

Date:

Monday 12 January 2026 at 4.00 pm

Venue:

Council Chamber, Dunedin House, Columbia Drive; , Thornaby, Stockton-on-Tees TS17 6BJ

Cllr Jim Beall (Chair)

Cllr Steve Nelson (Vice-Chair)

Cllr Stefan Houghton, Cllr Sufi Mubeen, Cllr David Reynard, Cllr Marilyn Surtees, Cllr Hilary Vickers, Cllr Sylvia Walmsley and Cllr Ted Strike

Agenda

1. **Evacuation Procedure** (Pages 7 - 10)
2. **Apologies for Absence**
3. **Declarations of Interest**
4. **Minutes** (Pages 11 - 14)
To approve the minutes of the last meeting held on 15th December 2025
5. **Scrutiny Review of Governance of Capital Projects** (Pages 15 - 22)
To receive information from Officers in relation to this scrutiny topic (papers to follow).
6. **Chair's Update and Select Committee Work Programme 2025-2026**(Pages 23 - 24)

Members of the Public - Rights to Attend Meeting

With the exception of any item identified above as containing exempt or confidential information under the Local Government Act 1972 Section 100A(4), members of the public are entitled to attend this meeting and/or have access to the agenda papers.

Persons wishing to obtain any further information on this meeting, including the opportunities available for any member of the public to speak at the meeting; or for details of access to the meeting for disabled people, please.

Contact: Scrutiny Officer, Michelle Gunn on email michelle.gunn@stockton.gov.uk

Key – Declarable interests are :-

- Disclosable Pecuniary Interests (DPI's)
- Other Registerable Interests (ORI's)
- Non Registerable Interests (NRI's)

Members – Declaration of Interest Guidance



Table 1 - Disclosable Pecuniary Interests

Subject	Description
Employment, office, trade, profession or vocation	Any employment, office, trade, profession or vocation carried on for profit or gain
Sponsorship	Any payment or provision of any other financial benefit (other than from the council) made to the councillor during the previous 12-month period for expenses incurred by him/her in carrying out his/her duties as a councillor, or towards his/her election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.
Contracts	Any contract made between the councillor or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners (or a firm in which such person is a partner, or an incorporated body of which such person is a director* or a body that such person has a beneficial interest in the securities of*) and the council — (a) under which goods or services are to be provided or works are to be executed; and (b) which has not been fully discharged.
Land and property	Any beneficial interest in land which is within the area of the council. 'Land' excludes an easement, servitude, interest or right in or over land which does not give the councillor or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/ civil partners (alone or jointly with another) a right to occupy or to receive income.
Licences	Any licence (alone or jointly with others) to occupy land in the area of the council for a month or longer.
Corporate tenancies	Any tenancy where (to the councillor's knowledge)— (a) the landlord is the council; and (b) the tenant is a body that the councillor, or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/ civil partners is a partner of or a director* of or has a beneficial interest in the securities* of.
Securities	Any beneficial interest in securities* of a body where— (a) that body (to the councillor's knowledge) has a place of business or land in the area of the council; and (b) either— (i) the total nominal value of the securities* exceeds £25,000 or one hundredth of the total issued share capital of that body; or (ii) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which the councillor, or his/ her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners have a beneficial interest exceeds one hundredth of the total issued share capital of that class.

* 'director' includes a member of the committee of management of an industrial and provident society.

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

Table 2 – Other Registrable Interest

You must register as an Other Registrable Interest:

a) any unpaid directorships

b) any body of which you are a member or are in a position of general control or management and to which you are nominated or appointed by your authority

c) any body

(i) exercising functions of a public nature

(ii) directed to charitable purposes or

(iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union) of which you are a member or in a position of general control or management

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Council Chamber, Dunedin House Evacuation Procedure & Housekeeping

Entry

Entry to the Council Chamber is via the Council Chamber entrance indicated on the map below.



In the event of an emergency alarm activation, everyone should immediately start to leave their workspace by the nearest available signed Exit route.

The emergency exits are located via the doors on either side of the raised seating area at the front of the Council Chamber.

Fires, explosions, and bomb threats are among the occurrences that may require the emergency evacuation of Dunedin House. Continuous sounding and flashing of the Fire Alarm is the signal to evacuate the building or upon instruction from a Fire Warden or a Manager.

The Emergency Evacuation Assembly Point is in the overflow car park located across the road from Dunedin House.

The allocated assembly point for the Council Chamber is: D2

Map of the Emergency Evacuation Assembly Point - the overflow car park:



All occupants must respond to the alarm signal by immediately initiating the evacuation procedure.

When the Alarm sounds:

1. **stop all activities immediately.** Even if you believe it is a false alarm or practice drill, you MUST follow procedures to evacuate the building fully.
2. **follow directional EXIT signs** to evacuate via the nearest safe exit in a calm and orderly manner.
 - do not stop to collect your belongings
 - close all doors as you leave
3. **steer clear of hazards.** If evacuation becomes difficult via a chosen route because of smoke, flames or a blockage, re-enter the Chamber (if safe to do so). Continue the evacuation via the nearest safe exit route.
4. **proceed to the Evacuation Assembly Point.** Move away from the building. Once you have exited the building, proceed to the main Evacuation Assembly Point immediately - located in the **East Overflow Car Park**.
 - do not assemble directly outside the building or on any main roadway, to ensure access for Emergency Services.

5. await further instructions.

- **do not re-enter the building under any circumstances without an “all clear”** which should only be given by the Incident Control Officer/Chief Fire Warden, Fire Warden or Manager.
- do not leave the area without permission.
- ensure all colleagues and visitors are accounted for. Notify a Fire Warden or Manager immediately if you have any concerns

Toilets

Toilets are located immediately outside the Council Chamber, accessed via the door at the back of the Chamber.

Water Cooler

A water cooler is available at the rear of the Council Chamber.

Microphones

During the meeting, members of the Committee, and officers in attendance, will have access to a microphone. Please use the microphones, when invited to speak by the Chair, to ensure you can be heard by the Committee and those in attendance at the meeting.

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Place Select Committee

A meeting of Place Select Committee was held on Monday 15th December 2025.

Present: Cllr Jim Beall (Chair), Cllr Steven Nelson (Vice-Chair), Cllr Stefan Houghton, Cllr Sufi Mubeen, Cllr Ted Strike, Cllr Marilyn Surtees, Cllr Hilary Vickers, and Cllr Sylvia Walmsley.

Officers: Neil Bramma (Finance, Transformation & Performance), Andrew Corcoran (Community Services, environment & Culture), Jane Edmonds, Chris Renahan, Iain Robinson (Regeneration and Inclusive Growth), Junita Agyapong, and Michelle Gunn (Corporate Services).

Also in attendance: None

Apologies: Cllr David Reynard

PLA/35/25 Evacuation Procedure

The Committee noted the evacuation and housekeeping procedure.

PLA/36/25 Declarations of Interest

Cllr Ted Strike wished it to be recorded for transparency purposes only that on item 6, Progress Update on Affordable Housing, he owned a rental property.

PLA/37/25 Minutes

AGREED that the minutes of the meeting held on 10th November 2025 be confirmed as a correct record and signed by the Chair.

PLA/38/25 Progress Update of Previously Agreed Recommendations - Burial Provision

The Assistant Director gave a verbal update on the progress of the previously agreed recommendation two and three of the review regarding securing a new site for burial provision. It was noted the outcome was dependent on being able to purchase a site from land owners and so far, had not been successful. However, the matter remained under review. An update would be taken to Cabinet when required.

The number of burial years left in the Borough's cemeteries were being monitored, with the possibility that the burial rate was slowing. The Committee asked for a recalculation in burial years. It was noted that the number of cremations were increasing, possibly contributing to a decrease in burials. The possible provision of woodland burial was highlighted by members and would be fed back to the relevant team for consideration as part of a future update.

Overall, the update provided showed that the burial provision was on track and the next formal review would be scheduled to take place in 12 months.

AGREED that the progress update be noted and a further updated presented in 12 months.

PLA/39/25 Progress Update of Previously Agreed Recommendations - Affordable Housing

Members received a progress update on the recommendations following the action plan agreed in June, noting that five recommendations were progressing. The progress included:

- A letter had been sent to central government regarding the regulations for returning empty homes back to use and responses had been received, which lead to a meeting of MHCLG representatives who were interested in understanding the Councils Empty Homes Working Group. Members highlighted incomplete sites and empty properties. It was noted that Government had introduced a long-term affordable housing programme which may assist developers bring stalled sites forward for affordable housing purposes. Members were reminded that in relation to empty homes, where properties were not owned by the local authority, responsibility remained with the private property owner, and the local authority had limited powers to intervene.
- The housing website had been updated to include information on average waiting times and changes to the Common Allocation Policy implemented, prioritising applicants with the highest level of need. The impact of these changes would be reflected in the next report.
- A letter had been sent regarding Local Housing Allowance Rates not reflecting average rents and an acknowledgement had been received, however, no further response had been provided. Members discussed the wider affordability challenges in deprived areas and reference was made to the Renters' Rights Act and its role in addressing rent increases, particularly monthly increases. Members requested a follow-up be sent to the relevant Minister to ask them to reconsider Local Housing Allowance levels.

The Committee requested that the next progress report be presented in the next financial year, approximately six months.

AGREED that the progress update be noted and a further update would be presented in six months.

PLA/40/25 Scrutiny Review of Governance of Capital Projects

The Committee received a series of presentations outlining how capital projects, programmes, and interventions emerged and evolved, with a particular focus on transport, Thornaby Town Deal investment, and Ash Trees to illustrate the different types of programmes.

The Transport Capital Programme came from three main sources:

- The programme was primarily funded through the Tees Valley Combined Authority (TVCA), particularly the City Regions Sustainable Transport Settlement (CRSTS). Examples presented included both generic and standalone schemes. The allocation of the funding to different schemes across the Tees Valley was made by the TVCA Cabinet
- Other Government funding streams, which involved competitive bidding, were often time limited and had extensive monitoring requirements.
- Developer Funded Schemes, which are either Section 106 schemes where the developer paid a contribution or Section 278 schemes, which were fully funded. Developer contributions were paid following completion of housing developments.

Members were presented with a case study, the Elton interchange scheme, which was identified in the adopted local plan as necessary to support housing growth in West Stockton. The Council secured £10M from the Housing Infrastructure Fund in 2018, later converted from a grant to a loan, with the funding agreement signed in late 2019. Planning permission was granted in February 2021 following public consultation. The scheme was delivered through the council's project management processes with

construction lasting approximately 18 months and affected by cost increases, utilities issues and other delivery challenges. The scheme was completed on site in December 2023, at a total cost of approximately £16m and was undergoing final safety checks with national highways.

Officers clarified that there was no net long-term cost to the Council, as repayment of the loan and further funding would be secured through development contributions as part of their planning permission.

Members questioned whether extra time for unknown factors was included the planning stages and were informed that potential delays were factored into project planning prior to delivery.

Members were also presented with the Thornaby Town Deal as a case study, which provided up to £25m of grant funding, subject to a minimum 20% local match funding. Stockton received £23.9m Members were informed that:

- The programme development followed a two-stage process, which included project identification and the production of HM Treasury compliant business case, validated through TVCA quality assurance mechanisms, and had prescribed governance structures and requirements.
- The budget and programme needed to be established before design, costs, surveys, and negotiations had taken place. This inevitably resulted in changes to scope, budget, and programme as more information emerged. Officers highlighted the challenge of balancing transparency and regular updates with the realities of evolving design requirements, commercial negotiations, and land acquisition.
- The importance of the local voice in shaping the project, as well as the high level of professional advice, was noted.

In response to member questions, officers confirmed that the significant match funding required at the bidding stage had been secured. Members noted that from the next year onwards, the Town Deal investment would be physically visible on the ground, reflecting the scale of delivery achieved. The programme was described as a significant success in terms of lobbying and securing investment for local priorities.

The final presentation included the LGA guidance definition of capital expenditure and a breakdown of grants and contributions, with the majority of contributions coming from Government departments and TVCA. The Ash Trees development was presented as a case study whereby two 10 place classrooms were located at Billingham South Primary School following consultation with key stakeholders. Members were advised that:

- School investments were primarily delivered through the Basic Need Grant (BNG) and High Needs Provision Capital Allocations (HNPCA), supplemented where appropriate by other capital funding sources such as developer contributions.
- Capital schemes were managed through established Council governance processes, with Cabinet approval, financial monitoring, and external grant reporting where required. The Council were required to respond to the Department of Education regarding how the BNG and HNPCA were spent on an ongoing basis

The Committee questioned how Section 106's were determined and informed that this was negotiated between the Council and developers. It was further questioned whether

the Council had any PFI commitments and informed that there was one commitment which was due to expire in 2028-2029 financial year, therefore PFI was not a significant factor on the capital projects programme.

AGREED that the presentations be noted.

PLA/41/25 Chair's Update and Select Committee Work Programme 2025-2026

Consideration was given to the Work Programme.

AGREED that the Work Programme be noted.

Chair:

REPORT TO PLACE SELECT COMMITTEE

12 JANUARY 2026

Scrutiny Review of Capital Projects

Summary

The second evidence session for the Committee's review of Capital Projects will consider the key line of enquiry – what are the existing Capital Programme and projects governance arrangements.

Detail

1. As part of the scoping process for this review, the Committee included “what are the existing Capital Programme and projects governance arrangements” as a key line of enquiry. For the second evidence gathering session, Members will receive papers flow charting the Project Management methodology (to follow). Officers will present a further explanation of the governance procedures at the meeting.
2. A copy of the agreed scope and project plan for the review is attached for information.

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Post Title: Scrutiny Officer

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Place Select Committee
Review of Capital Projects
Outline Scope

Scrutiny Chair (Project Director): Cllr Jim Beall	Contact details: Jim.beall@stockton.gov.uk
Vice-Chair Cllr Steve Nelson	Contact details: Steve.nelson@stockton.gov.uk
Scrutiny Officer (Project Manager): Michelle Gunn	Contact details: Michelle.gunn@stockton.gov.uk
Departmental Link Officer: Iain Robinson Neil Bramma Andrew Cocoran	Contact details: Iain.robinson@stockton.gov.uk Neil.bramma@stockton.gov.uk Andrew.cocoran@stockton.gov.uk
PMO Link: TBC?	Contact details:
Which of our strategic corporate objectives does this topic address? <p>The review will address the following priority of the Stockton-on-Tees Plan:</p> <p>Priority five - A sustainable Council: We will ensure our council is financially sustainable and manages our assets effectively to enhance their local impact. We will be a well-run council across areas of our business and continue to improve outcomes for communities.</p>	
What are the main issues and overall aim of this review? <p>SBC has a large-scale programme of capital projects within the Borough to ensure that that we are providing quality facilities for residents, attracting investment, and making Stockton-on-Tees a great place to live, work and visit. It is important that when these are developed, they are well thought out, delivered on time, and on budget, to demonstrate that our council is sustainable and well managed.</p> <p>A strong governance and oversight framework for capital projects gives confidence to both Council members as well as residents that they are value for money and have a social value. This should include robust processes for financial planning, identifying risk, and assessing the impact on services for residents.</p> <p>The aim of the review is to examine the processes, including governance and decision-making structures, in delivering major capital projects and identify if these can be improved.</p>	

The Committee will undertake the following key lines of enquiry:

1. What is the Council's capital programme – number of schemes, capital values, type of projects included

Detail of capital programme so context of individual projects and programmes are understood within the broader capital programme

2. How do projects and interventions emerge/evolve to be included on the capital programme -

How do capital project opportunities arise?

How are capital projects funded?

Examining approaches and steps taken with externally funded capital interventions

At what point are financial commitments/allocations to individual projects made?

What is the decision-making process?

At what points are members consulted/involved?

How are other stakeholders involved?

3. What are existing Capital Programme and project governance arrangements

Risk identification and management – different routes to managing risk across schemes

Understanding of resource and expertise – the varying role of the Local Authority in delivery and relationships with external providers

What risk management and escalation measures are in place?

How are tolerances of a project determined?

What is the decision-making process within capital programme?

At what points are members consulted/involved?

How have lessons learnt on previous projects been implemented?

Who will the Committee be trying to influence as part of its work?

Cabinet, Council

Expected duration of review and key milestones:

6 months, reporting to Cabinet in May 2026

Scope and Project Plan – 10 November 2025

Evidence gathering November 2025 – February 2026

Draft recommendations – 9 March 2026

Final Report – 20 April 2026

Submission to Cabinet – 15 May 2026

What information do we need?

Existing information (background information, existing reports, legislation, central government documents, etc.): Decision making structures LGA Must know: Capital expenditure Must know: Capital expenditure Local Government Association	
New information: Case Studies	
Who can provide us with further relevant evidence? (Cabinet Member, officer, service user, general public, expert witness, etc.)	What specific areas do we want them to cover when they give evidence?
Regeneration & Growth Capital Projects	Background information and evidence relating to key lines of enquires including: <ul style="list-style-type: none"> • Types of capital projects • Life cycle of a project including decision making process and governance tools being used • Case studies
Finance	Funding and grant processes Budgetary governance of projects
Highways, transport & design	Evidence relating to key lines of enquires
Project Teams, Governance boards	How is risk managed?
How will this information be gathered? (e.g. financial baselining and analysis, benchmarking, site visits, face-to-face questioning, telephone survey, survey) Committee meetings, reports, case studies	
How will key partners and the public be involved in the review? Attendance at meetings, information submissions	

How will the review help the Council meet the Public Sector Equality Duty?

The Equality Act 2010 protects everyone from discrimination on grounds of nine Protected Characteristics (including – but not limited to – age, gender, disability, ethnicity), and advance equality of opportunity for those with Protected Characteristics. Public bodies must have due regard for advancing equality which includes:

- removing or minimising disadvantages suffered by people due to their protected characteristics
- taking steps to meet the needs of people from protected groups where these are different from the needs of other people

A robust and well managed capital project programme, contributing to the financial stability of the Council, ensures SBC continues to deliver the services that communities need.

How will the review contribute towards the Joint Strategic Needs Assessment, or the implementation of the Health and Wellbeing Strategy?

Capital projects aim to enhance the Borough, providing state-of-the-art facilities and attracting investment. It therefore contributes to Focus Area 3: Everyone lives in healthy and sustainable places and communities.

Provide an initial view as to how this review could lead to efficiencies, improvements and/or transformation:

The aim of the review is to identify if improvements can be made to the decision making and governance processes of capital projects, thereby ensuring that they provide value for money as well as having a social value and thereby be effective in place shaping of the Borough.

Project Plan

Key Task	Details/Activities	Date	Responsibility
Scoping of Review	Information gathering	October 25	Scrutiny Officer Link Officer
Tri-Partite Meeting	Meeting to discuss aims and objectives of review	20.10.25	Select Committee Chair and Vice Chair, Cabinet Member(s), Director(s), Scrutiny Officer, Link Officer
Agree Project Plan	Scope and Project Plan agreed by Committee	10.11.25	Select Committee
Publicity of Review	Determine whether Communications Plan needed	TBC	Link Officer, Scrutiny Officer
Obtaining Evidence	Definition of a capital project	15.12.25	Select Committee
	Delivery of capital projects		
	Governance of capital projects & case studies	12.01.26	
	Outcomes and learning	16.02.26	
Members decide recommendations and findings	Review summary of findings and formulate draft recommendations	09.03.26	Select Committee
Circulate Draft Report to Stakeholders	Circulation of Report	March/April 26	Scrutiny Officer
Tri-Partite Meeting	Meeting to discuss findings of review and draft recommendations	TBC	Select Committee Chair and Vice Chair, Cabinet Member(s), Director(s), Scrutiny Officer, Link Officer
Final Agreement of Report	Approval of final report by Committee	20.04.26	Select Committee, Cabinet Member, Director
Consideration of Report by Executive Scrutiny Committee	Consideration of report	19.05.26	Executive Scrutiny Committee
Report to Cabinet/Approving Body	Presentation of final report with recommendations for approval to Cabinet	14.05.26	Cabinet / Approving Body

Agenda Item 6

Place Select Committee Work Programme 2025-2026

Date (4pm unless stated)	Topic	Attendance
Monday 14 April 2025	Scrutiny Review of Muslim and Faith Burial Services <ul style="list-style-type: none"> • Scope & Project Plan and background presentation 	Dale Rowbotham
Monday 19 May 2025	Monitoring: Progress Update - Planning (Development Management) and Adoption of Open Space Monitoring: Progress Update - Scrutiny Review of Domestic Waste Collections, Kerbside Recycling and Green Waste Collections Scrutiny Review of Muslim and Faith Burial Services <ul style="list-style-type: none"> • Evidence gathering 	Simon Grundy Dale Rowbotham Dale Rowbotham, Darren Robinson, & Erin Evans Funeral Director
Monday 9 June 2025	Monitoring: Action Plan - Scrutiny Review of Affordable Housing Scrutiny Review of Muslim and Faith Burial Services <ul style="list-style-type: none"> • Evidence gathering 	Jane Edmonds/Alan Glew Dale Rowbotham, Darren Robinson, & Erin Evans Funeral Director & Community representative Middlesbrough Council
Monday 14 July 2025	Scrutiny Review of Muslim and Faith Burial Services <ul style="list-style-type: none"> • Evidence gathering 	Dale Rowbotham, Darren Robinson, & Erin Evans Farooq e Azam Mosque, Ali Murtaza Mosque, and Usman e Ghani Mosque representatives
Monday 15 September 2025 (informal)	Scrutiny Review of Muslim and Faith Burial Services <ul style="list-style-type: none"> • Summary of evidence 	Dale Rowbotham, Darren Robinson, & Erin Evans

Place Select Committee Work Programme 2025-2026

Date (4pm unless stated)	Topic	Attendance
Monday 13 October 2025	Scrutiny Review of Muslim and Faith Burial Services <ul style="list-style-type: none"> Final report 	Dale Rowbotham, Darren Robinson, & Erin Evans
Monday 10 November 2025	Monitoring: Progress Update - Scrutiny Review of Domestic Waste Collections, Kerbside Recycling and Green Waste Collections Scrutiny Review of Governance of Capital Projects <ul style="list-style-type: none"> Scope and Project Plan 	Dale Rowbotham Iain Robinson, Neil Bramma & Andrew Cocoran
Monday 15 December 2025	Monitoring: Progress Update - Scrutiny Review of Burial Provision Monitoring: Progress Update - Scrutiny Review of Affordable Housing Scrutiny Review of Governance of Capital Projects <ul style="list-style-type: none"> Evidence Gathering 	Chris Renahan Jane Edmends Iain Robinson, Neil Bramma & Andrew Cocoran
Monday 12 January 2026	Scrutiny Review of Governance of Capital Projects <ul style="list-style-type: none"> Evidence Gathering 	Iain Robinson, Neil Bramma & Andrew Cocoran
Monday 16 February 2026	Monitoring: Action Plan – Scrutiny Review of Muslim and Faith Burial Service Scrutiny Review of Governance of Capital Projects <ul style="list-style-type: none"> Evidence Gathering 	Dale Rowbotham, Darren Robinson, & Erin Evans Iain Robinson, Neil Bramma & Andrew Cocoran
Monday 9 March 2026	Scrutiny Review of Governance of Capital Projects <ul style="list-style-type: none"> Evidence Gathering 	Iain Robinson, Neil Bramma & Andrew Cocoran