



REDCAR & CLEVELAND FORWARD PLAN

Cabinet meetings covered: 31 January 2023 & 23 February 2023

Published: 17/01/2023

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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 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 **Growth, Enterprise & Environment (GEE)**
- 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

DECISION: AC0013 Tees Valley Authorities Cost Sharing Agreement

Nature of the decision:

To enter into an Agreement with Darlington Borough Council, Hartlepool Borough Council, Middlesbrough Council and Stockton Council to equalize costs in respect of the transfer and haulage of Contract Waste to the Tees Valley ERF.

Who will make the decision?

Cabinet decision (In-year)

When is the decision to be taken?

The decision will be made on 18 April 2023.

Who will be consulted and how?

Cabinet Member
Assistant Director
Director
The 4 other TVA's.

Supporting documentation:

There are no supporting documents for this decision

How and by when to make representations:

Representations should be made to Will Gander before 27 March 2023.
Tel: 07966 514303

First published in Forward Plan of 21 June 2021

PART TWO – CHILDREN AND FAMILIES DIRECTORATE

A. SCHEDULE OF KEY DECISIONS

PART THREE – GROWTH, ENTERPRISE & ENVIRONMENT DIRECTORATE

A. SCHEDULE OF KEY DECISIONS

DECISION: GEE0038 Loftus Conservation Area Management Plan Supplementary Planning Document: Consultation Draft

Nature of the decision:

To approve the Draft Loftus Conservation Area Management Plan SPD for the purposes of public consultation.

Who will make the decision?

Cabinet decision (In-year)

When is the decision to be taken?

The decision will be made on 31 January 2023.

Who will be consulted and how?

The draft document will be published for a public consultation with a notice being placed in the local press, and within the Conservation Area and communications being sent out to individuals and organisations on the Strategic Planning Consultation Database.

Supporting documentation:

There are no supporting documents for this decision

How and by when to make representations:

Representations should be made to Rebecca Wren before 9 January 2023.
Tel: 01287 612353

First published in Forward Plan of 18 November 2022

PART FOUR – RESOURCES DIRECTORATE

A. SCHEDULE OF KEY DECISIONS

DECISION: RD0107 Local Funding Formula for Schools 2023/24

Nature of the decision:

Approval of the local funding formula for schools for 2023/24.

Who will make the decision?

Cabinet decision (In-year)

When is the decision to be taken?

The decision will be made on 31 January 2023.

Who will be consulted and how?

Local schools forum.

Supporting documentation:

There are no supporting documents for this decision

How and by when to make representations:

Representations should be made to Elaine Laird before 9 January 2023.
Tel: 01642 444305

First published in Forward Plan of 16 December 2022

DECISION: RD0108 Business Rates Base 2023/24 and Collection Fund Forecast 2022/23

Nature of the decision:

Approval of the Business Rate base for 2023/24 and the Collection Fund forecast for 2022/23.

Who will make the decision?

Cabinet decision (In-year)

When is the decision to be taken?

The decision will be made on 31 January 2023.

Who will be consulted and how?

The report is based on factual information but is discussed with Officers in the Council and Liberata.

Supporting documentation:

There are no supporting documents for this decision

How and by when to make representations:

Representations should be made to Allison Phillips before 9 January 2023.
Tel: 01642 444316

First published in Forward Plan of 16 December 2022

DECISION: RD0109 Medium Term Financial Strategy - 2023/24

Nature of the decision:

Approve a balanced medium term financial strategy, including the proposed Council precept for council tax and adult social care precept; driving change savings; additional service budget increases; setting of a general reserve position; required council tax amounts within the Borough including precepting body precepts; an affordable medium term capital investment plan; a treasury management strategy; an updated policy for minimum revenue provision; (subject to full council approval on 23 February 2023).

Who will make the decision?

Borough Council

When is the decision to be taken?

The decision will be made on 23 February 2023.

Who will be consulted and how?

The report will consider the impact of a public consultation on the budget which commenced on 21 December 2022, and discussions with political groups.

Supporting documentation:

There are no supporting documents for this decision

How and by when to make representations:

Representations should be made to Rob Davisworth before 6 February 2023.
Tel: 07585 307384

To be considered by Cabinet on 23 February 2023.

First published in Forward Plan of 17 January 2023

DECISION: RD0110 Fees and Charges 2023/24

Nature of the decision:

Approval of Fees and Charges 2023/24.

Who will make the decision?

Cabinet

When is the decision to be taken?

The decision will be made on 23 February 2023.

Who will be consulted and how?

Proposals relating to income generation are considered as part of the Council's available funding for services.

Fees and charges schedules have been presented to each of the Scrutiny and Improvement Committees.

Supporting documentation:

There are no supporting documents for this decision

How and by when to make representations:

Representations should be made to Christine Wood before 6 February 2023.

Tel: 01642 771125

First published in Forward Plan of 17 January 2023

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 Mary Lanigan - (Cabinet Chair)

Councillor Alison Barnes - Children

Councillor Cliff Foggo – Highways & Transport

Councillor Louise Westbury – Climate Change, Environment & Culture

Councillor Chris Gallacher – Economic Development

Councillor Steve Kay – (Cabinet Vice Chair) Health & Welfare

Councillor Glyn Nightingale – Corporate Resources

Councillor Mary Ovens – Adults

Councillor Barry Hunt – Neighbourhoods & Housing

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:

Managing Director (Head of Paid Service)

Corporate Director for Children and Families

Corporate Director for Adults and Communities

Corporate Director for Resources

Corporate Director for Growth, Enterprise & Environment

Governance Director & Monitoring Officer

Assistant Director - Finance

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

GEE = Growth, Enterprise & Environment

RD = Resources

Date	Ref.	Decision
31 Jan 2023	GEE0038	Loftus Conservation Area Management Plan Supplementary Planning Document: Consultation Draft
31 Jan 2023	RD0107	Local Funding Formula for Schools 2023/24
31 Jan 2023	RD0108	Business Rates Base 2023/24 and Collection Fund Forecast 2022/23
23 Feb 2023	RD0109	Medium Term Financial Strategy 2023/24
23 Feb 2023	RD0110	Approval of Fees and Charges 2023/24
18 April 2023	AC0013	Tees Valley Authorities Cost Sharing Agreement