Negative	Neither	
Disability	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The strategy supports a wide variety of sustainable travel methods, with a focus on reducing the level of pollution generated by our transport network. Supporting numerous ways of travel will (in time) reduce vehicle numbers making our roads / foot paths more user-friendly, at the same time supporting public transport which with the potential to help individuals for are isolated, either through disability or other factors. Furthermore, with the aim of reducing air pollution the strategy will have a positive impact upon individuals with respiratory conditions.
Gender reassignment/ transgender	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	The sustainable travel strategy is unlikely to have any disenable positive or negative impacts upon this characteristic.
Marriage or civil partnership	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	The sustainable travel strategy is unlikely to have any disenable positive or negative impacts upon this characteristic.
Pregnancy or maternity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	During pregnancy it is understood that air quality can play a part in the wellbeing of the expectant mother and child. The strategy will help reduce air pollution, in turn protecting this potentially vulnerable group. Actions such as encouraging active travel (cycling and walking) may be perceived as discriminatory to this protected characteristic – however, is balanced with other actions such as supporting public transport can be viewed as beneficial, for which other polices ensure provision is provided for pregnancy.
Race	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	The sustainable travel strategy is unlikely to have any disenable positive or negative impacts upon this characteristic. A White <input type="checkbox"/> British <input type="checkbox"/> Irish <input type="checkbox"/> Any other white background B Mixed/ Multiple <input type="checkbox"/> White and Asian <input type="checkbox"/> White and Black African

Protected characteristic	Impact:			Provide further details about the nature of the impact in the section below. Does it: 1. Promote equal opportunity 2. Promote community cohesion 3. Help eliminate unlawful discrimination/ harassment/ victimisation?
	Positive	Negative	Neither	
				<input type="checkbox"/> Any other mixed background C Asian or Asian British <input type="checkbox"/> Indian <input type="checkbox"/> Bangladeshi <input type="checkbox"/> Chinese <input type="checkbox"/> Pakistani <input type="checkbox"/> Any other Asian background D Black or Black British <input type="checkbox"/> African <input type="checkbox"/> Caribbean <input type="checkbox"/> Any other Black background E Other ethnic group <input type="checkbox"/> Arab <input type="checkbox"/> Gypsy <input type="checkbox"/> Irish Traveller <input type="checkbox"/> Any other ethnic group
Religion or Belief or non-belief	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	The sustainable travel strategy is unlikely to have any disenable positive or negative impacts upon this characteristic. Buddhist Christian Hindu Jewish Muslim Sikh Other religion or belief Humanist No religion nor belief
Sex	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	The sustainable travel strategy is unlikely to have any disenable positive or negative impacts upon this characteristic. Female Male Intersex Those who identify in a different way

Protected characteristic	Impact:			Provide further details about the nature of the impact in the section below. Does it: 1. Promote equal opportunity 2. Promote community cohesion 3. Help eliminate unlawful discrimination/ harassment/ victimisation?
	Positive	Negative	Neither	
Sexual Orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p>The sustainable travel strategy is unlikely to have any disenable positive or negative impacts upon this characteristic.</p> <p>Gay / Lesbian Heterosexual/ Straight Prefer to self-describe Bisexual</p>
Welsh Language	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<ul style="list-style-type: none"> The sustainable travel strategy will be provided in Welsh and English – there will be no positive or negative discrimination to the use of the Welsh language.

5 How has your proposal embedded and prioritised the sustainable development principle in its development?

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? Describe how.
 <p>Long Term</p> <p>Balancing short term need with long term needs</p>	<p>By its very nature the Sustainable Travel Strategy is an overarching document that will guide Newport to a low polluting transport network. The task globally, regionally and locally to reduce carbon emissions and improve air quality is overwhelming and will take many years to implement. But, if actively pursued the Sustainable Travel Strategy will guide the city's actions for many years to come.</p>
 <p>Collaboration</p> <p>Working together to deliver objectives</p>	<p>In forming the sustainable travel strategy many internal and external stakeholders were involved. In the short to long term on going engagement with almost every group will be required as a city community moves to a low polluting transport network.</p>
 <p>Involvement</p> <p>Involving those with an interest and seeking their views</p>	<p>In forming the Sustainable Travel Strategy many internal and external stakeholders were consulted with many ideas being shared. The strategy then went through a public consultation for anyone to comment upon our proposals. Indeed the strategy itself has identified public, business, and public body engagement as key areas to pursue. In the development of the local plans where the outline ideas will be put into action, community engagement will be undertaken.</p>
 <p>Prevention</p> <p>Putting resources into preventing problems occurring or getting worse</p>	<p>Burning of fossil fuels causes air pollution, which increases carbon emissions that are impacting the global climate. The pollution caused by burning of fossil fuels also impacts the quality of air we breathe having numerous health implications. The sustainable travel strategy only address transport emissions. However these make up a significant proportion of atmospheric pollution. The strategy cannot prevent the issue, it will help improve the situation, but as to what degree will depend upon political, public and financial constraints.</p>

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? Describe how.
 <p>Considering impact on all wellbeing goals together and on other bodies</p>	<p>Prosperity - Supporting the Sustainable Travel Strategy will help develop a low cost, low pollution transport network for all which in turn will increase prosperity. The health cost burden due to poor air quality from road traffic - costs the health service and the economy as a whole many millions every year. Improving air quality, reducing road traffic and providing an efficient transport network will be of a significant benefit to the prosperity of Wales.</p> <p>Resilient – The vast majority of our transport network run on fossil fuel. A resource that Wales imports. The sustainable travel strategy provides the opportunity to diversify the way our transport network operates, making it more resilient to the ever changing world.</p> <p>Healthier – One of the key aims of the sustainable travel strategy is to reduce road traffic emissions that have significant implications to health. Health impacts due to poor air quality include, cardiovascular disease, diabetes, cancer, asthma, bronchitis, dementia, kidney disease, curtails the development of children’s lungs, increases the likelihood of miscarriage during pregnancy etc. A diverse, low pollution, reliable, low cost transport network will help reduce air pollution, reducing the impacts on health. Furthermore the reduction in carbon emissions will help curtail the worst of the predicted climate change. The health implications derived from climate change scenarios threaten the very fabric of human civilisation.</p> <p>Equal – The strategy will enable the city to pursue a clean, efficient low cost, diverse transport network which will help remove some of the social / economic barriers that some groups / communities / individuals current suffer. For example pursuing a car club scheme for Newport will allow individuals where car ownership is finically impossible the option to use a car as and when needed. Ultimately contributing to a more equal Wales.</p> <p>Cohesive Communities – The sustainable travel strategy will help develop a diverse transport network. The public engagement required to develop local plans and implement them will help develop a community spirt that will help break down social / economic barriers. This in turn will help encourage a more cohesive community.</p> <p>Globally Responsible – The sustainable travel strategy is designed to help guide the city to reduce the carbon emissions from road traffic. This is part of a global effort to tackle the worst impacts of climate change. Furthermore the United Nations has</p>

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? Describe how.
	<p>recently made a call to align carbon reduction measures with air quality improvements – namely because they are both primary caused by burning of fossil fuels. Adopting the sustainable travel strategy will mean Newport will be a world leader in this combined policy area.</p> <p>Newport City Council Well-being Goals</p> <ul style="list-style-type: none"> • To improve skills, educational outcomes and employment opportunities <p>One action within the sustainable travel strategy is targeted at schools / education by providing the children of today with the skills and ability to be more thoughtful on the pollution footprint of the way they travel.</p> <ul style="list-style-type: none"> • To promote economic growth and regeneration whilst protecting the environment <p>The fundamentals of the sustainable travel strategy is to protect the environment for both the environment and for human health, now and for future generations. Currently road traffic congestion and pollution is causing untold environmental, health and economic damage. Reducing the number of vehicles by providing a low cost, efficient, low pollution transport network will provide economic growth at the same time as protecting the environment.</p> <ul style="list-style-type: none"> • To enable people to be healthy, independent and resilient <p>The strategy is design to encourage numerous ways of travel, including active travel (walking and cycling). Supporting these methods will provide health improvements to Newport's population. Furthermore, providing a low cost, low pollution efficient transport network will allow individuals to travel independently who may currently feel isolated due to physical or economic reasons.</p> <ul style="list-style-type: none"> • To build cohesive and sustainable communities <p>The sustainable travel strategy will help develop a diverse transport network. The public engagement required to develop local plans and implement them will help develop a community spirit that will help break down social / economic barriers. This in turn will help encourage a more cohesive community.</p>

6 Will the proposal/policy have a disproportionate impact on a specific geographical area of Newport?

The Sustainable Travel Strategy on its own does not have any disproportionate geographic impact upon Newport. However, in the development of the local plans, some areas may initially receive more attention / resources than others. This is done intentionally due to some areas of the city having pressing air quality concerns that are quantifiable. Newport has undertaken extensive air quality monitoring across the city – for which we are confident the most vulnerable areas have been identified. Initial work will focus upon the city centre as the main transport hubs and the city’s air quality management areas that have been identified as failing the air quality objectives.

7 How does the proposal/policy relate to the parameters of debate about Fairness identified by the Newport Fairness Commission

Parameter 1 deals with equal treatment whilst recognising difference (e.g. age, disability, maternity). The broad nature of the sustainable travel strategy ensures that many actions will be pursued as a holistic package. Currently actions such as active travel in isolation may be viewed as discriminatory to certain groups, where as in the sustainable travel strategy this is balanced with support for public transport.

Parameter 2 deals with “mutual obligations between citizens and local government”. Local Government’s responsibility is to ensure the health we breathe will not damage health. The strategy outlines a full range of methods to achieve this with full engagement of the local and business community at every step.

Parameter 3 deals with “interdependency and reciprocity within community relations”. Local Government’s responsibility is to ensure the health we breathe will not damage health. The strategy outlines a full range of methods to achieve this with full engagement of the local and business community at every step.

Parameter 4 deals with “transparency and accountability in decision making”. The sustainable travel strategy is a public commitment to a number of actions that if pursued and funded will result in a low pollution transport network. The results of which shall be reported upon annually in a Progress Report detailing all the evidence in an easily understandable format for the general public.

8. Equality Impacts and Actions

Please complete the below action plan which sets out steps that will/will not be taken in order to mitigate any negative impacts that your assessment has identified.

Impact identified	Who does it affect?	What will you do to mitigate the impact? If you plan to take no action, please justify your rationale	Who is responsible?
The Sustainable Travel Strategy is an overarching document with numerous actions in the way of other policy / procedure documents will follow.	Dependent upon specific action / policy.	The numerous policy documents that will follow the strategy will be initially assessed through this process. For example, supplementary planning guidance will undergo its own consultation process. This will be a similar process for many of the actions being pursued. Furthermore, in the development of the local plans, engagement with the local community will be a key aspect – for which the impact upon protected characteristics will be assessed.	Newport’s Sustainable Travel Group

9. Monitoring, evaluating and reviewing

How and when will the impact of the proposal/ policy be monitored and reported on?

Under Statutory law the local authority must produce an annual Progress Report (mainly for air quality reasons). This will be adapted to reflect the measures outline in the strategy with various key performance indicators, such as the number of electric vehicle charging points. Once the local plans have been developed, these will also be reported upon annual in the progress report. Ultimately the plans and progress report will allow Newport to demonstrate how local areas of the city and the city itself have adapted to a low emission transport network.

10. Involvement

This FEIA will form part of the Council report which will be published by the Council.

11. Summary of Impact (for inclusion in any report)

Equality Act 2010 Welsh
Positive
Welsh Language
Neutral
Wellbeing of Future Generations (Wales) Act 2015
Positive
Parameters of Fairness
Positive

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NEWPORT CITY COUNCIL

Sustainable Travel Strategy (Air, Noise & Sustainability Action Plan)



Executive Summary

The mode of transport we chose to get from A to B can have a significant impact on the environment. These impacts include noise pollution, air pollution and greenhouse gas emissions that contribute to the change in our climate.

Climate change is due to greenhouse gas emissions. Approximately 27% of UK CO₂ emissions are due to transport. Whilst other sectors such as energy production have shown a marked decarbonisation, the transport sector has shown little to no improvement.

The health impacts associated with air and noise pollution from road traffic emissions are significant. Air pollution has been linked to cancer, bronchitis, asthma, dementia and many other diseases. Noise pollution is associated with sleep disturbance, cardiovascular disease, mental and physical impairment. Public Health Wales has estimated over 40,000 premature deaths in the UK every year are attributed to air pollution (in Wales the proportion is approximately 2,700). Air pollution is estimated to cost the UK between £9-20 billion and noise pollution between £7- 10 billion per year. <https://airquality.gov.wales/about-air-quality/health-advice>

This strategy is designed to outline the various actions Newport City Council will progress to reduce the level of pollution from road traffic. Once approved it will be used as a framework to develop local plans to target known areas of poor air pollution known as Air Quality Management Areas (AQMAs). A City-wide Plan has been drafted and is included as part of this document.

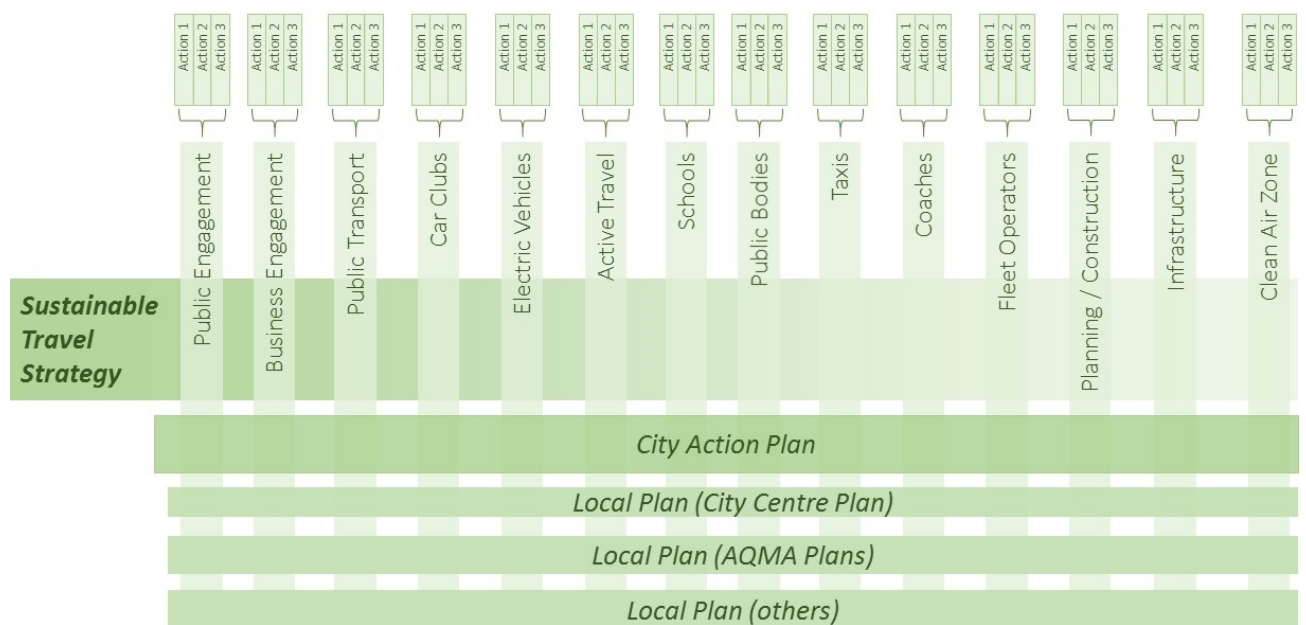
Each action in the strategy will focus upon three key elements:

- ▶ Reduction in the overall volume of traffic.
- ▶ Improve the flow of traffic to minimise idling traffic.
- ▶ Change the vehicle fleet composition by promoting the use of less polluting forms of transport, in particular active travel.

The actions are designed to actively and passively drive the city to low/zero emission forms of transport. The targeted actions are summarised on the following page along with the relative funding required, and where appropriate, key performance indicators to demonstrate the progress of the Action Plan.

Success of this strategy will be captured in recording vehicle fleet changes, active travel statistics, green infrastructure improvements, and air & noise pollution levels. The key information will be reported annually in the Annual Progress Report which will be made publically available via the council's website – www.newport.gov.uk/airquality

ACTIONS	
A – Public Engagement	
B – Business Engagement	
C – Bus / Train (Public Transport)	
D – Car Clubs / Car Sharing	
E – Hybrid / Electric - Petrol / Diesel	
F – Cycling / Walking (Active Travel)	
G – Schools	
H – Public Bodies (Best Practice)	
I – Taxis	
J – Coaches	
K – Fleet Operators (HGVs / Vans)	
L – Planning / Construction	
M – Infrastructure / Enforcement	
N – Clean Air Zone (CAZ)	Error! Reference source not found.



Contents

Executive Summary	2
1.0 Introduction.....	5
2.0 Legal Context & Policies	6
3.0 Understanding the Problem	10
4.0 Transport & Pollution	16
5.0 Scope of Actions, Monitoring & Funding.....	24
6.0 Actions.....	26

*ACTION PLANS PAGE 41 ONWARDS

Figures

Figure 1 Location of Newport	5
Figure 2 The Well-Being of Future Generations (Wales) Act 2015 Well-being Goals	8
Figure 3 - Air Quality Objectives (Wales)	11
Figure 4 - Average Air Quality at Cardiff, Newport and Anglesey	12
Figure 5 – Air Pollution and the Seasons	13
Figure 6 - Percentage change of all motor across Newport since 2000	17
Figure 7 - Percentage breakdown of vehicle types within Newport since 2000/16	17
Figure 8 – Euro Emission NO2 by Vehicle Type	19
Figure 9 – Pollution by Vehicle Type	20
Figure 10 - UK Average CO2 emissions by vehicle types (2016)	21
Figure 11 - Train Station Usage: Entries & Exits	22
Figure 12 - Cycle usage change since 2000	23

1.0 Introduction

Air and noise pollution directly impacts the health of everyone to some degree. Road traffic emissions are known to be the main source of air pollution. Standards have been included in legislation to encourage a change to less polluting forms of transport. The National Government, Welsh Government and Local Authorities are responsible in one way or another to support and implement this change.

This strategy outlines how Newport City Council will encourage this change. It will also show how Newport will support Wales's long term commitment to decarbonise, changing to more sustainable modes of transport and a much needed reduction in green houses gases.

Aim: Ensure that Newport reaches the air quality objectives in all areas of the city in the shortest possible time by actively facilitating a change in travel behaviour across the district to a low/zero emission form.

Newport: Background

Newport is the third largest city in Wales situated on the South coast. The city population is just over 145,700, the city population grew by 5.9%¹ between 2001-2011. The population density of Newport is recorded as 765 people per km² similar to Torfaen or Caerphilly, and three times lower than Cardiff (2467 people per km²).

The district covers approximately 217.6 square Kilometres (84 square miles), the majority of which is urban. The main features include a large working dock area, extensive industrial estates and the M4 motorway.



Figure 1 Location of Newport

1

<https://www.ons.gov.uk/peoplepopulationandcommunity/populationandmigration/populationestimates/bulletins/2011censuspopulationandhouseholdestimatesforwales/2012-07-16#main-points>

2.0 Legal Context & Policies

EU, UK and Welsh Law

Air Quality - The World Health Organisation (WHO) developed air quality standards for a range of pollutants to protect human health². Some of these standards have been written into European Law, under the European Ambient Air Quality Directive 2008³. Air Quality standards have also been written into UK and Welsh legislation, namely Part IV of the Environment Act 1995⁴ and The Air Quality Standards (Wales) Regulations 2010⁵. The Legislation makes the UK Government, Devolved Governments and Local Authorities responsible for tackling air pollution.

The responsibility of the Local Authority is to identify and monitor areas within its district that may exceed the air quality objectives⁶. If an exceedance is found the area must be declared as an Air Quality Management Area (AQMA) for which a strategy must be produced. The strategy should include practical actions designed to bring the pollution levels down below the air quality objective.

Within the UK the main pollutants of concern are Nitrogen Dioxide (NO₂) and Particulate Material (PM₁₀ and PM_{2.5}).

Noise - Road traffic is a significant environmental pollutant in an urban environment such as Newport. The Environmental Noise Directive⁷ requires Welsh Government to map noise levels and produce a Noise Action Plan⁸ where levels are found to be excessive. The duty for implementing the strategy falls at Welsh Government level. However, given that road traffic causes both air and noise pollution Local Authorities have been encouraged to adopt a joint approach to tackle both areas through the Well Being of Future Generations (Wales) Act.

With regard to non-traffic related sources of noise these are generally dealt with under the Environmental Protection Act 1990. The Local Authority has the statutory duty to investigate complaints of noise nuisance. Please see www.newport.gov.uk for further details of the service.

² <http://www.who.int/mediacentre/factsheets/fs313/en/>

³ <http://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX:32008L0050>

⁴ <http://www.legislation.gov.uk/ukpga/1995/25/part/IV>

⁵ <http://www.legislation.gov.uk/wsi/2010/1433/contents/made>

⁶ Air Quality Standards are National Levels – Air Quality Objectives are local levels however in practice these are identical limits.

⁷ http://ec.europa.eu/environment/noise/directive_en.htm

⁸ <http://gov.wales/docs/desh/publications/131217noise-action-plan-for-wales-en.pdf>

Green House Gases (GHG) – Road Traffic burns a significant quantity of fossil fuels, which is a major contributor to Green House Gases impacting climate change. Approximately 27%⁹ of the UK CO₂ emissions are due to transport. Whilst other sectors have shown a significant decarbonisation, in particular energy production, there has been little, to no change in transport emissions.

The Welsh Government are in full support of the Paris Climate Change Agreement (2016) which requires all participants to actively reduce Carbon Dioxide emissions. This has been written into Welsh Law.

Newport is the third highest generator of Carbon Dioxide Emissions, on average 7.5 tonnes of carbon dioxide are produced per head of population¹⁰.

9

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/776083/2017_Final_emissions_statistics_one_page_summary.pdf

¹⁰ <https://www.centreforcities.org/data-tool/#graph=map&city=show-all&indicator=co2-emissions-per-capita\\single\\2016>

The Well-being of Future Generations (Wales) Act 2015

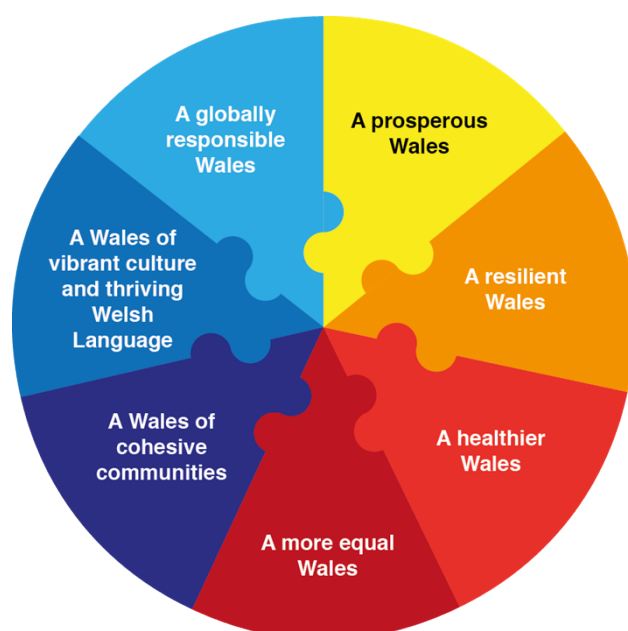
The Well-being of Future Generations (Wales) Act 2015 is designed to record and drive forward improvements of the health, wellbeing and environment of Wales. Within the Act sustainable development is defined as:

"The process of improving the economic, social environmental and cultural well-being of Wales by tacking action, in accordance with the sustainable development principle, aimed at achieving the well-being goals."

The sustainable development principle is made up of five ways of working that public bodies are required to take into account. These are:



- Looking to the **long term** so that we do not compromise the ability of future generations to meet their own needs;
- Understanding the root causes of issues to **prevent** them from occurring;
- Taking an **integrated** approach so that public bodies look at all the well-being goals in deciding on their well-being objectives;
- Working with others in a **collaborative** way to find shared sustainable solutions;
- **Involving** a diversity of the population in the decisions that affect them;



There are seven goals within the Act. Together they provide a shared vision for the public bodies listed in the Act to work towards. The well-being goals must be considered as an integrated set of seven to ensure that the relevant links are made in the context of improving the economic, social, environmental and cultural well-being of Wales.

Figure 2 The Well-Being of Future Generations (Wales) Act 2015 Well-being Goals

Under these Well-being Goals there are forty-six national indicators, one of which is specifically relates to air quality:



**4. Levels of Nitrogen Dioxide (NO₂) pollution in the air.
40. Emissions of Green House Gasses within Wales.**

The Act sets out a well-being duty on specified public bodies to act jointly via a Public Services Boards (PSBs) to improve the economic, social, environmental and cultural well-being of their area by contributing to the achievement of the well-being goals. Newport's PSB will be a useful in raising the profile of air quality and to help achieve the ambitions of this action plan.

Sustainability, Air Quality and Noise have been recognised as key areas of environmental improvement within the Public Service Boards. The plan includes a section of Sustainable Travel that has identified a number of measures and targets the members will aspire to¹¹.

¹¹ <http://www.newport.gov.uk/oneNewport/Well-being-Plan/Well-being-Plan.aspx>

3.0 Understanding the Problem

AIR QUALITY

Air Quality Health Impacts – Historically Newport was home to many heavy industries which operated in a time when regulation was poor or absent causing significant pollution of the air, ground and water. With tighter regulation and the decline of heavy industry, these activities are no longer the primary source of air pollution.

The primary cause of air pollution in Newport is caused by road traffic emissions. These emissions comprise of a variety of chemical substances that are harmful to human health and the environment. The pollutants of concern include Nitrogen Dioxide (NO₂) and Particulate Material (PM₁₀ and PM_{2.5}).

Air pollution impacts the health of all of us to some degree. Poor air quality has been linked to bronchitis, asthma (and other respiratory illness), cardiovascular disease, cancer and possibly dementia¹². Chronic (long-term) exposure to air pollution is the priority; however even acute (short-term) exposure can exacerbate a range of underlying illnesses. This health burden is estimated in the UK equivalent to around 40,000 deaths per year.

Nitrogen Dioxide (NO₂) - The primary source of Nitrogen Dioxide is generated from road traffic emissions from the combustion of fossil fuels. Short term exposure to high levels of Nitrogen Dioxide is known to cause inflammation of the airways. Long term exposure can cause bronchitis, asthma and reduced lung function in children.

Particulate Material - Particulate Material (PM) is a term used to describe the mixture of solid particles and liquid droplets suspended in the air, which when inhaled can penetrate deep inside the lungs. PM can be both organic and inorganic substances, and due to variations in size, it is generally split into two sizes:

- ▶ PM₁₀ - material smaller than 10 µm
- ▶ PM_{2.5} – material smaller than 2.5 µm

Whilst PM can be generated from natural sources it is man-made sources that make up the majority of the concentration. As PM is emitted during the combustion of solid and liquid fuels, road vehicles are an important source. Within the urban environment road traffic produces a high proportion of PM. 80% of the particulate that is generated from a vehicle comes from brake pads and tyre wear, with the remaining 20% from

¹² <http://www.wales.nhs.uk/sitesplus/888/page/81974>

engine emissions. Short and long term exposure to high levels of PM can result in adverse health effects, which include an increased risk of individuals developing cancer and cardiovascular and respiratory diseases.

The WHO have been unable to identify a level of either PM₁₀ or PM_{2.5} where there would be no anticipated adverse health effects. However, it is generally accepted that achieving a particulate free environment is impractical. Hence particulate standards that are considered to be the lowest practicably achievable have been set.

Air Quality Standards - Within the relevant UK and Welsh legislation there are several air quality standards for a range of pollutants. In Wales only two pollutants (Nitrogen Dioxide and Particulate) have been shown to exceed the limits.

Figure 3 - Air Quality Objectives (Wales) ¹³

Pollutant	Annual Mean	Hourly Mean
Nitrogen Dioxide NO₂	40 µg/m ³	200 µg/m ³ not be exceeded more than 18 times a year
Particulate PM₁₀	40 µg/m ³	50 µg/m ³ not be exceeded more than 35 times a year
Particulate PM_{2.5}	No current limit set in Wales as of 2019	
	WHO standards:	
	10 µg/m ³	25 µg/m ³

[NB – Air Quality Standards/Objectives: The Air Quality Standard relates to the WHO, EU, and Government Standard, the Local Authority is charged with achieving the Air Quality Objective. Whilst the terms are different the target levels are identical]

Air Quality Management Area (AQMA) - The Local Authority has the duty to investigate air quality and where it is found to be failing the standards at the façade of a receptor (residents, school, care home or hospital) an Air Quality Management Areas (AQMA) shall be declared.

Other areas of the district may be subject to poor air quality such as the verge of a motorway or A-Road, however as there are no residents, schools, care homes or hospitals present, these areas are not generally monitored by the Council.

¹³ The Air Quality (Wales) Regulations 2000, No. 1940 (Wales 138), The Air Quality (Amendment) (Wales) Regulations 2002, No 3182 (Wales 298)

Air Quality – Newport vs Wales - Air pollution is worse in urban areas due a number of people living in close proximity to a dense and congested road network. An individual person may choose healthy options. However if the environment is polluted there is little that individual can do to limit the impact upon their health. Assuming that all other factors are neutral, it could be said - the lower the level of pollution, the healthier the general population. Currently Newport has one of the highest levels of air pollution in Wales (see Figure 4)

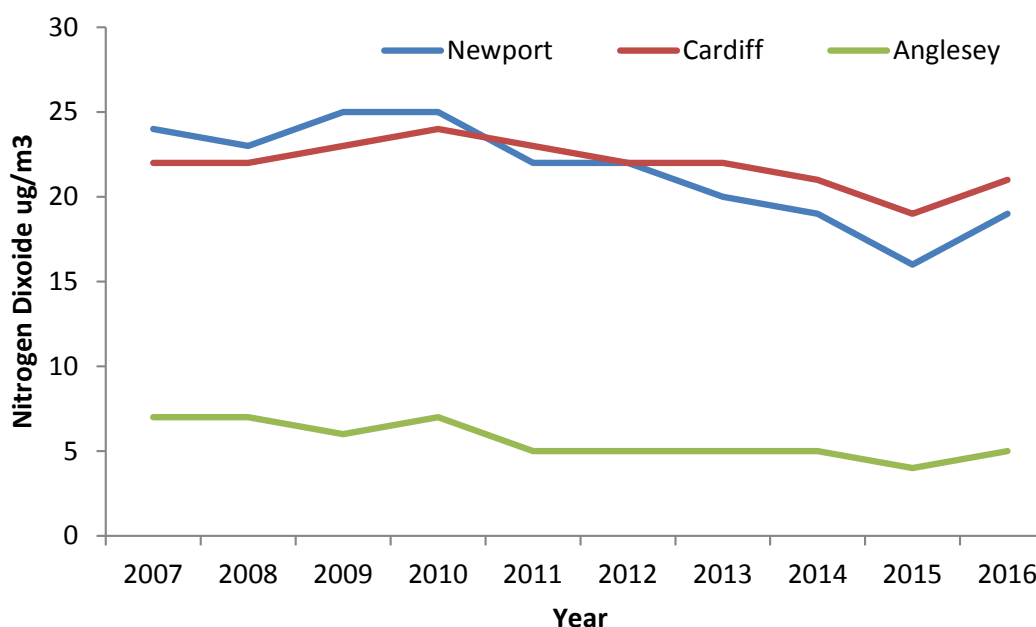


Figure 4 - Average Air Quality at Cardiff, Newport and Anglesey¹⁴

Air Quality Economic Impacts - There are direct impacts on the economy due to poor air quality. Because air quality impacts the health population, including people of working age there are direct consequences for the loss of working days contributing to low productivity.

The health impacts also cause a strain on the health services, which in turn increase the funding requirements. It is estimated that the health impact of poor air quality costs UK economy 9 – 20 billion per year <https://airquality.gov.wales/about-air-quality/health-advice>.

¹⁴ <https://statswales.gov.wales/Catalogue/Environment-and-Countryside/Air-Quality/airqualityindicators>

Seasonality & Air Quality - Air Quality varies throughout the year due to atmospheric affects. Generally during the warmer month's air pollution is lower than the colder months.

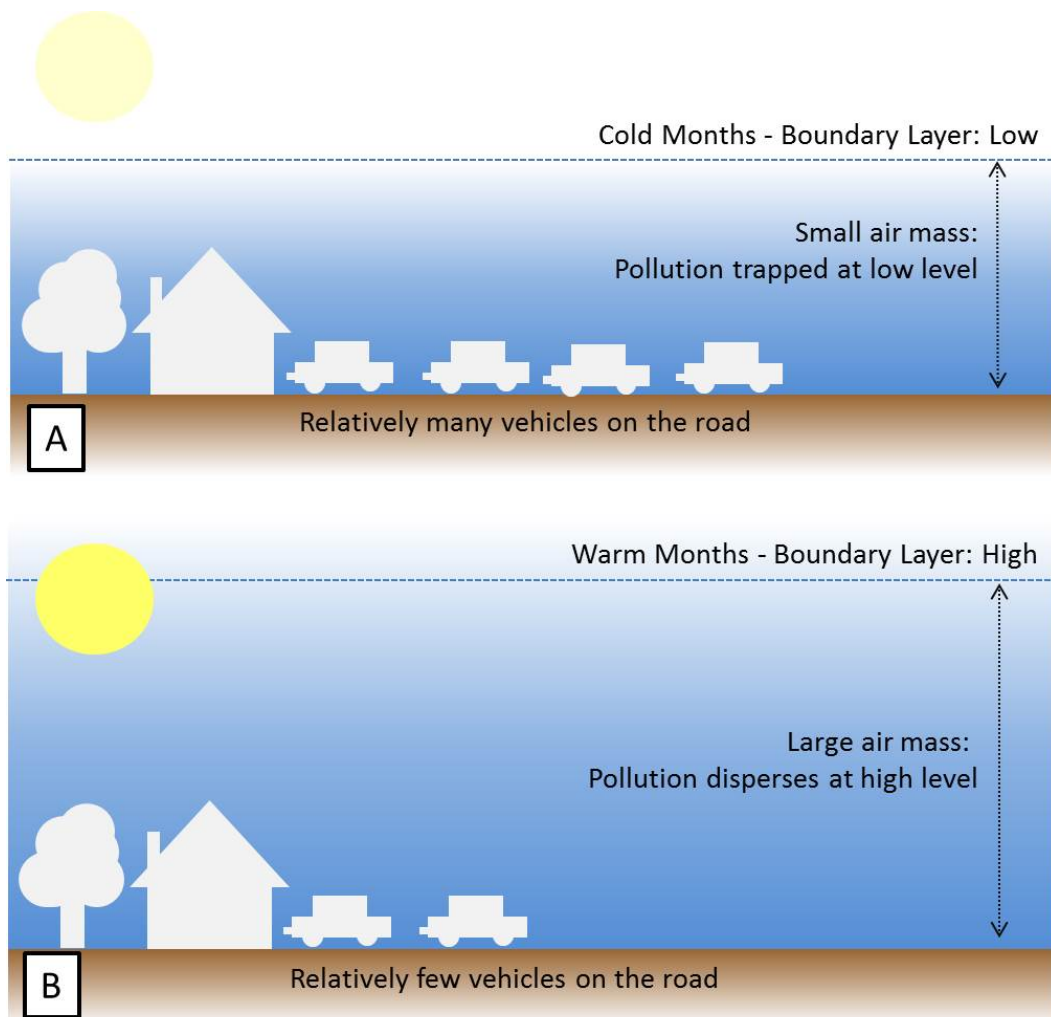
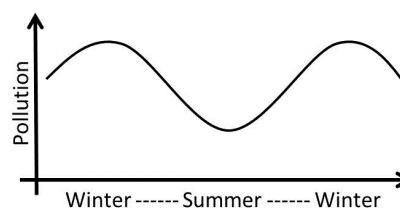


Figure 5 During the warmer months the lower atmosphere is heated by the sun allowing the air mass to expand. This allows pollution to dissipate because of the extra space. During colder months the lower air mass is relatively close to the ground trapping pollution at low levels when vehicle use is relatively high. This boundary affect causes a seasonal variation in pollution concentrations at low level. Other weather events such as fog can also cause pollution to become more concentrated.



Other Sources - Air Quality within Newport is primarily impacted by road traffic emissions, hence it is the focus of this strategy. Other sources of air pollution include fireworks, wood burners, bonfires, building sites etc. Industrial emissions are regulated through the Environmental Permitting Regulations and Industrial Emissions Directive.

Responsibility to regulate industrial processes falls to local authorities or Natural Resources Wales (depending upon the nature and scale of the facility). Whilst these emissions will contribute to the background level of pollution, they have not been identified as a primary source of pollution.

NOISE

Noise Health Impacts - Noise can cause a number of short and long term health problems, such as sleep disturbance (impacting mental health & physical health), cardiovascular effects and hearing impairment.

Noise is comprised of sound waves. The variations of the tone, frequency and intensity (volume), duration and how often it occurs can determine if the noise is perceived as pleasant, annoying or a nuisance. A report published by the World Health Organisation in March 2011 identified environmental noise as the second largest environmental health risk in Western Europe¹⁵.

Noise Standards – The World Health Organisation has recognised noise as a contributor to poor health and has provide a range of noise guideline values¹⁶

Environment	Guidance Level
Internal Noise Level	30 – 35 LAeq (dBA)
External Noise Level (gardens etc.)	50 – 55 LAeq (dBA)

Technical Advice Note (TAN) 11¹⁷ and various other standards are in place to ensure suitable internal sound levels for new developments and to safeguard existing ones.

Structural mitigation measures such as double glazing standards, noise barriers and such like are employed to ensure the relevant guidance standards are met. However, this approach does little to tackle the source of the noise pollution, especially from road traffic sources.

Noise Mapping – The noise mapping undertaken by Welsh Government in 2012 highlighted a large proportion of Newport is impacted by road traffic noise.

¹⁵ http://www.euro.who.int/_data/assets/pdf_file/0008/136466/e94888.pdf

¹⁶ <http://www.who.int/docstore/peh/noise/Comnoise-4.pdf>

¹⁷ <http://gov.wales/topics/planning/policy/tans/tan11/?lang=en>



Figure 6 – Road Traffic Noise Map of Newport 2012. Further details available via <http://lle.gov.wales/map>

Economic Impact of Noise – In 2014 the estimated annual social cost of urban road noise in England is £7 – 10 billion¹⁸. No similar estimations for the impact in Wales are available; however, the economic impact of road traffic noise on Newport is likely to be substantial.

Carbon Dioxide Emissions

Health Impacts – Carbon Dioxide is naturally occurring in our atmosphere. However, the various natural cycles that keep the level of Carbon Dioxide in check are being overwhelmed by manmade emissions, causing Carbon Dioxide levels to rapidly increase. Transport emissions have, and still are contributing to a net increase in the global Carbon Dioxide. The concentrations at a local level are unlikely to cause significant harm to human health.

However, the wider consequences of Carbon Dioxide emissions are due to their contribution to global warming which causes climate change. If the targets for decarbonisation are not met, the impacts on human health and the environment are predicted to be devastating. In 2018 the Intergovernmental Panel on Climate Change (IPCC) stated the World has approximately 12 years (from 2018) to radically reduce carbon dioxide emissions. If we fail to meet the reduction targets global warming is likely to be intolerable for future generations.

Standards – There are no standards relating to Carbon Dioxide emissions from transport which the Local Authority is responsible for. From 2008 road tax has been calculated based on the vehicles reported CO₂ emissions values. Vehicles with higher emission of CO₂ are taxed at a higher rate.

Economic Impacts – Globally the best case scenario for the economic impact due to climate change is significant, the UK economy will also suffer substantially.

¹⁸ <https://www.gov.uk/guidance/noise-pollution-economic-analysis>

4.0 Transport & Pollution

Emissions from cars, taxis, buses, HGVs (Heavy Goods Vehicles), Light Goods Vehicles and any other fossil fuel burning mode of transport generate pollution, especially in urban areas. To better understand how to encourage a change to a low/zero emission transport network, it is important to understand the current makeup of the vehicles on Newport's Roads.

It is also important to understand the distinction between air pollution and CO₂ emissions. Air Pollution relates the impact of emissions on human health (and/or the environment). CO₂ emissions produced by a vehicle contribute towards climate change.

Volume and Flow of Traffic

The number of road vehicles in Newport has increased by approximately 16% over the last 15 years (see Figure 6). Unfortunately, the road network has struggled to keep pace with this increase.

Methods of simultaneously improving air and noise pollution include:

- ▶ diverting traffic to routes with more capacity;
- ▶ changing the existing road structure to provide more distance between receptors and the road side (dispersion of pollutants); or
- ▶ improve the rate of flow to ease areas of congestion

However, these approaches will not help reduce the overall volume of traffic, which is critical to help improve air quality and reduce CO₂ emissions. A reduction in the volume of traffic will:

- ▶ Reduce pollution (Carbon Dioxide, Nitrogen Dioxide and Particulate etc.) from the production and use of motor vehicles.
- ▶ Reduce noise pollution

New and improved engine technologies and the implementation of electric vehicles do offer benefits to reducing Nitrogen Dioxide and Carbon Dioxide Emissions from vehicle usage. However, brake pads and tyre wear are major sources of particulate material which are unlikely to show any benefit to particulate emissions from road traffic sources.

To work out where resources should be focused, it is important to understand the composition in vehicle types and how this has changed over time. A summary is provided in Figure 7 which indicates that whilst the overall number of vehicles has increased, the percentage of cars, buses and motorcycles have remained relatively constant.

Unlike HGVs, which have remained steady in number but been diluted by the increase in other road traffic (hence the decrease in percentage terms). The only group of vehicles that have shown a significant increase are light goods vehicles growing by 3% in the last 15 years. This is likely due to the growing popularity of internet shopping and home deliveries.

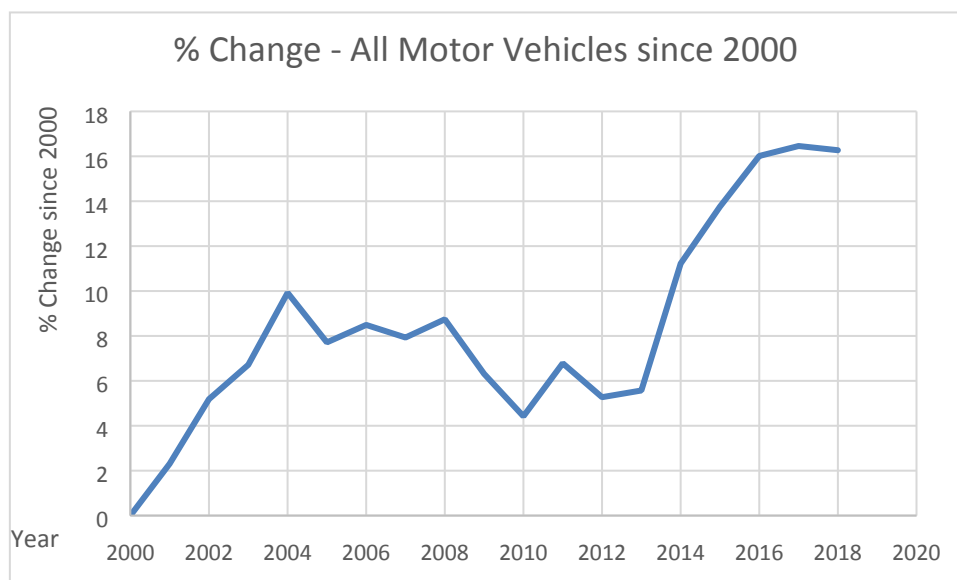


Figure 6 - Percentage change of all motor vehicles across Newport since 2000¹⁹

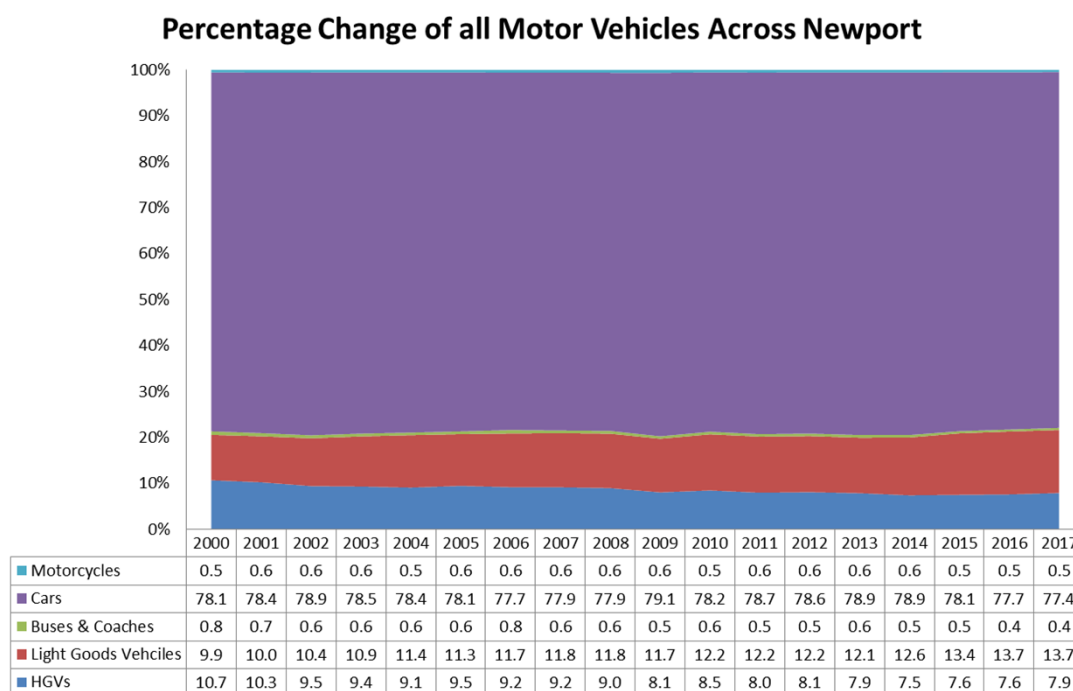


Figure 7 - Percentage breakdown of vehicle types within Newport since 2000¹⁶

¹⁹ <http://www.dft.gov.uk/traffic-counts/area.php?region=Wales&la=Newport>

Fleet Composition & Euro Classes

Road traffic comprises of a variety of vehicles, with differing engine sizes and fuel types. Each vehicle produces varying amounts of pollution depending upon driving conditions, topography, age, maintenance etc.

For example, driving an old, poorly maintained HGV on a congested up hill road in cold, foggy conditions would generate substantially more pollution than driving in a new, regularly maintained, petrol car on a level road on a clear day.

In 1992 the Euro Class Standards were implemented by the European Union to regulate vehicle emissions for air pollution. These Standards are now in their sixth phase. A summary of the emission profiles based on laboratory results is plotted in Figure 8 & 9, comparing petrol, diesel, HGVs and Buses.

The emission profiles demonstrate that there are considerable differences between vehicle types and emissions at different speeds. Petrol cars produce relatively low emissions of Nitrogen Dioxide at all speeds in comparison with diesel cars and HGVs, which only reduce at higher speeds.

It should be noted that the Euro Standards aim to curb the emissions of pollutants with regard to air quality to protect human health and the environment. However, there are no regulations regarding the emissions for Carbon Dioxide. Instead vehicles that produce more Carbon Dioxide are discouraged via high taxation.

Speed Restrictions & Air Quality

There is on-going research and debate as to the optimum speed restriction with respect to emissions (Nitrogen Dioxide and Particulate). However, it is now generally apparent that lower speeds provide a safer environment for cycling and walking. Where lower speeds are proposed, air quality should not be used as an argument against the implementation. In the majority of cases the benefits for walking and cycling that will encourage a modal shift away from fossil fuelled transport should be supported.

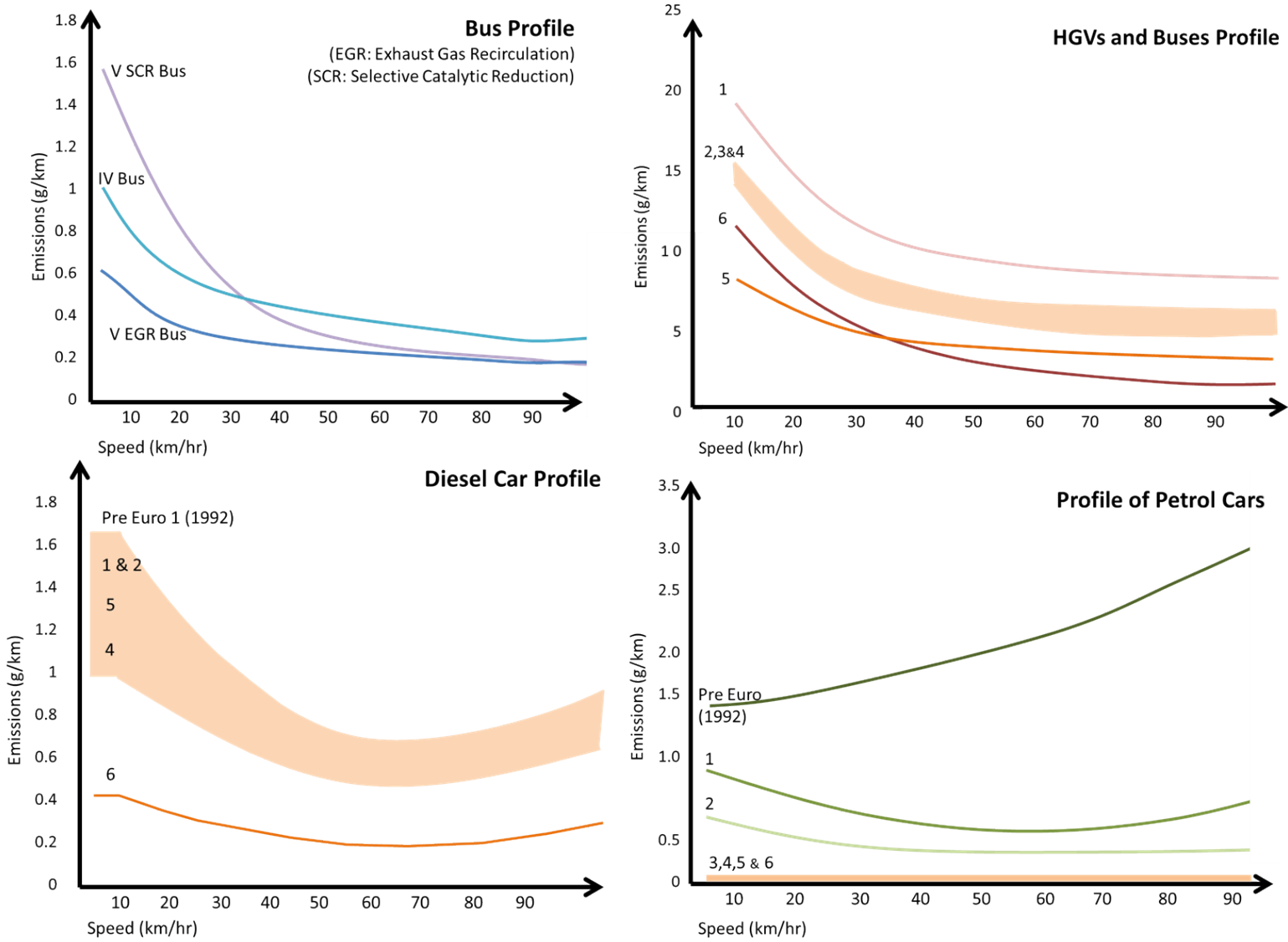


Figure 8 - Comparison of the Euro Standard emissions profiles (Nitrogen Dioxide) based on the emissions factor tool kit¹¹

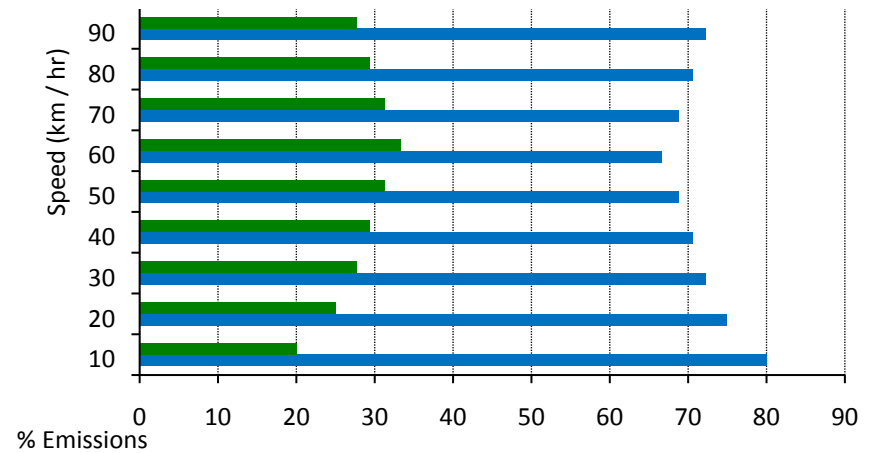
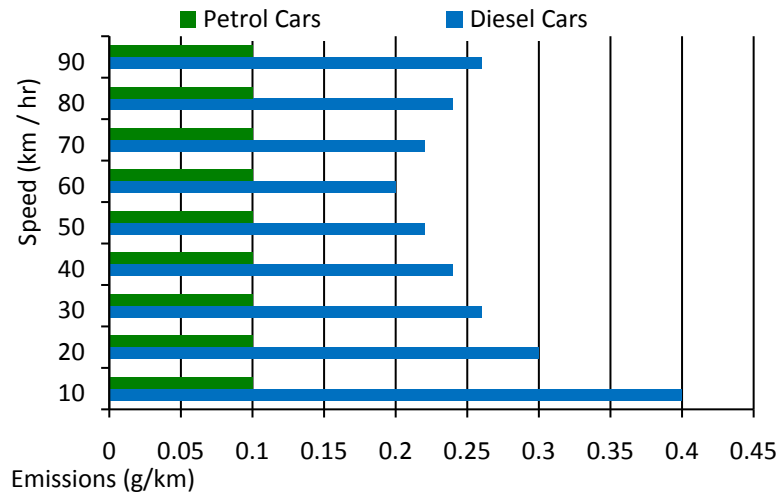
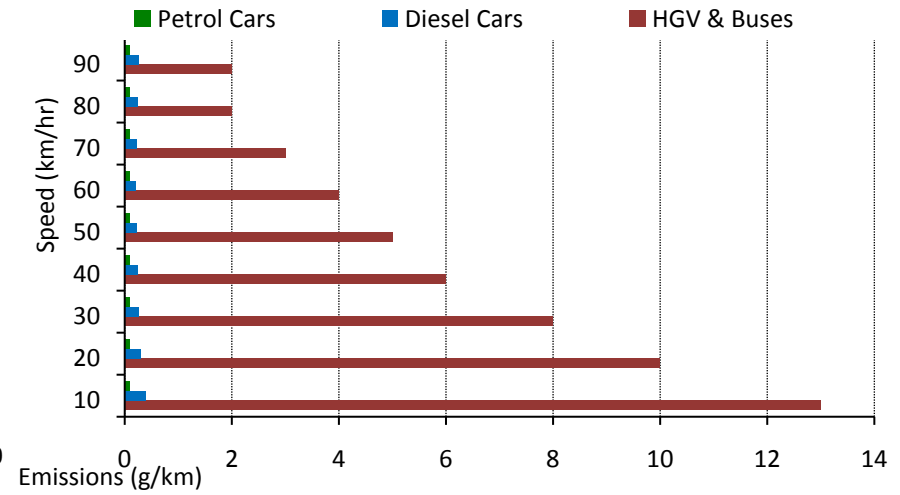
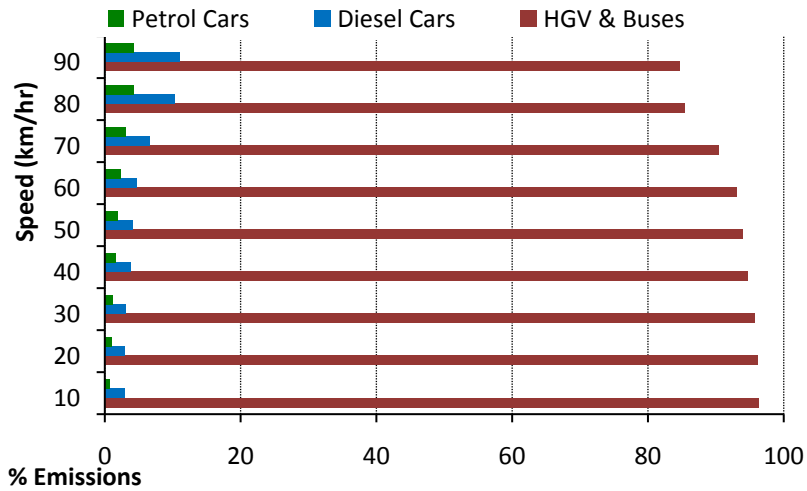


Figure 9 Comparison of the emission profiles (Euro 5&6 average) of HGVs, Petrol & Diesel Cars (Nitrogen Dioxide). Whilst the precision of these profiles may not be fully accurate the general trend is considered useful. Data based on the emissions factor toolkit²⁰

²⁰ <http://laqm.defra.gov.uk/review-and-assessment/tools/emissions-factors-toolkit.html>

Carbon Dioxide Emissions by Vehicle Type

Similar to air pollution, carbon dioxide emissions vary depending on vehicle types. In the UK approximately 27% of carbon dioxide emissions come from road traffic. Of which just under two thirds (62%) are generated from cars. HGVs and Vans contribute 18% and 17% respectively. Coaches and buses make up a relatively small fraction of 3%, with other vehicles making up less than 0.3%.

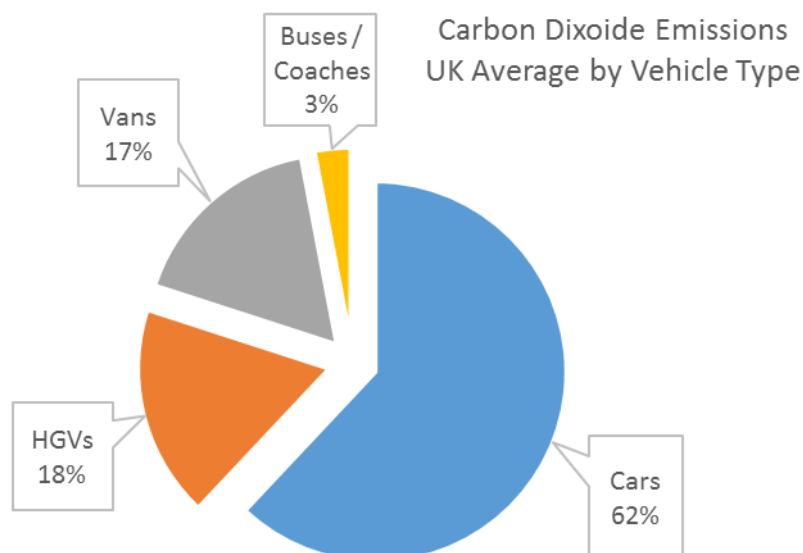


Figure 10 UK Average CO2 emissions by vehicle types (2016)²¹

Alternative Transport

As shown, vehicle numbers have increased by 16% over the last 15 years. It is also important to determine if there has been a similar increase in the uptake of alternative forms of transport such as trains, buses and cycling. These modes of transport are seen as the most viable alternative to fossil fuelled car travel.

Railway Use

Newport has three railway stations. The main Newport station is located in the centre of the city with two smaller stations located to the northwest (Rogerstone and Pye Corner). Prior to 2012 the usage appears to be fairly static which has then significantly increased in the last 3 years (See Figure 11).

²¹ <https://www.gov.uk/government/statistical-data-sets/energy-and-environment-data-tables-env>

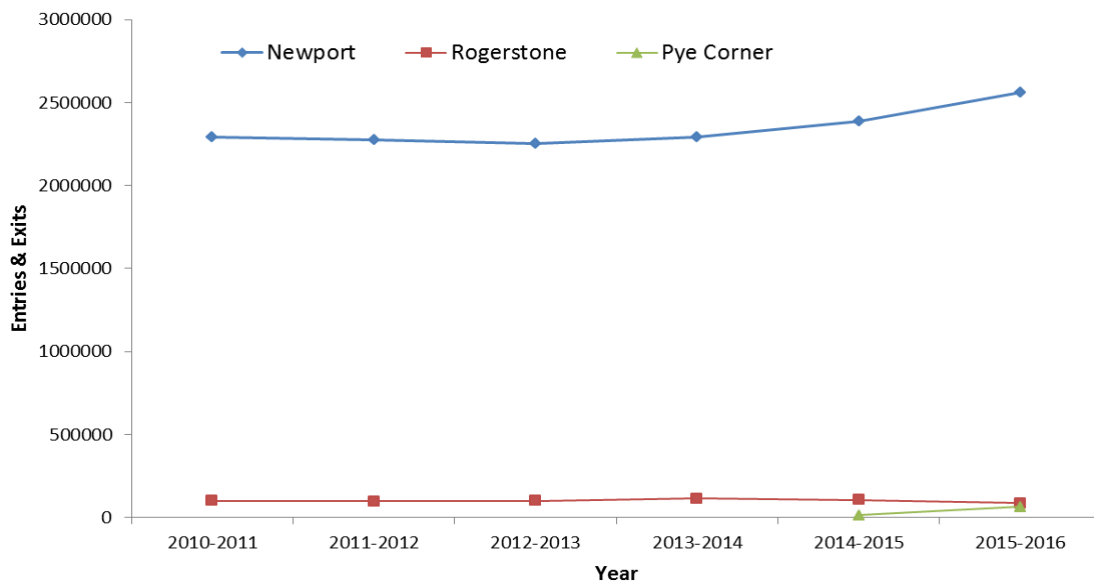


Figure 11 Train Station Usage: Entries & Exits²²

Bus Usage

Unfortunately, it has not been possible to chart the number and composition of the bus fleet across Newport. Efforts will be made to determine the most appropriate method of capturing this data in the future.

²² <http://orr.gov.uk/statistics/published-stats/station-usage-estimates>
<http://gov.wales/statistics-and-research/rail-station-usage/?lang=en>

Cycling

There is no consistent data set monitoring cycle usage in Newport. Data from the department for transport which is primarily focused on motor vehicles has captured some cycle usage. However, as the primary focus of this data collection and study is for motor vehicles, therefore this data cannot be seen as definitive. The trend of cycle usage shown in Figure 12 indicates a sharp increase from 2013 onwards.

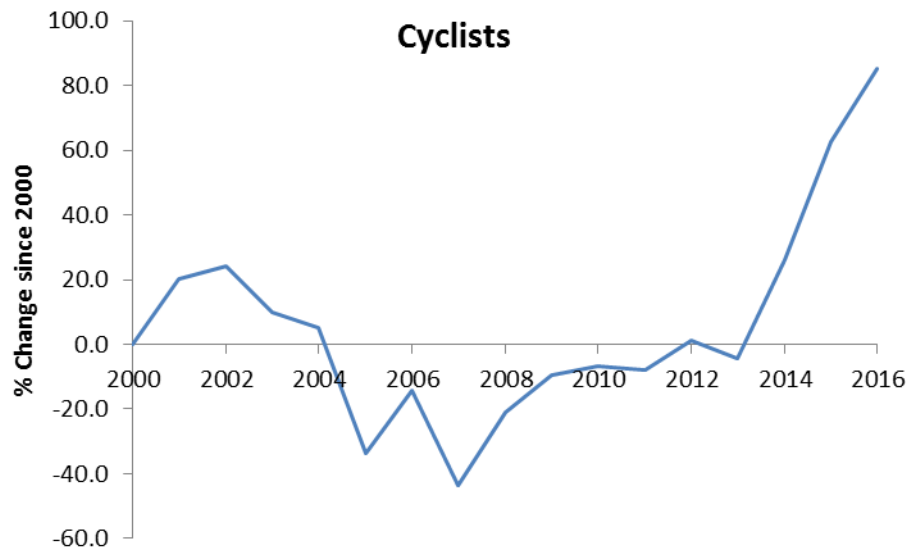
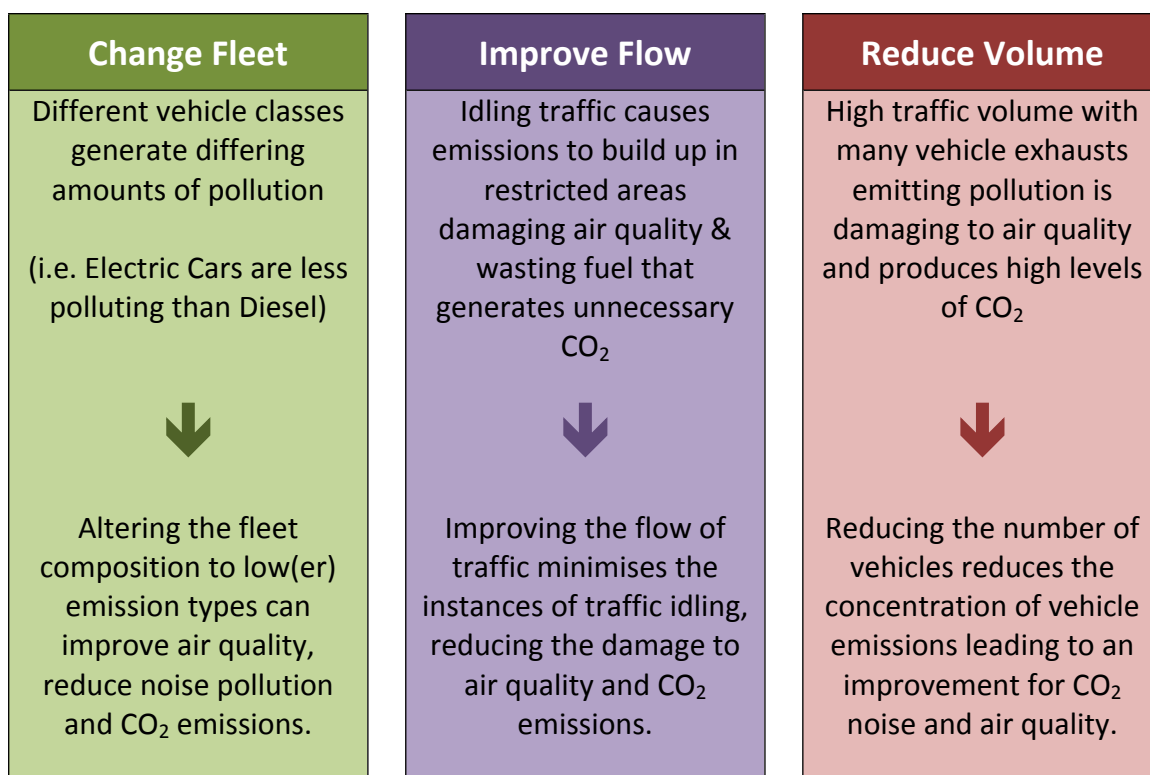


Figure 12 - Cycle usage change since 2000²³

²³ <http://www.dft.gov.uk/traffic-counts/area.php?region=Wales&la=Newport>

5.0 Scope, Monitoring & Funding

For any action it is important to define its scope. In this strategy three distinct areas have been defined: the composition of the fleet, the flow of traffic and the reduction in traffic. Not every action will be able to fulfil all three, some will have success in only one, others may have success in two and a handful will have success in all three.



Key Performance Indicators (KPI)

How do you measure the results? Broadly this can be split into two categories

- ▶ the problem: air quality monitoring, noise mapping etc
- ▶ the solution: fleet composition etc

With regard to the level of pollution, there is a considerable data set already captured and maintained which is reported upon in a number of ways, such as the annual Air Quality Progress Report.

With regards to the solution there are many sources of data that can be captured and reported upon to demonstrate the modal shift and success (or failure) of the strategy. A few methods are described below, and where possible a KPI has been assigned to each action.

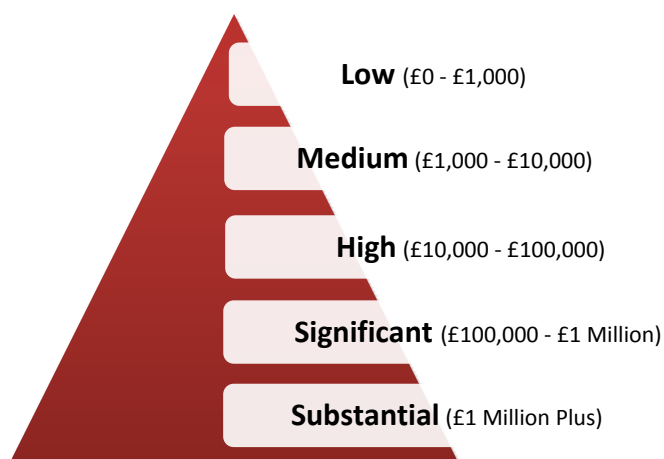
Fleet Composition & Volume – It is important to keep track on the composition and volume of road traffic. A number of sources shall be used to report upon: the bus fleet, council fleet, taxi fleet etc. along with the overall composition & volume of traffic.

Electric vehicle charging points – More electric vehicle charging point will be required to support the change to Electric Vehicles. The number of Electric Vehicle Charging points will be captured and reported upon annually.

Participation Survey – Uptake by schools, participation by operators in a fuel economy scheme etc are simple ways to determine how successful an action has been. If there has been limited success analysis will be undertaken to determine what the barriers are and how they can be resolved. An annual survey capturing the public's usage / perception on a variety of actions will be undertaken and reported upon in the progress report.

Funding

To implement any action a source of sustainable funding is required. The benefits should not be measured only against a financial scale. The health and local economic impacts should also be considered to provide a balanced judgement. To provide some approximate costs involved with each action the following scale will be applied:



The majority of the funding will be sourced from capital grants and any other external resources that are available. None of the actions are intended to place a financial burden upon existing council services.

6.0 Actions

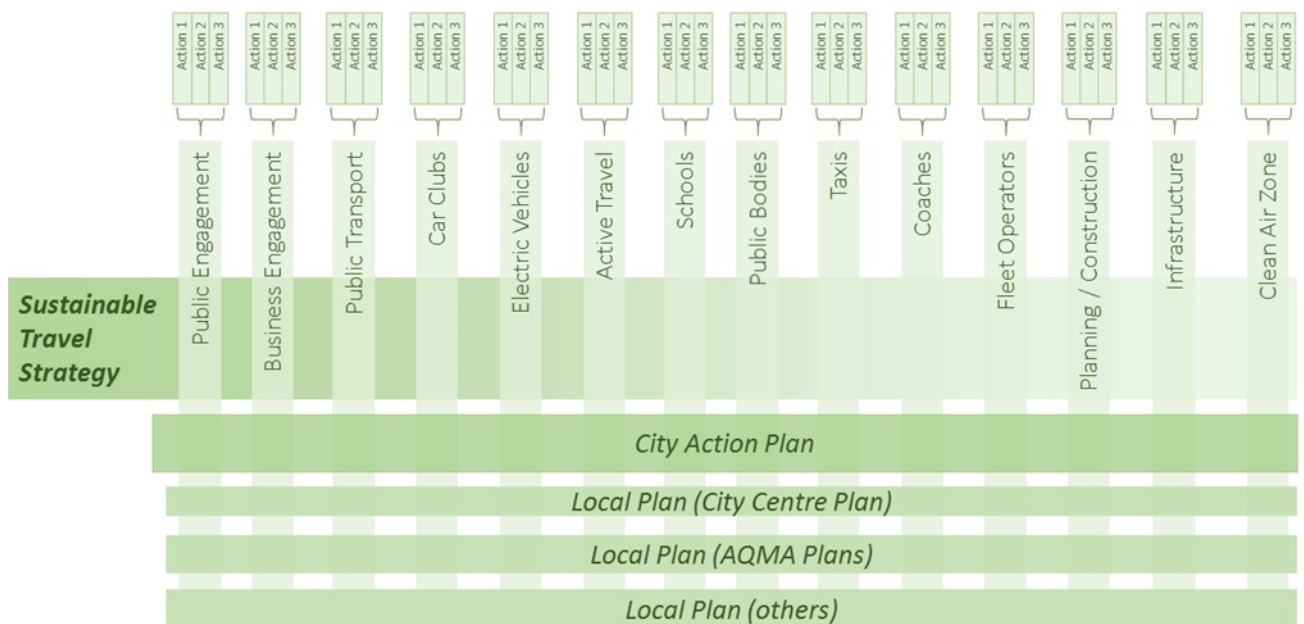
This Sustainable Travel Strategy has been designed to provide a framework to develop localised plans. The actions set out in the following pages are the most important part of this strategy – they are the actions that the Council will progress and will form an essential part of the localised plans.

Using this approach will enable the Council to demonstrate how the scale of one action (city wide) will complement another site specific action. This will also allow the strategy to be adapted and updated to suit the city’s needs as the situation evolves.

C-WIDE PLAN – this plan will have an impact on a city-wide scale rather than targeting any specific area. This will be aimed at reducing the background pollution level and cutting carbon dioxide emissions.

LOCAL PLANS – following the same format as the city-wide plan but with detail as to how the actions will be implemented locally to combat issues such as air pollution.

ADDITIONAL PLANS – There is nothing stopping the format of this strategy to be adapted for any project, internally or externally - from Planning through to company travel plans. A toolkit will be developed to aid how this could be done, allowing for projects to integrate into the aim of the City and Local Plans.



A – Public Engagement	
Change Fleet	Reduce Traffic
KPI – General Survey	Funding: Low - High
<p>▶ Congestion is caused by all of us. Therefore, the public as a whole play a key part in transforming the fleet and talking up active travel. A frequent and sustained mode of communication to the media and wider public should be developed explaining the causes and solutions.</p> <p>This could be supported further with the engagement of local action groups to empower the community to implement local changes.</p> <p>Furthermore, any wider news such as regional health alerts from the Welsh Air Quality Forum / Health Agencies could be disseminated through the local communication routes.</p> <p>There are several websites in Wales / Southwales that provide travel information. Newport city council could develop a travel website, however a more regional approach should be supported by Welsh Government. Similar to the southwest travel site - https://travelwest.info/</p>	<p>Action:</p> <ul style="list-style-type: none"> ▶ Support and encourage awareness events, and encourage others to do the same. ▶ Support and encourage the Welsh Government to develop a regional / national sustainable transport website as a one stop shop for all information. In the absence of this resource consider the feasibility of compiling information via the Newport.gov.uk website that can be lifted into a regional site if one is made available. ▶ Encourage and support Local Air Quality Awareness / Sustainable Travel Group(s).

B - Business Engagement	
Change Fleet	Reduce Traffic
KPI – General Survey	Funding: Low / Medium
<p>▶ Businesses can have a significant impact upon transport. Many of these actions are outside of the control of Newport City Council but where we can we will encourage and help a business:</p> <ul style="list-style-type: none"> ○ With its staff commute - explore ways to incentive car sharing, active travel or public transport. ○ With its fleet – explore ways to reduce the pollution footprint. ○ With new buildings / design – explore ways to make it more accessible to the active travel / public transport / car sharing / electric vehicles etc. ○ Promote and support awareness days, such as clean air day. ○ Deliveries / vehicle trips – where possible limit the number to what is required and use the lowest polluting form of transport possible. 	<p>Action:</p> <ul style="list-style-type: none"> ▶ In partnership with businesses encourage, support and promote low / zero emission travel options. ▶ Promotion of awareness events / campaigns supported by business / employees / customers. ▶ Support and encourage the Welsh Government to develop a single regional / national sustainable transport website as a one stop shop for all information. In the absence of this resource consider the feasibility of compiling information via the Newport.gov.uk website that can be lifted into a regional site if one is made available.

C – Bus / Train (Public Transport)	
Change Fleet	Improve Flow
Reduce Traffic	
KPI – Fleet Composition & Usage	Funding: Substantial
<ul style="list-style-type: none"> ▶ BUS: Similar to HGVs, older buses can contribute significant amounts air pollution. Forming a partnership with bus operators exploring ways of upgrading the fleet to a low/zero emission one, encouraging fuel economy and promoting the use of public transport will reduce the bus fleet impact on the environment. ▶ TRAIN: Encouraging the use of public transport has two key advantages: <ul style="list-style-type: none"> ○ Reduce the number of vehicles on the road cutting congestion ○ Capitalises on low emission upgrading of bus and rail fleets. <p><i>Noise</i> – Encouraging the use of public transport that is actively applying low emission technologies is likely to have a beneficial impact upon the sound scape.</p>	<p>Action:</p> <ul style="list-style-type: none"> ▶ Develop a working relationship with all local bus operators and support a change to low emission vehicles. ▶ Implement a fuel economy scheme for bus operators. ▶ Encourage lower emission buses to be used on the routes with the poorest air quality. ▶ Encourage and support the uptake of zero emission vehicles. ▶ Support the improvement of information provided for bus times / routes. ▶ Encourage the use of public transport. ▶ Assess the impact of the city’s current bus lanes on air quality.

D – Car Clubs / Car Sharing	
Change Fleet	Reduce Flow
KPI – General Survey, No. Car Clubs	Funding: Low - Medium
<ul style="list-style-type: none"> ▶ Car Clubs: A privately owned car is only used about 5% of its whole life time. 95% of the time it is parked. Car Clubs are where people can rent a car for a nominal fee for a few hours. These have already been established in several cities in the UK, however none are known to exist in Newport (as of 2019). The schemes do not reduce the number of vehicle trips on our roads, but it does make the use of the vehicles more effective. Whilst Newport City Council may look to develop our own scheme, the majority of schemes are run by private companies. Car clubs can also be a method of supporting a transition to electric vehicles where infrastructure and costs are considered barriers to their uptake. ▶ Car Sharing: Even though many vehicles are capable of carrying 2 or more people the vast majority of car journeys are single occupancy. Car sharing is choice made by two willing people, incentives by businesses / employers can encourage this choice. In the way of enforcement, car sharing lanes are a possibility - the M4 may benefit from such a scheme, however this would be a decision for the Welsh Government, not Newport City Council. 	<p>Action:</p> <ul style="list-style-type: none"> ▶ Support, encourage and promote car clubs. ▶ Support, encourage and promote car sharing.

E – Hybrid / Electric - Petrol / Diesel	
Change Fleet	
KPI – Fleet Composition (Where Possible) / General Survey	Funding: High / Very High
<ul style="list-style-type: none"> ▶ Electric / Hybrid vehicles produce low/zero emissions and should be encouraged whenever possible. <p>Existing large destination points (shopping centres, train stations, car parks etc.) will be encouraged to install electric charging points.</p> <p>New developments will be required to install charging points via the AQ SPG (See Action A).</p> <p>A strategy of installing a number of on street electric charging points will also be developed. These will be positioned where they are considered to have either 1. The highest use and/or 2. The highest potential for public awareness.</p> <p>This should be supported with an ongoing public awareness campaign of the benefits and locations.</p> <ul style="list-style-type: none"> ▶ Out of all the car types, diesel cars are considered the most polluting for air quality. They also contribute to noise pollution and Carbon Dioxide emissions. The use of diesel cars should be discouraged where possible. ▶ Petrol cars are the least polluting form of fossil fuel power vehicle. However, they still contribute noise & air pollution and contribute to Carbon Dioxide emissions. The use of petrol cars should be discouraged where possible. 	<p>Action:</p> <ul style="list-style-type: none"> ▶ Actively encourage the installation of electric vehicle charging points at existing large scale destinations (trains stations, car parks etc.). ▶ Actively encourage the installation of electric vehicle charging points via the Planning process. ▶ Explore and implement a policy if appropriate regarding on-street charging points at key locations (i.e. Taxi Ranks, premium location parking bays). ▶ Encourage the use of Electric / Hybrid Vehicles across the district by increasing public awareness. ▶ Investigate the feasibility of passively discouraging petrol & diesel cars for example by providing priority parking spaces or routes for low/zero emission vehicles & Active Travel.

F – Walking & Cycling (Active Travel)	
Reduce Traffic	
KPI – Usage	Funding: Significant
<ul style="list-style-type: none"> ▶ Cycling is a highly efficient and method of transport with a relatively low impact upon the environment. <p>Encouraging cycling across the city is seen as a fundamental key approach to radically reducing pollution levels.</p> <p>Efforts to maintain expand and encourage the use of cycle routes for active travel will be developed and implemented across the city.</p> <p>In particular, encouraging the use of cycle to schools, cycle to work schemes in both the public and private sector and through the planning process.</p> <ul style="list-style-type: none"> ▶ Travelling on foot is usually a method of transport that is often overlooked. Similar to cycle paths any efforts to maintain expand and encourage the usage of good quality foot paths and walking routes as part of an active travel network will be supported. 	<p>Action:</p> <ul style="list-style-type: none"> ▶ Actively support the expansion of the cycle network and installation of pedestrian crossings. ▶ Promote Active travel through initiatives to encourage cycling and walking to and from key destinations (work, school, home etc.). ▶ Develop and support schemes that provide individuals with the skills to use bikes as a form of transport. ▶ Investigate and where possible implement an on street bike hire scheme.

G – Schools	
Change Fleet	Reduce Traffic
KPI – No. Participating Schools	Funding: Significant
<p>▶ Schools generate a significant volume of traffic during drop off and pick up. Parents, school buses and staff all contribute to the congestion. This causes high levels of localised pollution in which the most vulnerable groups (children) are exposed.</p> <p>A highly focused combined effort on all parties (schools, the Council, parents and WG) is required to help reduce the pollution caused by all these journeys and imbed active travel in the next generation as the ‘norm’.</p> <p>Cycle and walking routes will be developed to the schools and initiatives to support their use will be developed.</p> <p>These actions will only succeed if there is sustained support from schools, the Council and Welsh Government. If any of these bodies are unable to commit, these actions are likely to fail.</p>	<p>Action:</p> <p>▶ In Partnership with Welsh Government a sustainable travel schools plan will developed with some or all of the following -</p> <p><u>Primary School:</u></p> <ul style="list-style-type: none"> ○ Pre year 2 a walking/scooter bus will be offered to pupils living in the local area. ○ Years 3- 6 the option of changing to the cycle bus following a cycle proficiency and maintenance lesson will be made available. At the same time the curriculum will provide lessons on air quality. <p><u>Secondary School:</u></p> <ul style="list-style-type: none"> ○ Years 7 – 11 a cycle to school scheme will be offered where bicycles will be made available at a discount. ○ Years 9 – 11 in-depth scientific lessons on air quality will be part of the curriculum. ○ Year’s 11 – 13 Car costs and pollution awareness lesson with suggestions of how to minimise both, possibly offering free bus travel. <p>▶ Awareness campaign for parents/guardians:</p> <ul style="list-style-type: none"> ○ Active Travel ○ Low emission transport ○ Shared journeys ○ Anti-idling <p>▶ School travel plans for staff and parents.</p>

H – Public Bodies (Best Practice)	
Change Fleet	Reduce Traffic
KPI – See Well Being Plan	Funding: Low - High
<p>▶ All public sector bodies: The Local Authority, Health Service, Fire & Police Service and so on are large employers.</p> <p>All of which should become role models in best practice. Policies and procedures to implement active travel, encourage the use of public transport and change vehicle fleets to low/zero emission should all be implemented.</p> <p>The Public Service Board under the Well-being Act is a key stakeholder in supporting this action.</p>	<p>Action:</p> <ul style="list-style-type: none"> ▶ Within the Council: <ul style="list-style-type: none"> ○ Implement policies to encourage a low emission fleet of vehicles. ○ Actively encourage Active Travel. ○ Actively encourage low/zero emission forms of transport for staff / car sharing. ○ Support and promote the use of public transport. ○ Raise awareness of air quality across the workforce. ▶ Encourage similar actions to those listed above in other public bodies.

I – Taxis	
Change Fleet	Reduce Flow
KPI – Composition & Charging Points at Taxi Ranks / General Survey	Funding: High – Very High
<p>▶ The taxi fleet, compared to other domestic sized vehicles, are in constant use. Methods of encouraging and supporting a change to ultra-low / zero emission vehicles should be implemented.</p> <p>In particular Council policy relating to taxi licensing should play a significant role in encouraging this change.</p>	<p>Action:</p> <ul style="list-style-type: none"> ▶ Encourage a policy to support a fleet of low/zero emission taxis ▶ Develop a taxi partnership supporting a fuel economy scheme. ▶ Encourage the installation of electric vehicle charging points at Taxi Ranks.

J - Coaches	
Change Fleet	
KPI – No. of Participating Companies	Funding: High
<ul style="list-style-type: none"> ▶ Coach transport is significantly different to bus transport. Buses travel on defined routes whereas coaches do not. They operate for a range of reasons such as tourism, schools, sporting fixtures etc. As such, a different approach is required to that of bus transport. 	<p>Action:</p> <ul style="list-style-type: none"> ▶ Develop a working relationship or partnership with local coach operators similar to that of the HGV fuel recognition scheme.

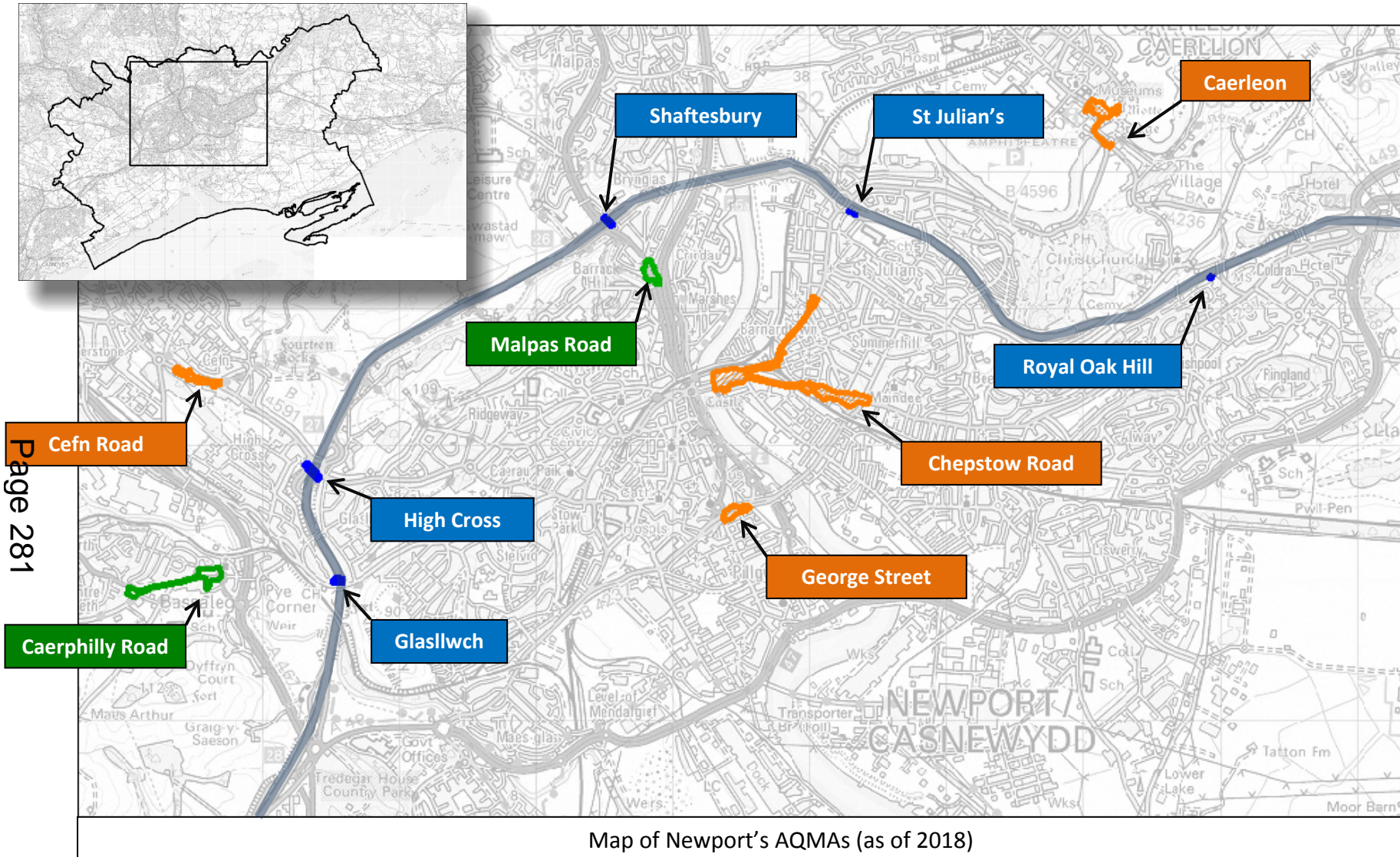
K – Fleet Operators (HGVs / LGVs)	
Change Fleet	Reduce Traffic
KPI – No. Participating Companies / General Survey	Funding: High
<ul style="list-style-type: none"> ▶ Freight vehicles (LGV/HGV) contribute approximately 10 times more pollution compared to a petrol car. <p>Developing a partnership with LGV/HGV operators that promotes fuel economy and reduces running costs will help reduce the pollution impact i.e the less fuel burnt the more money saved, and the less air pollution generated.</p>	<p>Action:</p> <ul style="list-style-type: none"> ▶ Continue to deliver and expand the HGV/LGV partnership scheme which promotes fuel economy for Newport.

L – Planning / Construction	
Change Fleet	Improve Flow
KPI – General Survey	
	Funding: Low
<p>▶ Planning is a key method to influence the type and design of future developments. Influencing the planning process to include best practice, such as active travel and electric vehicle charging points will provide and support a fundamental change to less polluting forms of transport.</p> <p>With carefully considered policy, the planning process can be used to ensure the impact of development near existing AQMAs are minimised, and new AQMAs are declared.</p> <p>Furthermore, the construction period can cause a significant increase in highly polluting vehicles. The planning process can be used to ensure these impacts are minimised via a construction and environmental management plan (CEMP) with air quality principles.</p>	<p>Action:</p> <ul style="list-style-type: none"> ▶ Have regard to the Supplementary Planning Guidance in place for air quality. Develop and seek approval of Guidance regarding sustainable travel. In the context of Development Control, review parking standards with a focus on supporting low pollution modes of travel. ▶ Continue to request that developers write and implement Construction and Environmental Management Plans (CEMP) designed to ensure good air quality practice for construction sites.

M – Infrastructure / Enforcement	
Improve Flow	Reduce Traffic
KPI –General Survey	Funding: Medium - Significant
<p>▶ Street / Road improvements can reduce traffic congestion. However, these should be discouraged where they:</p> <ul style="list-style-type: none"> ○ cause additional damage to air quality ○ disregard Active Travel completely ○ prioritise private vehicle use over public transport <p>Newport City Council is now delivering Civil Parking Enforcement. The Council is now in a position to explore how this enforcement tool could be used to reduce vehicle pollution.</p> <p>For example, red routes, which are a red version of double yellow lines, prevent vehicles stopping at any time and highlight the need to the drivers not to stop for any reason.</p>	<p>Action:</p> <ul style="list-style-type: none"> ▶ Road improvements will have regard to noise, air quality, active travel and public transport at all times. ▶ Explore the feasibility of Red Routes and other enforcement tools. ▶ Encourage and support the implementation of green corridors.

N – Clean Air Zone (CAZ)	
Change Fleet	Improve Flow
KPI – None at Present	Funding: Substantial
<p>▶ Clean Air Zones (CAZ) are designated areas where certain vehicle types can be restricted.</p> <p>These can range from signage (raising awareness) to charges and enforcement.</p> <p>Noise & CO₂ emissions – Overall it is likely there will be a beneficial impact on the local noise environment. During the feasibility studies this impact should be examined, along with the potential CO₂ impact.</p> <p>The results of the public consultation indicated little support for a city-wide Clean Air Zone. A city-wide CAZ will not be considered further, unless directed to do so by Welsh / UK government. The option for exploring small scale CAZ with the local plans will remain.</p>	<p>Action:</p> <ul style="list-style-type: none"> ▶ Assess the feasibility of CAZ as part of local plans which will also look at the health, noise, CO₂ and economic impacts. ▶ If appropriate and approved undertake detailed feasibility assessments on CAZ including assessments to identify appropriate enforcement measures.

ACTION PLANS



City-Wide Action Plan

This plan outlines what actions Newport City Council intends to focus on to help reduce carbon dioxide emissions, air pollution and noise from our transport network. For the majority of the actions the detail on how they will be implemented will follow in the Local plans.

A – Public Engagement

- ▶ Support and encourage awareness events / campaigns & encourage others to do the same.
- ▶ Support and encourage local air quality / sustainable travel group(s).
- ▶ Clear / concise website pages on how individuals / groups can engage with the various actions the city is supporting.

B – Business Engagement

- ▶ Encourage, support and promote low / zero emission travel options.
- ▶ Promotion of awareness events / campaigns supported by business / employees / customers.
- ▶ Clear / concise website pages on how businesses can engage with the various actions the city is supporting.

C – Bus / Train (Public Transport)

- ▶ Implement a city wide fuel economy bus fleet partnership scheme.
- ▶ Support the implementation of better bus route / time information.
- ▶ Encourage and support the uptake of zero emission vehicles.
- ▶ Encourage the use of public transport.
- ▶ Assess the impact of the city's current bus lanes on air quality.

D – Car Clubs / Car Sharing

- ▶ Support, encourage and promote car clubs.
- ▶ Support, encourage and promote car sharing.

E – Hybrid / Electric – Petrol / Diesel

- ▶ Actively encourage the installation of electric vehicle charging points at existing large scale destinations (train stations, car parks etc).
- ▶ Actively encourage the installation of electric vehicle charging points via the planning process.
- ▶ Explore and implement a policy regarding on street charging points at key locations (i.e. Taxi Ranks, premium location parking bays etc).
- ▶ Encourage the use of electric / hybrid vehicles across the district by increasing public awareness.
- ▶ Passively discourage the use of petrol / diesel vehicles.

F – Walking & (Active Travel)

- ▶ Actively support the expansion of the cycle network and installation of pedestrian crossings.
- ▶ Promote Active travel through initiatives to encourage cycling and walking to and from key destinations (work, school, home etc.).
- ▶ Develop and support schemes that provide individuals with the skills to use bikes as a form of transport.
- ▶ Investigate and where possible implement an on street bike hire scheme.

G – Schools

- ▶ In partnership with Welsh Government - develop with key stakeholders a pilot scheme capturing all of the possible elements that could be targeted at schools to encourage zero emission forms of travel. Once proven successful expand to all schools in the district in a phased approach.

H – Public Bodies (Best Practice)

- ▶ Within the Council:
 - Implement policies to encourage a low emission fleet of vehicles.
 - Actively encourage Active Travel.
 - Actively encourage low/zero emission forms of transport for staff / car sharing.
 - Support and promote the use of public transport.
 - Raise awareness of air quality across the workforce.

- ▶ Encourage the Public Service Board to implement similar changes in their respective organisations in line with Newport's Well Being Plan.

I – Taxis

- ▶ Encourage a policy to support a fleet of low/zero emission taxis
- ▶ Develop a taxi partnership supporting a fuel economy scheme.
- ▶ Encourage the installation of electric vehicle charging points at Taxi Ranks.

J - Coaches

- ▶ Implement a city wide fuel economy scheme for coach operators.

K – Fleet Operators (HGVs / Vans

- ▶ Implement a city wide Fuel Economy for fleet operators.

L – Planning / Construction

- ▶ Supplementary Planning Guidance for Sustainable Travel.
- ▶ Supplementary Planning Guidance for Air Quality.
- ▶ Supplementary Planning Guidance for Parking Standards.
- ▶ Continue to request that developers write and implement Construction and Environmental Management Plans (CEMP) designed to ensure good air quality practice for construction sites.

M – Infrastructure / Enforcement

- ▶ Road improvements will have regard to noise, air quality, active travel and public transport at all times.
- ▶ Explore the feasibility of Red Routes and other enforcement tools.
- ▶ Encourage and support the implementation of green corridors.

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- ▶ (The public consultation did not indicate any clear support for a city wide clean air zone. Unless directed by Welsh / UK Government there are no plans to investigate a clean air zone for Newport. Localised CAZ will remain an option that will be explored in developing the local plans).

City Centre / Local – Action Plan

To maintain consistency throughout, a city centre plan and local plans that focus on the detail will be developed in consultation with the local community. The priority will be to develop plans for areas of existing poor air quality and the city centre.

A – Public Engagement

B – Business Engagement

C – Bus / Train (Public Transport)

D – Car Clubs / Car Sharing

E – Hybrid / Electric - Petrol / Diesel

F – Cycling / Walking (Active Travel)

G – Schools

H – Public Bodies (Best Practice)

I – Taxis

J – Coaches

K – Fleet Operators (HGVs / Vans)

L – Planning / Construction

M – Infrastructure / Enforcement

N – Clean Air Zone (CAZ)**Error! Reference source not found.**

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Report

Cabinet

Part 1

Date: 18 September 2019

Subject Cabinet Work Programme

Purpose To report and agree the details of the Cabinet's Work Programme.

Author Cabinet Office Manager

Ward All Wards

Summary The purpose of a work programme is to enable Cabinet to organise and prioritise the reports and decisions that are brought to each meeting. Effective forward planning by Cabinet also impacts positively upon the Council's other Committees, in particular Scrutiny, because work needs to be coordinated on certain reports to ensure proper consultation takes place before a decision is taken.

The current work programme runs to June 2020, but it is a working document. It is important that the work programme is owned and prioritised by Cabinet Members directly, so each month the Cabinet Office Manager brings a report updating Cabinet on any changes, so that the revised programme can be formally approved.

The updated work programme is attached at Appendix 1.

Proposal To agree the updated work programme.

Action by Cabinet Office Manager

Timetable Immediate

This report was prepared after consultation with:

- Chief Officers
- Monitoring Officer
- Head of Finance
- Head of People and Business Change

Background

The purpose of a work programme is to enable Cabinet to organise and prioritise the reports and decisions that are brought to each meeting. Effective forward planning by Cabinet also impacts positively upon the Council's other Committees, in particular Scrutiny, because work needs to be coordinated on certain reports to ensure proper consultation takes place before a decision is taken.

The Wales Audit Office's Corporate Assessment of Newport City Council, published in September 2013, highlighted the need to "strengthen committee work programming arrangements to ensure they are timely, meaningful, informative, transparent, balanced, monitored, and joined up". Since that report was published, these monthly reports have been introduced to provide Cabinet with regular updates on its work programme, and the opportunity to comment upon and shape its priorities as an executive group. The Democratic Services team have also been working to improve the links between this and other work programmes under its management (e.g. Council, Scrutiny, Audit) to ensure the various programmes are properly coordinated.

The current work programme runs to June 2020, but it is a working document. It is important that the work programme is owned and prioritised by Cabinet Members directly, so each month the Cabinet Office Manager brings a report updating Cabinet on any changes, so that the revised programme can be formally approved.

The updated work programme is attached at Appendix 1.

Financial Summary

There is no direct cost to adopting a programme of work.

Risks

Risk	Impact of Risk if it occurs* (H/M/L)	Probability of risk occurring (H/M/L)	What is the Council doing or what has it done to avoid the risk or reduce its effect	Who is responsible for dealing with the risk?
No action taken	M	L	Work programming arrangements are in place to ensure they are timely, meaningful, informative, and transparent, balanced, monitored, and joined up.	Head of Democratic Services
The process is not embraced by report authors and members	M	M	If there is proliferation of unplanned or late items, the opportunity to ensure work programming is timely, meaningful, informative, and transparent, balanced, monitored, and joined up will diminish	Head of Democratic Services

Links to Council Policies and Priorities

These proposals will help the Council provide the best possible service to members and will provide information to the public and elected members.

Options Available and considered

- To adopt the process and adopt or amend the work programme
- To consider any alternative proposals raised by Cabinet members
- To take no action

Preferred Option and Why

To adopt the proposals which should help to ensure work programming arrangements are timely, meaningful, informative, and transparent, balanced, monitored, and joined up.

Comments of Chief Financial Officer

There are no financial implications in adopting a programme of work.

Comments of Monitoring Officer

There are no legal implications in adopting a programme of work.

Staffing Implications: Comments of Head of People and Business Change

There are no specific staffing implications in adopting a programme of work.

Comments of Cabinet Member

The Chair has approved the report for consideration by cabinet.

Local issues

There are no local issues as this report relates to the Council's processes

Scrutiny Committees

Monthly update reports allow the Scrutiny and Cabinet work programmes to be better coordinated. The Scrutiny team and Members are currently developing new ways of working through the new Committees, and continually reviewing the work programmes to focus more on risk, and ensure all scrutiny activity has a defined purpose and constructive outcome.

Equalities Impact Assessment and the Equalities Act 2010

This does not apply to this procedural report.

Children and Families (Wales) Measure

This procedural report does not impact on Children and Young People although certain reports contained in the programme may do and will need appropriate consultation and comment when they are presented to cabinet.

Wellbeing of Future Generations (Wales) Act 2015

This is a procedural report but reports contained within the programme will need to show how consideration has been given to the five things public bodies need to think about to show they have applied the sustainable development principle put into place by the Act.

Crime and Disorder Act 1998

This does not apply to this procedural report

Consultation

As set out above

Background Papers

[Newport City Council Corporate Assessment](#), Wales Audit Office (September 2013)

[Newport City Council – Corporate Assessment Follow Up 2015](#), Wales Audit Office (May 2015)

Dated: 29 August 2019

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NEWPORT CITY COUNCIL: CABINET/COUNCIL WORK PROGRAMME 2019/20

MEETING	AGENDA ITEMS	LEAD OFFICER
CABINET 19-JUN-19	Treasury Management Year End Report	HoF
	Corporate Risk Register Update	HP&BC
	Forecast Numbers of LAC	SD People
	Work Programme	COM
CABINET 17-JUL-19	Revenue Budget Monitor	HoF
	Capital Budget Monitor	HoF
	Commercial Property Fund Investment Guidelines	HoF
	Brexit Update	HP&BC
	Welsh Language Annual Report	HP&BC
	Performance Update – Early Year End PI Analysis	HP&BC
	Work Programme	COM
	PSB Summary Document (for information/awareness)	HP&BC
COUNCIL 23-JUL-19	NNDR Relief Scheme Treasury Management Year End Report	
COUNCIL 10-SEP-19	Appointment on Interim Chief Executive/Head of Paid Service Scrutiny Annual Report PSPO Newport Arcade	
CABINET 18-SEP-19	Capital Programme Monitoring July 2019	HoF
	Revenue Budget Monitor July 2019	HoF
	WAO Annual Improvement Report	HP&BC
	Strategic Equality Plan Annual Report	HP&BC
	Corporate Risk Register Update (Quarter 1)	HP&BC
	Sustainable Travel Strategy	HoL&R
	Work Programme	COM
CABINET 16-OCT-19	Final Year End Analysis of PIs (All Wales Data)	HP&BC
	Revenue Budget and MTFP Draft Proposals	HoF
	Corporate Plan Annual Report	HP&BC
	Risk Management Strategy	HP&BC
	WAO Certificate of Compliance 1	HP&BC
	Public Services Ombudsman Annual Letter/Report	Customer Services Mgr
	Director of Social Services Annual Report	SD – People
	Work Programme	COM
	Part 2 Presentation – City Centre Regeneration	SD - Place
CABINET 13-NOV-19	Revenue Budget Monitor	HoF

	Capital Budget Monitor	HoF
	Revenue Budget and MTFP: Draft Proposals	HoF
	WAO Report – Corporate Safeguarding	HP&BC
	Work Programme	COM
	PSB Summary Document (for information/awareness)	HP&BC
COUNCIL 26-NOV-19	Democratic Services Annual Report Standards Committee Annual Report Strategic Equality Plan Annual Report Director of Social Services Annual Report	
CABINET 11-DEC-19	Revenue Budget and MTFP: Draft Proposals	HoF
	Treasury Management 6 monthly Report	HoF
	Corporate Risk Register Update (Quarter 2)	HP&BC
	WAO Certificate of Compliance 2	HP&BC
	Work Programme	COM
CABINET 15-JAN-20	Mid-Year Analysis of Pls	HP&BC
	Revenue Budget Monitor	HoF
	Capital Budget Monitor	HoF
	PSB Summary Document (for information/awareness)	HP&BC
	Work Programme	COM
COUNCIL 28-JAN-20	Mayoral Nomination 2020/21 Council Schedule of Meetings Treasury Management 6 monthly report Council Tax Reduction Scheme	
CABINET 12-FEB-20	Capital Strategy and Treasury Management Strategy	HoF
	Revenue Budget and MTFP: Final Proposals	HoF
	Corporate Safeguarding	HC&YPS
	Work Programme	COM
COUNCIL 25-FEB-20	Budget and Medium Term Financial Plan Capital Strategy and Treasury Management Strategy	
CABINET 11-MAR-20	Pay and Reward Statement 2020/21	HP&BC
	EAS Business Plan	CEdO
	Categorisation of Schools	CEdO
	Corporate Risk Register Update (Quarter 3)	HP&BC
	Work Programme	COM
CABINET 08-APR-20 (t.b.c.)	Items TBC	
	Corporate Safeguarding	HC&YPS
	Work Programme	COM

	PSB Summary Document (for information/awareness)	HP&BC
COUNCIL 28-APR-20	IRP Annual Report NNDR Rate Relief Pay and Reward Policy	
CABINET 06-MAY-20 (t.b.c.)	Items TBC	
	Work Programme	COM
COUNCIL 12-MAY-20	AGM	
CABINET 03-JUN-20 (t.b.c.)	Corporate Risk Register Update (Quarter 4)	HP&BC
	Risk Management Strategy	HP&BC
	Work Programme	COM

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