



County Hall
Cardiff
CF10 4UW
Tel: (029) 2087 2000

Neuadd y Sir
Caerdydd
CF10 4UW
Ffôn: (029) 2087 2000

PRESENTATIONS

Committee POLICY REVIEW AND PERFORMANCE SCRUTINY COMMITTEE

Date and Time of Meeting WEDNESDAY, 16 OCTOBER 2019, 4.30 PM

Please see attached the Presentation(s) provided at the Committee Meeting

11 **Presentations** (*Pages 3 - 34*)

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Cardiff Council's Preparedness for "No-Deal" Brexit

Background & Purpose

- The Prime Minister has stated that UK is Leaving the EU on 31 October “**Do or Die**”
- No Deal ‘remains a possible outcome... for which public services in Wales need to be prepared.’
Auditor General for Wales, 27 September
- The Council **must be satisfied that:**
 - Major issues have been identified through reasonable endeavours
 - Appropriate mitigation is in place
 - There is clarity of roles and responsibilities, particularly in event of Emergency Management Scenario and to ensure business continuity
 - Risks facing other public services, businesses and communities are considered and responded to

UK Framework for Response:

- **Operation Yellowhammer / COBRA:** UK Treasury code name for cross-government “no-deal” contingency
- **UK Government** (Cabinet Office / Civil Service Departments)
- **Welsh Government** (Emergency Coordination Centre Wales / Welsh Government Departments)
- **Local Resilience Forum (LRF)**
- **Cardiff Council**

Cardiff Council Framework for Response

- **Council Response:**

- Corporate and Directorate Risk Register – Brexit identified as Corporate Risk
- Business Continuity Plans reviewed in response to Brexit
- Assurance Statement Provided by each Directorate and Reviewed by Emergency Management Team (prior to March and Oct deadlines)
- SMT considers Brexit risks on a fortnightly basis
- Senior officers identified in each directorate to lead on Brexit response planning

- **City Response:**

- Cardiff Public Service Board – Chaired by Leader
- PSB Brexit Response Group established – Chaired by CEX

- **Welsh Government Engagement:**

- Partnership Council – Leader
- WG / LG Liaison – CEX representation
- All Wales assessment conducted via the WLGA

Is the Council Ready?

- The Council has well-established Business Continuity Arrangements and Emergency Management structures
- *“To the extent that preparation for a ‘No deal’ Brexit is possible, **WLGA is confident that Local Authorities have taken sensible, proportionate steps and are as prepared as they can be.** The coming weeks will determine if their contingency plans and measures have to be put into practice or whether this has been an expensive and time-consuming diversion from the ongoing delivery of vital council services to local residents”*

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Month 4



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Working for Cardiff, working together



Month 4 Position

<u>Month 4 Overview</u>	
	Month 4 Position
Corporate Management	-50
Economic Development	412
Education	243
Housing & Communities	-300
Social Services	4,200
Performance & Partnerships	-3
Planning, Transport & Environment	2,457
Governance & Legal Services	11
Resources	48
Total Directorates	7,018
General Contingency	-3,000
Capital Financing	-215
Council Tax	-35
Sub Total	3,768
Teachers' Pensions	-2,967
CTRS Contingency	-910
SRA Costs	1,011
Castle VAT Refund	-577
Total	325

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Overall Council Position and Further Actions To Mitigate the Bottom Line

- Report a Deficit position £325,000 at Month 4 (Cabinet / public report)
- Funding:
 - Bringing in the £3m General Contingency, £2.967 m Teachers Pension Funding
 - Council Tax, NDR Refunds, Capital Financing generates £250,000.
 - Council Tax Reduction Contingency use £910,000.
 - Budget Control Measures put in place

CONTINUE TO MONITOR

- Use of other earmarked reserves (including CPE)
 - Review of funding options for agreed FRM activity
-
- **BUT**still a focus that Services must deliver and be accountable for their bottom line positions



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Overview of consultation practice and development 2019 - 2020



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Contents

- **Feedback from Scrutiny**
- **Overview of consultation programme September 2019-January 2020**
- **Reviewing consultation practice:** where we are now
- **Developing consultation practice:** proposals for enhancing consultation during 2019-2020
- **Discussion & feedback**



Feedback from Scrutiny

Common themes from committees include:

- Reaching 'seldom heard' groups
- Plain English
- Informed judgement vs information overload
- Pre-publication testing and scrutiny



Overview of consultation programme September 2019-January 2020



Overview of consultation programme September 2019-January 2020

Ask Cardiff 2019:



- Annual residents' survey seeking views on life in the city and levels of satisfaction with a range of public services
- Launch on 16th September and live for ten weeks, closing early November
- Range of trend data and questions on topics of interest
- Condensed to 35 focused questions (reduced from over 100 questions in previous years!)
- Testing suggests that the survey takes approximately 10 minutes to complete



Overview of consultation programme September 2019-January 2020

Child Friendly Cities Survey:

- Live from 16th September to 25th October
- Every school in Cardiff is invited to take part
- Pilot delivered to 4 schools and survey revised to reflect pupil and teacher feedback
- Two versions available- suitable for either a primary or secondary school setting
- Recommendation that pupils will take part in the survey during a designated lesson (e.g. PSHE), with teaching staff on hand to encourage participation, help with understanding concepts and answering pupils' questions



Overview of consultation programme September 2019-January 2020

Child Friendly Cities Survey:

Understanding the views and experiences of young people in Cardiff, covering a range of topics including:

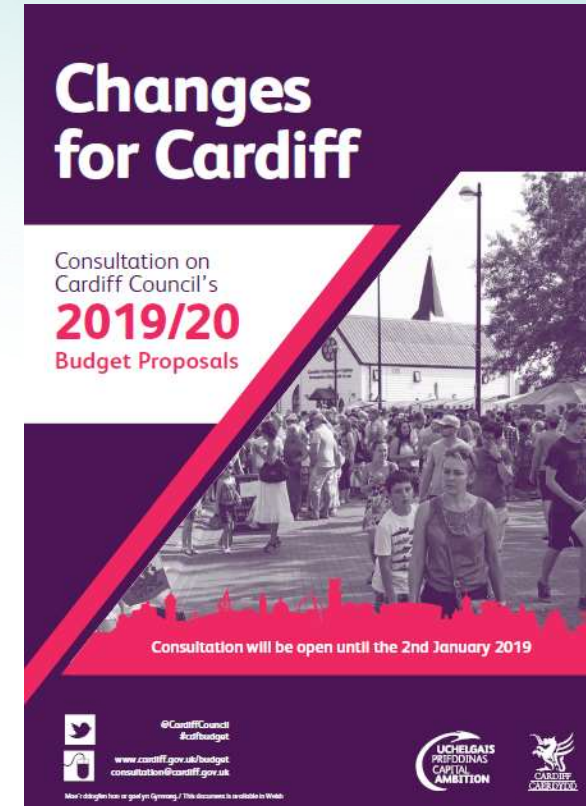
- Children's Rights
- Education & Skills
- Participation
- Your Neighbourhood
- Crime
- Youth Services
- Hubs/Libraries
- Leisure & Parks
- Physical Activity
- Health & Well-being



Overview of consultation programme September 2019-January 2020

Budget Consultation 2020-2021:

- Will launch in Mid-December 2019 and be live until late January 2020
- Electronic survey distributed by social media and email, paper copies at libraries and hubs
- Supplemented by face to face engagement with a number of engagement events to target underrepresented groups and geographies.



Reviewing consultation practice: where we are now



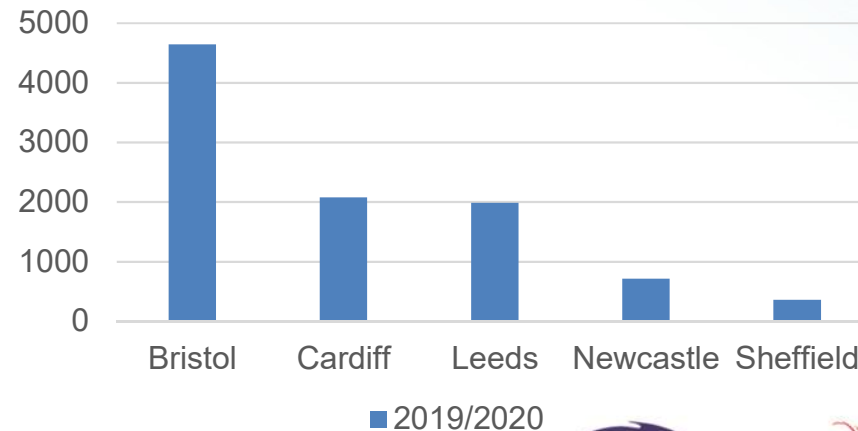
Reviewing consultation practice: where we are now

High response rate to our consultations compared to other core cities and authorities of comparable population size

Comparative response rate to annual residents surveys

	2016/17	2017/18	2018/19
Birmingham	1639	639	-
Bristol	1,259	696	-
Cardiff	3,348	2,520	2,937
Edinburgh	1,086	1,983	1,356
Liverpool	1,403	-	-
Newcastle	881	690	690
Swansea	771	670	-

Comparative response rate to Budget Consultation 2019/2020



Reviewing consultation practice: where we are now

Hybrid of delivery and outreach methods including:

Digital by default – primary method is the use of online surveys-
supplemented with a range of engagement activities to encourage
response from underrepresented groups

- Targeted focus groups
- Street surveys by venues with high footfall
- Collaboration with partner organisations to reach underrepresented groups



Reviewing consultation practice: where we are now

Balancing Gunning Principles with accessibility and survey length

- Refining consultation documents to be sharper, shorter and more focused on the issues that matter
- Must be compliant with Gunning Principles



Developing consultation practice: proposals for enhancing consultation during 2019-2020



Developing consultation practice: proposals for enhancing consultation during 2019-2020

Pre-publication testing and scrutiny

Child Friendly Cities Survey: Pilot delivered with 4 schools

Internal volunteers testing group: A representative group of council staff who test surveys pre-publication and provide feedback



Developing consultation practice: proposals for enhancing consultation during 2019-2020

Improve response rate from young people

Up to 16 years: Child Friendly Cities survey invites every school in Cardiff (Primary & Secondary) to take part- providing a broad evidence base of young people's experiences within Cardiff

16-25 years: Stalls at Freshers Fairs, Cardiff & Vale College and venues offering youth provision to promote Ask Cardiff



Developing consultation practice: proposals for enhancing consultation during 2019-2020

Improve response rate from other under-represented groups

- Engagement work will be prioritised in the Southern Arc for the first half of the Ask Cardiff & Budget 2020-2021 consultation periods.
- Profile of respondents will be analysed during a **mid-point review** after surveys have been live for four weeks
- Ask Cardiff 2019 Mid-Point Review: improved response rate from Southern Arc, disabled people, Welsh speakers and improved gender balance.
- Targeted and responsive focus groups designed and scheduled at mid-point to reach underrepresented groups based on this analysis



Developing consultation practice: proposals for enhancing consultation during 2019-2020

Improve response rate from other under-represented groups

Priority Wards for Stage 2:

- Butetown • Pentwyn
- Caerau • Rumney
- Ely • Splott
- Grangetown

Will be contacting Members for these wards for support in promotion during Stage 2 and delivering a series of targeted engagement actions including: stalls at local venues, attending events at Hubs, in-depth 1-2-1 interviews.

Priority demographics for Stage 2:

- BAME- Outreach to all Cardiff places of worship, presence at Oasis in Splott, Women Connect First, Cardiff and Vale College ESOL
- Parents- Presence at toddler groups, outreach to Cardiff schools, Flying Start
- Young people- Event with Youth Council, stalls at Cardiff and Vale College and universities, attendance at youth clubs



Developing consultation practice: proposals for enhancing consultation during 2019-2020

Improve response rate from other under-represented groups

‘Smart’ targeted ads promoting surveys to particular demographics and post-codes: frequently reviewed to be responsive



Developing consultation practice: proposals for enhancing consultation during 2019-2020

Promoting representation on Cardiff Citizens' Panel

Targeted recruitment stalls at events with high footfall with new engaging branding

Look out for the Cardiff Research Centre at:

- Multicultural Mela
- Emergency Services Fun Day
- Freshers' Fairs at Cardiff Universities

Join the **Cardiff Citizens' Panel** and have your say on the future of your city!



WHAT IS CARDIFF CITIZENS' PANEL?

Cardiff's Citizens' Panel is a forum of residents who advise the council on local policy to shape our city's future.



WHY JOIN CARDIFF CITIZENS' PANEL?

- ✓ Represent your Community
- ✓ Make your voice heard
- ✓ Shape Cardiff's future



Developing consultation practice: proposals for enhancing consultation during 2019-2020

'Be an Influencer' communications campaign

- 10 x 15 second videos on why Cardiffians should make their voice heard
- Real Cardiff residents explain their motivation to participate and shape their city
- Targeted ads promoting live consultations



Next steps...

- Ask Cardiff & Child Friendly Cities surveys: Launched 16th September, close 24th November and 25th October respectively, Budget Consultation expected to launch mid-December and close late January
- Mid-point review for Ask Cardiff informs second half of survey, same approach applies to Budget Consultation
- Evaluation of methods- February 2020
- Comprehensive report for members: Results from Ask Cardiff, CFC, Budget 2020/2021
- Feedback to participants 'closing the loop' –'*you said, we did*': by letter, Citizens' Panel Newsletter, comms via social media channels



Discussion and feedback

