



Notice of a Meeting of the

# **REDCAR & CLEVELAND BOROUGH COUNCIL**

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**Minutes of the Proceedings of the  
Borough Council and reports to Council**

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**January/February 2023**

**Councillor Stuart Smith  
Mayor**

**J Sampson  
Managing Director (Head of Paid Service)**



# **REDCAR AND CLEVELAND BOROUGH COUNCIL**

## **NOTICE IS HEREBY GIVEN**

That a meeting of the Redcar and Cleveland Borough Council will be held on Thursday 16 February 2023 at 2pm in the Civic Centre, Ridley Street, Redcar and all and several Members of the said Council are hereby summoned to attend.

### **ORDER OF BUSINESS**

**Elect a person to preside if the Mayor and Deputy Mayor are not present.**

- 1. Apologies for absence.**
- 2. To receive Declarations of Interest.**
- 3. To confirm the accuracy of the Minutes of the meeting held on 12 January 2023.**
- 4. To note the attendance matrix from the last meeting**
- 5. To receive any Announcements from the Mayor, the Leader of the Council or Cabinet Members.**
- 6. To receive any Announcements from the Managing Director (Head of Paid Service).**
- 7. To consider Questions from the Public for which Notice has been given.**
- 8. To receive Reports from Portfolio Holders.**

**A) Report of the Cabinet Member for Corporate Resources  
(HEREWITH)**

(A period of 10 minutes, or such longer period at the discretion of the Mayor, will be set aside for questions which must be succinct and relate directly to matters within the report).

- 9. To consider Reports.**

Reports of the Governance Director and Monitoring Officer:

**A) Review of Proportionality and Distribution of Seats (HEREWITH)**

## 10. To consider Motions.

### MOTION 1

**MOVED BY** Councillor King and duly **SECONDED** by Councillor Barnes:-

#### **That this Council Notes:**

1. That many people who experience long-term homelessness and transient housing may have multiple and complex needs, including mental health difficulties, family breakdown, trauma, past criminal offending, and substance dependency. Homelessness (in particular street homelessness) has serious adverse effects on mental and physical health.
2. That “Housing First” is a nationally and internationally proven approach to help such people maintain tenancies, improve their health, and avoid offending over the long term. Housing First providers offer long-term and intense support to clients, with a track record of improving engagement with support services and 80-90% rates of sustaining tenancies.
3. That investment in “Housing First” is good value-for-money for tax-payers, our communities, and people with multiple and complex needs. A study by the charity Crisis suggests that every £1 spent on Housing First saves tax-payers £1.24 in the long term, reducing demands on the NHS, policing, benefits, and local government – as well as improving individuals’ lives. A cost-benefit analysis of a pilot in Greater Manchester suggested more than £2.50 would be saved from public services for every £1 invested in Housing First.

#### **That this Council Believes:**

1. That access to good quality housing is a human right and offers people a chance to engage with support for multiple and complex needs.
2. That 30 years of evidence demonstrates how the provision of well-managed housing for people with multiple and complex needs increases their engagement with support services, compared to making housing dependent on existing engagement with such services.

#### **That this Council Resolves:**

1. To ask the Cabinet Member for Neighbourhoods & Housing to instruct officers to identify the scale of need for “Housing First” for people with complex and multiple needs in Redcar & Cleveland borough.
2. To encourage officers to seek advice and support from national and local partners in adopting the Housing First model of support for people with multiple and complex needs with the aim of ensuring that services provide fidelity to the seven “Housing First” principles as published by Homeless Link.
3. To invite the Cabinet Member for Neighbourhoods & Housing to report back to council on whether and how this authority intends to seek and use funding available from the Rough Sleeping Initiative 2022-25.
4. To write to local MPs and to the Secretary of State to ask for additional funding to support local authorities in delivering a joined-up policy of increasing Housing First provision.

**11. To appoint Members.**

Where there are vacancies or changes in appointment:

- To appoint Members of Council Bodies and Representatives to serve on other bodies to which Members are appointed by the Council; and
- To approve any changes to Committee membership and to appoint Chairs and Vice Chairs where appropriate.

**12. To reply to Questions from Members of the Council.**

Questions to the Chair, Members of the Cabinet, Chairs of any Committee or Sub-Committee, Members of the Fire Authority, Police and Crime Panel or the Tees Valley Combined Authority Scrutiny Committee, for which notice has been given.

**Question from Councillor V Smith to Councillor Lanigan, Leader of the Council.**

'With no further rounds of Public Realm funding being proposed, I seek clarification as to whether any unspent funding remaining in each ward will be rolled over into the next financial year, and retained solely for use in the relevant wards or will it be reallocated into the Capital Programme?'



**JOHN SAMPSON**

Managing Director (Head of Paid Service)  
Civic Centre  
Ridley Street  
Redcar  
Yorkshire  
TS10 1TD

8 February 2023

## BOROUGH COUNCIL

12 JANUARY 2023

**BOROUGH COUNCIL**

A meeting of the Borough Council was held on 12 January 2023 in the Civic Centre, Redcar.

**PRESENT** His Worshipful the Mayor (Councillor Stuart Smith), Councillors Baldwin, Barnes, Brady, Brook, Brown, Cawley, R Clark, Craig, Cutler, Davies, Foggo, Gallacher, Gray, Hannaway, Head, Holyoake, Hunt, S Jeffrey, Kay, King, Lanigan, Lax Keeler, Lockwood, Massey, Morgan, G Nightingale, I Nightingale, Ovens, Pallister, L Quartermain, Rees, Rider, Salvin, Sandra Smith, V Smith, Thomson, Turner, Waterfield, Watts, Wells and Williams.

**OFFICIALS** B Archer, K Boulton, D Boville, E Dale, S Newton, P Rice, C Styles and P Winstanley.

The Mayor announced the sad death of Raymond Collins. Raymond was employed in Waste Services as a refuse loader/driver. He started his employment with the Council on 9 June 1981. He was 64 years old.

Members joined him in a minute's silence as a mark of respect.

**APOLOGIES FOR ABSENCE** were submitted on behalf of Councillors Ayre, Berry, B Clarke, Dowson, Fisher, Fletcher, Griffiths, Hixon, C Holmes, L Holmes, G Jeffery, Jones, Moody, C Quartermain, Richardson, Westbury and Wilson.

**DECLARATIONS OF INTEREST.**

Councillor Holyoake declared an interest in all matters relating to Health Visitors as a relative was a Health Visitor.

43. **MINUTES**

**RESOLVED** that the minutes of the meeting held on 24 November 2022 be confirmed and signed by the Chair as a correct record and the attendance matrix be noted.

44. **ANNOUNCEMENTS**44.01 **Mayor's Announcements:**

"Firstly, I would like to wish everybody a Happy and Healthy 2023.

I would like to welcome to the Council the new Conservative Councillor Paul Salvin, who won the recent Normanby by-election, and also the new Executive Director for Growth, Enterprise and Environment, Brian Archer.

12 JANUARY 2023

I would also like to welcome the area's Member for Youth Parliament, Henry Wain, who is attending today's meeting.

Despite the cold, I did take part in the Boxing Day dip in Redcar and managed to raise £1235 for my two charities the Great North Air Ambulance and Teesside Hospice, thank you to everybody for your kind support and donations.

I have received a card from King Charles thanking the Council for the condolence letter sent for the late Queen Elizabeth II it reads: "It was so very kind of you to send me such a wonderfully generous message following the death of my beloved mother. Your most thoughtful words are enormously comforting, and I cannot tell you how deeply they are appreciated at this time of immense sorrow".

**44.02 Leader's Announcements:**

"I would like to welcome Councillor Salvin and congratulate him on his successful election at the Normanby Ward By-Election.

I would like to congratulate our Health Visiting and School Nursing Service which received a good rating during a recent inspection.

Inspectors from the Care Quality Commission spoke to staff, patients and partner organisations and gave 'good' ratings across all five key areas of the service.

The CQC said our staff treated children, young people and their families with compassion and kindness.

Everyone involved deserves great credit for everything they do and we should be very proud of what they have achieved.

It was a long and difficult process for the Council to get control of the Redcar Central Station building but we are now seeing progress made.

Planning permission was granted for the major redevelopment of the building, meaning it will now be restored to its former glory.

We expect work to start this spring to transform it into a welcoming gateway to the town.

Plans to make our borough greener by planting more than 19,000 trees are going ahead.

This adds to the 4,000 trees planted last winter to increase biodiversity in the area and support the Council's ambition to become a carbon neutral borough by 2030.

Our staff have once again protected the public by successfully prosecuting a sole trader who carried out sub-standard work and took deposits but failed to complete assignments.

The trader admitted fraud and unfair trading and given a suspended prison sentence and ordered to pay compensation to his victims.

This was first class work by our Trading Standards team to resolve cases like these which bring huge stress to the families involved.

I just wanted to explain something given what has been going out on Facebook and the press recently. Cabinet met in December and the new parking charges came to the fore which were proposed by our Officers to go out to consultation. I have to tell you that this was rejected by Cabinet and to let you know where we are at the moment given that Cabinet have removed all new parking charges from its budget proposals for 2023/24.

We have done this because when it went out to consultation we had a lot of the public who have come into us to say please do not do this, but I do have to tell you that the reason for the consultation was to allow residents and visitors to have their say, and right across the board no matter which political group are in power we do that. Nobody wants to bring in charges like this, but we had no choice and I think that Officers felt that it needed to be consulted on and that is why it went out even though Cabinet was against it. We felt that it would impact on a number of things that were going on out there.

The Government talked about a 9% increase that had gone out to the Local Authorities, this is not true, we are nearly £2m down to what the Chancellor actually said. That figure is dependent, Central Government are telling us, on Council Tax bills going up by 5%. Since 2010 we have had to find savings of £100m and that is across all parties the last administration as well as this one. As a result we have lost over a thousand staff this year and, with inflation and demand for services we have been left with a £9.5m shortfall. It is a legal duty to produce a balanced budget so we have to make some unpalatable decisions and we are relooking at everything that we are doing at the moment.

What has been decided by Cabinet is to exclude all new parking charges, and proposed increases in parking permits, bulky waste, replacement bins and charging for using toilets from any proposals and of course this will come to full Council. I know you are sat here thinking this is a political statement it is not, and I have spoken to the Mayor about this, and because of the controversy that has been going on with Councillors inundated I thought it needed to be made clear that this is where we are.”

45. **CHILDREN IN OUR CARE BRIEFING JULY, AUGUST AND SEPTEMBER 2022.**

The Cabinet Member for Children and Families updated Members on the work undertaken by the Council’s Children in our Care and Resource Service.

**RESOLVED** that on the successful motion of Councillor Barnes and duly seconded by Councillor Lanigan that the report be noted.

46. **REPORT OF THE CABINET MEMBER FOR ADULTS.**

Councillor Ovens presented a report which gave an update on his portfolio and answered Members’ questions in relation to it: - **NOTED.**

47. **DECISIONS TAKEN UNDER URGENCY PROVISIONS.**

The Leader of the Council requested Members note the following decision that had been taken recently using urgency provisions as set out in the Council’s Access to Information Procedure Rules and that required reporting to Council.

Approval of the Household Support Fund (extended funding)

Value: The Council’s funding allocation was £1,296,381

**:-NOTED.**

48. **REVIEW OF PROPORTIONALITY AND DISTRIBUTION OF SEATS.**

Members were requested to endorse the proposed changes to the distribution of seats on Committees and Boards as a result of recent changes in political proportionality.

**RESOLVED** that the proposed distribution of seats to the different Political Groups as set out in the report be agreed.

49. **TO APPOINT MEMBERS**

**RESOLVED** that on the successful motion of Councillor Lanigan and duly seconded by Councillor King that the following changes to Committee membership be agreed:

**Regulatory Committee**

Councillor Brook to fill the vacant position

**Growth Scrutiny and Improvement Committee**

Councillor Pallister to fill the vacant position

**Resources and Governance Scrutiny and Improvement Committee**

Councillor Turner to replace Councillor Brown

**South Tees Joint Health Scrutiny Committee**

Councillor Salvin to replace Councillor R Clark

**TVCA Overview and Scrutiny Committee**

Councillor R Clark to replace Councillor S Jeffrey

The Mayor thanked Members for their attendance and declared the meeting closed.

**Council**

**ATTENDANCE RECORD - 2022/23**

Surname	First name	19.05.22 (AGM)	09.06.22	14.07.22	08.09.22	13.10.22	24.11.22	12.01.23	16.02.23	30.03.23	27.04.23	25.05.23 (AGM)	Total Meetings Attended / total possible
Ayre	Billy	✓	✓	✓	✓	✓	Apols	Apols (3)					/11
Baldwin	Neil	✓	✓	✓	✓	✓	✓	✓					/11
Barnes	Alison	✓	✓	✓	✓	✓	✓	✓					/11
Berry	Peter	✓	✓	✓	✓	✓	Apols	Apols					/11
Brady	Charlie	✓	✓	✓	✓	✓	✓	✓					/11
Brook	Adam	✓	Apols	✓	✓	✓	✓	✓					/11
Brown	Alec	X	✓	✓	✓	✓	✓	✓					/11
Cawley	Ceri	✓	✓	✓	✓	✓	Apols	✓					/11
Clark	Robert	Apols	✓	Apols	Apols	Apols	✓	✓					/11
Clarke	Bill	✓	✓	✓	✓	✓	✓	Apols5					/11
Craig	Julie	✓	Apols 4	✓	✓	✓	✓	✓					/11
Cutler	Graham	✓	✓	✓	✓	✓	✓	✓					/11
Davies	Wayne	✓	Apols	Apols	Apols	✓	✓	✓					/11
Dowson	Deborah	✓	Apols	✓	Apols	✓	Apols	Apols					/11
Fisher	Dave	✓	✓	✓	✓	✓	Apols	Apols (3)					/11
Fletcher	Martin	✓	✓	Apols2	✓	Apols	✓	Apols					/11
Foggo	Cliff	✓	Apols 1	✓	✓	✓	✓	✓					/11
Foley McCormack	Chris	✓	✓	✓	✓	Apols3	✓	✓					/11
Gallacher	Chris	✓	✓	✓	Apols5	✓	✓	✓					/11
Gray	Tim	✓	✓	Apols	Apols5	Apols 1	✓	✓					/11
Griffiths	Malcolm	Apols (3)	✓	✓	✓	✓	✓	Apols (3)					/11
Hannaway	Craig	✓	✓	Apols	✓	✓	✓	✓					/11
Head	Malcolm	✓	✓	✓	✓	✓	✓	✓					/11
Hixon	Andrew	✓	✓	✓	✓	Apols2	✓	Apols3					/11
Holmes	Craig	X	Apols	Apols	✓	Apols	✓	Apols					/11
Holmes	Lee	X	Apols	✓	Apols	Apols	✓	Apols					/11
Holyoake	Shelagh	✓	✓	Apols1	Apols5	✓	✓	✓					/11
Hunt	Barry	✓	✓	✓	✓	Apols	✓	✓					/11
Jeffery	Graham	Apols	Apols	Apols	Apols	✓	✓	Apols					/11
Jeffrey	Sue	Apols (3)	✓	✓	✓	✓	✓	✓					/11
Jones	Chris	✓	Apols	Apols	✓	Apols	✓	Apols					/11
Kay	Steve	✓	✓	✓	✓	✓	✓	✓					/11
King	Karen	✓	✓	✓	✓	✓	✓	✓					/11
Lanigan	Mary	✓	✓	✓	✓	✓	✓	✓					/11
Lax-Keeler	Yvonne	✓	Apols	Apols	✓	✓	Apols	✓					/11
Lockwood	Mike	✓	✓	✓	✓	✓	✓	✓					/11
Massey	Chris	✓	✓	✓	Apols5	✓	✓	✓					/11
Moody	Shaun	✓	Apols	Apols2	✓	✓	Apols	Apols					/11
Morgan	Carole	✓	✓	✓	✓	✓	✓	✓					/11
Nightingale	Glyn	✓	Apols	✓	✓	Apols5	✓	✓					/11
Nightingale	Irene	Apols	✓	✓	✓	Apols5	✓	✓					/11
Ovens	Mary	✓	✓	✓	✓	✓	✓	✓					/11
Pallister	Lynn	✓	✓	✓	✓	Apols	✓	✓					/11
Quartermain	Carl	Apols	Apols	✓	Apols5	Apols5	✓	Apols2					/11
Quartermain	Leah	✓	✓	✓	✓	Apols	✓	✓					/11
Rees	Dan	✓	Apols	✓	✓	✓	✓	✓					/11
Richardson	Carrie	✓	Apols	✓	✓	Apols	✓	Apols					/11
Rider	Vera	✓	✓	✓	✓	✓	✓	✓					/11
Smith	Sandra	Apols	✓	✓	✓	Apols	✓	✓					/11
Smith	Stuart	✓	✓	✓	✓	✓	✓	✓					/11
Smith	Vince	✓	✓	✓	✓	✓	✓	✓					/11
Thomson	Philip	✓	✓	✓	✓	✓	✓	✓					/11
Turner	Andrea	Apols	✓	✓	✓	Apols	Apols	✓					/11
Waterfield	Stephen	X	✓	Apols5	✓	Apols	Apols5	✓					/11
Watts	Anne	✓	✓	Apols3	✓	Apols	✓	✓					/11
Wells	Billy	✓	✓	✓	✓	✓	✓	✓					/11
Westburny	Louise	✓	✓	✓	✓	✓	✓	Apols2					/11
Williams	Geraldine	✓	✓	✓	Apols	✓	Apols	✓					/11
Wilson	Margaret	✓	✓	✓	✓	✓	Apols	Apols					/11

Key	
✓	Attended
RA	Apologies Submitted (replacement attended)
Apols	Apologies Submitted (no replacement)
X	Did Not Attend (no apologies received)
C	Cancelled Meeting
n/a	Not a Member

Reason for Absence (NB Full details may not be provided for reasons of confidentiality)	
1	Personal Commitment
2	Work Commitment
3	Illness/Medical
4	Conflicting Council Commitment
5	Other
6	Civic Duties



# Member Report

## Corporate Resources – Portfolio Update

**Report to:** Borough Council  
**Report from:** Cabinet Member for Corporate Resources  
**Portfolio:** Corporate Resources  
**Report Date:** 16 February 2023

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### 1.0 Introduction

- 1.1. When I was appointed the Cabinet Member for Corporate Resources at the start of this administration four years ago, I made it clear that my priority was delivery and getting things done to improve the Council as an organisation, but, more importantly, to make a difference to the lives of residents across the borough. This remains my commitment.
- 1.2. As we enter the final weeks of this administration, I am pleased to highlight the progress we have been making which, as Members will appreciate, is against a backdrop of diminishing resources and an ever-growing demand on the council's limited budget.
- 1.2 My portfolio incorporates the work of several interdependent teams, including Financial Services, Legal Services, Human Resources, Governance, Information Technology, Business Support, Communications and Strategic Policy. Much of the work highlighted is very much a product of the whole team.

### 2.0 Our Progress

- 2.1 Over the following paragraphs I have set out some of the key things that we have delivered, as well as the progress we are making with other important work and relevant Corporate Plan priorities.

#### The Budget

- 2.2 In recent months we have been working hard to bring forward budget proposals that seek to tackle the significant financial challenges facing the Council. Priority has been given to enabling us to continue to deliver the crucial services which residents rely upon and particularly those which help the most vulnerable. Over the past decade or so, the council has had to find over £100 million in savings and cost avoidance. Now, on top of inflation which reached a 40 year-high at around 11%, the economy forecast to move into recession and the aftermath of the pandemic, the council has faced rising demand for statutory services such as those for social care and children in need. In this context, the challenge of balancing the budget cannot be understated. Around 55% of our total budget is spent on providing social care for vulnerable children and adults, but we have a legal duty to protect those most in need – and a moral duty to help people with nowhere else to go. The council cannot simply say 'No' to those in

need of our services and it is our duty help people recover from the trials of the past few years.

- 2.3 The Borough Council will finalise the 2023-24 budget next week. We will seek to insulate residents as far as possible but the reality is that, although government funding has increased, it has not kept pace with the financial pressures or inflation facing the council. Councils across the North East face identical problems and their budgets mirror our proposals. As a last resort, there will be a requirement to look at taxation and service changes to balance the budget. All councils face an expectation from the Government that they will generate funding by increasing the Council Tax bill by the maximum amount possible. It is excellent news that we have been granted millions in funding from the Government to regenerate the borough – such as the Redcar Town Deal – but this money can only be spent on these projects. We cannot use it to fund our other services which desperately need investment.
- 2.4 Whilst undoubtedly difficult, I would like to thank residents who responded to the budget consultation. They have helped to shape our revised proposals. To help the implementation of the proposals, this level of engagement is vital. We have and will continue to listen.

### **Corporate Plan**

- 2.5 Despite the council's unprecedented challenges, we have got on with the job and make considerable progress to achieve the strategic priorities set out in the Corporate Plan. Set out in bullet points below are some of the highlights covering the Corporate Resources portfolio:
- To improve the physical appearance of the borough and enhance prosperity the Council has embarked upon an ambitious programme of regeneration, including the delivery of the Regent and Guisborough Town Hall. Loftus Future High Street initiatives are in progress. Whilst the Economic Growth directorate rightly deserve credit for their excellent work, the Council's capital programme has been placed under significant pressure due to increasing interest costs and inflation. The effective arrangements for the management of the capital programme overseen by Financial Services must be commended.
  - As part of our commitment to improving our digital offer, last summer we launched the new vastly improved council website. The new site is a visually clearer and easier to use site. So far it has had over 1.5 million page views.
  - To support our work to tackle climate change as well as invest for the long-term, we agreed a phased programme to rationalise council buildings and to reduce our emissions. We have made significant progress, particularly linked to office accommodation.
  - As part of our Corporate Plan commitment to equality and diversity, we continue to make progress using the Local Government Association's Equality Framework for Local Government self-assessment.

- Since the summer, the Office for National Statistics has been drip-feeding its findings from the 2021 Census. Behind the scenes, the Corporate Plan team analysed this information and delivered an all-Member briefing in late 2022. This valuable data source will be especially useful in business and service planning to help develop the next Corporate Plan.
- Following the Corporate Peer Challenge in 2021, we made a commitment to deliver the resulting action plan. An update detailing considerable progress was reported to Cabinet on 31 January. This was recognised in the Progress Review by the Local Government Association. This was a voluntary inspection. It has proved worthwhile and prompted valuable improvements in how the council delivers its services.

### **Delivering agreed strategy and service improvement**

2.6 The Resources directorate has undertaken a variety of valuable work which directly affects residents and back-office improvements and general efficiencies. It ultimately helps us serve residents better. Some key highlights include:

#### **Governance Service**

- Against an extremely challenging economic backdrop we have continued to demonstrate our commitment to supporting young people into employment. In 2022 we provided 31 people with an apprenticeship as well as provided placements for 72 unemployed young people through the Kickstart Scheme, 30 of which secured internal employment at the Council, 17 were supported into external employment and 2 into further education
- Mental Health training programme - we have developed an annual calendar of training support for employees and Members for Mental Health Awareness training for employees and Members, offering various Mental Health awareness sessions. In 2021/22 were provided training to 140 people, and so far this year we have trained 163 people.
- Young Peoples Paid Work Experience - during 2022/23 we have provided paid work experience to young people in our borough, with 15 placements joining us this year, two of these are Children in our Care. The programme provides 12 months paid work experience to young people in school years 11, 12 and 13, from a range of backgrounds, across our Borough. The young people are offered up to 7.5 hours per week (evening or weekend work) and are being paid National Minimum Wage. We hope to continue to deliver this programme in 2023/23.
- Management Development Programme - we have developed a range of training courses to upskill and support our managers with training to help them undertake their management responsibilities, this is for new managers joining the Council as well as existing managers. To date we have had 127 managers enrol on courses on the programme. The courses include sessions on people management, budget management,

health and safety compliance, recruitment and selection, managing performance and appraisals as well as a range of other courses.

- Through the Resources Business Support Team, we have launched a new Member Case Management System. From its inception to date the team have dealt with 835 individual queries had been received with it taking an average of 5 days to respond to the queries. 35 Members are using the new system, and this continues to grow each month. Whilst, of course we will continue to improve and learn, this is a positive step forward with Cabinet members agreeing to keep the new system in place.
- Local government nationally faces a considerable recruitment and retention challenge. Detailed information about the benefits of a career in local government and improved employment offer have been produced to improve recruitment and attract potential staff. In addition, the Human Resources team has improved the staff recognition scheme with the new brand Recognising Colleagues' Brilliant Contributions and awards such as Team and Employee of the Month nominated by staff, the relaunched Mayor's Thank You and the continued growth of the staff Facebook page.
- An area within my portfolio which does great work directly with our residents is the Registration Service. Whilst in the past year they have been working under significant pressure owing to limited service capacity, a death rate which for 2022 was 14% higher than in previous years, as well as working through a backlog of postponed weddings due to Covid, the service continues to meet the needs of our residents. With over 300 ceremonies scheduled in for the next year, pilot service improvements planned which will enable declaration of birth within Family Hubs, it is evident that this sometimes unheralded team will continue to deliver a vital service.
- Democratic Services has been working closely with colleagues in IT to introduce a new committee management information service to the organisation, called Modern Gov. As well as streamlining the job for the team, enabling meeting papers to be created within the system, it will improve access to meeting information for residents. The system is to be integrated into the Council's new website, providing easy access to information regarding elected member meetings.
- The Elections Team, as well as successfully delivering the Normanby by-election before Christmas, has been working hard to understand the implications of the Elections Act 2022 for the Council. With the Act introducing the requirement for photo identification to vote, as well as seeking to improve accessibility there are a number of additional matters under consideration as part of the preparations for the local elections in May. The preparations for the elections are underway, with the team successfully hosting an event for aspiring councillors at the end of January which was well attended.
- The Business Continuity team have been busy working on our arrangements to ensure our teams are well planned for potential incidents

or service disruption, from a new e-learning module for employees, we have held test scenarios during 2022 with our teams to practise and discuss how they would handle unexpected incidents, with more planned for 2023. An out of hours group set up for senior officers to provide prompt alerts with regular testing, we have been sharing information on potential impacts for services, such as power outages, industrial action or fuel shortages. The team have spent dedicated time supporting and reviewing our critical services with more in-depth reviews and impact analysis

## **Financial Services**

- The Covid pandemic, the cost-of-living crisis and soaring inflation has generated a significant demand on our Financial Support Team. They have distributed a series of government grants to support thousands of residents with the cost of living and launched and helped residents through the Household Support Fund. This is in addition to our Welfare Rights team who from September 2021-22 helped over 1,500 residents secure over £4 million in unclaimed benefits.
- In addition to working hard to plan for the 2023/24 budget officers from the Accountancy Team have been working hard to manage the in-year financial position in 2022/23. As reported to Cabinet in December this has included introducing a range of in-year spend control measures with non-essential spend and recruitment paused. Whilst the budget position remains challenging an updated position will be reported for quarter 3.
- Keeping in touch and engaging with our residents and service users is a key priority for the council. Over the past year, we have extended our coverage, reach and engagement. Our Facebook audience alone has grown to 21,000 people and we regularly use video to cover events and provide information to residents. At the same time, we continue to provide information to residents who do not wish to receive it in a digital format. We publish the residents magazine three times a year, have used posters and flyers to promote events and liaised with the many community groups and charities which have close links with our residents. Further work will take place over the coming year to engage with residents through all forms of communication.
- We sent regular communications to members, staff, the media and stakeholders and, again, further work will take place to ensure both the type of messaging and format provides the best possible service to all recipients.
- The IT team, whilst continuing to successfully manage a busy service which generates thousands of new calls and queries a month, has supported key digital projects such as those highlighted in this report, as well as continuing to further enhance our cyber security through the installation of new tools such as a new Secure Internet Gateway to monitor and filter Internet access, implementing new security baselines to all council laptops and implementing Microsoft Safelinks which checks

links embedded in emails and removes anything with malicious content.

### **3.0 Summary**

- 3.1 Balancing the Council's budget and delivering the Corporate Plan has rarely been more challenging. Owing to the external constraints highlighted earlier in the report, the Council's budget is stretched. Budget proposals due to be considered on 23 February are inevitably a reflection of how difficult things are. Although, this will dominate proceedings over the coming weeks, I think it important to recognise the amount of hard work by members and officers over several months to continue to make sure a balanced budget is delivered.
  
- 3.1 While we live in challenging times, over the coming months, it is vital that the council is able to get on and deliver our strategic priorities for the benefit of residents in line with the Corporate Plan. The positive work delivered within the Corporate Resources portfolio, along with Cabinet colleagues provides a potential that with determination the council can arrive in a better place to continue by rising to future challenges and get things done for residents.



# Member Report

## Review of Proportionality and Distribution of Seats

**Report to:** Borough Council

**Report from:** Managing Director (Head of Paid Services)

**Portfolio:** Resources

**Report Date:** 16 February 2023

**Decision Type:** Committee

**Council Priority:** All Priorities

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### HEADLINE POSITION

#### 1.0 Summary of report

1.1 This report seeks confirmation of the revised proposed distribution of seats resulting from a change in political balance following a change in political group membership.

#### 2.0 Recommendation

2.2 It is recommended that Council confirms the distribution of seats to the different political groups as set out herein so that the appointments of Members to Committees and other bodies can be subsequently made.

### DETAILED PROPOSALS

#### 3.0 What are the objectives of the report and how do they link to the Council's priorities

3.1 The Local Government and Housing Act 1989 requires the Council to periodically review its political composition and how this is applied to appointments to committees and sub-committees of the Council.

3.2 This review is required as a result of a change in the political balance following Councillor Rob Clark becoming a member of the Labour Group.

3.3 The rules for securing political balance on committees and sub-committees appointed by local authorities are contained in sections 15 and 16 of the Act and the Local Government (Committees and Political Groups) Regulations 1990.

3.4 The Council is under a duty to:

- (a) Ensure that the membership of those committees and sub-committees covered by the rules reflect the political composition of the Council, as far as practicable;

- (b) Review the allocation of seats to political groups at or as soon as practical after the Annual Council meeting and at certain other specified times for example, as a result of changes in political balance or an increase in the number of committees established;
- (c) Allocate seats on the committees to the political groups in proportion to their numerical strength on the Council, as far as practicable;
- (d) Accept nominations made by the groups for the filling of seats allocated to them.

3.5 In determining the allocation of seats, the Council must also apply the following four principles, as far as reasonably practicable:

- (a) Not all seats to be allocated to the same political group;
- (b) If a political group has a majority on the Council, it must have a majority of seats on committees;
- (c) Subject to (a) and (b) above, the total of all seats on ordinary committees be allocated to the groups in proportion to their respective strengths on the Council and
- (d) Subject to (a) to (c) above the number of seats on ordinary committees or sub-committees to be allocated to each political group in proportion to the number of all the seats on the committee or sub-committee in proportion to their respective strengths on the Council.

3.6 Since the application of these rules individually can produce slightly different results, the figures have to be reconciled by applying the rules in descending order of importance.

3.7 Any seats left unallocated after the application of these rules go by default to any members who are not members of any political group.

3.8 The legislation provides that the Council may make alternative arrangements to the proportionality principles but only by a vote in a meeting of the Borough Council and only where there are no votes cast against such a proposal. However, a political group may decide to offer a seat to another political group. This does not affect the proportionality principles as it remains within the gift of the political group to determine how it wishes to exercise that discretion, if at all.

3.9 As a result of the changes outlined in paragraph 3.2, the overall political composition of the Council, and associated % share of seats remains as follows:

<b>Group</b>	<b>Seats</b>	<b>% of Seats</b>
Cleveland Independents	2	3.39%
Conservatives	6	10.17%
Independent Group	13	22.03%
Labour	15	25.42%
Liberal Democrats	14	23.73%
Ungrouped Independents	9	15.25%
<b>Total</b>	<b>59</b>	<b>100.00%</b>

3.10 Not every seat available is required to be filled in accordance with political balance rules. Certain Committees and Boards are exempt as they are established under separate legislation whereas some positions may be reserved for particular members by virtue of the position or responsibility. It has generally remained the case, however, that insofar as is reasonably possible, the principles of political balance are still applied in determining the distribution of seats.

3.11 The following tables set out the proposed distribution of seats following the application of the political balance rules. There is inevitably a small degree of variation in some cases due to rounding, whilst still achieving the closest possible allocations to groups in proportion to their respective strengths on the Council.

3.12 Where appointments are being made to outside organisations who are also subject to proportionality requirements, then it is for those organisations to allocate and seek appointments accordingly, taking into account the overall political make-up of all the relevant authorities who are asked to identify members. Therefore, there may, in some cases, be some disparity between our own proportionality and that of these external bodies.

3.13 The Tees Valley Combined Authority has advised the Council that it is required to make a change to its appointments to the Overview and Scrutiny Committee to reflect overall political balance across the Tees Valley. The effect of this change is that the Labour Group loses a seat on the Overview and Scrutiny Committee and the ungrouped Independents gain a seat. The proposed revised distribution of seats in paragraph 3.15 takes account of this change.

3.14 In relation to Committees to which political balance rules apply, there are a total of 140 places to be allocated in the following proportions.

<b>Group</b>	<b>Committee places</b>
Cleveland Independents	5
Conservatives	14
Independent Group	31
Labour	35
Liberal Democrats	34
Ungrouped Independents	21
<b>Total</b>	<b>140</b>

3.15 The proposed distribution of seats for Committees where political balance rules apply is as follows:

Committee	Places	Cleveland Inds	Con	Ind Group	Labour	Lib Dem	ungrouped Inds	Vacancies
Governance	11	0	1	2	3	3	2	0
Employment Health and Safety	13	0	2	3	3	3	2	0
Regulatory	13	1	1	3	3	3	2	0
Resources & Governance Scrutiny & Improvement	15	1	2	3	3	4	2	0
Children and Families Scrutiny & Improvement	13	0	2	3	3	3	2	0
Adults, Health and Wellbeing Scrutiny & Improvement	13	1	1	3	3	3	2	0
Growth Scrutiny & Improvement	13	1	2	2	4 <del>3</del>	3	1 <del>2</del>	0
Climate and Environment Scrutiny & Improvement	13	1	1	3	3	3	2	0
Cleveland Fire Authority	4	0	0	1	1	1	1	0
Police and Crime Panel (*Allocation determined on force wide basis)	3	0	0	1	1	1	0	0
TVCA Overview and Scrutiny (*Allocation advised by TVCA)	3	0	0	1	0	1	1 <del>0</del>	0
TVCA Audit and Governance (*Allocation advised by TVCA)	1	0	0	0	0	0	1	0
Tees Valley Joint Health Scrutiny	3	0	0	1	1	0	1	0
South Tees Joint Health Scrutiny	5	0	1	1	2	1	0	0
Durham, Darlington and Teesside, Hambleton, Richmondshire and Whitby Joint Health Scrutiny Cttee	3	0	0	0	1	1	1	0
Shared Appointments Panel with Middlesbrough	4	0	1	1	1	1	0	0
Appointments Panel	7	0	0	2	2	2	1	0
Shareholder Board (*to include Cabinet Member for Resources, Chair of Resources Scrutiny and Chair of Governance if possible)	3	0	0	1	1	1	0	0
<b>Totals</b>	<b>140</b>	<b>5</b>	<b>14</b>	<b>31</b>	<b>35</b>	<b>34</b>	<b>21</b>	<b>0</b>

3.16 In relation to Committees to which political balance rules do not strictly apply, there are a total of 28 places to be allocated.

3.17 The distribution of seats for these Committees remains as follows:

Committee	Places	Cleveland Inds	Con	Ind Group	Labour	Lib Dem	ungrouped Inds	Vacancies
North York Moors National Park Authority	2	0	0	1	0	1	0	0
River Tees Port Health Authority	5	1	0	1	1	1	1	0

Freedom of the Borough Advisory Committee	9	0	1	2	3	2	1	0
Corporate Parenting Board	12	0	1	3	3	3	2	0
<b>Totals</b>	<b>28</b>	<b>1</b>	<b>2</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>4</b>	<b>0</b>

3.18 In summary, the resulting changes to be made to Committees are that:

- One seat will move from the ungrouped Independents to the Labour Group on Growth Scrutiny & Improvement Committee.

3.19 Following endorsement of the revised political balance and distribution of seats, changes to Committee membership will be confirmed at the relevant item on the agenda.

#### 4.0 What options have been considered

4.1 The rules for securing political balance on committees and sub-committees appointed by local authorities are contained in sections 15 and 16 of the Act and the Local Government (Committees and Political Groups) Regulations 1990. The requirements and considerations are set out in section 3 of the report.

4.2 The legislation provides that the Council may make alternative arrangements to the proportionality principles but only by a vote in a meeting of the Borough Council and only where there are no votes cast against such a proposal. However, a political group may decide to offer a seat to another political group. This does not affect the proportionality principles as it remains within the gift of the political group to determine how it wishes to exercise that discretion, if at all.

#### 5.0 Impact Assessment

5.1 **Climate Emergency** - There is no direct impact on the climate emergency associated with the recommendations within this report.

5.2 **Health and Safety** - There are no direct health and safety implications associated with the recommendations within this report.

5.3 **Social Value** - There is no direct impact on social value associated with the recommendations within this report.

5.4 **Legal** - The Local Government and Housing Act 1989 requires the Council to periodically review its political composition of the Council, and how this is applied to appointments to committees and sub-committees of the Council.

5.5 **Financial** – The creation of an additional committee will result in the payment of two additional special responsibility allowances (ie chair and vice chair). The cost of these will be £2981 and £1037 respectively.

5.6 **Human Resources** - There are no direct human resources implications associated with the recommendations within this report.

5.7 **Equality and Diversity** – The recommendations within this report will not adversely affect any protected group. Members are elected by local residents to

represent their views. The application of political balance rules supports the representation of population as a whole.

## **6.0 Implementation Plan**

**6.1 Timetable for Implementing Decision** - Following confirmation of the revised distribution of seats, committee memberships will be updated.

**6.2 Lead Officer** - Governance Director

**6.3 Reporting Progress** - N/A

**6.4 Communications Plan** - Details of committee memberships are published on the Council's website. Where changes relate to joint Committees or Outside Bodies, Democratic Services will inform the relevant parties of the changes to membership.

## **7.0 Consultation and Engagement**

7.1 The Council is required to determine the constitution and political balance of the Committees and Boards that have been set up for discharging its functions. The allocations have been determined through the careful application of the political balance principles as set out in paragraph 3.4 and 3.5 of the report by the Monitoring Officer in consultation with the Managing Director.

## **8.0 Appendices and Background Papers**

8.1 There are no appendices and no background papers other than published works were used in writing this report.

## **9.0 Contact Officer**

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