

# **ADULT AND PUBLIC HEALTH SERVICES PORTFOLIO DECISION RECORD**

16 June 2008

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

**Present:**

Councillor Hall (Adult and Public Health Services Portfolio Holder)

Officers: Nicola Bailey, Director of Adult and Community Services  
Graham Frankland, Head of Procurement, Property and Public Protection  
John Mennear, Assistant Director (Community Services)  
Sylvia Pinkney, Consumer Services Manager  
Janet Murphy, Acting Curriculum Manager  
Jo Wilson, Democratic Services Officer

## **1. Adult Education Fees – Academic Year 2008-2009** (Director of Adult and Community Services)

### **Type of decision**

Key (test ii applies)

### **Purpose of report**

To consider the level of adult education fees for the academic year 1<sup>st</sup> August 2008 to 31<sup>st</sup> July 2009.

### **Issue(s) for consideration by Portfolio Holder**

The report gave detailed background information and the current fee levels for Adult Education courses funded through the Learning and Skills Council (LSC) and other sources. The report also identified factors affecting adult education course fees in Hartlepool for 2008/09 and looked at options for fee levels.

The Portfolio Holder was advised that if adult education fees were set in accordance with LSC guidance, then there would be no financial implications for the Council's budget as the level of fee increases would be sufficient to enable the Adult Education Service to operate LSC funded courses within the budget allocated by the LSC. It is assumed that at least 42.5% of the funding associated with LSC vocational-type course is recovered in income from student fees. However the Portfolio Holder was advised that there was not any direct pressure to achieve these targets

providing some of the funding was recovered and the gap did not widen.

Detailed recommendations were made for the level of adult education fees for the academic year August 2008 to July 2009. The only proposed changes were the increase of fees for PCDL courses and an increase to the administration charge paid by those in fee remission.

During the discussion which followed the Assistant Director indicated that skills related courses tended to be more popular although the Portfolio Holder commented that any education was a positive step. It tended to be businesses that accessed financially unsupported courses, such as a recent course on the Polish language for Police. The Portfolio Holder commented that he was pleased to see that the fees would not be increasing to a great extent.

### **Decision**

That the following recommendations be approved:

- i. Vocational and First Steps Learning courses £90 for a 60 hour course and £30 for a 20 hour course
- ii. PCDL courses £110 for a 60 hour course and £37 for a 20 hour course
- iii. No course fees charged to students entitled under the LSC guidance on remitted fees except for a one-off administration charge
- iv. The fee remission policy to continue to apply at present to those categories of courses considered as developmental as noted in Appendix 1 to the report
- v. The administration charge to remain at current levels (£10 for vocational and First Steps courses and £15 for PCDL courses)
- vi. Courses not supported through LSC funding or other income streams to be delivered at the Full Cost rate

## **2 Bid to Department of Health for Funding for the Development of an Extra Care Housing Scheme** (Director of Adult and Community Services)

### **Type of decision**

Non-key.

### **Purpose of report**

To provide an overview and briefing of the bid to the Department of Health for funding of a new build extra care housing scheme, put forward by the Director of Adult and Community Services, on behalf of a partnership of

HBC, "Housing Hartlepool" and Hartlepool Primary Care Trust.

**Issue(s) for consideration by Portfolio Holder**

The Government had asked for bids from Local Authorities and their partners to develop the next round of extra care housing. £80m would be allocated nationally during 2008-2010. Details were given within the report of the key criteria, with particular attention being drawn to the need for building work to be begun on site no later than 30<sup>th</sup> September 2009.

The aim of extra care housing is to maintain a person's independence for as long as possible and aspire to the idea of homes for life. This would be done by offering high quality, person centred, social and health support in their own homes thereby avoiding unnecessary and unwanted admissions to residential care. The proposed models are based on approximately 1/3 independent, 1/3 needing some support and 1/3 needing residential care-type support.

The proposed development would be built on the site of Housing Hartlepool's disused Orwell Walk sheltered housing scheme, the adjoining ex care home Swinburne House and adjacent Council-owned land. As this was owned by the Council the criteria relating to the deadline for commencement of building work could be met. Prior to the despatch of the completed bid form and supporting documentation to the Department of Health in May 2008 consultation had been undertaken with local residents associations and informal briefings on this issue given to the Mayor, the Portfolio Holder and the Ward Councillors. Details of the timescale for successful bids were outlined within the report.

The Portfolio Holder commented that the proposed bid met all the key criteria while also being of benefit to the public. It would help people retain their independence as long as possible. Concerns had been raised regarding parking facilities but the Director of Adult and Community Services advised that in response to these concerns parking had been increased on the development and additional residents only parking would be introduced.

**Decision**

That the proposal be noted and supported and that further reports on progress be received which the outcome of the bidding process is known.

**3. Tees Valley Food Hygiene Award Scheme** *(Head of Procurement, Property and Public Protection)*

**Type of decision**

Non-Key

### **Purpose of report**

To update the Portfolio Holder in relation to the Authority's Food Hygiene Award Scheme.

### **Issue(s) for consideration by Portfolio Holder**

In February 2007 approval was given by the Portfolio Holder for the publicising of food hygiene information in relation to Hartlepool food outlets in the form of a Food Hygiene Award Scheme. In April 2007 the scheme was launched whereby a star rating would be calculated using the risk rating information obtained by Environmental Health / Technical Officers as part of their programmed primary inspections. These star ratings were available on the national website "scoresonthedoors.org.uk" and displayed on the business premises. The scheme has been operating in Hartlepool, Middlesbrough and Stockton for a year with Darlington and Redcar & Cleveland following in July 2007 and April 2008 respectively.

In September 2007 a formal review of the scheme was undertaken by the Tees Valley Food Liaison Group during which minor amendments to the policy were agreed. A copy of the amended policy was attached for the Portfolio Holder's attention. To date more than 110,000 hits had been received on the official website with the number of 5 star premises rising from 24 to 85. The number awarded no stars had fallen from 32 to 3. The Food Standards Agency had considered the introduction of a national scheme at its Board meeting in March – on either a 3-star or pass/fail scheme. However there were being urged to include a 5-star scheme in the consultation by a number of interested parties.

The Portfolio Holder commented that a lot of good work had been done to raise the profile of the Scheme and asked that the good work continue.

### **Decision**

That the report be noted.

## **4. Annual Diversity Report 2007/2008** *(Director of Adult and Community Services)*

### **Type of decision**

Non-key.

### **Purpose of report**

To provide Portfolio Holder with an update on diversity actions completed in 2007/2008 and to provide an overview of key diversity issues for 2008/2009.

### **Issue(s) for consideration by Portfolio Holder**

The report provided a summary of the key achievements and actions relating to diversity completed in 2007/2008. Key activities to be completed in 2008/2009 were outlined. The Director of Adult and Community Services advised that in order to ensure diversity issues were fully mainstreamed they had been included within the service planning process for 2008/09. Each service plan would include diversity objectives, Diversity Impact Assessments and an Impact Needs Requirement Assessment process enabling departments to assess their services and functions every three years and update this assessment annually. Diversity actions would therefore be monitored as part of the corporate service-planning database.

The Director of Adult and Community Services also commented that diversity was about facilities being available to the whole community, not just small minority groups.

The Portfolio Holder referred to the targeted achievement of Green Flag awards for Summerhill and Ward Jackson Park. The Director of Adult and Community Services advised that the assessments had been made earlier in the month and the results were expected in August. The Assistant Director felt both sites had a good chance of being awarded Green Flag status given the wide variety of activities and diversity of groups taking part.

### **Decision**

That the report be noted.

**P DEVLIN**

**ACTING CHIEF SOLICITOR**

**PUBLICATION DATE: 20<sup>th</sup> June 2008**