



CABINET BUSINESS PAPERS

**for the Cabinet meeting
to be held on
Tuesday 31 January 2023**

Cabinet Business Papers

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Priority – Meeting Residents Needs

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Member Report

CQC Inspection Cabinet Report



Report to: Cabinet
Report from: Executive Director for Children & Families
Portfolio: Children & Families
Report Date: January 2023
Decision Type: Executive
Council Priority: Meeting Resident's Needs

HEADLINE POSITION

1.0 Summary of report

- 1.1 The Care Quality Commission (CQC) regulates all health and social care services in England. As a provider of health visiting and school nursing services, the Children and Families Directorate deliver regulated activities under the Health and Social Act 2008 Regulations 2010 and the Care Quality Commission (Registration) Regulations 2009. Therefore, the service is regulated by inspections that are unannounced, receiving less than 48 hours' notice.
- 1.2 The CQC Inspection of the Health Visiting and School Nursing Service took place over two days from 13th to 14th September. During the inspection, the inspectors talked to young people, parents, and staff, cross-checking what they saw and heard against other evidence such as records, or other information, seeking clarification that the regulations are being met.
- 1.3 The inspection examined the service across all 5 key questions: Safe, Effective, Caring, Responsive and Well-Led across 34 quality statements. CQC judged the service to be GOOD across all areas.
- 1.4 This report provides an overview of the outcomes from the unannounced inspection of the Health Visiting and School Nursing Service on 13th and 14th September 2022.

2.0 Recommendation

- 2.1 This report provides a summary of the final published CQC report, it is recommended that the report and the positive inspection outcome is noted by Members.

DETAILED PROPOSALS

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

3.1 Background

3.1.1 The Health Visiting and School Nursing Services deliver on the council priority of meeting resident's needs.

3.1.2 The inspection results in a graded judgement given across five areas of practice:

- Are Services Safe?
- Are Services Effective?
- Are Services Caring?
- Are Services Responsive to People's Needs?
- Are Services Well-led?

3.1.3 There is a final, sixth grade for the Overall Service

3.1.4 Each judgement area can be awarded one of four possible outcomes:

- Inadequate;
- Requires improvement to be good;
- Good; and
- Outstanding.

3.1.5

Redcar and Cleveland Borough Council Health Visiting and School Nursing Services Inspection Rating Published 30th November 2022	
Are Services Safe?	Good
Are Services Effective?	Good
Are Services Caring?	Good
Are Services Responsive to People's Needs?	Good
Are Services Well-led?	Good
Overall Rating:	Good

3.2 The Inspection Process

3.2.1 The inspection process took place over the two days in September, where the inspectors spent time on site and with staff, covering the full scope of the inspection framework.

3.3 Findings

3.3.1 The CQC report identifies a large number of positive themes and acknowledges the many strengths found across the service:

- Staff assessed risks to children, young people, and families, acted on them and kept good care records.
- Staff had training in key skills, understood how to protect children, young people and their families from abuse, and managed safety well.
- Staff provided good care and treatment to children, young people, and families in a holistic and pragmatic way.
- Staff worked well together for the benefit of children, young people, and families, advised them how to lead healthier lives, supported them to make decisions about their care, and had good access to information.
- Staff treated children, young people, and families with compassion and kindness, respected their privacy and dignity, took account of their individual needs, and help them understand their conditions. They provided social, emotional, and practical support to children, young people, and families.
- The service planned care to meet the needs of local people, took account of people's individual needs. People could access the service in a flexible way.
- They were focused on the needs of children, young people, and families.
- The service engaged well with children, young people, and the community to plan and manage services.
- Leaders ran the service well.
- Staff felt respected, supported, and valued.
- All staff were committed to improving services continually.
- Managers monitored the effectiveness of the service.
- The service managed safety incidents well and learned lessons from them.
- The service-controlled infection risk well.

3.3.2 As expected by any inspection, areas of improvement can be identified by inspectors. The service welcomes all opportunities to learn from external scrutiny and develop practice. It is positive to note that there was only one area for consideration identified which related to Practice Guidance requiring review. Managers had already identified this, and plans were put in place to ensure they were reviewed and updated where necessary.

3.3.3 The next inspection will not be expected for a period of three years and will only occur before this time if any concerns are raised to the CQC regarding the delivery of our service.

4.0 What options have been considered?

- 4.1 For information sharing purposes only following the publication of the final CQC inspection report.

7.0 Consultation and Engagement

- 7.1 The outcome of the CQC inspection was embargoed prior to the publication of the report on 30th November 2022. All timeframes are specified by CQC within the guidance and provide limited opportunity for negotiation or consultation within the confines of the embargo.
- 7.2 Communications will be shared internally and externally of the organisation following the publishing of the final report on the CQC website.

8.0 Appendices and Background Papers

- 8.1 Final Report of CQC Inspection of Redcar & Cleveland Borough Council Health Visiting and School Nursing Service.



8.1 CQC Report.pdf

9.0 Contact Officer

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Redcar & Cleveland Borough Council

Health Visiting and School Nursing Services

Inspection report

East Cleveland Family Hub
Markse Mill Lane
Saltburn-by-the-sea
TS12 1HJ
Tel: 01642444011

Date of inspection visit: 13 and 14 September 2022
Date of publication: 30/11/2022

This report describes our judgement of the quality of care at this service. It is based on a combination of what we found when we inspected, information from our ongoing monitoring of data about services and information given to us from the provider, patients, the public and other organisations.

Ratings

Overall rating for this location	Good	
Are services safe?	Good	
Are services effective?	Good	
Are services caring?	Good	
Are services responsive to people's needs?	Good	
Are services well-led?	Good	

Summary of findings

Overall summary

Overall Summary

- The service had enough staff to care for children, young people and families to keep them safe. Staff had training in key skills, understood how to protect children, young people and their families from abuse, and managed safety well. The service controlled infection risk well. Staff assessed risks to children, young people and families, acted on them and kept good care records. Where they gave medicines, these were managed well. The service managed safety incidents well and learned lessons from them. Staff collected safety information and used it to improve the service.
- Staff provided good care and treatment to children, young people and families in a holistic and pragmatic way. Managers monitored the effectiveness of the service and made sure staff were competent. Staff worked well together for the benefit of children, young people and their families, advised them on how to lead healthier lives, supported them to make decisions about their care, and had access to good information.
- Staff treated children, young people and their families with compassion and kindness, respected their privacy and dignity, took account of their individual needs, and helped them understand their conditions. They provided social, emotional and practical support to children and young people, and families.
- The service planned care to meet the needs of local people, took account of people's individual needs, and made it easy for people to give feedback. People could access the service in a flexible way.
- Leaders ran the service well using reliable information systems and supported staff to develop their skills. Staff understood the service's vision and values, and how to apply them in their work. Staff felt respected, supported and valued. They were focused on the needs of children, young people and families. Staff were clear about their roles and accountabilities. The service engaged well with children, young people and the community to plan and manage services and all staff were committed to improving services continually.

However;

- The service had several practice guidance documents that required review. Managers had identified this, and plans were in place to ensure they were reviewed and updated where necessary.

Summary of findings

Our judgements about each of the main services

Service	Rating	Summary of each main service
Community health services for children, young people and families	Good 	

Summary of findings

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Summary of this inspection

Background to Health Visiting and School Nursing Services

Background

Redcar and Cleveland 0-19 service provides health visiting and school nursing services to children and young people from 0-19 years old across Redcar and Cleveland and up to 25 years for SEND, (young people with special educational needs and disability). Practitioners deliver care and treatment to children, young people and families in their own homes, in schools, and across a range of community places including family hubs. Health visiting and school nursing in Redcar and Cleveland is part of the local authority and sits within the children and family's directorate of the borough council. Practitioners work together in integrated teams, each led by a clinical lead. School Nursing transferred into local authority in October 2015 and Health Visiting transferred in April 2016.

The three teams are based in the following family hubs;

- East Cleveland Family Hub Saltburn
- Redcar Family Hub
- Great Eston Family Hub

Redcar and Cleveland 0-19 service registered with CQC in September 2015 and has a registered manager. This was the second inspection of this service, with the previous inspection taking place in 2017. The service was not rated in line with the methodology at that time.

The service is registered to provide the following regulated activities:

- Treatment of disease, disorder or injury
- Diagnostic and screening processes

How we carried out this inspection

How we carried out the inspection

During the inspection visit, the inspection team:

- visited three locations and carried out six home visits
- spoke with the service manager who was the registered manager for the service
- spoke with 18 other members of staff including, clinical managers, health visitors, school nurses, early years practitioners and administrative staff
- spoke with 13 parents and 2 young people
- observed a safeguarding strategy meeting
- observed the running of a baby clinic
- looked at 5 care and treatment records of service users
- looked at a range of policies, procedures and other documents relating to the running of the service.

Summary of this inspection

Areas for improvement

SHOULD

Core service

- The service should ensure that all policy documents are reviewed and updated in line with current best practice.

Our findings






Overview of ratings

Our ratings for this location are:

	Safe	Effective	Caring	Responsive	Well-led	Overall
Community health services for children, young people and families	Good	Good	Good	Good	Good	Good
Overall	Good	Good	Good	Good	Good	Good

Community health services for children, young people and families

Good 

Safe	Good 
Effective	Good 
Caring	Good 
Responsive	Good 
Well-led	Good 

Are Community health services for children, young people and families safe?

Good 

Mandatory training

The service provided mandatory training in key skills to all staff and made sure everyone completed it.

Staff received and kept up to date with their mandatory training. The overall compliance rate was 85%.

The mandatory training was comprehensive and met the needs of children, young people and staff. Courses included basic life support, lone working, fire safety, equality and diversity, infection control, hand hygiene, Mental Capacity Act and safeguarding level 3. Staff also received training specific to the service which included perinatal mental health, child development training, infant feeding, various modules around safeguarding and the early help assessment.

Clinical staff completed training on recognising and responding to children and young people with mental health needs, learning disabilities and autism. Staff had good links with local services and pathways were in place.

Clinical managers monitored mandatory training within their own teams and reported this to the service manager through the performance scorecard. Managers alerted staff when they needed to update their training.

Safeguarding

Staff understood how to protect children, young people and their families from abuse and the service worked well with other agencies to do so. Staff had training on how to recognise and report abuse and they knew how to apply it.

Staff received training specific for their role on how to recognise and report abuse. All staff were trained to safeguarding level 3 and also received 4 modules per year on topics relating to safeguarding.

The safeguarding lead delivered training and supervision to all staff. A dedicated safeguarding team was part of the 0-19 service. The team had been developed in 2019 in response to identified need and comprised of a safeguarding lead and 2 specialist practitioners.

Community health services for children, young people and families

Good 

The safeguarding team delivered bitesize bi-monthly training to staff which was dependant on what was found in audits or from staff feedback. Training included the domestic violence toolkit, use of professional curiosity, and trauma informed care.

Staff received notifications from the acute hospital and participated in early help huddle meetings. Staff worked closely with the children in our care and attended joint meetings.

Staff could give examples of how to protect children, young people and their families from harassment and discrimination, including those with protected characteristics under the Equality Act.

Staff knew how to identify adults and children at risk of, or suffering, significant harm and worked with other agencies to protect them. A domestic violence toolkit had been launched in August 2022 and staff worked closely with the police to launch 'Clare's law' in the borough (Clare's Law is a domestic violence disclosure scheme which designates several ways for police officers to disclose a person's history of abusive behaviour to those who may be at risk from such behaviours).

Staff knew how to make a safeguarding referral and who to inform if they had concerns.

Cleanliness, infection control and hygiene

The service controlled infection risk well. Staff used equipment and control measures to protect children, young people, their families, themselves and others from infection. They kept equipment and the premises visibly clean.

Staff were aware of safe infection prevention and control (IPC) measures. Staff completed mandatory training and had access to polices. The service had introduced bespoke infection control measures in response to COVID-19 and staff used appropriate personal protective equipment to continue working.

The areas we visited were visibly clean and tidy. We observed staff using hand gel to clean their hands and adhering to the bare below the elbow guidance, in line with national good hygiene practice. We also observed staff practice good hand hygiene within family homes.

Staff had easy access to personal protective equipment, and we observed this being used appropriately.

In baby clinics, practitioners cleaned the equipment after every use using antibacterial cleaning wipes. Staff also used a paper roll to line the baby scales and replaced it after each use.

Practitioners used toys and games to engage and interact with children. Staff cleaned toys using antibacterial sanitary wipes, adhering to guidance outlined in the toy cleaning practitioner guide.

Environment and equipment

The design, maintenance and use of facilities, premises and equipment kept people safe. Staff were trained to use them. Staff managed clinical waste well. When providing care in children and young people's homes staff took precautions and actions to protect themselves and children, young people and their families.

The design of the environment followed national guidance.

Community health services for children, young people and families

Good 

Staff carried out daily safety checks of specialist equipment. Risk assessments for health clinics were in place and up to date. All equipment including weighing scales height measurers electric breast pumps and baby apnoea monitors were calibrated annually. We observed staff cleaning equipment and guidance was in place.

Staff complied with health and safety regulations while in buildings and new staff were inducted into the buildings. Visitors were shown where to meet in the case of a fire alarm and posters were visible.

The service had suitable facilities to meet the needs of children and young people's families. A range of premises were used to see children, young people and their families. These included family hubs, clinics, schools and people's own homes.

Assessing and responding to patient risk

Staff completed and updated risk assessments for each child, young person and family and removed or minimised risks. Staff identified and quickly acted upon children and young people at risk of deterioration.

Staff undertook risk assessments using a recognised tool to help identify vulnerability and emerging risks. We reviewed 5 records and found that risk assessments were present and up to date.

Staff used the signs of safety framework to work with families to identify and manage risk. The signs of safety approach assisted staff to work in partnership with families, ensuring they were central to the assessment and planning process. Staff had access to templates on the system which they used to record any specific vulnerabilities and/or risks.

Staff undertook risk assessments when appropriate when visiting families. For example, if the service had received intelligence from colleagues or another agency relating to a family, which identified a cause for concern. Practitioners told us in some cases, staff would visit in pairs, or see the family in one of the hubs.

The service followed the major incident plan procedures for the borough council. During the pandemic, the service continued to carry out face-to-face visits on the most vulnerable families.

School nursing staff completed, or arranged, psychosocial assessments and risk assessments for children or young people thought to be at risk of self-harm or suicide.

Staff shared key information to keep children, young people and their families safe when handing over their care to others. Staff worked closely with the school support workers.

Staffing

The service had enough staff with the right qualifications, skills, training and experience to keep children, young people and their families safe from avoidable harm and to provide the right care and treatment. Managers regularly reviewed and adjusted staffing levels and skill mix, and all new staff a full induction.

The service had enough staff to keep children, young and family's people safe. The service consisted of health visitors, school nurses, early years senior practitioners, school nurse assistants and administrative support staff. At the time of the inspection there were 4.7 vacancies out of 60 full time equivalents. These were health visitor vacancies and were currently out to advert with managers looking at ways that they could attract applications.

Community health services for children, young people and families

Good 

Managers accurately calculated and reviewed the number of staff required for each area. Managers used a nationally recognised formula to calculate the number of staff required. The formula calculated the number of children, deprivation levels and used local intelligence to determine the staffing required for each area.

Managers regularly reviewed caseloads and staff told us these were manageable. Managers were able to adjust caseloads to account for complexity and staff had a mixture of 'universal' and 'universal plus' children. Universal plus described those children who were more vulnerable or where there were safeguarding concerns, such as a children in need, looked after children and those subject to a child protection plan.

School nurses had two secondary schools each and the primary schools were covered by the early year's practitioners.

There had been an increase in staff sickness during 2022 which related to several staff being off with long term conditions and some short term COVID-19 related sickness. All except one had now returned to work and managers had responded by strengthening leadership during this time.

Staff turnover was 13% which equated to nine staff members. From these 5 had left for careers progression, 3 had retired and 1 was a student who got a job closer to home. Most staff had worked within the service for several years.

Records

Staff kept detailed records of children and young people's care and treatment. Records were clear, up to date, stored securely and easily available to all staff providing care.

Records were comprehensive, and all staff could access them easily. Staff used an electronic records system and records were stored securely.

We looked at 5 care records and saw they were clearly set out and comprehensive and included all relevant information.

Staff were completing records within 24 hours of patient contact in line with Nursing and Midwifery Council (NMC) guidelines. The records we looked at showed practitioners had completed their notes within the required period.

When children and young people transferred to a new team, there were no delays in staff accessing their records.

Medicines

Staff followed systems and processes when safely prescribing, administering, recording and storing medicines.

Nurse prescribers worked within the service and prescribing activity was provided through the local authority pharmacist. Staff had access to practise guidance for ordering, storage and management of prescription pads.

Staff prescribed low levels of medications which were used as an exception usually for families who were unable to attend the community pharmacists. Staff did not deliver the immunisation programme.

Incidents

The service managed patient safety incidents well. Staff recognised and reported incidents and near misses. Managers investigated incidents and shared lessons learned with the whole team and the wider service. When things went wrong, staff apologised and gave children, young people and their families honest information and suitable support.

Community health services for children, young people and families

Good 

Staff knew what incidents to report and how to report them. Staff used a paper-based recording system as the electronic incident reporting system had been lost when the service transferred into the local authority. Incidents were reported to service and clinical managers and shared with the health and safety leads within the local authority.

An incident reporting practice guidance was in place. All incidents were discussed in the weekly managers meeting to identify lessons and share learning within teams.

There had been three serious incidents in the previous year. Staff were represented at child death overview panels, serious case reviews and domestic homicide review meetings. Learning from these reviews was shared with all staff. The domestic violence toolkit had been developed in response to a serious incident. Closer links had been developed with the police and staff had policies and procedures in place to implement Clare's Law without consent if risks were considered high.

Staff understood the duty of candour. They were open and transparent, and gave children, young people and their families a full explanation if and when things went wrong.

Managers debriefed and supported staff after any serious incident. Support had been giving to teams after each serious incident. Managers were fully aware of the impact of these incidents on teams and informal and formal support was provided.

Are Community health services for children, young people and families effective?

Good 

Evidence-based care and treatment

The service provided care and treatment based on national guidance and evidenced-based practice. Managers checked to make sure staff followed guidance. Staff protected the rights of children and young people in their care.

Staff completed family health needs assessment during the first contact. Family health needs assessments had been revised to incorporate signs of wellbeing and safety and the early help assessment framework. The framework provided a standardised and coordinated approach for practitioners across agencies to ensure that people received the right support at the right time to prevent crisis.

Staff delivered the nationally recognised 4-5-6 delivery model and practitioners delivered the Healthy Child Programme. This is a Department of Health programme of early intervention and prevention for health visitor contacts with babies and children. Staff offered regular contact with every family which included a programme of screening tests, development reviews and information, guidance, and support for parents.

Staff followed up-to-date policies to plan and deliver high quality care according to best practice and national guidance. Staff had access to a wide range of practise guidance documents and professional practise service pathways. Due to management capacity related to staff sickness some documents required review. The manager had mitigated any immediate risk by amending parts of the pathway with new evidence. Plans were in place to ensure all documents were updated.

Community health services for children, young people and families

Good 

The service had achieved Stage 3 re-accreditation for the UNICEF baby friendly initiative. The infant feeding lead was working towards the UNICEF Gold Award and had completed the re-accreditation of the lactation consultant qualification.

Nutrition and hydration

An infant feeding lead supported families and a policy was in place to support staff. The service had achieved stage 3 UNICEF accreditation and infant feeding rates were closely monitored.

Families could access breastfeeding pumps and staff ensured that families received all of the equipment they needed.

Patient outcomes

Staff monitored the effectiveness of care and treatment. They used the findings to make improvements and achieved good outcomes for children and young people. The service had been accredited under relevant clinical accreditation schemes.

The service participated in relevant national clinical audits. Managers used a quality and assurance audit framework and completed audits in record keeping, safeguarding, infant feeding and monitoring the outcomes for babies born during COVID-19. Audits were used to identify areas of good practice as well as any areas for improvement. The safeguarding lead used audits to develop the training programme which was delivered as bitesize courses throughout the year.

Staff delivered the National Child Measurement Programme (NCMP). Staff visited school age children in Reception and Year 6 to record their height and weight during the first term of the new school year. This included sight and hearing tests to identify any sensory needs.

Outcomes for children and young people were positive, consistent and usually met expectations. In areas where the service was an outlier such as breastfeeding rates, there was ongoing monitoring and investigation to improve care.

Competent staff

The service made sure staff were competent for their roles. Managers appraised staff's work performance and held supervision meetings with them to provide support and development.

Staff were experienced, qualified and had the right skills and knowledge to meet the needs of children, young people and their families. Clinical leads were specialist community public health nurses and staff were experienced in working with families. Some staff had secured permanent roles after having a placement at the service as part of their training.

Managers gave all new staff a full induction tailored to their role before they started work. New staff members received a face to face induction within the first 6 weeks of employment which included sessions with the safeguarding lead nurse. The service had a preceptorship programme for newly qualified health visitors and school nurses and managers were in the process of introducing an apprentice scheme.

Managers supported staff to develop through yearly, constructive appraisals of their work with 89% of staff having an up to date appraisal. Staff identified training needs on personal development plans, and these were supported financially

Community health services for children, young people and families

Good 

where possible. Staff were supported to develop special interest areas. These areas included Solihull trainers, (The Solihull Approach is a team of professionals within the National Health Service in the UK who work with practitioners and parents to develop new resources to support emotional health and well-being in children, families, adults and older adults), peri natal mental health trainers, care of next infant leads and safeguarding champions.

Two clinical leads were completing Level 4 qualifications to support the service, one in trauma informed care and the second was doing a business administration qualification focusing on recruitment and retention.

Managers supported nursing staff to develop through regular, constructive clinical supervision of their work. In addition, staff received case supervision from the safeguarding lead and attended mandatory group safeguarding supervision four times per year. Monthly sessions were also available for specific safeguarding case supervision.

The safeguarding team received external supervision from the wider system.

Multidisciplinary working

All those responsible for delivering care worked together as a team to benefit children, young people and their families. They supported each other to provide good care and communicated effectively with other agencies.

Staff held regular and effective multidisciplinary meetings to discuss children, young people and families to improve their care. Clinical leads held weekly allocation meetings to discuss referrals including new births or children who had transferred to the area from elsewhere in the country.

Regular meetings took place with social workers and staff told us relationships had improved since transferring into the local authority. We observed a case conference meeting while on inspection and staff regularly attended child protection meetings.

Staff had good links with local acute hospital, GP services and other health services including sexual health. Staff were aware of the local drug and alcohol service, domestic violence services and adult and child mental health services. Staff gave children, young people and families information on community groups and charities who could support them.

Information sharing protocols were in place between the service, local police and the acute hospital.

Health promotion

Staff gave children, young people and their families practical support and advice to lead healthier lives.

The service had relevant information promoting healthy lifestyles and support. This included smoking cessation, physical health support and information on normal crying in babies. Staff delivered HENRY, an evidence-based programme to protect young children from the physical and emotional consequences of obesity. Practitioners followed the HENRY three core elements and provided families with information about food and activity; supported parents to develop their parenting skills and helped facilitate behaviour change.

Staff assessed each child and young person's health when they accessed the service and gave support and practical help around contraception and sexual health screening.

Staff worked closely with the Salvation Army to ensure that vulnerable families were supported at Christmas and worked closely with local food banks for those in crisis.

Community health services for children, young people and families

Good 

Consent, Mental Capacity Act and Deprivation of Liberty Safeguards

Staff supported children, young people and their families to make informed decisions about their care and treatment. They knew how to support children, young people and their families who lacked capacity to make their own decisions or were experiencing mental ill health.

Staff understood how and when to assess whether a child or young person had the capacity to make decisions about their care. School nurses worked closely with secondary school children and were regularly assessing capacity.

Staff made sure children, young people and their families consented to treatment based on all the information available. Staff respected people's right to decline the service.

When children, young people or their families could not give consent, staff made decisions in their best interest, taking into account their wishes, culture and traditions.

Staff clearly recorded consent in the children and young people's records.

Staff received and kept up to date with training in the Mental Capacity Act.

Staff gained consent from children, young people or their families for their care and treatment in line with legislation and guidance.

Are Community health services for children, young people and families caring?

Good 

Compassionate care

Staff treated children, young people and their families with compassion and kindness, respected their privacy and dignity, and took account of their individual needs.

Staff were discreet and responsive when caring for children, young people and their families. Staff took time to interact with children, young people and their families to understand what they needed. We spoke to 13 people during the inspection who all told us that they were happy with the service they received and said that staff really took the time to help them.

Staff followed policy to keep care and treatment confidential. The young people we spoke to said they felt confident discussing sensitive issues with staff.

Staff understood and respected people's individual needs and showed understanding and a non-judgmental attitude when caring for or discussing sensitive subjects. These included advice and support around mental health or sexual health. Staff had a good understanding of the demographics and of the different issues facing different people.

Staff understood and respected the personal, cultural, social and religious needs of children, young people and their families and how they may relate to care needs. Staff respected the views of those attending religious schools.

Community health services for children, young people and families

Good 

Emotional support

Staff provided emotional support to children, young people and their families to minimise their distress. They understood children and young people's personal, cultural and religious needs.

Staff gave children, young people and their families help, emotional support and advice when they needed it. Staff had a good understanding of the issues faced by new parents and had an understanding of some of the issues within the local area. All the parents who spoke to said that staff helped them and said that they were always available to help. One person said that they would not have coped without the support.

Staff supported children, young people and their families who became distressed in an open environment and helped them maintain their privacy and dignity. Staff had access to private rooms when needed.

Staff undertook training on difficult conversations and demonstrated empathy. Staff described supporting parents who had received letters about their child's weight from the early child measurement scheme. Staff were aware of the sensitivities around some subjects.

Staff understood the emotional and social impact that a child or young person's care, treatment or condition had on their, and their families, wellbeing.

Understanding and involvement of patients and those close to them

Staff supported and involved children, young people and their families to understand the service and make decisions about their care and treatment. They ensured a family centred approach.

Staff made sure children, young people and their families understood their care and treatment. The people we spoke to said staff supported them using a common sense approach. We observed staff working with all members of the family and gave examples of where practical support had been provided to improve the living conditions of some families.

Staff talked with children, young people and their families in a way they could understand, using communication aids where necessary. Staff could access interpreters when necessary and would only use family members once initial assessments had been completed.

Children, young people and their families could give feedback on the service and their treatment and staff supported them to do this. Families had access to a QR code where they could give feedback on the service. The manager had plans in place to deliver small focus groups with people who had used the service to gain qualitative feedback on their experiences.

Staff had worked with Best Beginnings Research Project to develop 'The Baby Buddy' app to support expectant parents through their pregnancy and the first six months following the baby's birth. The app was designed to help parents look after a baby's mental and physical health, as well as their own.

Patients gave consistency positive feedback about the service. We spoke to 15 people using the service who all said the service had supported them and met their needs.

Are Community health services for children, young people and families responsive?

Community health services for children, young people and families

Good 

Good 

Service delivery to meet the needs of local people

The service planned and provided care in a way that met the needs of local people and the communities served. It also worked with others in the wider system and local organisations to plan care.

Managers planned and delivered the services to meet the changing needs of the local population and used public health and demographic data to plan staffing, skills mix and delivery of the services.

Managers worked together to ensure that the service continued to meet the needs of the local population. They were regularly looking for ways to improve and respond to existing and emerging needs. The service was split into 3 teams and managers worked with staff to ensure that the teams were right in terms of staffing to support both service users and staff.

Staff supported people in a range of facilities including their own homes, family hubs, schools and community venues. Drop ins were developed in remote areas depending on need and a new drop in had opened in Guisborough to support local people.

The service had systems to care for children and young people in need of additional support, specialist intervention, and planning for transition to adult services. Staff worked closely with social workers and other public health colleagues in the local authority.

Managers monitored and took action to minimise missed appointments which were monitored through the performance scorecard. Where appointments were missed or cancelled this was flagged on the electronic system and discussed in governance meetings. Managers had identified an issue with the notifications of pregnancy where some had not been sent through to the team. Meetings were taking place with the midwifery service to ensure effective processes were in place.

Meeting people's individual needs

The service was inclusive and took account of children, young people and their families' individual needs and preferences. Staff made reasonable adjustments to help children, young people and their families access services. They coordinated care with other services and providers.

Staff made sure children, young people and parents living with mental health problems, learning disabilities and long-term conditions received the necessary care to meet all their needs.

Staff understood and applied the policy on meeting the information and communication needs of children and young people with a disability or sensory loss.

The service had developed pathways for families who had experienced domestic abuse or female genital mutilation. Staff used specific questions to identify and assess needs.

The service had information leaflets available in languages spoken by the children, young people, their families and local community. Some staff reported that leaflets could run low as staff were encouraged to use more electronic methods.

Community health services for children, young people and families

Good 

Managers made sure staff, children, young people and their families could get help from interpreters or signers when needed.

Staff could access equality and diversity leads within the local council and tools were available on the website.

Access and flow

People could access the service when they needed it and received the right care in a timely way.

The service provided open access through a single point of contact during core hours. A duty worker was available to deal with any queries, referrals and requests for information. Information on crisis and out of hours emergencies was made available to children, young people and families.

School nurses were allocated two secondary schools each and all primary schools were supported by staff nurses and primary years senior practitioners, overseen and supported by the named school nurse. Staff delivered sessions within family hubs, the wider community and within secondary schools.

Health visitors offered all of the five mandated healthy child programme contacts. Most families received antenatal and new birth visits, and development reviews with performance consistently above 90%.

Early years senior practitioners (formerly known as nursery nurses) supported health visitors to run regular baby clinics in accessible venues such children's centres.

Learning from complaints and concerns

It was easy for people to give feedback and raise concerns about care received. The service treated concerns and complaints seriously, investigated them and shared lessons learned with all staff. The service included children, young people and their families in the investigation of their complaint.

Children, young people and their families knew how to complain or raise concerns. The service had not received any formal complaints and low-level complaints had been dealt with by local managers. We saw evidence of a complaint that had been investigated around safeguarding. The complaint had been fully investigated and managers found that staff had followed procedures and so the complaint was not upheld.

The service had received 44 compliments within the previous year.

The service clearly displayed information about how to raise a concern in family hubs and clinics.

Staff understood the policy on complaints and knew how to handle them.

Community health services for children, young people and families

Good 

Are Community health services for children, young people and families well-led?

Good 

Leadership

Leaders had the skills and abilities to run the service. They understood and managed the priorities and issues the service faced. They were visible and approachable in the service for patients and staff. They supported staff to develop their skills and take on more senior roles.

The service manager was supported by four clinical leads. Managers had worked within the service for several years and had a good understanding of the service.

Staff said leaders were visible, approachable and led by example. Senior leaders in the council visited the service and spoke with staff. The service manager was aware of the day-to-day issues facing staff.

There was a clear management structure in place with each team member being clear about their role and what they were supposed to achieve. Managers and clinical leads supported staff to develop their skills and staff spoke highly about training and development opportunities.

Managers had responded to staff concerns about information overload and now produced a weekly newsletter to bring all relevant information into one place.

Vision and Strategy

The service had a vision for what it wanted to achieve and a strategy to turn it into action, developed with all relevant stakeholders. The vision and strategy were focused on sustainability of services and aligned to local plans within the wider health economy.

All staff shared the vision and strategy which was to have 'thriving children fulfilling their dreams'. The strategy had 3 main values which were to be child centred, respectful and creative. The vision was shared across the council's public health directorate and the children's directorate and the wider health system. The service had made 8 pledges to all children which were at the heart of all their work. Staff knew and understood the health priorities for the locality

The service had strong partnerships and multi-agency working arrangements in place, which meant staff could deliver high quality care within the budget available.

Managers ensured that there was a clear focus on preventative and early help work while maintaining a strong emphasis on safeguarding. A specialist team had been created to support staff to deal with complex safeguarding concerns.

Culture

Staff felt respected, supported and valued. They were focused on the needs of children, young people and families. The service promoted equality and diversity in daily work and provided opportunities for career development. The service had an open culture where patients, their families and staff could raise concerns without fear.

Community health services for children, young people and families

Good 

Staff consistently told us that they felt supported and valued. Team morale was high, and staff were proud to work for the service. Staff were highly motivated and passionate about their work.

Staff were strongly encouraged to develop their careers and were supported to develop their skills and experience. Where possible staff were supported to develop within the service.

Staff described an open culture where they could raise concerns without fear and told us that managers were approachable.

A staff recognition scheme was in place for the children's directive and sparkle moments were used to communicate good practice and success. We saw examples of team members being recognised in newsletters and meeting minutes.

Governance

Leaders operated effective governance processes, throughout the service and with partner organisations. Staff at all levels were clear about their roles and accountabilities and had regular opportunities to meet, discuss and learn from the performance of the service.

The service had a clear governance structure which linked to the local authority's public health and children's directorates. The service was part of 'live well South Tees' which was the health and wellbeing board for Middlesbrough and Redcar and Cleveland.

Managers discussed staffing, training, incidents, safeguarding and complaints at monthly clinical governance meetings. Quarterly performance reviews took place through the public health governance board and South Tees Clinical Governance Board. Staff worked closely with the integrated care boards and managers regularly attended safeguarding forums providing quartley reports around safeguarding.

The service worked closely with other providers who delivered services in the locality. This included the provider delivering the immunisations programme to children and young people.

Staff development days were held twice per year and staff were able to discuss concerns as well as celebrate success.

Management of risk, issues and performance

Leaders and teams used systems to manage performance effectively. They identified and escalated relevant risks and issues and identified actions to reduce their impact. They had plans to cope with unexpected events. Staff contributed to decision-making to help avoid financial pressures compromising the quality of care.

Managers used a monthly scorecard to review performance which included all of the key performance indicators across both health visiting and school nursing. Clinical leads had responsibility for their own locality and the service manager was responsible for the overall service performance information.

Staff felt included in decision making about potential efficiency savings and the impact on the quality of care. Managers involved staff in discussions around service developments and workshops were held to discuss performance and delivery.

Community health services for children, young people and families

Good 

Managers had a good understanding of the risk and issues of the service. They were continually looking at recruitment and retention and had worked closely with the local authority to ensure that new staff were supported to keep previous terms and conditions.

The service had robust plans to cope with unexpected events. During the pandemic, staff were supported to work remotely and continued to meet their service targets. Staff prioritised vulnerable families with face to face contact where significant risks had been identified and offered others remote appointments.

Information Management

The service collected reliable data and analysed it. Staff could find the data they needed, in easily accessible formats, to understand performance, make decisions and improvements. The information systems were integrated and secure. Data or notifications were consistently submitted to external organisations as required.

Managers collected data through the electronic system which was easily accessible. Managers worked closely with local authority colleagues to ensure systems worked effectively. Managers had access to other local authority systems to support the work they did.

Managers submitted appropriate safeguarding and other notifications to the Care Quality Commission

Engagement

Leaders and staff actively and openly engaged with people using the service, staff, equality groups, the public and local organisations to plan and manage services. They collaborated with partner organisations to help improve services for patients.

Staff encouraged feedback on the service through questionnaires, surveys, verbal and written feedback. The service engaged with children, young people and families through social media pages and the website. The service had recently implemented a QR code to help children, young people and families give feedback on the service. Staff could attach the QR code to any literature, letters or information which was giving out during appointments.

Staff were in the process of launching chat help to help engage with secondary school young people who may not approach the service in person.

Managers were looking to develop different ways of collecting more qualitative information from children, young people and families.

Learning, continuous improvement and innovation

All staff were committed to continually learning and improving services. They had a good understanding of quality improvement methods and the skills to use them. Leaders encouraged innovation and participation in research.

Staff took part in yearly development days and were encouraged to give ideas to help improve the service. The service had been involved in various research projects including postnatal contraceptive research and a study exploring the variation in health visiting across England, since the transfer into local authorities in 2015.

Member Report

School Admissions Policy and Arrangements 2024/25



Report to: Cabinet

Report from: Executive Director for Children and Families

Portfolio: Children

Report Date: January 2023

Decision Type: Executive

Council Priority: Meeting Residents' Needs

HEADLINE POSITION

1.0 Summary of report

- 1.1 This report sets out the School Admissions Policy and Arrangements for Redcar & Cleveland schools where the local authority act as the admission authority for the school, namely Newcomen Primary School and Hummersea Primary School for 2024/25. All other schools within the authority are their own admission authorities and are therefore responsible for setting their own admission arrangements. The local authority will also set a co-ordinated scheme to deal with the administering of applications for own authority schools and neighbouring authorities.
- 1.2 The local authority operates a co-ordinated scheme to deal with the administering of applications for own authority schools and neighbouring authorities. The report also sets out the proposed scheme for the academic year 2024/25.
- 1.3 The report seeks formal approval for both the policy and the scheme.

2.0 Recommendation

- 2.1 That Cabinet approve:
 - a) the School Admissions Policy and Arrangements for Redcar & Cleveland schools where the local authority act as the admission authority for the school, namely Newcomen Primary School and Hummersea Primary School for academic year 2024/25 (Appendix 1); and
 - b) Redcar & Cleveland Co-ordinated Admissions Scheme (Appendix 2)

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 authority is required to hold a period of consultation on the School Admissions Policy and Arrangements for Redcar & Cleveland schools where the local authority act as the admission authority for the school, namely Newcomen Primary School and Hummersea Primary School. Following the appropriate period of consultation, we are required to secure ratification by Cabinet of the 2024/25 school admission arrangements by 28 February 2023 to ensure that the policy and arrangements are determined within legal timescales.
- 3.2 The consultation period closed on 16 January 2023. Any responses from the consultation are considered and the Policy and Arrangements reviewed as a result.
- 3.3 There are no changes proposed to the Admissions Policy and Arrangements for Redcar and Cleveland schools.

4.0 What options have been considered

- 4.1 The School Admission Arrangements 2024/25 have been drafted in line with the Department of Education's School Admissions Code of Practice and relevant legislations.

5.0 Impact Assessment

- 5.1 Redcar and Cleveland must have a School Admissions Policy and Admissions Arrangements for use in the allocation of places in the Academic Year 2024/25. Redcar and Cleveland must have a coordinated scheme which sets timescales to coordinate with neighbouring authorities and schools and academies which are their own admission authorities.

6.0 Implementation Plan

Consultation closed on 16 January 2023; any responses are considered and the policy reviewed accordingly. The approved policy will be published by 28 February in line with the School Admissions Code of Practice and added to the Redcar & Cleveland Borough Council's and the maintained schools websites.

- 6.1 **Lead Officer:** Chris Sawdon, Admissions Officer and Sue Beevers, Capital Projects & Place Planning Lead.

6.2 Communications Plan: Once finalised the arrangements will be published on the local authority and the maintained schools' website.

7.0 Consultation and Engagement

7.1 The School Admission Policy and Arrangements 2024/25 as per the School Admissions Code of Practice a have been consulted on with all schools and academies in the borough, neighbouring authorities and residents in the borough

8.0 Appendices and Background Papers

8.1 School admission arrangements are attached:

APPENDIX 1 – Proposed Admissions Policy for Schools for which Redcar & Cleveland Local Authority is the Admissions Authority – 2024/25 Academic Year

APPENDIX 2 - Redcar & Cleveland Co-ordinated Admissions Scheme.

9.0 Contact Officer

9.1 Name: Susan Beevers

9.2 Position: Capital Projects & Place Planning Lead

9.3 Email address: susan.beevers@redcar-cleveland.gov.uk

9.4 Telephone Number: 01642 837752



Proposed admissions policy for schools for which Redcar & Cleveland local authority is the admissions authority – 2024/25 academic year

1. **BACKGROUND**

Admission arrangements for 2024/25

To ensure equity and fair access, the School Admissions Code states that in drawing up admission arrangements, admission authorities must ensure that the practices and the criteria used to decide on the allocation of school places are:

- clear in the sense of being free from doubt and easily understood;
- objective and based on known facts. Admission authorities and Governing Bodies must not make subjective decisions or use subjective criteria;
- procedurally fair and also equitable for all groups of children and actively promote equity across all social groups and communities;
- enable parents' preferences for the schools of their choice to be met to the maximum extent possible;
- provide parents or carers with easy access to helpful admissions information;
- comply with relevant legislation, including infant class sizes and equal opportunities, which have been determined in accordance with the statutory requirements.

2. **ADMISSION POLICY FOR 2024/25; COMMUNITY AND VOLUNTARY CONTROLLED (VC) SCHOOLS**

- 2.1 The local authority is not proposing any changes to the school admission policy for 2024/25. The policy used for the 2023/24 has therefore been reviewed and updated for use in the academic year 2024/25

OVERSUBSCRIPTION CRITERIA – 2024/25

CRITERIA (in priority order)	EXPLANATORY NOTES
(i) Looked after children in local authority and previously looked after children.	Children who are looked after; or who were previously looked after but immediately after being looked after became subject to an adoption, residence or special guardianship order. A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (Section 22(1) of the Children's Act 1989). This category includes children who are in care / previously in care from other countries

<p>(ii) Children who are permanently resident in the admission zone defined for the school.</p>	<p>For the purposes of determining whether a child lives within the admission zone, only the address at which the parent/guardian ordinarily resides and with whom the child normally lives will be taken into account.</p> <p>If parents are separated and the child lives for periods of time with both parents, the address used will be of the parent who receives child benefit for the child (if eligible). If neither parent is eligible for child benefit, the address used will be that on the child's medical registration card (proof may be required). Short term tenancies entered into with the prime objective of securing admission for a child at a particular school will not qualify as places of ordinary residence. The local authority will take action should false information be submitted in order to secure a place at a particular school.</p>
<p>(iii) Children who have elder brothers or sisters attending the school in the 2024/25 school year.</p>	<p>Brothers and sisters and step brothers and sisters will qualify under this criterion as long as they both live at the same permanent address and the elder sibling is still attending the preferred school in the 2024/25 school year.</p> <p>'Sibling' refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer's partner where the child for whom the school place is sought is living in the same family unit at the same address as that sibling.</p>
<p>(iv) Children who have exceptional social and/or medical reasons for attending a particular school, professionally supported by an independent third party and sustained by the Authority's professional advisors.</p>	<p>Social reasons generally do not include domestic circumstances such as parents' working commitments, child care arrangements, or separation from friends.</p> <p>In the case of medical reasons, evidence would need to demonstrate the exceptional long-term nature of the condition. All mainstream schools are able to cater for a wide range of medical needs which may be encountered by children.</p> <p>You are strongly urged to provide independent third party information (e.g., from a professional person who knows or is involved with your child) in support of any exceptional long-term medical or social reason why you think your child should be given special consideration for placement in a particular school. This written support must make clear why the preferred school is the only school which could meet your child's needs.</p> <p>The submission of independent information will not automatically guarantee a place under this criterion. However, the evidence will be carefully considered by the local authority's professional advisors as to whether or not your application falls into this category.</p>
<p>(v) Children living closest to the school</p>	<p>The distance from home to school will be measured by computer on a straight line basis using the number and postcode of the house and the postcode of the school.</p>

- 2.3 **Tie-Break:** If it is necessary to distinguish between children within categories (i)-(v), places will be offered using the criteria listed above in priority order and determined by criteria (v) - measurement on a straight line basis using the number and postcode of the house and the postcode of the school.
- 2.4 In the case of a tie break in category (v) the final allocation will be determined using the shortest walking route using the number and postcode of the house and the postcode of the school.
- 2.5 **Late Applications:** Applications received after the closing date will be considered after applications that were received on time unless there was good reason for their lateness. An example of this would be a new family moving to the area after the closing date.
- 2.6 **Waiting List:** Any unsuccessful applicants will be automatically placed on a waiting list and ranked in order as per the oversubscription criteria. Waiting lists will be maintained until the end of the Autumn Term 2024.
- 2.7 **Pupils with Education Health and Care Plan / Statement of Special Educational Needs:** Pupils with either an Education Health and Care Plan or Statement of Special Educational Needs will be placed in schools by the Special Educational Needs Team.
- 2.8 **Admission of a child outside their normal age group:** Parents may seek a place for their child outside of their normal age group, for example if the child is gifted and talented or has experienced problems such as ill health. In addition parents of a summer born child (born between 1st April and 31st August) may choose not to send their child to school until the September following their 5th birthday and may request that they are admitted out of their normal age group – to reception rather than Year 1. If you wish to request admission of a child outside of their normal year group you should make an application for the normal time of entry and then put a request in writing to the School Admissions Team asking to defer the entry date and giving your reasons for the request. The request will be considered in consultation with the school concerned and you will be notified of the outcome of your request. If the request is agreed, you should then submit a new application at the time applications are being taken for the new admission date. **Please note – the deferred application will be considered against all other applications for entry that year based upon a strict application of the admissions criteria and agreement to deferral does not automatically mean your child will be offered a place at the school in that year.**
- 2.9 **Requests for mid-year transfer/in-year school admission:** Applications will be co-ordinated by the Redcar and Cleveland Admissions Team on behalf of all schools within the Borough. Any requests for transfer should be made to the admissions team on 01642 837740.

3. CO-ORDINATED ADMISSION ARRANGEMENTS AND TIMETABLE – 2024/25

- 3.1 The local authority is responsible for administering a co-ordinated scheme for its area in relation to all maintained (community, voluntary controlled, voluntary aided and foundation) schools and academies. The purpose of the co-ordinated admission scheme is to ensure that, as far as is reasonably practicable, every parent of a child living in the local authority area who has applied for a school place in the normal admission round receives an offer of one school place on the same day.

- 3.2 The local authority plans to roll forward last year's co-ordinated scheme for 2024/25 apart from date changes for the timetables. A copy of the scheme must be forwarded to the Secretary of State by 15th March 2023. Copies can be obtained from the Admissions Section on request. The draft scheme can also be viewed on the Redcar and Cleveland web-site at www.redcar-cleveland.gov.uk.
- 3.3 The timetables for co-ordinated admission arrangements 2024/25 are set out in the tables on the following page:

Secondary Schools

W/C 14th August 2023 18 th August 2023	<ul style="list-style-type: none"> • Send out application information • Online application website opens
31st October 2023	<ul style="list-style-type: none"> • Closing date for receipt of online and paper applications
13 th November 2023	<ul style="list-style-type: none"> • Send supplementary forms to VA schools and preference details to foundation schools and academies • Send application details for schools in other LAs to those LAs
16th January 2024	<ul style="list-style-type: none"> • VA schools, foundation schools and academies to advise LA of pupils who could be offered places
W/C 29 th January 2024	<ul style="list-style-type: none"> • LA will have compared all lists and allocated places in accordance with the highest expressed preference where possible • LA to inform other LAs of places to be offered to their residents
1st March 2024	<p>NATIONAL OFFER DAY</p> <ul style="list-style-type: none"> • LA sends letters to all parents informing them of the allocated schools • LA informs schools of final offers
May – July 2024	<ul style="list-style-type: none"> • Appeals to be heard by Independent Panels
End of Autumn Term 2024	<ul style="list-style-type: none"> • Admission round ends • Waiting lists close

Primary Schools

W/C 13th November 2023 17 th November 2023	<ul style="list-style-type: none"> • Send out application information. • Online application website opens.
15th January 2024	<ul style="list-style-type: none"> • Closing date for receipt of online and paper applications
5th February 2024	<ul style="list-style-type: none"> • Send supplementary forms to VA schools and preference details to foundation schools and academies
W/C 29th January 2024	<ul style="list-style-type: none"> • LA to provide indicative admission numbers to schools
By 26 th February 2024	<ul style="list-style-type: none"> • VA schools, foundation schools and academies to advise the LA of pupils who could be offered places • LA draws up lists of pupils who could be offered places in community and voluntary controlled schools
By 11th March 2024	<ul style="list-style-type: none"> • LA to exchange offer information with neighbouring LAs
By 29 th March 2024	<ul style="list-style-type: none"> • The LA will have compared all lists and allocated places in accordance with the highest expressed preference where possible
16th April 2024	<ul style="list-style-type: none"> • The LA to send letters to all parents informing them of their allocated schools • LA to inform schools of allocated pupils.
June/July 2024	<ul style="list-style-type: none"> • Appeals to be heard by Independent Panels
End of Autumn Term 2024	<ul style="list-style-type: none"> • Admission round ends • Waiting lists close

4. **ADMISSION NUMBERS**

The table below shows the proposed published admission numbers for community and voluntary controlled schools for which Redcar & Cleveland local authority is the Admissions Authority for September 2024 entry. Admission numbers are set with regard to the assessed capacity of schools. However, these numbers may vary dependent upon future plans and developments which impact on the physical capacity of the schools. The indicated admission numbers shown are based on the assessed net capacity of schools at the present time.

Foundation Schools and Academies are their own admissions authorities and therefore will set and confirm their own admissions arrangements for entry in September 2024. The Admission Arrangements will then be included along with the maintained schools in the Redcar and Cleveland School Admissions Coordinated Scheme 2024/25. The two schools below are the only remaining schools for which Redcar and Cleveland local authority is the Admissions Authority.

Primary Schools	Proposed Admission No. for 2024/25
Hummersea	30
Newcomen	47

5. **CONCLUSION**

- 5.1 The Admissions Code underpins the Government's aim to create a school system shaped by parents which delivers excellence and equity, developing the talents and potential of every child, regardless of their background; a system where all parents feel they have the same opportunities to apply for the school they want.
- 5.2 The Code states: 'A fair system needs to provide parents with access to good information about admissions in order to support those parents who find it hardest to understand the system.'
- 5.3 Within Redcar & Cleveland we aim to ensure that the admission arrangements comply with the School Admissions Code of Practice and offer fair access to all schools to all pupils in the Borough.



Redcar & Cleveland Borough Council

CO-ORDINATED ADMISSION SCHEME

**PRIMARY AND SECONDARY SCHOOLS
(Community, Voluntary Aided and Academies)**

**Includes: Applications for Primary Schools
Applications for Secondary Schools
Mid-year transfer requests**

2024/25

Introduction

1. The 1998 Act, as amended by the Education Act 2002, introduced statutory requirements for every local authority (LA) to draw up a scheme covering every maintained school in its area. Redcar & Cleveland LA has drawn up a full co-ordinated admissions scheme for the main rounds for Primary and Secondary applications and 'in year' transfer requests for the academic year 2024/25.

The scheme also complies with changes introduced to the new School Admissions Code through the Education & Inspections Act 2006.

Interpretation

2. In this scheme:

"the LA" means Redcar & Cleveland Borough Council acting in their capacity as local education authority;

"the LA area" means the area in respect of which the LA is the local education authority.

"primary education" has the same meaning as in section 2(1) of the Education Act 1996;

"secondary education" has the same meaning as in section 2(2) of the Education Act 1996;

"primary school" has the same meaning as in section 5(1) of the Education Act 1996;

"secondary school" has the same meaning as in section 5(2) of the Education Act 1996;

"school" means a community, foundation or voluntary school (but not a special school) which is maintained by the LA;

"VA schools" means those schools which are voluntary-aided church schools;

"Academy" means a publicly funded independent school;

"admission authority" in relation to a community and voluntary controlled school means the LA and, in relation to a VA schools and Academies, means the governing body of that school;

"determination year" means the academic year (i.e. the period from 1st August to the following 31st July) immediately proceeding the offer year. This is the academic year in which admission authorities determine their admission arrangements;

"admission arrangements" means the overall procedure, practices, criteria and supplementary information to be used in deciding on the allocation of school places and refers to any device or means used to determine whether a school place is to be offered;

"in year" transfer requests mean any applications received for those primary or secondary schools whose normal age of entry is other than 5 or 11 received during the academic year 2024/25.

"nearest appropriate school" is defined as the school closest to the home address with places, unless your child is a baptised Catholic then a place would be offered at the nearest Roman Catholic School with places.

Applying for a school place

3. There will be a standard form which will be used for the purpose of admitting pupils into the reception class for primary school and the first year of secondary education in the determination year and a separate form (mid-year transfer form) for any applications made for a “mid-year transfer” into any year group. Applications for entry into reception class and year 7 can also be made online.
4. The forms must be used as a means of expressing one or more preferences for the purposes of Section 86 of the School Standards and Framework Act 1998, by parents resident in the LA area who wish to express a preference for their child –
 - (a) to be admitted to a school within the LA area (including VA schools and Academies).
 - (b) to be admitted to a school located in another LA’s area (including VA schools and Academies).
5. The application forms will –
 - (a) invite parents to express three preferences by completing the for including, where relevant, any schools outside the LA’s area, in rank order of preference;
 - (b) invite parents to give their reasons for each preference.
 - (c) for entry into reception or year 7 will specify a closing date (for the determination year) and where it must be returned.
6. The LA will make appropriate arrangements to ensure that application forms are available on request from the LA. Mid-year application forms for primary school transfer will also be available in primary schools.
7. All preferences expressed on the application forms are valid applications. The governing body of a VA school can require parents who make a preference their school, to provide additional information on a supplementary form only where the additional information is required for the governing body to apply their oversubscription criteria to the application. Supplementary forms will be included in the application information sent to parents whose children already attend a VA school nursery when applying for a reception place and to parents whose children attend a VA school when applying for a year 7 place. Details about how to obtain a supplementary form for other parents wishing to express a preference for a VA school will be provided.
8. Where a school receives a supplementary form it will not be regarded as a valid application unless the parent has also completed either the Redcar & Cleveland paper or online application or, if resident in another area, their home area’s application form upon which the school is nominated. Supplementary forms should be returned to the LA. If any are received directly by VA schools the school must inform the LA immediately so it can verify whether an LA’s application or neighbouring area’s application has been received from the parent and if not, contact the parent and request one. Under the requirements of the scheme, parents will not be under any obligation to complete an individual school’s supplementary form where this is not strictly required for the governing body to apply their oversubscription criteria.

Processing of Applications

9. Completed online or paper applications should be submitted by the following deadlines:
- Paper applications for secondary schools by the 31st October 2023.
 - Paper applications for primary schools by the 15th January 2024;
 - Online applications can be made up to 11:59pm on 31st October 2023 for year 7 applications and 11:59pm on 15th January 2024 for reception applications.

SECONDARY ADMISSIONS - Determining offers in response to applications.

10. The LA will act as a clearing house for the allocation of places by the relevant Admission Authorities. The LA will only make any decision with respect to the offer or refusal of a place in response to any preference expressed on the common application form where:
- it is acting in its separate capacity as an admission authority; or
 - an applicant is eligible for a place at more than one school, or
 - an applicant is not eligible for a place at any school that the parent has nominated.
11. By 17th November 2023 the LA will notify the voluntary aided, foundation and academy admission authority for each of the schools of every application that has been made for that school. Where parents have requested a place at a school outside of the LA area, the information will be forwarded to the relevant admission authority/authorities.
12. By 16th January 2024 VA and foundation schools and academies, inform LA of allocation of places for all applications received in the priority order of their admission policy.
13. Week commencing 29th January 2024 the LA compares lists and considers all preferences from the parent and if first preference is refused look to see where 2nd or 3rd preferences can be accommodated.

Liaison will take place with VA and foundation schools, other LAs and academies until the allocation of places is resolved for each application, as required.

The LA will match ranked lists for all schools and:

- where the child is eligible for a place at only one of the nominated schools, that school will be allocated to the child;
 - where the child is eligible for a place at two or more of the nominated schools, they will be allocated a place at whichever of these is the highest ranked preference.
 - where the child is not eligible for a place at any of the nominated schools, they will be offered a place at the nearest appropriate school with a vacancy.
14. On 1st March 2024 letters will be posted to all parents informing them which school has been allocated to their child. Online applicants will also receive an email on 1st March. Parents will also be advised of their right to appeal if they are unhappy with the place that has been allocated.

PRIMARY ADMISSIONS - Determining offers in response to applications.

15. The LA will act as a clearing house for the allocation of places by the relevant admission authorities. The LA will only make any decision with respect to the offer or refusal of a place in response to any preference expressed where:

- (a) it is acting in its separate capacity as an admission authority; or
- (b) an applicant is eligible for a place at more than one school, or
- (c) an applicant is not eligible for a place at any school that the parent has nominated.

16. Week commencing 13th November 2023: Application information sent to all parents.

17. 15th January 2024: closing date for paper and online applications.

18. 5th February 2024: supplementary forms sent to VA schools.

19. 27th February 2024: VA and foundation schools, academies and other LAs inform the home LA of allocation of places for all applications received, in the priority order of their admission policy.

Liaison will take place with VA and foundation schools, academies and other LAs' schools until the allocation of places is resolved for each application, as required.

20. By 1stst March 2024: the LA will match ranked lists for all schools and:

- where the child is eligible for a place at only one of the nominated schools, that school will be allocated to the child;
- where the child is eligible for a place at two or more of the nominated schools, they will be allocated a place at whichever of these is the highest ranked preference.
- where the child is not eligible for a place at any of the nominated schools, they will be offered a place at the nearest appropriate school with a vacancy.

21. 16th April 2024: Letters posted to all parents informing them which school has been allocated. An email will also be sent to parents who applied online. Parents will also be advised of their right to appeal if they are unhappy with the allocated school.

22. LATE APPLICATIONS

Forms received after the closing date will be dealt with after all the other applications unless there is a good reason for their lateness, e.g. if a family moves into the area. In these cases the application can be considered along with all of those that came in on time, providing the allocation of places has not already been completed.

23. WAITING LISTS

Waiting lists for both reception and year 7 will be maintained until the end of the Autumn Term 2024. Any places that become available will be allocated in accordance with the published oversubscription criteria.

24. REQUESTS TO ADMIT A CHILD OUTSIDE THEIR NORMAL AGE GROUP

Parents wishing to request admission outside their child's normal age group (e.g. a request for a 'summer-born' child whose birthday falls between 1st April and 31st August to be admitted to Reception in the September following the child's fifth birthday) should apply in the admission round at the usual time for the child's normal age group, but should simultaneously request admission outside the normal age group. The admission authority

and the LA will consider individual requests for admission outside a child's normal age group and will inform the parent before Offer Day whether or not this can be agreed. If a parent's request is agreed, their application for the normal age group will be withdrawn before a place is offered, and the parent must re-apply in the admission round to start Reception in the September following the child's fifth birthday. If their request is refused, the parent must decide whether to accept an offer of a place for the normal age group (to start in the September prior to the child's fifth birthday), or refuse it and make an in-year application for admission to Year 1 for the September following the child's fifth birthday. Oversubscription criteria will be applied in all cases where appropriate, regardless of whether or not a child is admitted to their normal age group.

ADMISSION NUMBERS FOR 2024/25 YEAR

Admission numbers are set with regard to the assessed capacity of schools. However, these numbers may vary dependent upon future plans and developments which impact on the physical capacity of the schools.

The following indicated admission numbers are based on the assessed net capacity of schools at the present time:

Secondary Schools	Admission No. for 2024/25
Outwood Academy Bydales	150 TBC
Freebrough Academy	180 TBC
Outwood Academy Normanby	150 TBC
Huntcliff School	108 TBC
Laurence Jackson School	250 TBC
Nunthorpe Academy	260 TBC
Rye Hills Academy	180 TBC
Outwood Academy Redcar	172 TBC
Sacred Heart Academy	150 TBC
St. Peter's Academy	120 TBC

Primary Schools	Admission No. for 2024/25
Badger Hill	30 TBC
Bankfields	40 TBC
Belmont	45 TBC
Caedmon	47 TBC
Chaloner	30 TBC
Coatham	30 TBC
Dormanstown	37 TBC
Errington	30 TBC
Galley Hill	30 TBC
Grangetown	38 TBC
Green Gates	30 TBC
Handale	49 TBC
Highcliffe	60 TBC
Hummersea	30
Ings Farm	60 TBC
John Emerson Batty	30 TBC
Lakes	45 TBC
Lingdale	20 TBC
Lockwood	30 TBC
New Marske	37 TBC
Newcomen	47
Normanby	65 TBC
Nunthorpe	30 TBC
Ormesby	50 TBC
Overfields	30 TBC
Riverdale	30 TBC
Saltburn	60 TBC
Skelton	90 TBC
South Bank	45 TBC
St. Benedict's RC	54 TBC
St. Margaret's Clitherow's RC	60 TBC
St. Bede's RC	30 TBC
St. Gabriel's RC	30 TBC
St. Joseph's RC	30 TBC
St. Mary's RC	30 TBC
St. Paulinus	28 TBC
St. Peter's CE	45 TBC
Teesville	45 TBC
Westgarth	45 TBC
Whale Hill	78 TBC
Wheatlands	60 TBC
Whitecliffe	20 TBC
Wilton	12 TBC
Zetland	30 TBC

Timetable for the co-ordinated admission arrangements 2024/2025

Secondary Schools

W/C 18th August 2023 25th August 2023	<ul style="list-style-type: none"> • Send out application information • Online application website opens
31st October 2023	<ul style="list-style-type: none"> • Closing date for receipt of online and paper applications
17th November 2023	<ul style="list-style-type: none"> • Send supplementary forms to VA schools and preference details to foundation schools and academies • Send application details for schools in other LAs to those LAs
16th January 2024	<ul style="list-style-type: none"> • VA schools, foundation schools and academies to advise LA of pupils who could be offered places
W/C 29th January 2024	<ul style="list-style-type: none"> • LA will have compared all lists and allocated places in accordance with the highest expressed preference where possible • LA to inform other LAs of places to be offered to their residents
1st March 2024	<p>NATIONAL OFFER DAY</p> <ul style="list-style-type: none"> • LA sends letters to all parents informing them of the allocated schools • LA informs schools of final offers
May – July 2024	<ul style="list-style-type: none"> • Appeals to be heard by Independent Panels
End of Autumn Term 2024	<ul style="list-style-type: none"> • Admission round ends • Waiting lists close

Primary Schools

W/C 13th November 2023 20th November 2023	<ul style="list-style-type: none"> • Send out application information. • Online application website opens.
15th January 2024	<ul style="list-style-type: none"> • Closing date for receipt of online and paper applications
5th February 2024	<ul style="list-style-type: none"> • Send supplementary forms to VA schools and preference details to foundation schools and academies
By 27th February 2023	<ul style="list-style-type: none"> • VA schools, foundation schools and academies to advise the LA of pupils who could be offered places • LA draws up lists of pupils who could be offered places in community and voluntary controlled schools
By 11th March 2024	<ul style="list-style-type: none"> • LA to exchange offer information with neighbouring LAs
By 1st April 2024	<ul style="list-style-type: none"> • The LA will have compared all lists and allocated places in accordance with the highest expressed preference where possible
16th April 2024	<ul style="list-style-type: none"> • The LA to send letters to all parents informing them of their allocated schools • LA to inform schools of allocated pupils.
June/July 2024	<ul style="list-style-type: none"> • Appeals to be heard by Independent Panels
End of Autumn Term 2024	<ul style="list-style-type: none"> • Admission round ends • Waiting lists close

Redcar & Cleveland Local Authority
Co-ordinated Mid-Year Admissions Scheme
For Primary Schools, Secondary Schools and Academies

Introduction

1. This scheme is made by Redcar & Cleveland Local Authority and applies to all primary schools, secondary schools and academies in the Redcar & Cleveland area.
2. The mid-year co-ordinated scheme is for the academic year 2024/25 and shall apply to every primary school, secondary school and academy in Redcar & Cleveland Authority area and will take effect from 1st September 2024.
3. The scheme is determined in accordance with the provisions set out in part 1 and processed in accordance with parts 2 and 3.

Interpretation

4. In this scheme –

“the LA” means Redcar & Cleveland Borough Council acting in their capacity as local authority;

“the LA area” means the area in respect of which the LA is the local authority;

“secondary education” has the same meaning as in section 2(2) of the Education Act 1996;

“secondary school” has the same meaning as in section 5(2) of the Education Act 1996;

“primary education” has the same meaning as in section 2(2) of the Education Act 1996;

“primary school” has the same meaning as in section 5(2) of the Education Act 1996;

“school” means a community, foundation, voluntary school or academy (but not a special school);

“admission authority” in relation to a community or voluntary controlled school means the LA and, in relation to a foundation, Academy or VA school means the governing body of that school;

“the specified year” means the school year beginning at or about the beginning of September 2024;

“admission arrangements” means the arrangements for a particular school or schools which govern the procedures and decision making for the purposes of admitting pupils to the school;

“mid-year admission” means any application for a place in a school in any year of education that is received after 1st September 2024 except in the case of admission into reception and year 7 in which case these will be treated as the ‘normal’ round of admissions up to the end of the Autumn term 2024;

“nearest appropriate school” is defined as a school closest to the home address that has places available”.

PART 1 - THE SCHEME

1. There will be a standard application form known as the Mid-Year Preference Form (MYPF) supplied by the local authority for parents resident in Redcar & Cleveland, who wish to express a preference(s) for a school in the Authority area or to a school(s) in another LA area.
2. The MYPF will be used for the purpose of admitting pupils into any year group of secondary education in the specified year other than at the normal year of entry into year 7.
3. The MYPF will be used for the purpose of admitting pupils into any year group of primary education in the specified year other than at the normal year of entry into reception class.
4. The normal year of entry for admission into year 7 and reception class will cease at the end of the autumn term of that academic year. Applications received after then, for entry into either of these years, will be deemed as a mid-year transfer and dealt with accordingly.
5. The MYPF must be used as a means of expressing one or more preferences, for the purposes of Section 86 of the School Standards and Framework Act 1998, by parents for their child:
 - to be admitted to a school within the LA area (including Voluntary Aided Foundation schools and Academies)
 - to be admitted to a school located in another LA's area (including VA, Foundation schools and Academies).
6. The MYPF will invite the parent to express up to three preferences and give their reasons for each preference. All preferences expressed will be considered on an equal weighting basis. Where a pupil is eligible for more than one place they will be offered the highest ranked preference that has available places by the LA as the admissions authority, or on behalf of another LA or the admissions authority of a VA, Foundation School or Academy. If a place cannot be offered at a preferred school a place will be offered at the nearest alternative school that has places available.
7. All preferences expressed on the MYPF are valid applications.
8. Parents who have moved into the Redcar & Cleveland area seeking a place in a school should contact the LA who will send out an MYPF which should be completed and returned to the LA within 5 working days.
9. Parents wishing to transfer schools within Redcar & Cleveland will be directed to the LA who will send out an MYPF which should be returned within 5 school days.
10. If the MYPF is returned to a school it should be forwarded to the LA for processing.

Processing of Mid-Year Preference Forms (MYPF)

11. Once all completed forms are returned to the LA, the availability of places within Redcar & Cleveland schools will be considered, or if the request is for a school in another LA area, that LA will be contacted to enquire if a place is available.

Determining offers in response to the MYPF

12. The relevant oversubscription criteria will be applied if there are more applicants than available places.
13. The LA will act as a clearing house for places allocated by all admission authorities to applicants resident in Redcar & Cleveland. Where the LA is the admissions authority it will consider the applications for its own schools and after consultation with the school concerned will notify the applicant of the outcome of their application. Decisions on applications for schools of other admission authorities will be made by the authority concerned. Where a pupil is eligible for a place at more than one school, then a place will be provisionally offered at the highest ranked school for which they are eligible.
14. Where the pupil is not eligible for a place at any of the preferred schools, the pupil will be provisionally offered a place at the nearest appropriate school with a vacancy.
15. The offer/refusal letter will be issued by the home LA on behalf of another admission authority. The letter will give the following information:
 - a. the name of the school at which a place is provisionally being offered whether it be an offer by the LA or on behalf of another admission authority; Or
 - b. the reasons why the pupil is not being offered a place at each of the other schools nominated on the MYPF;
 - c. information about their statutory right of appeal against the decision to refuse places at the other nominated schools;
 - d. contact details for the school and LA (and those nominated Foundation, VA where they were not offered a place, so that they can lodge an appeal with the governing body);
 - e. what to do if the place offered is in another LA area;
 - f. what to do if an offer was not made at the preferred school which was within another LA and who to contact.
16. Parents will have seven working days to respond to the offer letter to accept the school place offered. The LA will then look to withdraw the offer.
17. The procedure of waiting lists for VA/community schools is discouraged as it is the Local authority only that must offer the school place.
18. Where a VA/Foundation school holds a waiting list the Local authority will liaise with the school regarding ranking on the list.
19. Waiting lists where held must be ranked in order of oversubscription criteria

PART 2 – MID-YEAR TRANSFERS SECONDARY

If a pupil moves into the area they should immediately contact the school admissions team to enquire about the availability of school places. A MYPF will be sent out to the parent and should be returned within five school days. Parents will be contacted if the MYPF is not returned and if the form is still not received the Children Missing Education Officer and the Attendance & Welfare service will be informed.

If a pupil already attends a Redcar & Cleveland mainstream secondary school and wishes to transfer to another, they should in the first instance discuss the transfer with the current school that the pupil attends. If they still wish for the transfer to proceed, they should then contact the school admissions team to request a MYPF. The form should be returned to the LA admissions team within five school days. Should there be a place available in the school requested the LA will seek information about the pupil from their current school. This information should be returned within 5 school days and will be forwarded to the preferred school. The school must confirm to the Local authority if it is to offer a place and if so, a start date agreed.

If the new school has reached its admission limit in the relevant year group and is unable to admit further pupils, a place will be refused and the parent/carers will be informed of their right of appeal and issued with the appeal forms by the LA.

Should the preferred school refuse to accept the pupil, although places are available, and the Authority considers that there is no valid reason for refusal, the parent will also be offered the right to appeal against the decision.

PART 3 – MID YEAR TRANSFERS PRIMARY

If a pupil moves into the area they should immediately contact the school admissions team to enquire about the availability of school places. A MYPF will be sent out to the parent and should be returned to the LA admissions team within five school days. Parents will be contacted if the MYPF is not returned and if the form is still not received the Children Missing Education Officer and Attendance & Welfare Service will be informed.

Parents may also wish to visit their local school in the first instance. A MYPF will be available at the school for the parents to complete. The primary school will then immediately inform the admissions team of the enquiry for a school place and the parent should return the form directly to the LA or alternatively if handed in at the school, the school must submit the completed MYPF to the LA admissions team. The LA will confirm with the school that there is a place available. The offer of a school place must be made by the LA admissions team and the pupil must not be admitted until the offer letter is sent. (A copy of the offer letter will be e mailed to the school.)

If a pupil already attends a Redcar & Cleveland primary school and wishes to transfer to another, they should in the first instance discuss the transfer with the pupil's current school. If they then still wish for the transfer to proceed, they should then contact the school admissions team to request a MYPF. The parent/carer should return the form to the LA within five school days. The LA will contact the school to confirm that there is a place available and a start date agreed. Should the new school have reached its admission limit, and is unable to admit further pupils, a place will be refused and the parent/carers will be informed of their right to appeal against the decision and issued with the appeal forms.

Member Report

Local Government & Social Care Ombudsman Decision



Report to: Cabinet

Report from: Executive Director for Children and Families and Governance Director
(Monitoring Officer)

Portfolio: Children

Report Date: 31st January 2023

Decision Type: Executive

Council Priority:

HEADLINE POSITION

1.0 Summary of report

This report sets out details of the findings within a public interest report published on the 8th December 2022 by the Local Government and Social Care Ombudsman ('LGO'), after an investigation into the Council's handling of a difficult case regarding the provision of respite care for a disabled child.

- 1.1 As well as providing detail of the LGO's findings and clarifying some of the issues therein, this report also sets out actions that have been implemented and those that are proposed to be taken, in compliance with the requirements of Section 31(2) of the Local Government Act 1974.

2.0 Recommendation

- 2.1 It is recommended that Cabinet considers and approves as necessary the content and actions within this report and, more specifically, that Cabinet:

- a) Notes the findings that have been by made the LGO against the Council regarding the handling of respite care in this case and that public notices about this report have been published in the local press as required;
- b) Notes that a written apology has been sent to Mrs X in accordance with the LGO's recommendations and that the recommended payments as set out in the report have been made to Mrs X and for the benefit of Child Y;
- c) Notes that the new Council-owned respite facility is anticipated to open after an Ofsted inspection which is expected to take place in January 2023 and that information and evidence to show what steps have been taken to ensure this provision is available as soon as possible have been communicated to the LGO as requested;
- d) Notes that the Council is proactively seeking to secure a new residential placement for Child Y and the steps taken to secure this have been sent to the LGO as per the recommendation.

DETAILED PROPOSALS

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

3.1 The Role and Jurisdiction of the LGO

The role of the LGO, in basic terms, is to consider complaints and examine whether maladministration has occurred which has led to an injustice. The LGO has wide discretionary power when making any decision on maladministration, and any such finding is legally binding. The only basis upon which an LGO's findings could be challenged would be by way of Judicial Review. Given Parliament has given the LGO such wide discretion courts would generally be reluctant to intervene and, therefore, the "bar" for challenging any adverse findings would be high.

3.2 In contrast, any recommendations made by an LGO following maladministration findings are not binding. However, if a Council does not agree to carry out recommendations within an LGO report or agree to proposed settlements by the LGO, the LGO could issue a further public report. The Council may then be obliged to publish a statement in a local newspaper explaining why it has refused to follow the LGO's recommendations.

3.2 The LGO's Findings

The LGO's report is attached in full at Appendix 1. It confirms the LGO's decision to uphold a complaint made by a complainant (Mrs X) that the Council failed to provide respite provision for her disabled child. The LGO concludes with a finding of injustice.

3.4 The Case

The case involves a family with complex needs. The LGO's report sets out in some detail the statutory provisions which place the Council under a duty to provide services to meet assessed need, principally under Section 17 of the Children Act 1989.

3.5 The LGO's report also includes an extensive chronology of events relating to this case but, in essence, the key points are as follows:

- a) Mr and Mrs X lived with their child, Child Y. Child Y has a diagnosis of autism spectrum condition and other medical conditions which means they can present challenging behaviours. Mrs X also has a diagnosis of autism spectrum condition and other medical conditions.
- b) Beginning in March 2019, when Child Y was 10 years old. The Council started a Children and Families assessment and initiated a Child in Need (CIN) Plan for Child Y. As part of that plan the Council identified a need for overnight respite care for Child Y.

- c) In December 2019, Child Y was made the subject of a Child Protection Plan. At about this time, Child Y attended an introductory visit at a third-party respite provider, Provider A.
- d) Unfortunately, after a relatively short period, Provider A ended its respite care package following an incident involving Child Y.
- e) The Council identified another service provider, Provider B, as an organisation who could potentially provide community support to Mrs X and Child Y but, during July 2020, agreed to increase the amount of overnight respite provision to 74 nights per year. This consisted of one weekend per month, two overnight stays per week during school holidays, and a further 12 nights to be used flexibly over the course of the year. The Council agreed to provide the respite package via another service provider, Provider C, a specialist service which provides short breaks and longer-term placements for children and young people with a disability.
- f) Unfortunately, in July 2020, Provider C's respite provision was suspended due to COVID-19 restrictions. As an alternative, the Council identified that Provider B could provide support to Mrs X and Child Y at home, as well as community support.
- g) Provider B's policy is to carry out a risk assessment before offering a placement but Mr and Mrs X's concerns about COVID-19 frustrated a meeting with the provider from taking place. Mr and Mrs X say they declined provision from Provider B because they wanted Child Y to have access to the community rather than support at home. They say the support offered by Provider B would not have provided the respite that Mrs X needed due to her medical conditions. In addition, Mrs X said she did not want the change of having other people in her home due to her autism. Mr and Mrs X also said they had concerns about the level of care and support Provider B was able to provide.
- h) In October 2020, the Council said it could provide carer support to Mrs X at home after planned surgery. Mrs X declined the offer of carers going into her home. The Council looked into the possibility of Mrs X accessing a service after her discharge from hospital so Child Y could remain at home.
- i) On 29 October 2020, the Council told Mrs X that despite its efforts, it was unable to source any respite provision outside the family home for regular respite, and for support with her recovery following her planned surgery. The Council does not own any respite provision and relies on private sector providers. All private sector respite care providers had been approached across the region but advised they were unable to take new clients at that time. The Council offered a direct payment so Mrs X could commission her own respite, but acknowledged this option did not offer the same level of respite as requested. An apology was issued by the Council because of the inability to organise respite provision, but COVID-19 restrictions meant it was not possible to commission respite outside the home at that time.
- j) The Council continued to seek respite provision, including from Provider C. However, Provider C advised it was unable to provide respite visits due to COVID-19 restrictions.

- k) Mrs X underwent planned surgery in November 2020. The only service provider available at this time was Provider B, whom Mrs X had previously declined. Mr and Mrs X say the Council did not provide any respite provision for the period after Mrs X was discharged from hospital. Shortly after she was discharged, Mrs X was injured by Child Y and had to be readmitted to hospital.
- l) The Council continued to seek respite provision during 2021. Provider B confirmed it could provide support to Mrs X in March 2021 but said it would first need to recruit additional staff. The Council continued to liaise with Provider C, but it also needed to recruit additional staff.
- m) In April 2021, Mr and Mrs X visited Provider C to look at the provision offered. Child Y attended teatime visits in May 2021 with a view to attending overnight respite visits in June 2021 and in June, July and August 2021, Child Y attended overnight respite visits at Provider C.
- n) Regrettably, Provider C cancelled Child Y's respite visits in early September 2021 due to staff sickness and holidays. Provider C told Mrs X it could restart the respite plan later that month, but Mrs X also stated that Provider C had contacted her on 10 August 2021 and asked her to collect her child as the service could not cope with Child Y's level of need.
- o) Mrs X complained about respite provision in October 2021, and the LGO's report sets out a chronology of events during that time but, ultimately, the Council secured a full time residential placement for Child Y, who then became a looked after child, in July 2022. Unfortunately, this placement was also terminated because the provider, again, felt it could not meet Child Y's level of needs.
- p) The Council is continuing to search for a long term regulated placement for Child Y to meet his needs. A potential placement has been sourced, however, it is not yet registered with OFSTED and this could take some time. Therefore, the Council also continues to proactively search for alternative placements.
- q) In the meantime, Child Y is currently living back in the Tees Valley area in a property with a very specialist care agency. He has 3:1 staffing and is doing well, he has been out into the community with his workers and engaged in positive activities

3.5 The LGO has found that the Council was at fault in terms of not having due regard to Mrs X's rights under Article 8 of the Human Rights Act (the right to respect for private and family life) because the lack of respite care had a significant impact on the family's ability to enjoy family life. The report highlighted that the plans for Child Y included a need for 3 to 1 support for Child Y whereas Mr and Mrs X were coping alone.

3.5 As can be seen from the summary above, substantial difficulties occurred in this case. The needs of Child Y were (and remain) significant, requiring 3 to 1 support and leading 2 providers to terminate provision as they felt they could not meet Child Y's assessed need. Additionally, Covid restrictions were in place which essentially wiped out the availability of other providers (even though all relevant

providers within the region were approached) and there were also issues in terms of competing needs between Child Y and Mrs X, which meant that alternatives to the child being offered respite outside of the home were considered by the family to be unsuitable.

3.6 When the Council was unable to procure external provision, due to the ongoing pandemic and other issues, it was left in a “Catch 22” situation – i.e. external residential respite for Child Y could not be secured, but alternative solutions such as offering respite for Mrs X away from the home, or offering respite within the home were deemed unsuitable.

3.6 Irrespective of these facts, the matter has now been concluded and a finding of maladministration has been made. This is essentially on the basis that the Council is under a legal duty to provide the level of respite determined as an assessed need and, albeit due to some very difficult circumstances, this duty has not been complied with. The LGO highlighted this position as follows:

Nevertheless, the statutory guidance is clear that if a council is satisfied it is ‘necessary’ to provide support services, then councils must provide them, regardless of their resources. We acknowledge the Council’s comments and the impact of the pandemic on respite services, but there was no exemption from the Council’s general duty to provide respite care for Child Y as a result of COVID-19. Therefore, the failure to provide overnight respite visits for Child Y is fault.

3.7 It is important the Council recognises and respects the prerogative of the LGO to undertake an investigation and reach conclusions on a particular matter. Even if the Council were minded to challenge the LGO’s findings in this case, it seems the prospects of success would be limited given the wide range amount of discretionary power available to the LGO. In view of this, the LGO’s findings and recommendations have been accepted, with a view to bringing this complaint to a close.

3.8 The LGO’s recommendations

The LGO made a series of recommendations as follows:

- that a written apology be sent to Mrs X noting the Council fault by not providing adequate respite care for her disabled child which has caused her distress.
- a payment of £1,500 be made to Mrs X in recognition of the distress caused.
- a payment of £4,600 used for the benefit of Child Y in recognition of the distress caused as a result of missed opportunity.
- The LGO be provided with clarification of when the new respite facility will be available to provide respite care (NB It was also agreed that the Council would provide evidence of the steps it has taken to ensure this provision is available as soon as possible).
- The Council proactively seek and secure a new residential placement for Child Y (NB it was also agreed that the Council would provide evidence of the steps it

has taken to secure a new residential placement is available as soon as possible).

- 3.9 Given the circumstances and with a view to bringing this matter to a conclusion, the recommendations in terms of payments and an apology have been agreed. The Council was also required to place notices in the local press with regard to publication of a LGO report of this nature and this has taken place, ahead of publication of this Cabinet report.
- 3.10 The LGO asked for clarification as to when the Council's own respite provision would become available. It is anticipated that this will open following the Ofsted Inspection to register the provision, which is expected to take place in January 2023. This information has been communicated to the LGO in order to comply with the recommendation.
- 3.11 The LGO also recommended that the Council proactively seek and secure a new residential placement for Child Y. Child Y currently receives care from a specialist agency and is doing well, however, the search for a long-term registered placement is being actively pursued. This search is extensive and remains on-going as no provider has identified, as yet, that they are in a position to offer a place to meet Child Y's significant needs. Full details of the search and associated issues have been supplied to the LGO in order to comply with the recommendation.

4.0 What options have been considered

There is a legal requirement on the Council to produce this report. Technically speaking the LGO's recommendations are not legally binding but have been agreed, as set out above.

5.0 Impact Assessment

- 5.1 Climate Emergency** – There are no specific impact arising from this report.
- 5.2 Health and Safety** – N/A
- 5.3 Social Value** – N/A
- 5.4 Legal** – Legal considerations are included within the body of this report which aims to satisfy the requirements of section 31(2) of the Local Government Act 1974. This provides that LGO reports in these circumstances *“be laid before the authority concerned and it shall be the duty of that authority to consider the report and, within the period of three months beginning with the date on which they received the report, or such longer period as the Local Commissioner may agree in writing, to notify the Local Commissioner of the action which the authority have taken or propose to take.”*
- 5.5 Financial** – The cost of remedy payments (£1,500 & £4,600) will be met from the directorate budget
- 5.6 Human Resources** – There are no direct implications from this report.

5.7 Equality and Diversity – There are no direct implications arising from this report, but the LGO report highlights issues that have been experienced in failing to deliver respite care for a child with very significant assessed disability needs.

6.0 Implementation Plan

6.1 Timetable for Implementing Decision: Confirmation of the outcome of Cabinet’s consideration of this report will be communicated to the LGO as soon as possible after the Cabinet meeting.

6.2 Lead Officer: Executive Director for Children and Families

6.3 Reporting Progress: This decision represents the final action required by the LGO. General reporting on related service issues will continue via scrutiny in line with normal arrangements.

6.4 Communications Plan: Confirmation of the outcome of Cabinet’s consideration of this report will be communicated to the LGO as soon as possible after the Cabinet meeting. Public notices were published in the local press during December.

7.0 Consultation and Engagement

N/A

8.0 Appendices and Background Papers

Appendix 1 – Report by the Local Government and Social Care LGO – 22 001 507

9.0 Contact Officer

9.1 Name:	Kathryn Boulton
9.2 Position:	Executive Director for Children and Families
9.3 Email address:	kathryn.boulton@redcar-cleveland.gov.uk
9.4 Telephone Number:	01642 771674
9.5 Name:	Steve Newton
9.6 Position:	Governance Director and Monitoring Officer
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**Report by the Local Government and Social Care
Ombudsman**

**Investigation into a complaint about
Redcar & Cleveland Council
(reference number: 22 001 507)**

21 November 2022

The Ombudsman's role

For more than 40 years the Ombudsman has independently and impartially investigated complaints. We effectively resolve disputes about councils and other bodies in our jurisdiction by recommending redress which is proportionate, appropriate and reasonable based on all the facts of the complaint. Our service is free of charge.

Each case which comes to the Ombudsman is different and we take the individual needs and circumstances of the person complaining to us into account when we make recommendations to remedy injustice caused by fault.

We have no legal power to force councils to follow our recommendations, but they almost always do. Some of the things we might ask a council to do are:

- > apologise
- > pay a financial remedy
- > improve its procedures so similar problems don't happen again.

Section 30 of the 1974 Local Government Act says that a report should not normally name or identify any person. The people involved in this complaint are referred to by a letter or job role.

Key to names used

Mrs X	The complainant
Mr X	Mrs X's representative
Child Y	Mr and Mrs X's child

Report summary

Education and Children's Services

Mr X complains on behalf of his wife, Mrs X, that the Council failed to provide respite provision for their disabled child.

Finding

Fault found causing injustice and recommendations made.

Recommendations

The Council must consider the report and confirm within three months the action it has taken or proposes to take. The Council should consider the report at its full Council, Cabinet or other appropriately delegated committee of elected members and we will require evidence of this (*Local Government Act 1974, section 31(2), as amended*).

To remedy the injustice identified in this report, the Council has agreed to:

- a) Provide a further apology to Mrs X for the fault identified;
- b) Make a payment of £1,500 to Mrs X to recognise the distress caused. This amount reflects the harm caused to Mrs X as a result of the lack of respite provision;
- c) Make a further payment of £4,600 to be used for the benefit of Child Y. This is in recognition of the distress caused as a result of the missed opportunity, and
- d) Provide us with clarification of when the new respite facility will be available to provide respite care. The Council has also agreed to provide evidence of the steps it has taken to ensure this provision is available as soon as possible.

The Council has also agreed to take the additional following action:

- e) Proactively seek and secure a new residential placement for Child Y. The Council should provide us with evidence of the steps it has taken to ensure a new residential placement is available as soon as possible.

The complaint

2. Mr X complains on behalf of his wife, Mrs X, that the Council failed to provide respite provision for their disabled child. Mr X says the Council did not try hard enough to obtain respite provision.
3. Mr X says the Council's actions have caused the family avoidable distress and upset. He would like the Council to apologise and provide a financial remedy to recognise the distress caused.

Legal and administrative background

The Ombudsman's role

4. We investigate complaints about 'maladministration' and 'service failure'. In this report, we have used the word fault to refer to these. We must also consider whether any fault has had an adverse impact on the person making the complaint. We refer to this as 'injustice'. If there has been fault which has caused an injustice, we may suggest a remedy. (*Local Government Act 1974, sections 26(1) and 26A(1), as amended*)
5. This complaint involves events that occurred during the COVID-19 pandemic. The Government introduced a range of new and frequently updated rules and guidance during this time. We can consider whether the council followed the relevant legislation, guidance and our published "Principles of Good Administrative Practice during COVID-19".
6. We cannot investigate late complaints unless we decide there are good reasons. Late complaints are when someone takes more than 12 months to complain to us about something a council has done. (*Local Government Act 1974, sections 26B and 34D, as amended*)

The Children Act 1989

7. The Children Act 1989, section 17, requires councils to safeguard and promote the welfare of 'children in need' in their area, including disabled children, by providing appropriate services for them. All disabled children are regarded as 'children in need' and entitled to an assessment under section 17.
8. The Chronically Sick and Disabled Person's Act (CSDPA) 1970, section 2, requires councils, when undertaking an assessment of a child under section 17 of the Children Act 1989, to consider whether it is necessary to provide support of the type referred to in section 2.
9. Services which can be provided under section 2 CSDPA include:
 - practical assistance in the home including home based short breaks / respite care;
 - recreational / educational facilities including community based short breaks; and
 - travel and other assistance.
10. When a council assesses a child as being in need, it supports them through a child in need plan. This should set clear, measurable outcomes for the child and expectations for their parent. Councils should review child in need plans regularly. Statutory guidance published in 2018, (*Working Together to Safeguard Children*), sets out the legislative requirements placed on individual services.

Assessment of need

11. The expectation of '*Working Together to Safeguard Children*' is that an assessment which identifies significant needs will generally lead to the provision of services, but it is not the case that there is a duty to meet every assessed need. Whether a service is required is dependent on the nature and extent of the need assessed and the consequences of not providing a service. Councils may use eligibility criteria and take into account their available resources when providing services under section 17 of the Children Act.
12. If a council is satisfied it is 'necessary' to provide support services under section 2 of the CSDPA then services must be provided regardless of the council's resources.

Special educational needs

13. A child with special educational needs may have an Education, Health and Care (EHC) Plan. This sets out the child's needs and what arrangements should be made to meet them.
14. The Council is responsible for making sure that arrangements specified in the EHC Plan are put in place. We can look at complaints about this, such as where support set out in the EHC Plan has not been provided, or where there have been delays in the process.

Equality Act

15. The Equality Act 2010 protects the rights of individuals and supports equality of opportunity for all. It offers protection in employment, education, the provision of goods and services, housing, transport and the carrying out of public functions.
16. The Equality Act makes it unlawful for organisations carrying out public functions to discriminate on any of the nine protected characteristics listed in the Equality Act 2010. They must also have regard to the general duties aimed at eliminating discrimination under the Public Sector Equality Duty.
17. The 'protected characteristics' referred to in the Act are:
 - age,
 - disability,
 - gender reassignment,
 - marriage and civil partnership,
 - pregnancy and maternity,
 - race,
 - religion or belief,
 - sex, and
 - sexual orientation.

18. We cannot find that an organisation has breached the Equality Act. However, we can find an organisation at fault for failing to take account of its duties under the Equality Act.

Human Rights

19. The Human Rights Act 1998 sets out the fundamental rights and freedoms that everyone in the UK is entitled to, including respect for private and family life.
20. The Act requires all local authorities and other bodies carrying out public functions to respect and protect individual's rights.

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21. Not all rights operate in the same way. Instead, they break down into three separate categories:
 - Absolute rights: those which cannot be taken away under any circumstances
 - Limited rights: those that can be taken away in certain circumstances
 - Qualified rights: those rights where interference may be justified to protect the rights of others or wider public interest. Any interference with a qualified right must be in accordance with the law; in pursuit of a legitimate aim; no more than necessary to achieve the intended objective; and must not be arbitrary or unfair.
 22. Our remit does not extend to making decisions on whether a body in jurisdiction has breached the Human Rights Act – this can only be done by the courts. But we can decide whether or not a body in jurisdiction has had due regard to an individual’s human rights in their treatment of them, as part of our consideration of a complaint.
 23. In practical terms, councils will often be able to show they have complied with the Human Rights Act if they can show:
 - They have considered the impact their decisions will have on the individuals affected; and
 - There is a process for decisions to be challenged by a review or appeal.

How we considered this complaint

24. We have produced this report after examining relevant documents from the Council and speaking to the complainant and her representative.
25. Mr and Mrs X and the Council have had the opportunity to comment on a draft of this report. We have considered their comments before finalising this report.
26. Under our information sharing agreement, we will share the final report with the Office for Standards in Education, Children’s Services and Skills (Ofsted).

What we found

Background

27. Mr and Mrs X lived with their child, Child Y. Child Y has a diagnosis of autism spectrum condition and other medical conditions which means they can present challenging behaviours. Mrs X also has a diagnosis of autism spectrum condition and other medical conditions.
28. In March 2019, Child Y was 10 years old. The Council started a Children and Families assessment. At around the same time, the Council initiated a Child in Need (CIN) Plan for Child Y.
29. In September 2019, as part of the CIN Plan, the Council identified a need for overnight respite care for Child Y.
30. In December 2019, Child Y was made the subject of a Child Protection Plan. At about this time, Child Y attended an introductory visit at a third-party respite provider, Provider A.
31. Child Y attended their first respite care visit with Provider A in January 2020. At about this time, Mrs X told the Council she was due to attend hospital for surgery sometime between February and May 2020.

What happened

32. This chronology includes key events in this case and does not cover everything that happened.
33. On 11 March 2020, the Council agreed to provide ongoing respite care for Child Y, plus transport. It confirmed it would provide one overnight stay per week with Provider A.
34. On 16 April 2020, the Council agreed to provide two additional nights respite for Child Y at the time of Mrs Y's surgery.
35. Provider A ended its respite care package for Child Y on 28 April 2020 following an incident involving Child Y.
36. The Council identified another service provider, Provider B, as an organisation who could potentially provide community support to Mrs X and Child Y.
37. Mrs X's surgery was postponed and did not go ahead in the timeframe initially scheduled between February and May 2020.
38. On 1 July 2020, the Council agreed to increase the amount of overnight respite provision to 74 nights per year. This consisted of one weekend per month, two overnight stays per week during school holidays, and a further 12 nights to be used flexibly over the course of the year. The Council agreed to provide the respite package via another service provider, Provider C.
39. Provider C is a specialist service which provides short breaks and longer-term placements for children and young people with a disability. In July 2020, Provider C's respite provision was suspended due to COVID-19 restrictions.
40. Mrs X says she was told Provider C was available for respite care in September 2020. Provider C told the Council it was open to children in the local authority's care but not to children attending respite visits due to the pandemic. As an alternative, the Council identified that Provider B could provide support to Mrs X and Child Y at home, as well as community support.
41. The Council says it is Provider B's policy to carry out a risk assessment before offering a placement. It says Mr and Mrs X's concerns about COVID-19 frustrated a meeting with the provider from taking place. Mr and Mrs X say they declined provision from Provider B because they wanted Child Y to have access to the community rather than support at home. They say the support offered by Provider B would not have provided the respite that Mrs X needed due to her medical conditions. In addition, Mrs X said she did not want the change of having other people in her home due to her autism. Mr and Mrs X also said they had concerns about the level of care and support Provider B was able to provide.
42. In October 2020, the Council said it could provide carer support to Mrs X at home after her surgery. The Council says Mrs X declined the offer of carers going into her home. The Council says it looked into the possibility of Mrs X accessing a service after her discharge from hospital so Child Y could remain at home. However, the Council says it has no records regarding this.
43. On 29 October 2020, the Council told Mrs X that despite its efforts, it was unable to source any respite provision outside the family home for regular respite, and for support with her recovery following her planned surgery. The Council said it does not own any respite provision and relies on private sector providers. It said all private sector respite care providers advised they were unable to take new clients at that time. The Council said it could offer a direct payment so Mrs X could commission her own respite but acknowledged this option did not offer the same

level of respite as requested. The Council apologised for its inability to organise respite provision but stated COVID-19 restrictions meant it was not possible to commission respite outside the home at that time.

44. The Council says it continued to seek respite provision, including from Provider C. However, the Council says Provider C advised it was unable to provide respite visits due to COVID-19 restrictions.
45. Mrs X underwent her planned surgery in November 2020. The Council says the only service provider available at this time was Provider B, whom Mrs X had previously declined. Mr and Mrs X say the Council did not provide any respite provision for the period after Mrs X was discharged from hospital. They say shortly after she was discharged, Mrs X was injured by Child Y and had to be readmitted to hospital.
46. The Council says it continued to seek respite provision during 2021. It says Provider B confirmed it could provide support to Mrs X in March 2021 but said it would first need to recruit additional staff. The Council says it continued to liaise with Provider C, but they also needed to recruit additional staff.
47. In April 2021, Mr and Mrs X visited Provider C to look at the provision offered. The Council said Child Y attended teatime visits in May 2021 with a view to attending overnight respite visits in June 2021.
48. In June, July and August 2021, Child Y attended overnight respite visits at Provider C.
49. The Council says Provider C cancelled Child Y's respite visits in early September 2021 due to staff sickness and holidays. It says Provider C told Mrs X it could restart the respite plan later that month.

Mrs X's complaint

50. Mrs X complained to the Council on 8 October 2021 and said the respite provided was not meeting Child Y's needs. Mrs X said Provider C asked her to collect Child Y on 10 August 2021 because it could not cope with Child Y's level of need. She said Provider C contacted her on 20 August 2021 to cancel the respite provision planned for later that month, and that it subsequently also cancelled provision planned for September and October 2021. Mrs X said the respite provision was inconsistent and unreliable at a time when she was very unwell. She said staffing issues were not her problem and complained the Council had disregarded her poor state of health. Mrs X said the Council had also disregarded the strain the lack of respite had placed on the family.
51. The Council says it continued to seek respite provision, including from Provider C. However, it says Provider C advised it was unlikely to be able to resume provision before Christmas 2021.
52. The Council considered Mrs X's complaint via its corporate complaints procedure and provided its complaint response on 2 November 2021. It acknowledged it had agreed to provide 74 overnight stays per year for Child Y, but stated that due to COVID-19 restrictions, Provider C was unable to offer respite provision until June 2021. It said following visits in June, July and August, all respite visits at Provider C were suspended due to staffing shortages. The Council said it was working hard to find a suitable solution but said that due to a national shortage of care workers, this may not be possible. The Council apologised for the effect on Mrs X's family as a result of not being able to access the agreed support

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- package. It said a new respite care centre currently under construction would hopefully open in the new year.
53. Mrs X escalated her complaint to stage two on 7 November 2021. She said the shortage of care workers was not Child Y's problem and that she considered the Council was discriminating against her family. Mrs X said the new respite care facility may not open until the end of 2022 and she considered the lack of provision was unacceptable.
 54. The Council says Mr and Mrs X asked for some daytime respite in November 2021, and that they agreed to receive some support in the home.
 55. The Council provided its stage two complaint response on 7 December 2021. It apologised that Provider C had not been able to deliver the agreed respite provision and maintained this was due to COVID-19 restrictions and a shortage of staff. The Council said it was pleased however that it had found an agency to provide daytime respite until Provider C became available.
 56. Mrs X escalated her complaint to stage three on 12 December 2021. She said Provider C was still closed and the Council should have provided interim provision for overnight and weekend respite care. Mrs X said the agency referred to by the Council had not yet started to provide daytime respite and said she considered the Council was discriminating against her family.
 57. The Council says Mr and Mrs X asked the Council on 23 February 2022 to provide a full-time residential placement or residential school for Child Y.
 58. The Council held a stage three complaint hearing to consider Mrs X's complaint on 21 March 2022.
 59. The Council provided its stage three response on 29 March 2022. It acknowledged Child Y had not received the agreed respite care and said it was in the process of looking for a full-time placement. The Council acknowledged its responsibility for Child Y's care needs and said that where respite care is required but not provided, this is a failure for which the responsibility ultimately lies with the Council. However, it said if no external providers were able to offer a placement, it was unsure what more it could do other than attempting to insource support or offer a placement much further away. The Council acknowledged however, that this may not be acceptable to Mrs X. The Council recommended it consider whether it was possible to employ its own staff to provide the level of respite care if that level of care was not available externally.
 60. The Council provided a further response on 20 April 2022. Regarding the option of employing its own staff to provide the agreed respite provision, the Council said this required it to have accommodation registered with Ofsted. The Council said it did not have such accommodation and to provide care to a child in unregistered accommodation would be unlawful. The Council said it was working extremely hard to source appropriate respite for Child Y, but the reasons it was unable to do so were due to external factors. The Council apologised for the anxiety and distress caused to Mrs X and her family, and said it was continuing to work with providers to secure appropriate provision for Child Y.
 61. Mrs X remained dissatisfied with the Council's response and brought her complaint to us.

What happened next

62. The Council issued an amended EHC Plan to Mr and Mrs X on 5 May 2022. The EHC Plan said Child Y needed a permanent daytime respite provider who could

fully meet their high level of complex needs so they could access social and leisure activities. The EHC Plan also said Child Y needed a permanent short-break overnight respite provider who can offer permanent regular overnight rest with three-to-one support on a weekly basis.

63. The Council secured a full-time residential placement for Child Y and made them a looked after child under section 20 of the Children's Act 1989. Child Y moved to the residential placement in July 2022.
64. In October 2022, the residential placement gave notice to the Council to end Child Y's placement. The Council says the residential placement felt it could not meet Child Y's needs. The Council says Child Y remains a looked after child under its care and that it is proactively seeking a new residential placement where Child Y's needs can be met.

Analysis

65. We have exercised discretion to investigate events back to March 2020 because the matters complained about date back to March 2020. Mrs X brought her complaint to us within 12 months of the Council's final complaint response.
66. Mrs X complains the Council failed to provide respite provision for Child Y. The Council says it contacted 11 residential respite providers on multiple occasions and carried out a national search to check for any respite placements. It identified a service provider, Provider C, but staffing shortages and COVID-19 restrictions limited the provider's ability to provide the respite provision.
67. The Council says there is a current shortfall in provision of overnight respite in its area for children with a disability, and that this has led to many families being unable to access an overnight service. It says many families do not seek overnight respite because they know it is not available, and this has resulted in some of its vulnerable young people with complex needs coming into residential care earlier than they may have needed to, as families are unable to cope. The Council acknowledges this is not acceptable. However, the Council also says this issue is not just a local one as it says there was a nationwide crisis in terms of availability of respite care during the pandemic, with many other councils similarly affected.
68. The Council says to meet these needs, it has worked with the service provider market over the last 18 months to commission a new Ofsted registered provision which is due to open later in 2022. It says this new facility will provide up to 56 places per week for overnight respite provision.
69. It is positive the Council is taking steps to secure respite provision for families with disabled children in its area. It is also positive the Council identified as part of its own complaint investigation its failure to secure the respite provision it agreed to provide to Child Y. As stated in its complaint response, the Council said, *"If care is required and it is not provided then that is clearly a failure and that the responsibility ultimately lies with the Council."* We agree with the Council's findings on this matter and acknowledge the reasons stated for the lack of provision made. Nevertheless, the statutory guidance is clear that if a council is satisfied it is 'necessary' to provide support services, then councils must provide them, regardless of their resources. We acknowledge the Council's comments and the impact of the pandemic on respite services, but there was no exemption from the Council's general duty to provide respite care for Child Y as a result of COVID-19. Therefore, the failure to provide overnight respite visits for Child Y is fault.

Mrs X's complaint the Council discriminated against her family

70. Mrs X complained the Council discriminated against her family but did not specify to the Council the type of discrimination she was referring to. In response to the draft of this report, Mr X said he considered the Council had discriminated against his family because of their surname and because of Mrs X's and Child Y's autism spectrum condition.
71. It is not for the Ombudsman to determine whether the Council discriminated against Mrs X's family regarding any of the protected characteristics referred to in paragraph 17. This is because only a court can determine whether a body has unlawfully discriminated against an individual based on these protected characteristics.
72. The Ombudsman can, however, decide whether a council has acted with fault when investigating a complaint about discrimination.
73. Procedurally, the Council should have contacted Mrs X to ensure it fully understood her view and to obtain any evidence she had to support her claim of discrimination. We have seen no evidence the Council sought to clarify this, and its complaint responses do not address this issue, or explain how the Council considered Mrs X's complaint of discrimination. As a result, the Council is at fault regarding this matter.

Human Rights

74. We consider Article 8 of the Human Rights Act, a qualified right to respect for private and family life, was engaged by the Council's failure to provide overnight respite care for Child Y. This is because the lack of respite care caused a significant impact on the family's ability to enjoy family life.
75. The Council's EHC Plan identified Child Y needed three-to-one support for the required overnight respite visits, whereas Mr and Mrs X were coping alone. This includes managing without respite care for the period immediately after Mrs X underwent surgery.
76. Decisions and actions should be taken in such a way that they do not conflict with the principles of human rights and equalities. The findings of this investigation highlights the Council's failure to have due regard for Mrs X's human rights in this case. We have found fault by the Council regarding this matter as a result.

Recommendations

77. Having identified fault, we must consider if this caused an injustice to Mrs X and/or her family. Mrs X says the Council's actions placed a huge strain on her both mentally and physically, and that Child Y was also negatively affected because of the missed opportunities to socialise with their peers.
78. Child Y's CIN records show Child Y wanted the opportunity to do things independently from their parents. We consider the injustice to Child Y is the missed opportunity for them to do this for the period May 2020 to May 2021 and the period September 2021 to July 2022. This is a total of 23 months.
79. The injustice to Mrs X is the lack of overnight respite provision for the same period. The Council's child protection records acknowledge Mr and Mrs X were struggling to manage Child Y's behaviour, and that this presented a danger to Child Y and others. This includes the incident in November 2020 shortly after Mrs X underwent surgery, after which she was readmitted to hospital because of the harm caused.

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80. To remedy the injustice identified, the Council has agreed to take the following action:
- a) Provide a further apology to Mrs X for the fault identified;
 - b) Make a payment of £1,500 to Mrs X to recognise the distress caused. This amount reflects the harm caused to Mrs X as a result of the lack of respite provision;
 - c) Make a further payment of £4,600 to be used for the benefit of Child Y. This is in recognition of the distress caused as a result of the missed opportunity;
 - d) Provide us with clarification of when the new respite facility will be available to provide respite care. The Council should also provide evidence of the steps it has taken to ensure this provision is available as soon as possible.
- The Council has also agreed to take the additional following action:
- e) Proactively seek and secure a new residential placement for Child Y. The Council should provide us with evidence of the steps it has taken to ensure a new residential placement is available as soon as possible.
81. The Council must consider the report and confirm within three months the action it has taken or proposes to take. The Council should consider the report at its full Council, Cabinet or other appropriately delegated committee of elected members and we will require evidence of this. (*Local Government Act 1974, section 31(2), as amended*)

Decision

82. We have completed our investigation into this complaint. There was fault by the Council which caused injustice to Mrs X and Child Y. The Council has agreed to take the above action to remedy that injustice.

Member Report

Corporate Peer Challenge – Progress Review



Report to: Cabinet
Report from: Managing Director
Portfolio: Corporate Resources
Report Date: 31st January 2023
Decision Type: Executive
Council Priority: Investing for the long-term

HEADLINE POSITION

1.0 Summary of report

1.1 The Council hosted a Corporate Peer Challenge facilitated by the Local Government Association in November 2021. Following the Peer Challenge an action plan for improvement was agreed, this was produced alongside elected members and endorsed through Cabinet in June 2022. As part of the Peer Challenge process the Council was required to host a follow-up meeting to discuss progress in delivering the action plan. This meeting was duly held on 26th October, following on from which the appended Progress Review Report was shared with the Council.

2.0 Recommendation

2.1 That Cabinet notes the findings of the report which recognises the progress being made to the deliver the action plan. Cabinet is however encouraged to reaffirm the commitment to delivering the agreed action plan of improvement.

DETAILED PROPOSALS

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

- 3.1 As part of the Corporate Peer Challenge process the council was required to hold a progress review meeting to take stock of the work in delivering upon the recommendations of the peer team. Following the meeting the Local Government Association issued a report which set out their take on the Council's progress, which is attached as an appendix to this report. In line with the requirements set out by government, who helps to fund the peer challenge process, the Council is required to publish the report.
- 3.2 As is set out in the attached report the progress review meeting involved the peer team hearing from the Leader and directors on progress in delivering our action plan. It is apparent from the report that the peer team were encouraged by the progress which is being made to deliver upon the action plan. The report did however indicate that in some areas further work is required to accelerate the

delivery of the actions to make the improvements that are required. So, whilst the overall picture is a good one, it is important to ensure that the action plan is delivered in full and momentum maintained. It is also important to recognise that whilst some actions may have been delivered, this doesn't mean that those issues are left to be, it is important that these issues are periodically revisited to ensure that the organisation is an efficient one.

- 3.3 Also attached as an appendix is the action plan which Cabinet endorsed in June, with an update on the latest position with respect to each action. Whilst updates have been reported to Scrutiny each quarter, the attached captures all actions.

4.0 What options have been considered

- 4.1 The publication of the Progress Review report is a requirement of the Corporate Peer Challenge process. In taking the report to Cabinet the organisation is delivering upon that requirement. As has been stated in previous reports, whilst recommended, undertaking a peer challenge is voluntary, the Council has been proactive in seeking an external perspective on areas for improvement, which are now being delivered upon.

5.0 Impact Assessment

- 5.1 This report does not have any specific impact on climate, health and safety, social value, legally, financially or with respect to human resources and equality and diversity. The action plan does however seek to have a positive impact on the corporate health of the organisation, which will cut across a number of the areas usually considered as part of the impact assessment.

6.0 Implementation Plan

6.1 Timetable for Implementing Decision: The action plan which is appended sets out the dates in which specific actions will be delivered.

6.2 Lead Officer each action sets out the lead officer who will deliver it. The overall responsibility for programme of action sits with the Strategic Policy Lead and the Strategic Policy Team.

6.3 Reporting Progress – Updates on the action plan are reported alongside the quarterly updates to Cabinet and Corporate Resources and Governance Scrutiny.

6.4 Communications Plan – as set out above updates on the delivery of the action plan will be communicated through the appropriate political forums.

7.0 Consultation and Engagement

- 7.1 The Progress Review Report is a product of seeking an external perspective on the corporate health of the Council. This process involved engagement with a wide range of stakeholders including residents, members, businesses and strategic partners. The action plan, which was developed alongside elected members through two briefing sessions ahead of the formal decision-making process will see the Council continue to engage with a variety of stakeholders in its implementation.

8.0 Appendices and Background Papers

Appendix 1 – Corporate Peer Challenge, Progress Review Report

Appendix 2 - Corporate Peer Challenge Action Plan Progress

9.0 Contact Officer

9.1 Name: Michael Lyth

9.2 Position Corporate Strategy and Performance Manager

9.3 Email address Michael.lyth@redcar-cleveland.gov.uk

9.4 Telephone Number 01642 444615


LGA Corporate Peer Challenge – Progress Review

Redcar and Cleveland Borough
Council

26th October 2022

Feedback





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1. Introduction

The Council undertook an LGA Corporate Peer Challenge (CPC) during 8th – 11th November 2021 and published the full report with an action plan in June 2022.

The progress review is an integral part of the Corporate Peer Challenge process. Taking place approximately six months after the council published the CPC action plan, it is designed to provide space for the council's senior leadership to:

- Update peers on the early progress made and to receive feedback on this including how the action plan aligns to the CPC's recommendations
- Consider peers' reflections on any new opportunities or challenges that may have arisen since the peer team were 'on-site' including any further support needs
- Discuss any early impact or learning from the progress made to date

The LGA would like to thank Redcar and Cleveland Borough Council for their commitment to sector led improvement. This six-month review was the next step in an ongoing, open and close relationship that the council has with LGA sector support.

2. Summary of the approach

The progress review at Redcar and Cleveland Borough Council took place remotely on 26th October 2022.

The progress review focussed on each of the recommendations from the Corporate Peer Challenge contained in the feedback report sent to the Council on 6th January 2022.

For this progress review, the following members of the original CPC team and LGA staff were involved:

- Chief Executive Peer - **Dwayne Johnson** - (Chief Executive at Sefton Council)
- Lead Member Peer - **Mayor Dave Hodgson** - (Elected Mayor at Bedford Borough Council)
- LGA Principal Adviser – **Mark Edgell** – (Principal Adviser for East Midlands, Yorkshire & Humber and North East)

- LGA Peer Challenge Manager – **Satvinder Rana** (Senior Regional Adviser)

The peer team met virtually via MS Teams over the course of 2 hours with the following representatives from the Council:

- **John Sampson** - Managing Director
- **Councillor Mary Lanigan** - Leader of the Council
- **Patrick Rice** - Executive Director for Adults & Communities
- **Kathryn Boulton** - Executive Director for Children & Families
- **Rob Mitchell** - Strategic Policy Lead

3. Progress Review – Feedback

The Peer Team was heartened to see the positive way in which the Council addressed the recommendations of the Corporate Peer Challenge of 2021 and the evidence provided to show the progress being made. It would encourage the Council to pick up pace on some of the important strategic issues and start embedding the improvements being made into the culture and day-to-day operations of the organisation so that they are sustained going forward.

The Council's managerial leadership has a good firm understanding of the strategic challenges it is facing and the Peer Team was impressed with the continued strong political leadership provided by the Leader and the way she has continued to make her presence felt across the region/sub-region as well as successfully maintaining the stable ruling group arrangements.

The Council's operating environment over the next few months will be within the context of the all-out local elections in May 2023, a challenging financial position and increasing demand for services. The Peer Team was pleased to note that elected Members are at the forefront of decision making and have been fully engaged in the development of responses to the recommendations of the Corporate Peer Challenge, hence the time taken to engage Members before the Council's action plan was approved.

The Council formally agreed the Action Plan in June 2022, though many actions began to be developed and progressed as soon as the Corporate Peer Challenge

was concluded.

Specifically, the Council has made the following progress against each of the recommendations of the Corporate Peer Challenge of 2021.

Recommendation 1

Develop a compelling narrative, a shared vision, agreed priorities and regeneration & economic growth plans for Redcar and Cleveland and communicate these widely.

The Council intends to produce a new Corporate Plan following the local elections in 2023 covering the 4-year term of the incoming Administration. It sees this as the ideal opportunity to engage with newly elected Members and key stakeholders to help develop the new narrative for the place and set out a shared vision and agreed priorities for the Council, supported by a communications campaign.

The Peer Team agree that this was a sensible approach and would encourage the Council to begin setting out the baselines for this work now, which could include a comprehensive set of needs analysis data for the area and citizens as well as early discussions with key stakeholders.

Recommendation 2

Systematically deliver and track progress against these priorities and plans to ensure they deliver real impact to local communities.

A new Performance Management Framework to centralise the process has been developed and adopted by the Council. This sets out the arrangements for monitoring and driving the delivery of agreed priorities through plans and performance leads across Directorates. The new Performance Management Framework is being gradually rolled out across the Council to ensure buy-in from teams and for the required IT infrastructure and support to be aligned.

This is a positive development, and the Peer Team would encourage the Council to embed the new Performance Framework within the organisation as quickly as possible and ensure that Members and senior officer maintain a clear line of sight to the progress being made in the delivery of council priorities, the milestones and targets being achieved, and the resources being deployed.

Recommendation 3

Maximise the opportunities and potential of strategic partners and regional and sub-regional structures by aligning priorities.

The Council is working on this through more joint working with strategic partners, conducting a mapping exercise of key strategies of partner organisations, taking a leadership role in regional working, and holding joint management meetings with some strategic partners. It is also considering establishing a panel with partners to drive forward and ensure challenge to inform development of the next Corporate Plan.

The Peer Team would encourage the Council to press ahead and put in place formal partner engagement arrangements to help develop the borough-wide narrative, ensure high level of understanding and buy-in to this, and to move towards aligning effort and resources to help deliver the shared ambitions for the area. The LGA can help identify areas which have successful partnership arrangements in place to assist learning.

Recommendation 4

Maximise Member and officer capacity through educational and skills development and develop a 'one council' organisational culture.

A new Member Development programme is being developed that will have both discretionary and compulsory elements to ensure that key messages and skills are delivered to all Members. The programme will also have bespoke elements for Cabinet Members and an induction programme for new Members.

The Peer Team note that this programme will be in place ahead of the 2023 local elections so that it is ready and available to all Members post elections.

Recommendation 5

Further develop some of the necessary management processes to ensure the Council is maximising its potential and effectively deploying its capacity.

The Council has made considerable progress in its work on equalities. It has agreed seven equalities objectives through wide consultation with partners and the voluntary and community sector, including holding a borough-wide equality, diversity and

inclusion conference. There is now a strengthened Equalities, Diversity and Inclusion (EDI) staff group in place, launched a monthly EDI communications campaign from February 2022 and has commenced the use of the LGA Equality Framework to steer the improvement journey. In addition, the Council has developed a strategic leadership programme for Corporate Directors; is putting in place a coaching and mentoring programme for senior and middle managers; has undertaken a review of the senior management team, including the appointment of a new Executive Director for Growth, Enterprise and Environment and the strengthening of the roles and capacity of senior financial managers. The Council has also strengthened the Overview and Scrutiny structure and put in place a new Member Case Management System which is making a positive impact.

The Peer Team has been impressed with the progress made on these fronts and would encourage the Council to continue making improvements, reviewing progress and celebrating successes.

Recommendation 6

Use scenario planning when developing the Medium-Term Financial Strategy to consider the options because of uncertainties over future funding arrangements.

The Medium-Term Financial Strategy (MTFS) has been refreshed to cover the period 2023-27. Further actions have been taken including refining planned capital investments, leveraging in additional funding, re-phrasing and re-prioritising projects, topping up reserves, and seeking additional revenue savings. In addition, the Council is now developing savings proposals for varying scenarios, pending the local government finance settlement. Members have been an integral part of these financial decisions. An initial workshop on 7th November with over 30 Members and further briefings are planned.

The future financial sustainability of councils continues to be a challenge, especially considering uncertainties over future funding arrangements, increasing demand for services, rapid inflation, and the cost-of-living crises. All these unknowns and variables will continue to present financial challenges and risks to the Council and the Peer Team would reiterate the importance of scenario and contingency planning.

Recommendation 7

Further embed its approach to developing the capital pipeline to ensure that all

additions are evidence-based, fully considering the revenue (debt funding and operational) costs.

Capital investments have been refined as part of the review of the MTF5 and capital projects have been re-phrased and re-prioritised in view of the financial challenges within the Council.

Moving forward the Peer Team reemphasises the importance of ensuring all capital projects are evidence-based and that they fully take into account the revenue (debt funding and operational) costs.

4. Final thoughts and next steps

The LGA would like to thank Redcar and Cleveland Borough Council for undertaking an LGA CPC progress review.

We appreciate that senior managerial and political leadership will want to reflect on these findings and suggestions in order to determine how the organisation wishes to take things forward.

Under the umbrella of LGA sector-led improvement, there is an on-going offer of support to councils. The LGA is well placed to provide additional support, advice and guidance on a number of the areas identified for development and improvement and we would be happy to discuss this.

Mark Edgell (Principal Adviser) is the main point of contact between the authority and the Local Government Association (LGA), and his contact details are:

mark.edgell@local.gov.uk Tel: 07747 636 910.



Satvinder Rana
Senior Regional Adviser

(On behalf of the peer challenge team)

Corporate Peer Challenge – Action Plan

Themes:

1. Strategic Clarity
2. Communicating and engaging with residents and other stakeholders
3. Organisational structure and management processes

Ref	Action	Update / Comments
CPC1	<p>Agree a new Corporate Plan.</p> <p>Themes 1 & 2</p> <p>Deadline: 2023/24 after local elections</p>	<p>Following the local elections in May 2023, we will produce a new Corporate Plan which sets the strategic direction for the following four years. The vision, values and strategic priorities within will be shared widely with residents, staff and other stakeholders making clear the council’s “compelling narrative” which was recommended through this process. This narrative will need to align with our economic growth ambitions, place marketing, destination management and other priority areas.</p> <p>After much consideration, we have taken the view that it would be most productive if we produce the narrative and undertake significant communication and engagement following the election, given the significant time requirement to do it well, with partners and stakeholders including local residents and the relative stability a four-year term offers.</p>
CPC2	<p>Produce an Economic Growth Statement</p> <p>Themes 1 & 2</p> <p>Deadline: March 2023.</p>	<p>This is an existing action within the Corporate Plan Implementation Plan which will set out the strategic regeneration priorities for the borough inclusive of business growth, planning, skills development as well as physical regeneration.</p> <p>Good progress is being made. A draft statement based on our direction of travel and ambition is being shared and consulted upon within the Growth, Enterprise and Environment directorate. It will then be discussed with Members at the Growth Scrutiny & Improvement Committee before being adopted by members in early 2023.</p>

Ref	Action	Update / Comments
CPC3	<p>Review existing governance and gatekeeping arrangements for capital spend.</p> <p>Themes 1 & 3</p> <p>Deadline: September 2022</p>	<p>One of the top 12 commitments underpinning the delivery of the Council's priorities within the Corporate Plan has been a focus on financial resilience and sustainability. This principle has been adopted in the current MTFS, which has included seeking to maximise the external funding opportunities available to fund our Capital Investment Programme, helping to achieve our growth and regeneration aspirations, and invest in the infrastructure needed to deliver our services, whilst also helping to manage the Council's borrowing requirements and the call on the revenue budget for the associated repayment and interest costs.</p> <p>The Council's current MTFS 2022-27 included a refresh of our investments programme to ensure alignment to the Council's priorities and to the five-year planning horizon of the revenue budget. The five-year planning timescale necessitates that some of the Capital Investment Programme is indicative and will therefore remain under constant review as we firm up and appraise plans and proposals including funding opportunities, business case credentials and overall impact on financial sustainability.</p> <p>The Council operates a Programme Management Group, made up of key officers from across the council, who perform this constant review process, challenging and appraising the business cases of our capital schemes from inception through to post completion review; thereby helping Cabinet to make informed decisions on individual projects along the way. This model and approach are maturing and have become more established, providing a valuable gateway through which all of our capital investments now progress.</p> <p>Due to the current economic situation with inflation at its highest point in 40 years, the capital investment programme is facing significant cost pressures, including the rising cost of borrowing. The governance and gatekeeping arrangements have worked very effectively in agreeing changes to proposed investment programmes (e.g. £25m Redcar Town Deal) that prioritise the delivery of as much of the intended priorities and outcomes as possible whilst managing within the resource available.</p>

Ref	Action	Update / Comments
CPC4	<p>Agree a new performance management framework for the Council.</p> <p>Themes 1 & 3</p> <p>Deadline: September 2022</p>	<p>A new framework was signed off by the Executive Management Team (22nd August). This sets out the arrangements for monitoring and driving the delivery of agreed priorities, strengthening what is currently in place. The key features are that it builds on strong performance management arrangements that are currently in place in some parts of the Council, ensures that there will be service plans under each of the Assistant Directors, and uses Power BI which is already in place for a number of our services.</p> <p>For this to be successful, we are developing at a steady pace, ensuring we maintain buy-in from teams across the Council, which includes the IT service which needs to grow its knowledge and capacity to support development and implementation.</p>
CPC5	<p>Align Council strategy with that of key partners</p> <p>Themes 1 & 2</p> <p>Recurring action</p>	<p>This action is about striving to ensure that Council strategy complements that of strategic partners, working collectively for the betterment of the borough. A key example will be Teesworks, ensuring the Council is best positioned to fully benefit from issues which arise. In practical terms this will mean using informal networks to share and understand common goals, in addition to this a mapping exercise of the key strategies of partners will be undertaken.</p> <p>We have pulled together a document which captures the key strategies of our strategic partners, inclusive of renewal dates to seek to inform and align strategy as appropriate. We will ensure that lead officers and Members / partner Board Members are equipped to have productive discussions during the review and consultation on partner agency plans and strategies, just as we will want to engage partners in the development of our new Corporate Plan.</p> <p>In addition, following the relaxation of the Covid protocols the Executive Management Team has held joint management meetings with some of our strategic partners with further session scheduled. This helps each other to better understand drivers of business as well as provide opportunities to join together on specific pieces of work. We have held one or more meetings with North York Moors National Park Authority and Beyond Housing. The Managing Director is also the lead for the Tees Valley on the new arrangements linked to the Integrated Care Partnership, ensuring that it complements and enhances what is currently in place. This, in addition to our representation on many Tees Valley Groups will help to ensure our strategy is aligned and complementary.</p>

Ref	Action	Update / Comments
CPC6	<p>Agree equality objectives for the Council following consultation and progress actions accordingly</p> <p>Theme 3</p> <p>Deadline: September 2022</p>	<p>In the immediate period after the peer challenge the Council prioritised this action, with Cabinet agreeing in December the draft objectives based on early work of the staff equality, diversity and inclusion group. Seven objectives were formally agreed by Cabinet in May 2022 following consultation with partners with a particular focus on the voluntary and community sector. We held special sessions with elected Members on equality and diversity in the consultation phase, outside of the usual Scrutiny & Improvement Committee cycle. The local voluntary development agency was instrumental in helping us to engage widely.</p> <p>A key milestone was the holding of the first equality, diversity and inclusion conference in the Borough attended by about 100 people from across organisations. It was intended as an awareness raising session. Delegates heard about trans-gender, disability, race / asylum and neuro-diversity issues from a range of local speakers. The feedback from the event is informing some actions to respond to the cost of living crisis as well as being informative for future years' equality objectives. We were hoping to appoint a dedicated equality and policy officer to drive this work forward, building on the strong foundations we have put in place, but this may be paused in light of the significant financial situation in which we find ourselves.</p> <p>The staff EDI group continues to grow its membership, with about 30 staff now engaged. The team has been instrumental in organising communications campaigns throughout the year as follows: February – LGBT+ History Month; May – Deaf Awareness Day; June – Refugee Week; July – International Disability Day; August – International Youth Day; September – National Inclusion Week; October – Black History Month; November – International Men’s Day; December – World AIDS Day. The EDI Group have also commenced the use of the LGA Equality Framework to steer our improvement journey.</p> <p>Work has also commenced on the development of a refreshed Equality Policy for the Council which should be presented before Cabinet for decision in the final quarter of 2022/23. In addition, work continues on adopting the Equalities Framework for Local Government.</p>

Ref	Action	Update / Comments
CPC7	<p>Refresh the Council's Workforce Strategy</p> <p>Theme 3</p> <p>Deadline: June 2023</p>	<p>The existing workforce strategy will be refreshed this year. This ought to tie in with the development of the new Corporate Plan and associated priorities to seek to ensure we are adequately aligning our workforce with our strategic objectives.</p>
CPC8	<p>Develop and implement a culture change programme.</p> <p>Themes 1 and 3</p> <p>Deadline: December 2022</p>	<p>The development of a strategic Leadership programme continues with external trainers Eliesha, who are working to co-design the course content for the programme. The Peer Challenge feedback made reference to the potential for silos to develop within the organisation. The first part of the programme therefore discussed if and where there is scope for the Executive Directors to work as a more cohesive unit. The discussions recognised that the challenges directors face are varied and complex, therefore this was an opportunity to establish how best to work as a single unit, in order to drive success. Some suggestions put forward following the discussions included the need for a shared vision and strategic clarity through the corporate plan, as well as dedicating additional time to discussing issues, challenges, working together more closely.</p> <p>The next steps with this work through phase two will be for Eilesha and the Executive Management Team (EMT) to co-develop a wider Leadership Development programme for EMT, Assistant Directors and Elected Members. Owing to the current in-year financial position it is envisaged that this work is slightly paused, starting in April 2023.</p>
CPC9	<p>Establish a new Elected Member Education, Development & Leadership Programme</p> <p>Themes 1 and 3</p> <p>Deadline: March 2023</p>	<p>In advance of the local elections in 2023 work with elected Members to define a new Education, Development & Leadership Programme. An outline programme has been developed covering both discretionary and mandatory education and development for all elected members, as well as a bespoke programme for Cabinet Members. The programme is however still in a draft stage, with elected members to be consulted upon it ahead of the March deadline and roll-out with the new administration from May.</p>

Ref	Action	Update / Comments
CPC10	<p>Review the organisation's structure to establish if there is a need to rebuild some corporate capacity.</p> <p>Theme 3</p> <p>Deadline: September 2022</p>	<p>A review of the council's senior management team was agreed by Borough Council in early September. See item 8A in the link here Borough Council 08.09.22.pdf (redcar-cleveland.gov.uk)</p> <p>This will set out how the senior officer structure will be deployed to deliver council priorities. A key feature of this review was the appointment of a new Executive Director for Growth, Enterprise and Environment who started on 3rd January 2023. The review changes reporting lines so as to reduce the number of direct reports to the MD and increase his strategic capacity. The review also strengthens capacity at Assistant Director level, including an Assistant Director post within the Resources Directorate to examine corporate capacity in terms of support functions, if appropriate, to increase resilience and ensure equal quality of service across the organisation.</p>
CPC11	<p>Trial a Member Case Management system.</p> <p>Theme 3</p> <p>Deadline: June 2022</p>	<p>The member enquiries email address and wraparound governance arrangements were introduced in May 2022 on a pilot basis for six months. Set out below are the usage figure to the end of December. In order to determine whether to continue with the approach at the end of the pilot, a survey was sent to elected members to canvass opinion. In total 20 elected members responded to the survey, of the 20, 17 agreed to continue with the system as is. As with the introduction of any new system, there is a learning curve, and the survey response provided some really helpful practical suggestions on how the approach can be fine-tuned, which will of course be considered and actioned accordingly.</p> <p>As at the end of December, the figures for its use / success are as follows:</p> <ul style="list-style-type: none"> • 34 (out of 59) councillors have used it and numbers are growing each month • 683 enquiries have been received • 656 have been completed / closed • 27 are continuing • It has taken an average of 5 days to complete / close actions

Ref	Action	Update / Comments
CPC12	<p>Introduce a process for additional financial forward planning with a view to develop potential savings independent of the setting of the Medium Term Financial Strategy.</p> <p>Theme 3</p> <p>Deadline: September 2022</p>	<p>A process of additional financial forward planning commenced with the Executive Management Team and informal Cabinet in May of last year, soon after the refreshed MTFs 2022-27 had been approved. Financial position updates were developed, looking at key financial health indicators to inform our key considerations and agree aims and actions moving forwards.</p> <p>This highlighted our current position (including benchmarks) across the three main financial aspects of capital, revenue, and reserves; and set out early indications of financial risk, including from inflation. This helped to agree the principles of how we would seek to mitigate these risks moving forwards.</p> <p>Actions taken to date include refining planned capital investments to manage within available resource through value engineering, leveraging in additional funding, re-phasing projects and prioritising delivery of some projects over others. Reserves were topped up at the 2021/22 financial year end to increase financial resilience. Additional revenue savings were also sought, an example being developing a business case to buy-out of our admin buildings PFI contract which has been signed off and supported by Government.</p> <p>Subsequently inflation has continued to rise to its current 40 year high, significantly impacting all areas of spend. This has been compounded by the legacy of the covid pandemic and the current cost of living crisis contributing to increased demand coming through for our children’s services, a common issue for many local authorities, particularly ones with relatively high levels of deprivation like Redcar and Cleveland.</p> <p>We have lobbied Government for the need for more funding to allow us to address the numerous issues impacting on our finances that are largely outside of our control. Within the budget proposals report a number of options have been put forward to ensure essential services can be maintained and the Council’s financial position remains sustainable and resilient across the medium term. These proposals are currently been consulted upon.</p> <p>In developing the budget proposals an all-Member workshop was held in November, in addition to ideas being</p>

Ref	Action	Update / Comments
		<p>sought from staff. A number of the ideas put forward have been captured as part of the budget proposals. Going forward it would be proposed that such an approach is replicated, engaging members and residents at the earliest possible stage in budget and savings development.</p>
CPC13	<p>Review overview and scrutiny structure to reflect the shape of the organisation.</p> <p>Theme 3</p> <p>Deadline: September 2022</p>	<p>A revised overview and scrutiny structure was agreed alongside the new senior management structure at Borough Council on 8th September.</p> <ul style="list-style-type: none"> • Resources Scrutiny & Improvement Committee becomes Corporate Resources and Governance • Growth, Enterprise & Environment is now Growth • Children and Families remains the same • Adults & Communities becomes Adult, Wellbeing and Health • There is a new Climate and Environment Scrutiny & Improvement Committee <p>The wider member cohort has also had the opportunity to take part in task and finish work, with current panels looking at secondary education, as well potentially on the issues with north sea crustaceans, following a motion to Borough Council.</p>



Member Report

Local Funding Formula for schools 2023/24

Report to: Cabinet

Report from: Managing Director

Portfolio: Resources

Report Date: 31 January 2023

Decision Type: Key – Budget

Forward Plan Reference: RD0107

Council Priority: All

HEADLINE POSITION

1.0 Summary of report

- 1.1 The report outlines the funding allocations to be received by the Council in its role as a local education authority for 2023/24 and sets out the local funding formula to be used to distribute school block allocations to schools and academies.

2.0 Recommendation

It is recommended that Cabinet:

- Formally approve the 2023/24 local funding formula which influences the budgetary funding allocations for schools and academies for 2023/24. This formula will be consulted upon at Schools Forum on 23 January 2023. If changes are proposed at the meeting of Schools Forum an addendum will be provided.

DETAILED PROPOSALS

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

- 3.1 The fair and equitable method of funding our schools meets a key priority in the Corporate Plan for Meeting Residents' Needs. The allocation of school funding is targeted to ensure funds are optimally allocated to maximise benefits for children attending schools across the Borough.
- 3.2 The allocation of school funding is a key part of the Resources Directorate's medium term financial planning and budget setting process. Agreement and communication of the local funding formula must be completed within prescribed timescales to provide schools with the opportunity to plan their individual school budgets in advance of the start of the new financial year.
- 3.3 Local Education Authorities also retain the responsibility to set a local funding formula to distribute school block allocations to schools. The Council has adopted all the key features of the guidance provided from the national funding

formula (NFF) when allocating funds to individual schools for 2023/24. The Schools Forum does not decide on the formula however they are required to be consulted.

- 3.4** Following a government consultation, in 2023/24, local authorities will only be allowed to use NFF factors in their local formulae, and must use all NFF factors, except any locally determined premises factors. Local authorities will also be required to move their local formulae factors 10% closer to the NFF values, compared to where they were in 2022/23, unless they are already mirroring the NFF. There is an expectation that moving to the NFF will be complete by 2027/28 funding year at the latest.
- 3.5** The Department for Education (DfE) have made clear that the deficits held by local authorities with regard to the Dedicated Schools Grant (DSG) will continue to be considered as an unusable reserve until 31 March 2026.

4.0 What options have been considered

- 4.1** The Government is committed to levelling up opportunity for all children and young people. As announced at the spending review last year, the total core school budget is increasing to £56.8 billion by 2024/25; a £7 billion cash increase compared with 2021/22. 2023/24 is the second year of that three-year funding settlement.
- 4.2** High needs funding is increasing by a further £570 million, or 6.3%, in 2023/24 following the £1 billion increase in 2022/23 and £1.56 billion increase over the previous two years. This brings the total high needs budget to £9.7 billion. The high needs NFF will ensure that every local authority receives at least a 5% increase per head of their 2-18 population, with some authorities seeing gains of up to 7%.
- 4.3** DSG is allocated to local authorities in four separate funding blocks. The value of each block is determined by a separate NFF, which are expected to be as follows for 2023/24:
- Schools Block is £107,651,103 (2022/23 was £103,238,434 = 4.27% increase)
 - Central Schools Services Block £811,862 (2022/23 was £812,061 = 0.02% decrease)
 - High Needs Block £26,516,907 (2022/23 was £24,008,002 = 10.45% increase)
 - Early Years Block £8,285,631 (2022/23 was £7,850,339 = 5.54% increase)
- 4.4** The total DSG budget for 2023/24 is £143,265,503 compared to £135,908,836 in 2022/23 which equates to a total rise of 5.4%.
- 4.5** Whilst this additional funding is welcome, the funding is partially allocated based on changes to pupil numbers and rising demand and need, particularly for the provision of special educational services where demand continues to increase and has, in recent years, not been sufficiently funded. Indeed, the Council expects to still be carrying forward a deficit on the DSG Balance as at 31 March 2023.

4.6 Schools Block:

The Schools Block funding has been issued to the Council under the NFF, which uses a range of factors and formulae as shown in Appendix 1 to allocate funding to schools and academies in the Borough. The factors are applied to census information describing characteristics of the pupils in the school, plus premises factors to set budgets for each school. As per the October 2022 census, the Borough is funded overall for 18,914 pupils, **down** from 19,180 pupils as at October 2021.

4.7 During 2022/23 schools received supplementary schools grant paid directly to schools. This additional funding was to help schools meet the Health and Social Care Levy.

4.8 The supplementary funding, worth £3,103,358 has been absorbed into the schools' block, creating a true additional increase of £1,310,311 despite falling pupil numbers.

4.9 The minimum per pupil levels in 2023-24 will be set at £4,405 per pupil for primary schools and £5,715 per pupil for secondary schools. This includes £119, £155 and £173 per primary, KS3 and KS4 pupil respectively for the rolling in of the schools supplementary grant as above, plus a further 0.5%. Schools and academies who have seen a significant drop in pupil numbers may however receive a reduction in their absolute funding allocations.

4.10 The budget shares for schools and academies will be notified to schools by 28 February 2023 to ensure they have sufficient time to financially plan for 2023/24.

4.11 Appendix 2 provides an itemised list of the funding for each school and academy in the Borough. Comparator budgets for 2022/23 and 2021/22 are also listed.

4.12 High Needs Funding Block:

The High Needs Block funding allocation provided by the Department of Education has increased by £2,508,905, an increase of 10.4%, which includes the additional funding provided to special schools and post 16 provision as a supplementary grant during 2022/23.

4.13 This funding supports the provision for children and young people with special educational needs and disabilities from school age through to the age of up to 25 years old – whom the Council have a statutory requirement to meet their assessed educational requirements through the funding and placement of children. The block also funds the provision of education for children who are unable to receive education in schools (including children who have been excluded from mainstream school, children in hospital or children in high cost residential placements) and other support services provided by the Council to enhance the provision of special educational services and support.

4.14 High Needs Funding Block has during the last 5 financial years been put under increasing strain due to the number of children who have been issued Special Educational Needs Plans and Education, Health and Care Plans (EHCPs) increasing from 1,067 in 2018 to 1,398 in 2022 – an increase of 31%. Comparatively in the same period across the North East and England there has

been an 38% and 48% year-on-year increase in the numbers of children with SEN Plans and EHCPs issued respectively suggesting that the Council is not unique in experiencing this growth.

4.15 The High Needs Block funds a variety of different types of educational provision. Due to a combination of local and national shortage of placements and rising demand for these placements to meet children's educational needs, there is an increasing demand for comparatively expensive placements in Independent Schools, Special Schools and Alternative Provision to ensure children's educational needs are sufficiently met. Placements in Independent schools are particularly expensive and have placed significant pressure on the Council's High Needs Funding Block. Some of these placements are located outside of the Borough which has in turn, placed pressure on the Council's revenue-funded budgets for home-to-school transport. Furthermore there has been a significant increase in demand for provision for post-16 funding for special educational needs which has delivered improved outcomes for more children and young adults.

4.16 The funding for special educational needs has failed to keep pace with these rising demands and the Council is projected to have a cumulative carry forward deficit of around £4,775,000 as at 31 March 2023, which has been built up since the start of 2018/19.

4.17 The Council has therefore also gained agreement through Schools Forum in October for schools to transfer an additional 0.5% of their notional school budget allocations to the High Needs Block over and above the additional £2,508,905 received from the Department for Education. This transfer between blocks is £535,000, and the school budget allocations in Appendix 2 reflect this top-slice having been adjusted for. The annual approval of Schools Forum was required as part of Government guidance to local education authorities and school forums.

4.18 Central School Services Block:

This block provides funding for local authorities to carry out central functions on behalf of all schools and academies in their role as local education authority. Examples of these roles include the cost of national copyright licences and school admissions services. An element of this fund, which has been cut by 20%, funds historic locally agreed cost commitments such as the provision of Inspire to Learn as an educational facility for use by the schools and academies of the Borough. The shortfall in income for Inspire to Learn will need to be made up through further cost control and increased commercialisation of the service.

4.19 Early Years Block:

The Early Years Block of funding is administered by the Council and provides funding to early year providers in the Borough. The funding is targeted towards the funding of the following areas:

- Early Years entitlement (15 hours per week) for two-year olds living in disadvantaged families
- Early Years universal entitlement (15 hours per week) for all three and four-year olds.
- Early Years additional entitlement (15 extra hours per week) for three and

four-year olds of children of eligible working parents.

- Early Years Pupil Premium – payable to childcare providers as an additional source of funding where some of the children attending the facility qualify for additional funding.
- The Disability Access Fund.

4.20 The Council has seen a rise of 1.7% in hourly rates for early years funding of three and four year olds however due to absorption of the teacher's pay and pension grant paid to nursery schools within a school setting, the overall increase in rates has been 6.3%. The rate payable to all providers of three and four year old provision will increase from £4.27 per hour to £4.37 per hour (2.3%) however an additional quality supplement will be payable to school settings to support workforce qualifications. The proposed change to the formula has been discussed with schools forum. The rate for disadvantaged two-year olds will be increased from £5.39 to £5.45 per hour (1.1%).

5.0 Impact Assessment

5.1 Climate Emergency – The Council is seeking to ensure as many children as possible are educated in the Borough, and in particular in the case of children with special educational needs, the Council minimises its use of out-of-Borough placements to reduce travelling costs and emissions.

5.2 Health and Safety – The formula delegates funds to schools and academies for their local health and safety needs.

5.3 Social Value – A fair and equitable method of distributing funding to schools helps to ensure that money gets where it is most needed and is used for the benefit of schools and pupils in the Borough. A key component of the procurement and investment strategies of the Council are to promote social value across the Borough.

5.4 Legal – As per the Schools and Early Year Finance Regulations 2020, in determining its local funding formula for schools, a local authority must consult its schools and school forum about annual changes to the school funding arrangements.

A local education authority is responsible for making the final decisions on the formula and each authority's process must gain approval by Cabinet and where necessary the Secretary of State before the beginning of the funding period.

If local approval is not achieved within the mandated timescale, the decision is referred to the Secretary of State, which would delay the timing of notifications to schools which then impacts on schools being able to effectively financially plan for the year ahead.

5.5 Financial – Approval of the local funding formula for schools in the mandated timescales ensures funding is allocated to schools in a fair and

equitable way and allows schools the time to plan the deployment of their resources to deliver best value.

5.6 Human Resources – None

6.0 Implementation Plan

6.1 Timetable for Implementing Decision: Ratification of the school funding formula needs to take place before 28 February 2023.

6.2 Lead Officer: Phil Winstanley – Director of Finance (Section 151 Officer)

6.3 Reporting Progress – None

6.4 Communications Plan – As a result of completing the Authority Proforma Tool to the DfE, maintained schools are provided with their budget before 28 February 2023 by the council. Academies receive confirmation of the general annual grant (GAG) by 23 March 2023 direct from the DfE.

7.0 Consultation and Engagement

The Council consults with Schools Forum on the local schools formula. The meeting will take place on Monday 23 January 2023.

8.0 Appendices and Background Papers

Appendix 1 – National Funding Formula – Factors and Values

Appendix 2 – School funding allocations for 2023/24 (including previous years comparator amounts)

9.0 Contact Officer

9.1 Name: Phil Winstanley

9.2 Position: Director of Finance (Section 151 Officer)

9.3 Email address: Philip.winstanley@redcar-cleveland.gov.uk

9.4 Telephone Number

APPENDIX 1

Locally Applied National Funding Formula (NFF) -factors and values

	<u>NFF 2023-24</u>	<u>Increase IFF 2022-23</u>	<u>Increase</u>	<u>NFF 2021-22</u>
	£	23-24 vs 22-23	£	22-23 vs 21-22
		%		£
1 Basic per pupil funding				
AWPU				
Primary APWU	3,394	5.5%	3,217	3.0%
Secondary - KS3 AWPU	4,785	5.5%	4,536	3.0%
Secondary - KS4 AWPU	5,393	5.5%	5,112	3.0%
2 Additional Needs Funding				
Deprivation				
Current Primary FSM top-up	480	2.1%	470	2.2%
FSM6 Primary	705	19.5%	590	2.6%
IDACI F Primary	230	4.5%	220	2.3%
IDACI E Primary	280	3.7%	270	3.8%
IDACI D Primary	440	4.8%	420	2.4%
IDACI C Primary	480	4.3%	460	3.4%
IDACI B Primary	510	4.1%	490	3.2%
IDACI A Primary	670	4.7%	640	3.2%
Current Secondary FSM top-up	480	2.1%	470	2.2%
FSM6 Secondary	1,030	19.1%	865	3.0%
IDACI F Secondary	335	4.7%	320	3.2%
IDACI E Secondary	445	4.7%	425	2.4%
IDACI D Secondary	620	4.2%	595	2.6%
IDACI C Secondary	680	4.6%	650	3.2%
IDACI B Secondary	730	4.3%	700	2.9%
IDACI A Secondary	930	4.5%	890	2.9%
Low Prior Attainment				
Primary	1,155	2.2%	1,130	3.2%
Secondary	1,750	2.3%	1,710	3.0%
EAL				
Primary	580	2.7%	565	2.7%
Secondary	1,565	2.3%	1,530	3.0%
Mobility				
Primary	945	2.2%	925	2.8%
Secondary	1,360	2.3%	1,330	3.1%
3 School Led Funding				
Lump Sum	128,000	5.5%	121,300	3.0%
4 Minimum Funding Levels (inc school led factors)				
Primary	4,405	3.3%	4,265	2.0%
Secondary	5,715	3.4%	5,525	2.0%
Pupil led Funding Floor	0.5%		2%	2%

APPENDIX 2

MAIN SCHOOL BUDGET ALLOCATIONS 2021-22 TO 2023-24 financial years

NB: all instance of reduce budget is in relation to pupil census numbers

PRIMARY	Numbers			Numbers			Numbers		
	on Roll	23-24		on Roll	22-23		on Roll	21-22	
	23-24	Total Funding		22-23	Total Funding		21-22	Total Funding	
Highcliffe Primary School	290	£1,380,246	●	314	£1,410,464	●	325	£1,406,887	●
Lingdale Primary School	82	£536,368	●	92	£557,898	●	88	£523,895	●
Lockwood Primary School	164	£818,544	●	169	£813,663	●	176	£828,123	●
Teesville Academy	275	£1,303,764	●	287	£1,299,579	●	295	£1,308,628	●
Bankfields Primary School	254	£1,305,715	●	254	£1,242,280	●	251	£1,185,757	●
Hummersea Primary School	261	£1,432,666	●	268	£1,407,534	●	260	£1,317,773	●
Whale Hill Primary School	437	£2,230,378	●	453	£2,192,641	●	463	£2,176,986	●
Newcomen Primary School	338	£1,585,958	●	349	£1,552,200	●	343	£1,501,603	●
Grangetown Primary School	256	£1,531,442	●	258	£1,464,354	●	255	£1,405,714	●
Errington Primary School	208	£965,435	●	219	£959,944	●	225	£953,133	●
Belmont Primary School	350	£1,547,280	●	342	£1,463,904	●	328	£1,376,314	●
Saltburn Primary School	338	£1,512,727	●	354	£1,527,106	●	367	£1,549,894	●
Caedmon Primary School	269	£1,550,191	●	277	£1,511,344	●	309	£1,598,628	●
South Bank Community Primary School	250	£1,643,989	●	243	£1,528,273	●	235	£1,455,523	●
Chaloner Primary School	215	£1,132,525	●	224	£1,116,114	●	220	£1,060,516	●
Handale Primary School	171	£931,509	●	185	£948,592	●	186	£914,256	●
Dormanstown Primary Academy	222	£1,297,124	●	221	£1,228,117	●	234	£1,241,333	●
Westgarth Primary School	306	£1,354,644	●	311	£1,331,689	●	304	£1,275,994	●
Galley Hill Primary School	246	£1,088,520	●	241	£1,032,630	●	231	£970,345	●
Nunthorpe Primary Academy	209	£936,709	●	211	£902,884	●	209	£876,589	●
Green Gates Primary School	223	£1,281,000	●	210	£1,152,481	●	206	£1,089,792	●
John Emmerson Batty Primary School	189	£914,517	●	185	£855,274	●	187	£848,699	●
Zetland Primary School	197	£1,033,041	●	198	£987,640	●	200	£955,328	●
Ings Farm Primary School	394	£1,744,618	●	405	£1,734,229	●	420	£1,761,078	●
Wilton Primary Academy	53	£396,472	●	50	£369,652	●	49	£359,951	●
Badger Hill Academy	139	£681,924	●	155	£712,759	●	178	£781,883	●
Ormesby Primary School	274	£1,350,908	●	294	£1,370,554	●	311	£1,410,877	●
Overfields Primary School	187	£1,048,931	●	196	£1,038,953	●	192	£983,797	●
Lakes Primary School	257	£1,323,765	●	268	£1,324,776	●	274	£1,311,682	●
Riverdale Primary School	177	£896,673	●	177	£852,749	●	172	£808,168	●
Normanby Primary School	462	£2,043,046	●	446	£1,909,921	●	448	£1,880,371	●
Whitecliffe Academy	91	£562,352	●	88	£523,210	●	97	£548,963	●
Wheatlands Primary School	380	£1,682,665	●	390	£1,670,825	●	396	£1,662,755	●
New Marske Primary School	176	£855,664	●	193	£880,635	●	204	£894,808	●
Coatham Church of England Primary School	197	£982,293	●	202	£955,351	●	203	£938,186	●
St Peter's Church of England Primary School	253	£1,287,261	●	273	£1,310,019	●	277	£1,303,381	●
St Mary's Catholic Voluntary Primary Academy	198	£1,110,547	●	211	£1,115,686	●	201	£1,024,361	●
Saint Bede's Catholic VA Primary School	157	£719,497	●	176	£753,908	●	176	£738,948	●
Saint Joseph's Catholic Primary School, A Cath	134	£703,416	●	133	£667,252	●	142	£691,744	●
Saint Paulinus Catholic Primary School, A Cath	200	£906,664	●	205	£883,874	●	198	£843,616	●
Saint Gabriel's Catholic Voluntary Primary Acac	187	£981,118	●	187	£941,042	●	193	£944,497	●
Skelton Primary School	444	£2,096,777	●	455	£2,043,730	●	454	£1,958,073	●
St Margaret Clitherows RC Primary School	303	£1,559,843	●	285	£1,402,828	●	282	£1,338,003	●
St Benedict's Primary Catholic Voluntary Acade	356	£1,823,877	●	363	£1,770,303	●	361	£1,686,517	●
Primary - Total	10,769	£54,072,603		11,017	£52,718,860		11,125	£51,693,369	

	<u>Numbers</u>			<u>Numbers</u>			<u>Numbers</u>		
	<u>on Roll</u>	<u>23-24</u>		<u>on Roll</u>	<u>22-23</u>		<u>on Roll</u>	<u>21-22</u>	
	<u>23-24</u>	<u>Total Funding</u>		<u>22-23</u>	<u>Total Funding</u>		<u>21-22</u>	<u>Total Funding</u>	
<u>SECONDARY</u>									
Outwood Academy Normanby	731	£5,490,216	●	688	£4,943,891	●	647	£4,563,586	●
Outwood Academy Bydales	801	£5,128,068	●	806	£4,906,396	●	818	£4,825,331	●
Rye Hills Academy	867	£5,384,302	●	894	£5,282,996	●	917	£5,273,118	●
Outwood Academy Redcar	597	£4,145,570	●	552	£3,638,933	●	492	£3,128,809	●
Nunthorpe Academy	1,352	£7,989,078	●	1,369	£7,674,585	●	1,379	£7,504,327	●
Saint Peter's Catholic Voluntary Academy	547	£3,885,430	●	548	£3,688,410	●	537	£3,453,003	●
Sacred Heart Catholic Secondary	712	£4,704,802	●	735	£4,614,440	●	738	£4,447,113	●
Freebrough Academy	812	£5,426,451	●	819	£5,186,557	●	826	£4,990,364	●
Laurence Jackson School	1,212	£7,498,870	●	1,223	£7,179,812	●	1,221	£6,933,405	●
Huntcliff School	514	£3,176,078	●	529	£3,097,082	●	539	£3,070,646	●
Secondary- main school budget shares	8,145	£52,828,865		8,163	£50,213,101		8,114	£48,189,702	
Total - main school budget shares	18,914	£106,901,468		19,180	£102,931,961		19,239	£99,883,070	



Member Report

Corporate Plan Implementation Plan

Quarter 3 2022/23 Progress Report

Report to: Cabinet
Report from: Managing Director
Portfolio: Leader
Report Date: 31 January 2023
Decision Type: Executive
Council Priority: All

HEADLINE POSITION

1. Summary of report

The Corporate Plan Implementation Plan is made up of an ambitious set of actions that would help the Council make progress on improving quality of life across the Borough.

This report highlights the progress that has been made in delivering the actions agreed:

- in the Corporate Plan Implementation Plan to 31st December 2022.
- in the Implementation Plan that were due but not completed by the end of the previous quarter

2. Recommendation

Cabinet is asked to note the progress being made as set out below.

DETAILED PROPOSALS

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

The Corporate Plan Implementation Plan was agreed by Cabinet in December 2021. It should be noted that this report deals with the actions due for completion by 31st December 2022, together with the lead Cabinet portfolio and a brief summary of progress.

4. Priority - Tackling Climate Change and Enhancing the Natural Environment

4.1 No actions this quarter

5. Priority - Meeting People's Needs

5.1 Open a Community Hive in Redcar to support all the communities of Redcar & Cleveland (Portfolio: Health & Welfare)

Progress continues: Establishing a physical location has proven to be a challenge in Redcar High Street. The search is ongoing and we are exploring other options. Alongside this, we continue to work with Lloyds Bank Foundation and the Woodsmith Foundation to develop a sustainable model that will strengthen the Voluntary and Community Sector. In partnership with Lloyds and Woodsmiths, we hosted a Reimagining Redcar and Cleveland event in October and plan to facilitate subsequent quarterly events in 2023 to further strengthen links.

5.2 Develop and coordinate accessible resources and learning for frontline staff and volunteers through the South Tees Wellbeing Network, aimed at helping people to improve their wellbeing. (Portfolio: Health, Housing and Welfare)

Delivered: The South Tees Wellbeing Network was established to act as a personalised wellbeing network for people who work or volunteer in South Tees, to improve our communities' health and wellbeing. The network continues to develop strongly, providing accessible resources and learning for staff and volunteers across an evolving range of digital information platforms (network website, Instagram, LinkedIn, LinkTree, Active Campaign Marketing Platform). We have developed an Action Plan for 2023/24 which incorporates a 'Wellbeing in Practice' events series to improve members' own wellbeing and a 'What Affects Wellbeing' events series to share learning. The development of these events was underpinned by a survey asking members what they would like to learn about.

Three successful learning events have been held to date:

- Action for Happiness (10 Keys to Happiness) – 35 attendees
- Men's Health Scoping Event – 15 attendees
- Cost of Living Workshop – 200 attendees, 150 of whom came through a network 'call to action'

Membership of the South Tees Wellbeing Network now stands at 627 members. We have distributed 3 monthly e-newsletters and initiated 5 'Calls to Action' (Cost of Living Crisis, Wellbeing Survey, Cost of Living Briefings, Food Power Alliance, COVID Alcohol Study). 4 blogs have also been uploaded to the network platform (Headstart, Odyssey Health and Wellbeing, Action for Happiness, Whitby Wellbeing). In addition, we have developed and are maintaining a list of all relevant partnerships across Redcar and Cleveland and Middlesbrough (with contact details), which link to the 15 topics the network covers.

5.3 Build a new supported living care community at Hummersea in Loftus for people with disabilities and older people. (Portfolio: Adults)

Progressing well - Continuing. Residents have moved into 16 properties at The View, with a further 3 properties allocated. Nominations for released properties continue to progress through the Supported Housing Panel and there is currently a waiting list for the outstanding 3 bedroom bungalows.

We experienced some delays due to the connection of utilities but the properties are being occupied as they become available. We are promoting the scheme with a view to future releases.

5.4 Build a new supported living care community at Kirkleatham for older people and people with disabilities. (Portfolio: Adults)

Progress continuing. The development is under construction, completion timescales are still to be determined. The project group is continuing to resolve some resource queries including the need for joists so hoists can be fitted and increased door width to allow greater accessibility.

5.5 Open a community mental health hub at East Cleveland Hospital in partnership with Tees, Esk and Wear Valley NHS Trust (TEWV). (Portfolio: Health and Welfare)

Progress continuing This is currently still in progress. Work continues to determine an appropriate site for this mental health hub for East Cleveland. Whilst Skelton Civic Hall was initially the preferred site, an alternative is now being explored.

5.6 Develop a Social Work Academy to secure high quality, skilled social work students into permanent positions within the children and families service. (Portfolio: Children)

Progressing well. A Project Manager was appointed in September 2022, with a Team Manager, Advanced Practitioners and Business Support appointed and in post from November. Whilst the official launch date for the academy is January 2023, cohort one of the Academy's intakes are in the process of being appointed. It is envisaged that future cohorts (7 newly qualified workers) will be recruited in March and September and six monthly thereafter.

The Academy work plan is in progress, including comprehensive induction, practice models and recruitment drive.

6. Priority – Improving the Physical Appearance of the Borough and Enhancing Prosperity

6.1 Improving Public Rights of Way (PROW), through additional resource allocation (Portfolio: Neighbourhoods)

Progressing well: The Public Rights of Way Officer and the Public rights of Way Ranger along with volunteers installed two footbridges at Barns Farm, Skelton and Rosecroft Wood, Loftus as part of the Public Right of Way network improvement plan. Ongoing maintenance of the Cleveland Way, England Coast Path and the Teasdale Way has also been undertaken in terms of footpath resurfacing and general maintenance. This vital maintenance helps people to safely enjoy the wide array of PROW right across the borough.

6.2 Produce a Regeneration Statement which will set out the Council's priorities for growth and help us to ensure our work has the greatest possible impact on these. (Portfolio: Economic Growth)

Progress continuing - Work is underway on the development of the Regeneration

Statement and is currently at internal officer consultation stage. It is envisaged that the statement will be presented to Growth, Enterprise and Environment Scrutiny Committee in Quarter 4.

6.3 Develop and resource a five year plan for the Council's existing Place Marketing Initiative (Portfolio: Economic Growth)

Progressing - The initiative which was launched as a joint scheme between the Council, businesses, and residents was initially funded through SSI and S106 funding as a means of collectively promoting the area as a place to live, visit and invest as well as secure funding and investment. Whilst the initiative has had success with 545 ambassadors in place by September 2022, further work is still required on securing external funding in the long term. Officers will continue to explore the various external funding streams and hope to reach a position by the end of quarter 4.

6.4 Completion of junction improvements at Normanby Top. (Portfolio: Highways and Transport)

Work on the improvements at Normanby Top, are due to commence early 2023 with a view to completion early in 2023/24. There have been some minor delays with third party contractors which are being addressed.

6.5 Assessment of the borough's key bridges and highway structures. (Portfolio: Highways and Transport)

Progressing Well: We are currently working towards completing a Principal Asset Inspection programme on ninety structures within the borough. These ninety structures have previously been identified as being most critical for the borough. Of the key bridges there is one left to inspect, which should be completed within quarter 4, upon third party approval. Remedial repairs are being identified as part of these inspections, and following prioritisation, are being delivered.

Upon completion of the current Principal Inspections, the remainder of the highway structures (including bridges, culverts, retaining walls etc.) are to be assessed to determine future inspection regimes.

6.6 Develop and strengthen the cultural infrastructure of the Borough including:

- **Supporting the ongoing development of the Redcar & Cleveland Cultural Partnership**

Progressing well: The Redcar and Cleveland Cultural Partnership continues to grow, as an active group that meets monthly to drive forward a range of joint projects. In particular, Q3 has been spent pushing forward the development of the Cultural Strategy and exploring funding options to support the sustainability and the joint working approach of the group.

- **Develop and deliver a Cultural Strategy for the Borough**

Progressing well: Huge progress has been made in the development of the Cultural Strategy. A range of consultation sessions have been undertaken with key internal and

external stakeholders, the R&C Cultural Partnership and freelancers. Community engagement sessions have also taken place. We currently have a working draft version and are looking to finalise the strategy by the end of March 23.

- **Develop and deliver an Arts in health Strategy for the South Tees (Portfolio: Culture and Climate Change)**

Progressing well: The development of an Arts in Health Strategy has progressed well. This will now be entitled a 'Creative Health Strategy' to align with the national agenda. Work is still ongoing but the strategy will now not be finalised until July. This is to ensure further development and design is aligned with the main Public Health South Tees Strategy and the outcomes of the Joint Strategic Needs Assessments (JSNA), which should be complete in June.

7. Priority – Investing for the Long-Term

7.1 No actions due this quarter

8. What options have been considered

- 8.1 Once the actions had been agreed by Cabinet, the focus has been on only one option – delivering the actions

9. Impact Assessment

Climate Emergency – more low carbon vehicles, electric charging points for vehicles and an increase in tree planting are examples of contributions this quarter to tackling the climate emergency

Health and Safety – all actions are assessed for health and safety implications and actioned accordingly

Social Value – the council's procurement rules ensure more of the council's spend is kept within the Borough – this will impact across the Corporate Plan

Legal – Where there are legal implications in certain actions, e.g. in paragraph 5.1, these will be addressed as necessary

Financial – All actions in the corporate plan are costed and funded as per the 2022/23 budget as agreed in February 2022

Human Resources – Staff across the organisation are responsible for delivering actions which are making improvements to local people's quality of life

Equality and Diversity – Much of what the Council sets out to do, including actions in the Corporate Plan, are designed to support those who need help the most. Individual projects will need to have impact analyses undertaken to ensure compliance with Equalities legislation

10. Implementation Plan

All actions in the Corporate Plan Implementation Plan have a key timescale for completion, lead Cabinet Member and senior officer responsible, with progress reported to Members through Scrutiny & Improvement Committees. Communications on each action are managed within directorates.

11. Consultation and Engagement

As this report is focused on delivering agreed actions which themselves have been consulted upon, there is nothing further to add at this point.

12. Appendices and Background Papers

None.

13. Contact Officer

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Position: Corporate Strategy and Performance Manager

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Member Report

Loftus Conservation Area Management Plan Supplementary Planning Document: Consultation Draft

Report to: Cabinet

Report from: Corporate Director for Resources

Portfolio: Economic Growth

Report Date: 31 January 2023

Decision Type: Key Policy - GEE0038

Council Priority: All Priorities

HEADLINE POSITION

1.0 Summary of report

1.1 The purpose of this report is to seek approval of the draft Loftus Conservation Area Management Plan (Loftus CAMP) for the purposes of public consultation. The draft Loftus CAMP has been prepared in order to outline how the Council will seek to preserve and enhance the Loftus Conservation Area and this report discusses the requirement for a CAMP and explains some of the key recommendations in the document. It also sets out the actions that will be undertaken to publicise the document.

2.0 Recommendation

2.1 It is recommended that Cabinet agrees the publication of the Draft Loftus Conservation Area Management Plan Supplementary Planning Document for a period of public consultation.

DETAILED PROPOSALS

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

3.1 The purpose of a conservation area is to provide protection to parts of the historic environment that are of special architectural or historic interest. To ensure conservation areas are preserved or enhanced, local authorities are directed by the National Planning Policy Framework (NPPF) to formulate plans for their conservation. The Loftus CAMP meets this requirement and will illustrate the positives and negatives of the Loftus Conservation Area and provide a series of actions for the Council that will be instrumental in ensuring preservation and encouraging enhancement of the area.

- 3.2 The Loftus Conservation Area is also covered by a legal direction (known as an Article 4 Direction) which means that some changes to dwellings within the conservation area, such as replacing windows and doors or erecting new fences, require planning permission. The Loftus CAMP will also include guidance on what type of changes are likely to be supported, encouraging residents to also consider the preservation of the conservation area.
- 3.3 The Redcar & Cleveland Local Plan, which was adopted by the Council in May 2018, forms the statutory development plan for the area of the borough outside of the North York Moors National Park. The Local Plan contains policies relating to the protection of the borough's historic environment, including Policy HE1: Conservation Areas, which sets out the Council's policy for the determination of planning applications within or affecting conservation areas.
- 3.4 Paragraph 8.5 of the Local Plan states that "Conservation Area Management Plans will be produced for all of our conservation areas, in order to outline opportunities for enhancement and improved preservation. The Conservation Area Management Plans will be kept under review and will be utilised to inform development and enhance conservation areas and heritage assets".
- 3.5 Conservation Area Management Plans (CAMPs) are produced for conservation areas in order to outline how a council will seek to preserve or enhance a conservation area and how this will be monitored. Protecting and enhancing the historic environments appreciated by both residents and visitors to the borough will contribute to the Corporate Plan Priority of Improving the Physical Appearance of the Borough and Enhancing Prosperity. CAMPs will also support the implementation of the Local Plan which also supports the delivery of the key Corporate Plan objectives of Tackling Climate Change and Enhancing the Natural Environment and Meeting Residents' Needs.
- 3.6 The Loftus CAMP is the second plan of its type to be produced for the borough, with the Saltburn CAMP having been adopted in 2019. It is intended that the CAMP will be adopted as a Supplementary Planning Document (SPD) to provide further guidance on Policy HE1 of the Local Plan and the Council's approach to preserving or enhancing conservation areas through the planning application process.
- 3.7 There are 15 Conservation Areas located within the Council's area and it is intended that Management Plans will be produced for all areas. However, due to resource limitations and the need to carry out further work to action the requirements of the Loftus CAMP, should it be adopted, the completion of plans for all areas is a long term project and initial focus will be upon the Conservation Areas most at risk. Background work has already commenced on the Management Plan for Coatham.
- 3.8 The Loftus CAMP is supported by a revised Loftus Conservation Area Appraisal, replacing the previous appraisal that was published in 2011. The appraisal provides a record and evaluation of the key elements that make up the special interest and character of Loftus Conservation Area. It is a technical supporting document to provide evidence behind the recommendations of the draft Loftus CAMP and to inform decisions relating to development affecting the conservation area. The Loftus Conservation Area Appraisal is available to view at <https://www.redcar-cleveland.gov.uk/Democracy/DecisionMaking/MeetingCabinet/Pages/cabinet-and-committee-papers.aspx>
- 3.9 The Loftus CAMP sets out 32 recommended actions for the Council to undertake or support, which are intended to assist with the preservation of the character and appearance of the conservation area, in managing change without compromising the historic environment or are intended as proposals for its enhancement. Some of the range of actions within the plan include:
- Action 7 - Decisions on whether enforcement action should be commenced will take into account the actions outlined in this document and the associated Conservation Area Appraisal, together with planning policy set out in the NPPF and Redcar & Cleveland Local Plan and all other material planning considerations;

- Action 8 – The Council will resist planning applications for replacement windows that do not reflect the historic character of the conservation area and are considered detrimental to the character and appearance of a building;
- Action 18 - The Council will resist planning applications that propose damaging changes to traditional shopfronts; and
- Action 22 - In the interests of thermal efficiency, the Council will promote the benefits of the use of traditional materials that allow historic buildings to function correctly.

3.10 The minimum consultation requirements for Conservation Area Management Plans are set out by Section 71 of the Planning (Listed Buildings and Conservation Areas) Act 1990. This requires only that proposals are submitted for consideration to a public meeting in the area to which they relate. As the Loftus CAMP is recommended to be adopted as an SPD, additional public consultation, in line with the requirements of the Town and Country Planning (Local Planning) (England) Regulations 2012 must also be carried out.

3.11 Therefore, following approval of the Draft Loftus CAMP by Cabinet, it is intended that the document will be published for consultation between 13 February 2023 and 27 March 2023. During this period, the Draft Loftus CAMP will also be presented to a public meeting held within Loftus (date to be confirmed). This event will allow us to provide information on the draft CAMP and members of the public attending the meeting will be invited to submit comments to the consultation.

3.12 The final week of this consultation period overlaps with the start of the purdah period, which begins on the 20th March 2023. However, during this week and towards the end of the consultation period there will be no public events or press releases. The focus will be upon recording and understanding the comments received.

3.13 Following the period of public consultation, the Draft Loftus CAMP will be reviewed to take into account any comments received. A schedule of the comments received and the Council's response to them will then be published alongside the revised Loftus CAMP, which is to be presented to Cabinet and Borough Council to consider its adoption as an SPD.

4.0 What options have been considered

4.1 The alternative option of not producing a CAMP for Loftus has not been considered. The draft Loftus CAMP has been produced in order to assist the Council in fulfilling its duties under the Planning (Listed Building and Conservation Areas) Act 1990. It is the part of meeting the commitment to produce Conservation Area Management Plans for all of the conservation areas within the Council's area, which is expressed within the adopted Local Plan. It will only be adopted following community consultation and will also help to preserve the Conservation Area for the benefit of visitors and residents and will provide guidance to the community on how to carry out appropriate alterations to properties.

5.0 Impact Assessment

Type of Risk/ Implication	Details
Climate Emergency Impact	The Loftus CAMP includes measure that seek to increase protection for existing trees and support for tree planting in the area and support the use of traditional and thermally efficient materials. These measures will contribute towards reducing the climate impacts of developments in the Loftus Conservation Area.

Social Value	Promoting sustainable development is a statutory requirement of any development planning document. The Local Plan policies informing the draft Loftus CAMP have been the subject of formal Sustainability Appraisal and Appropriate Assessment, which were tested through the Examination.
Legal	The Planning (Listed Buildings and Conservation Areas) Act 1990 requires local planning authorities to designate conservation areas in in parts of their areas that have special architectural or historic interest, the character or appearance of which it is desirable to preserve or enhance. The same Act also requires local authorities to review these designations from time to time and to publish proposals for the preservation and enhancement of any parts of their area which are conservation areas. The draft Loftus CAMP has been produced as part of fulfilling this duty.
Financial	The staff, printing and other costs to produce the draft Loftus CAMP and to publicise and host the consultation will be met from within Council revenue budgets. The implementation of a number of the recommended actions of the draft Loftus CAMP will also be required to be met from Council budgets in some cases.
Human Resources	There is likely to be increased pressure upon existing staff to ensure the delivery of the applicable local plan policies and the recommended actions of the draft Loftus CAMP. Resources are limited and will need to be managed accordingly to deliver the plan and establish other CAMPs.
Equality and Diversity	The Local Plan policies informing the draft Loftus CAMP have been prepared in accordance with the Planning and Compulsory Purchase Act 2004. As such, they have been subject to sustainability appraisal, which considers the impact it will have on, amongst other things, equality and diversity. In addition, all consultation associated with the draft Loftus CAMP will be undertaken in accordance with the Council's' adopted Statement of Community Involvement, which will help to ensure the Council has involved all of its communities in the preparation of the final document.

6.0 Implementation Plan

6.1 Not Applicable

7.0 Consultation and Engagement

- 7.1 The draft Loftus CAMP has been informed by, and will provide guidance on, Policies HE1: Conservation Areas and HE2: Heritage Assets of the Redcar & Cleveland Local Plan. The Local Plan had extensive member, public and other stakeholder consultation prior to its adoption by Borough Council in May 2018.
- 7.2 This report seeks approval to publish the draft Loftus CAMP for a period of public consultation and the final version will be amended to take into account the comments submitted as a result of this public engagement.

- 7.3 The Council has developed a comprehensive consultation database which includes residents, resident associations, elected representatives, community and voluntary groups, developers and businesses, infrastructure providers, government agencies and other prescribed bodies. All stakeholders on this database will be informed of the consultation and invited to submit comments.
- 7.4 Additional publicity will include a public notice in the local press and the issuing of press releases. It is also intended that officers will attend a public meeting to be held within the conservation area during the consultation period.

8.0 Appendices and Background Papers

- 8.1 The consultation draft of the Loftus Conservation Area Management Plan SPD and the supporting Loftus Conservation Area Appraisal are available to view at <https://www.redcar-cleveland.gov.uk/Democracy/DecisionMaking/MeetingCabinet/Pages/cabinet-and-committee-papers.aspx>

Hard copies are also available to view from the Council's Offices.

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this is Loftus Conservation Area Management Plan Supplementary Planning Document Draft 2023



EXECUTIVE SUMMARY

The purpose of a conservation area is to provide protection to parts of the historic environment that are of special architectural or historic interest. To ensure conservation areas are preserved or enhanced, local authorities are directed by the National Planning Policy Framework to formulate plans for their conservation, hence the introduction of this supplementary planning document which illustrates the positives and negatives of the conservation area and provides a series of actions instrumental in ensuring preservation and encouraging enhancement.

Chapter 2 of the plan identifies all listed buildings within the conservation area as well as locally important landmark buildings and explains the important characteristics of other background buildings. A condition audit of all buildings within the conservation area is presented in a colour coded plan, thus parts of the conservation area suffering from most harm can easily be identified. It also serves as an evidence base for future surveys to quantify the effectiveness of this plan. Whilst planning permission is required to make alterations to within the conservation area, Chapter 2 also describes and clearly illustrates which features are important and should be considered when work is proposed, to encourage and facilitate a sympathetic approach to alterations. Recommended actions specifically intended to strengthen reasons to refuse planning permission for unsympathetic alterations are also included.

Chapter 3 offers advice on how negative features within the conservation area can be enhanced including guidance on re-instatement of features, sympathetic design of new development and re-planting of trees where appropriate. Chapter 4 covers highway matters to promote recognition of conservation area designation when highway alterations and repairs are under consideration, such as the use of traditional surfacing materials, the specification suitable illumination and conservation of historic street signage. Chapter 5 draws attention to public open spaces and trees within the conservation area, aiding recognition of the contribution they make.

The contents of the plan are intended to be complimentary but the presentation in chapter format means that individual parts can be consulted according to each individual issue, with no requirement to be familiar with the entire document. Graphical presentation along with explanatory text means that the plan can be used as a quick reference point by both the public and the local authority and compliance with the actions within will ensure that the requirements of National Planning Policy framework, conservation area legislation and the Council's Local Plan are met.

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CHAPTER 1: INTRODUCTION

Introduction to Loftus Conservation Area

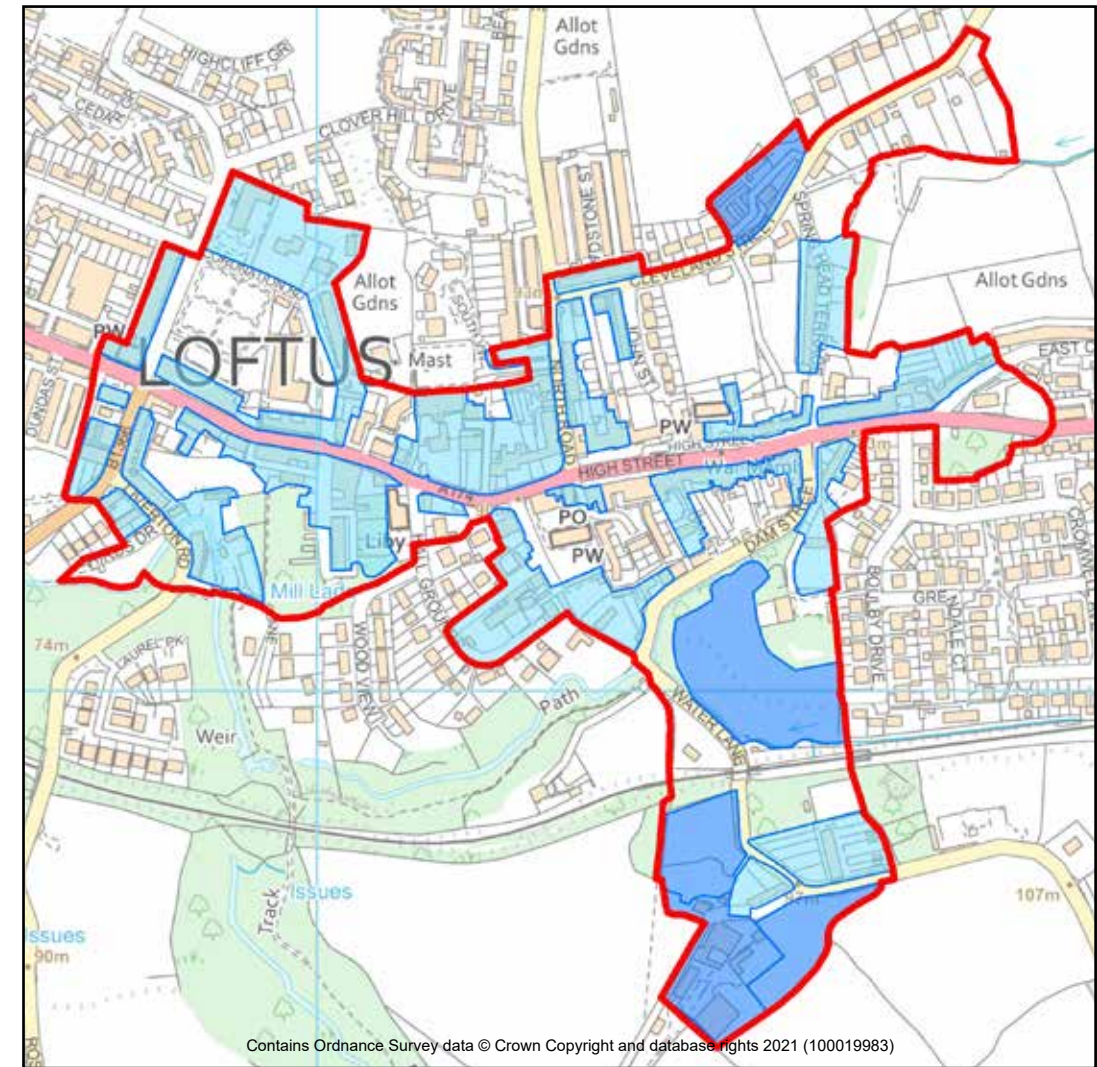
- 1.1 Loftus is a rural settlement close to the north east coast, straddling the A174 coastal route to Whitby. Lying approximately 12 miles north west of Whitby and 7 miles east of Guisborough, Loftus occupies an elevated south facing site surrounded by deep valleys and woodland.
- 1.2 A town that very much grew from its surrounding landscape, the earlier buildings of Loftus are constructed from the local quarried stone in common with many other nearby villages. The later extensions to the town in connection with ironstone mining resulted in the importation of other building materials, such as brick from the Durham area and roofing slates from Cumbria and North Wales. That expansion resulted in the current two commercial character areas, one centred around the original historic marketplace and the other a later Victorian high street. Further information on the history and character of the area is available in the Loftus Conservation Area Appraisal (RCBC 2022).

Introduction to Loftus Conservation Area Management Plan

- 1.3 Historic England's Conservation Area Designation, Appraisal and Management, Advice Note 1 states that:

"The contribution that historic areas make to our quality of life is widely recognised. They are a link to the past that can give us a sense of continuity and stability and they have the reassurance of the familiar which can provide a point of reference in a rapidly changing world.", and that local distinctiveness as embodied in conservation areas can "...provide a catalyst for regeneration and inspire well designed new development which brings economic and social benefits which are valued by both local planning authorities and local communities in the almost 10,000 conservation areas which have been designated." (Historic England, 2016)
- 1.4 The publication of the 2011 Loftus Conservation Area Appraisal and the 2022 update are key steps in preserving and enhancing the character and appearance of Loftus Conservation Area. The document gives a clear and sound understanding of the key elements that make up the area's special interest, character and appearance. It also identifies some negative features. The Management Plan is the next step of the process that provides a basis for making sustainable decisions about the future of the conservation area in conjunction with the requirements of policies HE1 and HE2 of the adopted Local Plan and associated Supplementary Planning Documents. The Management Plan proposals should also be read in conjunction with the Conservation Area Appraisal (available online at www.redcar-cleveland.gov.uk) which identifies the key elements of quality and character and in conjunction with the Redcar & Cleveland Local Plan 2018.

- 1.5 Conservation area designation itself does not protect an area from incremental change which can erode its character; hence additional controls have been put in place by way of an 'Article 4 Direction' introduced in 1977 which removes some permitted development rights. The Article 4 Direction restricts changes to single dwelling houses covered by the light blue marking on the plan below and restricts agricultural permitted development rights on land covered by darker blue. Other properties including commercial buildings, flats and listed buildings are already protected with most changes requiring planning permission and / or listed building consent.



ARTICLE 4 DIRECTIONS IN LOFTUS CONSERVATION AREA

- 1.6 In order to ensure that controls such as an Article 4 Direction are effective, it is necessary to make clear and practical guidance available for homeowners and businesses. It is also important that any threats to the conservation area are addressed by an Article 4 Direction that it is founded on current legislation, meaning some revision may be required.
- 1.7 In conjunction with an Article 4 Direction, enhancement of built character can be encouraged by the introduction of a Local Development Order, which allows sympathetic alterations to be carried out without planning permission.
- 1.8 In order to ensure that the Management Plan remains up to date, it will be reviewed alongside the Conservation Area Appraisal at intervals with best practice suggesting that this should be carried out every five years.

Legislative and Policy Context

- 1.9 Since 1967 local authorities have been able to protect areas which are valued for their special architectural or historic interest – the character and appearance of which it is desirable to preserve or enhance - through the designation of conservation areas under the provisions of Sections 69 and 70 of the Planning (Listed Buildings and Conservation Areas) Act 1990. Legislation and national planning policies require local authorities to preserve or enhance these conservation areas. Local authorities should consider the character of a conservation area when drawing up plans or considering development which affects the character of the conservation area, both within the designated area and outside, if proposals would affect the setting or views into and out of it.

National Planning Policy Framework (NPPF)

- 1.10 Section 16 of the National Planning Policy Framework (NPPF) sets out policies for conserving and enhancing the historic environment. It states that 'Plans should set out a positive strategy for the conservation and enjoyment of the historic environment...'. The Conservation Area Management Plan will form part of this strategy.

Redcar and Cleveland Local Plan

- 1.11 Conservation areas are designated heritage assets and as such they should be conserved in a manner appropriate to their importance, as required by the NPPF. The adopted Redcar & Cleveland Local Plan May 2018 reinforces this by including specific policies to ensure that development proposals either protect and/or enhance heritage assets. Policy HE1 of the plan is specific to conservation areas whilst Policy HE2 covers designated and non-designated heritage assets. This SPD has therefore been adopted in order to support and provide guidance on the implementation of those policies.

- 1.12 There is a requirement under Section 71 of the Act that places a duty on the local authority to consult the local community on any management proposals for the conservation area. Redcar & Cleveland Borough Council consulted with residents' groups, amenity groups, businesses and community organisations on this proposed Management Plan. The Council has adopted the final Management Plan as a Supplementary Planning Document (SPD) to complement the Local Plan following consideration of the comments received during the consultation process.

Action 1 - The Council will review this Management Plan every 5 years subject to resources and Council priorities.

Action 2 - The Council will review and update the Article 4 Direction to ensure it is effective and consider the introduction of a Local Development Order to encourage sympathetic alterations.

Action 3 - The Council will make guidance available to residents and businesses on conserving the character and appearance of the Conservation Area. This will be achieved by signposting to existing guidance on the Council's website and the development and publication of additional guidance, where practicable.

Action 4 - The Council will continue to ensure that those involved in decision making that affects the conservation area have the necessary knowledge and skills to make such decisions and this will be achieved through Continued Professional Development (CPD) and training.



Looking east towards the Market Place

Purpose and Content of the Management Plan

- 1.13 As an SPD, this Management Plan supports efforts to preserve and enhance the character of Loftus Conservation Area. This is achieved by setting out key actions to assist in managing change without compromising the historic environment and by setting out proposals for its enhancement. As an SPD, the key purposes of this document along with the accompanying Loftus Conservation Area Appraisal are therefore to:
- Provide direction to owners, occupiers, developers and all those involved in the management of Loftus Conservation Area. This SPD will be a material consideration in determining planning and listed building consent applications within Loftus Conservation Area and will illustrate how the adopted Local Plan's historic environment policies will be implemented;
 - Provide a basis for those considering changes within Loftus Conservation Area to give a degree of certainty about potential opportunities and acceptable forms of development. For example, it clearly illustrates what type of alterations to a building will be acceptable and draws attention to unacceptable changes;
 - To identify elements in need of improvement, and so acts as a coherent strategy to improve the character of Loftus Conservation Area.

How the Supplementary Planning Document has been Prepared

- 1.14 This SPD has been prepared by Redcar and Cleveland Borough Council as the Local Planning Authority for Loftus and its conservation area and has been informed by other supporting documents and processes, including:
- The adopted Redcar & Cleveland Local Plan which outlines the need to conserve and enhance conservation areas and heritage assets;
 - An updated Conservation Area Appraisal which provides an overview of the current status of Loftus Conservation Area and identifies key features that contribute to character.

Special Qualities and Character Summary

- 1.15 There are different character areas within the conservation area including the historic core surrounding and stretching east and west of the marketplace, Dam Street and the hamlet of South Loftus, the mill and the Victorian expansion which forms another commercial area. Each character area differs, for example the Victorian expansion consists of regimented terraces with tall buildings, contrasting markedly with other areas such as the more old fashioned character of the market place and Dam Street with its diminutive stone cottages punctuated with much larger buildings. The Loftus Conservation Area Appraisal provides extensive detail on the special qualities of the Conservation Area which make up its character and appearance including the layout of the town, the scale of historic development, the architectural styles and detail along with the materials used and the architectural details.
- 1.16 Loftus and the nearby hamlet of South Loftus were founded in the 11th century as typical two row settlements, although the medieval layout of South Loftus has now been lost. Behind the rows of properties in the historic core of Loftus, burgage plots can still be seen. The economy of the settlement was initially based on agriculture though it also became the administrative centre of the parish leading to its development as a trading and commercial centre with further prosperity provided by the alum industry from the 17th century. The arrival of the railway in the mid 19th century saw the commencement of large scale ironstone mining and a huge increase of the population, resulting in the creation of the second commercial hub of Zetland Road, to the west of the historic core. This timeline of development, from rural village to prosperous market town and industrial settlement has resulted in a variety of development and different building types that make an important contribution to the character and appearance of the Conservation Area.



Vernacular Cottages, High Street

CHAPTER 2: PRESERVATION

2.1 Change is inevitable in a conservation area but change can be managed in a way that conserves or enhances character. Key to preserving that character is a widespread understanding of the significance of designation, including by other departments within the local authority and organisations such as utility companies as well as residents and developers.

Trees

2.2 Trees can make an important contribution to the character and appearance of the conservation area and to its setting. Anyone proposing to cut down top or lop a tree in a conservation area, not covered by a Tree Preservation Order (TPO), has to give notice to the local authority. The authority can then consider the contribution the tree makes to the character of the area and, if necessary, make a TPO to protect it. Only a few trees in the conservation area are covered by Tree Preservation Orders and the Council will continue to survey the area from time-to-time to decide whether further TPOs are required. The Conservation Area Appraisal details the Tree Preservation Orders in existence in the conservation area. For further advice refer to the Redcar and Cleveland Borough Council document *Our Trees & Woodland Strategy 2013-2018* (RCBC 2013, 13) which can be found online at redcar-cleveland.gov.uk.

Action 5 - The Council will resist the loss of a healthy tree which is considered to make an important contribution to the character of the conservation area. Mitigating the loss of a tree via replacement planting may be appropriate in certain cases.



Protected Tree, now gone, St Hilda's Place

Listed Buildings

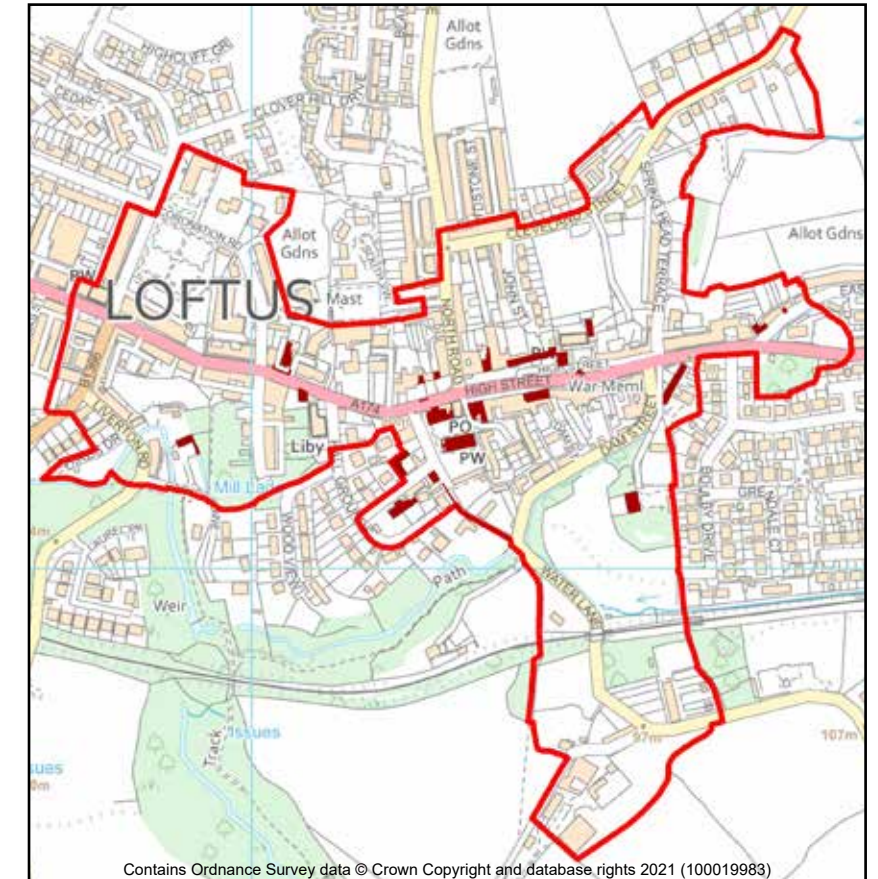
2.3 There are 31 scheduled listed buildings (buildings of special architectural or historic interest on the national register) within the Conservation Area, although some of these cover more than one property. A full list with photographs of each listed building is included in the Loftus Conservation Area Appraisal. The demolition of, and alterations to, listed buildings is controlled by the provisions of the Planning (Listed Buildings and Conservation Areas) Act 1990. Significance can also be harmed through loss or development which affects the setting of heritage assets. Listed buildings are of national importance (Grade II), if not international importance (Grade II* and I) and proposals which harm significance or setting will be resisted as required by Policy HE2 of the adopted Local Plan.

Locally Important Landmark Buildings

2.4 There are a number of 'set-pieces' or landmark buildings within or close to the Conservation Area, many of which (but not all) are identified in the Conservation Area Appraisal. Some of these buildings will be on the statutory list of Listed Buildings and some may not. However, such buildings that are not designated heritage assets should be recognised.



Temperance Hall, a landmark building just beyond the conservation area boundary



LOCATION OF LISTED BUILDINGS WITHIN THE CONSERVATION AREA



The tower of Loftus Town Hall and the United Reform Church

Setting

- 2.5 The setting of Loftus Conservation Area is very important to its character but is somewhat protected from unsympathetic remote impacts due to its natural topography and existing encircling development. Set amidst rolling hills and valleys with substantial tree growth, the conservation area is relatively “self-contained” though the undeveloped rural nature of its surroundings plays a key part in setting the tone of the rural origins of the historic settlement.

Action 6 - The Council will ensure that consideration of the character of the conservation area is part of development proposals which may affect its setting.

Action 7 - Decisions on whether enforcement action should be commenced will take into account the actions outlined in this document and the associated Conservation Area Appraisal, together with planning policy set out in the NPPF and Redcar & Cleveland Local Plan and all other material planning considerations.



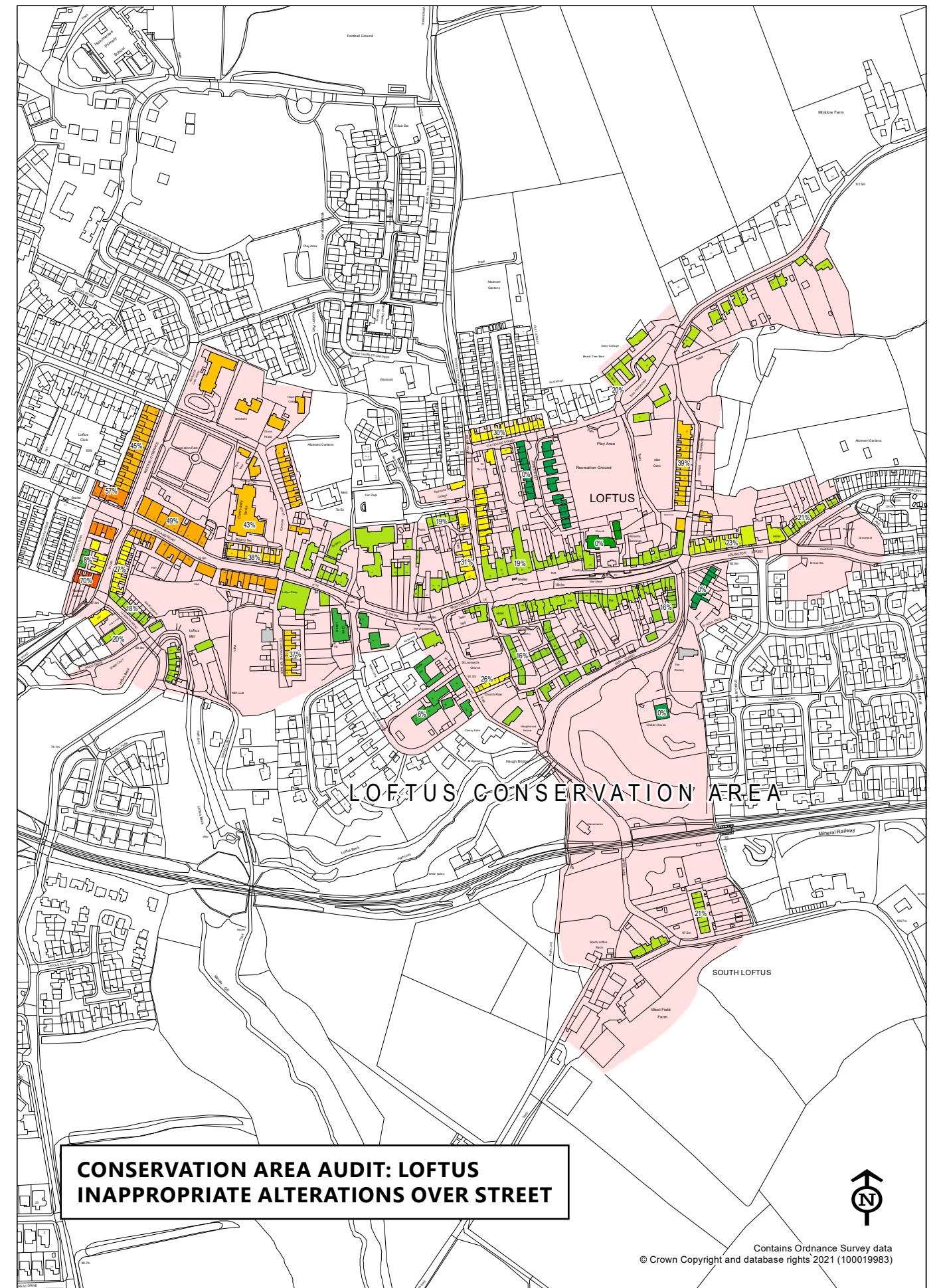
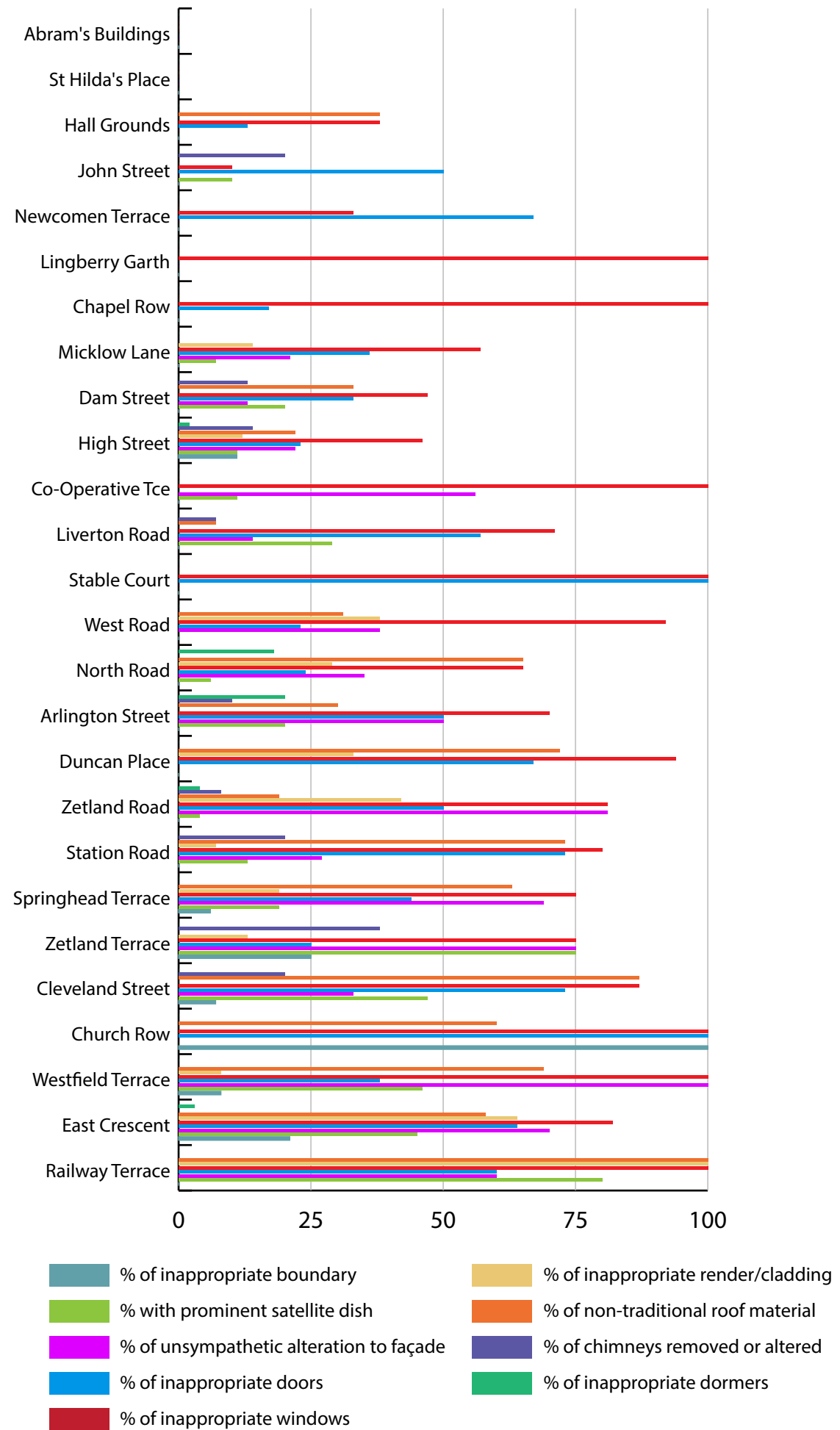
Zetland Road and West Road

Condition of the Conservation Area

- 2.6 In order to ascertain the scale of threats to Loftus Conservation Area an audit of every building within the conservation area boundary was carried out to identify the degree of unsympathetic changes. Whilst the audit was limited to prominent elevations and not the rear of buildings, it is considered that it provides a sufficient overview of issues causing detriment to the character of the conservation area.
- 2.7 The audit clearly quantifies how many buildings have suffered from inappropriate alterations and what these alterations are. The map illustrates that the historic core of Loftus centred around the Market Place is best preserved, with the buildings forming the later Victorian extension at the western end of the conservation area having suffered more. A chart details the percentage of harmful interventions.
- 2.8 In many cases inappropriate changes are carried out to buildings that do not have ‘Permitted Development’ rights because the property owner/occupier is not aware of the need for permission or believes that they would be acceptable because similar changes are commonplace throughout the street or conservation area. Some of these inappropriate changes have been retained as it has not been expedient for the Council to carry out enforcement action or no complaints have been received in relation to the unauthorised works.
- 2.9 Similarly, in some cases planning applications for inappropriate and unsympathetic changes have been granted planning permission as the number of existing inappropriate alterations within the vicinity has been a key consideration.
- 2.10 This Conservation Area Management Plan is intended to address these issues by clearly illustrating the impact of cumulative and commonplace changes which combine to have a detrimental impact upon the character of the conservation area. The audit effectively sets out the current situation and, by taking the actions prescribed, will be instrumental in ensuring that the condition of Loftus Conservation Area will have improved by the time of the next appraisal.



The Market Place



Windows

- 2.11 Many buildings within the conservation area have lost their original windows and as a result character has been eroded. It is often possible to repair and upgrade original windows; for example, experienced carpenters/joiners are often able to replace rotten sections with new timber and introduce draught proofing strips to increase energy efficiency. It should be noted that in many cases the windows have already survived over a century in an exposed environment when properly cared for and maintained.
- 2.12 Due to the existing Article 4 Direction and the lack of permitted development rights relating to properties that are not classed as "single dwelling houses", within the conservation area planning permission is required to install windows of different appearance. However, despite the existing restrictions, the conservation area audit shows that 64% of buildings have been fitted with inappropriate windows.
- 2.13 In the context of retaining conservation area character, inappropriate windows have been judged not on materials but solely on appearance. Windows have frequently been replaced with clumsy and bulky casement frames, generally replacing timber sliding sash windows. Replacement plastic windows often have fake horns on the upper casement in an attempt to replicate the appearance of a sliding sash but due to the different profiles of the frames and hinged opening method this is not effective, especially when opened.
- 2.14 A traditionally manufactured timber window is preferred where replacement is necessary. Historic timber windows, typically of pitch pine, can outlast a replacement window meaning that repair may be the best option. In the latter half of the 20th century timber windows gained a reputation for poor durability due to the practice of manufacturing them from cheap fast grown softwoods. However, manufacturers of high quality traditionally made windows, which are available with double glazing, use higher quality slow grown timber which, along with better paint protection, have greater longevity although maintenance is still required.
- 2.15 Whilst less sustainable and with greater environmental impacts, plastic sliding sash windows with correct proportions are now readily available. Plastic sliding sash windows can be manufactured to custom shapes, for example frames with curved heads, and can adequately replicate the finer frame and fenestration detail seen in traditional timber windows. Similarly, flush closing casement windows are also available which successfully mimic the appearance of timber. Whilst they can be manufactured in a variety of colours, care should be taken to specify a classical and timeless colour replicating a natural pigment as, unlike wood, it can be difficult to change the colour later meaning windows may look dated in time.

Action 8 - The Council will resist planning applications for replacement windows that do not reflect the historic character of the conservation area and are considered detrimental to the character and appearance of a building.



Sliding sash windows in Loftus, both vertical and "Yorkshire" horizontal types. Some are likely to be original pitch pine which if maintained properly can last indefinitely



Well preserved bay window

Doors

2.16 Within the conservation area, planning permission is required to replace doors with those of a different appearance. Over a third of buildings (38%) have been subject to inappropriate replacement doors. In most cases original timber doors were of solid construction, either batten type in earlier vernacular cottages and panelled doors in later Victorian and Edwardian era buildings. Whilst in some cases these have been adequately replicated in composite materials, there are many other cases where UPVC doors fail to provide an appropriate appearance. Otherwise, the proportions may be incorrect or the doors feature inappropriate glazing. In other cases, doors have been replaced by aluminium or timber framed doors which are glazed throughout having detrimental visual impact.

Action 9 - The Council will resist planning applications for replacement doors that do not reflect the historic character of the conservation area and are considered detrimental to the character and appearance of a building.



A variety of traditional doors & doorcases

Facades

- 2.17 Changing the appearance of a house by altering the facade frequently results in harm to the character of the conservation area. Impacts are often related to replacement or removal of bay window structures, or changes in aperture orientation to accommodate larger windows. In many cases the heavy mullions of bay windows, which are an integral architectural feature, are removed and replaced with spindly plastic strips in connection with the installation of inappropriate plastic windows. The removal of the heavy timber or masonry mullions is a significant loss of architectural fabric which was a key element of the building and in some cases can lead to structural instability. In other cases, classically proportioned "portrait" orientated window openings are increased in size into large "landscape" openings, again in connection with the installation of inappropriate window frames.
- 2.18 Altering the facade in such a manner upsets the entire proportions of the building, resulting in what was once an attractive skilfully designed frontage being significantly compromised, affecting 33% of buildings within the conservation area. Such alterations can also result in the destruction of archways or lintels above the original openings resulting in further loss of character.
- 2.19 When replacing frames within a bay window there is no real reason to replace the entire bay. Instead replacement frames can be installed in the existing bay, meaning a key architectural feature is retained. Otherwise, any significant alteration to a facade is most likely to detract from the original or historic appearance and result in an inappropriate alteration.
- 2.20 Another vulnerability lies in the removal of decorative architectural detail which is a key facet of the later Victorian and Edwardian buildings within Loftus Conservation Area. However, there is rarely any reason to remove such items meaning that they have generally survived.

Action 10 - The Council will resist planning applications for alterations to the facades of buildings that are considered detrimental to the character and appearance of a building or the character and appearance of the conservation area.



Modified image showing harmful alterations to the façade of a classical building



Façades of the southern side of the Market Place

Boundary Treatments

- 2.21 Boundary treatments such as stone or brick walls, sometimes with pillars and gatepiers are a characteristic of older parts of the conservation area. In some cases the walls surrounding the rearward burgage plots or garths are also important features. Later streets from the Victorian and Edwardian period are often fronted with stone or brick walls with ornamental ironwork, with rear yards enclosed by high brick walls.
- 2.22 Throughout the conservation area, most front boundaries have survived without harmful alterations, although metal ornamental railings have doubtless been lost in connection with wartime salvage efforts. Nevertheless, only 6% of properties have suffered from inappropriate alterations to front boundaries.
- 2.23 Where there is a desire to re-instate former railings, care should be taken to ensure they are of appropriate form and materials. Ideally cast or, if appropriate, wrought iron should be specified and can be sourced relatively locally. If steel is specified, galvanised steel left with a bare metallic finish should be avoided. Further, modern steel replacement railings often also have different profiles with hollow square box section uprights not found in traditional railings and hollow metalwork is also more susceptible to corrosion.



Iron railings



Historic wall and pillars

Action 11 - The Council will resist planning applications for erection, alteration or demolition of boundary treatments which would be detrimental to the character and appearance of the building or the character and appearance of the conservation area.



Modified image showing the impact of unsympathetic boundary treatments

Render, Cladding or Painting of Facing Materials

- 2.24 The materials used for exterior walls establish the appearance of the conservation area. It is important to retain the consistency and unity of buildings that were designed as either a pair or terrace by resisting proposals to render or paint. It is also important that facing materials on vernacular buildings are appropriate, be they bare stone or lime renders and sheltercoats.
- 2.25 Application of render or cladding can be a result of misguided attempts to cure damp, or, along with painting of facing materials, as a damaging means of individualising a property. However, in certain cases relating to vernacular buildings a suitable render, or sheltercoat, may be historically appropriate. The application of render or cladding to dwelling houses within conservation areas is already controlled by planning legislation, and the existence of the Article 4 direction means that planning permission is required to paint the exterior of buildings.
- 2.26 Whilst the number of buildings suffering from the application of render or cladding is relatively low at 14%, the visual impact can be stark as an entire terrace that is uniform and balanced in proportion and detail can be severely disrupted by inappropriate facing materials on just one of the properties.
- 2.27 Decorative brickwork and the use of creamy white 'Pease' bricks are an important feature in the later parts of the conservation area. Aside from aesthetic impacts, applying render, cladding or paint to obscure those bricks also has a historic impact on connections with the industrial expansion of area.
- 2.28 Where bricks are badly damaged and unsightly this may be remedied by replacing some bricks, or mortar repairs. Similarly, in cases where the sandstone of vernacular buildings has been eroded, blocks can either be refaced with a thinner sandstone block or replaced entirely. Attempting to re-face spalled brick and stone with cement not only looks unsightly but will promote erosion of the surrounding materials. Re-pointing in hotlime mortar should also help to prevent damage to bricks and stone, where cement or hydraulic lime based mortars can lead to deterioration.

Action 12 - The Council will resist planning applications for the application of non historically authentic render, paint and cladding visible from the public realm. The council will encourage removal of inappropriate render.



Obscured Facing Materials, Loftus Market Place

Roofs

- 2.29 The roofscapes of Loftus influence the character of the conservation area due to both the readily visible roof slopes of the older vernacular buildings and the more distant aspects of the larger, taller buildings which come together to form a coherent townscape in views from nearby hillsides. With regard to the later terraces, uniformity of materials is particularly important on continuous roof slopes.
- 2.30 Pantiles on earlier buildings and grey blue Welsh and Cumbrian slate on later developments are the predominant and traditional historic roofing materials, but in over one third of cases (32%) re-roofing has seen replacement with inappropriate substitutes, the worst being concrete tiles. Whilst these may have initially been chosen due to their colour, that is where any similarities to slate or clay end. Many are the wrong shape to replicate the slates or clay pantiles and are often too thick resulting in an awkward stepped appearance to the roof slope. They also weather very differently to real slate and soon develop a rough, concrete like finish which encourages moss and lichen growth.
- 2.31 There is currently no substitute material that adequately matches the appearance of slate and has the same weathering qualities. Within the range of available slates, there are colour differences depending on whether slate is Welsh or Cumbrian, although either of these are acceptable. More recently, imported slate has become generally available. British Standard (BS EN12326) relates to slates, compliance with which should be sought by buyers. In some cases imported slates are likely to be acceptable, although efforts should be made to ensure that they are a good visual and geological match those historically used throughout the conservation area.

Action 13 - The Council will resist planning applications for replacement roof coverings visible from the public realm that do not reflect the historic character of the conservation area and are considered detrimental to the character and appearance of a building.



Grey concrete roof tiles contrast with the mature patina of natural clay and slate roofscapes

Chimneys

- 2.32 Chimney stacks contribute to the character of buildings within Loftus Conservation Area, from the stone and brick stacks of the earlier vernacular buildings to those forming a visual rooftop rhythm on top of the later terraces. Some make an architectural statement such as the tall pair of stacks on the Oddfellows Hall on Zetland Road. This contribution extends to the chimney pots themselves although over the years many pots have been lost and it is perhaps unrealistic to expect them to be replaced, especially if the chimney itself is no longer used.
- 2.33 Whilst there can be a tendency to simply take down or shorten chimney stacks when they are in need of repair, this is fortunately a rare occurrence within the conservation area with only 7% of chimneys affected. It is however important that chimneys are recognised as an integral feature of the building, rather than an accessory to be done away with once maintenance is required.

Action 14 - The Council will resist planning applications for the removal or reduction of chimneys visible from the public realm that do not reflect the historic character of the conservation area and are considered detrimental to the character and appearance of a building.



Oddfellows Hall



Modified image showing Zetland Terrace after removal of chimney stacks

Satellite Dishes

- 2.34 Due to the Article 4 direction and conservation area restrictions, planning permission is required for satellite dishes. However, in many cases those regulations have been breached leading to a proliferation of satellite dishes which are especially noticeable on street facing elevations. However, apart from in the case of listed buildings, many will be immune from enforcement if they have been in place for over 4 years.
- 2.35 The proliferation of dishes is especially harmful on buildings that have been converted into flats where, instead of a single communal dish, each flat has installed their own, sometimes without planning permission. The problem has been mitigated to a certain extent with the introduction of the black mesh type dishes which are less obtrusive and overall satellite dishes only affect 16% of buildings within the conservation area.
- 2.36 Whilst enforcement must be considered where possible, it does appear that technological progress is near to making dishes obsolete, with one of the main service providers announcing in early 2018 that by the end of that year their entire service will be available via broadband connection.

Action 15 - The Council will resist planning applications for the installation of satellite dishes which would be detrimental to the character and appearance of the building and the character and appearance of the conservation area.

Action 16 - The Council will encourage the installation of broadband in flats to facilitate the removal of redundant satellite dishes.

Dormer Windows

- 2.37 Small dormer windows with either a pitched or catslide roof are a traditional feature on older vernacular buildings, though they are a rare sight on front elevations in Loftus Conservation Area. The later Victorian and Edwardian structures often have ornate gabled dormers constructed as an integral part of the building, with later ad-hoc dormers being rare on front elevations. The erection of dormer windows in the front roof slope of a dwelling house which faces the highway is already controlled by planning legislation covering conservation areas and the existing Article 4 direction means that planning permission is required to erect dormer windows elsewhere on a roof.
- 2.38 Despite these controls, there are a few cases of overly large and unsympathetic dormer windows which are especially problematic when installed on forward facing roof slopes and thus impacting on the street scene. Whilst statistically this is a minor issue, with only 1% of buildings affected, the overall detriment is greater due to the prominent nature of dormer structures and the resulting interruption in the roofscape of a terrace. Unsuitable dormers are usually 'boxy' in design and are aimed to maximise roof space with little consideration of the outside aesthetics. Such structures are also likely to feature poorly proportioned landscape type windows which only act to magnify impacts. The introduction of inappropriate dormers of either a large-scale or non-traditional design should therefore be resisted.

- 2.39 Whilst the desire for increased living space is appreciated, this should be balanced against the visual attractiveness and the quality of the area as a whole. Sensitively designed dormers can be successful in adding character to a building, although it is accepted that the additional space may be compromised. Consideration should be given to the architectural features of the host building in question, such as fascia boards and the materials used. In most cases gabled dormers are likely to be appropriate, although other inspired design solutions may also be appropriate. Windows within dormers should reflect the historic window apertures of the house, especially with regard to proportion. Further design guidance on dormer windows can be found in the Council's *Residential Alterations and Extensions SPD* (RCBC, May 2013).

Action 17 - The Council will resist planning applications for dormer windows and roof extensions that do not reflect the historic character of the conservation area and are considered detrimental to the character and appearance of a building.



Integral correctly proportioned dormer windows

Shopfronts

- 2.40 Loftus Conservation Area has lost many historic shopfronts, most noticeably in the second commercial hub along Zetland Road. There is however a rare survivor found at Wadsworth's fruit shop and other smaller historic shopfronts can be seen on the southern side of Zetland Road, although many are obscured with roller shutters due to long term vacancy.
- 2.41 In the historic core centred on the market place some sensitive redevelopment and restoration has returned historic commercial character. In the 1990's the shopfront of the former Post Office was restored and the Regal Cinema was replaced with a traditionally designed retail development, now occupied by Stonehouse Bakery. Away from the High Street, on North Road, can be found a few traditionally styled shops, with the character of the hardware shop strengthened by the once common but now rare habit of displaying goods externally.
- 2.42 As commercial premises, shops and public houses do not benefit from permitted development rights so planning permission is required to make any material alterations, although the colour of a non-listed shopfront can be changed without authorisation. It is however important that the components and proportions that form a traditional shopfront are recognised.



Historic shopfront at Wadsworth's Fruiterers



Roller shutters on Zetland Road



Design Guidance



Traditionally styled shopfronts



2.43 The Council has produced guidance set out in the Redcar & Cleveland *Shop Fronts and Advertisements* Supplementary Planning Document (RCBC 2012). When proposals are submitted for changes to commercial buildings, retention or reinstatement of traditional shopfronts should be encouraged as part of the planning application process.

2.44 There are regrettable examples of non-traditional shop front signs which detract from the appearance and character of the conservation area. as they may be over-large, of inappropriate materials or simply inappropriate in composition. Whilst some may benefit from 'deemed consent' under the Control of Advertisements 2007 legislation, they are an integral part of a shopfront and should be given sufficient consideration to ensure a coherent and sympathetic appearance.

Action 18 - The Council will resist planning applications that propose damaging changes to traditional shopfronts.

Action 19 - Where an application is made for alterations to business premises where unsympathetic alterations have been carried out previously, the Council will seek the reinstatement of lost features and traditional shopfronts as part of the planning process.



Traditional and non-traditional shopfront advertisements



CHAPTER 3: ENHANCEMENT

- 3.1 In addition to their responsibility for the preservation of conservation areas, local planning authorities are also required to propose policies and actions that promote enhancement.

Reinstatement of Features

- 3.2 Many buildings within the conservation area have lost their original doors, windows and other features. As a result their character has been eroded, together with that of the wider area. As proposals come forward for alterations and extensions to these buildings there may be an opportunity to encourage the reinstatement of such features. Grant funding could also be sought to enable the reinstatement of lost features.

Action 20 - The Council will encourage reinstatement of lost architectural features.

Action 21 - The Council will consider action to access any future internal or external funding streams that support the enhancement of heritage assets.



Re-introduction of traditional proportioning and sliding sash windows, North Road.

Use of Traditional Materials and Techniques

- 3.3 Generally, old houses and buildings without cavity walls have a reputation for being cold and damp. This is generally a result of mis-guided interventions and the use of inappropriate materials, which can directly cause those exact problems.
- 3.4 Such issues can be resolved by re-introducing the natural materials that these buildings were initially constructed with. Research is also being carried out into how historic houses were kept warm in earlier times when fuel had to be gathered by hand rather than delivered by a utility company. That ancient wisdom was set aside during the second half of the 20th century with newer materials such as cement mortar, gypsum plaster and concrete floors resulting in damp walls and condensation, often mis-ascribed to "rising damp".
- 3.5 Therefore, to alter perceptions of old buildings and promote good conservation practice whilst simultaneously encouraging thermal efficiency and a reduction of a household's carbon footprint, it is important that the benefits of proper materials and practices are promoted to tradespeople and property owners / occupiers. As well as dissemination of information, the Council will investigate the possibility of running training events in conjunction with the North York Moors National Park and Historic England, both of whom are active in promoting the practical benefits of conservation.

Action 22 - In the interests of thermal efficiency, the Council will promote the benefits of the use of traditional materials that allow historic buildings to function correctly.



1990's re-development of the former Regal Cinema, replaced by traditionally styled commercial premises.

New Development

- 3.6 All proposals for new development are opportunities to enhance the character and appearance of the conservation area. Section 72 of the Planning (Listed Building and Conservation Areas) Act 1990 states that, in making a decision, special attention shall be paid to the desirability of preserving or enhancing the character or appearance of the area. Case law has established this test is met where the impact of a development is "neutral".
- 3.7 In order to meet this policy test, applications must be supported by sufficient information to allow the Council to come to an informed planning decision. For this reason, development proposals that require planning permission should normally be the subject of a full application. Outline applications in conservation areas will only be acceptable where the proposal does not involve the demolition or alteration of existing buildings. Outline planning applications are not acceptable in a Conservation Area unless sufficient detail is provided to allow the application to be adequately assessed.



New garage reflecting traditional character and materials



Rear of High Street before and after re-development

Boundary Walls and Hedges

- 3.8 Where boundary structures have been lost entirely the street scene is significantly impaired. Such features are visually important in the streetscape and contribute positively to the character of the conservation area.
- 3.9 Whilst most boundary walls remain, hedges are also key features over which there is generally no planning control is possible. They are however still a common site throughout the conservation area and their retention should be encouraged.
- 3.10 Much historic ironwork has been lost from front boundaries, ostensibly due to wartime reclamation initiatives. Every opportunity should therefore be taken to provide or restore railings using traditional cast and wrought iron. Where available the Council will seek internal and external funding opportunities to support the reinstatement of features.

Action 23 - The Council will aim to take opportunity of funding schemes which aid the enhancement of historic boundary treatments.

Scheduled Monuments and Archaeology

- 3.11 There are no scheduled monuments in the conservation area and the Historic Environment Record currently shows no sites of archaeological interest within the conservation area. There is however potential for archaeological remains in the area, not least with the Saxon Princess (see The Lost Royal Cult of Street House, Yorkshire, Sherlock, 2008). There is clearly significant archaeological potential in some parts of the Conservation Area. Archaeological reports and building surveys should be submitted to the Historic Environment Record.

Trees

- 3.12 Trees are an integral part of the appearance and character of the conservation area, whether on private land or street trees. The protection and preservation of existing trees is provided for by legislation and planning policy and new tree planting may be sought as part of new development. Trees become diseased and die and some therefore will be lost over time. The Council will use its powers to protect existing trees where required and seek new tree planting that will contribute to the appearance and character of the conservation area.

Action 24 - The Council will keep under review current Tree Preservation Orders, and make new Orders for any tree under threat or identified as important for the character of the conservation area where appropriate. In addition, the Council will seek the planting of new trees as part of new development or as part of the Council's public realm programme where appropriate.



Historic Listed Wall, Jessemine Cottage



Trees in St Leonard's churchyard

CHAPTER 4: HIGHWAYS AND PUBLIC SPACES

- 4.1 Historic England's *Streets for All* (Historic England, 2018) guidance shows how street and traffic management can be managed to retain and enhance the character of a conservation area. Early engagement with the Highways Department can help to identify sympathetic traffic management design.
- 4.2 Where new features are introduced the observance of existing design principles and use of local traditional materials will ensure they do not appear intrusive. *Manual for Streets* (DfT, 2007) provides guidance on highway safety and street and road design, which considers historic context.

Highway Surfaces and Street Furniture

- 4.3 Only a few examples of original traditional hard surfacing materials survive within the conservation area, as identified within the Loftus Conservation Area Appraisal. There are sections of scoria block surfaced back lanes, for example Co-Operative Terrace off Albion Terrace. Scoria block can also be seen still lining drainage gulleys and lining the channel of the stream running along Dam Street. Elsewhere, for example on the lane joining the south side of Zetland Road to the back alley, historic setts can be found.
- 4.4 A 1990's improvement scheme centred around the market place saw the re-introduction of stone flags and cobbles, demonstrating the effectiveness of traditional materials in enhancing character. Traditional street furniture was also installed, including Victorian style lighting columns. These improvements are a clear positive step and should be capitalised upon as an effective way of enhancing other parts of the conservation area.
- 4.5 There are some negative issues in the market place, such as bus shelters which impact on the traditionally open character and simultaneously obscure the frontages of two separate listed buildings. The tendency for refuse containers to be stored on the street also has a negative impact.
- 4.6 Outside the market place area, the highway tends to be cluttered with a plethora of utilitarian street furniture and statutory undertakers' aesthetically unsympathetic, pole-mounted service wires and distribution cabinets. Especially noticeable around Zetland Road, the poles and profusion of cables are particular eyesores creating a sense of visual clutter, hindering maintenance and repair of buildings as well as lending a uniquely industrial feel to the Victorian street.



Traditional materials re-introduced in the 1990's



Highway infrastructure obscuring the façade of a key historic building



Traditional style lamp column and bollards

4.7 Other more minor issues that could be addressed in the future are the utilitarian galvanised steel railings guarding the culvert at the junction of Dam Street and the High Street, and the utilitarian replacement Haugh Bridge where Dam Street meets Water Lane. Made entirely of steel, it is at odds with the rural character of its surroundings.

4.8 The opportunity presents itself for special highway standards in the conservation area and closer and more effective working relationships with service providers, to address unsightly infrastructure and ensure utility companies are aware of the conservation area designation. Such arrangements should aim to achieve improvements in the streetscape and to extend to other parts of the conservation area the high standards already achieved in the market place area.

Action 25 - An audit of highway features and street furniture should be carried out to identify exactly which elements are considered to have a positive and negative impact. Those identified as positive shall be incorporated into a palette to be employed in future maintenance work. Negative elements shall be recorded as in need of improvement.

Action 26 - The Council will take appropriate opportunities to conserve the character of the conservation area through the use of traditional materials when undertaking highway maintenance or improvements. It will keep under review the impact of signage and the use of street furniture to ensure neither detract from the appearance and character of the conservation area.

Action 27 - The Council as Local Highway Authority will ensure that permanent repairs to the local highway network use traditional materials wherever practicable.



Yorkshire Paving



Historic scoria block surfacing



Historic scoria block surfacing



Unsympathetic steel bridge and railings, Dam Street



Intrusive infrastructure, Zetland Road

Highway Development

- 4.9 When considering proposals for highway development, care should be taken to ensure the design for the highway component is visually sensitive and in keeping with the character of the conservation area. Designers should refer to the palette of materials identified as a result of Action 24.
- 4.10 In line with Historic England's *Streets for All* (2018) Guidance 'Lights can be effective while still being unobtrusive. Avoid the temptation to over-provide as this can lead to clutter and unnecessary light pollution. Consideration should be given to extending the use of the existing Victorian style street lighting columns found around the Market Place into the rest of the conservation area.

Action 28 - Consideration should be given to the character of the conservation area when designing lighting schemes.



Signage

- 4.11 Loftus Conservation Area has fortunately not suffered from an over proliferation of signage. That positive should be taken into account as the location, design and quality of materials used for traffic signage tends to result in visual clutter. Adoption of a coherent approach to highway design and management would safeguard the current situation and promote enhancement in the future.

Action 29 - Where the opportunity arises for renewing signage, all unnecessary/redundant signage will be removed and any new signage should conserve the character of the conservation area in line with Historic England's *Streets for All* (2018) or successor guidance.



Historic street sign



CHAPTER 5: OPEN SPACE & GREEN INFRASTRUCTURE

- 5.1 Views from the top of Springhead Terrace looking east into the open countryside contribute substantially to rural character, with the sloping topography of the fields and the livestock providing a strong bucolic reminder of the towns agricultural origins and surroundings. These should be borne in mind when considering future development proposals.
- 5.2 The grassed area off Liverton Road, fronting the modern development of Stable Court and bounded by Loftus Beck, is an informal open area with a village green ambience whose value as an amenity space should be recognised.
- 5.3 While some mature trees are protected by Tree Preservation Orders, others are not. In view of the major contribution trees and woodland make to the special character and setting of the conservation area, it is important to have a consistent level of protection provided by the current conservation area designation.
- 5.4 Whilst tree preservation is often desirable, there is however a danger of unmanaged tree growth impacting upon traditional landscapes. For example the surroundings of GII listed Loftus Mill are now entirely wooded, meaning its context and setting as a key historic infrastructure building has been diluted. Whilst these trees are on private land, should applications for tree and woodland management be received, consideration should be given to restoring previously open settings rather than wholesale insistence on preservation.

Action 30 - When assessing development proposals, due consideration should be given to the contribution open spaces make to the character of the conservation area.

Action 31 - When assessing applications for works to trees and woodland management, consideration should be given to restoring historic landscape character.



View towards Loftus Mill, now obscured by tree growth



Loftus Beck, fronted by Stable Court

Parks and Playing Fields

- 5.5 Coronation Park is being re-developed under a regeneration scheme to strengthen links between it and the former schoolhouse behind. Its open nature will be retained but the altered landscaping and boundary mean it will effectively form a foreground to the historic former schoolhouse, increasing the prominence of both assets.
- 5.6 The playing field and associated playground on Micklow Lane has a simple and open character that complements the rural outskirts of the town. The traditional stone boundary walls with agricultural style gate along with existing vegetation are key contributors to that sympathetic character.

Action 32 - Opportunities will be taken to address incongruous features in open spaces and due consideration will be given to their positive characteristics when considering alterations and maintenance.



Traditional gate at Micklow Lane playing field



Coronation Park Concept Masterplan



Micklow Lane playing field

List of Actions

Action 1 - The Council will review this Management Plan every 5 years subject to resources and Council priorities.

Action 2 - The Council will review and update the Article 4 Direction to ensure it is effective and consider the introduction of a Local Development Order to encourage sympathetic alterations.

Action 3 - The Council will make guidance available to residents and businesses on conserving the character and appearance of the Conservation Area. This will be achieved by signposting to existing guidance on the Council's website and the development and publication of additional guidance, where practicable.

Action 4 - The Council will continue to ensure that those involved in decision making that affects the conservation area have the necessary knowledge and skills to make such decisions and this will be achieved through Continued Professional Development (CPD) and training.

Action 5 - The Council will resist the loss of a healthy tree which is considered to make an important contribution to the character of the conservation area. Mitigating the loss of a tree via replacement planting may be appropriate in certain cases.

Action 6 - The Council will ensure that consideration of the character of the conservation area is part of development proposals which may affect its setting.

Action 7 - Decisions on whether enforcement action should be commenced will take into account the actions outlined in this document and the associated Conservation Area Appraisal, together with planning policy set out in the NPPF and Redcar & Cleveland Local Plan and all other material planning considerations.

Action 8 - The Council will resist planning applications for replacement windows that do not reflect the historic character of the conservation area and are considered detrimental to the character and appearance of a building.

Action 9 - The Council will resist planning applications for replacement doors that do not reflect the historic character of the conservation area and are considered detrimental to the character and appearance of a building.

Action 10 - The Council will resist planning applications for alterations to the facades of buildings that are considered detrimental to the character and appearance of a building or the character and appearance of the conservation area.

Action 11 - The Council will resist planning applications for erection, alteration or demolition of boundary treatments which would be detrimental to the character and appearance of the building or the character and appearance of the conservation area.

Action 12 - The Council will resist planning applications for the application of non historically authentic render, paint and cladding visible from the public realm due to the detrimental impact on the character on the building and on the character of the conservation area. The council will encourage removal of inappropriate render.

Action 13 - The Council will resist planning applications for replacement roof coverings visible from the public realm that do not reflect the historic character of the conservation area and are considered detrimental to the character and appearance of a building.

Action 14 - The Council will resist planning applications for the removal or reduction of chimneys visible from the public realm that do not reflect the historic character of the conservation area and are considered detrimental to the character and appearance of a building.

Action 15 - The Council will resist planning applications for the installation of satellite dishes which would be detrimental to the character and appearance of the building and the character and appearance of the conservation area.

Action 16 - The Council will encourage the installation of broadband in flats to facilitate the removal of redundant satellite dishes.

Action 17 - The Council will resist planning applications for dormer windows and roof extensions that do not reflect the historic character of the conservation area and are considered detrimental to the character and appearance of a building.

Action 18 - The Council will resist planning applications that propose damaging changes to traditional shopfronts.

Action 19 - Where an application is made for alterations to business premises where unsympathetic alterations have been carried out previously, the Council will seek the reinstatement of lost features and traditional shopfronts as part of the planning process.

Action 20 - The Council will encourage reinstatement of lost architectural features.

Action 21 - The Council will consider action to access any future internal or external funding streams that support the enhancement of heritage assets.

Action 22 - In the interests of thermal efficiency, the Council will promote the benefits of the use of traditional materials that allow historic buildings to function correctly.

Action 23 - The Council will aim to take opportunity of funding schemes which aid the enhancement of historic boundary treatments.

Action 24 - The Council will keep under review current Tree Preservation Orders, and make new Orders for any tree under threat or identified as important for the character of the conservation area where appropriate. In addition, the Council will seek the planting of new trees as part of new development or as part of the Council's public realm programme where appropriate.

Action 25 - An audit of highway features and street furniture should be carried out to identify exactly which elements are considered to have a positive and negative impact. Those identified as positive shall be incorporated into a palette to be employed in future maintenance work. Negative elements shall be recorded as in need of improvement.

Action 26 - The Council will take appropriate opportunities to conserve the character of the conservation area through the use of traditional materials when undertaking highway maintenance or improvements. It will keep under review the impact of signage and the use of street furniture to ensure neither detract from the appearance and character of the conservation area.

Action 27 - The Council as Local Highway Authority will ensure that permanent repairs to the local highway network use traditional materials wherever practicable.

Action 28 - Consideration should be given to the character of the conservation area when designing lighting schemes.

Action 29 - Where the opportunity arises for renewing signage, all unnecessary/ redundant signage will be removed and any new signage should conserve the character of the conservation area in line with Historic England's *Streets for All* (2018) or successor guidance.

Action 30 - When assessing development proposals, due consideration should be given to the contribution open spaces make to the character of the conservation area.

Action 31 - When assessing applications for works to trees and woodland management, consideration should be given to restoring historic landscape character.

Action 32 - Opportunities will be taken to address incongruous features in open spaces and due consideration will be given to their positive characteristics when considering alterations and maintenance.



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1. Introduction

1.1 The Council has a duty to designate conservation areas under the requirements of the Planning (Listed Buildings and Conservation Areas) Act 1990¹. The Act also imposes a duty to review these areas from time to time and to formulate and publish proposals for the preservation and enhancement of any parts of the borough that are designated as conservation areas through sections 69 and 71 of the Act. The Loftus Conservation Area Appraisal has been undertaken as part of fulfilling this duty.

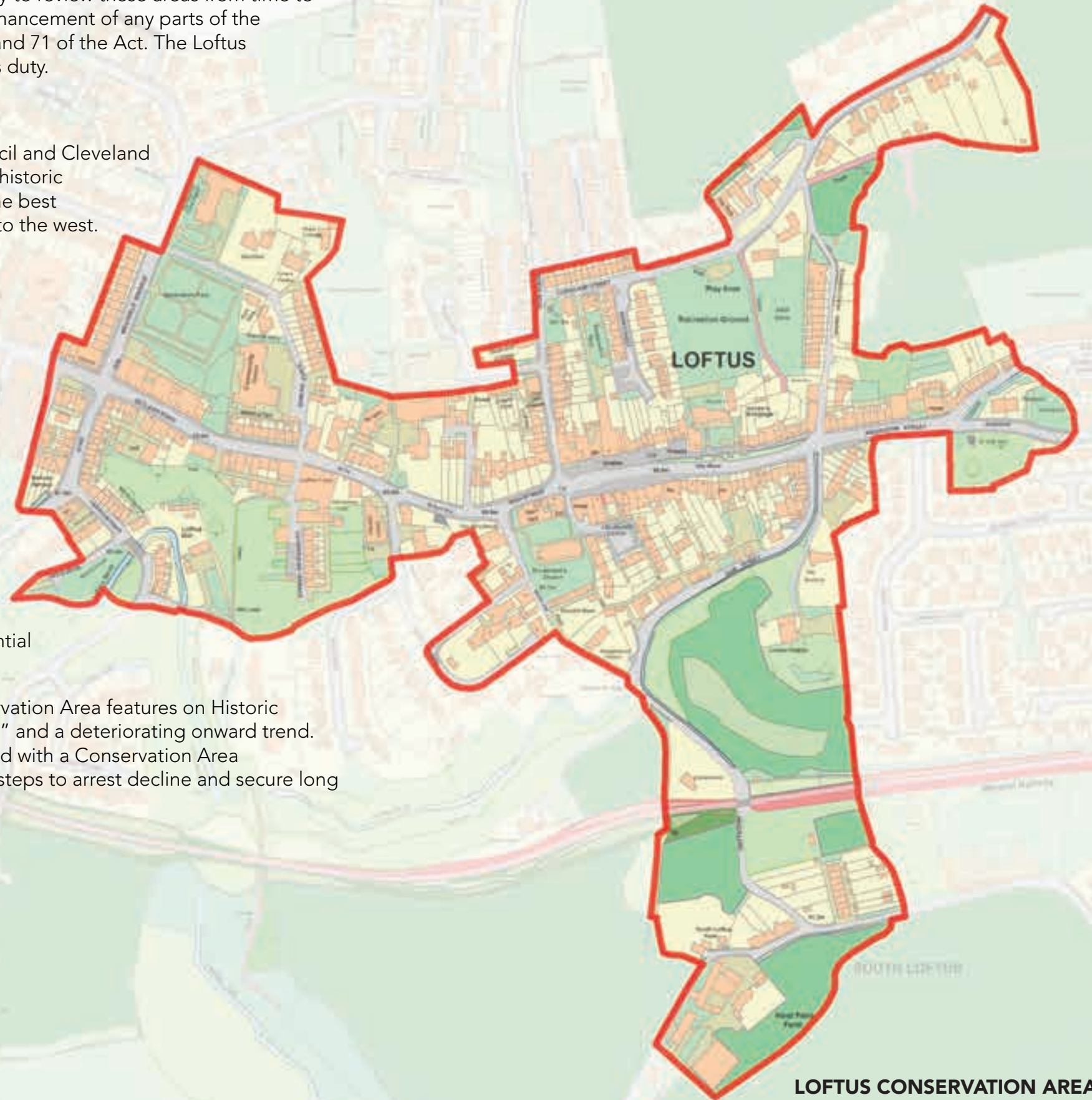
The Designation of Loftus Conservation Area

1.2 Loftus Conservation Area was designated by Langbaugh Borough Council and Cleveland County Council on 15th January 1976². It was tightly drawn to include the historic cores of the twin settlements of Loftus and South Loftus, together with the best surviving parts of the mid-to-late Victorian development that took place to the west. The reasons for designation and its purpose were set down in the designation report³.

1.3 The boundary was subsequently extended in 2009 to encompass some further parts of Loftus, as follows:

- The area of open space with its group of trees alongside Loftus Beck, which provides an attractive setting for the terraces of Liverton Road and the modern row of housing to the west of the beck.
- Late 19th and early 20th century housing on Micklow Lane together with the much older cottage at 39 Micklow Lane and the field and stand of trees lying south of Micklow Lane and east of Springhead Terrace. The period dwellings on Micklow Lane, set in large mature gardens, reflect their period of construction and though having suffered from some damaging alterations, still make a contribution to the character of the area with the potential to make an even greater contribution in the future.

1.4 Due to decline and erosion of character since designation, Loftus Conservation Area features on Historic England's *Heritage at Risk Register* with its condition noted as "very bad" and a deteriorating onward trend. In order to counter that issue Loftus Conservation Area has been provided with a Conservation Area Management Plan which accompanies this document. The plan outlines steps to arrest decline and secure long term improvement of the conservation area.



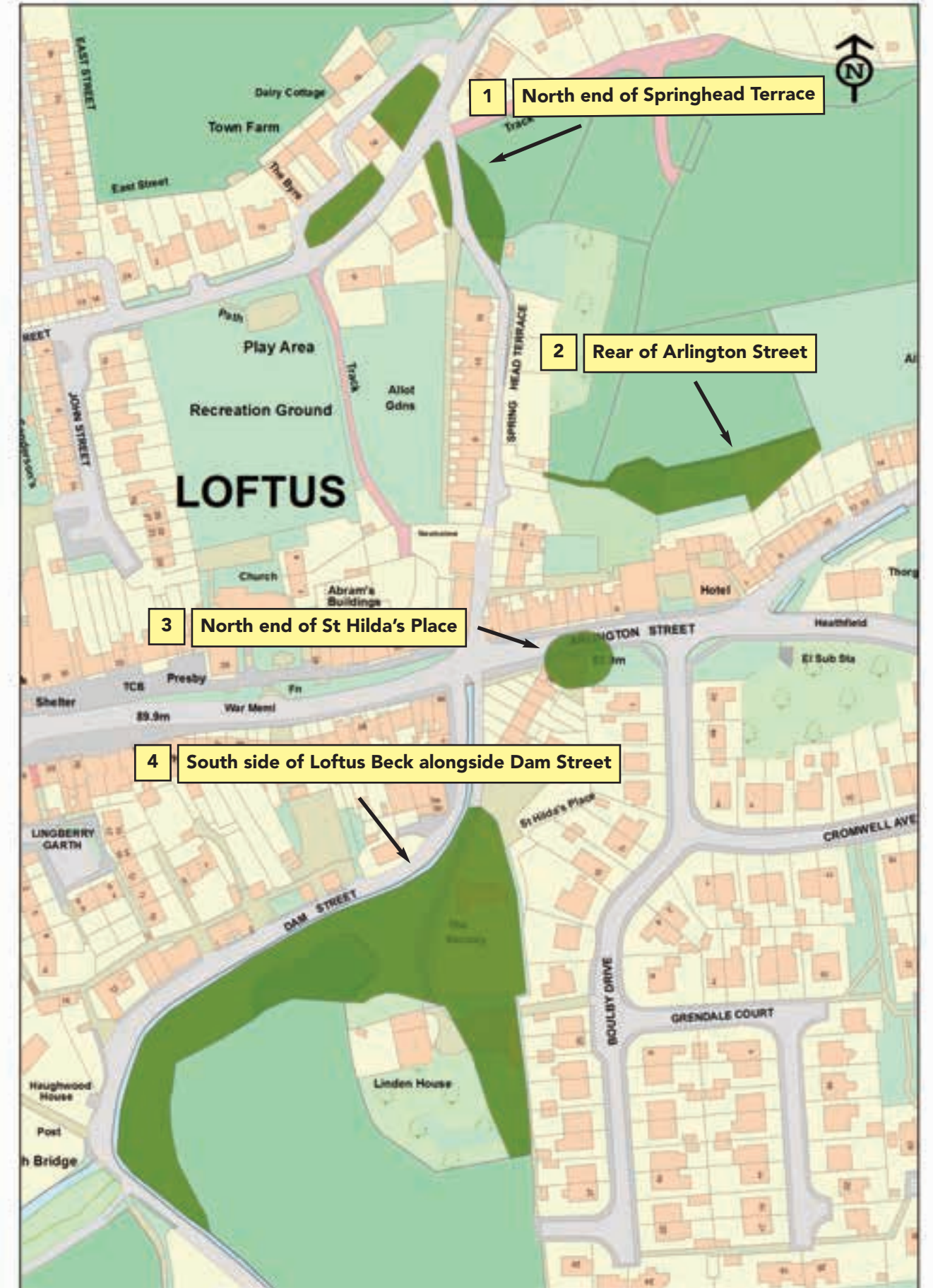
Tree Preservation Orders

1.5 There are four Tree Preservation Orders protecting trees within the conservation area, as follows:

1. Four groups of trees on the south side of Town Farm at the north end of Springhead Terrace.
2. The area of woodland on the south side of Loftus Beck alongside Dam Street and including part of the grounds of Linden House.
3. The woodland on land to the rear of Arlington Street and East Crescent.
4. The single mature tree at the north-east end of St Hilda's Place.



North of Springhead Terrace



TREE PRESERVATION ORDERS

Listed Buildings

- 1.6 There are 31 listed buildings within the conservation area, shown on the following pages. More details are available at historicengland.org.uk/listing/the_list/ with the map search being a useful feature.
- 1.7 There are no scheduled monuments in the conservation area.



LOCATION OF LISTED BUILDINGS WITHIN THE CONSERVATION AREA

Linden House
Grade II - 1139674



The Old Zetland School
Grade II - 1329591



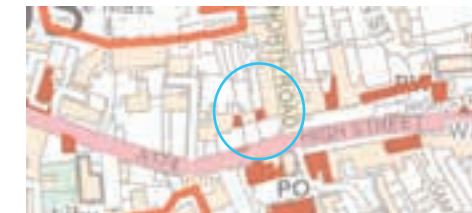
Boundary/Retaining Wall,
Railings and Gatepiers to Front
Yard of The Old Zetland School.
Grade II - 1136477



Tea Shoppe
Grade II - 1139701



Boundary Wall, Gatepiers, Gate
and Railings to south of NO. 19
Grade II - 1312758



21, High Street
Grade II - 1329616



Former National Westminster
Bank
Grade II - 1246850



The Angel Inn
Grade II - 1139665



32, 33 and 34, High Street
Grade II - 1329617



Pear Tree Cottage
Grade II - 1139666



36 and 37, High Street
Grade II - 1139668



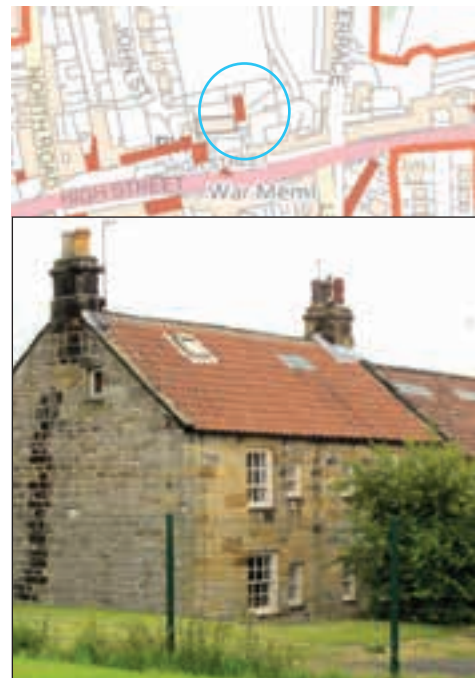
Number 38, Area Retaining Wall,
Gatepiers and Angle Piers.
Grade II - 1139669



The Presbytery
Grade II - 1139670



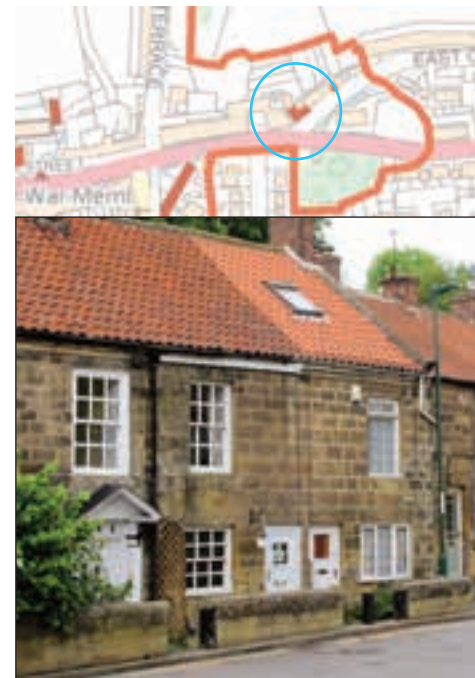
Drinking Fountain, Trough, War
Memorial, Steps and Railings,
South-east of NO. 39
Grade II - 1139667



Abrams Buildings
Grade II - 1329618



1, East Crescent
Grade II - 1139697



2 and 3, East Crescent
Grade II - 1329589



Old Beck Cottage
Grade II - 1136422



2-7, St Hilda's Place
Grade II - 1312644



8, St Hilda's Place
Grade II - 1139681



White Horse Public House
Grade II - 1139671



Barclays Bank
Grade II
1136539



Golden Lion Hotel
Grade II - 1139672



Town Hall
Grade II - 1136562



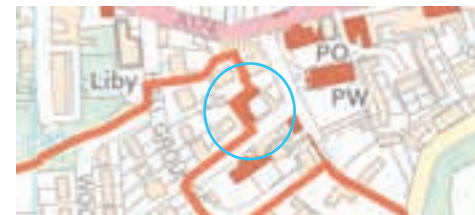
Church of St Leonard
Grade II - 1139673



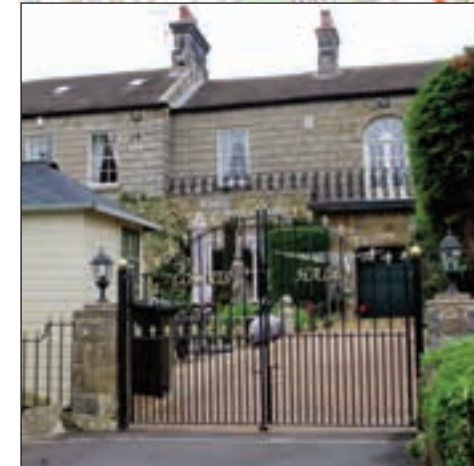
Kingdom Hall
Grade II - 1139648



Boundary Wall between
Kingdom Hall and Dam Street
Grade II - 1139649



Stable House
Grade II - 1136573



Blanchland
Grade II - 1139700



Jessemine Cottage
Grade II - 1139674



Loftus Mill and Millhouse with
Mill Race adjoining.
Grade II - 1139698

Mill Sluice in garden of number 5
Grade II - 1136437
(Located just outside off Conservation Area)

Planning Policies affecting Loftus Conservation Area

- 1.8 The adopted 2018 Redcar & Cleveland Local Plan contains two policies directly relating to the conservation area:

Policy HE1 of the Local Plan indicates that development proposals will be expected to contribute positively to the character of the built and historic environment of the Borough, and that the character of the built and historic environment will be protected, preserved or enhanced;

Policy HE2 takes the same approach to listed buildings or other non-designated heritage assets.

Article 4 Directions

- 1.9 Much of the conservation area is covered by Article 4 Directions, which were approved by the Secretary of State for the Environment on 8th September 1978. The directions withdraw certain permitted development rights for domestic, commercial and agricultural properties throughout the conservation area, the intention of these restrictions being to protect its special character.
- 1.10 Regrettably, since that designation it is apparent that the imposed restrictions have frequently been breached resulting in a subsequent loss of character. The extent to which this has occurred is assessed and quantified in the accompanying Conservation Area Management Plan.

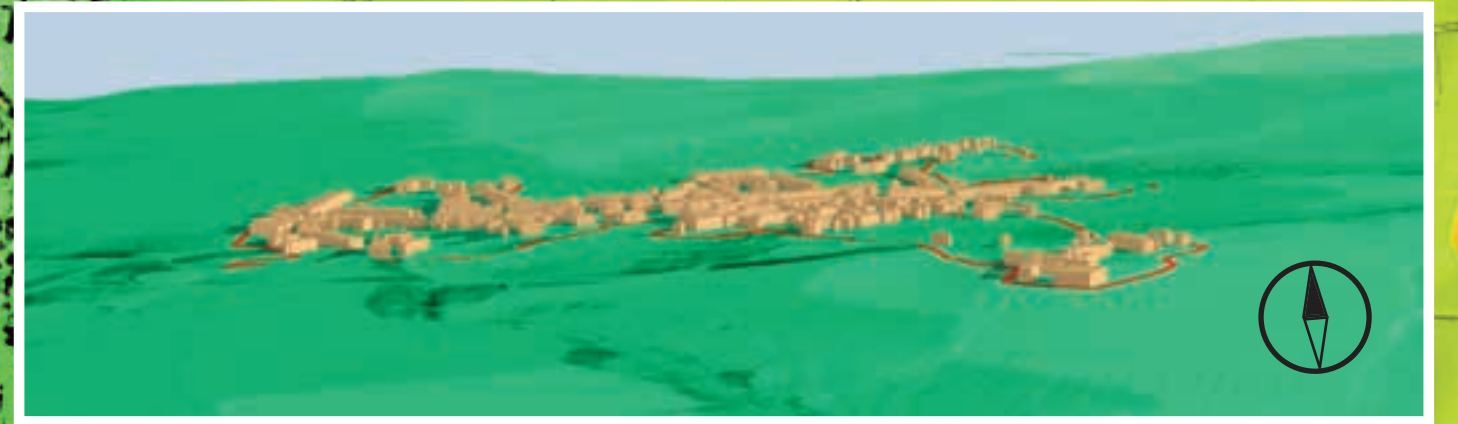
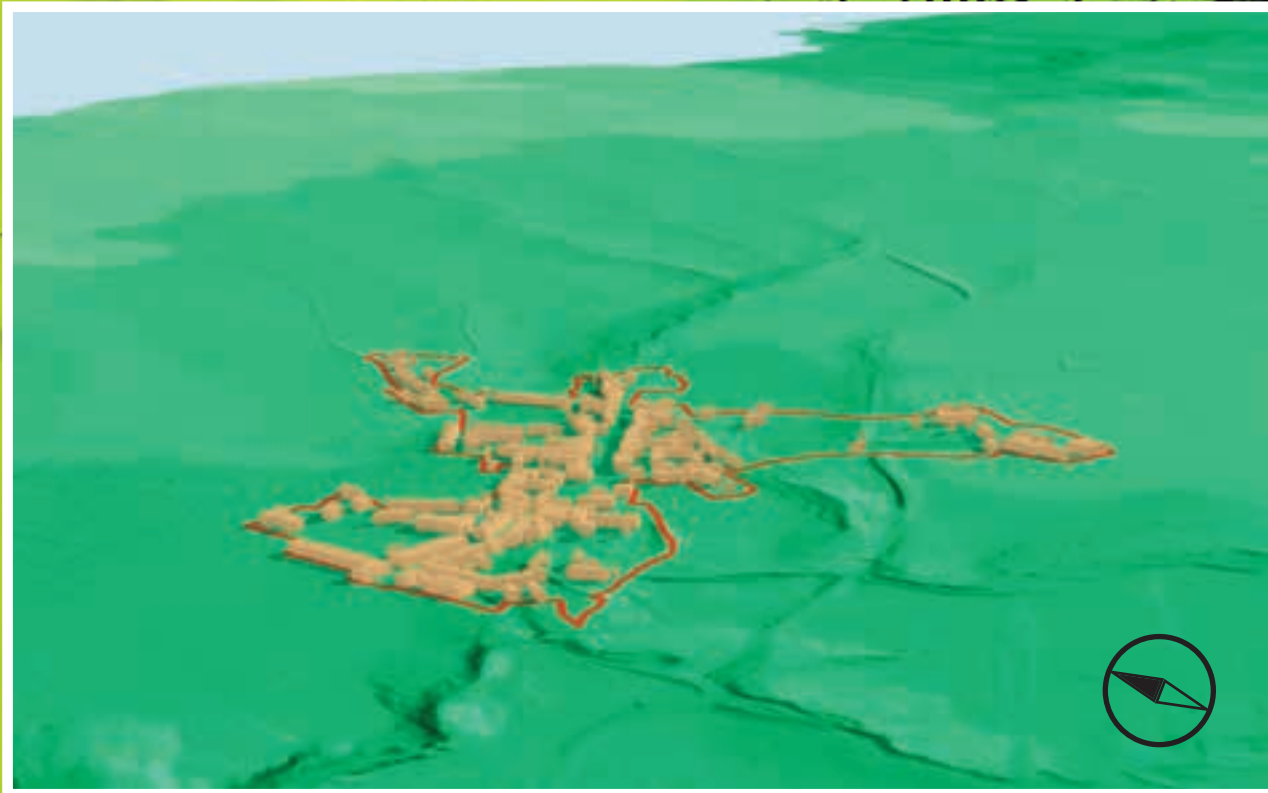


ARTICLE IV DIRECTIONS

Conservation Area Appraisal - Aims

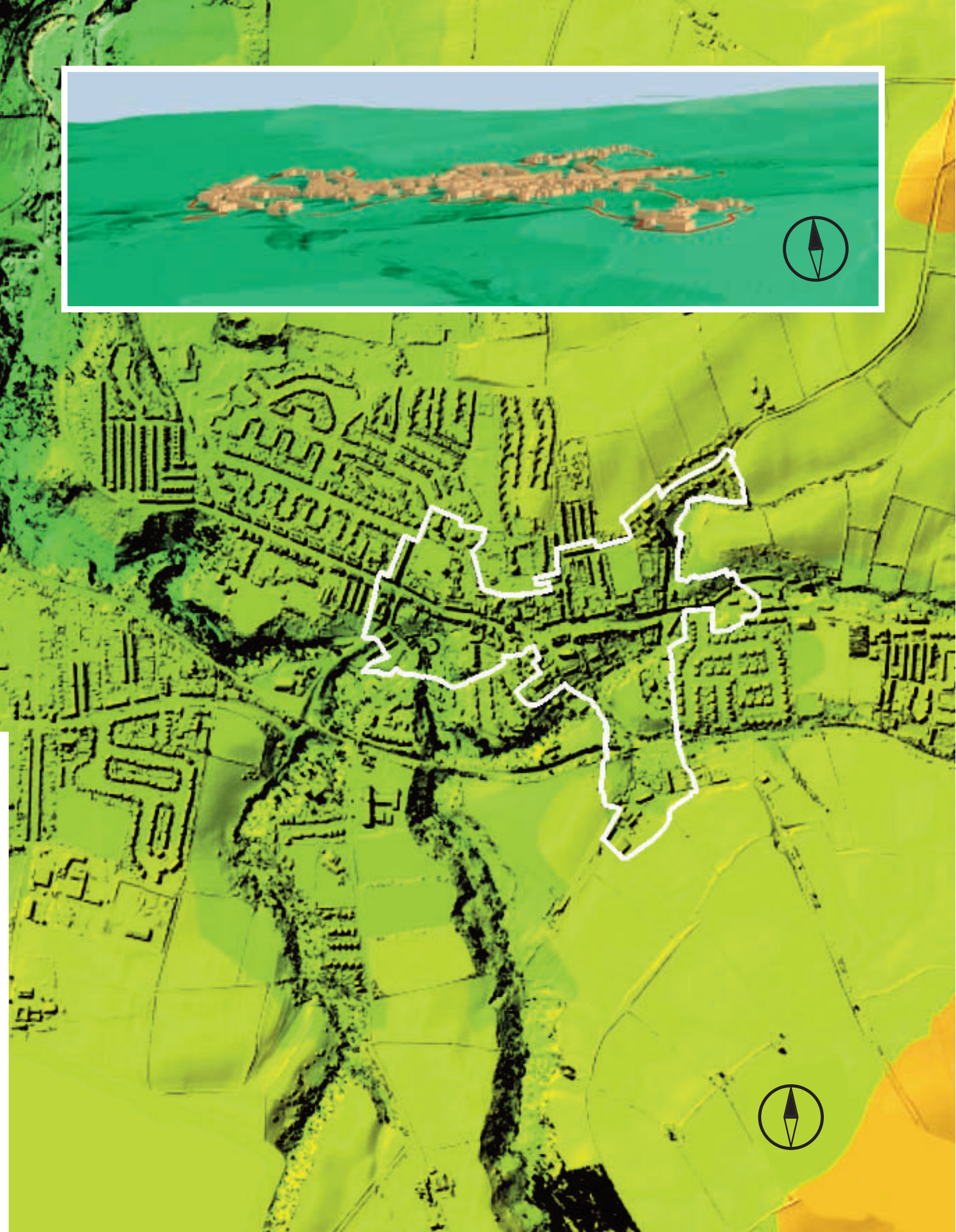
- 1.11 A conservation area appraisal is the first step in a dynamic process, the aim of which is to preserve or enhance the character and appearance of the designated area. This appraisal provides a clear and sound understanding of Loftus Conservation Area by recording, evaluating and presenting the key elements that together make up its special interest and character while considering its relative importance in the Borough-wide context.
- 1.12 To encourage active use of this document, be that by building owners or occupiers wishing to carry out alterations or maintenance, civic groups wishing to improve their local area or any others with an interest in the historic town or surroundings of Loftus, this appraisal has been presented in a clear graphical format so that it is accessible and engaging.
- 1.13 In outlining the architectural styles found throughout the conservation area, some descriptive terminology of architectural styles has been used. It is not however necessary to be familiar with these terms or with architectural history to use this document as the features are illustrated throughout. What is important is that those who are planning work on buildings within the conservation area are informed by this appraisal and take care to identify the elements that make a building and thus the conservation area special.
- 1.14 Based on the background information provided by this appraisal, along with the negative features also identified, it is hoped that those designing schemes or arranging maintenance will take the time to ensure their proposals do not inadvertently harm the historic character of Loftus. Simply taking the time to appreciate the different elements of a building will be sufficient to generate an understanding of what is important, be that materials the property is built from, the style of the windows and doors, decorative features, walls and fences and more details that all contribute to the townscape.
- 1.15 While the appraisal covers the topics referred to in the National Planning Policy Framework⁴ and guidance issued by Historic England⁵ it is not intended to be comprehensive and the omission of any particular building, feature or space should not be taken to imply that it is of no interest.
- 1.16 Loftus Conservation Area Management Plan accompanies this document, which outlines conservation proposals to provide a basis for making sustainable decisions about the future of the conservation area.





2. Physical Setting and Topography

- 2.1 Approached from the south, east and west, Loftus is seen to occupy an elevated, south-facing site, from which its Anglo-Scandinavian name is doubtless derived⁶. To the south of the town, the ground falls steeply away into the deep wooded ravine of Loftus Beck, along which can be found historic Loftus Mill, and Whitecliff Beck. To the south of the market place runs a small stream now covered by the railway but on whose southern valley side lies the much smaller hamlet of South Loftus.
- 2.2 Much of the character and visual quality of Loftus can be attributed to its physical setting amid rolling hill country incised by numerous small streams or becks, creating a series of deep, narrow, wooded ravines or gills. This variation in topography results in considerable visual interest and elements of surprise to the built fabric of the town, creating a succession of varying street scenes. The wooded valleys provide an attractive landscape setting to the town, where streetscapes and roofscapes are frequently viewed against a backdrop of trees and surrounding hillsides, softening the skyline and engendering a sense of proximity to the countryside.



- 2.3 Changes in level within the conservation area have given rise to distinctive 'split level' streets where one side is high than the other, supported by a bank or retaining wall. Examples are to be seen in the High Street, Zetland Terrace, Station Road and Dam Street.
- 2.4 The area's natural, physical and geological features have influenced the character of the built environment. This is especially noticeable in the common use of sandstone from which many buildings and walls are constructed, so characteristic of the area. In the 19th century the development of the railways brought an end to dependence on indigenous materials and gave access to an eclectic range of building materials from diverse and distant sources, including roofing slates from Cumbria and North Wales and varieties of brick.



3. Historic Origins and Development

- 3.1 A brief review of the historic development of Loftus is important in order to understand how it has evolved to its present form and acquired the distinctive elements that make up its special character.
- 3.2 Loftus is unusual in comprising two settlements within the same parish or township. They are Loftus and South Loftus and both were founded as typical 2-row settlements in the 11th century after the destruction of the previous Anglo Scandinavian or earlier settlement⁷.
- 3.3 Each settlement consisted of a corridor of two rows of properties facing towards each other across a common open space, which in Loftus appears to have been wide enough to have been a green. The buildings in each row formed a continuous, relatively straight frontage with living quarters facing the green. Long gardens or burgage strips extended from the rear of each property to a common rear boundary skirted by a back lane.
- 3.4 This layout can still be traced in Loftus, the larger of the two settlements. The green is now the High Street or market place, straddling the road to Whitby. Behind the two rows of properties historic burgage plots can still be identified extending to the old back lanes, now called Dam Street and Cleveland Street.
- 3.5 It is more difficult to trace the old layout in South Loftus since the few buildings that survive do not adhere to its medieval form. However, it can be assumed that the rows straddled the existing street linking South Town Lane and Water Lane and which may even have extended west towards Middle Gill.



3.6 The economies of both Loftus and South Loftus were based on farming. However from the outset Loftus became the administrative centre for the parish, being the place where the church and wind and water mills were situated and due to its location at the convergence of routes on the main road between Whitby and Guisborough. It consequently developed as a trading and commercial centre for a wide rural hinterland.

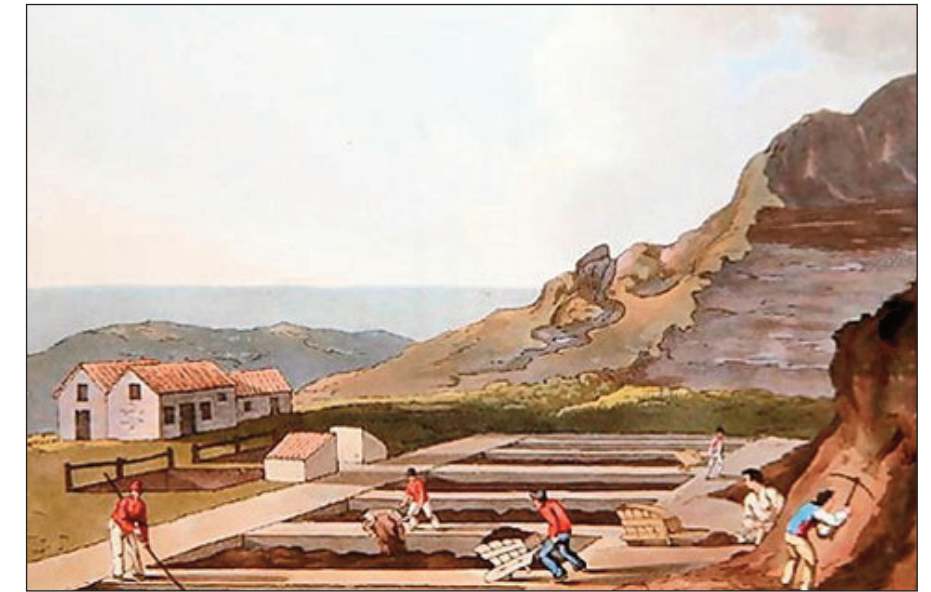


Image from *The costume of Yorkshire*, George Walker, 1814

3.7 In the 17th century the prosperity of the neighbourhood was enhanced by the manufacture of alum from rock quarried from the cliffs along the coastline nearby. Sustained for nearly 200 years, this industry led to the establishment of a market and annual fair in Loftus.



Chris Twigg, with permission

- 3.8 While Loftus continued to grow its southern counterpart had withered almost to its present size by 1840, remaining to this day a tiny hamlet separated from the town by the deep valley of Loftus Beck and the railway.
- 3.9 In the middle of the 19th century the expansion of the railway into East Cleveland enabled the large-scale mining of ironstone and manufacture of iron and steel at nearby Skinningrove. Between 1861 and 1871 the population of Loftus doubled and the village 'mushroomed,' quickly becoming a town and much more urban in character.
- 3.10 Expansion extended the settlement's linear form to the east and west along the A174. A product of the town's rapid expansion was the creation of a second commercial hub centred on Zetland Road, acting as a 'counter-magnet' to businesses in the traditional market place.
- 3.11 Although the town's historic core was gradually redeveloped, its medieval layout was preserved by new buildings that have generally kept to the footprints of their predecessors. The prosperous Victorian period also resulted in the development of landmark buildings such as the Town Hall, the Golden Lion, Council House and several churches and banks as well as terraced rows of typical vernacular cottages.
- 3.12 In the 20th century prosperity waned as ironstone mines became exhausted and the iron and steel industry became centred on Teesside. Economic decline brought high levels of unemployment with attendant social, environmental and economic impacts, the closure of businesses in the town, and a lack of investment in its fabric. Despite these factors and their consequent impact upon the town's appearance and sense of well-being, today Loftus still retains much of its historic form, fabric and market town qualities along with its attractive setting.
- 3.13 Both Loftus and South Loftus are potentially rich in archaeological remains, particularly the latter where much of the village was abandoned as Loftus grew. There may have been a moated site at South Loftus, but the only evidence for this is a rectangular outline on a 1770s sketch of the area⁷.



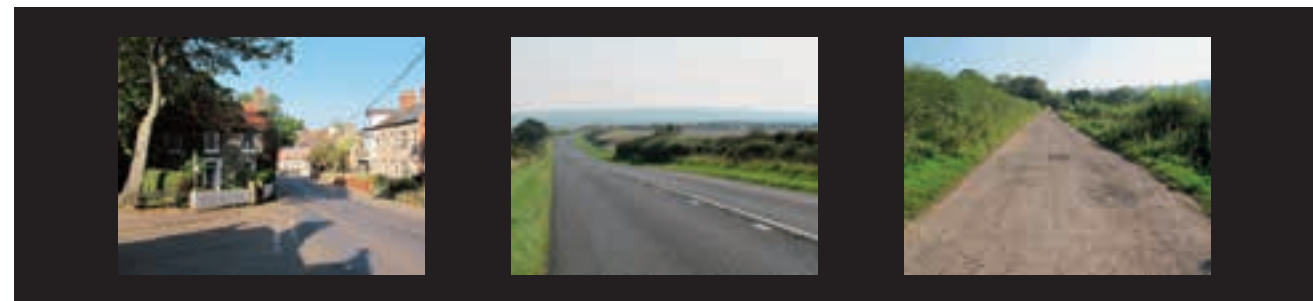
Views and Vistas

- 3.14 Many important views and vistas are due to the organic growth of the town rather than the result of intentional design. Apart from the obvious visual statements made by buildings such as Loftus Town Hall, views and vistas of Loftus generally consist of numerous charming scenes rather than soaring set-pieces.
- 3.15 Views into and from the historic market place are obvious important aspects, with the dominant larger Victorian buildings lending some architectural grandeur. Views to the east and west looking out from the market place are indicative of the rural roots of the settlement, with country style cottages punctuating the scene.
- 3.16 The later part of Loftus, focusing on the Victorian commercial centre, consists of more organised vistas contributing architectural scale and rhythm. Subsequently that part of the conservation area has more obvious key views, such as that focused on the cross roads of Zetland Road and Station Road.
- 3.17 The later part of Loftus, focusing on the Victorian commercial centre, consists of more organised vistas contributing architectural scale and rhythm. Subsequently that part of the conservation area has more obvious key views, such as that focused on the cross roads of Zetland and Station roads.





3.18 Photomontage of Jessamine Cottage created to show how the outskirts of Loftus including the former windmill may have appeared before the 19th century development of Zetland Road.

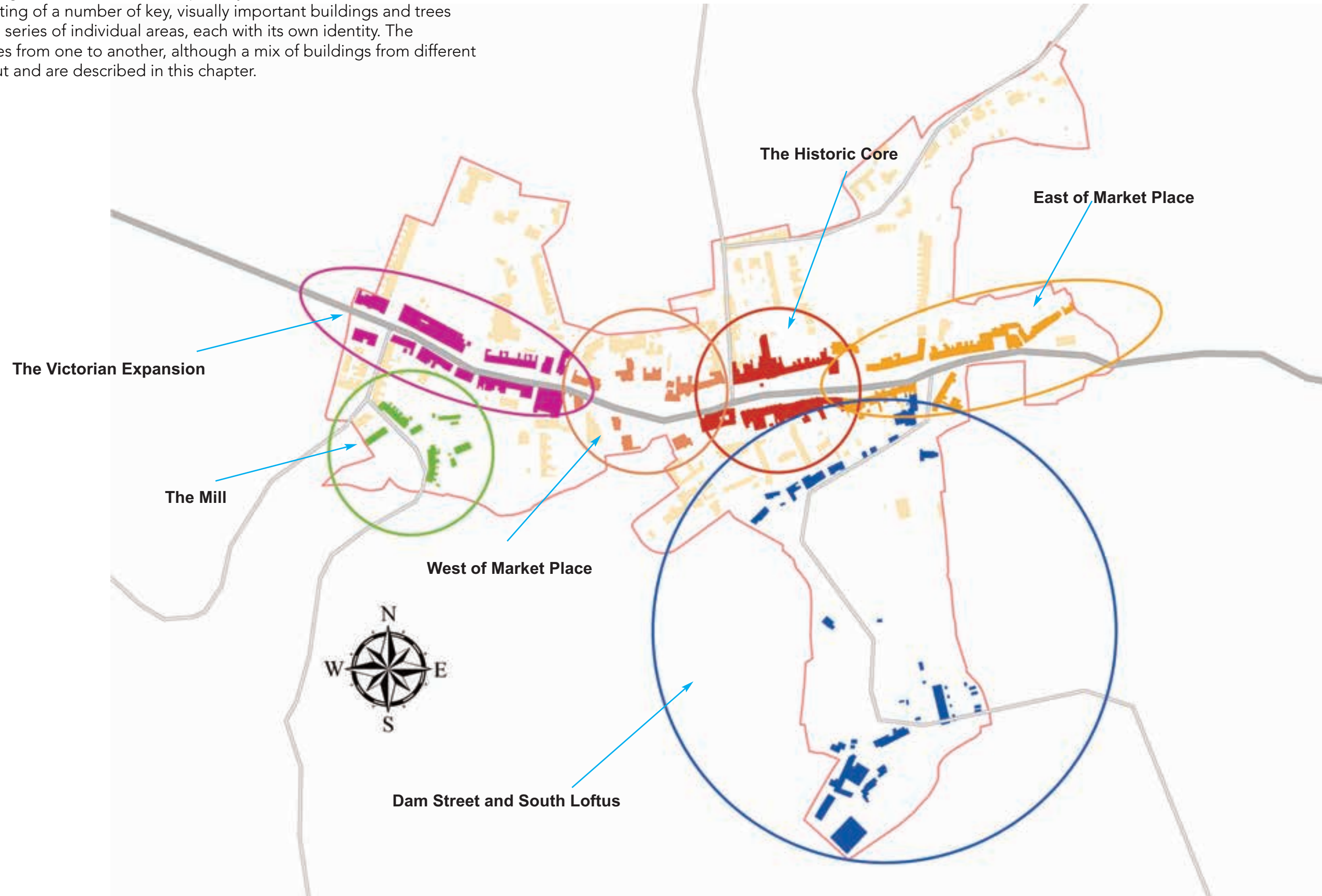


Photographs used to produce the image - Jessamine Cottage, Loftus High Street; near Ellerby and the Toll Road, Egton Bridge.

4. Character Appraisal

Identity Areas

- 4.1 Loftus conservation area possesses a townscape of several parts, each having its own distinctive character. This is the result of the settlement's topography, historic development and expansion. The undulating terrain such as the deep valley of Loftus Beck, the curvature of some of the roads and the siting of a number of key, visually important buildings and trees together contrive to create a series of individual areas, each with its own identity. The character of these areas varies from one to another, although a mix of buildings from different periods are found throughout and are described in this chapter.



The Historic Core

- 4.2 The historic core of Loftus is centred around the market place, which is located on the crest of a hill from which the High Street (A174) falls away steeply to both the east and west. Whilst the building line reflects its early origins, there is significant variety in building size and footprint.
- 4.3 The broad, level Market Place is defined by the buildings surrounding it. They comprise attractive, opposing rows of wide and narrow-fronted, two and three storey cottages, houses, shops and business premises of mixed age. Here and there frontages erratically step forward and back and have rising and falling eaves and ridge-lines punctuated by chimney stacks with clay pots. Their appearance is enhanced by the visual effect of locally quarried sandstone, brick, tile and slate building materials and the occasional render.



The key townscape buildings in this area are:



The Presbytery



Former Natwest Bank



The former Barclays Bank



The Council House



The Town Hall



The Golden Lion

4.4 To the west of the market place are 2-storey, stone-built properties of the 18th and 19th century. Some are set back behind attractive well-kept gardens and mature woodland trees. Their enclosing forward stone walls act to narrow the carriageway resulting in a sense of enclosure engendered by 3-storey shops and the tall tower of the Gothic Town Hall.





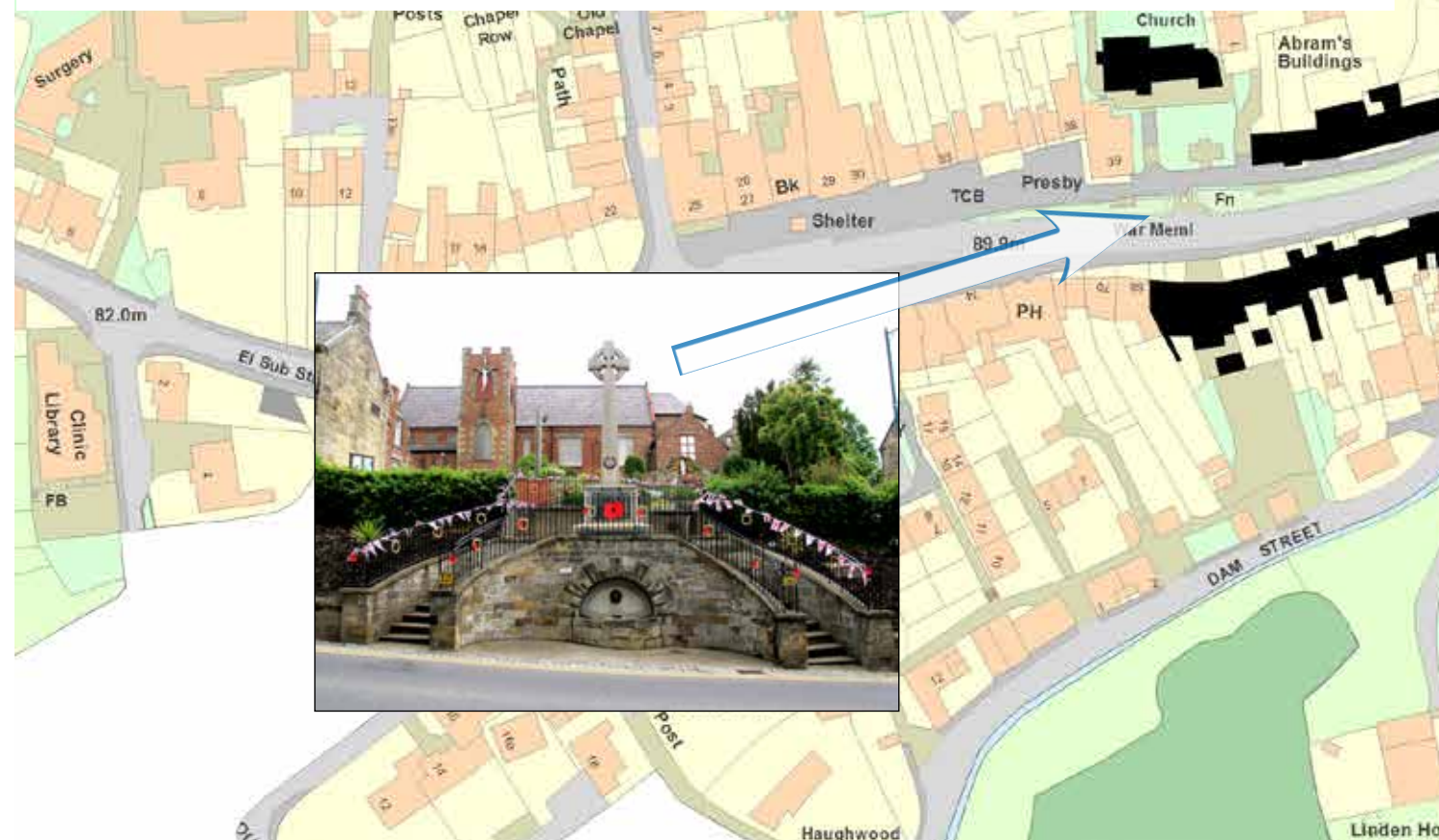
4.5 To the east, the High Street narrows slightly before descending the hill. Here the narrowing is visually reinforced by the landscaped bank, War Memorial and stone retaining wall on its north side. The bank rises steeply up to High Side, a row of cottages reached by a separate parallel lane effectively creating a 'split-level' High Street. On the south side small front gardens, enclosed by walls and fences, encroach into the wider part of the highway. The High Street's 'split level' adds an extra, distinctive dynamic to the street scene.

4.6 In the dip, just across Loftus Beck the row of stone and pantile cottages named St Hilda's Place is set at 45° to the main building line. The row together with the mature tree alongside the road form a visual 'pinch point' and foil to the view beyond. They also accentuate the strong sense of enclosure afforded by the rising ground behind the buildings on either side of the street and serve as a visual gateway into Arlington Street. The scene is enhanced by the cottage gardens, informal grassed open space and stream leading into Dam Street.

4.7 At Arlington Street the conservation area boundary extends east to include both wooded banks forming visual closure to the historic core, together with the older cottages on East Crescent. The key townscape buildings in this area are:

- The War Memorial
- The Arlington Chapel
- The Arlington Hotel
- St Hilda's Place

4.8 The lesser streets and lanes host a number of important viewpoints which form the character of the town. Whilst not necessarily including any elements of obvious particular architectural or scenic note, they nevertheless combine different elements of the townscape all making a contribution to the historic core of the conservation area. However, due to that un-imposed traditional nature, these views are particularly sensitive to change.

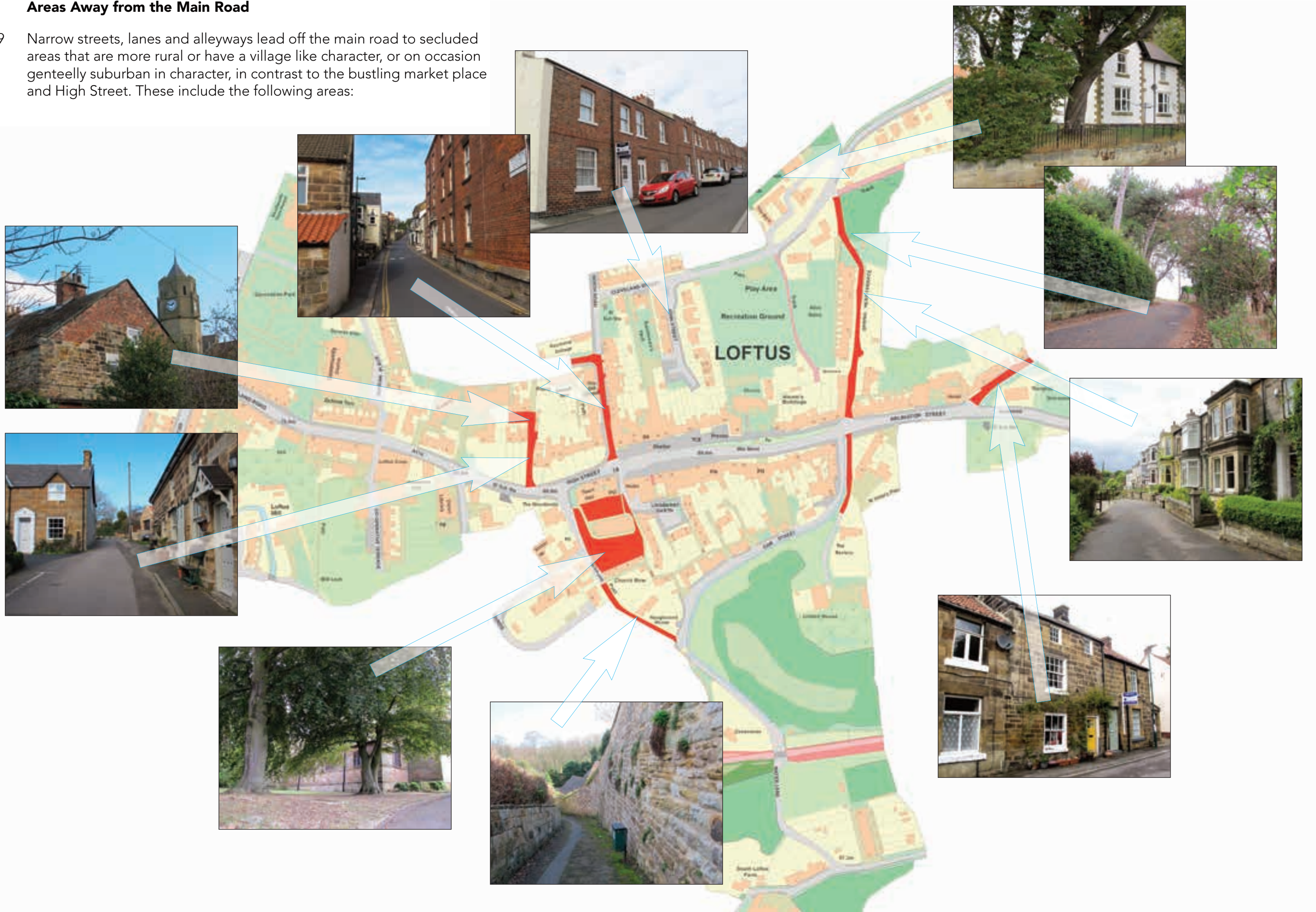


A lost key building on the edge of the Conservation Area. Newton Memorial Chapel was built in 1876 and was demolished after being hit by a Luftwaffe bomb in 1941. The graveyard remains behind the house that now occupies the plot.



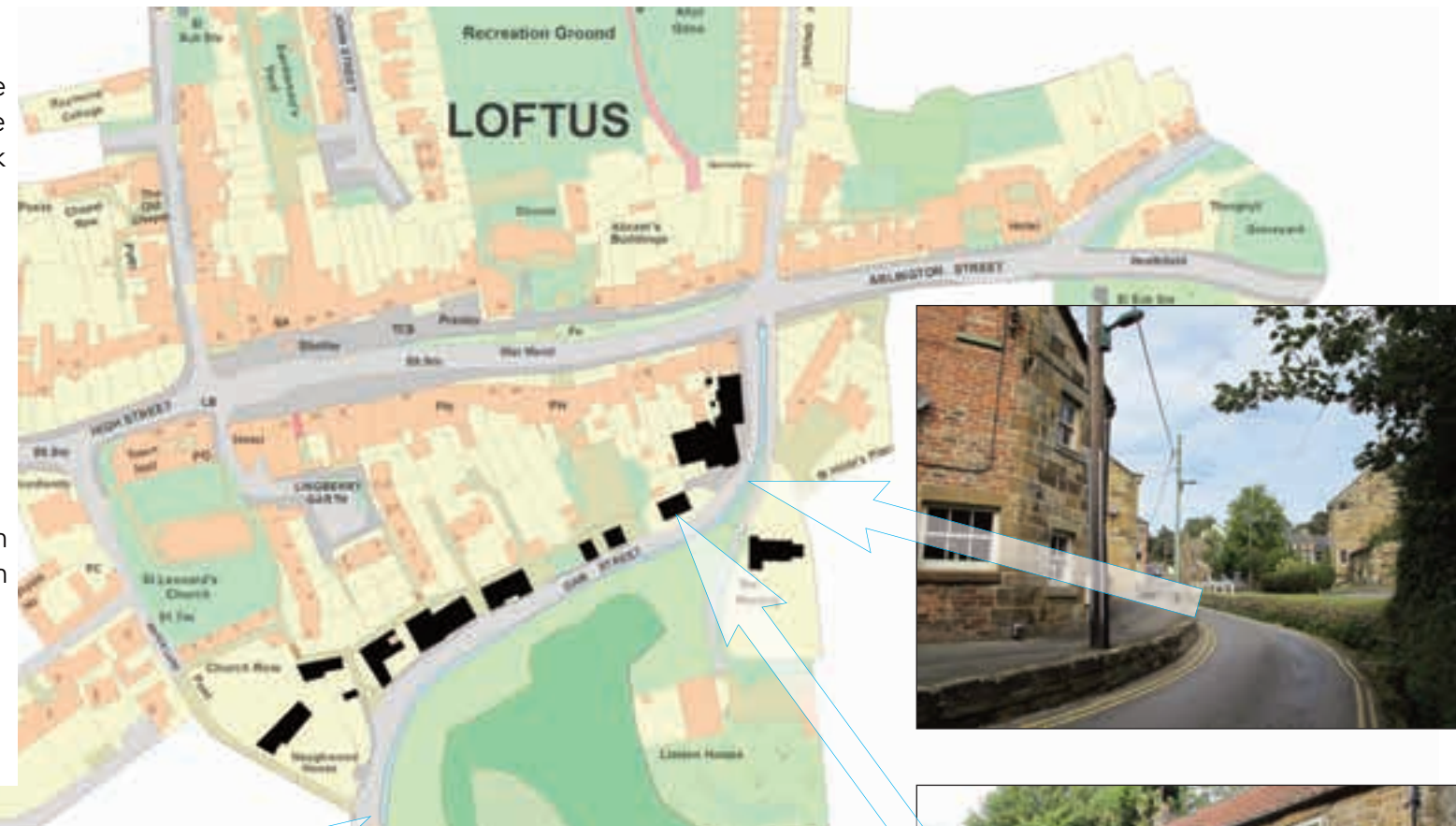
Areas Away from the Main Road

4.9 Narrow streets, lanes and alleyways lead off the main road to secluded areas that are more rural or have a village like character, or on occasion genteelly suburban in character, in contrast to the bustling market place and High Street. These include the following areas:



Dam Street

- 4.10 Dam Street is another distinctive area hidden from the High Street. Key characteristics include the stream flowing down a scoria block (made from ironworks slag) channel at the edge of the narrow road and the steep wooded valley side. The trees lend a setting to the stone and brick buildings lining Dam Street, including the former Poor House. There are a number of underused and neglected buildings and untidy “backlands” of High Street properties that descend the valley side to the street, with potential for improvement.
- 4.11 From Heugh Bridge, Water Lane with a fast-flowing stream along its eastern edge, follows a serpentine route ascending the steep bank and under the railway bridge to reach South Loftus. The road is flanked by attractive stone walls, mature hedges and trees creating a strong sense of enclosure that opens suddenly into the tiny hamlet.
- 4.12 South Loftus is altogether different from its northern namesake, its form and setting being much more rural in character, with most of the buildings and boundary walls constructed from local sandstone. The hamlet once offered prospects of the roofscape of Loftus above which the Town Hall and St Leonard’s Church stand out as important landmarks and focal points, though this is now much obscured by tree growth.





The Victorian Expansion

- 4.13 The western end of Loftus is characterised by the later second commercial centre of regimented terraces of shops with accommodation above. Nearby are residential terraces dating from the Victorian and Edwardian periods with the higher status developments near Coronation Park imparting a more suburban feel.
- 4.14 At West Road, buildings on the north side step back creating a sense of openness at the crossroads. Here the Edwardian, red engineering brick Church with its corner tower acts as a strong visual stop at the edge of the conservation area. Facing materials tend to be smooth red engineering brick and creamy white "Pease" brick, though there are earlier buildings of sandstone.
- 4.15 At Station Road, a strong sense of enclosure is achieved by terraces of two-storey, stone cottages, complemented by brick and stone three storey properties on the opposite side of the road, where narrow stairways climb up between the buildings and the high stone retaining walls. Nearby are residential terraces dating from the Victorian and Edwardian periods with the higher status developments near Coronation Park imparting a more suburban feel.



Key townscape buildings in this area are:



Co-operative building



The old Zetland School



Oddfellows Hall

The former Congregational Church



Areas Away From the Main Road

- 4.16 At the bend in the road close to the valley bottom stands the solid, stonebuilt, 3-storey, Station Hotel, terminating the view and marking the boundary of the conservation area. Historically the Station Hotel was the first building those alighting from trains at the nearby former railway station would come across.
- 4.17 North of Zetland Road, the area of open space and the peripheral trees of Coronation Park are very important in the townscape, as are the houses in their spacious, well laid out gardens that surround it. Some, notably Kenilworth, Westfield, and the former school building, are of architectural and historic merit. Westfield Terrace and Duncan Close are also characterful surroundings. Nearby can be seen former rural outliers of pre-industrial Loftus, with one possibly linked to the former windmill.



The Water Mill

- 4.18 The area around Liverton Road drops down into the valley with the meandering Loftus Beck, the location of Loftus water mill. This area forms an enclave with a rural ambience which has seen some recent residential development set to the west of Loftus Beck creating a "village green" foreground to the secluded mill.
- 4.19 Beyond a largely well preserved curved Victorian terrace on the east side of Loftus Beck, Liverton Road meets Gaskell Lane. Forming the boundary of the conservation area, this wooded lane with a bridge crossing another meander of Loftus Beck has a strong rural atmosphere illustrating the pre-industrial past of the town.
- 4.20 Just beyond the conservation area the surrounding woodland with its hidden features are a valuable hinterland possibly worthy of inclusion should the conservation area boundary be revised.



Walls

- 4.21 A crucial key component of the special character and appearance of the conservation area is the prolific presence of traditional stone boundary walls and retaining walls. Appearing as an almost continuous thread running through all parts of the area they help to unify and knit the area together.
- 4.22 The terraces and rows of properties throughout the conservation area are served by a network of back lanes. These are lined with an eclectic and characteristic assortment of high boundary walls, garages, sheds, the gable ends of rear wings and extensions. These areas, though not conventionally attractive, have their own sometimes dishevelled but distinctive character.



Summary of character

- 4.23 The rich tapestry of historically authentic and visually harmonious building materials blending with diverse architecture of various periods and styles has created a townscape with a particularly attractive aesthetic. The settlement's physical location, together with its historic associations with mining and agriculture, all contribute to its special character and market-town atmosphere.
- 4.24 The historic core of Loftus is centred on the High Street with the widest part of it known as the Market Place, the highest point on the main road. Despite the gradual renewal of buildings over hundreds of years, the medieval two-row settlement and former green are still discernible. Buildings stand hard against the pavement edge, except at the east and west ends of the High Street where front gardens have encroached onto the green. A few properties still retain their original rear burgage plots or gardens, important physical links to the medieval settlement layout.
- 4.25 Beyond the historic core, lateral development has taken place along roads, streets and lanes leading off the A174. In these areas Victorian and Edwardian domestic terraces predominate. Occasionally the built-up frontages are broken by an individual or group of buildings set back behind front gardens. North of Zetland Road, around Coronation Park, the layout becomes much more open and suburban in character with detached dwellings in private gardens.
- 4.26 South Loftus is now little more than a cluster of buildings and boundary walls comprising two farmsteads and two rows of cottages, one of them set at 90° to the street, possibly along the only surviving burgage strip. Its historic two-row layout is otherwise almost indiscernible but it still contributes positively to hinterland character.

Variety of Land Uses

- 4.27 The character of Loftus is enhanced by the diverse range of land uses including residential, shopping, recreational, ecclesiastical, administrative and small scale industrial uses. The split town centre with its two nodes of shopping and business activity in the market place and on Zetland Road is a particular characteristic of Loftus adding further interest to its townscape. Collectively these elements add interest and vitality to the town.



Historic 2 row core



Regimented terraces of western expansion

Building form and character

- 4.28 The buildings of the conservation area, their form, materials and style, their relationship to the spaces between them and the ways in which those spaces are used, contribute greatly to its character. History has given a rich and broad variety of building style and materials to the Loftus Conservation Area, including not only those buildings considered to be of architectural merit but also the multitude of historic background buildings which should not be overlooked.

Vernacular Buildings

- 4.29 In order to differentiate between different styles, buildings within the conservation area have been divided into generally earlier and simpler pre-Victorian types, known as vernacular buildings, with the character of later architect designed buildings described separately. Use of the term vernacular in this context, which essentially means "home-grown," relates to buildings constructed from locally sourced materials in a manner following local tradition. In East Cleveland, in common with North Yorkshire generally, that means relatively simple buildings constructed from sandstone, although Pear Cottage on the High Street is unique in being the only pre-Victorian brick building in Loftus Conservation Area.



- 4.30 The historic cores are centred on the market place area of Loftus High Street and on the cluster of farmhouses and cottages now forming the hamlet of South Loftus. The older buildings in both of these areas are cottage-like in character with few architectural refinements. They are a valuable part of the heritage, being part of the locally distinctive, vernacular building tradition that was developed over hundreds of years. The best preserved are protected by being listed as buildings of special architectural or historic interest.

Enclosure

- 4.31 Some vernacular buildings have no front curtilage with a building line adjoining the highway, though many have retained long rear plots usually enclosed with timber fences, likely replacing earlier hedgerows. Others are set back from the highway and have substantial forward plots, with boundary treatments including brick or stone walls and gatepiers. These generally match the building facing materials, having stone copings of various shapes and carved pier caps, many now painted. Historic boundaries also include ornamental ironwork and hedges of various species.

Architectural elements of Vernacular buildings



Cottages are of two and less frequently three storeys with pitched roofs and varied eaves and ridge lines, punctuated by chimney stacks with rows of clay pots. The earliest dwellings may date back three or more centuries, their true age concealed behind later alterations and additions. The occasional, 'tell-tale', steeply-pitched roof may be indicative of the past use of thatch, of which no examples survive.

Doorways in older cottages are often diminutive, reflecting the lesser stature of our ancestors. Doorways usually match the window openings by having similar lintels.



Window openings generally have stone sills and stone lintels.

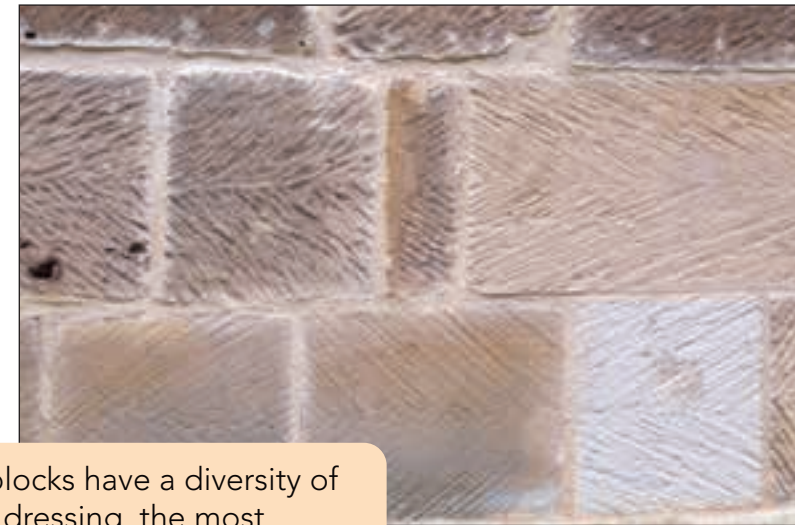


The earliest form of window openings tend to be of 'landscape' format or square, whereas windows of 'portrait' format are usually found in later buildings, thus dictating the proportions of building frontages. Landscape or square openings traditionally filled with horizontal sliding, or 'Yorkshire' sash windows or now rare "composite sash" are found in humbler buildings and rear elevations. Other windows are vertical sliding sash and have evolved through a variety of forms, the earliest style having multiple panes, giving way to larger Victorian style panes.

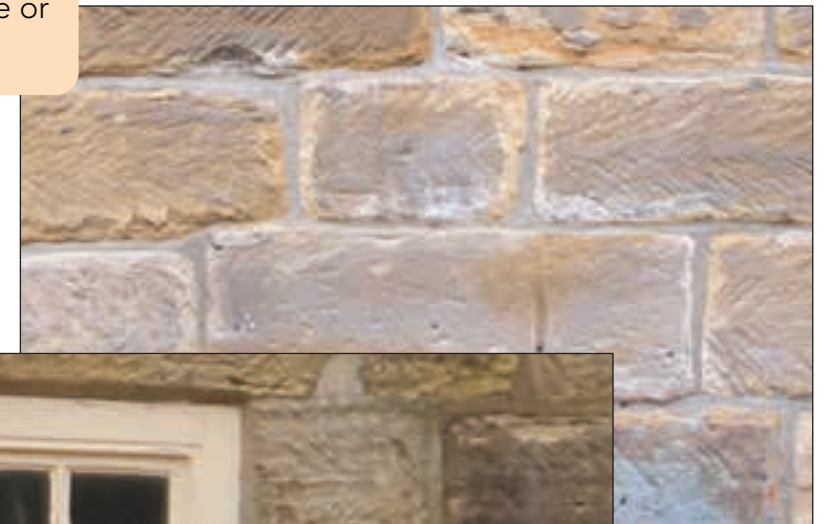




Locally quarried sandstone blocks in hues of orange, brown, grey and yellow, now generally weathered to a mature patina, are typical facing materials. Sandstone was used for both high status buildings as well as humble cottages, with lesser buildings constructed using quarry rubble.



Stone blocks have a diversity of surface dressing, the most common being a herringbone or chevron pattern.



Clay pantiles were introduced in the 17th century and are the predominant roofing materials on vernacular buildings in the conservation area.

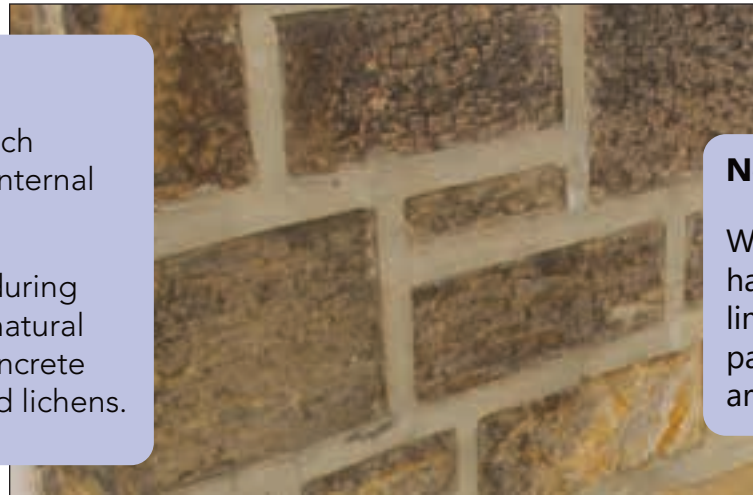


Negatives
Timber sliding sash windows have occasionally been replaced with uPVC casements which have overly bulky frames and lack traditional proportions.



Windows and doors are timber, historically of pitch pine. Doors were traditionally made of broad vertical timber boards.

Negatives
Unsightly protruding cement "ribbon" pointing, which causes significant harm to the stone and promotes internal damp.
Use of man-made slates and tiles which lack the enduring subtleties of patina and colour to be found in their natural counterparts, tending to weather down to a grey concrete colour and sometimes attracting growth of moss and lichens.



Negatives
Whilst in many cases bare stone will have been protected by a limewash or lime render, other cement render or painted finishes are not authentic and are likely to result in internal damp.

Victorian & Edwardian Buildings

- 4.32 The plain, honest Yorkshire vernacular building style contrasts markedly with the later Victorian and Edwardian terraced rows of artisans' dwellings and larger civic and commercial buildings.
- 4.33 Although generally of similar scale to their earlier counterparts, they are architecturally more 'regimented' in layout, form and style with clearly recognisable repetition of features.

Enclosure

- 4.34 Front gardens and the tiny 'areas' in front of Victorian buildings are traditionally enclosed by stone or brick walls and ornamental ironwork. Most have small rear yards enclosed by high brick walls.



Architectural Elements of Victorian and Edwardian Buildings

Later buildings possess varying degrees of architectural pretension, reflecting the characteristics of Victorian late classical design and some examples of Gothic architectural influence such as arched windows. Other details include the use of decorative embellishments to doors, windows, string courses and eaves details.



Windows are predominantly of 'portrait' format, including the generally flat topped single and 2-storey bay windows that may be canted or square/rectangular in plan, frequently with ornate cornices and wide mullions. Some vertical sliding sash windows are still present, with each individual sash containing one or two panes of glass.



Chimney stacks and gabled dormers add interest and provide a sense of continuity to the terraced roofscapes.



Doors in later buildings tend to be of four or more square or rectangular-shaped panels, sometimes with the upper panels glazed. Doorways may have ornate carved doorcases, usually in timber but occasionally stone in larger buildings.





Brick in a broad range of red, orange and brown hues as well as creamy white 'Pease' bricks, became the staple building material in the Victorian period and throughout the 20th century. It was used in a variety of ways, creating bonding and multi-coloured patterns with moulded bricks and stonework used to create architectural details.

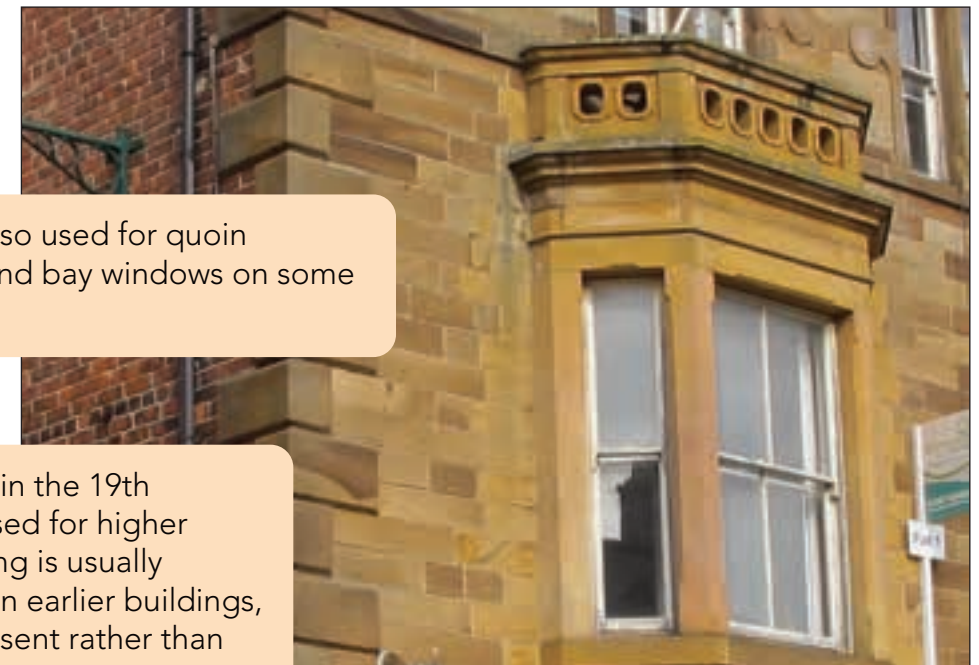


Negatives
Cement render or paint is often seen, which entirely obscures facing materials.



Negatives
Finely fenestrated sliding sash windows have frequently been replaced with uPVC casements, which have overly bulky frames and lack the proportion of the originals. Bay windows have frequently been modified, with strong timber mullions replaced with insubstantial extruded polyvinyl strips, detracting from their appearance and the special character of the area.

Masonry also used for quoin detailing and bay windows on some buildings.



Despite the proliferation of brick in the 19th century, stone continued to be used for higher status buildings. However, dressing is usually different to the stonework seen on earlier buildings, with smooth faced fine ashlar present rather than traditional herringbone dressing.



Roofs of Victorian and Edwardian buildings are generally covered with grey/blue/black Welsh or Cumberland slate.

Negatives
In some cases natural slate has been replaced with man-made slates and tiles which lack the enduring subtleties of patina and colour to be found in their more natural counterparts, tending to weather down to a grey concrete colour and promoting growth of vegetation.

Shop Fronts and Advertisements

- 4.35 Some surviving historic shop fronts of late 19th and early 20th century vintage are found on the south side of Zetland Road, generally obscured and easily missed due to enlarged fascia signs and later additions such as roller shutters, some of which are regrettably permanently pulled down. On the northern side the fruit shop has retained its historic timberwork.
- 4.36 A few modern shopfronts together with their signage are in keeping with their historic settings, such as Stonehouse Bakers at 81 High Street, those on the ground floor of the Council House and the former Post Office. Most however do a disservice to their host buildings and to the area, being of poor design, inappropriate materials and occasionally garish colours.
- 4.37 Advertisements, signs and notice boards make significant positive as well as negative contributions to the appearance of the area. The small number of surviving historic fascias with complementary signboards, serve as exemplars. There are however many examples of inappropriate signage and uncoordinated advertising schemes which detract from character.

Negatives

Historic shopfront detailing removed, or replaced with plain modern boards.

Inappropriate non-traditional advertising.

Roller shutters screening shopfronts.



Landscape and Open Space

4.38 A crucial component of Loftus is its setting in a landscape of wooded valleys. Of particular importance to the conservation area is the woodland clothing the steep bank alongside Dam Street and Water Lane and the individual specimens and groups of trees within the built-up area. They generally make a positive contribution to the townscape, softening the appearance of the urban fabric, acting as visual breaks and screens and making open spaces more attractive. However, in some cases woodland management may be appropriate.

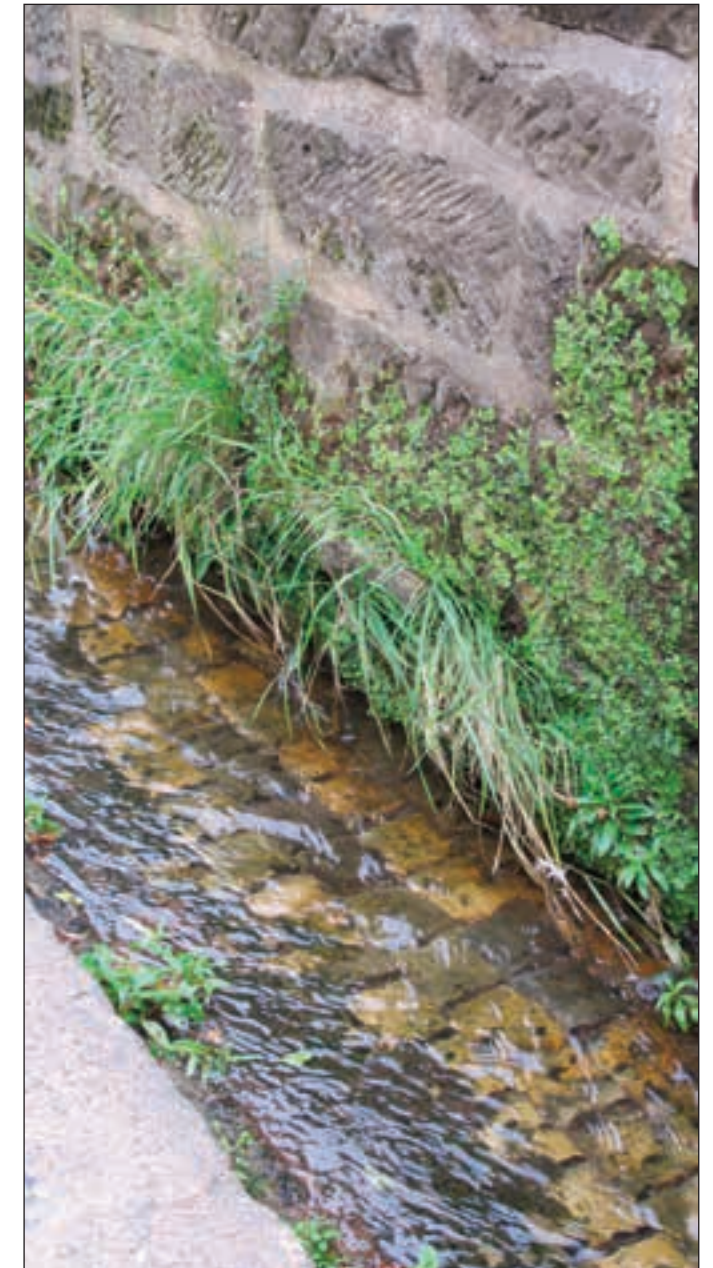


4.39 In addition there are key areas of open space within the conservation area. These include Coronation Park, the Churchyard and the playing field and allotments of Micklow Lane. The latter two are enclosed by attractive stone boundary walls and mixed mature hedgerows.



The Highway

- 4.40 For the most part road surfaces, footpaths and other hard surfaced areas have tarmacadam or concrete finishes which are serviceable, but contribute little to the character of the conservation area, especially where they are in need of repair.
- 4.41 In the market place traditional Yorkstone paving and stone cobbles were reinstated under a 1990's environmental improvement scheme, with the intention of enhancing the character of this important area. However, whilst the aesthetics of the materials used are preferable to tarmac, the lack of a shared surface means that the market place is still a location that is swiftly driven through, failing to effectively fill its role as the town's focal point.
- 4.42 There are a few 'original' examples of attractive, traditional surfacing materials including whinstone, scoria and brick setts:
- Roadside drainage gulleys along the High Street.
 - Several lanes and alleyways leading off the main road, e.g. the lane leading to Co-operative Terrace.
 - Many back lanes, private yards and drives.
 - The stream channel in Dam Street.



Street Furniture

- 4.43 The two centres of Loftus are notable by different approaches to street furniture, with a generally conservation led scheme characterising the Market Place and High Street and less sympathetic infrastructure towards the west of the conservation area centred around Zetland Road.

Market Place

- 4.44 The existing, Victorian style, dark-green street lighting columns, lanterns and other street furniture on the High Street, including cast iron bollards and benches, were installed by the 1990's scheme referred to earlier. This has set a standard to be aimed for elsewhere throughout the conservation area where street furniture and traffic signs, including markings on the carriageways, are generally lacking in design and aesthetic appeal and consequently detract from the area's special character.
- 4.45 Elsewhere on the High Street some street furniture is awkwardly placed. Bus shelters partially obscure the front elevation of the GII listed Golden Lion and GII listed former bank premises on the opposite side of the Market Place, detracting from their architectural merit.
- 4.46 On occasion mobile refuse containers have been left on the pavement on a permanent basis, ostensibly from reluctance to use integral bin stores on buildings converted to residential accommodation. The problem is especially noticeable on collection day when refuse bags are commonly also piled up.
- 4.47 Some examples of historic signage can still be found on nearby side streets, which appear in need of maintenance if they are to be preserved. Historic pillar boxes also add to character and provide colourful punctuation to the street scene.



Zetland Road

- 4.48 The apparatus of statutory undertakers' pole-mounted service wires and steel distribution cabinets are visually intrusive and lend a temporary feel to the infrastructure. Electricity arrived in Loftus in 1906 and whilst the current poles and cables are from a much later date, it is anticipated that they will be removed and the cables buried in the future.
- 4.49 Relatively modern street lighting is the norm throughout the Zetland Road area and environs, contrasting with the sympathetic types used in the market place. However, unlike more contemporary street light designs, types in this area are entirely utilitarian and devoid of any aesthetic considerations. As many of these are attached directly to the utility poles mentioned there should be opportunity for a cooperative approach resulting in a significant improvement.
- 4.50 Other street furniture such as bollards and litter bins are modern utilitarian types, which appear to have been chosen without consideration of the conservation area designation. Characterful street furniture items found around the market place but missing from the Zetland Road area are benches and bollards, ostensibly due to the restricted narrow pavements. A traditional post box recessed into a stone wall does however provide some historic colour.
- 4.51 Characterful street furniture items found around the market place but missing from the Zetland Road area are benches and bollards, ostensibly due to the restricted narrow pavements. A traditional post box recessed into a stone wall does however provide some historic colour.



5. Conclusions

- 5.1 This appraisal summarises the special characteristics and qualities that justify the designation of part of Loftus as a conservation area. Many of the conservation area's defining characteristics still survive. Its architectural, historic and environmental qualities are rooted in its physical setting and historical development from the medieval period and particularly its expansion in the latter half of the 19th Century, much of which is still evident in the built environment today.
- 5.2 Loftus Conservation Area embraces the cores of the two historic settlements along with the Victorian extension to the west. These areas have their own distinctive architectural, historic and environmental character and they successfully conjoin to form a richer, coherent whole. The reasons for its designation as a conservation area are just as valid today as they were in 1976, perhaps more so due to the passage of time and increased appreciation of Victorian and Edwardian heritage, and the continued protection of its elements is therefore considered key to the survival of its special character.
- 5.3 Whilst it is considered that the boundary of the conservation area is largely appropriate and encompasses the areas that from the historic character of the town, there may be scope to extend the boundary to include significant built heritage within adjoining woodland. It is also regrettably apparent that there are serious issues diluting character. These problems require further work to develop practical solutions which should be addressed in the context of a Conservation Area Management Plan.

References

1. Sections 69 & 71 of the Planning (Listed Buildings and Conservation Areas) Act 1990.
2. Notice published in The London Gazette, p.928, 20th January 1976.
3. Cleveland County Council, "Loftus Conservation Area," (designation report) October 1975, Report No.54.
4. NPPF 2019 [online]
5. Conservation Area Designation, Appraisal and Management Advice Note 1 (2016) Historic England.
6. Graves, Reverend John, "History of Cleveland". 1808. p.341
7. Peter Rowe, Tees Archaeology, 26th February 2007.



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Member Report

Local Wildlife Site: South Bank Station, Black Path



Report to: Cabinet

Report from: Managing Director (Head of Paid Service)

Portfolio: Economic Growth

Report Date: 31 January 2021

Decision Type: Executive

Council Priority: Tackling Climate Change and Enhancing the Natural Environment

HEADLINE POSITION

1.0 Summary of report

- 1.1. This report recommends that the Schedule of Local Sites (Local Wildlife Sites and Geological Sites) and on-line Local Plan Policies Map are amended to include South Bank Station, Black Path Local Wildlife Site. This designation has been recommended by the Tees Valley Nature Partnership. The report also provides explanation of the status of Local Wildlife Sites and the characteristics of the South Bank Station, Black Path site.

2.0 Recommendation

- 2.1 It is recommended that Cabinet approve the updates to the Schedule of Local Sites and the on-line Local Plan Policies Map to include the designation of the South Bank Station, Black Path Local Wildlife Site.

DETAILED PROPOSALS

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

- 3.1 Local Wildlife Sites (LWS) and Local Geological Sites (LGS), collectively known as 'Local Sites', are areas of land that are designated locally in recognition of their nature or geological conservation value. Local sites can be in public or private ownership.
- 3.2 There are no legal protections or duties associated with the designation and Local Sites only have protection through the planning system. The designation of land as a Local Site allows the Council to support the protection of wildlife or geology on the site through the planning system as, once designated, they can be protected from inappropriate development by policies in the Council's Local Plan. This supports the Council priority of tackling climate change and enhancing the natural environment through supporting biodiversity with actions to support wildlife and plant life.
- 3.4 In order to minimise impacts on biodiversity and geodiversity, the National Planning Policy Framework (NPPF) requires local planning authorities to identify and map locally designated sites and set policies against which proposals for any development on or affecting sites should be

judged, commensurate to their local status. Policy N4 'Biodiversity and Geological Sites' of the Redcar & Cleveland Local Plan states that development that is likely to have an adverse impact on Local Sites will only be approved where:

- f. the benefits clearly outweigh any adverse impact on the site;
- g. no reasonable alternatives are available; and
- h. mitigation, or where necessary compensation, is provided for the impact.

- 3.4 The supporting text to Policy N4 explains that the selection and designation of sites is an on-going process and additional sites may be selected or de-selected throughout the Plan period. Designated Local Sites will be kept up to date on the on-line Policies Map.
- 3.5 In October 2011, the Council approved the original schedule of Local Sites. Since then, we have continued to identify additional sites that meet the agreed selection criteria through the Tees Valley Natural Assets Working Group. This is a working group of the Tees Valley Nature Partnership that includes representatives from the other Tees Valley Local Authorities, and other public and private bodies and nature conservation groups.
- 3.6 An additional site which meets the criteria for designation as a Local Wildlife Site has been identified at South Bank and the Tees Valley Nature Partnership has recommended that this should be designated as a Local Wildlife Site in the Local Plan. The proposed site is a section of the Teesdale Way / Black Path which runs along the south side of the Middlesbrough – Saltburn rail line and supports a species-diverse plant community characteristic of Teesside's former steel working sites. The site has recorded 15 species from the Urban Grassland Criteria List. The threshold for site selection is 10 species.
- 3.7 Approval of the new South Bank Station, Black Path Local Wildlife Site, and production of an updated schedule of Local Sites and on-line Local Plan Policies Map, will provide opportunities for biodiversity protection and enhancement through the Local Plan and in-line with the National Planning Policy Framework and Defra guidance. It will also help to fulfil the duty for all public authorities, including the Council, to have regard to the conservation of biodiversity in carrying out their functions, under the Natural Environment and Rural Communities Act 2006 (NERC Act). Approval will also confirm the baseline for reporting annually to Defra on the number of Local Sites in positive management. This will enable the Council and its partners to demonstrate performance on improving biodiversity.

4.0 What options have been considered

- 4.1 The other option considered is not to approve the updated schedule of Local Sites in Redcar and Cleveland and on-line Local Plan Policies Map, to including the new South Bank Station, Black Path Local Wildlife Site. However, this would result in valuable sites for biodiversity being unrecognised and unprotected by the planning system.

5.0 Impact Assessment

Type of Risk/ Implication	Details
Climate Emergency Impact	The proposal will have a small positive impact on the climate emergency by protecting biodiversity and avoiding natural habitat loss by protection through the Local Plan.
Social Value	The proposal would have a small positive impact on the local community and the generation of social value by supporting creation of a great place to

	live
Legal	Not approving the new site could result in the Council not meeting its statutory duty under the Natural Environment and Rural Communities Act.
Financial	Designation as a Local Wildlife Site does not place any obligation on the landowner (predominately Redcar & Cleveland Borough Council) to manage the land in a certain way although the Council may wish to manage the land in a way which supports the site being in positive management.
Human Resources	Designation as a Local Wildlife Site does not place any obligation on the landowner (predominately Redcar & Cleveland Borough Council) to manage the land in a certain way although the Council may wish to manage the land in a way which supports the site being in positive management
Equality and Diversity	An Equality Impact Assessment Screening has been completed for this decision and is available. No impacts on Equality and Diversity were identified.

6.0 Implementation Plan

6.1 Not Applicable

7.0 Consultation and Engagement

7.1 Consultation was previously undertaken on the draft schedule of Local Sites, with the final version being approved by Council in November 2011. Since then, where new sites have been added consultation has been undertaken with the landowner and, in this case, the Council is the main landowner. Consultation on Local Sites has also been undertaken through the Local Plan process.

8.0 Appendices and Background Papers

8.1 Appendix 1 – Schedule of Local Sites
Appendix 2 – Plan of South Bank Station, Black Path Local Wildlife Site

9.0 Contact Officer

9.1 Name: Rebecca Wren
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Redcar & Cleveland Local Wildlife and Geological Sites

Updated January 2023



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3	SCHEDULE OF LOCAL WILDLIFE SITES	7
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I. EXECUTIVE SUMMARY

- I.1** Local Wildlife Sites (LWS) and Local Geological Sites (LGS) are collectively referred to as Local Sites. They are areas of land that are identified as being important for wildlife or geology and worthy of conservation.
- I.2** Local Sites are not a statutory designation and there are no legal protections or statutory duties associated with their designation. They have protection through the planning system and the Redcar & Cleveland Local Plan includes policy to protect the sites from inappropriate development. Landowners are also encouraged and supported to maintain the sites in a positive way.
- I.3** The Tees Valley Local Sites Partnership, which is part of the Tees Valley Nature Partnership, provides advice to the five Councils in the Tees Valley about the sites which should be selected and facilitates and documents the management of the sites to maintain their wildlife and geological importance.
- I.4** The selection and designation of sites is an on-going process and additional sites may be selected or de-selected throughout a Local Plan period. The tables in Sections 3 and 4 identify all designated Local Sites within the borough and will be kept up to date following any new selection or de-selection of sites.

2. BACKGROUND

What are Local Sites and why do we need them?

- 2.1 Local Sites can be Local Wildlife Sites (LWS) or Local Geological Sites (LGS). Local Wildlife Sites are areas of land which meet specific, objective criteria for nature conservation value. These criteria, which are based on the Defra guidance⁽¹⁾, have been decided locally by the Tees Valley Local Sites Partnership. The sites represent a range of important habitat types and variety of species that are of conservation concern. The Tees Valley RIGS (Regionally Important Geological Sites) group advises the Local Sites Partnership on the selection and management of Local Geological Sites, areas which they have identified as being of geological importance.
- 2.2 Local Sites can provide local contact with nature and opportunities for education, however designation as a Local Site does not confer any right of access.
- 2.3 Formerly known as Sites of Nature Conservation Interest (SNCIs) and RIGS, Local Sites are non-statutory site designations that have a lower level of protection than statutory designations, such as Sites of Special Scientific Interest (SSSIs). Local Sites, excluding those within the North York Moors National Park, currently receive protection from certain types of inappropriate development through our Local Plan. Sites within the National Park are protected through planning policies within the Park area.
- 2.4 In addition to providing protection of the sites through the planning system, the other main reason for designation of these sites is to encourage and support management. Management of Local Sites should to be 'positive' (i.e. to relate to the interest features for which the site was selected), with the percentage in positive management reported annually.

Selection of Sites

- 2.5 The Tees Valley Local Sites Partnership is a working group of the Tees Valley Nature Partnership, and includes representatives of all five local authorities. It has several roles to play in the management of the Local Sites system, including:
 - Advising local authorities on the selection and designation of sites;
 - Documenting the management of sites; and
 - Facilitating management of sites to maintain their ecological/geological interest features.
- 2.6 The selection and designation of sites is an on-going process and additional sites may be selected or de-selected throughout a Plan period. This document therefore identifies all designated Local Sites within the borough and will be kept up to date following any new selection or de-selection of sites.

¹ Local Sites: Guide to their Identification, Selection and Management, DEFRA (2006)



3. SCHEDULE OF LOCAL WILDLIFE SITES

3.1 Local Wildlife Sites have been selected on the basis of criteria relating to:

- Habitat: (woodland, grasslands, heath and moor; wetlands, coastal habitats, artificial habitats and habitat mosaics); or
- Species: mammals, birds, amphibians and reptiles, invertebrates, butterflies, moths and odonata (dragonfly).

3.2 Sites that are already Sites of Special Scientific Interest (SSSIs) are not eligible for designation as Local Wildlife Sites unless the Local Wildlife Sites criteria are additional to those of the SSSI.

I. Sites within Redcar and Cleveland Borough and outside the National Park.	Selection criteria, based on Guidelines for Selection by Tees Valley Wildlife Trust and Local Sites Partnership, listed by category and description	Site reference number
Blue House Farm Grassland North	G1 Neutral grasslands	52
Carlin Howe Farm	A1 Great Crested Newts	42
Cat Nab Grassland	C2 Coastal grasslands	1
Cattersty Cliff	C2 Coastal grasslands G1 Neutral grasslands G2 Calcareous grasslands	2
Cattersty Grassland	G1 Neutral grasslands	3
Chaloner Pit	A1 Great Crested Newts	4
Chapel Beck	M4 Water Vole	43
Claphow Reservoir Wood	W2 Broad leaved woodland and replanted ancient woodland	5
Capon Hall Farm Brown Hills Grassland	G1 Neutral grasslands	54
Capon Hall Farm Grassland	G1 Neutral grasslands	53
Coatham Marsh	C1 Saltmarsh C2 Coastal grasslands E1 Flushes, seepages, springs etc	6

	<p>G1 Neutral grasslands</p> <p>U1 Urban grasslands</p> <p>V2 Vascular Plants</p>	
Dunsdale Beck Grassland	G1 Neutral grasslands	58
Dunsdale Wood Complex	<p>W1 Ancient woodland</p> <p>W2 Broad leaved woodland and replanted ancient woodland</p>	7
Dunsdale Wood Meadow	G1 Neutral grasslands	8
Elm Heads Grassland	<p>E1 Flushes, seepages, springs etc</p> <p>G1 Neutral grasslands</p>	9
Eston Moor	<p>L1 Lowland heath</p> <p>E3 Basin mire</p>	10
Eston Pumping Station	Mosaic of habitats. Urban Grasslands with “borderline” Neutral Grassland covers 25% of the site.	61
Hagg Hill Grassland	G1 Neutral grasslands	11
Handale Pasture	G1 Neutral grasslands	12
Hazel Grove	<p>W1 Ancient woodland</p> <p>W2 Broad leaved woodland and replanted ancient woodland</p>	13
Hobdale Terrace Grassland	G1 Neutral grasslands	14
Holygill Well Grassland	G1 Neutral grasslands	15
Hummersea Bank	C2 Coastal grasslands	16
Jackdaw Crag	C2 Coastal grasslands	17
Kilton Beck Complex	<p>W1 Ancient woodland</p> <p>W2 Broad leaved woodland and replanted ancient woodland</p>	18

Kilton Mine	A1 Great Crested Newts and A2 Native amphibians in adjacent pond G1 Neutral grasslands	19
Layland Beck Wood	W2 Broad leaved woodland and replanted ancient woodland	20
Lingdale Common	G1 Neutral grasslands	83
Little Dale Grassland	G1 Neutral grasslands	21
Little Dale Woodland	W2 Broad leaved woodland and replanted ancient woodland	22
Liverton Mill Wood Grassland	G1 Neutral grasslands	56
Loftus Woods Complex	W1 Ancient woodland W2 Broad leaved woodland and replanted ancient woodland	23
Lowcross Farm Grassland	G1 Neutral grasslands	24
Low Mill Slag Tip	U1 Urban grasslands	25
Lumpsey Mine Grassland	G1 Neutral grasslands	26
Margrove Ponds	A1 Great Crested Newts A5 Slow worm	27
Merrys Wood Grassland	G1 Neutral grasslands	29
Moorholm Lane Verge	G1 Neutral grasslands	57
Moorholm Mill Grassland	G1 Neutral grasslands	60
North Bank, Saltburn	C2 Coastal grasslands	30
Redcar to Saltburn Coast	C2 Coastal grasslands V2 Vascular Plants	31
Redcar to Saltburn Foreshore	O1 Wintering populations of birds as % of national population	44
Red House Farm Grassland	G1 Neutral grasslands	55

Roakley House Farm Grassland North West	G1 Neutral grasslands	50
Roakley House Farm Grassland South West	G1 Neutral grasslands	49
Rock Hole Quarry	A5 Slow worm	41
Saltburn Cliffs Pond	A1 Great Crested Newts	45
Saltburn Gill Complex	W1 Ancient woodland W2 Broad leaved woodland and replanted ancient woodland	32
Saltburn Grange Grassland	G1 Neutral grasslands	33
Saltburn Viaduct Grassland	G1 Neutral grasslands	28
Saltburn to Staithes Coast 1	O2 Breeding populations of birds as % of national population	46
Saltburn to Staithes Coast 2	O2 Breeding populations of birds as % of national population	47
Skelton Beck Complex	W1 Ancient woodland W2 Broad leaved woodland and replanted ancient woodland	34
Skelton Ellers	I2 White-letter hairstreak	81
Skinningrove Cliffs (East)	C2 Coastal grasslands G1 Neutral grasslands	35
Skinningrove Cliffs (West)	C2 Coastal grasslands	36
Skinningrove Grassland	G1 Neutral grasslands	37
Soapwell Field	G1 Neutral grasslands	38
South Bank Station Black Path	UI Urban Grassland	84
Upleatham Bridge	I2 White-letter hairstreak	82
Warren Cottages Grassland	G1 Neutral grasslands	51
Waytail Beck Grassland	G1 Neutral grasslands	39

Wilton Woods Complex	W1 Ancient woodland W2 Broad leaved woodland and replanted ancient woodland	40
Windy Hill Farm Grassland	G1 Neutral grasslands	59
Wygrave Wood	W1 Ancient woodland W2 Broad leaved woodland and replanted ancient woodland	48
2. Sites within Redcar and Cleveland Borough and within the National Park		
Aysdale Gate Woodland	W1 Ancient woodland	76
Easington Beck Complex	W1 Ancient woodland	77
Grinkle Park Grassland South	G1 Neutral grasslands	68
Grinkle Park Grassland South East	G1 Neutral grasslands	69
Handale Abbey Grassland	G1 Neutral grasslands	62
Handale Banks Grassland	G1 Neutral grasslands	66
Hutton Hall Grassland	G1 Neutral grasslands	70
Hutton Village Grassland	G1 Neutral grasslands	71
Lockwood Beck Reservoir	O3 High numbers of key breeding or wintering bird species	78
Low Farm Gerrick Hay Meadow	G1 Neutral grasslands	63
Low Waupley Farm Lane Pasture	G1 Neutral grasslands	67
Mill Avens Farm Grassland	G1 Neutral grasslands	64
Newton Wood	W1 Ancient woodland	74
Oneham's Pasture	G1 Neutral grasslands	72
Pinkney Bank	G1 Neutral grasslands	73

Scaling Dam Reservoir	O3 High numbers of key breeding or wintering bird species	79
Thatchmire Farm	G1 Neutral grasslands	65
Waupley Wood Grassland	G1 Neutral grasslands	80
Wileycat Wood	W1 Ancient woodland	75

4. SCHEDULE OF LOCAL GEOLOGICAL SITES

- 4.1 The selection of these sites has been carried out on the basis of the value of the sites for scientific, historical, aesthetic or educational reasons.
- 4.2 Sites that are already Sites of Special Scientific Interest (SSSIs) designated for their geology are not eligible for designation as Local Geological Sites (LGS) unless the extent of the LGS is larger.

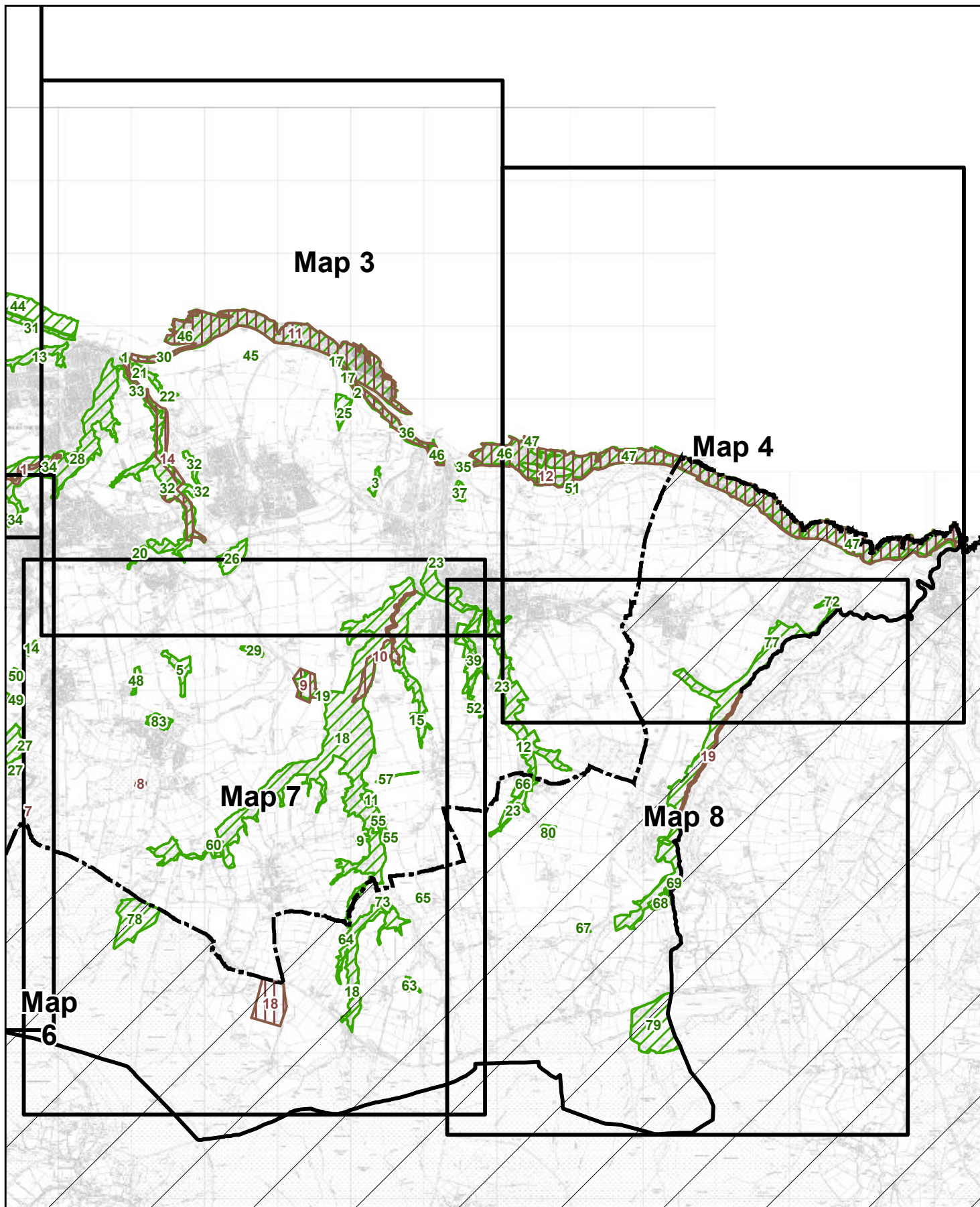
I. Sites within Redcar and Cleveland Borough and outside the National Park		
Site name	Reasons for designation	Site reference number
	All the sites are valued for scientific reasons. Points of particular interest are shown.	
Birk Brow Quarry	<ul style="list-style-type: none"> Sandstone quarry (middle Jurassic). Features in a publication for schoolchildren. 	7
Coatham Rocks	<ul style="list-style-type: none"> Exposure of Redcar submerged forest. 	13
Errington Woods	<ul style="list-style-type: none"> Composite site. Quarries (middle Jurassic sandstone) contain some plant fossils. Includes glacial melt water channel. Includes remains of Upleatham ironstone mine. Used by school groups. 	2
Eston Hills	<ul style="list-style-type: none"> Composite site: Lazenby Incline, sandstone (middle Jurassic) quarries at Eston Nab, and former mining track bed. Site of Eston Mine, with exposures of ironstone. Eston Nab is a prominent landmark. Used by adult groups for education. 	3

Kilton Beck (covers both Kilton Castle Rivercliff and Kilton Beck Rivercliff)	<ul style="list-style-type: none"> • Natural exposures of middle Jurassic sandstone formations. • Examples of fluvial features and exposures. • Current shale embankment contains original wooden railway embankment. • Used by adult groups for education. 	10
Kilton Hill	<ul style="list-style-type: none"> • Disused ironstone mine and spoil heap. • One of the last mines in Cleveland County to close (1963). • Ironstone and fossils visible. • Remains of mine buildings. • Also proposed Local Wildlife Site (grassland on spoil slopes and Great Crested Newts in adjacent pond). 	9
Red Howles, Marske Sands	<ul style="list-style-type: none"> • Scar (wave-cut platform) formed of Lower Jurassic (Lias Group) sedimentary rocks. • The outcrop is of special geological and palaeontological interest especially in relation to the Redcar Rocks SSSI. 	15
Rock Hole Quarry	<ul style="list-style-type: none"> • Important mudstone and alum shale formations. • Exposures of oil shales and glacial sediments and zonal ammonite fossils. 	5
Saltburn Gill	<ul style="list-style-type: none"> • River-side exposures of Staithes sandstone 	14
Saltburn to Skinningrove Coast	<ul style="list-style-type: none"> • Dramatic cliffs showing local anticlinal structure and coastal processes 	11

	<ul style="list-style-type: none"> • Redcar Mudstones, Cleveland ironstone and well preserved fossils. • Rocky foreshore contains rutways associated with early ironstone working • Visited by school groups. 	
Seaton Hill Quarry	<ul style="list-style-type: none"> • Disused sandstone quarry (middle Jurassic) with mudstones. • Sedimentary bedding and load casts (deformation of strata). • Stone used to build local housing including Stone Row in Lingdale. 	8
Skelton Beck	<ul style="list-style-type: none"> • River-side exposures of sandstones and Cleveland ironstone. • Good examples of fluvial features and processes. • Man-made waterfall and sluices associated with 18th C Marske Mill. • Good educational potential. 	1
Skinningrove to Staithes Coast	<ul style="list-style-type: none"> • Foreshore of Redcar mudstone. • Includes Boulby cliffs with Jurassic strata. • Many geological features. • Remains of Alum works and former docks. 	12
Slapewath	<ul style="list-style-type: none"> • River cliff showing inland exposure of Pecten seam. 	6
Waterfall Railway Cutting	<ul style="list-style-type: none"> • Cleveland ironstone exposure. • Contains fossils and minor fault system • Includes a length of former Cleveland Branch Railway 	4

	<p>serving local ironstone mines.</p> <ul style="list-style-type: none"> • Accessible site with potential to be developed for education. 	
2. Sites within Redcar and Cleveland Borough and within the National Park		
Easington Beck	<ul style="list-style-type: none"> • Stream side exposure of middle Jurassic sandstone. • Lies within attractive woodland valued for wildlife. 	19
Freebrough Hill	<ul style="list-style-type: none"> • Landform shaped by glaciation. • Associated with Norse myth; nearby tumuli and Neolithic remains. • Well known local landmark. • Visited by school groups. 	18
Guisborough Forest	<ul style="list-style-type: none"> • Composite site made up of: mine entrance, alum quarries, quarried and natural mudstone and sandstone exposures including Highcliff Nab. • Evidence of early ironstone, alum and jet working. • Well visited and easily accessible. 	16
Roseberry Topping (beyond the area of the SSSI)	<ul style="list-style-type: none"> • Landform shaped by glaciation. • Contains mudstones, sandstones and ironstones. • Remains of jet workings and Roseberry ironstone mine. • Well known landmark. • Visited by school groups. 	20
Wileycat Beck	<ul style="list-style-type: none"> • River gorge with exposures of middle Jurassic sandstone. • Good examples of fluvial processes. 	17

APPENDIX I: Location Maps

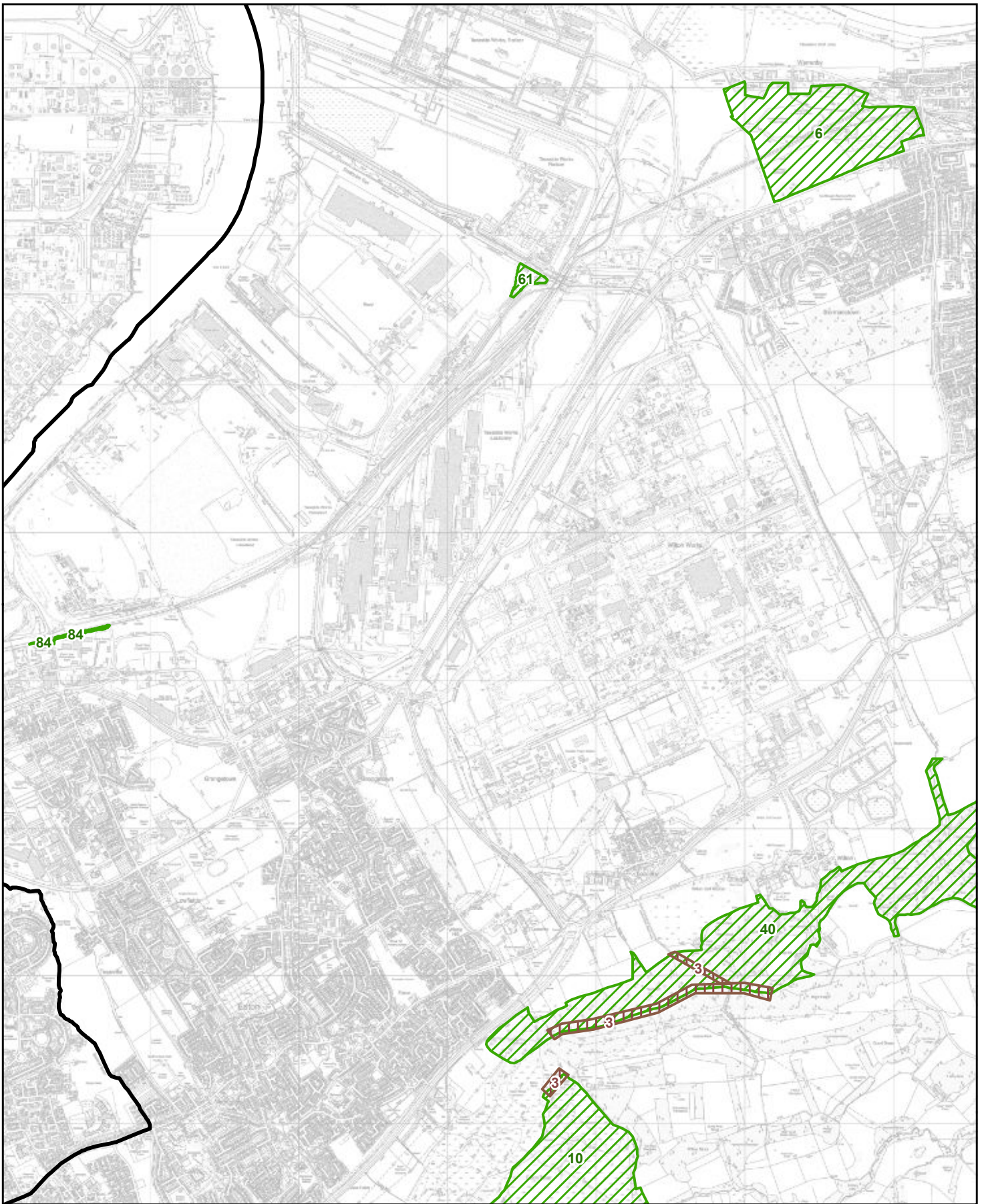


Local Wildlife and Geological Sites



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MAP 1

- Local Wildlife Sites (LWS)
- Local Geological Sites (LGS)
- Redcar and Cleveland Boundary
- North York Moors National Park

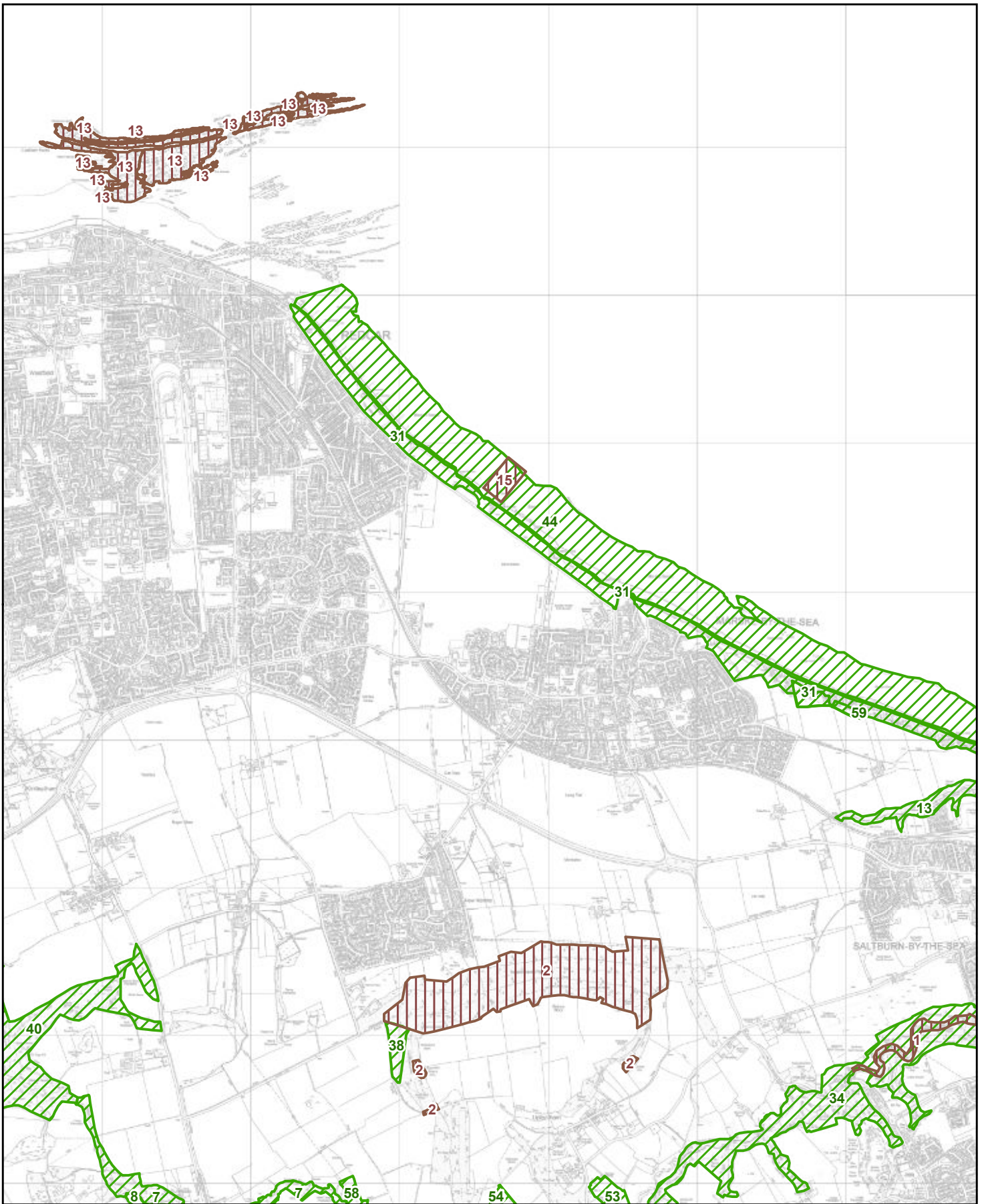


Local Wildlife and Geological Sites

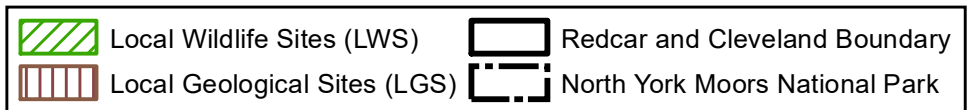


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MAP 2

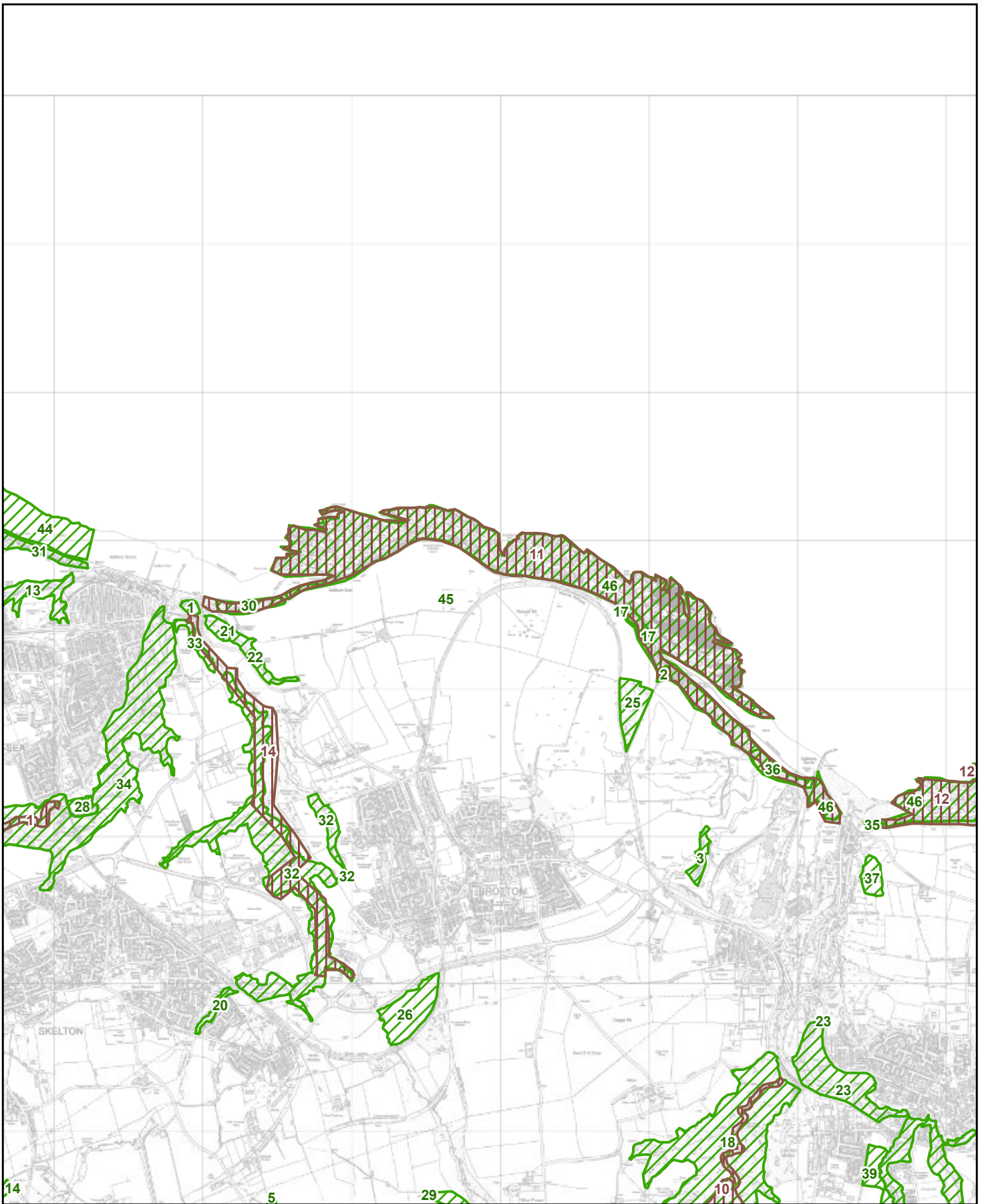


Local Wildlife and Geological Sites

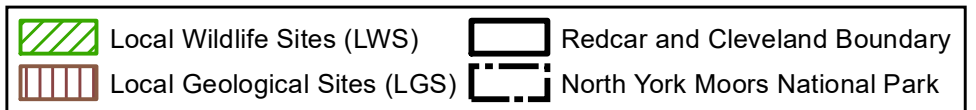


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MAP 3

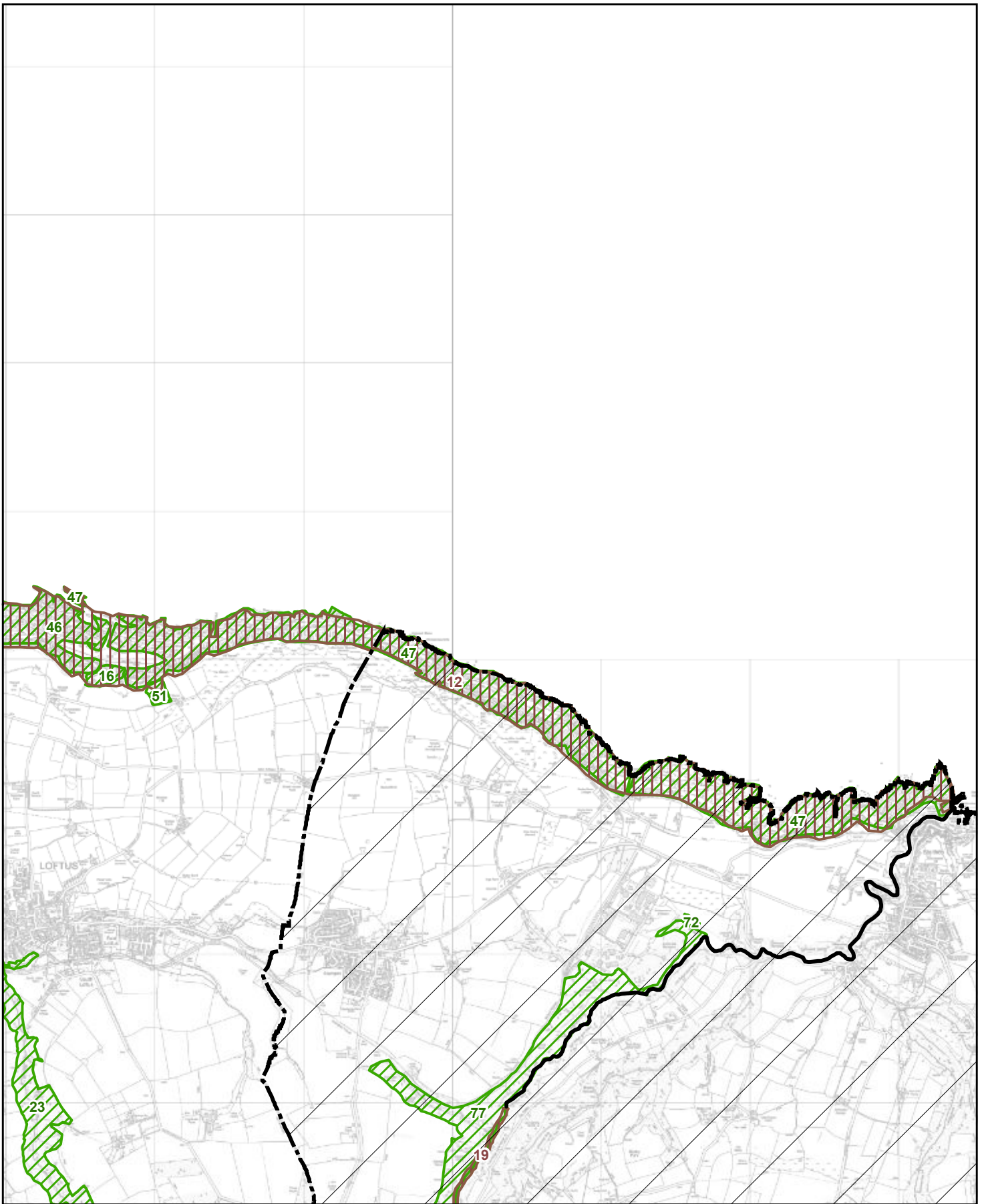


Local Wildlife and Geological Sites

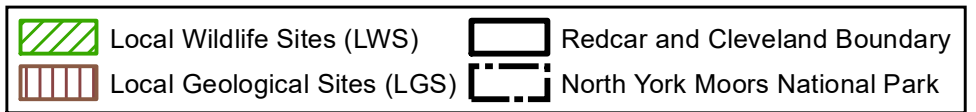


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MAP 4

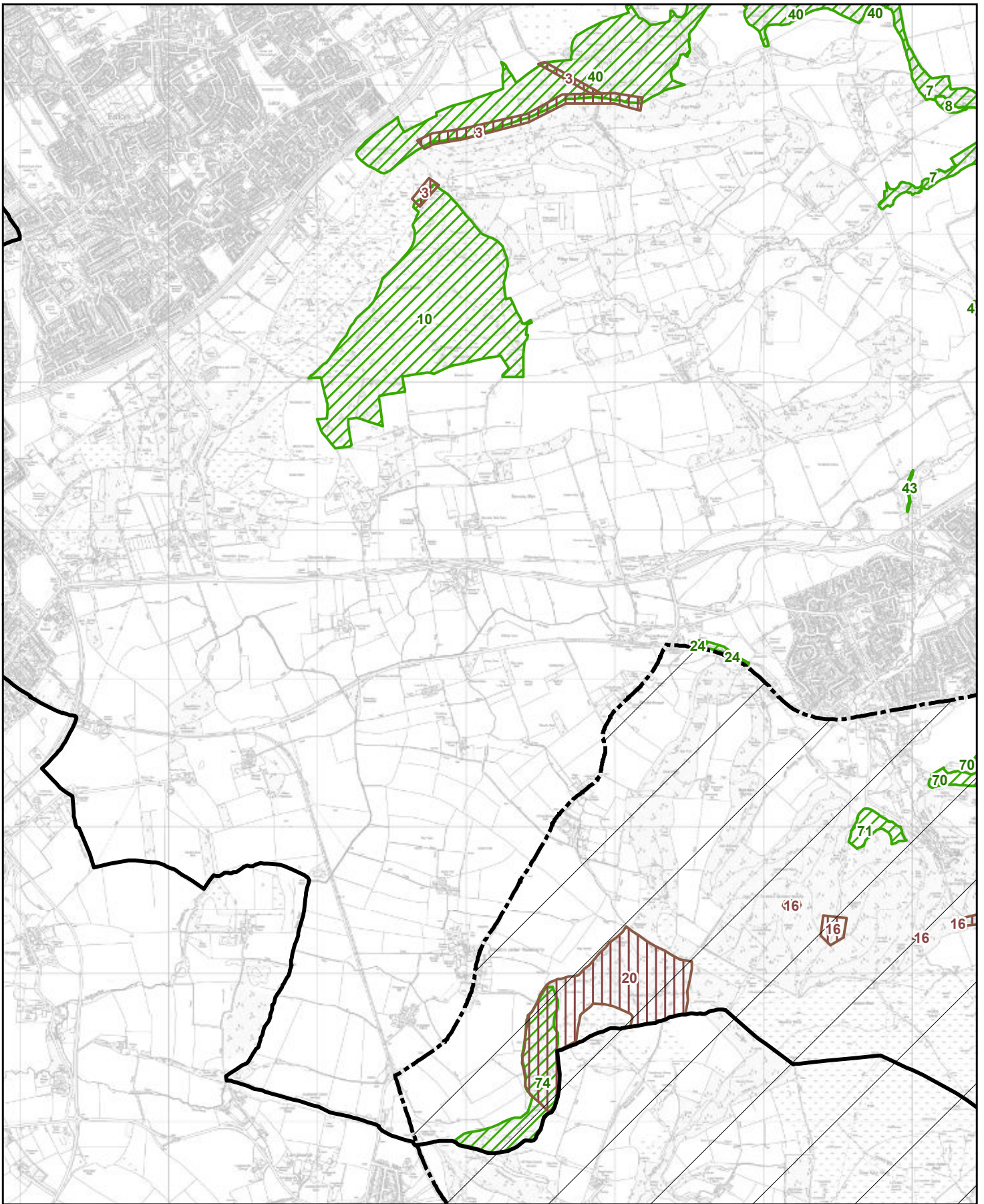


Local Wildlife and Geological Sites







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MAP 5

	Local Wildlife Sites (LWS)		Redcar and Cleveland Boundary
	Local Geological Sites (LGS)		North York Moors National Park

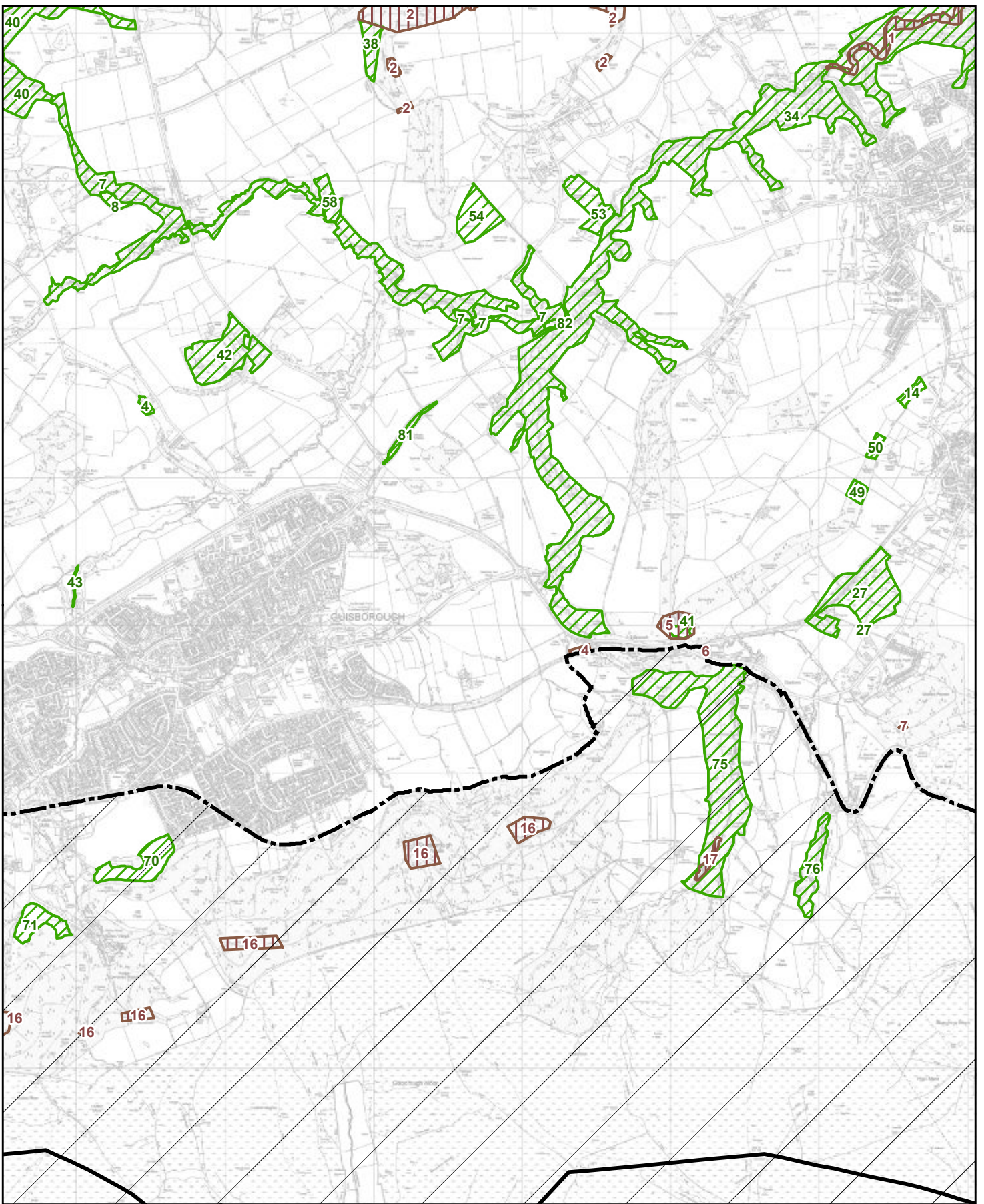


Local Wildlife and Geological Sites



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MAP 6

- Local Wildlife Sites (LWS)
- Local Geological Sites (LGS)
- North York Moors National Park
- Redcar and Cleveland Boundary

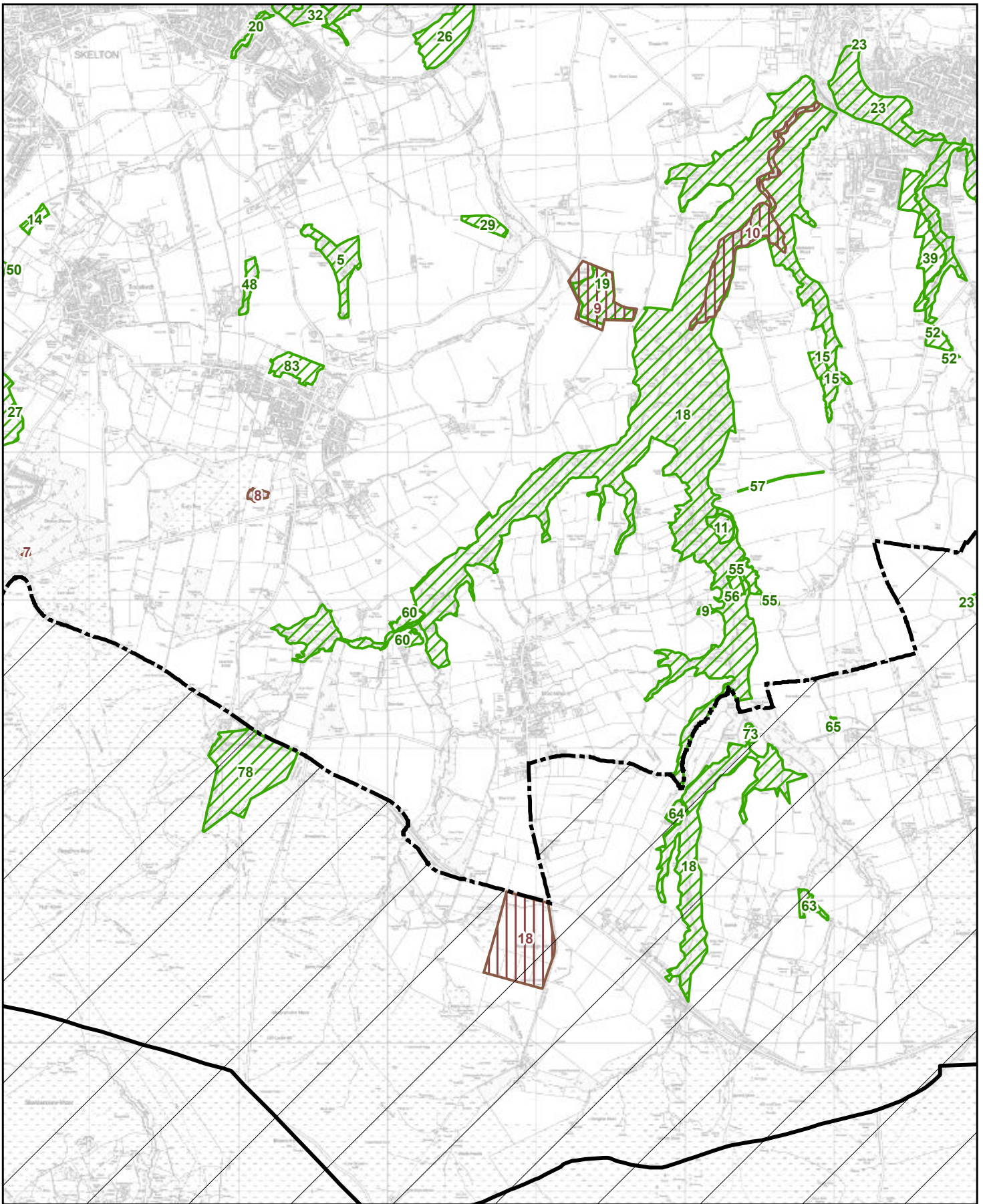


Local Wildlife and Geological Sites



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MAP 7

	Local Wildlife Sites (LWS)		Redcar and Cleveland Boundary
	Local Geological Sites (LGS)		North York Moors National Park

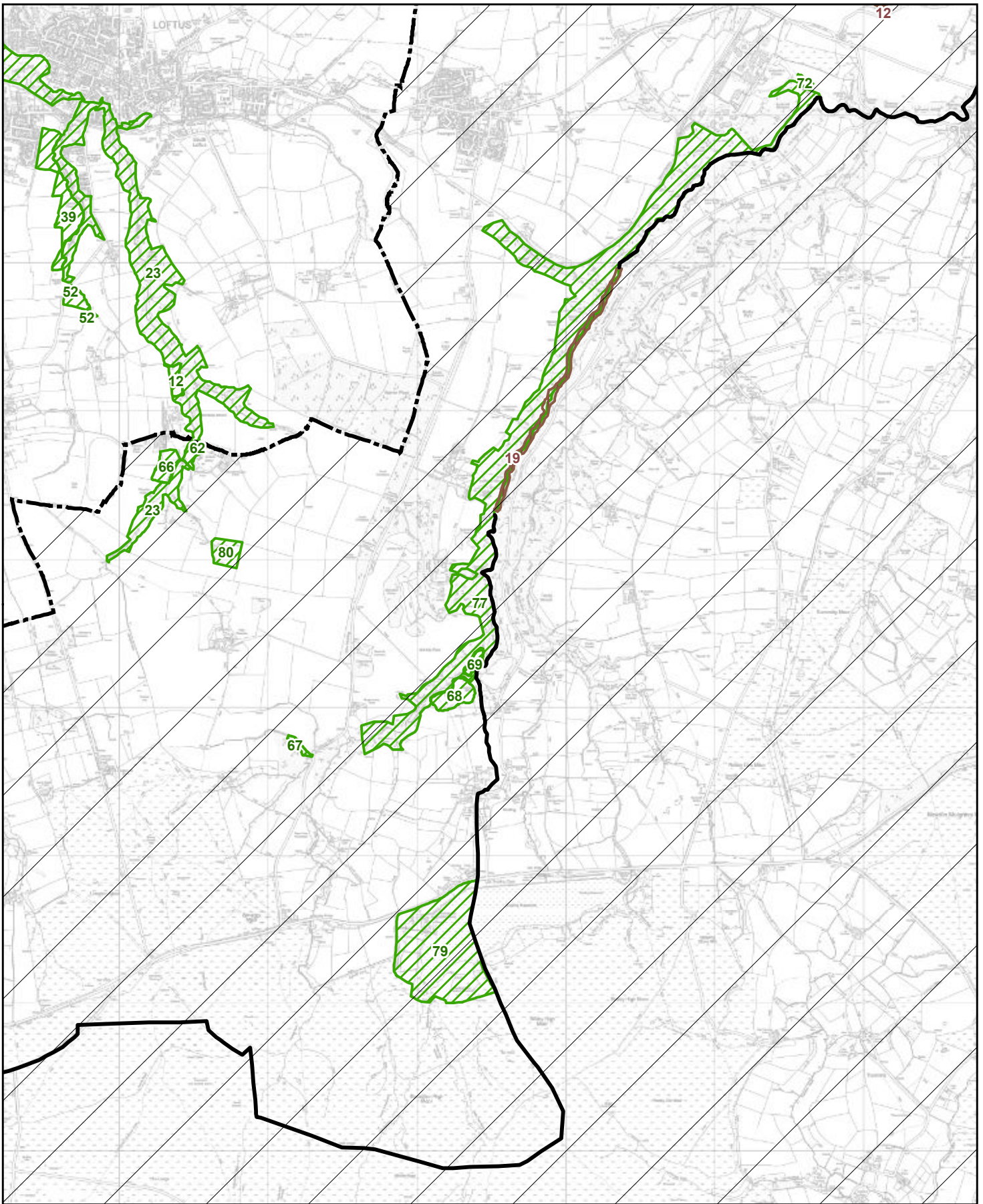


Local Wildlife and Geological Sites







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MAP 8

	Local Wildlife Sites (LWS)		Redcar and Cleveland Boundary
	Local Geological Sites (LGS)		North York Moors National Park



Local Wildlife and Geological Sites



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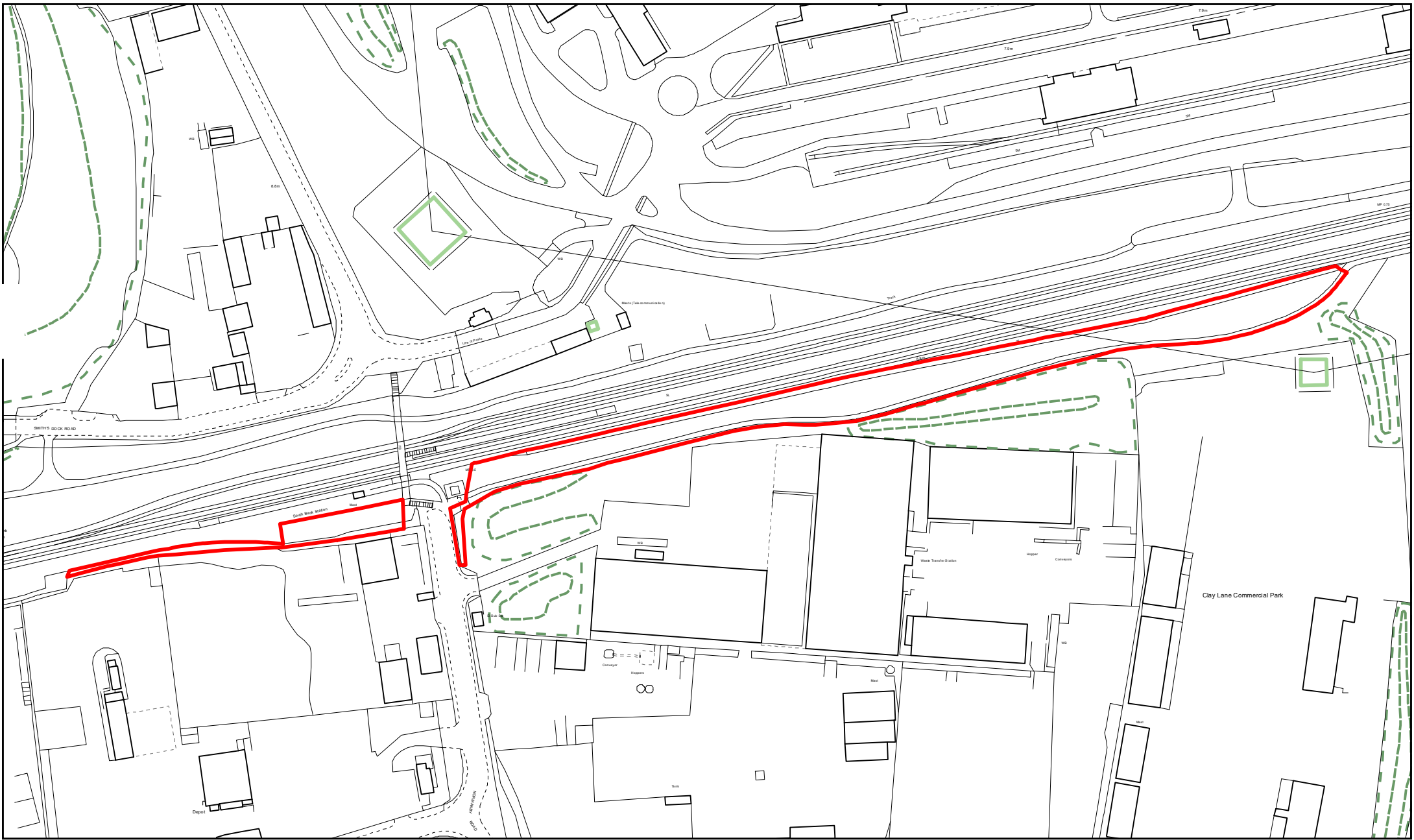
**this is
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**Proposed Local Wildlife Site
South Bank Station Black Path**



Date: 31/05/2022 Drawn by: DM
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Member Report – For Information

Teeswide Safeguarding Adults Board

Annual Report 2021/22



Report to: Cabinet

Report from: Executive Director for Adults and Communities

Portfolio: Adult Social Care

Report Date: 31 January 2023

Decision Type: For information

Council Priority: Meeting Residents' Needs

HEADLINE POSITION

1.0 Summary of report

- 1.1 This report provides an overview of safeguarding activity undertaken by Redcar & Cleveland Adult Social Care with reference to key partners, during the period April 2021 to March 2022

2.0 Recommendation

- 2.1 It is recommended that Cabinet notes the Teeswide Safeguarding Adults Board Annual Report, available in the link in Section 8.

DETAILED PROPOSALS

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

- 3.1 The objective of this report is to introduce to Cabinet the accompanying Annual Report of the Teeswide Safeguarding Adults Board (TSAB) for the year 2021/22.
- 3.2 The Council has a duty to safeguard adults; and for social workers this involves working with adults with mental health needs, physical and learning disabilities, conditions of older age, end of life care and other physical illnesses, and support to carers.
- 3.3 As set out in the Care Act 2014, the Council is required to follow a clear legal framework for the protection of adults at risk of abuse or neglect. The act makes local authorities responsible for leading multi-agency local adult safeguarding systems that prevent abuse and neglect and stop it quickly when it happens.
- 3.4 Central to local authorities' statutory safeguarding obligations is the

establishment and participation in a Safeguarding Adults Board (SAB) which is a body that provides strategic oversight to the protection and promotion of adults' right to live independent lives free from abuse and neglect.

- 3.5 SABs facilitate close partnership working with other agencies and local organisations to share information, make joint decisions, and agree how we can work better together to reduce risk. By sharing information at the right time, safeguarding can be more effective and better outcomes for the adults involved can be achieved.
- 3.6 The core duties of SABs are to:
- develop and publish a strategic plan setting out how they will meet their objectives and how their member and partner agencies will contribute.
 - publish an annual report detailing how effective their work has been; and
 - commission Safeguarding Adults Reviews for any cases which meet the criteria.
- 3.7 TSAB coordinates and ensures the effectiveness of local organisations' work to safeguard and promote the welfare of adults across Tees. It oversees the Council's statutory safeguarding duty by:
- assuring itself that local safeguarding arrangements are in place as defined by the Care Act 2014 and statutory guidance.
 - assuring itself that safeguarding practice is person-centred and outcome focused.
 - working collaboratively to prevent abuse and neglect where possible.
 - ensuring agencies and individuals give timely and proportionate responses when abuse or neglect have occurred.
 - assuring itself that safeguarding practice is continuously improving; and
 - enhancing the quality of life of adults in its area.
- 3.8 The work it does, supports delivery of our corporate priority of "Meeting Residents' Needs" by contributing to our commitment to "take more preventative actions, to keep people safe, to enable adults to live safely at home, with the right support at the right time".
- 3.9 The Teeswide Board is unique in being the only Board in the country to cover four Local Authority areas. It has an Independent Chair, Darren Best, who came into post in October 2020 and who leads the work of the Board, alongside the following six statutory partners:
- Cleveland Police
 - Hartlepool Borough Council
 - Middlesbrough Borough Council
 - Redcar & Cleveland Borough Council
 - Stockton-on-Tees Borough Council
 - Tees Valley Clinical Commissioning Group (now the North East and North Cumbria Integrated Care Board)

- 3.10 There are a number of other member organisations across the statutory, voluntary and community sectors involved in safeguarding adults across Tees. The Board also has strong links with local strategic partners including Community Safety Partnerships, Health & Wellbeing Boards, Clinical Commissioning Groups, Scrutiny & Improvement Committees, Quality Surveillance Groups, and the Tees Safeguarding Children Partnerships.
- 3.11 Whilst each organisation has its own established local safeguarding arrangements, the Teeswide Board has established a Tees Framework to strengthen local arrangements and achieve greater influence, holding organisations to account for their safeguarding activity, sharing learning across agencies, promoting more consistent approaches, and raising the profile of adult safeguarding across Tees.
- 3.12 The work of the Board is led by the vision “*Our safeguarding arrangements will effectively prevent and respond to adult abuse*” and aims to improve prevention, identification and the response to abuse and neglect. It is supported by five sub-groups:
- Communication and Engagement.
 - Learning, Training and Development.
 - Performance, Audit and Quality.
 - Safeguarding Adults Review.
 - Operational Leads.
 - And a number of Task and Finish Groups working on specific work streams.
- 3.13 The 2021/22 Annual Report summarises the collaborative work undertaken by the Board, its partners, and sub-groups to meet its strategic objectives.
- 3.14 The report shows that the Board engaged in an extensive array of activities to support its aims and objectives around the priority themes of: Empowerment, Prevention, Proportionality, Protection, Partnership and Accountability. It made important progress in engaging with the general public and practitioners to strengthen its approach, raising awareness of safeguarding issues such as Domestic Abuse, and reviewing guidance and practice on the basis of lessons learned and best practice.
- 3.15 A total of 6,266 Safeguarding concerns were raised across the four local authorities throughout the year, and 3,041 Section 42 Enquiries were conducted. Performance data indicates that the Board has worked effectively to ensure people’s desired outcomes are being fulfilled. Indeed, 95% of people involved in Safeguarding Enquiries had their desired outcomes partially or fully met.
- 3.16 Multi-Agency Safeguarding Training
- 3.17 Overseen by the Learning, Training and Development sub-group, which is chaired by Redcar & Cleveland’s Executive Director for Adults &

Communities, the Board organised and promoted awareness raising campaigns and initiatives focused on engaging with harder to reach marginalised groups, and those at risk of digital exclusion, sensory loss and/or impairment. Initiatives were put in place to engage with the general public to benchmark awareness of safeguarding and to incorporate lived experience into TSAB guidance and training. During 2021/22 TSAB website was viewed 178,183 times, the highest to date and a 108% increase on the number of views in 2020/21.

3.18 The Board also delivered and organised multi-agency training for practitioners and introduced new courses on Modern Slavery, Safeguarding Vulnerable Dependent Drinkers, and Legal Literacy. TSAB successfully built on existing training networks. In 2021/22 11,007 learners were registered on the e-Learning platform (Me-Learning), which is jointly commissioned by the Board alongside the local Safeguarding Children Partnerships. 5,157 were new learners who had joined during the year. There were 19,780 course registrations, 18,368 of which were completed, indicating a 93% completion rate.

3.19 A summary of key achievements highlighted in the Annual Report is provided below:

3.20 Quarter 1

- The first Joint Learning from Reviews meeting was held with Community Safety Partnerships and with Safeguarding Children Partnerships to discuss how to formally share learning from reviews across the partnerships.
- A Communication and Engagement Plan for the year was co-produced alongside the Safeguarding Children Partnerships and the Annual Communication and Engagement Report 2020/21 was published.
- A trial of the Rapid (Learning) Review process was conducted and following this a pool of volunteers were recruited to chair this type of review. The Rapid Review methodology aims to reduce resource implications for staff whilst ensuring learning is shared quickly.
- The Board worked collaboratively with the North East SAR Champions network to set up the regional Safeguarding Adult Review Library.
- The Board delivered its first Modern Slavery training session and supported National Carers Week in June 2021.
- The Board also commissioned three new e-learning courses: substance misuse, dementia awareness and loneliness and isolation.

3.21 Quarter 2

- A quick and easy Mental Capacity Act guide was published for practitioners.
- The Board conducted and promoted the “Spotlight on...Support Services” Campaign which highlighted local support available to victims of abuse and/or neglect.
- Training was offered to Safeguarding Champions on Making Every

Contact Count which was delivered by local Public Health services.

- Multi-Disciplinary Team Guidance was published.
- The Board's "Find Support in Your Area" webpage was fully reviewed and updated to ensure people using the site were being signposted to the correct and current support available.
- The Board launched a number of simple "Safeguarding Explainer" animations which covered key topics linked to safeguarding. All of the Board's leaflets were reviewed, re-designed and formatted so that they could easily be accessed, downloaded and printed directly from the website.

3.22 Quarter 3

- The Board developed an easy read safeguarding guide in consultation with the Independent Voices service user group.
- It also developed and published the Teeswide Team Around the Individual referral form for high risk/complex cases.
- The North East SAR Champions presented to the National Care & Health Improvement Programme and Local Government Association (LGA) showcasing regional good practice and received excellent feedback.
- Two important campaigns took place: one on "Back to Basics" and another for "National Safeguarding Adults Week". Back to Basics focused on promoting "Safeguarding is everybody's business" and shared key, simple messages on what is abuse, how to spot the signs and seek help.
- An event on Trauma Informed Practice was held for professionals and a new e-learning course on the Human Rights Act was launched. The former included an expert by experience speaker and a presentation on vicarious trauma.
- The Housing and Homelessness Task & Finish Group was convened.
- A Joint Review Protocol was agreed with the Safeguarding Children Partnerships and Community Safety Partnerships, to develop a more coordinated approach and improve lines of communication between partnerships with regards to learning reviews.

3.23 Quarter 4

- Two key campaigns took place: one on "Spotlight on Self-Neglect" and a second one on "Look Closer" (joint exploitation awareness campaign with Safeguarding Children Partnerships)
- In response to Alcohol Change's National Report, the Board delivered its first Safeguarding Vulnerable Dependent Drinkers training.
- Two Task & Finish Groups commenced: one to develop systems and processes for data collection/reports and another to develop a Safeguarding & Falls Protocol
- People First (Advocacy) were invited to attend the Board's Development Session and share real case examples of people they support who use safeguarding services, providing an additional opportunity to ensure that service users were at the forefront and inform ideas for future priorities and the strategic business plan for 2022/23.

3.24 Safeguarding Adults Reviews (SARs)

3.25 The Care Act 2014 stipulates that SABs must arrange a SAR when an adult in its area with care and support needs dies as a result of abuse or neglect, whether known or suspected, and there is concern that partner agencies could have worked more effectively to protect the adult.

3.26 A SAR does not blame an individual practitioner or organisation for their actions, its purpose is to learn from what happened and to identify what can be changed so that harm is less likely to happen in the same way to other people in the future.

3.27 In 2021/22 the Board considered 7 SAR notifications. Of these cases:

- 1 met the Care Act 2014 criteria for a SAR, the outcome of which will be reported in 2022/23.
- 2 cases were progressed as single agency reviews.
- 1 case did not meet the criteria for a SAR; however, it was agreed that there would be relevant learning from undertaking a Learning Lessons Review.
- 1 case was taken forward as a Domestic Homicide Review (DHR).
- 2 cases were deemed to require no further action from a review perspective; however, a learning briefing was produced for one of these cases which had been subject to a Coroner's inquest to ensure learning was shared to partners.

3.28 Learning Briefings in relation to 3 cases which concluded in 2021/22 were published on the TSAB website. The adults involved were:

- Stephen, a 56-year-old man with learning disabilities who had cancer. He was a tenant in shared supported living accommodation and received additional support for community activities. Stephen's cancer treatment had been delayed and he had been identified as someone who should have been shielded due to his vulnerability to Covid-19.
- Adult F, a young female who had bi-polar, diabetes, was known to self-harm and had a history of substance misuse. She was also known to be a victim of domestic abuse and had been placed in temporary housing several times but always returned to live with her partner. She attended Accident & Emergency twice during the last 6 months of her life presenting with injuries which were alleged to have been caused by her partner. On the second occasion she received treatment for a head injury but refused treatment for her diabetes against the advice of the consultant as she wanted to return home quickly. Adult F sadly passed away just over a week later due to Diabetic Ketoacidosis (shortage of insulin) and Mixed Drug Toxicity.
- Adult H, a 69-year-old man who was diagnosed with dementia in 2017, he also had type II diabetes and cellulitis to his legs. Adult H was admitted to residential care in May 2020. In August 2020 a safeguarding enquiry had commenced due to self-neglect and in September 2020

Adult H passed away in hospital.

3.29 Key themes for learning across the 3 cases highlighted the importance of working with the adult's family by all partners to maintain trust, foster information sharing and meet the Adult's needs; the adoption of flexible and proportionate responses to COVID-19 risk; the need for a rigorous understanding of the mental capacity of the Adult involved; and the importance of professional curiosity to build relationships and assess risk early.

3.30 Strategic Business Plan 2022-2025

3.31 The Board carried out its Annual Consultation Survey 2021/22, the results of which were used to inform the future priorities for the Board. A new Strategic Business Plan was published in May 2022 setting out the Board's vision, broad aims, and objectives for 2022 through to 2025. The Plan moves away from the previous priority themes outlined above and is now structured around 4 key priorities:

- Joint Working – We will develop a whole system approach to safeguarding adults which is responsive to individual's needs, views and wishes.
- People – We will ensure the workforce is well trained, supported and equipped to safeguard the most vulnerable people within our communities.
- Communication – We will provide accessible and clear information, advice and support that helps people to understand what abuse is, how to prevent abuse from happening, how to seek help and how to engage with the work of the Board.
- Services – Services are commissioned and provided by our partners to meet the individual needs of adults who are most at risk of abuse or neglect

3.32 The new TSAB Strategic Business Plan can be accessed in the link in Section 8.

4.0 What options have been considered

4.1 This report is for information only and it is recommended that the contents are noted.

5.0 Impact Assessment

5.1 **Health and Safety** – The work of the Teeswide Safeguarding Adults Board supports the Council's statutory duty to safeguard adults from abuse and neglect.

5.2 **Legal** – Safeguarding adults with care and support needs across the Borough is a statutory responsibility of the Council. Failure to comply with agreed policies and procedures guided by the legislative framework will

leave adults at risk of abuse and ill treatment and the Council at risk of adverse publicity, reputational damage and potential litigation.

5.3 **Financial** - Redcar & Cleveland Borough Council makes an annual contribution to the Board of £32,300.

5.4 **Human Resources** – Cabinet Member for Adults and Council officers commit their time to attend and participate in the Board meetings and various sub-groups.

5.5 **Equality and Diversity** – Access to safeguarding services, as well as all social care services, are equitable across the Borough to all residents. All safeguarding procedures and processes are equality impact assessed at the point of design to ensure these do not exclude any groups of the population.

6.0 Implementation Plan

6.1 Please see Teeswide Safeguarding Adults Board Strategic Business Plan in Section 8.

7.0 Consultation and Engagement

7.1 The Board's stakeholders have been consulted and contributed to the Annual Report.

7.2 The report was considered by the Adults, Wellbeing & Health Scrutiny & Improvement Committee on the 23 January 2023.

8.0 Appendices and Background Papers

8.1 [TSAB Annual Report 2021-22](#)

8.2 [TSAB Strategic Business Plan 2022-25](#)

9.0 Contact officer

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9.2 Position: Assistant Director - Adult Care

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9.4 Telephone Number: 01642 444322

Cabinet Report

Children & Families Annual Safeguarding Report



Report to: Cabinet
Report from: Executive Director for Children & Families
Portfolio: Children & Families
Report Date: January 2023
Decision Type: Executive
Council Priority: Meeting Residents' Needs

HEADLINE POSITION

1.0 Summary of report

- 1.1 The attached Annual Safeguarding Report (Appendix 1) provides an overview of the Children and Families' safeguarding activity during the period April 2021 to March 2022 and sets out the priorities for 2022/23.
- 1.2 The Annual Report also provides information regarding two key Children's Social Care National reports which were published in May 2022.

2.0 Recommendation

- 2.1 It is recommended that the Annual Safeguarding Report and the safeguarding activity undertaken by the Directorate for 2021/22 is noted by Cabinet.

DETAILED PROPOSALS

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

- 3.1 The Council has a legal obligation to safeguard children at risk of harm or abuse and this links to the Council Priority of Meeting Residents' Needs.
- 3.2 Redcar and Cleveland Children and Families Directorate has a clear vision and set of values that underpins the work with children and families. We want all children in our Borough to thrive and to fulfil their dreams. When they do need help and support, we want to make sure that this is delivered in a timely manner and that we are child centred, respectful, and creative in our responses and support to families.
- 3.3 To fulfil our vision for children and their families we work within key legislation and guidance, in particular the Children Act 1989 and Working Together to Safeguard Children. How we are structured supports us to fulfil our duties in this area and the Annual Report details changes and developments to further

strengthen and improve our service deliver to children and families.

- 3.4 The Multi Agency Children's Hub provides a single point of contact for those wishing to seek advice, report a worry, or to access a service from Early Help and Children's Social Care. The Annual Report details the team structure and the demand that the service has experienced during the reporting period.
- 3.5 Once it is identified through Assessment that a child and their family require support there are three levels of need that the service works within. This is Child in Need, a Child in Need of Protection through a Child Protection Plan and those children who require care to make sure they are safeguarded. The Annual Report details the numbers and service activity undertaken to support children and their families in need of help and protection.
- 3.6 Our workforce is our greatest asset, and staff are committed to supporting and safeguarding our children and young people in the Borough. The Annual Report details some of the challenges with recruitment and the actions taken to address this. Our workforce has remained relatively stable during the reporting period and the Annual Report outlines the work undertaken to further strengthen our strategic approach to recruitment and retention.
- 3.7 In May 2022, the Government commissioned review of children's social care in England was published. The Child Safeguarding Practice Review Panel also published its report into the murder of Arthur Labinjo-Hughes and Star Hobson in May 2022. The Annual Report sets out the key proposals from each review. Looking forward the recommendations from each of these reviews will shape service priorities and on-going developments over the coming years.
- 3.8 Our services are always adapting and responding to a changing context to support our children and young people in the Borough to thrive and aspire to fulfil their potential. To do this we have some key priorities for 2022/23, these are set out in the final section of the Annual Report.

4.0 What options have been considered

- 4.1 The Annual Report and the data contained in it are to be noted only, decision/options are not required.

5.0 Impact Assessment

- 5.1 Social Value – The Services detailed provide support to some of our most vulnerable children in Redcar and Cleveland. They seek to provide them with a service that gives them the best opportunities to thrive and develop through into adulthood and to stay close and connected to their families and communities within local foster homes.
- 5.2 Legal – The teams / work highlighted within this report are governed by Statutory requirements.
- 5.3 Financial – By providing our children and young people with the right support, at the right time it should reduce escalation of work into statutory safeguarding

services. By monitoring and reviewing what we do and analysing our data we can make sure that development and training is provided so all families who require the service only have a service for as long as they need and at the right level that is required. By providing support now it is hoped that children and young people will have the right skills to meet their full potential as adults.

5.4 Human Resources – The report details the teams who are involved within the report. This has no impact in regard to HR matters.

6.0 Appendices and Background Papers

6.1 This report has been formulated from data that is available to the Local Authority and has not required consultation, focus groups or discussion with residents. There is no decision required.

6.2 Appendix One – Children & Families Annual Safeguarding Report 2021/22

7.0 Contact Officer

7.1 Name:	Victoria McLeod
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ANNUAL SAFEGUARDING REPORT

**Children & Families Directorate
January 2023**



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Version Control

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Date of approval		
Review Date		
Version Control		
Version	Date	Changes
1.0	01/2023	Final Version approved by



1. Summary of the report

1.1 This report provides an overview of safeguarding activity that has taken place in our Children and Families Directorate during the period April 2021 to March 2022. It also provides information with regards to National developments within Children's Social Care as well as some of the key priorities for 2022/23.

2. Objectives of the report and how they link to our Council Priorities

2.1 The Council has a legal duty to promote and safeguard the welfare of children in need in their area. Our duty is specifically supported by the Corporate Priority of Meeting Residents' Needs, with safeguarding children being a key area for all councils. This means that as a Directorate we are responsible for assessing the needs of a child and protecting them when it is identified there is a risk of, or they are suffering significant harm. Our Legal duty to do this is discharged by working in partnership with all departments in the council, as well as our partner agencies such as health, education, police, youth justice and 3rd sector voluntary agencies. Safeguarding Children is everyone's responsibility.

2.2 The work that is undertaken as part of our statutory duties is underpinned by key legislation and government guidance which includes:

- Children Act 1989 and subsequent updates
- Working Together to Safeguard Children

2.3 Safeguarding and promoting the welfare of a child - the key focus of the Children Act 1989:

The key focus of the Children Act '89 promotes that children and young people are best cared for within their own family and every effort should be made to support this wherever possible and when safe to do so. It further emphasises that the child's welfare is paramount when making decisions about their upbringing and their wishes and feelings should be taken into account, and that delays in making decisions are likely to have a negative impact on the child. It also established the principle of 'parental responsibility'.

3. National Developments in Children's Social Care in 2022

3.1 On 23rd May 2022 a government commissioned review of children's social care in England was published. The report undertaken by Josh McAlister sets out key proposals with the theme 'relationships protect' at the heart of them. A summary of the proposals include:



- A revolution in Family Help – multi-disciplinary community-based family support work, funded by an additional £2bn over the next five years and reaching about 500,000 children needing extra support, based on a national definition of eligibility for support and desired outcomes.
- A just and decisive child protection system – expert child protection practitioners (experienced social workers) working alongside the family help team. Supported by strengthened information sharing as a result of a five-year challenge to address barriers and use technology to improve data sharing. A new Child Community Safety Plan for those facing harms outside the home, and more transparency in the family courts.
- Unlocking the potential of family networks – a mandatory family group conference for every child before they enter the care system, leading to an option of a Family Network Plan, backed up by a new statutory financial allowance, legal aid and kinship leave for relatives looking after a child, and wider support for informal kinship carers.
- Fixing the broken care market and giving children a voice – LAs to be required to set up new Regional Care Cooperatives (RCCs) to both deliver and commission fostering, residential & secure care. Children will remain in the care of individual LAs. A national foster carer recruitment programme to approve 9,000 new foster carers over 3 years, and an entitlement to independent advocacy for every child in care.
- Five “missions” for care experienced people – loving relationships, quality education, a decent home, fulfilling work and good health. A wider range of organisations to act as corporate parents. Care experience to be recognised as a protected characteristic.
- Realising the potential of the workforce – an Early Career framework to provide progression for social workers linked to national pay scales. Work to reduce administrative tasks so that senior social workers continue working with children and families and reduce use of agency social work. A new Knowledge & Skills statement for family support workers and a new leadership programme and professional registration for children’s home managers.
- A system that is relentlessly focused on children and families – A National Children’s Social Care Framework to set direction & purpose, supported by meaningful indicators, and a National Practice Group to build practice guides. Schools should be included as a statutory safeguarding partner. Updated funding formula for children’s social care and permanent Regional Improvement Commissioners to oversee progress.
- Implementation – A five-year reform programme driven by a Reform Board, reporting on progress quarterly, and with an annual report by the Secretary of State for Education to Parliament. Additional funding is required over four years:
£46m/£987m/£1.257bn/£233m



3.2 The Social Care Sector are awaiting the Government response to the proposals to allow for future planning and implementation of the recommendations, once this is completed, we will be establishing a working group to take this forward in Redcar and Cleveland. However, progress has already been made with the implementation of a new leadership programme which some of our social workers and team managers have successfully gained places on and with our Council agreeing to recognised care experience as a protected characteristic.

3.3 Please see below link which provides access to the Full report for the review.

[Final Report - The Independent Review of Children's Social Care
\(childre socialcare.independent-review.uk\)](http://childre socialcare.independent-review.uk)

3.4 On 26th May 2022 the Child Safeguarding Practice Review Panel published its report into the murder of Arthur Labinjo-Hughes and Star Hobson. The review explores why the public services and systems designed to protect Arthur and Star were not able to do so and also looks at wider issues and evidence from serious safeguarding incidents in the last three years.

3.5 The Panel is an independent body set up to identify, commission and oversee reviews of serious child safeguarding cases in England. It brings together experts from different sectors including social care, policing and health to provide a multi-agency view on cases which raise issues that are complex, or of national importance.

3.6 The Panel sets out a number of recommendations based on their findings to improve the child protection system in England. They make one core recommendation...

Develop a new approach to undertaking child protection work

...and 8 further specific recommendations

1. *A new expert-led, multi-agency model for child protection investigation, planning, intervention, and review*
2. *Establishing national multi-agency practice standards for child protection*
3. *Strengthening local safeguarding partners to ensure proper co-ordination and involvement of all agencies*
4. *Changes to multi-agency inspection to better understand local performance and drive improvement*



5. *A new role for the Child Safeguarding Practice Review Panel in driving practice improvement in safeguarding partners*
6. *A sharper performance focus and better co-ordination of child protection policy in central government*
7. *Using the potential of data to help professionals protect children*
8. *Specific practice improvements in relation to domestic abuse*

3.7 This work will be linked into the Review of Children's Social Care and if the Government agree with the recommendations, we will seek to implement changes that are identified.

3.8 Please see below link which provides access to a summary of the report from the National Review:

[Summary of the national review into the murders of Arthur Labinjo-Hughes and Star Hobson \(nspcc.org.uk\)](https://www.nspcc.org.uk)

4. Our Vision and Values for Children in Redcar and Cleveland

4.1 Within the Children and Families Directorate we have created a vision and mission for the service that we want to deliver to children, young people and their families, as well as a key set of values that underpin the work we do. We want all children in our Borough to thrive and to fulfil their dreams and when they do need support, we want to make sure that what we deliver is child centred, respectful and creative.



Redcar & Cleveland Borough Council
Children and Families Service

Our Vision
Thriving children, fulfilling their dreams.

Our Mission
To work in partnership to deliver excellence for children and families.



Our Values

Child-Centred
Offering the compassion and patience we would expect for our own child; supporting them to flourish and fulfil their dreams and aspirations.
Encouraging and empowering children to share their voice; listening and respecting their thoughts, feelings and opinions.
Sticking with children, especially when things are most worrying.

Respectful
Valuing, trusting and supporting each other to achieve the best for our children and families.
Embracing our diversity and differences, not only in our children and families but across our relationships with colleagues and partners.
Communicating openly and honestly so that everything we do is fair, transparent and understood.

Creative
Being bold and ambitious, embracing change and looking for better ways to deliver our services.
Building and sharing new skills to create services that suit the needs of each child and family.
Striving for excellence and not just doing what we've always done if it isn't getting the results our children deserve.



Thriving children, fulfilling their dreams.

5. Developments over the year

5.1 All those who are involved in children's safeguarding have remained steadfast in their commitment to supporting the children, young people and their families within our Borough.

5.2 Our staff are delivering services within a context of increasing pressure and challenge for many families. Data tells us that there are more children and families living with financial poverty and in the last published data for 20/21, the North East overtook London to have the highest rate of child poverty in the UK at 38%. Redcar and Cleveland also joined the list of the 20 local authority areas with the highest rates of child poverty in the country at 39.3%. This is an increase of 13.1 percentage points in the last five years.

5.3 The consequences of inadequate family income are exacerbated by the ongoing post pandemic impact and the cost of living crisis facing families. This is resulting in increased demand for services which is evidenced below and a greater complexity of need that requires our support and intervention.

5.4 Despite the challenging context, the tenacity and passion of our workforce to achieve the best outcomes for our children and young people has continued throughout the year and this has been reflected through external feedback.

5.5 In February 2022 a neighbouring Local Authority provided us with scrutiny of the work that we do to transition children in our care into Independence and into our leaving care team. The peer review team praised our workforce highlighting:

'Workers know and support their children well, there is a passionate and committed workforce who are open to reflection and learning'

5.6 Following investment in 2020/21 we have revised the structure of our Assessment Team and built on the capacity required to meet the level of demand. This included moving from one larger team to 3 smaller teams each with a team manager. In our safeguarding locality teams, we were able to secure one additional manager and one additional deputy manager, allowing for the creation of a sixth social work team with social workers moving from the other five teams. This reduced the demand on the five managers already in post and was done to allow additional management oversight of plans for children.

5.7 The Directorate welcomed the investment however it did prove difficult to fill the newly created posts in the Assessment Team. There is a well document National Social Work issue around recruitment into vacant roles to meet the levels of demand for Statutory services. It has taken us over a year to have in place 3 team managers, 14 Social Workers and a family support worker. However, we are pleased to advise that from July 2022 we have got a full complement of staff, this is a combination of both permanent staff and agency staff. This has really benefitted the Directorate and we are seeing the impact of the full establishment in the timeliness of Assessments and the oversight that is in place.



5.8 As a result of the number of unaccompanied children seeking asylum by arriving unannounced through Teesport and the Government National Transfer Scheme mandating the numbers that Local Authorities should support, a specialist and discrete team has been created. The Team has been established for 11 months and their work is recognised regionally as being at the forefront of developing services to meet this cohort of young people's needs. The young people have often experienced significant trauma, great hardship and frightening situations to get to England and they do not speak English. The team work hard to support the young people into education, to access support and to include them in a variety of activities. Two young people have been supported to access football clubs and have been observed by a scout for local clubs.



6. Multi-Agency Children’s Hub (MACH)



The MACH provides a single point of contact for those wishing to seek advice, report a concern or to access a service from Early Help and Children’s Social Care in Redcar and Cleveland. The team consists of a Team Manager, 2 Deputy Team Managers, social workers, a domestic abuse practitioner, alongside colleagues from Early Help, Police and Health. The Multi-Agency Children’s Hub for Redcar and Cleveland has been in place since July 2020.

6.1 What our data is telling us about contacts to the MACH:

6.2 From the 1 April 2021 to 31 March 2022, there were 13022 individual contacts made into the Multi-Agency Children’s Hub: an average of 250 each week. This is a 26.4% increase from the previous year, when the service reported 10303 contacts. We have continued to see an increase in the number of contacts that we receive into the service over the last 4 years as shown below.



Year	Number of Contacts
2018/19	9076
2019/20	9577
2020/21	10303
2021/22	13022

6.3 Just under half of the contacts that we received in the year (44.4%) resulted in information and advice being provided and 32.9% resulted in a referral into Early Help or other preventative, targeted services; approximately 12.8% were determined to need a statutory social work response and were referred for allocation to a social worker in the assessment team. This equates to 1,662 children and young people who were deemed in need of a new social work intervention across the year or an average of 32 new children being referred into the service each week.

6.4 The table below highlights the number of contacts received, the % and number that progressed for a social work assessment as well as the weekly average for referral. It also highlights the % and number that progressed for early help support . What is shown is although the number of contacts increased the amount that required statutory Social Work intervention reduced from the previous 2 years although the number that have progressed for Early Help support has increased year on year.

	Number of Contacts	% To Referral	Contacts to Referral (for Statutory SW Assessment)	Average weekly referral rate	% of contacts to Early Help	Number Contacts to Early Help
2018/19	9076	14.0%	1275	24	32.3%	2931
2019/20	9577	22.5%	2155	41	30.9%	2962
2020/21	10303	17.0%	1750	34	29.2%	3006
2021/22	13022	12.8%	1662	32	32.9%	4285



7. Assessment of Need

Once it has been determined that there is sufficient worry that a Social Worker should undertake an Assessment of need, they have 45 working days to complete this. During this time the Social Worker will visit to speak to the child and undertake direct work with them to gain their views and understand the day to day lived experience. They will speak to the parents / carers, gather information from schools, health, and other partners to allow for a full holistic picture of not just the worries but also the strengths in the family, they will quickly determine what the next steps are and how best the family can be supported. There are times when Social Workers need to act decisively to safeguard children and enquiries will be much quicker than 45 days.

7.1 From 1 April 2021 to 31 March 2022, a total of 2,197 Assessments were completed, this is a decrease compared to 2,501 during the previous year. The Assessment Team aims to complete at least 82% of all assessments within the statutory timescale of 45 working days however, this year's performance in the teams fell below its target, achieving only 67.5% within the prescribed timescale.

7.2 This performance has been closely monitored and we know that timescales have been impacted by not being able to fully recruit to all the vacancies within the Assessment Teams, resulting in higher caseloads than we would want. This in turn meant that Social Workers were not able to finalise Assessments, so they have gone over the timescales. There has been targeted work to recruit into vacant posts and by September 2022 we started to see this performance improving.

7.3 The timescales for completion of assessments in 45 days for the Locality and Children with Disability teams during the year was 84.8% which is above the 82% target. A total of 773 assessments were completed by these teams across the year.

7.4 As part of an assessments, we are required to select the overriding factors which identify the main areas of worry for the child and family. During 21/22, most assessments (41.1%) identified parental mental health difficulties as the highest area of worry; 33.7% identified domestic abuse committed by a parent against another parent; 22.2% identified parental drug misuse, 19.3% identified emotional abuse and 24.4% identified neglect as the primary concern.



8. Re-Referrals

A re-referral is any referral to Children’s Social Care where the child has been subject to a previous referral within the last 12 months.

8.1 In line with our comparators, the re-referral rate in 21/22 decreased to 18.5% from 21.0% in the previous year (please see data below) which is positive. There are a variety of reasons for re referrals, including parents withdrawing their consent to assessment, the referral has identified new circumstances / worries or further evidence to substantiate past worries, leading to a referral back into statutory services. Additionally, in a small number of audited cases, it was found that the quality of assessment in the first instance was not as robust as it could have been, and the case closed too soon.

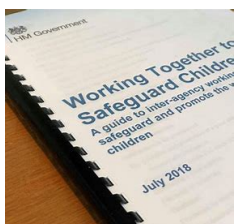
	2017/18	2018/19	2019/20	2020/21	2021/22
R&C	12.8%	9.9%	12.6%	21.0%	18.5%
Comparators (1*)	21.6%	22.0%	21.7%	23.9%	19.5%
National	21.9%	22.6%	22.6%	22.7%	21.5%
North East	18.2%	21.5%	22.4%	21.7%	20.5%

8.2 Re-referrals are an area of continued robust monitoring to make sure that all our decision making is appropriate, and we are assured that we are making the right decisions at the right time for our children and their families. Service managers regularly scrutinise the re-referrals for their area and provide updates for these within the directorate performance clinic.

N.B 1*. please note our comparators for the period covered in this report are Barnsley, NE Lincolnshire, Wigan, St Helens, Tameside, Doncaster, Rotherham, Halton, Wirral.



9. Social Work Intervention – what are the levels of need?



All Local Authorities Children’s Services are governed by Statutory Guidance, this is issued by the Department for Education and is called ‘*Working Together to Safeguard Children (2018)*’ this Guidance identifies three levels of intervention (or thresholds) within statutory safeguarding services.

9.1 The following are the identified levels of need:

- (1) *A Child in Need is defined as a child who is unlikely to achieve or maintain a reasonable level of health or development, or whose health and development is likely to be significantly or further impaired, without the provision of services.*
- (2) *Where a local authority has reasonable cause to suspect that a child is suffering or is likely to suffer significant harm, it has a duty to make such enquiries as it considers necessary to decide whether to take any action to safeguard or promote the child's welfare. Such enquiries, supported by other organisations and agencies, as appropriate, should be initiated where there are concerns about all forms of abuse and neglect. A child identified through these enquiries as being at risk of significant harm, or who has suffered/is suffering harm, will be deemed to be in need of protection under a Child Protection Plan.*
- (3) *A decision as to whether a child becomes ‘Looked After,’ or a ‘Child in our Care,’ will be made in circumstances in which an assessment has indicated that the child's welfare can only be protected by the child moving into the care of the local authority.*

9.2 In Redcar and Cleveland Local Authority there were 1626 children assessed as a Child in Need At the end of March 2022, with 245 of these children being supported by a Child Protection Plan; and 341 children who were in our care.

	No. CIN	No. CP	No. CIOC	TOTAL
2018/19	829	159	297	1285
2019/20	1150	260	348	1758
2020/21	1094	255	317	1666
2021/22	1040	245	341	1626



9.3 We can consider the data against our comparators, National and North East information to allow us to understand our context against others. The table below converts our rate of Children in Need numbers to a rate per 10,000 population.

	2017/18	2018/19	2019/20	2020/21	2021/22
R&C	469	465	637	603	597
Comparators	438	431	440	400	431
National	341	334	324	321	343
North East	460	445	463	461	478

9.4 Prior to 2019/20 our figure is noted as being relatively similar to our comparators and the North East, however remained higher than the national rates. As indicated there was an increase in our 2019/20 rates with a decrease being seen in 2020/21 and a further decrease in 2021/22.

9.5 Although we have an overall downward trend for numbers of children who we are working with in the last 2 years we have seen an increase in the complexity of work and worries that have been referred into the service. This has included significant violence and children who are vulnerable to exploitation, in particular criminal exploitation.



10. Children and Young People who require a Child Protection Plan

10.1 Whilst the majority of children are safely supported by a Child in Need Plan, in cases where the Local Authority has reasonable cause to suspect that a child is suffering, or is likely to suffer significant harm, they will undertake a Strategy Discussion.

What is a strategy discussion?

A strategy discussion takes place with a team manager, a social worker and other multi agency professionals. They will discuss the worries that have been highlighted with the aim of the meeting being to determine whether a child protection enquiry (S47 investigation) should be commenced. If it is agreed enquiries should start the meeting will decide:

- If the enquiries will be done by children's services
- If the enquiries should be done jointly by children's services and the police
- If jointly, who will lead the enquiries – the police or children's services.

The meeting will agree if any immediate steps need to be taken to keep the child safe.

What is a Child Protection Enquiry / S47 Investigation?

A Child Protection Enquiry or Section 47 Investigation means that an investigation must be carried out when the strategy discussion has identified '*reasonable cause to suspect that a child who lives, or is found, in their area is suffering, or is likely to suffer, significant harm*'.

The enquiry will involve an assessment of the child's needs and the ability of those caring for the child to meet them. The aim is to decide whether any action should be taken to safeguard the child. The outcome of investigation can include convening an Initial Child Protection Conference, continue with assessment under S17 Children Act '89 or ending Statutory involvement

10.2 During the period 2021/22, 1450 children met the threshold for a Strategy Discussion and approximately 82% (1187) of the discussions led to an outcome - progress to '*Section 47*'.

10.3 The table below provides the rate of Enquiry's converted into a per 10,000 population figures. What the data demonstrates is initiation of Enquiries has increased during 2021/22 following an increase in the previous year. This table highlights that Redcar and Cleveland rates have been consistently above the National, Comparator, and North East averages since 2015.



	2017/18	2018/19	2019/20	2020/21	2021/22
R&C	307.4	275.8	354.2	368.0	405.8
Comparators	224.1	226.3	247.1	225.3	242.2
National	166.9	168.3	167.2	164.4	185.0
North East	224.5	242.8	240.6	237.1	271.5

10.4 This is an area that we continue to scrutinise given the increase that has been seen over time. We have had external scrutiny through independent audit work and through an Ofsted inspection in June 2022 which would indicate that our thresholds are appropriate and in the majority of cases that were looked at the decision to instigate an investigation was appropriate. However, we do still regularly dip sample decisions to make sure they remain appropriate.

10.5 Of the 1144 children subject to a section 47 Investigation during 2021/22, around 31% (359 children) led to the convening of an Initial Child Protection Conference (ICPC). The purpose of an ICPC is to bring together family members and partner agencies who are involved with the child and family; to share information and make decisions about the child’s future safety, health and development. The ICPC is chaired by an Independent Reviewing Officer. The outcome of this meeting will determine if the child requires a Child Protection Plan in order to safeguard them. If it is agreed that a plan is necessary a ‘category’ for the plan will be agreed – there are 4 categories which are neglect, physical abuse, sexual abuse or emotional abuse. One category is given as the overarching issue that is identified from the worries that have been discussed.

10.6 ICPC’s must be convened within 15 working days of the start of the S47 Investigation. This is a tight timescale for the social worker to undertake the work required as part of the investigation and write up the findings in a report, which must be shared with the parents prior to the conference being held.

10.7 We do track and monitor our statutory timescales and within the reporting period 86.5% of ICPCs were completed within the 15-day timescale, this was against an internally set target of 98%. For those that fell outside of the 15-day timescale 11.6% were held within 20 days, and 1.9% went beyond this. Although this highlights performance that has fallen below our target of 98% it is against the backdrop of increased numbers of ICPCs being held as well as the challenges of the pandemic. Therefore, the target has proved a greater challenge to the service compared to the previous years.



- 10.8 The outcome of the ICPC is to agree if a Child Protection Plan to safeguard the child from any further harm or suffering is needed; 89% of ICPCs led to the creation of a new Child Protection Plan during the year, equating to 331 children.
- 10.9 The below table highlights an increase in the rate of Child Protection Plans in 2019/20. This past year has seen numbers drop slightly, following an increase at the start of the pandemic due to the National lockdown. Our Child Protection numbers have remained fairly stable throughout the reporting year, however, they remain significantly higher than national and regional comparators.

	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22
R&C	73.2	56.7	57.6	94.2	92.4	89.9
Comparators	58.4	60.5	59.0	62.2	58.5	61.0
National	43.3	45.3	43.7	42.8	41.4	43.2
North East	60.5	65.8	63.1	70.1	67.1	63.6

- 10.10 There were 331 new Child Protection Plans developed for individual children in 2021/22; with 341 plans ended during the year, so the end of year figure does not perhaps reflect the amount of work undertaken during the whole period.
- 10.11 Neglect was the most common factor identified within Child Protection Plans throughout this reporting period. The table below highlights the categories which were agreed as being the prevailing worry within the Child Protection Conference with neglect having the significantly higher percentage identified. Neglect is defined as the ongoing failure to meet a child's basic needs; a child may be left hungry or dirty, without adequate clothing, shelter, supervision, medical or health care. Neglect is the likely category used when children are living in households where there is domestic violence, parental mental health issues or substance misuse.



Category of Abuse	No. (and %) of children subject to a CP Plan per category, per quarter.			
	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Neglect	262 (89.7%)	211 (82.4%)	216 (77.7%)	213 (83.5%)
Physical abuse	4 (1.4%)	9 (3.5%)	13 (4.7%)	5 (2.0%)
Sexual abuse	1 (0.3%)	2 (0.8%)	2 (0.7%)	4 (1.6%)
Emotional abuse	24 (8.2%)	33 (12.9%)	44 (15.8%)	30 (11.8%)
Mixed categories	1 (0.3%)	1 (0.4%)	3 (1.1%)	3 (1.2%)
Total	292	256	278	255

11. Children who are in Our Care

When do children come into Care?

When a Child Protection Plan is not sufficient to protect a child or young person and it is felt that they can no longer remain safely at home with their parent or carer, the Local Authority may need to talk to the parent's or carer about the child coming in to care. If agreement cannot be reached, then the Local Authority may need to think about issuing Public Law Care Proceedings. This means asking the court to consider the child's situation and decide if a legal order is required to keep them safe. Whenever possible and if it is safe to do so the Local Authority will seek to keep a child within their family or close network.

There are times when young people come in to our because they are homeless and want support and there are also times when parents or carers no longer wish to care. We will always strive to keep young people within their family and provide the necessary support to do this.

It should be noted that a Social Worker does not have the authority to remove a child from their parents care the only people that can do this are the Police through Police Powers of Protection (which is time limited in its use to 72 hours) and a Court.

11.1 There were 317 Children in Our Care on 31st March 2021; 160 children became looked after between 1st April 2021 and 31st March 2022 and 136 children left our care, giving us an end of year figure of 341 children.



11.2 The 341 Children in Our Care equates to a rate of 124 per 10,000 population, compared to 115 from the previous year.

11.3 When a child does require care there are a limited number of options which can be provided. These options are explored carefully against the child's identified needs. We will always explore alternative family members or those who are within the child's network, if it is not possible to keep them in their family then a foster family will be explored. In some instances, a residential home may be looked at to meet the child's needs.

11.4 The table below shows the number of children in care and where they have been looked after during the reporting period. 171 children were in a foster home: 111 with our own in-house foster carers; 60 with independent and voluntary Fostering Agencies (IFAs); 37 children were placed in residential care. It is also known that 25 were at home on Care Orders; 16 were in independent living; 10 were in their adoptive placement and 6 with family or friends all classed as 'other'; A further 76 children were placed with family or friend's carers.

	Total CIOC	In-house foster placement	Independent Fostering Agency	Family and Friends	Residential Setting	Other
2019/20	348	113 (32%)	62 (18%)	83 (24%)	31 (9%)	59 (17%)
2020/21	317	111 (35%)	60 (19%)	62 (20%)	35 (11%)	49 (15%)
2021/22	341	111 (33%)	60 (18%)	76 (22%)	37 (11%)	57 (17%)

12. No Wrong Door

12.1 Our children's No Wrong Door Hub opened in September 2021 and has since offered a robust edge of care service whilst we await Ofsted registration. The team spent the first few months undertaking all necessary training and developing as a team.

12.2 The team however have not been complacent and by the end of September 2022 they had supported 53 young people over the year. At the end of September there were 43 active young people being supported and analysis of our data would indicate that 65% of the 43 young people were assessed by the team to have speech and language needs and that 87.5% of the cohort remained out of care and living within their family network.



13. Children and Young People who are Vulnerable, Exploited, Missing or Trafficked

13.1 We know that over the last 2 years there has been an increase in complexity of some of our work. This has linked directly into children and young people who have or are being exploited.

13.2 We have continued to develop our response to this – increasing multi agency meetings to discuss young people and formulate plans to support in keeping them safe. In 2023 we will continue to develop how we work with those young people who are being exposed to exploitation as well as delivering on targeted prevention work.

13.3 The table below demonstrates the increase that we have seen in this area – please note CCE means Child Criminal Exploitation, CSE means Child Sexual Exploitation.

	Quarter 3 2020/21	Quarter 4 2020/21	Quarter 1 2021/22	Quarter 2 2021/22	Quarter 3 2021/22	Quarter 4 2021/22	Quarter 1 2022/23	Quarter 2 2022/23
No. Children discussed at VPG	62	74	90	97	107	95	95	101
Gender Percentages	69% Male 31% Female	73% Male 27% Female	79% Male 21% Female	81% Male 19% Female	76% Male 24% Female	79% Male 21% Female	74% Male 26% Female	68% Male 32% Female
Category	32 CCE 16 CSE	33 CCE 24 CSE	41 CCE 14 CSE	47 CCE 12 CSE	53 CCE 20 CSE	46 CCE 15 CSE	46 CCE 10 CSE	38 CCE 12 CSE



14. Our Workforce

14.1 We know that our workforce is our greatest asset and that they work extremely hard to support and safeguard our children and young people in the Borough. Recruitment into vacancies has remained a challenge. In particular this has been around recruiting experienced Social Workers as we have success with recruiting newly qualified social workers. This has meant that we have needed to rely on agency social workers to make sure that caseloads can remain appropriate and manageable. At times it has been challenging to even source agency Social Workers. This is not just a worry for us but all local authorities both regionally and nationally. We do an annual return and at the end of September 2022 we had 100.86 FTE staff with 13.22 FTE new starters and 13.92FTE leavers in the year. We do seek to undertake exit interviews to know why people are leaving and reasons can be varied but the main areas are – retirement (however out of 2 people retiring one has subsequently returned to work for us), some were due to personal issues and others were to be closer to where they live and an opportunity to work in their home Authority had come up.

14.2 External oversight of the work that we do has been recognised more recently by Ofsted, with feedback stating:

In June 2022 Ofsted told us 'All social workers told inspectors that they feel valued and are proud to work in Redcar and Cleveland. They benefit from a broad range of training opportunities and feel well supported by managers and leaders and are motivated to do their best for children'.

14.3 Due to the continued difficulties in recruitment the Local Authority has spent time in 2022 developing a business case to create a Social Work Academy. The Academy is a standalone team and will support up to 7 Newly Qualified Social Workers for a period of 6 months. This time will allow intensive support, training and development around our model of practice, a greater understanding of our whole system and what best practice is in Redcar and Cleveland. The Social Work Academy went live at the end of 2022 and we are anticipating that recruitment in 2023 will be oversubscribed.

14.4 The Team who are managing the Academy have developed strong links with local Universities and Colleges and have attended to deliver talks to students as part of our recruitment campaign. This is really paying dividends and is putting Redcar and Cleveland on the 'map' as being the place to start your Social Work career as a Newly Qualified worker.





14.5 We ran a competition to develop the logo / brand for the Academy and George was the winner. He attended our offices to see what his finalised logo looked like and to get a big thank you from the team. The Logo can be seen in the middle of the below photograph – we think George done an amazing job and we were so proud to be able to celebrate this with him.



15. Looking Forward

- 15.1 Our services are always adapting and responding to a changing context in order to support our Children and Young people in the Borough to thrive and to fulfil their dreams. In order to do this, we have some key priorities for 2022 and beyond.
- 15.2 Our first key priority is to further develop our workforce strategy to make sure we have all of our vacancies filled with a highly skilled group of staff who can respond to the complexity of work. To do this we plan to embed our Social Work Academy in 2023 and we are developing a set of practice standards, as well as revising our progression pathway.
- 15.3 Following the introduction of the Unaccompanied Asylum Seeking Team will be developing this further with a bespoke offer to the young people with the development of a hub. This hub will provide the team with an office space as well as accommodation for the young people and space that allows things such as home office interviews and learning to take place.
- 15.4 We will be developing the Mockingbird model within our fostering service to strengthen and develop resilience within our fostering community - Mockingbird is a pioneering programme delivered by The Fostering Network in partnership with 62 fostering services across the UK. The programme nurtures the relationships between children, young people and foster families supporting them to build a resilient and caring community of six to ten satellite families called a constellation. Further information can be found here: [The Mockingbird programme | The Fostering Network](#)
- 15.5 We will be developing our Directorate wide practice model further by introducing trauma informed practice, so everyone understands the impact of trauma not just on children but also on adults who are caring for them or are supporting them within their network. This will be further strengthened through work regarding 'family seeing' and how we can develop a safety network around a child rapidly, identifying people within the network who can support the family in the long term. Consistency in the work and assessments that we do will remain a priority across the Directorate.
- 15.6 Further work is required to develop our response to rising complexity of work particularly regarding exploitation. We have made great strides in this area however recognise that there is more to do.

ADULTS & COMMUNITIES DIRECTORATE

DELEGATED DECISIONS

(Please note signatures/audit trails are held for all decisions. Signatures in these papers have been redacted before publication for security purposes)

Delegated Power Record

Are the details of the decision to be public or confidential?

Public

If the details of the decision are confidential, please select the category for exemption under the Local Government Act 1972

Choose an item.

Reference	ADCOM-22-231
Corporate Plan Priority	Meeting Residents' Needs
Delegation Title	Sport England Local Delivery Pilot (You've Got This): "Communications and Marketing Support Service" contract extension
Delegated Power Number	452 - In accordance with the Council's Contract Procedure Rules 9.11: To implement an optional extension under existing contract terms
Date of Exercise	06/12/2022
Cabinet Member	Cllr Steve Kay
Assistant Director	Fran Anderson

Type of Decision (Key/Executive/Non-Executive)	Executive (Non-Key)
FOR KEY DECISIONS ONLY	
Delegated Power Forward Plan Ref	N/A
Date Decision Published in Forward Plan	
Urgency (For Key Decisions not included in Forward Plan only)	Not Applicable

Background to Decision:

The Sport England funded pilot programme "You've Got This" (YGT) is led by Redcar and Cleveland Borough Council working in partnership with Middlesbrough Council and a wider partnership of stakeholders (we call this The Exchange). YGT's Vision is "Active Lives as a Way of Life". At a South Tees-wide level the priorities are building physical activity into programmes where it can add significant value to current practice, including social prescribing, prehabilitation, weight management and type 2 diabetes remission. There is also a locality-based approach in the Community Focus Area that includes Grangetown, South Bank and two wards in Middlesbrough.

Delegated Power Record

Delivery is through The Exchange, supported by a smaller management group made up of key stakeholders (we call this the Programme Management Office) and a small staff team.

Communications and Marketing Service

The complexity and scale of the pilot requires a dedicated communications and marketing service to provide operational and strategic capacity. The objectives of the service are to:

- Develop and implement a communications, marketing, and branding strategy, with quarterly reviews and updates, that support the delivery of YGT.
- Create a series of multi-channel creative campaigns that raise awareness of YGT and lead to changes in behaviour and attitudes towards physical activity.
- Produce press releases, statements, and responses, and provide content for partner publications (including the creation of a stock of creative media such as images and video).
- Recommend the best approach to establish a web and social media presence and support the growth of these channels.
- Develop and manage a series of events for the different target audiences.
- Liaise with the Sport England Communications and Media Team as the funder of the programme, as appropriate, including attendance at relevant events and meetings.
- Develop exceptional contacts with local, regional, and national media to be able to act as a one-stop proactive and reactive press office function, promoting key stories, arranging interviews and talking with knowledge to journalists.
- Embed sustainability beyond the contract project period, so that any work implemented over the delivery period can be continued.

The contract is currently delivered by the Creative Alchemist, who work closely with the YGT Programme Team to deliver the contract effectively.

Decision Considerations:

The current contract is in its second and final optional extension. Within the original contract this was specified as running from 1st April 2022 to 31st March 2023. A decision was taken in December 2021 to extend only partially through the final year (see DP ADCOM-22-002) to 18th August 2022. A further extension was taken from 19th August – 31st October 2022.

A Procurement exercise was commenced in Summer 2022, however due to further works required on the specification, this was cancelled. A further process is expected to be completed in March 2023 and it is proposed to extend the current contract to the end of the second optional extension to maintain the service.

The Council is seeking permission to exercise the second optional contract extension in full for the remainder of the contract period to 31st March 2023.

Full details of decision:

To exercise the remainder of the second optional contract extension from 1st November 2022 to 31st March 2023 to The Creative Alchemist and within the current financial envelope.

Financial detail:

Value of initial contract period 1st November 2019 to 31st March 2021 = £85,620

Value of first contract extension 1st April 2021 to 31st March 2022 = £35,280

Value of second optional 12-month extension 1st April 2022 to 31st October 2022 = £20,580




Delegated Power Record

Value of this requested optional extension 1 st November 2022 to 31 st March 2023 = £14,700	
Total contract value 1 st November 2019 to 31 st March 2023 = £156,180 (full contract value)	
To be met in entirety from the external grant funding provided by Sport England.	
<p>Delivering Social Value:</p> <p>The provider has signed the Council's Social Value Charter. The provider is a small local business based in the South Tees and employing local people. Additional local benefits were secured through the procurement, such as the provider working towards achieving the North East Better Health at Work Award.</p>	
<p>Reasons for Decision:</p> <p>Justification for the decision includes:</p> <ul style="list-style-type: none"> • The capacity and skills provided by the role is needed to deliver the Sport England Local Delivery Pilot. • The provider was initially chosen through a competitive process, including an assessment of value for money. • The provider has achieved the aims and objectives of the contract to date and has gone beyond this to provide: <ul style="list-style-type: none"> - Support and mentoring for a member of the Core Staff Team. - Connecting the programme to other areas of their work both locally and regionally. - Supporting the planning and delivery of workshops. - Providing support to other partners around co-created campaigns. - Working with Sport England, the national funder, to share learning and best practice. <p>The rationale for offering the remainder of the extension is as follows:</p> <ul style="list-style-type: none"> • The provider has continued to deliver the contract effectively. 	
<p>Details of alternative options considered (if any) and reasons for rejection:</p> <ul style="list-style-type: none"> • Doing nothing is not an option – the service is an integral part of the delivery of YGT and the funder has an expectation that this promotional function will be part of the delivery. • Offering a shorter extension – this option was rejected as the revised procurement process will take until March 2023 and the service is required throughout the period. 	
<p>Details of any conflict of interest declared by any Elected Member consulted in relation to the decision:</p>	
<p>Details of any dispensation granted in respect of any conflict of interest:</p>	
<p>Background Papers:</p> <ul style="list-style-type: none"> • None 	
Officer Name (Print)	Mark Fishpool
Officer Signature	
Submission date	05/09/2022
Procurement Approval	This request complies with the Council's Contract Procedure Rules

Delegated Power Record

Reference	ADCOM-22-231
Delegated Power Forward Plan Reference	N/A
Corporate Plan Priority	Meeting Residents' Needs
Delegation Title	Sport England Local Delivery Pilot (You've Got This): "Communications and Marketing Support Service" contract extension
Delegated Power Number	452 - In accordance with the Council's Contract Procedure Rules 9.11: To implement an optional extension under existing contract terms
Date of Exercise	06/12/2022
Cabinet Member	Cllr Steve Kay
Assistant Director	Fran Anderson

Signatures

CABINET MEMBER FOR HEALTH AND WELFARE & DEPUTY LEADER OF THE COUNCIL 	Date 06/12/2022
CHIEF FINANCE OFFICER 	Date 11/10/2022
CHIEF LEGAL OFFICER	Date 11/10/2022
CORPORATE DIRECTOR FOR ADULTS AND COMMUNITIES 	Date 12/10/2022

Call-In (Key Decisions Only)

Date Decision will become effective	
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Delegated Power Record

Are the details of the decision to be public or confidential?

Public

If the details of the decision are confidential, please select the category for exemption under the Local Government Act 1972

Choose an item.

Reference	ADCOM-22-235
Corporate Plan Priority	Improving the Physical Appearance of the Borough and Enhancing Prosperity
Delegation Title	Asbestos Removal & Demolition Contractor for Eston Pool
Delegated Power Number	450 – Award a Contract
Date of Exercise	13/12/2022
Cabinet Member	Cllr Steve Kay
Assistant Director	Fran Anderson

Type of Decision (Key/Executive/Non-Executive)	Key - Executive
FOR KEY DECISIONS ONLY	
Delegated Power Forward Plan Ref	RDD0015
Date Decision Published in Forward Plan	14/01/2022
Urgency (For Key Decisions not included in Forward Plan only)	Not Applicable

Background to Decision:

As part of the Eston Pool project the team are now looking to appoint a contractor to deliver the demolition and enabling works to Eston Pool.

The award of the construction works is not part of this decision and will be brought forward as a separate award following approval of a full business case. There is no obligation on the council to enter this phase.

Decision Considerations:

In accordance with delegated power forward plan reference RDD0015, which completed its 28 days publication notice on 11 February 2022, we wish now to appoint a contractor to deliver the enabling works and demolition to Eston Pool. Contract Procedure Rules.

Full details of decision:

Delegated Power Record

Approval is requested to award a contract to Willmott Dixon under the Procurement Hub Major Projects Framework to deliver the enabling works package (asbestos removal and demolition) of the Eston Pool project. Willmott Dixon will be sub-contracting these works to Thompsons of Prudhoe.

A full refurbishment and demolition (R&D) asbestos survey was undertaken in August 2022 which identified that the asbestos was significantly more widespread throughout the building than previously thought.

There is a risk that once on site, further work is required that was not previously able to be identified through the surveys. A contingency has been allowed to cover unforeseen elements once the works commence.

The existing pool buildings continue to sit empty and have started to attract antisocial behaviour. Their condition is only going to deteriorate further, and they cannot be economically brought back into use, so the recommendation is that approval is given to enter into the enabling contract with Willmott Dixon to strip the asbestos and demolish the buildings regardless of future intentions.

Financial detail:

The contract value is £1.6M with exclusions on areas unable to be surveyed. In consultation with the project team and our in-house health and safety officers, a contingency allowance to cover the exclusions and unforeseen items has been added. The total fee and allowances amount to £2.1m.

The target contract start date is 28 November 2022 and with completion in May 2023.

Delivering Social Value:

Willmott Dixon will be asked to sign up to the Council's Social Value Charter. In addition, the Procurement Hub Major Projects Framework sees a 15% (minimum) social value return on all projects.

Reasons for Decision:

A contractor is required to remove the asbestos and demolish the existing Eston pool buildings.

Details of alternative options considered (if any) and reasons for rejection:

Do nothing – not an option as the Council is committed to delivering capital works to Eston Pool.

Provide In-house – The Council does not have the necessary skills and expertise to complete the works in-house.




Delegated Power Record

Details of any conflict of interest declared by any Elected Member consulted in relation to the decision:	
Details of any dispensation granted in respect of any conflict of interest: This must be left blank. Business Support will seek this information from the Cabinet Member.	
Background Papers: Place Investment Team / Eston Pool Eston Pool Cabinet Paper June 2021 MTFP Cabinet Paper February 2022 Briefing Note October 2022 Delegated Power - ADCOM 22 079	
Officer Name (Print)	Andrew Richardson
Officer Signature	
Submission date	19/10/2022
Procurement Approval	This decision complies with the Council's Contract Procedure Rules

Delegated Power Record

Reference	ADCOM-22-235
Delegated Power Forward Plan Reference	RDD0015
Corporate Plan Priority	Improving the Physical Appearance of the Borough and Enhancing Prosperity
Delegation Title	Asbestos Removal & Demolition Contractor for Eston Pool
Delegated Power Number	450 – Award a Contract
Date of Exercise	13/12/2022
Cabinet Member	Cllr Steve Kay
Assistant Director	Fran Anderson

Signatures

CABINET MEMBER FOR HEALTH AND WELFARE & DEPUTY LEADER OF THE COUNCIL 	Date 13/12/2022
CHIEF FINANCE OFFICER	Date 18/11/2022
CHIEF LEGAL OFFICER 	Date 21/11/2022
MANAGING DIRECTOR 	Date 21/11/2022

Call-In (Key Decisions Only)

Call-In Applies

Reasons for dis-applying Call-In due to urgency to be added here if relevant. This will need to be reported to the next meeting of the Borough Council and the reasons must demonstrate that any delay likely to be caused by the call-in process would seriously prejudice the Council's or the public's interests.

Date Decision will become effective	Click or tap to enter a date. To be completed by Democratic Services – date will be not less than expiry of 5 working days from publication unless urgency applies.
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Delegated Power Record

Are the details of the decision to be public or confidential?

Public

If the details of the decision are confidential, please select the category for exemption under the Local Government Act 1972

Choose an item.

Reference	ADCOM-22-236
Corporate Plan Priority	Meeting Residents' Needs
Delegation Title	You've Got This - Developing Our Diabetes Offer
Delegated Power Number	452 - In accordance with the Council's Contract Procedure Rules 9.11: To implement an optional extension under existing contract terms
Date of Exercise	06/12/2022
Cabinet Member	Cllr Steve Kay
Assistant Director	Fran Anderson

Type of Decision (Key/Executive/Non-Executive)	Executive (Non-Key)
FOR KEY DECISIONS ONLY	
Delegated Power Forward Plan Ref	N/A
Date Decision Published in Forward Plan	
Urgency (For Key Decisions not included in Forward Plan only)	Not Applicable

Background to Decision:

The Sport England funded pilot programme "You've Got This" (YGT) is led by Redcar and Cleveland Borough Council working in partnership with Middlesbrough Council and a wider partnership of stakeholders (we call this The Exchange). YGT's Vision is "Active Lives as a Way of Life". At a South Tees-wide level the priorities are building physical activity into programmes where it can add significant value to current practice, including social prescribing, Prehabilitation, weight management and type 2 diabetes remission. There is also a locality-based approach in the Community Focus Area that includes Grangetown, South Bank and two wards in Middlesbrough. Delivery is through The Exchange, supported by a smaller management group made up of key stakeholders (we call this the Programme Management Office) and a small staff team.

The "Developing Our Diabetes Offer" workstream is an experimental piece of work that formed part of the original proposal to Sport England. Overall, the workstream, which is led by South

Delegated Power Record

Tees Hospitals NHS Foundation Trust, seeks to develop a robust patient-centred physical activity offer alongside a nutritional element to enable patients living with Type 2 Diabetes to move into remission.

In the initial phases, the work has involved clinicians working directly with patients, but the continuation of the programme is focussed on providing appropriate training for practice nurses to enable them to run the programme from surgeries, thereby building both sustainability and scale into the workstream.

The programme commenced in March 2021 with a pilot year planned through to March 2022. The on-going impact of the Covid-19 pandemic resulted in the work developing slowly in the early phase, with a time only (no value change) extension agreed to 30th November 2022.

There is now sufficient evidence of progress to agree the first optional extension which will be from December 2022 to March 2023.

Decision Considerations:

The Developing Our Type 2 Diabetes Offer was one of only a small number of projects that were specifically identified in the original proposal to Sport England. It is also integral to the development and delivery of other workstreams, notably the development of a community-based physical activity offer.

Full details of decision:

To award the first one-year optional contract extension to South Tees Hospitals NHS Foundation Trust for £70,000 and to run from 1st December 2022 to 31st March 2023.

Financial detail:

The work is fully funded by Sport England through the Local Delivery Pilot Programme.

Current contract value to date: £85,000

Value of first optional extension: £70,000

Total contract value, including extension: £155,000

Delivering Social Value:

The vision of South Tees Hospitals NHS Foundation Trust is to be recognised nationally for excellence in quality, patient safety, patient experience, social engagement, and continuous improvement. The Trust has adopted three values for their work:

- Putting patients at the centre of everything they do.
- Continuously improving quality
- Using resources to the benefit of the wider community

Delegated Power Record

The Trust is a significant local employer whose focus, both as an organisation and specifically through the project, is to improve health and well-being for the communities of South Tees and in doing so improving quality of life and economic prosperity in the local area.

Reasons for Decision:

The Developing Our Type 2 Diabetes Offer is an integral part of the You've Got This programme and was one of only a small number of workstreams specifically identified in the original proposal to Sport England. The project fosters collaboration between the Hospital Trust, Public Health and community physical activity provision to improve outcomes for patients in relation to Type 2 Diabetes remission. It is also integral to other elements of delivery, including the development of a community physical activity offer.

48 patients are now being supported and there is sufficient interest from GP practices to take up the offer moving forward to continue the investment by issuing the first one-year optional extension.

Details of alternative options considered (if any) and reasons for rejection:

The only available alternative was to end the contract. Through discussion with the contractor and the funder, it has been agreed that there is sufficient progress to continue, now that the most significant challenge to delivery, the impact of Covid-19, is reduced. Not doing so, would jeopardise progress at a crucial stage of development.

Details of any conflict of interest declared by any Elected Member consulted in relation to the decision:

This must be left blank. Business Support will seek this information from the Cabinet Member.

Details of any dispensation granted in respect of any conflict of interest:

This must be left blank. Business Support will seek this information from the Cabinet Member.

Background Papers:

None.

Officer Name (Print)	Mark Fishpool	
Officer Signature		
Submission date	12/10/2022	
Procurement Approval		This request complies with the Council's Contract Procedure Rules.

Delegated Power Record

Reference	ADCOM-22-236
Delegated Power Forward Plan Reference	N/A
Corporate Plan Priority	Meeting Residents' Needs
Delegation Title	You've Got This - Developing Our Diabetes Offer
Delegated Power Number	452 - In accordance with the Council's Contract Procedure Rules 9.11: To implement an optional extension under existing contract terms
Date of Exercise	Click here to enter a date.
Cabinet Member	CLlr Steve Kay
Assistant Director	Fran Anderson

Signatures

CABINET MEMBER FOR HEALTH AND WELFARE & DEPUTY LEADER OF THE COUNCIL	Date 06/12/2022
CHIEF FINANCE OFFICER	Date 10/11/2022
CHIEF LEGAL OFFICER	Date 24/10/2022
CORPORATE DIRECTOR FOR ADULTS AND COMMUNITIES	Date 23/11/2022

Call-In (Key Decisions Only)

Date Decision will become effective	
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Delegated Power Record

Are the details of the decision to be public or confidential?

Public

If the details of the decision are confidential, please select the category for exemption under the Local Government Act 1972

Choose an item.

Reference	ADCOM-22-251
Corporate Plan Priority	Meeting Residents' Needs
Delegation Title	Footprints in the Community Food Bank and community support
Delegated Power Number	9
Date of Exercise	10/11/2022
Cabinet Member	Cllr Steve Kay
Assistant Director	Fran Anderson

Type of Decision (Key/Executive/Non-Executive)	Executive (Non-Key)
FOR KEY DECISIONS ONLY	
Delegated Power Forward Plan Ref	N/A
Date Decision Published in Forward Plan	
Urgency (For Key Decisions not included in Forward Plan only)	Not Applicable

Background to Decision:

Footprints in the Community (FITC) is a Charitable Incorporated Organisation which aims to establish a variety of services under one umbrella to help address poverty and isolation in Redcar and surrounding areas, and to provide a network of support to local people and organisations. The service provides a vital resource in the local community through various initiatives and has provided significant support to local people over the past few years. The key issues addressed by FITC's work are food poverty, financial poverty, isolation and loneliness and low self-esteem

FITC currently operates the Redcar area Food Bank, which is part of Trussell Trust's national network of food banks. The aim of the project is to provide short-term relief for people experiencing financial and food poverty and to support individuals in accessing information and further support. However, the organisation's community support goes much wider than the food bank with the following services being offered from their base in Redcar :

- Foodbank
- Footprints Community Café

Delegated Power Record

- New Start
- First Steps
- Lunch Box Project
- Next Step Shop
- Redcar Beacons
- The Shed
- Reflections Dementia Support Group
- Bridging the Gap
- The Book Club

The Food bank provides a minimum of 3 days emergency food and support to people experiencing crisis with food parcels are available on a referrals only basis via a range of agencies.

Additional support is offered to clients from their base and their aim is to ensure that longer term solutions are found, and that people do not become reliant on emergency provision.

Decision Considerations:

Redcar area food bank is the largest of the FITC projects and is also the central point from which other projects have evolved and developed. It provides a valuable and holistic service to the people who access it for support with their financial needs as well as having an opportunity to improve their health and wellbeing. 2285 vouchers were fulfilled by the Food Bank during 2021-2022 period feeding 5167 individuals.

In the same period, we supported 402 individuals through our Next Step Shops - equating to 3997 visits.

204 First Steps referrals - baby clothing and equipment.

137 people received New Start packs - consisting of household items, bedding, kitchen goods etc

43 individuals have attended their Shed Project on 950 occasions.

We know the current cost of living crisis will have significant financial impact on many families, forcing many people into a financial crisis they may not have faced previously. We anticipate this could increase the need for the services offered for FITC during 2022-23.

Full details of decision:

To provide grant funding for the purpose of provision of emergency food parcels (and wider community support detailed above) to local people in crisis to Footprints in the Community, (Registered charity number 1153121 – registered in England and Wales).

The grant period will cover 1st April 2022 – 31 March 2023.

Financial detail:

To award a grant of £25,000 to Footprints in the Community.

Funding from public health budget code : 10923/R5500

Delegated Power Record

<p>Delivering Social Value: This proposal contributes to the Council’s Social Value Charter as follows: Enabling communities and citizens to thrive</p>	
<p>Reasons for Decision:</p> <p>FITC continues to provide much needed support within our borough, significantly for people living in poverty but also for those with wider social needs. The number of people accessing the food bank support clarifies the demand for the service, and it is anticipated that this need will increase as the cost of living crisis impacts on lives locally. FITC has a strong referral process in place with a range of partners and a good volunteer programme to implement their projects.</p>	
<p>Details of alternative options considered (if any) and reasons for rejection:</p>	
<p>Details of any conflict of interest declared by any Elected Member consulted in relation to the decision:</p>	
<p>Details of any dispensation granted in respect of any conflict of interest: This must be left blank. Business Support will seek this information from the Cabinet Member.</p>	
<p>Background Papers: State where any additional papers may be held, any background information (if applicable)</p>	
Officer Name (Print)	
Officer Signature	
Submission date	3.11.22
Procurement Approval	N/A

Delegated Power Record

Reference	ADCOM-22-251
Delegated Power Forward Plan Reference	N/A
Corporate Plan Priority	Meeting Residents' Needs
Delegation Title	Footprints in the Community Food Bank and community support
Delegated Power Number	9
Date of Exercise	06/12/2022
Cabinet Member	Cllr Steve Kay
Assistant Director	Fran Anderson

Signatures

CABINET MEMBER FOR HEALTH AND WELFARE & DEPUTY LEADER OF THE COUNCIL <hr/>	Date 06/12/2022
MANAGING DIRECTOR	Date 10/11/2022

Call-In (Key Decisions Only)

Date Decision will become effective	
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Delegated Power Record

Are the details of the decision to be public or confidential?

Public

If the details of the decision are confidential, please select the category for exemption under the Local Government Act 1972

Choose an item.

Reference	ADCOM-22-267
Corporate Plan Priority	Meeting Residents' Needs
Delegation Title	You've Got This Learning Bank
Delegated Power Number	DP455 - Exercise power of exemption to Standing Orders in accordance with Section 10 of the Contract Procedure Rules. V. there are other circumstances which are genuinely exceptional.
Date of Exercise	06/12/2022
Cabinet Member	Cllr Steve Kay
Assistant Director	Fran Anderson
Type of Decision (Key/Executive/Non-Executive)	Executive (Non-Key)
FOR KEY DECISIONS ONLY	
Delegated Power Forward Plan Ref	N/A
Date Decision Published in Forward Plan	
Urgency (For Key Decisions not included in Forward Plan only)	Not Applicable

Background to Decision:

The Sport England funded pilot programme "You've Got This" (YGT) is led by Redcar and Cleveland Borough Council working in partnership with Middlesbrough Council and a wider partnership of stakeholders (we call this The Exchange). YGT's Vision is "Active Lives as a Way of Life". At a South Tees-wide level the priorities are building physical activity into programmes where it can add significant value to current practice, including social prescribing, Prehabilitation, weight management and type 2 diabetes remission. There is also a locality-based approach in the Community Focus Area that includes Grangetown, South Bank and two wards in Middlesbrough. Delivery is through The Exchange, supported by a smaller management group made up of key stakeholders (we call this the Programme Management Office) and a small staff team.

This piece of work will consolidate the extensive community learning and insight gathered by the programme to date, both by YGT and its wider partners (who are called Ambassadors) and Tees Valley Sport (TVS), into a single resource that can be accessed by both YGT and nominated

Delegated Power Record

Ambassadors. A coordinated library of insight will be more accessible and will enable YGT and the Ambassadors to use it more effectively for purposes such as informing their own work to be more impactful, providing information for community physical activity campaigns, understanding best practice, and preparing external funding applications.

The concept of the Learning Bank has been codesigned with Ambassadors. They identified an on-line model as the most appropriate means of storing and sharing the information in an accessible form. They will be involved in the design and development to ensure it meets their needs.

A DP was previously submitted and granted for the resource to be developed by Yorkshire Sport managed directly by YGT (reference: ADCOM-22-084). Following further internal discussion, it is proposed that TVS should lead on the work as they will be able to maintain the resource beyond the life of YGT. This will include holding the contract with Yorkshire Sport.

Decision Considerations:

Tees Valley Sport is well placed to lead on the work as they are also Sport England funded and share a common purpose with YGT. They will be able to maintain the resource beyond the lifetime of You've Got This. The YGT Team explored online Learning Bank models and have identified one, developed and used by Yorkshire Sport, that would be most suitable for this purpose.

The proposal is therefore to contract the development, delivery, and management of the Learning Bank to Tees Valley Sport. The total contract value to TVS would be £17,460. This includes an amount to be paid by Tees Valley Sport to Yorkshire Sport of £11,085 for development of the resource and on-line hosting for three years. The remainder of the contract value, £6,375, would resource Tees Valley Sport's management, administration, and promotion costs.

Ordinarily, work over £10,000 in total is offered to The Exchange for collaborative commissioning. However, in this case, permission is sought to directly award to Tees Valley Sport for the reasons highlighted under "Reasons for Decision".

This programme is fully funded by Sport England.

Full details of decision:

To award a contract to Tees Valley Sport to host the Learning Bank for three years from September 2022, total value £17,460. This includes a payment to Yorkshire Sport of £11,085 for the development and hosting of the resource.

Financial detail:

The contract value is £17,460.

Delivering Social Value:

TVS is a locally based organisation that employs local people in the delivery of its services.

Delegated Power Record

The contractor is committed to working with YGT, their Ambassadors, and TVS to ensure that the Learning Bank meets local needs and brings maximum benefit to local residents in terms of using insight to develop services and access additional external investment.

Reasons for Decision:

Taking an insight-led approach is central to how YGT operates and is why so much emphasis is put on insight and learning. YGT has seen that local organisations have benefitted from this insight, and they are keen to explore avenues for the sharing of insight and learning. An online Learning Bank will provide the necessary space to create a more joined-up way of working across the South Tees and will enable insight to be used more widely to improve service delivery and attract external investment.

TVS hosting the Learning Bank will ensure that the Learning Bank has a life beyond the YGT pilot. Although the total value exceeds the level at which work is offered to The Exchange, £11,085 of the contract will be paid directly to a third party, Yorkshire Sport, for the development of the resource. The management and administration fee is below £10,000.

This approach has been agreed with the funder, Sport England, and a confirmation email received.

Details of alternative options considered (if any) and reasons for rejection:

Other learning platforms were considered, but the Learning Bank developed by Yorkshire Sport is most appropriate for our purposes as it is tiered (different people can access different parts of the Bank, making it more relevant to them), it has been trialled and tested by a physical activity organisation and their model already includes most of the themes we need. It is also the easiest to navigate and use.

Consideration was given to engaging the YGT Exchange in collaborative commissioning as it exceeds the £10,000 threshold. However, TVS is best placed to manage the resource owing to their close synergy with the work of YGT, being Sport England funded and the natural successor to implementing the approaches used by YGT in the long term.

Consideration was originally given to YGT managing the relationship with Yorkshire Sport for the development and maintenance of the resource. However, YGT has capacity issues in terms of available staff time and placing the resource within TVS will enable it to continue beyond the YGT programme.

Details of any conflict of interest declared by any Elected Member consulted in relation to the decision:

This must be left blank. Business Support will seek this information from the Cabinet Member.


Details of any dispensation granted in respect of any conflict of interest:

This must be left blank. Business Support will seek this information from the Cabinet Member.

Background Papers:

Confirmation email of agreement to this approach by the funder, Sport England, is attached.



Delegated Power Record

Officer Name (Print)	Dr Mark Fishpool
Officer Signature	
Submission date	31/10/22
Procurement Approval	Request complies with the Council's Contract Procedure Rules 

Delegated Power Record

Reference	ADCOM-22-267
Delegated Power Forward Plan Reference	
Corporate Plan Priority	Meeting Residents' Needs
Delegation Title	You've Got This Learning Bank
Delegated Power Number	DP455 - Exercise power of exemption to Standing Orders in accordance with Section 10 of the Contract Procedure Rules. V. there are other circumstances which are genuinely exceptional.
Date of Exercise	06/12/2022
Cabinet Member	Cllr Steve Kay
Assistant Director	Fran Anderson

Signatures

CABINET MEMBER FOR HEALTH AND WELFARE & DEPUTY LEADER OF THE COUNCIL 	Date 06/12/2022
CHIEF FINANCE OFFICER 	Date 29/11/2022
CHIEF LEGAL OFFICER	Date 24/11/2022
CORPORATE DIRECTOR FOR ADULTS AND COMMUNITIES	Date 05/12/2022

Call-In (Key Decisions Only)

Date Decision will become effective	
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Delegated Power Record

Are the details of the decision to be public or confidential?

Public

If the details of the decision are confidential, please select the category for exemption under the Local Government Act 1972

Choose an item.

Reference	ADCOM-22-270
Corporate Plan Priority	Meeting Residents' Needs
Delegation Title	Link Worker (Harbour)
Delegated Power Number	455 Exercise power of exemption to Standing Orders in accordance with Section 10 of the Contract Procedure Rules I. the nature of the market for the works to be carried out or the goods or services to be provided has been investigated and is demonstrated to be such that a departure from the requirements of these Rules is justifiable
Date of Exercise	29/11/2022
Cabinet Member	Cllr Barry Hunt
Assistant Director	Fran Anderson

Type of Decision (Key/Executive/Non-Executive) See Scheme of Delegation to Officers – Council Constitution	Executive (Non-Key)
FOR KEY DECISIONS ONLY	
Delegated Power Forward Plan Ref	If a key decision has not been published in the forward plan at least 28 days in advance of the decision being taken, then the urgency or special urgency rules must be applied, and relevant forms completed in conjunction with Democratic Services
Delegated Power Forward Plan Ref	
Date Decision Published in Forward Plan	Click or tap to enter a date. To be completed by Democratic Services
Urgency (For Key Decisions not included in Forward Plan only)	Not Applicable

Background to Decision:

The Domestic Abuse Act 2021 introduced new statutory duties upon local authorities, this has been complimented by the award of funding to deliver the new Act.

Delegated Power Record

Decision Considerations:

The local authority has a statutory duty to provide a free housing advice to those in housing need, focused on prevention activity, assisting those threatened with homelessness within the next 56 days or sooner.

An additional post employed by Harbour within the Housing Advice & Information Team will allow for an officer to be dedicated to those clients who are in housing need because of domestic abuse, to ensure statutory compliance is achieved with regards to Homelessness Reduction Act and new Domestic Abuse Act (DAA).

Full details of decision:

To approve a pilot with Harbour for one year, with an option to extend for a further two years, should DAA funding continue to be available, and outcomes achieved in first year support ongoing need. A link worker employed by Harbour, will complement the work of the Housing Advice & Information Team, providing targeted work with clients who approach the service whose homelessness is as a result to of domestic abuse.

Harbour works with families and individuals who are affected by abuse from a partner, former partner or other family member. The link worker will be an employee of Harbour, one of the organisations who form Thrive, the new Integrated Domestic Abuse and Substance Misuse service, which has been operational since April 2022.

This work with Harbour will contribute towards the delivery of the Council's Homeless Prevention and Rough Sleeping Strategy.

Award a contract to Harbour to provide the services of a link worker for one year, with an option to extend for a further two years.

Contract start date will be in early 2023

IR35 off payroll working rules apply and will be managed accordingly as the worker is employed by Harbour.

The supplier questionnaire will be completed before contract award.

Financial detail:

Funding for the new link worker will come from Domestic Abuse Act funding which is awarded to the local authority. The funding will provide 35hrs per week of a Harbour Link Worker who will work alongside Redcar & Cleveland's Housing Advice & Information Team will be £35,000 p.a.

The contract will be for one year with an option to review and extend for two further one-year periods. Contract value for a total of 3 years would be £35,000 x 3 = £105,000.

Delivering Social Value:

The link worker support will be made available to service users who are homeless or at risk of homelessness due to domestic abuse. The link worker will assist clients to connect to health, welfare benefit and employment services, when clients have disengaged in the past. The officer will be located with the Housing Advice & Information Team who are currently based at Belmont House Guisborough.

Delegated Power Record

Harbour have signed the Council's Social Value Charter	
Reasons for Decision: There is no capacity in the service to provide specialist support. The provision of a specialist link worker is a valuable tool to assist those who have lost or are threatened with homelessness in the future as a result of domestic abuse, this work will contribute towards homelessness prevention/relief.	
Details of alternative options considered (if any) and reasons for rejection: The local authority has an established partnership with Harbour via Thrive, the new Integrated Domestic Abuse and Substance Misuse service. The outcomes achieved via the specialist link worker will contribute towards the Council's statutory duties around Domestic Abuse. There is no capacity, to deliver specialist service in-house.	
Details of any conflict of interest declared by any Elected Member consulted in relation to the decision:	
Details of any dispensation granted in respect of any conflict of interest: This must be left blank. Business Support will seek this information from the Cabinet Member.	
Background Papers: State where any additional papers may be held, any background information (if applicable)	
Officer Name (Print)	Erika Grunert
Officer Signature	
Submission date	25/11/2022
Procurement Approval	This request complies with the Council's Contract Procedure Rules.

Reference	ADCOM-22-270
Delegated Power Forward Plan Reference	
Corporate Plan Priority	Meeting Residents' Needs
Delegation Title	Link Worker (Harbour)
Delegated Power Number	455 Exercise power of exemption to Standing Orders in accordance with Section 10 of the Contract Procedure Rules I. the nature of the market for the works to be carried out or the goods or services to be provided has been investigated and is demonstrated to be such that a departure from the requirements of these Rules is justifiable
Date of Exercise	29/11/2022
Cabinet Member	Cllr Barry Hunt

Delegated Power Record

Assistant Director	Fran Anderson
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Signatures

CABINET MEMBER FOR NEIGHBOURHOODS & HOUSING	Date 07/12/2022
CHIEF FINANCE OFFICER	Date 06/12/2022
CHIEF LEGAL OFFICER	Date 05/12/2022
CORPORATE DIRECTOR FOR ADULTS AND COMMUNITIES	Date 07/12/2022

Call-In (Key Decisions Only)

Choose an item.

Reasons for dis-applying Call-In due to urgency to be added here if relevant. This will need to be reported to the next meeting of the Borough Council and the reasons must demonstrate that any delay likely to be caused by the call-in process would seriously prejudice the Council's or the public's interests.

Date Decision will become effective	Click or tap to enter a date. To be completed by Democratic Services – date will be not less than expiry of 5 working days from publication unless urgency applies.
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Delegated Power Record

Are the details of the decision to be public or confidential?

Public

If the details of the decision are confidential, please select the category for exemption under the Local Government Act 1972

Choose an item.

Reference	ADCOM-22-271
Corporate Plan Priority	Meeting Residents' Needs
Delegation Title	Sport England Local Delivery Pilot (You've Got This): Measuring Our Outcomes Second Optional Contract Extension
Delegated Power Number	452 - In accordance with the Council's Contract Procedure Rules 9.11: To implement an optional extension under existing contract terms
Date of Exercise	23/12/2022
Cabinet Member	Cllr Steve Kay
Assistant Director	Fran Anderson

Type of Decision (Key/Executive/Non-Executive)	Executive (Non-Key)
FOR KEY DECISIONS ONLY	
Delegated Power Forward Plan Ref	N/A
Date Decision Published in Forward Plan	
Urgency (For Key Decisions not included in Forward Plan only)	Not Applicable

In 2018, Sport England committed to investing considerable time, expertise, and funding into 12 places across England to test innovative ways to bring about an increase in physical activity at a population level. Significantly different to previous programmes, the Local Delivery Pilots (LDPs) look to influence change at a community, organisation, physical environment, and policy level (we call this a whole system approach). They also encourage collaborative ways of working within localities and look to develop leadership in physical activity at all levels of the system. This pioneering approach has informed their current 10-year strategy "Uniting the Movement".

The South Tees pilot programme "You've Got This" is led by Redcar and Cleveland Borough Council working in partnership with Middlesbrough Council. YGT's Vision is "Active Lives as a Way of Life." At a South Tees-wide level priorities building physical activity in programmes where it can add significant value to current practice, including social prescribing, prehabilitation, weight

Delegated Power Record

management and type 2 diabetes remission. There is also locality-based approach in Grangetown, South Bank and two wards in Middlesbrough. Delivery is through a wide multi-sectoral partnership (The Exchange), supported by a smaller management group made up of key stakeholders and a small staff team.

Central to the work is a test and learn approach, with evaluation and learning a core element of this. To support this, a number of evaluation functions have been commissioned:

- Social Listening – provided by Nerds with Words Ltd
- You’ve Got This in Words (qualitative storytelling) – provided by NWA Research
- Measuring Our Outcomes – provided by NWA Research
- Process Evaluation (“Recording the Journey”) – provided by Sheffield Hallam University.

Measuring Our Outcomes

Given the national and local significance of the LDPs, gathering learning, and demonstrating changes that have occurred are of paramount importance. As part of the evaluation framework, a contract and first optional extension have been issued to measure the outcomes of the work in the four target wards and four comparator areas in Stockton-on-Tees from 1st February 2020 to 31st December 2022.

Specifically, the contract requires the provider (NWA Research) to collect measures of physical activity, mental wellbeing, social capital, and general demographics using a standard questionnaire provided by Sport England – with 1,000 residents in the target wards and, for comparison, another 1,000 residents in Stockton-on-Tees. The provider utilises a variety of methods to achieve these responses, including 1,350 face-to-face interviews using professional market researchers, working with community organisations/assets and by training up community members. Owing to the onset of the pandemic, a smaller sample was collected in Spring 2020 at a lower cost and the survey work was not undertaken in 2021.

The original contract included a series of optional extensions to 2025 as it is a requirement of the agreement that the survey be undertaken each year of the YGT programme. The first optional extension was taken, and this paper seeks agreement to exercise the second.

Decision Considerations:

Measuring Our Outcomes is a key evaluation tool for the You’ve Got This programme and is required by the funder as part of the external funding agreement.

The initial contract with NWA Research ran from 1st February 2020 to 31st December 2021 with the option of annual extensions. Subsequently, the first optional extension was exercised from 1st January 2022 to 31st December 2022. The contractor has delivered the work to a high standard.

Permission is sought to exercise the second of the 12-month optional extensions, from 1st January 2023 to 31st December 2023.

Full details of decision:

To exercise the second 12-month optional extension with NWA to the Measuring Our Outcomes project, from 1st January 2023 to 31st December 2023.

Delegated Power Record

Financial detail:

Value of initial contract period 1st February 2020 to 31st December 2021 = £49,515

Less contract variation to 31st December 2021 (DP - ADCOM-21-151) = £23,680

Revised contract value = £25,835

Value of first optional 12-month contract extension 1 January 2022 to 31 December 2022 (ADCOM-21-231) = £24,035

Total contract value 1st February 2020 to 31st December 2022 = £49,870

Value of second contract extension from 1st January 2023 to 31st December 2023: £24,395

Total contract value if second optional extension is permitted: £74,265

To be met in entirety from the external grant funding provided by Sport England.

Delivering Social Value:

As part of their original bid the provider explained how they would deliver social value and signed Redcar & Cleveland's Social Value Charter. As an organisation they are committed to:

- Employing local people (the organisation is owned by local people and all staff live in the Tees Valley)
- Increasing the skills of the workforce
- Improving the skills of local people
- Reducing their impact on the environment

Reasons for Decision:

Justification for the decision include:

- The current provider has the skills and capacity to undertake the work, has good local working knowledge and has an approach that is aligned to the programme values. The work has been of a very high quality.
- The provider was initially chosen through a competitive process for the contract, including an assessment of value for money.
- Option of de-commissioning the Measuring Our Outcomes contract was considered. However, the data to be gathered under this contract is integral to the evaluation of the Local Delivery Pilot, therefore the contract is still required.

Details of alternative options considered (if any) and reasons for rejection:


Delegated Power Record

<ul style="list-style-type: none"> • Doing nothing – This activity is required by the funder as part of the programme evaluation processes and therefore this is not an option. • Undertake a new competitive process – The current provider was engaged through a competitive process. They have the skills and capacity to undertake the work, has good local working knowledge and has an approach that is aligned to the programme values. This is therefore not considered as an option. 	
<p>Details of any conflict of interest declared by any Elected Member consulted in relation to the decision:</p> <p>This must be left blank. Business Support will seek this information from the Cabinet Member.</p>	
<p>Details of any dispensation granted in respect of any conflict of interest:</p> <p>This must be left blank. Business Support will seek this information from the Cabinet Member.</p>	
<p>Background Papers:</p> <p>State where any additional papers may be held, any background information (if applicable)</p>	
Officer Name (Print)	Dr Mark Fishpool
Officer Signature	
Submission date	02/12/2022
Procurement Approval	This request complies with the Council’s Contract Procedure Rules

Delegated Power Record

Reference	ADCOM-22-271
Delegated Power Forward Plan Reference	
Corporate Plan Priority	Meeting Residents' Needs
Delegation Title	Sport England Local Delivery Pilot (You've Got This): Measuring Our Outcomes Second Optional Contract Extension
Delegated Power Number	452 - In accordance with the Council's Contract Procedure Rules 9.11: To implement an optional extension under existing contract terms
Date of Exercise	23/12/2022
Cabinet Member	Cllr Steve Kay
Assistant Director	Fran Anderson

Signatures

CABINET MEMBER FOR HEALTH AND WELFARE & DEPUTY LEADER OF THE COUNCIL 	Date 23/12/2022
CHIEF FINANCE OFFICER	Date 08/12/2022
CHIEF LEGAL OFFICER	Date 06/12/2022
CORPORATE DIRECTOR FOR ADULTS AND COMMUNITIES	Date 21/12/2022

Call-In (Key Decisions Only)

Date Decision will become effective	
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Delegated Power Record

Are the details of the decision to be public or confidential?

Public

If the details of the decision are confidential, please select the category for exemption under the Local Government Act 1972

Choose an item.

Reference	ADCOM-22-272
Corporate Plan Priority	Meeting Residents' Needs
Delegation Title	New Digital Platform – letting of social housing
Delegated Power Number	DP 450 – award a contract
Date of Exercise	02/12/2022
Cabinet Member	Cllr Barry Hunt
Assistant Director	Fran Anderson

Type of Decision (Key/Executive/Non-Executive) See Scheme of Delegation to Officers – Council Constitution	Executive (Non-Key)
FOR KEY DECISIONS ONLY	
Delegated Power Forward Plan Ref	If a key decision has not been published in the forward plan at least 28 days in advance of the decision being taken, then the urgency or special urgency rules must be applied, and relevant forms completed in conjunction with Democratic Services
Delegated Power Forward Plan Ref	
Date Decision Published in Forward Plan	Click or tap to enter a date. To be completed by Democratic Services
Urgency (For Key Decisions not included in Forward Plan only)	Not Applicable

Background to Decision:

The Tees Valley Common Allocations Policy is a statutory requirement and provides the framework for allocation of social housing in Redcar & Cleveland, as well as other Tees Valley authorities, and larger stock holding registered providers in the area who also participate in the sub regional Tees Valley Home Finder Lettings Scheme (TVHF). Via TVHF, properties are advertised and applicants can choose and “bid” for a vacant property in the areas in which they wish to live. This approach yields higher rates of settlement in social housing and therefore contributes to sustainable communities. Currently, properties are advertised daily through the TVHF website. Applicants can place bids directly by accessing the website or by contacting one of the partners who will place a bid on their behalf. An applicant can bid for an unlimited number of properties per week.

Delegated Power Record

Decision Considerations:

The current cloud based digital platform provider is under contract with the partnership until June 2023. Appointment of the contractor was led by Stockton Borough Council, with each partner member being required to sign a back to back contract with Stockton BC, while Stockton BC signed the main contract with the provider on behalf of the partnership.

The revised Tees Valley Partnership, comprised of Redcar & Cleveland Borough Council, Stockton on Tees Borough Council, Middlesbrough Council, Beyond Housing and North Star Housing Group are looking to engage MRI to provide services in order to implement the MRI Allocations Solution standard modules for the Partnership. The named partners would have full access to the MRI Allocations solution.

The operation of the local authorities housing register and allocation of social housing contributes towards the delivery of the Council's Housing Strategy and its Homeless Prevention and Rough Sleeping Strategy.

Stockton Borough Council's Contract Procedure Rules - SBC is leading on the procurement of a new digital platform provider on behalf of the partnership, via Crown Commercial Services G-cloud 13 Framework.

The new proposed back-to-back contract has been shared with RCBC legal service colleagues.

RCBC IT colleagues are reviewing the due diligence undertaken by Stockton Borough Council regarding the IT security of the product.

Full details of decision:

Approval is requested to enter into an agreement with Stockton Borough Council to participate in the appointment of MRI to provide a new cloud based digital letting platform for social housing. The main contract with the provider would be signed by Stockton Borough Council on behalf of the partnership, with back-to-back agreements with Stockton BC signed by each member of the partnership.

The contract start with MRI would begin in December 2022, this will allow for the preparation of the platform to align with the Tees Valley Common Housing Allocation Policy for implementation at the end of the contract with the current provider which is in place until June 2023.

The MRI system contract will be for 3 years with an option to extend for one further year, with the agreement with Stockton Borough Council aligned to these dates accordingly.

Financial detail:

Funding for the operation of the housing register via the letting's platform comes from the Homelessness Prevention Grant which the local authority is awarded from DHLUC.

The RCBC contribution for the first 3 years would be £12,807 x 3 = £38,421 plus £10,875 for one year extension.

The set up cost for the new platform (shared between partners) will be spread across the first three years of the contract. Stockton Borough Council will pay the provider and invoice RCBC for our contribution.

Delegated Power Record

Delivering Social Value: The digital platform will be accessible to all eligible households who live in the borough, contributing towards the implementation of the Council's Housing Strategy and Homeless Prevention and Rough Sleeping Strategy.	
Reasons for Decision: The provision of a specialist digital platform is essential to support the letting and allocation of social housing, accessible to all eligible households in Redcar & Cleveland and beyond.	
Details of alternative options considered (if any) and reasons for rejection:	
Details of any conflict of interest declared by any Elected Member consulted in relation to the decision:	
Details of any dispensation granted in respect of any conflict of interest: This must be left blank. Business Support will seek this information from the Cabinet Member.	
Background Papers: State where any additional papers may be held, any background information (if applicable)	
Officer Name (Print)	Erika Grunert
Officer Signature	
Submission date	02/12/2022
Procurement Approval	This request complies with the Council's Contract Procedure Rules.

Reference	ADCOM-22-272
Delegated Power Forward Plan Reference	
Corporate Plan Priority	Meeting Residents' Needs
Delegation Title	New Digital Platform – letting of social housing
Delegated Power Number	DP 450 – Award a contract
Date of Exercise	02/12/2022
Cabinet Member	Cllr Barry Hunt
Assistant Director	Fran Anderson

Signatures

CABINET MEMBER FOR NEIGHBOURHOODS & HOUSING	Date 06/12/2022
CHIEF FINANCE OFFICER	Date 06/12/2022

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CHIEF LEGAL OFFICER	Date 06/12/2022
CORPORATE DIRECTOR FOR ADULTS AND COMMUNITIES	Date 07/12/2022

Call-In (Key Decisions Only)

Choose an item.

Reasons for dis-applying Call-In due to urgency to be added here if relevant. This will need to be reported to the next meeting of the Borough Council and the reasons must demonstrate that any delay likely to be caused by the call-in process would seriously prejudice the Council's or the public's interests.

Date Decision will become effective	Click or tap to enter a date. To be completed by Democratic Services – date will be not less than expiry of 5 working days from publication unless urgency applies.
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Delegated Power Record

Are the details of the decision to be public or confidential?

Public

If the details of the decision are confidential, please select the category for exemption under the Local Government Act 1972

Choose an item.

Reference	ADCOM-22-274
Corporate Plan Priority	Meeting Residents' Needs
Delegation Title	Dispersal of Government funding – Award to EVA Women’s Aid for the provision of a ‘Support Plus’ Worker (3 days)
Delegated Power Number	DP9. The determination of grant aid to the voluntary sector and other bodies within the Council’s overall Medium Term Financial Plan and Medium-Term Plan and associated policies and strategies.
Date of Exercise	29/12/2022
Cabinet Member	Cllr Alison Barnes
Assistant Director	Fran Anderson

Type of Decision (Key/Executive/Non-Executive) See Scheme of Delegation to Officers – Council Constitution	Executive (Non-Key)
FOR KEY DECISIONS ONLY	
Delegated Power Forward Plan Ref	If a key decision has not been published in the forward plan at least 28 days in advance of the decision being taken, then the urgency or special urgency rules must be applied, and relevant forms completed in conjunction with Democratic Services
Delegated Power Forward Plan Ref	
Date Decision Published in Forward Plan	Click or tap to enter a date. To be completed by Democratic Services
Urgency (For Key Decisions not included in Forward Plan only)	Not Applicable

Background to Decision:

The Domestic Abuse Act came into force in 2021 and places new duties on local authorities in respect of Domestic Abuse (DA) support provision within safe accommodation. To help the authority fulfil the duties under the Act, Redcar & Cleveland received Government funding to build upon current Domestic Abuse Services in Redcar & Cleveland.

Delegated Power Record

Following consultation with several DA support providers, along with those who use our support services, grant funding is being assigned to several projects and service providers across Redcar and Cleveland. We are seeking approval to fund EVA Women's Aid for an additional 3 days to the 'Support Plus' Worker (already funded for 2 days per week – not by RCBC) to make it full time to meet the need.

Decision Considerations:

The funding will ensure Redcar & Cleveland enhances current service provision in line with the new duties arising from the DA Act. It is a condition of funding that the service provider will capture data and provide information which will inform future planning for domestic abuse services across the Borough.

Full details of decision:

Approval is sought to fund EVA Women's Aid for a 'Support Plus' Worker for 3 days from the Government grant.

EVA's Support Plus Worker engages women across their services to complete a range of tasks, such as form-filling, registering with GPs/Dentists, taking to appointments, job searches etc. Funding the additional 3 days will enable women in EVA's safe accommodation to access the additional support.

Financial detail:

Total cost of funding for a period of 12 months £17,000. To commence 1st January 2023.

Cost Code R5200 11291

Delivering Social Value:

This Support will be delivered across Redcar & Cleveland, providing additional service and support to those needing refuge, advice, and ongoing support to helping people to achieve independence and confidence and in turn, enhancing the life chances of those people supported and their families.

Reasons for Decision:

As a Borough we need to meet the new duties under the Domestic Abuse Act and the funding which has been awarded to Redcar and Cleveland Council will help fund service providers in the delivery of a range of initiatives and support. This will enable the provider to offer a range of support, education, and rehabilitation programmes to help victims and their families to rebuild their lives.

Details of alternative options considered (if any) and reasons for rejection:

Option 1 Not to fund

This would mean the council would not fully meet the requirements for Government funding which is provided to help local authorities meet the duties within Part 4 of the Domestic Abuse Act. In addition, Redcar & Cleveland would lose the opportunity to supplement current service

Delegated Power Record

provision and fail to address the complex and diverse nature of domestic abuse through the lack of practical support to help victims/survivors succeed and become independent.

Option 2 Deliver in house

Programme delivery of this kind requires knowledgeable and highly skilled specialists. The council does not have the resources or skills in house, as such this is an impractical option and a risk. This provider will help address the complex and diverse nature of domestic abuse through additional, practical support to women in safe accommodation.

Details of any conflict of interest declared by any Elected Member consulted in relation to the decision:

Details of any dispensation granted in respect of any conflict of interest:

This must be left blank. Business Support will seek this information from the Cabinet Member.

Background Papers:

State where any additional papers may be held, any background information (if applicable)

Officer Name (Print)	Sharon Dalton
Officer Signature	
Submission date	3 rd November 2022
Procurement Approval	na

Delegated Power Record

Reference	ADCOM-22-274
Delegated Power Forward Plan Reference	
Corporate Plan Priority	Meeting Residents' Needs
Delegation Title	Dispersal of Government funding – Award to EVA Women’s Aid for the provision of a ‘Support Plus’ Worker (3 days)
Delegated Power Number	DP9. The determination of grant aid to the voluntary sector and other bodies within the Council’s overall Medium Term Financial Plan and Medium-Term Plan and associated policies and strategies.
Date of Exercise	29/12/2022
Cabinet Member	Cllr Alison Barnes
Assistant Director	Fran Anderson

Signatures

CABINET MEMBER FOR CHILDREN	Date 29/12/2022
MANAGING DIRECTOR	Date 22/12/2022

Call-In (Key Decisions Only)

Date Decision will become effective	
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Delegated Power Record

Are the details of the decision to be public or confidential?

Public

If the details of the decision are confidential, please select the category for exemption under the Local Government Act 1972

Choose an item.

Reference	ADCOM-22-275
Corporate Plan Priority	Meeting Residents' Needs
Delegation Title	Dispersal of Government Grant provided to support the delivery of new burdens in respect of the Domestic Abuse Act 2021
Delegated Power Number	DP9. The determination of grant aid to the voluntary sector and other bodies within the Council's overall Medium-Term Financial Plan and Medium-Term Plan and associated policies and strategies.
Date of Exercise	23/12/2022
Cabinet Member	Cllr Steve Kay
Assistant Director	Fran Anderson

Type of Decision (Key/Executive/Non-Executive)	Executive (Non-Key)
FOR KEY DECISIONS ONLY	
Delegated Power Forward Plan Ref	n/a
Date Decision Published in Forward Plan	
Urgency (For Key Decisions not included in Forward Plan only)	Not Applicable

Background to Decision:

In 2021 the Domestic Abuse Act was passed which placed new duties on local authorities in respect of local authority Domestic Abuse (DA) support provision. To help the authority deliver the new duties under the Act, Redcar & Cleveland received Government funding to build upon current Domestic Abuse Services in Redcar & Cleveland.

Following consultation with several DA support providers, along with those who use our support services, grant funding has been assigned to several projects and service providers across Redcar and Cleveland. We are seeking approval to fund Harbour Support Services for the provision of a range of support, initiatives, and service provision.

Delegated Power Record

Decision Considerations:

The funding will ensure Redcar & Cleveland enhances current service provision in line with the new duties arising from the DA Act.

The service provider will capture data and provide information which will inform future planning for domestic abuse services across the Borough.

Full details of decision:

Approval is sought to fund Harbour DA Support for the delivery the following posts, services, or initiatives:

Therapeutic support/preventative work with adults in safe accommodation – A dedicated specialist support worker to engage with clients in safe accommodation to support mental wellbeing/recovery/access to specialist services (£45,630).

Ensuring the marginalised can access support and remain engaged – A dedicated resource to work with those presenting with complex needs:

- Severe mental health concerns, risk of self-harm or suicide, depression/anxiety.
- Substance/alcohol misuse.
- Learning/physical disabilities (including neuro-diverse disabilities).
- Travelling community
- Forced marriage/honour-based abuse/domestic slavery
- Child in care/edge of care.
- History of repeated homelessness/lack of engagement with services.

The service would adopt a Housing First approach, ensuring the individual had safe and secure accommodation as a priority then working with partners to meet their primary and secondary needs (£48,672.75).

Support for those living in safe accommodation in the community – Harbour currently have 35 hrs of support in place to support those Redcar and Cleveland residents living in dispersed accommodation. Harbour have 5 properties being used regularly for Redcar and Cleveland clients at present, 4 of which are in Middlesbrough but used in the main for Redcar and Cleveland residents. In the new year Harbour plan to bring at least 3 further properties on stream and will require further capacity to support these clients (£37,673.75).

All these roles are for 15 months to begin 1st January 2023 to 31st March 2024.

Financial detail:

Total value Grant funding for the delivery of all the posts, services, and initiatives to be delivered for the duration of 15 months to begin 1st January 2023 to 31st March 2024.

Total contract value is £131,977

Budget code: DA Act: R5200 11291

Delivering Social Value:

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This support will be delivered across Redcar & Cleveland, providing additional service and support to those needing refuge, advice, and ongoing support to help people achieve independence and confidence and in turn, enhancing the life chances of those people we support and their families.

Reasons for Decision:

As a Borough we need to meet the new duties under the Domestic Abuse Act with the funding that has been awarded to Redcar and Cleveland Council to help fund providers in the delivery of a range of initiatives and support. This will enable the provider to offer a range of support, education, and rehabilitation programmes to help victims and their families to rebuild their lives.

Details of alternative options considered (if any) and reasons for rejection:

Option 1 - Not to fund

This would mean the council would not fully meet the requirements of the Government funding which is provided to help ease the pressure of new burdens resulting from the Domestic Abuse Act. Any funding not used may have to be returned to government department. In addition, Redcar & Cleveland would lose the opportunity to supplement current service provision and fail to address the complex and diverse nature of domestic abuse through the lack of support, educational and rehabilitation programmes.

Option 2 - Deliver in house

Programme delivery of this kind requires knowledgeable and highly skilled specialists. The council does not have the resource or skills in house as such this is an impractical option and a risk. This provider will help address the complex and diverse nature of domestic abuse through support, and educational and rehabilitation programmes.

Details of any conflict of interest declared by any Elected Member consulted in relation to the decision:

Details of any dispensation granted in respect of any conflict of interest:

This must be left blank. Business Support will seek this information from the Cabinet Member.

Background Papers:

State where any additional papers may be held, any background information (if applicable)

Officer Name (Print)	Sharon Dalton
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Officer Signature	
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Submission date	Friday 2 nd December 2022
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Procurement Approval	na
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Delegated Power Record

Reference	ADCOM-22-275
Delegated Power Forward Plan Reference	
Corporate Plan Priority	Meeting Residents' Needs
Delegation Title	Dispersal of Government Grant provided to support the delivery of new burdens in respect of the Domestic Abuse Act 2021
Delegated Power Number	DP9. The determination of grant aid to the voluntary sector and other bodies within the Council's overall Medium-Term Financial Plan and Medium-Term Plan and associated policies and strategies.
Date of Exercise	23/12/2022
Cabinet Member	Cllr Steve Kay
Assistant Director	Fran Anderson

Signatures

CABINET MEMBER FOR HEALTH AND WELFARE & DEPUTY LEADER OF THE COUNCIL	Date 23/12/2022
MANAGING DIRECTOR	Date 13/12/2022

Call-In (Key Decisions Only)

Date Decision will become effective	
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Delegated Power Record

Are the details of the decision to be public or confidential?

Public

If the details of the decision are confidential, please select the category for exemption under the Local Government Act 1972

Choose an item.

Reference	ADCOM-22-277
Corporate Plan Priority	Meeting Residents' Needs
Delegation Title	Data Support - NECS
Delegated Power Number	455 Exercise power of exemption to Standing Orders in accordance with Section 10 of the Contract Procedure Rules I. the nature of the market for the works to be carried out or the goods or services to be provided has been investigated and is demonstrated to be such that a departure from the requirements of these Rules is justifiable
Date of Exercise	22/12/2022
Cabinet Member	Cllr Mary Ovens
Assistant Director	Victoria Wilson

Type of Decision (Key/Executive/Non-Executive)	Non-Executive
FOR KEY DECISIONS ONLY	
Delegated Power Forward Plan Ref	N/A
Date Decision Published in Forward Plan	
Urgency (For Key Decisions not included in Forward Plan only)	Not Applicable

Background to Decision:

Adult Social Care has a significant resource issue in relation to data management and business intelligence. We are carrying a number of vacancies and currently lack expertise in data management leaving us unable to produce the level of business intelligence to be able to make robust, data informed decisions. This puts us at risk of failing to make data informed decisions, failing to achieve our statutory requirements for data returns and putting at risk our ability to meet the minimum standards expected from the new CQC Assurance regime.

Decision Considerations:

Delegated Power Record

Adult Services needs robust, accurate and timely information to be able to operate effectively. Without such information, we will be in danger of making ill informed decisions, operating inefficiently, failing to support adults effectively and failing to meet our statutory return requirements.

One particular issue currently, is our ability to produce accurate, real time flow data to support hospital discharges. Significant grant funding depends on our ability to adequately support patient flow from the hospital.

To date, we have been unable to recruit the staff resource required to complete these tasks or to find the expertise in house.

Full details of decision:

To award a contract to NHS North of England Commissioning Support Unit to provide six months of support to Adult Social Care, which will include:

- Review current analytical reporting supporting the mandated collections by NHS Digital
- Providing analytical data support
- Training and upskilling our in house staff
- Develop a suite of new reports
- Automation of current data gathering

Financial detail:

A contract for the period 1 January 2023 – 30 June 2023 is £30,000. Funding will be provided from the newly released Hospital Discharge Fund for the years 2022/23 and 2023/24.

Delivering Social Value:

NECS are a regional provider of support in this area.

Reasons for Decision:

A direct award is proposed due to the urgency to be able to complete our statutory returns for the period 2022/23 and the requirement and that the contractor is the only provider with the relevant knowledge of the health and social care data interface locally.

NECS also provide a similar function to areas with the NENC Integrated Care Partnership and so we will benefit hugely from their expertise in terms of integrated data modelling to help the social care and health interface including hospital discharge flow.

Delegated Power Record

<p>Details of alternative options considered (if any) and reasons for rejection:</p> <p>The Council has so far failed to recruit the level of expertise required. No internal expertise has been identified either.</p> <p>Soft market testing has failed to identify any other provider with any capacity.</p>	
<p>Details of any conflict of interest declared by any Elected Member consulted in relation to the decision:</p>	
<p>Details of any dispensation granted in respect of any conflict of interest:</p> <p>This must be left blank. Business Support will seek this information from the Cabinet Member.</p>	
<p>Background Papers:</p> <p>State where any additional papers may be held, any background information (if applicable)</p>	
Officer Name (Print)	
Officer Signature	
Submission date	21/12/2022
Procurement Approval	Request complies with the Council's Contract Procedure Rules

Delegated Power Record

Reference	ADCOM-22-277
Delegated Power Forward Plan Reference	
Corporate Plan Priority	Meeting Residents' Needs
Delegation Title	Data Support NECS
Delegated Power Number	455 Exercise power of exemption to Standing Orders in accordance with Section 10 of the Contract Procedure Rules I. the nature of the market for the works to be carried out or the goods or services to be provided has been investigated and is demonstrated to be such that a departure from the requirements of these Rules is justifiable
Date of Exercise	22/12/2022
Cabinet Member	CLlr Mary Ovens
Assistant Director	Victoria Wilson

Signatures

CABINET MEMBER FOR ADULT SOCIAL CARE	Date 22/12/2022
CHIEF FINANCE OFFICER	Date 22/12/2022
CHIEF LEGAL OFFICER	Date 22/12/2022
CORPORATE DIRECTOR FOR ADULTS AND COMMUNITIES	Date 21/12/2022

Call-In (Key Decisions Only)

Date Decision will become effective	
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Delegated Power Record

Are the details of the decision to be public or confidential?

Public

If the details of the decision are confidential, please select the category for exemption under the Local Government Act 1972

Choose an item.

Reference	ADCOM-22-278
Corporate Plan Priority	Meeting Residents' Needs
Delegation Title	Warm Spaces Physical Activity Co-ordination and Delivery
Delegated Power Number	DP455 - Exercise power of exemption to Standing Orders in accordance with Section 10 of the Contract Procedure Rules. V. there are other circumstances which are genuinely exceptional
Date of Exercise	23/12/2022
Cabinet Member	Cllr Steve Kay
Assistant Director	Fran Anderson

Type of Decision (Key/Executive/Non-Executive) See Scheme of Delegation to Officers – Council Constitution	Executive (Non-Key)
FOR KEY DECISIONS ONLY	
Delegated Power Forward Plan Ref	If a key decision has not been published in the forward plan at least 28 days in advance of the decision being taken, then the urgency or special urgency rules must be applied, and relevant forms completed in conjunction with Democratic Services
Delegated Power Forward Plan Ref	
Date Decision Published in Forward Plan	Click or tap to enter a date. To be completed by Democratic Services
Urgency (For Key Decisions not included in Forward Plan only)	Choose an item.

Background to Decision:

Delegated Power Record

The Sport England funded pilot programme “You’ve Got This” (YGT) is led by Redcar and Cleveland Borough Council working in partnership with Middlesbrough Council and a wider partnership of stakeholders (we call this The Exchange). YGT’s Vision is “Active Lives as a Way of Life”. At a South Tees-wide level the priorities are building physical activity into programmes where it can add significant value to current practice, including social prescribing, prehabilitation, weight management and type 2 diabetes remission. There is also a locality-based approach in the Community Focus Area that includes Grangetown, South Bank, North Ormesby & Brambles and Thorntree. Delivery is through The Exchange, supported by a smaller management group made up of key stakeholders (we call this the Programme Management Office) and a small staff team.

This piece of work, which is part of the approved programme of work with Sport England, focusses on developing, coordinating, and managing a network of physical activity delivery alongside the existing Warm Spaces across South Tees. Supporting local residents to be active in community spaces where they feel comfortable and safe, whilst also adding an element of movement and fun to place with potential stigma attached due to the focus of the cost of living crisis.

In line with our model of distributed leadership and recognising the limited capacity of the Core Team, we have undertaken a collaborative commissioning exercise to appoint a partner to manage the decision-making and grant awarding process on behalf of YGT.

Decision Considerations:

The approach to procuring this contract was agreed with the funder (Sport England). The Local Delivery Pilots are a departure away from the normal transactional delivery method previously employed by Sport England with one of their senior managers embedded within the local team delivering the work. This provides critical additional support and guidance and helps to keep the local work true to the local and national principles of the Local Delivery Pilots.

Locally, a partnership has been formed, known as The Exchange, joined by a shared commitment to tackling physical inactivity locally. All members demonstrate their commitment by signing up to a Pledge agreement. This forms the basis for the delivery of You’ve Got This and has been agreed by Sport England (i.e. it must be adhered to). Part of the agreement covers delivery of services or functions by The Exchange members using the defined collaborative commissioning model, for works under the financial threshold for open tendering. This commissioning model encourages Exchange members to collaborate, rather than compete, but also includes an informal tendering process where more than one collaboration emerges. There is also the provision for an external tendering process where either there is no interest from The Exchange or where the submissions are not considered acceptable. Through the process, two partners emerged, which then underwent a competitive process. For the co-ordination and management of this programme a partnership has formed with Middlesbrough Football Club Foundation leading.

Warm Spaces Physical Activity Co-ordination and Delivery will be fully funded by Sport England, with no costs incurred directly by RCBC. It formed part of the approved scheme of works submitted to Sport England as part of the Accelerator proposal approved in December 2021. Sport England, the funder, has been fully involved in the decision-making process.

Delegated Power Record

All required pre-contract checks have been carried out on the supplier.

Full details of decision:

To award a contract to Middlesbrough Football Club Foundation to deliver Warm Spaces Physical Activity Co-ordination and Delivery contracting for 12 months with an optional extension of 15 Months.

Financial detail:

£125,000 full contract value including optional extension periods. With an annual cost of £76,000.

Middlesbrough Football Club Foundation are contributing £50,000 in kind.

Warm Spaces Physical Activity Co-ordination and Delivery will be fully funded by Sport England, with no costs incurred directly by RCBC.

Delivering Social Value:

Middlesbrough Football Club Foundation are working to contribute to the social value charter with some key elements being the delivery of Environmental Sustainability Policy and Action Plan, employing local residents and support local community to lead an active lifestyle and engage with their local spaces.

Reasons for Decision:

Warm Spaces Physical Activity Co-ordination and Delivery is an agreed part of the work programme with Sport England. Insight collected through YGT, has demonstrated the need for a programme of delivery alongside the Warm Spaces across South Tees to support residents to lead an active life.

The offer was developed through our insight and the commission made openly through The Exchange, using our collaborative commissioning model. Two proposals were submitted and assessed through a competitive process.

Details of alternative options considered (if any) and reasons for rejection:

Scheme directly managed by YGT: This option would reduce the management costs of the programme and allow for an increased funding. However, there is insufficient skills and capacity within the team to deliver this work.

Commissioning through an open tender: The collaborative commissioning process has been established as the means of commissioning for contracts below the threshold within YGT, provided there are sufficient skills available in The Exchange. Collaborative commissioning builds capacity, trust and a value of physical activity within the local system, key components of the agreed approach with Sport England. The contract falls below the threshold and an assessment of skills at an early stage evidenced that the appropriate skills were available locally.

Delegated Power Record

<p>An open tender process was therefore rejected. Collaborative commissioning also helps boost the local economy, meeting the Council’s social value aspirations.</p>	
<p>Details of any conflict of interest declared by any Elected Member consulted in relation to the decision:</p> <p>This must be left blank. Business Support will seek this information from the Cabinet Member.</p>	
<p>Details of any dispensation granted in respect of any conflict of interest:</p> <p>This must be left blank. Business Support will seek this information from the Cabinet Member.</p>	
<p>Background Papers:</p> <p>State where any additional papers may be held, any background information (if applicable)</p>	
<p>Officer Name (Print)</p>	<p>Lauren Perkin</p>
<p>Officer Signature</p>	
<p>Submission date</p>	<p>20/12/2022</p>
<p>Procurement Approval</p>	<p>This request complies with the Council’s Contract Procedure Rules</p>

Delegated Power Record

Reference	ADCOM-22-278
Delegated Power Forward Plan Reference	
Corporate Plan Priority	Meeting Residents' Needs
Delegation Title	Warm Spaces Physical Activity Co-ordination and Delivery
Delegated Power Number	DP455 - Exercise power of exemption to Standing Orders in accordance with Section 10 of the Contract Procedure Rules. V. there are other circumstances which are genuinely exceptional
Date of Exercise	23/12/2022
Cabinet Member	Cllr Steve Kay
Assistant Director	Fran Anderson

Signatures

CABINET MEMBER FOR HEALTH AND WELFARE & DEPUTY LEADER OF THE COUNCIL	Date 23/12/2022
CHIEF FINANCE OFFICER	Date 22/12/2022
CHIEF LEGAL OFFICE	Date 22/12/2022
CORPORATE DIRECTOR FOR ADULTS AND COMMUNITIES	Date 22/12/2022

Call-In (Key Decisions Only)

Date Decision will become effective	
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CHILDREN AND FAMILIES DIRECTORATE

DELEGATED DECISIONS

(Please note signatures/audit trails are held for all decisions. Signatures in these papers have been redacted before publication for security purposes)

Delegated Power Record

Are the details of the decision to be public or confidential?

Public

If the details of the decision are confidential, please select the category for exemption under the Local Government Act 1972

Choose an item.

Reference	CF-22-057
Corporate Plan Priority	Meeting Residents' Needs
Delegation Title	Attendance Research Consultancy Services
Delegated Power Number	455 - Exercise power of exemption to Standing Orders in accordance with Section 10 of the Contract Procedure Rules. I. the nature of the market for the works to be carried out or the goods or services to be provided has been investigated and is demonstrated to be such that a departure from the requirements of these Rules is justifiable.
Date of Exercise	13/12/2022
Cabinet Member	Cllr Alison Barnes
Assistant Director	Clare Mahoney

Type of Decision (Key/Executive/Non-Executive) See Scheme of Delegation to Officers – Council Constitution	Executive (Non-Key)
FOR KEY DECISIONS ONLY	
Delegated Power Forward Plan Ref	If a key decision has not been published in the forward plan at least 28 days in advance of the decision being taken, then the urgency or special urgency rules must be applied, and relevant forms completed in conjunction with Democratic Services
Delegated Power Forward Plan Ref	N/A
Date Decision Published in Forward Plan	Click or tap to enter a date. To be completed by Democratic Services
Urgency (For Key Decisions not included in Forward Plan only)	Choose an item.

Delegated Power Record

Background to Decision:

Redcar and Cleveland Borough Council's (RCBC) long-term goal is to improve attendance in Redcar and Cleveland (R&C) schools and colleges, and particularly for those children living in our most disadvantaged wards, with the wider longer-term benefits for their health, wellbeing, and economic prospects.

To achieve this, RCBC and our partners need to gain a better understanding of the local reasons for children and young people being absent from education. By understanding the locally specific causal influences and potential consequences, we would like to develop a theory of change to achieve positive social change for our children and young people. Anglo American through the Woodsmith Social Economic Development (SED) Fund has awarded Redcar and Cleveland Borough Council £25,000 in a one-off, non-refundable payment to engage a consultant to develop a theory of change.

Decision Considerations:

The research findings will have a positive impact on children and young people in Redcar and Cleveland, by helping to shape services to improve their attendance in school and their longer-term prospects in work and life.

Council's Contract Procedure Rules.

IR35 checks have been completed.

The supplier has completed a Supplier Questionnaire which has been assessed.

Full details of decision:

Approval is requested to award a contract to SkyBlue Research Consultancy to deliver 35 days of consultancy services for a 12-month period from January 2023 to December 2023.

Financial detail:

Total contract value is £25,000

Funding received from Anglo American.

Delivering Social Value:

Children's absence from education also places an enormous strain on families, both emotionally and financially and the lifetime costs to the state of a NEET young person have been shown to be significant (approx. £54,000).

In developing a theory of change and creating a cultural shift in the Borough, we would aim to reduce the numbers of children absent from schools and those missing education, with the longer-term impact of improved health, wellbeing, social benefits, and life chances.

The Consultant has signed the Council's Social Value Charter.

Delegated Power Record

<p>Reasons for Decision:</p> <p>Research demonstrates that children have stated that unhappiness at school is their biggest barrier to attendance. Particularly apparent amongst pupils with special educational needs or disabilities and those with poor physical health, who felt that they did not receive the adequate level of support at school for their needs and who also experienced bullying. It was also similar for children who suffer with their mental health; however, we believe that locally barriers are more complex and need a great deal more investigation.</p> <p>The consultant we would like to engage from SkyBlue Research Consultancy is also currently working on the Woodsmith Education Programme and has undertaken detailed research to shape the pilot programme that is focussed on improving the circumstances for disadvantage young people in Redcar and Cleveland. This research will build on the Consultant's existing research, providing a body of data that they have already collected.</p>	
<p>Details of alternative options considered (if any) and reasons for rejection:</p> <p>N/A</p>	
<p>Details of any conflict of interest declared by any Elected Member consulted in relation to the decision:</p> <p>This must be left blank. Business Support will seek this information from the Cabinet Member.</p>	
<p>Details of any dispensation granted in respect of any conflict of interest:</p> <p>This must be left blank. Business Support will seek this information from the Cabinet Member.</p>	
<p>Background Papers:</p> <p>Attached funding letter and initial proposal.</p>	
Officer Name (Print)	Amanda Olvanhill
Officer Signature	
Submission date	17.11.2022
Procurement Approval	Request complies with the Council's Contract Procedure Rules

Reference	CF-22-057
Delegated Power Forward Plan Reference	
Corporate Plan Priority	Meeting Residents' Needs
Delegation Title	Attendance Research Consultancy Services

Delegated Power Record

Delegated Power Number	455 - Exercise power of exemption to Standing Orders in accordance with Section 10 of the Contract Procedure Rules. I. the nature of the market for the works to be carried out or the goods or services to be provided has been investigated and is demonstrated to be such that a departure from the requirements of these Rules is justifiable.
Date of Exercise	13/12/2022
Cabinet Member	Cllr Alison Barnes
Assistant Director	Claire Mahoney

Signatures

CABINET MEMBER FOR CHILDREN	Date 13/12/2022
CHIEF FINANCE OFFICER	Date 13/12/2022
CHIEF LEGAL OFFICER	Date 12/12/2022
CORPORATE DIRECTOR FOR CHILDREN AND FAMILIES	Date 13/12/2022

Call-In (Key Decisions Only)

Choose an item.

Reasons for dis-applying Call-In due to urgency to be added here if relevant. This will need to be reported to the next meeting of the Borough Council and the reasons must demonstrate that any delay likely to be caused by the call-in process would seriously prejudice the Council's or the public's interests.

Date Decision will become effective	Click or tap to enter a date. To be completed by Democratic Services – date will be not less than expiry of 5 working days from publication unless urgency applies.
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Delegated Power Record

Are the details of the decision to be public or confidential?

Public

If the details of the decision are confidential, please select the category for exemption under the Local Government Act 1972

Choose an item.

Reference	CF-22-058
Corporate Plan Priority	Meeting Residents' Needs
Delegation Title	Short Breaks framework – Group Activities (Lot 1)
Delegated Power Number	DP 453 - In accordance with the Council’s Contract Procedure Rules 9.17: Power to vary the terms of an existing contract, where there is provision within the contract to do so
Date of Exercise	23/11/2022
Cabinet Member	Cllr Alison Barnes
Assistant Director	Victoria McLeod
Type of Decision (Key/Executive/Non-Executive)	Executive (Non-Key)
FOR KEY DECISIONS ONLY	
Delegated Power Forward Plan Ref	N/A
Date Decision Published in Forward Plan	
Urgency (For Key Decisions not included in Forward Plan only)	Not Applicable

Background to Decision:

The Council has a statutory duty to provide Short Breaks for disabled children and young people under the Short Breaks for Carers of Disabled Children Regulations 2011. In addition, reforms to the Children and Families Act 2014 for children with special educational needs and disabilities (SEND) came into effect on 1st September 2014 making it a legal requirement that provision for this cohort of children and young people was extended from birth to 25 years. This has been incorporated into the Framework allowing eligible children and young people from birth to 25 years access to Short Breaks.

Short Breaks are intended to have positive benefits for both disabled children and young people and their parents and carers.

Short breaks provide opportunities for disabled children and young people:

- To spend time away from their parents/carers.
- The chance to develop new friendships.

Delegated Power Record

- To develop their independence.
- To take part in new experiences and to have fun doing positive activities such as swimming, youth clubs, day trips with friends and much more.

Short breaks aim to provide parents and carers with:

- A necessary and valuable break from their caring responsibility.
- A chance to rest and unwind.
- To spend time with other members of the family.

The current framework commenced on 1st May 2019 for 2 years with 2 x 12-month extensions. The Short Breaks Framework has entered into its final optional extension due to end on 30th April 2023.

Provision under the Framework is split into 3 Lots – Group Activities (Lot 1), Community Care and Support (Lot2) and Residential (Lot 3). Community Care and Support and Residential provision are social work referral services, needs are identified via a social care assessment and approval at Children with Disabilities Panel. Short Break Group Provision is a self-referral service and is awarded on an annual basis to providers on Lot 1 via a further competition. We refresh the Groups on an annual basis so we can ensure the provision is meeting local carers needs (as per our Statutory Duty). The further competition process takes around 5 months, so to ensure we have provision in place for families from the 1st April 2023, a variation to the contract term is being requested to continue with Lot 1 of the Framework until 31 March 2024. Alternative provision will be made regarding the services previously delivered under Lots 2 and 3.

Decision Considerations:

This variation to the Framework contract term for Lot 1 – Group provision prevents a break in service for families and will allow for consultation with families, providers and professionals to be undertaken to ensure the provision is fit for purpose and the authority is carrying out its duties to ensure children, young people and their families have a role in shaping the support they receive.

Consultation processes will commence early 2023 to begin the procurement process for the new Short Breaks provision from April 2024.

Full details of decision:

Approval is sought to vary the terms of the current Short Breaks Framework Lot 1 only for 11 months from 1st May 2023 until 31st March 2024 until the new framework has commenced.

Financial detail:

Budget Code: 10021

Estimated contract value of Lot 1 from 1 May 2019 to 30 April 2023 is £423,737





Delegated Power Record

<p>Estimated contract value of the variation to continue Lot 1 provision from 1st May 2023 to 31 March 2024 would be up to £119,000.</p>	
<p>Delivering Social Value:</p> <p>The Providers have signed up to the Redcar and Cleveland Council Social Value Charter</p>	
<p>Reasons for Decision:</p> <p>The variations will maintain the Council’s Statutory Duty to provide Short Breaks.</p>	
<p>Details of alternative options considered (if any) and reasons for rejection:</p> <p>Commencing a procurement process for a new short breaks framework from April 2023 was considered, however, there is insufficient time to award a new framework and then undertake a further competition process between the new providers for the Group provision without impacting on the services delivered. A break in service provision would potentially cause families to go into crisis, increased referrals into social care, negative publicity and risk of losing providers.</p>	
<p>Details of any conflict of interest declared by any Elected Member consulted in relation to the decision:</p>	
<p>Details of any dispensation granted in respect of any conflict of interest:</p> <p>This must be left blank. Business Support will seek this information from the Cabinet Member.</p>	
<p>Background Papers:</p> <p>State where any additional papers may be held, any background information (if applicable)</p>	
Officer Name (Print)	Becky Dale
Officer Signature	
Submission date	14/11/22
Procurement Approval	Request complies with Contract Procedure Rules

Delegated Power Record

Reference	CF-22-058
Delegated Power Forward Plan Reference	
Corporate Plan Priority	Meeting Residents' Needs
Delegation Title	Short Breaks framework – Group Activities (Lot 1)
Delegated Power Number	DP 453 - In accordance with the Council's Contract Procedure Rules 9.17: Power to vary the terms of an existing contract, where there is provision within the contract to do so
Date of Exercise	23/11/2022
Cabinet Member	Cllr Alison Barnes
Assistant Director	Victoria McLeod

Signatures

CABINET MEMBER FOR CHILDREN 	Date 23/11/2022
CHIEF FINANCE OFFICER 	Date 22/11/2022
CHIEF LEGAL OFFICER 	Date 21/11/2022
CORPORATE DIRECTOR FOR CHILDREN AND FAMILIES 	Date 23/11/2022

Call-In (Key Decisions Only)

Date Decision will become effective	
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Delegated Power Record

Are the details of the decision to be public or confidential?

Public

If the details of the decision are confidential, please select the category for exemption under the Local Government Act 1972

Choose an item.

Reference	CF-22-061
Corporate Plan Priority	Meeting Residents' Needs
Delegation Title	Kirkleatham Hall School extension and improvement works
Delegated Power Number	DP: 453 - In accordance with the Council's Contract Procedure Rules 9.17: Power to vary the terms of an existing contract, where there is provision within the contract to do so
Date of Exercise	12/12/2022
Cabinet Member	Cllr Alison Barnes
Assistant Director	Clare Mahoney

Type of Decision (Key/Executive/Non-Executive) See Scheme of Delegation to Officers – Council Constitution	Executive (Non-Key)
FOR KEY DECISIONS ONLY	
Delegated Power Forward Plan Ref	N/A
Date Decision Published in Forward Plan	
Urgency (For Key Decisions not included in Forward Plan only)	Not Applicable

Background to Decision:

In January 2021, Delegated Power 450 was used to award a contract to Tolent Construction Limited to deliver the construction contract to extend Kirkleatham Hall School.

The school extension, enabling a capacity expansion for 12 additional pupils, as well as extensive improvements to the main hall, offices, ancillary spaces, and a rebound therapy hall, commenced on site in November 2021 and was due to complete in September 2022.

The project has encountered a number of issues on site that have resulted in a delay to the project. These include: an extended archaeological investigation period; underground obstructions uncovered during groundwork/archaeological investigation that resulted in the

Delegated Power Record

need to redesign the structural steel frame and drainage; redesign of roof interface when the existing hall was opened up, and some general change to project scope. In addition, these various changes and delays have been compounded by revisions to sequencing of trades and availability of labour and materials.

The school are now occupying the new classroom space being an early section completed, but the main hall and office extension may not be complete until February 2023, representing an additional 5 months. Consequently, the project re-design elements and delay to implementation have resulted in additional cost and thus a requirement to vary the contract.

Decision Considerations:

The project was approved by Cabinet at its meeting on 26th January 2021. Cabinet agreed to delegate any adjustments to the project to the Director of Children's Services in consultation with the Cabinet member for Children.

The additional contract cost below is based on agreed contract variations. A limited number of expected variations remain outside of this, and some cost elements are yet to be fully interrogated. The appointed design team, including cost management professionals, are interrogating all costs submitted before recommendation for approval.

Full details of decision:

Approval is requested to vary the contract with Tolent Construction Limited for the construction of Kirkleatham Hall School Extension. The variation is to increase the contract term by 5 months for the additional works and variations instructed, to the additional value of £283,438.

Financial detail:

Original contract value - £2,163,971

Value of contract variation - £283,438

Total contract value will be revised to £2,447,409

The additional capital funding will be sourced from the DfE grant fund, the High Needs Capital Fund and a school contribution for school-initiated variations.

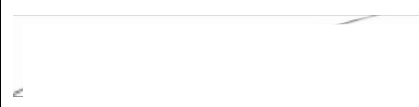
Delivering Social Value:

The organisation has signed the Council's Social Value Charter and submitted a programme of costed social value actions, which are being monitored as part of the contract.

Reasons for Decision:

To enable the successful completion of the contract with no detrimental reduction in the quality or scope of works and to ensure successful occupation of the new facility as swiftly as practically possible. The contract variation is essential to ensure the uninterrupted completion of the contract.

Delegated Power Record

<p>Details of alternative options considered (if any) and reasons for rejection:</p> <p>Not applicable in this instance.</p>	
<p>Details of any conflict of interest declared by any Elected Member consulted in relation to the decision:</p> <p>This must be left blank. Business Support will seek this information from the Cabinet Member.</p>	
<p>Details of any dispensation granted in respect of any conflict of interest:</p> <p>This must be left blank. Business Support will seek this information from the Cabinet Member.</p>	
<p>Background Papers:</p> <p>Original Forward Plan entry CF0010. Previous award CF-21-037</p>	
Officer Name (Print)	Ian Dunn
Officer Signature	
Submission date	30.11.2022
Procurement Approval	Request complies with the Council's Contract Procedure Rules

Delegated Power Record

Reference	CF-22-061
Delegated Power Forward Plan Reference	
Corporate Plan Priority	Meeting Residents' Needs
Delegation Title	Kirkleatham Hall School extension and improvement works
Delegated Power Number	DP: 453 - In accordance with the Council's Contract Procedure Rules 9.17: Power to vary the terms of an existing contract, where there is provision within the contract to do so
Date of Exercise	12/12/2022
Cabinet Member	CLlr Alison Barnes
Assistant Director	Claire Mahoney

Signatures

CABINET MEMBER FOR CHILDREN	Date 09/12/2022
CHIEF FINANCE OFFICER	Date 08/12/2022
CHIEF LEGAL OFFICER	Date 07/12/2022
CORPORATE DIRECTOR FOR CHILDREN AND FAMILIES	Date 09/12/2022

Call-In (Key Decisions Only)

Date Decision will become effective	
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Delegated Power Record

Are the details of the decision to be public or confidential?

Public

If the details of the decision are confidential, please select the category for exemption under the Local Government Act 1972

Choose an item.

Reference	CF-23-003
Corporate Plan Priority	Meeting Residents' Needs
Delegation Title	Education support - Asylum and Refugees
Delegated Power Number	Delegated Power 5: To take action to deliver works and services and to implement partnering initiatives, having regard to the Council's overall policy framework and associated policies and strategies, the Medium-Term Financial Plan, the annual budget and all enabling legislation.
Date of Exercise	12/01/2023
Cabinet Member	Cllr Alison Barnes
Assistant Director	Clare Mahoney

Type of Decision (Key/Executive/Non-Executive)	Executive (Non-Key)
FOR KEY DECISIONS ONLY	
Delegated Power Forward Plan Ref	N/A
Date Decision Published in Forward Plan	
Urgency (For Key Decisions not included in Forward Plan only)	Not Applicable

Background to Decision:

All children must have access to education and any barriers to learning identified and removed. To support with ethnic minority students, we seek to commission a local Multicultural Service to be available to schools in Redcar and Cleveland, to assist with support of refugee and asylum seeker children who live in the borough.

we aim to partnership with Middlesbrough Borough Council's Ethnic Minority Achievement Team to support Redcar and Cleveland Borough Council vulnerable children to attend education and to identify and support removal with any barriers to education.

The Ethnic Minority Achievement Team (EMAT) is a team of professionals including teachers, teaching assistants, an educational welfare officer and family support workers. Whose aim is to work in partnership with schools to support pupils with English as an additional language (EAL), to access high-

Delegated Power Record

quality education. Providing a holistic approach to supporting our families is the most effective way to ensure that our Ethnic Minority, EAL pupils achieve their potential.

This service, will:

- support and promote the educational achievement of Ethnic Minority students
- welcome International New Arrivals (INA), and support them to access school and educational opportunities
- offer targeted support in-school to promote EAL across the curriculum and support EAL learners to achieve, in partnership with schools
- act as an important link between school and home with first language support
- provide and promote cultural awareness
- deliver training, including bespoke training packages in school
- assess students' language upon first arrival to accurately identify need, and provide a focus on pupil progression
- attend meetings and network with other professionals working with EAL learners and their families to ensure a coordinated approach

We are seeking to enter a contract with Middlesbrough Borough Council to deliver in partnership an Ethnic Minority Achievement Service across Redcar and Cleveland.

Decision Considerations:

All children must have access to education and any barriers to learning are identified and removed.

Assistant Director has approved this as essential spend.

Full details of decision:

To enter a contract with The Council of the Borough of Middlesbrough, PO Box 503, Town Hall, Middlesbrough, TS1 9FX for the delivery of an Education support - Asylum and Refugees Service.

Contract Term; 1st January 2023 to 31st December 2023

Financial detail:

Funding for this service is from the refugee and asylum seeker funding

Full Annual Contract Value is £ 48,368.00 + VAT

Additional charges if taken;

Translation of Documents over the inclusive 10,000 words at £0.09 per word and Provision of Interpreters at £25 per hour - Estimated potential additional annual contract value up to £1000

Delivering Social Value:

The service will deliver Social Value through its delivery to support ethnic minority students maintain and improve access to education services delivering better potential outcomes in later life.

Reasons for Decision:

Delegated Power Record

To allow ethnic minority student children in Redcar and Cleveland to have access to education and that any barriers to learning are identified and removed.	
Details of alternative options considered (if any) and reasons for rejection:	
Advertised to the Market – rejected as Middlesbrough Borough Council have developed a team who provide a service with years of trust and unequalled access to local knowledge which will deliver best value.	
Details of any conflict of interest declared by any Elected Member consulted in relation to the decision:	
Details of any dispensation granted in respect of any conflict of interest:	
Background Papers:	
Officer Name (Print)	Andrew Hames
Officer Signature	
Submission date	29.12.2022
Procurement Approval	N/A – not a procurement

Delegated Power Record

Reference	CF-23-003
Delegated Power Forward Plan Reference	N/A
Corporate Plan Priority	Meeting Residents' Needs
Delegation Title	Education support - Asylum and Refugees
Delegated Power Number	Delegated Power 5: To take action to deliver works and services and to implement partnering initiatives, having regard to the Council's overall policy framework and associated policies and strategies, the Medium-Term Financial Plan, the annual budget and all enabling legislation.
Date of Exercise	12/01/2023
Cabinet Member	CLlr Alison Barnes
Assistant Director	Meeting Residents' Needs

Signatures

CABINET MEMBER FOR CHILDREN	Date 12/01/2023
MANAGING DIRECTOR	Date 11/01/2023
Executive Director for Children & Families	Date 12/01/2023

Call-In (Key Decisions Only)

Date Decision will become effective	
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RESOURCES & GROWTH DIRECTORATE DELEGATED DECISIONS

(Please note signatures/audit trails are held for all decisions. Signatures in these papers have been redacted before publication for security purposes)

Delegated Power Record

Are the details of the decision to be public or confidential?

Public

If the details of the decision are confidential, please select the category for exemption under the Local Government Act 1972

Choose an item.

Reference	RES-22-079
Corporate Plan Priority	Tackling Climate Change and Enhancing the Natural Environment
Delegation Title	ADT Intruder and Fire Alarm Maintenance and Monitoring Contract
Delegated Power Number	455 - Exercise power of exemption to Standing orders in accordance with Section 10 of the Contract procedure Rules: i. the nature of the market for the works to be carried out or the goods or services to be provided has been investigated and is demonstrated to be such that a departure from the requirements of these rules is justified.
Date of Exercise	23/05/2022
Cabinet Member	Cllr Glyn Nightingale
Assistant Director	Phil Winstanley

Type of Decision (Key/Executive/Non-Executive) See Scheme of Delegation to Officers – Council Constitution	Executive (Non-Key)
FOR KEY DECISIONS ONLY	
Delegated Power Forward Plan Ref	
Date Decision Published in Forward Plan	
Urgency (For Key Decisions not included in Forward Plan only)	Not Applicable

Background to Decision:

Approval is requested to award a contract to ADT Security to deliver the following services for a 3 year period commencing 1st April 2022 until 31st March 2025

All maintenance costs will be held for the full term of the contract from the 2021/2022 figures

These services include Access Control Systems, Intruder Alarm and Fire Alarm Maintenance and Monitoring across various Council Properties

Delegated Power Record

- Access Controls - £ 1,300.00
- Intruder Alarm Maintenance and Monitoring - £ 22,200.00
- Fire Alarm Maintenance and Monitoring - £ 7,863.00
- **Total Annual Cost - £ 31,363**

If any of the properties which ADT Security services are sold, refurbished, or have a change of the contract, cost will be adjusted accordingly

Decision Considerations:

Delegated Power 455:

Exercise power of exemption to standing orders in accordance with Section 10 of the contract procedure rules as the proposed contract relates to the following: -

- i. the nature of the market for the works to be carried out or the goods or services to be provided has been investigated and is demonstrated to be such that a departure from the requirements of these rules is justified.

The type of alarms and equipment installed by ADT are their own manufactured equipment and as such cannot be maintained by a secondary party or supplier. This restricts the opportunity for a tender exercise to demonstrate value for money.

Full details of decision:

Approval is requested to award a 3 year contract to ADT Fire and Security .

The contract is to start in April 2022 and to continue as stated above

Financial detail:

Total Contract spend for 2022/23 - £ 31,363.00

The total contract Value will be £94,089.00

This contract will be funded from Cyclical Maintenance revenue code 10156 R2004

Delivering Social Value:

As part of this procurement process ADT have signed Redcar and Cleveland Social Value Charter

ADT are a National Company and as part of the procurement process, they identified that they employ local and use local suppliers and they are committed to reducing the carbon footprint.

Reasons for Decision:

To ensure the continuing monitoring and maintenance of ADT Fire and Intruder Alarm Systems within Council properties

Details of alternative options considered (if any) and reasons for rejection:

No alternative options available.

Details of any conflict of interest declared by any Elected Member consulted in relation to the decision:

Details of any dispensation granted in respect of any conflict of interest:

Background Papers:

Background papers are held within the Asset Management team in electronic format.

Officer Name (Print)	Denise Boyle
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Delegated Power Record

Officer Signature		
Submission date	23/05/2022	
Procurement Approval		This request complies with the Council's Contract Procedure Rules.

Delegated Power Record

Reference	RES-22-079
Delegated Power Forward Plan Reference	
Corporate Plan Priority	Tackling Climate Change and Enhancing the Natural Environment
Delegation Title	ADT Intruder and Fire Alarm Maintenance and Monitoring Contract
Delegated Power Number	455 - Exercise power of exemption to Standing orders in accordance with Section 10 of the Contract procedure Rules: i. the nature of the market for the works to be carried out or the goods or services to be provided has been investigated and is demonstrated to be such that a departure from the requirements of these rules is justified.
Date of Exercise	23/05/2022
Cabinet Member	Cllr Glyn Nightingale
Assistant Director	Phil Winstanley

Signatures

CABINET MEMBER FOR RESOURCES	Date 27/05/2022
CHIEF FINANCE OFFICER	Date 26/05/2022
CHIEF LEGAL OFFICER	Date 24/05/2022
MANAGING DIRECTOR	Date 24/05/2022

Call-In (Key Decisions Only)

Date Decision will become effective	
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Delegated Power Record

Are the details of the decision to be public or confidential?

Public

If the details of the decision are confidential, please select the category for exemption under the Local Government Act 1972

Choose an item.

Reference	RES-22-083
Corporate Plan Priority	Improving the Physical Appearance of the Borough and Enhancing Prosperity
Delegation Title	Principal Designer Services for Eston Swimming Pool
Delegated Power Number	451 – Where only one tender or quotation submission has been received, award the Contract to the single bidder
Date of Exercise	23/05/2022
Cabinet Member	Cllr Chris Gallacher TD, VR
Assistant Director	Andrew Carter

Type of Decision (Key/Executive/Non-Executive) See Scheme of Delegation to Officers – Council Constitution	Executive (Non-Key)
FOR KEY DECISIONS ONLY	
Delegated Power Forward Plan Ref	If a key decision has not been published in the forward plan at least 28 days in advance of the decision being taken, then the urgency or special urgency rules must be applied, and relevant forms completed in conjunction with Democratic Services
Date Decision Published in Forward Plan	Click or tap to enter a date. To be completed by Democratic Services
Urgency (For Key Decisions not included in Forward Plan only)	Not Applicable

Delegated Power Record

Background to Decision:

Following Cabinet approval to the Eston Swimming Pool project and budget in September 2021 and appointment of a contractor led design team and EA / QS support, a competitive procurement process was undertaken to appoint the Principal Designer (PD) role for the Eston Swimming Pool project as we progress into RIBA stage 2 and beyond.

Decision Considerations:

Contract Procedure Rules

Full details of decision:

Approval is requested to award a contract to A&N Safety Consultants for Principal Designer services for the Eston Swimming Pool project.

The contract period will be from June 2022 until early 2024 with the ability to terminate the contract at each RIBA stage should this be required.

Financial detail:

Total Contract Value is £22,000 including contingency.

Contract Funding is secured through the R&CBC medium term financial plan.

Delivering Social Value:

The successful bidder has signed up to the Council's Social Value Charter and set out robust measures for contributing to the local outputs of the Charter. A sustainability charter and measurable KPIs around local targets are a key element of the project as a whole.

Reasons for Decision:

A competitive procurement process was carried out via the NEPO Portal and only one submission was received. The submission was fully appraised by Officers taking into account the evaluation criteria of quality and price. A&N Safety Consultants provided an advantageous bid that is within budget and provides a comprehensive Principle Designer role for the project.

Details of alternative options considered (if any) and reasons for rejection:

N/A

Details of any conflict of interest declared by any Elected Member consulted in relation to the decision:

This must be left blank. Business Support will seek this information from the Cabinet Member.

Details of any dispensation granted in respect of any conflict of interest:

This must be left blank. Business Support will seek this information from the Cabinet Member.

Background Papers:

S:\CExec\Regeneration Services\Place Investment Team\Eston Leisure Centre

Delegated Power Record

Officer Name (Print)	Andrew Richardson	
Officer Signature		
Submission Date	24/05/2022	
Procurement Approval		Request complies with the current Contract Procedure Rules

Delegated Power Record

Reference	RES-22-083
Delegated Power Forward Plan Reference	N/A
Corporate Plan Priority	Improving the Physical Appearance of the Borough and Enhancing Prosperity
Delegation Title	Award of contract for Principal Designer services for Eston Swimming Pool
Delegated Power Number	451 – Where only one tender or quotation submission has been received, award the Contract to the single bidder
Date of Exercise	23/05/2022
Cabinet Member	Cllr Chris Gallacher, TD, VR
Assistant Director	Andrew Carter

Signatures

CABINET MEMBER FOR ECONOMIC DEVELOPMENT	Date 27/05/2022
CHIEF FINANCE OFFICER	Date 26/05/2022
CHIEF LEGAL OFFICER	Date 24/05/2022
MANAGING DIRECTOR	Date 24/05/2022

Call-In (Key Decisions Only)

Date Decision will become effective	
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Delegated Power Record

Are the details of the decision to be public or confidential?

Public

If the details of the decision are confidential, please select the category for exemption under the Local Government Act 1972

Choose an item.

Reference	RES-22-086
Corporate Plan Priority	Improving the Physical Appearance of the Borough and Enhancing Prosperity
Delegation Title	Comfort Call Limited
Delegated Power Number	144
Date of Exercise	31/05/2022
Cabinet Member	Cllr Glyn Nightingale
Assistant Director	Phil Winstanley

Type of Decision (Key/Executive/Non-Executive) See Scheme of Delegation to Officers – Council Constitution	Non-Executive
FOR KEY DECISIONS ONLY	
Delegated Power Forward Plan Ref	If a key decision has not been published in the forward plan at least 28 days in advance of the decision being taken, then the urgency or special urgency rules must be applied, and relevant forms completed in conjunction with Democratic Services
Delegated Power Forward Plan Ref	
Date Decision Published in Forward Plan	Click or tap to enter a date. To be completed by Democratic Services
Urgency (For Key Decisions not included in Forward Plan only)	Not Applicable

Background to Decision:

Comfort Call Limited would like to occupy offices 35 and 41 at South Tees Business Centre
Comfort Call Limited provide healthcare in the community.

Tenant agreed to pay £469 plus VAT per calendar month for room 35. Annual rent of £6097 plus VAT

Tenant agreed to pay £298 plus VAT per calendar month for room 41. Annual rent of £3576 plus VAT

Delegated Power Record

<p>Total deposit to be held for both rooms £767 ex VAT</p> <p>Business rates will be paid by the tenant where applicable</p>
<p>Decision Considerations: Fees and costs as above to be paid to RCBC</p>
<p>Full details of decision: To grant agreements for 12 months plus</p>
<p>Financial detail: Room 35 annual rent £6097 ex VAT Room 41 annual rent £3576 ex VAT</p>
<p>Delivering Social Value: In occupying space in one of our business centres a new tenant not only supports the council's economy by generating income, but it also adds social value by local employment, investing locally as well as supporting the wider local economy. Networking opportunities created through the tenant's meetings also add social value.</p>
<p>Reasons for Decision: To generate, help grow and expand South Tees Business Centre</p>
<p>Details of alternative options considered (if any) and reasons for rejection:</p>
<p>Details of any conflict of interest declared by any Elected Member consulted in relation to the decision:</p>
<p>Details of any dispensation granted in respect of any conflict of interest: This must be left blank. Business Support will seek this information from the Cabinet Member.</p>

Delegated Power Record

Background Papers: State where any additional papers may be held, any background information (if applicable)	
Officer Name (Print)	Jane Shearer
Officer Signature	
Submission date	31.5.22
Procurement Approval	This must be the electronic signature of the officer requesting the decision

Reference	RES-22-086
Delegated Power Forward Plan Reference	144
Corporate Plan Priority	Improving the Physical Appearance of the Borough and Enhancing Prosperity
Delegation Title	Comfort Call Limited
Delegated Power Number	144
Date of Exercise	31/05/2022
Cabinet Member	Cllr Glyn Nightingale
Assistant Director	Phil Winstanley

Signatures

CABINET MEMBER FOR RESOURCES	Date 08/06/2022
CHIEF LEGAL OFFICER	Date 07/06/2022
MANAGING DIRECTOR	Date 31/05/2022

Call-In (Key Decisions Only)

Delegated Power Record

Choose an item.
Reasons for dis-applying Call-In due to urgency to be added here if relevant. This will need to be reported to the next meeting of the Borough Council and the reasons must demonstrate that any delay likely to be caused by the call-in process would seriously prejudice the Council's or the public's interests.

Date Decision will become effective	Click or tap to enter a date. To be completed by Democratic Services – date will be not less than expiry of 5 working days from publication unless urgency applies.
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Delegated Power Record

Are the details of the decision to be public or confidential?

Public

If the details of the decision are confidential, please select the category for exemption under the Local Government Act 1972

Choose an item.

Reference	RES-22-087
Corporate Plan Priority	Improving the Physical Appearance of the Borough and Enhancing Prosperity
Delegation Title	Place an advanced order to virgin media to undertake diversion works at A174 Zetland Road, and Market Place, Loftus
Delegated Power Number	455 Exercise power of exemption to Standing Orders in accordance with Section 10 of the Contract Procedure Rules i. the nature of the market for the works to be carried out or the goods or services to be provided has been investigated and is demonstrated to be such that a departure from the requirements of these Rules is justifiable
Date of Exercise	31/05/2022
Cabinet Member	Cllr Chris Gallacher TD, VR
Assistant Director	Andrew Carter

Type of Decision (Key/Executive/Non-Executive) See Scheme of Delegation to Officers – Council Constitution	Executive (Non-Key)
FOR KEY DECISIONS ONLY	
Delegated Power Forward Plan Ref	N/A
Date Decision Published in Forward Plan	
Urgency (For Key Decisions not included in Forward Plan only)	Not Applicable

Background to Decision:

In the Council's recent *High Street Support Fund Masterplan*, the vision described transforming Loftus into a modern market town, providing physical and social infrastructure for new and existing businesses to thrive and offer new opportunities for local people. This intervention is

Delegated Power Record

part of the £8.9m programme of interventions associated with the Future High Streets Fund for Loftus. This decision will facilitate improvements to the high street streetscape, improve functionally and aesthetics.

To enable the above, delegated approval is sought to place an order to Virgin Media to divert their existing apparatus at two locations.

1. Market Place – widen pavements, incorporate soft landscaping, additional car-parking and removal of street clutter
2. Zetland Road – creation of a new on-street layby to support local businesses

Decision Considerations:

Contract procedure rules

Full details of decision:

Approval is requested to place an upfront Order to Virgin Media to lower their existing apparatus in accordance with a *C4 Detailed Specification under the New Roads and Street Works Act 1991, Highways Act 1981, on (A174) Zetland Road and adjacent roads*. Works to be completed within 4 months.

Financial detail:

The total value of this order is **£12,453.64** which is 82% of total cost of the works. 18% Virgin Media cost share has been applied under the New Roads and Street Works Act (Sharing of Costs of Works) Regulations 1991.

An upfront fee of 75% of the estimated value of works to the total of **£9,340.23** is required to be paid to ensure the Council is eligible for the 18% discount sum.

On completion of our work, the final account will be adjusted in accordance with the actual expenditure incurred.

This is to be paid from capital budgets funded through the Cabinet Approved Area Growth Fund (EC11 & EC 13).

Delivering Social Value:

The successful delivery of the contract will assist the Council in meeting its objectives in respect of the Great Place to Live objective of the Social Value Charter.

Reasons for Decision:

This scheme is part of the masterplan scheme funded by Future High Street Funding from the DELUC. Failure to advance this element of the scheme would adversely affect the delivery of associated Future High Street Funded interventions with a risk that funding would have to be returned.

Delegated Power Record

<p>Details of alternative options considered (if any) and reasons for rejection:</p> <p>The Council does not have the resource to deliver in-house. Virgin Media are the provider and all works to their apparatus must be managed by them.</p>	
<p>Details of any conflict of interest declared by any Elected Member consulted in relation to the decision:</p>	
<p>Details of any dispensation granted in respect of any conflict of interest:</p>	
<p>Background Papers:</p>	
Officer Name (Print)	James Gordon
Officer Signature	
Submission date	01/06/2022
Procurement Approval	Request complies with Contract Procedure Rules

Delegated Power Record

Reference	RES-22-087
Delegated Power Forward Plan Reference	N/A
Corporate Plan Priority	Improving the Physical Appearance of the Borough and Enhancing Prosperity
Delegation Title	Place an advanced order to virgin media to undertake diversion works at A174 Zetland Road, and Market Place, Loftus
Delegated Power Number	455 Exercise power of exemption to Standing Orders in accordance with Section 10 of the Contract Procedure Rules i. the nature of the market for the works to be carried out or the goods or services to be provided has been investigated and is demonstrated to be such that a departure from the requirements of these Rules is justifiable
Date of Exercise	31/05/2022
Cabinet Member	Cllr Chris Gallacher TD, VR
Assistant Director	Andrew Carter

Signatures

CABINET MEMBER FOR ECONOMIC DEVELOPMENT	Date 08/06/2022
CHIEF FINANCE OFFICER	Date 08/06/2022
CHIEF LEGAL OFFICER	Date 08/06/2022
MANAGING DIRECTOR	Date 06/06/2022

Call-In (Key Decisions Only)

Delegated Power Record

Date Decision will become effective	
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Delegated Power Record

Are the details of the decision to be public or confidential?

Public

If the details of the decision are confidential, please select the category for exemption under the Local Government Act 1972

Choose an item.

Reference	RES-22-088
Corporate Plan Priority	Meeting Residents' Needs
Delegation Title	Cash Collection Contract
Delegated Power Number	452 Extension of Contract
Date of Exercise	07/06/2022
Cabinet Member	Cllr Glyn Nightingale
Assistant Director	Phil Winstanley

Type of Decision (Key/Executive/Non-Executive) See Scheme of Delegation to Officers – Council Constitution	Executive (Non-Key)
FOR KEY DECISIONS ONLY	
Delegated Power Forward Plan Ref	If a key decision has not been published in the forward plan at least 28 days in advance of the decision being taken, then the urgency or special urgency rules must be applied, and relevant forms completed in conjunction with Democratic Services
Delegated Power Forward Plan Ref	
Date Decision Published in Forward Plan	Click or tap to enter a date. To be completed by Democratic Services
Urgency (For Key Decisions not included in Forward Plan only)	Not Applicable

Background to Decision:

The current contract with Security Plus for Cash Collection Services is a 2-year contract with the option of 2 x 12 months extensions, originally procured via a direct award call off using the Eastern Shires Purchasing Organisation (ESPO) Framework for Cash Collections, Delegated Powe RES 20 233.

The full term of the optional extensions would be from 1 June 2022 to 31st May 2024 and Redcar and Cleveland Borough Council has on going requirement for this service to ensure the safe

Delegated Power Record

collection of cash. The contract provides cash collection services from Schools, other Council buildings and car parks.

The contract is running well and there are no issues. Both parties confirm that the agreed Contract, which commenced on the 1st June 2020 will continue under the same Terms and Conditions but there will be a slight price increase from 1st June 2022. Security Plus have confirmed and indicated increases of 1.0% - 1.5%.

Decision Considerations:

Contract Procedure Rules.

Covid 19 and changing customer trends has reduced the number of collections recently and it is uncertain as to how long this will continue however, the contract still needs to be in place.

Full details of decision:

Approval is sought to extend the Cash Collection Contract with Security Plus by 24 months from 1 June 2022 to 31 May 2024 in accordance with the terms of the existing contract.

Financial detail:

Term of extension is 24 months from 1st June 2022 the value of this is a maximum of £116,000.

Value of the contract in its entirety is a maximum £232,000 (48 months). This is funded from revenue and forms part of the current and future resource allocations and schools SLA's.

The costs applied to the framework ensure value for money is achieved, however the potential future spend is subject to demand.

Delivering Social Value:

Security Plus is a regional supplier who provides a local service. They employ operatives both locally and regionally and therefore contribute to the Council's priority of growing our economy and creating more jobs. They deliver similar services locally therefore minimise the impact on the number of vehicles on the Council's roads thereby contributing to the reduction in the Council's carbon footprint.

Reasons for Decision:

Security Plus is the Council's current provider and the service they provide at present is excellent. They are very responsive to changes to collection frequency.

Security Plus represents the value for money, professional service. In addition, we have excellent service and customer satisfaction. By continuing using this service for cash collection and counting, it reduces our bank charges and provides continuity of service.

Delegated Power Record

Details of alternative options considered (if any) and reasons for rejection:

Several options have been considered in an attempt to reduce the cost and these are shown below, together with the implications and risks associated with each:

- Option 1 – Do nothing – Rejected due to risk of loss of income, theft, loss of cash, breach of Service Level Agreements, significant cost of implementing cashless system.
- Option 2 – Council staff collect cash – rejected due to high level of risk of loss of income and theft, additional cost to ensure security.
- Option 3 – Reduce the number of collections – rejected due to parking machine fills to capacity resulting in increased risk of theft and machine will be out of use and this will result in loss of income, SLA agreements already signed and cannot be amended
- Option 4 – Go cashless - rejected for the time being due to substantial set up costs, car parking machines would need to be replaced, schools collecting dinner money would need to insist on the use of card payments.

Details of any conflict of interest declared by any Elected Member consulted in relation to the decision:

This must be left blank. Business Support will seek this information from the Cabinet Member.

Details of any dispensation granted in respect of any conflict of interest:

This must be left blank. Business Support will seek this information from the Cabinet Member.

Background Papers:

State where any additional papers may be held, any background information (if applicable)

Officer Name (Print)	R Davisworth
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Officer Signature	
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Submission date	7 th June 2022
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Procurement Approval	
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Delegated Power Record

Reference	RES-22-088
Delegated Power Forward Plan Reference	
Corporate Plan Priority	Meeting Residents' Needs
Delegation Title	Cash Collection Contract
Delegated Power Number	452 Extension of Contract
Date of Exercise	07/06/2022
Cabinet Member	Cllr Glyn Nightingale
Assistant Director	Phil Winstanley

Signatures

CABINET MEMBER FOR RESOURCES	Date 08/06/2022
CHIEF FINANCE OFFICER	Date 08/06/2022
CHIEF LEGAL OFFICER	Date 07/06/2022
MANAGING DIRECTOR	Date 07/06/2022

Call-In (Key Decisions Only)

Choose an item.

Reasons for dis-applying Call-In due to urgency to be added here if relevant. This will need to be reported to the next meeting of the Borough Council and the reasons must demonstrate that any delay likely to be caused by the call-in process would seriously prejudice the Council's or the public's interests.

Date Decision will become effective	Click or tap to enter a date. To be completed by Democratic Services – date will be not less than expiry of 5 working days from publication unless urgency applies.
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Delegated Power Record

Are the details of the decision to be public or confidential?

Public

If the details of the decision are confidential, please select the category for exemption under the Local Government Act 1972

Choose an item.

Reference	RES-22-089
Corporate Plan Priority	Investing for the long-term
Delegation Title	Enterprise Resource Management System Development (Agresso) 2022-2023
Delegated Power Number	450 – Award a Contract
Date of Exercise	24/05/2022
Cabinet Member	Cllr Glyn Nightingale
Assistant Director	Phil Winstanley

Type of Decision (Key/Executive/Non-Executive) See Scheme of Delegation to Officers – Council Constitution	Executive (Non-Key)
FOR KEY DECISIONS ONLY	
Delegated Power Forward Plan Ref	N/A
Date Decision Published in Forward Plan	
Urgency (For Key Decisions not included in Forward Plan only)	Not Applicable

Background to Decision:

The council utilises an Enterprise Resource Management system, known locally as the Agresso System, to support the execution of key council services such as HR, Finance, Payroll & Procurement. To ensure these services are being effectively delivered the system is constantly being improved and developed to meet current and future needs.

The system is technically complex and as such requires the assistance and support from a third-party with extensive knowledge and capability in the maintenance and development of the Agresso System so that system development is based on sound technical knowledge and follows system supplier recommended/best practice approaches.

The council has over the many years of operating the Agresso System developed a strong relationship with an Agresso Business World consultancy service, namely Myriad Consulting Limited. They have a very strong understanding of the council's system setup and have been party to most if not all the supported system developments and therefore are able, to assist with

Delegated Power Record

greater knowledge, experience, and efficiency, to the council's system development requirements.

The council's Agresso Operational Group which represents key system stakeholders across the council have identified a service development plan for the on-going development of the Agresso System so that they are able to meet the service needs and legislative requirements. Some of these key improvements are listed below:

- FP&A Module Development continuation
- Dynamic forms continuation
- Flexi Sheets implementation
- LASPV client setup
- Appraisals Automation
- Sick Management Reporting automation
- 3rd Party system integration/automation
- Reporting automation
- Various smaller projects

To deliver these improvements, external professional support and assistance is required and therefore a service call-off contract with Myriad Consulting Limited is required to ensure the group has route to such support.

Decision Considerations:

The compliant route to procure professional services from Myriad Consulting Limited will be via the council's access to the existing NEPO Managed Service Provision for Specialist Professional Services via Bloom

Full details of decision:

A professional services call-off contract to the value of £30,000 is to be awarded to Myriad Consultancy Services via a direct award call-off order against the NEPO Managed Service Provision for Specialist Professional Services provided by Bloom Procurement Services.

The call-off contract will be for the period of the 1st of July 2022 – 31st March 2023.

Professional service days will be drawn down based on agreed works as and when they are required and invoiced upon delivery of the agreed services.

Financial detail:

The development of the council's Enterprise Resource Planning System is identified in the IT Improvement programme 2022-2023 and therefore the £30,000 will be funded from the IT Capital Projects budget 2022-2023. (C20119 – IT Improvement Projects).

Delivering Social Value:

The council's Enterprise Resource Planning system is integral to the delivery of the council's statutory obligations in the Borough. Citizen's and the local SME businesses that rely on swift payments from the council will directly benefit because of the efficient processes that this system underpins, this ensuring timely and accurate payments.

Reasons for Decision:

Delegated Power Record

This provision of professional service support will enable the council to deliver the service improvements as set by legislative change and or internal service improvement programmes. This contract will provide an effective and efficient route to obtaining the supporting services in a timely manner and at an agreed daily rate, thus reducing the risk to the Council of operational issues and associated cost.

Details of alternative options considered (if any) and reasons for rejection:

Option 1: Do nothing

The council could develop the system and service improvements utilising available system expertise and technical resources; however, this would significantly increase the time, resource, and effort to deliver the improvements as the knowledge and best practice of system configuration, setup would need to be gained prior to implementing the development required.

Option 2: Issue an invitation to Quote for professional support services.

An invitation to quote for the required professionals services could be issued, however this would delay/impact on the progress of the Agresso Operational Group in delivering the improvement programme and divert resources to meet the overhead of conducting an invitation to quote exercise. Given that we already have in place access to a compliant procurement framework for professional services, this could be challenged as an off contract spend therefore reducing the benefits to the council by using this framework.

Option 3: Variate the exit Unit4 Contract to include professional service days.

Unit the supplier of the council's Enterprise Resource Management System can provide professional services. However, this was not included in the system provision contract, therefore a variation to the contract would need to be approved. Experience to date would suggest that the daily rate of professional service from Unit 4 would be significantly higher than the rates we have secured via the Bloom Framework agreement and also that Unit4's lead times for such service can be lengthy and sometimes result in them outsourcing these services to their strategic partners.

Details of any conflict of interest declared by any Elected Member consulted in relation to the decision:

Details of any dispensation granted in respect of any conflict of interest:

Background Papers:

Officer Name (Print)	Wes Howes, ERP Systems Development Manager	
Officer Signature		
Submission date	24/05/2022	
Procurement Approval		This request complies with the Council's Contract Procedure Rules.

Delegated Power Record

Reference	RES-22-089
Delegated Power Forward Plan Reference	N/A
Corporate Plan Priority	Investing for the long-term
Delegation Title	Enterprise Resource Management System Development (Agresso) 2022-2023
Delegated Power Number	450 - Award a Contract
Date of Exercise	24/05/2022
Cabinet Member	CLlr Glyn Nightingale
Assistant Director	Phil Winstanley

Signatures

CABINET MEMBER FOR RESOURCES	Date 13/06/2022
CHIEF FINANCE OFFICER	Date 09/06/2022
CHIEF LEGAL OFFICER	Date 10/06/2022
MANAGING DIRECTOR	Date 09/06/2022

Call-In (Key Decisions Only)

Date Decision will become effective	
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Delegated Power Record

Are the details of the decision to be public or confidential?

Public

If the details of the decision are confidential, please select the category for exemption under the Local Government Act 1972

Choose an item.

Reference	RES-22-092
Corporate Plan Priority	Investing for the long-term
Delegation Title	Election and Electoral Registration Print
Delegated Power Number	450 – Award a Contract
Date of Exercise	01/06/2022
Cabinet Member	Cllr Glyn Nightingale
Assistant Director	Phil Winstanley

Type of Decision (Key/Executive/Non-Executive) See Scheme of Delegation to Officers – Council Constitution	Executive (Non-Key)
FOR KEY DECISIONS ONLY	
Delegated Power Forward Plan Ref	N/A
Date Decision Published in Forward Plan	
Urgency (For Key Decisions not included in Forward Plan only)	Not Applicable

Background to Decision:

Redcar and Cleveland Borough Council has a requirement for Election and Electoral Registration printing.

The North East Procurement Organisation (NEPO) Election and Electoral Registration Print Framework is available for any members of NEPO to utilise, throughout the period of the Framework - 1 December 2021 – 30 November 2025. Redcar and Cleveland Borough Council are full members of NEPO.

The framework consists of three suppliers:

Civica Election Services Limited

Adare SEC Ltd

Print Image Network Limited

A direct award option is available under the framework.

Delegated Power Record

Decision Considerations:

Contract Procedure Rules

Full details of decision:

Approval is requested to participate in the NEPO Election and Electoral Registration Print Framework and directly award a call off contract to Adare SEC Ltd to provide Election and Electoral Registration printing services for a period of 12 months from 1 June 2022 until 31 May 2023.

Financial detail:

Approximate value for the twelve-month period is £200,000.

Please note the number of Elections and therefore cost of printing is subject to demand.

Electoral Registration Cost Centre – 10209

Elections Cost Centre – 10189

Delivering Social Value:

NEPO incorporated the National TOMs Framework into the Invitation to Tender to support the evaluation of Tenderers social value offering. Framework suppliers are contractually committed to delivering social value in ratio to the total contract spend they receive throughout the term of the Framework Agreement. Adare SEC Ltd committed to the delivery of employability support and the promotion of skills within the northeast region under the following measures: Employability support for people over 24 and Employability support for young people. NEPO will contract manage the identification of spend and the delivery of the social value commitment under the Framework Agreement.

Reasons for Decision:

Adare SEC Ltd provide a comprehensive, value for money Election and Electoral Registration Print service. Statutory requirement.

Details of alternative options considered (if any) and reasons for rejection:

Do nothing – not an option as Public Contract Regulations (PCR) 2015 apply.

Providing as an in-house service – not an option as capacity and resources not available.

Procure from an alternative framework – not an option as Redcar and Cleveland are full members of NEPO and were instrumental in developing the NEPO framework.

Carry out a PCR Tender process – no requirement to do this as the NEPO framework is available.

Details of any conflict of interest declared by any Elected Member consulted in relation to the decision:

Delegated Power Record

<p>Details of any dispensation granted in respect of any conflict of interest: This must be left blank. Business Support will seek this information from the Cabinet Member.</p>	
<p>Background Papers: State where any additional papers may be held, any background information (if applicable)</p>	
<p>Officer Name (Print)</p>	<p>Ali Haver</p>
<p>Officer Signature</p>	
<p>Submission date</p>	<p>09/05/2022</p>
<p>Procurement Approval</p>	

Delegated Power Record

Reference	RES-22-092
Delegated Power Forward Plan Reference	N/A
Corporate Plan Priority	Investing for the long-term
Delegation Title	Election and Electoral Registration Print
Delegated Power Number	450 – award a contract
Date of Exercise	09/05/2022
Cabinet Member	Cllr Glyn Nightingale
Assistant Director	Phil Winstanley

Signatures

CABINET MEMBER FOR RESOURCES	Date 13/06/2022
CHIEF FINANCE OFFICER	Date 13/06/2022
CHIEF LEGAL OFFICER	Date 13/06/2022
MANAGING DIRECTOR	Date 13/06/2022

Call-In (Key Decisions Only)

Date Decision will become effective	
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Delegated Power Record

Are the details of the decision to be public or confidential?

Public

If the details of the decision are confidential, please select the category for exemption under the Local Government Act 1972

Choose an item.

Reference	RES-22-093
Corporate Plan Priority	Investing for the long-term
Delegation Title	Device 42 Application Mapping
Delegated Power Number	450 – Award a contract
Date of Exercise	30/06/2022
Cabinet Member	Cllr Glyn Nightingale
Assistant Director	John Bulman

Type of Decision (Key/Executive/Non-Executive) See Scheme of Delegation to Officers – Council Constitution	Executive (Non-Key)
FOR KEY DECISIONS ONLY	
Delegated Power Forward Plan Ref	If a key decision has not been published in the forward plan at least 28 days in advance of the decision being taken, then the urgency or special urgency rules must be applied, and relevant forms completed in conjunction with Democratic Services
Delegated Power Forward Plan Ref	
Date Decision Published in Forward Plan	Click or tap to enter a date. To be completed by Democratic Services
Urgency (For Key Decisions not included in Forward Plan only)	Choose an item.

Background to Decision:

Redcar & Cleveland Borough Council currently use Device42 as their DCIM tool to automate the documentation of the core network infrastructure. There's now a further requirement to add application mapping to provide a holistic view of the entire service.

Decision Considerations:

Delegated Power Record

Expanding the functionality of the current solution greatly improves the ability to automate the documentation of the core IT infrastructure. This is essential to adopting a Zero Trust Strategy and provides detailed information in the event of a DR situation.

Full details of decision:

Contract is to be awarded to Bytes Software under a Kent County Council (KCS) - Software Products and Associated Services 2 Y20011 framework, via a direct award call off.

Approval is requested to procure the additional modules to enable the full application mapping for the remaining term of the current licensing agreement which is to February 2022

Financial detail:

The procurement will be funded from the IT revenue budget

The cost of the procurement is £16,065.78

Delivering Social Value:

By automating the documentation of the network and ensuring that we have a complete picture of all devices connected at any time we can ensure that our time to recover in the event of a disaster is greatly reduced.

Reasons for Decision:

A key element of the NCSC's zero strategy is to know your architecture, including users, devices, services and data. Device 42 application mapping builds on the current infrastructure module which is accessible in a single platform.

Details of alternative options considered (if any) and reasons for rejection:

Do nothing – rejected as automating the documentation of the network and ensuring that we have a complete picture of all devices connected at any time we can ensure that our time to recover in the event of a disaster is greatly reduced.

Carry out a competitive procurement process – rejected as Kent County Council (KCS) Framework is available.

Details of any conflict of interest declared by any Elected Member consulted in relation to the decision:

none

Details of any dispensation granted in respect of any conflict of interest:

none

Delegated Power Record

Background Papers: State where any additional papers may be held, any background information (if applicable)	
Officer Name (Print)	Simon Jennings
Officer Signature	
Submission date	09/06/2022
Procurement Approval	This request complies with the Council's Contract Procedure Rules.

Reference	RES-22-093
Delegated Power Forward Plan Reference	
Corporate Plan Priority	Investing for the long-term
Delegation Title	Device 42 Application Mapping
Delegated Power Number	450 – Award a contract
Date of Exercise	30/06/2022
Cabinet Member	Cllr Glyn Nightingale
Assistant Director	John Bulman

Signatures

CABINET MEMBER FOR RESOURCES	Date 14/06/2022
CHIEF FINANCE OFFICER	Date 14/06/2022
CHIEF LEGAL OFFICER	Date 14/06/2022
MANAGING DIRECTOR	Date 14/06/2022

Delegated Power Record

Call-In (Key Decisions Only)

Choose an item.

Reasons for dis-applying Call-In due to urgency to be added here if relevant. This will need to be reported to the next meeting of the Borough Council and the reasons must demonstrate that any delay likely to be caused by the call-in process would seriously prejudice the Council's or the public's interests.

Date Decision will become effective

Click or tap to enter a date.
To be completed by Democratic Services – date will be not less than expiry of 5 working days from publication unless urgency applies.

Delegated Power Record

Are the details of the decision to be public or confidential?

Public

If the details of the decision are confidential, please select the category for exemption under the Local Government Act 1972

Choose an item.

Reference	RES-22-094
Corporate Plan Priority	Improving the Physical Appearance of the Borough and Enhancing Prosperity
Delegation Title	Support for Levelling Up Fund Round 2 bid
Delegated Power Number	453 – To vary the terms of an existing contract
Date of Exercise	16/06/2022
Cabinet Member	Cllr Chris Gallacher TD, VR
Assistant Director	Andrew Carter

Type of Decision (Key/Executive/Non-Executive) See Scheme of Delegation to Officers – Council Constitution	Executive (Non-Key)
FOR KEY DECISIONS ONLY	
Delegated Power Forward Plan Ref	If a key decision has not been published in the forward plan at least 28 days in advance of the decision being taken, then the urgency or special urgency rules must be applied, and relevant forms completed in conjunction with Democratic Services
Delegated Power Forward Plan Ref	
Date Decision Published in Forward Plan	Click or tap to enter a date. To be completed by Democratic Services
Urgency (For Key Decisions not included in Forward Plan only)	Choose an item.

Background to Decision:

The current contract in place with Cushman & Wakefield is to provide expertise to support the Council with its bid submission to the Levelling Up Fund Round 2.

The variation is needed as additional work is required in terms of high-level design feasibilities in support of the LUF bid application.

Decision Considerations:

Delegated Power Record

Contract Procedure Rules.

Full details of decision:

Approval is sought to vary the contract with Cushman & Wakefield up to the value of £124,400.

Financial detail:

The cost of the variation is £24,400

The value of the contract in its entirety is £124,400.

The additional cost will be funded from the Capacity Funding provided from MHCLG to support local authorities to develop their LUF bids.

Delivering Social Value:

The delivery of social value is limited as this is a one-off services commission. Cushman & Wakefield will be asked to sign up to the Council's Social Value Charter. Should the LUF bid be successful this will bring additional funding into the borough to support local strategies for improving infrastructure, promoting growth, enhancing the natural environment, and making the borough a more attractive place to live and work.

Reasons for Decision:

The uplift in the contract value is to cover additional work required in terms of high-level design feasibilities to support the bid submission. The decision will mean the Council will have the necessary expertise and resource along with required documentation to develop and submit a high-quality bid to round 2 of the LUF. Cushman & Wakefield have the necessary expertise required, previous experiences of services provided by them have been good, and they have the capacity to assist the Council within the required timescales.

Details of alternative options considered (if any) and reasons for rejection:

Do nothing – To forgo the opportunity in which to apply for external funding has been discounted.

Provide In House – given the specific expertise required which does not exist in house this option has been discounted.

Go to Tender- there is insufficient time to conduct a process due to the timescales indicated by government for round 2 submissions. Give the current contract in place running a tender exercise would not provide good value.

Delegated Power Record

<p>Details of any conflict of interest declared by any Elected Member consulted in relation to the decision:</p> <p>This must be left blank. Business Support will seek this information from the Cabinet Member.</p>	
<p>Details of any dispensation granted in respect of any conflict of interest:</p> <p>This must be left blank. Business Support will seek this information from the Cabinet Member.</p>	
<p>Background Papers:</p> <p>State where any additional papers may be held, any background information (if applicable)</p>	
Officer Name (Print)	Rachel Pattison
Officer Signature	
Submission date	16/06/2022
Procurement Approval	This request complies with the Council's Contract Procedure Rules.

Reference	RES-22-094
Delegated Power Forward Plan Reference	
Corporate Plan Priority	Choose an item.
Delegation Title	Support for Levelling Up Fund Round 2 bid
Delegated Power Number	453 – To vary the terms of an existing contract
Date of Exercise	16/06/2022
Cabinet Member	Cllr Chris Gallacher, TD, VR
Assistant Director	Andrew Carter

Signatures

CABINET MEMBER FOR ECONOMIC DEVELOPMENT	Date 22/06/2022

Delegated Power Record

CHIEF FINANCE OFFICER	Date 21/06/2022
CHIEF LEGAL OFFICER	Date 21/06/2022
MANAGING DIRECTOR	Date 21/06/2022

Call-In (Key Decisions Only)

Choose an item.

Reasons for dis-applying Call-In due to urgency to be added here if relevant. This will need to be reported to the next meeting of the Borough Council and the reasons must demonstrate that any delay likely to be caused by the call-in process would seriously prejudice the Council's or the public's interests.

Date Decision will become effective	Click or tap to enter a date. To be completed by Democratic Services – date will be not less than expiry of 5 working days from publication unless urgency applies.
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Delegated Power Record

Are the details of the decision to be public or confidential?

Public

If the details of the decision are confidential, please select the category for exemption under the Local Government Act 1972

Choose an item.

Reference	RES-22-096
Corporate Plan Priority	Improving the Physical Appearance of the Borough and Enhancing Prosperity
Delegation Title	External Groundworks & Up-Lighting at The Civic Centre, Redcar
Delegated Power Number	451 - Where only one tender or quotation submission has been received, award the Contract to the single bidder
Date of Exercise	23/06/2022
Cabinet Member	Cllr Glyn Nightingale
Assistant Director	Phil Winstanley

Type of Decision (Key/Executive/Non-Executive)	Executive (Non-Key)
FOR KEY DECISIONS ONLY	
Delegated Power Forward Plan Ref	N/A
Date Decision Published in Forward Plan	N/A
Urgency (For Key Decisions not included in Forward Plan only)	Not Applicable

Background to Decision

The existing up lights around the perimeter of the building at The Civic Centre have failed and require replacement so that illumination of the building and walkways can be re-established.

To achieve this, we will need to replace 83 number lighting points which will include the excavation of the hard landscaping and footpaths to replace the wiring and light fittings.

The proposal is to change the existing lights with correctly specified fittings and connections whilst keeping the existing design. The new LED lights will be more energy efficient resulting in reduced energy/cost consumption. Calculations have been conducted by our in-house energy team between the existing fitting and the new fitting showing a saving of £71.41 total KWH.

Delegated Power Record

Decision Considerations:

This scheme may form part of a latent defect claim which is currently under investigation, however, the repair works are required due to the number lighting failures in this area.

Full details of decision:

Approval is requested to award this contract to Quartz for a term of 8 weeks to carry out the installation of new in-ground lighting at The Civic Centre.

The contract start date will be as soon as possible, dependant on lead time for the materials & will take approximately 8 weeks. Public access will remain in place around the building along with fire escape routes around the building.

Financial detail:

The total contract value will be £62,510.53.

The project will be funded from capitalised repairs C20125 as agreed with Stephen Leng. This scheme has also been approved via the Programme Management Group (PMG).

Delivering Social Value:

Installing the new lights will improve the buildings efficiency & will contribute to the council's reduction targets.

In accordance with the council's procurement process, the principal contractors have provided evidence of delivering social value.

Reasons for Decision:

Due to the current condition of the lighting installed, the lights have failed & need to be changed. The new lighting will provide better visibility around the entrance areas of The Civic Centre by illuminating the walkways around the building.

Following a competitive procurement process on the NEPO Portal, 1 submission was received. This was evaluated in accordance with the evaluation criteria for quality and price and is recommended for award.

Details of alternative options considered (if any) and reasons for rejection:

Explain why you do not support the other options eg, 1 – doing nothing, 2 providing in house services, 3 going to tender.

- 1 - Do Nothing – Not an option due to the condition of the lights currently installed.
- 2 – Providing in House - Due to nature of the works & the scale, using in-house operatives would not have been practical as other services in the department needed services those operatives provide.
- 3 – Going to Tender - The project had been through a competitive quotation process on the NEPO Portal.

Delegated Power Record

<p>Details of any conflict of interest declared by any Elected Member consulted in relation to the decision:</p> <p>This must be left blank. Business Support will seek this information from the Cabinet Member.</p>	
<p>Details of any dispensation granted in respect of any conflict of interest:</p> <p>This must be left blank. Business Support will seek this information from the Cabinet Member.</p>	
<p>Background Papers:</p> <p>State where any additional papers may be held, any background information (if applicable)</p>	
<p>Officer Name (Print)</p>	<p>JOSHUA POULSEN</p>
<p>Officer Signature</p>	
<p>Submission date</p>	<p>23/06/2022</p>
<p>Procurement Approval</p>	<p>This request complies with the Council's Contract Procedure Rules.</p>

Delegated Power Record

Reference	RES-22-096
Delegated Power Forward Plan Reference	N/A
Corporate Plan Priority	Improving the Physical Appearance of the Borough and Enhancing Prosperity
Delegation Title	External Groundworks & Up-Lighting at R&C Leisure & Community Heart, Redcar
Delegated Power Number	451 - Where only one tender or quotation submission has been received, award the Contract to the single bidder
Date of Exercise	23/06/2022
Cabinet Member	Cllr Glyn Nightingale
Assistant Director	Phil Winstanley

Signatures

CABINET MEMBER FOR RESOURCES	Date 07/07/2022
CHIEF FINANCE OFFICER	Date 27/06/2022
CHIEF LEGAL OFFICER	Date 06/07/2022
MANAGING DIRECTOR	Date 27/06/2022

Call-In (Key Decisions Only)

Date Decision will become effective	
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Delegated Power Record

Are the details of the decision to be public or confidential?

Public

If the details of the decision are confidential, please select the category for exemption under the Local Government Act 1972

Choose an item.

Reference	RES-22-097
Corporate Plan Priority	Investing for the long-term
Delegation Title	Award of QS contract for Eston Precinct
Delegated Power Number	455 - Exemption under the Contract Procedure Rules due to Nature of Market
Date of Exercise	29/06/2022
Cabinet Member	CLlr Chris Gallacher TD, VR
Assistant Director	Andrew Carter

Type of Decision (Key/Executive/Non-Executive)	Executive (Non-Key)
FOR KEY DECISIONS ONLY	
Delegated Power Forward Plan Ref	N/A
Date Decision Published in Forward Plan	
Urgency (For Key Decisions not included in Forward Plan only)	Not Applicable

Background to Decision:

The decision is to appoint Identity Consult to provide QS role to support the development of the Eston Precinct proposals.

Decision Considerations:

Contract Procedure Rules.

Exercise power of exemption to Standing Orders in accordance with Section 10 of the Contract Procedure Rules: I. the nature of the market for the works to be carried out or the goods or services to be provided has been investigated and is demonstrated to be such that a departure from the requirements of these Rules is justifiable.

Full details of decision:

Approval is requested to award a contract to Identity Consult to provide external expertise in the preparation and updating of documentation for Eston Precinct to RIBA Stage 2.

Contract period is June 2022 – July 2022.

Delegated Power Record

Financial detail:

Total Contract Value is £11,651.25.

The contract will be funded from Budget Code R10607 R4400.

Delivering Social Value:

The delivery of social value is limited as this is a one-off services commission. Identity Consult will be asked to sign up to the Council's Social Value Charter. Should the LUF Round 2 bid be successful this will bring additional funding into the borough to support local strategies for improving infrastructure, promoting growth, enhancing the natural environment, and making the borough a more attractive place to live and work.

Reasons for Decision:

As part of the Levelling Up Fund Round 2 bid submission each project needs to be accompanied by a RIBA Stage 2 report to provide some level of confidence and certainty around their viability. Failing to provide this information may mean the bid does not pass a gateway approval therefore the overall bid could be rejected.

Details of alternative options considered (if any) and reasons for rejection:

Do Nothing – To not have the required information which needs to be submitted as part of the LUF Rd 2 application and forgo the opportunity in which to apply for external funding has been discounted.

In House – Given the specific expertise required and the timescales involved this option has been discounted.

Conduct a procurement process – This was considered however there is insufficient time to conduct a process due to the bid submission timescales. Identify Consult have previously worked on Eston Precinct and have the background knowledge therefore a tender exercise would not provide good value.

Details of any conflict of interest declared by any Elected Member consulted in relation to the decision:**Details of any dispensation granted in respect of any conflict of interest:**

This must be left blank. Business Support will seek this information from the Cabinet Member.

Background Papers:

State where any additional papers may be held, any background information (if applicable)

Delegated Power Record

Officer Name (Print)	Rachel Pattison	
Officer Signature		
Submission date	29/06/2022	
Procurement Approval		This request complies with the Council's Contract Procedure Rules.

Delegated Power Record

Reference	RES-22-097
Delegated Power Forward Plan Reference	N/A
Corporate Plan Priority	Investing for the long-term
Delegation Title	Award of QS contract for Eston Precinct
Delegated Power Number	455 - Exemption under the Contract Procedure Rules due to Nature of Market
Date of Exercise	29/06/2022
Cabinet Member	CIlr Chris Gallacher, TD, VR
Assistant Director	Andrew Carter

Signatures

CABINET MEMBER FOR ECONOMIC DEVELOPMENT	Date 06/07/2022
CHIEF FINANCE OFFICER	Date 05/07/2022
CHIEF LEGAL OFFICER	Date 30/06/2022
MANAGING DIRECTOR	Date 30/06/2022

Call-In (Key Decisions Only)

Date Decision will become effective	
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Delegated Power Record

Are the details of the decision to be public or confidential?

Public

If the details of the decision are confidential, please select the category for exemption under the Local Government Act 1972

Choose an item.

Reference	RES-22-098
Corporate Plan Priority	Investing for the long-term
Delegation Title	Boundary Fence works – New Discovery Academy
Delegated Power Number	455 – Award a Contract using Exemption under the Contract Procedure Rules - due to urgency
Date of Exercise	14/07/2022
Cabinet Member	Cllr Glyn Nightingale
Assistant Director	Phil Winstanley

Type of Decision (Key/Executive/Non-Executive) See Scheme of Delegation to Officers – Council Constitution	Executive (Non-Key)
FOR KEY DECISIONS ONLY	
Delegated Power Forward Plan Ref	If a key decision has not been published in the forward plan at least 28 days in advance of the decision being taken, then the urgency or special urgency rules must be applied, and relevant forms completed in conjunction with Democratic Services
Delegated Power Forward Plan Ref	
Date Decision Published in Forward Plan	Click or tap to enter a date. To be completed by Democratic Services
Urgency (For Key Decisions not included in Forward Plan only)	Choose an item.

Background to Decision:

The business manager for the new Discovery Academy at Sandy Flatts Lane has requested RCBC Property Services to undertake some work to their perimeter fencing.

Property Location:

Discovery New Build

Sandy Flatts Ln,

Middlesbrough

TS5 7YN

Delegated Power Record

<p>Decision Considerations:</p> <p>Due to the timescales involved to complete the works, an informal benchmarking process has been undertaken on behalf of the Academy. They have approved the works and supplied a purchase order number for the works to go ahead.</p>	
<p>Full details of decision:</p> <p>Approval is requested to award a contract to Meltt Mett Infinity to Supply & Install 560 Linear Metres of full height expanded mesh panels to boundary fence with a galvanised Finish</p> <p>Pending approval, the contract is expected to start on site on 30th August 2022 and to be completed 10th September 2022 inclusive of weekend working.</p>	
<p>Financial detail:</p> <p>The cost submitted was itemised against a detailed specification provided by property services, with a total contract value of £23,562.00</p> <p>This project will be funded from Cost Centre 10073 and will be recharged back to the Academy on completion of the works.</p>	
<p>Delivering Social Value:</p> <p>Meltt Mett have signed the Social Value Charter. The company is situated within Middlesbrough employs local labour and sources materials from local suppliers.</p>	
<p>Reasons for Decision:</p> <p>An informal benchmarking process has been undertaken on behalf of the Academy and they have confirmed an order number for the works to be completed.</p>	
<p>Details of alternative options considered (if any) and reasons for rejection:</p> <p>N/A – the decision to do these works is with the Academy not the local authority</p>	
<p>Details of any conflict of interest declared by any Elected Member consulted in relation to the decision:</p> <p>This must be left blank. Business Support will seek this information from the Cabinet Member.</p>	
<p>Details of any dispensation granted in respect of any conflict of interest:</p> <p>This must be left blank. Business Support will seek this information from the Cabinet Member.</p>	
<p>Background Papers:</p> <p>State where any additional papers may be held, any background information (if applicable)</p>	
<p>Officer Name (Print)</p>	<p>Denise Boyle</p>
<p>Officer Signature</p>	

Delegated Power Record

Submission date	05/07/22
Procurement Approval	

Delegated Power Record

Reference	RES-22-098
Delegated Power Forward Plan Reference	
Corporate Plan Priority	Investing for the long-term
Delegation Title	Boundary Fence works – New Discovery Academy
Delegated Power Number	455 – Award a Contract using Exemption under the Contract Procedure Rules - due to urgency
Date of Exercise	14/07/2022
Cabinet Member	CLlr Glyn Nightingale
Assistant Director	Phil Winstanley

Signatures

CABINET MEMBER FOR RESOURCES	Date 14/07/2022
CHIEF FINANCE OFFICER	Date 08/07/2022
CHIEF LEGAL OFFICER	Date 06/07/2022
MANAGING DIRECTOR	Date 12/07/2022

Call-In (Key Decisions Only)

Date Decision will become effective	Click or tap to enter a date.
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Delegated Power Record

Are the details of the decision to be public or confidential?

Public

If the details of the decision are confidential, please select the category for exemption under the Local Government Act 1972

Reference	RES-22-100
Corporate Plan Priority	Improving the Physical Appearance of the Borough and Enhancing Prosperity
Delegation Title	Maintenance of Redcar Seafront Water Feature
Delegated Power Number	455 Exemption due to nature of the market
Date of Exercise	11/07/2022
Cabinet Member	CLlr Glyn Nightingale
Assistant Director	Phil Winstanley

Type of Decision (Key/Executive/Non-Executive)	Executive (Non-Key)
FOR KEY DECISIONS ONLY	
Delegated Power Forward Plan Ref	N/A
Date Decision Published in Forward Plan	
Urgency (For Key Decisions not included in Forward Plan only)	Not Applicable

Background to Decision:

The Redcar Seafront Water Feature requires servicing and maintenance to ensure it is kept in good working order as it is accessible to the public on a daily basis throughout the year.

The work is of a specialist nature and there are only a limited number of suppliers who carry out this type of work.

The Fountain Company Ltd has historically provided an excellent standard of service for the last three years. Their professional and conscientious approach demonstrates their understanding of the Council's requirement to ensure that operation of a high-profile public facility is maintained at all times.

They provide timely, detailed reports including confirmation of water treatment levels, detailed costing information for any repair works necessary, to ensure the water feature operates at its maximum levels of efficiency and cost effectiveness.

They provide good fault diagnosis and subsequent repairs are carried out efficiently and effectively. They also provide recommendations on how to improve system operation where required.

Delegated Power Record

They also carry out free of charge weekly water treatment checks on the Kirkleatham Museum fountain during programmed visits.

Decision Considerations:

Contract Procedure Rules

The Fountain Company provide a value for money service and propose a minimal increase to their current rates with the same level of service maintained. Kirkleatham Walled Garden has now been incorporated into the contract meaning pro-rata costs to each fountain are reduced further due to combining of resources and shared travelling costs.

Full details of decision:

Approval is requested to award a contract to The Fountain Company to provide maintenance to Redcar Seafront Fountain and Kirkleatham Walled Garden Fountains.

Contract period is 1 April 2022 – 31 March 2025.

Financial detail:

Contract value - £72,384.55

This equates to an annual cost of approximately £24,128.18

Budget Code for this contract is R10156/R2004

Delivering Social Value:

Attracting visitors to the area, providing area for children to play, improving the appearance of the Seafront.

Reasons for Decision:

The proposal provides best value and quality of service.

Details of alternative options considered (if any) and reasons for rejection:

Do nothing – Not an option as the contract is required to maintain legislative compliance.

Carry out as in-house services – Not viable as this would require training and certification of operatives already fully committed on present workload.

Carry out a further competition using a framework – Rejected as none meets our requirements

Details of any conflict of interest declared by any Elected Member consulted in relation to the decision:

This must be left blank. Business Support will seek this information from the Cabinet Member.

Details of any dispensation granted in respect of any conflict of interest:

This must be left blank. Business Support will seek this information from the Cabinet Member.

Background Papers:

State where any additional papers may be held, any background information (if applicable)

Delegated Power Record

Officer Name (Print)	Denise Boyle	
Officer Signature		
Submission date	11 th July 2022	
Procurement Approval		This request complies with the Council's Contract Procedure Rules.

Delegated Power Record

Reference	RES-22-100
Delegated Power Forward Plan Reference	N/A
Corporate Plan Priority	Improving the Physical Appearance of the Borough and Enhancing Prosperity
Delegation Title	Maintenance of Redcar Seafront Water Feature
Delegated Power Number	455 Exemption due to nature of the market
Date of Exercise	11/07/2022
Cabinet Member	Cllr Glyn Nightingale
Assistant Director	Phil Winstanley

Signatures

CABINET MEMBER FOR RESOURCES	Date 14/07/2022
CHIEF FINANCE OFFICER	Date 14/07/2022
CHIEF LEGAL OFFICER	Date 12/07/2022
MANAGING DIRECTOR	Date 12/07/2022

Call-In (Key Decisions Only)

Date Decision will become effective	
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Delegated Power Record

Are the details of the decision to be public or confidential?

Public

If the details of the decision are confidential, please select the category for exemption under the Local Government Act 1972

Choose an item.

Reference	RES-22-198
Corporate Plan Priority	Tackling Climate Change and Enhancing the Natural Environment
Delegation Title	Provision of Waste Haulage - Contingency
Delegated Power Number	DP 455 - Exercise power of exemption to Standing Orders in accordance with Section 10 of the Contract Procedure Rules: V. There are other circumstances which are genuinely exceptional.
Date of Exercise	22/12/2022
Cabinet Member	Cllr Barry Hunt
Assistant Director	Robert Hoof

Type of Decision (Key/Executive/Non-Executive)	Executive (Non-Key)
FOR KEY DECISIONS ONLY	
Delegated Power Forward Plan Ref	N/A
Date Decision Published in Forward Plan	
Urgency (For Key Decisions not included in Forward Plan only)	Not Applicable

Background to Decision:

Redcar and Cleveland Council have a contract in place for the provision of waste haulage services. Volatility of the heavy goods vehicle labour market is causing issues with staff retention. Vehicle running costs are hard to predict with acute rises in fuel costs. These two factors mean that suppliers are unable to react to unpredicted changes in waste levels often linked to weather events.

Delegated Power Record

In the event that the contracted supplier is unable to provide the services as required under the contract, approval is being sought to award a contract to a contingency supplier to assist when and if required to ensure business continuity.

Decision Considerations:

To ensure business continuity.

In addition to general demand, Suez incinerator goes off-line for a month-long major shut-down and the volumes of material that need to be redirected are significant. Should the contracted supplier be unable to provide the required number of transports, RCBC need to have the contingency to go to another supplier.

The Supplier Questionnaire has been issued to the supplier for appropriate checks to be undertaken.

Full details of decision:

Approval is requested to award a contract to J&J Ward for the provision of contingency waste haulage services.

This will be during the period 01/07/22 to 30/06/23.

The supplier will be requested to provide services only in the event that the main contractor is unable to fulfil requirements.

Financial detail:

Overall spend is not expected to exceed £40,000.

Budget code: 10908

Spend with the alternate provider will be within the existing budget

Delivering Social Value:

The supplier has been requested to sign the Council's Social Value Charter.

This decision will ensure that the various waste streams collected by the Council continue to be collected.

Reasons for Decision:

To maintain collections of resident's waste and availability of Dunsdale Recycling Centre

Details of alternative options considered (if any) and reasons for rejection:

Without a formal contingency within authorised spending limits, we risk not being able to maintain collections of residents' waste and availability of Dunsdale Recycling Centre

Details of any conflict of interest declared by any Elected Member consulted in relation to the decision:

Delegated Power Record

This must be left blank. Business Support will seek this information from the Cabinet Member.	
Details of any dispensation granted in respect of any conflict of interest:	
This must be left blank. Business Support will seek this information from the Cabinet Member.	
Background Papers:	
State where any additional papers may be held, any background information (if applicable)	
Officer Name (Print)	Matt Briggs
Officer Signature	
Submission date	21/7/22
Procurement Approval	Request complies with Contract Procedure Rules

Delegated Power Record

Reference	RES-22-198
Delegated Power Forward Plan Reference	
Corporate Plan Priority	Tackling Climate Change and Enhancing the Natural Environment
Delegation Title	Provision of Waste Haulage - Contingency
Delegated Power Number	DP 455 - Exercise power of exemption to Standing Orders in accordance with Section 10 of the Contract Procedure Rules: V. There are other circumstances which are genuinely exceptional.
Date of Exercise	22/12/2022
Cabinet Member	Cllr Barry Hunt
Assistant Director	Robert Hoof

Signatures

CABINET MEMBER FOR NEIGHBOURHOODS & HOUSING	Date 22/12/2022
CHIEF FINANCE OFFICER	Date 22/11/2022
CHIEF LEGAL OFFICER	Date 17/11/2022
MANAGING DIRECTOR	Date 05/12/2022

Call-In (Key Decisions Only)

Date Decision will become effective	
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Delegated Power Record

Are the details of the decision to be public or confidential?

Public

If the details of the decision are confidential, please select the category for exemption under the Local Government Act 1972

Choose an item.

Reference	RES-22-200
Corporate Plan Priority	Tackling Climate Change and Enhancing the Natural Environment
Delegation Title	Recycling and composting of green waste
Delegated Power Number	DP 452 - In accordance with the Council's Contract Procedure Rules 9.11: To implement an optional extension under existing contract terms.
Date of Exercise	22/12/2022
Cabinet Member	Cllr Barry Hunt
Assistant Director	Robert Hoof

Type of Decision (Key/Executive/Non-Executive)	Executive (Non-Key)
FOR KEY DECISIONS ONLY	
Delegated Power Forward Plan Ref	N/A
Date Decision Published in Forward Plan	
Urgency (For Key Decisions not included in Forward Plan only)	Not Applicable

Background to Decision:

A Tees Valley joint contract is in place with Compost UK (formerly A E Thompson) for recycling and composting of green waste. The tender reference for this contract is GAP031/2019 Middlesbrough Council is the lead Council.

The existing contract period is 1 Oct 2019 to 30 Sept 2022 (Plus option of 2 x 12-month extensions). Approval is required for Redcar and Cleveland to continue to participate in the Tees Valley contract with Compost UK.

Decision Considerations:

The Council has ambitious improvements in recycling targets that it is required to meet. In addition, there is a net carbon reduction by recycling materials rather than sending them for treatment through an energy recovery process or landfill. Maximising recycling of this material is fundamental in meeting the Council's recycling targets and aspirations and therefore continued access to local recycles at the most cost-effective rates is crucial.





Delegated Power Record

T&Cs remain unchanged, and benchmarking of other local options confirms Compost UK as our best solution.	
Full details of decision: Approval is sought to extend the contract with Compost UK for the processing of Redcar and Cleveland's collected green waste until 30 September 23.	
Financial detail: Based on forecasted tonnages, the cost over 12 months to Sept 23 is £170k Budget code 10803/R2708	
Delivering Social Value: This arrangement will allow for recycling and composting of collected green waste avoiding landfill. The supplier has signed up to the Council's Social Value Charter.	
Reasons for Decision: To help maintain and increase the level of recycling undertaken by the Council in a limited supply market.	
Details of alternative options considered (if any) and reasons for rejection: We wouldn't consider Landfill for this material when recycling is available.	
Details of any conflict of interest declared by any Elected Member consulted in relation to the decision:	
Details of any dispensation granted in respect of any conflict of interest: This must be left blank. Business Support will seek this information from the Cabinet Member.	
Background Papers: State where any additional papers may be held, any background information (if applicable)	
Officer Name (Print)	Matt Briggs
Officer Signature	
Submission date	10.11.22
Procurement Approval	Request complies with Contract Procedure Rules MWB

Delegated Power Record

Reference	RES - 22 - 200
Delegated Power Forward Plan Reference	N/A
Corporate Plan Priority	Tackling Climate Change and Enhancing the Natural Environment
Delegation Title	Recycling and composting of green waste
Delegated Power Number	DP 452 - In accordance with the Council's Contract Procedure Rules 9.11: To implement an optional extension under existing contract terms
Date of Exercise	22/12/2022
Cabinet Member	Cllr Barry Hunt
Assistant Director	Robert Hoof

Signatures

CABINET MEMBER FOR NEIGHBOURHOODS & HOUSING 	Date 22/12/2022
CHIEF FINANCE OFFICER 	Date 22/11/2022
CHIEF LEGAL OFFICER 	Date 21/11/2022
MANAGING DIRECTOR 	Date 18/11/2022

Call-In (Key Decisions Only)

Date Decision will become effective	
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Delegated Power Record

Are the details of the decision to be public or confidential?

Public

If the details of the decision are confidential, please select the category for exemption under the Local Government Act 1972

Choose an item.

Reference	RES-22-209
Corporate Plan Priority	Investing for the long-term
Delegation Title	Redcar and Cleveland House – Lift Replacement
Delegated Power Number	451 - Where only one tender or quotation submission has been received, award the Contract to the single bidder
Date of Exercise	15/12/2022
Cabinet Member	Cllr Glyn Nightingale
Assistant Director	Phil Winstanley

Type of Decision (Key/Executive/Non-Executive)	Executive (Non-Key)
FOR KEY DECISIONS ONLY	
Delegated Power Forward Plan Ref	N/A
Date Decision Published in Forward Plan	
Urgency (For Key Decisions not included in Forward Plan only)	Not Applicable

Background to Decision:

It has been identified that the current lift in Redcar and Cleveland House has passed its life expectancy. The lift was installed in 1996, due to the age of the lift and condition it will start to fail.

A procurement exercise has been undertaken through the Northern Housing Consortium framework which is specifically for lift design and installation.

Decision Considerations:

Redcar & Cleveland House is one of the Council's central administration buildings housing various teams and directorates, the building will remain in use by the Council for the foreseeable future.

Should the lift start to fail some parts are obsolete and any repairs will have an impact on revenue budgets.

Delegated Power Record

Over the last 12 months there has been an increase in unavailability of the passenger lift due to breakdowns and subsequent delays in repairs being completed. There has been no single area of failure when breakdowns have occurred with hydraulic oil leaks, electronic floor selection switches and mechanical operational systems all causing issues.

Full details of decision:

Approval is requested to award a contract to Foulds Lifts to dismantle and remove the existing lift and design, supply, deliver and install a new Standard Hydraulic lift in Redcar & Cleveland House.

The contract is expected to start on site on 2 January 2023 and to be completed by 30 January 2023

Financial detail:

The total contract value is £57,107.00

This project will be funded from C20125 Capitalised repairs – Asset Management

The scheme has been agreed with Programme management group

Delivering Social Value:

Foulds Ltd have signed the Social Value Charter. The company is situated within Redcar & Cleveland, employ local labour and sources materials from local suppliers where possible

Reasons for Decision:

Following a competitive further competition process via Lot 2, Design, Install & Refurbishment of Passenger Lifts of the Northern Housing Consortium (NHC) Procurement Passenger Lift framework, one submission was received. The submission was fully appraised by Officers taking into account the evaluation criteria of quality and price. The bid demonstrated a good range of competency and was within budget.

Details of alternative options considered (if any) and reasons for rejection:

- Do Nothing – The lift will continue to run until replacement parts become obsolete.
- Provide in House – Due to nature of the works & the scale, using in-house operatives would not have been practical as they do not have the relevant skills.

Details of any conflict of interest declared by any Elected Member consulted in relation to the decision:

This must be left blank. Business Support will seek this information from the Cabinet Member.

Details of any dispensation granted in respect of any conflict of interest:

This must be left blank. Business Support will seek this information from the Cabinet Member.

Background Papers:

State where any additional papers may be held, any background information (if applicable)

Delegated Power Record

Officer Name (Print)	Denise Boyle	
Officer Signature		
Submission date	23 November 2022	
Procurement Approval		Request complies with the Council's Contract Procedure Rules

Delegated Power Record

Reference	RES-22-209
Delegated Power Forward Plan Reference	
Corporate Plan Priority	Investing for the long-term
Delegation Title	Redcar and Cleveland House – Lift Replacement
Delegated Power Number	451 – Where only one tender or quotation submission has been received, award the Contract to the single bidder
Date of Exercise	15/12/2022
Cabinet Member	Cllr Glyn Nightingale
Assistant Director	Phil Winstanley

Signatures

CABINET MEMBER FOR RESOURCES	Date 15/12/2022
CHIEF FINANCE OFFICER	Date 29/11/2022
CHIEF LEGAL OFFICER	Date 24/11/2022
MANAGING DIRECTOR	Date 23/11/2022

Call-In (Key Decisions Only)

Date Decision will become effective	
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Delegated Power Record

Are the details of the decision to be public or confidential?

Public

If the details of the decision are confidential, please select the category for exemption under the Local Government Act 1972

Reference	RES-22-213
Corporate Plan Priority	Meeting Residents' Needs
Delegation Title	Swan's Corner Roundabout
Delegated Power Number	DP 453 - In accordance with the Council's Contract Procedure Rules 9.17: Power to vary the terms of an existing contract, where there is provision within the contract to do so
Date of Exercise	14/12/2022
Cabinet Member	Cllr Cliff Foggo
Assistant Director	Robert Hoof

Type of Decision (Key/Executive/Non-Executive)	Executive (Non-Key)
FOR KEY DECISIONS ONLY	
Delegated Power Forward Plan Ref	N/A
Date Decision Published in Forward Plan	Click or tap to enter a date. To be completed by Democratic Services
Urgency (For Key Decisions not included in Forward Plan only)	Not Applicable

Background to Decision:

In November 2021 Esh Construction were appointed to undertake the A171 Swan's Corner roundabout improvement works. The original contract start date was the 10/01/2022 for a duration of 23 weeks. The start date was deferred to the 14/03/2022 to allow utility companies additional time to divert their affected services. As a result of the delay of a utility company diverting their service, the completion date of the improvement works was extended to 34 weeks.

The contracted works have now been completed, but the unplanned delays experienced by Esh Construction on site has meant that the original tendered sum has increased which RCBC are contractually obligated to pay.

Decision Considerations:

RCBC are contractually required to compensate Esh Construction for the additional costs incurred as a result of the delays that they were not responsible for.

Delegated Power Record

<p>Full details of decision:</p> <p>Approval is requested to vary the contract to reflect the additional time taken for completion of the works (revised completion date of 04/11/2022) and subsequent additional fees incurred.</p>	
<p>Financial detail:</p> <p>The value of the original tendered contract was £1,080,964.32.</p> <p>The value of the contract variation is £248,000.00.</p> <p>Total contract value is estimated to be £1,328,964.32</p> <p>The costs are to be funded from existing highways budgets.</p>	
<p>Delivering Social Value:</p> <p>Social value deliverables were requested as part of the original tender process.</p>	
<p>Reasons for Decision:</p> <p>RCBC are contractually obligated to pay Esh Construction for the additional costs incurred from the delays to the programme.</p>	
<p>Details of alternative options considered (if any) and reasons for rejection:</p> <p>There are no other options to remain compliant with the contract terms.</p>	
<p>Details of any conflict of interest declared by any Elected Member consulted in relation to the decision:</p> <p>This must be left blank. Business Support will seek this information from the Cabinet Member.</p>	
<p>Details of any dispensation granted in respect of any conflict of interest:</p> <p>This must be left blank. Business Support will seek this information from the Cabinet Member.</p>	
<p>Background Papers:</p> <p>State where any additional papers may be held, any background information (if applicable)</p>	
Officer Name (Print)	Clive Allen
Officer Signature	
Submission date	30/11/2022
Procurement Approval	Request complies with the Council's Contract Procedure Rules

Delegated Power Record

Reference	RES-22-213
Delegated Power Forward Plan Reference	
Corporate Plan Priority	Meeting Residents' Needs
Delegation Title	Swan's Corner Roundabout
Delegated Power Number	DP 453 - In accordance with the Council's Contract Procedure Rules 9.17: Power to vary the terms of an existing contract, where there is provision within the contract to do so
Date of Exercise	14/12/2022
Cabinet Member	CLlr Cliff Foggo
Assistant Director	Robert Hoof

Signatures

CABINET MEMBER FOR HIGHWAYS & TRANSPORT	Date 14/12/2022
CHIEF FINANCE OFFICER	Date 14/12/2022
CHIEF LEGAL OFFICER	Date 14/12/2022
MANAGING DIRECTOR	Date 14/12/2022

Call-In (Key Decisions Only)

Date Decision will become effective	
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Delegated Power Record

Are the details of the decision to be public or confidential?

Public

If the details of the decision are confidential, please select the category for exemption under the Local Government Act 1972

Choose an item.

Reference	RES-22-215
Corporate Plan Priority	Meeting Residents' Needs
Delegation Title	Zetland Park Safety flooring
Delegated Power Number	455 – Exercise Power of Exemption to Award a contract – due to nature of the market.
Date of Exercise	08/12/2022
Cabinet Member	Cllr Barry Hunt
Assistant Director	Robert Hoof

Type of Decision (Key/Executive/Non-Executive)	Executive (Non-Key)
FOR KEY DECISIONS ONLY	
Delegated Power Forward Plan Ref	N/A
Date Decision Published in Forward Plan	
Urgency (For Key Decisions not included in Forward Plan only)	Not Applicable

<p>Background to Decision: Zetland Park is a public area which includes a play provision for children, the park is located on the Coast Road in Redcar and is well utilised by the public throughout the year. Due to the aging floor surface within the play area, there is a requirement to upgrade the safety flooring within this area with immediate effect.</p>
<p>Decision Considerations: Contract procedure rules. Supplier checks have been carried out prior to appointment.</p>
<p>Full details of decision: Approval is requested to award contract to GB Sports and Leisure to replace the surface within Zetland Park play area, the proposal is to use an artificial grass system which can be laid over the repaired rubber crumb. Contract period - installation of surface will be no sooner than 8 weeks from receipt of purchase order, installation and resurfacing work to be carried out over a two-week period this is envisaged to be March/April 2023.</p>

Delegated Power Record

<p>Financial detail: The cost of the work is priced at £15,600.00 + VAT</p> <p>Budget Code: 11216</p>	
<p>Delivering Social Value: The supplier has signed the Councils Social Value charter 2022.</p> <p>By making sure the safety floor in repaired will keep the park open meaning children and families can continue to use the facilities available this aligns with the below Social Value:</p> <p>Improve long-term physical health and mental wellbeing, get young people more active, and ultimately save lives.</p>	
<p>Reasons for Decision:</p> <p>Zetland Park is a public area which includes a play provision for children, the park is located on the Coast Road in Redcar and is well utilised by the public throughout the year. Due to the aging floor surface within the play area, there is a requirement to upgrade the safety flooring within this area with immediate effect. Failure to upgrade this flooring would mean the play area would eventually close to the public.</p>	
<p>Details of alternative options considered (if any) and reasons for rejection:</p> <p>Do Nothing – this would mean the park would eventually be closed for use to the public.</p> <p>Carry out a competitive procurement process – specialist category and re-surfacing is required as a matter of urgency to ensure the play area can be utilised to its capacity.</p>	
<p>Details of any conflict of interest declared by any Elected Member consulted in relation to the decision:</p>	
<p>Details of any dispensation granted in respect of any conflict of interest: This must be left blank. Business Support will seek this information from the Cabinet Member.</p>	
<p>Background Papers: State where any additional papers may be held, any background information (if applicable)</p>	
Officer Name (Print)	Gary Cummins
Officer Signature	>
Submission date	5 December 2022
Procurement Approval	This decision complies with the Council’s Contract Procedure Rules.

Delegated Power Record

Reference	RES-22-215
Delegated Power Forward Plan Reference	
Corporate Plan Priority	Meeting Residents' Needs
Delegation Title	Zetland Park Safety flooring
Delegated Power Number	455 – Exercise Power of Exemption to Award a contract – due to nature of the market.
Date of Exercise	08/12/2022
Cabinet Member	Cllr Barry Hunt
Assistant Director	Robert Hoof

Signatures

CABINET MEMBER FOR NEIGHBOURHOODS & HOUSING _____!	Date 08/12/2022
CHIEF FINANCE OFFICER _____	Date 08/12/2022
CHIEF LEGAL OFFICER _____	Date 02/12/2022
MANAGING DIRECTOR _____	Date 02/12/2022

Call-In (Key Decisions Only)

Date Decision will become effective	
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Delegated Power Record

Are the details of the decision to be public or confidential?

Public

If the details of the decision are confidential, please select the category for exemption under the Local Government Act 1972

Choose an item.

Reference	RES-22-218
Corporate Plan Priority	Investing for the long-term
Delegation Title	VMware Licensing Agreement Renewal
Delegated Power Number	450 – Award a contract
Date of Exercise	12/12/2022
Cabinet Member	Cllr Glyn Nightingale
Assistant Director	John Bulman

Type of Decision (Key/Executive/Non-Executive)	Executive (Non-Key)
FOR KEY DECISIONS ONLY	
Delegated Power Forward Plan Ref	N/A
Date Decision Published in Forward Plan	
Urgency (For Key Decisions not included in Forward Plan only)	Not Applicable

Background to Decision:

Redcar & Cleveland Borough Council requires a VMware licensing and support subscription to allow us to run a virtual server environment that supports the delivery of Council services for staff and citizens.

The current agreement is due for renewal to allow continued use of VMware software and is currently renewed on an annual basis.

Delegated Power Record

Decision Considerations:

A review of the licenses has been conducted and shown that there is no licensing increase required for the next 12 months and the renewal can be made retaining current license quantities.

Full details of decision:

A contract is requested to be awarded to Phoenix Software Ltd via a Kent County Council (KCS) framework, Award Reference: Y20011 Software Products and Associated Services 2 which allows for all public bodies to access.

The contract term is for a period of one year starting on 27 March 2023 and ending on 26 March 2024.

Financial detail:

The cost of the VMware Licensing Agreement Renewal for one year will be £ 19,452.97

The contract will be funded from the existing Assets revenue budget.

Delivering Social Value:

Using virtualisation technology reduces the carbon footprint of the council and provides cost savings against the use of traditional server environments.

Reasons for Decision:

The Council relies on the use of virtualisation technology to run its server and application infrastructure. Using virtualisation greatly reduces the need for separate physical servers as well as ensuring hardware runs as efficiently as possible creating savings over traditional implementations.

Details of alternative options considered (if any) and reasons for rejection:

Do nothing – Rejected as the Council needs to maintain a licensing agreement to allow the use of VMware software to allow the delivery of virtual servers to support the delivery of services to staff and citizens.

Carry out a competitive procurement process – This was rejected as price benchmarking has been carried out which shows that awarding using a direct award on an existing framework which has been through a full tender process and delivers value for money.

Details of any conflict of interest declared by any Elected Member consulted in relation to the decision:

This must be left blank. Business Support will seek this information from the Cabinet Member.

Details of any dispensation granted in respect of any conflict of interest:

This must be left blank. Business Support will seek this information from the Cabinet Member.

Delegated Power Record

Background Papers: State where any additional papers may be held, any background information (if applicable)		
Officer Name (Print)	Simon Jennings	
Officer Signature		
Submission date	06/12/2022	
Procurement Approval		Request complies with the Council's contract procedure rules

Delegated Power Record

Reference	RES-22-218
Delegated Power Forward Plan Reference	
Corporate Plan Priority	Investing for the long-term
Delegation Title	VMware Licensing Agreement Renewal
Delegated Power Number	450 – Award a contract
Date of Exercise	12/12/2022
Cabinet Member	Cllr Glyn Nightingale
Assistant Director	John Bulman

Signatures

CABINET MEMBER FOR RESOURCES	Date 12/12/2022
CHIEF FINANCE OFFICER	Date 08/12/2022
CHIEF LEGAL OFFICER	Date 06/12/2022
MANAGING DIRECTOR	Date 06/12/2022

Call-In (Key Decisions Only)

Date Decision will become effective	
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Delegated Power Record

Are the details of the decision to be public or confidential?

Public

If the details of the decision are confidential, please select the category for exemption under the Local Government Act 1972

Choose an item.

Reference	RES-22-220
Corporate Plan Priority	Improving the Physical Appearance of the Borough and Enhancing Prosperity
Delegation Title	Stray Redcar (Pink Path) illumination for sports activity with solar lighting.
Delegated Power Number	<i>455 Exercise power of exemption to Standing Orders in accordance with Section 10 of the Contract Procedure Rules i. the nature of the market for the works to be carried out or the goods or services to be provided has been investigated and is demonstrated to be such that a departure from the requirements of these Rules is justifiable</i>
Date of Exercise	23/12/2022
Cabinet Member	Cllr Cliff Foggo
Assistant Director	Robert Hoof

Type of Decision (Key/Executive/Non-Executive)	Executive (Non-Key)
FOR KEY DECISIONS ONLY	
Delegated Power Forward Plan Ref	N/A
Date Decision Published in Forward Plan	Click or tap to enter a date. To be completed by Democratic Services
Urgency (For Key Decisions not included in Forward Plan only)	Not Applicable

Background to Decision:

Solar powered ground markers to be installed the length of the 'pink path' coastal walkway situated at the Stray East Redcar within Zetland Ward.

We are carrying out this pilot for the purposes of evaluation of the system with a view to extending the provision to the entire length of the Coast Road from the Eastern border of Redcar to the Western border of Marske. This section of road is entirely unilluminated at present. New Marske Harriers are an active well established running group holding many events

Delegated Power Record

in the Borough. This volunteer group have been instrumental in continued support of this initiative from bid writing / submission to supplier communication sourcing superior equipment capable of withstanding a coastal environment. This is inclusive of looking at evidence of other installations in Hounslow and Belgium and others where the system has proved to be successful increasing healthy activity such as walking and running / cycling after dark. Evidence of these schemes can be produced if requested.

After extensive investigation of what is available on the market, we (New Marske Harriers and RCBC.) have identified Lumeneye as a supplier of robust solar powered marker lights highly suited to a coastal environment (salt ingress and sea resistant.) Specifications and case studies can be made available to support this application on request.

The scheme is a pilot with a view to extending the idea to the full length of the Coast Road. This phase two part of the scheme will be delivered after the pilot with Sofia Off-Shore Windfarm expressing an interest in funding either in part or whole. Funding for this phase one scheme is also largely external from EDF Energy and England Athletic. RCBC are to provide the sum of £3,000 towards the overall cost of £13,383.50 + VAT. New Marske Harriers are committing funds to this project in addition to external funding awards. Other quotes have been sourced for similar lighting with different specifications not as suited to a coastal environment.

RC Highways have an aspiration to carry out this work as well as phase two but lack the funds. By working with New Marske Harriers we have been able to identify alternative external funding.

The unit identified are individual units powered by a LFP battery with an 8-year life. Visibility is low impact with a range of 500 meters. The units are CE accredited with an IP68 rating for water and dust ingress and IK10 rating for impact resistance. Temperature limits are -20 - + 70 degrees C.

Sofia have given verbal affirmation that one this pilot if complete they would look favourably at funding stage two (full Coast Road.) The location passes Sofia's work area (Cable landfall from the offshore wind farm.) Sofia will be active on site until 2024. If Sofia do not fully fund the project then match funding will be sought within the same partnership arrangement that has found funding for phase one.

Decision Considerations:

Supplier Checks and Balances complete.

A Purchase Order will act as Legal Contract.

The design has been carefully considered, and value engineered in line with funding external funding applications submitted, responding to the volatile construction market supplies costs influenced by Brexit, the pandemic, and the war in Ukraine.

The programme of work has been designed and ready for installation within a specific timescale, with material lead-in times being factored in for timely completion on receipt of order.

Installation will take 2 days and be carried out by the patented supplier of these units. We can source the same specifications through other suppliers who buy them from Lumeneye. This would be more expensive than a supply from source as outlined.

Full details of decision:

Delegated Power Record

Approval is requested to award a contract to Lumeneye for the supply and installation of solar powered lighting units to be installed on the coastal walkway situated at the Stray East Redcar within Zetland Ward.

Once approved, exact timescales of supply and installation to be agreed with Lumeneye. Installation works will take an estimated 2 days.

Financial detail:

This application is to request to an order totalling £13,383.50 with Lumeneye. £3,000 donation from Redcar Council through ITP Highways £10,383.00 to be refunded to Redcar Council from New Marske Harriers.

In summary this project will be funded by New Marske Harriers with Redcar and Cleveland Council paying a total of £3,000. External funding will total £10,383.50 towards the overall total of £13,383.50. The balance of funds have been sought from external funding organisations and will be held by New Marske Harriers.

Revenue Maintenance implications are minimal. Units identified are tested to 55 tons with a two-year guarantee on units and installation. The battery within the units has an 8-year guarantee.

External funding awards will be paid to Redcar and Cleveland Borough Council once work is complete.

Budget code: R4000 / 10604

Delivering Social Value:

Lumeneye have signed the Council's Social Value Charter.

This project is designed to enhance our coastal open spaces whilst satisfying habitat considerations for public enjoyment, opening the space for the purposes of running, cycling, and walking after sunset. The equipment choices are additionally designed with mobility in mind offering wheelchair users better facilities in keeping with the topographical advantages of Redcar. (No hills or banks to negotiate.)

Reasons for Decision:

The quote provided by Lumeneye in accordance is competitive and offers value for money and allows the necessary materials required for this work on the pink path, to be suitably ordered and lead-in times adhered to. Lumeneye is the sole provider of this design of unit, which is highly suited to the environment this work is to be carried out in.

Details of alternative options considered (if any) and reasons for rejection:

Option one. Do nothing – rejected. This is an externally funded opportunity to invest in a well-used community space.

Delegated Power Record

Option two. A competitive procurement process could be carried out to source alternative prices; however, this is rejected as there is insufficient time to complete a process due to increased lead in supply times and the need to spend the external funding on offer.

Option three. Direct award using alternative frameworks – rejected as no other local or national suppliers.

Details of any conflict of interest declared by any Elected Member consulted in relation to the decision:

Details of any dispensation granted in respect of any conflict of interest:

This must be left blank. Business Support will seek this information from the Cabinet Member.

Background Papers:

State where any additional papers may be held, any background information (if applicable)

Officer Name (Print)	Andrew Pearson
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Officer Signature	
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Submission date	12/12/2022
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Procurement Approval	
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This request complies with the Council's Contract Procedure Rules.

Delegated Power Record

Reference	RES-22-220
Delegated Power Forward Plan Reference	
Corporate Plan Priority	Improving the Physical Appearance of the Borough and Enhancing Prosperity
Delegation Title	Supply and installation of patented solar power units
Delegated Power Number	<i>455 Exercise power of exemption to Standing Orders in accordance with Section 10 of the Contract Procedure Rules i. the nature of the market for the works to be carried out or the goods or services to be provided has been investigated and is demonstrated to be such that a departure from the requirements of these Rules is justifiable</i>
Date of Exercise	23/12/2022
Cabinet Member	Cllr Cliff Foggo
Assistant Director	Robert Hoof

Signatures

CABINET MEMBER FOR HIGHWAYS & TRANSPORT	Date 23/12/2022
CHIEF FINANCE OFFICER	Date 15/12/2022
CHIEF LEGAL OFFICER	Date 12/12/2022
MANAGING DIRECTOR	Date 12/12/2022

Call-In (Key Decisions Only)

Date Decision will become effective	
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Delegated Power Record

Are the details of the decision to be public or confidential?

Public

If the details of the decision are confidential, please select the category for exemption under the Local Government Act 1972

Choose an item.

Reference	RES-22-221
Corporate Plan Priority	Meeting Residents' Needs
Delegation Title	Repair, Supply & Install of Outdoor Play Equipment at School Lane, Liverton Mines
Delegated Power Number	450 - Award a Contract
Date of Exercise	15/12/2022
Cabinet Member	Cllr Barry Hunt
Assistant Director	Robert Hoof

Type of Decision (Key/Executive/Non-Executive)	Executive (Non-Key)
FOR KEY DECISIONS ONLY	
Delegated Power Forward Plan Ref	N/A
Date Decision Published in Forward Plan	
Urgency (For Key Decisions not included in Forward Plan only)	Not Applicable

Background to Decision:

Funding has been approved from Environment Section, Public Realm, and Elected Ward Members Allocation for the purpose of refurbishing part of the existing play equipment and installing new play equipment at School Lane Play Area, Liverton Mines which has been closed due to vandalism.

As the current play equipment on the playground is provided by Kompan Ltd, of which some items require repair it was felt that to provide continuity with regards to the equipment, warranties and after care, a direct award to Kompan Ltd to carry out the refurbishment work is the best option via direct award under Lot 2 of the YPO 939 - Outdoor Sports and Activity Equipment framework . This will ensure all the equipment is provided by the same supplier and will result in resource savings in the event of issues.

Decision Considerations:

Contract Procedure Rules.

Delegated Power Record

Full details of decision:

Approval is requested to award a contract to Kompan Ltd to refurbish the current and provide new play equipment on the School Lane Playground, Liverton Mines.

The repair and installs are expected to commence on 6 February 2023 and last for a period of 8 weeks.

Financial detail:

Total cost to repair, supply and install play equipment is £45,000 to be funded as follows:

£25,000 - Environment

£5,500 - Loftus Elected Members Ward Allowance

£10,000 - Loftus Public Realm

£5,000 - LMC Group – Local Resident Group has raised these funds to aid the project

Delivering Social Value:

This project will enhance and make safe the public space and increase the choice of play equipment for families to enjoy. This is particularly important following the coronavirus pandemic and allows a safe, quality offer to users.

Reasons for Decision:

As the current play equipment on the playground is provided by Kompan Ltd, of which some items require repair it was felt that to provide continuity with regards to the equipment, warranties and after care, a direct award which is permissible under Lot 2 of the YPO 939 - Outdoor Sports and Activity Equipment framework was the best option. This will ensure all the equipment is provided by the same supplier and will result in resource savings in the event of issues.

The supplier was appointed to the YPO framework after a full tender process was carried out.

Details of alternative options considered (if any) and reasons for rejection:

Do Nothing – This was rejected as it would exacerbate the current issue with regards to unsafe, unusable equipment and the surfacing and would lead to the areas being unused.

Carry out a competitive procurement process – This was rejected as continuity with regards to the equipment, warranties and after care being provided by one supplier is the best option.

Delegated Power Record

<p>Details of any conflict of interest declared by any Elected Member consulted in relation to the decision:</p> <p>This must be left blank. Business Support will seek this information from the Cabinet Member.</p>	
<p>Details of any dispensation granted in respect of any conflict of interest:</p> <p>This must be left blank. Business Support will seek this information from the Cabinet Member.</p>	
<p>Background Papers:</p> <p>State where any additional papers may be held, any background information (if applicable)</p>	
<p>Officer Name (Print)</p>	<p>Phil Lee</p>
<p>Officer Signature</p>	
<p>Submission date</p>	<p>8 December 2022</p>
<p>Procurement Approval</p>	<p>Request complies with the Council’s Contract Procedure Rules</p>

Delegated Power Record

Reference	RES-22-221
Delegated Power Forward Plan Reference	
Corporate Plan Priority	Meeting Residents' Needs
Delegation Title	Repair, Supply & Install of Outdoor Play Equipment at School Lane, Liverton Mines
Delegated Power Number	450 - Award a Contract
Date of Exercise	15/12/2022
Cabinet Member	Cllr Barry Hunt
Assistant Director	Robert Hoof

Signatures

CABINET MEMBER FOR NEIGHBOURHOODS & HOUSING _____	Date 15/12/2022
CHIEF FINANCE OFFICER _____	Date 14/12/2022
CHIEF LEGAL OFFICER _____	Date 12/12/2022
MANAGING DIRECTOR _____	Date 12/12/2022

Call-In (Key Decisions Only)

Date Decision will become effective	
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Delegated Power Record

Are the details of the decision to be public or confidential?

Public

If the details of the decision are confidential, please select the category for exemption under the Local Government Act 1972

Reference	RES-22-225
Corporate Plan Priority	Meeting Residents' Needs
Delegation Title	Extension to Fuel Card Contract
Delegated Power Number	452 – extend a contract
Date of Exercise	16/12/2022
Cabinet Member	Cllr Cliff Foggo
Assistant Director	Robert Hoof

Type of Decision (Key/Executive/Non-Executive)	Executive (Non-Key)
FOR KEY DECISIONS ONLY	
Delegated Power Forward Plan Ref	GDD0020
Date Decision Published in Forward Plan	
Urgency (For Key Decisions not included in Forward Plan only)	Not Applicable

Background to Decision:

The Council has moved from on-site diesel and petrol storage for the Council's main depot at Dormanstown, to fuel cards allocated to each vehicle. The rationale for this change is one of efficiency, preparing the Council early for the move away from fossil fuel powered vehicles, enabling most operational staff quicker, easier access to fuel, closer to their location during the working day. Removal of the tank at Dormanstown has also freed a large amount of usable space in the yard. As the Council moves towards increasing numbers of low and ultra-low emissions vehicles, fuel cards can simply and quickly be cancelled according to demand.

Decision Considerations:

Contract procedure rules.

Full details of decision:

Initial approval was requested to award a contract to Harvest Energy Ltd for the provision of fuel cards for a period of 1 plus 3 individual years optional extensions. Contract start date December 2020. This request is to approve the year 3 extension from Dec 2022. The original award was made under NHS SBS Fuel cards Vehicle Solutions framework (SBS/18/DT/XCB/9322).

Delegated Power Record

Financial detail: Annual fuel spend anticipated to be £750k per annum, reducing exponentially due to the move towards low and ultra-low emissions vehicles This is to be funded from revenue code 10796 R3000	
Delivering Social Value: The delivery of social value is limited due to the nature of the contract, however, fuel cards will allow better flexibility in terms of travelling for fuelling purposes.	
Reasons for Decision: As stated above, a move to fuel cards correlates with the intention to move away from fossil fuels, making the Council more agile in the way vehicles are operated. In addition, defects had been identified in the existing fuel tanks at Central Depot which would have required costly rectification. The contract is running well, and Harvest Energy provide an effective and efficient service.	
Details of alternative options considered (if any) and reasons for rejection: A consideration was given to updating the fuel tank provision on site initially. In accordance with regulations this would have required extensive works to alter the location, trenching to provide acceptable interceptor arrangements and new pump and fuel line installation. The costs of this would have been extremely high and do not align with the Council's stated ambition of carbon neutrality by 2030; the level of fossil fuelled vehicles in the fleet will drop over coming years. Removing the onsite fuelling minimises environmental risk and removes burden associated with the extensive regulation required of fuel sites.	
Details of any conflict of interest declared by any Elected Member consulted in relation to the decision: This must be left blank. Business Support will seek this information from the Cabinet Member.	
Details of any dispensation granted in respect of any conflict of interest: This must be left blank. Business Support will seek this information from the Cabinet Member.	
Background Papers: Forward Plan reference for Fuel Cards - GDD0020	
Officer Name (Print)	Gareth Healy
Officer Signature	
Submission date	30/11/2022

Delegated Power Record

Procurement Approval		This request complies with the Council's Contract Procedure Rules.
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Delegated Power Record

Reference	RES-22-225
Delegated Power Forward Plan Reference	GDD0020
Corporate Plan Priority	Meeting Residents' Needs
Delegation Title	Extension to Fuel Card Contract
Delegated Power Number	452 – extend a contract
Date of Exercise	16/12/2022
Cabinet Member	Cllr Cliff Foggo
Assistant Director	Robert Hoof

Signatures

CABINET MEMBER FOR HIGHWAYS & TRANSPORT	Date 16/12/2022
CHIEF FINANCE OFFICER	Date 15/12/2022
CHIEF LEGAL OFFICER	Date 16/12/2022
MANAGING DIRECTOR	Date 15/12/2022

Call-In (Key Decisions Only)

Date Decision will become effective	
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Delegated Power Record

Are the details of the decision to be public or confidential?

Public

If the details of the decision are confidential, please select the category for exemption under the Local Government Act 1972

Choose an item.

Reference	RES-22-226
Corporate Plan Priority	Improving the Physical Appearance of the Borough and Enhancing Prosperity
Delegation Title	Legal Fees for Redcar Central Station Agreement to Lease
Delegated Power Number	455 - Exercise power of exemption to Standing Orders in accordance with Section 10 of the Contract Procedure Rules – Reason – Nature of the market
Date of Exercise	15/12/2022
Cabinet Member	Cllr Chris Gallacher TD, VR
Assistant Director	Andrew Carter

Type of Decision (Key/Executive/Non-Executive)	Executive (Non-Key)
FOR KEY DECISIONS ONLY	
Delegated Power Forward Plan Ref	N/A
Date Decision Published in Forward Plan	
Urgency (For Key Decisions not included in Forward Plan only)	Not Applicable

<p>Background to Decision:</p> <p>The Council are finalising the Agreement to lease with The Arch Company (ArchCo) which will see Redcar Central Station leased to the Council. Network Rail are the freeholder, ArchCo hold a 150-year lease (since 2019) and RCBC will agree a sublease with ArchCo for the remainder of the term. The Council are obliged to cover the legal fees of all parties for this transaction.</p>
<p>Decision Considerations:</p> <p>Contract Procedure Rules.</p>
<p>Full details of decision:</p> <p>Approval is requested to appoint to Gowling WLG to provide legal services associated with the Premium Underlease for Redcar Central Station.</p>

Delegated Power Record

<p>The Council, as part of the Heads of Terms, are responsible for the legal costs incurred for all parties associated with this transaction.</p>	
<p>Financial detail:</p> <p>Total Contract Value is £32,000. Period of Contract December 2022 to March 2023.</p> <p>The funding is secure through the TVCA Growth Zone and Investment Funds and budget Code C20371 will be used.</p>	
<p>Delivering Social Value:</p> <p>This appointment is made outside of the Council's Social Value Charter.</p>	
<p>Reasons for Decision:</p> <p>In order for the Council to finalise and execute the Agreement to Lease with ArchCo for Redcar Central Station the Council is bound to pay the associated legal fees of ArchCo and Network Rail.</p>	
<p>Details of alternative options considered (if any) and reasons for rejection:</p> <p>Exemption to the Contract Procedure Rules is requested as each party nominates their contracted legal services organisation for this purpose, therefore a competitive procurement process is not appropriate.</p>	
<p>Details of any conflict of interest declared by any Elected Member consulted in relation to the decision:</p>	
<p>Details of any dispensation granted in respect of any conflict of interest:</p> <p>This must be left blank. Business Support will seek this information from the Cabinet Member.</p>	
<p>Background Papers:</p> <p>State where any additional papers may be held, any background information (if applicable)</p>	
Officer Name (Print)	Andrew Richardson
Officer Signature	
Submission date	15/12/2022
Procurement Approval	Request complies with the Council's Contract Procedure Rules

Reference	RES-22-226
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Delegated Power Record

Delegated Power Forward Plan Reference	
Corporate Plan Priority	Improving the Physical Appearance of the Borough and Enhancing Prosperity
Delegation Title	Legal Fees for Redcar Central Station Agreement to Lease
Delegated Power Number	455 - Exercise power of exemption to Standing Orders in accordance with Section 10 of the Contract Procedure Rules – Reason – Nature of the market
Date of Exercise	15/12/2022
Cabinet Member	Cllr Chris Gallacher, TD, VR
Assistant Director	Andrew Carter

Signatures

CABINET MEMBER FOR ECONOMIC DEVELOPMENT	Date 19/12/2022
CHIEF FINANCE OFFICER	Date 15/12/2022
CHIEF LEGAL OFFICER	Date 16/12/2022
MANAGING DIRECTOR	Date 15/12/2022

Call-In (Key Decisions Only)

Date Decision will become effective	
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Delegated Power Record

Are the details of the decision to be public or confidential?

Public

If the details of the decision are confidential, please select the category for exemption under the Local Government Act 1972

3 - Information relating to the financial or business affairs of any particular person (including the authority holding that information)

Reference	RES-22-227
Corporate Plan Priority	Improving the Physical Appearance of the Borough and Enhancing Prosperity
Delegation Title	Britannia Test and Measurement Ltd
Delegated Power Number	144
Date of Exercise	15/12/2022
Cabinet Member	Cllr Glyn Nightingale
Assistant Director	Phil Winstanley
Type of Decision (Key/Executive/Non-Executive)	Executive (Non-Key)
FOR KEY DECISIONS ONLY	
Delegated Power Forward Plan Ref	N/A
Date Decision Published in Forward Plan	
Urgency (For Key Decisions not included in Forward Plan only)	Not Applicable
Decision Considerations: Fees and costs as above to be paid to RCBC	
Full details of decision: To grant an agreement for 3 years at South Tees Business Centre Britannia test and measurement wish to occupy unit 15 at STBC from 1 st February 2023 Britannia test and Measurement calibrate and repair Industrial instrumentation and are returning tenants to STBC Agreed to pay £430.00+vat (£5,160.00 Annual) RBC to hold deposit amount £430.00 excludes vat	
Financial detail: Annual rent £5,160.00 plus VAT (£430.00 plus VAT per month)	
Delivering Social Value: In occupying space in one of our business centres a new tenant not only supports the council's economy by generating income, it also adds social value by local employment, investing locally as well as supporting the wider local economy. Networking opportunities created through the tenant's meetings also add social value.	
Reasons for Decision: To generate, help grow and expand South Tees Business Centre	
Details of alternative options considered (if any) and reasons for rejection: N/A	

Delegated Power Record

Details of any conflict of interest declared by any Elected Member consulted in relation to the decision:	
Details of any dispensation granted in respect of any conflict of interest: This must be left blank. Business Support will seek this information from the Cabinet Member.	
Background Papers: State where any additional papers may be held, any background information (if applicable)	
Officer Name (Print)	ALLISON PATERSON
Officer Signature	
Submission date	15/12/2022
Procurement Approval	n/a
Reference	RES-22-227
Delegated Power Forward Plan Reference	
Corporate Plan Priority	Improving the Physical Appearance of the Borough and Enhancing Prosperity
Delegation Title	Britannia Test and Measurement Ltd
Delegated Power Number	144
Date of Exercise	14/11/2022
Cabinet Member	Cllr Glyn Nightingale
Assistant Director	Phil Winstanley

Signatures

CABINET MEMBER FOR RESOURCES	Date 20/12/2022
CHIEF LEGAL OFFICER	Date 16/12/2022
MANAGING DIRECTOR	Date 19/12/2022
Call-In (Key Decisions Only)	
Date Decision will become effective	

Delegated Power Record

Are the details of the decision to be public or confidential?

Public

If the details of the decision are confidential, please select the category for exemption under the Local Government Act 1972

Choose an item.

Reference	RES-22-231
Corporate Plan Priority	Investing for the long-term
Delegation Title	Heating pipework replacement – Teesville Academy
Delegated Power Number	455 – Award a Contract using Exemption under the Contract Procedure Rules - due to urgency
Date of Exercise	21/12/2022
Cabinet Member	Cllr Glyn Nightingale
Assistant Director	Phil Winstanley

Type of Decision (Key/Executive/Non-Executive) See Scheme of Delegation to Officers – Council Constitution	Executive (Non-Key)
FOR KEY DECISIONS ONLY	
Delegated Power Forward Plan Ref	If a key decision has not been published in the forward plan at least 28 days in advance of the decision being taken, then the urgency or special urgency rules must be applied, and relevant forms completed in conjunction with Democratic Services
Delegated Power Forward Plan Ref	
Date Decision Published in Forward Plan	Click or tap to enter a date. To be completed by Democratic Services
Urgency (For Key Decisions not included in Forward Plan only)	Not Applicable

Background to Decision:

The business manager for Tees Valley Academy have approached property services to resolve an urgent issue with the heating system within the school.

Property Location:

Teesville primary School

Lime Road

Teesville

Middlesbrough

TS6 0BZ

Delegated Power Record

Half of the building is currently isolated due to leaks and the school are using portable electric heaters to warm rooms. The other half of the school is still connected to the heating system which is also leaking from the pressurisation unit. Urgent work is required to ensure the heating system is functioning adequately as soon as possible in the New Year.

Decision Considerations:

Due to the timescales involved to complete the works, an informal benchmarking process has been undertaken on behalf of the Academy. They have approved the works and supplied a purchase order number for the works to go ahead.

All relevant supplier checks have been carried out on the supplier.

Full details of decision:

Approval is requested to award a contract to Dynamic Maintenance Solutions to undertake the heating mains replacement.

Pending approval, the contract is expected to start on site on 09th January 2022. It is intended that the works will be undertaken out of school hours during night shifts and weekends with a view to completing by end of January 2023.

Financial detail:

The cost submitted was itemised against a detailed specification provided by property services, with a total contract value of £64,795.00

This project will be funded from Cost Centre 10073 and will be recharged back to the Academy on completion of the works.

Delivering Social Value:

DMS have signed the Social Value Charter. The company is situated within Middlesbrough employs local labour and sources materials from local suppliers.

Reasons for Decision:

An informal benchmarking process has been undertaken on behalf of the Academy and they have confirmed an order number for the works to be completed.

Details of alternative options considered (if any) and reasons for rejection:

N/A – the decision to do these works is with the Academy not the local authority

Details of any conflict of interest declared by any Elected Member consulted in relation to the decision:

This must be left blank. Business Support will seek this information from the Cabinet Member.

Details of any dispensation granted in respect of any conflict of interest:

This must be left blank. Business Support will seek this information from the Cabinet Member.

Delegated Power Record

Background Papers: State where any additional papers may be held, any background information (if applicable)	
Officer Name (Print)	Denise Boyle
Officer Signature	
Submission date	20/12/2022
Procurement Approval	This request complies with the Contract Procedure Rules

Delegated Power Record

Reference	RES-22-231
Delegated Power Forward Plan Reference	
Corporate Plan Priority	Investing for the long-term
Delegation Title	Heating pipework replacement – Teesville Academy
Delegated Power Number	455 – Award a Contract using Exemption under the Contract Procedure Rules - due to urgency
Date of Exercise	21/12/2022
Cabinet Member	Cllr Glyn Nightingale
Assistant Director	Phil Winstanley

Signatures

CABINET MEMBER FOR RESOURCES	Date 21/12/2022
CHIEF FINANCE OFFICER	Date 20/12/2022
CHIEF LEGAL OFFICER	Date 20/12/2022
MANAGING DIRECTOR	Date 20/12/2022

Call-In (Key Decisions Only)

Date Decision will become effective	
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Delegated Power Record

Are the details of the decision to be public or confidential?

Public

If the details of the decision are confidential, please select the category for exemption under the Local Government Act 1972

Choose an item.

Reference	RES-22-233
Corporate Plan Priority	Tackling Climate Change and Enhancing the Natural Environment
Delegation Title	End Contract for service 64b
Delegated Power Number	DP210 Subsidised Contracts for non-commercial bus services (Boroughbus) and Publicity
Date of Exercise	23/12/2022
Cabinet Member	Cllr Cliff Foggo
Assistant Director	Robert Hoof

Type of Decision (Key/Executive/Non-Executive)	Non-Executive
FOR KEY DECISIONS ONLY	
Delegated Power Forward Plan Ref	NA
Date Decision Published in Forward Plan	
Urgency (For Key Decisions not included in Forward Plan only)	Not Applicable

Background to Decision:

The Council has a contract with Stagecoach to provide the early morning service 64b between Middlesbrough and Wilton Centre via Grangetown and Eston. This service operates six days a week between 0537 and 0708 (weekday) or 0738 (Saturday) providing 1.5 return trips on weekdays and 2.5 return trips on Saturdays.

Historically, it is understood that the service provided an early morning link to Wilton; however recently the patronage has been focused around the residential areas to Middlesbrough for journeys that mostly could be made on a commercially provided Arriva bus service.

Ridership numbers from sample data in October 2022 show daily total patronage across all the journeys to be normally between 10 to 20 trips with a maximum of 22 recorded once and a minimum of 9.

Delegated Power Record

In terms of unique sections of route, regular patronage from upper Normanby seems to be three people going towards Middlesbrough. The nearest alternative bus to the first journey of the 64b from the Norman Conquest (0548) is service 63 along the B1380 about 16 minutes later about a 15-minute walk downhill. Service 63 along Bankfields Road starts at 0722 and service 64a starts at the Norman Conquest at 0724.

Nine journeys were made during October 2022 from Lazenby/Wilton westwards towards Eston, but service 63 from Redcar already operates from 20 minutes before the first 64b journey, so there is an alternative more direct bus service towards Middlesbrough in place. However, the first bus to Wilton from Middlesbrough would arrive 16 minutes later at 0653.

Tees flex service to Lazenby Village starts at 7am Monday to Saturday.

The subsidy per passenger recorded in October 2022 is £3.42. This is in addition to concessionary fare payments.

The recommendation is that this contract is terminated due to low patronage and the presence of alternative bus routes in the wider area.

Decision Considerations:

The need to support sustainable modes of transport within the Borough.
The need to ensure value for money and support commercial bus service provision in the wider area.
The walking and cycling network in the west of the Borough and onwards towards Middlesbrough.
The availability of taxi service.

Full details of decision:

Approval is requested to terminate the contract with Cleveland Transit Limited (Stagecoach) for the provision of service 64b.
Follow the process set out by the Traffic Commissioner whereby a minimum of 70 days' notice is given. The target date for termination of the contract is Saturday 11 March 2023.

Financial detail:

The budget for this function is £16,250 per annum.

Delivering Social Value:

Alternative bus routes will support residents in getting to work, shops and other destinations.

Reasons for Decision:

Delegated Power Record

To withdraw a poorly performing supported bus service where alternative bus services and walk/cycle routes exist.

Details of alternative options considered (if any) and reasons for rejection:

None. There is already a base level of commercially provided bus service to the wider area and no ability to provide additional funding for a replacement bus service.

Details of any conflict of interest declared by any Elected Member consulted in relation to the decision:

Details of any dispensation granted in respect of any conflict of interest:

This must be left blank. Business Support will seek this information from the Cabinet Member.

Background Papers:

Patronage data October 2022

Officer Name (Print)	Simon Houldsworth
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Officer Signature	
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Submission date	21 December 2022
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Procurement Approval	N/A
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Delegated Power Record

Reference	RES-22-233
Delegated Power Forward Plan Reference	
Corporate Plan Priority	Tackling Climate Change and Enhancing the Natural Environment
Delegation Title	End Contract for service 64b
Delegated Power Number	DP210 Subsidised Contracts for non-commercial bus services (Boroughbus) and Publicity
Date of Exercise	23/12/2022
Cabinet Member	Cllr Cliff Foggo
Assistant Director	Robert Hoof

Signatures

CABINET MEMBER FOR HIGHWAYS & TRANSPORT	Date 23/12/2022
MANAGING DIRECTOR	Date 22/12/2022

Call-In (Key Decisions Only)

Date Decision will become effective	
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Delegated Power Record

Are the details of the decision to be public or confidential?

Public

If the details of the decision are confidential, please select the category for exemption under the Local Government Act 1972

Choose an item.

Reference	RES-22-235
Corporate Plan Priority	Meeting Residents' Needs
Delegation Title	Objective Keystone Software Renewal
Delegated Power Number	455 - Exercise power of exemption to Standing Orders in accordance with Section 10 of the Contract Procedure Rules I. the nature of the market for the works to be carried out or the goods or services to be provided has been investigated and is demonstrated to be such that a departure from the requirements of these Rules is justifiable
Date of Exercise	Click here to enter a date.
Cabinet Member	Cllr Chris Gallacher TD, VR
Assistant Director	Andrew Carter

Type of Decision (Key/Executive/Non-Executive)	Executive (Non-Key)
FOR KEY DECISIONS ONLY	
Delegated Power Forward Plan Ref	N/A
Date Decision Published in Forward Plan	
Urgency (For Key Decisions not included in Forward Plan only)	Not Applicable

Background to Decision:

The Objective software has supported the preparation of the Council’s Local Development Framework and new Local Plan since an agreement was first put in place in 2006. The software is designed to enable all policy documents prepared by the strategic planning team to be up to date and published to multiple formats. The software also provides a public consultation portal to allow residents to easily access and comment on consultation documents online and which generates consultation reports, supporting the Council in providing feedback to residents.

Delegated Power Record

The continued use of the established software has previously been reviewed at renewals of the contract in 2013, 2016 and 2019 and it was considered that the software provides value for money. The Planning Strategy Team will shortly be considering a review of the Local Plan and it is considered that the software will continue to be a valuable resource.

The software enables the ease of web-based publishing, format management, revision control, indexing, search, and retrieval which supports the efficient preparation of complex documents and the successful undertaking of detailed public consultations. The software also allow the management of a database of substantial numbers of consultees and aides in compliance with GDPR.

Decision Considerations:

Contract Procedure Rules.

Full details of decision:

Approval is requested to award a contract to agree the continued supply of Objective Keystone software for Collaborative Authoring, Consultation and Engagement.

Contract period is from 1st January 23 – 31st December 23.

Financial detail:

The contract is for the value of £10,200.96 which will be met from the Planning Strategy Team budget.

Delivering Social Value:

The contract is for the provision of an IT software solution which is internet based and does not involve interaction the local area, residents, or visitors. However, it will provide a consultation portal for residents to submit comments to consultation on planning policy documents published by the Planning Strategy Team. This will support and increase engagement with local communities.

Reasons for Decision:

The continued use of the established software has previously been reviewed at renewals of the contract in 2013, 2016 and 2019 and it was considered that the software continues to provide value for money. The Planning Strategy team are expected to move towards reviewing the Local Plan and it is considered that the software will continue to be a valuable resource.

Details of alternative options considered (if any) and reasons for rejection:

Delegated Power Record

The Council could undertake its own procurement process however this is not seen to be the best option as it would take up unnecessary resources when there is a contract available that we can utilise.

It has not been possible to identify another supplier with software meeting the full authoring and engagement requirements for strategic planning purposes and the Council could not operate the consultation portal element without this system.

Details of any conflict of interest declared by any Elected Member consulted in relation to the decision:

This must be left blank. Business Support will seek this information from the Cabinet Member.

Details of any dispensation granted in respect of any conflict of interest:

This must be left blank. Business Support will seek this information from the Cabinet Member.

Background Papers:

A detailed study proposal and fee breakdown is held by the Planning Strategy Manager.

Officer Name (Print)	Rebecca Wren
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Officer Signature	
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Submission date	23/12/22
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Procurement Approval	
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	This decision complies with the Council's contract procedure rules.
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Delegated Power Record

Reference	RES-22-235
Delegated Power Forward Plan Reference	
Corporate Plan Priority	Meeting Residents' Needs
Delegation Title	Objective Keystone Software Renewal
Delegated Power Number	455 - Exercise power of exemption to Standing Orders in accordance with Section 10 of the Contract Procedure Rules the nature of the market for the works to be carried out or the goods or services to be provided has been investigated and is demonstrated to be such that a departure from the requirements of these Rules is justifiable
Date of Exercise	Click here to enter a date.
Cabinet Member	Cllr Chris Gallacher, TD, VR
Assistant Director	Andrew Carter

Signatures

CABINET MEMBER FOR ECONOMIC DEVELOPMENT	Date 04/01/2023
CHIEF FINANCE OFFICER	Date 03/01/2023
CHIEF LEGAL OFFICER	Date 23/12/2022
MANAGING DIRECTOR	Date 26/12/2022

Call-In (Key Decisions Only)

Date Decision will become effective	
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Delegated Power Record

Delegated Power Record

Are the details of the decision to be public or confidential?

Public

If the details of the decision are confidential, please select the category for exemption under the Local Government Act 1972

Choose an item.

Reference	RES-23-004
Corporate Plan Priority	Investing for the long-term
Delegation Title	Broadband Provision for South Tees Business Centre and Trading Standards
Delegated Power Number	450 – Award a Contract
Date of Exercise	11/01/2023
Cabinet Member	Cllr Glyn Nightingale
Assistant Director	Phil Winstanley

Type of Decision (Key/Executive/Non-Executive)	Executive (Non-Key)
FOR KEY DECISIONS ONLY	
Delegated Power Forward Plan Ref	N/A
Date Decision Published in Forward Plan	
Urgency (For Key Decisions not included in Forward Plan only)	Not Applicable

Background to Decision:

South Tees Business Centre - The legacy broadband provision currently in place at South Tees Business Centre has a high monthly cost and as the customer support is not based in the UK the service provision is very slow and unresponsive to our needs and therefore not sufficient to support the tenants in the Centre.

Trading Standards - The legacy wide area network provision in place at the current Trading Standards location connects back to Ormesby Library, and this was terminated when the Library shut for refurbishment. The TS Scambusters service requires high speed connectivity with local breakout so staff can operate effectively to carry out their duties.

The NHS SBS Digital Workplace Solutions Framework has a direct award option to Softcat Plc who can provide the requirement in association with Aspire Technology Solutions Ltd thus ensuring new and improved broadband provision at both STBC and the Trading Standards location with a 50% saving on costs at both sites.

Decision Considerations:

Delegated Power Record

South Tees Business Centre - The new broadband service will provide Ultrafast Dedicated Connectivity (UDC). Each UDC leased line connection is dedicated, meaning the business centre tenants will not share their bandwidth with anyone else. Each UDC comes with an industry leading fix time of 4-hours to ensure our tenants businesses remain operational. The provision can also grow with the needs of the businesses that operate from the Centre.

Trading Standards - The legacy connection at the current site had a high cost for a 10mb Ethernet Extension circuit and didn't meet the requirements of the service. Staff require both RCBC Council network connectivity as well as local internet breakout for testing purposes. The new provision provides Ultrafast Dedicated Connectivity (UDC) at 100Mb that fits the requirements of the service.

Full details of decision:

Approval is requested to directly award a contract to Softcat Plc in association with Aspire Technologies under the 'NHS SBS Digital Workplace Solutions Framework' for the provision of broadband services at both the South Tees Business Centre and Trading Standards location.

The contract term for both sites will be for a period of 60 months and is expected to start in March 2023.

Financial detail:

South Tees Business Centre - Total contract value (60 months) : £30,000.

Annual contract value: £6,000. To be funded from 10685/R4980.

Trading Standards – Total contract value (60 months) : £17,368.42.

Annual contract value: £3,473.68. To be funded from 10747/R4537.

Delivering Social Value:

The new improved broadband provision will ensure the Council can continue to operate and provide essential public services.

Reasons for Decision:

Due to the poor performance of the current broadband provision, a replacement solution needs to be implemented as soon as possible. The award of a contract to Softcat Ltd via the NHS SBS Digital Workplace Solutions Framework provides an improved service and value for money. Softcat Ltd were appointed to the framework after a full tender process was carried out.

Delegated Power Record

<p>Details of alternative options considered (if any) and reasons for rejection:</p> <p>1 – Doing nothing – Not an option as tenants will seek alternative premises/ the service requires internet connectivity.</p> <p>2 - Provide in house services – Not applicable.</p>	
<p>Details of any conflict of interest declared by any Elected Member consulted in relation to the decision:</p> <p>This must be left blank. Business Support will seek this information from the Cabinet Member.</p>	
<p>Details of any dispensation granted in respect of any conflict of interest:</p> <p>This must be left blank. Business Support will seek this information from the Cabinet Member.</p>	
<p>Background Papers:</p> <p>State where any additional papers may be held, any background information (if applicable)</p>	
Officer Name (Print)	Simon Jennings
Officer Signature	
Submission date	04/01/2023
Procurement Approval	Request complies with the Council's Contract Procedure Rules

Delegated Power Record

Reference	RES-23-004
Delegated Power Forward Plan Reference	
Corporate Plan Priority	Investing for the long-term
Delegation Title	Broadband Provision at South Tees Business Centre and Trading Standards
Delegated Power Number	450 – Award a Contract
Date of Exercise	11/01/2023
Cabinet Member	Cllr Glyn Nightingale
Assistant Director	Phil Winstanley

Signatures

CABINET MEMBER FOR RESOURCES	Date 11/01/2023
CHIEF FINANCE OFFICER	Date 10/01/2023
CHIEF LEGAL OFFICER	Date 10/01/2023
MANAGING DIRECTOR	Date 10/01/2023

Call-In (Key Decisions Only)

Date Decision will become effective	
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Delegated Power Record

Are the details of the decision to be public or confidential?

Public

If the details of the decision are confidential, please select the category for exemption under the Local Government Act 1972

Choose an item.

Reference	RES-23-006
Corporate Plan Priority	Improving the Physical Appearance of the Borough and Enhancing Prosperity
Delegation Title	Legal Fees for Redcar Central Station Agreement to Lease
Delegated Power Number	455 - Exercise power of exemption to Standing Orders in accordance with Section 10 of the Contract Procedure Rules – Reason – Nature of the market
Date of Exercise	12/01/2023
Cabinet Member	Cllr Chris Gallacher TD, VR
Assistant Director	Andrew Carter

Type of Decision (Key/Executive/Non-Executive) See Scheme of Delegation to Officers – Council Constitution	Executive (Non-Key)
FOR KEY DECISIONS ONLY	
Delegated Power Forward Plan Ref	If a key decision has not been published in the forward plan at least 28 days in advance of the decision being taken, then the urgency or special urgency rules must be applied, and relevant forms completed in conjunction with Democratic Services
Delegated Power Forward Plan Ref	
Date Decision Published in Forward Plan	Click or tap to enter a date. To be completed by Democratic Services
Urgency (For Key Decisions not included in Forward Plan only)	Not Applicable

Background to Decision:

The Council are finalising the Agreement to lease with The Arch Company (ArchCo) which will see Redcar Central Station leased to the Council. Network Rail are the freeholder, ArchCo hold a 150-year lease (since 2019) and RCBC will agree a sublease with ArchCo for the remainder of the term. The Council are obliged to cover the legal fees of all parties for this transaction.

Delegated Power Record

Decision Considerations:

Contract Procedure Rules.

Full details of decision:

Approval is requested to appoint to Gowling WLG to provide legal services associated with the Premium Underlease for Redcar Central Station.

The Council, as part of the Heads of Terms, are responsible for the legal costs incurred for all parties associated with this transaction.

Financial detail:

Total Contract Value is up to a capped maximum of £42,000. Period of Contract January 2023 to March 2023.

The funding is secure through the TVCA Growth Zone and Investment Funds and budget Code C20371 will be used.

Delivering Social Value:

This appointment is made outside of the Council's Social Value Charter.

Reasons for Decision:

In order for the Council to finalise and execute the Agreement to Lease with ArchCo for Redcar Central Station the Council is bound to pay the associated legal fees of ArchCo and Network Rail.

Details of alternative options considered (if any) and reasons for rejection:

Exemption to the Contract Procedure Rules is requested as each party nominates their contracted legal services organisation for this purpose, therefore a competitive procurement process is not appropriate.

Details of any conflict of interest declared by any Elected Member consulted in relation to the decision:**Details of any dispensation granted in respect of any conflict of interest:**

This must be left blank. Business Support will seek this information from the Cabinet Member.

Background Papers:

State where any additional papers may be held, any background information (if applicable)

Delegated Power Record

Officer Name (Print)	Andrew Richardson
Officer Signature	
Submission date	12/01/2023
Procurement Approval	Request complies with the Council's Contract Procedure Rules

Reference	RES-23-006
Delegated Power Forward Plan Reference	
Corporate Plan Priority	Improving the Physical Appearance of the Borough and Enhancing Prosperity
Delegation Title	Legal Fees for Redcar Central Station Agreement to Lease
Delegated Power Number	455 - Exercise power of exemption to Standing Orders in accordance with Section 10 of the Contract Procedure Rules – Reason – Nature of the market
Date of Exercise	12/01/2023
Cabinet Member	CLlr Chris Gallacher, TD, VR
Assistant Director	Andrew Carter

Signatures

CABINET MEMBER FOR ECONOMIC DEVELOPMENT	Date 17/01/2023
CHIEF FINANCE OFFICER	Date 16/01/2023
CHIEF LEGAL OFFICER	Date 12/01/2023
MANAGING DIRECTOR	Date 12/01/2023

Call-In (Key Decisions Only)

Choose an item.

Delegated Power Record

Reasons for dis-applying Call-In due to urgency to be added here if relevant. This will need to be reported to the next meeting of the Borough Council and the reasons must demonstrate that any delay likely to be caused by the call-in process would seriously prejudice the Council's or the public's interests.

Date Decision will become effective	Click or tap to enter a date. To be completed by Democratic Services – date will be not less than expiry of 5 working days from publication unless urgency applies.
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