

**CABINET WORK PROGRAMME  
2016-2017**

Cabinet Meeting	Items for provisional agenda	Lead Officer	For Scrutiny / Date	Council
April  2016	<p>Improvement Plan 16-18</p> <p>Risk Register Update *** (removed – prepared last month )</p> <p>Regional Governance Requirements, Social Services and Wellbeing Act 2014 – Added as a Statutory Requirement by the Director of Social Services</p> <p>Work Programme Update ( regular item)</p>	<p>Head of People &amp; Business Change</p> <p>Head of People &amp; Business Change</p> <p>Director of Social Services</p> <p>Head of Democratic Services</p>		<ul style="list-style-type: none"> <li>• Improvement Plan 2016/17</li> <li>• Treasury Management</li> <li>• Members Remuneration for the coming year</li> <li>• Pay and Reward Policy</li> </ul>
May  2016	<p>Contract Standing Orders ( Added as part of the review of the Constitution)</p> <p>Financial Regulations ( Added as part of the review of the Constitution)</p> <p>*Play Sufficiency Assessment (statutory obligation for Newport City Council).</p> <p>Work Programme Update ( regular item)</p>	<p>Head of Finance</p> <p>Head of Finance</p> <p>* Head of Regeneration, Investment and Housing ( Cabinet member decision)</p> <p>Head of Democratic Services</p>		Meeting cancelled

<p>June 2016</p>	<p>Improvement Plan Update Risk Register Update Welsh Language Scheme – Annual Report Contract Standing Orders ( Added as part of the review of the Constitution) Financial Regulations ( Added as part of the review of the Constitution) Capital Outturn Revenue Outturn Treasury management Work Programme Update ( regular item)</p>	<p>Head of People &amp; Business Change Head of People &amp; Business Change Head of People &amp; Business Change Head of Finance  Head of Finance  Head of Finance Head of Finance Head of Finance Head of Democratic Services</p>		
<p>July 2016</p>	<p>Director of Social Services Annual Report  Budget Consultation and engagement timetable  Certificate of Compliance  Updated Commissioning agreement for the Education Achievement Service (EAS)  Work Programme Update ( regular item)</p>	<p>Director of Social Services  Head of People &amp; Business Change and Head of Finance ** To be cabinet member report  Head of People &amp; Business Change  Added by Chief Education Officer  Head of Democratic Services</p>		<ul style="list-style-type: none"> <li>• Annual Report by the Director of Social Services</li> <li>• Annual report by the Democratic Services Committee</li> <li>• NNDR Rate relief Scheme</li> </ul>
<p>Sept 2016</p>	<p>City Deal Improvement Plan Review Improvement Plan Quarter 1 Risk Register Update Equalities Plan – Annual Report Performance Reporting Framework WFG Act Update MTRP Update</p>	<p>Chief Executive Head of People &amp; Business Change Head of People &amp; Business Change Head of People &amp; Business Change Head of People &amp; Business Change Head of People &amp; Business Change Head of People &amp; Business Change Head of Finance</p>		<ul style="list-style-type: none"> <li>• Improvement Plan Review</li> <li>• Annual Report by the Scrutiny Committees</li> <li>• Annual Report by the Standards Committee</li> </ul>

	<p>Council Tax Premiums: Long-Term Empty Dwellings Revenue Budget Monitor* Rescheduled by Head of Finance Capital Monitor &amp; Additions * Rescheduled by Head of Finance <del>School Organisation * Rescheduled by Chief Education Officer * (Now for rescheduling)</del> Education capital Programme ( added by Chief Education Officer) Work Programme Update ( regular item)</p>	<p>Head of Finance Head of Finance Head of Finance Chief Education Officer Chief Education Officer Head of Democratic Services</p>		
Oct 2016	<p>City Deal update  Year-end Performance Analysis for 2015/16 ( Added in line with new agreed reporting arrangements)  Work Programme Update ( regular item)</p>	<p>Chief Executive  Head of People &amp; Business Change  Head of Democratic Services</p>		
Nov 2016	<p>Education and Pupil Performance data Work Programme Update ( regular item)</p>	<p>Chief Education Officer  Head of Democratic Services</p>		Gambling Act – Statement of Principles Update
Dec 2016	<p>Revenue Budget and MTFP Improvement Plan Update Risk Register Update Certificate of Compliance – letter 2 Work Programme Update ( regular item)</p>	<p>Head of Finance Head of People &amp; Business Change Head of People &amp; Business Change Head of People &amp; Business Change Head of Democratic Services</p>		

Jan 2017	Improvement Plan 2017- 2018 Reduction in Council Tax Scheme  Revenue Budget Monitor Capital Budget Monitor Work Programme Update ( regular item)	Head of People & Business Change Head of Street Scene and City Services  Head of Finance Head of Finance Head of Democratic Services		<ul style="list-style-type: none"> <li>• Council Tax Reduction Scheme</li> <li>• Nomination of the Mayor</li> <li>• Schedule of meetings</li> </ul>
Feb 2017	Budget and MTFP Capital Budget Treasury Management Work Programme Update ( regular item)	Head of Finance Head of Finance Head of Finance Head of People & Business Change Head of Democratic Services		<ul style="list-style-type: none"> <li>• Budget and MTFP</li> <li>• Capital Budget</li> <li>• Treasury Management</li> </ul>
March 2017	Improvement Plan update Budget Monitoring Treasury Management Pay and Reward Policy Work Programme Update ( regular item)	Head of People & Business Change Head of Finance Head of Finance Head of People & Business Change Head of Democratic Services		
April 2017	Improvement Plan 16-18 Risk Register Update Work Programme Update ( regular item)	Head of People & Business Change Head of People & Business Change Head of Democratic Services		<ul style="list-style-type: none"> <li>• Pay and Reward Policy</li> </ul>

