

# **CABINET**

## **MINUTES AND DECISION RECORD**

11 June 2007

The meeting commenced at 9.00 a.m. in the Avondale Centre, Hartlepool

### **Present:**

The Mayor (Stuart Drummond) - In the Chair

Councillors: Pam Hargreaves (Deputy Mayor),  
Gerard Hall (Adult and Public Health Services Portfolio Holder).  
Cath Hill (Children's Services Portfolio Holder),  
Robbie Payne (Finance & Efficiency Portfolio Holder),  
Victor Tumilty (Culture, Leisure and Tourism Portfolio Holder),

### **Also Present:**

Councillor Jonathan Brash, Chair of Adult and Community Services and Health Scrutiny Forum.  
Councillor Shaun Cook, Chair of Regeneration and Planning Services Scrutiny Forum  
Councillor Jane Shaw, Chair of Children's Services Scrutiny Forum

Officers: Paul Walker (Chief Executive),  
Tony Brown, Chief Solicitor  
Mike Ward, Chief Financial Officer  
Dave Stubbs, Director of Neighbourhood Services  
Adrienne Simcock, Director of Children's Services  
Ewan Weir, Assistant Director (Commissioning)  
Stuart Green, Assistant Director (Planning and Economic Development)  
Graham Frankland, Head of Procurement and Property Services  
Geoff Thompson, Head of Regeneration  
Antony Steinberg, Economic Development Manager  
Sajda Banaras, Scrutiny Support Officer  
David Cosgrove, Principal Democratic Services Officer  
Deborah Gibbins, Barnardos

## **10. Apologies for Absence**

Peter Jackson, Neighbourhoods & Communities Portfolio Holder.

## **11. Declarations of interest by members**

None.

**12. Confirmation of the minutes of the meeting held on 29 May 2007**

Confirmed.

**13. Youth Unemployment – Final Report** *(Regeneration and Planning Services Scrutiny Forum)*

**Type of decision**

Non-key.

**Purpose of report**

The report outlined the findings and conclusions of the Regeneration and Planning Services Scrutiny Forum's investigation into Youth Unemployment.

**Issue(s) for consideration by Cabinet**

Councillor Shaun Cook, Chair of Regeneration and Planning Services Scrutiny Forum, presented the findings and conclusions of the Regeneration and Planning Services Scrutiny Forum's investigation into Youth Unemployment to Cabinet.

Cabinet welcomed the report but Members did comment that there was little to support how the recommendations were to be implemented and requested that the action plan on the implementation of the recommendations be reported back to Cabinet. Cabinet also recommended that the report be forwarded to the Economic Forum of the Local Strategic Partnership.

**Decision**

That the recommendations of the Regeneration and Planning Services Scrutiny Forum, as set out below, be endorsed and that an action plan for the implementation of the recommendations be prepared and reported to Cabinet.

- (a) That the Authority is commended for taking on an active role in relation to Youth Unemployment and that the value of this work is supported and that, wherever possible, it should be supported further.
- (b) That the data issues and potential project areas identified in the 'Youth Unemployment in Hartlepool: Developing an evidence base report', attached as Appendix A to the report, are supported as a means to maintain the momentum generated for this issue through the introduction of the Local Area Agreement (LAA) target.
- (c) That, given that Connexions is being brought under the remit of the Local Authority, the Authority (and Economic Development and Children's Services, in particular) seek to work closely with Connexions to support young people to achieve economic well-being.
- (d) That further research should be conducted into the impact of the

provision of key stakeholders on careers guidance and training for under 16's and that these services should be fully integrated within schools.

- (e) That the Authority should lobby for increased flexibility of the New Deal programme so that young people are able to access training programmes through this programme even if they have been unemployed for less than six months.
- (f) That the Community and Voluntary Sector's role should be maximised, wherever possible, in providing services for tackling youth unemployment.

#### **14. Final Report – Scrutiny Investigation Into Social Prescribing** *(Adult and Community Services and Health Scrutiny Forum)*

##### **Type of decision**

Non-key.

##### **Purpose of report**

To present the Final Report of the Adult and Community Services and Health Scrutiny Forum following its investigation into Social Prescribing.

##### **Issue(s) for consideration by Cabinet**

Councillor Jonathan Brash, Chair of Adult and Community Services and Health Scrutiny Forum, presented the findings and conclusions of the Adult and Community Services and Health Scrutiny Forum's investigation into Social Prescribing to Cabinet.

##### **Decision**

That the recommendations of the Adult and Community Services and Health Scrutiny Forum, as set out below, be endorsed and that an action plan for the implementation of the recommendations be prepared and reported to Cabinet.

- (a) That the authority agrees that Social Prescribing is a priority and use the evidence gathered through this investigation, and other studies to agree a framework for Hartlepool;
- (b) That a comprehensive and coordinated strategy for the development, delivery, funding and evaluation of social prescribing be produced within the coming Municipal Year (2007/08) across council departments and, so far as possible, the National Health Service and the Voluntary and Community Sector.
- (c) As part of this process, detailed consideration should be given during the 2007/08 year to re-allocating funds to MIND and other social prescribing services from existing activities that service users found less helpful and acceptable.
- (d) That work is undertaken locally to standardise and secure greater understanding of the definition of Social Prescribing;
- (e) That work is undertaken to establish a clear picture of Social

Prescribing projects currently offered in Hartlepool or those that can be encompassed within the definition of Social Prescribing with a view to securing greater standardisation of issues such as the availability of information, data protection, referral routes and evaluation;

- (f) That Social Prescribing be adopted as part of the joint Primary Care Trust and council Public Health Strategy and its outcome criteria, together as well as the emerging strategy for integrating adult social care and community services;
- (g) That Social Prescribing be incorporated within the Voluntary Sector Strategy Development;
- (h) That Social Prescribing be linked to any future Commissioning strategies;
- (i) That funding streams to support Social Prescribing in the long-term be actively identified and developed;
- (j) That the Council link the outcomes of the Fair Access to Care Services consultation to funding Social Prescribing activities as part of the proposed resourcing of low level support;
- (k) That work is undertaken by the Council and Hartlepool Primary Care Trust with the Practice Based Commissioning Group in a bid to increase the level of support for Social Prescribing;
- (l) That work be undertaken to identify target groups who would benefit from Social Prescribing initiatives, including carers and hard to reach groups;
- (m) That capacity issues be considered within the Voluntary and Community Sector in conjunction with plans to develop Social Prescribing;

## **15. Final Report – Response to Hartlepool PCT's Consultation on its Proposed Management Arrangements** *(Adult and Community Services and Health Scrutiny Forum)*

### **Type of decision**

Non-key.

### **Purpose of report**

To present the Final Report of the Adult and Community Services and Health Scrutiny Forum following its investigation into Hartlepool Primary Care Trust's (PCT) Consultation on its proposed management arrangements.

### **Issue(s) for consideration by Cabinet**

Councillor Jonathan Brash, Chair of Adult and Community Services and Health Scrutiny Forum, presented the findings and conclusions of the Adult and Community Services and Health Scrutiny Forum's investigation into Hartlepool Primary Care Trust's Consultation on its proposed management arrangements to Cabinet.

## **Decision**

That the recommendations of the Adult and Community Services and Health Scrutiny Forum, as set out below, be endorsed.

Hartlepool Primary Care Trust (PCT)

- (a) That future consultation/engagement exercises undertaken by Hartlepool PCT comply with the relevant statutory guidance and the Cabinet Office Code of Practice on written consultations;
- (b) That consultation processes are planned clearly with identifiable markers identifying where Scrutiny can input into the process;
- (c) That Hartlepool PCT support the implementation of a protocol governing consultation between both organisations;
- (d) That the PCT submit an update report to this Forum on the development of the management structure including plans for Joint Commissioning with the Council together with the terms of reference for any Tees-wide and North of the Tees Joint arrangements and Committees.

Hartlepool Borough Council

- (e) That the Executive draws to the attention of national and regional organisations, such as the Local Government Association and Association of North East Councils, the nature of the legal advice received by this Local Authority, namely that consultation on proposed management arrangements are subject to a formal statutory consultation processes.

## **16. Final Report – Scrutiny Investigation into the Provision Of Sex and Relationship Education (SRE) In Hartlepool Schools** *(Children's Services Scrutiny Forum)*

### **Type of decision**

Non-key.

### **Purpose of report**

To present the Final Report of the Children's Services Scrutiny Forum following its investigation into the 'Provision of Sex and Relationship Education (SRE) in Hartlepool Schools'.

### **Issue(s) for consideration by Cabinet**

Councillor Jane Shaw, Chair of Children's Services Scrutiny Forum, presented the findings and conclusions of the investigation into the 'Provision of Sex and Relationship Education in Hartlepool Schools'. Cabinet welcomed the report and commented that while the teenage pregnancy statistics for the town were still above the national average, there was a significant amount of highly valuable work being undertaken in the town with young people.

## Decision

That the recommendations of the Children's Services Scrutiny Forum, as set out below, be endorsed and that an action plan for the implementation of the recommendations be prepared and reported to Cabinet.

- (a) That all primary, secondary and specialist schools in Hartlepool be encouraged to provide Sex and Relationship Education (SRE), as part of Physical, Social Health and Citizenship Education (PSHE), and a uniform approach to its provision promoted, based upon the use of trained teachers, with:-
  - (i) support from a health professional (e.g. School Nurse);
  - (ii) an element of peer mentoring, where appropriate; and
  - (iii) the use of specialist external providers where appropriate.
- (b) That the establishment of a working relationship with Millennium Volunteers and further education establishments in Hartlepool for the provision of SRE peer mentors be explored;
- (c) That parental involvement/awareness plays a crucial role in the effective provision of SRE and more emphasis should therefore be placed upon the use of external learning sources such as the 'Speakeasy' programme and stalls/presentations at school events;
- (d) That in recognition of the sexual and emotional development of children and young people with special educational needs, work continues to be undertaken to develop, and modify, SRE materials;
- (e) That in order to further develop SRE provision in Hartlepool the Local Authority explore:-
  - (i) Ways of improving the delivery of the 'relationship' element of SRE to better meet young people's needs;
  - (ii) The use of less formal language in the delivery of the 'APAUSE' programme;
  - (iii) Ways of improving training and support for SRE teachers, to encourage their participation;
  - (iv) Ways of ensuring the continuation of SRE provision between Years 7 and 8;
  - (v) Ways of increasing the current frequency of SRE provision within the curriculum; and
  - (vi) The development of improved information/best practice sharing systems/processes for schools, including the provision of a central resource/query line.
- (f) That additional ways of assessing the effectiveness of SRE provision, including the introduction of a parental questionnaire and feedback forms for students following individual lessons, be explored;
- (g) That the combining of external programmes, including the 'Time to Talk' and 'Speakeasy' programmes, with the 'APAUSE' system be explored;
- (h) That consideration be given to the renaming of 'Sex and Relationship Education' (SRE) to place primary emphasis upon the relationship aspect of provision within Hartlepool schools;
- (i) That the current Chair of the Children's Services Scrutiny Forum meets with school governors to present the findings of this investigation and

- encourage 'buy in' for the provision of SRE; and
- (j) That the young people who participated in the Focus Group Session on the 15 March 2007 be thanked for their involvement in the Forum's investigation.

## **17. Final Report – Performance and Operation of Private Sector Rented Accommodation and Landlords in Hartlepool** *(Neighbourhood Services Scrutiny Forum)*

### **Type of decision**

Non-key.

### **Purpose of report**

The report set out the findings of the Neighbourhood Services Scrutiny Forum following its investigation into the 'Performance and Operation of Private Sector Rented Accommodation and Landlords in Hartlepool'.

### **Issue(s) for consideration by Cabinet**

Councillor Jonathan Brash, Chair of Adult and Community Services and Health Scrutiny Forum, presented the findings and conclusions of the investigation into the 'Performance and Operation of Private Sector Rented Accommodation and Landlords in Hartlepool'.

Cabinet welcomed the report and discussed the additional support/staffing that would be necessary to support increased monitoring and support in this area. It was hoped that now that housing was high on the government agenda, this may be forthcoming. Cabinet also discussed the affects of anti-social behaviour caused by a minority of tenants. Problems such as this and the changes in communities due to regeneration meant that the Council needed to be more reactive to quickly changing situations. There was also the issue of the differing views between the Police and residents as to what constituted anti-social behaviour where Police intervention was needed. The work undertaken by the Council's Anti-Social Behaviour Officers was, however, highly praised by local communities.

### **Decision**

That the recommendations of the Neighbourhood Services Scrutiny Forum, as set out below, be endorsed and that an action plan for the implementation of the recommendations be prepared and reported to Cabinet.

- (a) That before any actions are taken to improve the operation and management of the private rented sector an assessment of their impact be undertaken;

### **Selective Licensing**

- (b) That prior to the introduction of any Selective Licensing Scheme in Hartlepool an evaluation be undertaken of:-

- (i) Its feasibility and benefits;
- (ii) The level of staffing and financial resources required for its effective operation; and
- (iii) The practicalities of operating the existing Voluntary Registration Scheme alongside any Selective Licensing and Tenant Referencing Schemes.

#### Landlord Accreditation Scheme

- (c) That the introduction of an incentive scheme to encourage landlords to become members of the accreditation scheme be further explored;
- (d) That the provision of tenant and landlord information packs as part of the accreditation scheme be explored;
- (e) That an assessment of staffing requirements to enable the effective provision, and expansion, of the Landlord Accreditation Scheme be undertaken;

#### Tenant Referencing Scheme

- (f) That a Tenant Referencing Scheme be implemented within Hartlepool and the practicalities of its operation alongside the proposed Selective Licensing and Accreditation Schemes be explored;

#### Partnership working with outside agencies/bodies

- (g) That partnership working be developed further to ensure the success of future initiatives to deal with problems associated with the private rented sector;
- (h) That ways of assisting the 'New Deal for Communities' to identify alternative funding sources to ensure the continuation of its Bond Guarantee scheme be explored;

#### Supported Accommodation

- (i) That further work be undertaken to identify ways of increasing the level of supported housing in Hartlepool and/or 'floating support' in order to meet demand;
- (j) That in dealing with planning applications for the provision of supported housing ways of better publicising accurate details of applications be explored in order to prevent the creation of misapprehensions;

#### Hartlepool Landlord Association

- (k) That further work be undertaken with the newly formed Hartlepool Landlords Association in relation to:-
  - (i) The promotion of partnership working, in particular the inclusion of a Hartlepool Borough Council representatives on its board; and
  - (ii) The development of its code of conduct, role and activities.



#### Registered Social Landlords

- (l) That the development of a working relationship between Registered Social Landlords and the private rented sector for the sharing of management services be explored;
- (m) That an evaluation of the effectiveness of Registered Social Landlords advice to prospective tenants in terms of their allocation policies be explored;

#### Fair Rents and Discretionary Payments

- (n) That the Authority explores a mechanism by which to lobby the Rent Office and Central Government in relation to the requirement of realistic rent assessments;
- (o) That a review be undertaken of the process for the award of Discretionary Payments with particular reference to:-
  - (i) The possible inclusion of a Housing Division representative on the Discretionary Payments Panel; and
  - (ii) The practicalities of transferring responsibility for the award of discretionary payments to the Housing Division with input from Housing Benefits.
- (p) That the current budgetary allocation for Discretionary Payments be reviewed to more truly reflect demand; and

#### Tenant, Resident and Landlord Support

- (q) That further work is undertaken to more widely publicise the advice service available for residents, tenants and landlords through the local authority.

### **18. Scrutiny Investigation Railway Approaches - Action Plan** *(Director of Regeneration and Planning Services and the Director of Neighbourhood Services)*

#### **Type of decision**

Non-key.

#### **Purpose of report**

The report set out brief background information on the Railway Approaches Investigation and included an Action-Plan, set out at Appendix A to the report, in response to the Forum's recommendations.

#### **Issue(s) for consideration by Cabinet**

In March 2007, Regeneration and Planning Services Scrutiny Forum concluded its investigation into Railway Approaches. The overall aim of the investigation was to assess the entrance into Hartlepool by train from both south and north and develop suggestions for improvement. The Scrutiny Forum made a series of recommendations, which were endorsed by Cabinet, and an action plan to address those recommendations was

submitted as an appendix to the report.

### **Decision**

That the Action Plan in response to the recommendations of the Regeneration & Planning Services Scrutiny Forum's Railway Approaches Investigation be approved.

## **19. 2006/2007 Final Outturn Strategy** *(Chief Financial Officer)*

### **Type of decision**

Key Decision – test (i) applies.

### **Purpose of report**

To enable Cabinet to finalise details of the 2006/2007 Outturn Strategy.

### **Issue(s) for consideration by Cabinet**

The Finance and Efficiency Portfolio Holder indicated that Cabinet had previously considered the report at the previous meeting on 29 May 2007, when consideration was deferred until the picture relating to the potential for costs in the Able UK Planning Inquiry was clearer. The Assistant Director (Planning and Economic Development) reported that Planning Committee had discussed the issue of the planning inquiry at two recent meetings. The potential for costs against the authority remained, though the risk was reducing significantly. In relation to the potential costs associated with the Dial-a Ride case, the Chief Solicitor still considered it prudent to maintain the proposed costs estimates.

The Chief Financial Officer's report highlighted a number of strategic issues in relation to the provisional 2006/2007 outturn position as part of the 2007/2008 Budget and Policy Framework. Those proposals were approved by Council on 15th February, 2007 and covered:

- the use of corporate underspends to meet one-off unbudgeted commitments and support for the 2009/2010 budget;
- a strategy for funding Neighbourhood Services 2006/2007 overspend; and
- the earmarking of resources for the Tall Ships Visit.

Work is now progressing to finalise the 2006/2007 accounts. Whilst this work would not be complete for a number of weeks there were a number of additional strategic financial issues which Members needed to address.

The Chief Financial Officer also highlighted proposals set out in the report relating to the use of the corporate underspends to meet additional commitments, the allocation of net uncommitted resources of £70,000, the proposals for finalising of the capital outturn, and proposals for reallocating reserves.

## Decisions

- (i) That the bonus buy-out costs be funded from General Fund Reserves, as previously approved by Council, and transfer £1.3m (£1.2m one off loan discount and £0.1m final quarters investment income) into the Budget Support Fund pending the development of a strategy for using these resources as part of the 2008/2009 Budget and Policy Framework proposals.
- (ii) That the use of the corporate underspends to meet the additional commitments detailed below, be approved: -

£'000

### Summary of Additional Benefits and Commitments

Investment Income (net)	200
Savings on Strategic Contingency	351
One-off Prudential Borrowing Savings	410
Benefit Subsidy (net of Shopping Centre Income)	140
Brinkburn Pool Savings	90
Miscellaneous	45
	1,236
Commitments	
Job Evaluation Protection Reserve	( 400)
Increase Neighbourhood Services Overspend	( 180)
Provision for Ship Dismantling and Related Development/	
Dial-a-Ride Legal Costs	( 406)
Swimming Pool Maintenance Reserve	( 90)
Community Sports Centre Deficits Reserve	( 50)
Contributions towards cost of greater integration between	( 40)
HBC and PCT (e.g. Director of Public Health)	
Uncommitted Resources	<u>70</u>

- (iii) That the unallocated net uncommitted resources of £70,000, be allocated to the Cabinet Budget Fund.
- (iv) That the proposals for finalising capital outturn details as set out in paragraph 4.2 of the report be approved.
- (v) That the proposal for reallocating reserves, as detailed in paragraph 5.1(i) of the report, be approved.
- (vi) That the Chief Financial Officer be authorised to finalise the 2006/2007 outturn and should any further issues arise to fund these by varying the contributions to the Legal Costs reserve and or the Job Evaluation Protection Reserve in consultation with the Finance and Efficiency Portfolio Holder.

## **20. Business Improvement District (BID) Proposal for Longhill and Sandgate Industrial Estates** *(Director of Regeneration & Planning Services)*

### **Type of decision**

Key Decision – test (i) applies.

### **Purpose of report**

The report provided background information on the Business Improvement Districts (BID) and the discussions to date on the possible establishment of a BID for Longhill and Sandgate Industrial Estates and to seeking, in principle, Cabinet's authorisation to engage in setting up the BID.

### **Issue(s) for consideration by Cabinet**

The Mayor gave an outline of what a Business Improvement District was, the proposal being put forward to develop a BID for the Longhill and Sandgate Industrial Estates, the theme of the proposed BID, which was security and CCTV provision, and what the identified management arrangements are for the BID including the anticipated role of the Council. The report set out details of the progress made to date including the consultation undertaken so far with the businesses and identified what the next steps were in the process.

### **Decision**

1. That the report be accepted as a pre-proposal notification to pursue a BID for the Longhill and Sandgate Industrial Estates.
2. That approval in principle be given to the proposal and that continuing discussions be authorised, with a view to completing the business plan and preparing for the ballot.

## **21. Local Government Access to Information**

Under Section 100(A)(4) of the Local Government Act 1972, the press and public were excluded from the meeting for the following item of business on the grounds that it involved the likely disclosure of exempt information as defined in the paragraphs detailed below in Part 1 of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) Order 2006.

Minute 22 - Para. 3, namely, Information relating to the financial or business affairs of any particular person (including the authority holding that information).

**22. Hartlepool People Centre, 21 Raby Road** *(Director of Neighbourhood Services)*

**Type of decision**

Non-key.

**Purpose of report**

To highlight issues on the ownership of the Hartlepool People Centre and consider the options and next steps available to the Council.

**Issue(s) for consideration by Cabinet**

The Head of Procurement and Property Services outlined the current position of the People Centre premises together with the requirements under its custodian status.

**Decision**

The decision of Cabinet is set out in the exempt section of the decision record.

**J A BROWN**

**CHIEF SOLICITOR**

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