

# Public Document Pack



Contact Officer:  
Nicola Gittins 01352 702345

4 May 2020

Dear Councillor

During the emergency situation, we have adapted our processes so that **urgent** decisions can be made. We have introduced 'Individual Cabinet Member' decision making so that such decisions are taken transparently and with due accountability.

Please find attached details of individual Cabinet Member decisions that will be taken on Tuesday, 12 May 2020 at 12.45pm. If you have any representations please send them to Robert Robins, Democratic Services Manager by no later than Thursday, 7<sup>th</sup> May 2020.

## 1 DECLARATIONS OF INTEREST

**Purpose:** To receive any declarations and advise Members accordingly.

## OPERATIONAL REPORT

## 2 REVENUE BUDGET MONITORING 2019/20 - CARRY FORWARD OF FUNDING INTO 2020/21 (Pages 3 - 10)

Report of Corporate Finance Manager - Cabinet Member for Finance

**Purpose:** To approve specific proposals for the carry forward of funding into 2020/21

Yours sincerely

Robert Robins  
Democratic Services Manager

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## INDIVIDUAL CABINET MEMBER DECISION

<b>Report Subject</b>	Revenue Budget Monitoring 2019/20 - Carry Forward of Funding into 2020/21
<b>Cabinet Member</b>	Cabinet Member for Finance
<b>Report Author</b>	Corporate Finance Manager
<b>Type of Report</b>	Operational

### INDIVIDUAL CABINET MEMBER DECISIONS

**During the emergency situation, we have adapted our processes so that urgent decisions can be made. We have introduced 'Individual Cabinet Member' decision making so that such decisions are taken transparently and with due accountability.**

### EXECUTIVE SUMMARY

At the end of each financial year there is a need to carry forward funding to meet the costs of future commitments. Finance Procedure Rules require that Cabinet approve all such funding carry forwards each year.

The report details a number of requests from Portfolios to carry forward funding from 2019/20 into the 2020/21 financial year. The sum total of requests amount to £0.830m as detailed in Table 1 and Appendix 1.

### RECOMMENDATIONS

1	To approve the carry forward requests included in Table 1 and Appendix 1.
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## **REPORT DETAILS**

<b>1.00</b>	<b>CARRY FORWARD OF FUNDING INTO 2020/21</b>																
1.01	The closure of the 2019/20 accounts is currently underway and the final outturn position will be reported to Cabinet at a later date. The statutory deadline for submitting the accounts for audit is 15 June and the deadline for publishing an approved audited set of accounts is 15 September. Despite the current emergency situation the Council is still planning for and on track to achieve these deadlines																
1.02	At the end of each financial year there is a need to carry forward funding to meet the costs of future commitments. Finance Procedure Rules require that Cabinet approve all such funding carry forwards each year.																
1.03	This report includes details a number of recommended carry forwards which have been submitted by Portfolios and all have been through a challenge process to ensure that the purpose is reasonable and appropriate.																
1.04	<p>The table below summarises the amount of funding carried forward by portfolio and further detail is provided in Appendix 1.</p> <p><b>Table 1</b></p> <table border="1"><thead><tr><th><b>Portfolio/Service Area</b></th><th><b>£m</b></th></tr></thead><tbody><tr><td>Planning Environment &amp; Economy</td><td>0.453</td></tr><tr><td>Governance</td><td>0.046</td></tr><tr><td>Chief Executives</td><td>0.015</td></tr><tr><td>Social Services</td><td>0.072</td></tr><tr><td>Housing &amp; Assets</td><td>0.178</td></tr><tr><td>Education &amp; Youth</td><td>0.066</td></tr><tr><td><b>TOTAL</b></td><td><b>0.830</b></td></tr></tbody></table> <p>Cabinet are recommended to approve the carry forward of funding for the purposes stated.</p>	<b>Portfolio/Service Area</b>	<b>£m</b>	Planning Environment & Economy	0.453	Governance	0.046	Chief Executives	0.015	Social Services	0.072	Housing & Assets	0.178	Education & Youth	0.066	<b>TOTAL</b>	<b>0.830</b>
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<b>2.00</b>	<b>RESOURCE IMPLICATIONS</b>
2.01	The carry forward of funding will be reflected in the final outturn and the funding made available for the purpose stated in 2020/21. There is no additional financial requirement arising from this action.

<b>3.00</b>	<b>IMPACT ASSESSMENT AND RISK MANAGEMENT</b>
3.01	The carry forward request have all been assessed for impact and risk.

<b>4.00</b>	<b>CONSULTATIONS REQUIRED/CARRIED OUT</b>
4.01	None required

<b>5.00</b>	<b>APPENDICES</b>
5.01	Appendix 1: Carry Forward Requests

<b>6.00</b>	<b>LIST OF ACCESSIBLE BACKGROUND DOCUMENTS</b>
6.01	None

<b>7.00</b>	<b>CONTACT OFFICER DETAILS</b>
7.01	<p><b>Contact Officer:</b> Dave Ledsham (Strategic Finance Manager)  <b>Telephone:</b> 01352 704503  <b>E-mail:</b> <a href="mailto:dave.ledsham@flintshire.gov.uk">dave.ledsham@flintshire.gov.uk</a></p>

<b>8.00</b>	<b>GLOSSARY OF TERMS</b>
	None.

**REVENUE BUDGET MONITORING 2019/20 - CARRY FORWARD OF FUNDING INTO 2020/21**

**To be completed by Cabinet Member**

1.) Please select one of the following options:

- a. **I do not have an interest under the Councillors' Code of Conduct in this report**
- b. I have a personal interest in this report because [insert details of interest]
- c. I have a personal and prejudicial interest in this report and it will need to be decided by the Leader of Council/Deputy Leader.

2.) My decision is to adopt the recommendation set out in this report as follows:

**That the carry forward requests included in Table 1 and Appendix 1 of the report be approved.**

Reason for Decision:

**As in the Report.**

**Approved by:**

Councillor Glyn Banks, Cabinet Member for Finance

A handwritten signature in black ink, appearing to read 'G S B' followed by a horizontal line.

**Date decision taken:**

Tuesday, 12th May, 2020

## **2019/20 CARRY FORWARD REQUESTS - £0.830M**

### **PLANNING, ENVIRONMENT & ECONOMY**

#### Regeneration

**£0.060m** income received from Flint Town Council in 2019/20 towards town centre regeneration. This will focus more on interventions in properties and will include the recruitment of a new post which will be recruited to in 20120/21.

**£0.015m** EU Settled Status (EUSS) WLGA Grant to raise awareness, increase and support the number of people applying for EUSS. Grant was received late in 2019/20 expenditure and expenditure will not be incurred until early 2020/21.

**£0.015m** Export Health Certificate WLGA Grant. Grant was received late in 2019/20 and expenditure not being incurred until early 2020/21.

**£0.037m** Heritage Lottery Wales Grant 'Off Flint' first instalment of the grant received up front in the final quarter of the financial year. The project has been delayed due to current pandemic and the Heritage Lottery Fund have agreed an extension and the Community Heritage Officer is due to be appointed in early 2020/21, together with the procurement exercise commencing.

**£0.062m** The Warm Homes Fund programme provides an administration fee on a per property basis to cover the staff time and associated costs of delivering the programme. These costs are not necessarily incurred evenly over time and any surplus needs to be available to the end of the programme period in order to cover excess costs.

#### Planning Policy

**£0.130m** Local Development Plan (LDP) balance to fund expenditure incurred as per the updated timetable to take account of consideration of consultation comments and response by the Council April/May 2020, submission of the LDP to Welsh Government for examination during Summer 2020, formal examination of the LDP during Autumn 2020 which is when the majority of the costs will be occurred.

#### Health & Safety Enforcement

**£0.070m** of Contaminated Land which has been committed to cover costs enabling the completion of the final design works, remediation strategy and preparatory works required on earmarked sites.

**£0.049m** is one off windfall interest from an Empty Homes loan repayment. The purpose of the roll forward would be to secure a short term contract for an additional resource to assist in the administration of the Empty Homes Scheme and reduce backlog.

#### Land Drainage

**£0.015m** remaining WG Grant for Sustainable Drainage SuDS (SAB). Like Flintshire most LA's have only partially spent against this grant with an intention rolling balances forward to support their SAB costs in 2020/21. WG advised that they are flexible in relation to how and when the grant funding could be spent provided it related to SAB implementation costs.

**GOVERNANCE****Internal Audit**

**£0.046m** of vacancy savings which would be used to cover planned expenditure in 2020/21 on recruitment costs for a permanent Principal Auditor and temporary additional Senior Auditor hours to assist with backlog. In addition, there is a likelihood that procurement of a new audit management software system will be necessary during 2020/21, which is in year 5 of the current contract, so there will be a requirement to pay an upfront cost of at least £0.020m for any new system.

**CHIEF EXECUTIVES**

**£0.015m** for CAMMS is requested to be rolled forward to 2020/2021 to fund the one year extension for the system licence to ensure business continuity, whilst Flintshire undergoes a procurement exercise to acquire an alternative system.

**SOCIAL SERVICES**

**£0.030m** for the Westwood Centre car park which was due to be refurbished, but the work has been delayed as the Centre roof is being replaced and work on the car park will not commence until the roof work is completed during 2020/21.

**£0.032m** Ty Dewi Sant (TDS) expansion. A contribution of £0.060m was received from the North East Wales Community Equipment Stores (NEWCES) in 2019/20. Delays to the installation of IT have resulted in the delay to the completion of the project.

**£0.010m** grant for implementation of the new Performance and Improvement Framework. The Grant was received late in 2019/20 and expenditure is not being incurred until early 2020/21.

**HOUSING AND ASSETS**

**£0.030m** utilising an in year underspend to top up the reserves which fund the Welfare Reform Response team, which will allow the service to function for the next two years

**£0.058m** for Discretionary Housing Payments (DHP) – the Department for Work & Pensions (DWP) allocation has been overspent for the last two years and the allocation for 2020/21 is still to be confirmed. The trend for DWP allocations in the last 2 years has been downward, so due to anticipated demands on this fund, it would be prudent to carry forward this amount to mitigate any pressure in 2020/21.

**£0.060m** for food poverty, this relates to in year pressure allocation that has not been fully utilised, therefore it is necessary to carry forward the balance to enable this critical work to continue into 2020/21.

**£0.030m** for the work being carried out jointly with Housing Services to support people to move into accommodation quicker by supporting the funding of floor covering where this is not present in the property. This is a project to identify the scale of the issue and to work with housing providers to enable this to be undertaken at properties that are released for rent.



**EDUCATION & YOUTH**

**£0.003m** of underspend from the Archives service in respect of Microfiche facilities. It is intended to use this towards the purchase of a new Microfilm scanner in 2020/21 which will help equip the new joint archive service more effectively going forward.

**£0.003m** of underspend on the Department of Education account to be rolled over for a short period into the next financial year to help with purchasing equipment for the new 'HUBs' for keyworkers children. This is due to the uncertainty of the numbers/ages of the Young People who will be catered for.

**£0.060m** to fund the following schools modernisation works which couldn't be completed during 2019/20.  
Connah's Quay High School - Fencing work £0.017m, and Furniture, Fittings and Equipment £0.003m  
Penyffordd Primary School - Community Fencing £0.010m  
Queensferry Campus – Security £0.025m, Repair and Maintenance £0.005m.

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