



REDCAR & CLEVELAND FORWARD PLAN

Cabinet meeting covered: 16 April 2019

Published: 18/03/2019

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INTRODUCTION

The Local Authorities (Executive Arrangements) Meetings and Access to Information (England) Regulations 2012 require the Council to produce a notice of all key and confidential decisions at least 28 clear days in advance of the meeting at which those decisions will be made.

A key decision is defined as:

“Any decision in relation to an executive function which results in the local authority incurring expenditure which is, or the making of savings, which are, significant having regard to the local authority’s budget for the service or functions to which the decision relates”

and/or

“which is likely to have a significant impact on two or more wards.”

The value of a financial key decision is subject to local determination and for the purposes of this Council it shall be £250,000 gross expenditure or income.

A decision taker may only make a key decision in accordance with the requirements of the Cabinet Procedure Rules set out in Part 4 of the Council Constitution.

Under the regulations, a notice of any decisions that will be made in private must also be published at least 28 clear days in advance of a meeting. This applies whether they are key decisions or not. Members of the public are entitled to make representations to challenge the decision to hold a meeting in private and the Council will publish details of those representations and its responses.

Please note: the decision is subject to change and the Executive Scrutiny Board and/or Scrutiny & Improvement Committees may request to review any entry in the Forward Plan prior to the expected decision date.

PROCEDURE BEFORE TAKING KEY OR CONFIDENTIAL DECISIONS

A key or confidential decision may not be taken unless:

- (a) a notice (called here a Forward Plan) has been published in connection with the matter in question;
- (b) at least 28 clear days have elapsed since the publication of the forward plan; and
- (c) where the decision is to be taken at a meeting of the Cabinet or its committees, notice of the meeting has been given in accordance with Rule 6 (notice of meetings).

THE FORWARD PLAN

The forward plan contains matters which the Leader has reason to believe will be subject of a key or confidential decision to be taken by the Cabinet, a committee of the Cabinet, individual members of the Cabinet, officers, area committees or under joint arrangements in the course of the discharge of an executive function during the period covered by the plan.

The plan is arranged in sections according to the directorate of the Council which has responsibility for advising the Cabinet and Council on the relevant topic.

- Section 1 **Adult and Communities directorate (AC)**
- Section 2 **Children and Families directorate (CF)**
- Section 3 **Economic Growth directorate (EG)**
- Section 4 **Resources directorate (RD)**

Each entry includes as much information as is available at the time of production of the Forward Plan in respect of the following:

- a) the matter in respect of which a decision is to be made;
- b) where the decision taken is an individual, his/her name and title, if any and where the decision taker is a body, its name and details of membership;
- c) the date on which, or the period within which, the decision will be taken;
- d) the identity of the principal groups whom the decision taker proposes to consult before taking the decision; and the means by which any such consultation is proposed to be undertaken;
- e) the steps any person might take who wishes to make representations to the Cabinet or decision taker about the matter in respect of which the decision is to be made, and the date by which those steps must be taken; and
- f) whether or not the decision is considered to be confidential and the reason for that confidentiality as defined under Schedule 12A of the Local Government Act 1972 (as amended).
- g) a list of other supporting documents submitted to the decision taker for consideration in relation to the matter.

The forward plan must be published at least 28 days in advance of the meeting where the decision will be taken. Exempt information need not be included in a forward plan and confidential information cannot be included.

The forward plan will be published on the Council's website. Copies of the plan and any of the documents listed, subject to any prohibition or restriction on their disclosure, can be inspected at the Council offices by contacting:

Democratic Services
Redcar and Cleveland Borough Council
Redcar and Cleveland Leisure and Community Heart
Ridley Street
Redcar
TS10 1TD
01642 444413

GENERAL EXCEPTION

If a matter which is likely to be a key decision has not been included in the forward plan, then subject to Rule 16 (special urgency), the decision may still be taken if;

- a) the decision must be taken by such a date that it is impracticable to defer the decision until it has been included in the next forward plan and until the start of the first month to which the next forward plan relates;
- b) the proper officer has informed the chair of a relevant overview and scrutiny committee, or if there is no such person, each member of that committee in writing, by notice, of the matter to which the decision is to be made;
- c) the proper officer office has made copies of that notice available to the public at the offices of the Council; and
- d) at least 5 clear days have elapsed since the proper officer complied with (a) and (b).

Where such a decision is taken collectively, it must be taken in public.

SPECIAL URGENCY

If by virtue of the date by which a decision must be taken Rule 3 15 (general exception) cannot be followed, then the decision can only be taken if the decision taker (if an individual) or the chair of the body making the decision, obtains the agreement of the chair of a relevant overview and scrutiny committee that the taking of the decision cannot be reasonably deferred.

If there is no chair of a relevant overview and scrutiny committee, or if the chair of each relevant overview and scrutiny committee is unable to act, then the agreement of the Mayor or in his/her absence the Deputy Mayor will suffice.

PART ONE – ADULTS AND COMMUNITIES DIRECTORATE

A. SCHEDULE OF KEY DECISIONS

PART TWO – CHILDREN AND FAMILIES DIRECTORATE

A. SCHEDULE OF KEY DECISIONS

DECISION: CF0007 Investment in our Schools 2019-20

Nature of the decision:

To approve a programme of works to the Council's maintained school estate for 2019/20 and a programme of capacity related investment in 2019/20 - 2020/21.

Who will make the decision?

Cabinet decision (In-year)

When is the decision to be taken?

The decision will be made on 16 April 2019.

Who will be consulted and how?

Maintained schools, relevant technical officers and surveyors, officers in various teams in Children's and Families and Economic Growth Directorates and the School Organisation Group

Supporting documentation:

There are no supporting documents for this decision

How and by when to make representations:

Representations should be made to Ian Dunn before 1 April 2019.
Tel: 01642 771162

Further comments:

First published in Forward Plan of 18 March 2019

PART THREE – ECONOMIC GROWTH DIRECTORATE

A. SCHEDULE OF KEY DECISIONS

DECISION: EG0005 Housing Strategy

Nature of the decision:

To approve the Housing Strategy.

Who will make the decision?

Council decision (Policy)

When is the decision to be taken?

The decision will be made on 28 Mar 2019.

Who will be consulted and how?

Stakeholders, Strategic Partners, Registered Providers, Tees Valley Local Authorities, Voluntary Organisations

Supporting documentation:

There are no supporting documents for this decision

How and by when to make representations:

Representations should be made to Roger Kay before 21 Mar 2019.
Tel: 01287 612450

Further comments:

To be considered by Cabinet on 5 March 2019

First published in Forward Plan of 23 March 2018

DECISION: EG0008 Redcar & Cleveland Transport Local Implementation Plan

Nature of the decision:

To approve the consultation draft Local Implementation Plan for Redcar & Cleveland.

Who will make the decision?

Cabinet decision (In-year)

When is the decision to be taken?

The decision will be made on 16 April 2019.

Who will be consulted and how?

The engagement process will be with local people and businesses, via the internet, meetings and a roadshow.

Supporting documentation:

There are no supporting documents for this decision

How and by when to make representations:

Representations should be made to Simon Houldsworth before 1 April 2019.
Tel: 01287 612581

First published in Forward Plan of 5 October 2018

DECISION: EG0011 Redcar & Cleveland Transport Capital Programme

Nature of the decision:

To approve the 2019/20 capital programme for transport.

Who will make the decision?

Cabinet decision (In-year)

When is the decision to be taken?

The decision will be made on 16 April 2019.

Who will be consulted and how?

Consultation on individual schemes will be carried out as they are being developed.

Supporting documentation:

There are no supporting documents for this decision

How and by when to make representations:

Representations should be made to Simon Houldsworth before 1 April 2019.
Tel: 01287 612581

First published in Forward Plan of 1 February 2019

PART FOUR – RESOURCES DIRECTORATE

A. SCHEDULE OF KEY DECISIONS

DECISION: RD0031 UK100 and RE100 Clean Energy Supply

Nature of the decision:

Cabinet to approve signing up to RE100 initiative and the Government's Emissions Reductions Pledge 2020.

Who will make the decision?

Cabinet decision (In-year)

When is the decision to be taken?

The decision will be made on 16 April 2019.

Who will be consulted and how?

Cabinet Members and the relevant Scrutiny & Improvement Committees.

Supporting documentation:

There are no supporting documents for this decision

How and by when to make representations:

Representations should be made to John Sampson before 1 April 2019.
Tel: 01642 771144

First published in Forward Plan of 1 February 2019

DECISION: RD0033 Special Economic Area – Business Rates

Nature of the decision:

That Borough Council agrees the proposed Business Rates sharing protocol with the South Tees Development Corporation and Government, in the establishment of a Special Economic Area designation for the South Tees site.

Who will make the decision?

Council decision (Budget)

When is the decision to be taken?

The decision will be made on 25 April 2019.

Who will be consulted and how?

The proposals will be considered by the Resources Scrutiny and Improvement Committee on 10th April 2019 and Cabinet on 16th April 2019.

Supporting documentation:

There are no supporting documents for this decision

How and by when to make representations:

Representations should be made to John Sampson before 1 April 2019.
Tel: 01642 774774

To be considered by Cabinet on 16 April 2019.

First published in Forward Plan of 18 March 2019

APPENDIX 1

DETAILS OF DECISION MAKERS

1. THE CABINET

Many of the Key Decisions will be taken collectively by the Cabinet whose membership is set out below:

Councillor Sue Jeffrey - (Cabinet Chair)

Councillor Christopher Massey - (Cabinet Vice Chair) Resources

Councillor Alec Brown – Neighbourhoods

Councillor Lynn Pallister – Health, Housing & Welfare

Councillor Craig Hannaway - Children

Councillor Bob Norton – Economic Growth

Councillor Carl Quartermain – Culture, Tourism & Communications

Councillor David Walsh - Adults

2. OFFICER DECISIONS UNDER DELEGATED POWERS

From time to time, officers may take Key Decisions under Delegated Powers, a list of these officers is set out below:

Chief Executive

Corporate Director for Children and Families

Corporate Director for Adults and Communities

Corporate Director for Resources

Director of Economic Growth

Assistant Director – Governance & Monitoring Officer

Assistant Director - Organisational Change

Strategic Property Manager

APPENDIX 2

TIMETABLE OF KEY DECISIONS

Decisions are shown on the timetable at the earliest date at which they may be expected to be made.

Directorate Key

AC = Adults and Communities

CF = Children and Families

EG = Economic Growth

RD = Resources

Date	Ref.	Decision
28 Mar 2019	EG0005	Housing Strategy
16 April 2019	RD0031	UK100 and RE100 Clean Energy Supply
16 April 2019	RD0033	Special Economic Area – Business Rates
16 April 2019	EG0008	Redcar & Cleveland Transport Local Implementation Plan
16 April 2019	EG0011	Redcar & Cleveland Transport Capital Programme
16 April 2019	CF0007	Investment in our Schools 2019-20