**REDCAR & CLEVELAND**

### FORWARD PLAN OF

**DELEGATED DECISIONS**



Period covered: 2025

#### Published: 03/03/2025

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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 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:**



**DECISION: CDD0062**

**Nature of the decision: Early Help Midwifery Service**

To extend the Section 76 partnership agreement for specialist Midwifery and SALT services with Health.

**Who will make the decision?**

Cabinet Member for Children and Families

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

March 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 6 March 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 06 February 2025

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

**DECISION: CDD0063**

**Nature of the decision: Accommodation and Support Services for Children in our Care and Care Leavers**

Approval is required to enter into an agreement with external providers for the delivery of accommodation and support services. This includes Residential Childrens Homes, Independent Fostering Agencies, Supported Accommodation provision and Support Staffing agencies

**Who will make the decision?**

Cabinet Member for Children and Families

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

March 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 Emma Bainbridge before 20 March 2025.

Tel: 01642 444156 or email [emma.bainbridge@redcar-cleveland.gov.uk](mailto:emma.bainbridge@redcar-cleveland.gov.uk)

First published in Forward Plan on 20 February 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**

**DECISION: GDD0062**

**Nature of the decision: Purchase of vehicles as part of the fleet replacement programme**

The Council operates a large vehicle fleet which is refreshed on a rolling annual basis according to a structured replacement programme funded by capital.

The capital funding is in place across a rolling five year period and may be adjusted according to need across that time.

For 2025/26 it is currently forecast that up to £2.5 Million will be required for the purchase of up to 50 vehicles of varying types. However, this may fluctuate in-year according to market prices, changes in procurement strategy (e.g: bringing forward group purchases to obtain a better unit cost) and up to date information about the status of the existing fleet.

Over the course of the 2025/26 year the Cabinet member will be asked to authorise the award of a range of contracts for vehicle purchase via Delegated Powers. Some will fall below the key decision financial threshold, whilst others will exceed it. However taken as a whole, the overall expenditure is significant and is therefore highlighted for transparency.

Each individual award will be justified and will align with the Councils own procurement rules.

**Who will make the decision?**

Cabinet Member for Highways and Transport

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

March 2025

**Who will be consulted and how?**

Cabinet Member for Environment

Chief Finance Officer

Chief Legal Officer

Executive Director for Growth Enterprise and Environment

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 Gareth Healy before 6 March 2025.

Tel: 01642 771592 or email [gareth.healy@redcar-cleveland.gov.uk](mailto:gareth.healy@redcar-cleveland.gov.uk)

First published in Forward Plan on 06 February 2025

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

**DECISION: GDD0064**

**Nature of the decision: Commencing a Procurement Process & Awarding a contract for improvement works to three open, green spaces: Eston Recreation Ground, Eston and two sites within Guisborough, King George V Playing Fields and Chapel Beck park.**

To commence the procurement process and subsequent award to a main contractor redeveloping the three sites including wheeled sports facilities, infrastructure improvements and environmental enhancements.

The scheme is externally funded through Levelling Up programmes for Guisborough and Eston.

Route to market is still to be determined

**Who will make the decision?**

Cabinet Member for Growth & Enterprise

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

March 2025

**Who will be consulted and how?**

Cabinet Member for Growth & Environment

Chief Finance Officer

Chief Legal Officer

Corporate Director for Growth & Environment

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

**Supporting documentation:**

Cabinet Report; Guisborough and Eston Round 2 LUF Update 11th July 2023

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

Representations should be made to Chloe Lewis before 20 March 2025.

Tel: 07970 373 742 or email [chloe.lewis@redcar-cleveland.gov.uk](mailto:chloe.lewis@redcar-cleveland.gov.uk)

First published in Forward Plan on 06 February 2025

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

**DECISION: GDD0065**

**Nature of the decision: Guisborough Active Travel**

Approval is requested to commence the procurement process to award a contract to a Civil engineering main contractor via the NEPO framework to undertake all civils construction works for the Guisborough Active travel project, the works are to include works such as installation of raised table junctions, road and path resurfacing, installation of new signalised toucon crossings, wayfinding signage, widening of existing fottpaths in locations, narrowing of carriageways in locations, new footpath to be installed.

**Who will make the decision?**

Cabinet Member for Growth & Enterprise

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

March 2025

**Who will be consulted and how?**

Cabinet Member- Lynn Pallister

Chief legal Officer

Chief Finance Director

Executive Director- Growth and Environment

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

**Supporting documentation:**

There are no supporting documents for this decision.

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

Representations should be made to Gary Pounder before 26 March 2025.

Tel: 07557566919 or email [gary.pounder@redcar-cleveland.gov.uk](mailto:gary.pounder@redcar-cleveland.gov.uk)

First published in Forward Plan on 26 February 2025

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

**DECISION: GDD0066**

**Nature of the decision: Guisborough Forest Visitor Centre Enhancements**

Approval is requested to commence the procurement process to award a contract to building contractor via the NEPO framework to build an extension and carry out some improvement works to Guisborough Forest Visitor Centre . This project will be funded by Guisborough LUF

**Who will make the decision?**

Cabinet Member for Growth & Enterprise

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

March 2025

**Who will be consulted and how?**

Cabinet Member- Lynn Pallister

Chief legal Officer

Chief Finance Director

Executive Director- Growth and Environment

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

**Supporting documentation:**

There are no supporting documents for this decision.

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

Representations should be made to Gary Pounder before 26 March 2025.

Tel: 07557566919 or email [gary.pounder@redcar-cleveland.gov.uk](mailto:gary.pounder@redcar-cleveland.gov.uk)

First published in Forward Plan on 26 February 2025

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

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

##### A. SCHEDULE OF KEY DECISIONS

**DECISION: RDD0031**

**Nature of the decision: Income Management - System Renewal**

Approval is requested to award a contract for an Income Management system. The contract will be for a period of 5 years and is anticipated to commence in May 2025. The contract value is expected to be £610,000 for the full contract period.

**Who will make the decision?**

Cabinet Member for Resources

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

April 2025

**Who will be consulted and how?**

Cabinet Member for Resources

Chief Legal Officer

Chief Finance Director

Managing Director

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

**Supporting documentation:**

There are no supporting documents for this decision.

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

Representations should be made to Anthony Smith before 31 March 2025.

Tel: 07909 906454 or email [anthony.d.smith@redcar-cleveland.gov.uk](mailto:anthony.d.smith@redcar-cleveland.gov.uk)

First published in Forward Plan on 03 March 2025

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

**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**