

Notice of proposed key decisions

Notice of meeting of Cabinet (20 April 2020)

PUBLISHED 20 March 2020

Notice of proposed key decisions and meetings to be held in private

In accordance with the requirements of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 (“the Regulations” which came into effect on 10 September 2012), this document gives 28 clear days’ notice of the key decisions which the Council intends to make.

The Council is no longer statutorily required to publish a Forward Plan, but this document also sets out details of key decisions in the next 4 months (it may include decisions to be made by Cabinet or individual Cabinet Members and Officers which are not key decisions).

This document also gives notice of the Council’s intention that all or parts of the following meetings shall be held in private:

Cabinet at 5.30pm on Monday 20 April 2020 (part of meeting in private)

This document sets out the items which are to be considered in private at the above-mentioned meeting(s). Any representations as to why any item should not be considered in private must be sent to the Service Manager Democratic Services at the address shown below.

The Council will publish a further notice 5 clear day before the relevant meeting which will give the Council’s response to any such representations.

In accordance with Regulation 9 of the Regulations this document provides the following information:

- that a key decision is to be made on behalf of Newcastle City Council;
- the matter in respect of which the decision is to be made;
- where the decision maker is an individual, his/her name and position and, where the decision taker is a body, its name and details of membership;

- the date on which, or the period within which, the decision will be taken;
- a list of the documents submitted to the decision maker for consideration in relation to the matter in respect of which the key decision is to be made;
- the address from which, subject to any prohibition or restriction on their disclosure, copies of, or extracts from, any document listed is available;
- that other documents relevant to those matters may be submitted to the decision maker; and
- the procedure for requesting details of those documents (if any) as they become available.

Key decisions are those executive decisions which are likely-

- to result in the Council incurring expenditure which is, or the making of savings which are, **significant** having regard to the Council's budget for the service or function to which the decision relates; or
- to be **significant** in terms of their effects on communities living or working in an area comprising two or more wards in the City.

The following will not usually be key decisions:

- matters involving revenue expenditure of £250,000 or less;
- matters involving capital expenditure of £1,000,000 or less; and
- matters involving land and property within the delegations of the Head of Property

The government has published guidance on the meaning of 'significant'.

Further details of Council decision making can be found at-

[Cabinet and Committee meetings information and Committee papers](#)
[link to Decision Makers reports and decision details](#)

Details of Cabinet Membership

The Cabinet comprises the following Members with the portfolio responsibilities as indicated:

- Councillor Nick Forbes – Leader of the Council
- Councillor Joyce McCarty – Deputy Leader of the Council and Cabinet member for Resources
- Councillor Veronica Dunn – Cabinet member for Education and Skills
- Councillor Ged Bell – Cabinet member for Employment and Culture
- Councillor Nick Kemp – Cabinet member for the Environmental and Regulatory Services
- Councillor Karen Kilgour – Cabinet member for Health and Social Care
- Councillor Linda Hobson – Cabinet member for Housing
- Councillor Arlene Ainsley – Cabinet member for Transport and Air Quality
- Councillor John-Paul Stephenson – Cabinet member for Neighbourhoods and Public Health
- Councillor Clare Penny-Evans – Cabinet member for Climate Change and Communities

[Link to Cabinet Portfolios](#)

Copies of, or extracts from, any document referred to in this notice may be obtained from:

Service Manager Democratic Services
Newcastle City Council
Civic Centre
Barras Bridge
Newcastle upon Tyne
NE1 8QH

or contact us at:
phone 0191 211 5159
www.newcastle.gov.uk
linda.scott@newcastle.gov.uk

In relation to **private meetings** the reason an item is expected to be considered '**in private**' will be identified in accordance with the **exempt information categories** which are set out in Part 1 of Schedule 12A of the Local Government Act 1972 (as amended): -

Paragraph	Category/explanation
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 of prosecution of crime.

IMPORTANT NOTE

This document sets out the Council's intentions as to future decisions as at the date of publication. However, if circumstances change, the Council reserves the right to publish an updated version of this document and/or rely on the provisions in the Regulations as to urgent decisions.

	April 2020		Non-key
Who will decide and when	Cabinet	Portfolio: Deputy Leader and Resources	20 April 2020
		Ward: All	
What about	Review of Selective Licensing Committee and Licensing of Houses in Multiple Occupation Committee: In June 2019 Cabinet approved the designation of a new Selective and Additional Licensing designation. The new scheme will commence on the 6 th April 2020 and is estimated an additional 13,000 properties will require a property licence. To ensure a streamlined decision-making process for the revocation and refusals of Selective and HMO licences it is recommended that the two relevant committees be reviewed and merged into one committee.		
Information available to the decision maker	A detailed report will be available to the public at least 5 days before the decision is made and such other documents as may be relevant to the decision as are required.		
Contact details for copies of documents	Service Manager Democratic Services linda.scott@newcastle.gov.uk Phone 0191 211 5159 Newcastle City Council Civic Centre Barras Bridge Newcastle upon Tyne NE1 8QH		
Report Author	Director	Christine Herriot, Director of Operations and Regulation	
	Contact Officer	Gwen Smith, Senior Practitioner	
	phone	0191 277 1456	
	email	gwen.smith@newcastle.gov.uk	
Public or private/reason if private	Public – it is expected that the meeting will be open to the public during consideration of this item.		

	April 2020	Key
Who will decide and when	Cabinet	Portfolio: Deputy Leader and Resources Ward: All 20 April 2020
What about	Newcastle Fund: This report proposes arrangements for Round 11 of the Council's grant aid programme, the Newcastle Fund. It will recommend the priorities for round 11 of the Fund as well as the level of resources that will be available for new allocations from April 2021, supplementing commitments already entered into in previous rounds.	
Information available to the decision maker	A detailed report will be available to the public at least 5 days before the decision is made and such other documents as may be relevant to the decision as are required.	
Contact details for copies of documents	Service Manager Democratic Services linda.scott@newcastle.gov.uk Phone 0191 211 5159 Newcastle City Council Civic Centre, Barras Bridge Newcastle upon Tyne NE1 8QH	
Report Author	Director	Alison McDowell, Director of Adult Social Care & Integrated Services
	Contact Officer	Louise Lane, Commissioner - Inclusion
	phone	0191 211 6477
	email	louise.lane@newcastle.gov.uk
Public or private/reason if private	Public – it is expected that the meeting will be open to the public during consideration of this item.	

	April 2020	Key
Who will decide and when	Cabinet	Portfolio: Deputy Leader and Resources
		Ward: All
What about	ESPO Washroom Services: This report seeks for approval to call off from the ESPO Washroom Services Framework which has been awarded for a 48-month contract. The Framework was competitively tendered and covers; Collection and disposal of sanitary waste, nappy + incontinence waste, medical + sharps waste, provision of roller towels, hand dryers, supply of associated washroom related equipment. The contract will be used as above by Council Local Services and Waste Management Departments.	
Information available to the decision maker	A detailed report which will contain exempt information so will not be available to the public and such other documents as may be relevant to the decision as are required. The documents to be considered will be exempt from disclosure and consequently copies will not be made available to the public.	
Contact details for copies of documents	Service Manager Democratic Services linda.scott@newcastle.gov.uk Phone 0191 211 5159 Newcastle City Council Civic Centre, Barras Bridge Newcastle upon Tyne NE1 8QH	
Report Author	Director	Tony Kirkham, Director of Resources
	Contact Officer	Mark Nicholson, Assistant Director Financial Services
	phone	0191 211 5115
	email	mark.nicholson@newcastle.gov.uk
Public or private/reason if private	Private – the press and public will be excluded from the meeting because the meeting will be considering a report that contains exempt information, as detailed below: - 1) The report will contain “exempt” information which falls within paragraph 3 of part 1 of schedule 12A to the Local Government Act 1972); and 2) In relation to the “exempt” information, it has been determined that the public interest in maintaining the exemption outweighs the public interest in disclosing the information because disclosure would adversely affect the authority’s ability to manage its commercial financial and business affairs.	

	April 2020	Key
Who will decide and when	Cabinet	20 April 2020
	Portfolio: Deputy Leader and Resources	
	Ward: All	
What about	Technology Products and Associated Services: This report is to seek approval for the Council and YHN to call off from the CCS Technology Products and Associated Services Framework which was let in January 2020. The Council have extensively used its predecessor Technology Products 2 to manage Councils hardware and software needs which is running out and being replaced by this new framework.	
Information available to the decision maker	A detailed report which will contain exempt information so will not be available to the public and such other documents as may be relevant to the decision as are required. The documents to be considered will be exempt from disclosure and consequently copies will not be made available to the public.	
Contact details for copies of documents	Service Manager Democratic Services linda.scott@newcastle.gov.uk Phone 0191 211 5159 Newcastle City Council Civic Centre, Barras Bridge Newcastle upon Tyne NE1 8QH	
Report Author	Director	Tony Kirkham, Director of Resources
	Contact Officer	Jim Lowden, Head of ICT
	phone	0191 211 5837
	email	jim.lowden@newcastle.gov.uk
Public or private/reason if private	Private – the press and public will be excluded from the meeting because the meeting will be considering a report that contains exempt information, as detailed below: - 1) The report will contain “exempt” information which falls within paragraph 3 of part 1 of schedule 12A to the Local Government Act 1972); and 2) In relation to the “exempt” information, it has been determined that the public interest in maintaining the exemption outweighs the public interest in disclosing the information because disclosure would adversely affect the authority’s ability to manage its commercial financial and business affairs.	

	April 2020	Key
Who will decide and when	Delegated Decision: Leader of the Council, Cllr Nick Forbes	Portfolio: Deputy Leader and Resources
		Ward: All
What about	Extension of loan to YHN: This report will seek approval to extend a current loan to Your Homes Newcastle for a further five years.	
Information available to the decision maker	A detailed report which will contain exempt information and such other documents as may be relevant to the decision as are required. The documents to be considered will be exempt from disclosure and consequently copies will not be made available to the public.	
Contact details for copies of documents	Service Manager Democratic Services linda.scott@newcastle.gov.uk Phone 0191 211 5159 Newcastle City Council Civic Centre, Barras Bridge Newcastle upon Tyne NE1 8QH	
Report Author	Director	Tony Kirkham Director of Resources
	Contact Officer	Mark Nicholson Assistant Director Financial Services
	phone	0191 211 5115
	email	mark.nicholson@newcastle.gov.uk
Public or private/reason if private	<p>Private – the press and public will be excluded from the meeting when considering the report that contains exempt information, as detailed below.</p> <ol style="list-style-type: none"> 1) The report will contain “exempt” information which falls within paragraph 5 of part 1 of schedule 12A to the Local Government Act 1972); and 2) In relation to the “exempt” information, it has been determined that the public interest in maintaining the exemption outweighs the public interest in disclosing the information because disclosure would adversely affect the authority’s ability to manage its commercial financial and business affairs. 	

	April 2020		Key
Who will decide and when	Delegated Decision: Deputy Leader and Cabinet member for Resources	Portfolio: Deputy Leader and Resources Ward: All	20 April 2020
What about	Loan to Byker Community Trust: This report will seek approval to grant a loan to Byker Community Trust for expenditure associated with the Byker district heating scheme.		
Information available to the decision maker	A detailed report which will contain exempt information and such other documents as may be relevant to the decision as are required. The documents to be considered will be exempt from disclosure and consequently copies will not be made available to the public.		
Contact details for copies of documents	Service Manager Democratic Services linda.scott@newcastle.gov.uk Phone 0191 211 5159 Newcastle City Council Civic Centre, Barras Bridge Newcastle upon Tyne NE1 8QH		
Report Author	Director	Tony Kirkham, Director of Resources	
	Contact Officer	Mark Nicholson, Assistant Director Financial Services	
	phone	0191 211 5115	
	email	mark.nicholson@newcastle.gov.uk	
Public or private/reason if private	<p>Private – the press and public will be excluded from the meeting when considering the report that contains exempt information, as detailed below.</p> <ol style="list-style-type: none"> 1) The report will contain “exempt” information which falls within paragraph 5 of part 1 of schedule 12A to the Local Government Act 1972); and 2) In relation to the “exempt” information, it has been determined that the public interest in maintaining the exemption outweighs the public interest in disclosing the information because disclosure would adversely affect the authority’s ability to manage its commercial financial and business affairs. 		

	May 2020	Key
Who will decide and when	Delegated Decision: Cllr Ged Bell, Cabinet Employment and Culture Portfolio: Cabinet member Employment & Culture Ward: Blakelaw; Callerton & Throckley,	May 2020
What about	Parklife Sports Hubs: Parklife is a capital project aiming to improve football facilities in local authority areas, developing modern outdoor facilities that allow games to be played safely, reduce maintenance pressures, and give an all-round high-quality experience for everyone. In January 2019 Cabinet gave approval for the City Council with its partners to progress the Parklife project in Newcastle and as a result Newcastle was accepted onto the Football Foundation's programme with an initial budget estimate of £9 - £11m. Since the original Cabinet approval, a substantial amount of work has been undertaken by officers and partners and the project has developed significantly in detail with consequent financial implications. Cabinet Member delegated approval is therefore being sought to implement the final scheme proposals at Blakelaw Recreation Ground and Bullocksteads Sports Ground.	
Information available to the decision maker	A detailed report which will contain exempt information and such other documents as may be relevant to the decision as are required. The documents to be considered will be exempt from disclosure and consequently copies will not be made available to the public.	
Contact details for copies of documents	Service Manager Democratic Services linda.scott@newcastle.gov.uk Phone 0191 211 5159 Newcastle City Council Civic Centre, Barras Bridge Newcastle upon Tyne NE1 8QH	
Report Author	Director	Michelle Percy, Director of Place
	Contact Officers	Su Cumming, Lead Specialist Leisure and Parks and Mick Firth, Senior Specialist/Advisor, Major Projects Team
	phone	0191 2783096 and 0191 2115627
	email	su.cumming@newcastle.gov.uk and mick.firth@newcastle.gov.uk
Public or private/reason if private	Private – the report will contain exempt information, as detailed below: 1) The report will contain “exempt” information which falls within paragraph 3 of part 1 of schedule 12A to the Local Government Act 1972); and 2) In relation to the “exempt” information, it has been determined that the public interest in maintaining the exemption outweighs the public interest in disclosing the information because disclosure would adversely affect the authority’s ability to manage its commercial financial and business affairs.	

	June 2020	Non-Key
Who will decide and when	Cabinet	Portfolio: Deputy Leader and Resources Ward: All 15 June 2020
What about	Council Performance: To consider and comment on the city's and council's performance in working towards the ambitions within the Council Plan. It will report on performance and finance up to and including Quarter 4 and is a key element of our integrated approach to planning and delivery. The Council Dashboard will present current key data about Newcastle (such as employment rate), show the latest position in trends and how we compare to others. It will also include data showing the performance and cost of our services, with a focus on the difference services have made to improving outcomes for people. There will be one Dashboard for each of the four priorities and supporting narrative and information and will be the Section 151 report each quarter. Cabinet will be asked to consider and comment on overall performance.	
Information available to the decision maker	A detailed report will be available to the public at least 5 days before the decision is made and such other documents as may be relevant to the decision as are required.	
Contact details for copies of documents	Service Manager Democratic Services linda.scott@newcastle.gov.uk Phone 0191 211 5159 Newcastle City Council Civic Centre, Barras Bridge Newcastle upon Tyne NE1 8QH	
Report Author	Director	Tony Kirkham, Director of Resources
	Contact Officer	Kirsty Wilkinson, Business Management Partner
	phone	0191 211 5071
	email	kirsty.wilkinson@newcastle.gov.uk
Public or private /reasons if private	Public – it is expected that the meeting will be open to the public during consideration of this item.	

	June 2020		Non-key
Who will decide and when	Cabinet	Portfolio: Housing	15 June 2020
		Ward: All	
What about	Your Homes Newcastle Service Delivery Plan: This report will set out the performance and services that Your Homes Newcastle will aim to achieve in 2020/21 and reflect on achievements and challenges from the previous year.		
Information available to the decision maker	A detailed report will be available to the public at least 5 days before the decision is made and such other documents as may be relevant to the decision as are required.		
Contact details for copies of documents	Service Manager Democratic Services linda.scott@newcastle.gov.uk Phone 0191 211 5159 Newcastle City Council Civic Centre, Barras Bridge Newcastle upon Tyne NE1 8QH		
Report Author	Director	Michelle Percy, Director of Place	
	Contact Officer	Amanda Senior, Head of Fairer Housing Unit	
	phone	0191 277 7862	
	email	amanda.senior@newcastle.gov.uk	
Public or private/reason if private	Public – it is expected that the meeting will be open to the public during consideration of this item.		

	June 2020		Key
Who will decide and when	Cabinet	Portfolio: Housing	15 June 2020
		Ward: All	
What about	Newcastle City Council Housing Delivery Programme: The report will provide information on the Council's Housing Delivery Programme for new affordable, specialist and market homes to be built on Council owned land. It will also set out any new government policy changes that have impact on housing investment and delivery. Details will also be included on a range of research and development projects the Council has embarked on to inform our long-term future housing investment plans. Confidential annexes will form part of the report. The report will seek the following decisions: approval of the updates schedule of sites held in the Housing Land and Asset Plan; the delivery routes for specific sites within the plan and approval of any new investment bids or programmes.		
Information available to the decision maker	A detailed report will be available to the public at least 5 days before the decision is made and such other documents as may be relevant to the decision as are required. Some of the documents to be considered will be exempt from disclosure and consequently copies will not be made available to the public.		
Contact details for copies of documents	Service Manager Democratic Services linda.scott@newcastle.gov.uk Phone 0191 211 5159 Newcastle City Council Civic Centre, Barras Bridge Newcastle upon Tyne NE1 8QH		
Report Author	Director	Michelle Percy, Director of Place	
	Contact Officer	Amanda Senior, Head of Fairer Housing Unit	
	phone	0191 277 7862	
	email	amanda.senior@newcastle.gov.uk	
Public or private/reason if private	Public and Private – it is expected that the meeting will be open to the public during consideration of a report on this item. Annexes to the report which will contain exempt information will also be considered therefore the press and public will be excluded from the meeting during that part of the meeting for the reasons as detailed below: 1) The report will contain “exempt” information which falls within paragraph 3 of part 1 of schedule 12A to the Local Government Act 1972); and 2) In relation to the “exempt” information, it has been determined that the public interest in maintaining the exemption outweighs the public interest in disclosing the information because disclosure would adversely affect the authority’s ability to manage its commercial financial and business affairs.		

	June 2020		Non-key
Who will decide and when	Cabinet	Portfolio: Environmental and Regulatory Services	15 June 2020
		Ward: All	
What about	Newcastle Waste Strategy Update: Cabinet agreed to receive an annual report updating on progress against the Action Plan		
Information available to the decision maker	Public report: A detailed report will be available to the public at least 5 days before the decision is made and such other documents as may be relevant to the decision as are required.		
Contact details for copies of documents	Service Manager Democratic Services linda.scott@newcastle.gov.uk Phone 0191 211 5159 Newcastle City Council Civic Centre, Barras Bridge Newcastle upon Tyne NE1 8QH		
Report Author	Director	Christine Herriot, Director of Operations and Regulatory Services	
	Contact Officer	Catherine Lyons, Principal Advisor, Waste Strategy	
	phone	0191 211 5681	
	email	catherine.lyons@newcastle.gov.uk	
Public or private/reason if private	Public – it is expected that the meeting will be open to the public during consideration of this item.		

	June 2020		Key
Who will decide and when	Cabinet	Portfolio: Health and Social Care	20 April 2020
		Ward: All	
What about	<p>Improved Better Care Fund Expenditure Plan 2020-21: The Better Care Fund (BCF) provides a financial framework for joint health and social care planning and commissioning. Some of this funding - the improved Better Care Fund (iBCF) - is paid directly to local government via a Section 31 grant. The purpose of the iBCF is to meet adult social care needs, reduce pressure on the NHS, and ensure that the local social care provider market is supported. The iBCF Newcastle City Council will receive in 2020-21 has provisionally been announced at £16.4m. This report will seek approval from Cabinet to agree the schemes which will underpin the use of the IBCF for 2020-21. Although the IBCF forms part of the wider Better Care Fund plan, this paper solely considers the use of the IBCF. The total BCF refresh for 2020-21 will be considered and approved – as per national guidance - by the Newcastle Wellbeing for Life Board.</p>		
Information available to the decision maker	A detailed report which will contain exempt information so will not be made available to the public and such other documents as may be relevant to the decision as are required. The documents to be considered will be exempt from disclosure and consequently copies will not be made available to the public.		
Contact details for copies of documents	Service Manager Democratic Services linda.scott@newcastle.gov.uk Phone 0191 211 5159 Newcastle City Council Civic Centre, Barras Bridge Newcastle upon Tyne NE1 8QH		
Report Author	Director	Alison McDowell, Director Adult Social Care and Integrated Services	
	Contact Officer	Alison McDowell, Director Adult Social Care and Integrated Services	
	phone	0191 211 5401	
	email	alison.mcdowell@newcastle.gov.uk	
Public or private/reason if private	<p>Private – the press and public will be excluded from the meeting when considering the report that contains exempt information, as detailed below.</p> <ol style="list-style-type: none"> 1) The report will contain “exempt” information which falls within paragraph 3 of part 1 of schedule 12A to the Local Government Act 1972); and 2) In relation to the “exempt” information, it has been determined that the public interest in maintaining the exemption outweighs the public interest in disclosing the information because disclosure would adversely affect the authority’s ability to manage its commercial financial and business affairs. 		

	June 2020	Key
Who will decide and when	Cabinet	Portfolio: Deputy Leader and Resources Ward: All
What about	NEPO507 – Travel Arrangements: The North East Procurement Organisation (NEPO) has undertaken a collaborative procurement exercise on behalf of its 12 Member Authorities, to put in place contractual arrangements for Staff Travel. This decision seeks approval from Cabinet to allow the Assistant Director of Financial Services, to formally opt-in to this regional procurement solution, so that all the Councils and Your Homes Newcastle’s travel requirements can be purchased through this Contract. The Framework Agreement is for 48 months commencing 1 August 2020 with 2 x 12-month options to extend.	
Information available to the decision maker	A detailed report which will contain exempt information so will not be available to the public and such other documents as may be relevant to the decision as are required. The documents to be considered will be exempt from disclosure and consequently copies will not be made available to the public.	
Contact details for copies of documents	Service Manager Democratic Services linda.scott@newcastle.gov.uk Phone 0191 211 5159 Newcastle City Council Civic Centre, Barras Bridge Newcastle upon Tyne NE1 8QH	
Report Author	Director	Tony Kirkham, Director of Resources
	Contact Officer	Mark Nicholson, Assistant Director Financial Services
	phone	0191 211 5115
	email	mark.nicholson@newcastle.gov.uk
Public or private/ reasons if private	Private – the press and public will be excluded from the meeting when considering the report that contains exempt information, as detailed below: 1) The report will contain “exempt” information which falls within paragraph 3 of part 1 of schedule 12A to the Local Government Act 1972); and 2) In relation to the “exempt” information, it has been determined that the public interest in maintaining the exemption outweighs the public interest in disclosing the information because disclosure would adversely affect the authority’s ability to manage its commercial financial and business affairs.	

	June 2020	Key
Who will decide and when	Cabinet	Portfolio: Deputy Leader and Resources Ward: All 15 June 2020
What about	Additional Procurement Arrangements Awarded under the TTPL Partnership Agreement: The North East Procurement Organisation (NEPO) have procured and awarded a number of Framework Agreements under the transport partnership arrangement, for the use by their 12 Member Authorities. This decision seeks approval to formally opt-in to use these procurement solutions to allow the Council and Your Homes Newcastle to call-off from various procurement solutions for all transport requirements.	
Information available to the decision maker	A detailed report which will contain exempt information and such other documents as may be relevant to the decision as are required. The documents to be considered will be exempt from disclosure and consequently copies will not be made available to the public.	
Contact details for copies of documents	Service Manager Democratic Services linda.scott@newcastle.gov.uk Phone 0191 211 5159 Newcastle City Council Civic Centre, Barras Bridge Newcastle upon Tyne NE1 8QH	
Report Author	Director	Tony Kirkham, Director of Resources
	Contact Officer	Mark Nicholson, Assistant Director Financial Services
	Phone	0191 211 5115
	email	mark.nicholson@newcastle.gov.uk
Public or private/reason if private	Private – the press and public will be excluded from the meeting when considering the report that contains exempt information, as detailed below: The report will contain “exempt” information which falls within paragraph 3 of part 1 of schedule 12A to the Local Government Act 1972); and In relation to the “exempt” information, it has been determined that the public interest in maintaining the exemption outweighs the public interest in disclosing the information because disclosure would adversely affect the authority’s ability to manage its commercial financial and business affairs.	

	June 2020	Key
Who will decide and when	Cabinet	Portfolio: Environmental and Regulatory Services Ward: All
What about	Waste Compactor and Machine repairs and maintenance: we are in the final stages of a competitive procurement process this decision seeks approval to delegated authority to the Director of Operations and Regulatory Services, to award a 24-month Contract with a further option to extend for 24 months, in consultation with the Cabinet Member for Environmental and Regulatory Services. The new contract is due to commence in April 2020, to supply Waste Compactor and Machine repairs and maintenance.	
Information available to the decision maker	Confidential report: A detailed report which will contain exempt information and such other documents as may be relevant to the decision as are required. The documents to be considered will be exempt from disclosure and consequently copies will not be made available to the public.	
Contact details for copies of documents	Service Manager Democratic Services linda.scott@newcastle.gov.uk Phone 0191 211 5159 Newcastle City Council Civic Centre, Barras Bridge Newcastle upon Tyne NE1 8QH	
Report Author	Director	Christine Herriot, Director of Operations and Regulatory Services
	Contact Officer	Mick Murphy, Head of Service Local Services and Waste Management
	Phone	0191 278 3140
	email	mick.murphy@newcastle.gov.uk
Public or private/reason if private	Private – the press and public will be excluded from the meeting when considering the report that contains exempt information, as detailed below: 1) The report will contain “exempt” information which falls within paragraph 3 of part 1 of schedule 12A to the Local Government Act 1972); and 2) In relation to the “exempt” information, it has been determined that the public interest in maintaining the exemption outweighs the public interest in disclosing the information because disclosure would adversely affect the authority’s ability to manage its commercial financial and business affairs.	

Officer Delegated Key Decisions (Award of Contracts)

	April 2020	Key
Who will decide and when	Delegated Officer: Tony Kirkham, Director of Resources	Portfolio: Deputy Leader and Resources Ward: All
What about	Removal and Storage Services: We are undertaking a competitive procurement process and this report seeks approval for a delegated officer decision to award a Framework Contract which will run for a maximum period of 48 months (24 months with an option to extend for 2 x 12 Months). This framework will cover the Provision of clearance, removal, storage and disposal services for domestic / residential properties, abandoned/void properties, garages and Council offices and buildings.	
Information available to the decision maker	A detailed report which will contain exempt information and such other documents as may be relevant to the decision as are required. The documents to be considered will be exempt from disclosure and consequently copies will not be made available to the public.	
Contact details for copies of documents	Service Manager Democratic Services linda.scott@newcastle.gov.uk Phone 0191 211 5159 Newcastle City Council Civic Centre, Barras Bridge Newcastle upon Tyne NE1 8QH	
Report Author	Director	Tony Kirkham, Director of Resources
	Contact Officer	Mark Nicholson, Assistant Director Financial Services
	Phone	0191 2115115
	email	mark.nicholson@newcastle.gov.uk
Reason decision to be made in private	Private – the report will contain exempt information, as detailed below: 1) The report will contain “exempt” information which falls within paragraph 3 of part 1 of schedule 12A to the Local Government Act 1972); and 2) In relation to the “exempt” information, it has been determined that the public interest in maintaining the exemption outweighs the public interest in disclosing the information because disclosure would adversely affect the authority’s ability to manage its commercial financial and business affairs.	

	April 2020	Key
Who will decide and when	Delegated Officer: Christine Herriot, Director of Operations and Regulatory Services	Portfolio: Deputy Leader and Resources Ward: All
What about	Supply, Installation and Maintenance of Public Space CCTV: We are currently undertaking a competitive procurement process and this decision seeks approval to award a 4-year contract (24 months with 2 x 12-month options to extend) for Property Management Services. The report will seek delegated officer approval to award the contract in early 2020.	
Information available to the decision maker	A detailed report which will contain exempt information so will not be available to the public and such other documents as may be relevant to the decision as are required. The documents to be considered will be exempt from disclosure and consequently copies will not be made available to the public.	
Contact details for copies of documents	Service Manager Democratic Services linda.scott@newcastle.gov.uk Phone 0191 211 5159 Newcastle City Council, Civic Centre Barras Bridge Newcastle upon Tyne NE1 8QH	
Report Author	Directorate	Christine Herriot, Director of Operations and Regulatory Services
	Contact Officer	David Hall, Assistant Director Operations and Parking Services
	Phone	0191 278 3282
	email	david.cw.hall@newcastle.gov.uk
Public or private/reason if private	Private – the report will contain exempt information, as detailed below: 1) The report will contain “exempt” information which falls within paragraph 3 of part 1 of schedule 12A to the Local Government Act 1972); and 2) In relation to the “exempt” information, it has been determined that the public interest in maintaining the exemption outweighs the public interest in disclosing the information because disclosure would adversely affect the authority’s ability to manage its commercial financial and business affairs.	

	April 2020	Key
Who will decide and when	Delegated Officer: Linda Scott, Service Manager Democratic Services Portfolio: Deputy Leader and Resources Ward: All	April 2020
What about	Retrospective Expenditure for 005591 – Election and Electoral Registration Printing: At the start of the Contract in July 2016 only three citywide elections and the Police and Crime Commissioner election were planned between 2017 and 2020. With the addition of the Parliamentary election in 2017, the Combined Authority Mayoral Election, the European Parliamentary Election, the Police and Crime Commissioner byelection, and the Parliamentary election all in 2019, expenditure has significantly increased. Most of these additional costs will be reclaimed from central government.	
Information available to the decision maker	A detailed report which will contain exempt information so will not be available to the public and such other documents as may be relevant to the decision as are required. The documents to be considered will be exempt from disclosure and consequently copies will not be made available to the public.	
Contact details for copies of documents	Service Manager Democratic Services linda.scott@newcastle.gov.uk Phone 0191 211 5159 Newcastle City Council Civic Centre, Barras Bridge Newcastle upon Tyne, NE1 8QH	
Report Author	Director	Tony Kirkham, Director of Resources
	Contact Officer	Linda Scott, Service Manager Democratic Services
	phone	0191 211 5159
	email	linda.scott@newcastle.gov.uk
Public or private/reason if private	Private – the report will contain exempt information, as detailed below: <ol style="list-style-type: none"> 1) The report will contain “exempt” information which falls within paragraph 3 of part 1 of schedule 12A to the Local Government Act 1972); and 2) In relation to the “exempt” information, it has been determined that the public interest in maintaining the exemption outweighs the public interest in disclosing the information because disclosure would adversely affect the authority’s ability to manage its commercial financial and business affairs. 	

	April 2020	Key
Who will decide and when	Delegated Officer: Paul Robertson, Service Manager Communications and Engagement	Portfolio: Deputy Leader and Resources Ward: All April 2020
What about	Interpreting and Translation Framework Agreement: we are undertaking a competitive procurement process and this decision seeks approval to award a 4-year Framework Agreement (24 months with 2 x 12-month options to extend) commencing April 2020, to provide the Council and Your Homes Newcastle interpreting and translation services.	
Information available to the decision maker	A detailed report which will contain exempt information so will not be available to the public and such other documents as may be relevant to the decision as are required. The documents to be considered will be exempt from disclosure and consequently copies will not be made available to the public.	
Contact details for copies of documents	Service Manager Democratic Services linda.scott@newcastle.gov.uk Phone 0191 211 5159 Newcastle City Council Civic Centre, Barras Bridge Newcastle upon Tyne NE1 8QH	
Report Author	Director	Tom Warburton, Director of City Futures
	Contact Officer	Paul Robertson, Service Manager Communications and Engagement
	phone	0191 277 8810
	email	paul.robertson@newcastle.gov.uk
Reason decision to be made in private	Private – the report will contain exempt information, as detailed below: 1) The report will contain “exempt” information which falls within paragraph 3 of part 1 of schedule 12A to the Local Government Act 1972); and 2) In relation to the “exempt” information, it has been determined that the public interest in maintaining the exemption outweighs the public interest in disclosing the information because disclosure would adversely affect the authority’s ability to manage its commercial financial and business affairs.	

	April 2020		Key
Who will decide and when	Delegated Officer: Mark Patton Assistant Director of Education and Skills	Portfolio: Education and Skills	April 2020
		Ward: All	
What about	Speech and Language Therapy Services for Children and Young People in Newcastle: This decision seeks permission to enter into a Section 75 agreement with Newcastle Clinical Commissioning Group to jointly commission a speech and language therapy service with the current Provider, Newcastle upon Tyne Hospitals NHS Foundation Trust, for children and young people in Newcastle.		
Information available to the decision maker	Confidential report: A detailed report which will contain exempt information and such other documents as may be relevant to the decision as are required. The documents to be considered will be exempt from disclosure and consequently copies will not be made available to the public.		
Contact details for copies of documents	Service Manager Democratic Services linda.scott@newcastle.gov.uk Phone 0191 211 5159 Newcastle City Council Civic Centre, Barras Bridge Newcastle upon Tyne NE1 8QH		
Report Author	Director	Judith Hay, Interim Director of Children, Education and Skills	
	Contact Officer	Mark Patton, Assistant Director, Education and Skills	
	Phone	0191 211 6324	
	email	mark.patton@newcastle.gov.uk	
Reason decision to be made in private	<p>Private – the report will contain exempt information, as detailed below:</p> <ol style="list-style-type: none"> 1) The report will contain “exempt” information which falls within paragraph 3 of part 1 of schedule 12A to the Local Government Act 1972); and 2) In relation to the “exempt” information, it has been determined that the public interest in maintaining the exemption outweighs the public interest in disclosing the information because disclosure would adversely affect the authority’s ability to manage its commercial financial and business affairs. 		

	April 2020	Key
Who will decide and when	Delegated Officer: David Theobald, Assistant Director Capital Investment	Portfolio: Employment and Culture Ward: All April 2020
What about	City Centre Core Retail Transformation Programme: Landscape Architect: we are in the early stages of a restricted procurement process and this decision seeks approval to award a 36-month Contract (24 Months plus 1 x 12 month option to extend), to appoint a Lead Designer for the Retail Core Transformation Programme. The selected organisation will require the skills, resources and experience to provide this service, and play a central role in the successful delivery of the Council's ambitious Transformation Programme tailored to Northumberland Street and the adjoining streets in the retail sector.	
Information available to the decision maker	A detailed report which will contain exempt information so will not be available to the public and such other documents as may be relevant to the decision as are required. The documents to be considered will be exempt from disclosure and consequently copies will not be made available to the public.	
Contact details for copies of documents	Service Manager Democratic Services linda.scott@newcastle.gov.uk phone 0191 211 5159 Newcastle City Council Civic Centre, Barras Bridge Newcastle upon Tyne, NE1 8QH	
Report Author	Director	Michelle Percy, Director of Place
	Contact Officer	David Theobald, Assistant Director Capital Investment
	phone	0191 277 7040
	email	david.theobald@newcastle.gov.uk
Reason decision to be made in private	Private – the report will contain exempt information, as detailed below: - <ol style="list-style-type: none"> 1) The report will contain “exempt” information which falls within paragraph 3 of part 1 of schedule 12A to the Local Government Act 1972); and 2) In relation to the “exempt” information, it has been determined that the public interest in maintaining the exemption outweighs the public interest in disclosing the information because disclosure would adversely affect the authority’s ability to manage its commercial financial and business affairs. 	

	April 2020	Key
Who will decide and when	Delegated Officer: Graham Grant, Head of Transport Investment	Portfolio: Transport and Air Quality Ward: All April 2020
What about	NEPO Civil Engineering Construction Infrastructure Works Framework Agreement: We are in the process calling-off from this NEPO Framework Agreement under Lot 9 – Highways Structure Works below £1m, to out in place a Call-off Contract for 24 months covering the period April 2020 to March 2022, for our Highways Structures Maintenance requirements.	
Information available to the decision maker	A detailed report which will contain exempt information so will not be made available to the public and such other documents as may be relevant to the decision as are required. The documents to be considered will be exempt from disclosure and consequently copies will not be made available to the public.	
Contact details for copies of documents	Service Manager Democratic Services linda.scott@newcastle.gov.uk Phone 0191 211 5159 Newcastle City Council Civic Centre, Barras Bridge Newcastle upon Tyne NE1 8QH	
Report Author	Directorate	Michelle Percy, Director of Place
	Contact Officer	Graham Grant, Head of Transport Investment
	phone	0191 211 6011
	email	graham.grant@newcastle.gov.uk
Reason decision to be made in private	Private – the report will contain exempt information, as detailed below: 1) The report will contain “exempt” information which falls within paragraph 3 of part 1 of schedule 12A to the Local Government Act 1972); and 2) In relation to the “exempt” information, it has been determined that the public interest in maintaining the exemption outweighs the public interest in disclosing the information because disclosure would adversely affect the authority’s ability to manage its commercial financial and business affairs.	

	April 2020		Key
Who will decide and when	Delegated Officer: Kevin Riley, Assistant Director of Business Management	Portfolio: Environmental and Regulatory Services	April 2020
		Ward: All	
What about	Shredding of Confidential Waste: We are in the final stages of a competitive procurement process and this report seeks approval to award a Contract which will run for a maximum period of 4-years (24 months plus 2 x 12-month options to extend) for the removal and shredding of the Councils confidential waste products from multiple locations across the city.		
Information available to the decision maker	A detailed report which will contain exempt information so will not be available to the public and such other documents as may be relevant to the decision as are required. The documents to be considered will be exempt from disclosure and consequently copies will not be made available to the public.		
Contact details for copies of documents	Service Manager Democratic Services linda.scott@newcastle.gov.uk Phone 0191 211 5159 Newcastle City Council Civic Centre, Barras Bridge Newcastle upon Tyne NE1 8QH		
Report Author	Director	Tony Kirkham, Director of Resources	
	Contact Officer	Kevin Riley, Assistant Director Business Management	
	phone	0191 211 5278	
	email	kevin.riley@newcastle.gov.uk	
Reason decision to be made in private	Private – the report will contain exempt information, as detailed below: 1) The report will contain “exempt” information which falls within paragraph 3 of part 1 of schedule 12A to the Local Government Act 1972); and 2) In relation to the “exempt” information, it has been determined that the public interest in maintaining the exemption outweighs the public interest in disclosing the information because disclosure would adversely affect the authority’s ability to manage its commercial financial and business affairs.		

	April 2020		Key
Who will decide and when	Delegated Officer: Amanda Senior, Head of Fairer Housing	Portfolio: Environmental and Regulatory Services	April 2020
		Ward: All	
What about	NEPO – Framework for Demolition Works and Associated Services and Asbestos Management: we are in the process calling-off from this NEPO Framework Agreement, to out in place a Call-off Contract for the removal of asbestos and demolition of two tower blocks – Hexham House and Titan House.		
Information available to the decision maker	A detailed report which will contain exempt information so will not be made available to the public and such other documents as may be relevant to the decision as are required. The documents to be considered will be exempt from disclosure and consequently copies will not be made available to the public.		
Contact details for copies of documents	Service Manager Democratic Services linda.scott@newcastle.gov.uk Phone 0191 211 5159 Newcastle City Council Civic Centre, Barras Bridge Newcastle upon Tyne NE1 8QH		
Report Author	Directorate	Michelle Percy, Director of Place	
	Contact Officer	Amanda Senior, Head of Fairer Housing Unit	
	phone	0191 277 7862	
	email	amanda.senior@newcastle.gov.uk	
Reason decision to be made in private	Private – the report will contain exempt information, as detailed below: 1) The report will contain “exempt” information which falls within paragraph 3 of part 1 of schedule 12A to the Local Government Act 1972); and 2) In relation to the “exempt” information, it has been determined that the public interest in maintaining the exemption outweighs the public interest in disclosing the information because disclosure would adversely affect the authority’s ability to manage its commercial financial and business affairs.		

	April 2020		Key
Who will decide and when	Delegated Officer: Amanda Senior, Head of Fairer Housing	Portfolio: Housing	April 2020
		Ward: All	
What about	Housing Delivery Partnership Framework: Chapel Park Middle School site: A further competition was run under this Framework Agreement for the above scheme. The procurement process is now complete, and an approved Provider appointed to this Framework Agreement has been selected. In order to finalise contractual arrangements this decision seeks approval to award a Call-off Contract to commence works.		
Information available to the decision maker	A detailed report which will contain exempt information so will not be made available to the public and such other documents as may be relevant to the decision as are required. The documents to be considered will be exempt from disclosure and consequently copies will not be made available to the public.		
Contact details for copies of documents	Service Manager Democratic Services linda.scott@newcastle.gov.uk Phone 0191 211 5159 Newcastle City Council Civic Centre, Barras Bridge Newcastle upon Tyne NE1 8QH		
Report Author	Directorate	Michelle Percy, Director of Place	
	Contact Officer	Amanda Senior, Head of Fairer Housing Unit	
	phone	0191 277 7862	
	email	amanda.senior@newcastle.gov.uk	
Public or private/reasons if private	<p>Private – the report will contain exempt information, as detailed below:</p> <ol style="list-style-type: none"> 1) The report will contain “exempt” information which falls within paragraph 3 of part 1 of schedule 12A to the Local Government Act 1972); and 2) In relation to the “exempt” information, it has been determined that the public interest in maintaining the exemption outweighs the public interest in disclosing the information because disclosure would adversely affect the authority’s ability to manage its commercial financial and business affairs. 		

	June 2020	Key
Who will decide and when	Delegated Officer: Michelle Percy, Director of Place	Portfolio: Employment and Culture Ward: All June 2020
What about	Central Gateway Phase 2 Enabling Works: we are in the final stages of a competitive procurement process and this report seeks approval to award a Contract which will run for a period of 12 months for the Improvement works to Newcastle Central Station and connected areas.	
Information available to the decision maker	A detailed report which will contain exempt information and such other documents as may be relevant to the decision as are required. The documents to be considered will be exempt from disclosure and consequently copies will not be made available to the public.	
Contact details for copies of documents	Service Manager Democratic Services linda.scott@newcastle.gov.uk Phone 0191 211 5159 Newcastle City Council Civic Centre, Barras Bridge Newcastle upon Tyne NE1 8QH	
Report Author	Director	Michelle Percy, Director of Place
	Contact Officer	David Theobald, Assistant Director Capital Investment
	Phone	0191 277 7040
	email	david.theobald@newcastle.gov.uk
Reason decision to be made in private	Private – the report will contain exempt information, as detailed below: 1) The report will contain “exempt” information which falls within paragraph 3 of part 1 of schedule 12A to the Local Government Act 1972); and 2) In relation to the “exempt” information, it has been determined that the public interest in maintaining the exemption outweighs the public interest in disclosing the information because disclosure would adversely affect the authority’s ability to manage its commercial financial and business affairs.	