**REDCAR & CLEVELAND**

### FORWARD PLAN OF

**DELEGATED DECISIONS**



Period covered: 2025

#### Published: 23/01/2025

**CONTENTS**

**SECTION 1 - INTRODUCTION**

**SECTION 2 - SCHEDULE OF DECISIONS**

**Part 1** [**Adults and Communities directorate**](#Adults)

**Part 2** [**Children and Families directorate**](#Children)

**Part 3** [**Growth, Enterprise & Environment directorate**](#Growth)

**Part 4** [**Resources directorate**](#Resources)

**APPENDICES**

**1** [**Details of Decision Makers**](#Decision)

**INTRODUCTION**

The Local Authorities (Executive Arrangements) Meetings and Access to

Information (England) Regulations 2012 require the Council to produce a notice of all key delegated decisions at least 28 clear days in advance of the date 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.

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 DELEGATED DECISIONS**

A key delegated 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** (ADD)

Section 2 **Children and Families directorate** (CDD)

Section 3 **Growth, Enterprise & Environment** (GDD)

Section 4 **Resources directorate** (RDD)

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

1. the matter in respect of which a decision is to be made:
2. 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;
3. the date on which, or the period within which, the decision will be taken;
4. 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;
5. 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
6. 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).
7. 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 date 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;

1. 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;
2. 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;
3. the proper officer office has made copies of that notice available to the public at the offices of the Council; and
4. 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.

Following the making of a delegated key decision, notice of that decision will be published within two working days within the Forward Plan. Elected Members may call in the decision within five working days of its publication, following the process set out in the Council’s [constitution](https://www.redcar-cleveland.gov.uk/about-the-council/decision-making/council-documents/Pages/council-constitution.aspx).

**PART ONE – ADULTS AND COMMUNITIES DIRECTORATE**

1. **SCHEDULE OF KEY DECISIONS**

**DECISION: ADD0083**

**Nature of the decision: Botton Village (Camphill Trust) Out of Area Services**

Approval is requested to award a contract to Camphill Trust for social care placements at Botton Village in Danby.

Botton Village is a supported living scheme offering a home for a number of adults from R&C with complex care and support needs.

The contract is for 1 year from 1st April 2025 - 31 March 2026.

**Who will make the decision?**

Cabinet Member for Adults and Communities

**When is the decision to be taken?**

February 2025

**Who will be consulted and how?**

Cabinet Member for Adults

Director for Adults & Communities

Chief Finance Officer

Chief Legal Officer

All of the above will be consulted via approval of the delegated decision

**Supporting documentation:**

There are no supporting documents for this decision.

**How and by when to make representations:**

Representations should be made to Jo Smith before 18 February 2025.

Tel: 07854 703052 or email [joanne.smith@redcar-cleveland.gov.uk](mailto:joanne.smith@redcar-cleveland.gov.uk)

First published in Forward Plan on 21 January 2025

**Following the Making of the decision, the decision form will be published here:**

**DECISION: ADD0084**

**Nature of the decision: South Tees All Age Carers Support Service**

Decision to implement an optional 12 month extension under the existing South Tees All Age Carers Contract.

The contract extension will begin on 01 April 2025 and run until 31 March 2026.

A further 12 months optional extension remains.

The total contract value for the extension period for Redcar & Cleveland Borough Council is £396,419.

Funding Split

Redcar & Cleveland Borough Council Children & Families Directorate: £57,994

BCF: £338,426

Middlesbrough Council: £379,901.37

Total: 776,321.37

**Who will make the decision?**

Cabinet Member for Adults and Communities

**When is the decision to be taken?**

February 2025

**Who will be consulted and how?**

Cabinet Member for Adult Services

Chief Legal Officer

Chief Finance Officer

Executive Director for Adults & Communities

All of the above will be consulted via approval of the delegated decision.

**Supporting documentation:**

There are no supporting documents for this decision.

**How and by when to make representations:**

Representations should be made to Nikki Carmichael before 27 February 2025.

Tel: 07795305911 or email [nikki.carmichael@redcar-cleveland.gov.uk](mailto:nikki.carmichael@redcar-cleveland.gov.uk)

First published in Forward Plan on 30 January 2025

**Following the Making of the decision, the decision form will be published here:**

**PART TWO –** **CHILDREN AND FAMILIES DIRECTORATE**

**A. SCHEDULE OF KEY DECISIONS**

**DECISION: CDD0061**

**Nature of the decision: Additionally Resourced Provision Outwood Academy Normanby**

To commission Additionally Resourced Provision for children and young people with SEND.

**Who will make the decision?**

Cabinet Member for Children and Families

**When is the decision to be taken?**

February 2025

**Who will be consulted and how?**

Cabinet Member for Children and Families

Chief Finance Officer

Chief Legal Officer

Corporate Director for Children and Families

All of the above will be consulted via approval of the delegated decision.

**Supporting documentation:**

There are no supporting documents for this decision.

**How and by when to make representations:**

Representations should be made to Kellie Gorman before 20 February 2025.

Tel: 01642 444132 or email [kellie.gorman@redcar-cleveland.gov.uk](mailto:kellie.gorman@redcar-cleveland.gov.uk)

First published in Forward Plan on 23 January 2025

**Following the Making of the decision, the decision form will be published here:**

**PART THREE –** **GROWTH, ENTERPRISE & ENVIRONMENT DIRECTORATE**

**A. SCHEDULE OF KEY DECISIONS**

**PART FOUR –** **RESOURCES DIRECTORATE**

##### A. SCHEDULE OF KEY DECISIONS

**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 Alec Brown** - (Cabinet Chair)

**Councillor Bill Suthers** - Children

**Councillor Carl Quartermain** – Highways & Transport

**Councillor Carrie Richardson** – (Cabinet Vice Chair) Climate, Environment & Culture

**Councillor Lynn Pallister** – Economic Growth

**Councillor Ursula Earl** – Health & Welfare

**Councillor Chris Massey** – Corporate Resources

**Councillor Lisa Belshaw** – Adults

**Councillor Adam Brook** – 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 Growth, Enterprise & Environment**

**Assistant Director - Governance & Monitoring Officer**

**Assistant Director - Organisational Change**

**Assistant Director - Finance**

**Strategic Property Manager**