

# **CABINET**

## **MINUTES AND DECISION RECORD**

26 January 2009

The meeting commenced at 9.00 am in the Civic Centre, Hartlepool

### **Present:**

The Mayor (Stuart Drummond) - In the Chair

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

Officers: Andrew Atkin, Assistant Chief Executive  
Peter Devlin, Chief Solicitor  
Peter Scott, Director of Regeneration and Planning Services  
Nicola Bailey, Director of Adult and Community Services  
Adrienne Simcock, Director of Children's Services  
Dave Stubbs, Director of Neighbourhood Services  
Mike Ward, Chief Financial Officer  
Nigel Johnson, Housing and Regeneration Co-ordinator  
Graham Frankland, Head of Procurement and Property Services  
Alison Mawson, Head of Community Safety and Prevention  
Alastair Rae, Public Relations Officer  
Angela Hunter, Principal Democratic Services Officer

### **195. Apologies for Absence**

None.

### **196. Declarations of interest by Members**

None.

### **197. Minutes of the meeting held on 12 January 2009**

Received.

## **198. Minutes of the Emergency Planning Joint Committee held on 15 December 2008**

Received.

## **199. Business Transformation Programme** *(Chief Executive)*

### **Type of decision**

Key Decision – Test (i) applies.

### **Purpose of report**

To update Cabinet Members on the progress made since the last report to Cabinet on 15 September 2008 and provide an outline programme for decision.

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

The Assistant Chief Executive presented a detailed and comprehensive report which noted that Cabinet had received a number of reports on the development of a Business Transformation Programme for the authority. The report considered by Cabinet on 15 September 2008 established the key components of the proposed programme, the rationale for these, agreed a programme of work to review these outline Business cases and established a proposed programme for the authority.

Hartlepool Borough Council is aiming to be an organisation which can:

- Maintain and continue to improve service performance
- Make more efficient and effective use of its resources; people, buildings etc
- Deliver services in a responsive manner
- Maximise the extent to which services are delivered directly to the user and minimising the number of “transactions” or hand offs to achieve this.

It has been identified that we need a bolder, more co-ordinated approach cutting across traditional organisational boundaries, and set out over a longer period, if we are to make best use of resources whilst continuing to meet needs most effectively. This requires consideration of more radical solutions to service than has been customary for Hartlepool, if we are to make significant moves away from the salami slicing of the past.

The primary purpose of Business Transformation is to avoid the need to

balance future budgets through such damaging annual cuts in service, unsustainable use of balances, or excessive increases in local taxation, by delivering a manageable programme of cashable efficiency savings into the medium term.

The Programme which has been developed is ambitious but it is believed manageable. Any programme of this scale and nature has a series of inherent risks (and further detail on these is given on the section on risk in this report and the risk register for the programme). The premise of the programme has been, as has been stated, that continued “salami-slicing” of budgets needs replacing with a fundamental review of the organisation as part of a managed programme of change.

The Programme aims to ensure we make best use of our resources through:

- Most effective use of assets, people, budgets, and information
- Maximum benefit from ICT and other investments
- Maximum benefit from partnership opportunities
- Streamlined processes where all steps deliver value for the service user
- Benchmarking for best value and best practice in service delivery and procurement
- Questioning current practice and delivering change
- Maximising the ability to strengthen functions across the council through the pooling of expertise and skills

An important consideration in determining this programme is the extent to which the programme is aligned with any potential restructure of Council departments and the impact of this on the programme, the timescales and what can be achieved under these alternative models.

There are a range of options in respect of the overall development and implementation of the Programme and considerable work has been undertaken to more accurately establish any double counting between savings estimates as they relate to the overall Transformation Programme and between this programme and the budget proposals currently being consulted upon for 2009/10. This is to ensure we have a deliverable and reasonably costed programme in place.

Current departmental structures all combine service delivery, access to services, administration, support services, commissioning and management. The proposals included in the transformation programme make a range of radical changes to deliver some, but not all of these functions in a different and more effective manner.

As part of the development of the transformation proposals, and the other elements which make up the programme, consideration has been given to proposals for restructuring the authority to maximise the opportunities to synchronise it with the other structural changes in the broader programme,

such as creating central teams for asset management, procurement, transactional services (i.e. financial administration, human resources administration and administration functions in departments). The restructure proposals are for the restructure of the Authority from 5 departments to 3 with the creation of a People Department and a Place Department in conjunction with a revised Chief Executive's Department. There are a range of both financial and non financial benefits to the proposed changes.

Assuming that the restructure takes place, the Management Structures business case would be delivered by tier within the new departments, or by prioritising in terms of impact and minimising any multiple changes in service areas. This ensures that the restructure is not being undertaken divorced from other elements of the overall programme. This provides the best opportunity to maximise the service and efficiency benefits that may be available.

It should be noted, as has been previously stated, that the Transformation Programme, whilst significantly addressing required efficiency targets does not completely address them. Not pursuing the restructure would require a likely minimum of £600,000 to be found through other measures.

The Department for Children Schools and Families (DCSF) has recently issued guidance in respect of the potential to combine the roles of Director of Adults and Children's services. The guidance suggests that such a combination is not recommended without very strong justification. A number of authorities have such joint Directors in place currently and there are a limited number which are planning to progress down this route. It will be necessary, should this be pursued, to ensure that DCSF and management internally are adequately reassured that risk management arrangements as they relate to individuals are not compromised in any way.

The major proposals in the programme and overall timescales are incorporated in section 5 of the report and the appendices but encompass;

- i) Restructure and Management Structures: (**Appendix 3**)
- ii) Transactional Business case: (**Appendix 4**)
- iii) Non-Transactional Business Case: (**Appendix 5**)
- iv) Asset Management Business Case (**Appendix 6**):
- v) Service Delivery Options: (**Appendix 7**)
- vi) Customer Services (**Appendix 8**)

The Budget proposals considered by Cabinet on 22 December 2008 identify a medium term structural deficit of some £4m (including the need to achieve the existing 3% efficiency target) in 2010/11. This is on the assumption that future demographic pressure can be contained within the headroom provision, which maybe optimistic. Beyond 2011 the position is not determinate because we are into the next Parliament and further spending reviews. The position is unlikely to improve. Clearly if the Council are unable to achieve efficiencies through the Business Transformation programme, or those efficiencies are delayed in their implementation, then

in budgeting terms the Council will still need to balance its 2010/11 budget and without Business Transformation this will require once more the allocation of targeted savings to departments. For indicative purpose this is the equivalent to a flat rate 5% cut across all departments.

The Business Cases identify cashable gross saving opportunities totalling £8.2m (including the restructure) (see **Appendix 9**). This could take 4 or 5 years to deliver, due to the longer timescales for Service Delivery Options and Asset Management. The advisors report had identified potential efficiencies of greater proportions at their maximum (the range of savings identified was from £6.2M to £12.9M). The work of the Business Transformation Team over the last couple of months has been to ensure that these are a realistic assessment of the opportunities and discount any elements of double counting.

The overall financial projection would be of efficiency savings of £8,160,000, less allowances for savings already taken into the budget (£1.6m) and for estimation errors (£0.6m), leaving £5,960,000. The costs of delivery would repaid over a 5 year period, leaving net contributions to the budget of:

	Annual Efficiency £'000	Cumulative Efficiency £'000
Value of Programme for 2009/10 budget	0	0
Value of Programme for 2010/11 budget	2,088	2,088
Value of Programme for 2011/12 budget	1,105	3,193
Value of Programme for 2012/13 budget	2,020	5,213
Value of Programme for 2015/16 budget	427	5,640
Value of Programme for 2016/17budget	320	5,960

Potentially, the net savings constitute an important contribution to the balancing of the Medium Term Financial Strategy, and would be generally preferred to the only alternative, which is continuation of piecemeal and incremental 'salami-slicing' of budgets. They also make a reasonable return on the investment required.

The costs of achieving the Programme are identified in **Appendix 9**.

The realisation of the benefits from the programme were crucial to its overall success and to the support of the medium financial strategy for the authority. The realising of these benefits is one area which has been identified, both through previous activity within the council, and from discussions with other authorities, as requiring a clear and agreed approach from the outset of the programme.

The Programme which has been established is attached as **Appendix 2**. The programme aligns key elements of the programme to ensure that change is managed across the organisation and that multiple affects on areas of the organisation are minimised.

A risk register for the programme and the component parts has been established in line with the Risk Management Strategy of the authority. The register will be managed and reviewed as part of the implementation of the programme.

The programme of change that the authority will be embarking on is significant. As part of the management of the risks associated with this the effective communication of intent, plans and actual activity is crucial. Investigation into the key success factors that other authorities have identified in the effective delivery of such programmes (and our own experiences of change in the past) have reinforced the importance of this element and the need for it to be integral to the overall programme and its component parts.

The development of the programme has highlighted that there will be a need for communication to be effectively targeted at both a programme and a project level. The project has a broad reaching affect and there are a range of key messages and requirements aligned to the overall timetable. In addition each of the component parts of the programme will, in a more detailed way affect various groups of staff and stakeholders over a different timescale. This means that the programme will have an overall communications plan but that there will also be separate plans for the individual workstreams to ensure that there is effective communication and engagement in the process as it evolves and is implemented.

A communications plan has been developed as part of the programme review which has been undertaken since the report to Cabinet in September 2008. The proposed plan is included as **Appendix 11**.

A predicted Diversity Impact Assessment (DIA) has been completed for the programme. The DIA has been attached to this report as **Appendix 12**.

There is the potential for a feasible programme of Business Transformation, capable of delivering a significant portion of the efficiency savings target for a two or three year period. This can be most beneficially delivered along with a corporate restructure and a change in organisational vision and culture as this maximises the potential benefits available to the authority and provides a sustainable basis for future developments.

The Transformation Programme is an ambitious programme combining a number of project areas which have been considered to align them effectively and maximise the benefits attributable, in the medium term, to each component part. The programme and its implementation is not without risk. These risks have been considered alongside the risk of either doing nothing or not taking a more radical approach to the provision of services by the authority and the resources to do this.

There are a range of options in addition to those which have been proposed. The options which have been proposed are considered the most

appropriate given the balance of risk, deliverability and need to deliver to the scale which has been identified in this report and related budget reports.

The change programme provides for a fundamental consideration of the nature and delivery of a variety of roles across the authority. It fundamentally reconsiders the nature (and provision) of support functions across the authority to reconfigure these to be provided centrally where they relate to administrative support (including areas such as finance, human resources) or where the pooling and sharing of expertise can provide for increased effectiveness (procurement, Information technology, asset management).

The proposals also provide for the strengthening of key functional areas within departments, providing for a broader and deeper range of expertise and greater alignment of clearly associated functional areas. This is covered in greater detail in section 4 of this report.

These changes are designed to minimise the resources utilised in administration of back office functions through the standardisation of processes and activities and maximise the efficiencies through utilising economies of scale by bringing these functions and processes together centrally. In addition opportunities to maximise and better coordinate departmental resources through their restructuring and alignment offers the opportunity to deliver these functions more efficiently and with enhanced professional support.

It is important to note that the proposals included as part of this report have been developed as a package of measures to assist the authority to address the financial burdens that it faces whilst still being in a position to manage and deliver high quality services. Any change such as this will need to develop and evolve as new factors come to light. This programme gives a strategic direction to the authority in terms of its management and operation and the principles that will underpin this. It is important to set this context to provide for service users, staff who work here and elected members, the reassurance and framework within which they can operate effectively.

Members had a number of concerns in relation to implications for current employees and whether the proposals were fair and equitable across all levels of employee and the level of borrowing required to implement the proposals. The Assistant Chief Executive confirmed that regular communication was being undertaken with all employees and arrangements were in place for monthly meetings with the Trades Unions to ensure effective two-way communication was in place to provide updates and obtain feedback. The Transformation Team had recently met with Regional Trades Union officials on the development of the programme and this was very productive. Members of staff had already been involved in the development and implementation of the new HR and payroll system and it was hoped to continue this level of involvement throughout the programme. In relation to the funding of the programme, Members were referred to

recommendation (xii) of the report which sought agreement in principle to the funding of one-off programme costs on a loan basis repayable over a 5 year period from the gross savings achieved from implementing the Business Transformation programme, and for this proposal to be referred to Council for approval as part of the 2009/10 budget proposals on 12 February 2009.

A Member questioned the proposed level of savings of £8m in three years and how this was to be achieved from the reduction of 90 fte employees. The Assistant Chief Executive indicated that a small proportion of the savings would be achieved through the proposed reduction in staff, including current vacancies, but would also include reductions in non-transactional services, reduced spending on more efficient procurement, reduced spending on ICT and a reduction in running costs through effective asset management. Further information was requested on the number of agency staff currently employed and whether this was being examined as part of the redundancy/redeployment proposals. The Assistant Chief Executive confirmed that a scrutiny investigation has recently been undertaken which examined the Authority's use of agency staff and a report would be submitted to the next Cabinet meeting to outline the findings of this investigation. Members were informed that further detailed information on the implementation of the programme would be reported back to Cabinet on a regular basis.

A Member commented that the main drive for this programme was the provision of services on a more cost effective basis whilst maintaining, sustaining and improving the current level of services and employing local people. Further information was requested on the DCSF guidance in relation to the combination of the Director of Adults' and Director of Children's Services' posts and the risks involved. Reassurance was also sought on whether the Council would be in the best position possible to tackle any shortfall in the budget post implementation of this programme. The Assistant Chief Executive indicated that further advice would be sought from the DCSF and would be reported back to Members in due course. The Director of Children's Services commented that whichever structure was agreed upon, the clear focus needed to be on the Every Child Matters, in particular safeguarding. The Director of Children's Services added that the provision of Adults' and Children's Services could be managed and delivered efficiently by one Director with the added benefit of the strengthening of the links between the departments.

There was some apprehension about the proposal to merge the Director of Adults' and Director of Children's Services posts in view of the level of responsibility associated with each post and whether any individuals would be prepared to take on this level of responsibility. The Director of Children's Services commented that the Directors currently had significant statutory responsibilities in relation to how the individual services were managed and that Directors had recently been appointed in a number of other areas of the country where these departments had been merged.



A Member commented on the language used in the report and felt this could be improved upon to ensure effective communication with employees and Members, especially in relation to changes in working practices and possible redundancies/redeployment. Clarification was sought on Appendix 3 and the reference to direct line management responsibility. The Assistant Chief Executive clarified that the Advisors had looked towards generic managers with a reduction to a 4-tier management structure. However, practically it was felt that this was not a manageable approach and a more targeted approach had been suggested. Clarification was sought on the non-transactional savings and the regional procurement opportunity and how this would impact on the engagement of small local businesses. The Assistant Chief Executive confirmed that in relation to regional procurement the need to ensure the local economy was not disadvantaged would be built into the procurement function.

A Member had particular concerns about the proposal to merge the Adults' Services and Children's Services together and sought clarification on what alternative options had been considered in view of the recent report from Scrutiny where this option had not been supported. The Assistant Chief Executive confirmed that Scrutiny recommended to Cabinet that in principle, it was not against the move from five to three departments but suggested that this proposal be considered as part of the overall Business Transformation Programme. In view of this recommendation, Cabinet had agreed to include this proposal within the consideration of the BTP. It was noted that the outline costings of moving from four Directors to two were included within the report and were conservative estimates. Further information was requested on the departmental restructures. The Assistant Chief Executive confirmed that this was included within recommendation (iv) of the report.

A discussion ensued in which Members questioned whether savings could be achieved through reducing the number of Directors, due to the need to remunerate the new posts in accordance with their new level of responsibilities. The BTP Manager indicated that the programme had identified that it was feasible to make savings at every level.

There was concern among Members about the demoralisation among employees during the consideration and implementation of the programme, especially in view of the recent implementation of job evaluation and reiterated the importance of effective communication with all employees in large tranches to ensure the same messages were communicated across all employees. The Assistant Chief Executive confirmed that regular updates on the progress of the programme had been included within the staff newsletter, newslines which were circulated with all employees pay slips. Corporate Management Team had also undertaken regular briefings with all employees currently undertaking the Leadership and Management Development Programme. Discussions had been held with the groups of employees particularly affected to obtain their views and to involve them in the process. In addition, whilst the requirement in some instances for agency workers was acknowledged, it was suggested that an evaluation

should be undertaken where there were a high number of agency workers with a view to retraining current employees to undertake these duties where possible.

A Member sought clarification on whether the new Director posts would be responsible for fewer employees due to the centralisation of functions such as procurement, human resources and finance. The Assistant Chief Executive indicated that the savings achieved through the centralisation of the above functions would only net off a limited amount of the broader range of responsibilities to be undertaken by the new Directors.

In relation to the recommendations, the Portfolio Holder for Performance abstained from the decision making over recommendations (i)-(v) in the report and requested that all future decisions be referred to Cabinet and not individual portfolio holders.

Members were generally supportive of the recommendations and reiterated the importance of the Communications Plan and the effective implementation of this Plan.

## **Decision**

Cabinet agreed:

- i) To the restructure of the authority from 5 departments to 3 in line with the principals in section 4 of this report, with the detailed departmental structures to be developed.
- ii) To the review of the remuneration of the Directors of People and Place in line with the agreed Council Remuneration strategy to be agreed by Cabinet.
- iii) To the recruitment of Directors of Place and People in line with the Councils procedures.
- iv) To outline departmental structures being developed by the appointed Directors delivering the efficiencies required to be agreed by Cabinet.
- v) To the review of the current structure of the Chief Executives department, with the development of new structures, if appropriate, to be agreed by Cabinet.
- vi) To the continuation of the Business Transformation Team to support Directors and manage and deliver elements of the programme.
- vii) To the implementation of the Business Case proposals identified in section 5 of this report (and the specific recommendations for each included in Appendices 3 to 7)
  - (a) Restructure and Management Structures: (Appendix 3)

- (b) Transactional Services (Appendix 4)
  - (c) Non-Transactional Services: (Appendix 5)
  - (d) Asset Management (Appendix 6):
  - (e) Service Delivery Options: (Appendix 7)
- viii) To receive a further report on the implementation of the business case for Customer Services (Appendix 8).
- ix) To receive a report on the Service Delivery Options incorporating a programme for future years, comprising at least 4 reviews per year and service delivery principles and evaluation criteria.
- x) That the authority implement:
- (a) Restrictions on filling vacancies across the Council, with limited exemptions.
  - (b) A managed process to receive expressions of interest in voluntary redundancy in line with programme timescales.
- xi) The principle of funding one-off severance costs of £3.1m on a loan basis repayable over a 5 year period from the gross savings achieved from implementing the Business Transformation programme, and to refer this proposal to Council for approval as part of the 2009/10 budget proposals on 12th February 2009.
- xii) The principle of funding other one-off programme costs of £0.64m on a loan basis repayable over a 5 year period from the gross savings achieved from implementing the Business Transformation programme, and to refer this proposal to Council for approval as part of the 2009/10 budget proposals on 12th February 2009.
- xiii) That proposals for a Workforce Development Programme be developed for consideration by either Cabinet or the Performance Portfolio holder to underpin the requirements of the programme.
- xiv) That proposals for an invest to save programme for energy efficiency be developed and submitted for consideration and approval.
- xv) The Communications Plan included as Appendix 11.

## **200. Stagecoach Services 1, 6, 7 and 7A – Supported Contracts** *(Director of Neighbourhood Services)*

### **Type of decision**

Non-key.

### **Purpose of report**

To seek approval to extend funding to support the above service until August 2009.

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

The Portfolio Holder for Neighbourhoods and Communities presented the report which summarised the current situation in respect of the services and provided details of possible funding sources for the extension to the support of the above services until 2009.

A Member commented on the importance of the public transport service to James Cook Hospital and the vital link this provided for the residents of the Hartlepool.

### **Decision**

- (i) Confirmation was given that Members wish these services to be supported up until August 2009 to tie-in with the other supported bus contracts
- (ii) Cabinet to seek approval from Council for the use of General Fund Balances for the funding of these services.

## **201. Healthcare for All – Independent Inquiry into Access to Healthcare for People with Learning Disabilities – Sir Jonathan Michael** *(Director of Adult and Community Services)*

### **Type of decision**

Non key.

### **Purpose of report**

To provide information to Cabinet on the findings contained in the report and present a progress report in the form of an action plan against agreed targets.

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

The Portfolio Holder for Adults Services presented a report which provided:

- An overview of the key points contained within “Healthcare for All”
- An action plan on the performance and monitoring arrangements for Hartlepool.

The Portfolio Holder welcomed the report and added that public awareness of issues faced by people with learning disabilities needed to be raised.

In response to a Member's question the Director of Adult and Community Services indicated that this report and associated appendices were the Authority's response to the consultation on the 'No Secrets' Guidance issued by the Department of Health and the Home Office.

### **Decision**

The update was agreed.

## **202. Land at Surtees Street, Hartlepool (Affordable Housing Scheme)** *(Director of Regeneration and Planning Services and Director of Neighbourhood Services)*

### **Type of decision**

Non key.

### **Purpose of report**

To advise Cabinet of the current position relating to the sale of land at Surtees Street for the purpose of building affordable housing for rent by a registered social landlord operating in Hartlepool and identify a way forward.

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

The Mayor presented the report which gave a background to the circumstances which had led to this parcel of Council owned land being considered for sale for the purpose of building affordable homes for rent. The report explained the current position including concerns expressed by Members and put this in the wider context of issues affecting the delivery of new homes for rent by registered social landlords operating in Hartlepool. In particular it described how the delivery of affordable housing on the Surtees Street site was not progressing as quickly as was intended and Members' views were sought on the proposed way forward for providing homes on this site.

Members were asked to note that at the request of the Council, Three Rivers Housing Association had developed an a proposed scheme of general needs affordable housing. The Association had produced a good

scheme for the site and undertaken work and investigation of the site. The Portfolio Holders were supportive of this second scheme.

A Member sought clarification on whether the land and site of the vacant Focus building could be utilised as part of a wider development. Members were informed that there was a long lease in place on this building. In response to a Member's question, the Head of Procurement and Property Services indicated that the offer for the land at Surtees Street was acceptable and equated to the estimated value of the land for social housing.

This issue of the sale and previous proposed use of this land had been raised with the Ward Councillors for the area. One of the Ward Councillors present was disappointed that this was the first time that the proposed new scheme had been brought to her attention. The Director of Regeneration and Planning Services confirmed that the proposed schemes for the Surtees Street site as a whole was always aimed at social housing. It was suggested that Members should seek reassurance on the priority attached and the likelihood of funding for any proposal submitted.

Members were keen to identify the fastest route to ensure this land was developed for social housing as soon as practical and indicated that the site should be marketed to a wider group of locally based Registered Social Landlords with a view to the quickest and best solution being found for the area.

### **Decision**

That the land at Surtees Street be marketed to a wider group of locally based Registered Social Landlords with a view to the area being developed for affordable rented social housing.

## **203. Future Monitoring Arrangements for CCTV (Closed Circuit Television)** *(Director of Regeneration and Planning Services)*

### **Type of decision**

Non key

### **Purpose of report**

To provide an update on the services provided by Housing Hartlepool for, or on behalf of the Council, at the Community Monitoring Centre.

To consider a potential arrangement with Housing Hartlepool for future delivery of CCTV monitoring and other services.

### Issue(s) for consideration by Cabinet

The Mayor presented the report which outlined the current services that were operated from the Community Monitoring Centre, and in particular, considered the future provision of the CCTV monitoring service, together with a package of other services and made recommendations for the future. Members were asked to note that the provision of an in-house service had been examined and had proved cost prohibitive. The details of the proposed pricing structure were attached by way of confidential appendix. The Mayor added that the current Service Level Agreement was working well and suggested that the continuation of this arrangement this was the best way forward. In response to a Member's question it was noted that any decision of Housing Hartlepool to relocate the provision of this service would have no budget implications for the Council.

A discussion ensued in relation to the appendix which **contained exempt information under Schedule 12A Local Government Act 1972 (as amended by the Local Government (Access to Information) (Variation) Order 2006) namely paragraph 3 ("Information relating to the financial or business affairs of any particular person (including the authority holding that information")**. In view of the confidential nature of these discussions, the press and public were excluded from the remainder of the meeting.

The Director of Adult and Community Services confirmed that the telecare service provided by Housing Hartlepool was provided in line with negotiated agreed rates and was regularly reviewed and compared with other housing consortiums. In response to a Member's question, the Head of Procurement and Property Services confirmed that further details would be reported to a meeting of informal Cabinet on the partnering arrangements and future safeguarding in relation to the service cost.

### Decision

- (i) The re-negotiation of the Service Level Agreement with Housing Hartlepool for CCTV monitoring, out-of-hours call outs and emergency planning arrangements was approved.
- (ii) The negotiation of a partnering arrangement with Housing Hartlepool, to cover CCTV monitoring, out of hours services and emergency planning arrangements was approved in principle with details of the proposed partnering arrangements and future safeguarding to be reported to a future informal Cabinet meeting.

- (iii) The justification for the procurement route outlined in paragraph 6.3 of the report was endorsed.

The meeting concluded at 11.40 am.

**P J DEVLIN**

**CHIEF SOLICITOR**

**PUBLICATION DATE: 30 January 2009**