



# Northumberland County Council

## **Forward Plan: Northumberland County Council**

### **Notice of Key Decisions to be taken under the Local Authorities (Executive Arrangements) (Meetings & Access to Information) (England) Regulations 2012 between 1 March 2021 and 30 June 2021**

This Plan gives 28 clear days' notice of key decisions which either the Cabinet or individual Cabinet Portfolio Holders expect to take over the next few months. An authority cannot take a key decision without giving 28 clear days' notice unless an urgent decision is required.

"Key decisions" are defined as those Executive/Cabinet decisions which are likely:

- a. to result in the Council incurring expenditure which is, or the making of savings which are, significant having regard to the Council's budget or making savings of an amount which is significant having regard to the Council's budget for the service or the function to which the decision relates; or
- b. to be significant in terms of its effects on communities living or working in an area comprising two or more electoral divisions within the area of the Council.

Occasionally it is not possible to give 28 days' notice of a specific decision and so include the details in the forward plan. In those circumstances urgent key decisions may still be made under the urgency procedures set out in the Access to Information Procedure Rules within the Council's Constitution.

A decision notice for each key decision made is published within 6 days of it having been made.

Whilst the majority of decisions listed in this Plan will be taken at meetings which are open to the public to attend, there may be some decisions which are considered in private meetings because the reports for the meeting contain confidential or exempt information under Schedule 12A of the Local Government Act 1972 (see below for relevant paragraphs) and the public interest in withholding the information outweighs the public interest in disclosing it.

If you object to a report being considered in private you can tell us why by emailing [democraticservices@northumberland.gov.uk](mailto:democraticservices@northumberland.gov.uk) or contacting the address below. Any representations received at least 8 working days before the meeting will be published with the agenda together with a statement of the Council's response. Any representations received after this time will be reported verbally to the meeting.

**The Cabinet is made up of the Leader, Deputy Leader and Cabinet Members with the following portfolios:**

Leader of the Council	Councillor Glen Sanderson
Deputy Leader & Cabinet Secretary	Councillor Richard Dodd
Cabinet Member (Corporate Services)	Councillor Nick Oliver
Cabinet Member (Adults' Wellbeing)	Councillor Veronica Jones
Cabinet Member (Community Services)	Councillor John Riddle
Cabinet Member (Business and Tourism)	Councillor Richard Wearmouth
Cabinet Member (Children and Young People)	Councillor Guy Renner Thompson
Cabinet Member (Healthy Lives)	Councillor Jeff Watson

**Paragraphs under Schedule 12A of the Local Government Act 1972 – Exempt Information**

1. Information relating to any individual
2. Information which is likely to reveal the identity of an individual
3. Information relating to the financial or business affairs of any particular person (including the authority holding that information).
4. Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under the authority
5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
6. Information which reveals an authority proposes;
  - a. to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or
  - b. to make an order or direction under any enactment
7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of a crime

Copies of the Council's Constitution and agendas and reports relevant to any key decision may be accessed on the Council's website [www.northumberland.gov.uk](http://www.northumberland.gov.uk) or may be viewed during normal office hours and copies or extracts obtained on payment of a reasonable fee (unless the publication contains exempt information) at:

**Democratic Services, Northumberland County Council, County Hall, Morpeth, Northumberland, NE61 2EF**

**Telephone 0345 600 6400 Or Contact: [Democraticservices@northumberland.gov.uk](mailto:Democraticservices@northumberland.gov.uk)**

Title of Report	Brief Description of Report	Cabinet Portfolio holder / Officer contact	Decision maker & earliest date decision may be made	Relevant Overview & Scrutiny Committee	Wards affected	Reason for exemption under Sched 12A (if in private session)
WAN (Wide Area Network) Contract Award	Decision to award contract to provide Wide Area Network services for Northumberland County Council	Councillor Richard Watson Wearmouth				N/A
Award of three-year Microsoft 365 enterprise agreement	A decision was taken to enter into a three year contract to provide Northumberland County Council with continuation of Microsoft 365 licenses at a total revenue cost of £5,780,451.96 until 30 September 2025 under the KCS Procurement Services Software Products and	Councillor Richard Watson Wearmouth	S151 Officer 16 September 2022		All Wards	N/A

	Associated Services 2 (ref: Y20011) Framework agreement.					
Council Tax Support Scheme for 2023/24	Since 1 April 2013 the Council is required to have its own council tax support scheme to provide assistance to council taxpayers on low incomes. The scheme needs to be approved annually and assistance is by way of a reduction in the amount of council tax that is due. The Council Tax Support Scheme needs County Council approval.	Councillor Richard Watson Wearmouth	Cabinet 11 October 2022		All Wards	N/A
Market Sustainability and Fair Cost of Care Fund submission	To seek Cabinet approval for a submission to the Department of Health and Social Care to comply with the grant conditions of the Market Sustainability and Fair Cost of Care	Councillor Wendy Pattison	Cabinet 11 October 2022		All Wards	N/A

	Fund 2022 to 2023					
Northumberland Destination Management Plan	<p>Destination Management is a process of leading, influencing and coordinating the management of all the aspects of a destination that contribute to a visitor's experience, taking account of the needs of visitors, local residents, businesses and the environment. A Destination Management Plan (DMP) is a shared statement of intent to manage a destination over a stated period of time, articulating the roles of the different stakeholders and identifying clear actions that they will take and the apportionment of resources. This Report requests that the County Council endorse the Vision,</p>	Councillor Jeff Watson	Cabinet 11 October 2022		All Wards	N/A

	Partnership Principles, Strategic Aims, and Priorities of the 10 year DMP for Northumberland.					
Outcomes of Consultation on Berwick Partnership Organisation	<p>This report sets out the feedback received from stakeholders arising from Phase 1 of informal consultation with stakeholders in the Berwick Partnership area and other relevant parties on whether any models of organisation that may be brought forward with specific proposals for schools (Phase 2) should consist of only 3-tier models of organisation or include 3-tier and 2-tier (primary/secondary) models of organisation. Cabinet is also asked to permit the initiation of the Phase 2 informal consultation with stakeholders in the</p>	Councillor Guy Renner-Thompson	Cabinet 11 October 2022		Berwick East; Berwick North; Berwick West with Ord	N/A

	<p>area served by Berwick Partnership and other relevant stakeholders on proposals for individual schools in the partnership. The outcomes of Phase 2 consultation would be brought back to Cabinet at a later date.</p>					
<p>Revised Joint Charter with Town, Parish and Community Councils</p>	<p>This report updates Cabinet and seeks approval for the publication of the revised joint Charter between the Council and the Town, Parish and Community Councils (TPCCs) in Northumberland.</p> <p>This revised Charter includes minor amendments to the 2019 edition and has been prepared following consultation with Northumberland Association of Local Councils (NALC). It defines joint principles</p>	<p>Councillor Hugh Glen Howard Sanderson</p>	<p>Cabinet 11 October 2022</p>		<p>All Wards</p>	<p>N/A</p>

	to enable the Council and TPCCs to work effectively together to improve the economic, social and environmental well-being of Northumberland					
Supported Accommodation and Lodgings for Care Leavers and Young Homeless	<p>The report seeks permission from Cabinet to go to the market to commission a range of services to provide supported accommodation and lodgings for Northumberland care leavers and young homeless which will assist the Council in meeting its statutory duties.</p> <p>The Council has a responsibility to provide support and accommodation to:</p> <ul style="list-style-type: none"> <li>? Looked After young people and Care leavers under the Children Act 1989;</li> <li>? Young people presenting as</li> </ul>	Councillor Guy Renner-Thompson	Cabinet 11 October 2022		All Wards	N/A



	<p>homeless and needing accommodation in line with the Statutory guidance - Provision of accommodation for 16- and 17-year-olds who may be homeless and/or require accommodation</p> <p>? Separated children (formally known as unaccompanied asylum-seeking children);</p> <p>? Young people who require support after the age of 18 in line with the Staying Put agenda.</p> <p>? Other young people aged 16 and above who are beyond school leaving age who may require provision under this service as and when they meet varying Local Authority thresholds.</p> <p>The intention is to create a Dynamic Purchasing System (DPS) which will allow the Council to contract</p>					
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	<p>with a range of pre-qualified suppliers, supporting access to a range of placements across the County for eligible young people. Unlike a framework arrangement, a DPS allows suppliers to join at pre-agreed points of time, encouraging competition and making it easier for local suppliers to access the arrangement. This will support the Council in meeting its duties during a time of change; Ofsted regulation for this sector is due to be introduced in late 2023 and is expected to cause some disruption within the marketplace as providers determine whether they are willing and able to meet the new guidelines. A DPS will create a more flexible solution providing the Council with improved</p>					
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	access to suppliers in order to meet need.					
Working together with VCSE – Non recurrent variation to VCSE Infrastructure Contract	This purpose of this report is to seek approval to expand the current Northumberland Communities Together (NCT) and Voluntary Community and Social Enterprise (VCSE) Infrastructure contract to include additional funding obtained from NHS Northumberland CCG, now the Integrated Care Board, to support the Thriving Together work between Northumberland Communities Together and the VCSE	Councillor Wendy Pattison	Cabinet 11 October 2022		All Wards	N/A
Applying the Council Owned Company Rationale to Advance Northumberland Ltd and Update on the	In anticipation of agreement to the statement of principles and tests for establishing or continuing Council-owned companies established under the	Councillor Richard Watson Wearmouth, Councillor Wojciech Franciszek Ploszaj	Cabinet 17 November 2022		All Wards	N/A

Business Strategy Review	Localism Act, this report sets out the outcome of applying the agreed principles and tests to Advance Northumberland Ltd (ANL), as an existing company of Northumberland County Council, and provides an update on the Advance Northumberland Ltd Review of Business Strategy.					
Bebside to Blyth Town Centre Cycling & Walking Corridor	This report updates Cabinet and seeks approval of the Outline Business Case and other key decisions regarding the development and delivery of the Bebside to Town Centre Cycling & Walking Corridor project.	Councillor Wojciech Franciszek Ploszaj	Cabinet 17 November 2022		Cowpen; Croft; Isabella; Kitty Brewster; Newsham; Plessey; South Blyth; Wensleydale	N/A
Budget 2023-24 and Medium Term Financial Plan 2023-27	This report provides an update on the development of the 2023-24 Budget and the Medium-Term Financial Plan (MTFP)	Councillor Richard Watson Wearmouth	Cabinet 17 November 2022		All Wards	N/A

	covering the period 2023 to 2027.					
Energising Blyth: NEP1 – Dock Infrastructure – Capping Beam	This report updates Cabinet and seeks approval of the Outline Business Case and other key decisions regarding the development and delivery of the Northumberland Energy Park (NEP1) Ash Dock Capping Beam. The Capping Beam will be installed along the already completed new dock walls and is necessary to operate the dock for investors as it provides structural stability for craneage, concrete apron and provides fixings for ladders and mooring fenders. The Business Case is seeking £500k Government grant through the DLUHC Town Deal Fund as part of the Energising Blyth Programme with a match fund of £900k	Councillor Wojciech Franciszek Ploszaj	Cabinet 17 November 2022		Cowpen; Croft; Isabella; Kitty Brewster; Newsham; Plessey; South Blyth; Wensleydale	N/A

	(NELEP) and £31.6k (NCC).					
Family Hubs Development	Northumberland has been selected as one of the 75 local authorities who can receive additional funding to develop the Family Hub offer. The overall amount potentially available for Northumberland between Autumn 2022 and March 2025 is indicated to be between £3.321m and £3.446m. Work has been ongoing to develop the Family Hub model in Northumberland for some time, building on the already established Early Help Locality Model across the county	Councillor Guy Renner-Thompson	Cabinet 17 November 2022		All Wards	N/A
Future of Northumberland Enterprise Holdings Ltd and	The purpose of this report is to provide options for consideration by Cabinet regarding	Councillor Richard Watson Wearmouth	Cabinet 17 November 2022		All Wards	N/A

<p>Northumbria Integrated Consultancy Ltd</p>	<p>the future status of the Council's wholly-owned company Northumberland Enterprise Holdings Ltd and its subsidiary company Northumbria Integrated Consultancy Ltd, propose the Role Profile for the Northumberland Enterprise Holdings Ltd Controlling Shareholder's Representative ("CSR") and propose the appointment of the Executive Director of Finance as CSR of Northumberland Enterprise Holdings Ltd to provide alignment and uniformity with the Council's other wholly-owned company, Advance Northumberland Ltd</p>					
<p>Leisure Service Review</p>	<p>This report presents the findings and</p>	<p>Councillor Jeff Watson</p>	<p>Cabinet 17 November</p>		<p>All Wards</p>	<p>N/A</p>

	recommendations from the leisure service review.		2022			
Market Position Statement	The report will ask Cabinet to approve the publication of the updated Adult Social Care Market Position Statement	Councillor Wendy Pattison	Cabinet 17 November 2022		All Wards	N/A
Northumberland SEND Place Planning Strategy	To advise Cabinet of the development of a 5 year SEND Capacity and Place Planning Strategy for Northumberland and to seek approval of the strategy.	Councillor Guy Renner-Thompson	Cabinet 17 November 2022		All Wards	N/A
Rationale for Companies	The purpose of this report is to propose a statement of principles, tests and decision filters which together determine the "Rationale" for the establishment or continuation of any company established by Northumberland County Council under the provisions of the	Councillor Richard Watson Wearmouth	Cabinet 17 November 2022		All Wards	N/A



	Localism Act 2011.					
Regent Street, Blyth Improvements (Northern Gateway Phase 2)	This report updates Cabinet and seeks approval of the Outline Business Case and other key decisions regarding the development and delivery of the Regent Street Improvements (Northern Gateway Phase 2) project.	Councillor Wojciech Franciszek Ploszaj	Cabinet 17 November 2022		Cowpen; Croft; Isabella; Kitty Brewster; Newsham; Plessey; South Blyth; Wensleydale	N/A
Statutory Proposals for schools in the Coquet Partnership and Barndale House Special School	This report will set out an analysis of the representations received from interested parties relating to the Council's statutory proposals for the local authority-maintained schools in the Coquet Partnership (Amble First, Amble Links, Broomhill, Red Row and Grange View CE First Schools and James Calvert Spence College). The report will also set out an analysis of the	Councillor Guy Renner-Thompson	Cabinet 17 November 2022		Amble; Amble West with Warkworth; Druridge Bay	N/A

	<p>representations received in relation to a separate statutory proposal for the creation of a satellite school for Barndale House Special School in the current James Calvert Spence College building at South Avenue, Amble, which is relevant to but not dependent on the outcome of the statutory proposal for the maintained schools in Coquet Partnership.</p>					
<p>Council Tax Base 2023/24</p>	<p>The Council is required to set its council tax base annually. The tax base must be set between the 1st of December and 31st January. The tax base is a measure of the Council's taxable capacity which is used for the setting of its council tax. Legislation sets out the formula for calculation. Cabinet have</p>	<p>Councillor Richard Watson Wearmouth</p>	<p>Cabinet 13 December 2022</p>		<p>All Wards</p>	<p>N/A</p>

	delegated authority to approve the tax base.					
Council-owned Company Governance Framework	The purpose of the report is to propose a Council-owned Company Governance Framework to ensure a consistent approach and set of considerations are made to the governance arrangements for existing, or in the establishment of, companies wholly or partly owned by Northumberland County Council (NCC).	Councillor Hugh Glen Howard Sanderson	Cabinet 13 December 2022		All Wards	N/A
Financial Performance 2022-23 - Position at the end of September 2022	The report will provide Cabinet with the revenue and capital financial performance against budget as at 30 September 2022.	Councillor Richard Watson Wearmouth	Cabinet 13 December 2022		All Wards	N/A
Trading Companies'	The purpose of the report is to ensure that	Councillor Richard Watson Wearmouth	Cabinet 13 December		All Wards	3

Financial Performance 2022-23 - Position at the end of September 2022	the Cabinet is informed of the current financial positions of its trading companies for 2022-23		2022			
Budget 2023-24 and Medium-Term Financial Plan 2023-27	This report will provide an update on the development of the 2023-24 Budget and the Medium-Term Financial Plan (MTFP) covering the period 2023 to 2027. This report will also detail the budget proposals for 2023-24 to meet the budget gap and provide an update on the Local Government Finance Settlement 2023-24 if it has been received.	Councillor Richard Watson Wearmouth	Cabinet 17 January 2023		All Wards	N/A
30 Year Business Plan for the Housing Revenue Account	The report presents to Cabinet the 30 year Business plan for the Housing Revenue Account	Councillor Richard Watson Wearmouth	Cabinet 17 January 2023		All Wards	N/A
National	This is an annual	Councillor Guy	Cabinet 17		All Wards	N/A

<p>Funding Formula and 2023/24 Schools Funding</p>	<p>report to update Cabinet in relation to the implementation of the Department for Education's National Funding Formula, and to seek delegated powers to set the formula values in order to distribute the 2023/24 Dedicated Schools Grant</p>	<p>Renner-Thompson</p>	<p>January 2023</p>			
<p>Notification of the Estimated Collection Fund Balances 2022-23 – Council Tax and Business Rates</p>	<p>The report will advise members of the estimated surplus or deficit balances on the Collection Fund in relation to Council Tax and Business Rates at 31 March 2023. The Local Government Finance Act 1992 (as amended) requires the Council as the Billing Authority to calculate a Council Tax Collection Fund estimate by 15th January each year. The Non-Domestic Rating (Rates Retention) Regulations 2013 require the</p>	<p>Councillor Richard Watson Wearmouth</p>	<p>Cabinet 17 January 2023</p>		<p>All Wards</p>	<p>N/A</p>

	Council as the Billing Authority to calculate a Business Rates Collection Fund estimate on or before 31st January each year.?					
Recommissioning of an Integrated Drug and Alcohol Service for Adults in Northumberland	To seek permission from Cabinet to commission an Integrated Drug and Alcohol Service for Adults in Northumberland. This Service will be commissioned using the Public Health Ring-Fenced Grant. The grant conditions state that Local Authorities must improve the take up of, and outcomes from, its drug and alcohol misuse treatment services, based on an assessment of local need. The contract will be greater than £2m, therefore there is the need to ask Cabinet to delegate the	Councillor Wendy Pattison	Cabinet 17 January 2023		All Wards	N/A

	expenditure to the Director of Public Health					
School Transport Review Outcome Options	At SLT on 1st November 2022 the full range of recommendations resulting from the system wide review of home to school transport were shared. In response to this, SLT requested a further paper to provide a summary with greater detail on the range of options considered during the review on where the transport service best sits within Northumberland County Council. This report provides the options as requested for evaluation and alongside this request's approval for the specific initiative to establish NCC delivered Independent Travel Training provision using start-	Councillor Guy Renner-Thompson	Cabinet 17 January 2023		All Wards	N/A

	up funding from the Council Transformation Fund					
Budget 2023-24 and Medium Term Financial Plan 2023-27	The report presents the updated Budget 2023-24 and Medium Term Financial Plan 2023-27 to Cabinet following the receipt of the provisional local government settlement which is due to be announced during December 2022. The report will also include an update on the deliverability of savings.	Councillor Richard Watson Wearmouth	Cabinet 14 February 2023		All Wards	N/A
Produced in Northumberland Scheme	An update on the status of the Produced in Northumberland Scheme. A review of the scheme in 22-23 together with the intended further promotion and development of the scheme in 2023/24	Councillor Colin William Horncastle	Cabinet 14 February 2023		All Wards	N/A



Revenues and Benefits Policies for 2023/24	The report sets out the policies that the Revenues and Benefits services operate for the administration of council tax, business rates, housing benefit and council tax support. The report is for information and approval of any updates or legislation changes that need to be made. The policies need County Council approval on 22 February 2023.	Councillor Richard Watson Wearmouth	Cabinet 14 February 2023		All Wards	N/A
Financial Performance 2022-23 - Position at the end of December 2022	The report will provide Cabinet with the revenue and capital financial performance against budget as at 31 December 2022	Councillor Richard Watson Wearmouth	Cabinet 14 March 2023		All Wards	N/A
Homelessness and Rough Sleeper Strategy for	The report provides Members with the draft Homelessness and Rough Sleeper	Councillor Colin William Horncastle	Cabinet 14 March 2023		All Wards	N/A

Northumberland 2022	Strategy 2022-2026 for review and agreement					
Service Charges in Sheltered Accommodation	The report requests permission to introduce Service Charges to all tenants in 8 Sheltered Housing Schemes in line with those currently charged at Arnison Close in Allendale. The HRA is currently subsidising these tenants at a cost of approx. £200k per year	Councillor Colin William Horncastle	Cabinet 14 March 2023		All Wards	N/A
Trading Companies' Financial Performance 2022-23 - Position at the end of December 2022	The purpose of the report is to ensure that the Cabinet is informed of the current financial positions of its trading companies for 2022-23	Councillor Richard Watson Wearmouth	Cabinet 14 March 2023		All Wards	3
Financial Performance 2022-23 – Position at the end of March	The report will provide Cabinet with the revenue and capital financial performance against budget as at	Councillor Richard Watson Wearmouth	Cabinet 9 May 2023		All Wards	N/A

2023 (Provisional Outturn)	31 March 2023 (provisional outturn)					
Outcomes of Phase 2 Consultation about Education in Berwick Partnership	This report sets out the feedback received from stakeholders arising from Phase 2 of informal consultation with stakeholders in the Berwick Partnership area and other relevant parties on the possible models of school organisation within both the current 3-tier system and within a 2-tier (primary/secondary) system.	Councillor Guy Renner-Thompson	Cabinet 9 May 2023		Berwick East; Berwick North; Berwick West with Ord	N/A