



**PLEASE NOTE CHANGE OF DATE**

Chief Executive's Department  
Civic Centre  
HARTLEPOOL

9<sup>th</sup> June, 2008

The Mayor (Stuart Drummond)

Councillors Aiken, Akers-Belcher, Allison, Atkinson, Barker, Brash, R W Cook, S Cook, Coward, Cranney, Fenwick, Fleet, Fleming, Flintoff, Gibbon, Griffin, Hall, Hargreaves, Hill, Jackson, James, Johnson, Kaiser, Laffey, Lauderdale, A E Lilley, G Lilley, London, A Marshall, J Marshall, McKenna, Dr. Morris, Payne, Plant, Preece, Richardson, Rogan, Shaw, Simmons, Sutheran, Tumilty, Turner, Wallace, Wistow, Worthy, Wright, and Young.

Madam or Sir,

You are hereby summoned to attend a meeting of the COUNCIL to be held on THURSDAY, 19<sup>th</sup> June, 2008 at 7.00 p.m. in the Civic Centre, Hartlepool to consider the subjects set out in the attached agenda.

Yours faithfully

P Walker  
Chief Executive

Enc

# COUNCIL AGENDA



**19<sup>th</sup> June 2008**

**at 7.00 pm**

**in the Council Chamber**

1. To receive apologies from absent members.
2. To receive any declarations of interest from members.
3. To deal with any business required by statute to be done before any other business.
4. To receive questions from and provide answers to the public in relation to matters of which notice has been given under Rule 10.
5. To approve the minutes of the last meeting of the Council held on 29<sup>th</sup> May 2008, as a correct record (copy attached).
6. Questions from Members of the Council on the minutes of the last meeting of the Council.
7. To answer questions of members of the Council under Council Procedure Rule 11;
  - (a) Questions to members of the Executive about recent decisions of the Executive (without notice)
  - (b) Questions to members of the Executive and Chairs of Committees and Forums, for which notice has been given.
  - (c) Questions to the appropriate members on Police and Fire Authority issues, for which notice has been given. Minutes of the meeting of the Cleveland Police Authority held on 28 February 2008 and the meeting of the Cleveland Fire Authority held on 28<sup>th</sup> March 2008 are attached.
8. To deal with any business required by statute to be done.

9. To receive any announcements from the Chair, the Mayor, members of the Cabinet or the head of the paid service.
10. To dispose of business (if any) remaining from the last meeting and to receive the report of any scrutiny forum or other committee to which such business was referred for consideration.
11. To receive reports from the Council's committees and working groups other than any overview and scrutiny committee and to receive questions and answers on any of those reports;
12. To consider any other business specified in the summons to the meeting, including consideration of reports of the overview and scrutiny committees for debate and to receive questions and answers on any of those items;
  - (i) Overview and Scrutiny Annual Report 2007/08 – bound report attached.
13. To consider reports from the Executive:-
  - (a) Proposals in relation to the Council's budget and policy framework  
None
  - (b) Proposals for departures from the budget and policy framework
    - (i) 2008/09 Capital Programme and Prudential Borrowing Limits
14. To consider any motions in the order in which notice has been received.
15. To receive the Chief Executive's report and to pass such resolutions thereon as may be deemed necessary.

# **EXTRAORDINARY COUNCIL**

## **MINUTES OF PROCEEDINGS**

**29 May 2008**

The meeting commenced at 7.00 pm in the Civic Centre, Hartlepool

### **PRESENT:-**

The Chairman (Councillor C Richardson) presiding:

The Mayor, Stuart Drummond

### **COUNCILLORS:**

Aiken	Atkinson	Brash
S Cook	Coward	Cranney
Fenwick	Fleet	Flintoff
Gibbon	Griffin	Hall
Hargreaves	Hill	James
Johnson	Laffey	Lauderdale
A Lilley	G Lilley	McKenna
A Marshall	Dr. Morris	Payne
Plant	Preece	Richardson
Rogan	Shaw	Simmons
Sutheran	Tumilty	Worthy
Young		

### **OFFICERS:**

Paul Walker, Chief Executive  
Andrew Atkin, Assistant Chief Executive  
Tony Macnab, Solicitor  
Alistair Rae, Public Relations Manager  
John Mennear, Assistant Director, Community Services  
Joanne Smithson, Head of Community Strategy  
John Potts, Principal Policy Officer  
Denise Wimpenny, Principal Democratic Services Officer  
Jo Wilson, Democratic Services Officer

## **12. APOLOGIES FOR ABSENT MEMBERS**

Councillors Akers-Belcher, Allison, Barker, R W Cook, Fleming, Jackson, Kaiser, London, J Marshall, Turner, Wallace, Wistow and Wright

At the commencement of the meeting a Member referred in terms of regret to the recent death of Tom Burlison, a former Member of the House of Lords and Hartlepool United footballer. Members observed a minutes silence as a mark of respect.

**13. DECLARATIONS OF INTEREST FROM MEMBERS**

None

**14. BUSINESS REQUIRED BY STATUTE TO BE DONE BEFORE ANY OTHER BUSINESS**

None

**15. MINUTES OF PROCEEDINGS**

The Minutes of Proceedings of the Annual Council held on 22 May 2008, having been laid before the Council.

RESOLVED - That the minutes be confirmed.

The minutes were thereupon signed by the Chairman.

**16. QUESTIONS FROM MEMBERS OF THE COUNCIL ON THE MINUTES OF THE PREVIOUS MEETING OF THE COUNCIL**

None.

**17. TO RECEIVE REPORTS FROM THE COUNCIL'S COMMITTEES AND WORKING GROUPS**

(i) Amendments to Constitution - Report of Constitution Committee

The following proposals submitted to Council by the Constitution Committee, had been laid before the Council at its meeting on 17 April 2008 and in accordance with Council Procedure Rule 24.2 had stood adjourned for full debate at this meeting.

The report invited Council to approve amendments to:-

- (i) the remits of the Audit Committee and General Purposes Committee and the number of members of the Audit Committee
- (ii) Rule 26 by the inclusion of words permitting Committees to make their own procedural arrangements

The Constitution Committee proposed that:-

- (i) Part 3 - Responsibility for functions be amended, as set out in Appendix 1 to the report.
- (ii) Council Procedure Rule 26.3 be amended to include the insertion at the commencement to Rule 26.3 of the phrase "Subject to any variation approved by a committee for regulating its own proceedings"

RESOLVED that the proposals of the Constitution Committee be approved and adopted.

## 18. REPORT FROM THE EXECUTIVE

- (a) Proposals in relation to the Council's budget and policy framework
- (i) Local Area Agreement 2008-2011

The Mayor, Stuart Drummond, presented the report which sought Council's approval for Hartlepool's new Local Area Agreement (LAA). The LAA is a three year agreement based on a local Community Strategy that sets out the priorities of a local area agreed between Central Government (represented by the regional Government Office) and a local area (represented by the local authority and other key partners through the Local Strategic Partnership). Hartlepool's LAA is structured around the themes of the Community Strategy and in effect is a three year delivery agreement for the long term objectives identified in Hartlepool's Community Strategy. The new LAA builds on Hartlepool's previous LAA, agreed in 2006. The new LAA will come into effect following sign off by ministers in June and run for three years to March 2011. Since the agreement of Hartlepool's first LAA in 2006, significant progress had been made in improving outcomes for local people which included the following successes:-

- Reduction in long-term youth unemployment – the youth unemployment rate in Hartlepool had fallen from 36% in 2005 to 34.5% in 2006. This was the second lowest in the sub-region and better than the North East average.
- Education attainment had improved across the board
- Improvements in life expectancy and significant reductions in the number of people smoking – in the two years of the first LAA over 100 people had used Hartlepool's smoking cessation services to quit.
- Reduction of crime to 34%
- Number of adults and young people engaged in drug treatment had exceeded the agreed target

Reference was made to the proposed targets and key priorities, as outlined in the appendices attached to the report. 30 improvement targets had been negotiated and agreed with the Government Office for the North East on behalf of Central Government departments. For the remaining five improvement targets, it had not been possible to conclude negotiations due to problems with availability of data nationally. It was hoped to negotiate targets for these for the remaining two years of the LAA as part of the annual refresh process next year.

A Member suggested that in future, where possible, the targets should be presented by number and by percentage to make it easier to compare performance. He welcomed the achievements made in the delivery of the first LAA and emphasised that targets in the new LAA should continue to be challenging. In relation the local priority target on the number of homes being brought back into use, the Member commented that targets had been the same for the first two years and that the target should be regularly reviewed. The Mayor endorsed those comments and agreed to provide further details to the Member in relation to the number of homes brought back into use following the meeting.

A Member commented on the excellent services provided by organisations within the town with limited funding and suggested that funding was distributed to those in most need. In response, the Mayor stated that funding was evaluated as part of the current LAA. It was the responsibility of the Council to closely monitor the arrangements to ensure that priorities were delivered.

RESOLVED: –

That the improvement targets, statutory education and early years targets, as set out in Appendix 2, and the local priority targets, as set out in Appendix 3, be adopted.

#### **19. CHANGES TO THE COMPOSITION OF THE COUNCIL'S STANDARDS COMMITTEES AND THE APPOINTMENT OF INDEPENDENT MEMBERS**

The Chief Executive reported that the Standards Committee (England) Regulations 2008 which came into force on 8 March 2008 altered the composition of Standards Committees in relation to Parish Council representation. By virtue of regulation 4(2) of those Regulations, where an authority was a responsible authority, "it must ensure that at least two Members of the Standards Committee were members of the responsible authority." Council were therefore requested to resolve to alter the composition of the Standards Committee in relation to Parish Council representation, with the addition of another parish council representative.

Regulations also provided that Standards Committees must ensure that at least 25% of its membership were 'Independent Members'. The 2008 regulations reiterated this qualification and also the criteria for the appointment of Independent Members, details of which were set out in the report.

Following a publicity exercise, an application was forthcoming from Mr Barry Gray who was an existing Independent and therefore Co-opted Member of the Council's Standards Committee. Council were therefore asked to approve the appointment of Mr Gray for a term of four years upon the Council's Standards Committee.

RESOLVED that:-

- (i) The composition of the Council's Standards Committee be altered to include two Parish Council representatives.
- (ii) The appointment of Mr Barry Gray, as Independent Member, for a term of appointment of four years, be approved.

## **20. DESIGNATION OF MONITORING OFFICER AND RETURNING OFFICER**

Members were referred to the recent appointment of Mr Peter Devlin as Acting Monitoring Officer and Returning Officer for the authority in the period following the retirement of the Chief Solicitor and the appointment of the new Chief Solicitor agreed by Council at its meeting on 14 February 2008.

Following the recent appointment of Mr Devlin to the post of Chief Solicitor it was necessary for the Council to make an appointment of a Monitoring Officer in accordance with Section 5 of the Local Government and Housing Act 1989 and a Returning Officer, both of which were the responsibilities of the Chief Solicitor. Council was therefore requested to confirm Mr Devlin as Monitoring Officer and Returning Officer.

RESOLVED –

That Peter Devlin's appointment, as Monitoring Officer and Returning Officer, be approved.

## **OCCASIONAL COURT CONSULTATION**

The Mayor referred to his letter of response to Teesside Magistrates Court, a copy of which had been circulated to each Member. In response to a suggestion by the Mayor, the Chair agreed to write to the court on behalf of the Council to oppose the proposal to discontinue the Saturday court in Hartlepool.

## **21. BUSINESS TRANSFORMATION BOARD**

It was reported that as part of the agreement by Cabinet and Council to the establishment of the Business Transformation Programme, it was agreed that a Project Board be established. The agreed composition of the Board was outlined in the report. Council was requested to nominate a Member to the position of Non-Executive Member.

RESOLVED –

That Councillor Brash be appointed to the Project Board.

C RICHARDSON



CHAIRMAN

**CLEVELAND POLICE AUTHORITY EXECUTIVE**

A meeting of Cleveland Police Authority Executive was held on Thursday 28 February 2008 in the Members Conference Room at Police HQ

**PRESENT :** Councillor Caroline Barker, Councillor Barry Coppinger, Councillor Paul Kirton, Councillor Ron Lowes, Councillor Dave McLuckie, Councillor Hazel Pearson OBE and Councillor Steve Wallace

Magistrate Members  
Mr Ted Cox JP, Mr Keith Fisher JP and Mr Mike McGrory JP

Independent Members  
Miss Pam Andrews-Mawer, Mr Chris Coombs, Mr Aslam Hanif, Mr Alf Illingworth TD JP and Mr Peter Race MBE

**OFFICIALS:** Mr Joe McCarthy, Mrs Caroline Llewellyn and Mrs Julie Leng (CE)  
Mr Sean Price, Mr Derek Bonnard, Mr Dave Pickard, Mr Graeme Slaughter, Mrs Claire Humble and Miss Kate Rowntree (CC)

224 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Mary Lanigan.

225 **DECLARATIONS OF INTERESTS**

There were no declarations of interests.

226 **QUESTION TIME**

No questions were received from the public.

227 **ROBUSTNESS OF ESTIMATES AND ADEQUACY OF FINANCIAL RESERVES**

The Chief Executive presented this report in accordance with the requirement under Part 2 of the Local Government Act 2003 (Financial Administration). This requires the Treasurer (i.e. Chief Executive in the case of Cleveland Police Authority) to report to the Authority on the following matters:-

- a. 'the robustness of the estimates made for the purposes of the calculations in setting the budget for

- the forthcoming financial year'; and
- b. 'the adequacy of the proposed financial services'.

The Authority's budget setting process had been designed to ensure that estimates brought forward for approval were sound and robust. This report confirmed that approach and identified the key elements of the process that make it so.

Similarly, the Authority policy is to ensure that it has sufficient levels of reserves and balances to provide for known, anticipated and unforeseen costs and liabilities. The Chief Executive advised that he was satisfied that the proposal emerging from the 2008/2009 budget process were clear, soundly based and deliverable, and that the approach to reserves and balances contained therein were appropriate.

In setting a budget for 2008/2009 the Authority will need to continue to have regard to the underlying level of available resources. The budget report requires the Authority to continue to take a robust approach to this issue by agreeing a long term financial plan aimed at maintaining a sustainable position through the Plan period.

**ORDERED** that:-

1. the contents of the report be noted and taken into account when considering the 2008/09 Budget Report.

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## **PROPOSED 2008/09 BUDGET AND LONG TERM FINANCIAL PLAN 2009/12**

The Chief Constable presented this report which was one of five on the agenda. These reports were part of the process introduced by the Authority to establish sustainable annual and long term financial planning underpinned by prudent financial management. Legislation requires that the Police Authority agrees its budget and associated precept for the forthcoming year before the 1<sup>st</sup> March 2008.

This report included the revenue implications of the proposed capital plan which would be considered as a separate report and these proposals feed into the precept report that was also on the agenda.

The Authority and Force have invested heavily in developing and improving the service and need to provide sufficient

resources from 2008/2009 to maintain these services.

This report detailed three precept increase options and provided comparison against each of those options.

**ORDERED** that:-

1. members considered and agreed Option C as the precept increase for 2008/09 :-  
'An increase of 9.97% in the Band D level'
2. contributions from general reserves of £3,373k in 2008/09 be agreed.
3. further contributions from general reserves in 2009/10, reducing general reserves from 4% to 3% of net budget be agreed.
4. cognisance be taken of the Robustness of Estimates and Adequacy of Financial Reserves Report of the Chief Executive considered earlier in the meeting.

229

## **SETTING THE 2008/09 PRECEPT**

The Chief Executive presented this report which was one of a set of five that were on the agenda for consideration by Members.

These reports are part of the process introduced by the Authority to establish sustainable annual and long term financial plans and maintain prudent financial management.

This report established the Council Tax Base and presented 3 options of precept increase for the forthcoming year. These are consistent with the 3 precept options presented for Members consideration in the 2008/09 Budget and Long Term Financial Plan 2009/12 paper that was also on the agenda.

This paper presented three options for Members consideration:

- Option 1 – A precept rise of 4.90%
- Option 2 – A precept rise of 8.60%
- Option 3 – A precept rise of 9.97%

Legislation required that the Police Authority agree its budget and associated precept and basic council tax for the forthcoming year before 1<sup>st</sup> March 2008.

**ORDERED that:-**

1. the net budget requirement for 2008/09 as £124,623k be agreed.
2. the funding for the net budget requirement for 2008/09 be agreed as:
 

• Police Grant	£47,762k
• Revenue Support Grant/NNDR	£47,516k
• Net Surplus on Collection Funds	£74k
• Precept	<u>£29,271k</u>
	£124,623k
3. the tax base for 2008/09 as 168,351 Band D equivalent properties be agreed.
4. the basic amount of council tax (Band D equivalent) for 2008/09 be set at £173.867 be agreed.
5. the following precepts be levied on the four billing authorities:-
 

• Hartlepool Borough Council	£4,791,775
• Middlesbrough Borough Council	£6,915,038
• Redcar & Cleveland Borough Council	£7,587,034
• Stockton on Tees Borough Council	£9,976,836
6. it be agreed that the council tax be set at the following levels:-
 

• A	2/3rds	£115.911
• B	7/9ths	£135.230
• C	8/9ths	£154.548
• D	1	£173.867
• E	1&2/9ths	£212.504
• F	1&4/9ths	£251.141
• G	1&2/3rds	£289.778
• H	2	£347.734

## 7(c)

The Chief Constable presented this one of five reports to the Agenda which form part of the process introduced by the Authority to establish sustainable annual and long term financial plans and maintain prudent financial management. The Capital Plan set out in Appendix A to the report covered the period April 2008 to March 2012 and set out the capital priorities of the organization and the funding required for their delivery.

2009/10 would see the coming to fruition of the Cleveland Universal Police Information Device (CUPID) with a total capital investment of up to £2.9m. It would be piloted during 2008/09. The strategic driver for this project was the requirement to maximise front line patrol visibility identified in the work of the Policing Bureaucracy Task Force which has been highlighted as a key issue in the Flanagan Review of Policing. It was expected that the specification for a new Headquarters would be finalized in May 2008, with adverts placed thereafter to identify a new site and seek disposal of Ladgate Lane.

This report set out recommendations to make optimum use of the capital resources available to the Authority to refresh and develop the asset base for policing in the 21<sup>st</sup> Century in line with the vision of 'Putting People First'.

### **ORDERED** that:-

1. prudential borrowing of £1.9m in 2008/09 be approved.
2. the facilities programme for 2008/09 as set out at Appendix B be approved.
3. the ICT capital schemes for 2008/09 as set out at Appendix C be approved with the exception of:
  - Cleveland Universal Police Information Device (£2,900k)
  - NSPIS Origin Human Resource & Self Service System (£295k)
  - Relocation of Force Fall Back Facilities (£250k)for which full business cases would be brought forward for Members' consideration.
4. the fleet programme for 2008/09 as set out at Appendix D be approved.

5. the delegation of the authority to approve capital schemes or make changes to budgets of up to £25k per scheme to the Chief Constables in consultation with the Chairman and Chief Executive be approved.

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## **PRUDENTIAL BORROWING INDICATORS AND TREASURY MANAGEMENT STRATEGY 2008/2012**

The Acting Assistant Chief Officer Finance and Commissioning presented this report which was one of five that were on the agenda for consideration. These reports are part of the process introduced by the Authority to establish sustainable annual and long term financial plans and maintain prudent financial management.

To ensure compliance with the CIPFA Prudential Code of Practice members are required to set a range of Prudential Indicators for the financial year 2008/09. The code also states that the indicators for treasury management should be considered together with the annual investment strategy for 2008/09.

### **ORDERED that:-**

1. the Prudential Indicators set out in Appendix A relating to the following be approved.
  - Capital Expenditure
  - Ratio of Financing Costs to Net Revenue Stream
  - Capital Financing Requirement
  - Authorised Limit for External Debt
  - Operational Boundary for External Debt
  - Net Borrowing to Capital Financing Requirement
  - CIPFA Code of Practice for Treasury Management
  - Interest Rate Exposure
  - Upper and Lower Limits – Maturity Structure of Borrowings
  - Upper and Lower Limits – Principal Sums Invested
2. the Annual Investment Strategy, set out in Appendix B to the report, be approved.

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## **MINUTES OF THE POLICY & RESOURCES / CORPORATE DEVELOPMENT PANEL HELD ON 6 DECEMBER 2007**

7(c)

**ORDERED** that the following minutes of the Policy & Resources / Corporate Development Panel held on the 6 December 2008 were submitted and approved.

#### **POLICY & RESOURCES / CORPORATE DEVELOPMENT**

A meeting of the Policy & Resources / Corporate Development Panel was held on Thursday 6 December 2007 commencing at 10.00 am in the Members Conference Room at Police Headquarters.

**PRESENT** Miss Pam Andrews-Mawer, Mr Ted Cox JP, Mr Keith Fisher JP, Mr Aslam Hanif, Mr Alf Illingworth TD JP, Councillor Hazel Pearson OBE, Mr Peter Race MBE and Councillor Steve Wallace (Chair)

**OFFICIALS** Mr Joe McCarthy, Mr Paul Kirkham, Mrs Julie Leng and Mrs Clare Hunter (CE)  
Mr Derek Bonnard, Mrs Ann Hall, Ms Andrea Crinnion (CC).

233 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Barry Coppinger, Mr Chris Coombs (ex officio) and Councillor Dave McLuckie (ex officio).

234 **DECLARATIONS OF INTERESTS**

There were no declarations of interests.

235 **MINUTES OF THE POLICY & RESOURCES – CORPORATE DEVELOPMENT PANEL HELD ON 1 NOVEMBER 2007**

The minutes were agreed as a true and accurate record.

236 **OUTSTANDING RECOMMENDATIONS**

**ORDERED** that:-

1. the Outstanding Recommendations be noted.
2. quarterly reports of the Health and Safety be submitted to this Panel.

**Action**

**ACC  
Corporate  
Development**

237 **BUDGET MONITORING REPORT TO 31 OCTOBER 2007**

The Assistant Chief Officer Finance and Commissioning presented the report. Members had approved a Net Budget Requirement (NBR) of £119,737k and budgeted revenue expenditure of £138,835k, the balance of expenditure being funded by specific grants, other income and transfers from reserves at their meeting on 23 February 2007. This report sets out the progress against delivery of that budget and was part of the process introduced by the Authority to maintain prudent financial management.

The forecast outturn as at end of October was for an underspend of £170k. This is after allowing for Member's authorisation to spend £400k on Performance Improvement Initiatives at their September meeting.



## 7(c)

Budgets are being actively managed to ensure that material variances do not develop and that operational objectives are delivered. No material financial risks, other than those set out in the Risk Monitor at Appendix D, had been identified.

**ORDERED** that:-

1. the contents of the report be noted.
2. any underspends that develop during the year be used to reduce the planned transfer of £1.7m from General fund during this financial year and bolster the General Fund balance to provide greater flexibility against pressure whilst developing the saving required to return the Authority to recurring balance by 2009/10 be agreed.
3. paragraph 3.12 be amended to read 'National negotiations in relation to pay settlements are currently on going and when agreement is reached *our information is* that this will be back dated to the 1<sup>st</sup> September 2007'.

**ACO (F & C)  
Chief  
Executive**

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## **CAPITAL MONITORING REPORT TO 31 OCTOBER 2007**

The Assistant Chief Officer Finance and Commissioning presented the progress against the delivery of the Capital Programme to date. Members had approved the Capital Programme and the Capital Plan for 2008/10 at their meeting on 23 February 2007. The report made recommendations to amend the approval plan.

**ORDERED** that:-

1. the contents of the report be noted.
2. the carry forward of the following budgets totaling £261.2k to 2008/09 be approved:-
 

▪ IEE Rewiring	£114.5k
▪ DDA Modifications	£23.8k
▪ ANPR I & II	£43.0k
▪ ANPR Fixed Site Expansion	£7.0k
▪ Enterprise Content Management	£18.9k
▪ IT Security Infrastructure	£54.0k
3. the carry forward of £4,850k of budget in respect of the Strategic Road Policing Facility to 2008/09 in line with the pre-tender project plan be agreed.
4. the planned £1m of Prudential Borrowing for 2007/08 be deferred to 2008/09 due to the rephasing of the programme be agreed.
5. the following monies totaling £52.6k not required to be added back to the unallocated funding be approved:-
 

▪ Photographic Ceiling & Light Replacement	£4.6k
▪ E-mail Archive Manager	£1.7k

**ACO (F & C)**

**ACO (F & C)**

**ACO (F & C)**

**ACO (F & C)**

7(c)

▪ Thin Client Architecture	£30.2k
▪ Sentry I	£4.4k
▪ Sentry II	£11.0k
▪ ID Unit Fleet Replacement	£0.7k

6. the following additions totaling £170k to the programme be approved:- **ACO (F & C)**

▪ Airwaves	£14.0k
▪ Stockton CCTV	£16.7k
▪ Mobile Working (CUPID)	£15.5k
▪ Motorcycle Replacement	£2.2k
▪ OCU Vehicle Replacement	£121.6k

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## TREASURY MANAGEMENT TO 31 OCTOBER 2007

The Assistant Chief Officer Finance and Commissioning updated Members on the status of the Authority's investments and borrowing. Members had agreed an investment strategy for 2007/08 at their meeting on 23 February 2007.

**ORDERED** that:-

1. the contents of the report be noted.

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## EVALUATION OF THE INITIAL POLICE LEARNING AND DEVELOPMENT PROGRAMME (IPLDP)

The Assistant Chief Constable informed Members of the developments emanating from the evaluation of the IPLDP.

An evaluation of the programme was commissioned by the Training and Development Scoping Group in October 2006 on behalf of the project sponsor, the Operational Performance Team.

The evaluation resulted in a total of 29 recommendations being made (detailed at Appendix A to the report).

A number of developments had already taken place in response to some of the 29 recommendations. The remaining 24 recommendations now form an action plan (attached at Appendix 2 to the report) with owners appointed to each to drive forward activity to ensure the continuing development of the IPLDP in line with the findings of the evaluation.

The Assistant Chief Constable updated Members on the proposals to consider a new training scheme which would involve students to complete a years training as a college student prior to commencing on police pay. This was currently only in the discussion phase and as and when further information became available update reports would be submitted to this Panel for consideration.

**ORDERED** that:-

1. the contents of the report be noted.
2. an update on the Action Plan be reported to this meeting in May 2008.

**ACC**  
(Corporate  
Development)

241

**COSTED TRAINING PLAN 2007/08**

The Assistant Chief Constable updated Members on the 2007/08 costed training model.

The 2007/08 costed model and the overall costs of training were attached at Appendix 1 to the report. These were supported by a range of other documents, which further defined any issues of resource capacity and capability to facilitate the plan and were available from the Training Team.

**ORDERED** that:

1. the approach adopted by the Force in developing the annual costed training plan and the costs, assumptions and risks identified be noted.

**ACC**  
(Corporate  
Development)

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**PEOPLE AND ORGANISATIONAL DEVELOPMENT STRATEGY 2007/10 AND ANNUAL PLAN – 2007/08**

The Assistant Chief Constable provided Members with a copy of the Force's People and Organisational Development Strategy 2007/10 and an update of progress.

The P&OD Strategy 2007/10 identified the overall priorities for the P&OD team in supporting the Force's 'Putting People First' vision. It also reflects the people priorities identified within the Corporate Policing Plan, National Policing Plan and Regional Crime and Disorder Plans.

The P&OD Annual Plan 2007/08 identified the key deliverables, dependencies and risks of all proposed activities within this period. It also identified clear outcomes, which were measured through the monthly performance review process.

The delivery of the P&OD Strategy and Annual Plan is key to enabling the success of the Force's 'Putting People First' vision and long term sustainable business improvements. Progress against the 2007/08 plan to date was pleasing and with the reprioritisation already undertaken in Q3 and Q4 a sound platform for the delivery of the strategy would continue to be maintained.

**ORDERED** that:-

1. the People and Organisational Development Strategy 2007/10 and Annual Plan – 2007/08 be noted.

**ACC**  
(Corporate  
Development)

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**HEALTH AND SAFETY UPDATE**

The Assistant Chief Constable requested members approval to the development of a joint Health and Safety policy and reporting arrangements for both the Force and the Police Authority.

The Chief Constable is responsible for the production, administration and implementation of the Force's Health and Safety Policy Statement. The above proposal would ensure the provision and maintenance of robust and comprehensive health and safety regime for all officers, employees,

contractors and any members of the public who come into contact with the Force.

**ORDERED** that:-

1. the development of a joint Health and Safety Policy by representatives of the Force and the Police Authority, including appropriate reporting arrangements which strengthen assurance and accountability be approved.

**ACC**  
(Corporate  
Development)  
**Chief  
Executive**

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## **INSURANCE, RISK AND BUSINESS CONTINUITY**

The Executive Accountant updated Members on the progress of appointing the Risk Team, and implementing arrangements to address issues identified in the report to the Modernisation Panel of December 2006. Recommendations were made to change the status of some of the posts.

Members were advised that in order to meet the deadline for renewal of the Insurance the requirements to go out to tender had been waived using SO4.1.b in order to acquire the services of an external advisors with expertise in insurance for police authorities and public bodies.

**ORDERED** that:-

1. the reduction in the size of the Risk Team from 3 posts to 2 post be agreed.
2. the 2 remaining posts be made permanent on the basis that this does not increase the level of agreed commitments in the Long Term Financial Plan be agreed.
3. the Chief Constable, with the support of the Chief Executive, had exercised his authority under SO 4.2.c in respect of the appointment of external insurance advisors Giles Insurance Brokers, using SO 4.1.b be noted.

**ACC**  
(Corporate  
Development)

**ACO (F & C)**

**ACC**  
(Corporate  
Development)

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## **PROCUREMENT REPORT FOR THE PROVISION OF CLEANING SERVICES**

The Assistant Chief Officer Finance and Commissioning provided Members with a summation of the procurement exercise carried out to award a contract for the provision of Cleaning Services.

**ORDERED** that the recommendations included in the report, including those relating to the award of the contract to tenderer 2, be accepted.

**ACO (F & C)**

246

## **MINUTES OF THE POLICE AUTHORITY EXECUTIVE HELD ON 11 DECEMBER 2007**

**ORDERED** that the minutes of the Police Authority Executive held on the 11 December 2007 were approved and signed by the Chair as a true and accurate record.

247

## **MINUTES OF THE POLICY & RESOURCES / CORPORATE DEVELOPMENT PANEL HELD ON 17 JANUARY 2008**

**ORDERED** that the following minutes of the Policy & Resources / Corporate Development Panel held on 17 January 2008 were submitted and approved.

### **POLICY & RESOURCES / CORPORATE DEVELOPMENT**

A meeting of the Policy & Resources / Corporate Development Panel was held on Thursday 17 January 2008 commencing at 10.00 am in the Members Conference Room at Police Headquarters.

PRESENT

Miss Pam Andrews-Mawer, Mr Ted Cox JP, Mr Keith Fisher JP, Mr Aslam Hanif, Mr Alf Illingworth TD JP, Councillor Hazel Pearson OBE and Councillor Steve Wallace (Chair)

OFFICIALS

Mr Joe McCarthy, Mr Paul Kirkham and Mrs Julie Leng (CE)  
Mr Derek Bonnard, Mr Graeme Slaughter and Miss Kate Rowntree (CC).

ADDITIONAL

Councillor Mary Langan and Councillor Victor Tumilty

MEMBERS

248

### **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Mr Chris Coombs (ex officio), Councillor Dave McLuckie (ex officio), Mr Peter Race MBE and Mr Sean Price.

249

### **DECLARATIONS OF INTERESTS**

There were no declarations of interests.

**Action**

250

### **MINUTES OF THE POLICY & RESOURCES – CORPORATE DEVELOPMENT PANEL HELD ON 6 DECEMBER 2007**

The minutes were agreed as a true and accurate record.

251

### **OUTSTANDING RECOMMENDATIONS**

**ORDERED** that:-

1. the Outstanding Recommendations be noted.

252

### **BUDGET MONITORING REPORT TO 30 NOVEMBER 2007**

The Temporary Assistant Chief Officer (Finance and Commissioning) presented the report. Members had approved a Net Budget Requirement (NBR) of £119,737k and budgeted revenue expenditure of £138,835k, the balance of expenditure being funded by specific grants, other income and transfers from reserves at their meeting on 23 February 2007. This report sets out the progress against delivery of that budget and was part of the process introduced by the Authority to maintain prudent financial management.

The current forecast was for a year-end underspend of £1.1m after allowing

## 7(c)

for Member's authorisation to spend £400k on Performance Improvement Initiatives. This was an increase of £930k on the position reported to Members at Period 7. The reason for this significant change in forecast was largely due to confirmation of the 2007/08 pay awards. The assumption built into the budget in respect of pay was a 3.0 % uplift from the 1 September. The actual pay awards are 2.5 % from 1 December 2007 for Police Officers and 2.5 % from 1 September 2007 for Police Staff, generating an underspend of £730k against pay budgets.

Budgets are being actively managed to ensure that material variances do not develop and that operational objectives are delivered. No material financial risks, other than those set out in the Risk Monitor at Appendix D, had been identified.

### **ORDERED that:-**

1. the contents of the report be noted.
2. any underspends that develop during the year be used to reduce the planned transfer of £1.7m from General fund during this financial year and bolster the General Fund balance to provide greater flexibility against pressures whilst developing the savings required to return the Authority to recurring balance by 2009/10 be agreed.
3. Members continued to support the proper implementation of the pay award for Police Officers to be back dated to 1 September 2007 and any monies identified would be set aside until this issue was resolved.

**ACO (F & C)  
Chief  
Executive**

253

### **CAPITAL MONITORING REPORT TO 30 NOVEMBER 2007**

The Temporary Assistant Chief Officer (Finance and Commissioning) presented the progress against the delivery of the Capital Programme to date. Members had approved the Capital Programme and the Capital Plan for 2008/10 at their meeting on 23 February 2007. This report made recommendations to amend the approved plan.

### **ORDERED that:-**

1. the contents of the report be noted.
2. the receipt of a further capital grant of £273k bringing the total grant to £1,601k be noted.
3. the carry forward of the following budgets totaling £171.4k to 2008/09 be approved:-
  - IEE Rewiring £47.4k
  - Impact Data Protection £26.0k
  - Firewall Resilience & Encryption £45.0k
  - Police Records Management System £53.0k
4. the bring forward of £470k of the £4.85m carried forward last month on the Road Policing Unit, in order to cover land costs negotiated and due to be paid in period 9 be approved.
5. the transfer of £470.0k to the unallocated funding in 2008/09 as a

**ACO (F & C)**

**ACO (F & C)**

## 7(c)

result of the tenders for the Hartlepool Refurbishment Scheme coming back lower than the pre-tender estimate be agreed.

ACO (F & C)

ACO (F & C)

6. the transfer of £32.1k to the unallocated funding in 2007/08 as a result of the tenders for the Stockton Police Station Lift Upgrade Scheme coming back lower than the pre-tender estimate be agreed.

7. the following additions totaling £108k to the programme be approved:-

ACO (F & C)

▪ E-forms	£24.0k
▪ Abacus Overtime & Expenses system	£10.0k
▪ Cannabis Drug Store for PFI	£8.0k
▪ Disclosure Software	£16.0k
▪ Headcams Back Office System	£35.7k
▪ NSPIS Origins	£15.0k

8. the carry forward of the £836.4k unallocated funding to support future years' capital programs, with the exception of any urgent proposals which may be put forward to be completed in 2007/08.

ACO (F & C)

254

### TREASURY MANAGEMENT TO 30 NOVEMBER 2007

The Temporary Assistant Chief Officer (Finance and Commissioning) updated Members on the status of the Authority's investments and borrowing. Members had agreed an investment strategy for 2007/08 at their meeting on 23 February 2007.

Paragraph 3.9 advised members of the late return of an investment due to an error on the part of a counterparty. This had resulted in the Authority's account with Natwest going overdrawn by £769k. The counterparty had accepted liability for the error. Members were advised that full reimbursement of bank charges and loss of interest had now been received.

**ORDERED** that:-

1. the contents of the report be noted.

255

### CORPORATE ESTATES STRATEGY UPDATE

The Temporary Assistant Chief Officer (Finance and Commissioning) provided Members with an updated version of the Estates Strategy and a summation of progress to date.

The Estates Strategy supports the Chief Constable's 'Putting People First' vision and provides the broad direction for the holding of property, which is adequately funded, fit for purpose and supportive of future service delivery.

**ORDERED** that:-

1. the contents of the report and the Estates Strategy attached at Appendix 1 and the Action Plan at Appendix 2 be noted.

256

### FLEET MANAGEMENT STRATEGY

The Temporary Assistant Chief Officer (Finance and Commissioning) informed Members of the Force Fleet Management Strategy and Action Plan.

Fleet Management continue to support a range of vehicles across the Force which are not just a means of transport, but also provide protection, a safe working environment and a mobile office.

The fleet continued to underpin the objective of high visibility policing, reassuring the public, maintain confidence and help to reduce the fear of crime.

**ORDERED** that:

1. the contents of the report be noted.

257

#### **POST IMPLEMENTATION REVIEW OF FORCE STANDARD DUTY ROTA**

The Assistant Chief Constable presented the findings of a report examining the impact of the new Force Standard Duty Rota (FSDR) introduced in April 2007.

There is evidence of improvement in demand management attributable to the new FSDR. This improvement in demand management has contributed to the successful implementation of the Neighbourhood Policing Model.

The FSDR would be the subject of future reviews to ensure it continued to align resources to demand.

**ACC**  
(Corporate  
Development)

**ORDERED** that:-

1. the improvements made in demand management detailed within the report be noted.

**ACC**  
(Corporate  
Development)

258

#### **PROCUREMENT REPORT FOR AIRWAVE HARDWARE AND ASSOCIATED GOODS AND SERVICES**

The Temporary Assistant Chief Officer (Finance and Commissioning) advised Members of the Metropolitan Police Contract for the procurement of Airwave Hardware.

The Metropolitan Police had carried out a competitive tender exercise to award a contract for the procurement of Airwave Hardware. The contract was available to other Authorities to use.

The Metropolitan Police contract had been investigated and had been identified as value for money.

The Consortia completed the procurement exercise in line with European Legislation.

The contract awarded by the consortia had been successful to date.

Cleveland Police Authority did not previously join the consortia due to



existing arrangements in place for the procurement of Airwaves Hardware which have now been superseded.

The Consortia Contract was available for Cleveland Police Authority to join at a cost of £5,000. The consortia offered the Authority the potential for savings of £655k over 4 years, compared with the previous arrangements, if an average of 500 terminals were purchased annually.

**ORDERED** that:-

1. the use of Contract Standing Order 4.1h to give exemption from the normal requirement to obtain tenders for Airwave Hardware and Associated Goods and Services be ratified.
2. the Force use the Consortia Contract led by the Metropolitan Police, taking advantage of the greater buying power of the Consortium be ratified.

259

## **COMPREHENSIVE AREA ASSESSMENT**

The Executive Accountant presented the report to raise Members' awareness of the introduction of Comprehensive Area Assessment (CAA) from 2009 and the effect this would have upon Police, Local Authority and Partners inspection and performance regimes.

The White Paper Strong and Prosperous Communities, published in October 2006 set out a wide range of proposals for improving local services. A key part of these proposals was the new performance assessment framework, Comprehensive Area Assessment that would take effect from 1 April 2009.

The Comprehensive Area Assessment is an attempt to streamline the current inspection and performance regimes. Although separated performance frameworks such as APACS would continue to operate, they would be more closely aligned to partnership delivery and accountability. The Local Area Agreement would be a key document for assessing outcomes being delivered locally and form the base of the Comprehensive Area Assessment.

**ORDERED** that:-

1. the contents of the APA report be noted.

260

## **POLICE USE OF RESOURCES (PURE) 2007/2008**

The Executive Accountant advised Members of the receipt of the final version of the Key Lines of Enquiry (KLoE) received on the 20 December 2007 to be used for the 2007/2008 PURE assessment. Further, to give Members preliminary information concerning the future interaction of PURE with Comprehensive Area Assessments (CAA).

The 2007/2008 Key Lines of Enquiry represent a progressive challenge.

**ORDERED** that:-

1. the contents of the report be noted.

261 **MINUTES OF THE COMMUNITY PROTECTION PANEL  
HELD ON 23 JANUARY 2008**

**ORDERED** that the following minutes of the Community Protection Panel held on the 23 January 2008 were submitted and approved.

**COMMUNITY PROTECTION PANEL**

A meeting of the Community Protection Panel was held on Wednesday 23 January 2008 in the Members Conference Room at Police Headquarters.

**PRESENT:** Miss Pam Andrews-Mawer (Chair), Mr Ted Cox JP, Cllr Paul Kirton, Cllr Ron Lowes, Mr Mike McGroarty JP, Cllr Hazel Pearson OBE (Vice Chair) and Cllr Victor Tumilty

**OFFICIALS:** Mrs Julie Leng (CE)  
Mr Ron Hogg, Mr Dave Pickard, Ms Anne-Marie Sawley and Miss Kate Rowntree (CC)

262 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr Chris Coombs (ex-officio), Cllr Dave McLuckie (ex officio) and Mr Peter Race MBE.

263 **DECLARATIONS OF INTERESTS**

There were no declarations of interests.

264 **MINUTES OF THE PREVIOUS MEETING**

The minutes of the Community Protection Panel meeting held on 7 November 2007 were agreed as a true and accurate record.

265 **OUTSTANDING RECOMMENDATIONS**

**ORDERED** that:-

1. the outstanding recommendations be noted.

266 **UPDATE ON INDEPENDENT CUSTODY VISITING SCHEMES  
OPERATED BY CLEVELAND POLICE AUTHORITY**

The Lead Member for the Independent Custody Visiting Scheme updated Members on the operation of the Scheme. This included the results of the recruitment drive, visits undertaken and training undertaken since the last report.

Police Authorities are required to operate an Independent Custody Visiting Scheme within the Police Reform Act 2002.

The Police Authority continued to fulfill its obligation and commitment to the Independent Custody Visiting Scheme with sufficient volunteers to

maintain their interest and yet not overburden the individuals. On average individual visitors undertook a visit every 6 – 8 weeks which meets the Authority's requirements.

267

**ORDERED** that:

1. the visits undertaken be noted.
2. Members' appreciation be passed to the volunteers within the scheme for their continued commitment. That a letter be sent to each volunteer thanking them for their continued service and support.

**Secretariat  
Manager**

268

#### **ANTI-SOCIAL BEHAVIOUR UPDATE**

The Deputy Chief Constable provided Members with an overview of the current anti-social behaviour (ASB) initiatives.

Anti-Social Behaviour is a key concern for our local communities and a continued focus should be maintained.

Data suggests that the largest problem in all four policing districts is rowdy and inconsiderate behaviour by young people. The response to such problems required a balanced and proportionate approach to enforcement combined with education and diversionary activities.

A holistic and partnership approach was required to ensure long term solutions were found to local problems.

**ORDERED** that: -

1. the contents of the report be noted.

269

#### **ALCOHOL ABUSE UPDATE**

The Deputy Chief Constable provided Members of the Community Protection Panel with an overview of the current alcohol abuse initiatives taking place in the Force area.

Alcohol leads to a range of public health problems. Alcohol affects all of society, from the burden on the NHS, economic burden due to loss of employment and reduced capacity to work through to other negative effects of alcohol on the social and behavioural welfare of communities.

The national strategy 'Safe, Sensible, Social; The next steps in the National Alcohol Strategy', published in June 2007 outlined a co-ordinated response across a wide range of community groups.

Public Service Agreements (PSA) for 2008 – 2011 set out the key priority outcomes the Government wants to achieve in that spending period.

The stronger communities and better quality of life PSA aims towards 'having a safe, sensible and social drinking culture where violent and anti-social behaviour is not tolerated' – a sub strand being 'reducing harms caused to the community as a result of associated crime, disorder and anti-

social behaviour.'

There is a need for a continued focus on this issue, collaboration with other partners and a robust, multi-agency response in order to combat current trends.

**ORDERED** that:-

1. the contents of the report be noted.
2. the Police Authority actively work to reduce the harm caused by alcohol abuse.

270

### **NEIGHBOURHOOD POLICING**

The Assistant Chief Constable updated Members on the progress of implementation of Neighbourhood Policing.

The Force had built upon the experience and identification of effective practice at Hartlepool to inform its roll-out of Neighbourhood Policing.

Early indications show improved user satisfaction with Cleveland Police across a range of measures with overall satisfaction rising from 66.2% to 79.6% (Quarter 1 2007/08).

The Force continued to reduce crime rates during the roll-out phase of Neighbourhood Policing.

**ORDERED** that:-

1. the report be noted.
2. a report be submitted to this panel on the results of the inspection of neighbourhood policing and citizen focused policing which was to be completed by the Operational Performance Team by the end of February.

**T/ACC  
Pickard**

271

### **TENTATIVE APPLICATION FOR FUNDING RELATING TO THE INDEPENDENT DOMESTIC VIOLENCE ADVOCATE (IDVA) TO THE TEESSIDE SPECIALIST DOMESTIC VIOLENCE COURT (SDVC)**

The Deputy Chief Constable presented this report which sought Members approval for financial assistance in the funding of the Independent Domestic Violence Advocate (IDVA) role within Teesside's Specialist Domestic Violence Court (SDVC) during 2008/09. The IDVA is employed by My Sisters Place in Middlesbrough and the cost for one IDVA during the financial year 2007/08 was £34,198 including salary, accommodation and other expenses.

There is no central funding stream available to meet the cost of the IDVA role within the SDVC project therefore financial assistance is required from elsewhere. Financial assistance was agreed during 2007/08 from agencies involved in the project.

The issue of financial support for IDVA's had been raised nationally by various groups but no firm commitment had been secured for 2008/09 so once again funding assistance was been sought.

The IDVA role is essential to the successful running of the SDVC within Teesside Magistrates Court. Removal of the position would render the project as unfit for purpose.

The SDVC project is an important tool in meeting domestic abuse challenges in Cleveland while also providing protection and support to victims and witnesses.

It was accepted that the funding arrangements were not ideal and work would continue to highlight this problem through Government Office North East.

**ORDERED** that:-

1. the Police Authority provide £4,000 funding towards maintaining the IDVA role in 2008/09 be approved.

272

## **MINUTES OF THE AUDIT AND INTERNAL CONTROL PANEL HELD ON 24 JANUARY 2008**

**ORDERED** that the following minutes for the Audit and Internal Control Panel held on 24 January 2008 were submitted and approved.

	<b>AUDIT AND INTERNAL CONTROL PANEL</b>	<b>ACTION</b>
	A meeting of the Audit and Internal Control Panel was held on Thursday 24 January 2008 commencing at 10.00 am in the Members Conference Room, Police Headquarters.	
<b>PRESENT</b>	Mr Mike McGrory JP (Chair), Councillor Ron Lowes (Vice Chair), Councillor Caroline Barker, Councillor Hazel Pearson OBE, Councillor Victor Tumilty, Mr Aslam Hanif and Mr Chris Coombs (ex officio).	
<b>OFFICIALS</b>	Mr Joe McCarthy, Mr Paul Kirkham and Mrs Jayne Harpe (CE) Mr Graeme Slaughter, Ms Andrea Crinnion and Miss Kate Rowntree (CC)	
<b>AUDITORS</b>	Mr Ian Wallace (RSM Bentley Jennison)	

273

## **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr Mary Lanigan and Mr Keith Fisher JP

274

## **DECLARATIONS OF INTERESTS**

There were no declarations of interests.

**MINUTES OF THE PREVIOUS MEETING HELD 15 NOVEMBER 2007**

The minutes were agreed as a true and accurate record.

The Chair opened the meeting and asked two questions reflecting current issues, nationally and within the Police Authority.

The Chair sought assurances that robust management processes and expertise were in place following specification issues around the refurbishment of Hartlepool BCU. The Chief Executive commented that processes and expertise were now in place for future projects. He explained that the Hartlepool refurbishment had initially been part of the Action Stations PFI – it was withdrawn from this process on affordability grounds due to insufficient PFI Credits. It had become clear that the initial specification did not reflect the real costs and scope of the project. This had since been rectified and the project was now within the revised budget agreed by the Authority. The Chief Executive was assured that the lessons in relation to specification were now learnt.

The Chair asked in the light of national and local news items in relation to high profile loss of information, what assurances could be given to the Authority with regard to data security within the force and Authority.

The Temporary ACO informed Members that there was a force information security policy in place which was last revised in August 2007. He further advised that there was a procedure in place for the release of data with forms being signed and forwarded to the Information Security Officer. The Temporary ACO offered Members the opportunity for a full briefing on this issue from the Information Security Officer.

TACO (F&amp;C)

**OUTSTANDING RECOMMENDATIONS**

Updates were provided in relation to all the outstanding recommendations.

**ORDERED** that:-

1. the Outstanding Recommendations were noted and updated.

**RISK MANAGEMENT ARRANGEMENTS**

The Head of People and Organisational Development provided Members with an update on the development of risk management within the Force and to agree future reporting requirements to the Panel.

**ORDERED** that:-

1. Members approved the report and progress to date on simplifying and embedding risk management within the Force.
2. Members agreed the following future risk reporting arrangements to the Audit and Internal Control Panel:
  - Quarterly reporting on risks with a current risk score of 12 or above by the Chief Constable.
  - An Annual report on compliance with approved risk management policies and procedures with the first report

scheduled for March 2009.

- Independent assurance reporting by Internal Audit on behalf of the Police Authority.

278

## **CORPORATE RISK REGISTER**

The Head of People and Organisational Development provided the meeting with an update on the Force's current Corporate Risk Register.

**ORDERED** that:-

1. Members discussed the recommendation and agreed to amend the recommendation from noted to approved.

279

## **INTERNAL AUDIT PROGRESS REPORT**

The Internal Auditor informed the meeting that the periodic internal audit plan for 2007/08 was approved by the Audit and Performance Panel on 23 March 2007. This report summarised the outcome of work completed to date against the plan, and Appendix A provided cumulative data in support of internal audit performance.

Four reports had been finalised since the last Committee meeting, these were in the areas of:

- Payroll
- General Ledger
- Income & Debtors
- Treasury Management

All of the audits completed had yielded audit opinions of substantial assurance. There had been no identified areas of fundamental weakness and only a small number of significant recommendations had been made.

The assurance work undertaken had focused primarily on key financial systems. Common themes arising from the audits included the completeness of procedure notes and reference documents for staff and also the finalising of job descriptions following restructure of the Finance Department. The District Audit were pleased that progress had been made against all outstanding recommendations from previous audits with the majority having been fully implemented.

Fieldwork had been undertaken on the Corporate Governance and the Budgetary Control audits and it was expected that draft reports would be issued imminently. Fieldwork is currently underway for Sickness and Absence Monitoring and District Sub Units. Audits recently planned but yet to commence included Partnerships and Efficiency Savings

**ORDERED** that:-

1. The report be noted.

280

## **INTERNAL AUDIT PAYROLL REPORT**

The Internal Auditor informed the meeting that an audit of Payroll had been undertaken as part of the approved internal audit periodic plan for 2007/08.

Cleveland Police Authority employed 1,706 police officers, of which 67 work part time and 896 police staff, of which 170 work part time. Police officers were paid every 4 weeks and police staff were paid every month. The salaries of staff were paid directly into their bank accounts using the BACS system.

For 2006/07 financial year the total police officer and police staff payroll expenditure was £75,774,971 and £21,741,960 respectively. At the time of audit the value of payroll expenditure between April and August 2007 was £35,202,966 for police payroll and £9,525,334 for police staff payroll.

The payroll function was the management responsibility of the Financial Services Manager who was supported by 2 permanent and one temporary senior payroll officers.

Taking account of the issues identified in paragraphs 1.4 to 1.6 in the report, the opinion of the Internal Audit was the control framework for the area under review, which was currently laid down and operated, provided substantial assurance that risks material to the achievement of the organisation's objectives for the area were adequately managed and controlled.

**ORDERED** that:-

1. the report and recommendations in the action plan be noted.

281

## **INTERNAL AUDIT TREASURY MANAGEMENT REPORT**

The Internal Auditor informed the meeting that an audit of Treasury Management had been undertaken as part of the approved internal audit periodic plan for 2007/08.

The Authority had a dedicated Treasury Management section which had undertaken monitoring of the Authority's cash flow and funding requirements and also limited investments. The majority of investments were undertaken on behalf of the Authority by Middlesbrough Council, with whom the Authority had a long standing arrangement.

During 2006/07 the Authority invested in excess of £130 million which generated almost £1 million of interest. At the time of Audit (September 2007) the level of investments was approximately £60 million, which had generated interest in excess of £0.5 million.

Taking account of the issues identified in paragraphs 1.3 to 1.6, the opinion of the Internal Audit was the control framework for the area under review, which was currently laid down and operated, provided substantial assurance that risks material to the achievement of the organisation's objectives for the area were adequately managed and controlled.

**ORDERED** that:-

1. the report and recommendations in the action plan be noted.



**INTERNAL AUDIT GENERAL LEDGER REPORT**

The Internal Auditor informed the meeting that an audit of General Ledger had been undertaken as part of the approved internal audit periodic plan for 2007/08.

The Authority used the "Welcom" general ledger system and had done so for a number of years. The "Crystal" reporting suite was used by the Authority to interrogate the general ledger system as some of the standard "Welcom" reports, such as trial balance, were unsuitable in their present format. Management were currently reviewing the system to identify best fit for future needs.

Taking account of the issues identified in paragraphs 1.3 to 1.6, the opinion of the Internal Audit was the control framework for the area under review, which was currently laid down and operated, provided substantial assurance that risks material to the achievement of the organisation's objectives for the area were adequately managed and controlled.

The following points of good practice were noted:

- Accurate and timely reconciliation of key control and suspense accounts;
- Maintenance of a journals register;
- Maintenance and monitoring of month end closedown using a checklist which formed part of the Management Performance Review (MPR).

**ORDERED** that:-

1. the report and recommendations in the action plan be noted.

**INTERNAL AUDIT INCOME AND DEBTORS REPORT**

The Internal Auditor informed the meeting that an audit of Income and Debtors had been undertaken as part of the approved internal audit periodic plan for 2006/07.

The Authority's total budgeted income for 2007/08 was £138,622,361. There were four main funding streams which represented over 80% of the budget income:

- Revenue Support Grant, received from the Department for Communities and Local Government;
- Police Support Grant, received from the Home Office;
- Precept, received from Local Authorities within the Cleveland Police Authority boundary;
- Other income from Specific Grants, Partnerships and Fees & Charges.

The Finance department structure had been reviewed and as a result of that a number of new staff were in post since the previous audit. As part of the structure review job descriptions had been refreshed and staff training needs had been identified.

Taking account of the issues identified in paragraphs 1.3 to 1.6, the opinion of the Internal Audit was the control framework for the area under review,

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which was currently laid down and operated, provided substantial assurance that risks material to the achievement of the organisation's objectives for the area were adequately managed and controlled.

The Chief Executive informed Members that there would be a review for the requirement of a new accounting system.

**ORDERED** that:

1. the report and recommendations in the action plan be noted.

284

#### **ANNUAL GOVERNANCE REPORT – PROGRESS IN IMPLEMENTING RECOMMENDATIONS**

The Technical Accountant informed the meeting that the Annual Governance Report for 2006/2007 had been reported to the Police Authority in September 2007. It contained a number of recommendations and the report mapped out the progress in their implementation.

**ORDERED** that:-

1. Members noted the progress in implementing recommendation for the 2006/2007 Annual Governance Report.

285

#### **MINUTES OF THE COMPLAINTS PANEL HELD ON 30 JANUARY 2008**

**ORDERED** that the following minutes of the Complaints Panel held on the 30 January 2008 were submitted and approved.

##### **COMPLAINTS PANEL**

##### **ACTION**

A meeting of the Complaints Panel was held on Wednesday 30 January 2008 in the Members Conference Room at Police Headquarters.

**PRESENT:** Cllr Caroline Barker, Mr Chris Coombs (ex officio), Mr Ted Cox JP (Chair), Mr Keith Fisher JP (Vice Chair), Mr Aslam Hanif, Cllr Paul Kirton and Mr Mike McGrory JP

**OFFICIALS:** ACC Derek Bonnard, Supt Brian Dunn, Inspector Eric Robinson, Mrs Jacqueline Chaffey and Miss Kate Rowntree (CC).  
Mrs Jayne Harpe (CE)  
Mrs CM Llewellyn, Mr Joe McCarthy and Mr Graham Gordon joined the meeting for the below the line item.

286

#### **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr Ron Lowes and Cllr Dave McLuckie (ex officio).

287

#### **DECLARATIONS OF INTERESTS**

There were no declarations of interests.

**CIVIL CLAIM STATISTICS**

The Legal Advisor presented the Civil Claim Statistics for the period 1<sup>st</sup> April 2007 – 31st December 2007. The Panel were informed of the number and types of civil claims against the Force received during that period, the amount paid out for those claims finalised during the period and the amount recovered. The report also detailed a comparison between the Basic Command Units.

**ORDERED** that:

1. There had been a 14.89% increase in the number of claims received when compared with the same period last year be noted. Motor liability was the leading category.
2. There had been a 15.38% decrease in the number of claims finalised when compared with the same period last year be noted.
3. 15.15% of the finalised cases during the period were successfully defended compared with 11.54% successfully defended during the same period last year be noted.
4. The 56 cases settled during the period cost the force £227,807 compared with the 69 cases settled during the same period last year at a cost of £706,456 be noted.
5. Headquarters continued to be the area with most claims be noted.

**COMPLAINTS STATISTICS**

The Head of Professional Standards presented the Complaints Against Police for the period 1<sup>st</sup> October 2007 to 31st December 2007. The Quarterly Progress Report on Complaint Issues for Cleveland Police for the period October to December 2007 was attached to the report.

There had been a 32% decrease in the number of Cases recorded during this period (148 to 100), with an 8% decrease in the number of complaints (down from 213 to 196).

Complaints of other neglect/failure in duty and Incivility continued to outnumber those of Assault allegations, 46 and 45 complaints respectively compared to 25 in the Assault categories.

31.1% (50) of completed complaints had been locally resolved. During this period 46% (23) of locally resolved complaints had been by District and 54% (27) by the Professional Standards Unit.

156 letters of appreciation had been received.

**ORDERED** that:

1. The contents of the report be noted.

**DELIBERATE DAMAGE STATISTICS**

The Assistant Chief Constable informed Members of the cost to the Force of deliberate damage by way of forced entry into premises for the period 1<sup>st</sup>

## 7(c)

October 2007 to 31<sup>st</sup> December 2007 and of the operational results achieved through such forced entry and other premises searches.

Members were informed that the Force had paid out £7,987 in compensation for acts of deliberate damage. Whilst 2440 searches were conducted, only 267 (11%) resulted in deliberate damage. The value of property, cash and drugs seized totaled £1,101,258.

The drugs value was a street value, the actual value to the force was nil as the drugs were destroyed. An annual report would be presented to the Complaints Panel on the amount of cash was recovered and how much the force actually received.

ACC  
Bonnard

**ORDERED** that:

1. The contents of the report be noted
2. The operational benefits accruing to the Force in terms of property, drugs and cash seized, outweigh the cost of the damage claims be noted.

291

### IPCC REPORT ON POLICE COMPLAINTS

The Head of Professional Standards presented police complaints statistics for England and Wales 2006/07 from an IPCC (Independent Police Complaints Commission) document. The report showed Cleveland Police had the second highest amount of substantiated complaints for this period (60) 23%. In the same period Cleveland Police had completed case files which contained 832 allegations which made the force 17<sup>th</sup> highest in the country.

Of the 60 allegations substantiated:

- 19 were recorded in 2004/05 and completed in 2006/07.
- 26 complaints were for "Other Neglect or Failure in Duty", complaints which under normal circumstances were suitable for Local Resolution but the complainant had declined this option.
- 9 Incivility, Impoliteness and intolerance – again suitable for Local Resolution.
- 7 Breach of PACE.

The force compared well against National figures in respect of:

Local Resolution:	Nat: 47%	Cleveland: 44%
Investigation:	Nat: 30%	Cleveland: 32%
Withdrawn:	Nat: 12%	Cleveland: 12%
Dispensation:	Nat: 10%	Cleveland: 13%

The force had been the subject of at least three dip sampling exercises over the last two years and each time had come out with flying colours and examples of good practice had been taken away by the IPCC.

**ORDERED** that:

1. A report from the IPCC on Deaths During Policing be presented at the next meeting on 30 April 2008.
2. This report be submitted to the next main Police Authority meeting.

## IPCC REPORT ON POLICE ROAD TRAFFIC INCIDENTS

The Head of Road Policing Unit presented a report to the meeting on Police Road Traffic Incidents. The Panel were informed that the report detailed 29 recommendations on Police and pursued vehicles. The recommendations were intended to reinforce and strengthen the existing ACPO guidelines. The Head of Road Policing Unit informed the panel that a revised report was out for consultation and this would change the guidelines into ACPO Policy.

Cleveland had excellent driver training facilities. All Police drivers had triennial assessments and pursuit refreshers which were split into 3 categories:

Basic:	Competency skills
Standard	3 week course - "Blues and Twos", initial phase pursuit
Advanced	4 week course for Road Policing Unit, ANPR and Armed Response

In addition to the advance level, training was also given in (Tactical Pursuit and Containment) TPAC and use of the stinger.

Police drivers could be re-assessed at any time if required.

Cleveland followed the national guidance – no tactics – no pursuit with the Control Room Inspector giving authority to continue a pursuit, taking into account the 13-point criteria. (The 13-point criteria had been reduced to 8 points nationally)

Each trained Police driver was given a copy of the "Vehicle Pursuit & Emergency Call Response Driving" Codes of Practice and the information was also available on the force intranet.

The Panel were also informed that 200 vehicles in the force had been fitted with a "black box" data recorder. The driver was required to swipe their ID card prior to driving the vehicle. The data recorder was a hard drive which would be accessed in the event of an incident and showed how the vehicle was being driven, whether sirens and lights activated.

**ORDERED** that:

1. Members accepted the report and were satisfied with compliance.

## TRAINING NEEDS AND PROPOSALS

The Head of Professional Standards informed the meeting that training had been put on hold as the 2008 regulations had not yet been put before Parliament. It was hoped that regulations were to be implemented by Summer 2008. Training would be national in conjunction with the IPCC. Training was currently available under the current regulations but would change once the 2008 regulations were passed.

**ORDERED** that:

1. Members agreed to wait for the 2008 regulations to be adopted prior to undergoing any training.

## DIP SAMPLING OF COMPLETED COMPLAINTS FILES – ADOPTION OF APA GUIDANCE

The Chair of the Complaints Panel sought Members agreement to adopt the APA Guidance on dip sampling of completed complaints files. (Guidance attached at Appendix A) Members discussed the guidance at the last meeting of the Complaints Panel on 31<sup>st</sup> October 2007 and ordered that a formal report be submitted to this meeting.

**ORDERED** that:

1. the guidance be adopted forthwith be agreed.
2. 20% of completed complaint files be selected for examination by the Panel each quarter.
3. Members of the Panel be responsible for selecting the files to be examined from a list of all files completed during the relevant quarter. Such a list would be provided by the Professional Standards Department.
4. The Chairman / Vice Chairman of the Panel should each quarter select and examine a number of files which had been classified as Direction and Control to satisfy themselves that those files had been correctly classified.

295

#### **AMENDMENT TO THE POLICE STAFF GRADING REVIEW PROCEDURE AND APPEALS PROCEDURE**

The Chair of the Panel sought Members agreement to amend the timescales within the Police Staff Grading Review Procedure and Appeals Procedure.

**ORDERED** that:

1. Members approved the following amendment to the Police Staff Grading Review Procedure and Appeals procedure with immediate effect:

*'In order to appeal the individual must complete a Grading Appeal Application Form, obtained from and returnable to the Police Authority Secretariat Manager. The completed form must be returned to the Secretariat Manager by the applicant within 28 days of receiving notification of their application from the Grading Review Panel. Any exemptions to the 28 days appeal period may be considered by the Chair of the Appeals Panel if he/she feels it is appropriate to do so'.*

296

#### **EXCLUSION OF THE PRESS AND PUBLIC**

**ORDERED** that pursuant to the Local Government Act 1972 the press and public be excluded from the meeting under paragraphs 1 & 7 of Part 1 of Schedule 12A to the Act.

297

#### **CIVIL CLAIMS**

The meeting discussed civil claims.

298

#### **HR ISSUES**

The meeting discussed HR issues.

299

**CASES FROM THE COMPLAINTS REGISTER**

Members of the Complaints Panel were shown the cases from the Complaints Register which they had previously selected.

300

**MINUTES OF THE STRATEGIC POLICING & PERFORMANCE PANEL HELD ON 31 JANUARY 2008**

**ORDERED** that the following minutes of the Strategic Policing & Performance Panel held on 31 January 2008 were submitted and approved.

**STRATEGIC POLICING & PERFORMANCE**

A meeting of the Strategic Policing & Performance Panel was held on Thursday 31 January 2008 commencing at 10.00 am in the Members Conference Room at Police Headquarters.

**PRESENT**

Miss Pam Andrews-Mawer, Mr Chris Coombs (ex officio), Mr Ted Cox JP, Mr Keith Fisher JP, Mr Aslam Hanif (Vice Chair), Mr Alf Illingworth TD JP, Councillor Ron Lowes and Mr Peter Race MBE (Chair).

**OFFICIALS**

Mrs Julie Leng and Mr Norman Wright (CE)  
Mr Ron Hogg, Mr Dave Pickard, Ms Anne-Marie Salwey and Miss Kate Rowntree (CC).

**ADDITIONAL MEMBERS**

Councillor Hazel Pearson OBE

301

**APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Dave McLuckie (ex officio).

302

**DECLARATIONS OF INTERESTS**

There were no declarations of interests.

**Action**

303

**MINUTES OF THE STRATEGIC POLICING AND PERFORMANCE PANEL HELD ON 27 NOVEMBER 2007**

The minutes were agreed as a true and accurate record.

304

**OUTSTANDING RECOMMENDATIONS**

**ORDERED** that:-

3. the Outstanding Recommendations be noted.

305

**FORCE PERFORMANCE REPORT**

The Temporary Assistant Chief Constable presented the update on force performance against the 2007-10 Corporate Policing Strategy and 2007-08 Local Policing Plan.

The appendix detailed actual performance from 1 October 2007 to 31 December 2007 and included sections on:-

- Recorded Crime and Detections Statistics
- Force Level Incident Statistics
- Force Level Arrest Statistics
- Policing Performance Assessment Framework (PPAF) Statutory Performance Indicators
- Time Series Performance Charts

The performance figures showed that the force continued to work to make good progress in reducing crime and increasing detections. Improvements in 10 of the 13 crime categories had been achieved and the detection rate had improved in 11 of the 13 crime categories.

The improvements detailed above in relation to recorded crime and sanction detection rates would assist to achieve the vision of 'Putting People First' and making our communities and neighbourhoods safer places to live and work.

**ORDERED** that:-

4. the force performance against the strategic policing objectives set out in the 2007-10 Corporate Policing Strategy and 2007-08 Local Policing Plan be noted.

306

#### **NATIONAL STANDARD FOR INCIDENT REPORTING (NSIR)**

The Deputy Chief Constable informed Members of the Force's current position with regard to compliance with the National Standard for Incident Reporting (NSIR).

Cleveland Police went live with NSIR on 1 April 2006 to record all non crime incidents using the National Incident Category List (NICL). The introduction of NSIR aimed to ensure Forces adopt a similar approach to recording incidents so meaningful comparisons could be made.

Progress towards compliance would be measured by the Force Incident Registrar and External Auditors.

There was a clear indication NSIR had been accepted and there was a desire to comply fully with the standard.

**ORDERED** that:-

7. the progress to date be noted.

307

#### **FORCE COMPLIANCE WITH THE NATIONAL CRIME RECORDING STANDARD (NCRS)**

The Deputy Chief Constable informed Members of the Force's current position with regards to compliance with the National Crime Recording Standard (NCRS).

The National Crime Recording Standard was introduced in April 2002 with the aim of promoting greater consistency between Police Forces in the recording of crime, requiring Forces to take a more victim oriented approach



to crime recording.

External data testing by the Audit Commission for 2006/07 was a 'light touch' approach as a result of the previous year's 'excellent' data quality assessment. Following the audit, advice was received that future internal audits should be focused in areas of concern or risk, rather than routine auditing.

It was reported that the NCRS audit arrangement continued to be very effective and efficient. With the continued development of NSIR this would support and improve performance in NCRS.

**ORDERED** that:-

1. the progress to date be noted.

308

## **MINUTES OF THE POLICY & RESOURCES / CORPORATE DEVELOPMENT PANEL HELD ON 7 FEBRUARY 2008**

**ORDERED** that the following minutes of the Policy & Resources / Corporate Development held on 7 February 2008 were submitted and approved.

### **POLICY & RESOURCES / CORPORATE DEVELOPMENT**

A meeting of the Policy & Resources / Corporate Development Panel was held on Thursday 7 February 2008 commencing at 10.00 am in the Members Conference Room at Police Headquarters.

PRESENT

Miss Pam Andrews-Mawer, Councillor Barry Coppinger, Mr Chris Coombs (ex officio), Mr Ted Cox JP, Mr Keith Fisher JP, Mr Alf Illingworth TD JP, Councillor Hazel Pearson OBE and Councillor Steve Wallace (Chair)

OFFICIALS

Mrs Julie Leng (CE)  
Mr Derek Bonnard, Mr Graeme Slaughter and Miss Kate Rowntree (CC).

ADDITIONAL  
MEMBERS

Councillor Ron Lowes

309

### **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Mr Aslam Hanif, Councillor Dave McLuckie (ex officio), Mr Peter Race MBE and Mr Sean Price.

310

### **DECLARATIONS OF INTERESTS**

There were no declarations of interests.

**Action**

311

## **MINUTES OF THE POLICY & RESOURCES / CORPORATE DEVELOPMENT PANEL HELD ON 17 JANUARY 2008**

The minutes were agreed as a true and accurate record.

312

### **OUTSTANDING RECOMMENDATIONS**

**ORDERED** that:-

1. the Outstanding Recommendations be noted.

313

### **BUDGET MONITORING REPORT TO 31 DECEMBER 2007**

The Temporary Assistant Chief Officer (Finance and Commissioning) presented the report. Members had approved a Net Budget Requirement (NBR) of £119,737k and budgeted revenue expenditure of £138,835k, the balance of expenditure being funded by specific grants, other income and transfers from reserves at their meeting on 23 February 2007. This report sets out the progress against delivery of that budget and was part of the process introduced by the Authority to maintain prudent financial management.

The current forecast was for a year-end underspend of £1m after allowing for Member's authorisation to spend £400k on Performance Improvement Initiatives. This was £100K less than reported to Members in Period 8.

Budgets are being actively managed to ensure that material variances do not develop and that operational objectives are delivered. No material financial risks, other than those set out in the Risk Monitor at Appendix D, had been identified.

#### **ORDERED that:-**

1. the contents of the report be noted.
2. any underspendings that develop during the year be used to reduce the planned transfer of £1.7m from General Fund during this financial year to enable additional support to be provided to revenue in 2008/09 consistent with the draft LTFP considered by Members at their briefing meeting on 14 January 2008 be agreed.
3. Members continued to support the proper implementation of the pay award for Police Officers to be back dated to 1 September 2007 and any monies identified would be set aside until this issue was resolved.

**ACO (F & C)  
Chief  
Executive**

314

### **CAPITAL MONITORING REPORT TO 31 DECEMBER 2007**

The Temporary Assistant Chief Officer (Finance and Commissioning) presented the progress against the delivery of the Capital Programme to date. Members had approved the Capital Programme and the Capital Plan for 2008/10 at their meeting on 23 February 2007. This report made recommendations to amend the approved plan.

#### **ORDERED that:-**

1. the contents of the report be noted.
2. the carry forward of the following budgets totaling £694.0K to 2008/09 be approved:-
  - Hartlepool Custody & Refurbishment £681.0k
  - Fleet Replacement £13.0k

**ACO (F & C)**

3. the following underspends totaling £59.9k be added back to the unallocated funding:

▪ Holmes 2 servers	£33.4k
▪ E-mail Archive Manager	£10.3k
▪ IEE Re-wiring	£16.2k

315

#### **TREASURY MANAGEMENT TO 31 DECEMBER 2007**

The Temporary Assistant Chief Officer (Finance and Commissioning) updated Members on the status of the Authority's investments and borrowing. Members had agreed an investment strategy for 2007/08 at their meeting on 23 February 2007.

The Authority manages its cash resources in a low risk yet highly liquid manner. Returns on the investments were very competitive given that no risk was taken and the funds were only invested in the short term.

**ORDERED** that:-

1. the contents of the report be noted.

316

#### **EXEMPTIONS UNDER STANDING ORDER NO.4**

The Temporary Assistant Chief Officer (Finance and Commissioning) presented the quarterly report detailing the exemption requests to Force Standing Orders.

**ORDERED** that:-

1. Members noted that Standing Orders had been waived and the details of the exemptions were included in Appendix A to this report.



# CLEVELAND FIRE AUTHORITY

## MINUTES OF ORDINARY MEETING HELD ON

FRIDAY, 28 MARCH 2008

- PRESENT:**
- CHAIRMAN:**  
Councillor Mrs Brenda Forster – Redcar & Cleveland
- HARTLEPOOL BOROUGH COUNCIL:**  
Councillors Cook, Payne
- MIDDLESBROUGH COUNCIL:**  
Councillors Ismail, Jones, Porley, Pearson, Williams, Clark
- REDCAR AND CLEVELAND BOROUGH COUNCIL:**  
Councillors Cooney, Dunning, Briggs
- STOCKTON ON TEES BOROUGH COUNCIL:**  
Councillors Dixon, Kirton, O'Donnell, Stoker, Salt, Woodhead
- AUTHORITY OFFICERS:**  
Clerk, Deputy Clerk, Treasurer, Legal Adviser,
- AUDIT COMMISSION:**  
S Nicklin, C Tyrrell
- FIRE BRIGADE OFFICERS:**  
Chief Fire Officer, Executive Director, Assistant Director of Performance
- APOLOGIES FOR ABSENCE**
- Councillor Henery (Hartlepool)  
Councillor Roberts (Stockton on Tees)

**160. DECLARATIONS OF MEMBERS INTEREST**

It was noted no declarations of interest were submitted to the meeting.

**161. CHAIRMAN'S ANNOUNCEMENTS**

The Chairman welcomed Karen Winter, Assistant Director of Performance to the meeting.

The Chairman congratulated Mr Tony Brown on his retirement as Legal Adviser to the Authority and thanked him for his help, support and commitment over the last 12 years.

**162. MINUTES**

**RESOLVED** - that the Minutes of the Cleveland Fire Authority Meeting held on 25 January 2008 be confirmed.

**163. MINUTES OF COMMITTEES**

**RESOLVED** - that the Minutes of the Policy Committees held on 18 January and 7 March 2008, Standards Committee held on 5 February 2008 and Tenders Committee held on 18 January 2008 be confirmed.

**164. AUDIT COMMISSION'S ANNUAL AUDIT & INSPECTION LETTER**

Mr S Nicklin and Ms C Tyrrell from the Audit Commission presented the Annual Audit and Inspection letter, which provided an overall summary of the Audit Commission's assessment of Cleveland Fire Authority. The letter included a review of how well the Authority has progressed, a service assessment and an assessment of how well the Authority has managed its finances. Mr Nicklin reported that the Audit Commission's overall judgment was that Cleveland Fire Authority is improving well and the Authority has sound arrangements in place to manage its financial position and it has achieved planned savings whilst improving service performance in priority areas. He reported that progress has been made in equality and diversity in achieving external accreditation at level 3 of the Equality Standard. Mr Nicklin reported that in order to ensure continuous improvement the Authority needs to develop a more strategic approach to partnership working; Review recruitment procedures and other publicity to improve diversity of the workforce and consider further regional collaboration in procurement to reduce costs

Members discussed improving the diversity of the workforce and expressed their concerns regarding the unattainable targets for female firefighters. The Executive Director stated that recruitment was organised on a regional basis and that the majority of applicants are not women or members of the BME community and the Authority are increasing their efforts to encourage applications from these groups. He also informed Members of the changes in the way the targets will be reported in future which will make them more attainable to the Authority.

Councillor Briggs reported that the report did not mention the co-responder scheme and also referred to the comments regarding our targets in spite of all the positive action taken to increase our recruitment of female firefighters and BME and sought clarification of where improvements could be made. Mr Nicklin stated that it is about getting these groups interested in the first instance. The Executive Director reported that different approaches and techniques were being investigated in order to improve applications from female and the BME community.

**RESOLVED - that the Audit Commission's Annual Audit & Inspection Letter be noted.**

**165. TO RECEIVE THE REPORTS OF THE CHIEF FIRE OFFICER  
REGIONAL MANAGEMENT BOARD MEETING – 22 FEBRUARY 2008**

- 165.1 FireControl Project Update**
- 165.2 NEFRA PFI Collaborative Project - update**
- 165.3 RMB Reports for Information**

The Chief Fire Officer asked that the above reports be deferred to a future meeting

**RESOLVED - that the RMB Reports be deferred to a future meeting and the circulation of RMB information be considered within the Governance review.**

**166 TO RECEIVE THE REPORTS OF THE EXECUTIVE DIRECTOR**  
**166.1 Equality Scheme**

The Executive Director informed members that the Brigade's Equality Scheme had been reviewed and had been recommended for approval by the Policy Committee. He informed members that the Equality Scheme incorporates the Brigade's statutory responsibilities as both an employer and service provider reflecting its obligations in respect of equality legislation, including Race, Disability, Gender Equality, Sexual Orientation, Age and Religion or Belief. As the Scheme is reviewed on an annual basis it is intended to be a 'live' document responding to new legislation, changes to Brigade strategies and priorities and the changing needs of developing communities.

**166.1 Equality Scheme**

The Executive Director drew member's attention to the Action Plan which will be monitored at the Performance Scrutiny Committee. Councillor Pearson requested that page numbers be added to the document.

**RESOLVED**

- (i) that the Equality Scheme be approved.**
- (ii) that page numbers be added to the scheme.**

**166.2 Integrated Risk Management Plan (IRMP) 2008-2011**

The Executive Director sought approval of the final Integrated Risk Management Plan 2008-2011 prior to publication. The Plan includes the prioritised options for financial savings, as considered by the Policy Committee on 7 March 2008 and takes into account consultation feedback and Senior Management option appraisals of the draft proposals. The requirement for these savings is due to the financial pressures being exacted upon the Authority following changes to the way the Government funds the Fire and Rescue Services. He reported that he had attended and given detailed presentations at 3 councils and that the local MP's had been extremely supportive regarding shortfall in funding. The Fire Brigades Union response was also included within Appendix 1.

The Executive Director reported that the Senior Management Team appraised the options set out in the IRMP using a decision support analysis tool to ensure that a balanced and feasible judgement is arrived at in relation to the potential impact on community safety; potential impact on organisational performance; likelihood for releasing sustainable resources and potential impact on service and safety. He reported that the options have been written as statements of intent and will be subjected to business cases and further consultation, where appropriate prior to a final decision being taken by the Authority. The final options in priority of order, as considered by the Policy Committee, are included in the Authority's IRMP 2008-11 in Appendix 4.

Councillor Pearson stated that she hoped thorough consideration be given to the Marine Station and sought information regarding a large fire the crews had attended in South Bank, to which the Executive Director responded. Councillor Williams requested clarification as to how the £560,000, which represents the savings to be made in 2008/09, is made up. The Executive Director advised that as we have a 3 year medium term budget plan it is not immediately evident as there may be parts of differing options combined in order to achieve the savings required. See appendix 3.

Councillor Dunning referred to the 9.9% increase in Council Tax from the Police and whether we could have set a higher council tax. The Treasurer responded that there are two sets of criteria that need to be triggered in order for capping to take place. The Authority would not have triggered both criteria so would not have been capped. However, an increase of this level would not solve the budget issues in the long term.

**RESOLVED –**

- (i) That the outcomes of the consultation on the draft IRMP (2008-11) were noted**
- (ii) That the outcomes from the options appraisal work were noted**
- (iii) That the final IRMP 2008-11 and the prioritised order of options for financial savings contained within it be approved subject to minor amendments**
- (iv) That it was noted that the prioritised options were written as statements of intent that will be subjected to business cases with further consultation, where appropriate, prior to being submitted to the Fire Authority for a final decision**

**166.3 Executive Directors Information Pack – March 2008**

- 165.3.1 Fire and Rescue Service Circulars
- 165.3.2 National Joint Circulars
- 165.3.3 Employers Circulars

**RESOLVED - That the report be noted**

**167 TO RECEIVE THE REPORT OF THE SCRUTINY SERVICE DELIVERY CHAIR  
Chair's Information Pack**

The Chairman informed members that members of the Scrutiny Service Delivery Committee together with some members of the Executive Committee had visited the Wilton 10 Site on Friday 15 February 2008. The visit was organised in order to scrutinise the emergency planning in place on the site and it included a tour of the site and a visit to the Wood Burning Power Station. Positive feedback from the visit has been received with expressions of interest for a further visit to be arranged in twelve months time.

**RESOLVED - That the report be noted.**

**168 TO RECEIVE THE REPORT OF THE PERFORMANCE SCRUTINY CHAIR  
Chair's Information Pack**

The Chairman informed Members that the following reports were scrutinised at the Performance Scrutiny Committee Meeting on 29 February 2008 -

- 168.1 Third Quarter Performance Summary Report 2007/08
- 168.2 Audit Commission's Annual Governance Report 2006/07
- 168.3 Annual Governance Statement
- 168.4 Internal Audit Plan 2008/09
- 168.5 Draft Annual Audit & Inspection Letter
- 168.6 Co-responder Report

**RESOLVED - That the report be noted.**

**169 TO RECEIVE THE REPORTS OF THE CLERK TO THE AUTHORITY  
169.1 A Review of CFA Governance Arrangements**

The Clerk informed members that it has been 3 years since the last review of CFA Governance arrangements and following recent guidance received from the Audit Commission, the committee structure has been updated in order to reflect the changing needs of the Fire Service and the Authority's continued journey to excellence.

The Clerk sought member's views as to the proposed committee structure, individual Member Champions and the Monitoring Officer and Legal Services arrangements following the retirement of Mr J A Brown.

Members sought clarification on the new role of the Audit and Governance Committee and additional Standards Committee and discussed the role of member champions.

The Legal Adviser informed Members that he had been asked to consider the possibility of CFA Members being appointed for a 4 year term of office and informed Members that it was the constituent Councils duty to determine the term of office. He reported that an understanding could be reached with this Authority and the 4 constituent Councils regarding this issue.

#### **169.1 A Review of CFA Governance Arrangements (cont)**

The Legal Adviser also raised the issue of appointments to the CFA being made on a basis of proportionality across the Cleveland Authority area which had been the accepted practice since 1996 although this was not statutory. He advised that it had been suggested that CFA appointments now be made based on the Borough Councils own political composition rather than across the Cleveland area. Members requested further reports be prepared on the above two issues in order to clarify matters.

The Deputy Clerk sought Members views regarding the receipt and circulation of RMB and the North East Fire Control Company (NEFCC) (formerly known as LACC) information. Members reported that the NEFCC report direct to the CFA rather than via the RMB and that only RMB papers which were relevant to the Authority be presented in future. Members agreed that the recommendations 2.1 to 2.12 as set out in the Clerk's report be approved.

#### **RESOLVED:**

- (i) That the revised Committee Structure as outlined in paragraph 7.1 and the associated terms of reference, delegated powers and quorums as detailed at Appendix 1 to the report are approved.
- (ii) That the new governance and Committee structure be implemented on 6 June 2008.
- (iii) That the term in office of the Chair and Vice Chair of the Authority continues to be 2 years in accordance with the information framework as details in paragraph 5.1 and Appendix 2.
- (iv) That the role of CFA Members as outlined within the "Guide to Members Roles" be updated to reflect this Review and is approved.
- (v) That the Governance Arrangements (Delegation Scheme) are approved with the addition of the appointment Process for Area Managers.
- (vi) That the representation on the Regional Management Board, NE Fire Control Company Ltd and other Outside Bodies as outlined in Appendix 3 are approved.
- (vii) That bi-monthly briefings continue prior to full CFA meetings.
- (viii) That regular briefings continue between the Chairman and the Chief Fire Officer.
- (ix) That the committee diary for 2008/09, as detailed in Appendix 4 is approved.
- (x) That Mr P Devlin, currently the Deputy Monitoring officer, is appointed as temporary Monitoring Officer of Cleveland Fire Authority until the Authority's Annual Meeting on 6 June 2008.
- (xi) That a report be presented to the Annual Meeting on 6 June 2008 on the Monitoring Officer/Legal Adviser role and on the Legal Services SLA.
- (xii) That all membership changes arising from Annual Meetings of constituent Councils be implemented from the date of the Fire Authority Annual Meeting.
- (xiii) That a report be prepared and presented to CFA with regard to the issues of Terms of Appointment of CFA Members and the political composition of Authority Members.
- (xiv) That only RMB reports relevant to the CFA be presented at CFA Meetings.
- (xv) That information from the NEFCC be reported to CFA meetings.

#### **169.2 Member Development Programme 2008/09**

The Clerk sought approval from members with regard to the Member Development Programme for 2008/09 and reported that the detailed programme would be presented at the Annual Meeting on 6 June 2008.

**RESOLVED – that the Member Development Programme for 2008/09 be approved.**



**169.3 Clerk's Information Pack**

- 169.3.1 Director of Fire and Resilience,
- 169.3.2 LGA Annual Fire Conference and Exhibition

**RESOLVED - The report be noted.**

**170. ANY OTHER BUSINESS**

The Chairman congratulated Mr Paul Joyce, Director of Business Development on his retirement after 34 years service to the Brigade. The Chairman on behalf of CFA thanked Mr Joyce for his support and outstanding commitment he had given which had been most appreciated. Members echoed the Chairman's sentiments and wished Mr Joyce a happy and healthy retirement.

**171. LOCAL GOVERNMENT (ACCESS TO INFORMATION ACT) 1985**

**RESOLVED – “that under Section 100(A) (4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business, on the grounds that it involves the likely disclosure of exempt information as defined in paragraphs 1, 3 and 4 of Schedule 12A to the Act namely information regarding an individual; information relating to the financial or business affairs of any particular person (including the authority holding the information), and paragraph 3a namely information furnished to the Authority by a Government department upon terms (however expressed) which forbid the disclosure of the information to the public”.**

**172. CONFIDENTIAL MINUTES**

**RESOLVED – that the Confidential Minutes of Executive Committee (Appeals) 3 January 2008, Policy Committee 7 March 2008 and Tenders Committee 18 January 2008 be confirmed.**

**173. TO RECEIVE THE REPORT OF THE CHIEF FIRE OFFICER  
REGIONAL MANAGEMENT BOARD MEETING – 22 FEBRUARY 2008  
RMB Report for Information**

**RESOLVED - that the RMB Report be deferred to a future meeting.**

**174. TO RECEIVE THE REPORT OF THE EXECUTIVE DIRECTOR**

**174.1 Corporate Assessment : Recategorisation**

The Executive Director sought members' direction on the Authority's response to the Audit Commission's draft Assessment Report.

**COUNCILLOR MRS BRENDA FORSTER JP  
CHAIRMAN**

**COUNCIL**  
19 June 2008



**Report of:** Chair of the Scrutiny Coordinating Committee

**Subject:** OVERVIEW AND SCRUTINY ANNUAL REPORT  
2007/08

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**1. PURPOSE OF REPORT**

- 1.1 To present the Authority's Overview and Scrutiny Annual Report for 2007/08 to Council (booklet attached), which outlines how the Overview and Scrutiny Function has developed and highlights the key areas of work undertaken by each of the Scrutiny Forums over the past year.

**2. BACKGROUND INFORMATION**

- 2.1 As outlined in the Authority's Constitution, it is a requirement of the Overview and Scrutiny Function to produce an Annual Report, detailing the work of the Scrutiny Co-ordinating Committee and the four standing Scrutiny Forums that has been undertaken during the last 12 months together with suggested developments etc for the forthcoming year.
- 2.2 In my fourth year as Chair of the Scrutiny Co-ordinating Committee it gives me great pleasure to introduce Hartlepool's third Overview and Scrutiny Annual Report for the 2007/08 Municipal Year for Council's consideration.
- 2.3 The Annual Report will also be despatched to key stakeholders and placed in key venues of public interest for information purposes.

**3. RECOMMENDATION**

- 3.1 That Council considers the Authority's Overview and Scrutiny Annual Report for the 2007/08 Municipal Year (booklet attached).

**COUNCILLOR MARJORIE JAMES**  
**CHAIR OF THE SCRUTINY CO-ORDINATING COMMITTEE**

June 2008

**Contact Officer:-** Charlotte Burnham – Scrutiny Manager  
Chief Executive's Department - Corporate Strategy  
Hartlepool Borough Council  
Tel: 01429 523 087  
Email: charlotte.burnham@hartlepool.gov.uk

## **BACKGROUND PAPERS**

No background papers were used in the preparation of this report.



## Overview & Scrutiny Annual Report 2007/08

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## FOREWORD



After another busy and interesting year, I am pleased to introduce the Council's third Overview and Scrutiny Annual Report for 2007/08.

This Annual Report outlines how the Council's Overview and Scrutiny Function continues to develop and highlights

the key areas of work undertaken by each of the Scrutiny Forums during the last 12 months.

In Hartlepool, Overview and Scrutiny continues to be a major role for frontline Councillors and is an opportunity to influence policy and drive up performance for the benefit of all those who live, work and visit the town.

One of the main principles of Overview and Scrutiny is to ensure our efforts add value to the work of the Council and its partners. This is by no means an easy task. Through the work of our Overview and Scrutiny Committees we have endeavoured to tackle issues that will make a difference to the lives of local people such as investigations into transport links to hospital services, future regeneration opportunities for Seaton Carew and the much debated Momentum: Pathways to Healthcare project that will result in both the building of a new hospital to serve the North Tees area and the significant transformation of community-based healthcare services.

As a result of the allocation of additional funding to support the work of the Overview and Scrutiny Function during this current financial year, we have where appropriate commissioned independent and specialist advice as part of the evidence gathering processes for a handful of investigations. In doing so, the funding has been wisely spent and in the long-term will result in improved outcomes and services.

I firmly believe our success lies in the freedoms, flexibilities and creativity that our Scrutiny processes and practices allow.

In fact one of the memorable achievements of this year was being shortlisted for the Council of the Year Award, for our commitment to giving young

people a strong voice through their co-option onto our Children's Services Scrutiny Forum. As part of the Children and Young People's Services Awards 2007, this led to significant national recognition as one of three local authorities that have made the greatest progress in shaping its services to be young-person centred.

Both in looking back at the achievements of the last 12 months and in anticipating further improvements ahead, Overview and Scrutiny in Hartlepool would not have the voice it has today in both the Council and local NHS decision making processes without the invaluable contributions of Elected Members, Resident Representatives, Co-optees, Officers, members of the public, local agencies and regional bodies. Effective Scrutiny when done well leads to more effective decision-making that champions the best interests of the community.

It is on this note that I must thank all who have taken part in one way or another in our Overview and Scrutiny arrangements in helping us achieve this.

Finally, I look forward to another challenging and successful year ahead together with the opportunities offered through new and pending legislative changes that will place further responsibilities on the Council's Overview and Scrutiny Function.

*MA James*

**Councillor Marjorie James**  
**Chair of Scrutiny Co-ordinating Committee**



## PART ONE

### Introduction to Hartlepool's Overview & Scrutiny Function

Overview and Scrutiny was introduced by the Local Government Act 2000 and seeks to reflect the voice and concerns of the public in challenging the ways in which public services are delivered and Government policy is developed.

Developing this function has been a challenging task. However, since its introduction Overview and Scrutiny has continually evolved and significantly added value to the work of Local Authorities.

Overview and Scrutiny has the following functions:-

- Policy development and review
- Holding the Cabinet to account
- Investigating issues of local concern
- External Scrutiny (Health)

Overview and Scrutiny is objective and constructive, aiming to add value to any area it considers. Scrutiny is based on an evidenced process of exploration and deliberation which leads to Scrutiny Forums constructing reports and putting forward recommendations to the Authority's Cabinet and Council to advise on policies, budget and service delivery.

Overview and Scrutiny in Hartlepool operates in a non party political way and consists of five Scrutiny Forums, each with a specific remit based upon the Council's departmental structure.

Our Scrutiny investigations cover a wide range of topics and complex issues, ranging from specific local problems to broader issues of public concern, as well as the corporate themes being addressed by the Council.

The Scrutiny Co-ordinating Committee and the four standing Scrutiny Forums call upon Council Officers, Cabinet Members, expert witnesses, service users and best practice from other Local Authorities to answer questions and provide evidence about the issue being scrutinised.

Each Forum collates evidence to help them make recommendations to the Cabinet or full Council, and the length of a Scrutiny investigation will differ depending upon the issue being scrutinised.

We encourage community involvement at all stages of our Scrutiny investigations and continue to employ a variety of methods to gather residents views.

Overview and Scrutiny here in Hartlepool also engages with external partners and other organisations to obtain evidence in relation to Scrutiny investigations and to develop working arrangements of benefit to the Council as a whole.

**The diagram on the opposite page details the structure of the Overview and Scrutiny Function in Hartlepool.**





## Overview &amp; Scrutiny in Hartlepool

**Children's Services Scrutiny Forum**

Considers issues relating to (specialist) intervention, targeted (prevention) and universal services for children and young people.

**Neighbourhood Services Scrutiny Forum**

Considers issues relating to property, technical services, environmental services, emergency planning, public protection and housing.

**Scrutiny Co-ordinating Committee**

Involved in the Call-In process, conducting cross cutting reviews, considering financial and corporate issues, co-ordinating the Overview and Scrutiny Annual Work Programme and responsible for relaying Final Reports to the Authority's Cabinet and Council.

**Adult & Community Services & Health Scrutiny Forum**

Considers issues relating to specialist targeted and universal services in relation to Adults, Culture and Leisure and exercises the powers of the Health and Social Care Act 2001 in considering the provision of Health Services at both local and regional levels.

**Regeneration & Planning Services Scrutiny Forum**

Considers issues relating to regeneration, the Community Strategy, building control, development control, economic development, landscape and conservation, strategic housing and community safety.





## PART TWO

### The Overview & Scrutiny Work Programme For 2007/08

#### Scrutiny Co-ordinating Committee



Once again this has been a very demanding and challenging year for the Scrutiny Co-ordinating Committee having covered a very broad range of issues. Some have been visible to the public but others perhaps less tangible, but nevertheless important to the effective operation of the Council.

During my third year as Chair of this Committee, much of our work has been devoted to the budget setting process for 2008/09 and the performance and strategic direction of the Council. In addition to this we have focussed on a light touch review of the Authority's postal service, which resulted in recommendations being made around the centralisation of the service and potential efficiency savings.



The Committee has continued to follow and monitor the progress of the Council's School Transformation Programme. This is a very exciting opportunity that will provide many future generations of the children and young people of Hartlepool with state of the art educational facilities, through multi-million pound investment.

A Working Group was also established to consider the Council's on-going work surrounding local single status negotiations together with a revised pay and grading structure for its employees to be implemented later this year.

Furthermore, the Committee was actively involved

in the production of the Council's formal response to the Post Office Limited Network Change Programme. In support of maintaining the three branches proposed for closure in Hartlepool, namely Elwick Road, Hart and Raby Estate Branches, the views of local people were heard. The evidence presented at the meeting illustrated that the Post Offices proposed for closure in Hartlepool provide an essential service to their communities and for many, Post Offices are a lifeline and without them many people will become increasingly isolated. We await the outcome of the Council's formal response to the consultation process and whether the additional information provided to Post Office Limited will save the identified Post Offices from closing.



We concluded the year with the undertaking of a Referral from the Cabinet into the town's CCTV provision which will inform a more detailed investigation into issues relating to partnership working, funding, camera locations, renewals and maintenance by the Regeneration and Planning Services Scrutiny Forum in the 2008/09 Municipal Year.

In drawing the year to a close, 2008/09 promises to be as equally as challenging a year and I look forward to helping achieve resident focused improvements to local public services.

I would finally like to offer my personal thanks to my Vice Chair, Councillor Jane Shaw, who has represented me at Cabinet meetings throughout the year, the Chairs of the Scrutiny Forums, Charlotte Burnham and the Scrutiny Team.

**Councillor Marjorie James**  
**Chair of Scrutiny Co-ordinating Committee**

## Neighbourhood Services Scrutiny Forum



The Neighbourhood Services Scrutiny Forum has had an extremely successful year starting with an investigation into School Meals and finishing off with a detailed examination of Transportation Links to Hospital Services and Neighbourhood Services Department Transport Provision.

Jamie Oliver has obviously shifted the focus of the nation towards what our young people are eating on a daily basis in schools, but the provision of School Meals to the young people of Hartlepool was something that the Forum (excuse the pun) really enjoyed getting their teeth into. Members heard very detailed evidence about the take-up of school meals both in our local Primary and Secondary Schools. Pleasingly take-up has increased since 2005 with over 62% and over 54% of our respective Primary and Secondary School children taking up the option of school meals.



Members of the Forum took time out to see school meals being served and after gathering more evidence from head teachers, teachers, youth workers and the young people, this Forum was more than happy to congratulate the Catering Service on the quality, variety and cost of the service provided over the years. Cabinet endorsed our recommendations and we will continue to monitor with interest the progress made over the next year.

Our second topic was the consideration of 'Transportation Links to Hospital Services and Neighbourhood Services Department Transport Provision'. This emotive topic was aided by evidence gathering from a number of sources including our local MP, relevant local NHS bodies, Stagecoach and a vision of what the future may hold from the Tees Valley Joint Strategy Unit and the development of the Council's own Integrated Transport Unit.

Members also took it upon themselves to experience the difficulties faced by anyone wishing to utilise public transport to get to James Cook or North Tees Hospitals, and although I did not 'count them all out and count them all in', I am pleased to say that all Members who undertook such journeys, were able to feedback their experiences.



The recommendations produced a way forward ranging from the future involvement of this Council and affected neighbouring authorities in assessing the accessibility of any proposed new hospital site, options for continuing to run the H1 bus service between hospital sites to the promotion of the Hospital Travel Cost Scheme. With the creation of a new hospital serving Hartlepool on the horizon, this Forum's investigation I am sure will enhance this planning process and will hopefully 'iron out' any transportation issues before they arise.

I think as a Scrutiny Forum we can build on our successes this year and look forward to the new challenges and exciting opportunities that we may face in 2008/09.

**Councillor Stephen Akers-Belcher**  
**Chair of the Neighbourhood Services Scrutiny Forum**



## Children's Services Scrutiny Forum



The Children's Services Scrutiny Forum selected the issue of Access to Recreation Activities for Children and Young People as its main investigation for the 2007/08 Municipal Year.

The Forum wasted no time in commencing its investigation and insisted from the beginning that community involvement played a key part in the process. We were delighted to find that outside providers, residents and representatives from local community groups were exceptionally keen to be involved in the investigation. As Chair of the Forum, I can say that their input was key in helping the Forum obtain an understanding of the various types of recreation activities available, what is needed and the issues affecting their provision. This understanding was vital in the production of a series of balanced recommendations, to enhance the current and future provision of recreation activities for children and young people in the town.



Our decision to identify one main investigation for this year meant that we were able to respond to a referral from the South Neighbourhood Consultative Forum regarding the sustainability of externally funded community initiatives in schools.

We continue to be open to the use of innovative methods for the presentation of information,

including the use of 'mind mapping' by witnesses and co-opted young people, and in this instance the expertise of an independent Sports Consultant was utilised. The Consultant's work prompted a series of recommendations that will impact in the long term on policy and operational provision in relation to externally funded community initiatives.



The Forum has this year continued to develop its 'ground breaking' scheme for the involvement of young people in Scrutiny with the co-option of young people onto its membership. I am pleased to be able to say that our young people have again succeeded in providing a new and 'first hand' perspective on the Forum's work.

In addition to this, I am very proud to be able to say that, although we were piped at the post the innovation of this scheme resulted in us being considered for a 'Children and Young People Now' Award, as shown in the picture above.

As Chair of the Forum, I am pleased to be able to say that in terms of this year's work programme we have once again completed our investigations in time for the end of the Municipal Year. I believe that we have during the course of this year achieved many positive and constructive outcomes from our Scrutiny investigations and we look forward to continuing our good work into 2008/09.

**Councillor Jane Shaw**  
**Chair of the Children's Services Scrutiny Forum**

## Regeneration & Planning Services Scrutiny Forum



The Regeneration and Planning Services Scrutiny Forum selected 'The Availability of Good Quality Affordable Rented Social Accommodation' and 'Seaton Carew's Regeneration Needs and Opportunities' as its two investigations for the 2007/08 Municipal Year. The Forum has also kept a watchful eye on the delivery of its previous recommendations by monitoring the progress of former investigations into Railway Approaches, Youth Unemployment and Private Sector Rented Accommodation and Landlords.

The Forum wasted no time in considering the Availability of Good Quality Affordable Rented Social Accommodation as its first investigation for 2007/08. Members were extremely keen to look at this matter and I am pleased to say that the importance of the issue was reflected in the enthusiasm with which evidence was provided by residents, Cabinet Members, Social Landlords and the Town's MP. Evidence gathered during the course of the investigation demonstrated the importance of social rented accommodation as one of a number of ways of providing good quality affordable accommodation within the wider housing market and led to the formulation of a number of significant recommendations. These included the development / change of local policy to require the provision of affordable accommodation in all new housing developments and policy for the disposal of Council land.



Members undertook their second investigation into Seaton Carew's Development Needs and Opportunities with characteristic enthusiasm and from the beginning were successful in involving Seaton Carew residents and Ward Councillors, through open discussions at each Forum meeting and a very well attended public Focus Group session. The views expressed assisted the Forum in formulating its recommendations and conclusions, including the importance of 'year round' community facilities for residents alongside activities for visitors. It was also clear the emphasis needed to be placed upon making the most of what the area already has to offer.



As Chair of the Forum, I am very proud of our success this year in generating public interest in our investigations, through the local press / TV / radio, community buildings and libraries, the town's Neighbourhood Consultative Forums and various local community groups. In achieving this, recognition must be given to the importance of topic selection and my Forum will next year aim to maintain its focus on issues of real value and interest to the Council, Councillors and local residents

In summary, the Forum has had a busy and constructive year working in partnership with a variety of organisations and the community and we are looking forward to continuing our good work into 2008/09.

**Councillor Shaun Cook**  
**Chair of the Regeneration and Planning Services Scrutiny Forum**



## Adult & Community Services & Health Scrutiny Forum



It has been a very busy year for the Adult and Community Services and Health Scrutiny Forum. The remit of this Forum is vast and this has often lead to difficult decisions about what can and cannot be included into its work programme. This year was no exception.

The major investigation for 2007/08 was into the Primary Care Trust's (PCT) withdrawal of Emergency Care Practitioner services from the Wynyard Road Health Centre. This was a referral from the Council's South Neighbourhood Consultative Forum, in which both Elected Members and residents had expressed serious concerns at the loss of a service they considered integral to the Wynyard Road site.

The investigation worked with a broad range of stakeholders including the PCT, Ward Councillors, residents and health professionals. It was clear from an early stage that there was significant unrest at the very sudden and unannounced withdrawal of these services and clear differences of opinion between the various stakeholders about the issue.

It was therefore decided to utilise Overview and Scrutiny's newly assigned budget to bring in independent expertise, in the form of the University of Birmingham, to assist the investigation. They set about conducting a series of interviews with all major parties, reporting their findings back to the Forum.

The outcome of this investigation was both positive and constructive; it highlighted communication issues on behalf of the PCT in terms of the planning, delivery and withdrawal of the service and focussed towards the improvements required for future urgent care provision in Hartlepool. The findings and recommendations were fully supported by the PCT.

Elsewhere the Forum also scrutinised the much debated Momentum: Pathways to Healthcare project, which came from the recommendations of the Independent Reconfiguration Panel to restructure hospital services in Hartlepool and Stockton.

This is a seven year programme that will result in both the building of a new hospital to serve the North Tees area and the significant transformation of primary healthcare services. The Forum has

worked closely with the PCT and the newly formed Foundation Trust to ensure that all aspects of planning at this early stage of the project are closely scrutinised and that public involvement through the Forum is maximised. The Forum has agreed a rolling programme over the coming years that will maintain our close involvement in this vital and wide-ranging reform of the town's healthcare provision.

We have also worked hard to develop and improve working relationships with the NHS. It is clear that, especially with regard to the PCT, this is beginning to bear fruit and one of the Forum's key aims for the forthcoming year will be to develop these relationships still further with the goal of agreeing consultation protocols between Scrutiny and the NHS.



The reform of the NHS locally, regionally and nationally continues to accelerate and the next 7-10 years will see some of the biggest changes that Hartlepool and the wider region has ever seen in the way that healthcare is provided. In light of the increasing burden which these changes have placed on the Forum and the need to ensure that the best interests of Hartlepool are reflected, the Forum will be split into two next year: The Health Scrutiny Forum – to scrutinise the work of external health bodies and the Adult and Community Services Scrutiny Forum - whose primary focus will be the internal work of that Council department.

This change will mean that Scrutiny can continue to improve over the coming years and face the challenges of the future in a comprehensive and constructive way.

**Councillor Jonathan Brash**  
**Chair of the Adult & Community Services & Health Scrutiny Forum**

## PART THREE

## Empowered Communities: Co-option of Local Resident Representatives &amp; Young People

People in Hartlepool want choice over the services they receive, influence over those who provide them and higher service standards.

In ensuring this happens we have been the first Council in the country to have formally secured the participation of local resident representatives and young people as Co-opted Members onto our Overview and Scrutiny Committees during recent years.

In doing so, our Overview and Scrutiny Function has been further strengthened, firstly by focusing on the things that really matter to people in Hartlepool with a view to improving outcomes and secondly by capturing the strengths and talents of such individuals through greater resident participation.

By way of illustration, outlined below is a selection of views from such dedicated individuals as part of their enhanced role in the Overview and Scrutiny process:-



'As a Resident Representative, for the last four years, I have sat on the Adult and Community Services and Health Scrutiny Forum and have been involved in a wide range of Scrutiny investigations. As a resident of the town, I welcome the chance not only to be able to have an input into the Scrutiny process, but also to see it work in action.'

Mary Green

'I have found that being a member of the Neighbourhood Services Scrutiny Forum a very insightful and positive experience. The investigations that I have been involved with in the past year have included the Provision of School Meals in Hartlepool, monitoring the progress of the Council's Recycling Scheme and Transport Links to Local Hospital Sites, among others. I am particularly interested in the recycling programme as I have always been concerned with the environment and protecting the earth. I think that Hartlepool Borough Council's recycling programme is carried out well.'

Ann Butterfield

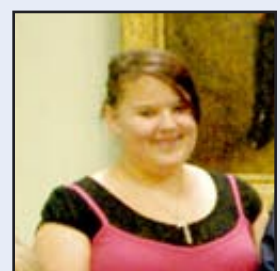


'Being part of the Scrutiny Forums puts you at the heart of the democratic processes in Hartlepool. I was also elected onto the Scrutiny Co-ordinating Committee which gives me an additional chance of influencing the Final Reports.'

Iris Ryder

'It is really rewarding being part of investigations and getting outcomes that involve young people, Councillors and who they represent.'

Hannah Shaw





'I believe that every citizen of Hartlepool has the right to help make and shape their own and the town's future. I feel that my involvement in the Scrutiny process has and will continue to enable me to make sure that everyone's voice is heard.'

Jean Kennedy

'The experience you gain is rewarding in itself, even if time consuming.'

Evelyn Leck



'The Children's Services Scrutiny Forum has been most interesting. The involvement and commitment from the young people co-opted onto the Forum has been a significant part of the Scrutiny process and has brought a different perspective to the inquiries that we carried out over the last year.'

John Cambridge

'I have enjoyed the opportunity to ensure that governance and the rights of disabled young people are represented on the Children's Services Scrutiny Forum. It has been interesting to work with such a diverse group of people especially the young people's representatives.'

Elizabeth Barraclough





## PART FOUR

Overview and Scrutiny has gone from strength to strength and Hartlepool can be proud of what has been achieved.

This year we have delivered upon a very challenging Work Programme and we want to continue to build on such success during the 2008/09 Municipal Year by further developing our Overview and Scrutiny Function in the following ways:-

- To evaluate our Overview and Scrutiny arrangements in Hartlepool with key stakeholders and identify further areas for improvement;
- To further develop the links between the Executive and the Overview and Scrutiny Committees through our quarterly joint meetings and the attendance of the responsible Portfolio Holder(s) as part of the evidence gathering during the undertaking of in-depth Scrutiny investigations where appropriate;
- To implement the extended powers to Overview and Scrutiny through new and pending legislation, in particular the Councillor Call for Action mechanism;
- To further develop our existing Health Scrutiny arrangements, through the creation of a dedicated Health Scrutiny Forum, that will focus solely on the external work of our local NHS bodies;
- To further enhance the monitoring of recommendations across all of the Overview and Scrutiny Committees through the electronic production of annual and six monthly progress reports on all former Scrutiny investigations undertaken; and
- To ensure that Overview and Scrutiny in Hartlepool continues to be a positive and constructive experience and adds value to the services received by the residents of Hartlepool.



For further information about this Annual Report or any aspect of the work of Overview and Scrutiny in Hartlepool please do not hesitate to contact the Scrutiny Support Team.

*‘Public Scrutiny is indeed making a difference. Across government and the public sector, Non-Executives in their Scrutiny role are enhancing the accountability of public bodies, improving public services and boosting the wellbeing of the communities they represent’.*

Successful Scrutiny, Centre for Public Scrutiny.



## PART FIVE

### Contacting the Scrutiny Support Team

The Scrutiny Support Team provides independent, innovative and professional support and advice to the Authority's Overview and Scrutiny Committees in ensuring that Overview and Scrutiny is outcome focused and adds value to the work of the Authority and further afield.

You can contact the Scrutiny Support Team with general enquiries by:-

Email: [scrutiny@hartlepool.gov.uk](mailto:scrutiny@hartlepool.gov.uk)

Post: Scrutiny Support Team  
Chief Executive's Department  
Hartlepool Borough Council  
Civic Centre  
Victoria Road  
Hartlepool  
TS24 8AY

Fax: 01429 236373

However, if you wish to raise a specific matter, outlined below are the contact details and areas of responsibility for individual Officers of the Scrutiny Support Team.



**Charlotte Burnham - Scrutiny Manager**

Responsible for the management and development of the Overview and Scrutiny Function and the work of the Scrutiny Co-ordinating Committee

T: 01429 523087

E: [charlotte.burnham@hartlepool.gov.uk](mailto:charlotte.burnham@hartlepool.gov.uk)



**Joan Wilkins - Scrutiny Support Officer**

Responsible for the Regeneration and Planning Services Scrutiny Forum and Children's Services Scrutiny Forum

T: 01429 284142

E: [joan.wilkins@hartlepool.gov.uk](mailto:joan.wilkins@hartlepool.gov.uk)



**James Walsh- Scrutiny Support Officer**

Responsible for the Adult and Community Services and Health Scrutiny Forum and the Neighbourhood Services Scrutiny Forum

T: 01429 523647

E: [james.walsh@hartlepool.gov.uk](mailto:james.walsh@hartlepool.gov.uk)

**All Overview and Scrutiny Final Reports together with further information on Overview and Scrutiny in Hartlepool, can be accessed via our web pages the following address:**

**<http://www.hartlepool.gov.uk/democracy/overviewandscrutiny>**

**E: [scrutiny@hartlepool.gov.uk](mailto:scrutiny@hartlepool.gov.uk)**

**PART SIX****Suggest a topic worthy of a Scrutiny Investigation**

This Annual Report has outlined what the Overview and Scrutiny Committees in Hartlepool have done in the last 12 months. Perhaps you can influence what the Forums do in the future by suggesting a topic for investigation.

Please bear in mind that Overview and Scrutiny is not a complaints system, but can undertake in-depth reviews making recommendations to the Authority's decision making bodies.

If you live or work in Hartlepool you can play a part in improving the Borough by suggesting a suitable topic for investigation, which would be considered in relation to specific scrutiny review criteria.

If you have any suggestions then please complete the sheet below and return to the following address:-

**Charlotte Burnham - Scrutiny Manager**

Chief Executive's Department  
Hartlepool Borough Council  
Civic Centre  
Victoria Road  
Hartlepool  
TS24 8AY

Alternatively email your suggestions to:  
**[scrutiny@hartlepool.gov.uk](mailto:scrutiny@hartlepool.gov.uk)**

Name

Address

Tel

Email

Suggestion for Scrutiny Forum



This document is available on request in alternative formats (e.g. large type / Braille / on tape). We can also arrange versions in other languages, If you would like an alternative version please contact us.

# COUNCIL REPORT

19<sup>th</sup> June, 2008



**Report of:** Executive

**Subject:** 2008/2009 CAPITAL PROGRAMME AND  
PRUDENTIAL BORROWING LIMITS

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## 1. PURPOSE OF REPORT

- 1.1 To provide Council with details of Cabinet's proposed variations to the approved 2008/2009 Capital Programme and Prudential Borrowing Limits.

## 2. REASON FOR SUBMITTING REPORT

- 2.1 In accordance with the constitution Cabinet is responsible for proposing changes to the approved Budget and Policy Framework, which are then referred to Council for consideration. Details of Cabinet's proposals are set out in the following paragraph.

## 3. CABINET PROPOSALS

### 3.1 ALLOCATION OF LOCAL PRIORITIES PRUDENTIAL BORROWING

- 3.2 Members have previously determined to invest £3.6m over the three years 2007/08 to 2009/10 to fund high local priorities which do not fall within the areas attracting Government funding. Details proposals for the annual allocations have been proposed by the Strategic Capital Resource and Asset Programme Team (SCRAPT), based on a thorough project evaluation process and scoring of individual projects against defined criteria. These proposals have then been considered by Cabinet prior to approval by Council. These proposals are then considered by Council as part of the overall budget process.

- 3.3 The actual costs of schemes undertaken during 2007/08 were £160,000 less than anticipated and the main favourable items included:

- Demolition of Bridge Youth Centre – this scheme has cost £65,000 less than anticipated owing to quotations being more favourable than anticipated and a lower level of asbestos which needed to be disposed of.
- Replacement of roofs at the Brinkburn Centre, the Brough Hall and Stranton Crematoria – these schemes have cost less than budgeted

as the extent of works required was less than anticipated. In total there has been a reduction in the cost of these schemes of £80,000.

- 3.4 Cabinet have proposed that £23,000 of the above resources be allocated to meet the increased cost of refurbishing the War Memorial's.
- 3.4 Cabinet have also proposed that the remaining resources of £137,000 be allocated to fund the refurbish of toilet facilities within the Civic Centre. These works would include the provision of more female toilet facilities to address the changes in the Council's workforce which have occurred since the Civic Centre was built and more significant health and safety and disabled access issues. This scheme was the first reserve on the existing list of schemes to be funded in 2007/08 if additional resources were available. The works, if approved, need to be progressed as soon as possible to integrate with works already taking place.

#### **4.0 BUILDING SCHOOLS FOR THE FUTURE**

- 4.1 It has been proposed that following closure the Brierton Community school be retained to facilitate the development of a community campus.
- 4.2 This proposal will necessitate the demolition of buildings on the upper school site. The costs of demolishing the buildings at the Brierton upper School site currently occupied by Access to Learning are not eligible expenditure for Building Schools for the Future purposes at this time. Therefore, provision for funding these costs will need to come from the Council's own resources. At this stage no funding has been set aside for this issue.
- 4.3 It is expected that these works will be completed in 2008/09. The initial budget cost of demolishing these buildings is £410,000, although it is anticipated that owing to the type of construction and the materials used these costs will need to be confirmed by tender. It is expected that detailed costings will be known later in the year.
- 4.4 In order to enable the demolition of the upper school site to be completed as soon as practical following closure a strategy for funding these costs needs to be developed. In the medium term it is suggested that these costs need to be ring-fenced and funded from capital receipts arising from the BSF programme and the rationalisation of the schools estate. However, these resources will not be available in the current financial year, when the demolition needs to take place. Therefore, as a temporary measure Cabinet has suggested that these costs be funded by advancing part of the remaining 2009/10 capital resources of £709,000, allocated for schemes identified by SCRAPT.

#### **5. PROPOSALS**

- 5.1 Council is requested to consider the following proposals to amend the approved Capital Programme and associated Prudential Borrowing Limits:

- i) To allocate £23,000 of the 2007/08 capital underspend identified in paragraph 3.3 to fund the additional cost of refurbishing the War Memorials;
- ii) To allocate £137,000 of the 2007/08 capital underspend identified in paragraph 3.3 to fund the programme of works to toilet facilities in the Civic Centre;
- iii) To advance £410,000 of the remaining 2009/10 capital resources allocated for schemes identified by SCRAP to fund the costs of demolishing the building on the upper school site at Brierton, subject to this amount being repaid from capital receipts arising from the rationalisation of the schools estate.

**COUNCIL**  
19<sup>th</sup> June 2008



**Report of:** Chief Executive

**Subject:** BUSINESS REPORT

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**1. APPOINTMENT OF INDEPENDENT MEMBER TO THE COUNCIL'S STANDARDS COMMITTEE**

The Relevant Authorities (Standards Committees) Regulations, 2001 and the Standards Committee (England) Regulations, 2008, provide that Standards Committees must ensure that at least 25 per cent of its membership are "independent members". As previously noted to Council, the 2008 Regulations also provide the criteria for the appointment of independent members, as follows:

- approved by majority of the members of the authority;
- advertised in one or more newspapers circulating in the area of the authority, and in such other publications or websites as the authority considers appropriate;
- of a person who submitted an application to the authority;
- has within a period of five years immediately preceding the date of the appointment has not been a member or officer of the authority; or
- is a relative or close friend of a Member or Officer of the authority.

Following a publicity exercise, an application has been forthcoming from Mr Keith Fisher, who is an existing independent and therefore co-opted member of the Council's Standards Committee. Members are therefore asked to approve the appointment of Mr Fisher for a term of four years upon the Council's Standards Committee.

**RECOMMENDATION**

That Council approve the appointment of Keith Fisher as an Independent Member upon the Council's Standards Committee for a term of four years.

## 2. CHANGE TO THE CONSTITUTION

Members will be aware of the changes introduced through the Local Government and Public Involvement in Health Act, 2007, in relation to complaints that members may have breached the Code of Conduct. Whereas formerly all complaints were directed to the Standards Board for England, the above mentioned legislation incorporates a locally based system of assessment and determination of complaints. Accordingly, guidance issued through the Standards Board for England, upon which authorities need to take into consideration, indicates that a Council Constitution should make it clear that a citizen's right to complain is to the local Standards Committee and not directly to the Standards Board for England. The Council's Constitution under Article 3 "Local People And The Council" indicates under para **3.01(d) Complaints** that

"People have the right to complain to:"

*"The Standards Board for England about a breach of the Council's Code of Conduct".*

It is therefore recommended that the Council's constitution be amended with the deletion of the words 'Standards Board for England' with the insertion of the words 'Standards Committee'.

## RECOMMENDATION

That Article 3 of the Council's Constitution be amended through the deletion of the words 'Standards Board for England' for 'Standards Committee'.

## 3. ELECTION OF RESIDENT REPRESENTATIVES

Council is informed that the following people have been duly elected resident representatives for the North, Central and South Neighbourhood Consultative Forums: -

North Neighbourhood Consultative Forum

Mr John Cambridge  
Mr John Lynch  
Mrs Mary Power  
Mrs Linda Shields  
Mr Bob Steel  
Mrs Joan Steel  
Mrs Maureen Waller  
1 vacancy



Central Neighbourhood Consultative Forum

Mr Bob Farrow  
Ms Brenda Buckley  
Mr Ted Jackson  
Ms Jean Kennedy  
Mrs Evelyn Leck  
Mr Alan Lloyd  
Ms Brenda Loynes  
Mr Chris Akers-Belcher  
Mr Brian McBean  
Mrs Liz Carroll

South Neighbourhood Consultative Forum

Ms Sally Vokes  
Mrs Mary Green  
Ms Rose Kennedy  
Mrs Iris Ryder  
Mr Mike Ward  
2 vacancies

Council is requested to note the elected resident representatives.

**4. CLEVELAND FIRE BRIGADE – FORMULA GRANT ALLOCATION**

I attach, at Appendix 'A', a letter received by the Chairman of the Council in response to his letter regarding the formula grant allocation to Cleveland Fire Brigade.

**5. APPOINTMENTS TO COMMITTEES, FORUMS AND OTHER BODIES**

A number of nominations for committee seats were agreed at the Annual Council meeting. However, some seats which had been allocated remain vacant. Discussions are ongoing in relation to those seats. A schedule will follow circulation of this report which will address the vacancies together with any changes in membership which have been received since the Annual Council meeting.

**6. APPOINTMENTS TO JOINT COMMITTEES AND OTHER OUTSIDE BODIES**

A number of nominations to Joint Committees and other Outside Bodies were agreed at the Annual Council meeting. However, there were a number of nominations which were referred to Council for consideration. A schedule will follow which will outline the nominations which have been received.

**NOMINATIONS FOR COUNCIL – 2008/9****D APPOINTMENTS TO COUNCIL COMMITTEES AND FORUMS****COMMITTEES AND PANELS FULFILLING REGULATORY AND OTHER FUNCTIONS****Audit Committee – 7 Members**

Labour	Liberal Democrat	Conservative	Administrative Group	Independent
<b>3</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>0</b>

1	PREECE (Ch) LD	4	TURNER AG	6	Vacancy L
2	WALLACE L	5	McKENNA C	7	PLANT AG
3	HALL L				

**Vice Chair to be appointed by the Committee****Constitution Committee – 11 Members**

Labour	Liberal Democrat	Conservative	Administrative Group	Independent
<b>6</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>1</b>

1	RICHARDSON (Ch) L*	5	A MARSHALL L#	9	MORRIS C
2	FLINTOFF LD**	6	SIMMONS L	10	LAFHEY C
3	DRUMMOND I***	7	FENWICK L	11	R COOK L
4	JAMES (VCh) L****	8	PREECE LD		

\* Chair of Council

\*\* Vice-Chair of Council

\*\*\* Mayor

\*\*\*\* Chair of the Scrutiny Co-ordinating Committee

# Any Member of Scrutiny Co-ordinating Committee

**Contract Scrutiny Panel – 5 Members**

Labour	Liberal Democrat	Conservative	Administrative Group	Independent
<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

1	LAFHEY (Ch) C
---	---------------

The remaining four members will be selected from a rota maintained by the Proper Officer

**NOMINATIONS FOR COUNCIL – 2008/9****General Purposes Committee – 9 Members**

Labour	Liberal Democrat	Conservative	Administrative Group	Independent
<b>4</b>	<b>2</b>	<b>2</b>	<b>1</b>	<b>0</b>

1	FLINTOFF (Ch) LD	4	SHAW L	7	YOUNG C
2	SUTHERAN L	5	GRIFFIN L	8	G LILLEY AG
3	WISTOW L	6	MORRIS C	9	ATKINSON LD

**General Purposes (Appeals and Staffing) Committee**

Chaired by the Vice-Chair of the Council, with the Cabinet Member with responsibility for the service area relevant to the appeal (or other Cabinet Member nominated by the Mayor) and three other Members selected from a rota of the General Purposes Committee and their nominated substitutes.

**Licensing Committee – 15 Members**

Labour	Liberal Democrat	Conservative	Administrative Group	Independent
<b>7</b>	<b>2</b>	<b>2</b>	<b>3</b>	<b>1</b>

1	MORRIS (Ch) C	6	GRIFFIN L	11	LONDON LD
2	JACKSON L	7	BRASH L	12	TUMILTY (VCh) I
3	HALL L	8	R COOK L	13	G LILLEY AG
4	ROGAN L	9	McKENNA C	14	FLEMING AG
5	FLEET L	10	ATKINSON LD	15	AIKEN AG

**Planning Committee – 16 Members**

Labour	Liberal Democrat	Conservative	Administrative Group	Independent
<b>8</b>	<b>2</b>	<b>2</b>	<b>3</b>	<b>1</b>

1	R COOK (Ch) L	7	SIMMONS L	13	G LILLEY AG
2	MORRIS (VCh) C	8	SUTHERAN L	14	PLANT AG
3	S COOK L	9	FLEET L	15	ALLISON AG
4	PAYNE L	10	FLINTOFF LD	16	KAISER I
5	AKERS-BELCHER L	11	WRIGHT LD		
6	RICHARDSON L	12	LAFFEY C		

**NOMINATIONS FOR COUNCIL – 2008/9****Standards Committee – 7 Members**

Labour	Liberal Democrat	Conservative	Administrative Group	Independent
<b>3</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>0</b>

1	SUTHERAN	L	5	WRIGHT	LD
2	WALLACE	L	6	COWARD	C
3	SHAW	L	7	LAUDERDALE	AG
4	PREECE	LD			

Plus 3 Independent Members:

- Barry Gray (Chair) (Term of office – 4 years - to May 2012)
- 2 Vacancies (Term of office – 4 years – May 2012)

1 Parish Councillor – Vacancy (*Term of office – 1 year*)

**SCRUTINY COMMITTEES AND FORUMS****Scrutiny Co-ordinating Committee – 16 Members**

Labour	Liberal Democrat	Conservative	Administrative Group	Independent
<b>9</b>	<b>4</b>	<b>2</b>	<b>0</b>	<b>1</b>

1	JAMES	(Ch) L *	7	LONDON	LD**	13	A MARSHALL	L ***
2	SHAW	(VCh) L **	8	WRIGHT	LD**	14	RICHARDSON	L ***
3	S COOK	L **	9	ATKINSON	LD**	15	R COOK	L ***
4	SIMMONS	L **	10	McKENNA	C**	16	KAISER	I ***
5	AKERS-BELCHER	L **	11	YOUNG	C**			
6	BRASH	L **	12	PREECE	LD***			

Membership:-

- \* The Chair to be chosen by Council
- \*\* Chairs and Vice Chairs of each of the Scrutiny Forums from which the Vice Chair of SCC is chosen (10 in total)
- \*\*\* One other Member from each of the Scrutiny Forums (5 in total)

3 Resident Representatives:-

Christopher Akers-Belcher  
Iris Ryder  
Linda Shields

**NOMINATIONS FOR COUNCIL – 2008/9****Children's Services Scrutiny Forum – 9 Members**

Labour	Liberal Democrat	Conservative	Administrative Group	Independent
<b>4</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>1</b>

1	SHAW (Ch)	L	4	GRIFFIN	L	7	McKENNA	C
2	SIMMONS	L	5	PREECE	LD	8	KAISER	I
3	FLEET	L	6	LONDON (VCh)	LD	9	AIKEN	AG

1 Church of England Diocese representative – Vacancy

1 Roman Catholic representative - David Relton

2 Parent Governor representatives – 1 primary vacancy and 1 secondary vacancy

6 members of the Hartlepool Young Voices Group nominated by that Group as Children and Young Persons Representatives

3 Resident Representatives:

Christopher Akers-Belcher

Joan Steel

Sally Vokes

**Regeneration and Planning Services Scrutiny Forum – 9 Members**

Labour	Liberal Democrat	Conservative	Administrative Group	Independent
<b>4</b>	<b>2</b>	<b>2</b>	<b>1</b>	<b>0</b>

1	S COOK (Ch)	L	4	A MARSHALL	L	7	YOUNG	C
2	RICHARDSON	L	5	WRIGHT (VCh)	LD	8	GIBBON	AG
3	R COOK	L	6	MORRIS	C	9	LONDON	LD

3 Resident Representatives:

John Lynch

Brian McBean

Iris Ryder

**NOMINATIONS FOR COUNCIL – 2008/9****Adult and Community Services Scrutiny Forum – 9 Members**

Labour	Liberal Democrat	Conservative	Administrative Group	Independent
<b>5</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>0</b>

1	SIMMONS (Ch) L	4	A MARSHALL L	7	McKENNA C
2	FLEET L	5	WORTHY L	8	PLANT AG
3	BRASH L	6	ATKINSON (VCh) LD	9	PREECE LD

**3 Resident Representatives:**

Evelyn Leck

Mary Power

Vacancy

**Neighbourhood Services Scrutiny Forum – 9 Members**

Labour	Liberal Democrat	Conservative	Administrative Group	Independent
<b>4</b>	<b>2</b>	<b>2</b>	<b>1</b>	<b>0</b>

1	AKERS-BELCHER (Ch) L	4	WORTHY L	7	COWARD C
2	R COOK L	5	BARKER LD	8	GIBBON AG
3	CRANNEY L	6	WRIGHT LD	9	McKENNA (VCh) C

**3 Resident Representatives:**

John Cambridge

Mary Green

Brenda Loynes

**Health Scrutiny Forum – 9 Members**

Labour	Liberal Democrat	Conservative	Administrative Group	Independent
<b>5</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>0</b>

1	BRASH (Ch) L	4	SIMMONS L	7	YOUNG (VCh) C
2	S COOK L	5	SUTHERAN L	8	PLANT AG
3	R COOK L	6	BARKER LD	9	A LILLEY AG

**3 Resident Representatives**

Jean Kennedy

Linda Shields

Mike Ward

**NOMINATIONS FOR COUNCIL – 2008/9****NEIGHBOURHOOD CONSULTATIVE FORUMS -****North Neighbourhood Consultative Forum**

1 S Allison	6 M Fleet (Ch)	11 J Marshall
2 R Atkinson	7 T Fleming	12 M Plant
3 C Barker	8 S Griffin	13 T Rogan
4 R W Cook	9 P Jackson	14 S Wallace
5 S Fenwick	10 C J McKenna	15 E Wright

**Resident Representatives:**

J Cambridge	L Shields	M Waller
J Lynch	B Steel	1 vacancy
M Power	J Steel	

**Central Neighbourhood Consultative Forum**

1 MD Aiken	8 S Kaiser	15 J Shaw
2 S Akers-Belcher	9 P Laffey	16 C Simmons
3 J Brash	10 J Lauderdale	17 L Sutheran (Ch)
4 Coward	11 F London	18 V Tumilty
5 K Cranney	12 Dr G Morris	19 G Worthy
6 G Hall	13 R Payne	
7 P Hargreaves	14 C Richardson	

**Resident Representatives:**

B Farrow	E Leck	C Akers-Belcher
B Buckley	A Lloyd	B McBean
T Jackson	B Lloynes	L Carroll
J Kennedy		

**South Neighbourhood Consultative Forum**

1 S Cook	6 M Johnson (Ch)	11 M Turner
2 B Flintoff	7 A Lilley	12 G Wistow
3 S Gibbon	8 G Lilley	13 D Young
4 C Hill	9 A Marshall	
5 M James	10 A Preece	

**Resident Representatives:**

S Vokes	R Kennedy	M Ward
M Green	I Ryder	2 Vacancies

**OUTSIDE BODY APPOINTMENTS 2008/09 – NOMINATIONS REQUIRED**

<b>Organisation</b>	<b>Number of Vacancies</b>	<b>Nominations Received</b>
National Society for Clean Air	1	None.
North East Purchasing Organisation	2	Cllrs Laffey/J Marshall/Sutheran
Local Joint Consultative Committee	1	None.
National Association of Councillors: General Management Committee Northern Branch	1 1	Cllrs Akers Belcher/G Lilley Cllrs Akers-Belcher/G Lilley
North East Regional Employers Organisation: Executive	1	Cllrs Atkinson/A Lilley/Sutheran
Teesside Pension Fund	1	Cllrs G Lilley/Sutheran
Hartlepool Families First	1	Cllrs A Lilley/Wallace
Hartlepool People Centre	1	Cllrs Plant/Sutheran
Hartlepool Voluntary Development Agency	3	Cllrs Cranney/James/G Lilley/Richardson
Henry Smith Educational Trust: Non Educational Charity	1	The Mayor/Cllr Fleming
Merchant Navy Welfare Board	1	Cllrs G Lilley/Rogan
Northern Regional Brass Band Trust	1	None.
Outdoor Bowls Consortium	1	None.
Owton Fens Community Association	1	None.
River Tees Port Health Authority	2	Cllrs Coward/G Lilley/A Marshall/Rogan
Sarah Alice Todd Charity	1	None.
Tees Valley Community Foundation – Grant Giving Panel	1	Cllrs G Lilley/Simmons
West View Advice and Resource Centre	1	Cllrs Plant/Rogan



## **Part 7**

# **Appointments to outside organisations and other bodies**



## APPOINTMENTS TO OUTSIDE ORGANISATIONS AND OTHER BODIES

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## **APPOINTMENTS TO OUTSIDE ORGANISATIONS AND OTHER BODIES**

### **Introduction and explanation**

The attached schedules show the categorisation of the currently recognised outside organisations and other bodies.

There are four main categories as follows:

- A. Executive appoints executive member(s)
- B. Executive appoints any member(s)
- C. Council appoints but must include at least one executive member
- D. Council appoints any member(s).

It will be open to the Council or the Executive to make officer nominations where appropriate in respect of most bodies, the main exception being formal Joint Committees where Member attendance is a statutory requirement. In some cases it may be possible and appropriate to make nominations of persons from outside the body of the Council.

The schedules simply indicate who makes the nominations (the executive or the Council) and who is eligible to be nominated. It may be desirable in many cases to provide for representation which includes community councillors and executive members on a particular body. An example would be the New Deal for Communities Steering Group where the main member role has been identified as representation of ward interest but where there is also a need for representation of the Council as a service provider through the executive.

The four main categories have been sub divided in the Schedules to indicate how the statutory requirements have led to the categorisation of a group of bodies and to identify groups of bodies which have similar characteristics. This should assist in deciding on the selection of appropriate representatives.

Briefly the sub categories have been determined as follows,

#### **A1. Joint Committees.**

Joint Committees of less than five Authorities exercising executive functions must be executive appointments of executive members.

**B1. Leadership Bodies and Partnerships.**

The Council's 'Proposals for Executive Arrangements' submitted to the Secretary of State in July 2001 identified the following as executive roles:

- to represent the interests of Hartlepool
- to lead the community planning process
- to be the focus for forming partnerships with other public, private, voluntary and community sector organisations to address local needs.

The identified bodies reflect these roles and statutory guidance is that the executive should make appointments to outside bodies in connection with functions which are the responsibility of the executive.

**B2 Joint Committees.**

These are Joint Committees of five or more Authorities exercising executive functions. Statute provides that the executive has responsibility for making appointments but may appoint any Member of the Council.

**B3. Other decision making bodies.**

These are decision making bodies other than Joint Committees which relate to the business responsibilities of the executive. The statutory guidance referred to in B1 above applies.

**B4. Partners in delivery.**

There are bodies which are closely related to the exercise of executive functions to the extent that they are likely to influence the planning and delivery of services and vice versa.  
Statutory guidance applies.

**B5. Advisory bodies.**

Bodies which relate to executive functions in an advisory or influencing capacity.  
Statutory guidance applies.

**C1. Joint Committee.**

This is a Joint Committee which exercises both executive and non executive functions and has more than one Hartlepool representative. Statute provides that the Council has responsibility for appointments but must include at least one Member of the executive.

D1. Local Choice Determination.

The Proposals to the Secretary of State (July 2001) provided that the Council (not the executive) would make the nominations in these cases.

D2. Joint Committee.

This is a Joint Committee discharging a non-executive function. Statute provides that the Council makes the nomination and may appoint any Member.

D3. Council business bodies.

These are bodies which impact directly on non-executive functions of the Council. The statutory guidance applies to the nomination process.

D4. Council in the community.

These are bodies which do not discharge functions of the Council and where the principal role of Members who are nominated will be to represent constituency interests, whether at the ward or Borough level. Statutory guidance applies.



**SCHEDULE A - EXECUTIVE APPOINTS EXECUTIVE MEMBERS****1. JOINT COMMITTEES***Less than five authorities exercising executive functions.***2008/09**

<b>Archives Joint Committee</b>	(1)	CLLR TUMILTY Portfolio Holder for Culture, Leisure and Tourism
<b>Cleveland Emergency Planning Joint Committee</b>	(1)	THE MAYOR

**SCHEDULE B - EXECUTIVE APPOINTS ANY MEMBER(S)****B1. LEADERSHIP BODIES AND PARTNERSHIPS***Executive responsibility identified in Proposals***2008/09**

<b>Association of North East Councils</b>	(1)	THE MAYOR
	(2)	CLLR HARGREAVES, DEPUTY MAYOR
<b>Executive</b>	(1)	THE MAYOR Substitute: CLLR HARGREAVES, DEPUTY MAYOR
<b>Hartlepool Economic Forum</b>	(1)	THE MAYOR Portfolio Holder for Regeneration and Liveability
<b>Hartlepool Partnership</b>  * Can be any Member ** Leader of the Majority Group, not affiliated to the Mayor	(1)	THE MAYOR (V/Ch) <i>Sub – To be nominated</i>
	(2)*	CLLR HARGREAVES, DEPUTY MAYOR <i>Sub – To be nominated</i>
	(3)**	CLLR BRASH Sub: Cllr Hall
	(4)*	CLLR RICHARDSON <i>Sub: to be nominated</i>
	(5)	CLLR FLEET Chair – North Forum <i>Sub: to be nominated</i>
	(6)	CLLR SUTHERAN Chair – Central Forum <i>Sub: to be nominated</i>
	(7)	CLLR JOHNSON Chair - South Forum Sub: to be nominated
	(8)	CHIEF EXECUTIVE
<b>Hartlepool Revival Board</b>	(1)	THE MAYOR Portfolio Holder for Regeneration And Liveability
	(2)	DIRECTOR REGENERATION & PLANNING SERVICES

**B1. LEADERSHIP BODIES AND PARTNERSHIPS (Continued)****Executive responsibility identified in Proposals****2008/09****Local Government Association**

<b>General Assembly</b>	(1)	THE MAYOR
	(2)	CLLR HARGREAVES Portfolio Holder for Performance
<b>Urban Commission</b>	(1)	THE MAYOR Portfolio Holder for Regeneration and Liveability
	(2)	DIRECTOR REGENERATION AND PLANNING SERVICES (or nominee)
<b>Rural Commission</b>	(1)	CLLR G LILLEY
	(2)	DIRECTOR REGENERATION AND PLANNING SERVICES (or nominee)
<b>North East Assembly</b>	(1)	THE MAYOR
	(2)	CLLR HARGREAVES
<b>Executive</b>	(1)	THE MAYOR Sub: Cllr Hargreaves
<b>North Tees and Hartlepool NHS Foundation Trust</b>	(1)	CLLR HALL Portfolio Holder for Adult Services
<b>Safer Hartlepool Partnership</b> (Formerly Hartlepool Community Safety Partnership) *Executive Appointment	(1)	* THE MAYOR
	(2)	* CLLR JACKSON
	(3)	CLLR BRASH
	(4)	CLLR J MARSHALL
<b>Executive</b>	(1)	THE MAYOR
<b>Tees Valley Leaders &amp; Chief Executives Meeting</b>	(1)	THE MAYOR
	(2)	CLLR HARGREAVES, DEPUTY MAYOR
	(3)	CHIEF EXECUTIVE

**B1. LEADERSHIP BODIES AND PARTNERSHIPS (Continued)****Executive responsibility identified in Proposals****2008/09****Tees Valley Unlimited**

Leadership Board	(1)	THE MAYOR Sub: Cllr Hargreaves, Deputy Mayor
Planning and Economic Strategy	(1)	THE MAYOR
Transport Tees Valley	(1)	CLLR JACKSON Portfolio Holder for Neighbourhoods and Communities
Housing Board	(1)	THE MAYOR

**B2 JOINT COMMITTEES**

*Five or more authorities exercising executive functions.*

**2008/09**

None.

**B3 OTHER DECISION MAKING BODIES***Executive functions statutory guidance applies.***2008/09**

<b>Regional Flood Defence Committee</b> (Rotates 2-yearly with Redcar and Cleveland Borough Council – Nomination due 2009)	(1)	Redcar & Cleveland Borough Council Sub: CLLR G LILLEY
<b>Schools Admission Forum</b> Members of Children's Services Scrutiny Forum.	(1) (2) (3) (4) (5)	CLLR SIMMONS CLLR FLEET CLLR GRIFFIN CLLR LONDON CLLR McKENNA
<b>Tall Ships Board</b>		
Executive Members	(1) (2) (3) (4)	THE MAYOR CLLR HARGREAVES, DEPUTY MAYOR CLLR PAYNE CLLR TUMILTY
Non-Executive Members	(1) (2) (3) (4) (5)	CLLR S COOK CLLR A MARSHALL CLLR LAFFEY CLLR ATKINSON CLLR J MARSHALL
<b>Tees Valley Joint Health Scrutiny Committee</b> Members of Health Scrutiny Forum * Chair of HSF	(1) (2) (3)	*CLLR BRASH CLLR SUTHERAN CLLR PLANT
<b>Tees Valley Local Access Forum</b> (3 year term of office – end 2011)	(1)	CLLR TUMILTY Portfolio Holder for Culture, Leisure and Tourism

**B3 OTHER DECISION MAKING BODIES - continued**

*Executive functions statutory guidance applies.*

**2008/09**

**Tees Valley Regeneration**

(Formerly Tees Valley Development Company)

<b>Board</b>	(1)	CHIEF EXECUTIVE
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<b>Inward Investment Advisory Group</b>	(1)	* THE MAYOR
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\*Group suggests should be  
Regeneration and Economy  
Portfolio Holder

**B4 PARTNERS IN DELIVERY***Executive functions. Statutory guidance applies.***2008/09****Hartlepool Power Station****Community Liaison Committee**

- |     |   |
|-----|---|
| (1) | CLLR S COOK<br>Chair Regeneration and<br>Planning Services Scrutiny Forum |
| (2) | CLLR R COOK<br>Chair Planning Committee                                   |
| (3) | CLLR YOUNG  |
| (4) | CLLR TURNER   |
| (5) | Head of Procurement, Property<br>And Public Protection (or nominee)       |

**Emergency Planning Committee**

- |     |                                     |
|-----|-------------------------------------|
| (1) | CHIEF EMERGENCY<br>PLANNING OFFICER |
|-----|-------------------------------------|

**Housing Hartlepool**

(Terms of office:

\* 3 years 2006 to 2009

\*\* 3 years 2007-2010)

- |       |              |
|-------|--------------|
| (1)** | CLLR JOHNSON |
| (2)*  | CLLR FLEET   |
| (3)** | CLLR LAFFEY  |
| (4)*  | CLLR WISTOW  |

**Safe in Tees Valley**

Management Committee

- |     |           |
|-----|-----------|
| (1) | THE MAYOR |
|-----|-----------|

Accountable Body

- |     |                 |
|-----|-----------------|
| (1) | CHIEF EXECUTIVE |
|-----|-----------------|

**Durham Heritage Coast Partnership Steering Group**

- |     |   |
|-----|---|
| (1) | THE MAYOR<br>Portfolio Holder for Regeneration<br>and Liveability |
|-----|---|

**Association for Public Service Excellence**

(formerly Association for Direct Labour Organisations)

- |     |  |
|-----|--|
| (1) | CLLR TURNER  |
| (2) | CLLR JACKSON<br>Portfolio Holder for Neighbourhoods<br>And Communities |



**B4 PARTNERS IN DELIVERY (Continued)***Executive functions. Statutory guidance applies.***2008/09**

<b>Captain Cook Tourism Association</b>	(1)	CLLR G LILLEY
<b>Durham Coast Rail Line Steering Group</b>	(1)	CLLR JACKSON Portfolio Holder for Neighbourhoods And Communities
<b>Federation of British Cremation Authorities</b>	(1)	HEAD OF PROPERTY PROCUREMENT AND PUBLIC PROTECTION (OR NOMINEE)
<b>Hartlepool and District Sports Council</b>	(1) (2) (3)	CLLR R COOK CLLR G LILLEY CLLR YOUNG
<b>HMS Trincomalee Trust (3 year term expires 2011)</b>	(1) (2)	CLLR LAFFEY CLLR G HALL
<b>National Society for Clean Air</b>	(1) (2) (3) (4)	<b>Vacancy</b> CLLR McKENNA CLLR A LILLEY Head of Property, Procurement & Public Protection (or nominee)
<b>Museums Libraries Archives North East</b>	(1)	CLLR TUMILTY Portfolio Holder for Culture, Leisure and Tourism
<b>Northern Consortium of Housing Authorities</b>	(1) (2)	CLLR J MARSHALL THE MAYOR Portfolio Holder for Regeneration and Liveability

**B4 PARTNERS IN DELIVERY (Continued)***Executive functions. Statutory guidance applies.***2008/09**

<b>North East Rural Affairs Commission</b>	(1)	CLLR G LILLEY
<b>Regional Arts Council</b> 2 year term - Rotates around Tees Valley Authorities (HBC nominated July 2002/04)	(1)	No nomination needed until 2010
<b>Standing Advisory Council for Religious Education</b> (4 year term - ending 2012)	(1) (2)	CLLR PREECE CLLR LONDON
<b>Teesside Sport Policy Group</b>	(1)  (2)	CLLR TUMILTY Portfolio Holder for Culture, Leisure and Tourism CLLR PAYNE
<b>Tees Valley Arts – Board of Directors</b>	(1)	CLLR LAFFEY

**SCHEDULE C - COUNCIL APPOINTS, INCLUDES AT LEAST ONE EXECUTIVE MEMBER****C1 JOINT COMMITTEES**

*Exercises executive and non-executive functions. Includes two or more representatives.*

**2008/09**

**North East Purchasing  
Organisation**

\*Executive Member

(1)\*

CLLR JACKSON  
Portfolio Holder for Neighbourhoods  
And Communities

(2)

**CLLRS LAFFEY/J MARSHALL/SUTHERAN**

(3)

**SCHEDULE D - COUNCIL APPOINTS ANY MEMBER(S)****D1 LOCAL CHOICE DETERMINATION**

*Nomination decision previously made in proposals document*

**2008/09**

<b>Cleveland Police Authority</b>	(1)	CLLR BARKER
(4-year term of office expires	(2)	CLLR TUMILTY
2011)	(3)	CLLR WALLACE

<b>Cleveland Police Joint Committee</b>	(1)	CLLR SUTHERAN
	(2)	CLLR FENWICK
	(3)	CLLR PREECE
	(4)	CLLR G LILLEY

**D2 JOINT COMMITTEE**

*Non executive function*

<b>North Eastern Sea Fisheries Committee</b>	(1)	Redcar & Cleveland Borough Council
<i>(Representative chosen on a rota basis with Redcar and Cleveland)</i>		

**D3 COUNCIL BUSINESS BODIES**

*Council functions. Statutory guidance applies.*

<b>Local Joint Consultative Committee</b>	(1)	THE MAYOR
<i>(formerly Local Joint Committee with Trades Unions)</i>	(2)	CLLR RICHARDSON
	(3)	CLLR BRASH
	(4)	CLLR JAMES
	(5)	CLLR PAYNE
	(6)	CLLR McKENNA
	(7)	CLLR PREECE
	(8)	CLLR R COOK
	<b>(9)</b>	<b>Vacancy</b>

<b>Together Project Steering Group</b>	(1)	CLLR BRASH
	(2)	CLLR JAMES
	(3)	CLLR PREECE
	(4)	CLLR RICHARDSON
	(5)	CLLR PLANT

**D3 COUNCIL BUSINESS BODIES (Continued)****2008/09****National Association of Councillors**

General Management Committee	(1)	<b>CLLRS AKERS-BELCHER/G LILLEY</b>
Northern Branch	(1)	<b>CLLRS AKERS-BELCHER/G LILLEY</b>

**North East Regional Employers Organisation**

(Formerly Provincial Employers Organisation)

- |     |               |
|-----|---------------|
| (1) | CLLR SUTHERAN |
| (2) | CLLR ATKINSON |
|     | Sub: Preece   |
| (3) | CLLR A LILLEY |

Executive  
(To be nominated from within  
current membership)

- |     |                |
|-----|----------------|
| (1) | <b>Vacancy</b> |
|-----|----------------|

**Tees Valley Environmental Protection Group**

- |     |                 |
|-----|-----------------|
| (1) | CLLR J MARSHALL |
| (2) | CLLR TURNER     |
| (3) | CLLR YOUNG      |

**Teesside Pension Fund**

- |     |                                |
|-----|--------------------------------|
| (1) | <b>CLLRS G LILLEY/SUTHERAN</b> |
|-----|--------------------------------|

**D4 COUNCIL IN THE COMMUNITY**

*Non-Council functions. Representative role. Statutory guidance applies*

**2008/09**

<b>Age Concern Teesside</b>	(1)	CLLR G HALL Portfolio Holder for Adults
<b>Brierton Community Sports Centre</b> - <b>Management Committee</b>	(1)	CLLR AKERS-BELCHER
<b>Cleveland College of Art and Design</b> (* term of office extended by college to 31 August 2008)	(1)	*MRS S G HANSON
<b>Cleveland Fire Authority</b> (HBC proportionality 2008/09 Lab 2, LD 1, AG 1)	(1) (2) (3) (4)	CLLR FLEMING CLLR WRIGHT CLLR PAYNE CLLR S COOK
<b>Durham Tees Valley Airport Consultative Committee</b>	(1)	CLLR RICHARDSON
Board (Executive Member)	(1)	CLLR HALL
<b>Furness Seamen's Pension Fund</b> (4 year term - expires 2012)	(1) (2)	CLLR FLEET CLLR GRIFFIN
<b>Hartbeat (Barnado's)</b>	(1)	CLLR A LILLEY
<b>Hartlepool Access Group</b>	(1) (2)	CLLR FLEET CLLR McKENNA
<b>Hartlepool Carers</b>	(1)	CLLR FLEET
<b>Hartlepool Citizen's Advice Bureau</b>	(1) (2)	CLLR JOHNSON CLLR ROGAN
<b>Hartlepool College of Further Education</b>	(1)	CLLR J MARSHALL

**D4 COUNCIL IN THE COMMUNITY (Continued)***Non-Council functions. Representative role. Statutory guidance applies***2008/09**

<b>Hartlepool Deaf Centre</b>	(1) (2)	CLLR RICHARDSON CLLR J MARSHALL
<b>Hartlepool Families First</b>	(1)	<b>CLLRS A LILLEY/WALLACE</b>
<b>Hartlepool Fair Trade Town Steering Group</b>	(1)	CLLR RICHARDSON
<b>Hartlepool Indoor Bowling Club</b>	(1)	CLLR R COOK
<b>Hartlepool People Centre</b>	(1)	<b>CLLRS PLANT/SUTHERAN</b>
<b>Hartlepool Sixth Form College</b> (Term May 2005 to May 2009)	(1)	CLLR LAFFEY
<b>Hartlepool Voluntary Development Agency</b>	(1) (2) (3)	<b>CLLRS CRANNEY/JAMES/G LILLEY/ RICHARDSON</b>
<b>Henry Smith Educational Trust</b>		
Nominated trustees (Terms of office expire * 2009, **2010, ***2011)	(1)* (2)** (3)***	CLLR FLINTOFF CLLR GRIFFIN CLLR FLEMING
# Non-educational charity 4 year term of office	(1)	<b>FLEMING/THE MAYOR</b>
<b>Heugh Battery Trust</b>	(1)	CLLR J MARSHALL

**D4 COUNCIL IN THE COMMUNITY (Continued)**

*Non-Council functions. Representative role. Statutory guidance applies*

**2008/09**

**New Deal for Communities****Steering Group**

- |     |  |
|-----|--|
| (1) | CLLR BRASH                                 |
| (2) | CLLR HARGREAVES                            |
| (3) | CLLR RICHARDSON                            |
| (4) | HEAD OF PLANNING &<br>ECONOMIC DEVELOPMENT |

**Merchant Navy Welfare Board**

- |     |                             |
|-----|-----------------------------|
| (1) | <b>CLLRS G LILLEY/ROGAN</b> |
|-----|-----------------------------|

**North Tees Women's Aid**

*(formerly Hartlepool Women's Aid)*

- |     |   |
|-----|---|
| (1) | CLLR SUTHERAN   |
| (2) | DIRECTOR REGENERATION AND<br>PLANNING SERVICES (or nominee) |

**Northern Regional Brass Band Trust**

- |     |                |
|-----|----------------|
| (1) | <b>Vacancy</b> |
|-----|----------------|

**Owton Rossmere Community Enterprise Limited**

- |     |              |
|-----|--------------|
| (1) | CLLR JOHNSON |
|-----|--------------|

**Outdoor Bowls Consortium**

- |     |                |
|-----|----------------|
| (1) | CLLR R COOK    |
| (2) | <b>Vacancy</b> |

**Owton Fens Community Association**

(3 year terms - expire 2009)

- |     |                |
|-----|----------------|
| (1) | CLLR FLINTOFF  |
| (2) | <b>Vacancy</b> |

**Patch (Parent and Toddler Care at Home)**

Management Committee

- |     |               |
|-----|---------------|
| (1) | CLLR A LILLEY |
|-----|---------------|

**Preston Simpson Scholarship in Music**

*\*(Member of Children's Services Scrutiny Forum)*

**\*\*Term expires 2009**

- |     |                   |
|-----|-------------------|
| (1) | * CLLR SHAW       |
| (2) | ** MRS S G HANSON |
| (3) | ** MR B ISELEY    |



**D4 COUNCIL IN THE COMMUNITY (Continued)**

*Non-Council functions. Representative role. Statutory guidance applies*

		2008/09
<b>River Tees Port Health Authority</b>	(1) (2)	<b>CLLRS COWARD/G LILLEY/A MARSHALL/ ROGAN</b>
<b>Sarah Alice Todd Charity</b>	(1) (2)	CLLR GRIFFIN <b>Vacancy</b>
<b>Seaton Community Centre 3 Seaton Ward Councillors</b>	(1) (2) (3)	CLLR HILL CLLR TURNER CLLR YOUNG
<b>SITA Board</b>	(1)	CLLR JACKSON Portfolio Holder for Waste Management
<b>Sterndale Scholarship</b> *(Members of Children's Services Scrutiny Forum)	(1)* (2)*	CLLR GRIFFIN CLLR SHAW
<b>Teesmouth Field Centre</b>	(1)	CLLR TURNER
<b>Teesside Environmental Trust</b>	(1)	CLLR COWARD
<b>Teesside Valuation Tribunal</b> <b>(Term of office expires</b> 31.3.09 with a Review to be) Implemented Summer 2009)	(1) (2) (3) (4) (5)	MR SMITH MR E JEFFRIES CLLR COWARD CLLR A LILLEY CLLR G LILLEY
<b>Tees Valley Community Foundation – Grant Giving Panel</b>	(1)	<b>CLLRS G LILLEY/SIMMONS</b> (sub – Director Adult and Community Services)
<b>The Studio Management Committee</b>	(1)	CLLR BRASH

**D4 COUNCIL IN THE COMMUNITY (Continued)**

*Non-Council functions. Representative role. Statutory guidance applies*

**2008/09**

<b>Victoria and Jubilee Homes</b>	(1)	CLLR COWARD
Term of Office 2006 - 2010	(2)	CLLR HALL
	(3)	CLLR LAUDERDALE
	(4)	MR K CLARKE
 <b>West View Advice and Resource Centre</b>	 (1)	 <b>CLLRS PLANT/ROGAN</b>
 <b>West View Project</b>	 (1)	 CLLR ROGAN
	(2)	CLLR PLANT
	(3)	CLLR SIMMONS