

# Decision Schedule



## Cabinet

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**TO ALL MEMBERS OF NEWPORT CITY COUNCIL**

**Decision Schedule published on 18/04/2019**

The following decisions were taken on 17/04/2019. They will become effective at Noon on 29/04/2019 with the exception of any particular decision(s), which is (are) the subject of a valid "call-in".

The deadline for submission of a 'Call-in' request form (available from Democratic Services) is 4.00 pm on 26/04/2019. Reports relating to staffing issues/confidential reports are not circulated to all Members of the Council as part of the consultation/call-in processes.

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**CAB 20/19**

**Pay and Reward Policy 2019/20**

**Options Considered/Reasons for Decision**

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

The Pay and Reward Policy had been updated to reflect the proposed NJC pay and grading structure from 2019/20 as a result of the national pay award implications. No other changes had been made to the policy this year.

Cabinet considered the following options:

1. Cabinet to agree to recommend the updated Pay and Reward Policy to full Council for approval.
2. Cabinet not to agree to recommend the updated Pay and Reward Policy to full Council for approval.

**Decision:**

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

**Consultation**

Chief Executive; Head of Law and Regulation; Head of Finance; HR and OD Manager.

**Implemented By: Chief Executive/Head of People and Business Change**

**Implementation Timetable: Immediate**

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## CAB 21/19

### Dying to Work Charter

#### Options Considered/Reasons for Decision

The report submitted to Cabinet confirmed the TUC had launched the Dying to Work Campaign which seeks to have terminal illness recognised as a 'protected characteristic' so that an employee with a terminal illness would have a 'protected period' where they could not be dismissed as a result of their condition. Employers are asked to sign a Charter whereby they would commit to the principles of the Campaign and not dismiss an employee with a terminal illness.

In order to meet the requirements of the Charter, the Council would need to commit to the following:

- **Review sick pay and sickness absence procedures** and include a specific statement that no employee with a terminal diagnosis will be dismissed because of their condition.
- **Ensure that an Employee Assistance Programme is in place** that has the capacity and competency to provide support to any employee with a terminal illness, including access to counselling and financial advice.
- **Provide training to line managers and all HR staff** on dealing with terminal illness, including how to discuss future plans with any employee who has a diagnosis of a terminal illness, and on what adaptations to work arrangements that may be necessary.
- **Adopt the Dying to Work Charter** and notify all employees that they have made the commitments contained in it.

#### **What happens when the Charter is signed?**

- The TUC will provide a customised copy of the Charter for the public signing ceremony which will be attended by a representative of the Campaign. The TUC will also work with PR to co-ordinate press releases to generate media coverage in both the local and national press and broadcast media.
- After the signing, the Council's details will be added to the Campaign Website and the Charter will be left with the Council to display as deemed appropriate.
- The Council's Management of Attendance Policy would be amended to make reference to the Charter.

#### **Cabinet was asked to consider the following options:**

1. Cabinet to agree to sign the Dying to Work Charter.
2. Cabinet not to agree to sign the Dying to Work Charter.

#### **Decision:**

Cabinet agreed to sign the Dying to Work Charter which demonstrates the Council's commitment to supporting employees and their families during very difficult times of need, and respecting an employee's wishes not to be dismissed when diagnosed with a terminal condition.

#### Consultation

Cabinet Member for Community and Resources; Senior Leadership Team; Employee Partnership Forum; Head of Law and Regulation; Head of Finance.

**Implemented By: Cabinet**

**Implementation Timetable: Immediate**

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**CAB 22/19**

**Children's Charter – The Young Person's Promise**

**Options Considered/Reasons for Decision**

The report proposed a Young Person's Promise (Children's Charter) to Cabinet which has been developed through extensive engagement with young people.

The Council's Corporate Plan made the commitment to have in place a Children's Charter, to set out promises, to guide policy and decision-making. From the onset it was decided that the Charter (which will be known as the Young Person's Promise) would be developed by young people, with Newport Youth Council leading engagement with stakeholders. Following extensive engagement work, the report proposed a draft Young Person's Promise, for Cabinet's consideration.

Pending agreement by Cabinet, it is intended to have a high profile public launch of the Young Person's Promise to raise awareness and build ownership. The Promise will then form an on-going set of commitments to guide the Council's work with children and young people.

This piece of work is an example of citizen empowerment and has been young people led. The commitments are in line with existing Council policies and duties.

**Cabinet was asked to consider the following options:**

1. Endorse the contents as a set of expectations for how the Council will work with and for children and young people;
2. To revise the Promise commitments;
3. To instruct that further development work be undertaken with young people.

**Decision:**

Cabinet endorsed the contents as a set of expectations for how the Council will work with and for children and young people.

**Consultation**

Cabinet Members for Education and Skills, Community and Resources, Social Services; Aspirational People Board; Corporate Management Team; Strategic Director – People; Newport Youth Council; Various Children and Young People's Groups; Newport School Children; Look After Children.

**Implemented By: All Council Service Areas.**

**Implementation Timetable: On-going**

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**CAB 23/19**

**Commercialisation Strategy**

**Options Considered/Reasons for Decision**

The report confirmed the financial position facing local government continues to be a significant challenge. Over the period to 2022 the projected savings required to balance the Council's annual budgets will cumulatively be around £30m.

The report noted the Council has demonstrated very effective financial management over an unprecedented period of austerity. Much of that success has been due to the focus on managing demand and improving efficiency. Whilst the Council continues to look at those areas, the scale of the financial challenge requires a different approach.

The purpose of the report was to outline a council-wide approach to commercialisation, which will aim to generate income to support service delivery in future budget processes.

Cabinet was asked to consider the following proposals:

1. Agree the outline approach set out in the report;
2. Delegate operational decision making regarding the Commercialisation Strategy to the Chief Executive;
3. Establish the Investment Board, as outlined in the report, with immediate effect to manage the property investment portfolio;
4. Agree the principle of a Commercial Property Fund to be taken to the Council for approval within the Capital Strategy, including the approval of £50m for this purpose, noting that detailed Terms of Reference and Investment Guidelines and Parameters for the Investment Board will be agreed by the Cabinet before any activity commences;
5. Ask the Chief Executive to progress a Feasibility Study on the establishment of a Local Authority Company to manage the Council's commercialisation activity and approve up to £100k from the Council's Invest to Save Fund for this purpose.

**Following consideration of the above proposals, Cabinet further considered the following options:**

Option 1 – Agree the recommendations and framework set out in the report and work towards developing a detailed Commercialisation Strategy.

Option 2 – Reject the recommendations and retain the current approach to financial sustainability

**Decision:**

Cabinet agreed to approve Option 1 and to recommend to Council the proposed £50m investment fund and the commercialisation approach as an integral part of agreeing to the establishment of the fund which will be included in the revised Capital Strategy.

### **Consultation**

Chief Executive; Strategic Director Place; Head of Law and Regulation; Head of Finance.

**Implemented By: Chief Executive**

**Implementation Timetable: Immediate**

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**CAB 24/19**

### **Cabinet Work Programme**

### **Options Considered/Reasons for Decision**

The Leader presented the Cabinet Work Programme.

**Decision:**

Cabinet agreed the programme.

**Consultation**

Chief Officers; Monitoring Officer; Head of Finance; Head of People and Business Change

**Implemented By: Cabinet Office Manager**

**Implementation Timetable: Immediate**

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**CAB 25/19**

**City Centre Presentation – IAC Mill Street**

**Options Considered/Reasons for Decision**

Officers provided Cabinet with a presentation.

In order to take the project forward Cabinet was asked to:

1. Approve in principle the provision of a £4M loan facility to GB Estates Ltd for the purpose of the IAC Mill Street redevelopment subject to:
  - i) Provision of adequate security for the loan in the form of charge;
  - ii) Satisfactory completion of all financial and legal due diligence checks;
  - iii) Authorisation for officers to agree the final terms and conditions of the loan and relevant legal documentation.

**Decision:**

Cabinet unanimously approved the proposal.

Signed: .....

Councillor Debbie Wilcox, Chair of the Cabinet

Date: 18 April 2019

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