

CABINET: MONDAY, 21 NOVEMBER 2016 at 2.30 PM

A Cabinet Meeting will be held in the Venue TBC on at 2.30 pm

A G E N D A

Leader

- 1 Property Investment Estate Update (*Pages 1 - 28*)

Leader / Transport Planning & Sustainability

- 2 Tidal Lagoon Cardiff Update (*Pages 29 - 34*)

Corporate Services & Performance

- 3 2016-17 Quarter 2 Performance Report (*Pages 35 - 90*)
- 4 Budget Monitoring - Month 6 Report (*Pages 91 - 152*)

Education

- 5 School Organisation Proposals: The provision of English-medium and Welsh-medium primary school places in the Adamsdown and Splott wards (*Pages 153 - 222*)

Health, Housing & Wellbeing

- 6 Commissioning of Replacement Building Maintenance Services Framework (*Pages 223 - 264*)

PAUL ORDERS

Chief Executive

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INVESTMENT ESTATE STRATEGY 2016 - 2021



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1 EXECUTIVE SUMMARY





The Council holds a portfolio of property investments that generate an income of £3.48 million per annum. This estate is managed by the Strategic Estates Department.

In 2014/15 an independent review carried out by Jones Lang La Salle (JLL) advised that the estate should be streamlined with a focus on improving the quality of the assets to produce a better return with less management input.

Historically, the Council has managed the investment estate on a more reactive rather than proactive basis. The Strategic Estates Department now wish to implement a strategy which will involve a detailed review and challenge of the estate with a view to improving the performance of the portfolio and increasing income.

In November 2015 Cabinet approved some changes to the way the investment estate is managed. These key changes were:-

- All non-operational income producing property be held corporately, managed by Strategic Estates, with associated budgets realigned.
- The establishment of a new investment estate governed by a newly formed investment board.
- Capital receipts generated from the sale of investment estate assets be reinvested to improve existing properties within the estate or used to purchase better quality and better yielding assets.

This inaugural investment strategy has been prepared following a detailed review of the portfolio and is intended to set out the overarching strategy and plans that will be carried out over the next five years.

2 PURPOSE INVESTMENT

The investment estate is a portfolio of non-operational property held by the Council for the primary purpose of generating income to support the Council's revenue budget. The estate has been acquired and built up over a number of years and currently includes a wide range of property types of variable commercial quality.

The estate comprises circa 200 assets producing a gross rental income of £3.48 million.

The value of the estate is £67 million and this represents a gross yield of 5%.

Asset Type	Num of Assets	Annual Rent	Asset Value (2016)	Gross Yield
Advertisements	2	6,000	60,000	10.00%
Agricultural Tenancy	2	12,250	401,300	3.05%
Car Parking	6	28,555	492,150	5.80%
Commercial	18	1,424,519	29,957,331	4.76%
Hostel	2	43,558	909,000	4.79%
Hotels	7	342,842	6,362,000	5.39%
Land	6	10	35,000	0.03%
Light Industry	86	899,687	17,878,420	5.03%
Pubs - Commercial	7	285,147	3,727,000	7.65%
Residential Accom	1	0	200,000	0.00%
Residential Land	15	161	91,791	0.18%
Retail Ground Rent	5	17,750	215,870	8.22%
Retail Rack Rent	16	280,839	3,222,630	8.71%
Sporting Activities	5	53,547	3,001,500	1.78%
University	7	60,026	815,577	7.36%
Utilities	13	30,362	162,048	18.74%
Total	198	£3,485,251	£67,531,617	5.16%

The public sector is under increasing pressure to identify new means of generating revenue and capital funding streams due to the prevailing financial climate of budget cuts and austerity.

The investment estate provides opportunity to increase revenue and it has been established that this can be done in different ways. The main method of increasing income is through the disposal of poor performing assets and reinvestment in better yielding properties.

A professional and proactive approach to the management of the estate will also be reinforced to ensure good and commercial asset management applies to obtain the best performance and value.

E AND SUMMARY OF THE MENT ESTATE



3 DEFINITION OF INVESTMENT PRO





The primary purpose for holding investment property is to generate income. However, secondary to that is the Council's commitment to stimulate and encourage economic growth by investing in key sites for regeneration purposes. There are numerous social, strategic and community reasons for the Council holding such an estate.

Property investment assets can provide a secure income and good return compared to other forms of investment.

The performance of the investment estate is analysed by considering the return or yield generated. A yield is the income return on an investment and is represented as a percentage. The gross yield is the rental income divided by the asset value and the net yield is the rental income less costs associated with holding the property divided by the asset value.

An investment portfolio should comprise a good mix of properties to spread risk and ensure you don't hold too many properties of the same type. For example, if your portfolio is predominantly offices and the market for that type of property falls, the portfolio will be exposed to too much risk. Therefore, it is recommended that consideration should be given to investing in a wide range of property types – offices, industrial, leisure, retail, all of which will have differing yields. This mix provides a good blended portfolio.

There is sometimes a distinction between properties held for investment and those which are held primarily for economic development purposes. The Council has a social role to play in holding or acquiring property for economic development and regeneration and in this regard, appropriate sites and properties will be considered as additions to the investment estate.

The table below shows the typical yields for commercial property investment in Cardiff and the Council would be an investor looking at properties within the 4% - 12% yield range.

Asset Type	Typical Yield
Prime Retail / Ground rents	2-4%
Retail / office let to blue chip / high covenant strength tenants on with over 10 years unexpired	4-7%
Prime offices (city centres) or retail within established town centres	7-8%
Prime industrial and offices in established locations	8-12%
Secondary/ tertiary industrial	12-20%

i. Detailed Review of Each Asset

This is a 5 year strategy and in conjunction with external property advisors, the Strategic Estates Department has carried out a high level assessment of every property in the portfolio which has been allocated an initial status of **Release**, **Remodel** or **Retain** (see definition below).

The allocated status will be used as a guide to determine future action but all properties will be kept under constant review.



Release (RED)

- The asset does not deliver an appropriate return on investment.
- The property has redevelopment potential.
- The asset is considered a liability.

- The high level assessment of each property will provide opportunity to review in greater detail each asset and devise a plan for the next 5 years. In turn this will present opportunities to generate capital receipts through disposals and premiums from lease re-gears which can then be reinvested.
- The reinvestment can be in the form of purchasing other investment properties or carrying out work to improve existing properties.
- It will also provide opportunity to increase rental income through lease re-gears.

Remodel (AMBER)

- Consider how existing investments can be improved, i.e. re-gear existing leases on better terms or invest in the asset.



Retain (GREEN)

- Good investments, hold as they provide a good return.

The estate will be continually reviewed and approaches from tenants or developers to purchase a freehold property will be considered where the value is in excess of the Council's current asset value or where it is strategic to do so.

ii. Review of Operational Estate

The Council also owns a vast operational property estate which comprises assets used to deliver or support Council services.

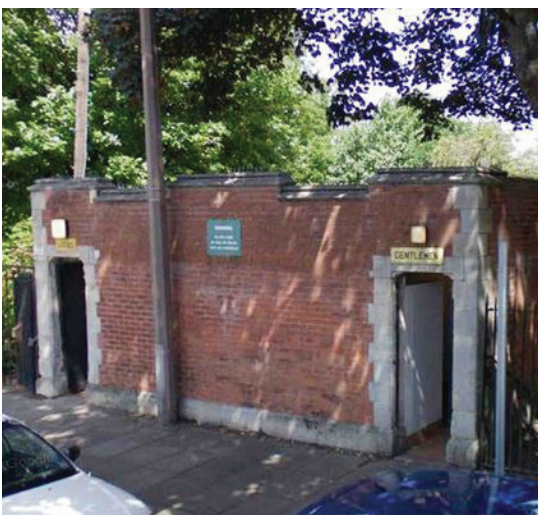
There are in excess of 400 operational properties including assets such as offices, libraries, schools, depots and community buildings together with a vast acreage of land.

As part of this strategy, a review will be carried out of all operational assets to identify any opportunities to generate rental income from properties that may be underutilised, surplus to requirements or sites where there is potential to let out the whole or split the site for commercial benefit.

In line with projects such as office and depot rationalisation, properties and sites should be challenged to ascertain whether they are still required for operational purposes or whether the service can be accommodated elsewhere. During this process an assessment should be made to assess whether it would be more beneficial to retain the property with a view to securing a letting at a commercial rent or whether the property should be disposed of to generate a capital receipt. An example of this is if a property has been identified for disposal, the letting potential should be considered which could generate a rental income. A financial appraisal can then be carried out to assess the benefits and risks associated with revenue potential against capital receipt potential.

Development sites should also be considered where there is opportunity to generate rental income through an obligation being put on the developer to construct and provide a lettable asset back to the Council. An example of this is where a site is sold for housing development and as a condition of the disposal the developer is required to construct retail units to be transferred back to the Council at no cost to the Council so that it can be let at a market rent.

The Strategic Estates Department will work with service areas to identify these opportunities. This will be done in line with the Council's Corporate Asset Management Plan which is produced annually and continually reviews the Council's estate.



5 TYPES OF ACQUISITIONS

What type of Investment property should the Council be looking

In order to improve the portfolio the Council will consider the acquisition of new investments. Opportunities to acquire new assets will depend on where the Council is willing to invest and how much it is willing to spend. There is an increasing trend toward local authorities with a remit to acquire investment property on a national basis, seeking the best opportunities wherever they can be found, often in competition with private sector investors.

There are many properties that will be suitable for the Council to acquire and important factors to take into consideration are Location, Covenant Strength, Lease Length, Investment Yield and Lease Repairing Terms.

Location - Acquiring property outside the boundary of Cardiff should not be discounted but opportunities within Cardiff should be explored first or wherever possible.

Covenant Strength - in the case of a let property, the quality of the tenant and, more importantly, their ability to pay the rent on time and in full is of high importance.

Lease length - in the case of a let property, the length of the unexpired lease term is also of high importance. To ensure that the revenue stream is maintained, the risks associated with a tenant defaulting must be taken into consideration together with the potential to attract a good quality replacement on appropriate terms if necessary.

Investment Yield - The rental return on the capital investment should be at an appropriate level to ensure an increase in rent is secured on the portfolio. This needs to be weighed against risk as the higher the level of return that is required from an investment, the higher the level of risk it will carry. For example a property let at a very attractive rent may produce an attractive return on paper but the investment could carry high risk if the tenant has poor covenant strength exposing potential default or the lease term is low exposing potential void periods.

Repairing Terms - This is an important consideration as the Council does not want to be exposed to costs incurred in repairing a property. Therefore, the only properties suitable will be leases on full repairing and insuring terms or leases on internal repairing and insuring terms with a service charge in place to recover 100% of costs incurred.

The table on the right shows how these factors can be applied to a scoring matrix to determine whether initial interest in a property is considered in more financial detail.

Acquisitions should not be limited to freehold properties. The council currently owns a high number of properties that are let on long ground leases and if these leasehold interests come to the market, the merits of purchasing this interest should be explored.

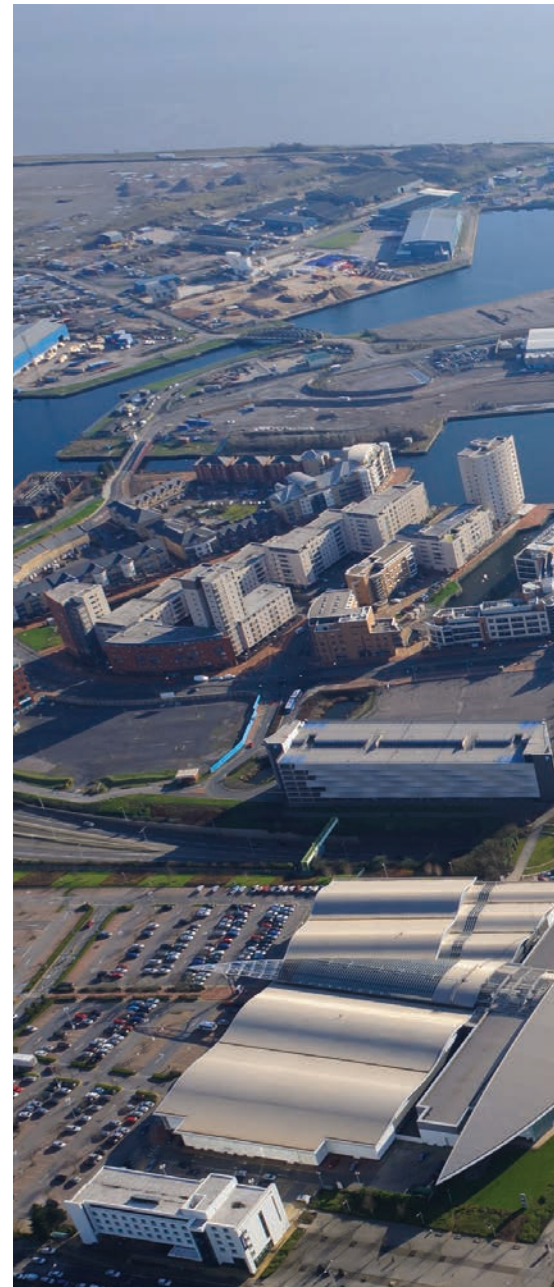
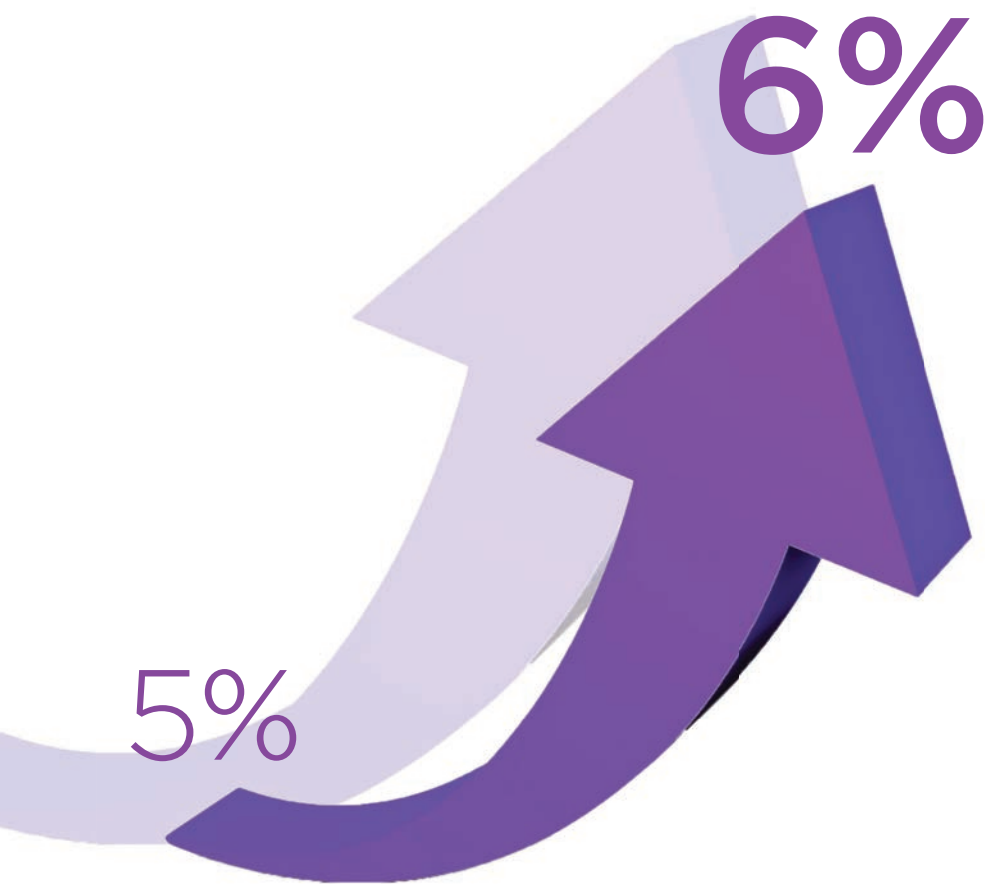
to acquire?

Scoring Criteria	Score	4	3	2	1	0
	Weighting Factor	Excellent / Very Good	Good	Acceptable	Marginal	Unacceptable
Covenant Strength	12	Single tenant with strong financial covenant	Single tenant with good financial covenant	Multiple tenants with strong financial covenant	Multiple tenants with good financial covenant	Tenants with poor financial covenant strength
Investment Yield	10	2 - 4 %	4 - 7 %	7 - 8 %	8 - 12 %	12 - 20 %
Lease Length	8	10 years or greater	Between 6 and 10 years	Between 3 and 6 years	Between 2 and 3 years	Less than 2 years or vacant
Repairing Terms	6	Full repairing and insuring	Internal repairing - costs 100% recoverable through service charge	Internal repairing - costs 100% recoverable through service charge	Internal repairing - costs partially recoverable	Internal repairing - costs non recoverable or landlord fully responsible
Location	4	City Centre	Prime for Use, i.e. prime industrial area or prime office area	Good Secondary	Reasonable Secondary	Tertiary

The current estate comprises circa 200 assets, generates £3.48 million per annum, is valued at £67 million (2016 valuation date) and this represents a gross yield of 5%.

The target performance measure for the five year strategy is to increase the gross yield from 5% to 6% which represents a 20% improvement in performance.

As part of the review the Strategic Estates Department also want to analyse the net yield. The net yield is calculated from the true income receivable after costs are deducted. The standard costs to be deducted are running costs and staffing costs.



PERFORMANCE TARGETS



7 GOVERNANCE





The investment estate is managed on a commercial basis with the objective of increasing the value of the estate, the annual net income and contributing to economic regeneration initiatives.

The Council retains the services of external property consultants to advise and assist in this objective and a governance framework is in place to oversee all decisions and ensure accountability.

All valuations pertinent to these activities will be carried out, or verified, by a fully qualified member of the Royal Institution of Chartered Surveyors with relevant valuation competency.



The investment Board will deliberate all activity in connection with the investment estate including disposals, new acquisitions, lease re-gears etc... These will be reported in accordance with the Council's constitution depending on value and whether Officer Decision Reports or Cabinet Reports are required.

An annual report will be produced by the Strategic Estates Department which will set out activity and the financial position of the previous year, and will also set out a plan for the year ahead.

This will be reported to Asset Management Board, Cabinet and Scrutiny.







By virtue of paragraph(s) 14 of Part(s) 4 and 5 of Schedule 12A of the Local Government Act 1972.

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**CYNGOR DINAS CAERDYDD
CITY OF CARDIFF COUNCIL****CABINET MEETING: 21 NOVEMBER 2016**

TIDAL LAGOON CARDIFF UPDATE**REPORT OF DIRECTOR CITY OPERATIONS****AGENDA ITEM: 2**

**PORTFOLIO: LEADER (ECONOMIC DEVELOPMENT & PARTNERSHIPS) /
TRANSPORT, PLANNING AND SUSTAINABILITY (COUNCILLOR RAMESH
PATEL)****Reason for this Report**

1. To update Cabinet Members on the latest position with regard to potential proposals to construct a Tidal Lagoon between Cardiff and Newport. It outlines the importance of the current independent review into the feasibility and practicality of tidal lagoon energy in the UK which is due to report back to the Secretary of State for Energy and Climate Change in early November 2016.
2. The report then provides an outline of the potential international profile scheme along with a summary of the planning process which would have to be followed should the scheme proceed. This is followed by setting out potential opportunities and issues but also highlights the difficulties of reaching firm conclusions at this juncture, ahead of more detailed information becoming available.
3. Given the uncertainties currently associated with the project together with the lack of any critical independent scrutiny to date, the recommendations are designed to help the Council more fully understand potential implications should the findings of the Government's independent review trigger the progression of the project.

Background

4. In February 2016, the Secretary of State for Energy and Climate Change announced that an independent review would assess the strategic case for tidal lagoons and whether they could play a cost effective role as part of the UK energy mix. The review will also assess possible structures for financing tidal lagoons and whether a competitive framework could be put in place for the delivery of tidal lagoon projects.
5. The independent review is being chaired by Charles Hendry, a former Energy Minister, and is due to report its findings to the Secretary of State for Energy and Climate Change in early November 2016.

6. Quite clearly, the findings of the Hendry review will have a significant bearing on the potential viability of the Cardiff Tidal Lagoon. Should the findings not envisage a cost effective future role for tidal power in the UK, it would be highly unlikely that the scheme in Cardiff would be further progressed. However, should the findings be favourable, the prospects of the project progressing will be increased accordingly. The remainder of this report therefore provides an insight into the potential project giving Members an understanding based on current known information.

Tidal Lagoon Cardiff

7. The tidal lagoon is being proposed by Tidal Lagoon Power Plc (TLP), a company specifically established to develop, own and operate tidal lagoon power plants. To date, the company has secured consent for a tidal lagoon in Swansea Bay which establishes a scalable blueprint for other projects in the UK. Implementation of the Swansea project will depend on the findings of the Hendry Review and also the outcome of negotiations on the level of Government subsidy. TLP aim to create a fleet of lagoons of different sizes based on the Swansea model that could provide up to 8% of the UK's power. However, it should be noted that although TLP are currently the developers working up the project, as the process moves forward and the UK Government considers the most appropriate potential operational models and procurement arrangements, alternative delivery mechanisms could yet emerge.
8. The Cardiff proposal would see the construction of a seawall, some 22km in length, enclosing an area of approximately 70 square kilometres (which would hold 11 times the volume of water compared to Swansea). It would extend from east of the entrance to Cardiff Bay to west of the mouth of the River Usk in Newport. The seawall would contain about 60-90 turbines which would harness the natural power from the rise and fall of the tides. It is envisaged that the asset life would be 120 years generating an annual output of 4-6TWh, the equivalent of providing enough low carbon energy to power every home in Wales.

The planning process

9. A project of this type is classed as a 'Nationally Significant Infrastructure Project' (NSIP) and would be managed by the Planning Inspectorate. It would therefore be planned and consented under a different system than planning applications processed by the Council. The final decision would rest with the UK Government's Secretary of State for Energy and Climate Change in the form of a decision to grant a, 'Development Consent Order' (DCO). A Marine Licence would also be required from Welsh Ministers to permit dredging and construction.
10. If the Hendry findings are favourable, it is expected that the developers will progress apace with pre application dialogue next year building upon informal engagement undertaken to date. Once the DCO application is formally submitted, the examination and determination are anticipated to take around 18 months.

11. Although the Council is not the decision-making body, it will play an important role in the NSIP process as formal inputs will be required at all stages including pre application, Scoping Report, consultation, Environmental Impact Statement, Local Impact Report, examination and discharging conditions. Furthermore, there are potentially developments falling outside the substantive lagoon project which the Council would determine following the standard planning application process.
12. There would clearly be considerable resource implications on the Council to fulfil its statutory requirements relating to this lengthy and complex process. The intention, should the project proceed, is therefore for Officers to work closely with colleagues in Newport Council and secure a formal Planning Performance Agreement with the developers which secures the necessary resource to undertake the required functions. Such arrangements have been followed on other such projects including the Swansea Lagoon where TLP supported this approach.

Opportunities and Issues

13. Quite clearly, the scale and scope of this project is of international significance. There are anticipated to be economic benefits with the project forming part of the wider potential emergence of a UK tidal lagoon industry which could also compete in global markets. The Cardiff Tidal Lagoon is likely to represent investment in the order of £6-8 billion with added GVA during both the construction phase and also over the 120 year operational lifetime. Construction jobs are currently estimated in the region of 5,500 FTE's and 1,000 during operation.
14. A project of this magnitude would also present opportunities for wider economic benefits ranging from maximising local employment (including training/ reskilling), creating local supply chains, developing innovation and employment hubs and potential docks-related opportunities. It also has the potential to enhance the city's tourism offer, providing new regeneration opportunities and major improvements in accessibility to wetlands and the coast. Finally, it would significantly impact upon the provision of infrastructure including road, light rail and rail.
15. The project would also bring a significant Renewable Energy benefit to the National Grid in the form of a guaranteed long-term supply of clean secure and low carbon energy. The developers estimate that a fully functioning scheme would supply around *"4 to 6 Terra Watt hours annually, producing comfortably enough low carbon electricity to power every home in Wales"*. There are also potential opportunities to explore with TLP regarding how this energy is supplied and distributed to the greater benefit of the Council and the people of Cardiff and Wales. Local "Power Purchase Agreements" and direct investment options have been proposed, and, although these will need much greater scrutiny and financial verification if the scheme progresses, there is some indication that they could deliver cost control and resilience around energy, and even a significant step to zero-carbon self-sufficiency.

16. On a more strategic perspective, the project would give Cardiff an enhanced global profile and direct association with a project of international importance delivering a sustainable and low carbon solution to meeting future energy demands. The project would also 'open up' Cardiff's extensive waterfront with the Estuary which currently does not enjoy high levels of accessibility.
17. A project of this scale also raises potential issues with regard to environmental impacts. Clearly, potential negative implications on the estuary and its supporting ecosystems would need to be carefully assessed and effective mitigation measures would need to be explored. There are also potential benefits in terms of delivering a targeted nature conservation programme.
18. With regard to flood risk, it is not possible at this stage to accurately quantify potential benefits in terms of the flood prevention and protection roles a tidal lagoon could perform. Benefits could include enhancing flood defences, displacing spending on alternative defences, possibilities of improved flood risk management through the operating cycle of the lagoon and introducing natural coastal protection as part of a wider nature conservation programme. However, further detailed modelling would be necessary to evidence the extent of potential benefits and identifying areas which may be afforded enhanced flood protection. This work would also need to assess estuary-wide implications relating to the cumulative impact of the proposal and any implications for flood risk elsewhere.
19. Finally, there would also be a need to fully assess the direct and indirect impacts on the city during the construction stage of the project. The sheer scale of the works involved would inevitably have land-based implications in terms of land-take requirements and infrastructure-related aspects including the need to manage the transportation of construction workers and materials through the city.

Overview

20. Overall, a project of this scale, complexity and ambition inevitably raises numerous issues which will require resolution and carry associated risks. However, at this juncture, there has been no detailed independent expert analysis or critical scrutiny of the Cardiff project which is of an entirely different scale to the scheme at Swansea Bay.
21. Therefore, there is a clear need to more fully understand and more accurately quantify the potential opportunities along with how issues might be addressed. Currently, it is difficult to ascertain this information as the project is at a relatively early stage with insufficient robust information being in place to enable a thorough and detailed assessment of the Cardiff project. A summary of the range of uncertainties are set out below:
 - Outcome of the Hendry Review does not support the lagoon concept;

- Outcome of discussions relating to Government subsidies;
 - The precise shape and structure of the operating model;
 - Clarification on technological aspects and assumptions;
 - Potential options regarding local energy schemes associated with the project;
 - How potential opportunities can be more robustly defined, and specifically, how benefits for Cardiff can be clarified;
 - How issues of potential concern can be assessed and mitigated;
 - The scale and extent of land-based implications at construction stage and longer-term;
 - Future potential maintenance/liability matters; and
 - Costs of decommissioning at the end of the life of the infrastructure asset.
22. It is understood that the Hendry review will represent a high-level analysis of the lagoon concept rather than a detailed critique of the Cardiff project. Should its conclusions be positive, this would trigger the developers to undertake more detailed work relating to the Cardiff project ahead of the formalities of the formal planning process where all relevant issues will ultimately be considered by an independent Inspector who will weigh up the benefits, risks and all other material factors prior to deciding if the project can proceed.
23. This would provide a timely opportunity for the Council to examine in greater detail the impacts of the scheme as it relates to Cardiff and surrounds. It is considered that the Environment Scrutiny Committee is well placed to perform such a role which is suited to a Task and Finish Group approach. Additionally, this process could draw upon independent expert advice to inform considerations. In the meantime, a cautionary view is considered prudent.

Reason for Recommendations

24. To enable the Council to understand the potential opportunities and issues more fully by putting in place arrangements to gather and analyse further information and detail on the project together with ensuring that sufficient resources are put in place to fulfil the Council's duties should the project proceed.

Financial Implications

- 25 The report provides an update on potential proposals to construct a tidal lagoon between Cardiff and Newport and highlights the uncertainties regarding whether the project will be progressed. The report also sets out the wide range of issues that will need to be considered should the project proceed. The potential financial impacts arising from these will need to be considered as further information becomes available and the report recommends that in the event that the project is progressed a scrutiny task and finish group be set up including the gathering of independent expert advice. The report notes that there would be

considerable resource implications for the Council in order to fulfil its statutory requirements relating to a lengthy and complex planning process and in the event that the project is progressed requests approval for officers to liaise with the developers in order to confirm a Planning Performance Agreement which secures the necessary resources for the Council.

Legal Implications

26. There are no direct legal implications arising from this report.
27. Future legal input would be required in connection with securing any relevant external funding (including any tariffs), appropriate terms for construction/supply, power purchase agreements, grid connections and otherwise managing risk
28. Energy projects such as the one being considered will play an important part in the consideration of how the Council fulfils its duties under the Well-being of Future Generations (Wales) Act 2015

RECOMMENDATIONS

Cabinet is recommended to:

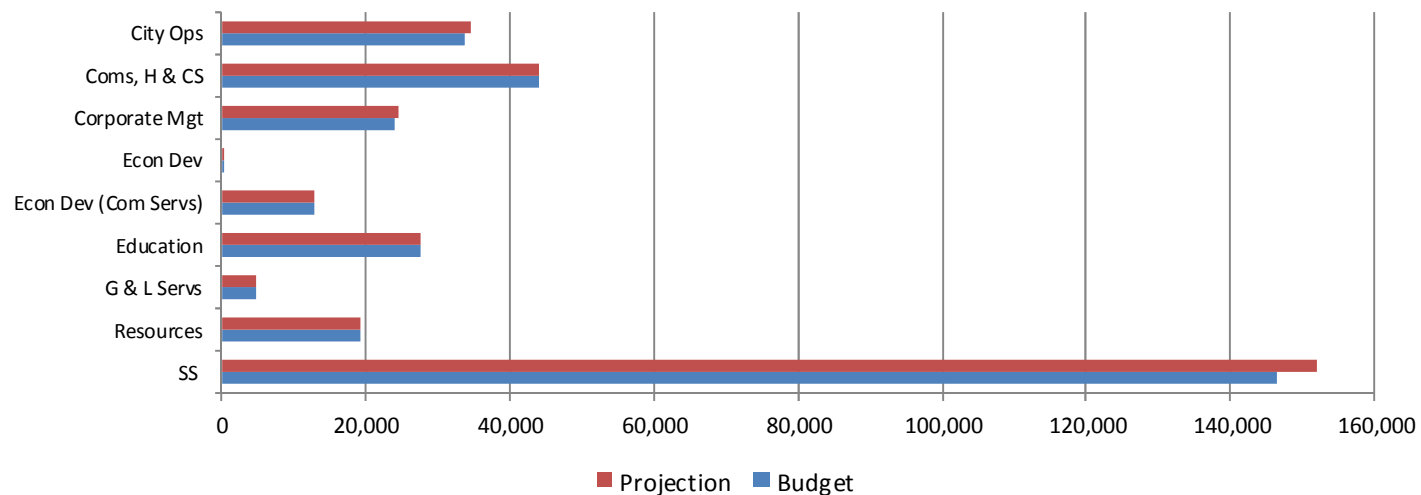
1. Note the report, and, in the event the project is progressed, to request that the Environment Scrutiny Committee establish a Scrutiny Task and Finish Group process including the gathering of independent expert advice in order to derive more detailed information and clarity on potential opportunities and issues, and to report back to Cabinet with an enhanced understanding ahead of any requests for the Council to formally engage in the planning process; and
2. In the event the project is progressed, to authorise Officers to;
 - (i) further liaise with the developers of the project in order to confirm a Planning Performance Agreement which secures the necessary resources for the Council to fulfil its required duties as the project is taken through the planning process,
 - (ii) undertake a detailed appraisal of the potential economic, social and environmental implications of the project for Cardiff, and
 - (iii) engage with the developers of the project to understand more fully the public benefit which would be offered to offset the potential risks.

ANDREW GREGORY
Director
15 November 2016

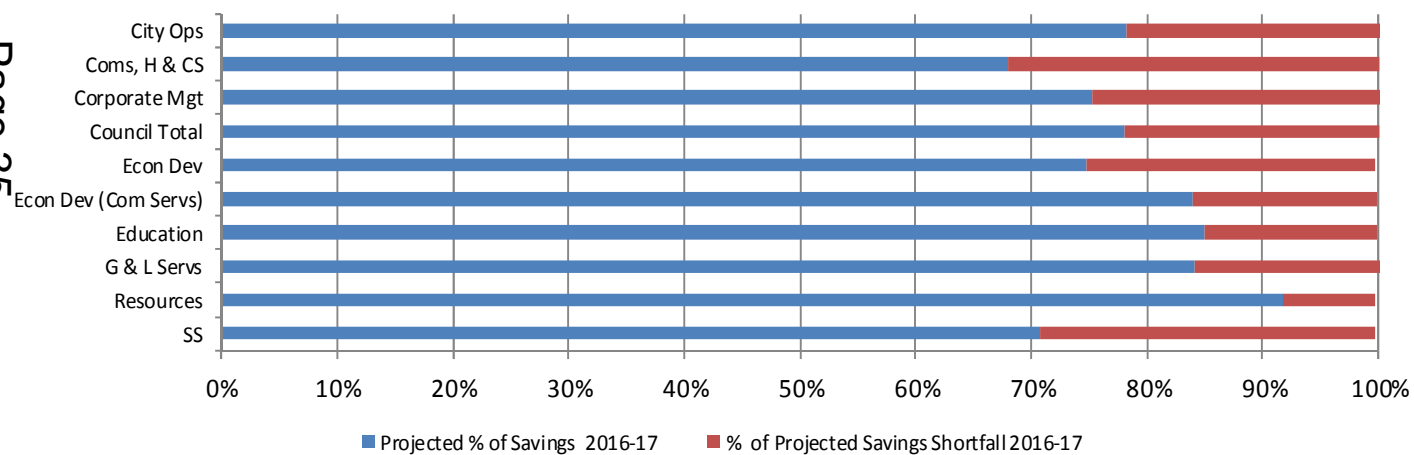
Council Overview Scorecard Quarter 2 2016-17

Financial - tracking financial success and value

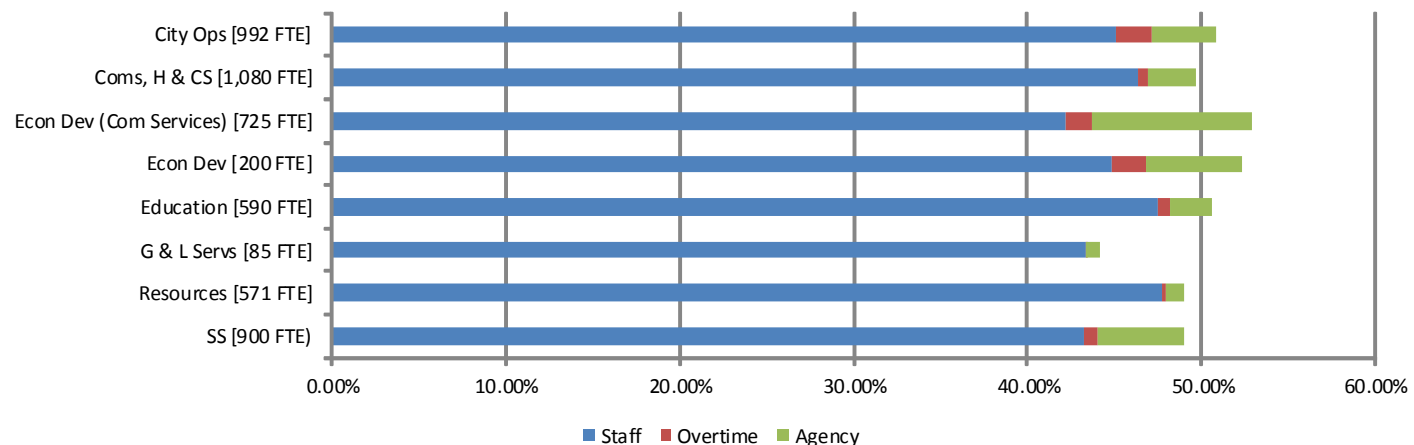
Projected Budget Outturn 2016-17



Percentage of Projected Savings 2016-17



Staff Budgets, Overtime & Agency



The table above represents the percentage spend for Quarter 2

Customer - clarifying and adding value to the customer

Social Media

Twitter

63,731 followers @cardiffcouncil
 2,123 followers @cyngorcaerdydd
 7,487 Likes on Facebook

Customer Satisfaction Levels Q2

Visitors to Hubs : **99%**

Callers to C2C : English - **96%** Welsh - **100%**

Repair Reporting Line : **86%**

Customer Languages

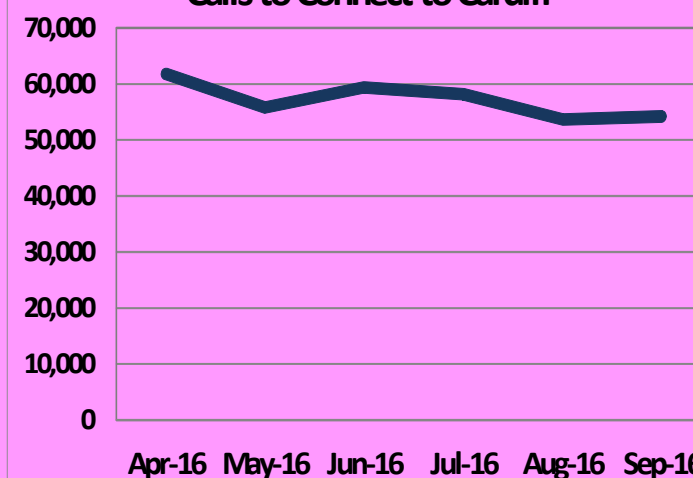
Welsh calls to C2C account for **0.8%** of the total calls.

Chinese, Japanese, Polish and Arabic are the most popular languages in which to view the **Council's website**

Other than English, **Arabic** (5%) and then **Czech** (1.5%) are the most popular language requirements for clients to the **City Centre Advice Hub**.

Of the 46,338 accounts set up with **Rent Smart 1.9%** have been in **Welsh**

Calls to Connect to Cardiff



During the 1st half of the year there were **1,236,923** visits to Library & Hubs across the City, which is up from 1,016,096 for the same period the year before

61.1% of **Parking permit applications** now made online

75.9% of **requests for caddies / extra bags** made online

Mobile/Tablet Devices now account for over 55 % of the visits to the website

Complaints

Quarter 2 has seen a 12% decrease in complaints from 425 (Q1) to 374 with **94%** being responded to within 20 days

Information Requests

There has been an increase the compliance for both FOI and DPA requests with the overall Information Requests compliance improving from 88% to 92.32%

Council Overview Scorecard Quarter 2 2016-17

Internal Processes - transforming the way that we do things

Enabling & Commissioning Services

This portfolio will establish Council-wide measures to support effective delivery and cost reduction across all directorates.

↑ 11 Green ↓ 5 Amber/Green → 9 Red/Amber → 0 Red

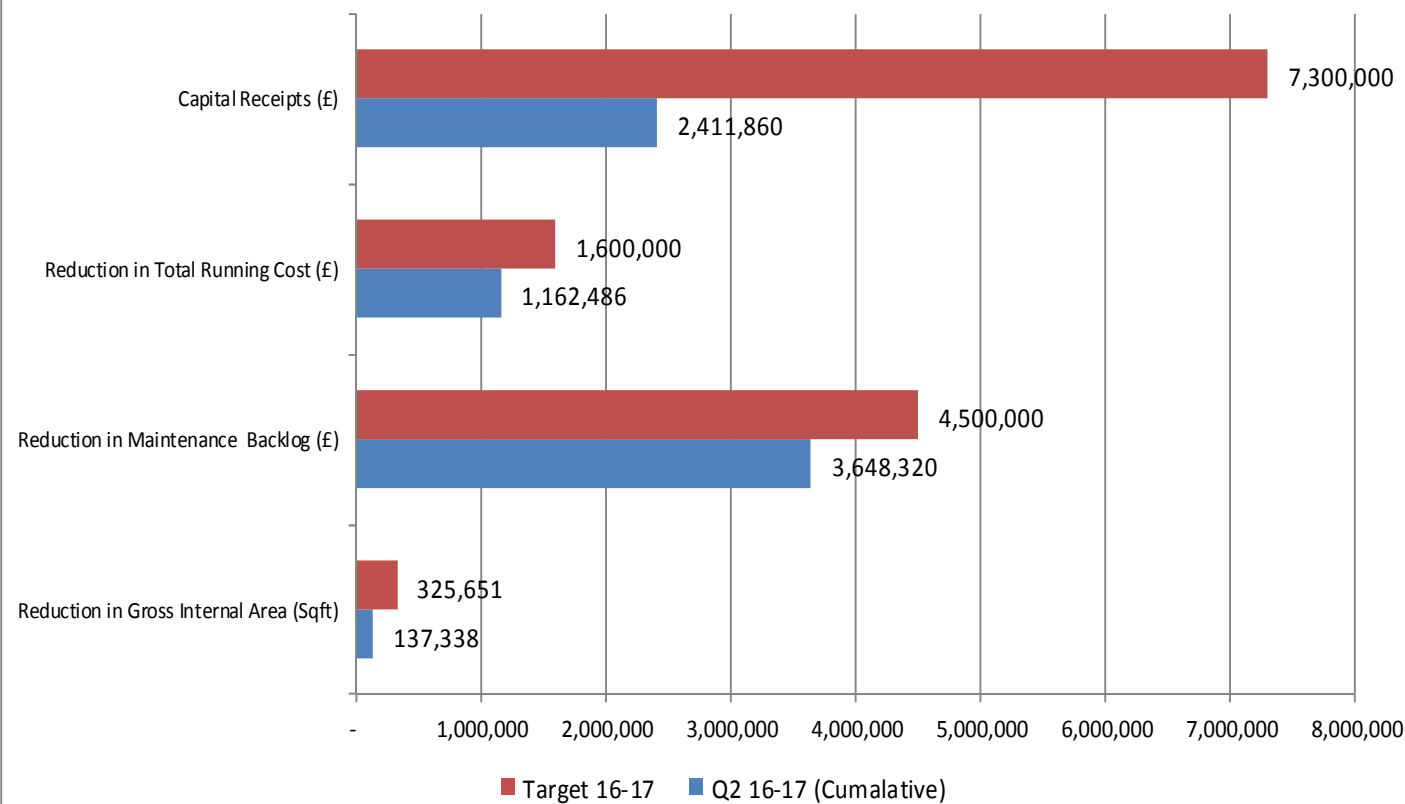
Reshaping Services

Reshaping Services will exploit enabling technologies and develop working practices to facilitate the reshaping of key services across the Council.

Its aim is to better understand and manage customer demand, re-align services and functions that are currently delivered across a number of service silos, and deliver services at a reduced cost in order that they are sustainable within the tough financial climate.

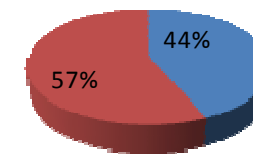
↑ 7 Green ↓ 9 Amber/Green ↑ 2 Red/Amber → 0 Red

Corporate Asset Management 2016-17



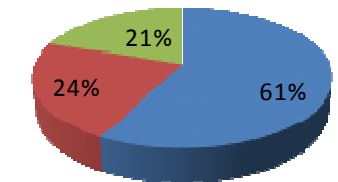
Learning & Growth - inspired, competent, engaged & aligned workforce

Enrolment on the Cardiff Manager Programme Phase 2 Grade 7 and below with line management responsibility



■ Currently enrolled ■ Not enrolled at present

Completion of ILM qualification in phase 2 of Cardiff Manager Programme

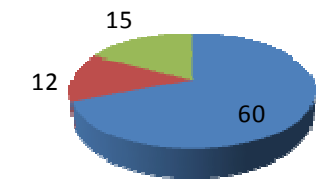


■ Interested ■ Maybe ■ No

*Total cohort of 338

*Since the Corporate Apprenticeship scheme commenced in 2014-15, 4 apprentices have completed the scheme and another 12 are currently in place with more posts in development.

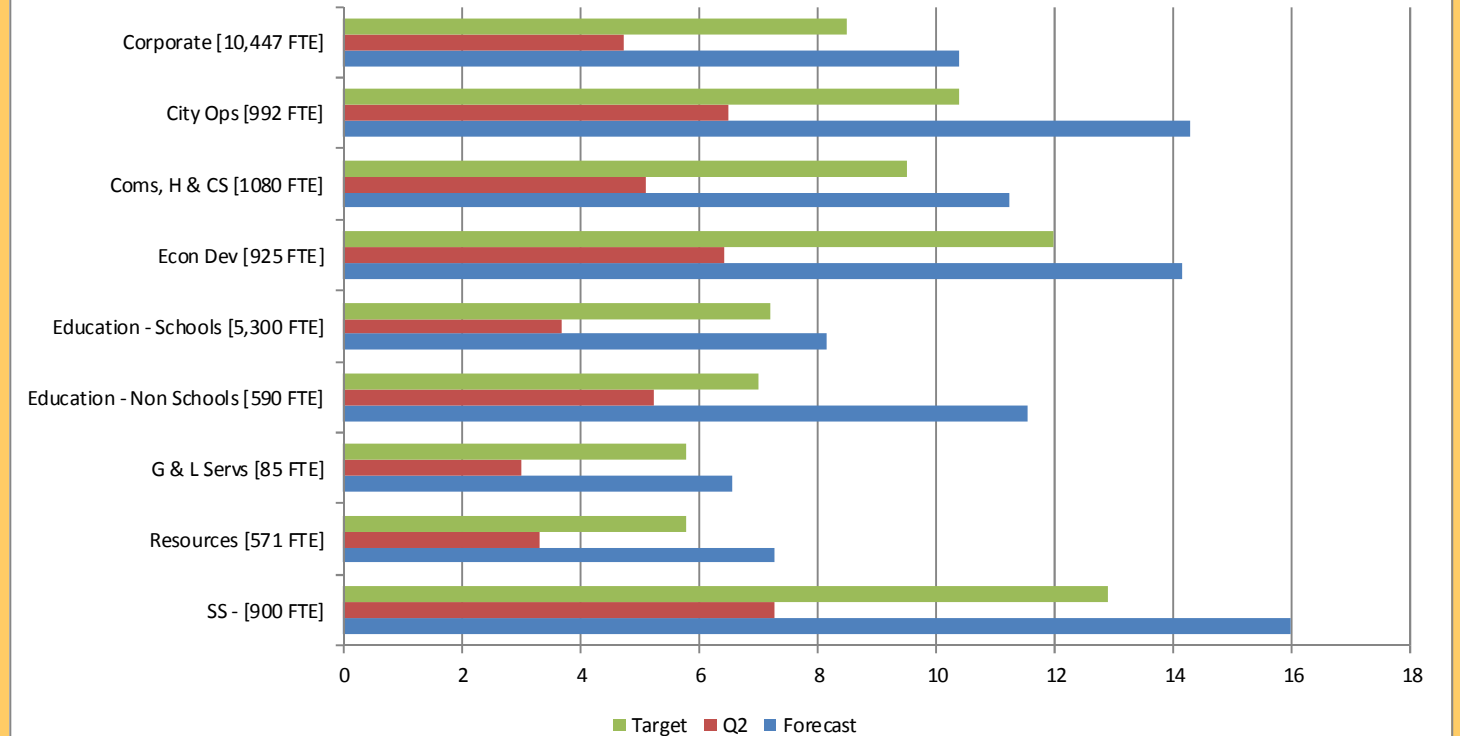
Employment opportunities for young people



■ Junior Apprenticeships ■ Corporate Apprenticeships
■ Trade Apprenticeships

There are currently 15 trade apprentices on the establishment and we currently have 22 trainees which are directorate led and cover areas such as Benefits, Housing and Highways.

Sickness Absence - FTE Days Lost Per Person

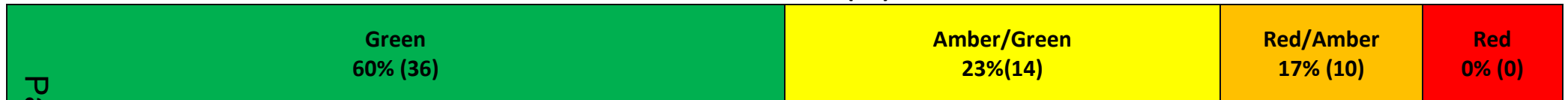


90% of Return to Work Interviews have been completed across the organisation

Q2 Delivery and Performance Report 2016-17

Performance against Commitments in the Corporate Plan 2016-17

Q2 2016-17 – (60)



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Performance against Performance Indicators included in this report

Q2 2016-17 – (47)



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Quarter 2 2016-17 Directorate Performance Report

Directorate: City Operations

Director: Andrew Gregory

Number Employees (FTE): 992

Cabinet Members: Cllrs Patel, Derbyshire & Bradbury

Corporate Plan Priorities

Priority 3. Creating more and better paid jobs / Improvement Objective: Cardiff has a high quality city environment that includes attractive public spaces and good supporting transport infrastructure

Performance Indicator	Q2 2016-17	Target 2016-17	Q2 2015-16	Q1 2016-17	Outturn 2015-16	RAG	Source	Commentary
THS/007 - % of adults aged 60+ who hold a concessionary bus pass	97%	94%	94.6%	92.1%	96.5%	G	CP	Target exceeded for Q2 and increased on position at Q2 and end of year 2015-16
PLA/004 (a) - % of major planning applications determined during the year within 13 weeks	53.8%	25%	14.2%	37.5%	12%	G	DP	Target exceeded for Q2 and increased on position at Q2 and end of year 2015-16
PLA/004 (c) - % of householder planning applications determined during the year within 8 weeks	80.3%	80%	68.3%	80.8%	71.4%	G	DP	Target exceeded for Q2 and increased on position at Q2 and end of year 2015-16

Improvement Objective summary of progress (encapsulating commitment outcomes)

Transport infrastructure - Partnership working (Metro) with the Welsh Government and Local Authorities and stakeholders in the Region is progressing. The Directorate is seeking Cabinet approval in October to publish the Transport Strategy as a tool for communication and engagement with the public and transport. Key themes for the Cycle Strategy have been identified and targeted stakeholder workshops have been undertaken. Work is taking place with Corporate Finance to identify how funding can be achieved to support the Highways Asset Investment Strategy. Strategic Planning - Initial scoping of Green Paper has commenced to draw together to capture the draft masterplans for the wider city centre and bay areas. Meetings continue at Leader/Chief Executive level along with South East Wales Directors of Environment and Regeneration (SEWDER) and South East Wales Strategic Planning Group (SEWSPG) in order to reach a position where consensus is reached on how it is considered to best move forward in preparing a Regional Plan.

Issues/Mitigating Actions/Next Steps

Issues: Strategic work taking place. Resultant action needs to be aligned with resources.

Mitigating actions: Detailed work taking place to analyse funding sources and phasing of projects.

Next key steps: Develop deliverable business plans.

Quarter 2 2016-17 Directorate Performance Report

Directorate: City Operations Director: Andrew Gregory Number Employees (FTE): 992 Cabinet Members: Cllrs Patel, Derbyshire & Bradbury

Commitments (Part 1 in Delivery Plans)	Q1	Q2	Q3	Q4
Work with partners to design and deliver a new transport interchange - including a new bus station - as part of a high quality gateway into the city by December 2017 – being reported by Economic Development				
Support Welsh Government and other stakeholders in the formulation of proposals to develop the Cardiff City Region Metro	A/G	A/G		
Approve a new Cardiff City Transport Strategy following public consultation and stakeholder engagement by October 2016	A/G	G		
Deliver first phase of the Action Plan for Cardiff Bay by December 2016	G	A/G		
Work with neighbouring Local Authorities and other relevant stakeholders to prepare a Strategic Development Plan (SDP) for the Cardiff Capital Region by 2021	A/G	A/G		
Establish a strategy for asset maintenance and renewal within the new City Operations directorate by October 2016	A/G	R/A		
Develop a Cardiff Cycle Strategy, benchmarked against European best practice, by December 2016	G	A/G		

Corporate Plan Priorities

Priority 3. Creating more and better paid jobs / Improvement Objective: Communities and partners are actively involved in the design, delivery and improvement of highly-valued services

Performance Indicator	Q2 2016-	Target 2016-17	Q2 2015-16	Q1 2016-17	Outturn 2015-16	RAG	Source	Commentary
PPN/009 - % of food establishments which are 'broadly compliant' with food hygiene standards	93%	94%	93.8%	93.5%	93%	A	CP	We assess businesses through a programme of inspections and advice and premises are deemed to be broadly compliant if specified risk scores are achieved for cleanliness, structural issues and confidence in the management of the business. The number reflects those premises that have a Food Hygiene Rating of 3 or above and 93% is in line with the UK average
STS/006 - % of reported fly tipping incidents cleared within 5 working days	98%	90%	96.9%	97.91%	97.9%	G	CP	Target exceeded for Q2 and increased on position at Q2 and end of year 2015-16
SC/001 - % of highways and relevant land inspected of a high or acceptable standard of	98%	90%	85.1%	93.33%	88.3%	G	LBI	Target exceeded for Q2 and increased on position at Q2 and end of year 2015-16

Quarter 2 2016-17 Directorate Performance Report

Directorate: City Operations

Director: Andrew Gregory

Number Employees (FTE): 992

Cabinet Members: Cllrs Patel, Derbyshire & Bradbury

Progress against Corporate Plan Commitments (Part 1) total: 8

RAG	Red	Red/Amber	Amber/Green	Green
Q1	0	0	50% (5)	50% (5)
Q2	0	12.5% (1)	62.5% (5)	25% (2)
Q3				
Q4				

Progress against Directorate Core Business Actions (Part 2) total: 31

RAG	Red	Red/Amber	Amber/Green	Green
Q1	0	18% (6)	39% (13)	43% (14)
Q2	3.2% (1)	9.7% (3)	45.1% (14)	42% (13)
Q3				
Q4				

❖ Note: above outcomes have reduced in number in Q2 due to Commercial & Collaboration moving to Economic Development

Q2 Other Challenges & Achievements

Key Challenges for Directorate – other than noted above (Max. five)

	Mitigating Actions	RAG			
		Q1	Q2	Q3	Q4
Budgets – deliver and define balanced budget for 2016-17	Regular meetings being held to help mitigate with key support from teams and financial staff	R/A	R/A		
Define, implement and embed service alternative delivery models (Play, Leisure & Neighbourhood Services)	Team set up and meeting on regular basis to progress matters	R/A	R/A		
Funding to support Asset Maintenance & Renewal Strategy	Work is taking place with Corporate finance to identify how funding can be achieved		R/A		

Key Achievements (Good News and Successes) (Max. five)

ADM approach - Neighbourhood Services Balanced Scorecard and Performance Dashboard developed and starting to be implemented - Love where you live and Neighbourhood blitz campaigns being successfully rolled out
Performance indicators - Strategic Planning Performance Indicators continue to meet and exceed planning application determination targets (see above). Welsh Government confirms we are getting better in relation to street cleanliness, road condition and food hygiene performance indicators
Awards - Bereavement Services pick up double APSE Award: Crematorium of the Year/Team of the year. Cardiff Dogs Home awarded Gold by RSPCA Cymru

Quarter 2 2016-17 Directorate Performance Report

Directorate: Communities, Housing & Customer Services

Director: Sarah McGill

Number Employees (FTE): 1080

Cabinet Members: Cllrs Elsmore, Bradbury, Hinchey, De'Ath, Derbyshire & Bale

Corporate Plan Priorities

Priority 3. Creating more and better paid jobs / Improvement Objective: **Adult Learners Achieve their Potential**

Performance Indicator	Q2 2016-17	Target 2016-17	Q2 2015-16	Q1 2016-17	Outturn 2015-16	RAG	Source	Commentary
The number of visitors to Libraries and Hubs across the City	618,573	1,245,321	Q2 Target: 1,100,000	1,016,096	3,068,228	G	CP	There has been an increase against the Quarter 2 result in 2015-16, showing in particular the success of the Central Library Hub, launched last year, encouraging more people to access the facilities available in the city centre.
Percentage of Into Work Service users who feel more 'job ready' as a result of completing a work preparation course	99%	100%	90%	99%	99.6%	G	DP	The customer satisfaction with Into Work Services remains high.
Number of individuals assisted through Into Work Services	10,267	21,000	41,000	20,144	40,005	G	DP	The number of individuals assisted remains constant, matching the result for Quarter 2 in 2015-16.

Improvement Objective summary of progress (encapsulating commitment outcomes)

For the Learning for Work Adult Community Learning courses there are 2,494 enrolments to date, primarily for term 1, with many courses filled to capacity. The provisional success rate for the academic year 2015-16 was 94%, up from 87% in 2014-15.

Guaranteed interview events were held with Royal Mail across the Hubs and Dickens of Charles Street were assisted to recruit staff for a new café, with ring-fenced interviews held in the Grangetown Hub.

A major jobs fair held in St David's Hall on 7th September in partnership with Job Centre Plus was attended by over 2,000 jobseekers and 35 employers, with over 10,000 job vacancies live on the day. Same day interviews were available and one job seeker was offered a vacancy within 40 minutes of opening.

Quarter 2 also included the planning of a new Introduction to Childcare Course. With the changes to the Benefit

Issues/Mitigating Actions/Next Steps

Issues

The impact of the benefit cap on single parents.

Mitigating Actions

Childcare has been identified as a major source of employment opportunities for the affected client group.

Next Steps

A new Introduction to Childcare Course is being developed.

Quarter 2 2016-17 Directorate Performance Report

Directorate: Communities, Housing & Customer Services	Director: Sarah McGill	Number Employees (FTE): 1080	Cabinet Members: Cllrs Elsmore, Bradbury, Hinchey, De'Ath, Derbyshire & Bale
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Cap particularly impacting on single parents, childcare has been identified as a major source of employment opportunities for the affected client group.

Commitments (Part 1 in Delivery Plans)

Increase the number of courses for priority learners in Communities First areas by March 2017, ensuring an increase in enrolment, retention and attainment which leads to an increase in the overall success rate for learners.

Q1	Q2	Q3	Q4
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A/G	G		
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By March 2017, the Into Work service will:

- Offer taster sessions in different employment sectors
- Hold 2 major Jobs Fairs in collaboration with partner agencies
- Hold guaranteed interview events in community buildings across the city
- Put together an employment offer which provides sourcing, training, shortlisting, and assistance in interview process to employees for organisations

G	G		
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Corporate Plan Priorities

Priority 2. Supporting Vulnerable People / Improvement Objective: 2.1: People at Risk in Cardiff are Safeguarded, 2.2: People in Cardiff have Access to Good Quality Housing
2.3: People in Cardiff are Supported to Live Independently

Performance Indicator	Q1 2016-17	Q2 YTD 2016-17	Target 2016-17	Q2 2015-16	Outturn 2015-16	RAG	Source	Commentary
Number of Landlords in Wales registered with Rent Smart Wales	13,759	26,450	26,000	New	New	G	CP	Rent Smart Wales is managing increasing demand as Landlords register in advance of the enforcement measures commencing later this year.
Percentage of new service requests to be managed within Independent Living Services as opposed to Social Care	43%	53%	50%	New	New	G	CP	The First Point of Contact team has been working extremely hard to ensure that the best possible outcome is found for the citizens contacting Independent Living Services. As a result of their continuing development and hard work the percentage of new requests to be managed within ILS as opposed to Social Care is above target for Quarter 2 at 62%.

Quarter 2 2016-17 Directorate Performance Report

Directorate: Communities, Housing & Customer Services			Director: Sarah McGill		Number Employees (FTE): 1080		Cabinet Members: Cllrs Elsmore, Bradbury, Hinchey, De'Ath, Derbyshire & Bale	
Percentage of interventions provided by the outreach service within 3 working days of a report of rough sleeping	100%	99%	90%	New	New	G	CP	The drop below 100% is due to one intervention in August not being provided within 3 working days; this month received the highest reports of rough sleeping this year. A new approach to rough sleeping is currently being developed; this includes a review of resources for this function.
Additional weekly benefit awarded to clients of the City Centre Advice Team	£3,486,280	£6,117,449	Q2 Target: £5,000,000	£4,691,685	£9,797,432	G	CP	This shows the continued good work of the money advice team, providing a key support to vulnerable people.
The average number of calendar days taken to let lettable units of permanent accommodation during the financial year	87	82	70	94	94	R	DDP	While performance is still above target, an improvement has been made since the last quarter. The number of empty properties is now the lowest it has been since Quarter 3 2012-13 and rent loss through voids has considerably reduced.

Priority 2. Supporting Vulnerable People / Improvement Objective: 2.1: People at Risk in Cardiff are Safeguarded

Improvement Objective summary of progress (encapsulating commitment outcomes)

2:1 Cabinet approval obtained for the overall approach to Domestic Violence Support Service recommissioning.

Issues/Mitigating Actions/Next Steps

Domestic Violence: Specification to be developed to ensure the fully commissioned domestic violence support meets the needs of service users and is fit for use.

Priority 2. Supporting Vulnerable People / Improvement Objective: 2.2: People in Cardiff have Access to Good Quality Housing

Improvement Objective summary of progress (encapsulating commitment outcomes)

2.2 The Housing Partnering Scheme is progressing with both the Braunton and Willowbrook schemes achieving planning approval.

To manage the impact of the Welfare Reform changes affordability assessments are undertaken to ensure tenants are aware of future financial implications. Offers by Council and RSLs to under 35s continue to be made as in previous years and further work is being done with social landlord partners to identify more ways that this group can be assisted.

Issues/Mitigating Actions/Next Steps

Welfare Reform: Changes in the Benefit Cap impacting on those under 35.
Work is being carried out with Social Landlord partners to identify more ways those under 35 can be assisted.

Growth in rough sleeping: Meetings have been held with partners including police and homeless charities to identify ways to address the growth in rough sleeping. A new strategic

Quarter 2 2016-17 Directorate Performance Report

Directorate: Communities, Housing & Customer Services	Director: Sarah McGill	Number Employees (FTE): 1080	Cabinet Members: Cllrs Elsmore, Bradbury, Hinchey, De'Ath, Derbyshire & Bale
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A RAG vulnerability assessment tool has been developed for use by Council and partners to prioritise help for those affected by the Benefit Cap. Consultation is taking place with Social Landlords and partners on how to best utilise the Discretionary Housing Payments to assist the most vulnerable.	<p>approach to rough sleeping is being formalised and will be made available shortly.</p> <p>Rent Smart Wales: Sign off of the enforcement process flows has been secured through the MOU now issued to local Authorities. IT Enforcement module is still in development, delaying the development of a complete set of training materials. Dates have been set for training in North and South Wales</p>
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Priority 2. Supporting Vulnerable People / Improvement Objective: 2.3: People in Cardiff are Supported to Live Independently

Improvement Objective summary of progress (encapsulating commitment outcomes)	Issues/Mitigating Actions/Next Steps
<p>2.3.7 Rapid response adaptations process has been set up for Delayed Transfers of Care, ensuring that the request is acted upon as soon as it is received.</p> <p>A temporary First Point of Contact website has been set up while the final website is developed.</p>	<p>Independent Living: Launch of the First Point of Contact Website. The establishment of an Independent Living officer presence in the North Cardiff cluster to link up Health and the Council.</p> <p>More work is required to ensure that Health trigger requests for adaptations at the earliest opportunity.</p>

Commitments (Part 1 in Delivery Plans)	Q1	Q2	Q3	Q4
Implement a fully re-commissioned domestic violence support service to meet the requirements of new legislation, which ensures more integrated provision by March 2017.	G	G		
Deliver circa 1500 new homes for Cardiff through the Housing Partnering Scheme as part of a phased approach by 2024, 40% of which will be affordable housing.	G	G		
Develop a robust 5-year plan to maximise the delivery of new affordable housing units across Cardiff to help tackle housing need of all types, whilst ensuring the need is addressed across all delivery methods, including Section 106 developer contributions, windfall sites and Registered Social Landlord and council house building programmes.	G	G		
Continue to work with partners to mitigate the impact of the welfare reform changes and to ensure that those affected still have access to good quality housing.	G	G		

Quarter 2 2016-17 Directorate Performance Report

Directorate: Communities, Housing & Customer Services	Director: Sarah McGill	Number Employees (FTE): 1080	Cabinet Members: Cllrs Elsmore, Bradbury, Hinchey, De'Ath, Derbyshire & Bale	
Promote the Rent Smart Wales service to communicate the new requirements on landlords and agents, and review related processes in preparation for the implementation of the enforcement provisions in November 2016.	G	A/G		
Through working in partnership, engage with Rough Sleepers in the city to support them to find suitable accommodation.	G	G		
Review the management of accommodation used by Homelessness Services by March 2017.	G	G		
Promote and increase the number of adults using the new First Point of Contact Service to access information and signposting to enable them to remain independent in their community and to act as a gateway to accessing advice and assistance.	G	G		
Work with our health partners to reduce the total number of Cardiff residents who experience a delayed transfer of care from hospital by 2017.	G	G		

Corporate Plan Priorities

Priority 4: Working Together to Transform Services / Improvement Objective: 4.1. Communities and partners are actively involved in the design, delivery and improvement of highly-valued services

Performance Indicator	Q1 2016-17	Q2 2016-17 YTD	Target 2016-17	Q2 2015-16	Outturn 2015-16	RAG	Source	Commentary
Percentage of customers who agreed with the statement "Overall the Hub met my requirements/I got what I needed"	100%	99%	90%	NEW	NEW	G	CP	The Hub Customer satisfaction figures remain high, with services being developed to best suit the needs of each community.
Average time a call queues (seconds)	92	75	40	53	67	R	DP	The average wait time to be answered has been reduced across 2 quarters in a row, this time by 17 seconds.

Improvement Objective summary of progress (encapsulating commitment outcomes)

The STAR Hub opened to the public on 26th September following completion of the works.

There are ongoing issues with the implementation of the Customer Relationship Management system.

Issues/Mitigating Actions/Next Steps

Hubs: Delivery programme for St Mellons Hub dependent on planning permission being secured for four development sites.

Work has begun on the extension to the building in Llanedeyrn; the finished development will include hub facilities, library facilities and a café. Police will be based on site with offices on the first floor. The work is expected to be complete in May 2017.

Quarter 2 2016-17 Directorate Performance Report

Directorate: Communities, Housing & Customer Services	Director: Sarah McGill	Number Employees (FTE): 1080	Cabinet Members: Cllrs Elsmore, Bradbury, Hinchey, De'Ath, Derbyshire & Bale
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	<p>Work is ongoing in Llandaff North to transform the building into a modern hub environment, accommodating a wide range of community services and activities; construction is expected to be complete on 18th November.</p> <p>Customer Relationship Management System: Changes in Quarter 1 did not improve performance levels significantly. The issue has been escalated through SAP's internal channels to Global Escalation status. SAP's global escalation team visited on site in September with a view to diagnose and resolve performance concerns. A five-week programme of work is in place and we are working closely with the supplier and supporting the activities.</p>
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Commitments (Part 1 in Delivery Plans)	Q1	Q2	Q3	Q4
Progress the agreed Community Hubs development programme by delivering new Hubs in: <ul style="list-style-type: none"> • Fairwater by June 2016 • Splott by October 2016 • Llanedeyrn by December 2016 • Llandaff North by January 2017 • Agreeing plans for Llanishen and St Mellons Phase 2 Hubs by July 2016 	G	A/G		
Implement phases 2 and 3 of the Customer Relationship Management (CRM) model by March 2018.	R/A	R/A		

*DDP – Directorate Delivery Plan

Corporate Plan PIs (11)

RAG	Red % (No)	Amber % (No)	Green % (No)	Notes*
Q1	9% (1)	0	91% (10)	2 annual
Q2	0	0	100% (11)	2 annual
Q3				
Q4				

Progress against Corporate Plan Commitments (Part 1) total: 13

Progress against Directorate Core Business Actions (Part 2) total: 53

Quarter 2 2016-17 Directorate Performance Report

Directorate: Communities, Housing & Customer Services				Director: Sarah McGill		Number Employees (FTE): 1080		Cabinet Members: Cllrs Elsmore, Bradbury, Hinchey, De'Ath, Derbyshire & Bale		
RAG	Red	Red/Amber	Amber/Green	Green	RAG	Red	Red/Amber	Amber/Green	Green	
Q1	0% (0)	7.5% (1)	7.5% (1)	85% (11)	Q1	0% (0)	4% (2)	9% (5)	87% (46)	
Q2	0% (0)	8% (1)	15% (2)	77% (10)	Q2	0% (0)	0% (0)	11% (6)	89% (47)	
Q3					Q3					
Q4					Q4					

Q2 Other Challenges & Achievements

Key Challenges for Directorate – other than noted above (Max. five)		RAG			
	Mitigating Actions	Q1	Q2	Q3	Q4
SAP CRM roll out	Optimisation changes in Quarter 1 did not improve performance levels significantly and as a result the issue has been escalated through SAP's internal channels to Global Escalation status. SAP's global escalation team visited on site in September with a view to diagnose and resolve performance concerns. This is a five-week programme of work and Cardiff continues to work closely with the supplier in supporting the activities.		R/A		
Voids return - around times	Although significant improvements have been made the ambitious targets have yet to be achieved. A restructure is being carried out which will see the join-up of the repairs section of the work with the voids management section, both of which will sit under Landlord Services.		G/A		
Rent Smart Wales – The number of licences issued is below target	Landlords have been registering and engaging with Rent Smart Wales; it is anticipated that the enforcement measures beginning in November will increase the number of licences issued.		G/A		
Communities First - The announcement from the Welsh Government Communities and Children Secretary on the potential ceasing of the Communities First Programme.	The programme will be reviewed with an understanding of the implications and the potential impact on any planned Community Asset Transfers.		R/A		
Key Achievements (Good News and Successes) (Max. five)					
Llanishen Gets Together - the Locality working Pilot will be held on Saturday 29 th of October					
Hubs – The Fairwater Hub official launch was held on 15 th July and now offers a library provision, housing and benefit advice, Into Work and money advice, an IT suite with free					

Quarter 2 2016-17 Directorate Performance Report

Directorate: Communities, Housing & Customer Services	Director: Sarah McGill	Number Employees (FTE): 1080	Cabinet Members: Cllrs Elsmore, Bradbury, Hinchey, De'Ath, Derbyshire & Bale
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internet and WiFi access as well as space for children's and community events.

The new STAR hub opened to the public on 26th September in a state of the art building including a swimming pool, gym, library and multi-use community rooms as well as a variety of advice services.

Money Advice Team – The money advice team is ahead of target for additional weekly benefit awarded to clients by over £1 million at halfway through the year.

Welsh Public Library Standards – this quarter confirmation was received that Cardiff met all of the 18 core entitlements in full for 2015-16.

Quarter 2 2016-17 Directorate Performance Report

Directorate: Economic Development

Director: Neil Hanratty

Number Employees (FTE): 925

Cabinet Members: Cllrs Bale, Bradbury & Hinchey

Corporate Plan Priorities

Performance Indicator	Q2 2016-17	Target 2016-17	Q2 2015-16	Q1 2016-17	Outturn 2015-16	RAG	Source	Commentary
Sqft of 'Grade A' office space committed for development in Cardiff (cumulative result)	231,000	150,000	180,000	156,600	316,211	G	CP	
New and safeguarded jobs in businesses supported by the Council, financially or otherwise	499	500	1,653	214	4,304	G	CP	

Priority 3. Creating more and better paid jobs / Improvement Objective: **3.1 Cardiff has more employment opportunities and higher value jobs**

Improvement Objective summary of progress (encapsulating commitment outcomes)

The Central Square regeneration project is progressing well. Number 1 Central Square is fully occupied and construction has commenced on No 2. The BBC HQ construction is now above ground. Pre planning consultation is underway on building No 4. The site north of Wood St has been pitched for a major relocation project.

Work has commenced on building No 3 Capital Quarter which will provide an addition 75,000 sq ft of grade A offices.

Negotiations regarding the Dumballs Road regeneration are on-going.

Incubation and workshop space has been officially opened at the Tram Shed and former Royal Bank of Scotland site.

To date, 499 jobs created /safeguarded through Council support. Strong current pipeline of office enquiries including Government Property Unit (350,000 jobs).

The Cardiff Capital Fund has been fully utilized.

The City Deal Programme Management Office has been established. Cardiff will lead on the Growth and

Issues/Mitigating Actions/Next Steps

Issues:

Mitigating actions:

Next key steps:

Quarter 2 2016-17 Directorate Performance Report

Directorate: Economic Development

Director: Neil Hanratty

Number Employees (FTE): 925

Cabinet Members: Cllrs Bale, Bradbury & Hinchey

Competitiveness Commission and establishing a Growth Partnership.

Work is progressing at the International Sports Village. Planning permission has been obtained for a temporary car park at the rear of Retail 3. Removal of the temporary rink is underway. Discussions ongoing with the developer regarding the next phase development plan.

Commitments (Part 1 in Delivery Plans)

	Q1	Q2	Q3	Q4
Facilitate growth in the Financial and Professional Service sector by working with partners to deliver 300,000 square feet of Grade A office accommodation within the Cardiff Central Enterprise Zone by March 2018	G	G		
Deliver with partners a proposal to Central Government for a City Deal for Cardiff by March 2017, along with a subsequent programme for delivery	G	G		
Implement a delivery strategy for regeneration of the city centre including progressing a planning application for a Multi-Purpose Arena by March 2017	G	G		
Work with Cardiff University to deliver the masterplan for the Civic Centre heritage quarter including a detailed options appraisal for City Hall by March 2017	G	G		
Develop Cardiff Bay as a creative industries cluster including a plan for the regeneration of the Mount Stuart Square heritage quarter and the continued development of the Cardiff Bay waterfront by March 2017	G	G		
Continue the development of the International Sports Village as a major leisure destination including a review of the plan for the waterfront site by March 2017	G	G		

Corporate Plan Priorities

Priority 3. Creating more and better paid jobs / Improvement Objectives: [3.2 Cardiff has a high quality city environment that includes attractive public spaces and good supporting transport infrastructure](#)

Improvement Objective summary of progress (encapsulating commitment outcomes)	Issues/Mitigating Actions/Next Steps
Commenced Pre-application Statutory Consultation. A review will be undertaken as part of the formal planning application which is to be submitted in November.	<p>Issues: Agreeing a financial plan for the delivery of the bus interchange.</p> <p>Mitigating actions: Advisors appointed to undertake a detailed business plan.</p> <p>Next key steps: Complete statutory pre-application consultation process ready for the planning application submission in November.</p>

Quarter 2 2016-17 Directorate Performance Report

Directorate: Economic Development

Director: Neil Hanratty

Number Employees (FTE): 925

Cabinet Members: Cllrs Bale, Bradbury & Hinchey

Commitments (Part 1 in Delivery Plans)

Work with partners to design and deliver a new transport interchange - including a new bus station - as part of a high quality gateway into the city by Dec 17

Q1	Q2	Q3	Q4
A/G	G		

Corporate Plan Priorities

Priority 4. Working together to transform services / Improvement Objective: **4.1 Communities and partners are actively involved in the design, delivery and improvement of highly valued services**

Performance Indicator	Q2 2016-17	Target 2016-17	Q2 2015-16	Q1 2016-17	Outturn 2015-16	RAG	Source	Commentary
WMT/009b - % of municipal waste collected by local authorities and prepared for reuse and/or recycled	61.20%	60%	64.28%	55.15%	58.18%	A	CP	The results for quarter 2 are provisional and are subject to change and normal audit processes by NRW, while the average for the year so far shows the target to be achievable, this remains challenging and relies on a programme of continual improvement by residents and internal directorates.
WMT/004b - The percentage of municipal waste collected by local authorities sent to landfill	1.6%	25%	4.72%	1.6%	7.51%	G	O	The results shown in the table are for Q1 as provisional results are not available for Q2.

Improvement Objective summary of progress (encapsulating commitment outcomes)

Commercial Services has now been set up this represents a key milestone in the Infrastructure Programme.

Established Commercialisation Board to ensure the new approach to the delivery of Commercial services is fully operational and governed by the end of the financial year.

At the end of Q2 we completed service improvement plans for the Commercialisation Project work streams which are Commercialisation, Workforce Development, Cross Cutting, CTS, Total FM and Recycling Waste Services. Some highlights over the quarter are:

Issues/Mitigating Actions/Next Steps

Issues:

- 1 Statutory building maintenance compliance.
- 2 Stakeholder support for the proposed in house alternative delivery model.

Mitigating actions:

- 1 Ongoing work with schools and account manager roles moving forward.
- 2 The in house alternative delivery model approach has been supported and engagement is ongoing with staff, politicians and trade unions on the way forward.

Quarter 2 2016-17 Directorate Performance Report

Directorate: Economic Development

Director: Neil Hanratty

Number Employees (FTE): 925

Cabinet Members: Cllrs Bale, Bradbury & Hinchey

Commercialisation: Short term commercial marketing activities have been identified.

CTS: Investment Review Board approved procurement and installation of Tranman a Fleet Management IT system. The IT system will be a key enabler for achieving the financial and operational performance improvements.

Total FM: Commenced engagement with Enterprise Architecture and other departments to develop a suitable asset management system (RAMIS) that enables the council to effectively discharge its duties as corporate landlord. In the interim, Cardiff is using Caerphilly's system.
Recycling Waste Services: Undertaking a review of new commercial waste recycling packages and pricing structures exploring business cases for new services with neighbouring authorities.

Next key steps:

- 1 Asset Management system to be in place by the end of the year and an asset register shortly after.
- 2 Preparation of a three year business plan to deliver service improvements and efficiencies.

Commitments (Part 1 in Delivery Plans)

Ensure the new approach to the delivery of infrastructure services, including Waste, Cleansing, Parks, Highways, Design, Fleet and Facilities Management services, is operational by March 2017

Implement service changes for Cardiff to enable the Council to exceed its statutory recycling target (58%) by March 2017

In line with the agreed commercialisation strategy, develop and implement a continuing programme of specific commercial opportunities to commence by October 2016

Q1	Q2	Q3	Q4
G	G		
A/G	A/G		
A/G	G		

Corporate Plan Priorities

Priority 4. Working together to transform services / Improvement Objective: 4.3 The City of Cardiff Council makes use of fewer, but better, buildings

Performance Indicator	Q2 2016-17	Target 2016-17	Q2 2015-16	Q1 2016-17	Outturn 2015-16	RAG	Source	Commentary
% Reduction in Gross Internal Area (GIA) of buildings in operational use	0.9%	4.2%	n/a	0.90%	3.5%	G	CP	
% Reduction in total running cost of occupied operational buildings	2.2%	4.4%	n/a	1.20%	2.7%	G	CP	
Reduction in maintenance backlog (£)	£3,054,000	£3,200,000	n/a	£451,320	£4.3m	G	CP	

Quarter 2 2016-17 Directorate Performance Report

Directorate: Economic Development

Director: Neil Hanratty

Number Employees (FTE): 925

Cabinet Members: Cllrs Bale, Bradbury & Hinchey

Improvement Objective summary of progress (encapsulating commitment outcomes)	Issues/Mitigating Actions/Next Steps			
<p>Advisor appointed in Q1 to assist with the review of all investment assets and to develop an Investment Estate Strategy.</p> <p>Progressing Corporate Asset Management Plan targets. £2,401,710 capital receipts achieved to date.</p> <p>Completed the assignment of Global Link and the move of staff to County Hall, including agile working arrangements for Social Workers. Completed Insole Court community asset transfer (CAT), which was the largest CAT in Wales.</p> <p>Business Case for Asset Management Information software has been reviewed and aligned with H&S IT requirements. The business case will be presented to the Investment Review Board in November. It is anticipated procurement will be commenced at the end of the year.</p>	<p>Issues: Complete Investment Estate Strategy and present to Cabinet in Q3.</p> <p>Mitigating actions: Advisor appointed to assist.</p> <p>Next key steps: Present strategy to Cabinet in Q3</p>			
Commitments (Part 1 in Delivery Plans)	Q1	Q2	Q3	Q4
Implement new Investment Estate arrangements in order to improve performance and returns by March 2017	G	G		
Implement annual Corporate Asset Management Plan by March 2017 to deliver £1.6m of revenue savings and £3.78m of capital receipts through Property Rationalisation	G	G		
Complete Operational Estate utilisation review to guide future use of all assets and inform decision making by March 2017	G	G		

Corporate Plan PIs (total 10 of which 4 are annual)

RAG	Red % (No)	Amber % (No)	Green % (No)	Notes*
Q1			100% (5)	
Q2		17% (1)	83% (5)	Please note the result for WMT/009b is reporting the quarter 1 period.
Q3				
Q4				

Progress against Corporate Plan Commitments (Part 1) total: Q2 -11

Progress against Directorate Core Business Actions (Part 2) total: 9

Quarter 2 2016-17 Directorate Performance Report

Directorate: Economic Development

Director: Neil Hanratty

Number Employees (FTE): 925

Cabinet Members: Cllrs Bale, Bradbury & Hinchey

RAG	Red	Red/Amber	Amber/Green	Green	RAG	Red	Red/Amber	Amber/Green	Green
Q1	0% (0)	11% (1)	11% (1)	78% (7)	Q1	0% (0)	0% (0)	11% (1)	89% (8)
Q2	0% (0)	0% (0)	9% (1)	91% (10)	Q2	0% (0)	0% (0)	22.2% (2)	77.8% (7)
Q3					Q3				
Q4					Q4				

Q2 Other Challenges & Achievements

Key Challenges for Directorate – other than noted above (Max. five)		RAG			
	Mitigating Actions	Q1	Q2	Q3	Q4
Cultural Alternative Delivery Model – deliver the outcomes the Council anticipated subject to final negotiations.	Dialogue still open with remaining bidder. In-house comparator model has been evaluated. Review of external bid compared to in-house approach currently being undertaken to inform whether to progress to the next stage of the procurement process.	A/G	A/G		
Current absence and staff vacancies – absence of staff in key posts is making delivery of day to day operations difficult.	Initiated recruitment process for vacant workshop manger post. Established robust management of sickness and monitored at operational meetings with strong adherence to the Attendance & Wellbeing Policy.	N/A	A/G		
To undertake a comprehensive review of statutory compliance in regard to the Council operational estate including schools.	Application for funding to be presented to IRB in November.	N/A	R		
To improve the income produced by the Mansion House.	A detailed feasibility study has been progressed and will be completed this year.	A/G	A/G		
To progress delivery of the Tourism Strategy actions.	Engage with the newly formed Business Improvement District to establish the required links with business to progress the strategy.	N/A	A/G		
Key Achievements (Good News and Successes) (Max. five)					
The Tram Shed – officially launched.					
Cardiff Capital Fund – now fully allocated.					
City of the Unexpected – supported delivery of the largest event in Wales.					
Business Improvement District – ballot successful.					
Completed the largest CAT in Wales.					
Supported the completion of the STAR Hub.					
Supported Fan-zones and the Home Coming Event relating to the European Football Championship.					

Quarter 2 2016-17 Directorate Performance Report

Directorate: Education and Lifelong Learning

Director: Nick Batchelar

Number Employees (FTE): 586

Cabinet Members: Cllr Merry

Corporate Plan Priorities

Priority 1. Better Education and Skills for all / Improvement Objective: 1.1 Every Cardiff school is a good school

Performance Indicator CP = Corporate Plan Indicator 2020 = Cardiff 2020 Indicator CS = Currently secure school figures (in year) P = Provisional result for academic year F = Final Result for academic year R = Real time figures	2015-16 Result	2016-17 Target	Position Q1	Position Q2	Position Q3	2017-18 Target	Position Q4	Source	RAG	Commentary
	Academic Year 2014-15	Academic Year 2015-16	Academic Year 2015-16 (June 2016)	Academic Year 2015-16 (Sept 2016)	Academic Year 2015-16 (Dec 2016)	Academic Year 2016-17	Academic Year 2016-17 (March 2017)			
The % of pupils achieving Level 2+ threshold (5 GCSEs at A*- C, including a GCSE grade A*-C in English or Welsh first language and Mathematics) at Key Stage 4 (CP & 2020)	59.30%	65.00%	61.40% CS	62% P	F	67.88%	CS		A	Although the target was not met, In the Level 2+ threshold Cardiff's performance rose by 3 ppt, making a 12 ppt improvement over the last three years.
The % of FSM pupils achieving the Level 2+ threshold at Key Stage 4 (CP & 2020)	32.23%	45.45%	35.95% CS	35.4% P	F	50%	CS		R	Although the gap in attainment is reducing, there are still marked variations between the performance of eFSM pupils and their peers, particularly at KS4.
The % of pupils achieving Level 2 threshold (5 GCSEs at A*- C) at Key Stage 4 (CP)	81.06%	87.08%	83.79% CS	84% P	F	<i>Subject to WG guidance on new quals framework</i>	CS		A	Improvement in attainment at Level 2 is still lower than target and will remain a priority area for the directorate.
The % of pupils achieving Level 1 threshold (5 GCSEs at Grade A- G) at Key Stage 4 (CP)	92.15%	97.81%	95.10% CS	94% P	F		CS		A	Improvement in attainment at Level 1 is still lower than target and will remain a priority area for the directorate.
The % of pupils achieving the Core Subject Indicator at the end of Key Stage 3 (CP)	83.40%	85.00%	86.60% P	86.6% F	F	88%	CS		G	At KS3 performance in the CSI is still improving and the rate of improvement has increased this year.
The % of pupils achieving outcome 5 in the Foundation Phase Outcome Indicator (2020)	86.73%	86.00%	88.58% P	88.9% F	F	88.63%	CS		G	In the Foundation Phase the rate of improvement over the last four years in Cardiff is greater

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Directorate: Education and Lifelong Learning

Director: Nick Batchelar

Number Employees (FTE): 586

Cabinet Members: Cllr Merry

										than across Wales.
The % of pupils achieving the Core Subject Indicator at the end of Key Stage 2 (CP & 2020)	87.76%	89.62%	89.53%P	89.5%F	F	93.09%	CS		A	In KS2 the rate of improvement over the last four years in Cardiff is greater than across Wales.
The % of FSM pupils achieving the Core Subject Indicator at the end of Key Stage 2 (CP & 2020)	76.74%	81.14%	79.16%P	86.90%P	F	85%	CS		A	Although the gap in attainment is reducing, there are still marked variations between the performance of eFSM pupils and their peers.
% Attendance at primary school (CP & 2020)	95.1%	95.4%	95.08%P	95%P	R 2016/17	95.5%	R		A	Attendance in primary schools fell very slightly to 95%. Overall, 48.4% of primary schools achieved an attendance rate over 95% and 22.1% of schools achieved attendance of 96% or above. Welsh average figures are not yet available.
% Attendance at secondary school (CP & 2020)	93.86%	95%	94.18%P	94.5%F	R 2016/17	95.5%	R		A	The 2015-16 attendance figure for secondary schools was 94.4%. This is above the Welsh average of 94.2% and places Cardiff 9th out of the 22 local authorities in Wales compared with 11th last year. Attendance improved in sixteen of nineteen schools on the previous year with nine schools achieving attendance above 95% compared to seven last year.

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Improvement Objective summary of progress (encapsulating commitment outcomes)

School Performance

Results for the academic year 2015-16 indicate improvements at all levels: Foundation Phase, Key Stage 2, Key Stage 3 and Key Stage 4.

Issues/Mitigating Actions/Next Steps

Outcomes at the end of Key Stage 4, particularly for eFSM pupils and EOTAS pupils, and in the level 1 and level 2 thresholds, need further improvement. An external EOTAS (Educated Other than at School) review was carried out in the summer term of 2016 and recommendations from that review are being discussed

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Regarding improving Mathematics, the percentage of pupils achieving the expected levels in Maths at Key Stage 2, increased to 91.4% this year from 89.9% last year. The most recent Key Stage 4 results in Maths also show an increase to 67.2% this year from 63.6% last year.

The difference in performance of **eFSM** (Eligible for Free School Meals) pupils and **nFSM** (not eligible) pupils continues to reduce at each key stage. The difference is smallest in the Foundation Phase but widens at each successive key stage.

In the primary phase, the number of schools in the lowest benchmarking quarter for at least one key stage has reduced from 23 schools in 2015 to 17 schools in 2016.

The six secondary schools involved in the Schools Challenge Cymru Programme all achieved improvements in the Level 2+ threshold at Key Stage 4 from between 1.8 ppt and 12.1 ppt.

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The latest school categorisation data from the Consortium (January 2016) indicates that there are currently 10 Red, including 2 special schools, and 23 Amber schools in Cardiff. This is an improvement on 2015 figures.

There are currently 11 schools in an Estyn monitoring category:

3 in Special Measures, 1 in Significant Improvement and 7 in Estyn Monitoring. This is an improvement on Quarter 1 where there were 10 Cardiff schools in Estyn Monitoring, 3 in Significant Improvement and 3 in Special Measures.

Other priorities

The Schools Organisation Programme (SOP) Capital Programme is progressing well. Construction of Eastern High has commenced and the design brief for the new High School in the West has been prepared for tender. The three new primary schemes have been completed.

with Secondary Head Teachers and Education Management Team to agree next steps.

Outcomes in Maths accelerated in 2016 but this improvement needs to be built upon in future years. The consortium has implemented a regional Maths Improvement Plan and progress is being monitored.

The Central South Consortium is implementing a 'Closing The Gap' strategy to support the improved attainment of vulnerable groups and progress is being monitored.

Performance remains low in the three lowest attaining secondary schools - less than 30% of pupils achieved the Level 2+ threshold (5 GCSEs A* - C, including English/Welsh and Mathematics). These schools are part of the Schools Challenge Cymru programme. Progress is evaluated through the monthly Accelerated Improvement Board meetings attended by the LA's Head of Achievement and Inclusion.

All schools in an Estyn monitoring category have a post-inspection action plan. Progress against the plan is monitored by the schools Challenge Adviser and evaluated through the joint LA and Consortium progress review meetings.

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The inclusion service, in collaboration with the four other Local Authorities of the Central South Consortium, is planning a range of projects to prepare for ALN (Additional Learning Needs) reform (the bill will be introduced in December), making use of the ALN Reform Innovation Grant. Improvements to Special Educational Needs (SEN) provision will also be integral to the Band B submission of the Schools Organisation Programme.

By the end of the summer term the Digital Pioneers had completed a draft of the Digital Competence Framework (DCF) and a range of engagement events took place across the four consortia. The information gathered during the engagement events was used to finalise the first version of the DCF which was released at the start of this term. The Digital Pioneers will now enter a new phase of development, working with other schools in the network to support the development of the DCF over the course of the coming year. The Pioneer Network will be tasked with developing a Professional Learning Offer for the DCF.

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An ALN-SEN Working Group has been established for officers, head teachers and other partners to develop the Cardiff strategy for ALN-SEN.

A challenge in implementing the DCF will be ensuring that all school-based staff (teaching and non-teaching) have the appropriate level of ICT skills to deliver the new curriculum. A range of skills audits are being undertaken to assess training requirements and scope appropriate training programmes.

Primary school attendance in 2015-16 was on track to improve slightly on last year's position. However, in May, a High Court decision on authorisation of term time holidays (IOW vs Platt) triggered a significant increase in the number of families taking holidays in term time in the summer term and consequently caused a marked drop in overall attendance.

Commitments (Part 1 in Delivery Plans)	Q1	Q2	Q3	Q4
Deliver the Schools Organisation Programme including the completion of Band A investment projects by 31 March 2019	G	G		
Contribute to the development of a regional 'Central South Wales networked learning community', run by schools for September 2017, focused on improvements in the quality of leadership, teaching and learning	G	G		
Implement the requirements of the new curriculum for Wales- 'Successful Futures'- by September 2021, commencing with the introduction of the Digital Competence Framework in all Cardiff schools by September 2016	A/G	G		
Implement the new strategy framework for supporting children and young people with additional learning needs, in accordance with the legislative framework, by 2021	G	G		
Turn around the performance of the minority of Secondary Schools that are causing concern by July 2018	R/A	R/A		
Improve and sustain the expertise of Cardiff schools in mathematics and English, increasing capacity in teaching and learning at all levels	R/A	R/A		
Address the persistent impact of poverty on attainment and the marked variations between schools in the attainment of FSM pupils	A/G	R/A		

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Directorate: Education and Lifelong Learning

Director: Nick Batchelar

Number Employees (FTE): 586

Cabinet Members: Cllr Merry

Corporate Plan Priorities

Priority 3. Creating more and better paid jobs / Improvement Objective: 3.3 All young people make a successful transition into employment, education or training

Performance Indicator	2015-16 Result	2016-17 Target	Position Q1	Position Q2	Position Q3	2017-18 Target	Position Q4	Source	RAG	Commentary
<p>CP = Corporate Plan Indicator 2020 = Cardiff 2020 Indicator CS = Currently secure school figures (in year) P = Provisional result for academic year F= Final Result for academic year R = Real time figures</p>	Academic year 2014-15 October 2015 count	Academic Year 2015-16	Academic Year 2015-16 (June 2016)	Academic Year 2015-16 (Sept 2016)	Academic Year 2015-16 October 2016 count	Academic Year 2016-17	Academic Year 2016-17 (March 2017)			
The % of Year 11 leavers making a successful transition from compulsory schooling to education, employment or training. (CP & 2020)	95.5% (4.5% NEET)	96.5% (3.5% NEET)	/	/	P	97% (3% NEET)	P		A	Performance in this area will be counted in October and published in the new year.
The % of Year 13 leavers making a successful transition from compulsory schooling to education, employment or training. (CP & 2020)	97.04% (2.96% NEET)	97% (3% NEET)	/	/	P	97% (3% NEET)	P		G	

Improvement Objective summary of progress (encapsulating commitment outcomes)

There were 1348 young people on the Vulnerability Assessment Profile tool (VAP) which was run in April 2016. Of these, 455 Year 11 pupils were considered at risk of not making a successful transition post-16 (this equates to 13% of the total cohort). The Youth service and Careers Wales have been working together to provide transition support to this group. The European Social Fund (ESF) programme Inspire to Achieve has also commenced. 16 Youth Mentors have been recruited and allocated to all secondary schools together with five Families First-funded mentors.

The WASPI Information Sharing Agreement has been completed and signed up to by all partners. Arrangements are in place to share information for the October 2016 Destinations survey. The local authority is working with Welsh Government and Careers Wales to look at the creation of regional data hubs in order to create bespoke posts to support with data management.

59 young people from Cardiff schools have been offered a place on the Junior Apprenticeship programme with Cardiff and Vale College for the 2016-17 academic year. 20 pupils are in Year 11 and will follow a one-year programme. The remaining 39 pupils are in Year 10 and will

Issues/Mitigating Actions/Next Steps

The ESF Inspire to Work has still not been approved by WEFO due to concerns regarding the possible duplication of beneficiaries with work already commissioned through Communities 4 Work.

Issues are emerging regarding the availability of options for learners requiring Level 1 provision at 16, as funding previously available to the College (CAVC) for this purpose has ceased from September 2016.

Challenges are apparent in identifying options for 191 young people (in tier 3) that have been seeking employment for more than 3 months. There are 185 young people in Tier 1 (who cannot enter employment) and 121 young people in Tier 2 (who are waiting for additional support before entering the labour market). Work is ongoing to deliver the objectives of the 'Cardiff Commitment' to youth engagement and progression. Through this strategy we aim to ensure that young people in Cardiff are provided with the support, choices and opportunities they need to be personally successful, economically active and engaged citizens. This is an essential ingredient of the Council's ambitions to be a great Liveable City

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follow the full two-year programme. They have been enrolled on one of six pathways: construction, hospitality and catering, automotive, hair and beauty, public services and digital media.

The range of traineeships and apprenticeship opportunities available to young people both within the Council and in wider public and private sector organisations is being mapped out.

with a thriving and prosperous economy.

In the short / medium term this will require the development of an improved Vulnerability Assessment Profile (VAP), consolidation of support networks for the identified vulnerable young people, improved co-ordination of post-16 curriculum options, training and pathways to work, enhanced employer relationships to increase access to opportunities for young people and training for staff that may be able to act as youth mentors for young people securing places in the Council. Additional summer resource was put in place via Careers Wales and the Youth Service to target Year 11 leavers from the Vulnerability Assessment Profile in readiness for the Careers Wales October Destinations Survey.

Commitments (Part 1 in Delivery Plans)

	Q1	Q2	Q3	Q4
Improve multi agency arrangements: To ensure the early identification of children and young people at risk of not progressing to ongoing education, training or employment after leaving school, and to ensure that identified children and young people receive early and appropriate support	A/G	R/A		
Strengthen and extend the existing lead worker model to directly support the transition of young people into employment, utilising European Social Fund resources to extend capacity for the next 3 years.	A/G	G		
Improve information sharing and tracking systems between partners for young people pre and post 16 by September 2016	R/A	G		
Implement the Welsh Government Youth Guarantee and Cardiff Commitment to ensure appropriate progression routes for all learners by September 2016.	A/G	R/A		
Enhance the range of opportunities for young people to develop employability skills and secure employment in Cardiff	A/G	R/A		

Corporate Plan Priorities

Priority 2. Supporting vulnerable people / Improvement Objectives: **2.1 People at risk in Cardiff are safeguarded**

Improvement Objective summary of progress (encapsulating commitment outcomes)

Child Friendly City

Meetings have been held with UNICEF to consider engagement in the next round of the Child Rights Partners programme in the UK from April 2017.
The UNICEF prospectus should be available on 6th October, for submission by the end of November. An Officer group will be identified to drive this forward.

Issues/Mitigating Actions/Next Steps

There are no issues at this pre-initiation stage.
The challenge will be agreeing a proportionate approach to this commitment, which will add most value whilst being manageable to deliver.

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Directorate: Education and Lifelong Learning

Director: Nick Batchelar

Number Employees (FTE): 586

Cabinet Members: Cllr Merry

Commitments (Part 1 in Delivery Plans)

	Q1	Q2	Q3	Q4
- Deliver a Child Friendly City	R/A	A/G		

Corporate Plan PIs (total 12)

RAG	Red % (No)	Amber % (No)	Green % (No)	Notes*
Q1	0%	40% (4)	60% (6)	
Q2	8% (1)	67% (8)	25% (3)	
Q3				
Q4				

Progress against Corporate Plan Commitments (Part 1) total: 13

RAG	Red	Red/Amber	Amber/Green	Green
Q1	0% (No)	23% (3)	54% (7)	23% (3)
Q2	0% (No)	46% (6)	8% (1)	46% (6)
Q3				
Q4				

Progress against Directorate Core Business Actions (Part 2) total: 18

RAG	Red	Red/Amber	Amber/Green	Green
Q1	-	-	-	-
Q2	0% (No)	66.66% (12)	0% (No)	33.33% (6)
Q3				
Q4				

Q2 Other Challenges & Achievements

Key Challenges for Directorate – other than noted above (Max. five)

Challenge	Mitigating Actions	RAG			
		Q1	Q2	Q3	Q4
Out of county placements - There is a projected overspend of around £450,000.00 for children requiring education outside of Cardiff (e.g. SEN)	A working group has been established, in partnership with Children's Services, to review how reliance on out of county placements can be reduced.	R	R		

Key Achievements (Good News and Successes) (Max. five)

Initial view of 2015-16 performance

The provisional results for the 2015-2016 academic year build on the improvements seen last year.

- In the Foundation Phase and Key Stage 2 the rate of improvement over the last four years in Cardiff is greater than across Wales as a whole.
- At Key Stage 4 provisional 2015-16 performance shows improvement in all the main indicators. In the Level 2+ threshold Cardiff's performance rose by 3 ppt, making a 12 ppt improvement over the last three years. Cardiff is above the national average in this indicator.
- At Key Stage 5 the proportion achieving A*-C and A*-E increased. All measures compare favourably with the national averages.

Quarter 2 2016-17 Directorate Performance Report

Directorate: Education and Lifelong Learning

Director: Nick Batchelar

Number Employees (FTE): 586

Cabinet Members: Cllr Merry

Launch of junior apprenticeships programme

The junior apprenticeship programme, in partnership with Cardiff and Vale College, launched in September 2016. 59 Year 10 and 11 learners were offered a place and have been enrolled on one of six pathways: construction, hospitality and catering, automotive, hair and beauty, public services and digital media.

School Organisation Programme

The construction of Eastern High was commenced by Willmott Dixon, with the new £26 million Community Focused School due for completion in December 2017.

Quarter 2 2016-17 Directorate Performance Report

Directorate: Governance & Legal Services

Director: Davina Fiore

Number Employees (FTE): 85

Cabinet Members: Cllr De'Ath

Corporate Plan Priorities

Priority

Performance Indicator	Q2 2016-17	Target 2016-17	Q2 2015-16	Q1 2016-17	Outturn 2015-16	RAG	Source	Commentary

Improvement Objective summary of progress (encapsulating commitment outcomes)

Issues/Mitigating Actions/Next Steps

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Issues:

Mitigating actions:

Next key steps:

Commitments (Part 1 in Delivery Plans)

Q1	Q2	Q3	Q4

Corporate Plan PIs (total)

RAG	Red % (No)	Amber % (No)	Green % (No)	Notes*
Q1	0% (0)	0% (0)	0% (0)	
Q2	0% (0)	0% (0)	0% (0)	
Q3	0% (0)	0% (0)	0% (0)	

Quarter 2 2016-17 Directorate Performance Report

Directorate: Governance & Legal Services

Director: Davina Fiore

Number Employees (FTE): 85

Cabinet Members: Cllr De'Ath

Q4 0% (0) 0% (0) 0% (0)

Progress against Corporate Plan Commitments (Part 1) total: 0

Progress against Directorate Core Business Actions (Part 2) total: 25 (1 RAG ratings outstanding

RAG	Red % (No)	Red/Amber % (No)	Amber/Green % (No)	Green % (No)	RAG	Red % (No)	Red/Amber % (No)	Amber/Green % (No)	Green % (No)
Q1	0% (0)	0% (0)	0% (0)	0% (0)	Q1	0	4% (1)	16% (4)	80% (20)
Q2	0% (0)	0% (0)	0% (0)	0% (0)	Q2	0	16% (4)	12% (3)	68% (17)
Q3	0% (0)	0% (0)	0% (0)	0% (0)	Q3				
Q4	0% (0)	0% (0)	0% (0)	0% (0)	Q4				

Q2 Other Challenges & Achievements

Key Challenges for Directorate (Max. five)		RAG			
Challenge	Mitigating Actions	Q1	Q2	Q3	Q4
1. Compliance with the new Welsh Language Standards. More investigations than anticipated have been undertaken by the Welsh Language Commissioner. Under the new Standards all complaints result in an investigation which is resource intensive as it is a legal process. To date five investigations have been responded to and a further four have been received, with prescriptive templates, formats and timelines for the submission of acknowledgements and information etc.	To date ten complaints in relation to alleged breaches of the standards have been received, including one in relation to Bilingual reception services, which could have major implications for the Authority. The Welsh Language Commissioner's draft decision is to require us rectify the situation within 28 days of receipt of the final decision. The Council are responding to the draft decision. The Bilingual Working Group continues to review the investigations on a quarterly basis and, after each meeting, writes to formal cabinet regarding issues of concern.	R/A	R		
2. Committee services provide a note-taking service for Legal during the Education school admission appeal process, which takes place April – December. The volume of appeals received this year is significant.	The Committee Services team continues to support Legal services whilst the appeals are ongoing; however, the team are carrying out their statutory functions as a priority.	A/G	A/G		
3. (Scrutiny) Supporting Member capacity to deliver Scrutiny given the number of vacancies on Scrutiny Committees.	Working with Chairs and Committee Members to ensure that the scope and scale of committee work programmes for 2016-17 is achievable within existing capacity.	A/G	A/G		

Quarter 2 2016-17 Directorate Performance Report

Directorate: Governance & Legal Services

Director: Davina Fiore

Number Employees (FTE): 85

Cabinet Members: Cllr De'Ath

	Work with Group Whips to seek to manage any further vacancies arising during the year is ongoing.				
4. (Equalities) Securing championship from management to mainstreaming implementation of the Council's Equality Objectives.	Working with Chief Executive and Chief Human Resources Officer to build a number of equalities considerations into the Workforce Strategy OD Programme. Working with Director of Communities, Housing and Customer Services to build some current good practice activity into a case study for how a Directorate can report on its equalities practices. Working with Directorate Business Planning Officers to identify appropriate actions for their Directorate to build into their business reporting arrangements for Quarters 3 and 4.	A/G	A/G		
5. Demand for legal advice continues to exceed capacity, resulting in work being outsourced at cost to the Council.	To rebalance Legal Services work between internal legal service and external providers. The Director of Governance & Legal Services met with Finance and have agreed a way forward in principle.	R	R/A		

Key Achievements (Good News and Successes) (Max. five)

1. The Welsh Language Strategy was published in draft by the required deadline. A consultation period is now being undertaken.
2. A successful bi-election in Plasnewydd was supported, with Councillor Robin Rea (Lib Dem) being elected.
3. Scrutiny Committees have agreed their work programmes for 2016-17
4. The Member Development programme has been agreed.
5. Glamorgan Archives won an International Film Award at the International Council on Archives Congress. Users of Welsh archives were asked to submit a story about their experiences and discoveries as a result of using archives. A selection of these stories were made into films. The film from Glamorgan Archives shows how self-advocacy group Cardiff People First developed a project to help their members tell their stories about Ely Hospital in Cardiff. Glamorgan Archives played a key role in their research, showing them old documents relating to Ely Hospital and the surrounding area, and helping them understand what they all meant. Glamorgan Archives have also been successful in winning a £200,000 grant from the Wellcome Trust to catalogue and conserve National Coal Board records for the area.
6. Legal Services were involved in the project team that was successful in winning an award in the category GO Innovation or Initiative of the Year Award – Local Government and Housing in relation to Social Services procurement.
7. A new Director was successfully recruited and Davina Fiore took up post in September.

Quarter 2 2016-17 Directorate Performance Report

Directorate: Resources

Director: Christine Salter

Number Employees (FTE): 571

Cabinet Members: Cllrs Hinchey, Bale & De'Ath

Corporate Plan Priorities

Priority 2. Supporting Vulnerable People / Improvement Objective: 2.1 People at risk in Cardiff are safeguarded

Performance Indicator	Q2 2016-17	Target 2016-17	Q2 2015-16	Q1 2016-17	Outturn 2015-16	RAG	Source	Commentary
Number of children participating in the Challenging Extremism module	460	1,000	N/A	N/A	N/A	R	CP	At Quarter 2 460 students have enrolled on the Challenging Extremism module for 2016-17, this is expected to increase as further training is rolled out.

Improvement Objective summary of progress (encapsulating commitment outcomes)

The “Challenging Extremism” module is an optional module as part of the Welsh Baccalaureate and can be delivered across Years 10 and 11. Five schools in Cardiff have opted to study the programme, with Cathays High and Michaelston Schools having both been assessed and passed the first year by WJEC. Cardiff High has entered 460 students for 2016-17 and there is potential for further schools to come online throughout the year. The work undertaken through this module aims to minimise the risk of young people being radicalised and therefore contributes to safeguarding vulnerable people.

Issues/Mitigating Actions/Next Steps

The Challenging Extremism module is an optional module and relies on schools having staff appropriately trained to deliver the module. Training is offered to all schools, however, to enable staff to attend, lesson cover needs to be provided, which incurs a cost; this could possibly impact on the numbers of schools accessing the programme. The Prevent team are working with schools to find potential slots to carry out training.

Commitments (Part 1 in Delivery Plans)

Introduce and deliver within the school curriculum a WJEC accredited “Challenging Extremism” module to raise awareness and prevent radicalisation

Q1 Q2 Q3 Q4

G A/G

Quarter 2 2016-17 Directorate Performance Report

Directorate: Resources

Director: Christine Salter

Number Employees (FTE): 571

Cabinet Members: Cllrs Hinchey, Bale & De'Ath

Corporate Plan Priorities

Priority 4. Working together to transform services / Improvement Objective: 4.1. Communities and partners are actively involved in the design, delivery and improvement of highly-valued services , 4.2 The City of Cardiff Council has effective governance arrangements and improves performance in key areas

Performance Indicator	Q2 2016-17	Target 2016-17	Q2 2015-16	Q1 2016-17	Outturn 2015-16	RAG	Source	Commentary
The percentage of middle managers at Grade 7 and below to complete the Cardiff Managers Programme	43%	50%	N/A	N/A	91%	R	CP	43% (147 of a potential cohort of 338) of line managers are currently enrolled on phase 2 of the programme. This indicator is measured annually so therefore the Quarter 2 figure is indicative and expected to increase as more courses are advertised and booked.
The percentage of council tax due for the financial year which was received by the Authority	54.30%	97% (28.23% Q1)	54.60%	28.13%	97.28%	A	DDP	The Quarter 2 result is 0.3% below the result for Quarter 2 2015-16, this equates to approx. £100,000. The collection rate is being monitored carefully and there is a continuing emphasis on prompt reminders being sent and bills being issued early.
NNDR Collections – non-domestic rates received during the year, net of refunds	56.51%	96.5% (32.21% Q1)	56.89%	31.45%	96.08%	A	DDP	The Quarter 2 result is 0.38% down on the same quarter for 2015-16 despite a considerable payment being received from a significant debtor.
Reliability of top 10 ICT applications	100%	99.90%	99.99%	99.98%	99.99%	G	DDP	The top 10 applications (as defined by SOCITM) includes services such as CRM, DigiGov, Email, HR/Finance/Payroll (SAP), Intranet/Internet, Planning, Revenues & Benefits, Housing System, Social Care (Care First) and the Website.

Quarter 2 2016-17 Directorate Performance Report

Directorate: Resources Director: Christine Salter Number Employees (FTE): 571 Cabinet Members: Cllrs Hinchey, Bale & De'Ath

Internal Customer Satisfaction of ICT services	89.74%	90%	88.25%	91.42%	88.83%	A	DDP	The total number of calls raised was 11,924 and 1,302 surveys were returned. ICT has changed the service desk software system that records the calls and it is hoped that the response to surveys increases due to a more intuitive system. From the Quarter 2 results, data shows that satisfaction is marginally down on "operator response".
Performance Indicator	Q2 2016-17	Target 2016-17	Q2 2015-16	Q1 2016-17	Outturn 2015-16	RAG	Source	Commentary
Percentage of information requests meeting the statutory deadline - Freedom of Information	90.10%	85%	82.21%	84.83%	80.14%	G	DDP	Compliance with requests has significantly increased since streamlining the FOI multifunction requests processes. In line with the Corporate Assessment objectives further options are being finalised during quarter 3 for handling requests still managed by directorates in alternative ways to potentially further improve the Council's overall compliance.
Percentage of information requests meeting the statutory deadline - Data Protection Act	99.21%	85%	91.37%	92.38%	91.06%	G	DDP	Compliance with requests has increased since reviewing of processes for handling Subject Access Requests during quarter 2. This has including moving the SAR processes into SharePoint which has reduced handling time

Priority 4. Working together to transform services / Improvement Objective: 4.1. Communities and partners are actively involved in the design, delivery and improvement of highly-valued services

Improvement Objective summary of progress (encapsulating commitment outcomes)

Issues/Mitigating Actions/Next Steps

Implementation of Customer Relationship Management (CRM)

Ongoing system performance issues persist which is affecting the roll out of both phase 1 and the development of

The ongoing performance issues are impacting the customer experience with the CRM. The SAP Global

Quarter 2 2016-17 Directorate Performance Report

Directorate: Resources	Director: Christine Salter	Number Employees (FTE): 571	Cabinet Members: Cllrs Hinchey, Bale & De'Ath
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future phases.	Escalation team have been engaged to understand and resolve these issues and an informed way forward will be known in Quarter 3.
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Priority 4. Working together to transform services / Improvement Objective: 4.2 The City of Cardiff Council has effective governance arrangements and improves performance in key areas

Improvement Objective summary of progress (encapsulating commitment outcomes)

Significant work is being undertaken to ensure that the Council has effective governance arrangements and improves performance.

The development of the Performance Management Strategy is ongoing and builds on the outputs and work from the 3 projects within the Performance & Governance Programme. The timelines of these projects extend into 2017-18; therefore we continue to make additions to the strategy as the projects and Performance Management Strategy develop. Significant outputs of the 3 projects are a new reporting framework, which continues to develop, an automated and consistent rating for performance indicators and a self-assessment process that aids the Corporate Plan development process and the Directorate Delivery Plan development process.

The PPDR scheme has been reviewed and initial presentations have been given at Works Council and scheduled for SMT. PPDR Focus Group discussions have been completed and the feedback has been collated in a report. In Quarter 3 the staff focus groups will be revisited with the draft proposals so further consultation can be carried out.

In respect of the strategy for temporary, casual and agency workforce, a paper has been drafted which will be taken to SMT in Quarter 3. The paper includes a section on processes for providing work placement opportunities within the Council to young people as well as those looking to re-enter employment.

Issues/Mitigating Actions/Next Steps

The corporate sickness figure remains high with the annual figure forecasting at 10.38 FTE days lost (Q2 actual figure is 4.72 FTE days lost). The Chief Executive, Councillor Hinchey and Chief HR Officer have been meeting with relevant Senior Managers to discuss sickness issues in those areas where rates are particularly high to ensure there is corporate visibility of any underlying issues.

HRPS are developing manager refresher training on the Attendance & Wellbeing Policy. This will include using case studies, skills based, face to face and video examples. Work is also being undertaken with managers on long term sickness and phased returns.

Commitments (Part 1 in Delivery Plans)

	Q1	Q2	Q3	Q4
Implement phases 2 and 3 of the Customer Relationship Management (CRM) model by March 2018 to enable Customers to access services through their preferred way and gain a single view of a customer across the organisation and a standard way of processing customers	R/A	R/A		
Further embed performance management tools consistently across the Council to ensure continuing performance improvement in key areas by 2017	R/A	A/G		
Further reduce sickness absence by March 2017 through continued monitoring, compliance and support for employees and managers	R/A	R/A		

Quarter 2 2016-17 Directorate Performance Report

Directorate: Resources

Director: Christine Salter

Number Employees (FTE): 571

Cabinet Members: Cllrs Hinchey, Bale & De'Ath

Further improve completion rates, quality and consistency of personal performance and development reviews (PPDR) by March 2017 through continued provision of support and training for employees and managers

G G

Develop a strategy for the temporary, casual and agency workforce taking account of social inclusion and youth engagement by March 2017

G A/G

Corporate Plan PIs (total - 8)

RAG	Red % (No)	Amber % (No)	Green % (No)	Notes*
Q1	0% (0)	43% (3)	57% (4)	No Corporate Plan indicators were included in the Quarter 1 report as data was not available to give indicative figures.
Q2	25% (2)	37.5% (3)	37.5% (3)	Both Corporate Plan indicators included are indicative figures rather than quarterly results and are expected to change throughout the year as work progresses. All other Corporate Plan indicators are reported annually.
Q3				
Q4				

Progress against Corporate Plan Commitments (Part 1) total: 6

RAG	Red	Red/Amber	Amber/Green	Green
Q1	0	50% (3)	0	50% (3)
Q2	0	33% (2)	50% (3)	17% (1)
Q3				
Q4				

Progress against Directorate Core Business Actions (Part 2) total: e.g. 45

RAG	Red	Red/Amber	Amber/Green	Green
Q1	41.6% (2)	20.83% (10)	0	68.75% (33)
Q2	4% (2)	4% (2)	20% (9)	71% (32)
Q3				
Q4				

Quarter 2 2016-17 Directorate Performance Report

Directorate: Resources

Director: Christine Salter

Number Employees (FTE): 571

Cabinet Members: Cllrs Hinchey, Bale & De'Ath

Q2 Other Challenges & Achievements

Key Challenges for Directorate – other than noted above (Max. five)		RAG			
Challenge	Mitigating Actions	Q1	Q2	Q3	Q4
<p><u>SLAs with Schools</u> There has been a very positive response from Schools to take up HRPS SLA, all Primary and Special Schools have signed up to the SLA and all but two High Schools.</p> <p>ICT continues to have issues with Schools opting out of certain services being provided by ICT. However, when Schools are experiencing issues with their chosen supplier, Schools are requesting ICT to resolve the problem with a service that they are not paying ICT for. ICT are responding to some of these requests to enable Schools to have services back online, however, there is a cost and time implication to this.</p>	ICT is considering whether the ICT SLA needs to be amended to make it more explicit to reflect that where Schools are opting out of ICT service provision and choosing alternative providers, that ICT are not responsible for maintaining/fixing services.	R/A	R/A		
<p><u>Digitalisation Strategy and delivery of Projects within the ODP</u> There still remains an issue with ability to deliver technology changes at the pace required due to the ability to recruit appropriately skilled staff along with the sheer scale/appetite for change. This is also being affected by a number of vacancies across ODP and EA.</p>	The vacant OM1 post for EA has been advertised along with an Enterprise Architect post. Further adverts have been placed for three application developers and there are ongoing discussions with UoSW in respect of exploring options for using student/gap year/year in industry/placements.	R/A	R/A		
Key Achievements (Good News and Successes) (Max. five)					
The Emergency Management Unit and the Communications Team contributed to the successful delivery of the Football Euros fanzones and the Wales Football Team homecoming, which were organised in a matter of days and included bi-lingual live tweets from the zones on the Wales Team's progress and success.					
Resources have made a significant contribution to the work of the Leisure ADM, on which Cabinet has made a decision for GLL to run the leisure services in Cardiff.					
The LATC (Local Authority Trading Company) was approved by Cabinet early in the Quarter. The company has now been established and registered with Companies House.					

Quarter 2 2016-17 Directorate Performance Report

Directorate: Social Services

Director: Tony Young

Number Employees (FTE): 900

Cabinet Members: Cllrs Lent & Elsmore

Corporate Plan Priorities

Priority 1. Better education and skills for all / Improvement Objective: **1.2. Looked after children in Cardiff achieve their potential**

Performance Indicator	Q2 2016-17	Target 2016-17	Q2 2015-16	Q1 2016-17	Outturn 2015-16	RAG	Source	Commentary
Measure 26 - % of looked after children returned home from care during the year	6.2%	Baseline	N/A	N/A	N/A		CP	Result for Quarter 1 2016-17 was 3.2%. Of the 839 children who have been looked after during the year to date, 52 have returned home. No RAG rating has been applied as 2016-17 is the first year that this PI has been reported. A baseline will be established during the year to inform target setting for 2017-18.

Improvement Objective summary of progress (encapsulating commitment outcomes)

Corporate Parenting Strategy – Feedback from looked after children and young people includes a high level of satisfaction with the support they receive, but notes some concerns in relation to housing, social work / personal adviser support and finance. Admission to the looked after system has been avoided for children from 157 families by the preventative initiative Family Group Conferences (FGC). The number of children supported by the Looked After Children traineeship scheme is currently six, with an additional six apprentices within the Council. In September alone, Children’s Services endorsed 27 adoption recommendations which will lead to significantly better outcomes for infants and substantial savings over the longer term.

Issues/Mitigating Actions/Next Steps

Issues: Delay in launch of Corporate Parenting Strategy, although the delay will not have an impact on work to improve services to looked after children as this will continue as business as usual. Appropriate and timely use of FGC.

Mitigating actions: Set date for launch of Corporate Parenting Strategy.
FGC information sharing / awareness raising sessions happen as a matter of routine.

Next key steps: FGC Co-ordinators to be invited to team meetings.

Commitments (Part 1 in Delivery Plans)

Embed key elements of the Corporate Parenting Strategy in collaboration with partners by March 2017.

Q1	Q2	Q3	Q4
G	G		

Quarter 2 2016-17 Directorate Performance Report

Directorate: Social Services

Director: Tony Young

Number Employees (FTE): 900

Cabinet Members: Cllrs Lent & Elsmore

Corporate Plan Priorities

Priority 2. Supporting vulnerable people/ Improvement Objective: **2.1 People at risk in Cardiff are safeguarded**

Performance Indicator	Q2 2016-17	Target 2016-17	Q2 2015-16	Q1 2016-17	Outturn 2015-16	RAG	Source	Commentary
Staff 1 - % of social work vacancies in all teams	24.8%	18%	21.4%	22.9%	22.2%	R	CP	Work to refresh adverts completed. Use of the Council's social media platforms to accelerate recruitment activity has had a positive impact with 12 offers of appointment in July and August with anticipated start dates in Quarter 3. Development of the 'pool' of additional social workers is to be accelerated once all vacancies have been filled. Report to extend the notice period of social work staff and managers has been prepared. In relation to retention, work on the remodelling of services and the implementation of the Workforce Strategy as identified in Quarter 1 is ongoing and will continue through Quarters 3 and 4.
Measure 25 - % of children supported to remain living within their family	57.3%	Baseline	N/A	N/A	N/A		CP	Result for Quarter 1 2016-17 was 59.0%. Of the 1,643 children with a Care & Support Plan at 30.09.16; 942 were being supported to live at home (i.e. were not being looked after). No RAG rating has been applied as 2016-17 is the first year that this PI has been reported. A baseline will be established during the year to inform target setting for 2017-18.
Measure 18 - % of adult protection enquiries completed within 7 working days	97.6%	Baseline	N/A	N/A	N/A		CP	Result for Quarter 1 2016-17 was 97%. Of the 250 enquiries during Quarter 2, 244 were completed within 7 working days. No RAG rating has been applied as 2016-17 is the first year that this PI has been reported. A baseline will be established during the year to inform target setting for 2017-18.

Improvement Objective summary of progress (encapsulating commitment outcomes)

Issues/Mitigating Actions/Next Steps

Training in relation to the Social Services & Well-being (Wales) Act 2014 (SSWB) is ongoing – both in-house and with the third sector. Further in-house training is

Issues: Opportunities for SSWB Act training sessions for elected members not taken up. Need to ensure action is taking place at Welsh Government level to support the

Quarter 2 2016-17 Directorate Performance Report

Directorate: Social Services

Director: Tony Young

Number Employees (FTE): 900

Cabinet Members: Cllrs Lent & Elsmore

planned for social workers and managers to support outcome-focused practice. The Prevent Strategy (part of the Government's counter-terrorism strategy, CONTEST) is being implemented via a Cardiff Delivery / Action Plan and discussions commenced regarding governance for Prevent to sit within Social Services. The Children's Services social worker recruitment campaign has been refreshed and 12 offers of appointments were made in July and August. The Multi Agency Safeguarding Hub (MASH) is now fully operational. Early evidence suggests that our response to safeguarding children and adults is improving. The Cardiff City Wide Dementia Friendly Community Action Plan has been agreed and implemented.

implementation of the National Child Sexual Exploitation (CSE) Plan. Lack of capacity to concentrate specifically on recruitment and retention.

Mitigating actions: Elected members offered e-learning training via the Care Council website.
Meet with Welsh Government to offer support to undertake CSE work.
Home Office peer review pilot including Assistant Director, Children's Services as a reviewer in order to test and support local authority Prevent Strategies and action plans to ensure the Prevent duty is being met.
Join-up between Home Office, Welsh Government and Local Authority in relation to the Cardiff Prevent Plan.
Cardiff Counter-Terrorism Local Profile (CTLP) and CONTEST Board in place.
Representatives from Adult Services to attend relevant Neighbourhood Partnership sub-groups to drive forward the City Wide Dementia Friendly Community Plan.

Next key steps: Further training for social workers to promote outcome-focused practice. Training needs analysis to identify gaps following implementation of SSWB Act. Social Services ownership of Prevent within existing safeguarding structures. Links between Cardiff Prevent and Regional Safeguarding Children Board to be strengthened.
Work on remodelling of services and implementation of Workforce Strategy. Dementia Friends / Champion training to be rolled out further across the Council.

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Commitments (Part 1 in Delivery Plans)	Q1	Q2
Improve the system for protecting children from significant harm by implementing new Multi Agency Safeguarding Hub (MASH) arrangements for managing referrals by June 2016	G	G
Improve the recruitment and retention of children's social workers, ensuring the Council achieves and maintains a vacancy rate for children's social workers below 18% by March 2017	A/G	R/A
Implement key elements of the Cardiff Child Sexual Exploitation Strategy in collaboration with partners by March 2017	G	G
Work to make Cardiff a recognised Dementia Friendly City by March 2018	G	G
Complete roll out of the second phase of a specialist training programme regarding the Social Services and Well-being (Wales) Act 2014	G	G

Quarter 2 2016-17 Directorate Performance Report

Directorate: Social Services

Director: Tony Young

Number Employees (FTE): 900

Cabinet Members: Cllrs Lent & Elsmore

Corporate Plan Priorities

Priority 2. Supporting vulnerable people / Improvement Objective: 2.3. People in Cardiff are supported to live independently

Performance Indicator	Q2 2016-17	Target 2016-17	Q2 2015-16	Q1 2016-17	Outturn 2015-16	RAG	Source	Commentary
Measure 19 - The rate of delayed transfers of care for social care reasons per 1,000 population aged 75 or over	2.72 *	4.29	5.82	1.78	11.18	G	CP	Cumulative indicator. * Partial result for July & August; September will be published end of October by WG. For actions / update please see section 2.3 People in Cardiff supported to live at independently.
SCA025 - The total number of adults in need of care and support using the Direct Payment Scheme	658	682	N/A	633	N/A	A	CP	Cumulative indicator. For actions / update please see section 2.3 People in Cardiff supported to live at independently.
SCA018a - % of eligible adults who are caring for adults that were offered a Carers Assessment during the year	47.4	45	49.7	30.6	76.8	G	CP	Number of offers – 1,515 out of 3,198 carers. Total number of completed Carers Assessments during Quarter 1 & Quarter 2 was 361. For actions / update please see section 2.3 People in Cardiff supported to live independently.

Improvement Objective summary of progress (encapsulating commitment outcomes)

Issues/Mitigating Actions/Next Steps

The Intermediate Care Fund (ICF) bid for Children with Complex Needs and Adults with Learning

Issues: Recruitment to the two transition worker posts.

Quarter 2 2016-17 Directorate Performance Report

Directorate: Social Services

Director: Tony Young

Number Employees (FTE): 900

Cabinet Members: Cllrs Lent & Elsmore

Disabilities project commenced to facilitate stronger links between Adult Learning Disabilities and the Child Health & Disability team. Implementation of the ICF is continuing, including supporting early intervention and prevention, accommodation solutions, first point of contact and single point of access, integrated discharge teams, discharge to assess models, integrated autism service and a joint service for learning disabilities and complex needs.

In relation to Delayed Transfers of Care (DToC), a Home First high level action plan has been developed and agreed with partners. The plan is intended to provide a strategic overview of the work that is underway to reduce DToC and improve the overall care of citizens who require care and support. The Cardiff and Vale of Glamorgan Integrated Health and Social Care (IHSC) Partnership Board reported that Delayed Transfers of Care (DToC) numbers increased in August to 82, a 1% increase in month. This is 15% lower than the same period last year when reported DToCs were 97. Reported numbers for Cardiff decreased by 5 in comparison to the previous month. No requests have been made by the Minister to amend data retrospectively following the submission date, which signifies a positive indication of the effectiveness of the validation process.

The current model of Direct Payment has been reviewed and the process analysed and updated. Systems have been implemented to improve processes between the incumbent provider and the Council. There were 658 service users on the Direct Payment scheme during Quarter 2, with 65 people working towards the scheme recorded in the Providers database. During Quarter 2, 36 started Direct Payments and 32 ceased (of which, the main reasons were deceased and care home / respite admission).

In relation to Carers Assessments, due to the success of the project, recommendations to expand the team and make the posts permanent were included and agreed. Work has begun to implement the recommendations and the recruitment of four permanent Carers Assessment Workers (CAWs) commenced. For the year to date, 47.4% of carers were offered Carers Assessments (1,515 offers for 3,198 carers), against the quarterly target of 45% and annual target of 90%. The number of completed Carers Assessments for the year to date is 361.

Slippage in ICF expenditure due to recruitment difficulties and associated delay in impact until staff are in post.

Extension to incumbent Direct Payment provider contract necessary to ensure that appropriate arrangements are in place while new models are explored.

Monitoring recruitment process and ensuring budget is in place to ensure Carers Assessments posts can be made permanent.

Mitigating actions: Recruitment period for ICF transition posts to be extended from 6 to 12 months, to increase potential applications and impact / effectiveness of these roles on the transition process.

Recruitment is underway in relation to the establishment of new or expanded services.

Officer Decision Report completed with a direct award to the incumbent Direct Payment provider. Contract issued until 31st March 2017.

Monitoring the percentage of eligible adult carers who are caring for adults that were offered a Carers Assessment during the year.

Next key steps: Meetings with Education to discuss transition and closer working with Adult Services / schools and the implications of the Additional Learning Needs (ALN) and Education Tribunal (Wales) Bill. IHSC for Cardiff and the Vale of Glamorgan to meet with Deputy Director, Partnership & Co-operation, Division Health and Social Services Group, Welsh Government to discuss the detail of the IHSC's DToC Action Plans and its wider partnership working arrangements. New Direct Payment models being developed, along with an action plan to inform an options appraisal paper.

Induction and training of the two new CAW posts. A further two posts are currently being recruited to. A pressure bid has been submitted to enhance the team further from four CAWs to six. We are awaiting confirmation if this has been successful.

Quarter 2 2016-17 Directorate Performance Report

Directorate: Social Services	Director: Tony Young	Number Employees (FTE): 900	Cabinet Members: Cllrs Lent & Elsmore
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Commitments (Part 1 in Delivery Plans)	Q1	Q2	Q3	Q4
Improve the effectiveness of transitional support for disabled and vulnerable children approaching adulthood	G	A/G		
Explore with the University Health Board (UHB) the feasibility of an integrated model for the management and delivery of health and social care services in adult social care	G	G		
Work with our health partners to reduce the total number of Cardiff residents who experience a Delayed Transfer of Care (DToC) from hospital by 2017	R/A	G		
Continue to increase the uptake of Direct Payments as an alternative to direct provision of care for Cardiff adult residents with care and support needs in line with the Social Services and Well-being (Wales) Act by 2017	R/A	A/G		
Offer a Carers Assessment to all eligible adult carers who are caring for adults	G	G		

Corporate Plan PIs (total)

RAG	Red % (No)	Amber % (No)	Green % (No)	Notes*
Q1	14.3% (1)	14.3% (1)	28.6% (2)	RAG not included for 3 PIs (42.8%) which are in a baseline year
Q2	14.3% (1)	14.3% (1)	28.6% (2)	RAG not included for 3 PIs (42.8%) which are in a baseline year
Q3				
Q4				

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Progress against Corporate Plan Commitments (Part 1) total: 11 – Joint 2, Children’s 4, Adults’ 5					Progress against Directorate Core Business Actions (Part 2) total: 25 – Joint 13, Children’s 5, Adults’ 6				
RAG	Red	Red/Amber	Amber/Green	Green	RAG	Red	Red/Amber	Amber/Green	Green
Q1	0% (0)	18% (2)	9% (1)	73% (8)	Q1	4% (1)	0% (0)	8% (2)	88% (22)
Q2	0% (0)	9% (1)	18% (2)	73% (8)	Q2	4% (1)	0% (0)	28% (7)	68% (17)
Q3					Q3				
Q4					Q4				

Q2 Other Challenges & Achievements

Key Challenges for Directorate – other than noted above (Max. five)	Mitigating Actions	RAG			
		Q1	Q2	Q3	Q4
Directorate Budget - The Directorate showed a combined overspend of £5.221m as at Month 5. Within this figure, overspends of £2.766m are reported for Children’s Services and £2.455m for Adults’ Services. The projected overspend reflects the impact of	The Director has prepared growth and pressure proposals to support achievement of savings and to mitigate inescapable demand pressures.	R	R		

Quarter 2 2016-17 Directorate Performance Report

Directorate: Social Services

Director: Tony Young

Number Employees (FTE): 900

Cabinet Members: Cllrs Lent & Elsmore

<p>continuing demographic pressures on Adults' and Children's Services, notably increased demand for domiciliary care for older people and an increase in the number of external fostering placements for children. The overspend also reflects inflationary pressures in Adults' Services, particularly in relation to the commissioned cost of a nursing bed. There is also additional pressure on the budgets for older people domiciliary and nursing care. A number of preventative measures in relation to early help have been introduced in Children's Services and there has been a continued focus on returning children placed in high cost out-of-area placements to Cardiff that has successfully achieved savings in excess of £700,000. In spite of this however, within Children's Services, there is a significant shortfall (£1.4m) against the £3.5m savings target set for the service as part of the 2016-17 budget. The overspend in Adults' Services also reflects projected shortfalls (£1.4m) against the £5.1m of budgeted savings relating to 2016-17 and previous years.</p>	<p>The Director is preparing a 5-10 year integrated Social Services and financial plan. Meeting held with Assistant Director of Adults' Services and Head of Finance to develop a 5 year financial strategy. The first stage will be to review all current financial data held within Adults' Services to help predict demand.</p>				
<p>Fragility of the domiciliary and nursing care home market – There are general care capacity issues across Cardiff. There is also a shortage of paid carers in Cardiff. To address this and encourage more people to apply for carer roles in the private and public sector, an awareness campaign is required to promote the benefits of working in the social care profession.</p>	<p>A number of engagement sessions have taken place inside and outside Cardiff during Quarter 2 with Care Providers to encourage growth in the Cardiff market. A Project Plan and Communication & Media Activity Programme Plan have been agreed and finalised for the 'Be a Carer Campaign' (October 2016 to March 2017) that will be officially launched in Cardiff in October. A further domiciliary care workshop is planned that will be facilitated by an organisation that specialises in tendering support and procurement services. The workshop is aimed at providers of domiciliary care services around business development and increasing competitiveness.</p>	G	G		
<p>Sickness - Senior and Operational Managers from Adults' Services met with the Chief Executive and Councillor Hinchey regarding sickness within the Directorates. The particular challenges currently facing Direct Services were discussed, namely the risk of contracting diarrhoea and vomiting (D&V) due to the delivery of personal care to vulnerable groups by Home and Day Care services. The Operational Manager (OM) for the service recently clarified the position with Public Health and its policy stipulates that employees must be off for 72 hours following D&V. The OM has sought advice from Public Health and as a result Adults' Services will be developing a local policy to ensure that the Council adheres to the Public Health guidance for staff with D&V.</p>	<p>Directorate's Health & Safety Advisor has been training Social Services line managers to undertake Stress Risk Assessments (SRA) both on a one-to-one and group basis. Five managers have undertaken one-to-one training where there has been a requirement for a risk assessment to be made for an individual member of staff. An SRA overview session was given to the Officer Working Group. Some of the managers were happy to undertake assessments with their teams following this,</p>	R	R		

Quarter 2 2016-17 Directorate Performance Report

Directorate: Social Services	Director: Tony Young	Number Employees (FTE): 900	Cabinet Members: Cllrs Lent & Elsmore
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	and others stated that they would prefer the Health & Safety Advisor facilitate this for them. Dedicated Case Worker from Human Resources for Direct Services (HR) automatically allocated Long Term Sick cases after four weeks' absence and immediately in stress cases. HR Case Worker offers support and advice for long term sickness cases to managers, to ensure compliance with the Attendance & Wellbeing Policy. Work is underway to identify opportunities to mitigate issues concerning back problems and other areas of growth.				
Social Services & Well-being (Wales) Act 2014 – Work commenced on the national survey element of the new Social Services Performance Measures with work on the qualitative service user survey across Adults' and Children's Services being undertaken. Over 1,000 users of Adults' Services, selected using random sampling, will be sent the relevant standard Welsh Government questionnaire in October 2016, which will gather qualitative performance data relating to our care and support planning. For Children's Services, over 2,000 questionnaires will be sent out to children over the age of 7 and their parents. The surveys have taken a lot of capacity which has impacted on other areas of core business for the performance team. There is also a financial cost to undertaking the surveys (e.g. postage) as well as the additional costs in relation to officer time.	A regional coordinator for Sustainable Social Services has been appointed to coordinate and support the implementation of the Act. There is a robust plan in place for the surveys to be undertaken and Adults' and Children's Services performance staff are working collaboratively where it is appropriate to do so to eliminate duplication of effort in respect of certain elements of the process. A pressure bid was submitted during Quarter 2 to address the additional capacity required by the Act and to support this process fully. The Directorate is awaiting a decision.	G	G		

Key Achievements (Good News and Successes) (Max. five)

Delayed Transfer of Care (DToc) – Performance Indicator was ragged green for both Quarter 1 and for the partial result for Quarter 2. A recent benchmarking report has identified a 47% reduction in Delayed Transfers of Care for Social Care Reasons when comparing April to August 2015-16 with April to August 2016-17. Cardiff's ranking among the 22 Welsh Local Authorities has improved from 22 in 2015-16 to 17 in the July - August 2016 period. A Review of Delayed Transfers of Care - Cardiff and Vale Health and Social Care Community, issued September 2016 by the Wales Audit Office, concluded that 'partners are working well together to manage DToc, whilst realising their plans for a whole systems model'.

Cardiff Council Homecare Service – Community Resource Teams (CRTs) - Care and Social Services Inspectorate Wales Care (CSSIW) Standards Act 2000 Inspection Report published. The inspection concluded that 'The service works well with the local Health board and joint assessments are common practice. People using the service were very complimentary of the service provided and the knowledge of care staff. No non-compliance notices were issued at this inspection and we did not identify any areas for improvement'.

Local Government Performance - Presentation by Head of Performance & Partnerships at the Policy Review & Performance Scrutiny Committee (PRAP) reported that Social Services in Cardiff was the most improved in Wales in relation to the National Strategic Indicators and Public Accountability Measures.

Performance RAG Status Matrix for Corporate Commitments

CONSEQUENCES				
LIKELIHOOD	A1	A2	A3	A4
	B1	B2	B3	B4
	C1	C2	C3	C4
	D1	D2	D3	D4

LIKELIHOOD	CONSEQUENCES
A = Very Likely	1 = Major
B = Likely	2 = Significant
C = Unlikely	3 = Moderate
D = Very Low	4 = Minor

RAG DEFINITION
<p>Significant issues. Commitment will not be achieved, or requires immediate action required to address. Issue to be raised with the Performance Support Board/SMT and Emphasis should be given on including in Performance Reports.</p>
<p>Moderate issues. Management action required to bring matters back on track. Issue either requires a corporate response to address or can be managed within the Directorate but issues needs to be raised with the Performance Support Group/SMT. Emphasis should be given on including in Performance Reports.</p>
<p>Some Issues. Delivery of the commitment is either delayed, or will not achieve the all the desired outcomes. Issues can be managed with the Directorate and does not require escalation.</p>
<p>On target – Commitment is on course to be delivered on time, on budget and to achieve the desired outcome.</p>

Performance RAG Status Matrix for Performance Indicators

The RAG definitions are based on an automated mathematical formula*:

RAG DEFINITION
Red - any indicator which is 10% or greater off target
Amber - any indicator 0.1% - 10% off target
Green - any indicator hitting target or above

NB. There are some exceptions to this where Welsh Government have mandated a threshold/RAG system and these would be exempt from the automated RAG process

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diff make the difference

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



City of Cardiff Council

IMPROVEMENT REPORT SUMMARY 2015-16

This document contains a summary of our performance for the year 2015-16

If you would like to read the full report please visit our website
www.cardiff.gov.uk

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

In 2015 Cardiff was voted the **3rd best Capital City to live** in Europe and we have a population of 344,300 people

We are the **3rd most improved Local Authority in Wales** in relation to the performance of our National Indicators

We saw improvement in **67.5%** of our National Indicators compared to 42.9% in 2014-15

90% of our Ask Cardiff Survey respondents said they are satisfied with Cardiff as a place to live

69.3% of our Ask Cardiff Survey respondents are happy with the services the Council provides

In our 2015-17 Corporate Plan we set out 4 Priorities and 11 Improvement Objectives

A summary of our performance for 2015-16 is detailed below:



make the difference



City of Cardiff Council

EDUCATION AND SKILLS FOR ALL

Here we focussed on 3 Improvement Objectives

- Every Cardiff school is a good school where learners achieve well
- Looked After Children in Cardiff achieve their potential
- Adult Learners achieve their potential



None of our pupils in Local Authority Care left school without a qualification compared to 6.3% in the previous year. We are ranked **1st across Wales** and the Wales Average is 0.5%

The % of young people aged 16+ in Care who obtained 5 or more GCSEs at grade A* to C improved to **11%** compared to 9% in 2014-15

Our Personal Education Plan and Looked After Children Traineeship Scheme were highlighted by ESTYN as two areas of good practice. **31 young people gained work experience**

59.3% of our pupils achieved a GCSE A*-C in English or Welsh and Maths compared to 54.04% in 2014-15. This places us above the Wales Average of 58.3% and we are ranked 10th across Wales

Attendance in our Primary Schools improved to **95.5%** compared to 94.9% in 2014-15. The Wales Average is 95% and we are ranked 5th across Wales

We maintained our performance of **93.9%** in attendance at our Secondary Schools and we are ranked **11th** across Wales. The Wales Average is 93.9%

Our Adult Community Learning Service delivered **487** courses to priority learners in Communities First areas, compared to 292 in 2014-15

98% of our Into Work Service users reported feeling better able to enter employment as a result of the training they had received, an increase of 18% when compared to last year

The council has assessed itself as making (good/satisfactory) progress

Progress against our Improvement Objectives	Good Progress	Satisfactory Progress	Unsatisfactory Progress
Every Cardiff School is a good school where learners achieve well		✓	
Looked After Children in Cardiff achieve their full potential		✓	
Adult Learners achieve their potential	✓		



make the difference



City of Cardiff Council

SUPPORTING VULNERABLE PEOPLE

Here we focussed on 3 Improvement Objectives

- People at risk in Cardiff are Safeguarded
- People in Cardiff have access to good quality housing
- People in Cardiff are supported to live independently



We helped **713** tenants transfer or exchange their property as a result of Welfare Reform

We made **2262** offers of Social Housing to those affected by Welfare Reform

76.1% of our tenants reported they are happy with Cardiff Council as their landlord, and **86.6%** are satisfied with the condition of their property

615 adults were using our Direct Payments scheme compared to 550 in 2014-15

We launched the First Point of Contact (FPOC) and **1052** cases were resolved at FPOC where alternative outcomes for independent living were identified to allow people to remain in their own homes

It took us an average of **247** calendar days to deliver a Disabled Facilities Grant, compared to 197 calendar days in 2014-15. The Wales Average is 241 and we are ranked **13th across Wales**

The council has assessed itself as making (good/satisfactory) progress

Progress against our Improvement Objectives	Good Progress	Satisfactory Progress	Unsatisfactory Progress
People at risk in Cardiff are safeguarded	✓		
People in Cardiff have access to good quality housing.	✓		
People in Cardiff are supported to live independently		✓	



make the difference



City of Cardiff Council

SUSTAINABLE ECONOMIC DEVELOPMENT

Here we focussed on 2 Improvement Objectives

- Cardiff has more employment opportunities and higher value jobs
- Cardiff has a high quality city environment that includes attractive public spaces and good supporting transport infrastructure



We supported **415** businesses financially or otherwise compared to 351 in 2014-15

There were **4304** new and safeguarded jobs in businesses supported by us compared to 2395 in 2014-15

There were **20.5 million visitors to Cardiff** a 5% increase compared to 2014-15. The economic impact of tourism was **£20 billion** an increase of 6.8% compared to 2014-15

13,881 jobs were supported by tourism spend, an 8.3% increase compared to 2014-15

We maintained the Green Flag status of nine of our parks and green spaces and **87.2%** of our respondents in the Ask Cardiff survey reported being satisfied with parks and open spaces in Cardiff

We have achieved a **6%** year-on-year reduction in carbon emissions from the Council's estate which supports our carbon reduction commitment

The council has assessed itself as making (good/satisfactory) progress

Progress against our Improvement Objectives	Good Progress	Satisfactory Progress	Unsatisfactory Progress
Cardiff has more employment opportunities and higher value jobs	✓		
Cardiff has a high quality city environment that includes attractive public spaces and good supporting transport infrastructure		✓	



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City of Cardiff Council

**WORKING TOGETHER
TO DESIGN, DELIVER
& IMPROVE SERVICES**



Here we focussed on 3 Improvement Objectives

- Communities and Partners are actively involved in the design, delivery and improvement of highly valued services
- The City of Cardiff Council has effective governance arrangements and improves performance in key areas
- The City of Cardiff Council makes use of fewer, but better, buildings

Page 99

58% of Cardiff's waste was recycled compared to 53% in 2014-15. The Wales Average is 60.19% and we are ranked **19th** across Wales

7.51% of Cardiff's waste was sent to landfill compared to 32.57% in 2014-15. The Wales Average is 18.14% and we are ranked **3rd** across Wales

We had **8660** visits to our libraries compared to 8376 in 2014-15. We are ranked **1st** across Wales

Hubs were opened in Central Library, Rumney and Grangetown and **100%** of visitors to the City's Hubs reported satisfaction with their experience

96.5% of our citizens aged 60+ hold a concessionary bus pass. The Wales Average is 85.6% and we are ranked **1st** across Wales

We reduced the running cost of the Council's estate by **£1m**

The council has assessed itself as making (good/satisfactory) progress

Progress against our Improvement Objectives	Good Progress	Satisfactory Progress	Unsatisfactory Progress
Communities and Partners are actively involved in the design, delivery and improvement of highly valued services		✓	
The City of Cardiff Council has effective governance arrangements and improves performance in key areas		✓	
The City of Cardiff Council makes use of fewer, but better, buildings		✓	



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**CYNGOR DINAS CAERDYDD
CITY OF CARDIFF COUNCIL****CABINET MEETING: 21 NOVEMBER 2016**

BUDGET MONITORING – MONTH 6 REPORT**REPORT OF THE CORPORATE DIRECTOR RESOURCES****AGENDA ITEM: 4**

**PORTFOLIO: CORPORATE SERVICES & PERFORMANCE (COUNCILLOR
GRAHAM HINCHEY)****Reason for this Report**

1. To provide the Cabinet with an update of the financial monitoring position for the authority based on the first six months of the financial year and as updated for significant movements to date.

Background

2. This monitoring report provides details of the projected outturn for 2016/17 compared with the budget approved by Council on the 25th February 2016.
3. The presentation of surpluses and deficits in this report follows the convention, which shows an excess of expenditure over budget as a positive and additional income over budget as a negative. Conversely, expenditure less than budget would be shown as a negative while income lower than expected would be denoted as a positive. Negative items are shown in brackets.

Issues**Revenue**

4. Overall, the month six revenue monitoring for the Council shows a projected overspend of £537,000 an improvement of £313,000 compared to the position reported at month four. The improvement reflects a number of factors including further savings identified in directorate budgets, additional surplus on Council Tax collection and further NDR refunds on Council properties. These are partially offset by an increase to the projected overspend in the Social Services Directorate reflecting increased demographic and cost pressures and a reduction in the level of budget savings anticipated to be achieved. The majority of directorates are reporting improved positions compared to month four.
5. The overall position continues to reflect financial pressures and shortfalls against budget savings targets in directorate budgets although these are

partly offset by projected savings on capital financing, the release of contingency budgets previously earmarked to fund voluntary severance costs, an anticipated surplus on Council Tax collection and NDR refunds on Council properties. Directorate budgets are currently projected to be overspent by £6.643 million however it is anticipated that continued management actions will enable this to be reduced by the year end. The current position includes projected overspends in the Social Services, City Operations and Governance & Legal Services Directorates and in Corporate Management. The directorate overspends are partially offset by the £4.0 million general contingency budget which was maintained as part of the 2016/17 budget in order to reflect the quantum, risk and planning status of the proposed savings for 2016/17. A summary of the overall position is attached as Appendix 1 to this report.

6. The projected overspends in directorate budgets include £5.581 million in Social Services, £771,000 in City Operations, £469,000 in Corporate Management and £42,000 in Governance and Legal Services. This position reflects a range of factors including increased demographic and cost pressures in Social Services, shortfalls in income and the anticipated failure to fully achieve the savings targets set as part of the 2016/17 Budget together with on-going shortfalls carried forward from the previous financial year.
7. The 2016/17 savings targets for each directorate are set out in Appendix 2(a) to this report together with the projected savings currently anticipated to be achieved. An overall shortfall of £5.611 million is currently anticipated against the £25.892 million directorate savings target with £10.412 million having been achieved to date and a further £9.869 million anticipated to be achieved by the year end. The budget approved by Council on the 25 February 2016 identified red or red / amber achievability risks totalling £11.663 million with £2.752 million of the savings proposals still at a general planning stage. These risks are evident in the projected shortfall currently reported as part of the month six monitoring. A projected shortfall of £1.751 million has also been identified in relation to savings targets carried forward from 2015/16 and these are set out in Appendix 2 (b) to this report. Overall, this represents an increase of £81,000 compared to the shortfalls identified in relation to the 2016/17 targets and the carried forward savings from 2015/16 as reported at month four. The projected shortfalls are reflected in the directorate monitoring positions although where possible shortfalls have been offset by savings in other budget areas. The £4.0 million general contingency budget which was allocated to reflect the risk and planning status of the proposed savings for 2016/17 is also available to offset the shortfall in the current financial year. However, despite this the shortfalls represent a continuing cause for concern particularly as the Council is faced with another difficult budget round.
8. Actions are continuing to be taken by those directorates currently reporting a projected overspend to try to resolve the issues that led to the current position or alternatively to identify offsetting savings in other areas of the service. These are considered as part of the challenge process to review the performance of directorates including the budget monitoring position. In addition, the Chief Executive holds regular meetings with directors to

identify measures to reduce the level of spend across the Council with the intention of improving the overall position as the year progresses. These reviews will continue throughout the year with the actions taken also discussed in the Chief Executive's monthly meetings with individual directors. In addition, as previously set out in the month four monitoring report, the Chief Executive has implemented a number of management actions with a view to achieving a balanced position by the end of the financial year. This includes measures relating to the purchase of goods and services, staffing arrangements and maximising income.

9. The 2016/17 Budget included a number of specific contingencies including £1.168 million in relation to waste disposal reflecting the difficulty of predicting tonnage figures and the consequent impact on disposal costs, £950,000 to reflect the potential for increased costs in relation to placements for looked after children in Social Services and £350,000 to offset potential income shortfalls in relation to the Material Recycling Facility (MRF) as a result of price volatility in the market for recycle materials. The month four monitoring report identified that full allocations would be required in respect of looked after children in Social Services and in relation to income shortfalls in the MRF with an allocation of £439,000 to be made from the Waste Management Contingency. Other Contingency budgets include £1.228 million to reflect the potential for future growth in the number and value of claims as part of the Council Tax Reduction Scheme (CTRS) with an allocation of £434,000 having been reported as part of the month four position in order to support claims in the current financial year. No further changes have been identified as part of the month six position however the budget pressures in these areas will continue to be monitored as the year progresses and any further variations to this position will be identified. At present, for monitoring purposes any balance on these contingency budgets is shown as committed. The budget also includes £5.975 million to meet costs arising from the Council's Voluntary Severance Scheme in the current financial year. In line with position set out in the month four monitoring report, it is currently anticipated that an amount of £600,000 could be released from this Contingency to support the projected outturn position in the current financial year. The balance of £5.375 million is currently committed but will be subject to review as the year progresses.
10. A financial statement showing the spending position for each directorate is attached as Appendix 1 to this report. Comments on the main variances and any significant issues are as follows:

Capital Financing (£790,000)

11. The capital financing budget is currently forecasting an underspend of £790,000, broadly in line with the position reported at month four. This reflects a number of factors. Firstly, following the determination of final capital expenditure in 2015/16 and slippage in the programme, the amount required to be set aside for the repayment of capital expenditure which is usually charged a year in arrears is lower than originally forecast for this year. Also, as part of the Outturn report for 2015/16, it was reported that a technical adjustment was undertaken to pay off historic premiums and penalties amounting to £2.1 million in relation to rescheduling of borrowing

undertaken in previous years. This cost would normally be spread over future years, however charging the full cost in 2015/16 has allowed a saving to be made in 2016/17 which will also support the Council's budgets in future years. A saving is also anticipated through the use of temporary cash balances to defer any significant external borrowing requirement in the current financial year. This is in line with the Treasury Management Strategy and takes into account the impact of the reduction in the Bank of England Base Rate earlier in the year. These are partly offset by a reduction to the share of external interest cost that can be charged to the Housing Revenue Account as part of the pooling arrangements and from lower interest receivable from directorates in the current financial year, mainly in relation to the Schools Organisation Plan.

City Operations +£771,000 (£406,000 underspend excluding the impact of the Leisure ADM)

12. The Directorate is currently forecasting an underspend of £406,000, however when the impact of the delays to the Alternative Delivery Model (ADM) for Leisure are included this results in a projected overspend of £771,000. This overall position represents an improvement of £14,000 compared to the month four position. In addition to the shortfall against the savings target relating to the implementation of the ADM in Leisure Services, overspends continue to be projected in relation to cross-directorate budgets, mainly due to further shortfalls against savings targets. The mitigations against these overspends continue to include savings in all areas across the Directorate. Within the overall position is a projected shortfall against savings targets totalling £2.256 million, of which £1.117 million relates to the Leisure ADM. However, overachievements against other savings targets totalling £542,000 result in total net savings shortfalls of £1.714 million in respect of savings targets for both 2016/17 and unachieved savings brought forward from 2015/16. The individual variances can be seen in Appendices 2(a) and 2(b) to this report.
13. The total overspend within Leisure Services is projected to be £1.209 million, including the £1.177 million savings shortfall relating to the ADM process. Although a decision has been taken by Cabinet in respect of this issue, the revised implementation date of 1st December 2016 has resulted in a delay to the transfer of leisure centres to the new operator and, therefore, in the achievement of the saving. This is partly offset by projected efficiency savings in leisure centres in the period prior to the transfer to the new operator. These amount to £128,000 thereby reducing the overall projected overspend on leisure centres to £1.049 million in the current financial year. A deficit of £99,000 is also projected in respect of the Cardiff International White Water Centre, which is a consequence of a reduction in the subsidy provided by the Cardiff Harbour Authority. In addition, there is a further deficit of £96,000 relating to Community Halls, mainly due to a savings shortfall at Canton as an alternative operator has not yet been identified. This is partly offset by an anticipated trading surplus of £35,000 at other specialist facilities, including the Sailing Centre, Riding School and Motorcycle Training.

14. The other significant overspend within the Directorate relates to cross directorate savings targets. These incorporate the various service re-shaping exercises being undertaken within the Directorate, including a review of cross service support functions and a wholesale review of staffing levels. A delivery plan is in place which should ensure the achievement of these savings, including a new operating model for the Neighbourhood Services function, however this will not take effect in time to deliver the savings in full in 2016/17. Other minor overspends within the Directorate relate to Enforcement, Management & Support and Regulatory Services and total £13,000, predominantly due to increased employee costs. The minor overspend within Regulatory Services is despite full achievement of the £310,000 savings target in connection with the collaborative arrangement.
15. The most significant projected underspend within the Directorate continues to be within the Transport Planning, Policy & Strategy division and totals £280,000. This is predominantly in relation to overstay charges for the Windsor Road and Beresford Road bridge upgrades, which are part of the railway electrification schemes, and other income increases from road related activities. In addition, Infrastructure Services is also projected to underspend by £168,000. This relates to additional concessionary fares travel reimbursement income of £137,000, as well as a £67,000 saving in connection with new contracts for electrical and tunnel maintenance and a £43,000 saving from vacant posts. These are partly offset by financial pressures in relation to the South Wales Trunk Road Agency (SWTRA) cost recovery mechanism totalling £117,000 and temporary costs relating to the bus station and heliport totalling £38,000. An additional £76,000 drawdown from commuted sums will help to offset this. Although there is also a shortfall of £102,000 due to delays in implementing the LED street lighting saving, this is planned to be offset by a draw down from the Energy Conservation Reserve.
16. Further underspends are anticipated across the service including in relation to Schools Transport and Bereavement Services, Parks & Sport and Planning & Building Control. The increased School Transport underspend of £161,000 is due to further route optimisation savings above agreed targets together with additional income. Bereavement Services is currently forecasting an underspend of £109,000 due to a planned reduction in the contribution to the Bereavement Reserve, albeit that the lower reserve contribution does present a risk in terms of reduced scope for future capital works. The Parks & Sport division is projected to underspend by £69,000, despite a shortfall in landscape design fees and costs associated with the cleaning of toilets within parks. However, it has been possible to more than mitigate these pressures with staff vacancies and recharges, reduced expenditure within Outdoor Leisure and Sports Development, increased income from Bute Park events and a reduced subsidy for the RHS Show. The £152,000 projected underspend against Planning & Building Control budgets is the result of anticipated additional planning fees and staff savings. Other projected underspends include £12,000 relating to the Dogs Home and £17,000 in Energy Management.

17. The other budgets within the Directorate, including Civil Parking Enforcement, the Play Service and Registration Services, are forecasted to have balanced positions. Although an anticipated income shortfall of £173,000 is currently forecast in relation to Civil Parking Enforcement due to delayed expansion of the Moving Traffic Offences scheme, this is offset by a reduced contribution to the Parking & Enforcement Reserve thereby enabling a balanced position to be reported. The balanced position in the Play Service is despite a £50,000 projected shortfall against the savings target relating to the transfer of centres to communities although efforts continue to be made in order achieve this saving. The balanced position within Registration Services is despite challenges in achieving income targets however, it is still anticipated that targets will be achieved via increased volumes of events and ceremonies.
18. The budget for 2016/17 provided additional resource totalling £320,000 to repair an additional 3,000 potholes and a further £320,000 to improve neighbourhood and city centre street cleansing, drainage and gully cleaning. This work is being actively managed through City Operations and the expenditure is reflected in this report.

Communities, Housing & Customer Services (£97,000)

19. The overall position indicates an increased underspend of £97,000 against budget, compared to the £6,000 underspend reported at month four. This continues to include projected underspends against the Housing & Communities, Partnership Delivery, Independent Living Services and Into Work Services divisions, partly offset by projected overspends in relation to Customer Services and Libraries. In addition, an underspend is now evident in relation to Adult & Community Learning. Current indications are that savings totalling £814,000 will be achieved against the 2016/17 target of £1.197 million, leaving a shortfall of £383,000. In addition, a shortfall of £132,000 is projected in relation to unachieved savings targets brought forward from 2015/16. The shortfalls include £432,000 in relation to delays in the implementation of the Alarm Receiving Centre and this is reflected in the overall Directorate position.
20. The Housing & Communities division is continuing to project an increased underspend of £406,000. This includes a £129,000 underspend in relation to Assessment & Support functions, resulting from savings on employees and supplies and services in certain functions, partly offset by increased premises costs in the Housing Options Centre. This position also reflects the proposed use of earmarked reserves to fund postage costs relating to Welfare Reform change notifications, in particular. Preventative Services is currently forecast to underspend by £221,000 with projected amounts of Renovation Grant administration fees in excess of the target, partly offset by reduced income levels relating to Targeted Elderly provision. All other budgets within this division are projected to balance, aside from Service Development & Improvement, which is projected to underspend by £46,000 resulting from projected savings within Housing Strategy Grants, and Face to Face Customer Services which is projecting staffing savings totalling £9,000. Included within the overall position is a drawdown of £434,000 from the specific contingency budget set aside to meet increased expenditure in

relation to the Council Tax Reduction Scheme. Further adjustments to this figure may be required as the year progresses, depending upon fluctuations in the number of applications and level of support required.

21. Customer Services is currently projected to overspend by £398,000, primarily in relation to the aforementioned £432,000 savings shortfall in connection with the Alarm Receiving Centre. This particular overspend is partly mitigated by employee savings within the Contact Centre. A number of alternative income sources have also been identified, however these will not materialise until after 31st March 2017. A £52,000 underspend continues to be projected within Partnership & Delivery, which primarily relates to employee and supplies and services savings in connection with Neighbourhood Working grants. This is due to the fact that alternative funding has been identified for certain costs. An improved underspend of £63,000 in relation to Into Work Services is also projected due, predominantly, to alternative funding for employee costs. In addition, an underspend of £75,000 is projected in relation to Independent Living Services, which is the result of additional employee savings and recharge income, partly offset by other minor premises and support overspends.
22. The projected £131,000 overspend in relation to Libraries is largely the result of a delay in the roll out of the Libraries and Hub Strategy. This £83,000 shortfall forms the balance of the total savings shortfalls outlined previously. The remainder of the Libraries overspend is because of additional employee costs and income shortfalls, both of which are partly offset by underspends against supplies and services budgets. Adult & Community Learning is now projecting a surplus of £30,000, as a result of increased class attendance. All other divisions with the directorate are reporting balanced positions. Both the Supporting People and Communities First grants are forecast to be used in full.

Corporate Management +£469,000

23. An overspend of £469,000 is currently projected in relation to Corporate Management, a reduction of £25,000 compared to the position reported at month four. The overall position includes a projected shortfall of £275,000 against the 2016/17 budget savings target of £875,000 in relation to savings arising from the implementation of digitalisation across the Council. Work is continuing to identify further savings and this is being supported through the Organisational Development Programme. All other budget savings targets for 2016/17 are currently anticipated to be achieved.
24. A shortfall of £200,000 is also anticipated in relation to the budget for the release of savings through voluntary schemes including the purchase of leave although this will continue to be monitored as the year progresses. There is also a projected overspend of £49,000 in relation to payments for the Coroner's Service. These are partly offset by savings in relation to bank charges and contributions to the Mid Glamorgan Superannuation Fund relating to past employees and by reduced costs against senior management budgets.

Council Tax Collection (£398,000) and NDR refunds on Council properties (£318,000)

25. A review of the Council Tax position indicates a potential surplus of £398,000 an increase of £158,000 compared to the position reported at month four. The projected surplus reflects a number of factors including a higher than anticipated number of properties across the city and lower levels of single person discounts than was anticipated when the Council Tax base report was approved in December 2015. The surplus represents a variance of 0.2% of the estimated gross debit and may be subject to further fluctuations as the year progresses. A saving of £318,000 is also currently identified in relation to refunds of NDR on Council properties achieved through the appeals process however this may increase as further appeals are taken forward during the year.

Economic Development (£65,000)

26. The position for Economic Development is anticipated to be an underspend of £65,000, compared to the £3,000 underspend reported at month four. This position continues to include underspends against Business & Investment, Workshops and Culture, Tourism & Events, offset by overspends within Major Projects, Property, City Centre Management and Office Rationalisation. Included within the overall Directorate position is the newly formed Commercial Services, which is currently projected to underspend by £65,000. The overall Directorate position includes anticipated savings shortfalls of £1.279 million in respect of 2016/17. In addition, there is a projected shortfall of £120,000 in relation to unachieved savings targets carried forward from 2015/16.
27. A significant underspend of £372,000 is projected against the budgets for Business & Investment. This is largely due to increased advertising income in connection with the contract for bus shelters and the Hayes Screen totalling £277,000. In addition, there is a £95,000 underspend projected in relation to Cardiff Branding following a reduction in committed expenditure. An underspend is also projected in relation to Workshops totalling £40,000. This is due to savings in respect of non-domestic rates costs. Partly offsetting these underspends is a £38,000 projected overspend in relation to Major Projects. This is due to additional staff costs and costs relating to a property survey in respect of the Cardiff International Pool. An overspend of £68,000 is also forecast against City Centre Management budgets and relates to increased salary costs resulting from a delay in implementing a new operating model for the taxi marshalling service. These increased costs are partly offset by additional income and reduced premises costs.
28. The budget for Culture, Tourism & Events is forecast to underspend by £44,000. This is partly due to a £32,000 projected underspend within the Venues division, primarily because of additional income of £141,000 in relation to City Hall Functions. This is partly offset by income below target in respect of Functions and Retail Catering and a £27,000 overspend against the budgets for Mansion House. Protocol Services are also projecting an underspend, totalling £7,000, which relates to managed underspends within supplies and services budgets. In addition, a small underspend of £5,000 is

projected within Events. This is due to additional income in relation to Cardiff Caravan Park and underspends at Sophia Gardens car park, partially offset by parks sponsorship income below target. The budgets held in respect of St David's Hall and the New Theatre are currently projecting a balanced position with an anticipated operational shortfall of £130,000 being mitigated by the use of an earmarked reserve. This reserve was created from the surplus which was reported as part of the 2015/16 outturn, part of which was set aside to act as a buffer against potential shortfalls in future years. The forecast income position will need to continue to be closely monitored as box office income in particular can be subject to volatility. There is also uncertainty regarding the timing of a potential implementation of the Arts Venues ADM and this could impact on the overall monitoring position.

29. The overall position in relation to the Property Division is a projected overspend of £110,000. Rental income shortfalls amount to £292,000 however these are partly offset by additional one-off income in relation to licences totalling £76,000. In addition, capital receipts under £10,000 are anticipated to exceed budget by £50,000 and there is additional projected staff recharge income of £56,000. Further to the Property overspend is an improved projected overspend of £240,000 in connection with Office Rationalisation. This is primarily in relation to the delayed transfer of the Global Link building to the local health board, as well as delays in the disposal of Bessemer Close resulting in increased non-domestic rates costs.
30. The new Commercial Services Division is currently anticipating an underspend of £65,000, compared to the balanced position reported at month four, due to a projected surplus within Facilities Management. All other units within the division are continuing to forecast either balanced positions or have minor offsetting variances. The £606,000 savings shortfall, in respect of 2016/17 targets, primarily relates to digitalisation, renewable gas generation, the HWRCs and depot security within Recycling Waste Services and vehicle utilisation within Fleet Services. In addition, there are projected savings shortfalls in relation to Cleaning Services and energy costs within Facilities Management Buildings. However, it has been possible to identify mitigations to offset both these shortfalls and other emerging financial pressures.
31. The Council's 2016/17 budget included specific contingencies totalling £1.168 million in relation to waste disposal, reflecting the difficulty of predicting tonnage figures and the consequent impact on disposals, and £350,000 to offset potential income shortfalls in relation to the Materials Recycling Facility (MRF) to reflect the volatility in the market for recycle materials. Having continued to review these areas as part of the monitoring process, this report reflects the full use of the contingency budget for the MRF together with £439,000 allocated in respect of the impact of increased tonnages. These allocations have been incorporated within the Directorate position.
32. The overall position for Recycling Waste Services is balanced. This includes a £344,000 shortfall in savings targets, as well as in-year

pressures totalling £365,000. These in-year pressures relate to higher third party payments associated with the treatment of glass and increased operating costs for the Recycling & Waste Management division. However, mitigations totalling £703,000 have been identified, including additional landfill income from inert materials, additional transfer station income, staff savings and an assumed transfer from earmarked reserves to offset projected costs at the HWRC sites. Fleet Services is currently reporting a balanced position, despite the savings shortfalls associated with vehicle utilisation. A number of mitigations for the £200,000 savings shortfall have been identified, including vacant posts and projected underspends on fuel and vehicle parts. The £65,000 surplus within Facilities Management is mainly due to surpluses in relation to both Building Services and Building Support, partly offset by an under-recovery of security income. The other units within the section are projecting minor, offsetting variances. The Design & Construction Unit continues to project a balanced position, predicated on the use of earmarked reserves to fund upgrades to ICT equipment.

Education & Lifelong Learning – On target

33. The overall position continues to indicate a balanced spend against budget, with a projected overspend against out of county placements offset by savings elsewhere within the Directorate, particularly Catering. Total savings of £2.851 million are currently projected to be achieved against the 2016/17 savings target of £3.356 million, leaving a projected shortfall of £505,000. In addition, there is a projected shortfall of £46,000 against the unachieved savings targets brought forward from 2015/16. These shortfalls are reflected in the Directorate outturn projection.
34. An overspend of £504,000 is currently projected in relation to the budgets for Inter-Authority Recoupment and Special Educational Needs (SEN). The majority of this relates to the cost of out of county placements and shortfalls against savings targets totalling £455,000. The intention of the savings proposal was to reduce both the cost and number of placements and, whilst this has been possible in a number of cases, it has not resulted in the full achievement of the target. In addition, there is a projected overspend of £50,000 in connection with the budget for Education Other Than At School (EOTAS), as a result of delays in the implementation of a new approach to the delivery of one-to-one tuition. A minor variance is currently projected against the budget for Services of a Specialist Nature with all other SEN budgets, including the Pupil Referral Unit projecting balanced positions.
35. The overspend outlined above is partly offset by a continued £275,000 projected underspend in relation to the Catering service. This underspend has become possible because of additional income and the continued identification of efficiencies against expenditure budgets. In addition, there is a £20,000 projected underspend within Early Years & Childcare due to in-year savings in relation to payments for independent nursery settings. Furthermore, there is a projected underspend of £4,000 against centrally held budgets, comprising an underspend of £32,000 against continuing pension contributions budgets and a projected £5,000 trading surplus relating to the Storey Arms Centre. These are partially offset by a £33,000

overspend against the budget for fees and subscriptions. The position on the Music Service has improved since month four and a balanced position is now anticipated.

36. The remainder of the overspend is offset by underspends totalling £155,000 within the School Improvement, Management & Support division and an underspend of £50,000 relating to Wellbeing & Compliance. This includes savings of £202,000 against Management & Support budgets, largely the result of management actions undertaken in previous months. These actions took the form of a review of staffing recharges and subsequent realignment of staffing costs. This allowed certain costs to be absorbed elsewhere within the directorate, without having a detrimental impact upon the overall position. Additional savings have resulted from staffing vacancies. Partly offsetting this particular position are various overspends against School Improvement budgets amounting to £47,000. The Wellbeing & Compliance saving results from shared service arrangements within Health & Safety. A balanced position is forecast in relation to Lifelong Learning with the significant savings targets within the Youth Service currently anticipated to be achieved.

Governance & Legal Services +£42,000

37. The overall position indicates an overspend against budget of £42,000, which represents a slight improvement on the £44,000 overspend reported at month four. The position includes a shortfall of £24,000 in relation to the 2016/17 savings targets. The overall position continues to comprise of a projected overspend within Legal Services of £116,000, partially offset by underspends against the Monitoring Officer budget, Scrutiny Services and Bilingual Cardiff. The Legal Services overspend is due to a shortfall against a previous initiative to reduce external legal costs totalling £200,000 and a shortfall in land charges fee income. Partially mitigating this shortfall are staffing savings due to delays in appointing to vacant posts. The £43,000 underspend against the Monitoring Officer budget is the result of the vacancy in the Monitoring Officer post earlier in the year. The underspend of £28,000 within Scrutiny Services is the result of staffing vacancies, whilst the projected £8,000 Bilingual Cardiff underspend is also due to staffing vacancies. Within the Bilingual Cardiff position is an income shortfall, in relation to simultaneous translation, offset by external income generated from neighbouring local authorities. The other budgets within the Directorate are projected to have balanced positions or minor variances.

Resources (£58,000)

38. The Directorate is currently projecting an underspend of £58,000, an increase of £39,000 compared to the position reported at month four. Savings continue to be reported in relation to Performance & Partnerships and Human Resources partly offset by overspends in Finance and Health & Safety although in both these areas the projected overspends have reduced compared to previous forecasts. Total savings of £1.616 million are currently projected to be achieved against the Directorate's 2016/17 savings target of £1.760 million leaving a projected shortfall of £144,000. In addition there is also a projected shortfall of £45,000 against the unachieved savings

targets carried forward from 2015/16. These shortfalls are reflected in the Directorate outturn position.

39. An underspend of £64,000 is currently projected in relation to Performance and Partnerships with savings on employee budgets as a result of vacancies in Performance Management and Policy and Partnerships. The latter also includes savings on supplies and services and transport costs although these are partly offset by a shortfall on income within the Cardiff Research Centre. An underspend of £6,000 is also currently projected in Human Resources with savings on employee budgets due to vacancies and a reduction in capital financing costs for HRPS systems partly offset by shortfalls in income and a projected shortfall of £97,000 against the budgeted surplus for Cardiff Works.
40. These are partly offset by projected overspends of £6,000 in both Finance and Health & Safety. The Finance position includes a shortfall against budget savings targets of £189,000 including £130,000 relating to the extension of the income enforcement service in Revenues. Although savings have been achieved and continue to be progressed in this area it is not anticipated that they will be fully achieved in the current financial year. The shortfalls are partly offset by vacancy savings and additional income across the Finance Service. The projected overspend of £6,000 in Health & Safety is mainly due to prior year costs relating to the management support arrangements. All other areas within the Resources Directorate are currently projecting a balanced position.

Social Services +£5,581,000

41. The overall position for the Directorate shows a projected overspend of £5.581 million, an increase of £360,000 compared to the position reported at month four. This reflects further service and cost pressures in both Adult and Children's Services together with a reduction in the level of budgeted savings anticipated to be achieved in the current financial year. The overall forecast includes projected overspends of £2.976 million in relation to Children's Services and £2.605 million in Adult Services. The projected overspend reflects the impact of demographic pressures, especially within Children's Services where there has been a significant increase in the number of placements and cost for looked after children particularly in relation to external fostering. The overall position also reflects a significant shortfall against budget savings targets both in respect of the 2016/17 budget and in relation to on-going shortfalls against 2015/16 savings targets which have yet to be achieved. Total savings of £3.918 million are currently projected to be achieved against the Directorate's 2016/17 savings target of £5.539 million leaving a projected shortfall of £1.621 million. In addition a shortfall of £1.074 million is also forecast against the savings targets carried forward from 2015/16. These shortfalls are reflected in the Directorate outturn projection with details of the individual variances set out in Appendices 2(a) and 2(b) to this report.
42. The current projections make no assumptions in relation to further growth arising from demographic pressures during the remainder of this financial year. Demand for services are needs led and can be volatile and costs,

particularly in relation to domiciliary, residential and nursing placements can be high. If the levels of demand continue to increase then the overall cost to the Directorate will also increase. This together with the significant level of assumed savings which have still to be achieved during the remainder of the year provides an element of risk that must continue to be closely monitored.

43. The Children's Services budget is currently projecting an overspend of £2.976 million. This is after taking into account the allocation of the £950,000 specific contingency budget set aside to meet increased costs in relation to placements for looked after children. The requirement for the allocation of this contingency sum was set out in the month four monitoring report and the allocation has been incorporated into the Directorate budget position in this report. Although the Service received an additional budget realignment of £1.6 million as part of the 2016/17 budget process, on-going pressures on the budgets for external placements, leaving care support costs and external legal costs have all contributed to the overspend. These pressures have been alleviated to an extent by mitigating actions taken in respect of guardianship allowances and by savings in Child Health & Disability commissioning budgets and In House Fostering & Adoption. The overall position includes a projected shortfall of £1.507 million against the savings targets for 2016/17 and carried forward from 2015/16 and this is reflected in the analysis of the variances below.
44. An overspend of £2.837 million is currently projected in respect of external placements for looked after children with on-going pressures on external residential placements and a significant rise in the number of external fostering placements thereby increasing costs in this area. This is after allowing for the drawdown of the £950,000 contingency budget which was set aside specifically to meet increased costs associated with external placements. The projection includes an anticipated shortfall of £808,000 against the budget savings targets in this area with only partial savings likely to be achieved in relation to a number of initiatives including the establishment of an Adolescent Resource Centre.
45. Other projected overspends include £450,000 on leaving care support costs for children aged 16+ reflecting the on-going high cost of supported accommodation and other support for those leaving care. An overspend of £639,000 is also projected in relation to Management & Business Support. This includes shortfalls in savings targets of £487,000 together with an anticipated overspend on external legal costs with significant pressures continuing to be identified in this area. An overspend of £223,000 is also currently anticipated on safeguarding budgets together with £57,000 on other social work teams. This is mainly due to the on-going requirement for agency support in this area although it is anticipated that this will reduce with measures to fill vacant posts continuing to be progressed.
46. A saving of £616,000 is projected in relation to guardianship orders with no increase in the level of Residence Order allowances anticipated in this financial year although this is partly offset by additional costs as a result of increased numbers. A saving of £220,000 is also projected in relation to Child Health & Disability commissioning budgets mainly in respect of

domiciliary and respite care. This reflects the continuing reduction in expenditure in this area following a process of reviews and a switch to direct payments in recent years. Other underspends include £208,000 on Internal Fostering reflecting reduced numbers and savings on staffing budgets, £140,000 on Adoption budgets although there have been indications of further pressures in this area in recent months and £46,000 on the Family Support / Personal Advisor Service mainly due to savings on staffing budgets.

47. The Adult Services budget is currently projecting an overspend of £2.605 million. This is due to a combination of shortfalls against the budget savings targets for 2016/17 and the on-going shortfalls from 2015/16 together with a number of demographic and cost pressures particularly in relation to domiciliary and nursing care. This overspend takes account of the additional funding provided as part of the 2016/17 Budget which included a budget realignment of £2.5 million in relation to savings targets from previous years, funding for demographic pressures of £1.6 million and additional funding set aside to meet fee increases including the impact of the National Living Wage. The overall position includes a projected shortfall of £1.188 million against the savings targets for 2016/17 and carried forward from 2015/16 and this is reflected in the analysis of the variances below.
48. Overall, commissioning budgets are currently reporting a projected overspend of £2.961 million. The overall position includes projected overspends of £2.861 million on Services for Older People and £599,000 on People with a Physical Disability including alcohol and drugs. The projected overspends include both shortfalls against savings targets and demographic and cost pressures particularly in relation to domiciliary and nursing care. Domiciliary care costs for older people and people with a physical disability have increased by 7% in the past 12 months resulting in additional costs of £1.25 million. There has also been an increase of around 6% in the price of a nursing bed during this period increasing costs within services for older people by £700,000. These overspends are partly offset by projected underspends of £491,000 in Mental Health Services and £8,000 in Service for People with Learning Disabilities. The position in Mental Health Services is largely due to levels of expenditure on Deprivation of Liberty Safeguards (DOLS) continuing to be lower than anticipated. There has also been a recent reduction in residential placements.
49. The budget for directly provided Adults Services is currently projecting an underspend of £355,000. This is mainly due to an anticipated saving of £717,000 in Assessment and Care Management reflecting staff vacancies within the service. Underspends of £36,000 in Internal Support & Management and £37,000 in relation to day care and reablement services for older people are also forecast. These are partly offset by an overspend of £435,000 in relation to Learning Disabilities Supported Living and Day Care mainly as a result of shortfalls against savings targets.

Housing Revenue Account

50. The Housing Revenue Account (HRA) is currently reporting a balanced position with projected savings and additional income enabling the transfer to an earmarked reserve of £1.205 million. This represents an increased contribution of £90,000 as compared to the position reported at month four. The reserve will be used to support investment and future housing development costs.
51. Employee costs are currently projecting an underspend of £480,000 reflecting vacancies and other savings against the staffing budget. An underspend of £185,000 is also currently anticipated on premises budgets including reduced costs in relation to space occupied at the Central Library. A balanced position is currently forecast in relation to the Housing Repairs Account but this will continue to be closely monitored as the year progresses. Other variances include underspends of £75,000 on supplies and services with savings on insurance and bank charges and £136,000 on estimated support costs. There is also an anticipated reduction of £300,000 to the provision for bad debts. Income forecasts currently suggest a surplus of £29,000 mainly due to a lower than budgeted level of void rent loss.

Cardiff Harbour Authority

52. The original budget for 2016/17 was set at £6.146 million, as part of a three year budget that was agreed with the Welsh Government covering the period 2014/15 to 2016/17.
53. An amendment in April 2016 to deed of variation, dated 3rd April 2014, between the Welsh Ministers and the City of Cardiff Council, reduced the 2016/17 fixed costs budget by £255,000.
54. The current financial position at the end of quarter two indicates that the forecasted annual draw down of funding will be £5.891 million, representing a full spend of budget.

Heading	Budget £000	Projected Out-turn £000	Variance £000
Expenditure	6,365	6,421	56
Income	(820)	(876)	(56)
Fixed Costs	5,545	5,545	0
Asset Renewal	346	346	0
TOTAL	5,891	5,891	0

55. The position includes reduced environment costs plus increased income generation offset by some additional essential maintenance costs at the barrage. The projected income of £876,000 includes £495,000 from car parking fees, £237,000 from harbour dues, £83,000 from water activities and a further £61,000 from other sources.
56. The Asset Renewal budget is currently indicating a full spend in line with the approved schedule of work.

57. The balance in the Project and Contingency Fund at 1st April 2016 was £756,000. The second instalment of the hosting fee for the Volvo ocean race will be paid in quarter three. The balance will be retained for further improvement work and as a contingency against future spending. Any income generated during the year from the sale or disposal of land will be credited to the fund along with a 50% share of any underspend against the Fixed Cost budget.

Capital

58. The Council in February 2016 approved a Capital Programme of £114.329 million for 2016/17 and an indicative programme to 2020/21. The Month 4 report to Cabinet revised the budget for the General Fund and Public Housing to £127.023 million following inclusion of actual slippage reported at outturn, incorporation of new grant approvals and confirmation of actual grant awards.
59. The Month 4 monitoring report also gave a comprehensive overview of the schemes included in the 2016/17 programme. The sections below indicate a forecast position for 2016/17 for the General Fund and Public Housing, focusing on key schemes.

General Fund

60. The projected outturn for the year is currently £79.697 million against a total programme of £101.538 million, a variance of £21.841 million which is slippage. Expenditure at the end of Month 6 was £22.025 million which represents 28% of the projected outturn, half way through the financial year.

Capital Schemes Update

61. The following provides an update on the significant capital schemes included in the programme in addition to the detailed list in Appendix 3.

City Operations

62. The 2016/17 programme for the Directorate is £28.565 million, with an initial variance identified of £4.782 million. This is primarily in relation to leisure centre alternative service delivery schemes, the implementation of LED lighting on principal roads, the Greener Grangetown scheme and development of Cardiff West transport interchange. Details of schemes within the Directorate are shown below.

Energy Projects & Sustainability

63. Energy retrofit will implement a mixture of energy saving technologies at various sites in order to achieve energy cost savings. The payback period for the project is 8 years, with the level of financial savings guaranteed by the contractor. The cost of the scheme is £1.230 million funded by

borrowing from the Welsh Government Green Growth Wales Fund which will need to be repaid from savings arising from the measures introduced.

64. The Radyr Weir hydro scheme, became operational in July 2016 and alongside the turbines is a specially constructed fish pass, a picnic area and wider improvements for cyclists and walkers on this section of the Taff Trail.
65. Salix Energy Efficiency Loan Schemes (SEELS) is an invest to save project to achieve energy efficiency and carbon reduction savings in schools. For 2016/17, £235,000 of the initial £1.0 million approved remains to be implemented. Sites to have measures installed in this year are Coed Glas Primary, Grangetown Primary, Rhydypenau Primary and Ysgol Pwll Coch.

Regulatory

66. The regionalisation of regulatory services requires the Council to pay towards new software, hardware and mobile working solutions to ensure maximisation of efficiencies as well as estate related requirements for the service. The £299,000 allocated in this financial year is forecast to be spent with a further £117,000 allocated in 2017/18 for these commitments.

Parks & Green Spaces

67. The annual Asset Renewal Infrastructure budget of £140,000 and annual play equipment budget of £90,000 are projected to be fully utilised.
68. A phased programme of flood prevention works to address issues at various locations is still being developed. Investigations at several sites to determine the condition of existing drainage systems and to understand the underlying reasons for the flooding problems are being undertaken. Sites, where the information has been obtained are being used to inform design solutions, the first phase of which will be implemented later this year. Delay in implementation means slippage of £100,000 has been initially identified into next year. Expenditure includes surveys to Roath Park Dam to inform discussions with Council and Natural Resources Wales as part of a review of dam safety required to be undertaken under the Reservoirs Act 1975
69. Following a successful bid to the Heritage Lottery Fund, Parc Cefn Onn, a grade 2 listed historic country park, has been awarded a £459,900 grant for Capital works and provision of a temporary parks ranger service. Following acceptance of the grant terms and conditions and the seeking of permission to start from HLF, expenditure during the year is forecast to be professional fees and the start of works on the refurbishment of the toilet facilities. Footpath works intended to be undertaken this financial year will now be undertaken in the following year with the estimate included in the programme for expenditure now being £40,000.
70. Existing hard surface pitches at Trelai Park and at the Marl are being upgraded to a 5 a-side and 7 a-side 3G pitch respectively following a procurement process with estimated cost of £432,000 to be funded by a loan from Welsh Government. The loan must be repaid over a 10-year

period along with ensuring adequate revenue budget provision is made for eventual replacement of the surface and ongoing maintenance of the pitches in line with required standards.

Leisure

71. The lease and operational transfer to Insole Court Trust was completed at the end of September 2016. Both the Potting Shed Café and Montessori School are open as part of the refurbished facility. Final construction costs and Grant claims are also being determined. Additional costs due to heritage finds and extensions of time have previously been reported to Cabinet with the estimated costs for the project being £3.1 million, funded primarily by BIG Lottery, Heritage Lottery and the Council. This excludes any costs to address the heritage finds and to complete the main house, which has secured additional Heritage Lottery Funding of £268,000 to complete this additional work.
72. Eastern Leisure Centre opened following refurbishment in August 2016 with total costs estimated to be £6.5 million. Accessibility improvement works at Pentwyn Leisure Centre have also been completed including a new front entrance, ramp and steps access with the cost of £165,000 funded from proceeds from the sale of the Dome in Pentwyn.
73. As part of discussions with the successful bidder to run the Council's Leisure services, the process for managing £1 million of their investment as well as use of a £3.5 million loan facility to be provided by the Council over a 20-year period as an Invest to Save allocation is to be determined. Any loan would be required to be used by the successful bidder to invest in facilities and repay any such investment to the Council from additional income or savings. Whilst £1.0 million was initially profiled for use in 2016/17, subject to completion of final contract it is assumed that any use of Council funding would be in 2017/18, resulting in the full amount being shown as slippage.
74. The Capital Programme also includes £531,000 of the initial £750,000 made available in 2015/16 to undertake priority works to leisure sites as part of any transfer. Works currently proposed to be undertaken includes ventilation and air conditioning, pool lighting and pool filter replacements. A detailed schedule of works is being developed, following discussions with the new leisure provider, with full spend currently being projected at Month 6.

Bereavement & Registration services

75. The programme of £100,000 reflects proposed replacement plant and equipment to be purchased during the year and infrastructure works including the layout of new Burial sections. There are circa £20,000 of building enhancements at Cathays Chapel which are being funded through planning obligations and other donations.

Highway Maintenance

76. A capital budget was requested in 2016/17 of £750,000 for the reconstruction of structurally deteriorated roads. Site investigations will be concluded in October to determine the most appropriate treatment to address condition and form the basis of any tender exercise.
77. Full expenditure is currently forecast by the Directorate on carriageway and footway resurfacing. Over the prolonged winter months, Cardiff along with the majority of the country, experienced unprecedented volumes of rainfall. These conditions, coupled with the low road temperatures had a severely detrimental effect on the road surfaces. The A48 and A4232 were the worst hit roads, primarily due to the very high traffic flows. Although localised 'make safe' repairs were undertaken throughout the winter period this could not be maintained from an operational, safety or cost perspective. The cost of urgent resurfacing works on these routes is £620,000, and is to be managed by bringing into the programme funding from commuted sums, assumed additional parking enforcement income, the re prioritisation between highway and footway resurfacing and a virement from the street lighting column replacement capital allocation.
78. The Bridges and Structures budget of £759,000 for 2016/17 is primarily the balance of the Council's agreed £1.628 million contribution to Network Rail of 20% towards the cost of the works for Windsor Road bridge. Final costs are awaited from Network Rail and will need to be managed within overall budgets for structures.
79. The remaining street lighting budget is proposed to be spent on illuminated bollards city wide and installation of new lighting columns on Pentwyn Link Road which is currently unlit.
80. The street lighting energy reduction scheme to introduce dimming technology to circa 22,500 columns in residential areas completed most modifications in July 2016 with remaining lanterns that can be adapted to ensure completeness of the scheme currently being reviewed. The financial savings from reduced energy usage will be used to repay initial investment and achieve revenue savings.
81. Following approval by Cabinet in July 2016, for the implementation of LED lighting on principal roads and a Central Management System, a tender exercise has been completed. The business case estimate of total cost of £4.9 million remains valid. Opportunities for a quicker implementation are to be considered which would result in earlier generation of savings, however until contractual terms and an agreed implementation plan is confirmed, estimated capital expenditure in 2016/17 remains at £1.2 million, with the balance of the 2016/17 budget shown as slippage.
82. The Greener Grangetown scheme will retrofit sustainable drainage systems and in the process improve the public realm in the relevant areas. Funding agreements with Dwr Cymru and Landfill Community fund have been completed specifying which costs each of the partners will contribute towards and a contractor to undertake the works is in place. The total cost of the scheme is estimated to be £2.5 million, with £0.850 million profiled to be spent during 2016/17. The construction start date is anticipated at the

end of November with completion planned in September 2017. Given the infrastructure nature of the scheme, any risks of additional costs during the construction period will need to be closely managed. Following completion of the scheme, the Council will retain responsibility for ongoing maintenance of the rain gardens, new drainage and associated infrastructure. Any such obligations will need to be met from future revenue budgets.

Traffic & Transportation

83. The asset renewal allocation including slippage from 2015/16 for Transport, Traffic Management, Cycling and Telematics is £1.934 million. It is to be spent on a range of schemes including safety improvements, strategic transport schemes, cycling and replacement of fans within Butetown tunnel. Slippage of £274,000 has been recognised due to the tunnel fans installation taking place between November 2016 and July 2017.
84. An annual sum of £375,000 Council match funding is included in the Capital Programme to help secure a range of Welsh Government grants where match funding is required. The WG grant allocations to Cardiff for Local Transport, Road Safety and Safe Routes are forecast to be fully utilised during the year. Construction of the A469 Improvement Scheme was completed at the end of October, with the A470 Scheme to be substantially complete in January 2017.
85. Moving Traffic Offences enforcement expenditure of £750,000 is to be incurred on bus lane enforcement, yellow box junctions and replacement of aged pay and display machines, with any borrowing to be repaid from parking and enforcement income as initially budgeted as part of the approved use of the parking reserve in the 2016/17 budget.
86. The programme included £500,000 to create a bus interchange at Waungron Road in the West of the City. This was to be paid for from a budgeted contribution from the parking reserve as well as from disposal proceeds arising from the redevelopment of the site. Design and a review of costs is being undertaken and at this stage the full amount is shown as slippage.
87. A CCTV system upgrade budget of £340,000 was requested to replace aged and unsupported software and IT equipment. Prior to commencement of a tender exercise, initial costing indicates that proposals may need to be prioritised or additional funding identified so as not to exceed the available budget. Whilst full spend is currently predicted, this is currently highlighted as a risk.

Harbour Authority

88. The Harbour Asset Renewal budget of £346,000 forms the final part of a 3-year programme and includes street furniture renewal, electrical and mechanical work in relation to the barrage, replacement of equipment in the

children's play area, replacement of vessels and replacement of oil pollution collection equipment. Full expenditure is projected,

Communities, Housing & Customer Services

89. The 2016/17 programme for the Directorate is £13.610 million, with an initial variance identified of £996,000 in relation to the timing of implementation of remaining hubs projects. Details of schemes within the Directorate are shown below.

Citizen Hubs

90. The schemes included in the current programme will complete the Hubs strategy approved by Cabinet. Where cost estimates received have been in excess of budgets available, opportunities have been sought for external grant funding, utilisation of receipts arising from schemes or to reduce scope where feasible in order to remain within the overall budgets allocated for the programme.
91. Fairwater hub opened in May 2016 following refurbishment works of £305,000. The new STAR Hub, which commenced construction in August 2015, was opened to the public at the end of September 2016 with total project cost of £6.907 million. The facilities allow an extension to the range of Council community, leisure as well as partner services offered to local residents.
92. Phase 2 of the planned extension of St Mellons Hub involves a community hall, youth den, changing facilities, multi-use rooms, flying start provision and a café area. Planning approval has been granted. Dependant on independent valuation and surveys of sites to be disposed of being in excess of estimated cost of any extension, construction could begin in January 2017. Estimated construction costs are circa £3.885 million and slippage of £400,000 is estimated to date.
93. Llanishen Hub involves the conversion of the ground floor of Llanishen Police Station to accommodate a library, training and interview spaces, to replace the existing leased premises. Positive progress has been made in lease negotiations and planning consent has been granted. Any construction expenditure is now likely to be in 2017/18, subject to the outcome of a tender exercise, resulting in slippage of £467,000.
94. Llandaff North & Gabalfa Hub works commenced in May 2016 with the construction programme due for completion in November 2016 at a total cost of £1.335 million of which £280,000 is a contribution to the works from the public housing capital programme.
95. Llanedeyrn Hub estimated costs are £1.9 million of which £450,000 is a proposed contribution from the public housing capital programme. Works are scheduled to be complete in May 2017.

Neighbourhood Regeneration

96. The Neighbourhood Renewal schemes budget of £985,000 is expected to be fully spent, allowing completion of schemes already started as well as design and tender of others in the programme. Where schemes are delayed, options to bring forward other schemes in the programme will be considered.
97. The local shopping centre budget of £321,000 is to be utilised to continue expenditure on shop front improvements to commercial premises on Penarth Road and Clare Road in Grangetown. This is supplemented by Welsh Government Vibrant & Viable Places Grant for the area of £138,000.
98. Maelfa regeneration works include the construction of affordable and private sale homes, the creation of retail units for commercial rent, as well as extensive infrastructure and public realm improvements. The Council and development partner, Cardiff Community Housing Association will finalise a development agreement and terms with current leaseholders of shops, with pre development works including demolition and temporary shop fit out funded from the £441,000 budget to commence this Autumn. Land disposals arising as part of the regeneration are to be re-invested to support the viability of the scheme.
99. The alleygating budget of £134,000 includes further phases of area based schemes being implemented in Gabalfa and Cathays with implementation to be undertaken in the latter part of the financial year.

Housing (General Fund)

100. The Disabled Facilities Service budget of £4.905 million includes the one off allocation of £1.9 million of revenue budget in order to help reduce waiting times and meet additional pressures on this budget during 2016/17. Whilst the number of referrals is currently as expected, activity will need to be monitored closely during the year to determine whether additional £398,000 of adaptations support grant received from Welsh Government can be used to displace any of the Council's own funding. Full expenditure is currently projected.
101. A Welsh Government Intermediate Care Fund grant of £100,000 received to complete development, production and purchase of bespoke assisted living devices is also assumed to be fully spent.
102. To encourage comprehensive regeneration schemes, the estate environmental improvements capital allocation is intended, where feasible, to complement schemes being undertaken to public housing and estates by providing options to support the costs of works to owner occupier properties.

Economic Development

103. The 2016/17 programme for the Directorate is £9.816 million, with an initial variance identified of £1.432 million primarily in relation to the timing of central square public realm. Details of schemes within the Directorate are shown below.

Business and Investment

104. The extended Voucher Scheme funded by the Department of Culture Media and Sports (DCMS) was launched on 1 April 2015 and is now closed for new voucher applications towards the capital costs of installing new broadband connection in order to access high speed connectivity and capability. Projected expenditure for Cardiff is £175,000 this financial year.
105. Schemes to support business and social enterprise investment include the Capital Cardiff Fund, a joint investment fund with S4C and a Social innovation fund with budgets totalling £232,000. Whilst little expenditure has been incurred to date, a number of applications have been received following further promotional marketing and are the subject of review. Actual expenditure in the year will be subject to any applicant meeting the terms and conditions of any grant or loan agreement, however the Directorate is currently forecasting full expenditure against these budgets.
106. As part of the WG Town Centre Loan Scheme in Grangetown, the Council provided a £500,000 loan in 2015/16 to support the developer of the Tramshed to create a mixed development including venue, residential units, creative units and workspace, bringing back to life a vacant and listed building. Following implementation of the scheme, the loan has been repaid and further options for beneficial and viable use of the recyclable funding are now being considered and would be added to the programme following a due diligence process.

City Development & Major Projects

107. Removal of waste materials from land at the International Sports Village (ISV) will allow land to be used for further development in line with the ISV masterplan. Removal costs are to be paid for from the proceeds of disposal of land from phase one of the Bayscape development and cost estimates including removal, disposal, landfill tax and any tipping fees are £600,000 but is subject finalisation of verification of site levels and quantities.
108. Design work for the transport interchange is continuing as well as an options appraisal and costing to recommend a strategic approach to the delivery of the scheme at Central Square. An update was provided to Cabinet in September, where approval was given to underwrite the second phase of design works. The design costs will form part of a wider package of pre-development costs being incurred by the developer in progressing the scheme. In addition, estimates for expenditure incurred directly by the Council in the current year remain at £500,000.
109. Development of the first phase of design for public realm works at Central Square in conjunction with the developer is in progress. The developer will deliver the scheme with any Council contribution anticipated at circa £9 million as part of the original estimate when setting the Capital Programme. The actual cost is yet to be agreed along with any specified maximum or contractual ceiling. Expenditure of £1.0 million is currently projected however is subject to finalisation of agreements.

Commercial Services

110. Following receipt of tenders, the estimated cost to replace the Household Waste Recycling Centre (HWRC) at Lamby Way is £1.941m. This was £396,000 in excess of the budget available primarily due to an increase in size in order to future proof the requirement and also the addition of a canopy to keep recycling streams dry. Additional costs have been met from existing budgets.
111. Property Asset Renewal works for administration buildings of £493,000, includes works at County Hall to complete fire dampers and electrical works to ensure continuity of power supply and replacement lighting. City Hall works include subsidence and underpinning works to the ground floor toilet block as well as completion of the programme of fire alarm works which ensures the building meets new fire alarm regulations.
112. A number of vehicles that have reached the end of their useful life for Facilities Management and Social Services are proposed to be replaced as part of the £250,000 annual capital budget for outright purchase. Trials are also being undertaken to determine the suitability of electric or hybrid vehicles for parts of the Council's fleet.

Venues and Cultural Services

113. The property asset renewal allocation of £610,000 is for St Davids Hall and the Castle. Of this £300,000 is to refurbish escalators at St Davids Hall during 2016/17 following repeated mechanical breakdown. Property Asset Renewal works of £310,000 at the Castle include health and safety lighting works in areas open to public access, emergency lighting upgrades to meet fire regulations, CCTV and intercom upgrades to main car park as well as an upgrade of public toilets.
114. St David's Hall and New Theatre were initially allocated funding in 2015/16 of £350,000 and £295,000 respectively to address priority works to the external fabric of the building, as part of any consideration of alternative delivery mechanisms. Estimates of costs and works proposed for the remaining total budget of £623,000 are currently being considered by the Directorate following receipt of building condition reports and include works to the New Theatre roof estimated at £450,000 which would commence post-Christmas.

Property

115. In accordance with the Council's Investment Property Strategy, the leasehold interest of a former veterinary site on Bute Street, the freehold of which was already held by the Council, was purchased. The investment (£273,000) is deemed to be of strategic importance for medium to long term redevelopment opportunities in the area. A short term letting is currently

being sought with the aim of generating income to offset any rental income lost from investment properties sold.

116. The projected outturn for the Office Accommodation Rationalisation budget is £1.019 million to support the efficient use of administrative buildings. This includes expenditure to relocate staff to County Hall from Global Link and other accommodation and also includes a £600,000 payment to Cardiff and the Vale University Local Health Board for potential dilapidations compensation as part of the lease assignment. These costs are to be met from capital receipts arising from office rationalisation projects.
117. Further building rationalisation priorities in the short term are implementation of a Children's Services accommodation strategy which would allow the disposal of Suffolk House, as approved by Cabinet in September 2016, and also relocation of the Youth Offending Service from Penhill.
118. The Community Asset Transfer budget can provide up to £25,000 for improvement works to buildings being taken on by third party organisations. Based on known commitments, any requirement is likely to be minimal during 2016/17 resulting in £50,000 slippage shown initially.

Education and Lifelong Learning

119. The 2016/17 programme for the Directorate is £45.792 million, with an initial variance identified of £13.146 million. Whilst contracts for construction have been let, the variance relates to timing of costs expected in relation to the new Eastern High School and three new primary schools. Details of schemes within the Directorate are shown below.

Schools - General

Asset Renewal - Buildings

120. The Directorate has agreed a full schedule of works and the budget of £3.182 million is currently expected to be fully spent in 2016/17.

Asset Renewal – Suitability and Sufficiency

121. The Suitability and sufficiency budget including slippage of £1.171 million for 2016/17 has been reduced by £120,000 to £1.051 million. This is to reflect an agreed contribution towards a specialist resource base at Cantonian High School.

Whitchurch High DDA

122. A budget of £2.0 million was approved within the 2016/17 Capital Programme for improvement works to comply with disabled accessibility requirements at Whitchurch High School. Current indications suggest that

there will only be expenditure to the value of £1.0 million and therefore projected slippage of £1.0 million against this budget for 2016/17. Options for any further improvements required will need to be considered as part of a longer term strategy.

Flying Start Grant

123. Cardiff has been awarded £535,000 capital grant from Welsh Government to deliver improvements to St Cadoc's Primary. It is anticipated that the full allocation will be utilised in 2016/17. There is also slippage of £51,000 brought forward from 2015/16 schemes anticipated to be spent in 2016/17.

Schools Organisation Plan – 21st Century Schools

124. In March 2015 the Authority submitted a re-aligned 21st Century Schools Programme for investment totalling £164.1 million which was subsequently approved by Welsh Government and now forms the basis for the Authority's Schools Organisation Programme going forwards until 2019.
125. 21st Century Schools expenditure anticipated in the 2016/17 Capital Programme is £25.897 million, which is a net variance of £12.236 million.
126. The most significant slippage amount is £8.712 million in relation to the new Eastern High School. Delays in reaching agreements with Cardiff and the Vale College for site access led to delays in demolition of the Trowbridge site which has had a knock on impact to the commencement of the construction contract. The contractors are now on site and no further delays to the construction timetable are anticipated at this stage.
127. Other notable slippage is recognised from schemes to deliver new primary schools, Howardian (£3.5 million) and Ysgol Hamadryad (£1.5 million). Procurement for these primaries as well as Ysgol Glan Morfa has been undertaken and works awarded to a single contractor to deliver all three primaries by September 2017. Initial designs have been agreed and the finalising of design requirements and fixed price agreements has now begun. It is anticipated that works will begin on site by January 2017.
128. Works brought forward from 2017/18 total £1.500 million and relate to Ninian Park Primary Extension (£800,000), New High School in the West (£500,000) and Moorland Primary (£200,000).

Resources

129. The 2016/17 programme for the Directorate is £3.430 million, with an initial variance identified of £1.485 million in relation to projects to improve business process. Details of schemes within the Directorate are shown below.

Technology

130. The main priority for the Modernising IT to improve Business Processes budget in 2016/17 is to support key projects in the Organisational

Development Programme and the digitisation of business services utilising modern technology. The budget in 2016/17 is £2.446 million and the projected spend is £961,000 resulting in slippage of £1.485 million into 2017/18. This slippage is due to a number of factors including: -

- resources available to support and facilitate business change and time taken to adopt new and often very different ways of working, extending the original project timelines significantly e.g. in relation to electronic document management system and mobile working.
- the need to resolve technical issues within SAP Customer Relationship Management before development of future phases of the project.
- due diligence to determine whether a SAP based or standard off the shelf solution is more effective in meeting the Councils' requirements for property asset management at a lower cost.

131. The revised forecast of expenditure includes the creation of several new posts to accelerate delivery of digital services, which will support some of the issues highlighted above and create technical capacity to build IT infrastructure. Any posts created would need to be eligible capital expenditure, with the timing of costs subject to the recruitment process.

132. The £384,000 budget for ICT refresh is forecast to be fully spent on a range of projects to support resilience, capacity and capability.

Corporate

133. The contingency budget of £250,000 is currently projected to be fully spent and its use will be subject to confirmation from Directorates that all alternative options have been considered to manage any projected overspends before they are incurred. As the year progresses, any under spend will be used to reduce the level of borrowing assumed in the Capital Programme.

134. Of the original £500,000 invest to save budget, £150,000 has been used towards an Economic Development scheme towards fencing and infrastructure at Leckwith allotments. The balance is shown as fully required, however use will be dependent on receipt and approval of relevant business cases received from Directorates.

Social Services

135. The 2016/17 programme for the Directorate is £325,000, with full expenditure projected. Details of schemes within the Directorate are shown below.

Adult Services

136. In order to support the Day Centre Opportunities Strategy and reconfiguration of day services for older people, a procurement exercise is being undertaken for the refurbishment and re-modelling of Minehead Road during 2016/17 and further sites such as Grand Avenue day centre in

2017/18 subject to a viable scheme. The aim is to provide high quality day care facilities appropriate for dementia and other service users with complex needs together with their carers. Minehead Road is estimated to cost £325,000 and is supported by £185,000 of Welsh Government Intermediate Care Fund Grant which must be spent by 31 March 2017.

Capital Receipts

137. The 2016/17 Capital Programme included an assumption of £2.0 million non-earmarked capital receipts net of fees to pay for the Capital Programme. To date the main receipts include the sale of former terrapin offices at Bessemer Close and depot on Hadfield Road (£394,000) and also the completion of disposal of the former Trading Standards offices at Bridge Street in the City Centre (£566,000).
138. Other disposals include the sale of investment property and former caretaker's houses (£281,000) and the youth hostel on Wedal Road (£885,000) which are proposed to be earmarked for reinvestment in specific schemes. The latter is proposed for re-investment in essential works to Roath Park and subject to agreed and acceptable costs, investment in Roath Park House.

Public Housing (Housing Revenue Account)

139. The revised Capital Programme of £25.485 million set in the February 2016 Budget is forecast to have slipped by £2.450 million at the end of the financial year as a result of changes in the forecast level of works that can be undertaken. The Directorate should ensure that procurement and contracts are in place to fully use Major Repairs Allowance (MRA) Grant in 2016/17 as well as other grants and capital receipts made available.
140. HRA capital receipts in respect of Right to Buy total £1.2 million in the first six months, from the sale of 12 properties.
141. Estate regeneration and stock remodelling scheme projected costs are circa £5.8 million in 2016/17 and include a range of schemes including; conversion of the former children home at 150 Thornhill Road into older person "independent living" accommodation, Edinburgh Court, South Morgan Place, Trowbridge Mawr, Hodges Square as well a number of schemes to improve the energy efficiency of housing blocks. The £200,000 underspend against the budget has been utilised to offset the increase in demand in the Disabled Facility Service.
142. External and Internal Improvements projected expenditure of £12.150 million includes boiler replacement, heating, roofing, rewiring, underpinning of properties where subsidence issues have been found, front door upgrades to flats and works to maintain Welsh Housing Quality Standards, such as kitchens and bathroom upgrades when properties become vacant prior to re-letting. The projected spend includes £1.6 million for the refurbishment of Sandown Court to bring it up to a modern and desirable standard for older person housing.

143. The initial allocation of £1.8 million to provide adaptations and associated improvements to the homes of disabled people in HRA properties is currently forecast to be exceeded by circa £200,000 due to demand for adaptations, which will look to be offset by virement of budget from estate regeneration.
144. Following the appointment of Wates as partner for the Housing Partnership Programme, preparatory works include the completion of demolition of former scientific laboratory at Croft Street, as well as demolition of properties at Clevedon and Highmead Road. Planning applications for 6 Phase 1 sites have been submitted with permissions granted for Braunton / Clevedon and Willowbrook at September Planning Committee. Projections indicate expenditure in the region of £950,000 in year, a slippage of £1.450 million against budget.
145. The Hubs budget of £2.055 million makes allowance for HRA contributions towards the cost of service provision from Hubs during 2016/17. This includes £1.325 million for STAR Hub, Llandaff North / Gabalfa £280,000 and also £450,000 towards a Hub at Llanedeyrn.

Section 106 schemes and Other Contributions

146. The table below shows the Section 106 and other contributions forecast to be spent at the time of setting the budget. This has been revised by directorates and is reflected in the new projection at Month 6:

	Budget	Projection at Month 6	Variance
	£000	£000	£000
Traffic & Transportation	703	490	(213)
Parks & Sport	1,324	827	(497)
Neighbourhood Regeneration	151	22	(129)
Bereavement	20	20	0
Schools	270	274	4
Planning	133	94	(39)
Economic Development	494	269	(225)
Total	3,095	1,996	(1,099)

147. The Traffic and Transportation Section 106 projection is made up of over 30 individual contributions used to fund telematics, junction improvements and public transport schemes across the city. Slippage compared to the original profile is as a result of a revision of telematics schemes initially included within the original profile.
148. Significant Parks and Sport schemes which are complete or will be on site in 2016/17 include Victoria Park wet play area, 3G pitch at Pentwyn Leisure Centre, public open space improvements at Parc Coed y Nant, Pontcanna Fields / Llandaff Fields, Hamadryad Park, and Hendre Lake Park. Significant slippage persists primarily as a result of capacity to design and take forward works.

149. Neighbourhood regeneration funding is to be used for community facilities. Contributions originally planned towards the new STAR Hub are no longer proposed to be used for the facility with discussion on their use now planned to be undertaken with local members.
150. The Schools contribution is to be used towards an extension to allow the provision of additional school places at Coed Glas Primary School.

Reasons for Recommendations

151. To consider the report and the actions therein that forms part of the financial monitoring process for 2016/17.

Legal Implications

152. It is a Council responsibility to set the budget and policy framework and to approve any changes there to or departures there from. It is an Executive responsibility to receive financial forecasts including the medium term financial strategy and for the monitoring of financial information.

Financial Implications

153. Overall, the month six revenue monitoring for the Council shows a projected overspend of £537,000 an improvement of £313,000 compared to the position reported at month four. The improvement reflects a number of factors including further savings identified in directorate budgets, additional surplus on Council Tax collection and further NDR refunds on Council properties. These are partially offset by an increase to the projected overspend in the Social Services Directorate reflecting increased demographic and cost pressures and a reduction in the level of budget savings anticipated to be achieved. The majority of directorates are reporting improved positions compared to month four.
154. The overall position continues to reflect financial pressures and shortfalls against budget savings targets in directorate budgets. These are partly offset by projected savings on capital financing, the release of contingency budgets previously earmarked to fund voluntary severance costs, an anticipated surplus on Council Tax collection and NDR refunds on Council properties. Directorate budgets are currently projected to be overspent by £6.643 million however it is anticipated that continued management actions will enable this to be reduced by the year end. The directorate overspends are partially offset by the £4.0 million general contingency budget which was maintained as part of the 2016/17 budget in order to reflect the quantum, risk and planning status of the proposed savings for 2016/17.
155. The projected overspends in directorate budgets include £5.581 million in Social Services, £771,000 in City Operations, £469,000 in Corporate Management and £42,000 in Governance and Legal Services. This position reflects a range of factors including increased demographic and cost pressures in Social Services, shortfalls in income and the anticipated failure to fully achieve the savings targets set as part of the 2016/17 Budget

together with on-going shortfalls carried forward from the previous financial year.

156. The potential overspend includes a projected shortfall against the savings identified for each directorate as part of the 2016/17 budget together with any shortfalls against savings targets carried forward from the previous year. An overall shortfall of £5.611 million is currently anticipated against the £25.892 million directorate savings target with £10.412 million having been achieved to date and a further £9.869 million anticipated to be achieved by the year end. A projected shortfall of £1.751 million has also been identified in relation to savings targets carried forward from 2015/16. Overall, this represents an increase of £81,000 compared to the shortfalls identified in relation to the 2016/17 targets and the carried forward savings from 2015/16 reported at month four. The projected shortfalls are reflected in the directorate monitoring positions although where possible shortfalls have been offset by savings in other budget areas. The July Cabinet meeting approved the Budget Strategy Report for 2017/18 and identified the significant financial challenges that the Council faces in the medium term. The projected under-achievement of identified savings in 2016/17 together with those carried forward from the previous year underlines the difficulties of achieving year on year savings across the Council.
157. The projected overspend in directorate budgets and in particular the shortfalls against savings targets represent a continuing cause for concern. Actions are being taken by those directorates currently reporting a projected overspend in order to try to resolve the issues that led to the current position or alternatively to identify offsetting savings in other areas of the service. This is considered as part of the overall challenge process to review the performance of directorates including the budget monitoring position. In addition, the Chief Executive holds regular meetings with directors to identify measures to reduce the level of spend across the Council. These reviews will continue throughout the year. As previously reported, a number of management actions have been implemented to reduce the level of spend across the Council with the intention of improving the overall position as the year progresses and so enabling a balanced position to be achieved by the end of the financial year.
158. The 2016/17 Capital Programme is £127.023 million of which £101.538 million is in respect of General Fund schemes and £25.485 million is in relation to the Council's Public Housing schemes. Against this, the projected outturn for 2016/17 is £102.732 million resulting in a total variance of £24.291 million.
159. The Programme, Projected Outturn and Projected Variance are shown below:

Capital	2016/17 Programme	2016/17 Projected Outturn	Projected Variance
	£M	£M	£M
General Fund	101.538	79.697	(21.841)
Public Housing	25.485	23.035	(2,450)

Total	127.023	102.732	(24.291)
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160. Where there is a risk of slippage, directorates, must address any obstacles promptly to ensure budgets allocated are spent in a timely manner. Where this is not possible, early reporting of issues should take place and robust profiles of expenditure should be developed for future years.
161. The Capital Programme update includes a number of schemes planned to be funded by external grants that have strict deadlines for expenditure having to be incurred. It is essential that directorates ensure that no opportunities for utilisation of such funding are lost to the Council by ensuring appropriate resources are directed to these schemes and that consideration has been given to all steps required to ensure contracts are in place and to meet the terms and conditions of such funding.

RECOMMENDATIONS

The Cabinet is recommended to:

1. Note the potential outturn position based on the first six months of the financial year.
2. Reinforce the requirement for all directorates currently reporting overspends as identified in this report to put in place actions to reduce their projected overspends.

CHRISTINE SALTER
Corporate Director
15 November 2016

The following appendices are attached:

- Appendix 1 – Revenue position
- Appendix 2 (a) – Budget Savings position – 2016/17 Savings
- Appendix 2 (b) – Budget Savings position – 2015/16 Savings
- Appendix 3 – Capital Programme

REVENUE 2016/2017

	CASH LIMIT BUDGETS			PROJECTED OUTTURN			VARIANCES		
	Gross Controllable Budget £000's	Income £000's	Net Expenditure £000's	Gross Controllable Spend £000's	Income £000's	Net Expenditure £000's	Gross Expenditure £000's	Income £000's	Net Expenditure £000's
Service Area									
City Operations	90,503	(56,756)	33,747	91,332	(56,814)	34,518	829	(58)	771
Communities, Housing & Customer Services	236,123	(192,037)	44,086	236,178	(192,189)	43,989	55	(152)	(97)
Corporate Mgt	24,563	(582)	23,981	25,009	(559)	24,450	446	23	469
Economic Development	59,504	(46,491)	13,013	61,191	(48,243)	12,948	1,687	(1,752)	(65)
Education & Lifelong Learning	312,273	(68,515)	243,758	311,789	(68,031)	243,758	(484)	484	0
Governance & Legal Services	5,746	(1,032)	4,714	5,836	(1,080)	4,756	90	(48)	42
Resources	30,426	(11,050)	19,376	30,659	(11,341)	19,318	233	(291)	(58)
Social Services	170,194	(23,842)	146,352	176,540	(24,607)	151,933	6,346	(765)	5,581
Capital Financing etc	39,714	(4,404)	35,310	38,829	(4,309)	34,520	(885)	95	(790)
General Contingency	4,000	0	4,000	0	0	0	(4,000)	0	(4,000)
Summary Revenue Account	9,524	0	9,524	8,924	0	8,924	(600)	0	(600)
Discretionary Rate Relief	300	0	300	300	0	300	0	0	0
Total	982,870	(404,709)	578,161	986,587	(407,173)	579,414	3,717	(2,464)	1,253
Council Tax Collection	0	0	0	0	(398)	(398)	0	(398)	(398)
NDR refunds on Council properties	0	0	0	0	(318)	(318)	0	(318)	(318)
Total	982,870	(404,709)	578,161	986,587	(407,889)	578,698	3,717	(3,180)	537

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REF	Directorate 16/17	Directorate Savings 2016/17	Total Saving (£000)	Savings already achieved (£000)	Projected saving 2016/17 (£000)	Savings unlikely to be achieved in 2016/17 (£000)	Comments
1	City Operations	New operator for Canton Community Hall via "stepping up process" - new management operation for Canton Community Hall.	43	0	0	43	Whilst there have been initial expressions of interest, these have not materialised. A review of the future plans is now required. In the meantime the saving is unlikely to be achieved this year.
2	City Operations	Alternative Delivery Model (ADM) for Cardiff International Sports Stadium - Lease of asset - ADM for Cardiff International Sports Stadium (based on Cardiff & Vale taking over the facility in 2015/16).	78	78	78	0	The Lease with the Cardiff and Vale College was signed on 31st March 2016, therefore this saving has been fully realised.
3	City Operations	Alternative delivery for Leisure - a new operating model in Leisure.	850	0	0	850	This target is in addition to the unachieved saving of £435k brought forward from 2015-16. The procurement process, decision making and implementation timescales is unlikely to generate any of this saving in the current year.
4	City Operations	Transfer of Insole Court to Community Trust, "stepping up process" - transfer of Insole Court to Community Trust (Friends of Insole Court).	59	59	59	0	Friends of Insole Court took responsibility of the building from April 2016 upon completion of the refurbishment. A budget has been retained to cover FM costs but no other operational costs should be incurred, therefore the saving has been fully realised.
5	City Operations	New model for Children's Play - a new delivery model for Children's Play responsive to the needs of children and young people. Play, including after school club activities, will in future be run from a range of community facilities within Neighbourhood Partnership areas.	270	118	220	50	A proportion of the saving has already been realised from action taken the previous year. A delivery plan is in place to transfer the centres to the communities but is unlikely to deliver all of the savings in this financial year.
6	City Operations	Parks reduced business administration/ efficiencies - reduced business support through deletion of a vacant post and savings across supplies and services.	24	22	24	0	Part of this saving has already been achieved through the deletion of a vacant post. The remaining saving should be achieved through general reductions in overheads.
7	City Operations	Tree Management efficiencies - the Council in-house team will be reshaped, releasing capacity and enabling it to undertake work previously undertaken by a contractor.	25	18	25	0	Part of the saving has already been achieved by reduced maintenance costs (£15k). The remaining saving (£10k) is to come from increased income of which £3k has already been secured.
8	City Operations	Optimise Parks Income - optimise income by increasing sales of nursery plants stock and increasing income from Roath Park Conservatory and Royal Horticultural Show.	41	25	31	10	The saving from the RHS Show (£20k) has been achieved. The Conservatory are showing an improved trading position and are on target to achieve the saving. The target for the Nursery will represent a challenge and at this stage it is unlikely to be achieved pending further discussions with neighbouring authorities.
9	City Operations	Reshaping of grounds maintenance service - reshaping of grounds maintenance services to protect core services whilst increasing productivity.	450	294	450	0	The saving is made up of a number of income and expenditure budgets. The elements which are at risk relate to FM (£20k) and CTS reductions (£90k) through reduction in damages/additional costs, however the current commitment from the directorate is to achieve this saving in full.
10	City Operations	Outdoor Sports - Reduce subsidies and outsource sport facilities - reduce subsidy through reductions in employee expenditure, supplies and services budgets, implementation of alternative delivery models and remodelling of fees and charges.	50	30	50	0	The saving relating to reduced employee costs has already been achieved. The remaining saving relates to the generation of income and reduction in FM charges following the closure of various changing rooms. The latter is at risk as agreement is required with FM.
11	City Operations	Victoria Park Paddling Pool Wet Play Improvements - modernisation to a wet play area will result in lower maintenance, utilities, supplies and services costs.	45	45	45	0	The development of the wet play facility to replace the paddling pool has been completed and the saving has been achieved in full.
12	City Operations	Landscape design fees - improve recharging process - a new mechanism for fees and charges will be introduced as part of a review of the landscape design service.	128	16	78	50	There is a plan to merge this unit with the Design & Delivery service which should generate efficiency savings and provide increased income opportunities but this will not be delivered until next financial year.

REF	Directorate 16/17	Directorate Savings 2016/17	Total Saving (£000)	Savings already achieved (£000)	Projected saving 2016/17 (£000)	Savings unlikely to be achieved in 2016/17 (£000)	Comments
13	City Operations	New Operating Model for City Operations - the business case for reshaping services within City Operations.	418	0	0	418	The saving is planned to be achieved from various employee savings through VS, flex-retirement and the deletion of vacant posts. The delivery plan shows that implementation will not deliver the saving in this financial year.
14	City Operations	Planning Fee Income increase - through combination of volume and price increase.	100	70	378	-278	It is anticipated the additional income will be achieved through the 15% increase in fees (Autumn '15) and increased volumes of applications following approval of LDP.
15	City Operations	Building Control - improve Business Process Efficiency.	46	46	46	0	The saving has already been realised through reductions in employee costs and increased income from fire assessment work.
16	City Operations	Transportation Policy - improved recharging for services and deletion of vacant posts.	90	56	90	0	A proportion of the saving has already been realised following the deletion of vacant posts. The remaining saving relies on the recharging of staff time to capital/grant funded projects.
17	City Operations	Public Transport - saving to be realised through transfer of Heliport to new operator.	40	40	40	0	The Heliport has been transferred to an operator and the saving has been achieved.
18	City Operations	Electrical Team - contract rationalisation and improved business process efficiencies.	134	95	134	0	A new contract has been awarded from July 2016 for the Telematics contracts and Tunnel, which should generate the saving.
19	City Operations	Butetown Tunnel - contract rationalisation, Business Process Efficiency and continued review of maintenance costs.	20	20	20	0	A new contract has been awarded from July 2016 for the Telematics contracts and Tunnel, which has delivered this saving in full.
20	City Operations	School Crossing Patrols - realignment of budget to reflect the staffing structure. There will be no change to the number of crossings supported by patrols. Locations will be reviewed as officers retire.	50	50	50	0	A number of vacant posts have been deleted thereby achieving the saving in full.
21	City Operations	Increase Civil Parking Enforcement contribution to fund Transport/Environment improvements currently funded by base revenue budgets - increase in Moving Traffic Income (bus lane enforcement and yellow box junctions.) Delivery of on-line payments for residential permits.	370	58	370	0	Whilst only a small proportion of the saving has been realised to date, the expansion programme for Yellow Box Junctions and Bus Lanes, scheduled for October 2016, should ensure the saving is achieved in full.
22	City Operations	Design Team - improved business process efficiencies.	100	31	100	0	The increased target is currently behind the profiled target but it is still anticipated to be achieved in full as further schemes are introduced.
23	City Operations	Riverwalk Bridge - Reduction in base budget for maintenance - saving to be achieved through the revision of the level of maintenance to the Riverwalk bridge to reflect existing requirements.	8	8	8	0	Maintenance of the bridge has transferred to the Structures Division and future maintenance will be combined with existing structures thereby reducing costs.
24	City Operations	Improved highway safety inspection will result in a reduction in the level of insurance claims - enhanced safety inspection information (introduction of new Asset Management system) will result in improved defence to claims.	60	0	60	0	Inspection staff have been retrained and should be able to work at full capacity to deliver improved defence to claims.
25	City Operations	Maintenance Operations - review of additional staff payments.	50	25	50	0	All standby payments are being reviewed with a view to reducing the number in each team. It is currently assumed the review will deliver the savings in full.
26	City Operations	Maintenance Operations (Foul drainage) - improved performance allowing for additional work to be undertaken internally.	40	17	40	0	Performance is being reviewed and additional internal work being clarified. A new process is being established to ensure correct costs are being captured and recharged.
27	City Operations	Roads & Pavements Highway Services - improved performance allowing for additional work to be undertaken internally. In-house work becomes a priority.	25	9	25	0	Performance is being reviewed and additional internal work being clarified. A new process is being established to ensure correct costs are being captured and recharged.
28	City Operations	Highways Transport - vehicle reduction/rationalisation	50	25	50	0	It is planned to reduce the overall number of vehicles and review existing CTS charges.
29	City Operations	High Speed Routes & Public Rights Of Way - saving to be achieved through staffing restructure.	7	0	7	0	A restructure is planned which should generate the saving.
30	City Operations	Drainage Staff recharging - optimise recharging of staff costs to applicable grants.	50	14	50	0	Performance is being reviewed and additional internal work being clarified including the opportunity to charge against grant funding.
31	City Operations	Street Lighting Operations - improved performance allowing alternative chargeable works to be undertaken.	33	25	33	0	Performance is being reviewed and additional internal work being clarified. A new process is being established to ensure correct costs are being captured and recharged.
32	City Operations	Street Lighting Recharging - improve recharging of design and inspection both externally and internally.	26	2	18	8	A new process is being established to ensure all rechargeable works are being captured and costs are appropriately recharged.

REF	Directorate 16/17	Directorate Savings 2016/17	Total Saving (£000)	Savings already achieved (£000)	Projected saving 2016/17 (£000)	Savings unlikely to be achieved in 2016/17 (£000)	Comments
33	City Operations	One Directorate Synergies - alignment of core processes within the new City Operations Directorate will result in synergies.	157	46	77	80	There is a plan to review the staffing structures including flexi-retirements across the directorate which should deliver this saving in full.
34	City Operations	Commercialisation - improved charging and income generation projects within the Transport Portfolio.	200	89	200	0	Progress is being achieved through the marketing partnership (Bay Media) and other sponsorship. Further opportunities are expected to deliver the remaining income target.
35	City Operations	Litter Enforcement - Increase enforcement powers to reduce Environment Crime (Full Year Effect) - implementation of the approved Cabinet decision to make use of new powers to set and apply levels of fines, in line with the Anti-Social Behaviour, Crime & Policing Act 2014. This includes Community Protection Notices (CPN) and consultation on Public Space Protection Orders (PSPo) for dog fouling, littering and highways.	50	12	50	0	New processes are being developed for parking on verges and increased focus on littering fines and it is assumed that this will be achieved with the use of third parties.
36	City Operations	Regulatory Collaboration - ongoing savings through the single shared service which brought the Environmental Health, Trading Standards and Licensing functions of Cardiff, Bridgend and the Vale of Glamorgan Councils under a single management structure.	310	310	310	0	The saving represents to agreed reduction in payment to the Shared Regulatory Service.
37	City Operations	Cessation of Automated Public Conveniences - the Council has seven Automated Public Convenience (APC) Units with an average cost of £16 per use. Formal notice has been given on the contract and the units will be taken out of operation from 1st April 2016.	137	137	137	0	The APC contract was terminated on 31st March 2016 so the saving has been achieved in full.
38	City Operations	Capital investment of Butetown Tunnel Fans resulting in reduced maintenance costs (6 years only)	80	40	80	0	New contracts introduced earlier in the year should enable the saving to be achieved in full.
39	City Operations	Conversion of CCTV cameras from BT lines to WIFI/own fibre	20	20	20	0	The current spending levels indicate this saving has been achieved in full.
40	City Operations	Managing reinstatement of road working for Utility street works - street works to manage fines and reinstatement.	30	14	30	0	The Street Works Division has implemented new processes for the inspection and enforcement of utility reinstatements, generating penalty charges.
41	City Operations	Trading - Street Lighting Maintenance (10 years)	27	0	27	0	The contract was in place from 1st Jan 2016 for 10 years which should now generate the saving.
42	City Operations	Improve charging for bespoke Planning Applications - support on design/master planning work	50	35	50	0	Charges are being agreed with applicants to secure an agreement on anticipated determination timescales. This should generate the additional income.
43	City Operations	Bereavement Service - Improved efficiency and income generation - saving to be achieved through reshaping services and delivering increased income opportunities.	100	23	67	33	A new fees and charges structure was introduced in April 2016, but it is unlikely to generate sufficient income in Registration Services.
44	City Operations	Improved digitalisation of services and payments - introduce E-auctioning to all areas of the City Operations directorate.	100	0	0	100	The income is anticipated to be generated from developing 'Chipside' and due to lead in times is unlikely to achieve the saving in this financial year.
45	City Operations	Reduction in requirements of insurance claims provision - review of the level of cover based on current claims history	277	138	277	0	Whilst this is shown as a projected achievement, this will not be confirmed until year end, following confirmation with the Council's insurance section.
46	City Operations	Renewable Energy Generation	20	0	0	20	The Radyr Weir Scheme is now complete and whilst it will soon begin to generate income it is currently forecast to be insufficient to meet this additional saving target in the current year.
47	City Operations	Street Lighting Dimming - The Council approved an invest to save scheme for the dimming of street lights in residential areas. The scheme is to be implemented over three years with a total of approximately 24,000 street lights being dimmed. It is planned to complete the installation of dimming units on 8,000 street lighting units this financial year with the result that savings will start to be made next year.	35	0	35	0	Completion of dimming street lights is on track and the saving is anticipated to be achieved.
48	City Operations	Street Lighting Conversion to LED - Replace main route lighting with LED to reduce long term energy expenditure.	150	0	48	102	The scheme was delayed due to a trial to ascertain the best product and as a result is unlikely to deliver all of the saving this financial year.

REF	Directorate 16/17	Directorate Savings 2016/17	Total Saving (£000)	Savings already achieved (£000)	Projected saving 2016/17 (£000)	Savings unlikely to be achieved in 2016/17 (£000)	Comments
49	City Operations	Traffic Signals/Bollards - Conversion of traffic signals to LED lighting.	25	0	6	19	A plan is in place to deliver new improvements and savings via a new service contract, however it is unlikely to deliver the saving in full this year.
50	City Operations	School Transport - the full year effect of the withdrawal of non statutory primary school transport. Withdrawal of non statutory primary school transport from Sept 2015 - six routes: 614,621,624,626,633,638.	81	81	81	0	This is the full year effect of routes being withdrawn in Sept 2015.
51	City Operations	School Transport increase price of bus passes - Increase bus passes from £300 to £325.	5	0	16	-11	Letters were sent to parents in July 2016 for implementation date of September 2016 and, therefore, it is anticipated that this saving will be achieved.
52	City Operations	School Transport (Primary & Secondary) continued route retendering/optimisation - Continued route retendering/optimisation for mainstream primary and secondary transport. Mainstream school transport has reached its peak and should reduce as a result of the school reorganisation implementation.	60	30	60	0	Retendering and optimisation are on going. It is currently assumed that the saving will be achieved in full.
53	City Operations	School Transport - Additional Learning Needs (ALN) route optimisation, retendering of routes/mergers - continued route retendering/optimisation. Reviewing on a case by case basis and working closely with schools and Education. Review current transport provision - fits needs of pupil.	100	50	225	-125	Retendering/optimisation and merges are on going. It is currently assumed that the saving will be achieved in full.
54	City Operations	Additional Learning Needs (ALN) withdrawal of transport for pupils within 2-3 miles (primary/secondary school) and review and implement new ALN policy - Review transport for statemented pupils who live within two miles from primary school and three miles from secondary. This will done on an individual case basis, to take into account of the individual child's needs based on ALN transport policy.	125	0	125	0	Discussions are taking place with Education to review transport needs on a case by case basis. It is targeting year 7, 8, 9, 10 & 11 pupils living within distance to encourage travel training to assist independent travel.
55	City Operations	Facilities Management Budget for Cardiff Athletic Stadium	175	175	175	0	The lease was signed with the Cardiff and Vale College on the 31st March 2016 so no further costs should be incurred.
56	City Operations	Fees & Charges	60	31	60	0	The directorate is working towards achieving this saving in full.
57	City Operations	Travel/Mileage	56	43	52	4	The directorate is working towards achieving this saving in full. The shortfall relates to Planning.
58	City Operations	Reduction in Agency (Sickness & General) & General Staffing Savings	124	114	117	7	The directorate is working towards achieving this saving in full but there is a shortfall relating to Bereavement Services.
		Total City Operations	6,334	2,684	4,954	1,380	
59	Communities Housing & Customer Services	Refocusing Services from the Hubs - currently advice in the Hubs is provided through a variety of approaches including via the Council, Partners and Council-funded partners. This review would reduce Council-funded partner advice services to specialist financial advice with lower level demand delivered by the Hub Advice Officers.	100	100	100	0	The CAB Advice Service Grants contract has already been extended at the reduced rate and this saving has been achieved. The service area is working proactively with partners to review the outreach advice provision.
60	Communities Housing & Customer Services	Alarm Receiving Centre Additional Income - further realisation of income opportunities following the creation of the Alarm Receiving Centre.	300	0	0	300	Delays to the implementation of this new service were experienced last financial year resulting in income shortfalls against the £250,000 savings target. The recruitment of the Locality Wardens is now underway and whilst trials within schools are planned there will only be a part year impact from the income generating business. This is expected to partly offset the 2015-16 savings target in the first instance but is not anticipated to contribute to the 2016/17 target at this stage.

REF	Directorate 16/17	Directorate Savings 2016/17	Total Saving (£000)	Savings already achieved (£000)	Projected saving 2016/17 (£000)	Savings unlikely to be achieved in 2016/17 (£000)	Comments
61	Communities Housing & Customer Services	Additional income in relation to Adult Community Learning - this is the staged achievement of the council Adult Community Learning service to a nil subsidy position. The plan is to increase income in relation to the Learning for Life Programme, otherwise costs will be controlled in order that this element is cost neutral.	49	25	49	0	It is anticipated that this saving will be achieved in full through planned changes to course delivery with more focus on the more popular and more profitable courses within the Learning for Life programme.
62	Communities Housing & Customer Services	Continued roll out of the Libraries/Hub Strategy - this saving will be delivered through implementing the recommendations of the Cabinet Report in relation to Roath Library and the vacation of the Dominions Way storage facility.	250	102	167	83	This target is partly achieved through the release of budgets associated with the closure of Roath Library and other rationalisations within the Library service. Part year staff savings associated with this target are anticipated which may increase the shortfall and this will be reviewed in future months.
63	Communities Housing & Customer Services	Into Work Services - grant funded delivery - Universal Credit Face to Face grant funding and the alignment of the Adult Community Learning Grant will be used to deliver the outcomes of the Into Work Services.	130	130	130	0	This target partly relates to the funding of an Into Work Services trainer through the Adult Community Learning grant thus releasing base budget within that service. A restructure of the Into Work Service has already achieved £45,000 savings towards this target. The balance of the saving will be achieved through additional Universal Credit grant funding.
64	Communities Housing & Customer Services	Recharging of management costs to appropriate funding streams - efficiencies to be found in the management costs of the directorate. This includes the correct allocation of management costs in respect of grant funded services.	65	65	65	0	This saving is achieved through the realignment of management costs to the Adult Community Learning grant and Rent Smart Wales fee income reflecting the level of management support.
65	Communities Housing & Customer Services	Additional Web Income Generation - commercially exploit the expertise of the Council's web team to achieve additional income.	30	0	30	0	It is anticipated that this saving will be achieved in full. A surplus of £39,000 was achieved in 2015/16 through website development recharges.
66	Communities Housing & Customer Services	Neighbourhood Regeneration - recharging of service costs of the Neighbourhood Regeneration scheme to the appropriate funding source (either capital or housing revenue account), depending on the nature of the scheme.	142	142	142	0	This target is achieved through the realignment of staffing costs partly to Capital Programme recharges and partly to Housing Revenue Account recharges reflecting the appropriate level of staff support to those areas.
67	Communities Housing & Customer Services	Fees & Charges	13	6	13	0	It is anticipated that this saving will be achieved in full.
68	Communities Housing & Customer Services	Travel/Mileage	24	8	24	0	It is anticipated that this saving will be achieved in full.
69	Communities Housing & Customer Services	Reduction in Agency (Sickness & General) & General Staffing Savings	85	42	85	0	It is anticipated that this saving will be achieved in full. The service historically has a high volume turnover and usage of agency staff but this will be managed within the available budget.
70	Communities Housing & Customer Services	Reduction in requirements of insurance claims provision - review of the level of cover based on current claims history	9	4	9	0	It is anticipated that this saving will be achieved in full.
		Total - Communities, Housing & Customer Services Total	1,197	624	814	383	
71	Corporate Management	Corporate Initiative Efficiencies - reduction in the amount available to support events and market the city.	131	0	131	0	The current assumption is that this saving will be achieved, pending the completion of a review of the budget for Corporate Initiatives.

REF	Directorate 16/17	Directorate Savings 2016/17	Total Saving (£000)	Savings already achieved (£000)	Projected saving 2016/17 (£000)	Savings unlikely to be achieved in 2016/17 (£000)	Comments
72	Corporate Management	Reduction in Corporate Banking Charges - savings in relation to the banking contract.	15	0	15	0	This saving is anticipated to be achievable based on the charges experienced in previous years, following the introduction of a new banking contract.
73	Corporate Management	Reduction in Corporate Audit Fees - anticipated reduction in audit charges for 2016/17 as a result of partnership working.	30	0	30	0	It is anticipated at this stage that this saving is achievable.
74	Corporate Management	Reduction in Agency (General)	2	0	2	0	It is anticipated at this stage that this saving is achievable.
75	Corporate Management	General Staffing	3	0	3	0	It is anticipated at this stage that this saving is achievable.
76	Corporate Management	Precepts and Levies - a targeted reduction on precepts and levies paid to other bodies. The level of reduction targeted has been set at 3% which is in line with the Council's anticipated funding reductions from Welsh Government.	32	0	32	0	The current monitoring position suggests that this saving is achievable.
77	Corporate Management	Reduction in External Audit Fee - review of the audit fee to ensure that all areas of the Council are appropriately charged for audit work incurred.	25	0	25	0	Current indications suggest that this saving will be achievable, however the final position will not be known until nearer the end of the financial year.
78	Corporate Management	Reduction in requirements of insurance claims provision - review of the level of cover based on current claims history	1	0	1	0	It is anticipated at this stage that this saving is achievable.
79	Corporate Management	Digitalisation	875	0	600	275	Work is continuing to identify and realise savings arising from digitalisation in the current year with particular focus on initiatives to reduce spend on postages, printing and stationery. This is being supported through the Organisational Development Programme although at this stage it is unlikely that the full saving will be achieved during the current financial year.
Total - Corporate Management			1,114	0	839	275	
80	Economic Development	Economic Development Income - generate additional income through sponsorship / advertising to cover a reduction in management costs.	88	0	88	0	It is currently anticipated that this saving will be achieved in full through bus shelter advertising income.
81	Economic Development	Capitalisation of posts - Major Projects - appropriate charging of staffing costs within Major Projects (two full time and one part time post) to reflect capital works undertaken.	86	0	86	0	This saving is currently anticipated to be achieved in full although progress will be monitored closely throughout the year and projections updated accordingly as and when scheme details become available.
82	Economic Development	Service Redesign of Strategic Estates - to release one full time post.	41	20	41	0	The proposed Directorate restructure is currently underway and it is projected to be fully implemented by January 2017. However it is currently anticipated that this saving will be achieved in year in full through staff vacancies.
83	Economic Development	Reduced service in Economic Development - reduce part-time hours in economic development to release 0.3 FTE.	15	15	15	0	This saving has been achieved in full, as the reduction in hours has taken place.
84	Economic Development	Increase in Income - increase rental income from the managed industrial workshop estate over and above existing income targets.	47	20	47	0	This saving is anticipated to be achieved in full through additional workshop rental income.
85	Economic Development	Reduction in Revenue Budget - reduction in miscellaneous revenue support budget.	7	3	7	0	This saving is anticipated to be achieved in full.
86	Economic Development	Economic Development Revenue Budget Reduction - remove budget for the provision of discretionary grants to Small to Medium Sized Enterprises (SMEs).	51	51	51	0	Discretionary grants are no longer granted to SME's, therefore this saving is achieved in full.
87	Economic Development	Cardiff Business Council - reduce revenue subsidy to Cardiff Business Council.	120	120	120	0	Cardiff Business Council have received a reduced budget allocation and this saving is therefore achieved in full.
88	Economic Development	Alternative model for the delivery of the Taxi Marshalling service – release revenue funding through a new approach to funding the taxi marshalling service for night time economy in the city centre on weekends.	122	0	25	97	Alternative models for the delivery of the taxi marshalling service are currently being considered. An increased shortfall of £97,000 is anticipated as changes to the existing system are not scheduled to be implemented until January 2017. Any further delays will increase the projected shortfall and the position will be closely monitored throughout the year.

REF	Directorate 16/17	Directorate Savings 2016/17	Total Saving (£000)	Savings already achieved (£000)	Projected saving 2016/17 (£000)	Savings unlikely to be achieved in 2016/17 (£000)	Comments
89	Economic Development	Increase in City Centre Management Income - through increased use of activity sites in the city centre.	45	22	45	0	This saving is expected to be achieved in full through additional income generated from weekly street food events within the City Centre.
90	Economic Development	Increase in Tourism Income - through increased local business subscriptions to the Cardiff Convention Bureau and the Cardiff Tourism Network.	33	0	33	0	This saving is projected to be achieved in full through additional income generated by the re-launch of the Visit Cardiff Network.
91	Economic Development	Arts Venues - review of costs, income and service delivery in Arts Venues.	430	0	300	130	Operational shortfalls in the region of £130,000 are currently anticipated primarily due to retained income below target due to the unplanned usage of the venues for the Festival of Voice. It is now anticipated that the Arts contract will not be in place until later in the financial year. The position will need to be reviewed in detail both as to the variables within the operational performance and the progress of the ADM.
92	Economic Development	Remove Cardiff Contemporary Project Budget - release revenue saving by identifying alternative funding sources for the Arts Management budget associated with the Cardiff Contemporary project.	50	0	50	0	Work is continuing to finalise the details of this proposal, however the directorate anticipate that it will be achieved in full.
93	Economic Development	Rationalisation of Culture, Venues and Events Sales, Marketing & Advertising Functions - rationalise existing Culture, Venues & Events Marketing and Sales provision releasing savings through reduced FTE.	95	95	95	0	The vacant posts which will be deleted as part of the service restructure have been identified and, therefore, this saving is achieved.
94	Economic Development	Income and Business Process Efficiencies - Strategic Estates - generate additional rental income from the Council's property estate through the periodic rent review process.	56	0	0	56	This saving is not anticipated to be achieved based on the total projected shortfalls in rental income targets of £292,000 projected for 2016-17. The investment Estate has undergone a recent restructure and any changes to this projection will be updated in future months.
95	Economic Development	Fees & Charges	51	25	51	0	The directorate is working towards achieving this saving in full.
96	Economic Development	Travel/Mileage	5	5	5	0	The directorate is working towards achieving this saving in full.
97	Economic Development	Reduction in Agency (Sickness & General) & General Staffing Savings	51	25	51	0	The directorate is working towards achieving this saving in full.
98	Economic Development	Reduction in requirements of insurance claims provision - review of the level of cover based on current claims history	19	9	19	0	The directorate is working towards achieving this saving in full.
99	Economic Development	Office Accommodation - next phase of savings from the office rationalisation programme. Ensuring more effective use of the Council's existing property estate and considering opportunities to rationalise where possible.	1,250	430	860	390	Delays in the Global Link vacation has meant a significant overspend. There are also concerns over the realisation of savings in other buildings. This will be partly mitigated in year by a unbudgeted drawdown from earmarked reserves, currently estimated at £150,000. To be carefully monitored throughout the year.
		Total - Economic Development	2,662	840	1,989	673	
100	Economic Development (Commercial Services)	New Operating Model for City Operations - the business case for reshaping services within City Operations.	634	211	634	0	Detailed plans and modelling are being developed to re-balance the rounds and improve the efficiency of domestic collections. Further gains are expected through the generation of additional trade waste income.
101	Economic Development (Commercial Services)	One Directorate Synergies - alignment of core processes within the new City Operations Directorate will result in synergies.	83	0	83	0	The directorate are planning to review staff structures including flexi-retirements with the aim of achieving this saving in full.
102	Economic Development (Commercial Services)	Commercialisation - Improved charging & income generation projects within the Environment portfolio - from areas such as sponsorship, selling services via the website, fees and charges.	200	200	200	0	This target has been achieved through the continuation of the landfill operation for inert materials.

REF	Directorate 16/17	Directorate Savings 2016/17	Total Saving (£000)	Savings already achieved (£000)	Projected saving 2016/17 (£000)	Savings unlikely to be achieved in 2016/17 (£000)	Comments
103	Economic Development (Commercial Services)	Trade Waste - Increase commercialisation - increase income through provision of new services and improved competitiveness.	78	78	78	0	This saving has been achieved through increased income and lower operational costs.
104	Economic Development (Commercial Services)	Waste Disposal - Prosiect Gwyrdd & Interim Contract - in July 2015 Cabinet approved the Interim Contract for residual waste with four Council partners. The benefits of this were significant in 2015/16. In addition the Prosiect Gwyrdd (PG) 25 year residual waste treatment contract with Viridor formally commences on 1st April 2016 with a 7 month contract commissioning period preceding that, bringing about further savings per tonne for that year. In addition Waste Collection changes have meant less residual waste per household being sent to treatment as more is recycled.	759	759	759	0	The saving is based on the original tonnage profile. This position could change due to demographics. However, any significant variation could be funded from earmarked reserves.
105	Economic Development (Commercial Services)	Materials recycling Reshaping Services - Increase productivity and plant maintenance of materials recycling processing. Improving flexibility to operate services for other Local Authorities and with partner operators.	252	252	252	0	Detailed plans were developed with the Partner which have resulted in the release of the night shift and the saving has now been achieved in full.
106	Economic Development (Commercial Services)	Marketing Bulking facility - income generated by optimising the marketing of transfer waste and recycling bulk loading facility with other local authorities and businesses.	90	45	90	0	The full achievement of this saving is dependent upon securing a contract and gate fee with the Vale of Glamorgan, however it is assumed that this saving will be achieved in full.
107	Economic Development (Commercial Services)	Household Waste Recycling Centres - full year effect of seasonal opening hours and charging for non-Cardiff householders. Full year effect of two-site operations for productivity and effectiveness once new planned Household Waste Recycling Centre opens in summer 2016.	76	0	0	76	This saving is planned through the rotation of staff and shift changes but is dependent on the site at Lamby Way and the reduction to two sites. As all three sites have been temporarily retained, this saving will not be achieved this year.
108	Economic Development (Commercial Services)	Improved automated security at Lamby Way depot - security operation replaced by CCTV.	68	0	0	68	This is linked to the new Lamby Way HWRC build which has been delayed. It is assumed that this saving will not be achieved this year. There might be an opportunity to deliver this saving through the ARC and this requires further dialogue.
109	Economic Development (Commercial Services)	Further increasing income opportunity from renewal of landfill gas generator contract - contract negotiations in place.	100	0	0	100	The operator has reduced the number of generators from four to two reflecting the lower levels of gas extracted from the landfill. As a consequence this increased income target will not be achieved.
110	Economic Development (Commercial Services)	Cost reduction from implementation of improved Customer Management Processes	105	105	105	0	This saving has been achieved through action taken in the previous financial year.
111	Economic Development (Commercial Services)	Improved digitalisation of services and payments - introduce E-auctioning to all areas of the City Operations directorate.	100	0	0	100	The original plan was to generate income from E-auctioning of recyclables. However there are concerns regarding the robustness of the business case particularly as it will require IT investment and a 6 month procurement process. It is therefore unlikely to yield any savings in this financial year.
112	Economic Development (Commercial Services)	Building general savings - general efficiency savings across a number of budget headings within Facilities Management Buildings.	11	6	11	0	This saving is anticipated to be achieved across a range of premises related budgets including security, pest control and cleaning.
113	Economic Development (Commercial Services)	Deletion of two Grade 3 posts in Business Support - the saving can be made without any impact on service delivery.	42	42	42	0	The employee budgets have been reduced and the saving has been achieved.
114	Economic Development (Commercial Services)	Alternative Delivery Model - Security and Cleaning.	135	30	135	0	The Cleaning service is anticipated to meet its saving target and the Security Service element is intended be achieved and a plan is being developed.

REF	Directorate 16/17	Directorate Savings 2016/17	Total Saving (£000)	Savings already achieved (£000)	Projected saving 2016/17 (£000)	Savings unlikely to be achieved in 2016/17 (£000)	Comments
115	Economic Development (Commercial Services)	Efficiencies in Security and Cleaning - maximising income and savings from partnership with the Alarm Receiving Centre.	30	6	30	0	The Cleaning Service is anticipated to meet its savings target and a plan is being developed to achieve the Security element.
116	Economic Development (Commercial Services)	Building Services Income - maximise all internal sources of income and market services to public sector bodies.	50	25	50	0	This saving is anticipated to be fully achieved through additional internal work undertaken during the year.
117	Economic Development (Commercial Services)	Staffing savings in Central Transport Services - Impact of team restructure.	30	30	30	0	The employee budgets have been reduced and the saving has been achieved.
118	Economic Development (Commercial Services)	Central Transport Services parts procurement & supply framework - improving the supply, stock and managing of parts.	20	20	20	0	This saving is fully achieved, as an underspend of £122,000 is currently projected on parts and stores in 2016/17.
119	Economic Development (Commercial Services)	Vehicle replacement programme - efficiencies through procurement.	68	0	68	0	The budget for leases has been reduced accordingly. The saving is assumed achievable at this stage, although this will need to be carefully monitored throughout the year.
120	Economic Development (Commercial Services)	Fees & Charges	53	42	53	0	The directorate is working towards achieving this saving in full.
121	Economic Development (Commercial Services)	Reduction in Agency (Sickness & General) & General Staffing Savings	324	280	292	32	The current projection shows that overall spend on Agency has reduced, however a shortfall is still anticipated.
122	Resources	Energy	70	9	40	30	The saving has been applied to the utilities budgets across FM Buildings. A reduction in bills is anticipated across the estate through improved management and behaviour change (Carbon Reduction Strategy). The shortfall relates to the ReFit capital project. This has been delayed and so full year savings will be achieved from next financial year.
123	Economic Development (Commercial Services)	Vehicle Utilisation	400	28	200	200	Action is currently being taken towards realising this saving, but progress is slow. The full year saving is not achievable and various delays have contributed towards this.
		Total - Economic Development (Commercial Services)	3,778	2,168	3,172	606	
		Grand Total - Economic Development	6,440	3,008	5,161	1,279	
124	Education & Lifelong Learning	Rationalisation of centrally held budgets for school related issues - a reduction in centrally held budgets that fund school initiatives which will fall out in 2016/17, or costs within schools for which the full responsibility will be delegated to schools as part of the 2016/17 school budget strategy. This will include savings identified nationally, through the revision of the All Wales Service Level Agreement with the WJEC for the provision of educational services to schools and the current energy efficiency invest to save scheme.	569	200	569	0	Specific budgets have been identified where savings can be achieved. However, continued monitoring is required to ensure achievability is maintained.
125	Education & Lifelong Learning	Reduction in costs of placements with other Local Authorities - when a pupil has a statement of Special Educational Need and has been placed in a school or educational establishment outside of Cardiff, the educational costs have to be met by Cardiff Council. In 2015/16 there are 146 pupils placed in local authorities other than Cardiff, an increasing number of whom have placements being charged at enhanced rates or with additional support costs. Officers will work with the Health Authority to improve joint commissioning arrangements with clear targets for reducing costs from other local authority placements.	150	0	0	150	Discussions required around commissioning of placements with other local authorities are ongoing and are unlikely to deliver any cashable savings this financial year.

REF	Directorate 16/17	Directorate Savings 2016/17	Total Saving (£000)	Savings already achieved (£000)	Projected saving 2016/17 (£000)	Savings unlikely to be achieved in 2016/17 (£000)	Comments
126	Education & Lifelong Learning	Reduction in number of Looked After Children placed Out Of County - 81 of the current Out Of County placements are children who are also Looked After. Officers will work with colleagues in Children's Services to identify children who potentially could be brought back into County and educated within an existing Cardiff provision.	100	65	100	0	Achievement of this proposal requires discussion and work with Children's Services to try and implement. Discussions have commenced and it has proved possible to reduce the number of out of authority placements to date.
127	Education & Lifelong Learning	Reduction in number of new placements - the age profile of children currently placed out of county will mean that there are a significant number who will cease to be the financial responsibility of the Council during 2016/17 financial year. Officers will work with the Health Authority, Children's Services, the Vale of Glamorgan Council and other neighbouring authorities to significantly reduce the numbers of new placements required outside of Cardiff. This will be complimented by the review work currently being undertaken with regards to the capacity and range of SEN Specialist provision within Cardiff.	680	0	375	305	The current placement cost information provided indicates reductions in the number of placements, however it is unlikely that it will be possible to achieve this saving in full.
128	Education & Lifelong Learning	Rationalisation of staff costs centrally retained to provide services of a specialised nature - The savings will be achieved by a restructure of the Specialist SEN teams.	60	0	60	0	This saving is currently projected to be achieved in full, as work is ongoing to identify posts against which savings can be made.
129	Education & Lifelong Learning	Reduction in central costs for the Education of Children not in School - over the past three financial years there has been a reduction in the level of central subsidy for pupils who are not educated in school. This saving will be achieved through the examination of a different delivery model for tuition through the commissioning of an external agency as opposed to direct employment of tutors which will reduce the overall cost of the service. Whilst it is expected that the full saving will be deliverable in this manner any shortfall will be recouped through an additional charge being levied on schools for providing tuition to pupils on roll in a school but educated elsewhere.	149	0	99	50	Delays in the implementation of this proposal have led to an inability to fully recover the costs of delivering the service. Steps are being put in place to increase cost recovery levels for 16/17 which may mitigate the level of unachievement but appear unlikely to fully mitigate the unachieved element at this stage.
130	Education & Lifelong Learning	Reduction in centrally retained budgets for supporting Childcare Providers - the Council has a statutory duty to assess the demand for, and supply of, childcare provision within the geographical area of Cardiff and provide a Family Information Service. In the past two years this team within the Education Service has been more closely aligned with the grant funded Flying Start provision which has facilitated significant savings. This proposal takes these savings further and will reduce the Childcare Team further. Support for childcare providers would be limited to that which is grant funded.	100	75	100	0	A shortfall of £25,000 against the intended budget saving is currently evident, however work is ongoing to identify further savings to replace the intended saving.
131	Education & Lifelong Learning	Reduction in contribution towards the Central South School Improvement Consortium - the Council currently contributes £1.5m towards the costs of providing an Education School Improvement Service across the Central South region of Wales. This accounts for 35% of the total costs of the service. This saving will be achieved through passing at least a 5% reduction in contribution onto the Consortium.	81	81	81	0	A reduction has been made to the budget and the Consortium have been notified.
132	Education & Lifelong Learning	Further rationalisation of Education Service business processes - to achieve these savings the Education Service will work with the Council's Organisational Development Team to improve the efficiency and effectiveness of the current processes for dealing with pupil admissions, statements of Special Educational Need, fines for pupil non-attendance and parental payment for school delivered services.	100	50	100	0	Specific budgets have been identified where savings can be achieved. However, continued monitoring is required to ensure achievability is maintained.
133	Education & Lifelong Learning	Reduction in staffing for Performance Management - the Performance and Information team provide a central resource to gather, analyse and disseminate the relevant pupil led, school level and authority level data necessary to allow the Council to discharge its statutory reporting duties. This saving will be achieved through a restructuring of this team which will align itself with other data functions both inside and outside the Council.	35	0	35	0	A restructure has taken place but this did not produce any staffing savings. The Directorate felt that delivering staffing savings from this restructure was not beneficial and that they would identify an alternative saving from another area. There is potential to deliver alternative staffing savings from further reductions to the Education Welfare Service but this has yet to be confirmed.
134	Education & Lifelong Learning	Youth Service Budget - this is a continuation of the 2015/16 budget decision to fundamentally change the provision of Youth Services in Cardiff and through this to save £1.7m of revenue budget over the medium term. This second year target of £650k will be achieved through a reduction in the numbers of full and part time youth workers delivering services across the City with a greater focus on meeting the needs of priority groups of young people.	650	325	650	0	There have been some delays in implementation of the restructure and relinquishing of buildings, however it is anticipated that this saving will still be achieved. However, there remains a risk to achievement within this financial year and continued monitoring will be required throughout the year.

REF	Directorate 16/17	Directorate Savings 2016/17	Total Saving (£000)	Savings already achieved (£000)	Projected saving 2016/17 (£000)	Savings unlikely to be achieved in 2016/17 (£000)	Comments
135	Education & Lifelong Learning	Annual Increase in the price of School Meals plus rationalisation of the service delivery model - this saving will be achieved through a combination of an increase of 10p in the price of a school meal, alongside a review of all costs not directly associated with the production of a school meal.	300	150	300	0	The current monitoring position for the Catering service indicates that the 10p price increase will deliver this saving, as with a similar proposal for 15/16.
136	Education & Lifelong Learning	Reduction of central budgets for the Education Welfare Service (EWS) - in recent years much work has been done between schools and the Central Team to improve the attendance service, which has resulted in a significant improvement in pupil attendance across the city. The Central EWS Team has become involved in individual cases which have to be escalated sometimes through the legal process. This budget saving will be achieved through a reduction in the staffing capacity within the service.	100	100	100	0	This saving has already been realised through the reduction of staff within the section. There is likely to be an overachievement against the proposal which could be used to offset the requirement to achieve staffing savings from a restructure of the Performance Team.
137	Education & Lifelong Learning	Fees & Charges	39	19	39	0	Based on performance to date, it is anticipated that this saving will be achieved via increased income generation with Catering and the Music Service. Increased lettings within the Storey Arms centre are also likely to contribute.
138	Education & Lifelong Learning	Travel/Mileage	44	22	44	0	This saving will be achieved through increased use of pool cars across the directorate
139	Education & Lifelong Learning	Reduction in Agency (Sickness)	25	12	25	0	Potential reductions in agency spend have been identified, which should allow this saving to be achieved.
140	Education & Lifelong Learning	Reduction in Agency (General)	21	10	21	0	Potential reductions in agency spend have been identified, which should allow this saving to be achieved.
141	Education & Lifelong Learning	General Staffing	36	18	36	0	Options have been identified, which will enable this saving to be achieved.
142	Education & Lifelong Learning	Reduction in requirements of insurance claims provision - review of the level of cover based on current claims history	117	0	117	0	It is currently anticipated that this saving will be achieved in full, however this will only be confirmed at year end, once insurance costs for the year are known.
		Total - Education and Lifelong Learning	3,356	1,127	2,851	505	
143	Governance & Legal Services	Review scrutiny research function - Reduction in vacant posts. Funding to be reinstated for 2016/17 to retain necessary resource and to carry out a review of the service.	50	35	50	0	Current salary projections has resulted in the identification of a £35,000 saving and the directorate is committed to identifying the remaining £15,000 during the remainder of the financial year.
144	Governance & Legal Services	Provision of in-house welsh language translation at council meetings - moving to a welsh translation service for public meetings that will be dealt with in house resulting in savings.	3	0	3	0	It is currently anticipated that it will be possible to achieve this saving in full.
145	Governance & Legal Services	Reduce level of directorate printing - a review of printing costs reflecting printing levels in the current year.	7	3	7	0	The directorate are currently committed to ensuring that this saving will be delivered.
146	Governance & Legal Services	Additional land charges income - additional income in land charges through a combination of increased demand and price.	41	0	34	7	The price increase did not come into effect until July. Therefore, this saving will only be achieved in respect of the remaining part of the financial year.
147	Governance & Legal Services	Welsh translation new income source - via a proposed invest to save initiative.	24	0	7	17	Workload pressures as a result of income generating work taken on for neighbouring authorities has removed the capacity to effectively achieve this saving in the year to date. Although this saving is not being achieved to date as required by this proposal, the shortfall in year is being offset by income generated by work for other local authorities.
148	Governance & Legal Services	Fees & Charges	3	1	3	0	It is currently anticipated that it will be possible to achieve this saving in full.
149	Governance & Legal Services	Travel/Mileage	2	1	2	0	It is currently anticipated that it will be possible to achieve this saving in full.
150	Governance & Legal Services	Reduction in Agency (Sickness)	9	4	9	0	It is currently anticipated that it will be possible to achieve this saving in full.
151	Governance & Legal Services	Reduction in Agency (General)	6	3	6	0	It is currently anticipated that it will be possible to achieve this saving in full.
152	Governance & Legal Services	General Staffing	6	3	6	0	It is currently anticipated that it will be possible to achieve this saving in full.
153	Governance & Legal Services	Reduction in requirements of insurance claims provision - review of the level of cover based on current claims history	1	0	1	0	It is currently anticipated that it will be possible to achieve this saving in full.

REF	Directorate 16/17	Directorate Savings 2016/17	Total Saving (£000)	Savings already achieved (£000)	Projected saving 2016/17 (£000)	Savings unlikely to be achieved in 2016/17 (£000)	Comments
		Total - Governance & Legal Services	152	50	128	24	
154	Resources	Deletion of two posts within Exchequer and Development - 1) voluntary severance of one Operational Manager in connection with on-going discussions regarding the future structure of Finance 2) voluntary severance of one Grade 7. Some of the work has been transferred to other areas within finance and there will be a merger of admin teams.	99	99	99	0	This saving is already achieved as both posts have been deleted and the occupants have taken voluntary severance
155	Resources	Reduction in Subscriptions - a review to streamline subscriptions has generated savings in relation to health and safety and credit checks.	8	8	8	0	Both subscriptions have not been renewed in 2016-17.
156	Resources	Projects and Technical Accountancy Additional Income - additional income in respect of activities in relation to major projects.	14	0	0	14	It is anticipated that this saving will not be achieved in 2016/17.
157	Resources	Deletion of two auditor posts and utilisation of reserve to enable fraud team to become self-financing - 1) deletion of one principal auditor and one senior auditor post. 2) Use of fraud detection reserve (£54k) as an interim measure to allow the fraud team two years to become self-financing through income generation measures.	140	86	140	0	Two vacant posts have been deleted to achieve the £86,000. A request will be submitted to request the draw down of £54,000 from the fraud detection reserve
158	Resources	Staff savings within Service Accountancy - reduction of up to three posts in Service Accountancy. This will be achieved through a review of team structures and responsibilities and business process efficiencies.	80	80	80	0	This saving has been achieved through the deletion of vacant posts.
159	Resources	Extension of Income Enforcement Service - continue with recent changes to bring more of the enforcement of Penalty Charge Notices (PCNs) directly under the control of Local Authority staff. The majority of compliance and enforcement activity required to collect outstanding PCN notices will be carried out by directly employed Council staff.	150	17	20	130	The total saving target in respect of this is £230,000. Only £23,000 of the 2015-16 target of £80,000 was achieved. It is anticipated at this stage that overall £100,000 will be achieved, meeting the full £80,000 target from 2015-16 and £20,000 of the £150,000 target in 2016-17. Anticipated volumes of PCN notices are lower than previously expected.
160	Resources	Business rates additional court cost income - robust recovery procedures are in place for businesses that default on their scheduled payments. The proposal reflects securing additional income over and above the existing budget.	15	0	15	0	It is anticipated that this saving will be achieved
161	Resources	Commissioning & Procurement Employee Owned Mutual 2016-17 - a proposed reduction in the fixed costs of the Strategic Procurement Team through 'sale' of full costed staff time to an employee owned mutual or local authority trading company.	60	0	60	0	Cabinet approved the creation of the company in June. It is anticipated that £90,000 will be achieved, meeting the full £30,000 target for 2015/16 plus the £60,000 for 2016/17.
162	Resources	Corporate Digital Efficiencies - the introduction of an income target to reflect the Enterprise Architecture Team's support in driving out the adoption of digital services across the organisation which will result in improved customer experience, increased automation and employee efficiencies.	125	100	125	0	It is anticipated that 60% of this target will be achieved through charging service areas for work undertaken internally with the remaining 40% coming from external opportunities
163	Resources	Post Deletions – HRPS Partnership Co-Ordinator (Grade 6) and Service Delivery Advisor (Grade 4) - in February 2015 Welsh Government announced that from September 2015 it would no longer require Careers Wales to have any involvement in the National Database which many schools use when sourcing potential placements. Instead, they now place the onus on schools to make their own arrangements directly with employers. The above posts are employed within HRPS to act as an intermediary which is no longer required. One expression of interest in voluntary redundancy has been received and one post holder is retiring in February 2016.	61	61	61	0	The relevant employee budgets have been reduced and this saving has been achieved.
164	Resources	Post Deletion – HRPS First Point of Contact Team (1 x Grade 4 and vacant hours at Grade 4) – This is based on reviewing demands and efficiencies in managing the Contact Team.	40	40	40	0	The relevant employee budgets have been reduced and this saving has been achieved.
165	Resources	Post Deletion – HRPS Manage Team (2 x Grade 4) - related to back office/systems efficiencies for example, the consolidation of the reduction to two Council payrolls, the roll out of DigiGOV to schools and proposed introduction of DBS on-line. This will reduce demand on the team. Post reduction will be made through the deletion of a vacant Grade 4 post and vacant hours at Grade 4.	50	50	50	0	The relevant employee budgets have been reduced and this saving has been achieved.
166	Resources	Savings from vacant hours across HR People Services - the permanent redesignation of full time employee posts to contracted hours.	24	24	24	0	The relevant employee budgets have been reduced and this saving has been achieved.

REF	Directorate 16/17	Directorate Savings 2016/17	Total Saving (£000)	Savings already achieved (£000)	Projected saving 2016/17 (£000)	Savings unlikely to be achieved in 2016/17 (£000)	Comments
167	Resources	Review of HR Organisational Development Team - as Employee Engagement Programme is now more embedded and Directors are responsible for engagement activity within their Directorates, there will be a reduced requirement for this level of activity to be supported corporately from within the Council's HRPS OD Team. Consequently vacant hours at Grade 7 and Grade 4 post is deleted.	40	40	40	0	The relevant employee budgets have been reduced and this saving has been achieved.
168	Resources	Staff savings within ICT - deletion of one vacant ICT Developer post and one vacant technical administrative post.	56	56	56	0	The relevant employee budgets have been reduced and this saving has been achieved.
169	Resources	Reduction in spend on licences, network, telephony links, support and maintenance - this will include negotiations with suppliers and driving down costs.	111	65	111	0	This saving is anticipated to be fully achieved through reductions in software licensing (Citrix, IBM Domino, One Modules, Fast) plus the migration of circuits to PSBA and voice circuits to SIP.
170	Resources	Alternate Delivery Models (ADMs) ICT implementation - income in relation to two posts to reflect transitional support provided to ADMs.	105	46	105	0	This saving is anticipated to be fully achieved. Costs will be recharged to the ADMs during the year.
171	Resources	Training budget savings - reduction in training budget.	5	3	5	0	This budget within Business Support has consistently underspent and therefore a £5,000 saving is fully achievable.
172	Resources	Deletion of Grade 3 post or reduction of hours - release or reduction in hours in this post will be linked to any decision to future Flexi Time arrangement.	10	10	10	0	The relevant employee budgets have been reduced and this saving has been achieved.
173	Resources	Restructure of the Improvement and Information Team - reduction in posts.	22	22	22	0	The relevant employee budgets have been reduced and this saving has been achieved.
174	Resources	Streamlining business processes and income generation through delivering Information Governance responsibilities across Council services	82	39	82	0	£39,000 of charges have already been made and a further £43,000 will be achieved through agreed SLAs with City Ops and Education.
175	Resources	Competitive charging model for the Council's Record Centre - reviewing the pricing and charging model for the Records Centre in order to generate additional income.	35	35	35	0	The charges for 2016-17 have been made and the savings target fully achieved.
176	Resources	Cardiff Works Income - securing additional income over existing budget.	29	15	29	0	This saving is anticipated to be fully achieved, as £80,000 above the external income target was achieved in 15/16.
177	Resources	Reduction to Third Sector Infrastructure Funding - following alignment of third sector infrastructure support within the city, further efficiencies would be sought in relation to increasing collaboration of back office functions (Cardiff Third Sector Council/VCS/Diverse Cymru and Race Equality First) and exploring joint opportunities with Cardiff & Vale UHB, Vale of Glamorgan Council and the Wales Council for Voluntary Action regional grant allocation.	60	0	60	0	The relevant organisations are aware of the reduction in funding and, therefore, this saving is achievable.
178	Resources	Reduction in Community Safety Funding - the existing community safety budget provides support to initiatives such as Victim Support; mobile CCTV; Operation Mistletoe to help manage the night time economy over the festive period; and additional support for major events. The saving includes £10k from removal of obsolete mobile CCTV cameras following cost benefit review, plus £25k reduction to the events/Operation Mistletoe budget (required December 2016). It is anticipated that by this date alternative funding mechanisms would be in place eg. BID/Late Night Levy (to be voted on in summer 2016).	35	0	35	0	The budget has been reduced accordingly and current projections indicate that this saving will be fully achieved.
179	Resources	Reduction in Cabinet Office - staffing reductions in Cabinet and Policy.	54	33	54	0	This target has been partly achieved through the deletion of a vacant post and it is currently anticipated that this saving will be achieved in full.
180	Resources	Efficiencies within Communications & Media - reduction in campaign budgets.	77	0	77	0	This saving is anticipated to be fully achieved, based on historic underspends and the fact that there are no fixed commitments against this budget.
181	Resources	Fees & Charges	5	2	5	0	This saving is anticipated to be fully achieved.
182	Resources	Travel/Mileage	24	10	24	0	This saving is anticipated to be fully achieved.
183	Resources	Reduction in Agency (Sickness & General) & General Staffing Savings	84	42	84	0	The full saving will be achieved through a combination of reduced spend on agency plus general staffing savings (reduced hours, vacant posts).
184	Resources	General Staffing	4	0	4	0	This saving is anticipated to be fully achieved.
185	Resources	Reduction in requirements of insurance claims provision - review of the level of cover based on current claims history.	56	0	56	0	This saving is anticipated to be fully achieved.
		Total - Resources	1,760	983	1,616	144	

REF	Directorate 16/17	Directorate Savings 2016/17	Total Saving (£000)	Savings already achieved (£000)	Projected saving 2016/17 (£000)	Savings unlikely to be achieved in 2016/17 (£000)	Comments
186	Social Services	Early Help Strategy - introduction of 'Early Help Strategy' to promote and facilitate early interventions to tackle problems emerging for children, young people and their families. Steering Group developed with partners to establish and develop a multi-agency approach, promoting early support, better outcomes and more cost effective delivery of services. The aim is to reduce demand for external placements over a three year period. It is estimated that implementation of the early help strategy will lead to a 5% reduction in the looked after children population leading to savings of approximately £1.3m over three years. This proposal is a gross saving with an associated cost included in the financial pressures.	340	42	340	0	A rapid response team has been established and is providing a crisis intervention service aimed at preventing children from becoming looked after. The saving will reflect referrals to rapid response and the length of time of the intervention. It is assumed that, for the period of the intervention, children are not 'looked after' and there is therefore a resultant cost avoidance saving. A significant number of referrals to rapid response already evident in 2015/16. Although there is evidence of cost avoidance overall there was a significant increase in looked after children in the first quarter.
187	Social Services	Establish an Adolescent Resource Centre - this is a resource to assist in supporting young people to stay at home. It is based on a model operated in other authorities and will require some initial investment to establish the facility. This proposal is a gross saving with an associated cost included in the financial pressures.	700	0	293	407	The process for the establishment of the ARC has been delayed due to issues with the building identified for the project. The recruitment process for the ARC has however commenced and a proposed location is currently being considered. It is anticipated that the centre will not be fully operational until later in the year. Although some support can be provided from flexible settings a savings shortfall is still projected for the year.
188	Social Services	Safer Families Initiative - utilise and encourage volunteering in the community to provide a mentoring service aimed at reducing Looked After Children admissions. Based on pilot in other authorities, it is anticipated that the scheme will reduce the numbers of children coming into the care system. Research suggests an average saving of £5.4k per child referred. Forty referrals are targeted for 2016/17. This proposal is a gross saving with an associated cost included in the financial pressures.	210	0	150	60	This saving is predicated on volunteering groups providing respite and mentoring services aimed at preventing children becoming looked after or reducing the intensity and cost of any care requirement. The saving is dependent on the number of referrals. Take up is initially low but efforts are being made to increase the number of referrals. A full saving is anticipated at this stage, however, the position on referrals will need to be monitored through the year.
189	Social Services	Reduction in the Number of Children Placed in Out Of Area Placements - Review of children currently placed in out of area placements. Aim to step down children who are currently in residential care into alternative care settings, including enhanced fostering. Combine with other preventative initiatives aimed at reducing the number of looked after children in external placements.	500	384	384	116	A number of children, previously in out of county placements, have stepped down to lower cost forms of care such as fostering or independent living. The process of review will continue and further returns from Out Of Authority may be identified later in the year.
190	Social Services	Restructure of Social Work Teams - remodelling of social work service to reflect early help, targeted and specialist services that encourage prevention.	90	0	90	0	A number of vacant posts and hours are currently being held with a view to possible deletion.
191	Social Services	Review of Commissioned Services - a number of commissioning opportunities have been identified by the directorate to be targeted in 2016/17.	1,000	323	785	215	This saving was predicated on a number of different re-commissioning opportunities and a number of these have already been realised. Some potential shortfalls have been identified, notably in relation to the dynamic purchasing bidding process and LD day care. It is also anticipated that some of the saving related to extra care will slip into 2017/18. Other commissioning opportunities are being explored.
192	Social Services	Learning Disabilities Supported Living Contract - full year effect of the saving realised on the re-commissioning of the supported living contract for service users with learning disabilities. New contract arrangements commenced in August 2015 and a part year saving achieved in 2015/16. The full realisation of the saving will thus be achieved in 2016/17.	350	350	350	0	This is the full year effect of the saving achieved in 2015/16 through the re-commissioning of the Learning Disabilities supported living contract.
193	Social Services	Reshape Day Services for Older People - develop a new model for Day Opportunities which will be subject to specific consultation with users of the service. Savings will be achieved through the development of day opportunities that will be more outcome focused. This will include a review of the organisational resources required to meet the changing needs of the population.	250	250	250	0	A number of vacant posts have been identified for deletion following the re-structuring and re-modelling of the older people day care service in recent years, including the closure of Gabalfa day centre.
194	Social Services	Review of Continuing Health Care eligibility for Physical Disability care packages - review care packages for people with a physical disability to identify those service users who are eligible for continuing health care/joint funding.	100	248	275	(175)	A number of reviews to date have been successful in securing continuing health care funding. It is predicted therefore that this proposal will over-achieve in 2016/17.
195	Social Services	Review of Third Sector grants - Review of third sector grants to identify areas where funding can be reduced.	75	75	75	0	A review of the level of commitments against third sector grants budgets shows that the required saving will be achieved in 2016/17.

REF	Directorate 16/17	Directorate Savings 2016/17	Total Saving (£000)	Savings already achieved (£000)	Projected saving 2016/17 (£000)	Savings unlikely to be achieved in 2016/17 (£000)	Comments
196	Social Services	Review of commissioning within the Community Alcohol and Drug Team - Review of the use of residential placements for people with substance misuse issues.	100	0	0	100	Given the ongoing demand for commissioned care for service users with substance misuse needs, it is anticipated that this saving will not be achieved in 2016/17.
197	Social Services	Review of administrative arrangements for Direct Payments - This will include the current contract with a support provider. Consideration to be given to alternative service delivery focussing on quality and best use of resources whilst continuing to maintain existing service user support to those receiving a direct payment.	200	0	0	200	Although work is progressing to identify/establish alternative arrangements for the administration of direct payments, it is anticipated that revised arrangements will not be in place until the last quarter of 2016/17. Potential savings within existing arrangements are being explored.
198	Social Services	Reduction in external legal costs - Proposed reduction in the external legal advice costs incurred in relation to Children's services, including the examination of alternative internal arrangements.	130	0	0	130	There is already evidence that a significant level of external legal advice will be commissioned in 2016/17, with a number of high cost court cases currently predicted. At this stage it is considered unlikely that there will be a significant reduction in external legal costs in 2016/17.
199	Social Services	Family Support/ Youth Offending Services (YOS) staffing review - Review of staffing in Family Support/YOS, involving increased use of grant funding.	65	65	65	0	Part of this saving will be achieved by transferring staff costs to the YOS grant. Additional FIS related vacancies have been identified and will be frozen in advance of wider restructuring.
200	Social Services	Reduction in Travel Costs - arising from office rationalisation.	25	0	25	0	It is anticipated that the relocation of staff and the adoption of agile working will result in a travel saving in 2016/17.
201	Social Services	Efficiency savings due to integration of directorate's central functions - Merger of directorates will enable business process efficiencies and facilitate a reduction in staffing, including finance assessment functions.	130	0	0	130	It is considered unlikely that any savings will be realised from central functions in 2016/17.
202	Social Services	Review of staffing within Assessment & Care Management - There will be a review of case management roles, responsibilities and assessment processes to ensure optimum efficiency in service delivery.	100	40	100	0	One post has already been identified for deletion and it is anticipated that the balance of the saving will be realised in the remainder of the year.
203	Social Services	Demand Management - Signposted alternative provision - increased sign-posting of service users (via the One Point of Contact service) to alternative forms of care and preventative services in order to reduce overall demand and cost. This will also contribute to a reduction in assessment activity via alternative models of care delivery, including equipment, alarm and universal services.	250	0	250	0	A number of referrals have been signposted to alternative forms of care. This will largely be a cost avoidance rather than cashable saving, though ultimately the proposal should help limit the growth in demand for domiciliary care.
204	Social Services	Locality based service delivery - initial mapping on a pilot basis would appear to indicate opportunities for improved service delivery and reduced costs through service redesign on a locality focused basis. This would include consideration of accommodation models, commissioned services and community opportunities. It is likely however that significant work will be required to implement a revised commissioning model for care services, with a roll out likely to take place over a number of financial years.	250	0	100	150	It is anticipated that locality based service delivery will not be fully operational in 2016/17. However, additional ICF grant will be utilised in 2016/17 to develop some of the initiatives implicit in the locality model thus providing a degree of offsetting saving.
205	Social Services	Review of Reablement Services - restructure of reablement services, refocussing towards reablement activities with fewer and better trained staff.	193	96	193	0	The service is anticipating a significant increase in ICF grant funding in 2016/17, aimed at intermediate care services such as reablement. It is anticipated that the reablement resource will therefore be strengthened, potentially reducing the subsequent demand for care services. There may also be the potential, via the grant, of some offset against existing costs. The creation of additional posts via ICF grant has enabled a number of base funded vacancies to remain unfilled.
206	Social Services	Fees & Charges	26	13	26	0	General growth in income should lead to achieved saving.
207	Social Services	Travel/Mileage	194	10	107	87	A 33% saving on social work travel for 3/4 of the year is assumed, in addition to £50,000 in other areas.
208	Social Services	Reduction in Agency (Sickness & General) & General Staffing Savings	241	40	40	201	Some evidence of reduced agency costs in comparison to 2015/16 mean that this saving has been part-achieved.
209	Social Services	Reduction in requirements of insurance claims provision - review of the level of cover based on current claims history.	20	0	20	0	It is assumed that this will be achieved as part of corporate review.
		Total - Social Services	5,539	1,936	3,918	1,621	

REF	Directorate 16/17	Directorate Savings 2016/17	Total Saving (£000)	Savings already achieved (£000)	Projected saving 2016/17 (£000)	Savings unlikely to be achieved in 2016/17 (£000)	Comments
COUNCIL TOTAL			25,892	10,412	20,281	5,611	

REF	Directorate 16/17	Directorate Savings 2015/16	Total Saving (£'000)	Savings already achieved 2015/16 (£'000)	Balance of savings to be found (£'000)	Saving achieved in 2016/17 (£'000)	Projected savings in 2016/17 (£'000)	Projected Shortfall 2016/17 (£'000)	Comments
1	City Operations	In House Improvements (Council wide) and Neighbourhood Services (Council wide) - the saving involves delivering year one modified in-house services through an improved in-house infrastructure services and neighbourhood based approach to service delivery across council functions of several directorates. This cost benefit proposal is not confined to the Environment directorate as it is a cross directorate 'One Council' project to bring resilience to services that manage streetscene, parks, bereavement maintenance of land, open landscape, enforcement activities including waste and parking enforcement, highways maintenance, technical design. It will include savings for directorate areas that support them, e.g. fleet services, facilities management and depots.	600	304	296	196	247	49	The remaining savings target originally related to cross service support functions. The saving is now expected to be delivered through the newly formed Neighbourhood Services Division but the exact details of how the saving will be achieved are still to be finalised.
2	City Operations	Redesign of cleansing as part of Neighbourhood Services (Environment only) - as part of neighbourhood services project and in-house improvements the cleansing of all Council land operational methods across the city would be redesigned. This is an approach taken by other authorities in Britain, which often results in a 'Streetscene' service that not only achieves efficiency in back office support and budgetary savings, but also see the services become more responsive to the needs of the local community and allows staff to have more autonomy in responding and addressing these needs. The service changes will be responding to needs of local communities rather than relying on frequency as a measure of quality, savings will be found by bringing service teams together, removing duplicate work, based on local areas, pooling skills and resources such as enforcement and cleansing activities. This will maintain current quality standards and build resilience in these critical frontline services.	450	431	19	19	19	0	This saving has now been fully achieved, due to the full year effect of posts deleted in 2015/16.
3	City Operations	Bute Park Horticultural Nursery - increase income from the nursery by selling hardy stock and bedding plants throughout the city.	40	26	14	0	0	14	The service has experienced difficulty in securing arrangements to supply neighbouring authorities. Further attempts will be made to secure an arrangement, however the target is unlikely to be achieved this year.
4	City Operations	Highways Income - fee increases in line with inflation.	10	0	10	10	10	0	Fees have been increased for 2016-17 and the saving has been achieved.
5	City Operations	Highways Street Lighting - LED conversion main routes - replace main route lighting with LED to reduce long term energy expenditure.	50	0	50	0	50	0	The LED programme was delayed in 2015-16 as additional trials were required due to public concern. The implementation is anticipated to go ahead in 2016-17 to achieve this savings target.
6	City Operations	Highways Charge for Land Searches - bench marking exercise undertaken - other authorities charge for this service.	50	12	38	18	38	0	Income from this source is anticipated to be sufficient to meet the target.
7	City Operations	Renewable Energy Generation - a number of renewable energy schemes will become operational by or during 2015/16. Income will be derived from these through government incentives related to energy generation (feed in tariffs, etc), the sale of energy to the grid and/or other rental income.	85	0	85	5	85	0	The Radyr Weir Scheme is now complete and it is anticipated that income generated will result in achievement of this saving.
8	City Operations	Reduction in sport, leisure and culture staffing - Deletion of 13 posts including vacant and VS in Parks (11) and Leisure (1) with the impact mitigated via flexible deployment of staff.	329	293	36	36	36	0	The deletion of a post has enabled this saving to be achieved.
9	City Operations	Canton Community Centre - new management operator for Canton Community Centre to be operational by September 2015.	53	11	42	0	0	42	Whilst there initial expressions of interest these have not materialised. A review of the future plans is now required. In the meantime the saving is unlikely to be achieved this year.
10	City Operations	New Operating Model for Leisure Centres - the Council has agreed to progress with a procurement process to determine a new operating model for its leisure centres which will be tested against the current in-house provision. Saving expected to be generated for the final quarter of 2015/16. The level of saving is dependent on the procurement process that is being run in respect of leisure centre management throughout the first half of 2015/16. At this stage the level of savings to be achieved can only be estimated until the outcome of the procurement process in Autumn 2015.	435	0	435	0	108	327	The transfer to the new operator is planned for 1st December 2016. The saving of £108k reflects the benefit the Council will receive for the remainder of this financial year. A full saving is anticipated in the next financial year.
11	City Operations	Leisure Centres - reduced subsidy to be achieved through a combination of expenditure efficiencies and additional income generation.	340	102	238	183	366	(128)	An action plan has been developed by the directorate to deliver the savings in 2016-17. This is already proving successful with an anticipated over-achievement against the target.
12	City Operations	Cardiff International White Water - increase income.	30	0	30	0	0	30	This target remains challenging particularly as there has been a further reduction in the subsidy received from Cardiff Harbour Authority.
	City Operations	Total City Operations	2,472	1,179	1,293	467	959	334	

REF	Directorate 16/17	Directorate Savings 2015/16	Total Saving (£'000)	Savings already achieved 2015/16 (£'000)	Balance of savings to be found (£'000)	Saving achieved in 2016/17 (£'000)	Projected savings in 2016/17 (£'000)	Projected Shortfall 2016/17 (£'000)	Comments
13	Communities Housing & Customer Services	Alarm Receiving Centre Income - additional income through the creation of an Alarm Receiving Centre	250	0	250	0	118	132	This target was linked to the construction of the new Alarm Receiving Centre (ARC) which experienced delays to the full implementation of the new initiative. Due to these delays, the target was not achieved in 2015-16 although it is anticipated that £118,000 of this target will be achieved this year with balance achieved in 2017-18.
14	Communities Housing & Customer Services	Implementation of Community Hub Strategy - saving is associated with the implementation of the Hub Strategy. The strategy addresses the need for change including financial pressures and changing demand through a range of themes including co-delivering services through Community Hubs, greater community involvement and use of technology.	100	50	50	50	50	0	This saving target was linked to the creation of the Community Partnership Hub in Rumney and the closure of Rumney Library. A part year saving and a £50,000 shortfall was achieved due to the delays in property moves and closures with the transfer of the library completed in November 2015. A full year impact will be achieved in 2016/17.
15	Communities Housing & Customer Services	Development of a City Centre Superhub - Central Library currently accounts for a significant amount of the overall Libraries' budget. In order to achieve the savings and safeguard Central Library, it is necessary to review the delivery options and/or the potential to bring services together.	349	233	116	116	116	0	This target was linked to the demolition of Marland House and the transfer of staff and services to the new Superhub at the Central Library. This transfer was not completed until August 2015 and part year premises costs at both venues resulted in part savings of £233,000 achievable in the year. A full year impact will be achieved in 2016/17.
	Communities Housing & Customer Services	Total Communities Housing & Customer Services	699	283	416	166	284	132	
16	Corporate Management	Management and Related Savings - review of the Council's management structures.	650	563	87	87	87	0	Full achievement of this target was not possible due to part year impacts in 2015/16 and a final shortfall of £87,000 was reported last year. The full year impact of the changes to the Council's management structure fully achieves this target in 2016/17.
	Corporate Management	Total Corporate Management	650	563	87	87	87	0	
17	Economic Development	Capitalisation of posts in Major Projects - two part-time posts and one full time post in Major Projects to be funded via capital rather than revenue.	163	0	163	82	163	0	Savings of £82,000 have been achieved to date and reflect the transfer of two members of staff to City Operations and another who is no longer charged to Major Projects. The remainder of the saving is currently anticipated to be achieved in full although progress will be monitored closely throughout the year and projections updated accordingly as and when scheme details become available.
18	Economic Development	Capitalisation of Posts in Strategic Estates - two full-time posts in Strategic Estates that work on the disposal of Council properties generating capital receipts to be funded through capital rather than revenue.	96	38	58	0	58	0	This saving is expected to be achieved in full. Strategic Estates maintain time records to enable recharges for eligible staff time against relevant capital receipts.
19	Economic Development	Rent review income - generate additional income as result of future rent reviews that need to be negotiated in 2015/16.	120	0	120	0	0	120	This saving is not anticipated to be achieved based on the shortfalls reported in the 2015-16 rental income position. The revised operational arrangements in respect of the recent Investment Review will help address these shortfalls. This review involves the consideration of future disposals and acquisitions in order to generate greater returns for the Council. Any changes to this projection will be updated in future months.
22	Economic Development	Increased income through rent reviews of non-operational property - Strategic Estates -Review rental income on properties across the Council owned non-operational estate.	100	25	75	63	75	0	This saving is expected to be achieved in full based on rent reviews due this year.
	Economic Development	Total Economic Development	479	63	416	145	296	120	

REF	Directorate 16/17	Directorate Savings 2015/16	Total Saving (£'000)	Savings already achieved 2015/16 (£'000)	Balance of savings to be found (£'000)	Saving achieved in 2016/17 (£'000)	Projected savings in 2016/17 (£'000)	Projected Shortfall 2016/17 (£'000)	Comments
20	Economic Development (Commercial Services)	Waste Disposal Stop Post Sort - the allocation is used to support the post sort of waste received to increase recyclables and reduce residual waste and to ensure that Local Authority recycling targets are met. Loss of this budget can only be accommodated if the Waste strategy with residual waste restriction in relation to collections is also implemented.	316	101	215	215	215	0	The Post sort budget has been removed, with no post sorting to be undertaken in 2016-17.
21	Economic Development (Commercial Services)	Remaining two Household Waste Recycling Centres (HWRC) with reduced operating days and hours - the proposal is that both sites will operate five days per week with reduced opening times and that they would be closed on different days enabling access to a HWRC facility seven days a week. Both facilities will open on Saturdays and Sundays to manage the busiest periods of usage at weekends. Bank holiday opening will be maintained for the same reasons. Savings are generated from different working patterns and plant and equipment resources. The proposal enables the retention of sufficient resources and the ability to achieve high recycling and tonnage throughputs with customer care and education to further improve recycling rates.	42	0	42	42	42	0	A delay to the introduction of reduced opening hours at the HWRC's resulted in the 2015-16 saving being delayed until 2016-17. These savings have now been achieved.
	Economic Development (Commercial Services)	Total Economic Development	358	101	257	257	257	0	
	Economic Development	Grand Total Economic Development	837	164	673	402	553	120	
23	Education	Education Other Than at School (EOTAS) - the Local Authority has the statutory responsibility to provide full time educational opportunity for all pupils of statutory school age. There are occasions when individual tutors have to be engaged to provide ongoing educational support. Historically this has been achieved through the direct employment of tutors. With effect from 1 February 2014 the All Wales Framework Agreement for Educational temporary staff was introduced which included a single provider for the provision of all educational temporary staff and a maximum charge rate. By implementing the framework agreement the service area will make savings on the cost of providing tutors, current rates paid to tutors range from £27.00 to £45.00 per hour.	150	42	108	0	108	0	These savings were only partially achieved in 2015-16, due to the resistance from delegated schools in accepting the charges and charges not reflecting a recovery of total cost. The directorate are committed to achieving this target in 2016/17, however there remain risks which will need close monitoring throughout the year.
24	Education	Pupil Referral Unit - an important part of the Council's provision for pupils with behavioural challenges is the Pupil Referral Unit based at Mynachdy. The unit provides educational provision for pupils at Key Stage 3 and Key Stage 4. Although managed through a management board its budget is not part of the schools delegated budget. Savings could be achieved through a rationalisation of provision and further exploration of the sharing of certain costs with schools.	100	50	50	25	50	0	The savings were only partially achieved in 2015-16. Due to the uncertainty surrounding the level of funding it is unclear whether these savings can be achieved in 2016-17, however the current assumption is that the savings will be achieved.
25	Education	Staffing Realignments and Restructures within Education - the 2014/15 budget savings for the Education directorate included £450k to be achieved through a rationalisation of management arrangements. These further savings will be achieved through making further cuts to management capacity and exploring further opportunities for collaborative working with other directorates and possibly other Local Authorities.	348	188	160	160	160	0	The savings were only partially achieved in 2015-16. However, due to management actions taken to review the distribution of costs across the directorate and a vacant post, it has been possible to report this saving as achieved in full.
26	Education	Admissions and Education Welfare - increasing demands on school places has led to pressures on the admissions function with a significant increase in the number of appeals having to be administered. The current process, whilst meeting statutory requirements is particularly paper intensive. An online system has been in place now for two years and many more applications are received through this process, however this has not led to any efficiencies. Savings could be achieved through exploring business process efficiencies from the on line application process and potential greater use of the Council Hubs. Additionally the changes made to the Attendance Policy and greater delegation of funds and responsibilities to schools may provide further opportunity to reduce the size of the centrally held Education Welfare Team.	50	20	30	15	30	0	The savings were only partially achieved in 2015-16. It is currently assumed that this saving will be achieved, however this will require close monitoring during the remainder of 2016-17.
27	Education	School Effectiveness Grant - following a reduction in Welsh Government grant funding, there will be a cut in the match funding element of the School Effectiveness Grant.	79	33	46	0	0	46	The savings were only partially achieved in 2015-16. Due to the reduction in the match funding element set by the CSC it is assumed that these savings will not be achieved in 2016-17.
	Education	Total Education	727	333	394	200	348	46	
28	Resources	Projects Accountancy Additional Income - additional internal income from support provided by Project Accountancy to Major Projects across the Council including an additional recharge in respect of city centre major project initiatives.	45	0	45	0	0	45	This saving is unlikely to be achieved in 2016-17.
29	Resources	Implementation of Corporate Debt Approach - Implement a more Corporate and strategic approach to debt management by moving responsibility for the bailiff collection function of Penalty Charge Notices to Revenues and also consideration of the transfer of the accounts receivable function. These changes should enable a more holistic approach to debt management. There should also be opportunities to improve the level of income collected and the amount of internal bailiff fee income generated.	80	23	57	57	57	0	A delay in implementation resulted in a saving of only £23,000 in 15/16. It is anticipated that the full saving will be achieved in 2016-17

REF	Directorate 16/17	Directorate Savings 2015/16	Total Saving (£'000)	Savings already achieved 2015/16 (£'000)	Balance of savings to be found (£'000)	Saving achieved in 2016/17 (£'000)	Projected savings in 2016/17 (£'000)	Projected Shortfall 2016/17 (£'000)	Comments
30	Resources	Commissioning and Procurement Local Authority Trading Company - to allow the Strategic Commissioning team to trade through the creation of an alternative trading company.	30	12	18	18	18	0	The £30k saving was impacted by delays with company proposals resulting in a saving of only £12k in 2015-16. Cabinet approved the creation of the company in June and the saving of £18k has now been achieved.
31	Resources	Recharge Mobile & Scheduling Licenses to Directorate Services - recover licence costs through service areas for utilising corporate technology	16	0	16	0	16	0	This saving was not achieved in 15/16 due to delays in rolling out to directorates. It is anticipated that this saving will be fully achieved in 2016-17
32	Resources	Mediation Service - this is a new mediation service which will be offered to directorates including Schools to support the Council in resolving disputes, thereby, reducing conflict and time involved in potentially lengthy disagreements. Human Resources People Services has trained mediators who will help resolve difficult situations and issues regarding employees, team leaders and senior managers using the mediator as an impartial third party.	10	0	10	10	10	0	The mediation service is built into the new Resolution Policy as a tool to achieve resolution of issues.
33	Resources	Restructure the way in which Cardiff manages its partnership working - we are working with our partners (particularly the Cardiff University Health Board) to join up our partnership support arrangements more effectively. The saving includes staff reductions however, partnership activity will also continue to be mainstreamed within Council services so that the activity is correctly funded as business as usual.	110	45	65	65	65	0	Following a detailed review of related budgets within the service area, savings have now been identified which have fully achieved the remaining savings target.
	Resources	Total Resources	291	80	211	150	166	45	
34	Social Services	Supervised Contact Service - the service provides supervised contact for Looked After Children who meet their parents in supervised conditions because other types of contact have been deemed unsafe. Currently half the service is provided in-house and half is provided by Barnardos under a contract that ends in June 2015. Efficiencies will be achieved by externally commissioning the whole service given its size and the desirability of the contract; we would not expect to reduce the level of service. Externally commissioning the service would also address the challenges we experience in identifying internal accommodation that is fit for purpose to meet demand.	60	0	60	60	60	0	The procurement process for re-commissioning contact service was completed towards the end of 2015/16. The new contract with a new provider has recently commenced and the tendered prices suggest that this saving will be achieved in 2016/17.
35	Social Services	Payment by Results - Looked After Children & Rehabilitation Project Year 1 - a Social Impact Bond (SIB) Feasibility study provided a robust business case for significant savings to be achieved by developing a local enhanced fostering scheme that provides wrap around support to enable children placed in residential care to step down into a family placement. Potential providers and investors have been identified and have indicated that they have finance to take this forward. The service will therefore tender for a payment by results contract rather than a SIB arrangement that would seek to secure external funding as well as identify an appropriate provider of the service. The approach identified by the winning provider will have an evidence base that has robustly demonstrated success. The saving could be achieved alongside improving outcomes for this cohort of looked after children. This proposal is supported by the on-going care planning to return young people from placements outside of Cardiff to home or local placements.	674	198	476	476	476	0	The scope of this saving was widened in 2015/16 to include the return or step down of children from out of county placements to lower cost form costs of care or independence. The service has already identified a number of children currently out of area who will/should return to foster care or independence during 2016/17. A number of high cost placements have already stepped down sufficiently enough to achieve the carried forward saving.
36	Social Services	Business Support Review (LEAN Review) - a Lean Review has commenced in the directorate and four value stream analysis workshops have been held where it has been identified that efficiencies can be made in relation to a wide range of operational processes. This may include further savings being achieved against the directorate's business support provision in addition to the savings already put forward (CHD10) as a result of a further review of business support arrangements.	327	0	327	0	0	327	Although, a BPR/lean review was undertaken in 2015/16 it is considered that no significant cashable savings will be generated as a result. A significant element of administrative savings were achieved separately in 2015/16 as part of a review of business support arrangements but these contributed to another specific savings target.
37	Social Services	Block Purchase of residential beds - this saving is attributed to work that will be undertaken with an external residential provider to achieve a volume discount reduction against a block purchase arrangement of nine placements for children. The pattern of previous and current usage strongly indicates that this level of demand will continue. The savings is attributed to a 5% discount in the overall spend of £1.3m which is felt to be proportionate and achievable.	25	0	25	0	0	25	This saving is predicated on a block booking arrangement with a specific provider. However, demand for LAC ASD placements has reduced meaning that block booking arrangements are not currently considered viable.

REF	Directorate 16/17	Directorate Savings 2015/16	Total Saving (£'000)	Savings already achieved 2015/16 (£'000)	Balance of savings to be found (£'000)	Saving achieved in 2016/17 (£'000)	Projected savings in 2016/17 (£'000)	Projected Shortfall 2016/17 (£'000)	Comments
38	Social Services	Leaving Care Support - this saving can be broken down into two elements: a) negotiation with key incumbent providers to achieve efficiencies and better value for money based on volume discounts. b) six months saving on Accommodation 16-24 through a Joint Commissioning approach between Children's Services and Communities, Housing and Customer Services. Spend in this area of provision is £1.2m and therefore this level of savings is felt to be achievable based on current spend and the proposals to develop a different approach to re-commissioning that involve joint working with the Communities Directorate.	120	60	60	0	60	0	Jointly commissioned arrangements with Housing/SP were not fully operational during 15/16, therefore there was a shortfall against the savings target. A number of savings opportunities are being pursued in relation to joint working and maximising the SP grant in light of the changes to Housing Legislation (making Leaving Care YP a priority). These include a gateway for all referrals and SP funded supported lodgings as well as direct negotiations/discussions with staffed accommodation providers.
39	Social Services	Market and Demand Management of Commissioned Residential Services - there is currently a spend of £8m on external residential placements for Looked After Children. The proposed review methodology has been tried and tested elsewhere and provides a price and cost challenge. The methodology is implemented via a project based approach and based on the current level of spend and the lessons learned from use of the methodology in adult social care.	200	35	165	0	0	165	Negotiations were undertaken in 2015/16 with a number of key specialist (non framework) residential providers who hold multiple placements. However, given the countrywide demand for this form of care, no significant cost reductions were obtainable. Other initiatives are being explored, though it is difficult to predict any savings with certainty at this stage.
40	Social Services	Reshaping the Internal Supported Living Service for people with learning disabilities - the current internal supported accommodation service supports 36 individuals living in community settings. There will be a review of the service to reflect changes in the needs of individual service users. The proposal will enable rationalisation of existing schemes and reduce the overall level of service provided.	250	0	250	0	0	250	Although certain schemes are being considered for review in 2016/17, it is anticipated that any resultant saving will be offset against the shortfall carried forward from 2014/15. It is considered, at this stage therefore, that any savings generated will be insufficient to meet the carry forward from 2015/16.
41	Social Services	Re-shape the Internal Day Opportunity Service for people with learning disabilities - this service will be reviewed in order to develop a new service with two distinct functions. These will be support planning and brokerage that will provide support for people to organise the way their care needs are met. There will also be a specialist provision for service users who have complex and challenging needs. Following review of the service users we believe that some people's needs can be best met in the community rather than internal day provision. This will result in savings made from the reduction of agency staffing and some voluntary severance of posts. The uptake of Direct Payments will also be encouraged through the support planning and brokerage service.	550	450	100	58	58	42	Savings of £58,000 have been realised in 2016/17 as a result of a service review in 2015/16, and new reviews in the current year, that involved the deletion of vacancies and the release of agency staff. Other high cost day care external packages are being reviewed however it is difficult to predict any further savings with certainty at this stage.
42	Social Services	Review of Care Management across Health & Social Care - there will be a review of care management roles and responsibilities and assessment processes, arising out of the Business Process Review to support more effective delivery of the service. Implementation of mobile working and improvements in the support planning function will facilitate this.	681	660	21	21	21	0	The balance of this saving can be met via the full year effect in 16/17 of counselling staff who took voluntary severance in 2015/16.
43	Social Services	"Closer To Home" service for people with Learning Disabilities - service users currently living away from the city often in high cost residential placements will, where appropriate, move back to the city, to supported housing where their needs can continue to be met.	300	0	300	4	125	175	There is a full year effect saving in relation to service users who stepped down to lower cost forms of care in 2015/16, however this will largely be counted against the unachieved saving brought forward from 2014/15. It is anticipated that the new Meteor Street scheme will shortly become operational offering supported living support to service users who would otherwise have been in higher cost packages. A further saving is therefore anticipated in relation to 2016/17, though probably insufficient to meet the whole of the target.
44	Social Services	Full year effect of 2014/15 savings Review of Mental Health Out of County Placements in residential care and re-commission - Service users have been consulted about moving from residential care to supported living within Cardiff. Care support would be provided to meet their needs in a model of accommodation with support in 2015/16.	200	0	200	12	87	113	A contract for floating support is in place and a number of service users stepped down to lower forms of care in 2015/16. There is some full year effect of the 15/16 saving and some further step downs are anticipated in 2016/17. Some of this further saving has however been counted against the shortfall brought forward from 2014/15 thus leaving a potential shortfall against the carry forward from 2015/16.

REF	Directorate 16/17	Directorate Savings 2015/16	Total Saving (£'000)	Savings already achieved 2015/16 (£'000)	Balance of savings to be found (£'000)	Saving achieved in 2016/17 (£'000)	Projected savings in 2016/17 (£'000)	Projected Shortfall 2016/17 (£'000)	Comments
45	Social Services	Recommissioning of Direct Payments Support Provision - the contract with the current Direct Payments Support Provider will expire on 31/03/15. The re-tendering process will focus on quality and competitive pricing for the service. The re-tendering process will be completed to maintain existing service user support to those receiving Direct Payments.	30	0	30	53	53	(23)	Negotiation with the external provider in 2015/16 led to an agreement to reduce the management fee for direct payments in advance of a potential commissioning exercise. The saving reflects the additional impact of this new arrangement in 2016/17.
	Social Services	Total Social Services	3,417	1,403	2,014	684	940	1,074	
			9,093	4,005	5,088	2,156	3,337	1,751	

CARDIFF COUNCIL CAPITAL PROGRAMME 2016-2017

DIRECTORATE & SCHEME	2016-17 Programme	2015-16 Slippage	Budget revision	Virements	Changes & New Approvals	Total Programme 2016-17	Outturn	(Underspend) / Overspend GF	(Underspend) / Overspend Other	Invest to Save slippage/SOP 'reserve'	Slippage GCF	Slippage Other	Total Variance
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
CITY OPERATIONS													
Energy Projects and Sustainability													
Energy Retrofit of Buildings	0	0	0	0	1,230	1,230	1,230	0	0	0	0	0	0
Radyr Weir	0	0	0	0	327	327	327	0	0	0	0	0	0
Salix Energy Efficiency Loan Scheme (SEELS)	0	0	0	0	235	235	235	0	0	0	0	0	0
Heritage Energy Efficiency Retrofit Grant	0	38	(32)	0	0	6	6	0	0	0	0	0	0
Performer Grant Grant Matchfunding	0	18	0	0	0	18	18	0	0	0	0	0	0
Total Energy Projects and Sustainability	0	56	(32)	0	1,792	1,816	1,816	0	0	0	0	0	0
Regulatory													
Regionalising Regulatory Services	83	216	0	0	0	299	299	0	0	0	0	0	0
Total Regulatory	83	216	0	0	0	299	299	0	0	0	0	0	0
Parks & Green Spaces													
Asset Renewal Buildings	89	0	0	0	0	89	89	0	0	0	0	0	0
Asset Renewal Parks Infrastructure	140	0	0	0	0	140	140	0	0	0	0	0	0
Play Equipment	90	0	0	0	0	90	90	0	0	0	0	0	0
Flood Risk Prevention	100	144	0	0	0	244	144	0	0	0	(100)	0	(100)
Parade Cefn Onn	30	0	0	0	10	40	40	0	0	0	0	0	0
30 Pitches - Sports Facilities Loan	0	0	0	0	432	432	432	0	0	0	0	0	0
Water Play Park at Victoria Park	0	185	0	0	0	185	185	0	0	0	0	0	0
Heath Park Tennis Courts	0	13	0	0	0	13	13	0	0	0	0	0	0
Hywel Dda Public Open Space	0	28	0	0	0	28	28	0	0	0	0	0	0
Bishops Palace & Llandaff Belltower	0	7	0	0	0	7	7	0	0	0	0	0	0
S106 schemes	1,324	705	(705)	0	0	1,324	827	0	0	0	0	(497)	(497)
Total Parks & Green Spaces	1,773	1,082	(705)	0	442	2,592	1,995	0	0	0	(100)	(497)	(597)
Leisure													
Asset Renewal Buildings	0	0	0	0	0	0	0	0	0	0	0	0	0
Insole Court Conservation	0	643	0	0	0	643	643	0	0	0	0	0	0
Eastern Leisure Centre Refurbishment	1,500	610	0	0	0	2,110	2,110	0	0	0	0	0	0
Pentwyn Leisure Centre Accessibility (Dome)	0	165	0	0	0	165	165	0	0	0	0	0	0
Leisure Centres Alternative Service Delivery (Loan)	1,000	0	0	0	0	1,000	0	0	0	(1,000)	0	0	(1,000)
Leisure Centres Priority Works	0	531	0	0	0	531	531	0	0	0	0	0	0
Total Leisure	2,500	1,949	0	0	0	4,449	3,449	0	0	(1,000)	0	0	(1,000)
Bereavement & Registration Services													
Improvements funded by Bereavement reserve	140	0	0	0	(40)	100	100	0	0	0	0	0	0
S106 schemes	20	0	0	0	0	20	20	0	0	0	0	0	0
Total Bereavement & Registration Services	160	0	0	0	(40)	120	120	0	0	0	0	0	0
Highway Maintenance													
Highway Reconstruction	750	0	0	0	0	750	750	0	0	0	0	0	0
Highway Resurfacing	1,350	86	0	641	287	2,364	2,364	0	0	0	0	0	0
Footpath Resurfacing	595	428	0	(535)	0	488	488	0	0	0	0	0	0
Bridges & Structures	500	259	0	0	0	759	759	0	0	0	0	0	0
Street Lighting Column Replacement	270	93	0	(106)	0	257	257	0	0	0	0	0	0
Street Lighting Energy Use Reduction (Invest to Save)	0	259	0	0	0	259	259	0	0	0	0	0	0
LED Lighting on Principal Roads (Invest to Save)	0	1,984	0	0	0	1,984	1,200	0	0	(784)	0	0	(784)
Greener Grangetown	1,687	1,389	(851)	0	0	2,225	850	0	0	0	(274)	(1,101)	(1,375)
Rhiwbina Flood Defence scheme	0	36	0	0	0	36	36	0	0	0	0	0	0

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<u>DIRECTORATE & SCHEME</u>	2016-17 Programme	2015-16 Slippage	Budget revision	Virements	Changes & New Approvals	Total Programme 2016-17	Outturn	(Underspen d)/ Overspend GF £000	(Underspend) / Overspend Other £000	Invest to Save slippage/SOP 'reserve' £000	Slippage GCF £000	Slippage Other £000	Total Variance £000
Total Highway Maintenance	5,152	4,534	(851)	0	287	9,122	6,963)	0	0	(784)	(274)	(1,101)	(2,159)
<u>Traffic & Transportation</u>													
Asset Renewal Transport & Traffic Management	670	4	0	0	0	674	674 #	0	0	0	0	0	0
Asset Renewal Telematics/Butetown Tunnel	860	0	0	0	0	860	586	0	0	0	(274)	0	(274)
Cycling Development Asset Renewal	400	0	0	0	0	400	400 #	0	0	0	0	0	0
Transport Grant Matchfunding	375	206	0	0	0	581	581	0	0	0	0	0	0
Local Transport Fund - Active Travel Mapping	0	0	0	0	25	25	25)	0	0	0	0	0	0
Local Transport Fund - Western Corridor Active Travel	0	0	0	0	554	554	554	0	0	0	0	0	0
Local Transport Fund - Eastern Corridor Active Travel	0	0	0	0	316	316	316	0	0	0	0	0	0
Local Transport Fund - Newport Rd/Fitzalan Place	0	0	0	0	738	738	738	0	0	0	0	0	0
Local Transport Fund - A469 Corridor Cycle Route	0	0	0	0	80	80	80	0	0	0	0	0	0
Metro Ph1 - A469/A470 Bus Corridor Improvements	1,523	1,713	(1,523)	0	431	2,144	2,144	0	0	0	0	0	0
Road Safety Grant - Highway Junction Improvements	0	0	0	0	428	428	428)	0	0	0	0	0	0
Safe Routes in Communities	0	0	0	0	595	595	595)	0	0	0	0	0	0
Moving Offences Enforcement	750	0	0	0	0	750	750	0	0	0	0	0	0
Cardiff West Interchange	500	0	0	0	0	500	0 #	0	0	0	(500)	0	(500)
CCTV System Upgrade	340	0	0	0	0	340	340	0	0	0	0	0	0
STP schemes	703	31	(31)	0	0	703	490	0	0	0	0	(213)	(213)
Total Traffic & Transportation	6,121	1,954	(1,554)	0	3,167	9,688	8,701 #	0	0	0	(774)	(213)	(987)
<u>Strategic Planning</u>													
S106 schemes	133	93	(93)	0	0	133	94	0	0	0	0	(39)	(39)
Total Strategic Planning	133	93	(93)	0	0	133	94)	0	0	0	0	(39)	(39)
<u>Harbour Authority</u>													
Harbour Asset Renewal	350	0	0	0	(4)	346	346	0	0	0	0	0	0
Total Harbour Authority	350	0	0	0	(4)	346	346	0	0	0	0	0	0
TOTAL CITY OPERATIONS	16,272	9,884	(3,235)	0	5,644	28,565	23,783 #	0	0	(1,784)	(1,148)	(1,850)	(4,782)
<u>COMMUNITIES, HOUSING & CUSTOMER SERVICES</u>													
<u>Citizen Hubs</u>													
Hubs proposals - ongoing schemes	200	0	0	(200)	0	0	0	0	0	0	0	0	0
STAR Hub	1,450	171	0	0	100	1,721	1,721	0	0	0	0	0	0
STAR Hub - MALD Grant	80	0	0	0	40	120	120)	0	0	0	0	0	0
St Mellons Hub Phase 2	900	0	0	0	0	900	500	0	0	0	(400)	0	(400)
Llanishen Hub	490	0	0	0	0	490	23)	0	0	0	(467)	0	(467)
Llandaff North & Gabalfa Hub	888	0	0	33	0	921	921	0	0	0	0	0	0
Llanedeyrn Hub	1,129	89	0	167	0	1,385	1,385	0	0	0	0	0	0
Fairwater Hub	90	0	0	0	0	90	90	0	0	0	0	0	0
Total Citizen Hubs	5,227	260	0	0	140	5,627	4,760)	0	0	0	(867)	0	(867)
<u>Neighbourhood Regeneration</u>													
Neighbourhood Renewal schemes	595	390	0	0	0	985	985	0	0	0	0	0	0
Local Shopping Centre Regeneration	360	(59)	0	0	20	321	321	0	0	0	0	0	0
Vibrant & Viable Places Grant - Local Shopping Centre Regeneration	138	0	0	0	0	138	138	0	0	0	0	0	0
Maelfa Centre Regeneration	100	341	0	0	0	441	441	0	0	0	0	0	0
Allegating	155	(21)	0	0	0	134	134	0	0	0	0	0	0
S106 schemes	151	26	(26)	0	0	151	22	0	0	0	0	(129)	(129)
Total Neighbourhood Regeneration	1,499	677	(26)	0	20	2,170	2,041)	0	0	0	0	(129)	(129)

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DIRECTORATE & SCHEME	2016-17 Programme	2015-16 Slippage	Budget revision	Virements	Changes & New Approvals	Total Programme 2016-17	Outturn	(Underspend) / Overspend GF	(Underspend) / Overspend Other	Invest to Save slippage/SOP 'reserve'	Slippage GCF	Slippage Other	Total Variance
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
Libraries													
Asset Renewal Buildings	6	0	0	0	0	6	6	0	0	0	0	0	0
S106 schemes	0	6	0	0	(6)	0	0	0	0	0	0	0	0
Total Libraries	6	6	0	0	(6)	6	6	0	0	0	0	0	0
Housing (General Fund)													
Disabled Facilities Service	4,970	(65)	0	0	0	4,905	4,905	0	0	0	0	0	0
Enable Adaptations Support for Independent Living	0	0	0	0	398	398	398	0	0	0	0	0	0
Assisted Living Technology	0	0	0	0	100	100	100	0	0	0	0	0	0
Estate Environmental Improvements	280	124	0	0	0	404	404	0	0	0	0	0	0
Total Housing	5,250	59	0	0	498	5,807	5,807	0	0	0	0	0	0
TOTAL Communities, Housing & Customer Services	11,982	1,002	(26)	0	652	13,610	12,614	0	0	0	(867)	(129)	(996)
ECONOMIC DEVELOPMENT													
Business & Investment													
Urban Broadband	0	0	0	0	175	175	175	0	0	0	0	0	0
Cardiff Capital Fund	0	0	0	0	34	34	34	0	0	0	0	0	0
Council/S4C Investment Fund	0	150	0	0	0	150	150	0	0	0	0	0	0
Cardiff Social Innovation fund	0	48	0	0	0	48	48	0	0	0	0	0	0
Total Business & Investment	0	198	0	0	209	407	407	0	0	0	0	0	0
City Development and Major Projects													
Cardiff Enterprise Zone	0	163	0	0	0	163	163	0	0	0	0	0	0
ISV Waste Removal	600	0	0	0	0	600	600	0	0	0	0	0	0
ISV Temporary Car Park	200	0	0	0	0	200	200	0	0	0	0	0	0
Central Square Integrated Transport Hub	500	0	0	0	0	500	500	0	0	0	0	0	0
Central Square Public Realm Detailed Design	2,000	0	0	0	0	2,000	1,000	0	0	0	(1,000)	0	(1,000)
Leckwith Allotments	0	0	0	150	0	150	150	0	0	0	0	0	0
Llanrumney Hall	294	250	(250)	0	0	294	0	0	0	0	0	(294)	(294)
Tennis Centre Ocean Way	88	0	0	0	0	88	0	0	0	0	0	(88)	(88)
Total City Development & Major Projects	3,682	413	(250)	150	0	3,995	2,613	0	0	0	(1,000)	(382)	(1,382)
Commercial Services													
New HWRC Lamby Way	0	1,545	0	0	396	1,941	1,941	0	0	0	0	0	0
Waste Material Recycling Facility Upgrades	45	13	0	0	0	58	58	0	0	0	0	0	0
Asset Renewal Buildings FM	493	0	0	0	0	493	493	0	0	0	0	0	0
Asset Renewal - Vehicle Replacement	250	0	0	0	0	250	250	0	0	0	0	0	0
Total Commercial Services	788	1,558	0	0	396	2,742	2,742	0	0	0	0	0	0
Venues & Cultural Facilities													
Asset Renewal Venues	610	0	0	0	0	610	610	0	0	0	0	0	0
New Theatre	0	295	0	0	0	295	295	0	0	0	0	0	0
St David's Hall	0	328	0	0	0	328	328	0	0	0	0	0	0
Total Venues & Cultural Facilities	610	623	0	0	0	1,233	1,233	0	0	0	0	0	0
Property & Asset Management													
Office Accommodation Rationalisation	681	338	0	0	0	1,019	1,019	0	0	0	0	0	0

CARDIFF COUNCIL CAPITAL PROGRAMME 2016-2017

<u>DIRECTORATE & SCHEME</u>	2016-17 Programme	2015-16 Slippage	Budget revision	Virements	Changes & New Approvals	Total Programme 2016-17	Outturn	(Underspen d)/ Overspend GF	(Underspend / Overspend Other	Invest to Save slippage/SOP 'reserve'	Slippage GCF	Slippage Other	Total Variance
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
Investment Property Strategy	0	0	0	0	273	273	273	0	0	0	0	0	0
Community Asset Transfer	0	92	0	0	0	92	42	0	0	0	(50)	0	(50)
Asset Renewal Buildings	55	0	0	0	0	55	55	0	0	0	0	0	0
Total Property and Asset Management	736	430	0	0	273	1,439	1,389	0	0	0	(50)	0	(50)
TOTAL ECONOMIC DEVELOPMENT	5,816	3,222	(250)	150	878	9,816	8,384	0	0	0	(1,050)	(382)	(1,432)
EDUCATION & LIFELONG LEARNING													
Schools - General													
Planning & Development													
Asset Renewal Buildings	2,910	272	0	0	0	3,182	3,182	0	0	0	0	0	0
Suitability and Sufficiency	1,000	171	0	(120)	0	1,051	1,051	0	0	0	0	0	0
Early Years - Flying Start	0	51	0	0	535	586	586	0	0	0	0	0	0
Whitchurch High School	2,000	0	0	0	0	2,000	1,000	0	0	0	(1,000)	0	(1,000)
Total Planning & Development	5,910	494	0	(120)	535	6,819	5,819	0	0	0	(1,000)	0	(1,000)
Other schemes													
Schools Challenge Cymru	0	35	0	0	49	84	84	0	0	0	0	0	0
Caerbonian SRB	0	0	0	120	226	346	346	0	0	0	0	0	0
Deri Nursery Kitchen	410	0	0	0	0	410	500	90	0	0	0	0	90
Total Other schemes	410	35	0	120	275	840	930	90	0	0	0	0	90
Total Schools	6,320	529	0	0	810	7,659	6,749	90	0	0	(1,000)	0	(910)
Schools Organisation Planning													
21st Century Schools	39,186	18,234	(19,291)	0	4	38,133	25,897	0	0	(7,283)	0	(4,953)	(12,236)
Total Schools Organisation Planning	39,186	18,234	(19,291)	0	4	38,133	25,897	0	0	(7,283)	0	(4,953)	(12,236)
TOTAL EDUCATION & LIFELONG LEARNING	45,506	18,763	(19,291)	0	814	45,792	32,646	90	0	(7,283)	(1,000)	(4,953)	(13,146)
RESOURCES													
Technology													
Modernising IT to improve Business Processes	1,670	776	0	0	0	2,446	961	0	0	0	(1,485)	0	(1,485)
ICT Refresh	400	(16)	0	0	0	384	384	0	0	0	0	0	0
Total Technology	2,070	760	0	0	0	2,830	1,345	0	0	0	(1,485)	0	(1,485)
Corporate													
Contingency	250	0	0	0	0	250	250	0	0	0	0	0	0
Asset Renewal Building Contingency	0	0	0	0	0	0	0	0	0	0	0	0	0
Invest to Save annual allocation	500	0	0	(150)	0	350	350	0	0	0	0	0	0
Total Corporate	750	0	0	(150)	0	600	600	0	0	0	0	0	0
TOTAL RESOURCES	2,820	760	0	(150)	0	3,430	1,945	0	0	0	(1,485)	0	(1,485)
SOCIAL SERVICES													
Adult Services													
Day Centre Opportunities	140	0	0	0	185	325	325	0	0	0	0	0	0
Total Adult Services	140	0	0	0	185	325	325	0	0	0	0	0	0

CARDIFF COUNCIL CAPITAL PROGRAMME 2016-2017

<u>DIRECTORATE & SCHEME</u>	2016-17 Programme	2015-16 Slippage	Budget revision	Virements	Changes & New Approvals	Total Programme 2016-17	Outturn	(Underspen d)/ Overspend GF	(Underspend / Overspend Other	Invest to Save slippage/SOP 'reserve'	Slippage GCF	Slippage Other	Total Variance
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
Childrens Services													
Childrens Social Services Asset Renewal	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL SOCIAL SERVICES	140	0	0	0	185	325	325)	0	0	0	0	0	0
TOTAL GENERAL FUND	82,536	33,631	(22,802)	0	8,173	101,538	79,697 #	90	0	(9,067)	(5,550)	(7,314)	(21,841)
<u>PUBLIC HOUSING (HRA)</u>													
Housing Development	0	0	0	0	0	0	0	0	0	0	0	0	0
Estate Regeneration and Stock Remodelling	6,000	0	0	(200)	0	5,800	5,800	0	0	0	0	0	0
External and Internal improvements to buildings	12,900	0	0	250	0	13,150	12,150	0	0	0	(1,000)	0	(1,000)
Disabled Facilities Service	1,800	0	0	200	0	2,000	2,000	0	0	0	0	0	0
Step Down Accommodation	0	0	0	0	80	80	80	0	0	0	0	0	0
Housing Partnerships Project	2,400	0	0	0	0	2,400	950	0	0	(1,450)	0	0	(1,450)
Hubs	2,055	0	0	0	0	2,055	2,055	0	0	0	0	0	0
Modernising IT to improve Business Processes	250	0	0	(250)	0	0	0	0	0	0	0	0	0
TOTAL PUBLIC HOUSING	25,405	0	0	0	80	25,485	23,035)	0	0	(1,450)	(1,000)	0	(2,450)
TOTAL	107,941	33,631	(22,802)	0	8,253	127,023	102,732	90	0	(10,517)	(6,550)	(7,314)	(24,291)

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CYNGOR DINAS CAERDYDD**CYFARFOD Y CABINET: 21 TACHWEDD 2016**

CYNIGION TREFNIADAETH YSGOLION: DARPARIAETH LLEFYDD MEWN YSGOLION CYNRADD CYFRWNG CYMRAEG A SAESNEG YN WARDIAU ADAMSDOWN A SBLOT
ADRODDIAD Y CYFARWYDDWR ADDYSG A DYSGU GYDOL OES
EITEM AGENDA: 5

PORTFFOLIO: ADDYSG (Y CYNGHORYDD SARAH MERRY)
Rheswm dros yr Adroddiad hwn

1. Rhoi gwybodaeth i'r Cabinet ynghylch addasiad i'r cynnig trefniadaeth ysgolion a gytunwyd o ran darpariaeth llefydd mewn ysgolion cynradd cyfrwng Saesneg a chyfrwng Cymraeg yn wardiau Adamsdown a Sblot.

Cefndir

2. Yn y cyfarfod ar 21 Mawrth 2016 awdurdodwyd y cynnigion canlynol heb eu haddasu:
 - Cynyddu maint Ysgol Glan Morfa, Moorland Road, Caerdydd, CF24 2LJ o 210 lle i 420 lle gyda hyd at 80 lle meithrin rhan amser ar gyfer plant o 3 i 11 oed o fis Medi 2017.
 - Trosglwyddo Ysgol Glan Morfa fwy i ysgol gynradd newydd ei hadeiladu ar gyfer 420 o blant ar safle newydd ar dir y Maltings o fis Medi 2017.
 - Cynyddu maint Ysgol Gynradd Moorland, Moorland Road, Caerdydd, CF24 2LJ o 382 lle i 630 lle gyda hyd at 96 lle meithrin rhan amser ar gyfer plant o 3 i 11 oed ac yn defnyddio adeiladau gwag Ysgol Glan Morfa o fis Medi 2017.

Problemau

3. Roedd rhagfynegiadau ar gyfer 2016/17 yn nodi'r galw am gyfanswm o 400 lle, yn cynnwys 49 lle cyfrwng Cymraeg a 259 lle cyfrwng Saesneg yn yr adroddiad a aeth i'r Cabinet ar 21 Mawrth 2016 ac yn y ddogfen ymgynghori. Roedd y rhagfynegiadau hyn yn adlewyrchu data ar y boblogaeth a'r symud / symud i mewn i'r ardal ac roedd yn ystyried y cynnydd a ragwelwyd yn y galw am lefydd mewn ysgolion cyfrwng Cymraeg.

4. Mae'r Cyngor wedi derbyn y data diweddaraf ar y boblogaeth dan oedran ysgol gan y GIG a data CYBLD wedi ei ddiweddarau trwy ysgolion. Mae'r rhagfynegiadau sy'n ystyried y wybodaeth hon yn nodi y bydd cyfanswm y galw am lefydd yn nosbarth derbyn ysgolion cynradd yn ardal Adamsdown a Sblot yn gostwng i 370 ym mis Medi 2017 a bydd y galw am lefydd cyfrwng Saesneg yn gostwng i **229** lle. Mae'r rhagfynegiadau diweddaraf ar gyfer mis Medi 2018 yn awgrymu y bydd y galw'n cwmpo eto i 198 lle.

	Y galw a ragfynegir ar gyfer llefydd yn y dosbarth derbyn yn Adamsdown a Sblot.			
Blwyddyn derbyn:	Cyfrwng Cymraeg	Cyfrwng Saesneg	Ffydd	Cyfanswm
Medi 2016	35	223	101	359
Medi 2017	37	229	104	370
Medi 2018	34	198	87	319

5. Mae'r ffigyrau hyn wedi eu seilio ar y cyfluniad ysgolion ar hyn o bryd. Mae'r galw cymesur am addysg cyfrwng Cymraeg yn artiffisial o isel oherwydd bod y rhagfynegiadau yn ystyried y 'cario' ar y galw am lefydd yn Ysgol Glan Morfa yn y blynyddoedd diweddar gan mai'r Nifer Derbyn a Gyhoeddwyd oedd 30 lle. Ar sail gwybodaeth am ddewis ysgol, mae disgwyl i'r galw am lefydd cyfrwng Cymraeg yn Ysgol Glan Morfa fod tua 15-20% yn uwch na'r hyn sydd uchod, a byddai'r galw am lefydd mewn ysgolion cymunedol cyfrwng Saesneg yn gostwng o ganlyniad.
6. Mae'n aneglur ar hyn o bryd a fydd y boblogaeth yn parhau i leihau ar ôl 2018. Cedwir y rhagfynegiadau dan arolwg wrth i'r GIG ac ysgolion gyflwyno gwybodaeth.
7. Gan ystyried y wybodaeth uchod, cynigir gohirio gweithredu'r cynnig i ehangu Ysgol Gynradd Moorland o fis Medi 2017 i fis Medi 2018 a'i gadw dan arolwg er mwyn ystyried data diweddar ar y boblogaeth a data dewis ysgol a fydd ar gael yn y gwanwyn, 2017.
8. Mae'r Gwasanaeth Addysg a Dysgu Gydol Oes wedi mabwysiadu dull newydd o drin Dylunio ac Adeiladu tri adeilad ysgol gynradd newydd (Ysgol Gynradd Howardian, Ysgol Glan Morfa ac Ysgol Hamadryad) ar sail proses gynllunio a chaffael lwyddiannus Ysgol Uwchradd newydd y Dwyrain.
9. Mae dull gwell wedi ei ddatblygu sy'n rhoi'r gallu i gynllunio a chaffael y tri adeilad ysgol gynradd newydd fel un pecyn, sy'n ddull cost-effeithiol i Gaerdydd yn ogystal â chynnig cynllun ar gyfer datblygiadau'r dyfodol a fydd yn ei gwneud yn bosibl torri costau a gostwng amser eto.
10. Cyflwynwyd proses gynllunio statudol newydd ym mis Awst 2016 y mae angen rhagor o ymgynghori arni cyn cynllunio gyda rhanddeiliaid yn y gymuned a rhai arbenigol; bydd hyn yn cyflwyno gwybodaeth ar gyfer y cais cynllunio. Bydd y broses newydd yn ychwanegu o leiaf chwe wythnos at amserlen cyflawni'r project.

11. Gwanwyn 2018 yw'r amser y disgwylir cwblhau'r cynllun adeilad ysgol newydd ar gyfer Ysgol Glan Morfa a bydd yr ysgol yn sefydlu yno wedi'r Pasg. Pennir yr union ddyddiad yn ystod y gwaith adeiladu, ond fe fydd cyn gynted â phosibl.
12. Er y bwriedid adeiladu'r ysgol newydd i gyd-daro â'r trefniadau ysgol newydd cyn y tendro, cyflwynodd y contractwr a ddewiswyd dull cost-effeithiol o safon ar gyfer codi adeilad ysgol ac ar y sail hynny y'i dewiswyd. Mae rhaglen y contractwr yn hirach na chontractwyr eraill yn y broses dendro (52 wythnos yn hytrach na 41) ond, wedi gwerthuso, penderfynwyd mai hwn oedd yr opsiwn gorau a fydd yn gwireddu dyheadau Caerdydd o sicrhau gwasanaeth addysg safon uchel ac arbed arian yn gymesur â hynny.
13. Gellir parhau i dderbyn y nifer disgyblion cynyddol a ddaw i Ysgol Glan Morfa yn yr adeiladau presennol, gyda rhai addasiadau bychain a rhannu adeiladau Ysgol Gynradd Moorland o ystyried yr oedi yn eu cynnydd mewn nifer.
14. Felly cynigir cynyddu nifer y disgyblion o 1DM i 2DM yn Ysgol Glan Morfa fel y bwriedid o fis Medi 2017.

Ymgynghori ag Aelodau Lleol (pan fo'n addas)

15. Mae Aelodau Lleol yn croesawu buddsoddiad yn yr ardal leol. Bydd ehangu Ysgol Glan Morfa yn rhoi cyfle i gyfran uwch o'r gymuned gael ei haddysgu yn Gymraeg wrth i nifer y lleoedd gynyddu ac adeilad newydd yr ysgol gael ei adeiladu.
16. Cydnabyddir y bydd yr oedi yn y gwaith i ehangu Ysgol Gynradd Moorland yn galluogi amser i adolygu a chadarnhau cynlluniau ar gyfer y dyfodol sy'n briodol ar gyfer yr ardal leol.
17. Mae Aelodau Lleol yn awyddus i weld atebion trafndiaeth a thraffig cynaliadwy i gefnogi plant i deithio i'r ysgol yn ddiogel a byddant yn gweithio i gefnogi hyn.

Rheswm dros yr Argymhellion

18. Cyflwyno gwybodaeth i'r Cabinet ynghylch addasiad i'r cynnig ar gyfer trefniadaeth ysgol o ran llefydd mewn addysg cyfrwng Cymraeg a chyfrwng Saesneg yn Wardiau Adamsdown a Sblot.

Goblygiadau Ariannol

19. Cymeradwyodd y Cabinet Gynllun Ysgolion yr 21ain Ganrif wedi ei addasu, sydd werth £167.6, ym mis Mawrth 2016 a'i gyflwyno i Lywodraeth Cymru. Wedi hyn, gwnaeth Llywodraeth Cymru gymeradwyo mewn egwyddor gynllun wedi ei gwtogi rywfaint, gwerth £164.1m. Yn y cynllun wedi ei addasu mae cyllideb o £6.86 miliwn ar gyfer project i gynnig gwasanaeth ysgol gynradd a meithrin mwy yn Wardiau Adamsdown a Sblot.

20. Yn y cam hwn, mae Llywodraeth Cymru wedi cymeradwyo cam Achos Amlinellol Strategol / Achos Busnes Amlinellol y cynllun fel un o elfennau achos busnes ehangach sy'n cynnwys cynlluniau CTY ysgolion cynradd eraill yn y ddinas. Mae gwaith paratoi'r Achos Busnes Llawn yn parhau gyda'r bwriad o'i gyflwyno i Lywodraeth Cymru ym mis Tachwedd 2016. Tan fydd yr Achos Llawn wedi ei gymeradwyo, mae unrhyw wario gan y Cyngor er mwyn bwrw ymlaen â'r cynigion hyn mewn perygl o beidio â derbyn cymeradwyaeth Achos Busnes Llawn ac felly ni fyddai'n derbyn y cyfraniadau gwerth 50% a ddisgwylir gan Lywodraeth Cymru ar gyfer costau'r project. Hefyd, fel rhan o unrhyw gynnig Achos Busnes Llawn, mae angen i'r Cyngor sicrhau bod sicrwydd o ran rhagfynegiadau nifer y disgyblion cyn gwneud buddsoddiad tymor hir.
21. Nid oes disgwyl i'r newidiadau i'r amserlen adeiladu gynyddu cyfanswm cost gweithredu'r project. Mae disgwyl hefyd na fydd y newidiadau'n dwyn effaith ariannol o ran cymryd meddiant o'r tir. Ers Adroddiad Cabinet Mawrth 2016, daeth trafodaethau ag Adran y Parciau i ben a chytunwyd ar y dulliau lliniaru effaith addas i wneud yn iawn am golli'r tir agored cyhoeddus. Nid oes disgwyl y bydd y costau ychwanegol sy'n gysylltiedig â hyn yn cynyddu cyllideb gyfan Ysgolion yr 21ain Ganrif na chwaith yn cynyddu'r gofyn ariannol ar y Cyngor.
22. Prif ysgogiad y project yw'r cynnydd a ragfynegir yn nifer y disgyblion a fydd yn cynyddu'r costau refeniw sy'n gysylltiedig â gweithredu'r ysgolion ac y bydd angen ei ariannu o gyllideb a ddyrannir i bob ysgol unigol. Bydd y fformwla ariannu a ddefnyddir i ddyrannu'r gronfa refeniw rhwng ysgolion yn ystyried y cynnydd yn nifer y disgyblion, felly bydd yr ysgol yn derbyn cyfran o'r gyllideb refeniw gyfan sydd ar gael yn unol â'r cynnydd yn nifer eu disgyblion.

Goblygiadau Cyfreithiol

23. Mae'n rhaid cydymffurfio â Chod Trefniadaeth Ysgolion mewn perthynas ag unrhyw gynnig i wneud addasiadau rheoledig i unrhyw ysgol gymunedol; mae'n rhaid hefyd cydymffurfio ag Adrannau 41 a 43 Deddf Safonau a Threfniadaeth Ysgolion (Cymru) 2013. Roedd y cynnig gwreiddiol yn cydymffurfio â'r rhain.
24. Mae Paragraff 6 y Cod Trefniadaeth Ysgolion yn trafod gweithredu unrhyw gynigion, gan gynnwys y posibilrwydd o ohirio gweithredu cynnig am 3 blynedd petai hi'n afresymol o anodd ei weithredu ar y dyddiad gweithredu gwreiddiol, os yw'r cynigydd yn fodlon ac wedi ymgynghoriad ag unrhyw gorff llywodraethu perthnasol. Mae hefyd yn nodi mai gyda chytundeb Gweinidogion Cymru yn unig y caiff y cynigydd ohirio cynnig os yw'r cynnig wedi ei gymeradwyo gan yr Awdurdod Lleol neu gan Weinidogion Cymru. Mae'n rhaid gwneud cais ysgrifenedig am gytundeb a nodi rhesymau'r cynigydd yn glir.
25. Dylai'r Cyngor hefyd ystyried ei ddyletswyddau sector cyhoeddus dan Ddeddf Cydraddoldeb 2010 (yn cynnwys dyletswyddau penodol i'r sector cyhoeddus Cymreig) a chydymffurfio â Safonau'r Gymraeg wrth wneud

penderfyniad ynghylch gohirio'r cynnig. Ystyrir hyn yn y prif adroddiad uchod.

Goblygiadau Adnoddau Dynol

26. Bydd Gwasanaethau Pobl AD yn gweithio gyda chyrrff llywodraethu ac arwain Ysgol Glan Morfa ac Ysgol Gynradd Moorland er mwyn paratoi ar gyfer eu hehangu yn ysgolion 2DM a 3DM ac ar gyfer symud Ysgol Glan Morfa i safle ysgol newydd. Anogir y cyrrff llywodraethu i wneud adolygiad o'u strwythurau staffio yn unol â Fframwaith Adnoddau Dynol CTY er mwyn sicrhau eu bod yn ddigonol er mwyn ehangu wrth i nifer y disgyblion ar y gofrestr gynyddu. Bydd angen i Ysgol Gynradd Moorland ystyried hyn ym mlwyddyn academaidd 2017/2018, a bydd angen i Ysgol Glan Morfa wneud hyn yn barod ar gyfer mis Medi 2018.
27. Bydd Gwasanaethau Pobl AD hefyd yn cynnig cyngor a chymorth ynghylch cynllunio ar gyfer unrhyw recriwtio ychwanegol. Bydd unrhyw swyddi gwag a allai godi o ganlyniad i'r cynnydd yn nifer y disgyblion ar y gofrestr yn cynnig cyfleoedd i adleoli dan Bolisi Adleoli a Dileu Swyddi'r Ysgol y mae'r Corff Llywodraethu wedi ei fabwysiadu.

Traffig a Thrafnidiaeth

28. Nid oes unrhyw oblygiadau trafndiaeth newydd yn ychwanegol i'r rhai a nodwyd eisoes; fodd bynnag, dylid annog y ddwy ysgol i fabwysiadu Cynlluniau Teithio cadarn a phenodi Cydlynnydd Cynllunio Teithio i roi'r camau gweithredu a nodwyd yn y Cynlluniau Teithio ar waith.
29. Bydd angen gwneud gwelliannau i'r briffordd ar gyfer Ysgol newydd Glan Morfa yn safle'r Maltings; nodir y rhaid yn yr Asesiad Trafnidiaeth.

Asesiad o'r Effaith ar Gydraddoldeb ac Asesiad Cynaliadwyedd

30. Mae'r Asesiadau o'r Effaith ar Gydraddoldeb a Chynaliadwyedd wedi eu gwneud ar gyfer yr addasiad a gynigir a chanfuwyd na fydd effaith andwyol ar unrhyw un o'r grwpiau a ddiogelir. Ar gyfer yr Asesiad o'r Effaith ar Gydraddoldeb a'r Asesiad Cynaliadwyedd llawn, gweler Atodiad 1.

Effaith ar y Gymuned

31. Ystyrir y canlynol wrth drafod cynnig: Tir agored cyhoeddus, tir parc, sŵn a thraffig. Bydd swyddogion yn gweithio gydag ysgolion ac unrhyw grwpiau cymunedol er mwyn sicrhau y byddai unrhyw gynnig yn osgoi effaith andwyol pan fo hynny'n bosibl.

Effaith ar y Gymraeg

32. Mae'r cynnig yn cynnwys cynyddu nifer y llefydd mewn addysg feithrin a chynradd cyfrwng Cymraeg yn yr ardal.

33. Mae disgwyl y byddai effaith gadarnhaol ar y Gymraeg o ganlyniad i'r cynnig hwn.

ARGYMHELLION

Argymhellir bod y Cabinet yn gwneud y canlynol:

1. Awdurdodi swyddogion i geisio cytundeb Gweinidogion Cymru ar yr addasiad a gynigir i'r cynnig trefniadaeth ysgol a gytunwyd, fel y nodir ym mharagraff 7.
2. Awdurdodi swyddogion i adolygu rhagfynegiadau a'r galw am lefydd mewn ysgolion cynradd cyfrwng Saesneg yn yr ardal er mwyn canfod gwybodaeth ar gyfer datblygiad y cynnig i ehangu Ysgol Gynradd Moorland yn y dyfodol.
3. I nodi'r oedi o ran dyddiad cwblhau'r adeiladu ysgol newydd ar gyfer Ysgol Glan Morfa fel y nodir ym mharagraff 11.

NICK BATCHELAR **Cyfarwyddwr** **15 Tachwedd 2016**

Mae'r adroddiad hwn yn cynnwys yr atodiadau canlynol:

Atodiad 1: Asesiad o'r Effaith ar Gydraddoldeb

Ystyriwyd y dogfennau cefndirol canlynol.

Cynigion Trefniadaeth Ysgol: Darparu llefydd mewn addysg Gynradd cyfrwng cymraeg a chyfrwng Saesneg yn wardiau Adamsdown a Sblot 21 Mawrth 2016.



Cyngor Caerdydd Canllawiau Offeryn Sgrinio Statudol

Os ydych yn datblygu strategaeth, polisi neu weithgaredd sy'n debygol o effeithio ar bobl, cymunedau neu ddefnydd tir mewn unrhyw ffordd, yna mae nifer o ofynion statudol sy'n berthnasol. Gall methu â chydymffurfio â'r gofynion neu dalu sylw dyledus iddynt, olygu bod y Cyngor yn agored i her gyfreithiol neu ffurfiau eraill o waradwydd.

Er enghraifft, bydd hyn yn berthnasol i strategaethau (h.y. Strategaeth Tai neu Strategaeth Chwarae Anabl), polisiau (h.y. Polisi Caffael) neu weithgaredd (h.y. datblygu ardal chwarae newydd).

Bydd cwblhau'r Offeryn Sgrinio Statudol yn sicrhau bod holl strategaethau, polisiau a gweithgareddau Cyngor Caerdydd yn cydymffurfio â'r rhwymedigaethau a chyfrifoldebau statudol perthnasol. Os yw'n ofynnol rhoi ystyriaeth fanylach i'r broblem, bydd yr Offeryn Sgrinio yn nodi p'un a oes angen asesu'r effaith yn llawn, fel y bo'n berthnasol.

Mae'r prif ofynion statudol y mae'n rhaid i strategaethau, polisiau neu weithgareddau eu hadlewyrchu yn cynnwys:

- **Deddf Cydraddoldeb 2010 - Asesu'r Effaith ar Gydraddoldeb**
- **Llywodraeth Cymru Bil Datblygu Cynaliadwy**
- **Canllawiau Statudol Llywodraeth Cymru – Cydamcanu - Cydymdrechu**
- **Confensiwn y Cenhedloedd Unedig ar Hawliau'r Plentyn**
- **Confensiwn y Cenhedloedd Unedig ar gyfer Pobl Hŷn**
- **Mesur y Gymraeg 2011**
- **Asesu'r Effaith ar Iechyd**
- **Asesiad Rheoliadau Cynefinoedd**
- **Asesiad Amgylcheddol Strategol**

Mae'r Offeryn Sgrinio Statudol hwn yn ein galluogi i gwrdd â holl ofynion yr holl ddarnau hyn o ddeddfwriaeth fel rhan o ddull integredig sgrinio nad yw fel arfer yn cymryd mwy nag awr.

Gellir cwblhau'r Offeryn Sgrinio fel hunanasesiad neu fel rhan o sesiwn wedi'i hwyluso, petai angen mwy o gymorth. Am ragor o wybodaeth neu os ydych angen sesiwn wedi'i hwyluso cysylltwch â'r Tîm Polisi, Partneriaethau a Ffocws ar Ddinasyddion ar 2078 8563 e-bost: siadavies@caerdydd.gov.uk. Nodwch:

- **Rhaid i'r Offeryn Sgrinio a gwblhawyd gael ei gyflwyno fel atodiad gyda'r adroddiad Cabinet.**
- **Bydd yr Offeryn Sgrinio a gwblhawyd yn cael ei ddangos ar y fewnwyd.**

Offeryn Sgrinio Statudol

<p>Enw'r Strategaeth / Polisi / Gweithgaredd:</p> <p>Cynnig i gynyddu nifer y lleoedd ysgolion cynradd cymunedol cyfrwng Cymraeg a chyfrwng Saesneg yn ardal Adamsdown a Sblot, mewn llety parhaol, o fis Medi 2017.</p>	<p>Dyddiad Sgrinio:</p> <p>Diweddarwyd Tachwedd 2016</p>
<p>Gwasanaeth/Isadran: Addysg</p>	<p>Swyddog Arweiniol: Nick Batchelar</p>
<p>Y sawl sy'n bresennol:</p> <p>Hunanasesiad</p>	

<p>Beth yw amcanion y Polisi/Strategaeth/Project/Gweithdrefn/Gwasanaeth/Swyddogaeth?</p>	<p>Rhowch wybodaeth gefndirol am y Polisi/Strategaeth/Project/Gweithdrefn/Gwasanaeth/Swyddogaeth ac unrhyw ymchwil a wnaed [e.e. cymharu data defnyddwyr y gwasanaeth ag ystadegau demograffeg, Asesiadau tebyg o'r Effaith ar Gydraddoldeb a gynhaliwyd ac ati.]</p>
<p>Isgdarparu cydbwysedd rhwng y nifer a'r galw am leoedd mewn ysgolion cynradd cyfrwng Saesneg a chyfrwng Cymraeg yn Wardiau Adamsdown a Sblot.</p>	<p>Yn ei gyfarfod ar 21 Mawrth 2016 cymeradwywyd heb ddiwygiad gynigion i:</p> <ul style="list-style-type: none"> Gynyddu capasiti Ysgol Glan Morfa, Moorland Road, Caerdydd, CF24 2LJ, o 210 o leoedd i 420 o leoedd gyda 80 o leoedd meithrin rhan amser (cynnydd o 48 o leoedd rhan amser) yn gwasanaethu'r ystod oedran 3-11 o fis Medi 2017. I drosglwyddo'r Ysgol Gynradd Glan Morfa estynedig i ysgol gynradd adeiladu newydd 420 o leoedd ar safle newydd ar dir yn y Maltings o fis Medi 2017. Cynyddu capasiti Ysgol Gynradd Moorland, Moorland Road, Caerdydd CF24 2LJ, o 382 o leoedd i 630 o leoedd gyda 96 o leoedd meithrin rhan amser yn gwasanaethu'r ystod oedran 3-11 gan ddefnyddio adeiladau gwag Ysgol Glan Morfa o fis Medi 2017.

	Statws cyhoeddiad: 02	Dyddiad: 23/08/11	Perchennog y broses: D. Owen	Awdurdodiad: R. Jones	Tudalen 2 o 29
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Cynhwyswyd amcanestyniadau ar gyfer 2016/17 yn yr adroddiad i'r Cabinet ar 21 Mawrth 2016 a'r ddogfen ymgynghori berthnasol a oedd yn dangos y galw am 400 o leoedd yn gyffredinol, gan gynnwys 259 o leoedd cyfrwng Saesneg a 49 cyfrwng Cymraeg. Mae'r amcanestyniadau hyn yn adlewyrchu'r data poblogaeth a'r gyfradd symudedd disgyblion/mewnfudo yn yr ardal, ac roeddynt yn cymryd i ystyriaeth y cynnydd a ragwelir yn y galw am leoedd mewn ysgolion cyfrwng Cymraeg.

Mae'r Cyngor wedi derbyn data poblogaeth cyn-ysgol wedi'i ddiweddarau gan y GIG a data wedi'i ddiweddarau o CYBLD trwy'r ysgolion. Awgryma'r amcanestyniadau sy'n ystyried y wybodaeth hon y bydd cyfanswm y galw am leoedd mewn ysgolion cynradd ar fynediad i'r dosbarth Derbyn yn ardal Adamsdown a Sblot yn gostwng i 370 ym mis Medi 2017 a bydd y galw am leoedd cyfrwng Saesneg yn gostwng i **229** o leoedd. Dengys yr amcanestyniadau wedi'u diweddarau ar gyfer cymeriant Medi 2018 y bydd y galw yn gostwng ymhellach i 198 o leoedd.

Galw rhagamcanol am leoedd ysgol ar fynediad i flwyddyn Derbyn, Adamsdown a Sblot				
Blwyddyn cymeriant:	Cyfrwng Saesneg	Cyfrwng Cymraeg	Ffydd	Cyfanswm
Medi 2016	223	35	101	359
Medi 2017	229	37	104	370
Medi 2018	198	34	87	319

Mae'r ffigyrau hyn yn seiliedig ar gyfluniad presennol ysgolion; mae'r galw cymesur cyfrwng Cymraeg yn artiffisial o isel oherwydd bod yr amcanestyniadau wedi ystyried y 'cap' a roddwyd ar y galw am leoedd yn Ysgol Glan Morfa yn y blynyddoedd diwethaf i'w Nifer Derbyn Cyhoeddedig o 30 o leoedd. Yn seiliedig ar wybodaeth derbyn dewisol, rhagwelir y bydd y galw am leoedd cyfrwng Cymraeg yn Ysgol Glan Morfa oddeutu 15 - 20% yn fwy na'r uchod, a byddai galw am leoedd mewn ysgolion cymunedol

Statws cyhoeddiad: 02	Dyddiad: 23/08/11	Perchennog y broses: D. Owen	Awdurdodiad: R. Jones	Tudalen 3 o 29
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cyfrwng Saesneg yn cael ei ostwng yn unol â hynny.

Mae'n aneglur ar hyn o bryd p'un a fydd y gostyngiad yn y boblogaeth yn parhau y tu hwnt i 2018. Adolygir yr amcanestyniadau wrth i wybodaeth wedi'i diweddarau gael ei darparu gan y GIG ac ysgolion.

O ystyried y wybodaeth uchod, cynigir gohirio'r cynnig i ehangu Ysgol Gynradd Moorland o fis Medi 2017 i fis Medi 2018 a'i gadw dan adolygiad er mwyn cymryd i ystyriaeth y data poblogaeth wedi'i ddiweddarau a data dewis ysgol, a fydd ar gael yng Ngwanwyn 2017.

Mae'r Gwasanaeth Addysg a Dysgu Gydol Oes wedi mabwysiadu dull newydd i ddylunio ac adeiladu tri adeilad ysgol gynradd newydd (Ysgol Gynradd Howardian, Ysgol Glan Morfa ac Ysgol Hamadryad) yn seiliedig ar y broses ddylunio a chaffael lwyddiannus a ddefnyddiwyd ar gyfer yr Ysgol Uwchradd Eastern newydd.

Datblygwyd dull wedi'i optimeiddio sy'n caniatáu dylunio a chaffael y tri adeilad ysgol gynradd newydd fel un pecyn, gan ddarparu ateb cost effeithiol i Gaerdydd, yn ogystal â glasbrint ar gyfer datblygiadau yn y dyfodol, a fydd yn galluogi effeithlonrwydd pellach o ran cost ac amser.

Cyflwynwyd proses gynllunio statudol newydd ym mis Awst 2016 sy'n golygu bod angen ymgymryd ag ymgynghoriad cyn-gynllunio pellach gyda rhanddeiliaid cymunedol ac arbenigol a fydd yn sail i'r cais cynllunio gwirioneddol. Bydd y broses newydd yn ychwanegu o leiaf chwe wythnos at amserlen cyflenwi'r project.

Y dyddiad cwblhau disgwylidig ar gyfer cyflenwi'r ysgol adeiladu newydd i Ysgol Glan Morfa yw Gwanwyn 2018, i'w meddiannu ar ôl gwyliau'r Pasg. Penderfynir ar yr union ddyddiad yn ystod y

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gwaith adeiladu, ond bydd mor gynnar ag y bo modd.

Cyn y broses dendro, y bwriad oedd cyflenwi'r ysgol newydd ar yr un pryd â'r trefniadau ysgol newydd, ond dangosodd y contractwr a ddewiswyd ateb adeilad ysgol o ansawdd a chost effeithlon, a gwnaed y dewis ar y sail hon. Mae rhaglen y contractwr yn hirach na chontractwyr eraill a gyflwynodd dendr (52 wythnos yn hytrach na 40) ond yn dilyn gwerthusiad, barnwyd mai'r ateb hwn oedd yr un gorau, a bydd yn cwrdd yn llawn â dyheadau Caerdydd ar gyfer darpariaeth addysg o ansawdd uchel gydag arbedion maint.

Gellir parhau i gynnwys y cymeriant presennol a'r un uwch i Ysgol Glan Morfa yn yr adeiladau presennol gyda rhai mân newidiadau, a rhannu adeiladau gydag Ysgol Gynradd Moorland, o ystyried y cynnydd gohiriedig yn eu niferoedd.

Cynigir felly gweithredu'r cynnydd yng nghapasiti Ysgol Glan Morfa o 1FE i 2FE yn unol â'r cynllun o fis Medi 2017.

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Rhan 1: Effaith ar ganlyniadau a sylw priodol i Ddatblygu Cynaliadwy

Defnyddiwch y raddfa ganlynol wrth ystyried pa gyfraniad y mae'r gweithgaredd yn ei wneud:		
+	Cadarnhaol	Cyfraniad cadarnhaol at y canlyniad
-	Negyddol	Cyfraniad negyddol at y canlyniad
ntrl	Niwtral	Cyfraniad niwtral at y canlyniad
Ansicr	Ddim yn siŵr	Ansicr os oes unrhyw gyfraniad yn cael ei wneud at y canlyniad

	A yw'r Strategaeth/Polisi/Gweithgaredd wedi ystyried sut y bydd yn effeithio ar un neu fwy o 7 Canlyniad Caerdydd sy'n canolbwyntio ar Ddinasyddion?	Ticiwch				Tystiolaeth neu awgrym ar gyfer gwella/lliniaru
		+	-	Ntrl	Ansicr	
Page 164	Mae pobl yng Nghaerdydd yn iach; <i>Ystyriwch yr effaith bosibl ar</i> <ul style="list-style-type: none"> hybu iechyd da, atal ymddygiad niweidiol, hyrwyddo bwyta'n iach / ffyrdd o mwy gweithgar o fyw ayb. dinasyddion sy'n agored i niwed ac ardaloedd o amddifadedd lluosog Ymdrin ag achosion o anghydraddoldeb mewn iechyd 	✓				<ul style="list-style-type: none"> Iechyd meddwl a lles yn cael ei hyrwyddo gan amgylcheddau dysgu modern ysbrydoledig Gweler 1.2 isod - annog cerdded, beicio a defnyddio trafnidiaeth gyhoeddus Gweler 1.3 isod yngh. atal troseddau ('Secure by Design')
	Mae gan bobl Caerdydd amgylchedd glân, deniadol a chynaliadwy; <i>Ystyriwch yr effaith bosibl ar</i> <ul style="list-style-type: none"> y ffactorau sy'n achosi Newid yn yr Hinsawdd, canlyniadau Newid yn yr Hinsawdd a chreu dinas carbon isel 	✓			✓	<p>Adeiladau newydd Ysgol Glan Morfa</p> <ul style="list-style-type: none"> Byddai unrhyw adeiladau newydd annibynnol yn adeiladau dyluniad Safonol "oddi ar gynllun" yn unol â manyleb 'Rhagorol' BREEAM, gan leihau costau rhedeg, costau adeiladu ac effaith amgylcheddol andwyol. Os yn bosibl, byddai egwyddorion a methodoleg ddylunio Passivhaus yn cael eu defnyddio a'u mabwysiadu, gan arwain at hwyluso'r rhan fwyaf o'r ffenestri yn yr ystafell ddosbarth yr ysgol i wynebu cyfeiriadedd Gogledd/De, gan gyfyngu a gwneud y gorau o haul yr haf a'r gaeaf, yn y drefn honno. Mae hyn yn lleihau'r defnydd o ynni ar gyfer gwresogi neu

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A yw'r Strategaeth/Polisi/Gweithgaredd wedi ystyried sut y bydd yn effeithio ar un neu fwy o 7 Canlyniad Caerdydd sy'n canolbwyntio ar Ddinasyddion?	Ticiwch				Tystiolaeth neu awgrym ar gyfer gwella/lliniaru
	+	-	Ntrl	Ansic r	
				✓	<p>oeri ystafell.</p> <ul style="list-style-type: none"> - Byddai'r gwaith adeiladu waliau a manylion cyffyrdd allweddol yn cael eu datblygu yn ofalus i sicrhau adeilad hynod aerglos. - O dan SEWSCAP, rhoddir ystyriaeth i ddefnyddio isgontractwyr a chyflenwyr lleol. Fel rhan o unrhyw broses dendro, rhoddir pwyslais ar sut mae'n rhaid i'r project adeiladu fod o fudd i'r economi leol. Mae enghreifftiau o Ddangosyddion Perfformiad allweddol fel a ganlyn: - Gofynnir i gontractwyr roi gwybod am y % o werth y contract a gaiff ei wario yn yr economi leol. - Gofynnir i gontractwyr neu isgontractwyr ddarparu cyfleoedd cyflogaeth i bobl ddi-waith sy'n byw yng Nghymru. - Gofynnir i gontractwyr gynnig profiadau gwaith, hyfforddeiaethau a chyfleoedd prentisiaeth i bobl o fewn y gymuned leol. <p>Ailwampio/addasiadau:</p> <ul style="list-style-type: none"> - Lle bo'n bosibl, ymgorfforir mesurau defnyddio ynni'n effeithlon yn y gwaith adeiladu yn achos unrhyw addasiadau i'r llety presennol.
<ul style="list-style-type: none"> • <i>annog cerdded, beicio, a defnydd o gludiant cyhoeddus a gwella mynediad i gefn gwlad a mannau agored</i> 	✓				<ul style="list-style-type: none"> - Rhoddir pwyslais ar deithio trwy ddulliau egniol lle mae hyn yn bosibl, ac ar ddarparu cyfleusterau a chyfleoedd yn yr ysgol i fyfyrwyr deithio drwy gerdded, beicio a thrafnidiaeth gyhoeddus. Mae annog teithio byw i'r ysgol yn ffordd bwysig

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A yw'r Strategaeth/Polisi/Gweithgaredd wedi ystyried sut y bydd yn effeithio ar un neu fwy o 7 Canlyniad Caerdydd sy'n canolbwyntio ar Ddinasyddion?	Ticiwch				Tystiolaeth neu awgrym ar gyfer gwella/lliniaru
	+	-	Ntrl	Ansic r	
					<p>iawn o gynyddu lefelau gweithgarwch corfforol cynyddol mewn plant ac ymdrin â'r broblem gynyddol o ordewdra ymhlith plant. Mae lleihau tagfeydd wrth glwyd yr ysgol yn allweddol i sicrhau diogelwch y disgyblion ac i liniaru'r effeithiau ar y gymdogaeth leol.</p> <ul style="list-style-type: none"> - Yn gyffredinol, nid yw Cyngor Caerdydd yn cefnogi darparu lleoedd parcio i rieni. Mae hyn oherwydd y byddai darpariaeth o'r fath yn hyrwyddo teithio i'r ysgol mewn car, yn cynhyrchu traffig lleol, yn cyfrannu at dagfeydd ac yn lleihau diogelwch y disgyblion. Yn gyffredinol, darperir cyfleusterau parcio mewn ysgolion i staff yn unig ac i gwrdd ag anghenion gweithredol. - Byddai darpariaeth barcio gyfyngedig yn annog cerdded i'r ysgol. - Byddai Darparu Llwybrau Cerdded Diogel i ysgolion yn annog cerdded. Cyflwynir cynllun teithio ynghyd â'r cais cynllunio, yn manylion agosrwydd at gludiant cyhoeddus a llwybrau cerdded a beicio. - Mae Canllawiau Cynllunio Atodol (Mynediad, Cylchrediad a Safonau Parcio 2010) Caerdydd yn nodi bod gofyn i bob ysgol newydd neu estynedig ddatblygu Cynllun Teithio i'w gyflwyno gyda'r cais cynllunio. Mae Cynllun Teithio yn bolisi a chynllun gweithredu i: <ul style="list-style-type: none"> o reoli trafndiaeth yn effeithlon o gwella mynediad trwy bob dull o deithio i weithwyr, ymwelwyr, cleifion a myfyrwyr o annog trafndiaeth gynaliadwy - cerdded, beicio, trafndiaeth gyhoeddus a rhannu ceir o lleihau'r defnydd o geir. - Mae Cynllun Teithio Ysgol yn cael ei gynllunio'n benodol i
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A yw'r Strategaeth/Polisi/Gweithgaredd wedi ystyried sut y bydd yn effeithio ar un neu fwy o 7 Canlyniad Caerdydd sy'n canolbwyntio ar Ddinasyddion?	Ticiwch				Tystiolaeth neu awgrym ar gyfer gwella/lliniaru
	+	-	Ntrl	Ansic r	
					ymdrin ag anghenion cludiant disgyblion a staff a bydd yn amrywio yn ôl natur yr addysg a ddarperir ac ardal ddalgylch yr ysgol. - Gwneir asesiad Traffig/Trafnidiaeth fel rhan o'r broses ceisiadau cynllunio.
<ul style="list-style-type: none"> <i>lleihau llygredd amgylcheddol (tir, aer, sŵn a dŵr)</i> 			✓ ✓ ✓		<p>Anogir adeiladwyr i leihau llygredd aer, golau a sŵn yn ystod y cyfnod adeiladu.</p> <p>Lleolir adeiladau newydd yn y fath fodd fel eu bod yn osgoi unrhyw effaith niweidiol ar fynediad golau naturiol i mewn i eiddo cyfagos.</p> <p>Paratoir adroddiad acwstig er mwyn canfod lefelau acwstig y safle ac effaith acwstig unrhyw ysgol. Paratoir adroddiad pellach ar gyfer y cynigion yn unol â gofynion 'BB93 Dylunio Acwstig Ysgolion'</p>
<ul style="list-style-type: none"> <i>lleihau defnydd ac annog lleihau gwastraff, aildefnyddio, ailgylchu ac adfer gwastraff</i> 	✓			✓	<p>Mae'n ofynnol i gontractwyr ddangos sut maent yn bodloni'r gofynion sy'n ymwneud â lleihau treuliant a gwastraff fel y nodir gan Lywodraeth Cymru ac yn fframwaith caffael SEWSCAP.</p> <p>Mesurau a fyddai'n cael eu hystyried wrth ddylunio unrhyw gynllun adeiladu o'r newydd:</p> <ul style="list-style-type: none"> • System Draenio Trefol Cynaliadwy • Dŵr poeth solar • Ffotofoltäig • Awyru Naturiol • Rheoli enillion solar

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	A yw'r Strategaeth/Polisi/Gweithgaredd wedi ystyried sut y bydd yn effeithio ar un neu fwy o 7 Canlyniad Caerdydd sy'n canolbwyntio ar Ddinasyddion?	Ticiwch				Tystiolaeth neu awgrym ar gyfer gwella/liniaru
		+	-	Ntrl	Ansic r	
Page 168						<ul style="list-style-type: none"> Cynaeafu dŵr glaw Deunyddiau wedi'u graddio yn A neu A+ yn unol â Chanllawiau Manyleb Gwyrdd BRE i Fanyleb
	<ul style="list-style-type: none"> annog bioamrywiaeth 			✓	✓	<p>Cynhelir arolygon ecolegol yn ôl yr angen ac ystyrir argymhellion i liniaru unrhyw effeithiau ar fioamrywiaeth fel rhan o'r cais cynllunio.</p> <p>Mae adeilad newydd yn rhoi cyfle i ystyried ffyrdd arloesol o annog bioamrywiaeth drwy integreiddio'r fenter Eco-ysgolion mewn cynlluniau adeiladu newydd.</p>
1.3	<p>Mae pobl Caerdydd yn ddiogel ac yn teimlo'n ddiogel; <i>Ystyriwch yr effaith bosibl ar</i></p> <ul style="list-style-type: none"> <i>lleihau trosedd, ofn trosedd a chynyddu diogelwch unigolion</i> <i>ymdrin ag ymddygiad gwrthgymdeithasol</i> <i>amddiffyn oedolion a phlant sy'n agored i niwed yng Nghaerdydd rhag niwed neu gamdriniaeth</i> 	✓		✓	✓	<p>Byddai ymgynghori ar y project yn digwydd gydag Ymgynghorydd Dylunio Atal Troseddau Heddlu De Cymru, a byddai'r argymhellion yn cael eu hystyried a'u hymgorffori lle bo hynny'n ymarferol.</p> <p>Byddai pryderon a godir gan drigolion lleol ynghylch gollwng sbwriel yn fater i reolwyr yr ysgol, a byddai'r ysgol yn gweithio gyda disgyblion i geisio sefydlu ymdeimlad o gyfrifoldeb personol er mwyn lleihau'r achosion o sbwriel gan ddisgyblion yn yr ardal leol.</p> <p>Mae'n ofynnol i ysgolion gael mecanweithiau diogelu yn eu lle. Caiff lefelau priodol o wiriadau'r Gwasanaeth Datgelu a Gwahardd ar gyfer contractwyr eu rhoi ar waith.</p>
1.4	Mae gan Gaerdydd economi sy'n ffynnu ac yn llwyddo;	✓				Mae buddsoddi mewn adeiladau ysgolion yn gwella'r

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	A yw'r Strategaeth/Polisi/Gweithgaredd wedi ystyried sut y bydd yn effeithio ar un neu fwy o 7 Canlyniad Caerdydd sy'n canolbwyntio ar Ddinasyddion?	Ticiwch				Tystiolaeth neu awgrym ar gyfer gwella/lliniaru
		+	-	Ntrl	Ansic r	
Page 169	<p><i>Ystyriwch yr effaith bosibl ar</i></p> <ul style="list-style-type: none"> <i>cystadleurwydd economaidd (gweithgaredd menter, mentrau cymdeithasol, enillion cyfartalog, gwella cynhyrchiant)</i> <i>Cynorthwyo'r rhai nad ydynt mewn Addysg, Cyflogaeth neu Hyfforddiant</i> <i>denu a chadw gweithwyr (cyflogaeth newydd a chyfleoedd hyfforddi, cynyddu gwerth cyflogaeth)</i> <i>hyrwyddo cyfleoedd caffael lleol neu wella gallu cwmnïau lleol i gystadlu</i> 	✓				<p>amgylchedd dysgu, yn cyfrannu at gyflwyno'r cwricwlwm modern a dylai gael effaith gadarnhaol ar yr economi gan ei fod yn helpu dysgwyr i gyflawni eu potensial.</p> <p>Mae fframwaith SEWSCAP yn ei gwneud yn ofynnol rhoi ystyriaeth i ddefnyddio isgcontractwyr a chyflenwyr lleol. Fel rhan o unrhyw broses dendro, rhoddir pwyslais ar sut mae'n rhaid i'r project adeiladu fod o fudd i'r economi leol. Mae enghreifftiau o Ddangosyddion Perfformiad allweddol fel a ganlyn:</p> <ul style="list-style-type: none"> Gofynnir i gcontractwyr roi gwybod am y % o werth y contract a gaiff ei wario yn yr economi leol. Gofynnir i gcontractwyr neu isgcontractwyr ddarparu cyfleoedd cyflogaeth i bobl ddi-waith sy'n byw yng Nghymru. Gofynnir i gcontractwyr gynnig profiadau gwaith, hyfforddeiaethau a chyfleoedd prentisiaeth i bobl o fewn y gymuned leol.
	<p>Mae pobl Caerdydd yn cyflawni eu llawn botensial;</p> <p><i>Ystyriwch yr effaith bosibl ar</i></p> <ul style="list-style-type: none"> <i>hyrwyddo a gwella mynediad i ddysgu gydol oes yng Nghaerdydd</i> <i>codi lefelau sgiliau a chymwysterau</i> <i>rhoi'r cychwyn gorau i blant</i> <i>gwella dealltwriaeth o gynaliadwyedd</i> <i>ymdrin â thlodi plant (tlodi ariannol, tlodi mynediad, tlodi cyfranogiad)</i> <i>Confensiwn y Cenhedloedd Unedig ar Hawliau'r Plentyn ac Egwyddorion ar gyfer Pobl Hŷn</i> 	✓				<p>Mae buddsoddi mewn adeiladau ysgolion yn gwella'r amgylchedd dysgu, yn cyfrannu at gyflwyno'r cwricwlwm modern ac yn helpu dysgwyr i gyflawni eu potensial.</p> <p>Mae'r cynllun yn canolbwyntio ar gynyddu capasiti a chyfleusterau'r ysgol ym mwa deheuol y ddinas - ardal y ddinas sydd â'r lefelau uchaf o dlodi plant ac amddifadedd.</p> <p>Noda Erthygl 31 o Gonfensiwn y Cenhedloedd Unedig ar Hawliau'r Plentyn: 'Mae gan bob plentyn yr hawl i orffwys, chwarae, ac i wneud pethau y maent yn eu mwynhau.' Mae'n bwysig bod plant yn cael mynediad i amgylcheddau chwarae cyfoethog, a ddylai gynnwys gofod awyr agored priodol. Dylunnir adeiladau ysgol newydd yn unol â'r canllawiau Bwletin Adeiladu perthnasol sy'n cynnwys darpariaeth i alluogi cyfleoedd chwarae a mynediad at fannau awyr agored.</p>

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	A yw'r Strategaeth/Polisi/Gweithgaredd wedi ystyried sut y bydd yn effeithio ar un neu fwy o 7 Canlyniad Caerdydd sy'n canolbwyntio ar Ddinasyddion?	Ticiwch				Tystiolaeth neu awgrym ar gyfer gwella/lliniaru
		+	-	Ntrl	Ansic r	
Page 170	1.6 Mae Caerdydd yn lle gwyh i fyw, gweithio a chwarae ynddo Ystyriwch yr effaith bosibl ar <ul style="list-style-type: none"> hybu amrywiaeth diwylliannol Caerdydd annog cyfranogiad a mynediad i bawb at weithgarwch corfforol, hamdden a diwylliant cyfleoedd chwarae i blant a phobl ifanc diogelu a gwella tirwedd a threftadaeth hanesyddol Caerdydd hybu cysylltiadau rhyngwladol y Ddinas 			✓		Rhoddir ystyriaeth ar y cam dylunio i ddarparu mannau sydd â'r potensial i gael eu defnyddio gan y gymuned mewn ymateb i angen lleol. Gwelwyd hyn mewn ysgol dempled a gwblhawyd yn ddiweddar; Nant Talwg, ym Mro Morgannwg, sydd â'r gofod neuadd a chyfleusterau cysylltiedig yn nheu blaen yr ysgol, gan alluogi'r ysgol i aros yn ddiogel tra'n cynnig defnydd cymunedol y tu allan i oriau ysgol. Gan ddefnyddio ffynonellau ar-lein y Cyngor, nid oes unrhyw dderbynyddion treftadaeth ddiwylliannol wedi'u cofnodi ar unrhyw un o'r safleoedd a ystyrir.
	1.7 Mae Caerdydd yn gymdeithas deg, gyfiawn a chynhwysol. Ystyriwch yr effaith bosibl ar <ul style="list-style-type: none"> ddileu camwahaniaethu, aflonyddu neu erledigaeth grwpiau cydraddoldeb a yw'r gymuned neu randdeiliaid wedi'u cynnwys yn y broses o ddatblygu'r strategaeth/polisi/gweithgaredd? sut yr anogir cyfranogiad gan ddinasyddion (annog camau 	✓		✓		- Gweler yr Asesiad Effaith ar Gydraddoldeb isod. - Cynhelir ymgynghoriad cyhoeddus statudol - Rhoddir cyfle i'r Grŵp Cyngori Dylunio Cydraddoldeb (gan gynnwys cynrychiolwyr o grwpiau allanol) roi sylwadau

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	A yw'r Strategaeth/Polisi/Gweithgaredd wedi ystyried sut y bydd yn effeithio ar un neu fwy o 7 Canlyniad Caerdydd sy'n canolbwyntio ar Ddinasyddion?	Ticiwch				Tystiolaeth neu awgrym ar gyfer gwella/lliniaru
		+	-	Ntrl	Ansic r	
	<i>gweithredu sy'n ystyried mathau gwahanol o ymgynghori, drwy ymgysylltu mwy trylwyr, i gyfranogiad llawn mewn datblygu a darparu gwasanaeth)?</i>					<ul style="list-style-type: none"> - Byddai adrannau perthnasol yn y Cyngor yn cymryd rhan - Gwneir gwerthusiad ecolegol os oes angen - syrfewyr allanol - Ymgysylltir ag Ymgynghorydd Dylunio Atal Troseddau Heddlu De Cymru - Cynhwysir datganiad dylunio a mynediad fel rhan o unrhyw gais cynllunio
1.8	Mae'r Cyngor yn cyflawni canlyniadau cadarnhaol i'r ddinas a'i dinasyddion drwy bartneriaethau cryf <i>Ystyried yr effaith bosibl ar</i> <ul style="list-style-type: none"> • <i>cryfhau partneriaethau gyda sectorau busnes a gwirfoddol</i> • <i>yr agenda cydweithio a'r potensial ar gyfer gwasanaethau a rennir, gweithio ar draws ffiniau ac arbedion effeithlonrwydd</i> 	✓			✓	<p>Gall cyfleusterau ysgolion modern ddarparu mannau hyblyg ar gyfer gweithio mewn partneriaeth (gwasanaethau integredig) a defnydd fel asedau cymunedol gwerthfawr (potensial ar gyfer arbedion effeithlonrwydd).</p> <p>Gwelwyd hyn mewn ysgol dempled a gwblhawyd yn ddiweddar; Nant Talwg, ym Mro Morgannwg, sydd â'r gofod neuadd a chyfleusterau cysylltiedig yn nhu blaen yr ysgol, gan alluogi'r ysgol i aros yn ddiogel tra'n cynnig defnydd cymunedol y tu allan i oriau ysgol.</p>
	ASESIAD O'R EFFAITH AR GYDRADDOLDEB <i>A fydd y Polisi/Strategaeth/Project hwn yn cael effaith wahaniaethol ar unrhyw un o'r canlynol:</i>					<i>Rhowch fanylion/ganlyniadau'r effaith wahaniaethol (cadarnhaol a negyddol), a pha gam(au) y gallwch eu cymryd i ymdrin ag unrhyw oblygiadau negyddol?</i>
	<ul style="list-style-type: none"> • Oed (yn cynnwys plant a phobl ifanc 0-25 a phobl hŷn dros 65 oed yn unol â Chonfensiwn y Cenhedloedd Unedig) 	✓				<p><u>3-11 oed</u></p> <p>Mae buddsoddi mewn adeiladau ysgolion yn gwella'r amgylchedd dysgu ac yn cyfrannu at gyflwyno'r cwricwlwm modern.</p> <p>Gwnaed y cynnig i ohirio gweithredu'r cynnig i ehangu Ysgol Gynradd Moorland o 2FE i 3FE mewn ymateb i adolygiad o amcanestyniadau sy'n dangos bod y lefel y galw am leoedd cyfrwng Saesneg yn is nag a ddisgwyliwyd</p>
	Statws cyhoeddiad: 02	Dyddiad: 23/08/11	Perchennog y broses: D. Owen	Awdurdodiad: R. Jones	Tudalen 13 o 29	

A yw'r Strategaeth/Polisi/Gweithgaredd wedi ystyried sut y bydd yn effeithio ar un neu fwy o 7 Canlyniad Caerdydd sy'n canolbwyntio ar Ddinasyddion?	Ticiwch				Tystiolaeth neu awgrym ar gyfer gwella/lliniaru
	+	-	Ntrl	Ansic r	
					<p>yn flaenorol.</p> <p>Bydd yr amcanestyniadau yn cael eu hadolygu'n gyson ac ystyrir y data poblogaeth wedi'i ddiweddarau a data dewis ysgol, a fydd ar gael yng Ngwanwyn 2017.</p> <p><i>Iechyd a diogelwch a Diogelu</i></p> <p>Mae gan y Cyngor brofiad o gyflenwi projectau adeiladu newydd ar safleoedd ysgolion tra'n galluogi cyflenwad parhaus addysg a chynnal iechyd a diogelwch.</p> <p><i>Dylunio</i></p> <p>Os yw'r llety adeilad newydd yn adeilad safonol annibynnol, byddai'n hygyrch i gadeiriau olwyn a byddai'r dyluniad yn ymgorffori'r cyfleusterau AAA sy'n ofynnol gan y Bwletin Adeiladu perthnasol. Gallai rheolwyr gweithredol yr ysgol hefyd alluogi defnydd o ystafelloedd nad ydynt wedi'u dynodi ar gyfer AAA.</p> <p><i>Trafnidiaeth a Thraffig</i></p> <ul style="list-style-type: none"> - Rhoddir pwyslais ar deithio trwy ddulliau egniol lle mae hyn yn bosibl, ac ar ddarparu cyfleusterau a chyfleoedd yn yr ysgol i fyfyrwyr deithio drwy gerdded, beicio a thrafnidiaeth gyhoeddus. Mae annog teithio byw i'r ysgol yn ffordd bwysig iawn o gynyddu lefelau gweithgarwch corfforol cynyddol mewn plant ac ymdrin â'r broblem gynyddol o ordewdra ymhlith plant. Mae lleihau tagfeydd wrth glwyd yr ysgol yn allweddol i sicrhau diogelwch y disgyblion ac i liniaru'r effeithiau ar y gymdogaeth leol.
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A yw'r Strategaeth/Polisi/Gweithgaredd wedi ystyried sut y bydd yn effeithio ar un neu fwy o 7 Canlyniad Caerdydd sy'n canolbwyntio ar Ddinasyddion?	Ticiwch				Tystiolaeth neu awgrym ar gyfer gwella/lliniaru
	+	-	Ntrl	Ansic r	
	✓		✓	✓	<ul style="list-style-type: none"> - Yn gyffredinol, nid yw Cyngor Caerdydd yn cefnogi darparu lleoedd parcio i rieni. Mae hyn oherwydd y byddai darpariaeth o'r fath yn hyrwyddo teithio i'r ysgol mewn car, yn cynhyrchu traffig lleol, yn cyfrannu at dagfeydd ac yn lleihau diogelwch y disgyblion. Yn gyffredinol, darperir cyfleusterau parcio mewn ysgolion i staff yn unig ac i gwrdd ag anghenion gweithredol. - Byddai gosod y ddarpariaeth yng nghanol yr ardal y mae'n ei gwasanaethu leihau'r defnydd o geir neu drafnidiaeth gyhoeddus ac annog cerdded a beicio i ac o'r ysgol. - Byddai darpariaeth barcio gyfyngedig yn annog cerdded a beicio i'r ysgol - Byddai asesiad Traffig/ Trafnidiaeth yn cael ei gynnal fel rhan o'r broses cais cynllunio. - Byddai cynllun teithio yn cael ei gyflwyno gyda'r cais cynllunio, yn rhoi manylion agosrwydd at gludiant cyhoeddus a llwybrau cerdded a beicio. - Byddai newidiadau i'r seilwaith trafndiaeth a chludiant yn cael eu hystyried fel rhan o'r Asesiad Trafnidiaeth ar gyfer cynnig. <p><u>Oed cyflogaeth</u></p> <p><i>Adleoli/ recriwtio</i></p> <p>Gellir dal i fod â chanfyddiad y gallai cyfleoedd adleoli/ recriwtio gael eu heffeithio gan oed.</p>

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	A yw'r Strategaeth/Polisi/Gweithgaredd wedi ystyried sut y bydd yn effeithio ar un neu fwy o 7 Canlyniad Caerdydd sy'n canolbwyntio ar Ddinasyddion?	Ticiwch				Tystiolaeth neu awgrym ar gyfer gwella/lliniaru
		+	-	Ntrl	Ansic r	
					✓	Defnyddir gweithdrefn y Cyngor ar gyfer rheoli newidiadau staffio sy'n deillio o ad-drefnu wrth weithredu unrhyw newidiadau o ganlyniad i'r cynnig hwn. Byddai hyn yn sicrhau bod arfer da yn cael ei ddilyn, gan gynnwys cymhwyso polisiau'r Cyngor ar gyfle cyfartal.

A yw'r Strategaeth/Polisi/Gweithgaredd wedi ystyried sut y bydd yn effeithio ar un neu fwy o 7 Canlyniad Caerdydd sy'n canolbwyntio ar Ddinasyddion?	Ticiwch				Tystiolaeth neu awgrym ar gyfer gwella/lliniaru
	+	-	Ntrl	Ansic r	
			✓	✓	
<ul style="list-style-type: none"> Anabledd 	✓				<p>Byddai asesiad o'r effaith ar gydraddoldeb yn cael ei wneud ar y cam dylunio ar hygyrchedd unrhyw adeiladau newydd ac i nodi unrhyw addasiadau rhesymol y gellid eu gwneud i wella mynediad at lety presennol o fewn cwmpas y gwaith. Byddai'r asesiad o effaith ar gydraddoldeb yn cymryd i ystyriaeth bolisiâu fel Deddf Cydraddoldeb 2010, TAN 12: Dylunio Mehefin 2009, yn ogystal â rheoliadau adeiladu fel canllawiau BS8300, Rhan M a Bwletinau Adeiladu.</p> <p>Byddai dyluniadau yn cymryd i ystyriaeth anghenion y canlynol mewn Datganiad Dylunio a Mynediad a gaiff ei gyflwyno gydag unrhyw gais cynllunio:</p> <ul style="list-style-type: none"> - Y rhai sydd â nam ar eu clyw – e.e. acwsteg priodol, delweddau/ symbolau iaith Arwyddion Prydeinig a dolenni clyw cludadwy/statig. - Y rhai sydd â nam ar y golwg - e.e. defnyddio lliw i wahaniaethu rhwng swyddogaeth gofodau, mapiau cyffyrddol ac iaith Braille ar arwyddion. - Y rhai sydd â nam corfforol - e.e. drysau â trothwy gwastad, lifftiau gyda mynediad i'r anabl
Statws cyhoeddiad: 02	Dyddiad: 23/08/11	Perchennog y broses: D. Owen	Awdurdodiad: R. Jones	Tudalen 17 o 29	

A yw'r Strategaeth/Polisi/Gweithgaredd wedi ystyried sut y bydd yn effeithio ar un neu fwy o 7 Canlyniad Caerdydd sy'n canolbwyntio ar Ddinasyddion?	Ticiwch				Tystiolaeth neu awgrym ar gyfer gwella/lliniaru
	+	-	Ntrl	Ansic r	
	✓				<p>- Y rhai sydd ag anableddau dysgu.</p> <p>Os yw'r llety adeilad newydd yn adeilad safonol annibynnol, byddai'n hygyrch i gadeiriau olwyn a byddai'r dyluniad yn ymgorffori'r cyfleusterau AAA sy'n ofynnol gan y Bwletin Adeiladu perthnasol. Gallai rheolwyr gweithredol yr ysgol hefyd alluogi defnydd o ystafelloedd nad ydynt wedi'u dynodi ar gyfer AAA.</p> <p>Ni fyddai cludiant ar gyfer disgyblion anabl yn cael ei effeithio. Asesir anghenion cludiant ar sail unigol.</p>
<ul style="list-style-type: none"> Ailbennu Rhywedd 			✓		Byddai preifatrwydd cyfleusterau newid a thoiledau yn cael eu hystyried ar y cam dylunio. Byddai'r asesiad o effaith ar gydraddoldeb yn cymryd i ystyriaeth bolisiau fel Deddf Cydraddoldeb 2010, TAN 12: Dylunio Mehefin 2009, yn ogystal â rheoliadau adeiladu fel canllawiau BS8300, Rhan M a Bwletinau Adeiladu.
<ul style="list-style-type: none"> Priodas a Phartneriaeth Sifil 			✓		amh.
<ul style="list-style-type: none"> Beichiogrwydd a Mamolaeth 			✓		Byddai asesiad o'r effaith ar gydraddoldeb yn cael ei wneud ar y cam dylunio ar hygyrchedd unrhyw adeiladau newydd neu lety symudol dros dro ac i nodi unrhyw addasiadau rhesymol y gellid eu gwneud i wella mynediad at lety presennol o fewn cwrpas y gwaith. Byddai'r asesiad o effaith ar gydraddoldeb yn cymryd i ystyriaeth bolisiau fel Deddf Cydraddoldeb 2010, TAN 12: Dylunio Mehefin 2009, yn ogystal â rheoliadau adeiladu fel canllawiau BS8300, Rhan M a Bwletinau Adeiladu.
<ul style="list-style-type: none"> Hil 			✓		Hil a Chrefydd/ Cred
<ul style="list-style-type: none"> Crefydd neu Gred 					Mae Bwa Deheuol y ddinas, y mae dalgylch Ysgol Uwchradd Willows yn rhan ohono, yn ardal gyda phoblogaeth uchel o Leiafrifoedd Ethnig (ME) ac ardal sy'n cynnwys amrywiaeth o

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A yw'r Strategaeth/Polisi/Gweithgaredd wedi ystyried sut y bydd yn effeithio ar un neu fwy o 7 Canlyniad Caerdydd sy'n canolbwyntio ar Ddinasyddion?	Ticiwch				Tystiolaeth neu awgrym ar gyfer gwella/lliniaru
	+	-	Ntrl	Ansic r	
	✓		✓		<p>ffydd.</p> <p>Ni fyddai'r cynnig yn cael effaith wahaniaethol ar un grŵp ethnig na ffydd benodol gan y byddai'r ddarpariaeth ar gael i bawb.</p> <p><u>Cymorth iaith</u></p> <p>Ni fyddai'r cynigion yn effeithio'n uniongyrchol ar lefel y cymorth a ddarperir, gan fod yr holl gymorth yn dibynnu ar y Grant Cyflawniad Lleiafrifoedd Ethnig sy'n cael ei adolygu ac yna ei adnewyddu yn ôl canlyniadau Arolwg Asesiad Anghenion blynyddol. Mae dyraniad athrawon a Chynorthwywyr Athrawon Dwyieithog (BTAs) fel arfer yn ei le am gyfnod y flwyddyn academaidd ond mae'n debygol o newid yn ystod y flwyddyn i gwrdd ag amrywiadau mewn galw.</p> <p>Os yw'r llety newydd yn adeilad safonol annibynnol byddai'n hygyrch i gadeiriau olwyn a byddai'r dyluniad yn ymgorffori'r cyfleusterau SIY sy'n ofynnol gan y canllawiau Bwletinau Adeiladu perthnasol. Gallai rheolwyr gweithredol yr ysgol hefyd alluogi defnydd o ystafelloedd nad ydynt wedi'u dynodi ar gyfer SIY.</p> <p>Uwch reolwyr yr ysgol sydd yn y sefyllfa orau i reoli anghenion e.e. darparu lle ar gyfer gweddi ac unrhyw newid sylweddol mewn amrywiaeth o ran cred.</p>
<ul style="list-style-type: none"> Rhyw 			✓		<p>Byddai'r ysgol yn derbyn disgyblion o'r ddau ryw.</p> <p>Byddai gweithdrefn y Cyngor ar gyfer rheoli newidiadau staffio sy'n deillio o ad-drefnu yn cael ei defnyddio wrth weithredu newidiadau yn y cynnig hwn. Mae hyn yn sicrhau bod arfer da yn cael ei ddilyn, gan gynnwys cymhwyso polisiau'r Cyngor ar gyfle cyfartal.</p>
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A yw'r Strategaeth/Polisi/Gweithgaredd wedi ystyried sut y bydd yn effeithio ar un neu fwy o 7 Canlyniad Caerdydd sy'n canolbwyntio ar Ddinasyddion?	Ticiwch				Tystiolaeth neu awgrym ar gyfer gwella/lliniaru
	+	-	Ntrl	Ansic r	
<ul style="list-style-type: none"> Cyfeiriadedd rhywiol 			✓		<p>Ofnau y gallai cyfleoedd adleoli/ recriwtio gael eu heffeithio gan gyfeiriadedd rhywiol.</p> <p>Mae tystiolaeth a gasglwyd gan y grŵp lobïo Stonewall yn honni ei bod yn debygol y gwahaniaethir yn erbyn pobl LHD o ran recriwtio yn y gweithle.</p> <p>Byddai gweithdrefn y Cyngor ar gyfer rheoli newidiadau staffio sy'n deillio o ad-drefnu yn cael ei defnyddio wrth weithredu newidiadau yn y cynnig hwn. Mae hyn yn sicrhau bod arfer da yn cael ei ddilyn, gan gynnwys cymhwyso polisiau'r Cyngor ar gyfle cyfartal.</p>
<ul style="list-style-type: none"> Iaith Gymraeg Ieithoedd eraill 			✓		<p>Rhoddir gerbron gynigion i gynyddu'r ddarpariaeth addysgol cyfrwng Saesneg neu gyfrwng Cymraeg mewn ymateb i ddewis y rhieni.</p> <p>Gwnaed y cynnig i ohirio gweithredu'r cynnig i ehangu Ysgol Gynradd Moorland o 2FE i 3FE mewn ymateb i adolygiad o amcanestyniadau sy'n dangos bod y lefel y galw am leoedd cyfrwng Saesneg yn is nag a ddisgwyliwyd yn flaenorol.</p> <p>Bydd yr amcanestyniadau yn cael eu hadolygu'n gyson ac ystyrir y data poblogaeth wedi'i ddiweddarau a data dewis ysgol, a fydd ar gael yng Ngwanwyn 2017.</p> <p>Mae'r cynnig i ehangu Ysgol Glan Morfa o 1FE i 2 FE yn symud ymlaen a bydd yn arwain at gynyddu'r ddarpariaeth cyfrwng Cymraeg o1FE.</p> <p>Mae'n bolisi gan Gyngor Caerdydd i ddarparu arwyddion yn y Gymraeg a Saesneg, ond nid mewn ieithoedd eraill. Felly, byddai dulliau ychwanegol o ddod o hyd i'r ffordd yn cael eu hystyried ar y cam dylunio gan gynnwys y defnydd o liw i</p>

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	A yw'r Strategaeth/Polisi/Gweithgaredd wedi ystyried sut y bydd yn effeithio ar un neu fwy o 7 Canlyniad Caerdydd sy'n canolbwyntio ar Ddinasyddion?	Ticiwch				Tystiolaeth neu awgrym ar gyfer gwella/lliniaru
		+	-	Ntrl	Ansic r	
Page 179				✓		<p>wahaniaethu rhwng swyddogaeth gofodau, mapiau cyffyrddol ac iaith Braille ar arwyddion, Braille iaith ar arwyddion a delweddau/symbolau iaith Arwyddion Prydeinig. Dylid defnyddio'r Canllawiau Dylunio Arwyddion fel pwynt cyfeirio. Gallai'r ysgol ddarparu gwybodaeth mewn fformatau amgen ar gais.</p> <p><u>Cymorth iaith arall</u></p> <p>Ni fyddai'r cynigion yn effeithio'n uniongyrchol ar lefel y cymorth a ddarperir, gan fod yr holl gymorth yn dibynnu ar y Grant Cyflawniad Lleiafrifoedd Ethnig sy'n cael ei adolygu ac yna ei adnewyddu yn ôl canlyniadau Arolwg Asesiad Anghenion blynyddol. Mae dyraniad athrawon a Chynorthwyr Athrawon Dwyieithog (BTAs) fel arfer yn ei le am gyfnod y flwyddyn academaidd ond mae'n debygol o newid yn ystod y flwyddyn i gwrdd ag amrywiadau mewn galw.</p> <p>Os yw'r llety newydd yn adeilad safonol annibynnol byddai'n hygyrch i gadeiriau olwyn a byddai'r dyluniad yn ymgorffori'r cyfleusterau SIY sy'n ofynnol gan ganllawiau Bwletin Adeiladu 103. Gallai rheolwyr gweithredol yr ysgol hefyd alluogi defnydd o ystafelloedd nad ydynt wedi'u dynodi ar gyfer SIY.</p>

CRYNODEB O ARFARNIAD (tynnwch sylw at effeithiau cadarnhaol a negyddol y polisi / cynllun / project a asesir, gan ddangos sut mae'n cyfrannu at gynaliadwyedd economaidd, cymdeithasol ac amgylcheddol y ddinas):

Economaidd/Addysgol/Cymdeithasol

Mae buddsoddi mewn adeiladau ysgolion yn gwella'r amgylchedd dysgu, yn cyfrannu at gyflwyno'r cwricwlwm modern a dylai gael effaith gadarnhaol ar yr economi gan ei fod yn helpu dysgwyr i gyflawni eu potensial.

Mae buddsoddi mewn adeiladau ysgol yn gwella'r amgylchedd dysgu ac yn cyfrannu at gyflwyno'r cwricwlwm modern.

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Gwnaed y cynnig i ohirio gweithredu'r cynnig i ehangu Ysgol Gynradd Moorland o 2FE i 3FE mewn ymateb i adolygiad o amcanestyniadau sy'n dangos bod y lefel y galw am leoedd cyfrwng Saesneg yn is nag a ddisgwyliwyd yn flaenorol.

Bydd yr amcanestyniadau yn cael eu hadolygu'n gyson ac ystyrir y data poblogaeth wedi'i ddiweddarau a data dewis ysgol, a fydd ar gael yng Ngwanwyn 2017.

Iechyd a diogelwch a Diogelu

Mae gan y Cyngor brofiad o gyflenwi projectau adeiladu newydd ar safleoedd ysgolion tra'n galluogi cyflenwad parhaus addysg a chynnal iechyd a diogelwch. Yn achos pob opsiwn, byddai'r adeilad newydd yn cael ei adeiladu mewn safle adeiladu wedi'i ynysu, h.y. dim ond contractwyr a fyddai'n cael mynediad i'r safle.

Dylunio

Os yw'r llety adeiladu newydd yn adeilad safonol annibynnol, byddai'n hygyrch i gadeiriau olwyn a byddai'r dyluniad yn ymgorffori'r cyfleusterau AAA sy'n cynnol gan y Bwletin Adeiladu perthnasol. Gallai rheolwyr gweithredol yr ysgol hefyd alluogi defnydd o ystafelloedd nad ydynt wedi'u dynodi ar gyfer AAA.

Gall cyfleusterau ysgolion modern ddarparu'r hyblygrwydd i weithio mewn partneriaeth (gwasanaethau integredig) a gellir eu defnyddio fel asedau cymunedol gwerthfawr (potensial ar gyfer arbedion effeithlonrwydd). Gwelwyd hyn mewn ysgol dempled a gwblhawyd yn ddiweddar; Nant Talwg, ym Mro Morgannwg sydd â'r gofod neuadd a chyfleusterau cysylltiedig yn nhw blaen yr ysgol, gan alluogi'r ysgol i aros yn ddiogel tra'n cynnig defnydd cymunedol y tu allan i oriau ysgol.

'Secure by Design'

Byddai ymgynghori yn digwydd gydag Ymgynghorydd Dylunio Atal Troseddau Heddlu De Cymru, a byddai'r argymhellion yn cael eu hystyried a'u hymgorffori lle bo hynny'n ymarferol.

Hygyrchedd

Byddai asesiad o'r effaith ar gydraddoldeb yn cael ei wneud ar y cam dylunio ar hygyrchedd unrhyw adeiladau newydd neu lety symudol dros dro ac i nodi unrhyw addasiadau rhesymol y gellid eu gwneud i wella mynediad at lety presennol o fewn cwrpas y gwaith. Byddai'r asesiad o effaith ar gydraddoldeb yn cymryd i ystyriaeth bolisiau fel Deddf Cydraddoldeb 2010, TAN 12: Dylunio Mehefin 2009, yn ogystal â rheoliadau adeiladu fel canllawiau BS8300, Rhan M a Bwletin Adeiladu.

Byddai dyluniadau yn cymryd i ystyriaeth anghenion y canlynol:

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- Y rhai sydd â nam ar eu clyw – e.e. acwsteg priodol, delweddau/symbolau iaith Arwyddion Prydeinig a dolenni clyw cludadwy/statig.
- Y rhai sydd â nam ar y golwg - e.e. defnyddio lliw i wahaniaethu rhwng swyddogaeth gofodau, mapiau cyffyrddol ac iaith Braille ar arwyddion.
- Y rhai sydd â nam corfforol - e.e. drysau â trothwy gwastad, lifftiau gyda mynediad i'r anabl.
- Y rhai sydd ag anableddau dysgu

Os yw'r llety adeiladu newydd yn adeilad safonol, byddai angen trafodaeth bellach ar sut mae'r dyluniad yn cynnwys disgyblion ag anawsterau dysgu.

Ni fyddai cludiant ar gyfer disgyblion anabl yn cael ei effeithio. Asesir anghenion cludiant ar sail unigol.

Cynaliadwyedd Amgylcheddol

Byddai darpariaeth barcio gyfyngedig yn annog cerdded a beicio i'r ysgol

Byddai cynllun teithio yn cael ei gyflwyno gydag unrhyw gais cynllunio, yn rhoi manylion agosrwydd at gludiant cyhoeddus a llwybrau cerdded a beicio

Byddai asesiad Trafnidiaeth a Thraffig yn cael ei gynnal fel rhan o'r broses cais cynllunio.

Byddai angen ystyried p'un a fyddai angen gwneud Asesiad Amgylcheddol fel rhan o'r broses cais cynllunio.

Byddai arolygon ecolegol yn cael eu cynnal yn ôl yr angen, ac ystyrid argymhellion i liniaru unrhyw effeithiau ar fioamrywiaeth fel rhan o'r cais cynllunio.

Mae adeilad newydd yn rhoi cyfle i ystyried ffyrdd arloesol o annog bioamrywiaeth drwy integreiddio'r fenter Eco-ysgolion mewn cynlluniau adeiladu newydd.

PA GAMAU GWEITHREDU A NODWYD NEU NEWIDIADAU A WNAED I'R POLISI / CYNLLUN / PROJECT O GANLYNIAD I'R ARFARNIAD HWN:

Mae angen cynnal yr asesiadau canlynol:

- Asesiad Effaith ar Gydraddoldeb ar y Cam Dylunio
- Asesiad Trafnidiaeth/Traffig

Efallai y bydd angen Asesiad Amgylcheddol yn ychwanegol at yr Asesiad Amgylcheddol Strategol isod.

	Statws cyhoeddiad: 02	Dyddiad: 23/08/11	Perchennog y broses: D. Owen	Awdurdodiad: R. Jones	Tudalen 23 o 29
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Rhan 2: Sgrinio Asesiad Amgylcheddol Strategol

		Ydyw	Na
2.1	A yw'r cynllun neu'r rhaglen yn gosod y fframwaith ar gyfer caniatâd datblygu yn y dyfodol?	x	
2.2	A yw'r cynllun neu raglen yn debygol o gael effeithiau amgylcheddol sylweddol, cadarnhaol neu negyddol?		x

A oes angen Asesiad Sgrinio Amgylcheddol Strategol Llawn?	Oes	Nac oes X Cynhaliwyd AAS (gweler ynghlwm)
<ul style="list-style-type: none"> ▪ Os ydych wedi ticio 'Ydyw' i gwestiynau 2.1 a 2.2, yna'r ateb yw 'Oes' ▪ Os oes angen Asesiad Sgrinio Amgylcheddol Strategol llawn yna cysylltwch â'r Uned Datblygu Cynaliadwy i'w drefnu (manylion isod) 		

Os oes unrhyw amheuan gennych ynghylch eich atebion i'r cwestiynau uchod o ran yr Asesiad Amgylcheddol Strategol, yna dylech ymgynghori â'r Uned Datblygu Cynaliadwy drwy ffonio 2087 3228 neu e-bostio datblygucynaliadwy@caerdydd.gov.uk

Rhan 3: Asesiad Rheoliadau Cynefinoedd (ARhC)

		Ie	Na	Ddim yn siŵr
3.1	A fydd y cynllun, project neu raglen yn arwain at weithgarwch y gwyddys ei fod yn effeithio ar safle Ewropeaidd, megis Aber Afon Hafren neu Goedwig Ffawydd Caerdydd?		x	
3.2	A fydd y cynllun, project neu raglen yn llywio datblygu tuag at ardal sy'n cynnwys safle Ewropeaidd, megis Aber Afon Hafren neu Goedwig Ffawydd Caerdydd, neu effeithio'n anuniongyrchol ar safle Ewropeaidd?		x	
3.3	A oes angen cynnal Asesiad Rheoliadau Cynefinoedd Llawn?		x	

Anfonir manylion y strategaeth at Ecolegydd y Sir ar ôl cwblhau'r broses i benderfynu p'un a oes angen cynnal Asesiad Rheoliadau Cynefinoedd. Am ragor o wybodaeth ffoniwch 2087 3215 neu e-bostiwch bioamrywiaeth@caerdydd.gov.uk

Atodiad 1 – Gofynion statudol

Mae'n bosibl y bydd yr Offeryn Sgrinio Effaith yn nodi bod angen cynnal asesiadau statudol penodol:

- **Asesu'r Effaith ar Gydraddoldeb:** Mae'r asesiad hwn yn ofynnol yn unol â Deddf Cydraddoldeb 2010 a Rheoliadau Cydraddoldeb 2011 Llywodraeth Cymru.
- **Bil Datblygu Cynaliadwy:** Bydd y Bil, pan ddaw i rym, yn ei gwneud yn ofynnol sicrhau bod datblygu cynaliadwy yn un o brif egwyddorion trefniadol y sefydliad. Mae hyn yn golygu bod dyletswydd i ystyried Datblygu Cynaliadwy yn y prosesau gwneud penderfyniadau strategol.
- **Cydamcanu - Cydymdrechu-** Mae Llywodraeth Cymru yn ei gwneud yn ofynnol i awdurdodau lleol gynhyrchu un cynllun integredig i gyflawni gofynion statudol amryw ddarnau o ddeddfwriaeth. Gan hynny, rhaid i Gyngor Caerdydd ddangos ei gyfraniad tuag at gynllun integredig Caerdydd; sef "Beth sy'n Bwysig".
- **Confensiwn y Cenhedloedd Unedig ar Hawliau'r Plentyn:** Mae canllawiau Cymru ar Ddeddf Plant 2004 yn ei gwneud yn ofynnol i awdurdodau lleol a'u partneriaid ystyried Confensiwn y Cenhedloedd Unedig ar Hawliau'r Plentyn.
- **Confensiwn y Cenhedloedd Unedig ar gyfer Pobl Hŷn:** Mae'r egwyddorion yn ei gwneud yn ofynnol i ystyried annibyniaeth, cyfranogi, gofal, ymglyflawni ac urddas.
- **Mesur y Gymraeg 2011:** Mae'r mesur yn nodi statws swyddogol y Gymraeg, penodi Comisiynydd y Gymraeg, a'r rhyddid i siarad Cymraeg.
- **Asesu'r Effaith ar Iechyd: (HIA)** Mae'r asesiad hwn yn ystyried polisiau, rhaglenni neu brojectau o ran eu heffeithiau posibl ar iechyd poblogaeth
- **Asesiad o'r Effaith Amgylcheddol Strategol:** Mae Asesiad Amgylcheddol Strategol yn Gyfarwydddeb Ewropeaidd ar gyfer cynlluniau, rhaglenni a pholisiau sydd â goblygiadau o ran defnydd tir ac sy'n cael effeithiau amgylcheddol sylweddol.
- **Asesiad Rheoliadau Cynefinoedd:** Mae Rheoliadau Cadwraeth (Cynefinoedd Naturiol ac ati) (Diwygio) 2007 yn ei gwneud yn ofynnol i gynnal Asesiad Rheoliadau Cynefinoedd ar gyfer cynlluniau defnydd tir.

Arfarniad Cynladwyedd (AC) yn ymgorffori Asesiad Amgylcheddol Strategol (AAS) o'r cynnig Cynllunio Trefniadaeth Ysgolion i gynyddu darpariaeth ysgolion cynradd cymunedol cyfrwng Saesneg a chyfrwng Cymraeg yn wardiau Adamsdown a Sblot o fis Medi 2017

Yn 2008, cynhaliwyd Asesiad Amgylcheddol Strategol ôl-weithredol (AAS) o "Ysgolion 21^{ain} Ganrif: Fframwaith Strategol ar gyfer Rhaglen Gwella Adeiladau Ysgolion" Caerdydd (a gyhoeddwyd yn 2006), yn seiliedig ar y canllawiau sy'n cefnogi'r Gyfarwyddeb AAS Ewropeaidd 2001/42/EC.

Sicrhawyd ansawdd y dull ôl-weithredol o asesu gan ymgynghorydd allanol, a nododd ei adolygiad cydymffurfiaeth annibynnol bod yr adroddiad a oedd yn manylu ar yr asesiad o'r fframwaith strategol yn bodloni'r gofynion allweddol a nodir ar gyfer adrodd ar y broses AAS, fel sy'n ofynnol gan y Gyfarwyddeb AAS.

Mae'r asesiad yn darparu'r sail ar gyfer asesu cynigion trefniadaeth ysgolion ar lefel strategol ar hyn o bryd ac yn y dyfodol. Pe bai cynnig yn mynd yn ei flaen, efallai y byddai angen Asesiad Amgylcheddol o'r cynllun penodol ar gyfer cyflenwi'r cynnig fel rhan o'r broses cais cynllunio.

I ofyn am gopi o'r asesiad ar y Fframwaith Strategol, cysylltwch â Rachel Willis, 029 2087 3946 , RWillis@caerdydd.gov.uk

Allwedd:

xx	= hynod anghydawns; effaith negyddol iawn
x	= anghydawns; effaith negyddol
✓	= cydnaws; effaith bositif
✓✓	= hynod gydnaws; effaith bositif iawn
0	= dim cysylltiadau; effaith niwtral
?	= effeithiau ansicr
DNA	= data ddim ar gael

* Mewn AC/AAS, mae angen cymhariaeth o'r opsiwn a ffeirir gydag opsiwn/ opsiynau amgen.

Amcanion AAS	Cynyddu capasiti Ysgol Glan Morfa o 1FE i 2FE gyda hyd at 80 o leodd meithrin rhan amser yn gwasanaethu ystod oedran 3-11 o fis Medi 2017. Trosglwyddo'r Ysgol Glan Morfa estynedig i ysgol gynradd 2FE safonol newydd ar safle newydd yn y Maltings o fis Medi 2017.		Cynyddu capasiti Ysgol Gynradd Moorland, o 2FE i 3FE gyda 96 o leodd meithrin rhan amser yn gwasanaethu'r ystod oedran 3-11 gan ddefnyddio adeiladau gwag Ysgol Glan Morfa o fis Medi 2017.						Gwneud dim	
	Graddfa	Sylwebaeth/esboniad o gydnawsedd gydag amcan AAS	Graddfa	Sylwebaeth/esboniad o gydnawsedd gydag amcan AAS	Graddfa	Sylwebaeth/esboniad o gydnawsedd gydag amcan AAS	Graddfa	Sylwebaeth/esboniad o gydnawsedd gydag amcan AAS	Graddfa	Sylwebaeth/esboniad o gydnawsedd gydag amcan AAS
1. <i>Hybu economi gwyrddach drwy gyflenwi patrwm cynaliadwy o ysgolion cyfrwng Saesneg, cyfrwng Cymraeg a Ffydd ar draws Caerdydd</i>	✓	Cyflawnwyd gan y dylai'r cynnig hwn arwain at ysgolion gyda chymeriant cynaliadwy. Mae'r lleiafswm o leodd gwag mewn ysgolion a chyfraddau uchel o ddefnydd ystafelloedd yn sicrhau nad yw arian ac ynni'n cael eu gwastraffu ar fannau gwresogi a danddefnyddir. Byddai'r adeiladau newydd annibynnol yn cyrraedd gradd Ardderchog BREEAM a gradd A am berfformiad ynni.	✓	Cyflawnwyd gan y dylai'r cynnig hwn arwain at ysgolion gyda chymeriant cynaliadwy. Mae'r lleiafswm o leodd gwag mewn ysgolion a chyfraddau uchel o ddefnydd ystafelloedd yn sicrhau nad yw arian ac ynni'n cael eu gwastraffu ar fannau gwresogi a danddefnyddir.	✓		✓		x	Nid yw gwneud dim yn opsiwn oherwydd mae'r galw rhagamcanol am leodd ysgol yn dangos cynnydd sylweddol yn nifer y disgyblion sy'n dechrau yn y dosbarth Derbyn yn nalgylch Ysgol Uwchradd Willows yn y blynyddoedd nesaf. Os nad yw'r galw am leodd ysgol mewn ardal o'r ddinas yn cael ei fodloni, rhaid i ddisgyblion heb leodd deithio y tu allan i'w hardal i fynychu'r ysgol, a all wedyn effeithio ar allu'r ysgolion hynny i fodloni'r galw yn eu dalgylchoedd eu hunain. Gellid darparu llety dros dro, ond ni fyddai'n ateb cynaliadwy gan na fyddai'n cynnwys cyfleusterau ategol ychwanegol (e.e. gofod neuadd)
2. <i>Lleihau gollyngiadau nwyon tŷ gwydr drwy:</i> a) Dyluniad adeiladau ynni effeithlon a chael gwared ag adeiladau dros ben sydd o ansawdd gwael b) Hyrwyddo dulliau trafniadaeth gynaliadwy a systemau trafniadaeth integredig	a) ✓/o b) ✓	a) Adeiladau newydd annibynnol: - Cyflawnwyd gan fod y cynnig hwn yn darparu adeiladau newydd sy'n BREEAM Ardderchog a gradd A am berfformiad ynni. - Lle bo'n bosibl, byddai egwyddorion a methodoleg ddylunio Passivhaus yn cael eu defnyddio a'u mabwysiadu, gan arwain at hwyluso'r rhan fwyaf o'r ffenestri yn yr ystafell ddosbarth yr ysgol i wynebu cyfeiriadedd Gogledd/De, gan gyfyngu a gwneud y gorau o haul yr haf a'r gaeaf, yn y drefn honno. Mae hyn yn lleihau'r defnydd o ynni ar gyfer gwresogi neu oeri ystafell. - Byddai'r gwaith adeiladu waliau a manylion cyffyrdd allweddol yn cael eu datblygu yn ofalus i sicrhau adeilad hynod aerglos - Lle bo'n bosibl, byddai'r dyluniad yn hyrwyddo, manylu a defnyddio deunyddiau a gafwyd yn lleol, gydag ymrwymiad i gynaliadwyedd a'r amgylchedd. Estyniadau: - Lle bo'n bosibl, ymgorfforir mesurau defnyddio ynni'n effeithlon yn y gwaith adeiladu yn achos unrhyw addasiadau i'r llety presennol. b) Byddai gosod y ddarpariaeth ychwanegol yng nghanol yr ardal y mae'n ei gwasanaethu yn lleihau'r defnydd o geir neu drafniadaeth gyhoeddus ac annog cerdded a beicio i ac o'r ysgol Byddai goblygiadau o ran traffig a thrafnidiaeth, gan gynnwys mesurau i annog cerdded a beicio, yn cael eu hystyried fel rhan o'r Asesiad Trafnidiaeth Dim ond os yw disgyblion dros oedran cychwyn ysgol statudol ac o dan 11 (oed cynradd), yn byw dros ddwy filltir o'r ysgol ddalgylch briodol agosaf i'w cyfeiriad cartref, y maent yn gymwys i gael cludiant ysgol am ddim.						a) 0 b) x	a) Dim gwelliant i lety presennol (yr un fath â'r cynnig) b) Os nad yw'r galw am leodd ysgol mewn ardal o'r ddinas yn cael ei fodloni, rhaid i ddisgyblion heb leodd deithio y tu allan i'w hardal i fynychu'r ysgol ac felly maent yn fwy tebygol o ddefnyddio dulliau cludiant sy'n llygru. Hefyd gwaethygir tagfeydd oherwydd y nifer o draffig sy'n teithio nôl a blaen ar draws y ddinas.	
3. <i>Hybu iechyd a lles trwy ddiogelu a gwella manau agored cyhoeddus a gwella mynediad i Fannau Agored Cyhoeddus</i>	0	Oherwydd nad yw'r gofod ar safleoedd yr ysgolion presennol ac arfaethedig yn hygyrch i'r cyhoedd ac/ neu nad ydynt yn dal yn ffurfiol gan y Cyngor fel Mannau Agored Cyhoeddus.	0	Oherwydd nad yw'r gofod ar safleoedd yr ysgolion presennol ac arfaethedig yn hygyrch i'r cyhoedd ac/ neu nad ydynt yn dal yn ffurfiol gan y Cyngor fel Mannau Agored Cyhoeddus.	✓	Mae'r tir yn Pengam Green yn eiddo i'r Cyngor. Petai ysgol yn cael ei hadeiladu ar ran o'r safle hwn, cynigir y gellir gwella gwerth cymunedol y safle trwy ddarparu ardal gemau amldefnydd sy'n hygyrch i'r cyhoedd. Byddai unrhyw gyfleusterau hamdden presennol ar y safle yn cael eu cadw neu eu disodli.	✓	Mae'r tir yn y Maltings yn eiddo i'r Cyngor. Petai ysgol yn cael ei hadeiladu ar ran o'r safle hwn, cynigir y gellir gwella gwerth cymunedol y safle trwy ddarparu ardal gemau amldefnydd sy'n hygyrch i'r cyhoedd. Byddai unrhyw gyfleusterau hamdden presennol ar y safle yn cael eu cadw neu eu disodli.	0	amh.

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Amcanion AAS	Cynyddu capasiti Ysgol Glan Morfa o 1FE i 2FE gyda hyd at 80 o leoedd meithrin rhan amser yn gwasanaethu ystod oedran 3-11 o fis Medi 2017. Trosglwyddo'r Ysgol Glan Morfa estynedig i ysgol gynradd 2FE safonol newydd ar safle newydd yn y Maltings o fis Medi 2017.		Cynyddu capasiti Ysgol Gynradd Moorland, o 2FE i 3FE gyda 96 o leoedd meithrin rhan amser yn gwasanaethu'r ystod oedran 3-11 gan ddefnyddio adeiladau gwag Ysgol Glan Morfa o fis Medi 2017.						Gwneud dim	
	Graddfa	Sylwebaeth/esboniad o gydnawsedd gydag amcan AAS	Graddfa	Sylwebaeth/esboniad o gydnawsedd gydag amcan AAS	Graddfa	Sylwebaeth/esboniad o gydnawsedd gydag amcan AAS	Graddfa	Sylwebaeth/esboniad o gydnawsedd gydag amcan AAS	Graddfa	Sylwebaeth/esboniad o gydnawsedd gydag amcan AAS
4. Lleihau llygredd aer, golau a sŵn sy'n gysylltiedig â datblygu adeiladu a thagfeydd traffig	a) ✓ b) x Lliniaru	a) Anogir adeiladwyr i leihau llygredd aer, golau a sŵn yn ystod y cyfnod adeiladu Lleolir adeiladau newydd yn y fath fodd fel eu bod yn osgoi unrhyw effaith niweidiol ar fynediad golau naturiol i mewn i eiddo cyfagos b) Gallai cynnydd yn nifer y plant sy'n mynychu'r ysgolion gynyddu maint y traffig yng nghyffiniau'r ysgolion Yn cael ei liniaru drwy: - osod y ddarpariaeth yng nghanol yr ardal y mae'n ei gwasanaethu. Byddai hyn yn lleihau'r defnydd o geir neu drafnidiaeth gyhoeddus ac annog cerdded a beicio i ac o'r ysgol - Byddai darpariaeth barcio gyfyngedig yn annog cerdded i'r ysgol. Yn gyffredinol nid yw Cyngor Caerdydd yn cefnogi darparu lleoedd parcio i rieni. Mae hyn oherwydd y byddai darpariaeth o'r fath yn hyrwyddo teithio i'r ysgol mewn car, cynhyrchu traffig lleol, cyfrannu at dagfeydd a lleihau diogelwch y disgyblion. Mae'r cyfleusterau parcio a ddarperir mewn ysgolion yn gyffredinol ar gyfer y staff yn unig ac i gwrrd ag anghenion gweithredol. - Ffurfioli'r drefn barcio y tu allan i'r ysgolion i atal parcio anniogel a helpu wrth orfodi. - Cynllun Teithio sy'n cynnwys cynlluniau fel y cynllun Parcio Diogel/Cerdded Diogel sy'n annog rhieni i barcio ymhellach i ffwrdd oddi wrth yr ysgol. - Cynllun Teithio sy'n annog y defnydd o drafnidiaeth gyhoeddus, cerdded a beicio - Rhoi ystyriaeth i ddarparu gwasanaeth bus anstatudol yn seiliedig ar y galw - Rhoi ystyriaeth i wella'r seilwaith trafnidiaeth a chludiant							x	Os nad yw'r galw am leoedd ysgol mewn ardal o'r ddinas yn cael ei fodloni, rhaid i ddisgyblion heb leoedd deithio y tu allan i'w hardal i fynychu'r ysgol ac felly maent yn fwy tebygol o ddefnyddio dulliau cludiant sy'n llygru. Hefyd gwaethygir tagfeydd oherwydd y nifer o draffig sy'n teithio nôl a blaen ar draws y ddinas.
5. Diogelu a gwella bioamrywiaeth, ymora a ffawna	? Lliniaru	Cynhelir arolygon ecolegol yn ôl yr angen a byddai argymhellion i liniaru unrhyw effeithiau ar fioamrywiaeth yn cael ei ystyried fel rhan o'r cais cynllunio. Mae adeiladau newydd yn rhoi cyfle i ystyried ffyrdd arloesol i annog bioamrywiaeth drwy integreiddio'r fenter Eco-ysgolion mewn cynlluniau adeiladu newydd.	? Lliniaru	Yr un fath ag opsiwn 1	? Lliniaru		? Lliniaru		0	amh.
6. Diogelu a gwella'r dirwedd	? Lliniaru	Byddai unrhyw effaith bosibl ar yr amgylchedd naturiol yn cael ei hystyried ar gam cynnar yn y broses ddylunio fel y gellir ei liniaru.	? Lliniaru	Yr un fath ag opsiwn 1	? Lliniaru		? Lliniaru		0	amh.
7. Gwarchod adnoddau dŵr a chynyddu effeithlonrwydd dŵr mewn datblygiadau newydd a hyrwyddo systemau draenio trefol cynaliadwy	a) 0 b) ?	a) Cyflawni drwy ddylunio mesurau dŵr effeithlon yn nyluniad yr adeilad ac ymdrin â draenio drwy systemau draenio trefol cynaliadwy (SUDS). b) Gall mesurau dŵr effeithlon fod yn bosibl i raddau mwy neu lai yn dibynnu ar gydnawsedd adeiladau presennol.	a) 0 b) ?	Yr un fath ag opsiwn 1	a) 0 b) ?		a) 0 b) ?		0	amh.
8. Hyrwyddo adfywio drwy gyflwyno ysgolion cynhwysol a fydd yn gwella cyfle cyfartal a mynediad i bawb	a) ✓ b) ? ?	a) O dan Ddeddf Cydraddoldeb 2010, rhaid i'r holl adeiladau newydd fod yn hygyrch o safbwynt y Ddeddf Gwahaniaethu ar sail Anabledd. Gall cyfleusterau ysgolion modern ddarparu manau hyblyg ar gyfer gweithio mewn partneriaeth (gwasanaethau integredig) a defnyddio asedau cymunedol gwerthfawr (potensial ar gyfer arbedion effeithlonrwydd). Gwelwyd hyn mewn ysgol dempled a gwblhawyd yn ddiweddar; Nant Talwg, ym Mro Morgannwg sydd â'r gofod neuadd a chyfleusterau cysylltiedig yn nhw blaen yr ysgol, gan alluogi'r ysgol i aros yn ddiogel tra'n cynnig defnydd cymunedol y tu allan i oriau ysgol.	a) ✓	a) O dan Ddeddf Cydraddoldeb 2010, rhaid i'r holl adeiladau newydd fod yn hygyrch o safbwynt y Ddeddf Gwahaniaethu ar sail Anabledd. Petai'r cynnig yn symud ymlaen, byddai asesiad o'r effaith ar gydraddoldeb yn cael ei wneud ar y cam dylunio ar hygyrchedd unrhyw adeiladau newydd ac i nodi unrhyw addasiadau rhesymol y gellid eu gwneud i wella mynediad at lety presennol o fewn cwrpas y gwaith. Byddai'r asesiad o effaith ar gydraddoldeb yn cymryd i ystyriaeth bolisiau fel Deddf Cydraddoldeb 2010, TAN 12: Dylunio Mehefin 2009, yn ogystal â rheoliadau adeiladu fel canllawiau BS8300, Rhan M a Bwletinâu	a) ✓ b) ?	Yr un fath ag opsiwn 3		0	amh.	

Amcanion AAS	Cynyddu capasiti Ysgol Glan Morfa o 1FE i 2FE gyda hyd at 80 o leoedd meithrin rhan amser yn gwasanaethu ystod oedran 3-11 o fis Medi 2017. Trosglwyddo'r Ysgol Glan Morfa estynedig i ysgol gynradd 2FE safonol newydd ar safle newydd yn y Maltings o fis Medi 2017.		Cynyddu capasiti Ysgol Gynradd Moorland, o 2FE i 3FE gyda 96 o leoedd meithrin rhan amser yn gwasanaethu'r ystod oedran 3-11 gan ddefnyddio adeiladau gwag Ysgol Glan Morfa o fis Medi 2017.						Gwneud dim	
	Graddfa	Sylwebaeth/esboniad o gydnawsedd gydag amcan AAS	Graddfa	Sylwebaeth/esboniad o gydnawsedd gydag amcan AAS	Graddfa	Sylwebaeth/esboniad o gydnawsedd gydag amcan AAS	Graddfa	Sylwebaeth/esboniad o gydnawsedd gydag amcan AAS	Graddfa	Sylwebaeth/esboniad o gydnawsedd gydag amcan AAS
					b) ?	<p>Adeiladu.</p> <p>b) Rhoddir ystyriaeth ar y cam dylunio i ddarparu mannau sydd â'r potensial i gael eu defnyddio gan y gymuned mewn ymateb i angen lleol.</p> <p>Gall cyfleusterau ysgolion modern ddarparu mannau hyblyg ar gyfer gweithio mewn partneriaeth (gwasanaethau integredig) a defnyddio asedau cymunedol gwerthfawr (potensial ar gyfer arbedion effeithlonrwydd).</p> <p>Gwelwyd hyn mewn ysgol dempled a gwblhawyd yn ddiweddar; Nant Talwg, ym Mro Morgannwg sydd â'r gofod neuadd a chyfleusterau cysylltiedig yn nhw blaen yr ysgol, gan alluogi'r ysgol i aros yn ddiogel tra'n cynnig defnydd cymunedol y tu allan i oriau ysgol.</p>				
9. <i>Diogelu a gwella asedau hanesyddol cymunedig</i>	0	Nid oes unrhyw asedau hanesyddol cofrestredig o fewn ffin safle'r safleoedd presennol neu arfaethedig?	0	Yr un fath ag opsiwn 1	0	Yr un fath ag opsiwn 1	0	Yr un fath ag opsiwn 1	0	amh.

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Asesir bod y cynnig yn gydnaws i raddau helaeth ag amcanion amgylcheddol a ddefnyddir i asesu nod ac egwyddorion "Ysgolion 21^{ain} Ganrif: Fframwaith Strategol ar gyfer Rhaglen Gwella Adeiladau Ysgolion". Y cynnig yw gwneud darpariaeth ysgolion ychwanegol yn ganolog i'r ardal y byddai'n ei gwasanaethu er mwyn lleihau'r defnydd o geir neu drafnidiaeth gyhoeddus ac annog cerdded a beicio i ac o'r ysgol. Mae'r cynnig hefyd yn cynnwys darparu mwy o lety adeiladu newydd lleoedd ysgol ychwanegol gyda graddfa BREEAM. Lle mae'r asesiad wedi nodi effaith amgylcheddol negyddol bosibl o ran cynnydd yn swm y traffig (Amcan 4) a bioamrywiaeth (Amcan 5), manylir ar fesurau i liniaru'r effaith.

Byddai gwneud dim yn golygu y byddai'n rhaid i blant heb leoedd deithio allan o'u hardal leol i fynychu darpariaeth gymunedol cyfrwng Saesneg a chyfrwng Cymraeg, ac maent yn fwy tebygol o ddefnyddio dulliau trafndiaeth sy'n llygru i gyrraedd a gadael yr ysgol.

CABINET MEETING: 21 NOVEMBER 2016

**SCHOOL ORGANISATION PROPOSALS: THE PROVISION OF
ENGLISH-MEDIUM AND WELSH-MEDIUM PRIMARY SCHOOL
PLACES IN THE ADAMSDOWN AND SPLOTT WARDS**

**REPORT OF DIRECTOR OF EDUCATION AND LIFELONG
LEARNING**

AGENDA ITEM: 5

PORTFOLIO: EDUCATION (COUNCILLOR SARAH MERRY)

Reason for this Report

1. To inform the Cabinet of a modification to the agreed school organisation proposal relating to the provision of English-medium and Welsh-medium primary school places in the Adamsdown and Splott Wards.

Background

2. At its meeting on 21 March 2016 the approved without modification proposals to:
 - Increase the capacity of Ysgol Glan Morfa, Moorland Road, Cardiff, CF24 2LJ, from 210 places to 420 places with up to 80 part-time nursery places serving the age range 3-11 from September 2017.
 - To transfer the enlarged Ysgol Glan Morfa to a new build 420 place primary school on a new site at land at the Maltings from September 2017.
 - Increase the capacity of Moorland Primary School, Moorland Road, Cardiff CF24 2LJ, from 382 places to 630 places with up to 96 part-time nursery places serving the age range 3-11 utilising the vacated Ysgol Glan Morfa buildings from September 2017.

Issues

3. Included in the report to Cabinet of 21 March 2016 and the relevant consultation document were projections for 2016/17 indicating demand for 400 places overall, including 259 English-medium and 49 Welsh-medium places. These projections reflected the population data and the pupil mobility / in-migration rate in the area, and took into demand the forecast increase in demand for places in Welsh-medium schools.

4. The Council has received updated pre-school population data from the NHS and updated PLASC data via schools. Projections taking account of this information indicate that the total demand for primary school places at entry to Reception year in the Adamsdown and Splott area will fall to 370 in September 2017, and the demand for English-medium places will fall to **229** places. Updated projections for the September 2018 intake indicate that demand will fall further to 198 places.

Projected demand for school places at entry to Reception Year, Adamsdown and Splott				
Intake year:	English-medium	Welsh-medium	Faith	Total
September 2016	223	35	101	359
September 2017	229	37	104	370
September 2018	198	34	87	319

5. These figures are based on the existing configuration of schools; the Welsh-medium proportionate demand being artificially low because of projections taking into account the 'capping off' of demand for places at Ysgol Glan Morfa in recent years at its Published Admission Number of 30 places. Based on admission preference information, it is anticipated that the forecast demand for Welsh-medium places at Ysgol Glan Morfa would be c15 – 20% greater than the above, and demand for English-medium community school places would be accordingly reduced.
6. It is unclear at this stage whether the reduction in population will continue beyond 2018. Projections will be kept under review as updated information is provided by the NHS and schools.
7. Taking the above information into account it is proposed that the implementation of the proposal to expand Moorland Primary School from September 2017 is deferred to September 2018, and is kept under review to take account of updated population data and school preference data, which will be available in Spring 2017.
8. The Education and Lifelong Learning Service have adopted a new approach to design and construction of three new primary school buildings (Howardian Primary School, Ysgol Glan Morfa and Ysgol Hamadryad) based on the successful design and procurement process for the new Eastern high school.
9. An optimised approach has been developed which allows for the design and procurement of the three new primary school buildings as one package providing a cost effective solution for Cardiff, as well as a blue print for future developments which will enable further efficiencies in cost and time.
10. A new statutory planning process was introduced in August 2016 which requires further pre-planning consultation to be undertaken with

community and specialist stakeholders which will inform the actual planning submission. The new process will add a minimum of six weeks to a project delivery timescale.

11. The expected completion date for the delivery of the new build school for Ysgol Glan Morfa will be Spring 2018 with occupation after the Easter break. The exact date will be determined during the course of the construction and will be as early as possible.
12. Whilst prior to tender it was planned that delivery of the new school could coincide with the new school arrangements, the selected contractor demonstrated a good quality and cost efficient school building solution and selection was made on this basis. The contractor's programme is longer than other contractors who tendered (52 weeks as opposed to 40) but following evaluation it was deemed that this solution was the best one and will fully meet Cardiff's aspirations for high quality education provision with efficiencies of scale.
13. The existing and increased intake to Ysgol Glan Morfa can continue to be accommodated in the existing buildings with some minor alterations and sharing of the Moorland Primary School buildings given their deferred increase in numbers.
14. It is therefore proposed that the increase in capacity from 1FE to 2FE at Ysgol Glan Morfa be implemented as planned from September 2017.

Local Member consultation (where appropriate)

15. Local Members welcome investment in the local area. The expansion of Ysgol Glan Morfa will provide the opportunity for a greater proportion of the community to be educated through the medium of Welsh as the number of places increases and the new school building is delivered
16. It is recognised that the delay to the Moorland Primary School expansion will allow time to review and confirm future plans appropriate to the locality.
17. Local Members are keen to see sustainable traffic and transport solutions to support children being able to access school safely and will work to support this.

Reason for Recommendations

18. To inform the Cabinet of a modification to the agreed school organisation proposal relating to the provision of English-medium and Welsh-medium primary school places in the Adamsdown and Splott Wards.

Financial Implications

19. The realigned 21st Century Schools Programme totalling £167.6 million was approved by Cabinet in March 2016 and submitted to Welsh Government (WG). WG subsequently approved, in-principle, a slightly

reduced programme of £164.1 million. Within this re-aligned programme is a budget of £6.86 million for a project to deliver increased primary school and nursery provision in the Adamsdown and Splott Wards.

20. At this stage, the project has Strategic Outline Case / Outline Business Case stage approval from WG as one element of a wider business case which includes other primary school SOP projects in the city. Preparation of the Full Business Case (FBC) is continuing with the intention of being submitted to WG during November 2016. Until the FBC has been approved, any expenditure undertaken to progress these proposals by the Council remains at risk of not achieving FBC approval and, therefore, being unable to access the anticipated 50% WG funding contribution to the project costs. Also, as part of any FBC submission, the Council needs to ensure that there is certainty around pupil number projections before significant long-term investment is made.
21. The changes to the construction timescales for this scheme are not anticipated to increase the overall costs in delivering the project. It is also anticipated that the changes will have no financial impact in respect of the land appropriation. Since the March 2016 Cabinet Report, discussions with the Parks department have concluded and the appropriate mitigations for the loss of public open space have been agreed. It is not anticipated that the additional costs in connection with this will increase the overall 21st Century Schools financial envelope or expose the Council to an increased funding requirement.
22. The main driver for the project is projected increased pupil numbers, which will increase the revenue costs associated with the operation of each school and will need to be funded from within each school's delegated budget. The funding formula used to distribute revenue funds amongst schools will take account of the increased pupil numbers, meaning that the schools will receive a share of the overall revenue budget available in line with their increased pupil numbers.

Legal Implications

23. The School Organisation Code has to be complied with in relation to any proposal to make a regulated alteration to a community school as well as Sections 41 and 43 of the School Standards and Organisation (Wales) Act 2013; these were complied with in relation to the original proposal.
24. Paragraph 6 of the School Organisation Code deals with implementation of proposals, including that if a proposer is satisfied, after consultation with any affected governing body, that a proposal would be unreasonably difficult to implement on the original implementation date, it may modify the proposal so that its implementation is delayed up to 3 years. It also states that where proposals have received approval by the local authority or the Welsh Ministers, proposers must only make a determination to delay a proposal with agreement of the Welsh Ministers. Any application for agreement must be made in writing with the proposers reasons clearly set out.

25. The Council should also consider its public sector duties under the Equality Act 2010 (including specific Welsh public sector duties) and compliance with the Welsh Language Standards when making the decision to delay the proposal. These are considered within the main report above.

HR Implications

26. HR People Services will work with the Leadership and Governing Bodies of Ysgol Glan Morfa and Moorland Primary in readiness for their expansion to 2FE and 3FE, and for Ysgol Glan Morfa's relocation to a new school site. The Governing Bodies will both be encouraged to undertake a review of their staffing structures in line with the SOP HR Framework to ensure that it is sufficient for expansion as the numbers on roll increase. Moorland Primary will need to consider this during the academic year 2017/2018, whilst Ysgol Glan Morfa will need to consider this in readiness for September 2018.
27. HR People Services will also provide advice and support on the planning for any additional recruitment. Any new vacancies which may arise as a result of the increase in numbers on roll will present redeployment opportunities under the School Redeployment and Redundancy Policy which has been adopted by the Governing Body.

Traffic and Transport

28. There are no new transport implications in addition to those previously identified however both schools should be encouraged to adopt robust Travel Plans and appoint a Travel Plan Co-ordinator to implement the actions identified within the Travel Plans.
29. Improvements will be required to the highway for the new build Ysgol Glan Morfa at the Maltings site, these will be identified in the Transport Assessment.

Equality Impact Assessment (EQIA) and Sustainability Assessment

30. The EQIA and Sustainability Assessment for this proposed variation has been carried out and it was found that there is no adverse effect on any of the protected groups. For the full EQIA and Sustainability Assessment please see Appendix 1.

Community Impact

31. The following are taken into account when considering a proposal: Public Open space, parkland, noise and traffic congestion. Officers will work with school and any community groups to ensure that any proposal(s) brought forward would avoid negative impacts wherever possible.

Welsh Language Impact

32. The proposal includes increasing the number of Welsh-medium nursery and primary school places available in the area.
33. It is anticipated that there would be a positive impact on the Welsh language as a result of this proposal.

RECOMMENDATIONS

The Cabinet is recommended to:

1. Authorise officers to seek the agreement of Welsh Ministers of the proposed modification to the agreed school organisation proposal as set out at paragraph 7.
2. Authorise officers to review projections and demand for English-medium primary school places in the area to inform the future progress of the proposed expansion of Moorland Primary School.
3. To note the delay to the completion date for the delivery of the new build school for Ysgol Glan Morfa as set out at paragraph 11.

NICK BATCHELAR

Director

15 November 2016

The following appendices are attached:

Appendix 1: EQIA

The following background papers have been taken into account

School Organisation Proposals: The provision of English-medium and Welsh-medium primary school places in the Adamsdown and Splott Wards 21 March 2016.

Cardiff Council

Statutory Screening Tool Guidance



If you are developing a strategy, policy or activity that is likely to impact people, communities or land use in any way then there are a number of statutory requirements that apply. Failure to comply with these requirements, or demonstrate due regard, can expose the Council to legal challenge or other forms of reproach.

For instance, this will apply to strategies (i.e. Housing Strategy or Disabled Play Strategy), policies (i.e. Procurement Policy) or activity (i.e. developing new play area).

Completing the Statutory Screening Tool will ensure that all Cardiff Council strategies, policies and activities comply with relevant statutory obligations and responsibilities. Where a more detailed consideration of an issue is required, the Screening Tool will identify if there is a need for a full impact assessment, as relevant.

The main statutory requirements that strategies, policies or activities must reflect include:

- **Equality Act 2010 - Equality Impact Assessment**
- **Welsh Government's Sustainable Development Bill**
- **Welsh Government's Statutory Guidance - Shared Purpose Shared Delivery**
- **United Nations Convention on the Rights of the Child**
- **United Nations Principles for Older Persons**
- **Welsh Language Measure 2011**
- **Health Impact Assessment**
- **Habitats Regulations Assessment**
- **Strategic Environmental Assessment**

This Statutory Screening Tool allows us to meet all the requirements of all these pieces of legislation as part of an integrated screening method that usually taken no longer than an hour.

The Screening Tool can be completed as a self assessment or as part of a facilitated session, should further support be needed. For further information or if you require a facilitated session please contact the Policy, Partnerships and Citizen Focus Team on 2078 8563 e-mail: siadavies@cardiff.gov.uk. Please note:

- **The completed Screening Tool must be submitted as an appendix with the Cabinet report.**
- **The completed screening tool will be published on the intranet.**

Statutory Screening Tool

Name of Strategy / Policy / Activity: Proposal to increase the number of Welsh and English-medium community primary schools places in the Adamsdown and Splott area, in permanent accommodation, from September 2017.	Date of Screening: Updated Nov 2016
Service Area/Section: Education	Lead Officer: Nick Batchelar
Attendees: Self-assessment	

What are the objectives of the Policy/Strategy/Project/Procedure/ Service/Function	Please provide background information on the Policy/Strategy/Project/Procedure/Service/Function and any research done [e.g. service users data against demographic statistics, similar EIAs done etc.]
<p> P 2009 195 provide a balance between the number of and demand for English-medium and Welsh-medium primary school places in the Adamsdown and Splott Wards. </p>	<p> t its meeting on 21 March 2016 the approved without modification proposals to: </p> <ul style="list-style-type: none"> • Increase the capacity of Ysgol Glan Morfa, Moorland Road, Cardiff, CF24 2LJ, from 210 places to 420 places with up to 80 part-time nursery places serving the age range 3-11 from September 2017. • To transfer the enlarged Ysgol Glan Morfa to a new build 420 place primary school on a new site at land at the Maltings from September 2017. • Increase the capacity of Moorland Primary School, Moorland Road, Cardiff CF24 2LJ, from 382 places to 630 places with up to 96 part-time nursery places serving the age range 3-11 utilising the vacated Ysgol Glan Morfa buildings from September 2017. <p>Included in the report to Cabinet of 21 March 2016 and the</p>

relevant consultation document were projections for 2016/17 indicating demand for 400 places overall, including 259 English-medium and 49 Welsh-medium places. These projections reflected the population data and the pupil mobility / in-migration rate in the area, and took into demand the forecast increase in demand for places in Welsh-medium schools.

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The expected completion date for the delivery of the new build school for Ysgol Glan Morfa will be Spring 2018 with occupation after the Easter break. The exact date will be determined during the course of the construction and will be as early as possible.

	Issue Status: 02	Date: 23/08/11	Process Owner: D. Owen	Authorisation: R. Jones	Page Page 4 of 28
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Whilst prior to tender it was planned that delivery of the new school could coincide with the new school arrangements, the selected contractor demonstrated a good quality and cost efficient school building solution and selection was made on this basis. The contractor's programme is longer than other contractors who tendered (52 weeks as opposed to 40) but following evaluation it was deemed that this solution was the best one and will fully meet Cardiff's aspirations for high quality education provision with efficiencies of scale.

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It is therefore proposed that the increase in capacity from 1FE to 2FE at Ysgol Glan Morfa be implemented as planned from September 2017.

	Issue Status: 02	Date: 23/08/11	Process Owner: D. Owen	Authorisation: R. Jones	Page Page 5 of 28
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Part 1: Impact on outcomes and due regard to Sustainable Development

Please use the following scale when considering what contribution the activity makes:		
+	Positive	Positive contribution to the outcome
-	Negative	
ntrl	Neutral	Negative contribution to the outcome
Uncertain	Not Sure	Neutral contribution to the outcome
Uncertain if any contribution is made to the outcome		

	Has the Strategy/Policy/Activity considered how it will impact one or more of Cardiff's 7 Citizen focused Outcomes?	Please Tick				Evidence or suggestion for improvement/mitigation
		+	-	Ntrl	Un-Crtn	
1.1	<p>People in Cardiff are healthy; <i>Consider the potential impact on</i></p> <ul style="list-style-type: none"> <i>the promotion of good health, prevention of damaging behaviour, promote healthy eating/active lifestyles etc,</i> <i>vulnerable citizens and areas of multiple deprivation</i> <i>Addressing instances of inequality in health</i> 	✓				<ul style="list-style-type: none"> Mental health and wellbeing is promoted by inspirational modern learning environments See 1.2 below - encouraging walking, cycling and use of public transport See 1.3 below re crime prevention (Secure by Design)
Page 199	<p>People in Cardiff have a clean, attractive and sustainable environment; <i>Consider the potential impact on</i></p> <ul style="list-style-type: none"> <i>the causes and consequences of Climate Change and creating a carbon lite city</i> 	✓			✓ ✓	<p>New build Ysgol Glan Morfa</p> <ul style="list-style-type: none"> Any standalone new build accommodation would be “off plan” Standard design build in compliance with the BREEAM ‘Excellent’ specification, minimising running costs, construction costs and detrimental environmental impact. If possible, Passivhaus design principles and methodology would be applied and adopted which result in facilitating most of the school classroom windows facing North/South orientation, limiting and optimising summer and winter sun respectively. This minimises the use of energy for heating or cooling a room. The wall construction and key junction details would be

Has the Strategy/Policy/Activity considered how it will impact one or more of Cardiff's 7 Citizen focused Outcomes?	Please Tick				Evidence or suggestion for improvement/mitigation
	+	-	Ntrl	Un-Crtn	
				✓	<p>carefully developed to achieve a highly air tight building.</p> <ul style="list-style-type: none"> - Under SEWSCAP, consideration is given to using local sub-contractors and suppliers. As part of any tender process, emphasis is placed on how the construction project must benefit the local economy. Examples of key Performance Indicators are as follows: - Contractors asked to report the % of contract value spent in the local economy. - Contractors or subcontractors asked to provide employment opportunities to unemployed people living in Wales. - Contractors asked to offer work experiences, traineeships and apprenticeship opportunities to people within the local community. <p>Refurbishment/adaptations:</p> <ul style="list-style-type: none"> - Where possible, energy efficient measures would be incorporated into the building works for any adaptations to existing accommodation. -
<ul style="list-style-type: none"> • <i>encouraging walking, cycling, and use of public transport and improving access to countryside and open space</i> 	✓				<ul style="list-style-type: none"> - Emphasis is placed on travel by active modes where this is possible and on providing the facilities and opportunities at school for students to travel by walking, cycling and public transport. Encouraging active travel to school is a very important means of increasing levels of physical activity in children and tackling the growing problem of childhood obesity. Reducing congestion at the school gate is key to ensuring the safety of pupils and to mitigating impacts on the local neighbourhood.

Has the Strategy/Policy/Activity considered how it will impact one or more of Cardiff's 7 Citizen focused Outcomes?	Please Tick				Evidence or suggestion for improvement/mitigation
	+	-	Ntrl	Un-Crtn	
					<ul style="list-style-type: none"> - Provision of parent parking places is generally not supported by Cardiff Council. This is because such provision would promote travel to school by car, generate local traffic, contribute to congestion and reduce pupil safety. Parking facilities provided at schools is generally only for staff and to meet operational needs. - Limited scope for parking would encourage walking to school - Provision of Safe Walking Routes to schools would encourage walking. A travel plan would be submitted along with the planning application, detailing proximity to public transport and walking and cycling routes. - Cardiff's Supplementary Planning Guidance (Access, Circulation and Parking Standards 2010) sets out that all new or expanded schools are required to develop a Travel Plan for submission with a planning application. A Travel Plan is a policy and action plan to: <ul style="list-style-type: none"> o manage transport efficiently o improve access by all means of travel for employees, visitors, patients and students o encourage sustainable transport – walking, cycling, public transport and car sharing o reduce car use. - A School Travel Plan is specifically designed to address the transport needs of pupils and staff and will vary according to the nature of the education being provided and the catchment area of the school. - A Traffic/Transport assessment is carried out as part of the planning application process.

Has the Strategy/Policy/Activity considered how it will impact one or more of Cardiff's 7 Citizen focused Outcomes?	Please Tick				Evidence or suggestion for improvement/mitigation
	+	-	Ntrl	Un-Crtn	
<ul style="list-style-type: none"> <i>reducing environmental pollution (land, air, noise and water)</i> 			<ul style="list-style-type: none"> ✓ ✓ ✓ 		<p>Builders would be encouraged to minimise air, light and noise pollution during the construction period.</p> <p>New build accommodation would be located so as to avoid any adverse impact on access to natural light for neighbouring properties.</p> <p>An acoustic report would be prepared to ascertain the site acoustic levels and the acoustic impact of any school. A further report shall be prepared for the proposals in line with 'BB93 Acoustic Design of Schools' requirements.</p>
<ul style="list-style-type: none"> <i>reducing consumption and encouraging waste reduction, reuse, recycling and recovery</i> 	✓			✓	<p>Contractors are required to demonstrate how they meet the requirements relating to consumption and waste reduction as set out by the Welsh Government and in the SEWSCAP procurement framework.</p> <p>Measures that would be considered in the design of any new build scheme:</p> <ul style="list-style-type: none"> • Sustainable urban drainage system • Solar hot water • Photovoltaic • Natural Ventilation • Control of solar gains • Rainwater Harvesting • A or A+ rated materials in accordance with BRE Green Guide to Specification
<ul style="list-style-type: none"> <i>encouraging biodiversity</i> 			✓		Ecological surveys would be undertaken as necessary and

	Has the Strategy/Policy/Activity considered how it will impact one or more of Cardiff's 7 Citizen focused Outcomes?	Please Tick				Evidence or suggestion for improvement/mitigation
		+	-	Ntrl	Un-Crtn	
					✓	<p>recommendations to mitigate any impacts on biodiversity would be considered as part of the planning application.</p> <p>A new build provides the opportunity to consider innovative ways to encourage biodiversity through the integration of the Eco-schools initiative into new build schemes.</p>
Page 203	1.3 People in Cardiff are safe and feel safe; <i>Consider the potential impact on</i> <ul style="list-style-type: none"> reducing crime, fear of crime and increasing safety of individuals addressing anti-social behaviour protecting vulnerable adults and children in Cardiff from harm or abuse 	✓			✓	<p>The South Wales Police's Crime Prevention Design Advisor would be consulted on the project and the recommendations considered and incorporated where practicable.</p> <p>Concerns raised by local residents regarding littering would be a matter for the school management and the school would work with pupils to try and establish a sense of personal responsibility to minimise littering by pupils within the local area.</p> <p>Schools are required to have safeguarding mechanisms in place. Appropriate levels of DBS checks for contractors would be put in place.</p>
	Cardiff has a thriving and prosperous economy; <i>Consider the potential impact on</i> <ul style="list-style-type: none"> economic competitiveness (enterprise activity, social enterprises, average earnings, improve productivity) Assisting those Not in Education, Employment or Training attracting and retaining workers (new employment and training opportunities, increase the value of employment,) promoting local procurement opportunities or enhancing the capacity of local companies to compete 	✓			✓	<p>Investment in school buildings improves the learning environment, contributes to the delivery of the modern curriculum and should have a positive impact on the economy as it helps learners to achieve their potential.</p> <p>The SEWSCAP framework requires consideration to be given to using local sub-contractors and suppliers. As part of any tender process, emphasis is placed on how the construction project must benefit the local economy. Examples of key Performance Indicators are as follows:</p> <ul style="list-style-type: none"> Contractors will be asked to report the % of contract value spent in the local economy. Contractors or subcontractors will be asked to provide employment opportunities to unemployed people living in Wales. Contractors will be asked to offer work experiences,

	Has the Strategy/Policy/Activity considered how it will impact one or more of Cardiff's 7 Citizen focused Outcomes?	Please Tick				Evidence or suggestion for improvement/mitigation
		+	-	Ntrl	Un-Crtn	
						traineeships and apprenticeship opportunities to people within the local community.
Page 294	1.5 People in Cardiff achieve their full potential; <i>Consider the potential impact on</i> <ul style="list-style-type: none"> <i>promoting and improving access to life-long learning in Cardiff</i> <i>raising levels of skills and qualifications</i> <i>giving children the best start</i> <i>improving the understanding of sustainability</i> <i>addressing child poverty (financial poverty, access poverty, participation poverty)</i> <i>the United Nations Convention on the Rights of a Child and Principles for Older persons</i> 	✓				<p>Investment in school buildings improves the learning environment, contributes to the delivery of the modern curriculum and helps learners to achieve their potential.</p> <p>The scheme focuses on increasing capacity and school facilities in the southern arc of the city – the area of the city with the highest levels of child poverty and deprivation.</p> <p>Article 31 of the UN Convention on the Rights of the Child requires that: 'Every child has the right to rest, play, and to do things they enjoy.' It is important that children have access to enriched play environments, which should include appropriate outdoor space. New build schools are designed in accordance with the relevant Building Bulletin guidance that includes provision that enables play opportunities and access to outdoor space.</p>
	Cardiff is a Great Place to Live, Work and Play <i>Consider the potential impact on</i> <ul style="list-style-type: none"> <i>promoting the cultural diversity of Cardiff</i> <i>encouraging participation and access for all to physical activity, leisure & culture</i> <i>play opportunities for Children and Young People</i> <i>protecting and enhancing the landscape and historic heritage of Cardiff</i> <i>promoting the City's international links</i> 			✓	✓	<p>Consideration is given at the design stage to providing spaces that have the potential to be used by the community in response to local need.</p> <p>This has been observed at a recently completed template school; Nant Talwg, in the Vale of Glamorgan which has the hall space and associated facilities at the front of the school enabling the school to remain secure while offering community use outside of school hours.</p> <p>Using the Council's online sources there are no cultural heritage receptors recorded on any of the sites being considered.</p>

	Has the Strategy/Policy/Activity considered how it will impact one or more of Cardiff's 7 Citizen focused Outcomes?	Please Tick				Evidence or suggestion for improvement/mitigation
		+	-	Ntrl	Un-Crtn	
				✓		
1.7	Cardiff is a fair, just and inclusive society. Consider the potential impact on <ul style="list-style-type: none"> <i>the elimination of discrimination, harassment or victimisation for equality groups</i> <i>has the community or stakeholders been engaged in developing the strategy/policy/activity?</i> <i>how will citizen participation be encouraged (encouraging actions that consider different forms of consultation, through more in depth engagement to full participation in service development and delivery)?</i> 	✓		✓		<ul style="list-style-type: none"> - See Equality Impact Assessment below. - Statutory public consultation would be carried out - Design Equalities Advisory Group (including representatives from external groups) would be given the opportunity to comment - Relevant departments in the Council would be engaged - Ecological Appraisal if required - external surveyors - South Wales Police's Crime Prevention Design Advisor would be engaged - A design access statement would be included as part of any planning application.
1.8	The Council delivers positive outcomes for the city and its citizens through strong partnerships Consider the potential impact on <ul style="list-style-type: none"> <i>strengthening partnerships with business and voluntary sectors</i> <i>the collaboration agenda and the potential for shared services, cross-boundary working and efficiency savings</i> 	✓			✓	Modern school facilities can provide flexible spaces for partnership working (integrated services) and use as valuable community assets (potential for efficiency savings). This has been observed at a recently completed template school; Nant Talwg, in the Vale of Glamorgan which has the hall space and associated facilities at the front of the school enabling the school to remain secure while offering community use outside of school hours.

Has the Strategy/Policy/Activity considered how it will impact one or more of Cardiff's 7 Citizen focused Outcomes?	Please Tick				Evidence or suggestion for improvement/mitigation
	+	-	Ntrl	Un-Crtn	
<p>EQUALITY IMPACT ASSESSMENT</p> <p>Will this Policy/Strategy/Project have a differential impact on any of the following:</p>					<p>Please give details/consequences of the differential impact (positive and negative), and what action(s) can you take to address any negative implications?</p>
<ul style="list-style-type: none"> Age (including children and young people aged 0-25 and older people over 65 in line with the United Nations Conventions) 	✓				<p><u>3-11 year olds</u></p> <p>Investment in school buildings improves the learning environment and contributes to the delivery of the modern curriculum.</p> <p>The proposal to delay implementation of the proposal to expand Moorland Primary School from 2FE to 3FE is in response to a review of projections which indicate a level of demand for English-medium places lower than previously expected.</p> <p>Projections will be kept under review and will take account of updated population data and school preference data, which will be available in Spring 2017.</p> <p><i>Health and Safety and Safeguarding</i></p> <p>The Council has experience of delivering new build projects on school sites whilst enabling the continuous delivery of education and maintaining health and safety.</p> <p><i>Design</i></p> <p>If the new build accommodation is a standalone standardised build it would be wheelchair accessible and the design would incorporate the SEN facilities required by the relevant Building Bulletin. The operational management of the school could also</p>

Has the Strategy/Policy/Activity considered how it will impact one or more of Cardiff's 7 Citizen focused Outcomes?	Please Tick				Evidence or suggestion for improvement/mitigation
	+	-	Ntrl	Un-Crtn	
	✓			✓	<p>enable use of rooms not designated for SEN.</p> <p><i>Transport and Traffic</i></p> <ul style="list-style-type: none"> - Emphasis is placed on travel by active modes where this is possible and on providing the facilities and opportunities at school for students to travel by walking, cycling and public transport. Encouraging active travel to school is a very important means of increasing levels of physical activity in children and tackling the growing problem of childhood obesity. Reducing congestion at the school gate is key to ensuring the safety of pupils and to mitigating impacts on the local neighbourhood. - Provision of parent parking places is generally not supported by Cardiff Council. This is because such provision would promote travel to school by car, generate local traffic, contribute to congestion and reduce pupil safety. Parking facilities provided at schools is generally only for staff and to meet operational needs. - Locating provision central to the area it serves should minimise the use of cars or public transport and encourage walking and cycling to and from school. - The limited scope for parking on a school site should encourage walking and cycling to school. - A Traffic/Transport assessment would be carried out as part of the planning application process. - A travel plan will be submitted along with the planning application, detailing proximity to public transport and

Has the Strategy/Policy/Activity considered how it will impact one or more of Cardiff's 7 Citizen focused Outcomes?	Please Tick				Evidence or suggestion for improvement/mitigation
	+	-	Ntrl	Un-Crtn	
	✓			✓	<p>walking and cycling routes.</p> <p>- Changes to the traffic and transport infrastructure would be considered as part of the Transport Assessment for a proposal.</p> <p><u>Employment Age</u></p> <p><i>Redeployment/recruitment</i></p> <p>There may still be a perception that redeployment/recruitment opportunities could be affected by age.</p> <p>The Council's procedure for managing staffing changes arising from reorganisation would be used in implementing any changes as a result of this proposal. This would ensure that good practice is followed, including the application of the Council's policies on equal opportunities.</p>

Has the Strategy/Policy/Activity considered how it will impact one or more of Cardiff's 7 Citizen focused Outcomes?	Please Tick				Evidence or suggestion for improvement/mitigation
	+	-	Ntrl	Un-Crtn	
				✓	
			✓	✓	
<ul style="list-style-type: none"> Disability 	✓				<p>An equality impact assessment would be carried out at the design stage on the accessibility of any new build accommodation and to identify any reasonable adjustments that could be made to improve accessibility to existing accommodation within the scope of works. The equality impact assessment would take into account policies such as the Equality Act 2010, TAN 12: Design June 2009 as well as building regulations such as, BS8300, Part M and Building Bulletin guidelines.</p> <p>Designs would take into account the needs of the following in the Design Access Statement that accompanies any planning</p>

Has the Strategy/Policy/Activity considered how it will impact one or more of Cardiff's 7 Citizen focused Outcomes?	Please Tick				Evidence or suggestion for improvement/mitigation
	+	-	Ntrl	Un-Crtn	
	✓				<p>application:</p> <ul style="list-style-type: none"> - Those with a hearing impairment – e.g. appropriate acoustics, British Sign Language images/symbols and portable/static hearing loops. - Those with a visual impairment - e.g. the use of colour to differentiate between the function of spaces, tactile maps and Braille language on signs. - Those with a physical impairment – e.g. level threshold doors, lifts with disabled access - Those with learning disabilities. <p>If the new accommodation is a standalone standardised build it would be wheelchair accessible and the design would incorporate the SEN facilities required by the relevant Building Bulletin guidelines. The operational management of the school could also enable use of rooms not designated for SEN.</p> <p>Transport for disabled pupils would not be affected. Transport needs are assessed on an individual basis.</p>
<ul style="list-style-type: none"> • Gender Reassignment 			✓		<p>The privacy of changing and toilet facilities would be considered at the design stage. The assessment would refer to policies such as the Equality Act 2010, TAN 12: Design June 2009 as well as building regulations such as, BS8300, Part M and Building Bulletin guidelines.</p>
<ul style="list-style-type: none"> • Marriage & Civil Partnership 			✓		N/A
<ul style="list-style-type: none"> • Pregnancy & Maternity 			✓		<p>An equality impact assessment would be carried out at the design stage on the accessibility of any new build accommodation or interim temporary demountable accommodation and to identify any reasonable adjustments that</p>

Has the Strategy/Policy/Activity considered how it will impact one or more of Cardiff's 7 Citizen focused Outcomes?	Please Tick				Evidence or suggestion for improvement/mitigation
	+	-	Ntrl	Un-Crtn	
					could be made to improve accessibility to existing accommodation within the scope of works. The equality impact assessment would take into account policies such as the Equality Act 2010, TAN 12: Design June 2009 as well as building regulations such as, BS8300, Part M and Building Bulletin guidelines.
<ul style="list-style-type: none"> Race 			✓		<p>Race and Religion/Belief</p> <p>The Southern Arc of the city, of which the Willows High catchment is a part, is an area with a high Minority Ethnic (ME) population and an area with a diversity of faith.</p>
<ul style="list-style-type: none"> Religion/Belief 	✓		✓		<p>The proposal would not have a differential impact upon one particular ethnic group or faith as the provision would be available to all.</p> <p><u>Language support</u></p> <p>The proposals would not directly impact on the level of support provided as all support is dependent on the Minority Ethnic Achievement Grant which is reviewed and then renewed according to the results of the annual Needs Assessment Survey. The allocation of teachers and Bi-lingual Teacher Assistants (BTAs) is usually in place for the period of the academic year but is liable to change throughout the year to meet fluctuations in demand.</p> <p>If the new accommodation is a standalone standardised build it would be wheelchair accessible and the design would incorporate the EAL facilities required by the relevant Building Bulletin guidelines. The operational management of the school could also enable use of rooms not designated for EAL.</p> <p>The senior management in a school are best placed to manage needs e.g. providing space for prayer and any significant change in diversity in terms of belief.</p>

Has the Strategy/Policy/Activity considered how it will impact one or more of Cardiff's 7 Citizen focused Outcomes?	Please Tick				Evidence or suggestion for improvement/mitigation
	+	-	Ntrl	Un-Crtn	
<ul style="list-style-type: none"> Sex 			✓		<p>The schools would admit pupils of both sexes.</p> <p>The Council's procedure for managing staffing changes arising from reorganisation would be used in implementing the changes in this proposal. This ensures that good practice is followed, including the application of the Council's policies on equal opportunities.</p>
<ul style="list-style-type: none"> Sexual Orientation 			✓		<p>Fears that redeployment/recruitment opportunities could be affected by sexual orientation.</p> <p>Evidence collated by the Stonewall lobby group alleges that LGB people are likely to be discriminated against in workplace recruitment.</p> <p>The Council's procedure for managing staffing changes arising from reorganisation would be used in implementing the changes in this proposal. This ensures that good practice is followed, including the application of the Council's policies on equal opportunities.</p>
<ul style="list-style-type: none"> Welsh Language Other Languages 			✓		<p>Proposals to increase English-medium or Welsh-medium educational provision are put forward in response to parental choice. The proposal would result in English-medium and Welsh-medium provision each increasing by 1FE.</p> <p>It is Cardiff Council policy to provide signage in English and Welsh but not in other languages. Therefore, additional way-finding methods would be considered at the design stage including the use of colour to differentiate between the function of spaces, tactile maps, Braille language on signs and British Sign Language images/symbols. The Sign Design Guide should be used as a reference point. Information could be provided by the school in alternative formats upon request.</p>

	Has the Strategy/Policy/Activity considered how it will impact one or more of Cardiff's 7 Citizen focused Outcomes?	Please Tick				Evidence or suggestion for improvement/mitigation
		+	-	Ntrl	Un-Crtn	
				✓		<p><u>Other Language support</u></p> <p>The proposals would not directly impact on the level of support provided as all support is dependent on the Minority Ethnic Achievement Grant which is reviewed and then renewed according to the results of the annual Needs Assessment Survey. The allocation of teachers and Bi-lingual Teacher Assistants (BTAs) is usually in place for the period of the academic year but is liable to change throughout the year to meet fluctuations in demand.</p> <p>If the new accommodation is a standalone standardised build it would be wheelchair accessible and the design would incorporate the EAL facilities required by Building Bulletin 103. The operational management of the school could also enable use of rooms not designated for EAL.</p>

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SUMMARY OF APPRAISAL (highlight positive and negative effects of the policy / plan / project being assessed, demonstrating how it contributes to the economic, social and environmental sustainability of the city):

Economic/Educational/Social

Investment in school buildings improves the learning environment, contributes to the delivery of the modern curriculum and should have a positive impact on the economy as it helps learners to achieve their potential.

Investment in school buildings improves the learning environment and contributes to the delivery of the modern curriculum.

The proposal to delay implementation of the proposal to expand Moorland Primary School from 2FE to 3FE is in response to a review of projections which indicate a level of demand for English-medium places lower than previously expected.

Projections will be kept under review and will take account of updated population data and school preference data, which will be available in Spring 2017.

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Health and Safety and Safeguarding

The Council has experience of delivering new build projects on school sites whilst enabling the continuous delivery of education and maintaining health and safety. For each option, the new build would be constructed in an isolated construction site i.e. a site only accessible by contractors.

Design

If the new build accommodation is a standalone standardised build it would be wheelchair accessible and the design would incorporate the SEN facilities required by the relevant Building Bulletin. The operational management of the school could also enable use of rooms not designated for SEN.

Modern school facilities can provide the flexibility for partnership working (integrated services) and can be used as valuable community assets (potential for efficiency savings). This has been observed at a recently completed template school; Nant Talwg, in the Vale of Glamorgan which has the hall space and associated facilities at the front of the school enabling the school to remain secure while offering community use outside of school hours.

Secure by Design

The South Wales Police's Crime Prevention Design Advisor would be consulted and the recommendations considered and incorporated where practicable.

Accessibility

An equality impact assessment would be carried out at the design stage on the accessibility of any new build accommodation or interim temporary demountable accommodation and to identify any reasonable adjustments that could be made to improve accessibility to existing accommodation within the scope of works. The equality impact assessment would take into account policies such as the Equality Act 2010, TAN 12: Design June 2009 as well as building regulations such as, BS8300, Part M and Building Bulletin guidelines.

Designs would take into account the needs of the following:

- Those with a hearing impairment – e.g. appropriate acoustics, British Sign Language images/symbols and portable/static hearing loops.
- Those with a visual impairment - e.g. the use of colour to differentiate between the function of spaces, tactile maps and Braille language on signs.
- Those with a physical impairment – e.g. level threshold doors, lifts with disabled access
- Those with learning disabilities.

If the new build accommodation is a standardised build further discussion would be needed on how the design caters for pupils with learning disabilities.

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Transport for disabled pupils would not be affected. Transport needs are assessed on an individual basis.

Environmental sustainability

The limited scope for parking would encourage walking and cycling to school.

A travel plan is submitted along with any planning application, detailing proximity to public transport and walking and cycling routes.

A Transport and Traffic assessment would be carried out as part of the planning application process.

Consideration would need to be given as to whether an Environmental Assessment would need to be carried out as part of the planning application process.

Ecological surveys would be undertaken as necessary and recommendations to mitigate any impacts on biodiversity would be considered as part of the planning application.

A new build provides the opportunity to consider innovative ways to encourage biodiversity through the integration of the Eco-schools initiative into new build schemes

WHAT ACTIONS HAVE BEEN IDENTIFIED OR CHANGES BEEN MADE TO THE POLICY / PLAN / PROJECT AS A RESULT OF THIS APPRAISAL:

The following assessments to be undertaken:

- Equality Impact Assessment at the Design Stage
- Transport/Traffic assessment

An Environmental Assessment may be required in addition to the Strategic Environmental Assessment below.

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Part 2: Strategic Environmental Assessment Screening

		Yes	No
2.1	Does the plan or programme set the framework for future development consent?	x	
2.2	Is the plan or programme likely to have significant, positive or negative, environmental effects?		x

Is a Full Strategic Environmental Assessment Screening Needed?	Yes	No
<ul style="list-style-type: none"> ▪ If yes has been ticked to both questions 2.1 and 2.2 then the answer is yes ▪ If a full SEA Screening is required then please contact the Sustainable Development Unit to arrange (details below) 		X An SEA has been undertaken (see attached)

If you have any doubt on your answers to the above questions regarding SEA then please consult with the Sustainable Development Unit on 2087 3228 sustainabledevelopment@cardiff.gov.uk

Part 3: Habitat Regulation Assessment (HRA)

		Yes	No	Unsure
3.1	Will the plan, project or programme results in an activity which is known to affect a European site, such as the Severn Estuary or the Cardiff Beech Woods?		x	
3.2	Will the plan, project or programme which steers development towards an area that includes a European site, such as the Severn Estuary or the Cardiff Beech Woods or may indirectly affect a European site?		x	
3.3	Is a full HRA needed?		x	

Details of the strategy will be sent to the County Ecologist on completion of the process to determine if a Habitat Regulation Assessment is needed. For further information please phone 2087 3215 or email biodiversity@cardiff.gov.uk

Appendix 1 – Statutory Requirements

It is possible that the Impact Screening Tool will identify the need to undertake specific statutory assessments:

- **Equality Impact Assessment:** *This assessment is required by the Equality Act 2010 and Welsh Government's Equality Regulations 2011.*
- **Sustainable Development Bill:** *The Bill, when it comes into effect, will require sustainable development (SD) to be a central organising principle for the organisation. This means that there is a duty to consider SD in the strategic decision making processes.*
- **Shared Purpose Shared Delivery-** *The Welsh Government requires local authorities to produce a single integrated plan to meet statutory requirements under a range of legislation. Cardiff Council must therefore demonstrate its contribution towards Cardiff's own integrated plan; "What Matters".*
- **United Nations Convention on the Rights of the Child:** *The Children Act 2004 guidance for Wales requires local authorities and their partners to have regard to the United Nations Convention on the Rights of a Child.*
- **United Nations Principles for Older Persons:** *The principles require a consideration of independence, participation, care, self-fulfillment and dignity.*
- **The Welsh Language Measure 2011:** *The measure sets out official status for the Welsh language, a Welsh language Commissioner, and the freedom to speak Welsh.*
- **Health Impact Assessment:** *(HIA) considers policies, programmes or projects for their potential effects on the health of a population*
- **Strategic Environmental Impact Assessment:** *A Strategic Environmental Assessment (SEA) is an European Directive for plans, programmes and policies with land use implications and significant environmental effects.*
- **Habitats Regulations Assessment:** *The Conservation (Natural Habitats, &c.) (Amendment) Regulations 2007 provides a requirement to undertake Habitats Regulations Assessment (HRA) of land use plans.*

A Sustainability Appraisal (SA) incorporating Strategic Environmental Assessment (SEA) of the School Organisation Planning proposal to increase the English-medium and Welsh-medium school community primary school provision in the Adamsdown and Splott wards from September 2017

In 2008, a retrospective Strategic Environmental Assessment (SEA) of Cardiff's 21st Century: A Strategic Framework for a School Building Improvement Programme (published in 2006) was carried out based on the guidance that supports the European SEA Directive 2001/42/EC.

The retrospective approach to assessment was quality assured by an external consultant and their independent compliance review determined that the report detailing the assessment on the strategic framework met the key requirements set out for reporting the SEA process as required by the SEA Directive.

The assessment provides the basis for assessing current and future school organisation proposals at a strategic level. If a proposal were to proceed, an Environmental Assessment of the specific scheme for delivering the proposal may be required as part of the planning application process.

To request a copy of the assessment on the Strategic Framework please contact Rachel Willis, 029 2087 3946 , RWillis@cardiff.gov.uk

Key:

xx	= very incompatible; very negative effect
x	= incompatible; negative effect
✓	= compatible; positive effect
✓✓	= very compatible; very positive effect
0	= no links; neutral effect
?	= uncertain effects
DNA	= data not available

* Comparison of the preferred option to a possible alternative option(s) are required in a SA/SEA.

SEA Objectives	Increase the capacity of Ysgol Glan Morfa from 1FE to 2FE with up to 80 part-time nursery places serving the age range 3-11 from September 2017. Transfer the enlarged Ysgol Glan Morfa to a new standardised 2FE primary school on a new site at the Maltings from September 2017.		Increase the capacity of Moorland Primary School from 2FE to 3FE with 96 part-time nursery places serving the age range 3-11 utilising the vacated Ysgol Glan Morfa buildings from September 2017.						Do Nothing		
	Rating	Commentary/ explanation of compatibility with SEA objective	Rating	Commentary/ explanation of compatibility with SEA objective	Rating	Commentary/ explanation of compatibility with SEA objective	Rating	Commentary/ explanation of compatibility with SEA objective	Rating	Commentary/ explanation of compatibility with SEA objective	
1. Promote a greener economy by delivering a sustainable pattern of English Medium, Welsh Medium and Faith Schools across Cardiff	✓	Achieved as this proposal should result in schools with sustainable intakes. Minimal surplus school places and high room utilisation rates ensures money and energy is not wasted on heating underutilised spaces. The standalone new build accommodation would achieve a BREEAM Excellent rating and A rated for energy performance.	✓	Achieved as this proposal should result in schools with sustainable intakes. Minimal surplus school places and high room utilisation rates ensures money and energy is not wasted on heating underutilised spaces.	✓		✓		x	Do nothing is not an option as projected demand for school places shows the number of pupils entering Reception in the Willows High catchment area increasing significantly in future years. If the demand for school places in an area of the city is not met, pupils without places have to travel outside of their locality to attend school which can then impact on the ability of those schools to meet demand from their own catchment areas. Demountable accommodation could be provided but it would not be a sustainable solution as it would not include additional ancillary facilities (e.g. hall space).	
2. Reduce greenhouse gas emissions through: a) Energy efficient building design and disposing of poor quality surplus accommodation b) Promoting sustainable modes of transport and integrated transport systems	a) ✓/o b) ✓	<p>a) Standalone new build:</p> <ul style="list-style-type: none"> - Achieved as this proposal would provide new build accommodation that is BREEAM Excellent and A rated for energy performance. - Where possible, Passivhaus design principles and methodology would be applied and adopted which result in facilitating most of the school classroom windows facing North/South orientation, limiting and optimising summer and winter sun respectively. This minimises the use of energy for heating or cooling a room. - The wall construction and key junction details would be carefully developed to achieve a highly air tight building. - Wherever possible the design would promote, specify and use locally sourced materials which have a commitment to sustainability and the environment. <p>Extensions:</p> <ul style="list-style-type: none"> - Where possible, energy efficient measures would be incorporated into the building works for any adaptations to existing accommodation. <p>b) Locating additional provision central to the area it would serve should minimise use of cars or public transport and encourage walking and cycling to and from school.</p> <p>Traffic and transport implications including measures to encourage walking and cycling would be considered as part of a Transport Assessment.</p> <p>Pupils are entitled to free school transport only if they are over the statutory school starting age and under 11 (Primary aged), living over two miles from the nearest appropriate catchment school for their home address.</p>								a) 0 b) x	a) No improvement to existing accommodation (same as proposal) b) If the demand for school places in an area of the city is not met, pupils without places have to travel outside of their locality to attend school and are more likely to use polluting modes of transport. Congestion is also exacerbated due to the volume of traffic criss-crossing the city.
3. Promote health and wellbeing by protecting and enhancing public open space and improving access to POS	0	As the space on the existing and proposed school sites are not accessible to the public and/or are not formally held by the Council as Public Open Space.	0	As the space on the existing and proposed school sites are not accessible to the public and/or are not formally held by the Council as Public Open Space.	✓	The land at Pengam Green is owned by the Council. It is proposed that if a school were to be built on part of this site, the community value of the site could be enhanced with the provision of a publicly accessible multi-use games area. Any existing recreational facilities on the site would be retained or replaced.	✓	The land at the Maltings is owned by the Council. It is proposed that if a school were to be built on part of this site, the community value of the site could be enhanced with the provision of a publicly accessible multi-use games area. Any existing recreational facilities on the site would be retained or replaced.	0	N/A	
4. Minimise air, light and noise pollution associated with	a) ✓	<p>a) Builders would be encouraged to minimise air, light and noise pollution during the construction period.</p> <p>The new build would be located so as to avoid any adverse impact on access to natural light for neighbouring properties.</p>								x	If the demand for school places in an area of the city is not met, pupils without places have to travel outside of their locality to attend school and are more likely to use

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SEA Objectives	Increase the capacity of Ysgol Glan Morfa from 1FE to 2FE with up to 80 part-time nursery places serving the age range 3-11 from September 2017. Transfer the enlarged Ysgol Glan Morfa to a new standardised 2FE primary school on a new site at the Maltings from September 2017.	Increase the capacity of Moorland Primary School from 2FE to 3FE with 96 part-time nursery places serving the age range 3-11 utilising the vacated Ysgol Glan Morfa buildings from September 2017.							Do Nothing	
	Rating	Commentary/ explanation of compatibility with SEA objective	Rating	Commentary/ explanation of compatibility with SEA objective	Rating	Commentary/ explanation of compatibility with SEA objective	Rating	Commentary/ explanation of compatibility with SEA objective	Rating	Commentary/ explanation of compatibility with SEA objective
building development and traffic congestion	b) x Mitigation	b) An increase in the number of children attending the schools could increase the volume of traffic in the vicinity of the schools. Mitigated by: - locating additional provision central to the area it would serve. This would minimise use of cars or public transport and encourage walking and cycling to and from school. - Limited scope for parking would encourage walking to school. Provision of parent parking places is generally not supported by Cardiff Council. This is because such provision would promote travel to school by car, generate local traffic, contribute to congestion and reduce pupil safety. Parking facilities provided at schools is generally only for staff and to meet operational needs. - Formalising the parking regime outside the schools to discourage unsafe parking and help with enforcement. - A Travel Plan which includes schemes such as the Park Safe / Walk Safe scheme which encourage parents to park further away from the school. - A Travel Plan that encourages the use of public transport, walking and cycling - Giving consideration to providing a non statutory bus service based on demand - Consideration given to improving the traffic and transport infrastructure								polluting modes of transport. Congestion is also exacerbated due to the volume of traffic criss-crossing the city.
5. Protect and enhance biodiversity, flora and fauna	? Mitigation	Ecological surveys would be undertaken as necessary and recommendations to mitigate any impacts on biodiversity would be considered as part of the planning application. A new build provides the opportunity to consider innovative ways to encourage biodiversity through the integration of the Eco-schools initiative into new build schemes.	? Mitigation	Same as option 1	? Mitigation		? Mitigation		0	N/A
6. Protect and enhance the landscape	? Mitigation	Any potential impact on the natural environment would be taken into account at an early stage in the design process so that it can be mitigated.	? Mitigation	Same as option 1	? Mitigation		? Mitigation		0	N/A
7. Conserve water resources and increase water efficiency in new developments and promote sustainable urban drainage systems	a) 0 b) ?	a) Achieved by designing water efficient measures into the building design and addressing drainage through Sustainable urban drainage systems (SUDS). b) Water efficient measures may be possible to a lesser or greater extent depending on the compatibility of existing buildings.	a) 0 b) ?	Same as option 1	a) 0 b) ?		a) 0 b) ?		0	N/A
8. Promote regeneration by delivering inclusive schools that will improve equality of opportunity and access for all	a) ✓ b) ? ?	a) All new build accommodation must be DDA accessible under the Equality Act 2010. Modern school facilities can provide flexible spaces for partnership working (integrated services) and use as valuable community assets (potential for efficiency savings). This has been observed at a recently completed template school; Nant Talwg, in the Vale of Glamorgan which has the hall space and associated facilities at the front of the school enabling the school to remain secure while offering community use outside of school hours.	a) ✓ b) ?		a) ✓ b) ?	a) All new build accommodation must be DDA accessible under the Equality Act 2010. If the proposal were to proceed, an equality impact assessment would be carried out at the design stage to ensure the accessibility of any new build accommodation and to identify any reasonable adjustments that could be made to improve accessibility to existing accommodation within the scope of works. The equality impact assessment would take into account policies such as the Equality Act 2010, TAN 12: Design June 2009 as well as building regulations such as, BS8300, Part M and Building Bulletin guidelines. b) Consideration is given at the design stage to providing spaces that have the potential to be used by the community in	a) ✓ b) ?	Same as option 3	0	N/A

SEA Objectives	Increase the capacity of Ysgol Glan Morfa from 1FE to 2FE with up to 80 part-time nursery places serving the age range 3-11 from September 2017. Transfer the enlarged Ysgol Glan Morfa to a new standardised 2FE primary school on a new site at the Maltings from September 2017.		Increase the capacity of Moorland Primary School from 2FE to 3FE with 96 part-time nursery places serving the age range 3-11 utilising the vacated Ysgol Glan Morfa buildings from September 2017.						Do Nothing	
	Rating	Commentary/ explanation of compatibility with SEA objective	Rating	Commentary/ explanation of compatibility with SEA objective	Rating	Commentary/ explanation of compatibility with SEA objective	Rating	Commentary/ explanation of compatibility with SEA objective	Rating	Commentary/ explanation of compatibility with SEA objective
						<p>response to local need.</p> <p>Modern school facilities can provide flexible spaces for partnership working (integrated services) and use as valuable community assets (potential for efficiency savings).</p> <p>This has been observed at a recently completed template school; Nant Talwg, in the Vale of Glamorgan which has the hall space and associated facilities at the front of the school enabling the school to remain secure while offering community use outside of school hours.</p>				
9. <i>Protect and enhance designated historic assets</i>	0	There are no registered historic assets within the site boundary of the existing or proposed sites?	0	Same as option 1	0	Same as option 1	0	Same as option 1	0	N/A

Conclusion

The proposal has been assessed to be largely compatible with the environmental objectives used to assess the goal and principles of the "21st Century Schools: A Strategic Framework for A School Building Improvement Programme". The proposal is to provide additional school provision central to the area it would serve to minimise use of cars or public transport and encourage walking and cycling to and from school. The proposal also includes providing additional school places new build accommodation with a BREEAM rating. Where the assessment has identified a potential negative environmental impact in terms of an increase in the volume of traffic (Objective 4) and biodiversity (Objective 5), measures to mitigate the effect are detailed.

Doing nothing would mean that children without places would have to travel out of their locality to attend English-medium and Welsh-medium community provision and are more likely to use polluting modes of transport to get to and from school.

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Appendix 1

Building Maintenance Framework
Housing Options Appraisal

1. A key aim of the project to recommission building maintenance services is to ensure that the limitations and issues experienced with the current arrangements are recognised and that improvement in delivery is achieved.
2. In Summer of 2014 officers commissioned Construction Excellence Wales to undertake a review of the current framework arrangements. The views of council officers, schools and elected members were sought and a number of issues were identified. These issues have been used as to inform the new arrangements.
3. In preparation a number of workshops were run key officers to understand the issues with the current arrangements and a review of available data was undertaken. This identified some common themes that required consideration when procuring the next framework.
4. The information from the Construction Excellence Wales report and the workshops have been combined to produce a Lessons Learnt action plan and to identify desired outcomes to be achieved from the recommissioning. A number of these lessons learnt are key factors to be considered in the structure of the new framework arrangements and these are listed below:
 - Flexibility and Support
 - Accessibility to specialist contractors
 - Reduce/ eliminate on costs/ uplifts
 - Clear definition of roles, responsibility and ownership
 - Workable/manageable performance indicators / monitoring
 - Mitigate capacity issues and reliance on ranked one prime contractor
 - Value for money

A number of approaches were considered and option which best met the requirements is a Hybrid approach, this consists of a general framework and separately commissioned specialist arrangements it was felt that this offered the flexibility and support required whilst offering access to specialist contractors and reducing sub contractor up-lifts. It would also address the issue of supply chain management and move the responsibility of managing specialist contractors back with the Council. By further considering the structuring of the arrangements the over reliance on one contractor can be removed.

A number of detailed options around this Hybrid approach were then drafted and each one considered in detail. The preferred option is Option 4 which includes three general contracts based on a geographical area with a range of specialist works contracted for separately. The advantages and disadvantages of each option are set out below:

OPTION 1

6 Work Category-Specific Lots – With a different Provider in each Lot

LOT 1 – RESPONSIVE
(£1,000,000 per annum)

LOT 2 – RESPONSIVE
(£1,000,000 per annum)

LOT 3 – MINOR PLANNED WORKS
(£1,350,000 per annum)

LOT 4 – MINOR PLANNED WORKS
(£1,350,000 per annum)

LOT 5 – VACANTS
(£1,750,000 per annum)

LOT 6 – VACANTS
(£1,750,000 per annum)

Major Planned Works (procured via individual arrangements)

- * External / Environmental Improvements (£2.375m)
 - * Roofing (£1.125m)
 - * Lift Upgrades & Renewals (£250k)
 - * Painting (£600k)
 - * Boiler Installation – Domestic / Commercial (£1.625m)
 - * Door Entry Systems (£50k)
 - * Window & Door Upgrades (£2.25m)
- (Indicative Annual Spend figures)

PROS	CONS
<ul style="list-style-type: none"> * Lot values allow access to opportunities for SME's * Mitigates risk to continuity of supply 	<ul style="list-style-type: none"> * Lot values less attractive to bidders – could affect performance * Dis-aggregation of spend highly likely to affect VFM * Contract Management / Administration too resource heavy * Potential Tupe implicaitons
<p>NOT A VIABLE OPTION</p>	

OPTION 2

3 Districts – With a different Provider in each Lot (2 Lots per District)

District 1 (Lot 1) <u>£1,567,000 per annum</u> Responsive: £667k Minor Planned Works: £900k	District 2 (Lot 2) <u>£1,567,000 per annum</u> Responsive: £667k Minor Planned Works: £900k	District 3 (Lot 3) <u>£1,567,000 per annum</u> Responsive: £667k Minor Planned Works: £900k
District 1 (Lot 4) Vacants: £1.16m per annum	District 1 (Lot 4) Vacants: £1.16m per annum	District 1 (Lot 4) Vacants: £1.16m per annum

Major Planned Works (procured via individual arrangements)

<ul style="list-style-type: none"> * External / Environmental Improvements (£2.375m) * Roofing (£1.125m) * Lift Upgrades & Renewals (£250k) * Painting (£600k) 	<ul style="list-style-type: none"> * Boiler Installation – Domestic / Commercial (£1.625m) * Door Entry Systems (£50k) * Window & Door Upgrades (£2.25m)
(Indicative Annual Spend figures)	

PROS	CONS
<ul style="list-style-type: none"> * Lot values allow access to opportunities for SME's * Mitigates risk to continuity of supply 	<ul style="list-style-type: none"> * Lot values less attractive to bidders – could affect performance * Dis-aggregation of spend highly likely to affect VFM * Contract Management / Administration too resource heavy * Potential TUPE implications
NOT A VIABLE OPTION	

OPTION 3

2 Districts – With a different Provider in each Lot (2 Lots per District)

District 1 (Lot 1)
£2.35m per annum
 Responsive: £1m
 Minor Planned Works: £1.35m

District 2 (Lot 2)
£2.35m per annum
 Responsive: £1m
 Minor Planned Works: £1.35m

District 1 (Lot 3)
 Vacants: £1.75m per annum

District 2 (Lot 4)
 Vacants: £1.75m per annum

Major Planned Works (procured via individual arrangements)

- * External / Environmental Improvements (£2.375m)
 - * Roofing (£1.125m)
 - * Lift Upgrades & Renewals (£250k)
 - * Painting (£600k)
 - * Boiler Installation – Domestic / Commercial (£1.625m)
 - * Door Entry Systems (£50k)
 - * Window & Door Upgrades (£2.25m)
- (Indicative Annual Spend figures)

PROS	CONS
<ul style="list-style-type: none"> * Lot values allow access to opportunities for SME's * Mitigates risk to continuity of supply * Contract Management / Administration manageable 	<ul style="list-style-type: none"> * Grouping responsive with sporadic minor planned works may not be attractive to bidders (could affect interest / performance) * Dis-aggregation of spend likely to affect VFM * Only 2 providers for each work category is less sustainable * Potential TUPE implications
VIABLE OPTION	

OPTION 4

3 Districts – With a different Provider in each Lot (1 Lot per District)and the structuring of arrangements not to rely on one prim contractorn

District 1 (Lot 1)
£2,667,000 per annum
 Responsive: £667k
 Minor Planned Works: £900k
 Vacants: £1.16m

District 2 (Lot 2)
£2,667,000 per annum
 Responsive: £667k
 Minor Planned Works: £900k
 Vacants: £1.16m

District 3 (Lot 3)
£2,667,000 per annum
 Responsive: £667k
 Minor Planned Works: £900k
 Vacants: £1.16m

Major Planned Works (procured via individual arrangements)

- * External / Environmental Improvements (£2.375m)
 - * Roofing (£1.125m)
 - * Lift Upgrades & Renewals (£250k)
 - * Painting (£600k)
 - * Boiler Installation – Domestic / Commercial (£1.625m)
 - * Door Entry Systems (£50k)
 - * Window & Door Upgrades (£2.25m)
- (Indicative Annual Spend figures)

PROS	CONS
<ul style="list-style-type: none"> * Lot value attractive to bidders * Value allows access to opportunities by SME's * Mitigates risk to continuity of supply * Mix of work in each lot – encourages good performance (solves the issues of responsive performance) <p>Contract Management / Administration manageable</p>	<ul style="list-style-type: none"> * Some dis-aggregation of spend which could affect VFM * Potential TUPE implications
PREFERRED OPTION	

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**BUILDING MAINTENANCE FRAMEWORK
SUPPLIER FORUM Q & A DOCUMENT**

No	Question / Comment	Response
Framework Period		
1	The Council has received a number of questions about the period of the framework. There has also been a suggestion that the Council could benefit from a long term commitment contract.	The Council has considered a number of contractual options and feels that a framework agreement best suits its needs. The term of the framework(s) will be four years as this is the maximum period for a framework.
Framework Value		
2	The Council has received a number of questions in relation to the framework values detailed in the presentation, particularly around their accuracy and if they are inclusive of the work delivered in-house.	The estimated framework values are for the work expected to be delivered by the framework providers. This is in addition to work that is delivered by the in-house workforce. The estimated values are based on historical data; and whilst no guarantee can be given that they will remain unchanged during the life of the framework it is anticipated that values will not differ significantly from estimates.
Restriction of award to 1 lot only (Does this allow for award of a lot on each framework?)		
3	The Council has received a number of questions in relation to the number of lots they are able to bid for, and whether appointment to a lot on one framework would prevent award of a lot on the other framework.	Suppliers are able to bid for both Housing and Disabled Adaptations Frameworks, and whilst the limitation of award of 1 lot to a single provider applies to both frameworks, this does not prohibit suppliers winning a lot on each framework. For clarity, should a bidder be successful in winning a lot on each framework, this would be acceptable.
Minimum Turnover thresholds		
4	The Council has been asked to confirm what minimum annual turnover values will apply for a contractor to enable them to bid?	The Council will set a minimum turnover for each lot of each framework which will be dependent upon the value of that particular lot. As the framework structures have not been finalised, minimum turnover threshold levels have yet to be determined.

Lotting Structures		
5	The Council has received a number of comments in relation to the size of the lots not being small enough to engage smaller SMEs, and have suggested that a split into more lots (up to 10) would be more beneficial to them. It has also been suggested that lots may be broken down further by trade.	The Council has considered various framework structures; and has determined that the number of providers needs to be at a level that allows contract management to be manageable from a resource perspective. Also if the number of lots are increased (lowering the value in each), it will not only affect VFM but will be too small to deliver Community Benefits. However, the Council will consider how it can best maximise supply chain opportunities for SMEs within the proposed framework structures. (Such as stipulating that the successful providers will be expected to work with the Authority to open up opportunities for SME's to bid for 2 nd & 3 rd tier supply chain opportunities - advertising subcontracting opportunities on Sell2Wales, holding "Meet the Buyer" events, etc.
6	It has been suggested that the preferred Housing structure of three lots / suppliers results in a low annual value and as a consequence community investment, training, investment in IT and direct employment will be very difficult and potentially unaffordable. It was suggested that two districts / lots would be preferable. This would also aid resource for Contract management.	The Council considered a number of framework lotting structures and believes that having only 2 providers is high risk in relation to continuity of supply.
7	The Council has received the suggestion that the Disabled adaptations Framework may benefit from splitting the Stair lifts and Through floor lifts into separate lots.	The Council has considered this option, and has taken experience into account in when making the decision to combine the two. The number / value of through floor lifts is extremely low, and it would require additional resource to manage the additional contractors should they be split into separate lots. Hence they have been included in the same lot(s) as stair lifts.

8	It has been suggested that The Council has streamlined resources to meet the current structure with reduced lots / contractors. How will they manage multiple lots and multiple contractors so not as to cause delay operationally?	When considering the framework lotting structures, the Council has taken into account the resource implications of contract management / administration. The Council will conduct a full review of its resources in relation to the requirements of the new frameworks.
9	It has been suggested that increasing the number of suppliers will benefit tenants as it will allow the service to be benchmarked using KPI's.	The Council has also taken into account the number of suppliers required to allow benchmarking using KPI's and feels that the preferred options deliver this.
10	It has been suggested that major painting works should be included in the Housing framework rather than being procured via alternative contractual arrangements. This is due to painting work having a high labour content and the creation of opportunities for apprenticeships would be enhanced if continuity of employment could be provided within this contract.	The Council felt that better value for money on major painting works may be best achieved via a separate arrangement, and opportunities for apprenticeships could be delivered via this. Suppliers may bid for both the framework and the arrangements for major planned works. However, the Council will give further consideration to this suggestion prior to making a final decision.
Work Order Allocation		
11	The preferred option for Housing appears to be lotted by district and the winning bidder for a district will receive all orders for that district. Will a similar "district" approach be taken with the Disabled Adaptations lots? If not how will they be structured in relation to allocation of orders?	For the Disabled Adaptations framework lots will not be based on districts. Orders will be issued on a rotational basis and may be anywhere in the city. (For example, there will be three lots / providers delivering general building works and orders will be rotated, first to 1, the next to 2, the next to 3 and then back to 1 again and so on).
12	The Council has been asked if orders will be issued electronically.	It is envisioned that orders will be placed via electronic transfer from Cardiff's system.

Scope of included works		
13	The Council has been asked if it can provide details of the full scope of each framework and each lot (by mix of trades?)	<p>The Council can confirm the following:</p> <p><u>Housing Framework (preferred option)</u> Three lots all delivering responsive repairs, vacant repairs and minor planned works. (All three elements can have a mix of general building and mechanical & electrical works. This will vary and be driven by customer demand).</p> <p><u>Disabled Adaptations Framework</u> This will be split into the lots described in the presentation (the general building lots will also include an element of M&E works, again this will vary and be driven by customer demand). When the Council issues the tender documentation, it will provide historical data on the indications of the work included in the frameworks including trades / volumes.</p>
Capped Rates		
14	It has been suggested that the Capped Rates suggested for the Disabled adaptations framework will not achieve VFM / competition.	The Council is currently considering this matter.
Major Planned Works		
15	The Council has been asked to clarify if a supplier was successful in winning a Lot on either the Housing or Disabled Adaptations framework (or both), would they still be able to bid for the major planned works contracts?	Yes. If a supplier is successful in winning a lot on either or both the Housing and Disabled Adaptations framework(s); this does not prevent them from being able to bid for the major planned works contracts.
16	The Council has been asked if it would consider procuring these works via the NPS frameworks.	The Council is currently considering all options in relation to how best to procure the major planned works.
17	The council has been asked if bespoke arrangements are to be made would it consider a DPS whereby a list of active trades is developed from those who passed PQQ acceptable quality and then allow them to bid for work as it arises.	The Council is currently considering all options in relation to how best to procure the major planned works.

18	The Council has been asked if mini-competitions were ordering mechanism within bespoke arrangements for these works, would it consider assessing providers on a price/quality/KPI weighting. The KPI performance could be assessed at the end of each completed contract and used to assess a provider bidding for future work. This would result in past performance influencing a providers' future workload.	The Council is currently considering all options in relation to how best to procure the major planned works. Mini-competitions will not form part of the frameworks (and it has yet to be determined if they will form part of the arrangements for major planned works). The Council will give consideration to this at the appropriate time.
19	The Council has been asked if it would consider longer term commitment contracts for Major Planned Works (up to 10 years).	The Council has considered various contractual options and feels that framework agreement(s) will best suits its' current needs. The term of the frameworks will be the maximum period for frameworks which is 4 years.
DLO		
20	The Council has been asked if it has any plans to outsource the DLO?	The Council has no plans to outsource the DLO.
21	The Council has been asked how each district / lot will interface with work of the DLO and other providers within the MPWF	Responsive repairs, vacant repairs and minor planned works that will be delivered via the framework will be the overflow from the internal workforce within each district / lot. However, providers delivering the major planned works (which will be procured outside of the frameworks) will work independently with no cross-over.
TUPE		
22	The Council has received a number of questions in relation to TUPE, and as to whether it will apply; and if so what would the TUPE implications be.	The Council is currently seeking advice in relation to the Council's position with regard to TUPE. Should it be deemed that TUPE will apply, the Council will provide information within the ITT.

Specifications		
23	The Council has a number of queries and comments in relation to specifications. (Who will decide on the appropriate specifications, which should be more detailed than existing)	The Council's Building Improvement Unit is currently reviewing all specifications and detail contained within them. Where more details is required, this will be addressed.
Property Portfolio		
24	The Council has been asked to confirm the number of Council owned dwellings (Houses and flats)?	The Council has approximately 13,500 Council owned dwellings of which approximately 730 are blocks of flats.
Asset Register (lifts)		
25	The Council has been asked to provide the asset register for all non-domestic lifts (including multi-storey domestic)?	The maintenance of the non-domestic property portfolio is not included in phase 1. However the maintenance of our domestic High Rise and Sheltered Blocks are, and details of these will be included in the ITT.
Subcontracting		
26	The Council has been asked if contractors will have to name their subcontractors in advance.	If suppliers are bidding on the basis of use of a substantial sub-contractor (s), they will need to be named and assessed as part of the pre-qualification process. If appointed Contractors would be expected to inform the Council of their named subcontractors prior to their engagement for work on the framework(s).
27	The Council has been asked if there is a process / mechanism to enable specialist SME's to understand who is bidding for the works, and what approach would the it recommend is taken?	The Council will consider how it can best maximise supply chain opportunities for SMEs within the proposed framework structures. (Such as stipulating that the successful providers will be expected to work with the Authority to open up opportunities for SME's to bid for 2 nd & 3 rd tier supply chain opportunities - advertising subcontracting opportunities on Sell2Wales, holding "Meet the Buyer" events, etc.
28	The Council has been asked to circulate a list of those organisations that were represented at the Supplier Forum.	The Council has attached a list of organisations represented at the Supplier Forum.

Firmness of Price		
29	The Council has been asked if bidders will be expected to bid fixed prices for the framework or will there be a provision for rise & fall.	Bidders will not be expected to tender a firm price for the framework period. Tendered prices will be subject to annual review.
Community benefits		
30	The Council has been asked how the Community Benefits Plan will be developed across the contract and how will the work of the DLO be integrated within it e.g. could a training centre be established for use by the DLO and service providers to develop a future workforce providing opportunities for local residents	Initially the Community Benefit Plan for each provider will stand independently. However, this could be a future development.
Sell2Wales		
31	The Council has been informed that Sell2Wales Portal is not user friendly.	This is noted, and the Council will feedback concerns to Welsh Government.
Benchmarking / Service Improvement		
32	The Council has been asked if it would consider the benchmarking of the whole service using KPIs and encourage the council's DLO to take part in all initiatives that can improve the service to tenants e.g. KPIs, continuous improvement plans, joint recruitment and training plans, training centre, community plans, etc.	Currently KPIs between internal workforce and external providers are monitored and compared on a monthly basis, and it is envisioned that this will continue with the introduction of the new frameworks.

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My Ref: Scrutiny/Correspondence/Cllr McGarry

3 November 2016

Councillor Susan Elsmore
Cabinet Member
c/o Room 520
County Hall
Cardiff
CF10 4UW



Dear Susan

Community & Adult Services Scrutiny Committee – 2 November 2016

On behalf of the Members of the Community & Adult Services Scrutiny Committee, I would like to thank you and officers for attending for Agenda Item 6, Building Maintenance Framework and for ensuring this item was available for pre-decision scrutiny. A separate letter is being sent regarding Agenda Item 5, Domiciliary Care.

Having considered the draft Cabinet Report, its' appendices and the evidence presented at the meeting, Members are content with the proposals which seem well thought out and designed to improve customer care, contract monitoring and capacity. Members are particularly pleased that there will be better information available regarding sub-contractors and stronger mechanisms to ensure that the services delivered meet contractual requirements. Members are interested in carrying out further scrutiny of the specifications and ask that officers liaise with Scrutiny Services to enable this to happen in a timely manner.

Members note that the three geographical areas have been worked out by considering access routes around the city and the number of properties in each area.

Members were also reassured by the answers given that the risks were being appropriately managed.

Finally, as discussed at the meeting, the draft report needs amending at point 17 to remove 'painting' from the list of works that would be procured outside the framework.

Yours sincerely,

COUNTY COUNCILLOR MARY M^CGARRY

Chairperson - Community & Adult Services Scrutiny Committee

Cc:	Sarah McGill	Director of Communities, Housing and Customer Services		
	Jane Thomas	Assistant Director, Communities & Housing		
	Sue Bartlett	Operational Manager		
	Liz Patterson	Personal Assistant	Matt Swindell	Cabinet Office

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CARDIFF COUNCIL
Equality Impact Assessment
Corporate Assessment Template



Policy/Strategy/Project/Procedure/Service/Function Title: Recommissioning of Building Maintenance Services (Phase 1 – Domestic)
New/Existing/Updating/Amending:

Who is responsible for developing and implementing the Policy/Strategy/Project/Procedure/Service/Function?	
Name: Sue Bartlett	Job Title: Operational Manager, Building Maintenance
Service Team:	Service Area: Communities
Assessment Date: 25 th October 2016	

1. What are the objectives of the Policy/Strategy/Project/ Procedure/ Service/Function?

<p>The desired outcomes for the Building Maintenance Framework are:</p> <ul style="list-style-type: none"> • To ensure that the key objectives of the recommissioning are achieved the following desired outcomes have been identified: • To deliver a high quality service that focuses on the customer. • To deliver a Building Maintenance Service that works alongside the in-house workforce to improve and maintain flexibility of provision and provide 24/7/365 services. • To deliver value for money. • To reduce costs for the Council and Suppliers alike, through electronic ordering, confirmation and payment processes. • To improve the quality of management and performance information in relation to the provision of Building Maintenance Services. • To improve our demand management for Building Maintenance Services. • To take a partnership working approach to delivering and improving services. • To support the Council's Open Doors Charter and Sustainable Policy. (Maximising access to opportunities to SME's and local supply chain) • To support the Council's Sustainable Development Agenda by maximising tender opportunities to local providers and opportunities to provide training and skill development to the local workforce. • To support the Council's commitment to reducing the Carbon Footprint. <p>The aim is to improve housing outcomes for all citizens, recognising and responding to the diversity of housing needs of people in Cardiff, with a particular focus on the most vulnerable.</p>
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CARDIFF COUNCIL
Equality Impact Assessment
Corporate Assessment Template

2. Please provide background information on the Policy/Strategy/Project/Procedure/Service/Function and any research done [e.g. service users data against demographic statistics, similar EIAs done etc.]

The current Building Maintenance Framework has been in place since 2013 and is due to end in June 2017. The Framework consisted of 5 lots covering both domestic and non- domestic maintenance and disabled adaptations. The annual value of the Framework is £25.7m.

The domestic lots cover all maintenance, repair and improvements to approximately 13500 Council owned dwellings which includes 730 blocks of flats which are occupied by a diverse customer base.

Lot 5 covers disabled adaptations in both privately owned and Council owned dwellings.

The works were awarded in two ways:

- Cascade – where work was awarded to the Rank 1 provider first and then to Rank 2 provider etc. based on schedule of rates.
- Mini Competition between providers of the appropriate Lot. This was for works over £30k or £36k for Disabled Adaptations.

There were no restrictions on the number of lots that a provider could be awarded and this meant that the number one provider on three of the lots was the same.

ISSUES

The main objective of the current framework was to address issues with historic arrangements. There were previously 800 plus suppliers, with significant non-compliant spend and lack of co-ordination and aggregation of spend. The framework did address these issues, there has been a reduction in the number of contractors, a reduction in non-compliant spend and greater co-ordination and aggregation of spend has been achieved.

However significant issues have been experienced in the practical application of the Framework and it has been too wide and unresponsive to the business needs.

CARDIFF COUNCIL
Equality Impact Assessment
Corporate Assessment Template

Lessons Learnt

Given the strategic and operational importance of the building maintenance framework, in the summer of 2014 officer's commissioned Construction Excellence Wales to undertake a review of the arrangements. This review included feedback from council officers, elected members and schools, along with feedback from the framework providers. This report did find that the Framework was meeting many of its original aims as stated above, however it also set out a number of areas for improvements. An action plan was developed and implemented. The issues identified in the report are being used to inform the new commissioning process.

In addition, in preparation for the recommissioning of services, workshops were held with managers and technical staff within the Council and with current contractors. The concerns identified together with the findings from the Construction Excellence Wales were collated as "lessons learnt". The key issues are listed below together with the steps identified to address these in the new contractual arrangements:

- **Poor customer care particularly in relation to elderly and vulnerable customers.**

It is proposed that the detailed specification will give significant emphasis to customer care and that this will be supported by performance indicators that monitor issues that are important to clients, for example appointments made / kept, number of complaints and how quickly they are addressed. It is proposed to involve tenants and leaseholders in drawing up this aspect of the specification to ensure that their views and priorities are captured.

- **Capacity issues with some ranked 1 providers**

It is clear that in some cases the cascade approach has not dealt effectively with peaks and troughs of work volume. There has been too much reliance on one contractor and when the ranked 1 provider is at full capacity rank 2 & 3 contractors are not in a position to gear up quickly to take on unplanned work.

It is proposed to divide the provision into smaller value / volume lots, with multiple providers delivering similar works. There will also be a restriction on the number of lots that can be awarded to an individual bidder. This will ensure that there are always multiple providers geared up to accept work at any one time. There will also be a mechanism for reallocation of work to an alternative provider delivering similar works where there are capacity or performance issues.

- **Inadequate performance / contract management tools to address poor**

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performance.

It is proposed to set realistic, achievable and measurable performance indicators and to have a robust mechanism for measuring performance and addressing poor performance. Complaints resolution will form part of the new contract along with clear contract management arrangements.

- **Management of subcontractors**

There have been issues with the roles & responsibilities of main contractors and problems with the management of their sub-contractors, particularly in relation to Health & Safety. It is proposed to clearly define the expectations of the main contractor within the specification, and to introduce a performance measure against this requirement.

- **There have been issues with pricing and value for money**

There have been issues with agreeing rates for items which were not included in the Schedule of Rates. It is proposed that the current Schedule of Rates is reviewed and updated to include any omissions or issues that have been highlighted during the current framework. For those items that cannot be included in a schedule of rates it is proposed to develop a clear Pricing Principles document setting out how such prices will be calculated and agreed. This will form part of the contract.

While the mini-competition element of the Framework has worked reasonably well, the Council is often dealing directly with sub-contractors while paying significant uplifts / on-costs to the Framework contractor. This has given rise to concerns that value for money is not being achieved. It is proposed that in future separate specialist / trade specific contracts will be commissioned directly with the appropriate providers.

- **Internal stakeholders were not fully engaged with the development of the framework.**

To address this issue all internal stakeholders will be fully engaged in the current recommissioning process and have taken ownership of developing the specifications. There will be full engagement with tenants / leaseholders and ward members will also be offered the opportunity to input into the proposals.

Social Housing accounts for approximately 17% of housing stock in the city accounting for almost 24,000 properties, of which approximately 13500 are Council owned (including 730 block of flats).

“Equal opportunities monitoring information” is requested from all applicants for rehousing with the aim of gathering information regarding the protected

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characteristics set out in the Equality Act 2010.

Cardiff has a diverse, growing and aging population.

The re-commissioning of phase 1 (domestic including disabled adaptations) will aim to consider and address the issues with the current arrangement and to recognise and address the protected characteristics set out in the Equality Act 2010.

Age - Welsh Government population projections predict an overall increase in population of 32.7% by 2036, with the most significant growth being in the older age group. The implications of an aging population include increased demand for older people's accommodation.

Population projections for Cardiff show a 67.6% growth in the 65+ age group over the term 2011 – 2036

The following statistics apply to existing tenants:

Age	Number	%
Under 18	5	0.0
18 to 24	566	5.1
25 to 34	2103	19.0
35 to 49	3607	32.6
50 to 59	2045	18.5
60 and above	2739	24.8

Disability - The 2011 Census indicates that 18% of the Cardiff population have long term limiting illness. This general level of disability is supported by the later Local Housing Market Assessment 2015 Household Survey which indicates that 22% of households in Cardiff contain somebody with a disability / limiting long term illness (approximately 31,976 households affected).

A recording issue has taken place with current tenant data. However waiting list information indicates that 2238 applicants have a medical need (28% of applicants). Of these 28 have an urgent need for rehousing as a result of their medical condition, 708 have a high need and 1502 a medium need.

However, data on lettings shows that ?% of lets are made to disabled applicants.

All clients of the Disabled Facilities Service have a disability.

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Gender Re-assignment - Housing applicants are asked to provide information regarding their gender, with an option to select male-to-female or female-to-male gender re-assignment. No current applicants have indicated that they have undergone gender re-assignment.

Sex - Of the 1507 lets of Council and RSL stock in 2015/16, 61% were made to female applicants and 39% to male applicants.

The following statistics apply to current tenants:

Sex	Number	%
Female	8400	63.3
F-T-M	3	0.0
Male	4852	36.6
Prefer not to say	9	0.1

Sexual Orientation

The following statistics apply to current tenants:

Sex	Number	%
Bisexual	20	1.1
Gay Man	18	1.0
Gay Woman / Lesbian	15	0.8
Heterosexual / Straight	1507	82.9
Not Stated	207	11.4
Other	20	1.1
Prefer not to say	30	1.7

Race / Ethnic Origin - Census data from 2011 shows that approximately 15% of Cardiff “usual residents” were from a BME background. The Local Housing Market Assessment Household Survey undertaken in 2015 supports this general level suggesting that 13% of households in Cardiff are of a BME background.

The following statistics apply to current tenants:

Ethnic Origin	Number	%
Arab	84	1.1
Asian British	40	0.5
Bangladeshi	42	0.5
Black African	254	3.2
Black British	95	1.2
Black Caribbean	58	0.7

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Chinese	30	0.4
Chinese British	3	0.0
Czech	2	0.0
Gypsy / Irish Traveller	2	0.0
Indian	15	0.2
Mixed - other	51	0.6
Mixed – White & Asian	25	0.3
Mixed – White & Black African	48	0.6
Mixed – White & Black Caribbean	99	1.2
Not Stated	213	2.7
Other	46	0.6
Other Asian	48	0.6
Other Black background	22	0.3
Pakistani	51	0.6
Polish	1	0.0
Prefer not to say	1	0.0
Refused to answer	2	0.0
Somali	168	2.1
Sri-Lanken	7	0.1
Vietnamese	3	0.0
Welsh	694	8.7
White - Other	173	2.2
White British (Inc W, E, S, N)	5453	68.4
White European	145	1.8
White Irish	62	0.8
Yemeni	36	0.5

Religion

The following statistics apply to current tenants:

Religion	Number	%
Buddhist	11	0.6
Christian	844	43.3
Hindu	2	0.1
Jewish	2	0.1
Muslim	150	7.7
None	733	37.6
Not stated	133	6.8
Other	60	3.1
Prefer not to say	11	0.6

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Sikh	1	0.1
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Marital Status

The following statistics apply to current tenants:

Marital Status	Number	%
Divorced	868	11.1
Living Together	406	5.2
Married	1360	17.3
Not Stated	49	0.6
Other	5	0.1
Polygamous Marriage	29	0.4
Separated	458	5.8
Single	4330	55.2
Widowed	345	4.4

3 Assess Impact on the Protected Characteristics

3.1 Age

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative/]** on younger/older people?

	Yes	No	N/A
Up to 18 years	X		
18 - 65 years	X		
Over 65 years	X		

Please give details/consequences of the differential impact, and provide supporting evidence, if any.

The re-commissioned framework is expected to have a positive impact for people of all age groups. It is anticipated that evaluation criteria will give a high priority to quality of delivery.

It is proposed that the detailed specification will give significant emphasis to customer care and that this will be supported by performance indicators that monitor issues that are important to clients, for example:

- Appointments made / kept
- First time fix
- Quality of work

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- Number of complaints and how quickly they are addressed.

It is proposed to involve tenants and leaseholders in drawing up this aspect of the specification to ensure that their views and priorities are captured.

Population projections for Cardiff show a 67.6% growth in the 65+ age group over the term 2011 – 2036

The following characteristic statistics apply to existing tenants:

Age	Number	%
Under 18	5	0.0
18 to 24	566	5.1
25 to 34	2103	19.0
35 to 49	3607	32.6
50 to 59	2045	18.5
60 and above	2739	24.8

Council sheltered schemes for older people are to undergo refurbishment to ensure they are fit for purpose and offer sustainable, independent living.

Part of the Disabled Adaptations Framework is for Preventative Measures which enables older people to live independently in their homes for longer.

What action(s) can you take to address the differential impact?

It will be a requirement that Contractor's deliver Equalities Training to relevant employees.

3.2 Disability

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative]** on disabled people?

	Yes	No	N/A
Hearing Impairment	X		
Physical Impairment	X		
Visual Impairment	X		
Learning Disability	X		
Long-Standing Illness or Health Condition	X		
Mental Health	X		
Substance Misuse	X		
Other	X		

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Please give details/consequences of the differential impact, and provide supporting evidence, if any.

The re-commissioned framework is expected to have a positive impact for this group of people. It is anticipated that evaluation criteria will give a high priority to quality of delivery.

It is proposed that the detailed specification will give significant emphasis to customer care and that this will be supported by performance indicators that monitor issues that are important to clients, for example:

- Appointments made / kept
- First time fix
- Quality of work
- Number of complaints and how quickly they are addressed.

It is proposed to involve tenants and leaseholders in drawing up this aspect of the specification to ensure that their views and priorities are captured.

The Local Housing Market Assessment 2015 Household Survey indicates that 22% of households in Cardiff contain somebody with a disability / limiting long term illness, with approximately 31,976 households being affected. This survey indicates that the highest levels of disability are found in the owner occupied sector, followed by Council rented sector. Many of these household may need adaptations and such works could be delivered via the re-commissioned Disabled Adaptations framework.

A recording issue has taken place with current tenant data. However waiting list information indicates that 2238 applicants have a medical need (28% of applicants). Of these 28 have an urgent need for rehousing as a result of their medical condition, 708 have a high need and 1502 a medium need.

However, data on lettings shows that ?% of lets are made to disabled applicants.

All clients of the Disabled Facilities Service have a disability.

What action(s) can you take to address the differential impact?

It will be a requirement that Contractor's deliver Equalities Training to relevant employees.

3.3 Gender Reassignment

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative]** on transgender people?

	Yes	No	N/A
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Transgender People (People who are proposing to undergo, are undergoing, or have undergone a process [or part of a process] to reassign their sex by changing physiological or other attributes of sex)		X	
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Please give details/consequences of the differential impact, and provide supporting evidence, if any.

No current applicants have indicated that they had undergone gender re-assignment; therefore it is difficult to assess any specific needs or differential impacts relating to this group.

No negative differential impacts identified.

What action(s) can you take to address the differential impact?

It will be a requirement that Contractor's deliver Equalities Training to relevant employees.

3.4. Marriage and Civil Partnership

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative]** on marriage and civil partnership?

	Yes	No	N/A
Marriage		X	
Civil Partnership		X	

Please give details/consequences of the differential impact, and provide supporting evidence, if any.

No negative differential impacts identified.

The following characteristic statistics apply to current tenants:

Marital Status	Number	%
Divorced	868	11.1
Living Together	406	5.2
Married	1360	17.3
Not Stated	49	0.6
Other	5	0.1
Polygamous Marriage	29	0.4
Separated	458	5.8
Single	4330	55.2
Widowed	345	4.4

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What action(s) can you take to address the differential impact?

It will be a requirement that Contractor's deliver Equalities Training to relevant employees.

3.5 Pregnancy and Maternity

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative]** on pregnancy and maternity?

	Yes	No	N/A
Pregnancy		X	
Maternity		X	

Please give details/consequences of the differential impact, and provide supporting evidence, if any.

No negative differential impacts identified.

What action(s) can you take to address the differential impact?

It will be a requirement that Contractor's deliver Equalities Training to relevant employees.

3.6 Race

Will this Policy/Strategy/Project//Procedure/Service/Function have a **differential impact [positive/negative]** on the following groups?

	Yes	No	N/A
White	X		
Mixed / Multiple Ethnic Groups	X		
Asian / Asian British	X		
Black / African / Caribbean / Black British	X		
Other Ethnic Groups	X		

Please give details/consequences of the differential impact, and provide supporting evidence, if any.

The following characteristic statistics apply to current tenants:

Ethnic Origin	Number	%

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Arab	84	1.1
Asian British	40	0.5
Bangladeshi	42	0.5
Black African	254	3.2
Black British	95	1.2
Black Caribbean	58	0.7
Chinese	30	0.4
Chinese British	3	0.0
Czech	2	0.0
Gypsy / Irish Traveller	2	0.0
Indian	15	0.2
Mixed - other	51	0.6
Mixed – White & Asian	25	0.3
Mixed – White & Black African	48	0.6
Mixed – White & Black Caribbean	99	1.2
Not Stated	213	2.7
Other	46	0.6
Other Asian	48	0.6
Other Black background	22	0.3
Pakistani	51	0.6
Polish	1	0.0
Prefer not to say	1	0.0
Refused to answer	2	0.0
Somali	168	2.1
Sri-Lanken	7	0.1
Vietnamese	3	0.0
Welsh	694	8.7
White - Other	173	2.2
White British (Inc W, E, S, N)	5453	68.4
White European	145	1.8
White Irish	62	0.8
Yemeni	36	0.5

Language barriers could be an issue and need to be given consideration.

The cultural requirements of residents will continue to be considered. It is proposed that the detailed specification will give significant emphasis to customer care and that this will be supported by performance indicators that monitor issues that are important to clients, for example:

- Appointments made / kept
- First time fix
- Quality of work

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- Number of complaints and how quickly they are addressed.

It is proposed to involve tenants and leaseholders in drawing up this aspect of the specification to ensure that their views and priorities are captured.

What action(s) can you take to address the differential impact?

Consideration will be given to how the tender documentation can deal language barriers and how contractors would address them.

It will also be a requirement that Contractor's deliver Equalities Training to relevant employees.

3.7 Religion, Belief or Non-Belief

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative]** on people with different religions, beliefs or non-beliefs?

	Yes	No	N/A
Buddhist	X		
Christian	X		
Hindu	X		
Humanist	X		
Jewish	X		
Muslim	X		
Sikh	X		
Other	X		

Please give details/consequences of the differential impact, and provide supporting evidence, if any.

Operationally we need to be aware of cultural sensitivities e.g. operatives working in properties with unaccompanied Muslim women, or the requirement to remove footwear before entering a property.

The following characteristic statistics apply to current tenants:

Religion	Number	%
Buddhist	11	0.6
Christian	844	43.3
Hindu	2	0.1
Jewish	2	0.1
Muslim	150	7.7
None	733	37.6
Not stated	133	6.8
Other	60	3.1
Prefer not to say	11	0.6

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Sikh	1	0.1
<p>The cultural requirements of residents will continue to be considered. It is proposed that the detailed specification will give significant emphasis to customer care and that this will be supported by performance indicators that monitor issues that are important to clients, for example:</p> <ul style="list-style-type: none"> • Appointments made / kept • First time fix • Quality of work • Number of complaints and how quickly they are addressed. <p>It is proposed to involve tenants and leaseholders in drawing up this aspect of the specification to ensure that their views and priorities are captured.</p>		
What action(s) can you take to address the differential impact?		
Operational: Ensure sensitivity to cultural needs It will also be a requirement that Contractor's deliver Equalities Training to relevant employees.		

3.8 Sex

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative]** on men and/or women?

	Yes	No	N/A
Men		X	
Women		X	

Please give details/consequences of the differential impact, and provide supporting evidence, if any.

The following statistics apply to current tenants:

Sex	Number	%
Female	8400	63.3
F-T-M	3	0.0
Male	4852	36.6
Prefer not to say	9	0.1

No negative differential impacts identified.

What action(s) can you take to address the differential impact?

It will be a requirement that Contractor's deliver Equalities Training to relevant employees.

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3.9 Sexual Orientation

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative]** on the following groups?

	Yes	No	N/A
Bisexual		X	
Gay Men		X	
Gay Women/Lesbians		X	
Heterosexual/Straight		X	

Please give details/consequences of the differential impact, and provide supporting evidence, if any.

The following characteristic statistics apply to current tenants:

Sex	Number	%
Bisexual	20	1.1
Gay Man	18	1.0
Gay Woman / Lesbian	15	0.8
Heterosexual / Straight	1507	82.9
Not Stated	207	11.4
Other	20	1.1
Prefer not to say	30	1.7

No negative differential impacts identified.

What action(s) can you take to address the differential impact?

It will be a requirement that Contractor's deliver Equalities Training to relevant employees.

3.10 Welsh Language

Will this Policy/Strategy/Project/Procedure/Service/Function have a **differential impact [positive/negative]** on Welsh Language?

	Yes	No	N/A
Welsh Language	X		

Please give details/consequences of the differential impact, and provide supporting

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evidence, if any.

The re-commissioning of the framework and associated public documents will comply with new Welsh Language standards under the Welsh Language (Wales) Measures 2011.

What action(s) can you take to address the differential impact?

4. Consultation and Engagement

What arrangements have been made to consult/engage with the various Equalities Groups?

It is proposed to involve tenants and leaseholders in drawing up this aspect of the specification to ensure that their views and priorities are captured.

However, the Pre-Qualification will be based on the Value Wales document and the standard equalities section will form part of this document. There is a mandatory requirement to meet pass this section, and failure to do so will result in bidders being disqualified from the procurement process at this stage.

In order to "PASS" this section, bidders must:

- Comply with Equalities Legislation
- Have no upheld unlawful discrimination complaints
- Have processes in place to ensure that their subcontractors record on their compliance with Equalities Legislation
- Train all relevant staff appropriately in regard to Equalities

5. Summary of Actions [Listed in the Sections above]

Groups	Actions
Age	It will be a requirement that Contractor's deliver Equalities Training to relevant employees.
Disability	It will be a requirement that Contractor's deliver Equalities Training to relevant employees.
Gender Reassignment	It will be a requirement that Contractor's deliver Equalities Training to relevant employees.
Marriage & Civil Partnership	It will be a requirement that Contractor's deliver Equalities Training to relevant employees.

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Pregnancy & Maternity	It will be a requirement that Contractor's deliver Equalities Training to relevant employees.
Race	It will be a requirement that Contractor's deliver Equalities Training to relevant employees.
Religion/Belief	It will be a requirement that Contractor's deliver Equalities Training to relevant employees.
Sex	It will be a requirement that Contractor's deliver Equalities Training to relevant employees.
Sexual Orientation	It will be a requirement that Contractor's deliver Equalities Training to relevant employees.
Welsh Language	
Generic Over-Arching [applicable to all the above groups]	<p>It is proposed that the detailed specification will give significant emphasis to customer care and that this will be supported by performance indicators that monitor issues that are important to clients, for example:</p> <ul style="list-style-type: none"> • Appointments made / kept • Fix first time • Quality of work • Number of complaints and how quickly they are addressed. <p>It is proposed to involve tenants and leaseholders in drawing up this aspect of the specification to ensure that their views and priorities are captured.</p>

6. Further Action

Any recommendations for action that you plan to take as a result of this Equality Impact Assessment (listed in Summary of Actions) should be included as part of your Service Area's Business Plan to be monitored on a regular basis.

7. Authorisation

The Template should be completed by the Lead Officer of the identified Policy/Strategy/Project/Function and approved by the appropriate Manager in each Service Area.

Completed By : Sue Bartlett / Bev Davies	Date: 25.10.16
Designation: Operational manager, Building Maintenance / Project Officer, Building Maintenance	
Approved By:	
Designation:	
Service Area:	

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- 7.1 On completion of this Assessment, please ensure that the Form is posted on your Directorate's Page on CIS - *Council Wide/Management Systems/Equality Impact Assessments* - so that there is a record of all assessments undertaken in the Council.

For further information or assistance, please contact the Citizen Focus Team on 029 2087 3059 or email citizenfocus@cardiff.gov.uk

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