

Decision Schedule



Cabinet

TO ALL MEMBERS OF NEWPORT CITY COUNCIL

Decision Schedule published on 19/09/2019

The following decisions were taken on 18/09/2019. They will become effective at Noon on 30/09/2019 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 27/09/2019. Reports relating to staffing issues/confidential reports are not circulated to all Members of the Council as part of the consultation/call-in processes.

CAB 41/19

Revenue Budget Monitor - July

Options Considered/Reasons for Decision

The report provided Cabinet with an update on the revenue forecast position and the issues affecting financial management during 2019/20.

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

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

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

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

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

In addition, budgets set by schools for 2019/20 will see them overspending against their available funding by £2,594k, funded by their reserves. This will mean a small number of schools, mainly secondary schools, increase their existing deficit reserves. This projection assumes, in line with previous years, that additional in-year funding/income of £1,500k will be received from currently

unknown in-year grants and other compensation, however, if this does not come to fruition the current school reserves will worsen.

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

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

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

The appendices to the report:

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

Cabinet was asked to:

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

Decision:

Cabinet agreed the report and confirmed to continue with careful review and management of key budgets and risks.

Consultation

Chief Executive; Strategic Directors; Heads of Service; Budget Holders; Accountancy Staff

Implemented By:

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

- **Ensure local management plans are developed and implemented to reduce overspending in service areas and communicated in service area dashboards;**
- **Promote and ensure robust forecasting throughout all service areas;**

- **Manage and deliver/mitigate slippage as appropriate; undelivered 2019/20 savings.**

Implementation Timetable: On-going

CAB 42/19

Capital Programme Monitoring and Additions – July

Options Considered/Reasons for Decision

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

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

The overall five year programme was detailed in Appendix B of the report and included the additions above. As noted in the July Cabinet, the overall programme required substantial review and re-phasing and much of that has been completed, although key elements such as the Education Band B programme requires further work. This will be completed over the next four to eight weeks.

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

Cabinet was asked to:

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

Decision:

Cabinet:

1. Approved the changes to the Capital Programme and noted the monitoring position as set out in the report, including the use of capital receipts;
2. Agreed to prioritise capital expenditure to maintain spend within the current affordability envelope.

Consultation

Heads of Service; Accountancy Teams for relevant Service Areas; relevant Service Area Project Managers; NORSE Property Services.

Implemented By: Assistant Head of Finance

Implementation Timetable: Immediate

CAB 43/19

Wales Audit Office – Annual Improvement Report 2018/19

Options Considered/Reasons for Decision

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

The Local Government (Wales) Measure 2009 requires the Auditor General (WAO) to publish an Annual Improvement Report for each Authority in Wales to ensure that arrangements are made to secure continuous improvement in the exercise of the Council's functions.

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

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

Cabinet was asked to:

1. Consider and accept the conclusion contained in the Auditor General's Annual Improvement Report on the Council's continuous improvement activity;
2. Confirm its commitment to deliver the Council's Wellbeing Objectives from the Corporate Plan in 2019/20, or;
3. Disregard the findings of the WAO report and not to commit to the Wellbeing Objectives in 2019/20.

Decision:

Cabinet agreed to:

1. Consider and accept the conclusion contained in the Auditor General's Annual Improvement Report on the Council's continuous improvement activity, and to,
2. Confirm its commitment to deliver the Council's Wellbeing Objectives from the Corporate Plan in 2019/20

Consultation

Senior Leadership Team; Corporate Management Team

Implemented By: Strategic Directors and Heads of Service

Implementation Timetable: Immediate

CAB 44/19

Annual Report: Equalities 2018/19

Options Considered/Reasons for Decision

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

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

Under the Equality Act (2010) the Council is required to report annually on the progress it has made against the nine Strategic Equality Objectives contained within its Strategic Equality Plan. The Equality Act also requires local authorities to publish staff equalities data, which was also contained in the report.

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

Cabinet was asked to:

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

Decision:

Cabinet approved the report and the subsequent publication on the Council's website in order to remain compliant with its statutory obligations.

Consultation:

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

Implemented By: Head of People and Business Change; Heads of Service

Implementation Timetable: Immediate

CAB 45/19

Quarter 1 Corporate Risk Register Update

Options Considered/Reasons for Decision

The report presented an update of the Corporate Risk Register for the end of quarter 1 (30th June 2019).

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

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

Cabinet considered the following options;

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

Decision:

Cabinet agreed option 1 which will give the Cabinet sufficient assurance and oversight of the main overarching risks that the council faces in delivering the objectives of the Corporate Plan.

Consultation

Senior Leadership Team; Corporate Management Team

Implemented By: Senior Leadership Team; Heads of Service

Implementation Timetable: Immediate

CAB 46/19

Sustainable Travel Strategy (Air, Noise and Sustainability Action Plan)

Options Considered/Reasons for Decision

Following the public consultation of the Sustainable Transport Strategy, Cabinet was asked to consider and adopt the Sustainable Travel Strategy as Council Policy.

The Sustainable Travel Strategy incorporates several pressing environmental issues relating to transport

- Air, Noise & Carbon Emissions. A public consultation on the strategy was held for seven weeks from 13th May to 30th June 2019. The results of the consultation are provided in the report, along with the proposed final Strategy.

Cabinet considered the following options:

1. To approve the Sustainable Travel Strategy.
2. To approve the Sustainable Travel Strategy with amendments.
3. Not to approve the Sustainable Travel Strategy.

Decision:

Cabinet agreed Option 1 - To approve the Sustainable Travel Strategy which will enable the Council to make progress on this issue and move towards complying with its statutory duty.

Consultation:

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

Implemented By: Head of Law and Regulation

Implementation Timetable: Immediate

CAB 47/19

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

Signed:

Councillor Debbie Wilcox, Chair of the Cabinet

Date: