

CORPORATE AFFAIRS AND AUDIT COMMITTEE

Report title	Decision Making
Chief Executive or Director	Strategic Director of Finance, Governance and Support
Date	22 March 2018
Purpose of the report	To provide Corporate Affairs and Audit Committee with information on the decision making processes of the Council to provide the committee with assurance that good governance processes are in place.
Summary of the report	The report contains information with regard to current policies and guidance in place in respect of the Council's decision making process. It also highlights information in relation to any awareness/training that has been carried out in relation to the Decision Making process.
If this is a confidential report, which exemption(s) from the Schedule 12a of the Local Government Act 1972 applies?	NO
Decision(s) asked for	That the information provided with regard to the Council's decision making processes be received and noted.
Impact of decision(s)	The information provided will provide members with awareness of the decision making processes.

What is the purpose of this report?

1. To provide members with information and raise awareness of the Council's decision making process.

Why is this report necessary?

2. The report is necessary so that members are aware of the information and guidance available in respect of the Decision Making processes.

What decision(s) are being asked for?

3. It is recommended that the information provided with regard to the Council's decision making process be received and noted.

Why is this being recommended?

4. The Corporate Affairs and Audit Committee requested information in relation to
 - Details of current policies/guidance in place in respect of the Decision Making Process;
 - Information on the number of member delegated decisions and their type (key/non key);
 - Information on the number of officer delegated decisions taken; and
 - Information on the activities of the governance team (communications, training/ awareness raising).

Decision Making Guidance

5. Democratic Services have produced an E learning Module with regard to Decision Making Awareness. This module explains the different types of decisions, the expectations of officers, the managerial and or political routes to take to get a decision approved, and how decisions are then recorded and/or published.

A Decision Making Toolkit has also been produced which provides relevant information on the processes, protocols and work, which relate to the decision making processes of the Council. In view of the important links and in order to provide a more comprehensive picture, it also contains details on relevant Leadership Management Team (LMT) processes.

The Members and Statutory Services Manager also attended a Heads of Service meeting in November 2017 and delivered a presentation in relation to Decision Making.

Officer Delegated Decisions

6. The Openness of Local Government Bodies Regulations 2014, requires officers to produce a written record of certain decisions they may take.

The Regulations:-

- Require a written record to be made of any decision that has been delegated to an officer of the relevant local government body under a specific express authorisation, or under a general authorisation where the effect of the decision is to grant permissions or licences, affect the rights of individuals, award contracts or incur expenditure which materially affects the body's financial position;
- Require that the written records are made available to the public at the relevant body's offices, on their website if they have one, by post if requested and on receipt of payment for copying and postage, and through any other means thought appropriate by the local government body;
- Require the written record to be available for public inspection for at least 6 years, and any supporting documentation for at least 4 years;
- Provide a criminal penalty for non-compliance. A person who has custody of the documents which should be made available for inspection, will commit an offence if that person refuses to disclose or intentionally obstructs the disclosure of such documents under these Regulations. The penalty for the offence is a

fine not exceeding level 1 – that is £200 – on the standard scale. This replicates the existing penalty for failure to disclose or obstructing the disclosure of documents in the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

A Guidance Note for Officers with regard to Delegated Decisions (attached at **Appendix A**) was produced. An electronic Decision Making form was produced as part of the Council's Committee Management System (e-genda) to enable officers to publish any decisions they have made to the Council's website. Councillors also receive a link to any officer delegated decision that has been published which will enable them to view the decision. A report containing details of Officer Delegated Decisions taken during the period 1 January 2017 – 31 December 2017 is attached at **Appendix B**).

The Members and Statutory Services Manager and Principal Democratic Services Officer have attended a number of Departmental Management Teams to provide advice in relation to the process for Officer Delegated Decisions. Further attendance at Departmental Management Teams, will be scheduled, as and when required.

Executive Decisions

7. In terms of the Executive Decision making process, the Mayor and Executive Members possess a range of delegated powers, details of which can be found in the Executive Scheme of Delegation, which is contained within the Council's Constitution.

A report containing details of Executive decisions taken during the period 1 January 2017 - 31 December 2017 is attached at **Appendix C**.

Council Constitution

8. The Council's Constitution sets out how the Council operates, how decisions are made and the procedures which are followed to ensure that these are efficient, transparent and accountable to local people. Some of these processes are required by the law, while others are a matter for the Council to choose.

The Constitution is divided into 19 articles which set out the basic rules governing the Council's business. More detailed procedures and codes of practice are provided in separate rules and protocols at the end of the Constitution.

Other potential decisions and why these have not been recommended

9. No other options were considered.

Impact(s) of recommended decision(s)

Legal

10. Failure to adhere to the 2014 Regulations may result in criminal liability.

Financial

11. Not applicable

The Mayor's Vision for Middlesbrough

12. Open and transparent decision making supports all elements of the Mayor's Vision.

Policy Framework

13. The report does not impact on the overall budget and policy framework.

Wards

14. The report impacts on all wards equally.

Equality and Diversity

15. Decision making processes include appropriate consideration of impacts on equality and diversity and impact assessments are completed as part of decision making where appropriate.

Risk

16. Governance processes are in place to mitigate any risks involved in the Decision Making processes.

Actions to be taken to implement the decision(s)

17. Members will be aware of the Decision Making processes in place.

Appendices

Appendix A - Copy of Guidance Note for Officers in relation to the Decision Making processes.

Appendix B - Copy of report containing details of Officer Delegated Decisions taken during the period 1 January 2017 - 31 December 2017

Appendix C - Copy of report containing details of Executive decisions taken during the period 1 January 2017 - 31 December 2017

Background papers

None

Openness of Local Government Bodies Regulations 2014

Publishing Officer Delegated Decisions

Guidance Note

1. Background

The Openness of Local Government Bodies Regulations requires officers to produce a written record of certain decisions they may take.

2. What decisions need recording?

A public written record must be produced if the decision would otherwise have been taken by the Council, Executive, a Committee, Sub-Committee or Joint Committee but has been delegated to an officer either:

- **under a specific express authorisation** through the Council's Constitution or the Mayor's Executive Scheme of Delegation (i.e. all non- key decisions which are non-sensitive); or
- **under general authorisation** where the decision is to grant a permission or licence; change the legal rights of an individual; or award a contract (£16,000 - £149,999) or incur expenditure (£100,000 - £149,999) which in either case materially affects the Council's financial position.

3. When do I need to record a decision?

When deciding whether to formally record a decision or not, the following guidance might be of help (although the lists are not exhaustive).

Types of decision that DO NEED recording under the Regulations include:

as a principle, significant organisational/operational decisions taken in relation to Council/Executive functions which are not key decisions and which fall outside the definition of a routine organisational/operational decision, namely the need to record decisions that:

- a) are outside of an approved budget;
- b) conflict with the Budget and Policy Framework or other approved policies approved by the Council; and
- c) raise new issues of policy; or

decisions which in the opinion of the Chief Executive, Director or Assistant Director, are of such significance that a published record of the decision would ensure transparency and accountability in relation to decision making within the Authority.

Other specific examples would include:

- carrying out major road works;
- decisions about awarding contracts or grants above specified individual/total values;
- decisions to exercise powers of Compulsory Purchase;
- decisions on disposal of and or provision of allotment land and green spaces;
- decision to purchase new ICT systems above specified individual/total values;
- awarding of Discretionary Rate Relief;
- the opening hours of local libraries;
- the holding of car boot sales/markets on council owned land;
- the charging levies and operating hours of off-street car parks;
- a decision to close a school;
- decisions to issue tree preservation orders;
- changes to charges;
- determination of licensing applications, building control decisions and notices; and
- determination of planning applications and listed building consent applications.

Types of decision that DO NOT need recording under the Regulations include:

as a principle, routine organisational/operational decisions taken in relation to Council/Executive functions which are neither key or significant and:

- a) are within an approved budget;
- b) do not conflict with the Budget and Policy Framework or other approved policies approved by the Council; and
- c) do not raise new issues of policy; or

where the recording of such decisions is already required to be produced in accordance with any other statutory requirement (and which can be accessed by the public and include decision date and reason)

Other specific examples would include:

- decisions taken by Council, Committees and the Executive;
- decisions to give business relief to individual traders,
- decisions to review the benefit claims of an individual applicant;
- decisions taken in response to requests under the data protection act 1998 or the Freedom of Information Act 2000; and
- any decision that would disclose confidential/exempt information (see Appendix 2)

How should decisions be recorded

If you believe you are to take a decision that falls within the definitions detailed above then a record will need to be completed, an example of which

is given at Appendix 3. It should be noted that the required information has been prescribed in Government guidance.

You will also need to ensure that the record is completed as soon as it is reasonably practical to do so after having taken the decision.

Democratic Services will arrange for publication of any decisions.

Version 2	Updated June 2014
Version 3	Updated 14 March 2018

Local Government Act 1972

**SCHEDULE 12A ACCESS TO INFORMATION: EXEMPT INFORMATION
PART 1 DESCRIPTIONS OF EXEMPT INFORMATION: ENGLAND**

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 that the 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 crime.

PART 2 QUALIFICATIONS: ENGLAND

8. Information falling within paragraph 3 above is not exempt information by virtue of that paragraph if it is required to be registered under—
 - (a) the Companies Acts (as defined in section 2 of the Companies Act 2006);
 - (b) the Friendly Societies Act 1974;
 - (c) the Friendly Societies Act 1992;
 - (d) the Industrial and Provident Societies Acts 1965 to 1978;
 - (e) the Building Societies Act 1986; or
 - (f) the Charities Act 1993.
9. Information is not exempt information if it relates to proposed development for which the local planning authority may grant itself planning permission pursuant to regulation 3 of the Town and Country Planning General Regulations 1992.
10. Information which—

(a) falls within any of paragraphs 1 to 7 above; and

(b) is not prevented from being exempt by virtue of paragraph 8 or 9 above,

is exempt information if and so long, as in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

OFFICER DELEGATED DECISION FORM

Subject of decision:
Text of decision:
Declarations of Interest by any member or relevant local government body:
Date of decision:
Reason for decision:
Service area:
Name of officer making decision:
Other options considered (if any):
Has an Impact Assessment been completed Yes/No – if yes please attach to the decision.
List of background papers (do not list if contain exempt/confidential information)

APPENDIX B



MIDDLESBROUGH BOROUGH COUNCIL

Officer Delegated Decisions for all service areas for period 1 January 2017 – 31 December 2017

Date of decision	Issue date	Subject of decision
Adult Social Care & Health Integration		
02/03/2017	08/03/2017	Guardianship Policy and Procedure – Section 7 Mental Health Act 1983
Culture & Communities		
06/01/2017	08/05/2017	Newham Grange Country Farm Riding Establishment Licence
06/01/2017	08/05/2017	The Unicorn Centre Riding Establishment Licence
09/01/2017	08/05/2017	Stainsby Grange Riding Centre Riding Establishment Licence
09/01/2017	08/05/2017	Stainsby Stud Farm Riding Establishment Licence
10/01/2017	08/05/2017	Pigeon Arch Pet Shop License
12/01/2017	08/05/2017	Marion's Pet Shop Pet Shop License
30/01/2017	08/05/2017	Furs Feathers & Fins

Date of decision	Issue date	Subject of decision
		Pet Shop License
31/01/2017	08/05/2017	P. Yates
		Home Boarding License
01/02/2017	08/05/2017	M. Rayner
		Home Boarding License
14/02/2017	08/05/2017	Cargo Fleet Pet Shop
		Pet Shop License
22/02/2017	08/05/2017	Johns Place 4 Pets
		Pet Shop License
24/02/2017	08/05/2017	Stainsby Grange Kennels
		Boarding Establishment License
28/02/2017	02/03/2017	Various licence applications/permissions/consents made under the Local Government (Miscellaneous Provisions) Act 1976 and 1982, Town Police Clauses Act 1847, Gambling Act 2005 and various other licensing legislation
22/03/2017	08/05/2017	M. Innocent
		Home Boarding License
24/03/2017	08/05/2017	N. Pasco
		Home Boarding License
31/03/2017	03/04/2017	Various licence applications/permissions/consents made under the Local Government (Miscellaneous Provisions) Act 1976 and 1982, Town Police Clauses Act 1847, Gambling Act 2005 and various other licensing legislation
05/04/2017	08/05/2017	D. Pickthall
		Home Boarding Licence
30/04/2017	08/05/2017	Various licence applications/permissions/consents made under the Local Government (Miscellaneous Provisions) Act 1976 and 1982, Town Police Clauses Act 1847, Gambling Act 2005 and various other licensing legislation
03/05/2017	08/05/2017	T. Dixon
		Dog Breeding Licence
31/05/2017	23/06/2017	Various licence applications/permissions/consents

Date of decision	Issue date	Subject of decision
		made under the Local Government (Miscellaneous Provisions) Act 1976 and 1982, Town Police Clauses Act 1847, Gambling Act 2005 and various other licensing legislation
30/06/2017	04/07/2017	Various licence applications/permissions/consents made under the Local Government (Miscellaneous Provisions) Act 1976 and 1982, Town Police Clauses Act 1847, Gambling Act 2005 and various other licensing legislation
28/07/2017	28/07/2017	Moving all payments for taxi licensing to online only.
31/07/2017	08/08/2017	Various licence applications/permissions/consents made under the Local Government (Miscellaneous Provisions) Act 1976 and 1982, Town Police Clauses Act 1847, Gambling Act 2005 and various other licensing legislation
31/08/2017	04/09/2017	Various licence applications/permissions/consents made under the Local Government (Miscellaneous Provisions) Act 1976 and 1982, Town Police Clauses Act 1847, Gambling Act 2005 and various other licensing legislation
30/09/2017	16/10/2017	Various licence applications/permissions/consents made under the Local Government (Miscellaneous Provisions) Act 1976 and 1982, Town Police Clauses Act 1847, Gambling Act 2005 and various other licensing legislation
31/10/2017	10/11/2017	Various licence applications/permissions/consents made under the Local Government (Miscellaneous Provisions) Act 1976 and 1982, Town Police Clauses Act 1847, Gambling Act 2005 and various other licensing legislation
30/11/2017	05/12/2017	Various licence applications/permissions/consents made under the Local Government (Miscellaneous Provisions) Act 1976 and 1982, Town Police Clauses Act 1847, Gambling Act 2005 and various other licensing legislation
31/12/2017	05/01/2018	Various licence applications/permissions/consents made under the Local Government (Miscellaneous Provisions) Act 1976 and 1982. Town Police Clauses Act 1847. Gambling Act 2005 and various licensing legislation.
Education		
22/02/2017	22/02/2017	Formal approval of the Home to School Transport Policy 2016/2017, reflecting any formal consultation responses (and subsequent amendments) from stakeholders.

Date of decision	Issue date	Subject of decision
Growth & Place		
30/05/2017	11/09/2017	Removal of 2 hour free parking offer from Buxton Street & MIMA short stay car parks
Public Health & Public Protection		
04/07/2017	16/10/2017	Child Weight Management Services
Supporting Communities		
31/01/2017	02/02/2017	Various licence applications/permissions/consents made under the Local Government (Miscellaneous Provisions) Act 1976 and 1982, Town Police Clauses Act 1847, Gambling Act 2005 and various other licensing legislation

EXECUTIVE MEMBER REPORTS AND ADDITIONAL DECISION INFORMATION

SECTION 2 - DECISIONS TAKEN

DATE	DECISION MAKER	ISSUE	PURPOSE OF REPORT	KEY DECISION
24/01/17	Executive	Economic Regeneration and Transport Scrutiny Panels -Response - Community Hubs	The Economic Regeneration and Transport Scrutiny Panel met over a number of months to consider the effectiveness of the current operation of the Community Hub model in Middlesbrough. The panel heard from a number of agencies, services, users and departments and has identified a number of recommendations based on that evidence, which the service area responsible for the provision has considered and has provided a response in the form of an action plan to be considered by the Executive.	No
24/01/17	Executive	Improving Family Literacy	Details of new arrangements for using the library offer to drive improved standards of literacy in families across Middlesbrough	No
24/01/17	Executive	Orange Pip Market - Moving Forward.	A read	No
24/01/17	Executive	Review of the Short Break Support Model for Children with Disabilities	To seek approval to consultation on a revised model of support for children with disabilities	Yes
24/01/17	Executive	Tees Valley Commissioned Special Free School	The report sets out the proposal to enhance the current SEND education provision across the Tees Valley following reviews of current and projected needs.	Yes
25/01/17	Executive Sub-Committee for Property	CONFIDENTIAL - Land Adjacent Tennis World - Proposed Freehold Sale [PART B]	To consider the proposal to dispose of the Council's interest in surplus land adjacent Tennis World.	Yes
25/01/17	Executive Sub-Committee for Property	CONFIDENTIAL Acquisition of Land at Middlehaven	Consideration of a proposal to purchase the HCA's land holdings at Middlehaven.	Yes

25/01/17	Executive Sub-Committee for Property	Land Adjacent Tennis World - Proposed Freehold Sale [PART A]	To consider the proposal to dispose of the Council's freehold interest in surplus land adjacent Tennis World.	Yes
25/01/17	Executive Sub-Committee for Property	North Ormesby Community Asset Transfer Report	The purpose of this Report is to recommend that derelict land that previously sited the North Ormesby Pavilion is offered as a community asset transfer to North Ormesby Neighbourhood Development Trust	No
27/01/17	Executive Member for Finance and Governance	Annual Equality and Diversity Report	Outlines progress made by the Council over the past 12 months in relation to promoting equality and diversity	No
21/02/17	Executive	2017/18 Council Tax and Budget with restatement of the MTFP	To set the Councils 2017 Budget and Council Tax and restate the MTFP position for future years.	Yes
21/02/17	Executive	Budget and Balanced Scorecards Position at Quarter Three 2016/17	To report on the Councils Budget and Performance Monitoring position up to the 31 December 2016	Yes
21/02/17	Executive	Community Safety & Leisure Scrutiny - Response- Street Beggars	To provide an update on the Street Beggars Scrutiny Report	No
21/02/17	Executive	Grade A Office Development Centre Square East	Endorse planning application for Grade A Office Development on Eastern extent of Centre Square and offer feedback on the proposal.	No
21/02/17	Executive	Mortgage Interest Report	To approach the revised mortgage interest rate for 6 months starting 1 April 2017.	No
21/02/17	Executive	Pay Policy Statement 2017/2018	The Pay Policy Statement sets out the Council's policies on remuneration of its staff in accordance with section 38 of the Localism Act 2011. . This data is based on figures as at 31 December each year to allow approval of the Pay Policy by Council to allow publication and approval by 1 April each year.	No
27/02/17	Executive Member for Education and Skills	Outcome of Consultation on High Needs SEN and AP Funding	To consider the responses received from Education Providers in Middlesbrough LA and Education Providers outside Middlesbrough LA who educate Middlesbrough Children and young people following the consultation on proposals developed relating to High Needs SEN and Alternative Provision Funding	No
02/03/17	Executive Sub-Committee for Property	CONFIDENTIAL - Investment in Middlehaven Infrastructure	To consider the acquisition of land at Middlehaven.	Yes
02/03/17	Executive Sub-Committee for Property	CONFIDENTIAL - Removal of the Tuxedo Royale	To consider options for Tuxedo Royale.	Yes
07/03/17	Executive Member for Communities and Public Health	To consider the creation of a Public Space Protection Order in Council-owned cemeteries and crematoria	The legislation surrounding antisocial behavior and the existing Dog Control order that applies in the cemeteries and crematorium has been repealed. The existing Orders will become Public Space Protection Orders by default, unless the Council acts otherwise to amend them. This report considers the evidence about the existing Orders and the current problems in the areas to which the orders apply, and makes	Yes

08/03/17	Executive Member for Environment	Review of Waste Collection and Recycling	recommendations for a new Public Space Protection Order To balance the current collection rounds and investigate the most efficient method of collection for general refuse, kerb side recycling and green waste.	Yes
15/03/17	Executive	School Admissions Arrangements	To consider and approve school admission arrangements for the intake in September 2018	Yes
21/03/17	Executive	Development of a Tees Valley Regional Adoption Agency	To inform Executive of the national policy agenda in relation to adoption and the local response to develop a Tees Valley Regional Adoption Agency with the assistance of a grant from the Department for Education	No
21/03/17	Executive	Responding to VCS Visioning	Looking at how the council responds to the consultation exercise that NVDA have undertaken with the voluntary sector.	No
21/03/17	Executive	Review of Alcohol Strategy and Licensing Policy documents.	Review of Alcohol Harm Reduction Strategy, Statement of Licensing Policy and sign up to the local Alcohol Declaration.	Yes
21/03/17	Executive	Strategic Plan 2017-20	This report will confirm the MTFP for 2017-20 and the Strategic Plan for the same period, set the budget for 2017/18 and the activity to achieve deliver associated savings targets. Once endorsed the report will be presented to Council on 1 March 2017.	Yes
22/03/17	Executive Sub-Committee for Property	CONFIDENTIAL - College Road - Proposed Freehold Sale [PART B]	To consider the potential disposal of the former Erimus Training Site	Yes
22/03/17	Executive Sub-Committee for Property	CONFIDENTIAL - Vancouver House - Proposed Freehold Sale [PART B]	To consider the potential options for disposal of Vancouver House following the conclusion of the Council's marketing exercise.	Yes
22/03/17	Executive Sub-Committee for Property	College Road - Proposed Freehold Sale [PART A]	To consider the potential disposal of the former Erimus Training Centre Site	Yes
22/03/17	Executive Sub-Committee for Property	Future of the Southlands Centre	Report to consider options for the future of the Southlands Centre following the exercise to market the centre as an Enterprise Centre.	Yes
22/03/17	Executive Sub-Committee for Property	Vancouver House - Proposed Freehold Sale [PART A]	To consider the potential options for disposal of Vancouver House following the conclusion of the Council's marketing exercise.	Yes
18/04/17	Executive	Council Improvement Plan update	Set out the progress that has been made in delivering the Council Improvement Plan, since the last report to Executive in December 2016. Given the significant progress achieved, the report also proposes subsuming monitoring of delivery of the (few) remaining CIP actions within the Annual Governance Statement process.	No
18/04/17	Executive	Environment Scrutiny Panel - Response - Commercialisation	1. To provide the service response to the Environment Scrutiny Panel's recommendations in respect of commercialisation	No
28/04/17	Deputy Mayor and Executive Member for	Housing Strategy Consultation Draft	Seek approval to consult on the draft Housing Strategy.	Yes

28/04/17	Regeneration Deputy Mayor and Executive Member for Regeneration	Increase in Planning Fees	1. To inform members of the proposed changes to be introduced by Government	Yes
16/05/17	Deputy Mayor and Executive Member for Regeneration	Draft development guidance for Land North of Marton Avenue.	The purpose of the report is to seek approval to consult on the development guidance regarding the redevelopment of land north of Marton Avenue.	No
16/05/17	Executive	Economic Regeneration and Transport Scrutiny Panel Response - Pothole Repairs	To provide an update on the recommendations by Scrutiny.	No
16/05/17	Executive	Family & Friends Care (Kinship Care) Action Plan	Response to Recommendations from the Children & Learning Scrutiny Panel for Service Area with an action plan.	No
16/05/17	Executive	Social Care & Adult Services Scrutiny Panel - Service Response - Safeguarding Vulnerable Adults	To provide an update on the recommendations by Scrutiny.	No
13/06/17	Executive	Budget and Balanced Scorecards position at Year End 2016/2017.	To report on the Councils Budget and Performance Monitoring position up to the 2017/2017 financial year end.	Yes
13/06/17	Executive	Improving Schools in Middlesbrough	To give an update on progress for the School Improvement Project and the key themes identified	Yes
14/06/17	Executive Member for Education and Skills	School Term Dates for the 2018/2019 and 2019/2020 academic years	To seek a decision by the Executive Member on the school term dates for the 2018/2019 and 2019/2020 academic years following the results of consultation	Yes
21/06/17		Housing Assistance Policy	to bring together in one document all forms of grant and other assistance the Council delivers via both mandatory and discretionary Grants and Loans designed to assist vulnerable occupiers to remain in their own home and to enable vulnerable owner occupiers to maintain their property.	Yes
05/07/17	Executive Member for Environment and Commercial Services	Proposed Investment in Middlesbrough Crematorium	To discuss the proposals for investment in Middlesbrough Crematorium.	Yes
10/07/17	Executive Member for Adult Health and Social Care	Contaminated Land Strategy	The seek approval for a review of our existing contaminated land strategy in light of changes to the technical guidance.	Yes
11/07/17	Executive	CONFIDENTIAL - Joint Public Health	The report summarises the business case for a joint public health	Yes

		Service Proposal	
		service between Middlesbrough Council and Redcar and Cleveland Council and will make a recommendation for Executive on the future arrangements for public health. This follows work that has been carried out by the two Councils working closely with key stakeholders, partner agencies and public health staff.	
11/07/17	Executive	Council Tax Support 2018 - 2019	To approve the Council Tax Support (CTS) scheme for 2018/19
11/07/17	Executive	Improving Council Tax Collection	To invest in the Council Tax collection service with the outcome to improve the in-year Council Tax Collection rate.
11/07/17	Executive	Improving North Ormesby	Presentation of community plan for North Ormesby and update on progress.
11/07/17	Executive	Local Area Inspection Outcome (SEND)	To advise on the outcome of the recent inspection of services for children with special educational needs and disabilities.
11/07/17	Executive	Mortgage Interest Rate	To set the local average interest rate for the next 6 months
11/07/17	Executive	People Strategy	The People Strategy is the Council's overarching strategy for delivery of its ambitions around organisational development. It has been put in place because the Council recognises the importance of its staff in delivering its key strategic principles. The People Strategy sets out and defines how the workforce will be equipped to help achieve the Mayor's 2025 vision.
11/07/17	Executive	Prevention strategy for adults and older people	This report presents for approval the prevention strategy for adults and older people across the town. This follows multi-agency work and consultation to develop a prevention plan for the town in line with local needs, priorities, Care Act 2014 and other national guidance.
11/07/17	Executive	Regional Adoption Agency Organisational Model	Regional Adoption Agency Organisational Model
11/07/17	Executive	The Deprivation of Liberty Safeguards: Update Report	The purpose of this report is to provide an update on the management of Deprivation of Liberty Safeguards (DoLS) cases.
12/07/17	Executive Sub-Committee for Property	Confidential - Middlehaven Disposal - Land to south side of Dock	Option Agreement for the disposal of Land at Middlehaven (part thereof) - Docksides South.
02/08/17	Lead Executive Member for Children's Services	Children's Residential Block Contract	To seek agreement from Executive to publish a Voluntary Ex-Ante Transparency (VEAT) notice to directly award a new block contract with the Cambian Group in respect of children's residential care.
21/08/17	Executive Member for Finance and Governance	Merger of Teesside and Hartlepool Coroners' Areas	To provide an update on the Merger of Teesside and Hartlepool Coroners' Areas.
05/09/17	Executive	Ad Hoc Scrutiny Panel Final Report - Apprenticeships - Service Response	To provide a response in respect of the Apprenticeships Scrutiny report.
05/09/17	Executive	Budget and Balanced Scorecards - Position at Q1 2017/2018.	To report on the Councils Budget and Performance Monitoring position up to Quarter 1 of 2017/2018
05/09/17	Executive	Children's Trust Board	To inform the Executive of proposals to create a Children's Trust Board

05/09/17	Executive	DIGITAL SAFEGUARDING SEXTING AND YOUTH PRODUCED SEXUAL IMAGERY	<ul style="list-style-type: none"> To examine what work is taking place in primary schools, secondary schools and colleges to protect young people from new risk taking behaviours. <ul style="list-style-type: none"> To ensure all agencies are being proactive in protecting young people's digital footprint, even if not legally obliged to do so. 	No
05/09/17	Executive	Environment Scrutiny Panel Final Report - No Ball Games Policy - Service Response	To provide a final response to the recommendations of the Scrutiny Panel.	No
05/09/17	Executive	Social Regeneration	To set out the Council's ambitions in respect of social regeneration.	Yes
06/09/17	Executive Sub-Committee for Property	Update on Future of Southlands Centre	The purpose of this report is provide an update on the ongoing discussions with the current licensees around a revised management model for the centre together with any developments in respect further third party interest in the site.	Yes
30/10/17	Executive Member for Adult Social Care and Public Health	Home Care Services for Adults Aged 18+	The current contracts for Home Care Services expires in November 2017 and the Council has undertaken a tender process to re-provide this service. This report outlines the outcome of the tender process undertaken and identifies any potential risks in transition and delivery.	Yes
30/10/17	Executive Member for Finance and Governance	Discretionary Business Rates Relief Scheme	Distribution of government grant to businesses	Yes
30/10/17	Executive Member for Finance and Governance	Strategic Growing the Business Base – Inward Investment Rates Relief	To outline a proposal for discretionary business rates support programme.	Yes
21/11/17	Executive	Budget and Balanced Scorecards - Position Q2 2017/2018.	To report on the Councils Budget and Performance Monitoring position up to Quarter 2 of 2017/2018	Yes
21/11/17	Executive	Corporate Peer Review Revisit - Findings	To present the findings of the follow up visit from the LGA corporate peer review team.	No
21/11/17	Executive	Establishing a Regional Adoption Agency	Presentation of the business case for the Regional Adoption Agency and seeking approval for its creation.	Yes
21/11/17	Executive	Health Scrutiny - Final Report - Foetal Alcohol Spectrum Disorders (FASD)	To provide a response to the Scrutiny Panel's recommendations for FASD	No
21/11/17	Executive	Review of Council Tax Support	To review the Council Tax Support (CTS) scheme for 2017/18	Yes
21/11/17	Executive	Revised Action Plan - Family and Friends Care	To ensure that the Local Authority's work with family and friends carers is governed by consistent principles, regardless of the legal status of the carer or child. To ensure that the Local Authority is being proactive in promoting and supporting family and friends carers, even if it is not legally obliged to.	No
21/11/17	Executive	Strategic Plan 2018-22 - Final	This report will confirm the MTFP for 2017-20 and the Strategic Plan for the same period, set the budget for 2018/22 and the activity to	Yes

22/11/17	Executive Member for Economic Development and Infrastructure	Middlesbrough Housing Strategy - Adoption	achieve deliver associated savings targets. Once endorsed the report will be presented to Council on 28 March 2018. To summarise and respond to comments received during the public consultation on the draft Middlesbrough Housing Strategy.	Yes
22/11/17	Executive Member for Finance and Governance	Annual Equality and Inclusion Report	The Annual Equality and Inclusion Report sets out the latest available information on equality and diversity within the workforce and the local community.	No
22/11/17	Executive Member for Finance and Governance	Equality and Diversity Policies- 2017 Refresh	Approval of the following revised policies: Equality Policy; Equality Monitoring Policy; and Hate Incident Policy.	No
22/11/17	Executive Sub-Committee for Property	CONFIDENTIAL - Land East Of Hemlington Lane - Proposed Freehold Sale [PART B]	To consider the proposal to dispose of a parcel of land deemed surplus	Yes
22/11/17	Executive Sub-Committee for Property	CONFIDENTIAL - Newham Hall - Nunthorpe Grange surrender of Agricultural tenancies	To approve the payment of compensation to the existing agricultural tenant of Newham Hall Farm and Nunthorpe Grange Farm.	Yes
22/11/17	Executive Sub-Committee for Property	Land East Of Hemlington Lane - Proposed Freehold Sale [PART A]	To consider the proposal to dispose of a parcel of land deemed surplus	Yes
22/11/17	Executive Sub-Committee for Property	Southlands Centre	The purpose of this report is provide an update on the management model for the centre.	Yes
28/11/17	Executive	Annual Risk Management	To present the annual review of risk management	No
28/11/17	Executive	CONFIDENTIAL - University Masterplan	To present the University's strategy for the future development.	No
28/11/17	Executive	Dementia Friendly Middlesbrough	To provide an update on Dementia Friendly Middlesbrough	No
28/11/17	Executive	Developing Central Library	Consideration of the future vision for Central Library.	Yes
28/11/17	Executive	Programme Management Office Update	To update the Executive on the progress of Councils portfolio of projects.	No
28/11/17	Executive	SLM Contract Update	To provide an update on SLM contract for Leisure service provision across the town	No
12/12/17	Executive	Annual Treasury Management Report	To present to Members the Annual Report on Treasury Management	No
12/12/17	Executive	Council Nurseries	Proposals regarding change to Council Nursery Delivery Model	Yes
12/12/17	Executive	Invest in Middlesbrough Progress Report	To provide a year 1 progress report on the Investment Prospectus.	No
12/12/17	Executive	Providing Community Support	Consideration of the future direction for the support provided to communities around issues such as financial inclusion and homelessness.	Yes

19/12/17	Executive	(CONFIDENTIAL) Centre Square Office Development Delivery	To update the Executive on the progress on the Grade A Office Development.	No
19/12/17	Executive	(CONFIDENTIAL) Tees Advanced Manufacturing Park – Delivery and Investment Enablement - Part A	To apprise Executive of the opportunity to take forward phase one of the Tees Advanced Manufacturing Park (TAMP).	Yes
19/12/17	Executive	Council Future Accommodation Requirements	To inform Executive of the future accommodation requirements.	No
19/12/17	Executive	Director of Public Health Annual report 2016/17	To present the Director of Public Health Annual report for 2016/17.	Yes
19/12/17	Executive	Interim Policy on Conversions of Residential Properties	To seek approval for the Interim Policy on Conversions of Residential Properties for the purpose of public consultation, and for its use as a material consideration in the determination of planning applications.	Yes
19/12/17	Executive	Response to Children's Scrutiny Panel - Pupil Exclusions in Middlesbrough	To ensure that positive and timely alternative education provision was available for excluded pupils. To ensure that effective and successful models of intervention were in place to prevent difficulties escalating to the point of exclusion.	No
19/12/17	Executive	Written Statement of Action	To provide an update on the Written Statement of Action which was a requirement of the Local Area Inspection for Special Educational Needs and or Disabilities which took place in March 2017.	No
20/12/17	Executive Sub-Committee for Property	Members Small Scheme Allocations	To set out the bids received in respect of the initial bidding round which took place through August /September 2017.	Yes