



# Northumberland County Council

**Your ref:**

**Our ref:**

**Enquiries to:** Karon Hadfield

**Email:**

Democraticservices@northumberland.gov.uk

**Tel direct:** 0345 600 6400

**Date:** Tuesday, 5 December 2023

Dear Sir or Madam,

Your attendance is requested at a meeting of the **CABINET** to be held in **COUNCIL CHAMBER - COUNTY HALL** on **TUESDAY, 12 DECEMBER 2023** at **10.00 AM**.

Yours faithfully

Dr Helen Paterson  
Chief Executive

**To Cabinet members as follows:-**

**V Jones, G Renner-Thompson, J Riddle, G Sanderson (Chair), J Watson, R Wearmouth (Vice-Chair), C Horncastle, W Pattison, W Ploszaj and G Stewart**

Cabinet meetings are streamed live on the Council's Youtube channel, Northumberland TV at

[NorthumberlandTV - YouTube](#)



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# AGENDA

## PART I

It is expected that the matters included in this part of the agenda will be dealt with in public.

### 1. APOLOGIES FOR ABSENCE

### 2. MINUTES

(Pages 1  
- 8)

Minutes of the meeting of the meeting of Cabinet held on Tuesday 7 November 2023, as circulated, to be confirmed as a true record and signed by the Chair.

### 3. DISCLOSURE OF MEMBERS' INTERESTS

Unless already entered in the Council's Register of Members' interests, members are required where a matter arises at a meeting;

a. Which directly relates to Disclosable Pecuniary Interest ('DPI') as set out in Appendix B, Table 1 of the Code of Conduct, to disclose the interest, not participate in any discussion or vote and not to remain in room. Where members have a DPI or if the matter concerns an executive function and is being considered by a Cabinet Member with a DPI they must notify the Monitoring Officer and arrange for somebody else to deal with the matter.

b. Which directly relates to the financial interest or well being of a Other Registrable Interest as set out in Appendix B, Table 2 of the Code of Conduct to disclose the interest and only speak on the matter if members of the public are also allowed to speak at the meeting but otherwise must not take part in any discussion or vote on the matter and must not remain the room.

c. Which directly relates to their financial interest or well-being (and is not DPI) or the financial well being of a relative or close associate, to declare the interest and members may only speak on the matter if members of the public are also allowed to speak. Otherwise, the member must not take part in discussion or vote on the matter and must leave the room.

d. Which affects the financial well-being of the member, a relative or close associate or a body included under the Other Registrable Interests column in Table 2, to disclose the interest and apply the test set out at paragraph 9 of Appendix B before deciding whether they may remain in the meeting.

e. Where Members have or a Cabinet Member has an Other Registerable Interest or Non Registerable Interest in a matter being considered in exercise of their executive function, they must notify the

Monitoring Officer and arrange for somebody else to deal with it.

NB Any member needing clarification must contact [monitoringofficer@northumberland.gov.uk](mailto:monitoringofficer@northumberland.gov.uk). Members are referred to the Code of Conduct which contains the matters above in full. Please refer to the guidance on disclosures at the rear of this agenda letter.

4. **REPORT OF THE DEPUTY LEADER AND CABINET MEMBER FOR CORPORATE SERVICES** (Pages 9 - 36)

**Budget 2024-25 – Draft Engagement Document**

This report sets out the draft Budget Engagement document for 2024-25 (attached as Appendix 1).

5. **REPORT OF THE DEPUTY LEADER AND CABINET MEMBER FOR CORPORATE SERVICES** (Pages 37 - 50)

**Budget 2024-25 and Medium-Term Financial Plan 2024-2028**

This report provides an update on the development of the 2024-25 Budget and the Medium-Term Financial Plan (MTFP) covering the period 2024 to 2028.

6. **REPORT OF THE DEPUTY LEADER AND CABINET MEMBER FOR CORPORATE SERVICES** (Pages 51 - 60)

**Setting of the Council Tax Base**

The purpose of this report is to advise Cabinet of the tax base calculation for 2024-25 for all domestic properties liable to pay council tax. The tax base must be set by the statutory deadline of 31 January 2024.

7. **REPORT OF THE DEPUTY LEADER AND CABINET MEMBER FOR CORPORATE SERVICES** (Pages 61 - 74)

**Risk Management Report Update**

The purpose of this report is to inform Cabinet of the latest position of the County Council's corporate risks following review by Executive Management Team and Cabinet portfolio holders, and to provide an update in relation to the Council's risk management arrangements.

8. **REPORT OF THE DEPUTY LEADER AND CABINET MEMBER FOR CORPORATE SERVICES** (Pages 75 - 126)

**Financial Performance - Position at the end of September 2023**

The purpose of the report is to ensure that the Cabinet is informed of the current and forecast financial position for the Council against the Budget for 2023-24.

- 9. REPORT OF THE DEPUTY LEADER AND CABINET MEMBER FOR CORPORATE SERVICES** (Pages 127 - 140)
- Q2 Corporate Performance Report**
- This report provides a summary of the progress against the Council's three Corporate Plan priorities using the Council's performance at the end of Quarter 2, 2023/24 (Q2).
- 10. REPORT OF THE DEPUTY LEADER AND CABINET MEMBER FOR CORPORATE SERVICES** (Pages 141 - 148)
- Summary of New Capital Proposals considered by Officer Capital Strategy Group**
- The report summarises proposed amendments to the Capital Programme considered by the officer Capital Strategy Group.
- 11. REPORT OF THE CABINET MEMBER OR CARING FOR ADULTS** (Pages 149 - 164)
- Adaptations for Disabled People**
- To report on additional Disabled Facilities Grant funding received from Government, and to ask the Cabinet to consider the case for revisions to the Council's discretionary grants policy.
- 12. REPORT OF THE CABINET MEMBER FOR INSPIRING YOUNG PEOPLE** (Pages 165 - 186)
- Outcomes of the Tender for New School Buildings for Astley High and Whytrig Middle Schools**
- To update Cabinet on the outcomes of the tender process for the construction of new school buildings for Astley High School and Whytrig Middle School and seek the delegated approval to award the construction contract.
- An outline capital allocation for investment in Education has already been made within the Council's medium term capital programme of £37,097,847. The Final Business Case seeks to confirm the capital required for the construction and management of the proposed scheme, being £50,124,185.
- 13. REPORT OF THE CABINET MEMBER FOR INSPIRING YOUNG PEOPLE** (Pages 187 - 208)
- Education, SEND and Skills Report 2022-23**
- The Annual Report 2022-23 highlights actions and progress against the key priorities for Education, SEND and Skills 22-24.
- 14. REPORT OF THE CABINET MEMBER FOR PROMOTING HEALTHY LIVES** (Pages 209 -

## **Northumberland Leisure and Wellbeing Procurement and Provision**

The purpose of this report is to provide an update to Cabinet following the conclusion of the Leisure and Wellbeing Service procurement process. The Report also seeks permission to implement arrangements to ensure continuity of provision for the six community facilities excluded from the core contract from 1 April 2024.

- 15. REPORT OF THE CABINET MEMBER FOR LOOKING AFTER OUR COMMUNITIES** (Pages 333 - 338)

### **Merger of North and South Northumberland Coroner Areas**

This report seeks Cabinet approval to the proposed merger of the North and South Northumberland Coroner areas and the Business Case for the merger, detailed in the confidential appendix elsewhere on this agenda.

- 16. REPORT OF THE CABINET MEMBER FOR LOOKING AFTER OUR COMMUNITIES** (Pages 339 - 362)

### **PFI Furniture, Fixtures and Equipment (FF&E) Responsibilities**

This report provides the detail of this provision and seeks Cabinet approval for the removal of the loose furniture, fixtures and equipment (FF&E) element of the current North East Fire & Rescue Authority (NEFRA) Private Finance Initiative (PFI) contract. This proposal has potential to achieve a total efficiency of £1,375,750, from its proposed effective date of 1st April 2022 to the expiration of the contract in 2035/36.

- 17. URGENT BUSINESS**

To consider such other business as, in the opinion of the Chair, should, by reason of special circumstances, be considered as a matter of urgency.

## **PART II**

It is expected that matters included in this part of the Agenda will be dealt with in private. Reports referred to are enclosed for members and officers only, coloured pink and marked "Not for Publication".

- 18. EXCLUSION OF PRESS AND PUBLIC**

The Committee is invited to consider passing the following resolution:

- (a) That under Section 100A (4) of the Local Government Act 1972, the press and public be excluded from the meeting during consideration of the following items on the Agenda as they involve the likely disclosure of exempt information as defined in Part I of Schedule 12A of the 1972 Act, and
- (b) That the public interest in maintaining the exemption outweighs the

public interest in disclosure for the following reasons:-

<p><b>Agenda Item</b> 19</p> <p>AND</p>	<p><b>Paragraph of Part I of Schedule 12A</b></p> <p>Paragraph 3 - Information relating to the financial or business affairs of any particular person (including the Authority holding that information). The public interest in maintaining the exemption outweighs the interest in disclosure because disclosure could adversely affect the business reputation or confidence in the person / organisation, and could adversely affect commercial revenue.</p>
<p>20</p> <p>AND</p>	<p>Paragraph 3 - Information relating to the financial or business affairs of any particular person (including the Authority holding that information). The public interest in maintaining the exemption outweighs the interest in disclosure because disclosure would prejudice the ability for Northumberland County Council to obtain a competitive price through the re-tendering of the design and build contract .</p>
<p>21</p> <p>AND</p>	<p>Paragraphs 1 and 3 – Information relating to an individual (1) and Information relating to the financial or business affairs of any particular person (including the Authority holding that information) (3). The public interest in maintaining the exemption outweighs the interest in disclosure because disclosure could adversely affect confidence in the Authority’s ability to maintain the personal data of individuals.</p>

- 19. REPORT OF THE DEPUTY LEADER AND CABINET MEMBER FOR CORPORATE SERVICES** (Pages 363 - 430)  
3  
**Risk Management Report Update**
- To consider a confidential appendix in relation to item 7 on this agenda.
- 20. REPORT OF THE CABINET MEMBER FOR INSPIRING YOUNG PEOPLE** (Pages 431 - 450)  
3  
**Outcomes of the Tender for New School Buildings for Astley High and Whytrig Middle Schools**
- To consider a confidential appendix in relation to item 12 on this agenda.
- 21. REPORT OF THE CABINET MEMBER FOR LOOKING AFTER OUR COMMUNITIES** (Pages 451 -

1, 3

474)

**Merger of North and South Northumberland Coroner Areas**

To consider a confidential appendix in relation to item 15 on this agenda.

**IF YOU HAVE AN INTEREST AT THIS MEETING, PLEASE:**

- Declare it and give details of its nature before the matter is discussed or as soon as it becomes apparent to you.
- Complete this sheet and pass it to the Democratic Services Officer.

<b>Name:</b>		<b>Date of meeting:</b>	
<b>Meeting:</b>			
<b>Item to which your interest relates:</b>			
<b>Nature of Interest i.e. either disclosable pecuniary interest (as defined by Table 1 of Appendix B to the Code of Conduct, Other Registerable Interest or Non-Registerable Interest (as defined by Appendix B to Code of Conduct) (please give details):</b>			
<b>Are you intending to withdraw from the meeting?</b>		Yes - <input type="checkbox"/>	No - <input type="checkbox"/>



## Registering Interests

Within 28 days of becoming a member or your re-election or re-appointment to office you must register with the Monitoring Officer the interests which fall within the categories set out in **Table 1 (Disclosable Pecuniary Interests)** which are as described in "The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012". You should also register details of your other personal interests which fall within the categories set out in **Table 2 (Other Registerable Interests)**.

**"Disclosable Pecuniary Interest"** means an interest of yourself, or of your partner if you are aware of your partner's interest, within the descriptions set out in Table 1 below.

**"Partner"** means a spouse or civil partner, or a person with whom you are living as husband or wife, or a person with whom you are living as if you are civil partners.

1. You must ensure that your register of interests is kept up-to-date and within 28 days of becoming aware of any new interest, or of any change to a registered interest, notify the Monitoring Officer.
2. A 'sensitive interest' is as an interest which, if disclosed, could lead to the councillor, or a person connected with the councillor, being subject to violence or intimidation.
3. Where you have a 'sensitive interest' you must notify the Monitoring Officer with the reasons why you believe it is a sensitive interest. If the Monitoring Officer agrees they will withhold the interest from the public register.

### Non participation in case of disclosable pecuniary interest

4. Where a matter arises at a meeting which directly relates to one of your Disclosable Pecuniary Interests as set out in **Table 1**, you must disclose the interest, not participate in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation. If it is a 'sensitive interest', you do not have to disclose the nature of the interest, just that you have an interest.

Dispensation may be granted in limited circumstances, to enable you to participate and vote on a matter in which you have a disclosable pecuniary interest.

5. Where you have a disclosable pecuniary interest on a matter to be considered or is being considered by you as a Cabinet member in exercise of your executive function, you must notify the Monitoring Officer of the interest and must not take any steps or further steps in the matter apart from arranging for someone else to deal with it.

### Disclosure of Other Registerable Interests

6. Where a matter arises at a meeting which **directly relates** to the financial interest or wellbeing of one of your Other Registerable Interests (as set out in **Table 2**), you must disclose the interest. You may speak on the matter only if members of the public are also allowed to speak at the meeting but otherwise must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation. If it is a 'sensitive interest', you do not have to disclose the nature of the interest.

### Disclosure of Non-Registerable Interests

7. Where a matter arises at a meeting which **directly relates** to your financial interest or well-being (and is not a Disclosable Pecuniary Interest set out in **Table 1**) or a financial interest or well-being of a relative or close associate, you must disclose the interest. You may speak on the matter only if members of the public are also allowed to speak at the meeting. Otherwise you must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation. If it is a 'sensitive interest', you do not have to disclose the nature of the interest.
8. Where a matter arises at a meeting which **affects** –
- a. your own financial interest or well-being;
  - b. a financial interest or well-being of a relative or close associate; or
  - c. a financial interest or wellbeing of a body included under Other Registrable Interests as set out in **Table 2** you must disclose the interest. In order to determine whether you can remain in the meeting after disclosing your interest the following test should be applied
9. Where a matter (referred to in paragraph 8 above) **affects** the financial interest or well- being:
- a. to a greater extent than it affects the financial interests of the majority of inhabitants of the ward affected by the decision and;
  - b. a reasonable member of the public knowing all the facts would believe that it would affect your view of the wider public interest

You may speak on the matter only if members of the public are also allowed to speak at the meeting. Otherwise, you must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation.

If it is a 'sensitive interest', you do not have to disclose the nature of the interest.

Where you have an Other Registerable Interest or Non-Registerable Interest on a matter to be considered or is being considered by you as a Cabinet member in exercise of your executive function, you must notify the Monitoring Officer of the interest and must not take any steps or further steps in the matter apart from arranging for someone else to deal with it.

## Table 1: Disclosable Pecuniary Interests

This table sets out the explanation of Disclosable Pecuniary Interests as set out in the [Relevant Authorities \(Disclosable Pecuniary Interests\) Regulations 2012](#).

Subject	Description
<b>Employment, office, trade, profession or vocation</b>	Any employment, office, trade, profession or vocation carried on for profit or gain. [Any unpaid directorship.]
<b>Sponsorship</b>	Any payment or provision of any other financial benefit (other than from the council) made to the councillor during the previous 12-month period for expenses incurred by him/her in carrying out his/her duties as a councillor, or towards his/her election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.
<b>Contracts</b>	Any contract made between the councillor or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners (or a firm in which such person is a partner, or an incorporated body of which such person is a director* or a body that such person has a beneficial interest in the securities of*) and the council — (a) under which goods or services are to be provided or works are to be executed; and (b) which has not been fully discharged.
<b>Land and Property</b>	Any beneficial interest in land which is within the area of the council. ‘Land’ excludes an easement, servitude, interest or right in or over land which does not give the councillor or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/ civil partners (alone or jointly with another) a right to occupy or to receive income.
<b>Licenses</b>	Any licence (alone or jointly with others) to occupy land in the area of the council for a month or longer
<b>Corporate tenancies</b>	Any tenancy where (to the councillor’s knowledge)— (a) the landlord is the council; and (b) the tenant is a body that the councillor, or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/ civil partners is a partner of or a director* of or has a beneficial interest in the securities* of.
<b>Securities</b>	Any beneficial interest in securities* of a body

	<p>where—</p> <p>(a) that body (to the councillor’s knowledge) has a place of business or land in the area of the council; and</p> <p>(b) either—</p> <ul style="list-style-type: none"> <li>i. the total nominal value of the securities* exceeds £25,000 or one hundredth of the total issued share capital of that body; or</li> <li>ii. if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which the councillor, or his/ her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners has a beneficial interest exceeds one hundredth of the total issued share capital of that class.</li> </ul>
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\* ‘director’ includes a member of the committee of management of an industrial and provident society.

\* ‘securities’ means shares, debentures, debenture stock, loan stock, bonds, units of a collective investment scheme within the meaning of the Financial Services and Markets Act 2000 and other securities of any description, other than money deposited with a building society.

## Table 2: Other Registrable Interests

You have a personal interest in any business of your authority where it relates to or is likely to affect:

- a) any body of which you are in general control or management and to which you are nominated or appointed by your authority
- b) any body
  - i. exercising functions of a public nature
  - ii. any body directed to charitable purposes or
  - iii. one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union)