

SCRUTINY CO-ORDINATING COMMITTEE AGENDA



Friday 20 March 2009

at 2.00 pm

**in the Council Chamber
Civic Centre, Hartlepool**

SCRUTINY CO-ORDINATING COMMITTEE:

Councillors Akers-Belcher, Atkinson, Brash, R W Cook, S Cook, James, Kaiser, London, A Marshall, McKenna, Preece, Richardson, Shaw, Simmons, Wright and Young

Resident Representatives: Christopher Akers-Belcher, Iris Ryder and Linda Shields

1. APOLOGIES FOR ABSENCE

2. TO RECEIVE ANY DECLARATIONS OF INTEREST BY MEMBERS

3. MINUTES

3.1 To confirm the minutes of the meeting held on 13 February 2009

4. RESPONSES FROM THE COUNCIL, THE EXECUTIVE OR COMMITTEES OF THE COUNCIL TO REPORTS OF THE SCRUTINY COORDINATING COMMITTEE

No Items

5. CONSIDERATION OF REQUEST FOR SCRUTINY REVIEWS FROM COUNCIL, EXECUTIVE MEMBERS AND NON EXECUTIVE MEMBERS

No Items

6. FORWARD PLAN

No items

**7. CONSIDERATION OF PROGRESS REPORTS / BUDGET AND POLICY
FRAMEWORK DOCUMENTS**

- 7.1 Draft Corporate Plan for 2009/10 - Feedback from Overview and Scrutiny Committees – *Chairs of the Overview and Scrutiny Committees*

8. CONSIDERATION OF FINANCIAL MONITORING/ CORPORATE REPORTS

- 8.1 Quarter 3 – Corporate Plan and Revenue Financial Management Report 2008/2009 – *Assistant Chief Executive and Chief Financial Officer*
- 8.2 Quarter 3 – Capital and Accountable Body Programme Monitoring Report 2008/2009 – *Assistant Chief Executive and Chief Financial Officer*

9. ITEMS FOR DISCUSSION

- 9.1 2009 – 2012 Capital Strategy and Asset Management Plan – *Director of Neighbourhood Services and Chief Financial Officer*
- 9.2 Request for Items for Discussion for Joint Cabinet and Scrutiny Meeting of 31 March 2009 – *Scrutiny Manager*
- 9.3 Request for Funding from the Dedicated Overview and Scrutiny Budget – *Scrutiny Manager*

10. CALL-IN REQUESTS

11. ANY OTHER ITEMS WHICH THE CHAIRMAN CONSIDERS ARE URGENT

FOR INFORMATION

Date of Next Meeting: Friday, 24 April 2009 at 2.00 pm in the Council Chamber at the Civic Centre, Hartlepool.

SCRUTINY CO-ORDINATING COMMITTEE

MINUTES

13 February 2009

The meeting commenced at 2.00 p.m. in the Civic Centre, Hartlepool

Present:

Councillor Marjorie James (In the Chair)

Councillors Stephen Akers-Belcher, Jonathon Brash, Rob Cook, Ann Marshall, Arthur Preece, Carl Richardson, Chris Simmons, and David Young.

Resident Representatives: Christopher Akers-Belcher and Linda Shields.

Officers: Andrew Atkin, Assistant Chief Executive
Joanne Machers, Chief Personnel Officer
Charlotte Burnham, Scrutiny Manager
David Cosgrove, Democratic Services Team

125. Apologies for Absence

Councillors Atkinson, S Cook, Kaiser, London, McKenna, Shaw and Wright.

126. Declarations of interest by Members

None.

127. Minutes of the meetings held on 23 January 2009

Confirmed.

128. Responses from the Council, the Executive or Committees of the Council to Reports of the Scrutiny Co-ordinating Committee

No items.

129. Consideration of request for scrutiny reviews from Council, Executive Members and Non Executive Members

No items.

130. Forward Plan

The Forward Plan for February to May 2009 was submitted for the Committee's consideration. In discussing the entries within the forward plan, Members raised the following queries / requests.

Decision Reference SS56/09: Voluntary Sector Strategy – Members questioned whether the workshop held in May 2008 should be held again in light of the economic changes since then. The date the decision was to be taken was also unclear.

Decision Reference ED46/08: Hartlepool Admission Arrangements for 2010/11 – Members questioned if this applied to all schools, including Brierton. Members also asked if these arrangements took into account the government changes to post 16 education.

Decision Reference ED50/08: Children and Young People's Plan – Members questioned if this plan took into account the government changes to post 16 education.

Decision Reference ED51/08: Child Poverty – Local Innovation Pilot, Bid for Funding – Members indicated that this initiative to be submitted to Children's services Scrutiny Forum.

Decision Reference NS112/07: Victoria Park – The Committee asked when the presentation to all Members was to be scheduled. A report to Scrutiny Coordinating Committee was requested on the proposals prior to a decision being made.

Decision Reference NS124/08: Review of Concessionary Fare Payments to Bus Operators for 2009/10 – Members were concerned that Stagecoach was constantly being reported in press on the falling numbers of fare paying passengers. There appeared to be plenty of pensioners travelling courtesy of the subsidised fares scheme. The Council had made a payment to Stagecoach for these passengers in advance; Stagecoach already had that money in their account. Members requested a report to the Scrutiny Coordinating Committee from the appropriate portfolio holder on this issue.

Decision Reference NS125/09: Capital Strategy and Asset Management Plan – Members requested a report to the Scrutiny Coordinating Committee from the appropriate portfolio holder on this issue.

Decision Reference RP137/08: Victoria Harbour Supplementary Planning

Document – Members requested a general report to the Regeneration and Planning Services Scrutiny Forum from the Portfolio Holder after the public consultation had been completed sharing the public consultation outcomes prior to the decision being made.

Decision Reference RP143/08: Central Area Acquisitions – Members commented that the minute of the decision taken at Cabinet on 15 December 2008 indicated there will be a member's seminar and questioned when that was to be held. The date the decision was to be taken was also unclear.

Members requested that the Scrutiny Manager write with appropriate responses to the above questions.

Recommended

That the requests for reports, as set out above, be forwarded to the appropriate Scrutiny Committee and that the Scrutiny Manager writes to Members setting out responses to the remaining queries.

131. Corporate Plan Update for 2009/10: Proposed Outcomes and Actions *(Assistant Chief Executive)*

The Assistant Chief Executive presented the proposed actions and outcomes for inclusion in the 2009/10 Corporate Plan. In his presentation to the Committee, the Assistant Chief Executive highlighted the achievements from this year, the areas that were to be targeted, the challenges facing the Council and how these were to be reflected within the plan for 2009/10. The relevant service area elements of the plan would be forwarded to the appropriate scrutiny forum.

Following the presentation, Members raised the following issues/questions.

- Was it legal to pay the invoices of local businesses more quickly than those of other companies or firms? The Assistant Chief Executive that it was legal to do this and there was the intention to introduce a speedier system of paying local firms more quickly. There was no intention of slowing down other payments.
- Concern was expressed at the usability of the council's website and the ability to locate documents and information. The Assistant Chief Executive commented that there was to be some new software for the website released in the summer.
- How was the authority planning to meet the financial challenges of meeting the increasing demand in adult care? The Assistant Chief Executive commented that officers were very aware of the challenges of adult social care but there was a fundamental gap between the national acceptance of those costs and the level of grant the Council received.
- Why was the Job Evaluation process taking so long? The Chief Personnel Officer indicated that the Single Status exercise wasn't just about job evaluation. The job evaluation exercise had been completed and the single status agreement had harmonised contracts. There were

some outstanding issues and there was a programme to deal with these with an anticipated conclusion in 2011. In response to a question on the appeals process, the Chief Personnel Officer commented that around 350 employees had submitted appeals, though the actual number of jobs affected was still to be established. It could take up to two years to complete the appeals process. In replying to further questions, the Chief Personnel Officer commented that the appeals Panel process had just been agreed with the Trade Unions.

- Had the savings that were expected through the establishment of the Contact Centre been achieved and where were these savings shown. The Chief Personnel Officer commented that the financial savings created through the contact centre would be realised in the long term, though the initial impact was on customer service. Future savings would be difficult to identify within the contact centre as the costs savings would be shown within departmental budgets. There was a report on the contact centre submitted to the Portfolio Holder in September which could be circulated to Members for information.
- Concerns were raised on the collection of council tax and the apparent speed at which the Council seemed to move towards taking non-payers to Court. The Assistant Chief Executive indicated that he would ask the Chief Financial Officer to look into those concerns.

Members then moved on to consider the Corporate Plan appended to the report. The following questions/issues were raised.

CORP SC14 – The training proposed needed to be provided in community settings – not through the Children's Services Department or the colleges. Officers should work with voluntary groups when trying to access the harder to reach families.

CORP SC17 – Members understood that the use of the multiple language entries of Council documents was to end as the council's logo would act as the identifier for that. Members requested the details of the publicity had been undertaken.

CORP OD05 – Members commented that the governance arrangements for Neighbourhood Action Plans should always include Members, and should be standardised.

CORP OD10 – Members had requested detailed updates on departments under/over spend status each quarter.

CORPOD13/14 – Members questioned why there was still a separate training strategy for elected members and the workforce? Members considered that it would be beneficial for both to be trained alongside each other wherever possible. The Chief Personnel Officer indicated this was being developed.

CORP OD15, 18, 19 – Members indicated that they would wish to see full involvement of scrutiny.

CORP JE01, 02 – Members indicated that they would wish to see full involvement of scrutiny; decision making needed to take into account the needs of the community.

CORP JE04 – Members commented that Hartlepool could not continue to rely on the service and leisure sectors for all its job creation. There needed

to be a greater emphasis on manufacturing sector.

CORP JE07, - Members questioned if the government changes for 17/18 yr olds staying in education or training had been taken into account in this and the 14-19 strategy. Relevant scrutiny forums need to take these issues forward.

CORP LLS01-10 – The Committee requested details on how these strategies would be achieved and where in the process Scrutiny would have some input.

CORP HW04 – Members questioned the use of the 1998 baseline in measuring teenage pregnancy rates. Members also made reference to the successful involvement of voluntary sector in this area in the past.

The Committee requested that the appropriate reports be brought forward where they were requested, that the Scrutiny Manager respond in writing to the other queries and where necessary issues be referred to the appropriate Director.

Recommended

That the report and the Corporate Plan Update for 2009/10 be noted and that the detailed request for reports and further information as set out above be approved with reference to the appropriate scrutiny forum as necessary.

132. Consideration of financial monitoring / corporate reports

No items.

133. Scrutiny Forum Progress Reports – Adult and Community Services Scrutiny Forum (*Chair of the Adult and Community Services Scrutiny Forum*)

The Chair of the Adult and Community Services Scrutiny Forum, Councillor Simmons, informed the Scrutiny Co-ordinating Committee of the progress made to date by the Adult and Community Services Scrutiny Forum, since the previous report submitted to Members on 8 October 2008.

Recommended

That the Scrutiny Co-ordinating Committee notes the progress of the Adult and Community Services Scrutiny Forum.

134. Scrutiny Forum Progress Reports – Children's Services Scrutiny Forum (*Chair of the Children's Services Scrutiny Forum*)

The Chair of the Children's Services Scrutiny Forum, Councillor Shaw, submitted a report to the Scrutiny Co-ordinating Committee of the progress made to date by the Children's Services Scrutiny Forum, since the previous report submitted to Members on 8 October 2008.

Recommended

That the Scrutiny Co-ordinating Committee notes the progress of the Children's Services Scrutiny Forum.

135. Scrutiny Forum Progress Reports - Health Scrutiny Forum *(Chair of the Health Scrutiny Forum)*

The Chair of the Health Scrutiny Forum, Councillor Brash, informed the Scrutiny Co-ordinating Committee of the progress made to date by the Health Scrutiny Forum, since the previous report submitted to Members on 8 October 2008.

Recommended

That the Scrutiny Co-ordinating Committee notes the progress of the Health Scrutiny Forum.

136. Scrutiny Forum Progress Reports - Neighbourhood Services Scrutiny Forum *(Chair of the Neighbourhood Services Scrutiny Forum)*

The Chair of the Neighbourhood Services Scrutiny Forum, Councillor Akers-Belcher submitted a report to the Scrutiny Co-ordinating Committee on the progress made to date by the Neighbourhood Services Scrutiny Forum, since the previous report submitted to Members on 8 October 2008.

Recommended

That the Scrutiny Co-ordinating Committee notes the progress of the Neighbourhood Services Scrutiny Forum.

137. Scrutiny Forum Progress Reports – Regeneration and Planning Services Scrutiny Forum *(Chair of the Regeneration and Planning Services Scrutiny Forum)*

The Chair of the Regeneration and Planning Services Scrutiny Forum, Councillor S Cook, submitted a report to the Scrutiny Co-ordinating Committee on the progress made to date by the Regeneration and Planning Services Scrutiny Forum, since the previous report submitted to Members on 8 October 2008.

Recommended

That the Scrutiny Co-ordinating Committee notes the progress of the Regeneration and Planning Services Scrutiny Forum.

138. Scrutiny Forum Progress Reports - Scrutiny Coordinating Committee *(Chair of the Scrutiny Coordinating Committee)*

The Chair of the Scrutiny Co-ordinating Committee, Councillor James, informed Members of the progress made to date by the Committee, since the previous report submitted to Members on 8 October 2008.

Recommended

That Members note the progress of the Scrutiny Co-ordinating Committee.

139. Six Monthly Monitoring of Agreed Overview and Scrutiny Recommendations *(Scrutiny Manager)*

The Scrutiny Manager submitted the six monthly progress report on the delivery of the agreed scrutiny recommendations of this Committee and the Scrutiny Forums since the 2005/06 Municipal Year. Attached as Appendix A to the report was a summary that showed progress made by each investigation, and Appendix B provided a detailed explanation of each recommendation that was either 'expected to achieve target' or 'not expected to achieve target' for all Scrutiny Forums. It was highlighted that 94.5% of all recommendations had been or were expected to be achieved with only 1.1% not achieved. Members welcomed the report and the excellent figures.

Recommended

1. That progress against this Committee and the Scrutiny Forums' agreed recommendations, since the 2005/06 Municipal Year, be noted.
2. That the Committee and the five standing Scrutiny Forums continue to receive six monthly monitoring reports covering a three year period.

140. Final Report – Quality of Care Homes Provision in Hartlepool *(Chair of the Adult and Community Services Scrutiny Forum)*

The Chair of the Adult and Community Services Scrutiny Forum, Councillor Chris Simmons, submitted the forums draft final report on its investigation into the quality of care homes in Hartlepool. Councillor Simmons wished to record his thanks to all the contributors to the investigation, particularly the care homes in the town and those that had been visited as part of the investigation. Members welcomed the report and its recommendations.

Recommended

That the report and recommendations of the Adult and Community Services Scrutiny Forum's investigation into the quality of care homes in Hartlepool, as set out below, be approved and commended to the executive.

"The Adult and Community Services Scrutiny Forum has taken evidence from a wide range of sources to assist in the formulation of a balanced range of recommendations. The Forum's key recommendations to the Cabinet are outlined below:

- (a) That the Council, through its Adult and Community Services Department and relevant Portfolio Holder, works in partnership with LINKs to ensure that the statutory requirements in relation to care home

- inspection in Hartlepool are fully met;
- (b) That the Council re-establishes the Hartlepool Care Managers' Forum in consultation with Hartlepool PCT to ensure that regular dialogue is maintained between care home managers and key partners;
 - (c) That the Council regularly publicises its gradings for individual Care Homes along with the Commission for Social Care Inspection quality ratings on the Council's website, in 'Hartbeat', in the local press and public libraries in order to raise public awareness of ratings and to encourage care homes to raise their standards;
 - (d) That the Council aligns its care home gradings with the Commission for Social Care Inspection quality ratings to provide an overall grading;
 - (e) That the Council considers including within their service specifications the minimum standards which are not legally enforceable through the Care Homes Regulations 2001;
 - (f) That, where possible, the Council influence future residential care developments to locate dementia units on the ground floor of any new development in Hartlepool; and
 - (g) That the Portfolio Holder for Adult and Public Health lobby the Government to review the personal expenses allowance so that it is reflective of a person's needs and abilities."

141. Request for Funding from the Dedicated Overview and Scrutiny Budget *(Scrutiny Manager)*

The Scrutiny Manager reported on two requests for funding from the Dedicated Overview and Scrutiny Budget.

The Regeneration and Planning Services Scrutiny Forum requested approval for £110 to gather Best Practice Evidence from another Local Authority as part of the Forum's investigation into 'The Marketing of Hartlepool'; travel to South Tyneside Council.

The Adult and Community Services Scrutiny Forum requested approval for £120 for a site visit to a new development offering recreational facilities in Durham in order to compare areas of good practice as part of the Forum's investigation into 'Access to Recreation Facilities for Vulnerable / Older People'; including travelling expenses.

The Neighbourhood Services Scrutiny Forum requested approval for £90 for a site visit to a variety of coastal defences / sites along Hartlepool's coastline as part of the Forum's investigation into 'Coastal Defences and Shoreline Management in Hartlepool'; including travelling expenses.

Recommended

That the requests for funding totalling to £320.00 from the Dedicated Overview and Scrutiny Budget be approved.

142. Call-In Requests

No items.

The meeting concluded at 3.45 p.m.

MARJORIE JAMES

CHAIR

SCRUTINY CO-ORDINATING COMMITTEE

20 March 2009



Report of: Chairs of the Overview and Scrutiny Committees

Subject: DRAFT CORPORATE PLAN 2009/10 – FEEDBACK FROM THE OVERVIEW AND SCRUTINY COMMITTEES

1. PURPOSE OF THE REPORT

- 1.1 To feedback the collective responses of the Scrutiny Co-ordinating Committee and the four standing Scrutiny Forums following their recent consideration of the Authority's Draft Corporate Plan for 2009/10.

2. BACKGROUND INFORMATION

- 2.1 At a meeting of the Scrutiny Co-ordinating Committee held on 13 February 2009, consideration was given to the proposed key objectives of the Draft Corporate Plan for 2009/10.
- 2.2 At this meeting it was agreed that the proposed key objectives and actions as outlined in the Draft Corporate Plan for 2009/10 be considered on a departmental basis by the appropriate Scrutiny Forum. With any comments/observations being fed back to this meeting of the Scrutiny Co-ordinating Committee to determine whether it is appropriate to submit a formal response to the Cabinet.
- 2.3 It should be noted that the Scrutiny Co-ordinating Committee will also have a further opportunity to consider the working draft of the Corporate Plan 2009/10 in early June 2009 during which the majority of all performance indicators information will be included. Prior to approval being sought from Full Council on 25 June 2009 and statutory publication on 30 June 2009.

3. COLLECTIVE FEEDBACK FROM THE OVERVIEW AND SCRUTINY COMMITTEES

- 3.1 Members of the Scrutiny Co-ordinating Committee and the four standing Scrutiny Forums (excluding the Health Scrutiny Forum) have considered in

detail the proposed objectives and actions as outlined in Draft Corporate Plan 2009/10 between 13 February 2009 and 20 March 2009 and their comments are as outlined below:-

- (a) Adult and Community Services Scrutiny Forum – Members supported all the proposed outcomes and actions for the Adult and Community Services Department with particular emphasis on the following outcomes:-
 - (i) **Improved Health:** Members strongly supported the need to reduce the death rate and the rate of serious harm from accidents by improving the health of residents through the activities available;
 - (ii) **Easier Access to Services:** Members recognised the importance of offering support to carers and encouraged the wide distribution of publications on the support available; and
 - (iii) **Cultural and leisure services, better meet the needs of the community, especially those from disadvantaged areas:** Members emphasised the need to engage with residents so that their needs / aspirations are better reflected through the cultural / leisure services offered by the Council.
- (b) Children's Services Scrutiny Forum – Members made the following comments with regard to the following outcomes:-
 - (i) **Achieve economic wellbeing for all children and young people ensuring that they are prepared for working life:** Members highlighted the action of tackling child poverty as being of particular importance and encouraged the impact that organisations such as the Hartlepool Credit Forum and Credit Union could do to achieve such an aim.
 - (ii) **Enjoy and Achieve:** Members felt that particular emphasis should be placed on the enjoyment of learning, particularly for those learners for whom the enrichment agenda was not enjoyable. Members also had concerns over some schools struggling to break the 'glass ceiling' at Key Stage 2, but were reassured that efforts at the Foundation Stage should help in the long term.
 - (iii) **Transform teaching and learning opportunities, supported by £100m+ investment from Building Schools for the Future and the Primary Capital Programme:** Although Members supported the improvements to the infrastructure of the schools in the Town, there was a note of caution that this should not shift focus from the overall aim and goal of improving education attainment levels.

- (iv) **Be Healthy:** Members did have concerns over unachievable targets set for reducing teenage pregnancies, accepting that these came from Government targets; however, Members were pleased to hear of the various activities currently ongoing to assist in reductions in this area. Members were also concerned about the numbers of young women smoking and the promotion of breastfeeding, with Members placing an emphasis on the need for partnership working with the PCT / Hospital to help achieve these aims.
- (c) Neighbourhood Services Scrutiny Forum – Members supported all the proposed outcomes and actions for the Neighbourhood Services Department with particular emphasis on the following areas:-
 - (i) **Health and Wellbeing:** Members agreed that healthy eating is essential and should be encouraged in schools by providing a range of healthy eating options to pupils. Members would also like further examination to be undertaken to support local organisations to create co-ops where healthy food is available for local residents at reasonable prices;
 - (ii) **Environment:** Members raised concerns over public transport especially for residents in the town during the Tall Ships event; and
 - (iii) **Strengthening Communities:** Members considered community involvement as imperative to strengthening services and communities especially in areas where there has been a loss of provision / facilities.
- (d) Regeneration and Planning Services Scrutiny Forum – Members made the following comments with regard to the following outcomes:-
 - (i) **Attract Investment:** Members reinforced the need to ensure that pressure is applied and solutions sought for those sites still requiring development e.g. Jacksons Landings, Odeon and Steetley. Members also questioned if the cost of Police and Fire intervention at some of these sites could be offset savings for compulsory purchasing problem buildings / sites for redevelopment.
 - (ii) **Promote Hartlepool's interests in economic regeneration policy making at the national, regional and sub-regional levels:** Members were concerned that despite the dedicated hard work of the Department, there was still a sense that the Authority needed to have a stronger voice and utilise the potential influence of the higher Ministerial profile that the Town's MP currently has, as well as the previous MP who still holds some regard for Hartlepool.

Under those plans that were still regarded as ongoing developments, Members made the following comments:-

- (iii) **Housing Task Group:** Members were concerned that the work of this groups should not duplicate the other housing groups that were operating in the Town, although they were reassured that this group was seen as more of a steering group than the other strategic groups currently operating.
- (iv) **New financial models of housing provision:** Members were very supported of those housing schemes that encouraged more affordable housing in the Town, particularly the HomeBuy initiative, although they were disappointed to learn that some of this good work could be halted by unsuccessful mortgage applications due to the current economic climate.
- (e) Scrutiny Co-ordinating Committee – Members made the following comments with regard to the following outcomes, grouped under the Organisational Development Theme:-
 - (i) **Improve Governance Arrangements Outcome: CORP OD05 Development of Governance Arrangements** - Members viewed the governance arrangements for NAPs as being inconsistent and should be standardised.
 - (ii) **Improve Financial Management and Reporting Outcome - CORP OD10 Improving awareness of the Council's financial position** - SCC should continue to receive quarterly budget / performance monitoring reports with particular focus on departments under/over spends. With regard to the financial challenges posed by adult social care, Members were of the view that the Government needed to provide a similar funding model to that for children, i.e. the money moves with the client.
 - (iii) **Improve access and understanding between the Council and the Public Outcome CORP OD11 Develop the Contact Centre to increase the range of service provided** - Members queried whether the proposed efficiencies highlighted at inception have materialised and evidence was to distributed to Members under separate cover.

The current design of the Council's website was criticised together with the difficulties encountered to find information and suggested young people should be involved in the planned refresh.
 - (iv) **Improve Elected Member and Workforce Arrangements Outcome CORP OD13/14 Implement Elected Member Development Strategy / Implement the People Strategy and Workforce Development Strategy** – questioned why the

Authority still had a separate strategy for Members and the workforce. Members were of the view that it was beneficial for both to be trained alongside each other wherever possible.

- (v) **Improve Efficiency and Effectiveness of the Organisation Outcome CORP OD15 Develop and implement Business Transformation Programme CORP OD18 / 19 Review 5 Year Procurement Plan / Review Procurement Strategy -** Requested the involvement of Scrutiny where possible.

4. RECOMMENDATIONS

4.1 It is recommended that the Scrutiny Co-ordinating Committee:-

- (a) considers the written feedback of the Overview and Scrutiny Committees in relation to the Draft Corporate Plan for 2009/10; and
- (b) based on the written feedback received during this meeting, determines whether it is appropriate to submit a formal response to the Cabinet.

Contact:-

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BACKGROUND PAPERS

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

SCRUTINY CO-ORDINATING COMMITTEE

20th March, 2009



Report of: Assistant Chief Executive and Chief Financial Officer

Subject: QUARTER 3 – CORPORATE PLAN &
REVENUE FINANCIAL MANAGEMENT
REPORT 2008/2009

1. PURPOSE OF REPORT

- 1.1 To inform Members of the Scrutiny Co-ordinating Committee of the progress made towards achieving the Corporate Plan outcomes through identified actions and of the progress against the Council's own 2008/2009 Revenue Budget, for the period to 31st December, 2008.

2. BACKGROUND

- 2.1 In line with previous monitoring reports, the attached report (**Appendix 1**) provides an overall picture of performance and progress against the approved 2008/2009 revenue budget, followed by a section for each Portfolio where more detailed information is provided.
- 2.2 It should also be noted that the Cabinet considered this report at its meeting on 23rd February, 2009, therefore any key issues arising from the meeting will be verbally provided during this meeting.

3. RECOMMENDATION

- 3.1 That Members consider the report and seek clarification on issues where felt appropriate.

CABINET REPORT

23rd February, 2009



Report of: Corporate Management Team

Subject: QUARTER 3 – CORPORATE PLAN AND REVENUE
FINANCIAL MANAGEMENT REPORT 2008/2009

SUMMARY

1. PURPOSE OF REPORT

1.1 To inform Cabinet of: -

- The progress made towards achieving the Corporate Plan Actions in order to provide timely information and allow any necessary decisions to be taken;
- To provide details of progress against the Council's overall revenue budget for 2008/2009.

2. SUMMARY OF CONTENTS

2.1 The report describes progress towards achieving the actions within the Corporate Plan using the traffic light system of Green, Amber and Red. The report provides an overview of Council performance, with separate sections providing more detailed information for each Portfolio Holder to consider.

2.2 The Revenue Budget Monitoring report covers the following areas:

- General Fund Emerging Financial Issues
- Review of High Risk Budget Areas;
- Progress against Planned Efficiency Targets Identified in the 2008/2009 Budget Strategy;
- Key Balance Sheet information.

3. RELEVANCE TO CABINET

3.1 Cabinet has overall responsibility for the monitoring of the Council's Corporate Plan and the Revenue budget.

4. TYPE OF DECISION

4.1 None.

5. DECISION MAKING ROUTE

5.1 Cabinet, 23rd February, 2009.

6. DECISION(S) REQUIRED

6.1 Cabinet is asked to: -

- Note the current position with regard to performance and revenue monitoring;
- Agree to the proposed revised due dates for those actions in table NC2.

Report of: Corporate Management Team

Subject: QUARTER 3 – CORPORATE PLAN AND
REVENUE FINANCIAL MANAGEMENT
REPORT 2008/2009

1. PURPOSE OF REPORT

- 1.1 To inform Cabinet of the progress made towards achieving the Corporate Plan outcomes through identified actions and of progress against the Council's own 2008/2009 Revenue Budget, for the period to 31st December, 2008.

2. BACKGROUND

- 2.1 In line with previous monitoring reports, this report is an integrated document that is page numbered, thus allowing Members easier navigation around the report. (See contents table below). The report firstly provides an overall picture of performance and progress against the approved 2008/2009 revenue budget.

Section	Heading	Page
3.	Overall Performance and Progress on Actions and key Performance Indicators	2-3
4.	Revenue Financial Management Information	3-8
5.	Detailed Performance Monitoring Sections	9
6.	Adult and Public Health Portfolio	9-12
7.	Children's Services Portfolio	12-16
8.	Culture, Leisure and Tourism Portfolio	16-17
9.	Finance and Efficiency Portfolio	18-20
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12.	Regeneration and Liveability Portfolio	24-26
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14.	Conclusions	26-27
15.	Recommendations	27
Appendix A	Summary Revenue Financial Position to 31 st December, 2008, by Department	28
Appendix B	High Risk Budget Areas by Department	29
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	Budget Reserves to be treated as Contingency Items	
Appendices E-K	Revenue Financial Management Report to 31 st December, 2008, by Portfolio	39-45
Appendix L	Area Based Grant Financial Management Statement	46-47

- 2.2 This report will be submitted to Scrutiny Co-ordinating Committee on 20th March, 2009. This will ensure that Scrutiny Co-ordinating Committee is able to review the report at the earliest opportunity.

3. OVERALL PERFORMANCE AND PROGRESS ON ACTIONS AND KEY PERFORMANCE INDICATORS

- 3.1 The Council identified 121 actions with specific completion dates and 118 key performance indicators (KPIs) as measures of success in the 2008/2009 Corporate Plan. Overall performance is good, and in line with expectations at the start of the municipal year with 94% of actions and 92% of the KPIs (when annually reported PIs, or PIs with no targets have been removed) judged to be either on or above targets. Tables 1 and 2 below summarise officers' views on progress as at 31st December 2008, for each Portfolio Holder's responsibilities: -

- A RED traffic light signifies the Action/KPI is not expected to meet target.
- An AMBER traffic light signifies the Action/KPI is expected to meet target.
- A GREEN traffic light signifies the target for the Action/KPI has been achieved.

Table 1 – Progress on Actions within the Corporate Plan

Portfolio	Actions by Traffic Light					
	Green		Amber		Red	
	No.	%	No.	%	No.	%
Adult Services and Public Health	1	4%	22	96%	0	0%
Children's Services	3	12%	23	88%	0	0%
Culture, Leisure and Tourism	0	0%	4	100%	0	0%
Finance and Efficiency	1	10%	7	70%	2	20%
Neighbourhood and Communities	0	0%	11	79%	3	21%
Performance	0	0%	11	92%	1	8%
Regeneration and Liveability	6	18%	26	79%	1	3%
Total	11	9%	103	85%	7	6%

NB: One action (CS A11) impacts on two portfolio areas (Neighbourhood & Communities and Regeneration & Liveability) Finance and Efficiency – 2 actions without expected outcome

Table 2 – Progress on Key Performance Indicators

Portfolio	KPIs by Traffic Light					
	Green		Amber		Red	
	No.	%	No.	%	No.	%
Adult Services and Public Health	1	17%	5	83%	0	0%
Children's Services	0	0%	3	100%	0	0%
Culture, Leisure and Tourism	2	67%	1	33%	0	0%
Finance and Efficiency	2	67%	1	33%	0	0%
Neighbourhood and Communities	0	0%	7	100%	0	0%
Performance	0	-	0	-	0	-
Regeneration and Liveability	1	7%	11	73%	3	20%
Total	6	16%	28	76%	3	8%

*figure may not always add to 100% due to rounding

3.3 Key areas of progress included: -

- A further 3 schools have achieved the National Healthy School Status, meaning a total of 31 (out of 36) schools have now achieved the award
- There has been a substantial reduction in the number of young people who are Not in Education, Employment or Training (NEET)
- Renewed Renaissance funding for museums has been secured for a further 2 years
- The number of people claiming the reductions that they are entitled to from their Council Tax has increased
- The number of retail and catering establishments offering Fairtrade as an alternative has already exceeded targets for 2008/2009
- The Council's Annual report was published in Hartbeat
- Violent crime has reduced significantly in the last 12 months

4. REVENUE FINANCIAL MANAGEMENT 2008/2009 - SUMMARY

4.1 This section provides details covering the following areas: -

- Progress against departmental and corporate budgets and High Risk Budget Areas;
- Overview of anticipated 2008/2009 revenue outturn;
- Progress against Efficiency Savings Targets Identified in the 2008/2009 Budget Strategy;
- Performance against Budget Pressures to be treated as Contingency Items;
- Key Balance Sheet information.

4.2 **Progress against Departmental and Corporate Budgets and High Risk Budget Areas**

4.3 For 2008/2009, as well as monitoring department and corporate budgets at a global level, high risk budget areas are also identified and explicitly monitored. These arrangements ensure any problem areas are identified at an earlier stage to enable appropriate corrective action to be taken. The areas identified as high risk budgets are attached at **Appendix B**, which indicates that there are adverse variances on a number of budgets. As indicated below detailed comments on these variances are provided later in the report.

4.4 Detailed revenue financial management reports are attached at **Appendix E to K**. These reports are prepared on a Portfolio basis to enable each Portfolio Holder to readily review their area of responsibility. However, the Council's budget is managed on a departmental basis and the overall position is summarised at **Appendix A**, Table 1. **Appendix L** shows the financial position of activities funded by Area Based Grant

4.5 **Summary of Financial Position 2008/2009**

4.6 An initial view of the progress against the current year's budget for the first half year and forecast outturns was reported to Cabinet on 13th October, 2008.

4.7 This report indicated that a number of adverse trends had begun to emerge covering the following areas:

- Increased expenditure on demand lead services for Looked After Children.
- Demand lead pressure on Learning Disabilities and services for Older People.
- Inflationary pressures – fuel costs;
- Reduction in income – owing to the impact of the credit crunch on a range of income streams, including planning/development control fees, land charges, car parks and Shopping Centre income;
- Delays in the achievement of efficiencies.

4.8 At that stage it was anticipated that there would be an overspend on departmental budgets in the order of £2.6m at the year end. Following detailed work by individual Directors this position has now reduced to £2.3m.

4.9 The outturn position has reduced favourably mainly owing to Children's Services outturn variance reducing by £250,000. This is owing to careful management of the Children and Families Best Value Group and some one-off vacancy savings.

- 4.10 The forecast anticipated variance includes using additional temporary income from the Shopping Centre to create an equalisation reserve. Additional income in the current year is from one-off factors including terminating rentals. Owing to the economic downturn it is expected that Shopping Centre income will reduce in 2009/2010. Therefore, it is prudent to earmark this windfall income to offset any future losses. This strategy will protect the Authority's budget position in 2009/2010.
- 4.11 The financial position is summarised at **Appendix A** and below.

Forecast Departmental Outturn 2008/2009

Department	Forecast Overspends/(Underspends)	
	Quarter 2 Net Forecast Variance £'000	Quarter 3 Net Forecast Variance £'000
Adult & Community Services	1,415	1,452
Chief Executive	0	125
Children's Services	741	473
Neighbourhood Services	441	476
Regeneration & Planning	0	0
Total	2,597	2,526

- 4.12 Cabinet agreed at their meeting on 9th February, 2009, to fund this overspend from capitalising various one-off projects from the current year's revenue budget. This proposal releases revenue resources to offset departments overspends. This existing capital commitment would need to be funded and the only alternative funding source is Prudential Borrowing.
- 4.13 **Progress against Departmental Efficiency Savings Targets Identified in the 2008/2009 Budget Strategy**
- 4.14 The table below shows the summary of savings included in the 2008/2009 Budget Strategy. Delays in the achievement of some efficiencies is contributing to the adverse trends beginning to emerge in some areas. A comprehensive schedule of progress in achieving these savings is attached at **Appendix C** and further details regarding the overall monitoring position for each Portfolio are set out in sections 6 - 12 of this report.

	Target	Savings Expected
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		to be achieved from Efficiency £'000
Adult & Community Services	836	484
Chief Executives	145	145
Children's Services	490	490
Neighbourhood Services	451	451
Regeneration & Planning	129	129
Total	2,051	1,699

4.15 Performance against Budget Pressures to be treated as Contingency Items

4.16 Members will recall that as part of the review of budget pressures for 2008/2009, it was determined that a number of pressures are not certain to arise, or the value of the pressure is not certain. These items were therefore classified as "contingency" items and a budget provision was made to underwrite these risks.

4.17 **Appendix D** provides a schedule of the pressures that are to be treated as contingency items and at this stage this indicates that they are all expected to require funding in the current year.

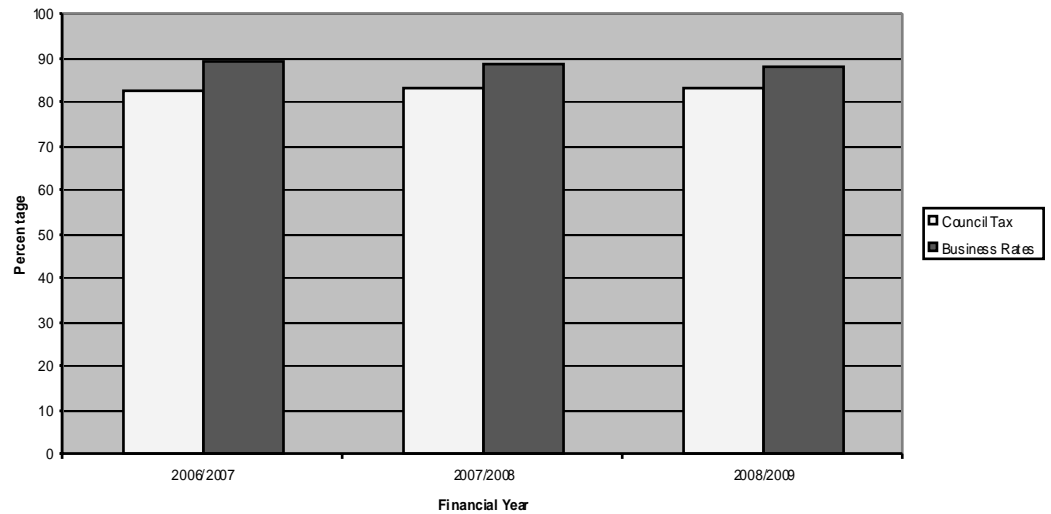
4.18 Key Balance Sheet Information

4.19 A Balance Sheet provides details of an organisation's assets and liabilities at a fixed point in time, for example, the end of the financial year or other fixed accounting periods. Traditionally local authorities have only produced a Balance Sheet on an annual basis and have managed key Balance Sheet issues through other more appropriate methods. However, under CPA arrangements there is a greater emphasis on demonstrating effective management of the Balance Sheet. The Audit Commission's preferred option is the production of interim balance sheets throughout the year. In my opinion the option is neither practical nor beneficial as a Local Authority Balance Sheet includes a large number of notional valuations for the Authority's fixed assets and pension liabilities. It is therefore more appropriate to monitor the key cash balance sheet items and these are summarised below:-

- Debtors

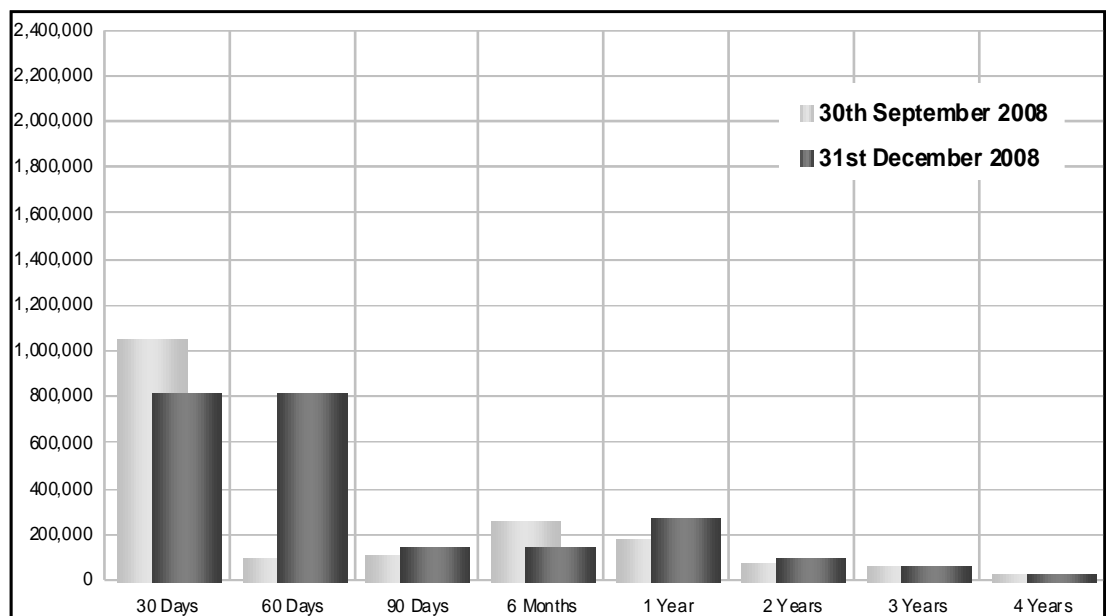
The Council's key debtors arise from the non payment of Council Tax, Business Rates and Sundry Debtors. These areas are therefore subject to detailed monitoring throughout the year. The position on Council Tax and Business rates are summarised below:-

Percentage of Debt Collected at 31st December



The Council Tax collection rate is up slightly by 0.29% and the NNDR collection rate is down by 0.33% when compared to the same period last financial year. In year collection rates are affected by the timing of week/month ends. Whilst the Council Tax collection rate is slightly up there has been a recent increase in the number of failed direct debit payments, which is indicative of issues in the wider economy.

The position in relation to Sundry Debtors is summarised below:



At the start of the current financial year the Council has outstanding sundry debts of £2.172m. During the period

1st April, 2008 to 31st December, 2008, the Council issued 8,788 invoices with a value of £10.178m. As at the 31st December, 2008, the Council had collected £7.366m, leaving £2.813m outstanding, which consist of: -

- Current Debt - £1.945m

With regard to current outstanding debt, this totals £1.945m at 31st December, 2008, inclusive of approximately £0.821m of debt less than thirty days old.

- Previous Years Debt - £0.868m

These debts relate to the more difficult cases where court action or other recovery procedures are being implemented. At the 31st December, 2008, debts older than one year totalled £0.868m.

- Borrowing Requirements

The Council's borrowing requirement is the most significant Balance Sheet item. Decisions in relation to the Council's borrowing requirements are taken in accordance with the approved Treasury Management Strategy.

	Position as at 31 st December 2008 £m	Position at 30th January 2009 £m	Latest Average Rate
PWLB	24.3	4.3	4.77%
LOBO	45.0	45.0	4.00%
Temporary Loans	7.9	25.5	1.33%
Gross Debt (a)	69.3	74.8	3.14%
Investments (b)	53.9	45.9	5.13%
Net Debt (a) – (b)	23.3	28.9	

The table above reflects the recent repayment of £20m PWLB loans, which has been achieved at no cost to the Council. This has been possible because of rising interest rates for very long term loans, which has meant the Council has been able to repay without incurring a premium. This borrowing has been temporarily replaced by very low interest short term loans which will be repaid as investments mature. This will enable the Council to reduce the level of its investments and reduce exposure to the risk of counterparty default, which is endemic in the financial markets at the present time.

5. DETAILED PORTFOLIO REPORTS

5.1 Detailed monitoring reports for individual portfolios are set out in **Appendices E - K** as follows:

- Appendix E - Adult and Public Health
- Appendix F - Children's Services
- Appendix G - Culture, Leisure & Tourism
- Appendix H - Finance & Efficiency
- Appendix I - Neighbourhood & Communities
- Appendix J - Performance Management
- Appendix K - Regeneration & Liveability

5.2 Detailed comments on each portfolio are set out in the following sections.

6. ADULT AND PUBLIC HEALTH PORTFOLIO

6.1 **Performance Update for the Period Ending 31st December, 2008**

6.1.1 Within the Adult and Public Health Portfolio there are a total of 23 actions that were identified in the 2008/2009 Corporate Plan. All actions have been assessed as being on target for completion, or already completed, by the agreed date.

6.1.2 There are 6 Performance Indicators that are within the Corporate Plan for the Adult and Public Health Portfolio that are not reported only on an annual basis. All of these have been assessed as being expected to achieve target.

6.1.3 Key areas of progress made to date in the Adult and Public Health Portfolio include: -

- Crucial Crew Event has taken place in November;
- A further 3 schools have achieved the National Healthy School Status, meaning a total of 31 (out of 36) schools have now achieved the award.

6.2 **Revenue Financial Management Position Statement for Period Ending 31st December, 2008**

6.2.1 Details of Adult & Public Health Services actual expenditure and expected expenditure as at 31st December, 2008, are shown at **Appendix E**.

6.2.2 The projected outturn is £26,974,000, compared to the latest budget of £25,448,000, resulting in a forecast adverse variance of £1,526,000.

- 6.2.3 The anticipated expenditure includes the 2008/2009 approved budget along with the planned use of Departmental Reserves created in previous years.
- 6.2.4 The main items to bring to Portfolio Holder's attention are: -

Line 4: Learning Disabilities

Current Variance: £539,000 Adverse

Forecast Variance: £812,000 Adverse

Increased demand for the service is reflected in the current adverse variances on residential placements (£229,000, of which £173,000 relates to nine months worth of residential care costs for one individual as reported last quarter) and additional care placements (£274,000).

Owing to increase in demand for care and increases in care needs for some already receiving support we currently have care costs in excess of budget for community based social care support of £343,000 in this area. This includes some one-off expenditure for equipment, etc, which is not expected to continue, as individuals choose to access their social care in more flexible ways. This variance is partly offset by a reduction in costs against traditional domiciliary care services of £106,000.

Day service transport costs continue to be an issue until the Integrated Transport Unit is in place.

The overall projected outturn has reduced since the last report owing to some one-off income received from the PCT, there has also been unfortunately, a number of service users who have passed away which will have an impact on the financial position this year.

Line 5: Mental Health

Current Variance: £112,000 Adverse

Forecast Variance: £160,000 Adverse

The current adverse variance relates to increased demand for this service. Residential placement costs are currently overspent by £94,000 and community social care support demand has meant that care costs are currently greater than budget by £127,000. A favourable variance on income linked to additional expenditure and staffing underspends account for the overall projected outturn.

Line 7: Physical Disabilities

Current Variance: £305,000 Adverse

Forecast Variance: £497,000 Adverse

The majority of this current adverse variance relates to increased demand for community based social care. There is currently expenditure in excess of budget in this area of £280,600. This includes some one-off expenditure for equipment, etc., which is not expected to continue, as individuals choose to access their social care in more flexible ways.

Day service transport costs continue to be an issue until the Integrated Transport Unit is in place. Current outturn projections include a £50,000 overspend for this area.

Line 11: Supporting People

Current Variance: £70,000 Adverse

Forecast Variance: £40,000 Adverse

The current adverse variance is the result of a delay in restructuring this area and this is reflected in the anticipated outturn.

Line 12: Consumer Services

Current Variance: £149,000 Favourable

Forecast Variance: £86,000 Favourable

£53,000 relates to savings on vacant posts. Market forces make it extremely difficult to recruit staff into these posts. Any favourable variance in this area will be used to provide the service by alternative methods.

Licence income is currently above expectation and accounts for £114,000 of the variance. Income is anticipated to level out by the end of the financial year. The level of income received in advance is currently being evaluated and appropriate adjustments will be made at the year end.

Line 13: Environmental Standards

Current Variance: £96,000 Adverse

Forecast Variance: £85,000 Adverse

Reduced level of income in Burials and Cremations reflects seasonal trends and this is expected to level out over the winter period. Market income is not expected to recover and the shortfall will need to be met from other departmental budgets. These are currently being identified.

- 6.2.5 The Director of Adult & Community Services has approved revenue contributions to capital outlay of £64,974. These have

been agreed by the Chief Financial Officer and are reflected in the full year projected outturn figures detailed in this report.

7. CHILDREN'S SERVICES PORTFOLIO

7.1 Performance Update for the Period Ending 31st December, 2008

7.1.1 Within the Children's Services Portfolio there are a total of 26 actions that were identified in the 2008/2009 Corporate Plan. All of these actions have been assessed as being on target for completion by the agreed date or as target achieved.

7.1.2 There were a total of 3 key performance indicators (KPIs) included in the corporate plan as measures of success that are not reported only on an annual basis. All have been assessed as being on target.

7.1.3 Key areas of progress made to date in the Children's Services Portfolio include: -

- There has been a substantial reduction in the number of young people who are Not in Education, Employment or Training (NEET);
- Strategy for Change 2 (Secondary Schools) submitted and approved by Cabinet;
- A substantial reduction in the under 18 conception rate has been achieved. The latest figures available are for 2006 and this showed a reduction in the conception rate for the under 18s from 77.5 to 64.5.

7.2 Revenue Financial Management Position Statement for Period Ending 31st December, 2008

7.2.1 Background

7.2.2 Members will be aware that 2006/2007 saw a significant change in the funding of the Education Service with the introduction of a specific ring-fenced grant (called the Dedicated Schools Grant – DSG) replacing the Revenue Support Grant in funding the 'schools' budget. The 'schools' budget includes not only all of the funding devolved to individual schools but other centrally retained school related expenditure such as the Pupil Referral Unit, Independent and Extra District School fees and Education Out of School.

7.2.3 The DSG finances £58.5m of the total 2008/2009 Children's Services base budget of £80.5m. As the DSG is ring-fenced, the Authority has the option to fund from its own resources any overspend, or alternatively this overspend could be carried

- forward as the first call on the 2009/2010 schools budget. Any underspend on the schools budget, however, must be retained and carried forward into 2009/2010 for use on the schools budget.
- 7.2.4 This significantly reduces the flexibility within the Children's Services Department to offset any variances across the entire Children's Services budget.

7.2.5 Current Year Budget Monitoring Position

- 7.2.6 In overall terms actual expenditure amounts to £15,205,000, compared to anticipated expenditure of £15,197,000, resulting in a current adverse variance of £8,000. This position is expected to worsen by the year end resulting in a net LA overspend of £473,000 (see **Appendix F**).
- 7.2.7 Owing to the complexities of the Dedicated Schools Grant this variance needs to be considered as follows:

Table 1 – Forecast Outturn split between DSG and LA Funding

Funding	2008/2009 Budget £'000	2008/2009 Project Outturn £'000	2008/2009 Projected Variance: Adverse/ (Favourable) £'000
Schools ISB – DSG	54,451.6	54,451.6	0.0
Centrally Retained – DSG	4,073.4	3,784.6	(288.8)
	58,525.0	58,236.2	(288.8)
Local Authority	21,983.6	22,456.8	473.2
Total	80,508.6	80,693.0	184.4

- 7.2.8 The projected outturn (including schools) is £80,693,000, compared to the latest budget of £80,508,600, resulting in a forecast adverse variance of £184,400, of which £288,800 is 'ring-fenced' DSG funding resulting in the £473,000 adverse variance shown in **Appendix F**.
- 7.2.9 The main items to bring to Portfolio Holder's attention are: -

Line 1: Access to Education

Current Variance: £67,000 Favourable

Forecast Variance: £49,000 Favourable

Charges to the department's Asset Management Team from Neighbourhood Services and external consultants to support the LA's traditional school capital programme have been lower than expected. This reflects the increased emphasis on the Building Schools for the Future and Primary Capital programmes.

Income from primary schools for attendance at the Carlton Outdoor Centre has increased reflecting the high take up of places offered to Hartlepool schools under the joint authority arrangement.

Vacancies in the Exclusions Team from November onwards have resulted in staff salary savings.

The Home to School Transport Service is also underspending this year but year end savings will be required to help meet the Integrated Transport Unit's corporate efficiency target.

Line 3: Children and Families

Current Variance: £424,000 Adverse

Forecast Variance: £685,000 Adverse

As reported throughout 2007/2008 and in the first two quarters of 2008/2009, the Department has experienced significant pressures relating to a net increase in the number and cost of Looked After Children. Based on the projected cost of current placements the overall budget will exceed the existing budget by £754,900 at the year end. This is in line with previous estimates and costs are expected to continue at this level throughout next year, as reflected in the Department's 2009/2010 budget submission.

The costs of care proceedings have also increased significantly as a direct consequence of the Public Law Outline introduced in April, 2008, to replace an earlier protocol for managing public law Children Act cases. This was designed to improve the overall system and provide better outcomes for children while ensuring court resources are used in a timely and effective way. The reform significantly changed the way in which local authorities make applications to the Court for orders where children are suffering or are at risk of suffering significant harm. The process increases Local Authority spending owing to the need to incur costs on specialist assessments prior to hearings but the additional costs to the Children's Services Department could not be predicted at the time the budget was set. So far this year additional costs have totalled £70,300 and it is likely that this will rise to at least £100,000 by the year end.

During the year attempts have been made to curtail spending on other areas within the Children and Families Division including the use of external grants to offset overspendings on care packages. Staff vacancy savings and underspends on running costs have also been achieved. In total net savings of £170,000 are anticipated by the year end which will reduce the overall divisional overspend to £685,000.

Line 4: Early Years

Current Variance: £18,000 Favourable

Forecast Variance: £30,000 Favourable

Expenditure on private sector nursery provision continues to be less than expected due to low take up of the Nursery Education Grant for 4 year olds.

Line 5: Information, Sharing & Assessment

Current Variance: £77,000 Favourable

Forecast Variance: £77,000 Favourable

The Department undertook a minor restructuring earlier in the year to increase staffing resources attached to the development of the Children's Trust. Delays in filling posts have resulted in high vacancy savings.

The costs of printing the new Children's and Young People's Plan was lower than expected. Delays on implementation of the Integrated Working project also resulted in savings.

Line 7: Play and Care Children

Current Variance: £32,000 Adverse

Forecast Variance: £33,000 Adverse

This overspend mainly relates to OSCARs, the all year round childcare service offering after school and holiday provision from three locations across the Borough. Costs in the current year have been higher than normal owing to maternity cover and at the same time income from fees and charges has been lower than expected. An action plan to review the sustainability of the service is being implemented and the Portfolio Holder agreed an increase in charges earlier this year.

Line 8: Raising Educational Achievement

Current Variance: £52,000 Favourable

Forecast Variance: £70,000 Favourable

Demand for support to schools in difficulty has been relatively low this year. Expenditure on advisory consultants has been low as more support has been provided from in house staff. Consultancy costs have also been partly offset by the use of Standards Fund grants carried forward from 2007/2008.

Line 9: Special Education Needs

Current Variance: £125,000 Favourable

Forecast Variance: £169,000 Favourable

Various underspends are being experienced on these DSG funded services and cannot be used to offset other departmental

overspends. Areas of saving are staff vacancy and running costs at the Pupil Referral Unit, lower than expected recharges for Home and Hospital teaching and reduced spending on special needs pupils placed with other Local Authorities.

Line 10: Strategic Management

Current Variance: £106,000 Favourable

Forecast Variance: £98,000 Favourable

Following a review of vacancies earlier in the year new posts were created to enhance the in-house Commissioning Team. Delays in filling posts resulted in high vacancy savings.

Vacancies and staff changes in the Senior Management Team have resulted in lower than expected salary costs. The Finance Team have also reduced the use of external funding consultants to assist in the local formula for funding schools.

Expenditure on staff training has also been lower than expected partly owing to the availability of external grant to fund some programmes.

Line 12: Youth Service

Current Variance: £24,000 Favourable

Forecast Variance: £39,000 Favourable

Various underspends are occurring across the Youth Service owing to staff vacancies and lower than expected premises costs.

8. CULTURE, LEISURE AND TOURISM PORTFOLIO

8.1 Performance Update for the Period Ending 31st December, 2008

8.1.1 Within the Culture, Leisure and Tourism Portfolio there are a total of 4 actions that were identified in the 2008/2009 Corporate Plan. All of these actions have been assessed as being on target for completion by the agreed date.

8.1.2 A total of 3 key performance indicators (KPIs) were included in the corporate plan as measures of success that are not reported on an annual basis. All of the indicators have been assessed as being on target to achieve their target by the end of the year.

8.1.3 Key areas of progress made to date in the Culture, Leisure and Transportation Portfolio include: -

- Both Summerhill and Ward Jackson Park have been awarded Green Flag Status;

- Renewed Renaissance funding for museums has been secured for a further two years.

8.2 **Revenue Financial Management Position Statement for Period Ending 31st December, 2008**

8.2.1 Details of Culture, Leisure and Transportation's actual expenditure and expected expenditure as at 31st December, 2008, are shown at **Appendix G**.

8.2.2 The projected outturn is £6,685,000, compared to the latest budget of £6,760,000, resulting in a forecast favourable variance of £75,000 at the end of the financial year.

8.2.3 The anticipated expenditure includes the 2008/2009 approved budget along with the planned use of Departmental Reserves created in previous years. A breakdown of these reserves is provided at **Appendix G**, Note 1.

8.2.4 The main items to bring to Portfolio Holder's attention are: -

Line 11: Sport and Recreation
Current Variance: £93,000 Adverse
Forecast Variance: Nil

The current adverse variance mainly relates to increased utility costs across the service caused by supplier price increases. It is anticipated that this will be funded from Corporate Budgets set aside. The outturn projection reflects this.

Line 12: Strategic Arts
Current Variance: £58,000 Adverse
Forecast Variance: £48,000 Adverse

This variance is mainly owing to an adverse variance against the Maritime Festival as previously reported and adverse variances on staff costs and income at the Borough Hall to support the office accommodation refurbishment strategy. The majority of these costs have now been realised and the outturn projection reflects this.

8.2.5 The Director of Adult & Community Services has approved revenue contributions to capital outlay of £53,488. These have been agreed by the Chief Financial Officer and are reflected in the full year projected outturn figures detailed in this report.

9. FINANCE AND EFFICIENCY PORTFOLIO**9.1 Performance Update for the Period Ending 31st December, 2008**

- 9.1.1 Within the Finance and Efficiency Portfolio there are a total of 10 actions that were identified in the 2008/2009 Corporate Plan. 8 of these actions (80%) have been assessed as having been completed or on target to be completed by the agreed date. However, 2 actions (20%) have been assessed as not being achieved by their target date, and these actions are detailed in table FE1, below: -

Table FE1 – Actions assessed as being “Target not Achieved”

Outcome: Improve efficiency and effectiveness of the organisation			
Code	Action	Due Date	Note
OD A17	Develop Financial Strategy and Management	31/12/08	Details for 2009/10 to be reported to Cabinet and Council in February 2009
OD A18	Develop Capital Strategy and Asset Management	30/09/08	Details to be reported to Cabinet and Council in February 2009

- 9.1.2 There are 3 indicators within the Corporate Plan for the Finance Portfolio which are not reported on an annual basis, all of which have been assessed as being expected to hit their year end target or as target achieved.
- 9.1.3 Key areas of progress made to date in the Finance Portfolios include: -
- The number of people claiming the reductions that they are entitled to from their Council Tax has increased.

9.2 Revenue Financial Management Position Statement for Period Ending 31st December, 2008

- 9.2.1 There is a current favourable variance of £448,000, (see **Appendix H**).
- 9.2.2 The projected outturn is £1,604,000, compared to the latest budget of £1,629,000, resulting in a forecast favourable variance of £25,000.

- 9.2.3 The anticipated expenditure includes the 2008/2009 approved budget along with the planned use of Departmental Reserves created in previous years. A breakdown of these Reserves is provided at **Appendix H**, Note 1.
- 9.2.4 The main items to bring to Portfolio Holder's attention are: -

Lines 1-6: Finance Division**Forecast Variance: £207,000 Favourable**

The Finance Division is projecting a favourable variance at outturn as a result of one-off staff vacancies. This favourable variance will offset the adverse variances projected by the Legal Section and contribute to the adverse variance projected on Administrative Buildings which is reported to Performance Management Portfolio. The remaining variance will enable the following reserves to be established.

Line 17: Reserve – HR/Payroll System £300,000**Line 18: Reserve – Social Inclusion/Credit Union £100,000**

It is proposed to establish these reserves from savings in Finance Departmental budgets. The HR/Payroll systems reserve will be used to fund one-off costs associated with the implementation of a new HR/Payroll System which will enable ongoing efficiencies to be achieved in 2009/2010 and future years. The Social Inclusion/Credit Union reserves will be used to promote financial awareness and Social Inclusion, which will include working with Secondary schools in the town.

Line 7: Legal Services**Current Variance: £105,000 Adverse****Forecast Variance: £77,000 Adverse**

The adverse variance is a result of staff vacancies and pending staff restructure which has resulted in the use of Agency staff and caused increased staffing costs to the Section.

Several areas within the Chief Executive's Department will be showing favourable variances at the year end. These favourable variances will offset this adverse variance.

Line 8: Shopping Centre**Current Variance: £228,000 Favourable****Forecast Variance: £250,000 Favourable**

The forecast variance is based on information received from the Shopping Centre owners regarding the position expected for the final quarter of the year and reflects the difficult economic climate we are currently operating within.

The favourable variance is partly owing to the receipt, by Shopping Centre owners, of terminating rentals when tenants vacate properties. Whilst this situation will result in favourable variances in 2008/2009, it is likely to have an adverse impact on rental income received in the forthcoming financial year. Subject to other budget areas within the Chief Executive's Department being on target at the end of the year, it would be prudent to earmark this income to offset any potential Shopping Centre income shortfall next year.

Line 16: Benefit Subsidy Income
Forecast Variance: £250,000 Favourable

The favourable variance arises from Benefit Subsidy regulations which have applied for 2008/2009 having a beneficial impact for Hartlepool. This favourable variance will be utilised along with the variance on lines 1 to 6 shown above.

10. NEIGHBOURHOOD AND COMMUNITIES PORTFOLIO

10.1 Performance Update for the Period Ending 31st December, 2008

- 10.1.1 Within the Neighbourhood and Communities Portfolio there are a total of 14 actions that were identified in the 2008/09 Corporate Plan. 11 of these (79%) have been identified as being on target to be completed by the agreed date. However, there are 3 actions (21%) that have been identified as not expected to be achieved by the target date. Table NC1 below details these actions.

Table NC1 – Actions assessed as being “Not Expected to Achieve Target” or “Target not Achieved”

Outcome: Make better use of natural resources and reduce the generation of waste and maximise recycling			
sustainable, safe, efficient, effective and accessible transport system			
Code	Action	Due Date	Note
En A09	To give advice on the issues concerning the natural and built environment and to enforce environmental legislation when appropriate	31/03/09	Progress has been made to improve the recycling service. Due to the economic climate the bring centre recycling contract will be not be tendered this year, as such the target date of 31. 3.09 will not be achieved. Focus for the last quarter of this financial year is on environmental sustainability and design.
Outcome: Provide a sustainable, safe, efficient, effective and accessible transport system			
Code	Action	Due Date	Note

En A07	Develop and implement an Integrated Transport Strategy	30/11/08	Reorganisation forms are now being completed. Final phase of staffing to be implemented early March 09
Outcome: Promote community involvement in positive action to reduce poverty through fair trade and promoting peace and security			
Code	Action	Due Date	Note
En A11	Promote Hartlepool as a Fairtrade town	30/09/08	Work continues on the campaign to promote Fairtrade products. The Fairtrade Town Steering Group is focusing on Fairtrade Fortnight which will be held between 23rd February and 8th March. Various activities have been planned including a Ceilidh. The targets for both retail and catering premises have already been achieved however, the number of retail premises providing Fairtrade products has been reduced by one this quarter

10.1.2 It is proposed that the due dates for two of the above actions are revised, to take into account the delays that have been encountered. More information is provided in table NC2, below: -

Table NC2 – Proposed revisions to Action due dates

Code	Action	Due Date	Proposed New Date	Reasons for Date Change
En A07	Develop and implement an Integrated Transport Strategy	31/10/08	01/04/09	Further review of additional services (Road Safety)
En A11	Promote Hartlepool as a Fairtrade town	30/09/08	31/03/09	The action is of an ongoing nature and therefore it is requested that the due date is amended to the year end to reflect this.

10.1.3 There are a total of 7 key performance indicators (KPIs) that have been identified as measures of success that are not reported only on an annual basis. All of these indicators have been assessed as being expected to achieve their target by year end.

10.1.4 Key areas of progress made to date in the Neighbourhood and Communities Portfolio include: -

- The Biodiversity Action Report was produced in December, 2008;
- The number of retail and catering establishments offering Fairtrade as an alternative has already exceeded targets for 2008/2009.

10.2 **Revenue Financial Management Position Statement for Period Ending 31st December, 2008**

- 10.2.1 There is a current adverse variance of £594,000, (see **Appendix I**).
- 10.2.2 The projected outturn is £14,666,000, compared to the latest budget of £14,432,000 resulting in a forecast adverse variance of £234,000.
- 10.2.3 The anticipated expenditure includes the 2008/2009 approved budget along with the planned use of reserves created in previous years detailed in Note 1 of the **Appendix I**.
- 10.2.4 The main items to bring to Portfolio Holder's attention are: -

Line 1: Highway Services

Current Variance: £251,000 Adverse

Forecast Variance: £113,000 Adverse

This is mainly owing to Highways Maintenance, which is currently projecting to be overspent by £110,000. This is currently being reassessed and should be brought back in line by the year end.

Line 7: Car Parking

Current Variance: £253,000 Adverse

Forecast Variance: £159,000 Adverse

Car parking income is currently £92,000 below target levels. The effect of the recent price increase is expected to resolve this issue, however, it is too early to determine if there will be customer resistance to the increases. Should previous years trends continue this will balance at the year end. Similarly, with car parking fine income we have £100,000 of potential income which is currently locked up in the appeals procedure. Again should this be determined in our favour this account will break even. For information we are currently suffering because of the use of counterfeit £1 coins which are currently costing approximately £30 per day (£27,000 YTD).

Line 13: Housing

Current Variance: £4,000 Favourable

Forecast Variance: £50,000 Favourable

It was reported at Quarter 2 that policy decisions in this service area may alter the anticipated spending pattern during the remainder of the year. The recent decision regarding the location of the new Housing Option Centre has significantly reduced the budget resource required to make the new office 'fit for purpose'. It is anticipated that a one off saving in 2008/2009 of £50,000 will occur.

11. PERFORMANCE MANAGEMENT PORTFOLIO**11.1 Performance Update for the Period Ending 31st December, 2008**

- 11.1.1 Within the Performance Portfolio there are a total of 12 actions that were identified in the 2008/2009 Corporate Plan, 11 of which (92%) have been assessed as being expected to be completed by the agreed date. However, there is 1 action (8%) that has been identified as not expected to be achieved by the target date. Table Pe1 below details these actions.

Table Pe1 – Actions assessed as being “Not Expected to Achieve Target”

Outcome: Improve Elected member and Workforce arrangements			
Code	Action	Due Date	Note
OD A12	Implement Pay and Grading and Single Status arrangements	31/03/09	Appeals will not be processed on target due to letters to schools employees being delayed and the number of appeals received from non school employees. Some sub actions have been delayed due to the long term absence of an Advisor and the secondment of a key member of the Pay and rewards team to Business Transformation

- 11.1.2 There are no indicators within the Corporate Plan for the Performance Portfolio which are not reported on an annual basis.

- 11.1.3 Key areas of progress made to date in the Performance Portfolio include: -

- Progress continues to be made on Business Transformation, and a report will be produced for Cabinet in January;
- The Council's Annual report was published in Hartbeat.

11.2 Revenue Financial Management Position Statement for Period Ending 31st December, 2008

- 11.2.1 There is a current adverse variance of £168,000, (see **Appendix J**).

- 11.2.2 The projected outturn is £5,013,000, compared to the latest budget of £4,670,000, resulting in a forecast adverse variance of £343,000.

11.2.3 The anticipated expenditure includes the 2008/2009 approved budget along with the planned use of Departmental Reserves created in previous years, as detailed in Note 1 of the Appendix.

11.2.4 The main items to bring to Portfolio Holder's attention are: -

Line 2: Neighbourhood Services Internal Works

Current Variance: Nil

Forecast Variance: £200,000 Adverse

The forecast variance results from increased fuel costs.

Line 11: Other Office Services

Current Variance: £93,000 Adverse

Forecast Variance: £125,000 Adverse

The current and forecast variance arises from the income budget for Land Charges being unachievable. This is owing to the market conditions and the economic conditions arising from the 'credit crunch'.

Line 16: Administration Buildings Running Expenses

Current Variance: £132,000 Adverse

Forecast Variance: £55,000 Adverse

The adverse variance is owing to an increase in responsive and cyclical maintenance. This variance will be offset by favourable variances in Lines 6-8 and from the favourable variances on the Finance and Efficiency Portfolio.

12. REGENERATION AND LIVEABILITY PORTFOLIO

12.1 Performance Update for the Period Ending 31st December, 2008

12.1.1 Within the Regeneration, Liveability and Housing Portfolio there are a total of 33 actions that were identified in the 2008/2009 Corporate Plan. 32 of these (97%) have either been completed or have been assessed as being on target for completion by the agreed date. The remaining action (3%) has been identified as having not achieved target. This action can be seen in table RL1 below.

Table RL1 – Action assessed as being “Not Expected to Achieve Target”

Outcome: Improved neighbourhood safety and increased public confidence, leading to reduced fear of crime and anti-social behaviour			
Code	Action	Due Date	Note
CSA10	Development of an improved Community Engagement model, under the auspices of Neighbourhood Policing and Partnership activity	31/10/08	Model has been trialled in 2 wards and Throston NAP area. Will now be utilised in other areas or with specific groups, as required

12.1.2 There are 15 key performance indicators (KPIs) included in the Corporate Plan as measures of success that are not reported on an annual basis, of which 12 (80%) have been assessed as either having achieved target or being on target to do so. The remaining 3 indicators (20%) have been assessed as not being expected to achieve target, and more detail is provided in table RL3, below: -

Table RL 3 – Performance Indicators assessed as being not expected to achieve target

PI	Indicator	Target 08/09	2nd Qtr Outturn	Comment
RPD P045	Employment Rate (16-24) (Performance expected with reward) (LAA H9)	53.8%	45%	The employment rate has shown a significant decrease. It is difficult to provide a comprehensive explanation for this however the confidence rate of +/- 8 percentage points effectively means that the data must be considered with caution. JSU has given some consideration to the outturn and the reduction rate may also be connected to more people staying on at school
RPD P056	Number of carers completing education or training and achieving NVQ level 2 or equivalent or higher	120	18	Both indicators are LP SA targets which cease in March 2009. Currently the actual delivery is significantly below target and therefore the target will not be achieved
RPD P057	Number of carers remaining in employment for a minimum of 16 hours per week and for at least 32 weeks in the year	149	19	

12.1.3 Key areas of progress made to date in the Regeneration and Liveability Portfolio includes: -

- The planning application for the development of the Hartlepool College of Further Education has been agreed;
- Violent crime has reduced significantly in the last 12 months.

12.2 Revenue Financial Management Position Statement for Period Ending 31st December, 2008

- 12.2.1 In overall terms actual expenditure amounts to £3,399,000 compared to expected expenditure of £3,454,000, resulting in a current favourable variance of £55,000, (see **Appendix K**).
- 12.2.2 The projected outturn is £4,766,000, compared to the latest budget of £4,716,000, resulting in a forecast adverse variance of £50,000.
- 12.2.3 The anticipated expenditure includes the 2008/2009 approved budget along with the planned use of Departmental Reserves created in previous years as described in Note 1 of the **Appendix K**.
- 12.2.4 The main item to bring to Portfolio Holder's attention is: -

Line 2: Building Control

Current Variance: £38,000 Adverse

Forecast Variance: £50,000 Adverse

The increasingly competitive private sector market and the economic downturn have contributed to lower than budgeted fee income levels on this service at the third quarter stage. Current trends suggest an adverse position of around £50,000 is likely to exist at year end.

13. AREA BASED GRANTS

- 13.1 In overall terms actual expenditure amounts to £6,832,000, compared to anticipated expenditure of £7,064,000, resulting in a current favourable variance of £232,000, (see **Appendix L**).
- 13.2 The projected outturn is £10,572,000, compared to the latest budget of £10,652,000, resulting in a forecast underspend of £80,000.
- 13.3 This forecast underspend relates to staff vacancies within the Connexions Service and the related Positive Activities for Young People project.

14. CONCLUSIONS

- 14.1 The report details progress towards achieving the Corporate Plan outcomes and progress against the Council's own 2008/2009 Revenue Budget for the period to 31st December 2008.
- 14.2 Performance towards delivering the actions included in the Corporate Plan are progressing well, with 94% of all actions either

having been completed or being on target to be completed by the agreed date. Over 92% of all KPIs, that can be assessed, have also been assessed as either having achieved target, or being expected to achieve target by year end.

- 14.3 With regard to departmental outturns Cabinet agreed at their meeting on the 9th February to fund these overspends by releasing revenue resources set aside for capital projects and funding these projects from prudential borrowing.

15. RECOMMENDATIONS

- 15.1 Cabinet is asked to: -

- Note the current position with regard to performance and revenue monitoring;
- Agree to the proposed revised due dates for those actions in tables NC2.

TABLE 2 - GENERAL FUND - REVENUE MONITORING REPORT TO 31ST DECEMBER 2008

Line No	Actual Position 31/12/08			Description of Expenditure	Projected Outturn Position		
	Expected Expenditure/ (Income)	Actual Expenditure/ (Income)	Variance Adverse/ (Favourable)		2008/09 Latest Budget	2008/09 Projected Outturn	Projected Variance: Adverse/ (Favourable)
	Col. B	Col. C	Col. D (D=C-B)		Col. F	Col. G	Col. H (H=G-F)
	£'000	£'000	£'000		£'000	£'000	£'000
				TABLE 1 - Departmental Expenditure			
	15,197	15,205	8	Children's Services (Excluding Schools)	22,875	23,059	184
	15,914	16,457	543	Neighbourhood Services	15,143	15,619	476
	3,985	3,926	(59)	Regeneration & Planning	5,633	5,633	0
	6,825	6,547	(278)	Chief Executives	6,083	6,208	125
	24,690	25,695	1,005	Adult and Community Services	30,796	32,248	1,452
	66,611	67,830	1,219	Total Departmental Expenditure	80,530	82,767	2,237
				TABLE 2 - Corporate Costs			
				EXTERNAL REQUIREMENTS			
	34	53	19	Flood Defence Levy	46	53	7
	44	44	0	Magistrates, Probation and Coroners Court	182	182	0
	20	21	1	North Eastern Sea Fisheries Levy	20	21	1
				CORPORATE COMMITMENTS			
	253	239	(14)	Audit Fees	337	365	28
	0	499	499	Centralised Estimates	5,630	3,424	(2,206)
	22	26	4	Designated Authority Costs	87	87	0
	(22)	(146)	(124)	Emergency Planning	91	91	0
	1,921	1,654	(267)	IT	2,561	2,555	(6)
	0	0	0	Insurances	369	369	0
	56	52	(5)	Mayoral Allowance	75	75	0
	271	270	(1)	Members Allowances	357	357	0
	620	620	0	Pensions	398	398	0
				NEW PRESSURES			
	(15)	0	15	2006/07 Final Council Commitments	31	31	0
	0	0	0	2007/08 Provision for Grants/Pressures/Priorities	76	76	0
	0	0	0	2007/08 and 2008/09 Corporate efficiencies	(1,070)	(670)	400
	0	0	0	LPSA 2 Grant	(407)	(407)	0
	0	2	2	Contingency	22	22	0
	0	0	0	Job Evaluation	2,360	2,360	0
	11	14	2	Members ICT	15	15	0
	184	175	(9)	Business Transformation Programme	0	0	0
	0	5	5	Teesside Airport Study	0	0	0
	0	345	345	Redundancies	0	0	0
	0	5	5	Receipts for Government Pool	0	0	0
	0	16	16	Youth Offending	0	0	0
	0	0	0	LABGI income (release of reserve)	(370)	(370)	0
	0	0	0	Planning Delivery Grant terminated	114	12	(102)
	0	0	0	Provision for Cabinet projects	51	51	0
	0	0	0	Reduction in pay inflation from 3% to 2.5%	(174)	(174)	0
	0	0	0	NNDR holding account	(7)	(7)	0
	0	0	0	Strategic Contingency	1,146	1,046	(100)
	3,399	3,892	493	COUNCIL BUDGET REQUIREMENT	11,940	9,962	(1,978)
	21	21	0	PARISHES PRECEPTS	21	21	0
	(6)	(6)	0	CONTRIBUTION FROM RESERVES	(3,249)	(3,249)	0
				CONT. TO / (FROM) STOCK TRANSFER RESERVE			
	70,025	71,737	1,712	Total General Fund Expenditure	89,242	89,501	259

Best Value Unit / Best Value Sub Unit	2008/2009 Budget £'000	Variance to 31 December 2008 (Favourable) / Adverse £'000	Forecast Outturn Variance (Favourable) / Adverse £'000
Adult & Community Services			
Strategic Arts, Museums & Heritage, Sports & Recreation - Income	1,460	(224)	(180)
Building Maintenance	304	7	14
Learning Disabilities Purchasing	3,110	194	412
Occupational Therapy Equipment	315	(35)	0
Older People Purchasing	7,415	212	210
Social Care - Direct Payments	1,213	857	1,250
Total	13,817	1,011	1,706
Regeneration & Planning			
Economic Development - Rent Income	(187)	21	0
Planning & Building Control - Fee Income	(620)	(33)	(33)
Total	(620)	(33)	(33)
Neighbourhood Services			
Car Parking	(826.4)	184.0	183.8
Environment, Environmental Action & Town			
Care Management	7,343.4	21.0	35.0
Property Services	465.9	13.4	0.8
Total	6,982.9	218.4	219.6
Corporate Budgets			
Centralised Estimates	5,629.9	(1,000.0)	(2,206.0)
IT Partnership Contract	2,561.0	0.0	0.0
Total	58,112.9	(1,000.0)	(2,206.0)
Children's Services			
Building Schools for the Future	906	0	0
Children Looked After Placements	4,393	580	755
Home to School Transport Costs	1,430	0	0
Independent School Fees (SEN)	643	(60)	(80)
Individual Pupils Budget for SEN	1,383	0	0
Individual School Budget	54,452	0	0
Integrated Children's System	129	0	0
Total	63,336	520	675

ADULT & COMMUNITY SERVICES DEPARTMENT PLANNED EFFICIENCIES

Budget Heading	Description of Efficiency/Saving	Risk - Red, Amber, Green	Risk Assessment of implementing efficiency/saving	Impact of efficiency/saving service performance)	Value of efficiency/saving £'000's	Projected Outturn £000	Comments
Support Services	Re-examination of staffing and processes following joint commissioning, and introduction of CONTROCC computer system. Also review management of Supporting People programme, absorbing some of the work into other sections	R	Review is at an early stage	This is a growing area of work, and reduced staffing could affect capacity to support developments	40	0	Expected to slip into 2009-10
Domestic support - Swinburne House	Proposed closure of Swinburne will reduce requirement for domestic support staff	A	1 x vacancy to be 'given up' and 1 x domestic post to be deleted. This will leave 1 x 20hr domestic post to remain for re-provisioning Swinburne elsewhere.	This will not directly affect the service provision	33	0	Expected to slip into 2009-10
Assessment & Care Mgt	Review management arrangements for social work teams	R	Diminishes management capacity and potentially increases span of control for remaining managers above an acceptable level.	May result in delays in allocation and completion of statutory assessments	45	45	
Libraries	Staffing efficiencies in library service delivery	A	These will be achieved through a revised and improved way of allocating staff – i.e. adjustment of rotas to allow 3x scale 2 fte posts to be saved whilst delivering services as are currently provided. These staff rotas are across the whole service but will be significantly achieved through the Central Library.	reduction in CPA 'cost per visit' provided visit levels maintained. Necessary to ensure service standard and user satisfaction measures are maintained.	41	41	
Libraries	Reduction in relief driver requirement for library mobile bus service	A	The new structure was introduced April 2007. First quarter indicates that a lower demand for driver cover is needed. This is a little early and demand needs monitoring full 12 months including winter	reduction in CPA 'cost per visit' provided visit levels maintained. Necessary to ensure service standard and user satisfaction measures are maintained.	4	4	
Libraries	Strategic reduction in target areas of printed materials fund where consortium/supplier purchasing agreements facilitate efficiencies	A	failure to provide continually improving stock and maintenance PI statistics.	Hope to be minimized but stock provision of the highest quality is principal aim of the service.	14	14	
Libraries	Improved efficiency in online resource provision	A	Risk of not meeting public demand by changing suppliers	Aim to maintain similar service provision through improved supplier contracts.	4	4	
Warren Road & Havelock	Review and integrate the management and staff structure across the two day services, this will reduce ancillary and management costs. The impact on direct service provision will be minimal as this is based on meeting assessed needs through individual support plans.	A	Business continuity & training required for staff to work across Learning & Physical disabilities	Performance measures, impact on PSSEX1 cost of day care.	103	26	On target for implementation by Jan 09. £29k given for ITU worker.
Home Care Service	Transfer 100 hrs from in-house provision to independent provider and review management arrangements.	A	Reconfiguration of home care and amalgamation with Intensive Social Support Team under service heading of 'Direct Care and Support Service' will help provide sustainability going forward and alleviate stress challenges. Potential for complaints if service users prefer local authority service provision. However statutory responsibilities will be still be achieved.	Long term cases in home care (dementia) will be transferred to alternative independent provision. Leaving in house home care services to focus upon rapid response operations. In comparison with all other Providers in Hartlepool, the Local Authority Home Care Service is best placed to do this.	53	53	

Budget Heading	Description of Efficiency/Saving	Risk - Red, Amber, Green	Risk Assessment of implementing efficiency/saving	Impact of efficiency/saving service performance)	Value of efficiency/ saving £'000's	Projected Outturn £000	Comments
Older People Purchasing	Change commissioning and contractual arrangements for 'step up / step down' beds, moving away from spot contract towards block purchase. Anticipated demand base on analysis over three year period indicates 15 vulnerable people can be supported more efficiently using this approach	A	This proposal increases capacity and provides the LA with more value for money through securing a lower rate per bed.	Service performance would be enhanced. However this work does require support from the Commissioning Team to tender for the revised contractual arrangement.	39	39	
Intensive Social Support Team	Reorganisation of intensive social support team to cover SP contract only.	A	Supporting People element of this service will continue to function but transitional care / intermediate care support will be limited.	The impact could be minimized by amalgamating the ISSTeam with the Home Care Service, one service to be created 'Direct Care and Support Service under more stream-lined managerial arrangement.	58	58	
Support Services	Efficiency improvements in Finance Section as indicated by CSED	A	Review is still in early stages	Loss of staffing could affect service to users and income levels	19	19	
Support Services	Cut in audio-visual and technical support to department	A	This will impact on Children's Service (40% funding for post) and corporate projects which are supported by this post.	Lost opportunity for improved presentation of information for public and staff	15	15	
Libraries	Reduction of agency advertising for vacant posts	G	Increased internal recruitment/advertising.	Where deemed necessary for maintenance of service standards posts will still be advertised externally.	2	2	
Libraries	Reduction in energy costs	G	Limited-according to predictions of energy consumption based on new lighting system efficiency savings should be achieved.	Improved lighting, saving of money and improved carbon footprint.	2	2	Efficiency achieved but energy price increases negating saving.
Parks & Countryside	Weekend Litter Picking additional staffing plus bank holiday and event cover in parks.	G	Not undertaking this work will result in increased user dissatisfaction and greater amounts of litter in parks. The work will be undertaken by a new staff team based within parks and countryside to react to sites including playgrounds and provide a 7 day service across all parks and play grounds undertaking inspections and maintenance.	The ad hoc approach to cover in parks on weekends will be formalised with a dedicated team of staff covering weekends and providing cover where necessary for events.	4	4	
Parks & Countryside	Lifebelt checks to be undertaken by Playground Inspector will allow additional income to be brought in by the Beach safety Officer in delivering First Aid Courses.	G	Lifebelt Checks are essential in maintaining safe areas around water. Most landowners now pay the Department to undertake the checks. The work will be undertaken by a new staff team based within parks and countryside to react to sites including playgrounds and provide a 7 day service across all parks and play grounds undertaking inspections and maintenance.	The incorporation of lifebelt checks into the work programme of the new staff team identified as a budget pressure will greatly increase the capacity of the Beach Safety Officer to deliver first aid courses to increase income into the department. The pressure is a combination of additional income from first aid courses and the lifebelt management.	5	5	

Parks & Countryside	Annual Cost to Department to maintain and clean the paddling pools. The maintenance to be undertake by play ground inspection team and the cleaning to be undertaken by the beach lifeguards. To implement this the Block Sands Paddling Pool would need to come in line with the start of the Lifeguard Season.	G	The cleaning and maintenance of paddling pools are essential to the service. The maintenance work will be undertaken by a new staff team based within parks and countryside to react to sites including playgrounds and provide a 7 day service across all parks and play grounds undertaking inspections and maintenance. For cleaning tasks it is proposed that the beach lifeguards undertake this duty but this would rely on the Block Sands facility opening at the same time as the Beach Lifeguards Service (May not Easter).	The work is currently undertaken by Neighbourhood services agency staff at a cost of £11k to the department. This money would be used to fund the playground inspection pressure and also increase the duties and resources into this post.	11	11	
Grounds Maintenance Contract	Contribution from Parks and Countryside to Neighbourhood Services for Playground Inspections. This is not easily identified through the contracts but believed to be in the region of £30K	G	The contribution to NHS is supplemented by insurance funding to operate a playground inspection and maintenance operation. Under new proposals the playground inspection would transfer to Parks and Countryside but would increase to a 7 days service to incorporate other tasks such as lifebelt checks.	The playgrounds would be inspected 7 days per week which will increase user satisfaction and reduce impact of anti social behaviour.	30	30	

Budget Heading	Description of Efficiency/Saving	Risk - Red, Amber, Green	Risk Assessment of implementing efficiency/saving	Impact of efficiency/saving service performance)	Value of efficiency/saving £'000's	Projected Outturn £000	Comments
Parks & Countryside	To replace the Weekend Leisure Assistant Post at Summerhill with the extended playground and site inspection service.	G	The loss of a staff post at Summerhill would result in increased man hours to keep the site cleaned and maintained. Weekend site cleansing and maintenance would be undertaken by the Playground Inspection post on weekends therefore reducing the need for the Weekend leisure assistant	The playground inspection service will be increased to 7 days per week and will incorporate Summerhill site cleaning and maintenance into the weekend work programme.	10	10	
The Firs	De-commissioning the Firs as an office base	G	No Risk to Service, but un-occupied property may be vulnerable to vandalism	Service will be re-provisioned from alternative site, no impact identified.	19	19	The Firs de-comissioned.
17057 Warren Road	Reduction in the number of ancillary hours at warren road	G	Minimum risk as change is around processes for delivery of meals	Limited impact on service	8	8	
17057 Warren Road	Reduction in vacant staffing hours at Warren Road, 42 hours vacant due to setting up of independent theatre and drama groups	G	Reduction in the number of direct support staff, reflected by the number of people leaving the service to take up direct payments	Corporate management database, impact on the number of people attending FE, leisure, sport, as a reduction in the number of people attending day services. Increase in the number of people accessing a direct payment	23	23	
17100 Havelock N/HOOD SERVICES IMPACT	Reduction in the use of ancillary staff in the cleaning of the building by using more flexible rotas	G	Flexibility in Rota creating efficiencies	No impact on Pl's	2	2	Rota changed and efficiency met.
17058 LD Agency	Bringing people back home / campus reprovision - review of complex out of area packages of care in partnership with PCT.	R	Returning of high cost packages to Hartlepool for people who have been living out of area in specialist provision	24 people over 5 years - Teesside initiative including PCT's	220	18	Relates to one Out of Borough Placement to be moved back to Hartlepool. Not yet achieved owing to Legal issues. On target for March 09.
Stair lift Contract	Change contractual arrangement for stair lifts away from comprehensive cover to costed model	G	Limited	More appropriate contractual arrangement to be established	20	20	Target expected to be achieved however full year's usage required to confirm.
Assessment & Care Management	Replace Social Worker top of Level E plus two, with Social Care Officer through management of vacancies	G	This will be a short term saving to the Local Authority, going forward there will be additional training implications	Social worker due to retire	12	12	
TOTAL OF 3% EFFICIENCIES					836	484	

CHIEF EXECUTIVES DEPARTMENT PLANNED EFFICIENCIES

Budget Heading	Description of Efficiency/Saving	Risk - Red, Amber, Green	Risk Assessment of implementing efficiency/saving	Impact of efficiency/saving service performance)	Value of efficiency/ saving £'000's	Projected Outturn £000	Comments
Accountancy 21412	A recent mini reorganisation produces an ongoing salary saving, from the deletion of 0.5 FTE Accountancy Technician post.	A	Reduction in capacity available to support none core activities, such as financial support for additional corporate initiatives (e.g. Job Evaluation) , or support of departmental finance teams where they have vacancies, or support of new grant regimes.	None - provided there are no new demands for higher service levels and existing staff are retained.	11	11	
Internal Audit 21414	A review of the Internal Audit sections senior management structure resulted in the amalgamation of the roles of Chief Internal Auditor and Group Auditor into a single post - Head of Audit and Governance. Only Part of this saving was taken in the 2007/08, pending a review of the new arrangements.	A	New arrangements are working satisfactorily. It is therefore not inappropriate to take the remaining saving in 2008/09. However the continued success of current arrangements is dependant upon the retention of existing employees and/or the recruitment of appropriate replacements (which cannot be guaranteed).	None - provided remaining staff are retained, particularly Head of Audit and Governance.	28	28	
Revenues Recovery 21453	Income Generation from extending the Internal Bailiff function pilot to 2 officers. A greater proportion of bailiff activity will in future be undertaken by in house bailiffs, with the associated bailiff charges accruing to the Council instead of external bailiff companies.	A	Internal Bailiff pilot exercise to be extended from Sept 07. Performance monitoring of activity levels and values of fees levied in 2007/8 from early stages of pilot indicate relatively low risk of failure but dependency is on available recovery caseloads.	None. Internal Bailiffs will be "certificated" , work within defined codes of conduct / protocols and will be subject to robust performance management controls including using comparative performance data from external bailiffs. These arrangements will ensure effectiveness / accountability.	30	30	
HR	Income generation from extending charging arrangements for information in respect of mortgage applications and CRB. Restructure of section will result in deletion of 2 FTE during 2008/9.	A	Risk that charging employees to supply employment details will be controversial. Reduced employee /health & safety monitoring capacity will place greater reliance on managers, employees and trade unions to operate safely. Implementing Single Status will initially create additional workload therefore reducing HR posts impact on ability to support managers and employees.	Greater reliance on managers to implement HR policies without personal support. Significant risk of subsequent litigation/claims, absenteeism, poor performance, etc	76	76	
TOTAL OF 3% EFFICIENCIES					145	145	

CHILDREN'S SERVICES DEPARTMENT PLANNED EFFICIENCIES/SAVINGS

Budget Heading	Description of Efficiency/Saving	Risk - Red, Amber, Green	Risk Assessment of implementing efficiency/saving	Impact of efficiency/saving service performance)	Value of efficiency/saving £'000's	Projected Outturn £000	Comments
Home to School Transport	Full year savings arising from 1st September 2007 renewal of home to school and school to swimming pools transport contracts including agreed rationalisation of escort service LESS £100,000 allocated against the corporate efficiency target.	G	The exact transport requirements of children varies from year to year depending on pupil numbers. In addition the requirements of special needs pupils can vary at any time. Projected savings are based on the costs of current needs and provide limited scope to absorb increases above inflation.	This will have a positive effect on VFM indicators	61	61	
Advisory Service	Part saving on Senior Adviser salary following recruitment to a lower graded redesigned post. Savings assume regrade from Soulbury sp 27 to Soulbury sp 13.	G	Re-allocation of responsibilities to Assistant Director and other Senior Advisers required.		20	20	
Premature Retirement Costs	Reduced base budget to meet level of current spending on former employees and their dependants deleting scope to fund new costs.	A	The department has a PRC budget which funds the ongoing added years element of early retirement costs. Reducing the base budget will delete any contingency for new cases. Over time the departments commitments will reduce as former teachers/staff and their dependants die.	The departments policy since 2002 has been that schools must meet the costs of any premature retirements from their delegated budgets. Schools can however, in exceptional financial circumstances, approach the department to request financial assistance.	60	60	
Carlton Outdoor Centre - Usage	Increased income assumption from Hartlepool schools and other customers following reopening of the centre.	A	The budgeted level of income from Hartlepool schools attending the Centre was set pessimistically due to concerns that customers may not return following closure during refurbishment. Increased income of approximately £15,000 will be received if schools take up their full allocation of days and the centre's external income target for summer and weekend customers is achieved.	If this increased income is sustainable the Council's net cost of running the centre would reduce by 25%.	15	15	
Carlton Outdoor Centre - Charges	13% Increased charges to Hartlepool schools for attendance at the centre (up to the levels charged by Redcar and Cleveland) will reduce the net costs of Hartlepool's subsidy.	A	Increased charges to schools could lead to reduced demand which would adversely affect overall income levels - see above	Although joint user authorities pay proportionate contributions towards Carlton centre costs each Council sets its own charges for schools in their areas. Hartlepool charges are currently substantially below Middlesbrough and Redcar.	5	5	
Youth Service	Review of Service Level Agreements to provide savings on overheads with minimal impact of front line delivery.	A	It is envisaged that savings can be achieved on repairs and maintenance and that better value for money can be achieved from more robust monitoring of some SLA's	There is a risk of a reduction in service delivery depending on how services are reconfigured.	10	10	
Departmental Contingency	Delete contingency fund held by Director	A	During setting of the 2007/08 base budget, within the departments overall cash limit, all uncommitted budgets were deleted to create one strategic contingency against unexpected departmental costs. This budget is held by the Director and is allocated out to meet identified pressures as part of the departments monthly monitoring procedures.	If deleted the department will be unable to absorb any unexpected cost pressures	64	64	

Budget Heading	Description of Efficiency/Saving	Risk - Red, Amber, Green	Risk Assessment of implementing efficiency/saving	Impact of efficiency/saving service performance)	Value of efficiency/ saving £'000's	Projected Outturn £000	Comments
Departmental Administration	Reduction in admin support	A	Reduced admin support will have an impact on the operations of various departmental teams and some areas of work will have to be absorbed. It may be possible to automate some functions via use of ICT.		110	110	Proposed Restructurings of Admin Support on hold owing to Job Evaluation but savings are being achieved through non filling vacant posts.
Children and Families Admin	Reduction of admin support in Social Care	A	A reduction in staffing levels has already been committed relating to the new ICS system	The new ICS system will streamline the administration of care records and as this is embedded admin support will be reviewed.	40	40	Proposed Restructurings of Admin Support on hold owing to Job Evaluation but savings are being achieved through non filling vacant posts.
Department wide Salaries	Increase to salary abatement target from 2.4% to 3.0%	A	Over recent years the department has achieved its salary abatement target (currently £160,000 equating to approximately 2.4%) through natural vacancy savings. All vacant posts are reviewed by CSMT prior to submission to the MOV panel and "forced delays" in the recruitment process may need to be made to maximise vacancy savings.	The projected saving assumes a 25% increase in vacancy / turnover savings, requiring savings of 3.0%. CSMT would try to focus this on (non grant funded) support services rather than frontline services wherever possible.	40	40	
Childcare - Summer Play scheme	Deletion of the summer play scheme.	A	The existing provision for play schemes is not necessarily targeting those most in need. Managers will be assessing the need within the Children's Centres localities and will commission new summer activities from the voluntary and community sector funded from Sure Start grant.	Overall provision may be slightly reduced but should be better matched to local need.	65	65	
TOTAL OF 3% EFFICIENCIES					490	490	

NEIGHBOURHOOD SERVICES DEPARTMENT PLANNED EFFICIENCIES

Budget Heading	Description of Efficiency/Saving	Risk - Red, Amber, Green	Risk Assessment of implementing efficiency/saving	Impact of efficiency/saving service performance)	Value of efficiency/saving £'000's	Projected Outturn £000	Comments
	3% EFFICIENCIES						
1010/36740	Restructure of Senior Management of Public Protection	G	Alternative but inadequate management arrangements of Public Protection functions could result in inefficiencies and not meeting performance standards in several statutory functions	Minimal impact provided adequate arrangements are in place, otherwise not meeting PI's could result in external auditing the service by e.g.. FSA	35	35	
	Do not increase costs through inflation where possible	A	small risk	Some revenue budgets pressured	169	169	
	School crossing patrol - remove from controlled crossings	A	Some public reaction	N/A	32	32	The anticipated changes to the provision of school crossing patrol did not materialise when the regulations reached there final stage. This has realised itself in the inability to achieve the required efficiencies in this area. Alternative efficiencies have been identified and achieved..
	Xmas lights - full sponsorship	A	Sponsorship may not be achieved	Possible reduction in standard	18	18	
	Restructure B.H.H admin team	G	Increased workload on other staff	Reduced admin performance	18	18	
	Not replacing Technical Officer when he retires in April 2008	G	Increased workload on other staff	Reduced Technical performance	28	28	
	Reorganise drug related litter service	A	Possible injury to people who find litter	Drug litter will not be collected after 8pm	10	10	
	Reduce Pest Control	G	Minimal	Promised increased service not provided. 20k additional funding agreed by Council last year to improve service - insufficient to employ additional pest control operative.	20	20	
	Redesign staffing in transport section	A	Minimal	Management capacity reduced. Increased workload on remaining staff	55	55	
	Don't replace one member of admin team in civic centre	A	Workload too high - deadlines missed	Increased workload for remaining staff	17	17	
	Redesign of building management and maintenance services (including energy)	A	Building management services (including energy) efficiencies not be achieved	Workload on remaining staff members / change of services to customers	37	37	
	Restructuring of licensing service in Public Protection	A	Taxi inspections not carried out on time	Performance indicators will suffer and criticism from licence holders	12	12	
TOTAL EFFICIENCIES					451	451	

REGENERATION & PLANNING DEPARTMENT PLANNED EFFICIENCIES

Budget Heading	Description of Efficiency/Saving	Risk - Red, Amber, Green	Risk Assessment of implementing efficiency/saving	Impact of efficiency/saving service performance)	Value of efficiency/saving £'000's	Projected Outturn £000	Comments
Youth Offending Service	Reduce the budget for the payments of carers and fostering allowances	G	It is anticipated that this budget can be reduced with minimal risk and impact by not recruiting to one of the vacant Carer's positions.	It is not anticipated that service performance will be adversely affected by this reduction.	14	14	
Economic Development	HBC Contribution to Joint Strategy Unit	G	It is expected that the JSU will again reduce their budget to reflect national cashable efficiency target. The precise saving to Hartlepool will depend on the final inflation indicator and population statistics applied by the JSU but a budget reduction in the region of £5,000 should be possible.	This reduction will have no direct impact on the Economic Development service. The department currently passports some £230k to the JSU but has no control over this budget. In view of the total reductions required and the growing pressures on HBC budgets, Members may wish to seek a revised JSU budget formula for future years in conjunction with the other Tees Valley authorities.	5	5	
Staff Turnover	Increase in Vacancy Abatement target by 0.5%	A	The Vacancy Abatement target for 2007/8 has been achieved albeit largely through three long term vacancies. It is expected these vacancies will shortly be filled. Achievement of the 2008 target will depend on HBC funded staff leaving a relatively stable department in recent years and therefore some risk does exist in increasing this target.	An impact on service performance may occur if, to meet this target, posts had to be held vacant for longer than appropriate.	20	20	
Community Safety	Reduce Staffing Budgets / Efficiency Review	A	Community Safety is one of the areas undergoing a departmental review in the current year as part of the overall Efficiency Strategy. No final conclusions have yet been reached in the review but it is felt that some efficiencies may be achievable.	It is anticipated that the impact on the part of the service where efficiencies are likely to be generated can be managed without a major effect on performance. However potential pressures in other areas of Community Safety, most notably those previously funded via NRE mean that the overall risk to the service has been judged as 'Amber' at this stage.	20	20	The intended departmental review and subsequent restructuring did not deliver the original anticipated efficiency. Further work required to identify how an alternative efficiency amount could be generated. However at this stage it is still assumed this can be achieved.
Housing Division	Reduce Staffing Budgets / Efficiency Review	A	The Housing Service is another area undergoing a departmental efficiency review in the current year. Scope for modifications to the staffing structure may also exist. No actions have been agreed at this stage but it is anticipated that some efficiencies would be achievable in 2008/09.	The main impact of this reduction would be that no budget flexibility would exist to address in-year changes or the unexpected small scale pressures which regularly arise in this increasingly high profile service. The Amber risk shown might however need to be upgraded to 'Red' should adequate funding not be agreed for Housing related pressures including the introduction of Choice Based Lettings and Selective Licensing, details of which are set out elsewhere in the budget process.	30	30	

General	Inflation freeze imposed on various budget headings	A	It is proposed to freeze inflation increases for a number of non contractual departmental budget headings.	The impact on service performance would be spread across a number of headings and is expected therefore to be manageable.	30	30	
Planning Policy and Regeneration	Reduce the Major Regeneration Projects Budget	A	It is proposed to reduce this budget by £10,000 in order to meet the 3% target.	Though this is a high priority project for HBC is anticipated that a reduction at this modest level could be managed.	10	10	
TOTAL OF 3% EFFICIENCIES					129	129	
TOTAL OF 3% EFFICIENCIES FOR ALL DEPARTMENTS					2051	1699	
CORPORATE 3% EFFICIENCIES TARGET					254	254	
TOTAL 2008/09 3% EFFICIENCIES TARGET					2305	1953	

**SCHEDULE OF 2008/09 BUDGET PRESSURES TO BE
TREATED AS CONTINGENCY ITEMS**

8.1 Appendix 1 Appendix D

Budget Heading/Description	Risk - Red, Amber, Green	Gross Value of Budget Pressure in 2008/09	Value of Budget Pressure included in 2008/09 Contingency	Forecast Outturn for 2008/09	Variance	Comments
		£'000	£'000	£'000	£'000	
Adult & Community Services						
Hartfields Extra Care Village	R	60	51	51	0	Hartfields now open one-off set up costs of £30k have already been incurred, remainder of contingency expected to be utilised.
Self Directed Support - Adult Social Care	R	100	60	60	0	Transitional costs have been incurred throughout the year although difficult to quantify. Community based social care budgets are under increasing pressure and are currently overspent.
Housing Hartlepool - Extra Care Developments @ Bamburgh Court/Bramley Court	A	50	30	30	0	Expected to be required.
Adult Education Service - Staffing		20	12	12	0	Costs will be contained within the £12,000 included in the 2008/09 contingency.
Total for Adult & Community Services		230	153	153	0	

Childrens Services						
Children and Families - placements	R	250	250	856	606	Sustained increase in LAC numbers requiring external placements. This is £125,000 lower than reported at Q2, illustrating the volatility of this area of expenditure.
Performance and Achievement - School Improvement Partners	A	20	17	0	(17)	Demand has been relatively low for support for schools in difficulty. Expenditure on advisory consultants has been low, there has been greater support from in-house staff. Carried forward Standards Fund grants have also been utilised to offset consultancy costs.
Total for Childrens Services		270	267	856	589	

Neighbourhood Services						
Car Parking	R	131	105	105	0	
Waste Management	R	50	43	43	0	
Corporate Property	R	100	85	85	0	
Environment - Removal of Toxic Waste	R	15	13	13	0	
School Catering	A	35	21	21	0	
Total for Neighbourhood Services		331	267	267	0	

Regeneration and Planning						
Conservation Area Appraisal	R	20	12	12	0	
Total for Regeneration and Planning		20	12	12	0	

Overall Total		851	699	1288	589	
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REVENUE FINANCIAL MANAGEMENT REPORT PERIOD ENDING 31ST DECEMBER 2008

Line No	Actual Position 31/12/08			Description of Best Value Un	Projected Outturn Position		
	Expected Expenditure (Income)	Actual Expenditure (Income)	Variance Adverse, (Favourable)		2008/09 Latest Budget	2008/09 Projected Outturn	Projected Variance Adverse, (Favourable)
Col. A	Col. B	Col. C	Col. D (D=C-B)	Col. E	Col. F	Col. G	Col. H (H=G-F)
	£'000	£'000	£'000		£'000	£'000	£'000
1	9	9	0	Adult Education	12	12	0
2	2,515	2,346	(169)	Assessment and Care Management	3,617	3,494	(123)
3	889	771	(118)	Home Care	1,261	1,101	(160)
4	4,131	4,670	539	Learning Disability	4,929	5,741	812
5	919	1,031	112	Mental Health	1,291	1,451	160
6	6,400	6,717	317	Older People - Purchasing	8,477	8,845	368
7	1,338	1,643	305	Physical Disability	1,820	2,317	497
8	248	297	49	Sensory Loss and Occupational Therapy	331	361	30
9	62	59	(3)	Service Strategy & Regulation	257	266	9
10	1,580	1,479	(101)	Support Services	1,920	1,814	(106)
11	91	161	70	Supporting People	121	161	40
12	568	419	(149)	Consumer Services	872	786	(86)
13	262	358	96	Environmental Standards	540	625	85
14	19,012	19,960	948	TOTAL	25,448	26,974	1,526

Note 1 - Use of Reserves

The above figures include the 2008/2009 approved budget along with the planned use of Departmental Reserves created in previous years. The table below provides a breakdown of these reserves.

Best Value Group	Description of Reserve	Projected Outturn Position		
		2008/09 Latest Budget	2008/09 Projected Outturn	Projected Variance Adverse, (Favourable)
		Col. A	Col. B	Col. C (C=B-A)
		£'000	£'000	£'000
Environmental Standards	Pride in Hartlepool	35	35	0
Support Services	CONTROCC Implementation	74	74	0
Older People	LPSA Improving Pre-admission	44	44	0
Support Services	LPSA Carefirst Upgrade	56	56	0
		209	209	0

REVENUE FINANCIAL MANAGEMENT REPORT PERIOD ENDING 31ST DECEMBER 2008

Line No	Actual Position 31/12/08			Description of Best Value Unit	Projected Outturn Position		
	Expected Expenditure/ (Income)	Actual Expenditure/ (Income)	Variance Adverse/ (Favourable)		2008/09 Latest Budget	2008/09 Projected Outturn	Projected Variance: Adverse/ (Favourable)
Col. A	Col. B	Col. C	Col. D (D=C-B)	Col. E	Col. F	Col. G	Col. H (H=G-F)
	£'000	£'000	£'000		£'000	£'000	£'000
1	2,198	2,131	(67)	Access to Education	2,503	2,454	(49)
2	37	37	0	Central Support Services	964	964	0
3	6,993	7,417	424	Children, Young People and Families	9,602	10,287	685
4	(202)	(220)	(18)	Early Years	363	333	(30)
5	167	90	(77)	Information, Sharing & Assessment	163	86	(77)
6	247	268	21	Other School Related Expenditure	1,799	1,797	(2)
7	75	107	32	Play & Care of Children	100	133	33
8	1,006	954	(52)	Raising Educational Achievement	1,716	1,646	(70)
9	1,699	1,574	(125)	Special Educational Needs	2,873	2,704	(169)
10	1,891	1,785	(106)	Strategic Management	1,373	1,275	(98)
11	236	236	0	Youth Justice	344	344	0
12	850	826	(24)	Youth Service	1,075	1,036	(39)
13	0	0	0	Cont to Dedicated Schools Grant Reserve	0	289	289
14	15,197	15,205	8	TOTAL	22,875	23,348	473

Note 1 - Use of Reserves

The above figures include the 2008/2009 approved budget along with the planned use of Departmental Reserves created in previous years. The table below provides a breakdown of these reserves.

Best Value Group	Description of Reserve	Projected Outturn Position		
		2008/09 Latest Budget	2008/09 Projected Outturn	Projected Variance: Adverse/ (Favourable)
		Col. A	Col. B	Col. C (C=B-A)
		£'000	£'000	£'000
Access to Education	Building Schools for the Future	906	906	0
Children, Young People and Families	Teenage Pregnancy Prevention	19	19	0
Early Years	Early Years	47	47	0
Other School Related Expenditure	14-19 Agenda	54	54	0
Other School Related Expenditure	Connexions	20	20	0
Other School Related Expenditure	Dedicated Schools Grant - Brierton	22	22	0
Raising Educational Achievement	Parenting Support	5	5	0
Raising Educational Achievement	Playing for Success	33	20	(13)
Youth Service	Youth	9	9	0
		1,115	1,102	(13)

REVENUE FINANCIAL MANAGEMENT REPORT PERIOD ENDING 31ST DECEMBER 2008

Line No	Actual Position 31/12/08			Description of Best Value Un	Projected Outturn Position		
	Expected Expenditure (Income)	Actual Expenditure (Income)	Variance Adverse, (Favourable)		2008/09 Latest Budget	2008/09 Projected Outturn	Projected Variance Adverse, (Favourable)
Col. A	Col. B	Col. C	Col. D (D=C-B)	Col. E	Col. F	Col. G	Col. H (H=G-F)
	£'000	£'000	£'000		£'000	£'000	£'000
1	14	27	13	Allotments	59	59	0
2	4	2	(2)	Archaeology Service	38	38	0
3	707	715	8	Community Support	766	761	(5)
4	315	293	(22)	Countryside	405	400	(5)
5	127	129	2	Foreshore	152	152	0
6	1,364	1,327	(37)	Libraries	1,903	1,837	(66)
7	251	258	7	Maintenance	305	319	14
8	869	835	(34)	Museums & Heritage	834	813	(21)
9	115	109	(6)	Parks	554	554	0
10	701	667	(34)	Recharge Accounts	(11)	(51)	(40)
11	753	846	93	Sports & Physical Recreation	1,358	1,358	0
12	344	402	58	Strategic Arts	399	447	48
13	(129)	(131)	(2)	Tall Ships Event 2010	(2)	(2)	0
14	5,435	5,479	44	TOTAL	6,760	6,685	(75)

Note 1 - Use of Reserves

The above figures include the 2008/2009 approved budget along with the planned use of Departmental Reserves created in previous years. The table below provides a breakdown of these reserves.

Best Value Group	Description of Reserve	Projected Outturn Position		
		2008/09 Latest Budget	2008/09 Projected Outturn	Projected Variance Adverse, (Favourable)
		Col. A	Col. B	Col. C (C=B-A)
		£'000	£'000	£'000
Sports and Physical Recreation	Sports Awards	13	1	(12)
Community Support	Community Pool Grants	124	124	0
Countryside	Countryside	14	14	0
Libraries	Libraries - RFID Self-Issue	46	46	0
Libraries	LPSA - Social Inclusion - Home Library	26	26	0
Strategic Arts	Maritime Festival	31	31	0
Sports and Physical Recreation	Football Development	1	1	0
Parks	Tree Management	6	6	0
Tall Ships Event 2010	Tall Ships Event - Office	140	140	0
Tall Ships Event 2010	Tall Ships Event - Management	5	5	0
Tall Ships Event 2010	Tall Ships Event - Marketing and	43	43	0
Tall Ships Event 2010	Tall Ships Event - Sponsorship /	82	82	0
	LPSA - Social Inclusion - Participation in Sports	33	20	(13)
		564	539	(25)

REVENUE FINANCIAL MANAGEMENT REPORT PERIOD ENDING 31ST DECEMBER 2008

Line No	Actual Position 31/12/08			Description of Best Value Unit	Projected Outturn Position		
	Expected Expenditure/ (Income)	Actual Expenditure/ (Income)	Variance Adverse/ (Favourable)		2008/09 Latest Budget	2008/09 Projected Outturn	Projected Variance: Adverse/ (Favourable)
Col. A	Col. B	Col. C	Col. D (D=C-B)	Col. E	Col. F	Col. G	Col. H (H=G-F)
	£'000	£'000	£'000		£'000	£'000	£'000
1	1,148	1,117	(31)	Accountancy & Payments	1,142	1,085	(57)
2	(16)	(98)	(82)	Benefits	62	(38)	(100)
3	323	157	(166)	Internal Audit	331	311	(20)
4	905	855	(50)	Revenues	1,211	1,191	(20)
5	209	178	(31)	Fraud	185	180	(5)
6	352	371	19	R & B Central	(70)	(75)	(5)
7	420	525	105	Legal Services	552	629	77
8	(653)	(881)	(228)	Shopping Centre	(871)	(1,121)	(250)
9	76	76	0	Financial Management	103	103	0
10	56	59	3	Registration of Electors	85	85	0
11	81	90	9	Municipal and Parliamentary Elections	86	91	5
12	340	340	0	Central Administration	(1,351)	(1,351)	0
13	40	40	0	Single Status	0	0	0
14	0	0	0	Council Tax and Housing Benefit Payments	164	164	0
15	0	4	4	Finance Miscellaneous	0	0	0
16	0	0	0	Benefit Subsidy Income	0	(250)	(250)
17	0	0	0	Creation of Reserve - New HR / Payroll System	0	300	300
18	0	0	0	Creation of Reserve - Social Inclusion / Credit Union	0	100	100
19	0	0	0	Creation of Reserve - Shopping Centre Equalisation Reserve	0	200	200
20	3,281	2,833	(448)	TOTAL	1,629	1,604	(25)

Note 1 - Use of Reserves

The above figures include the 2008/2009 approved budget along with the planned use of Departmental Reserves created in previous years. The table below provides a breakdown of these reserves.

Best Value Group	Description of Reserve	Projected Outturn Position		
		2008/09 Latest Budget	2008/09 Projected Outturn	Projected Variance: Adverse/ (Favourable)
		Col. A	Col. B	Col. C (C=B-A)
		£'000	£'000	£'000
Accountancy & Payments	Agency staff	70	70	0
Internal Audit	Audit software and IT equipment	93	93	0
Legal Services	Honoraria and agency staff	9	9	0
Revenues	Hartlepool Financial Inclusion Partnership	30	30	0
Revenues	Business Improvement District Initiative	35	35	0
R & B Central	R & B Wireless Benefits	47	47	0
R & B Central	R & B Home Working	50	50	0
R & B Central	R & B Agency Staff	50	50	0
R & B Central	R & B IT Developments	16	16	0
R & B Central	R & B General	37	37	0
R & B Central	R & B Grant Flow Pilot	30	30	0
R & B Central	R & B Two Scanners	37	37	0
R & B Central	R & B Internal Bailiff Development	30	30	0
R & B Central	R & B Intercept Software	6	6	0
R & B Central	R & B Financial Inclusion Programme	50	50	0
				0
				0
		590	590	0

REVENUE FINANCIAL MANAGEMENT REPORT PERIOD ENDING 31ST DECEMBER 2008

Line No	Actual Position 31/12/08			Description of Best Value Un	Projected Outturn Position		
	Expected Expenditure (Income)	Actual Expenditure (Income)	Variance Adverse/ (Favourable)		2008/09 Latest Budget	2008/09 Projected Outturn	Projected Variance Adverse/ (Favourable)
Col. A	Col. B	Col. C	Col. D (D=C-B)	Col. E	Col. F	Col. G	Col. H (H=G-F)
	£'000	£'000	£'000		£'000	£'000	£'000
1	1,666	1,917	251	Highways Services	2,983	3,096	113
2	182	190	8	Transport Services	262	274	12
3	1,047	1,047	0	Engineering Consultancy	1,050	1,050	0
4	376	378	2	Transportation Management Acct	389	389	0
5	265	350	85	Highways Management Account	330	330	0
6	13	13	0	Traffic Management	13	13	0
7	(588)	(335)	253	Car Parking	(784)	(625)	159
8	1,621	1,619	(2)	Traffic & Transportation	1,843	1,843	0
9	5,848	5,851	3	Environment	6,921	6,921	0
10	195	194	(1)	Environmental Action	260	260	0
11	130	129	(1)	Town Care Management	173	173	0
12	102	102	0	Minor Works	75	75	0
13	531	527	(4)	Housing Services	917	867	(50)
14	11,388	11,982	594	TOTAL	14,432	14,666	234

Note 1 - Use of Reserves

The above figures include the 2008/2009 approved budget along with the planned use of Departmental Reserves created in previous years. The table below provides a breakdown of these reserves.

Best Value Group	Description of Reserve	Projected Outturn Position		
		2008/09 Latest Budget	2008/09 Projected Outturn	Projected Variance Adverse/ (Favourable)
		Col. A	Col. B	Col. C (C=B-A)
		£'000	£'000	£'000
Housing Services	LPSA Reward Grant Reserve	69	69	0
		69	69	0

REVENUE FINANCIAL MANAGEMENT REPORT PERIOD ENDING 31ST DECEMBER 2008

Line No	Actual Position 31/12/08			Description of Best Value Unit	Projected Outturn Position		
	Expected Expenditure/ (Income)	Actual Expenditure/ (Income)	Variance Adverse/ (Favourable)		2008/09 Latest Budget	2008/09 Projected Outturn	Projected Variance: Adverse/ (Favourable)
Col. A	Col. B	Col. C	Col. D (D=C-B)	Col. E	Col. F	Col. G	Col. H (H=G-F)
	£'000	£'000	£'000		£'000	£'000	£'000
1	570	573	3	Property Services & Procurement	256	259	3
2	3,228	3,228	0	Neighbourhood Services Internal Works	(463)	(263)	200
3	367	362	(5)	Client Services	398	398	0
4	62	62	0	Technical Services and Public Protection Admin	25	15	(10)
5	99	94	(5)	Public Relations	136	136	0
6	181	164	(17)	Democratic Services	245	235	(10)
7	535	531	(4)	Corporate Strategy & Public Consultation	684	674	(10)
8	400	382	(18)	Corporate Management and Running Expenses	473	463	(10)
9	62	60	(2)	Registration Services	92	92	0
10	139	109	(30)	Support to Members	185	185	0
11	(84)	9	93	Other Office Services	(91)	34	125
12	80	67	(13)	Printing	101	101	0
13	643	699	56	Human Resources	784	784	0
14	262	263	1	Training & Equality	328	328	0
15	375	347	(28)	Contact Centre	501	501	0
16	736	868	132	Administration Buildings Running Expenses	902	957	55
17	76	76	0	Central Council Expenses	86	86	0
18	40	45	5	Performance Management Miscellaneous	28	28	0
19	7,771	7,939	168	TOTAL	4,670	5,013	343

Note 1 - Use of Reserves

The above figures include the 2008/2009 approved budget along with the planned use of Departmental Reserves created in previous years. The table below provides a breakdown of these reserves.

Best Value Group	Description of Reserve	Projected Outturn Position		
		2008/09 Latest Budget	2008/09 Projected Outturn	Projected Variance: Adverse/ (Favourable)
		Col. A	Col. B	Col. C (C=B-A)
		£'000	£'000	£'000
Contact Centre	Contact Centre Staffing	5	5	0
Corporate Strategy & Public Consultation	Performance Management Development	9	9	0
Corporate Strategy & Public Consultation	Corporate Consultation	10	10	0
Corporate Strategy & Public Consultation	CCS Divisional Restructure	35	35	0
Corporate Strategy & Public Consultation	Divisional costs relating to Civic Centre refurb	20	20	0
Corporate Strategy & Public Consultation	ICT Implementation	56	56	0
Corporate Strategy & Public Consultation	Enhancing Council Profile	15	15	0
Corporate Strategy & Public Consultation	ICT Project 2011	75	75	0
Registration Services	Building maintenance	30	30	0
Printing	Print Unit Reserve	3	3	0
Human Resources	Corporate Workforce Development	30	30	0
Human Resources	Support to Members	25	25	0
Human Resources	Election Services	8	8	0
Human Resources	HR Service Improvement	12	12	0
Human Resources	Resource Investment IT	2	2	0
Training & Equality	National Graduate Development Reserve	1	1	0
Neighbourhood Services Internal Works	Remedial Repairs Reserve	41	41	0
		377	377	0

REVENUE FINANCIAL MANAGEMENT REPORT PERIOD ENDING 31ST DECEMBER 2008

Line No	Actual Position 31/12/08			Description of Best Value Unit	Projected Outturn Position		
	Expected Expenditure (Income)	Actual Expenditure (Income)	Variance Adverse, (Favourable)		2008/09 Latest Budget	2008/09 Projected Outturn	Projected Variance Adverse, (Favourable)
	Col. B	Col. C	Col. D (D=C-B)		Col. F	Col. G	Col. H (H=G-F)
	£'000	£'000	£'000	Col. E	£'000	£'000	£'000
1	415	413	(2)	Administration	(17)	(17)	0
2	52	90	38	Building Control	137	187	50
3	54	67	13	CADCAM	51	51	0
4	997	981	(16)	Community Safety	1,050	1,050	0
5	178	180	2	Community Strategy	308	308	0
6	47	37	(10)	Development Control	178	178	0
7	77	86	9	Divisional Management	(1)	(1)	0
8	37	37	0	Drug Action Team	0	0	0
9	412	381	(31)	Economic Development	1,467	1,467	0
10	244	236	(8)	Landscape & Conservation	366	366	0
11	733	697	(36)	Planning Policy & Regeneration	927	927	0
12	(69)	(69)	0	Regeneration Staff Savings	(91)	(91)	0
13	277	263	(14)	Youth Offending Service	341	341	0
14	3,454	3,399	(55)	TOTAL	4,716	4,766	50

Note 1 - Use of Reserves

The above figures include the 2008/2009 approved budget along with the planned use of Departmental Reserves created in previous years. The table below provides a breakdown of these reserves.

Best Value Group	Description of Reserve	Projected Outturn Position		
		2008/09 Latest Budget	2008/09 Projected Outturn	Projected Variance Adverse, (Favourable)
		Col. A	Col. B	Col. C (C=B-A)
		£'000	£'000	£'000
Admin - Regeneration & Planning	Youth Offending Reserve	10	10	0
Admin - Regeneration & Planning	Regeneration Reserve - Specific	36	36	0
CADCAM	Economic Development Reserve	20	20	0
Community Safety	Anti Social Behaviour Unit	8	8	0
Community Safety (ASB)	Regeneration Reserve - Specific	20	20	0
Community Strategy	Regeneration Reserve - Specific	5	5	0
Development Control	Regeneration Reserve - Specific	27	27	0
Landscape & Conservation	Regeneration Reserve - Specific	8	2	(6)
Planning Policy & Regeneration	Local Plan Reserve	7	7	0
Planning Policy & Regeneration	Regeneration Reserve - Specific	20	3	(17)
Youth Offending Service	Youth Offending Reserve	105	35	(70)
		266	173	(93)

REVENUE FINANCIAL MANAGEMENT REPORT PERIOD ENDING 31st DECEMBER 2008

Line No	Actual Position 31/12/08			Description of Best Value Unit	Projected Outturn Position		
	Expected Expenditure/ (Income)	Actual Expenditure/ (Income)	Variance Adverse/ (Favourable)		2008/09 Latest Budget	2008/09 Projected Outturn	Projected Variance: Adverse/ (Favourable)
Col. A	Col. B	Col. C	Col. D (D=C-B)	Col. E	Col. F	Col. G	Col. H (H=G-F)
	£'000	£'000	£'000		£'000	£'000	£'000
				Adult & Community Services			
1	89	89		0 WNF - Mental Health Development Project	89	89	0
2	13	13		0 WNF - Mobile Maintenance Worker	21	21	0
3	40	40		0 WNF - PCT Occupational Care for Kids	40	40	0
4	43	43		0 WNF - Belle Vue Sports Project	43	43	0
5	40	40		0 WNF - Integrated Health & Social Care Team	40	40	0
6	20	20		0 WNF - Cardiac Rehabilitation through Exercise	27	27	0
7	31	31		0 WNF - Connected Care / Health Trainers	30	30	0
8	(5)	(5)		0 WNF - Reducing Childhood Obesity	95	95	0
9	0	0		0 WNF - Skills to Work	50	50	0
10	187	114	(73)	Adult Social Care Workforce	281	281	0
11	195	176	(19)	Adult Carers - split 80% Adult and 20% Children's	384	384	0
12	78	71	(7)	Learning and Disability Development Fund	105	105	0
13	99	102	3	Local Involvement Networks	99	99	0
14	44	8	(36)	Mental Capacity Act and Independent Mental Capital Advocate Service	52	52	0
15	252	284	32	Mental Health	336	336	0
16	131	131		0 Preserved Rights	314	314	0
17	109	109		0 Supporting People Administration	146	146	0
				Childrens Services			
18	37	40	3	WNF - Hartlepool On-Track Project	50	50	0
19	4	4		0 WNF - Project Co-ordination	5	5	0
20	37	37		0 WNF - Education Business Links	50	50	0
21	33	33		0 WNF - Boys Underachieving	40	40	0
22				0 WNF - Primary/Secondary Schools Direct Funding	400	400	0
23	(48)	(48)		0 Children 14-19 Flexible Funding Pot	31	31	0
24	52	52		0 Care Matters White Paper	69	69	0
25	79	79		0 Children's Carers	96	96	0
26	179	179		0 Child and Adolescent Mental Health Services	214	214	0
27	13	13		0 Child Death Review Processes	17	17	0
28	32	32		0 Children's Social Care Workforce (formerly HRDS and NTS)	42	42	0
29	307	313	6	Children's Fund	395	395	0
30	1	1		0 Children's Trust	1	1	0
31	20	13	(7)	Choice Advisers	25	25	0
32	832	788	(44)	Connexions	1,114	1,074	(40)
33	39	39		0 Education Health Partnerships	52	52	0
34	14	14		0 Extended Rights to Free Transport	18	18	0
35	199	199		0 Extended Schools Start Up Costs	265	265	0
36	240	205	(35)	Positive Activities for Young People	332	292	(40)
37	0	0		0 Preventing Violent Extremism	5	5	0
38	32	32		0 Secondary National Strategy - Behaviour and Attendance	68	68	0
39	44	44		0 Secondary National Strategy - Central Co-ordination	108	108	0
40	21	21		0 Primary National Strategy - Central Co-ordination	75	75	0
41	155	155		0 School Development Grant (Local Authority Element)	287	287	0
42	42	42		0 School Improvement Partners	42	42	0
43	2	2		0 School Intervention Grant	26	26	0
44	0	0		0 Sustainable Travel General Duty	7	7	0
45	73	56	(17)	Teenage Pregnancy	144	144	0
				Neighbourhood Services			
46	115	98	(17)	WNF - Community Safety Wardens	154	154	0
47	75	63	(12)	WNF - Environment Team	100	100	0
48	19	13	(6)	WNF - Environmental Education	23	23	0
49	2	0	(2)	WNF - NAP Meetings	2	2	0
50	96	96		0 Road Safety Grant	188	188	0
51	0	0		0 Rural Bus Subsidy	29	29	0
52	26	26		0 School Travel Advisers	35	35	0

REVENUE FINANCIAL MANAGEMENT REPORT PERIOD ENDING 31st DECEMBER 2008

Line No	Actual Position 31/12/08			Description of Best Value Unit	Projected Outturn Position		
	Expected Expenditure/ (Income)	Actual Expenditure/ (Income)	Variance Adverse/ (Favourable)		2008/09 Latest Budget	2008/09 Projected Outturn	Projected Variance: Adverse/ (Favourable)
Col. A	Col. B	Col. C	Col. D (D=C-B)	Col. E	Col. F	Col. G	Col. H (H=G-F)
	£'000	£'000	£'000		£'000	£'000	£'000
				Regeneration and Planning			
53	43	43		0 WNF - Anti Social Behaviour Officer	70	70	0
54	24	24		0 WNF - Partnership Working with Communities	200	200	0
55	85	85		0 WNF - Prolific Offender	125	125	0
56	16	16		0 WNF - Project Assistant	24	24	0
57	65	65		0 WNF - COOL Project	65	65	0
58	149	149		0 WNF - Families Changing Communities	190	190	0
59	7	7		0 WNF - Landlord Accreditation Scheme	10	10	0
60	15	15		0 WNF - Young Firefighters	33	33	0
61	82	82		0 WNF - Management & Consultancy	142	142	0
62	32	32		0 WNF - Neighbourhood Renewal Officer	44	44	0
63	20	20		0 WNF - NAP Development	54	54	0
64	137	137		0 WNF - Community Empowerment Network	137	137	0
65	4	4		0 WNF - Administration of Lifelong Learning Partnership	4	4	0
66	81	81		0 WNF - Level 3 Progression	81	81	0
67	26	26		0 WNF - Active Skills - West View Project	26	26	0
68	3	3		0 WNF - Hartlepool Deaf Centre	3	3	0
69	36	36		0 WNF - Career Coaching HVDA	36	36	0
70	6	6		0 WNF - Dyke House/Stranton/Grange NAP	46	46	0
71	6	6		0 WNF - Central NAP(North Hartlepool)	7	7	0
72	25	25		0 WNF - W View/K Oswy NAP(North Hartlepool)	37	37	0
73	(4)	(4)		0 WNF - Jobsmart	35	35	0
74	77	77		0 WNF - Targetted Training	107	107	0
75	42	42		0 WNF - Womens Opportunities	72	72	0
76	22	22		0 WNF - JobsBuild	29	29	0
77	142	142		0 WNF - Intermediate Labour Market	204	204	0
78	2	2		0 WNF - Marketing Assistant	7	7	0
79	1	1		0 WNF - Employment Co-ordinator	3	3	0
80	7	7		0 WNF - Improving the Employment Offer	17	17	0
81	90	90		0 WNF - North Central Hartlepool-DeliveryTeam Staff Cost	120	120	0
82	151	151		0 WNF - Assisting Local People into Work	248	248	0
83	192	192		0 WNF - Incubator System	224	224	0
84	81	81		0 WNF - Volunteering into Employment	81	81	0
85	1	1		0 WNF - Skills & Knowledge	5	5	0
86	142	142		0 WNF - Community Employment Outreach	154	154	0
87	68	68		0 WNF - STEP(Homelessness Project)	91	91	0
88	34	34		0 WNF - Positive Choice for Carers	45	45	0
89	40	40		0 WNF - Owton Manor West NWRA	40	40	0
90	36	36		0 WNF - West View Project	36	36	0
91	90	90		0 WNF - Community Chest	90	90	0
92	46	46		0 WNF - WNF Local Employment Assistance - OFCA	46	46	0
93	39	39		0 WNF - WNF Youth into Employment Wharton Trust	39	39	0
94	16	16		0 WNF - WNF Introduction to Construction	16	16	0
95	39	39		0 WNF - WNF Adventure Traineeship	39	39	0
96	50	50		0 WNF - WNF Employment Support MIND	50	50	0
97	26	26		0 WNF - Family Case Load Workers	56	56	0
98	4	4		0 WNF - Burbank Neighbourhood Action Plan	16	16	0
99	5	5		0 WNF - Rift House / Burn Valley Neighbourhood Action Plan	21	21	0
100	18	18		0 WNF - Owton Neighbourhood Action Plan	27	27	0
101	2	2		0 WNF - Rossmere Neighbourhood Action Plan	7	7	0
102	0	0		0 WNF - Headland Neighbourhood Action Plan	3	3	0
103	0	0		0 WNF - Throston Neighbourhood Action Plan	19	19	0
104	0	0		0 WNF - North Neighbourhood Action Plan Meeting Costs	1	1	0
104	23	23		0 Cohesion	26	26	0
105	391	391		0 Stronger Safer Communities Fund (Neighbourhood Element)	460	460	0
106	81	80		(1) Stronger Safer Communities Fund	126	126	0
107	108	108		0 Drugs Action Team	56	56	0

REVENUE FINANCIAL MANAGEMENT REPORT PERIOD ENDING 31st DECEMBER 2008

Line No	Actual Position 31/12/08			Description of Best Value Unit	Projected Outturn Position		
	Expected Expenditure/ (Income)	Actual Expenditure/ (Income)	Variance Adverse/ (Favourable)		2008/09 Latest Budget	2008/09 Projected Outturn	Projected Variance: Adverse/ (Favourable)
Col. A	Col. B	Col. C	Col. D (D=C-B)	Col. E	Col. F	Col. G	Col. H (H=G-F)
	£'000	£'000	£'000		£'000	£'000	£'000
108	2	2	0	Young Peoples Substance Misuse	41	41	0
109	7,064	6,832	(232)	TOTAL	10,652	10,572	(80)

SCRUTINY CO-ORDINATING COMMITTEE

20th March, 2009



Report of: Assistant Chief Executive and Chief Financial Officer

Subject: QUARTER 3 – CAPITAL AND ACCOUNTABLE
BODY PROGRAMME MONITORING REPORT
2008/2009

1. PURPOSE OF REPORT

- 1.1 To provide details to Members of the Scrutiny Co-ordinating Committee of the progress against the Council's overall Capital budget for 2008/2009 and the spending programmes where the Council acts as the Accountable Body for the period to 31st December, 2008.

2. BACKGROUND

- 2.1 In line with previous monitoring reports, the attached report (**Appendix 1**) provides detailed monitoring information for each Portfolio up to 31st December, 2008.
- 2.2 It should also be noted that the Cabinet also considered this report at its meeting on 23rd February, 2009, therefore any key issues arising from the meeting will be verbally provided during this meeting.

3. RECOMMENDATION

- 3.1 That Members consider the report and seek clarification on issues where felt appropriate.

CABINET REPORT

23rd February, 2009



Report of: Chief Financial Officer

Subject: QUARTER 3 – CAPITAL AND ACCOUNTABLE
BODY PROGRAMME MONITORING REPORT
2008/2009

SUMMARY

1. PURPOSE OF REPORT

To provide details of progress against the Council's overall Capital budget for 2008/2009 and the spending programmes where the Council acts as the Accountable Body for the period to 31st December, 2008.

The report considers the following areas: -

- Capital Monitoring
- Accountable Body Programme Monitoring

2. SUMMARY OF CONTENTS

The report provides detailed monitoring information for each Portfolio up to 31st December, 2008.

3. RELEVANCE TO CABINET

Cabinet has overall responsibility for the monitoring of the Council's Capital budgets.

4. TYPE OF DECISION

None.

5. DECISION MAKING ROUTE

Cabinet 23rd February, 2009

6. DECISION(S) REQUIRED

It is recommended that:

- i) Cabinet notes the current position with regard to Capital Monitoring and Accountable Body Programme Monitoring.

Report of: Chief Financial Officer

Subject: QUARTER 3 – CAPITAL AND ACCOUNTABLE
BODY PROGRAMME MONITORING REPORT
2008/2009

1. PURPOSE OF REPORT

1.1 To inform Cabinet of progress against the Council's own 2008/2009 Capital budget and the spending programmes where the Council acts as the Accountable Body for the period to 31st December, 2008.

1.2 This report considers the following areas: -

- Capital Monitoring;
- Accountable Body Programme Monitoring.

2. BACKGROUND

2.1 In line with previous monitoring reports, this document is an integrated comprehensive document that is page numbered, thus allowing Members easier navigation around the report. (See contents table below). The report firstly provides a summary, followed by a section for each Portfolio where more detailed information is provided.

Section	Heading	Page
3	Capital Monitoring	2
4	Accountable Body Programme	2-3
5	Adult and Public Health Service Portfolio	4
6	Children's Services Portfolio	4-6
7	Culture, Leisure and Tourism Portfolio	6-7
8	Neighbourhood and Communities Portfolio	7-9
9	Regeneration and Liveability Portfolio	9
10	Finance and Efficiency Portfolio	9-11
11	Recommendations	12
Appendix A	Capital Monitoring – Summary	13
Appendix B	Accountable Body Monitoring - Summary	14
Appendices C-G & I	Detailed Spend by Portfolio	15-20 & 22
Appendix H	Accountable Body Revenue Monitoring	21

2.2 This report will be submitted to Scrutiny Co-ordinating Committee for review at the earliest opportunity.

3. CAPITAL MONITORING 2008/2009

- 3.1 Expenditure for all Portfolios is summarised at **Appendix A**.
- 3.2 Actual expenditure to 31st December, 2008, totals £17,306,700, compared to the approved budget of £38,615,200, leaving £16,336,200 remaining expenditure expected to be spent in 2008/2009 with £4,971,800 being rephased into 2009/2010.
- 3.3 The main schemes where expenditure is rephased to 2009/2010 are:

Portfolio	£'000
Children's Services, (see section 6.1.4)	
Youth Capital Fund Plus	429.7
Stranton – Extension to Children's Centre	295.7
St John Vianney – Starfish Daycare Outside Play Area	21.1
Throston – Extension to Build Children's Centre	202.0
Sure Start Central – Garage Conversion	32.0
Sure Start South – Outside Play Area	17.5
Culture, Leisure & Tourism (see section 7.1.3)	
Skateboard Park	70.0
Grayfields Sports Junior Pitches	50.0
Burn Valley Park Beck	69.0
Countryside Replacement Vehicle	15.0
Greatham Play Area equipment	9.0
Jutland Road Play Area upgrade	50.0
Nicholson Field Allotments	20.0
Town Moor MUGA	63.0
Ward Jackson Car Park	70.0
Neighbourhood & Communities (see section 8.1.3)	
Housing Market Renewal	1,400.0
Public Conveniences	2.0
Hartlepool Transport Interchange	1,822.5
Anhydrite Mine	125.4
Coast Protection	40.0
King Oswy Drive Cycleway Improvements	9.0
Finance & Efficiency (see section 10.2.3)	
Replace Boilers – Municipal Buildings	144.9

- 3.4 There are no major items to bring to Cabinet's attention.

4. ACCOUNTABLE BODY PROGRAMME

- 4.1 The Council acts as Accountable Body for the Hartlepool New Deal for Communities (NDC). As part of its role as Accountable Body the Council needs to be satisfied that expenditure is properly incurred

and is progressing as planned. In addition, the Council has been allocated monies from the Tees Valley Single Programme Partnership (SP). Although, we are not the Accountable Body for the Partnership, the Council still has responsibilities for ensuring that expenditure is properly incurred and progressing as planned. This objective is achieved through a variety of means, including your consideration of monitoring reports for these areas as follows: -

i) **New Deal for Communities (NDC)**

The management of NDC resources is subject to specific Government regulations where the Partnership is able to renegotiate the annual allocation during mid year review with Government Office for the North East. This provides the Partnership with a degree of flexibility in managing the overall programme. NDC has had confirmation from DCLG and GONE of the capital and revenue split of grant approved for the remaining three years of the programme.

The programme is currently forecasting to fully spend the current years NDC Allocation of £4,033,000. There is also another £1,587,417 of expenditure forecast which is funded through other grants, giving a total NDC budget of £5,620,417 for the current financial year.

The latest allocated budget in relation to this target is £5,520,900 and **Appendix B**, Table 1, provides details of the total actual expenditure, as at 31st December, 2008, in relation to this target.

In order to ensure that the Partnership achieves as close to its target allocation as possible the NDC Steering Group will approve additional allocations during the final quarter and each project will be closely monitored during the Quarter up to the financial year-end.

There are no major items to bring to Portfolio Holder's attention and expenditure is expected to be on target at year-end.

ii) **Single Programme (SP)**

The Council received revenue monies which are allocated by Tees Valley Single Programme Partnership. The Partnership Board approves the annual delivery plan. There are a few residual Single Programme Capital schemes and these are fully funded from other sources. Details of progress against budgets are summarised at **Appendix B**, Table 2. Schemes are detailed within **Appendices H**, Table 2 and **I**, Table 3.

There are no items to bring to Members attention and expenditure will be on target at the year-end.

5. ADULT AND PUBLIC HEALTH SERVICE PORTFOLIO**5.1 Capital Monitoring for Period Ending 31st December, 2008**

5.1.1 Details of anticipated and actual capital expenditure as at 31st December, 2008, is summarised in **Appendix C** and shows:

- Column A - Scheme Title
- Column B - Budget for Year
- Column C - Actual expenditure to 31st December, 2008
- Column D - Expected remaining expenditure to be incurred in the period January to March, 2009
- Column E - Expenditure Rephased into 2009/2010
- Column F - 2008/2009 Total Expenditure
- Column G - Variance from Budget
- Column H - Type of financing

5.1.2 Detailed analysis of these schemes are on deposit in the Member's Library.

5.1.3 Capital expenditure to date amounts to £284,800, compared to the approved budget of £4,571,000, with £4,272,200 of expenditure remaining. It is recognised that the Cemetery Flooding Works will not be fully spent in 2008/2009 so a total £14,000 is to be rephased into 2009/2010.

5.1.4 In terms of the budget actual expenditure to date is minimal. However, it is anticipated that expenditure will be on target at the end of the financial year.

5.15 The Council has entered into a partnership with Housing Hartlepool to provide social care housing for older people at Orwell Walk. This is being funded by the Department of Health.

5.16 There are no major items to bring to the Portfolio Holder's attention.

6. CHILDREN'S SERVICES PORTFOLIO**6.1 Capital Monitoring for Period Ending 31st December, 2008**

6.1.1 Details of anticipated and actual capital expenditure as at 31st December, 2008, is summarised in **Appendix D** and shows:

- Column A - Scheme Title
- Column B - Budget for Year
- Column C - Actual expenditure to 31st December, 2008
- Column D - Expected remaining expenditure to be incurred in the period January to March, 2009
- Column E - Expenditure Rephased into 2009/2010
- Column F - 2008/2009 Total Expenditure

Column G - Variance from Budget
Column H - Type of financing

- 6.1.2 Detailed analysis of these schemes are on deposit in the Member's Library.
- 6.1.3 **Appendix D** provides a summary of the Children's Service's Capital Programme, which includes schemes funded from specific capital allocations and schemes from the revenue budget which are managed as capital projects owing to the nature of the expenditure and the accounting regulations.
- 6.1.4 Actual expenditure to date amounts to £4,477,900 compared to the approved budget of £8,430,000, with £2,954,100 expenditure remaining. It is recognised that the following schemes will not be fully spent in 2008/2009 so a total of £998,000 has been rephased into 2009/2010: -

Youth Capital Fund Plus
Stranton Extension to Children's Centre
Throston Extension to Children's Centre
St John Vianney – Starfish Outside Play Area
Sure Start South – Outside Play Area
Sure Start Central Garage Conversion

All other projects will be in line with budget at outturn.

- 6.1.5 There are a number of schemes on the appendix from previous years where the final account balance is still outstanding. Officers are currently working to try and finalise any outstanding payments in this financial year.
- 6.1.6 The items to bring to the Portfolio Holder's attention are: -

Supply and Installation of Mobile Classrooms and Additional Accommodation for the Transfer of Brierton Pupils

The budget for the Supply and Installation of Mobile Classrooms scheme has been reduced by £50,000 and the budget for the Purchase of Additional Accommodation for Transfer of Brierton Pupils scheme has been reduced by £75,000. This is because the current expected costs are significantly lower than initially anticipated. The funding has been transferred to the unallocated contingency fund and the Capital Works Programme is no longer overprovided as previously reported.

Barnard Grove Toilet Refurbishment

The Barnard Grove toilet refurbishment scheme is currently overspent by £7,300. This is because additional works have been

carried out that were not included in the original budget. This is to be funded from schools devolved capital (£4,000) and the unallocated contingency fund (£3,300).

St Hilds Classroom of the Future

The anticipated costs in 2008/2009 of the St Hilds classroom of the future scheme, "Space to Learn," have increased by £20,000. This is to pay fees earlier than originally expected. This is to be funded from the unallocated contingency fund.

West Park Pipe Work

The West Park pipe work scheme has cost £8,500 less than budgeted. This saving is to be transferred to the unallocated contingency fund.

West View Pipe Work

The West View pipe work scheme has been cancelled as the work is not as urgent as initially thought. The funding of £9,700 is to be transferred to the unallocated contingency fund.

Demolition of Brierton Upper School Buildings

The previously reported scheme for the demolition of Brierton upper school buildings has been delayed.

7. CULTURE, LEISURE AND TOURISM PORTFOLIO

7.1 Capital Monitoring for Period Ending 31st December, 2008

7.1.1 Details of anticipated and actual capital expenditure as at 31st December, 2008, is summarised in **Appendix E and shows:**

- Column A - Scheme Title
- Column B - Budget for Year
- Column C - Actual expenditure to 31st December, 2008
- Column D - Expected remaining expenditure to be incurred in the period January to March, 2009
- Column E - Expenditure Rephased into 2009/2010
- Column F - 2008/2009 Total Expenditure
- Column G - Variance from Budget
- Column H - Type of financing

7.1.2 Detailed analysis of these schemes are on deposit in the Member's Library.

7.1.3 Actual expenditure to date amounts to £433,800, compared to the approved budget of £1,207,200, with £357,400 of expenditure

remaining. Owing to time delays in projects and the need to identify further funds it is recognised that the following schemes will not be fully spent in 2008/2009 so a total of £416,000 has been rephased into 2009/2010: -

Burn Valley Park Beck
 Countryside – purchase of replacement vehicle
 Grayfields Sports – creation of junior sports pitches
 Greatham Play Area equipment
 Jutland Road Play Area upgrade
 Nicholson Field Allotments
 Skateboard Park
 Town Moor MUGA
 Ward Jackson Park Car Park

7.1.4 There are no other items to bring to Portfolio Holder's attention.

8. NEIGHBOURHOOD AND COMMUNITIES PORTFOLIO

8.1 Capital Monitoring for Period Ending 31st December, 2008

8.1.1 Details of anticipated and actual capital expenditure as at 31st December, 2008, is summarised in **Appendix F** and shows:

Column A - Scheme Title
 Column B - Budget for Year
 Column C - Actual expenditure to 31st December, 2008
 Column D - Expected remaining expenditure to be incurred in the period January to March, 2009
 Column E - Expenditure Rephased into 2009/2010
 Column F - 2008/2009 Total Expenditure
 Column G - Variance from Budget
 Column H - Type of financing

8.1.2 Detailed analysis of these schemes are on deposit in the Member's Library.

8.1.3 Actual expenditure to date amounts to £9,654,600, compared to the approved budget of £17,363,900 with £4,310,400 of expenditure remaining. Owing to time delays it is recognised that the following schemes will not be fully spent in 2008/2009 so a total of £3,398,900 has been rephased into 2009/2010: -

Housing Market Renewal
 Public Conveniences
 Hartlepool Transport Interchange
 Anhydrite Mine
 Coast Protection
 King Oswy Drive Cycleway Improvements

8.1.4 The main items to bring to the Portfolio Holder's attention are: -

Housing Market Renewal Scheme

The Housing Market Renewal Scheme shows expenditure rephased of £1,400,000. This is because an additional £1,500,000 of Prudential Borrowing was approved by Council in November, as a contingency to enable expenditure on house purchase to be incurred in advance of grant funding being received. It is now expected that approximately only £100,000 of this allocation will be required in the current year.

A689 Local Safety Scheme

The A689 Local Safety Scheme is a new scheme to renew white lines and markings on the carriageway, budgeted to cost £55,700. This is to be funded by underspends on the following schemes: -

- Safer Routes to School (£17,000 of a £48,000 underspend)
- LTP Headland Traffic Management Scheme (£19,000 underspend)
- LTP Highway Signage Improvements (£10,000 underspend)
- LTP School 20mph Zones (£9,700 underspend)

Catcote Road Local Safety Scheme

Catcote Road Local Safety Scheme is new scheme to install a parking lay-by near English Martyrs School budgeted to cost £117,200. This is to be funded by underspends on the following schemes: -

- Safer Streets Initiative (£17,200 underspend)
- LTP York Road – Park Road to Lister Street (£100,000 underspend owing to lower utility costs than expected and contingency not being required)

Safer Routes to School underspend

The balance of the Safer Routes to School Scheme (£31,000 of a £48,000 underspend) is being used to fund the following overspends: -

- LTP Local Road Safety (£8,500 overspend)
- Hart Lane Road Safety Improvements (£12,000 overspend)
- Other Traffic Management Schemes (£10,500 overspend)

Other Variances

A projected under-spend of £8,900 on LTP General has been used to fund Footpath Works to Marina.

Hartlepool Transport Interchange budget has been reduced by £9,000 to fund expenditure at Owton Manor Shops.

An underspend of £6,500 on LTP Tees Road Footways (west side) has been used to fund an overspend of £6,500 on Raby Road Puffin Crossing.

9. REGENERATION AND LIVEABILITY PORTFOLIO

9.1 Capital Monitoring for Period Ending 31st December, 2008

9.1.1 Details of anticipated and actual capital expenditure as at 31st December, 2008, is summarised in **Appendix G** and shows:

Column A - Scheme Title
 Column B - Budget for Year
 Column C - Actual expenditure to 31st December, 2008
 Column D - Expected remaining expenditure to be incurred in the period January to March, 2009
 Column E - Expenditure Rephased into 2009/2010
 Column F - 2008/2009 Total Expenditure
 Column G - Variance from Budget
 Column H - Type of financing

9.1.2 Detailed analysis of these schemes are on deposit in the Member's Library.

9.1.3 Actual expenditure to date amounts to £331,500, compared to the approved budget of £728,700 with £398,400 of expenditure remaining. It is expected that expenditure will be in line with budget at outturn.

9.1.4 There are no other items to bring to Portfolio Holder's attention.

10. FINANCE AND EFFICIENCY PORTFOLIO

10.1 Accountable Body Revenue Monitoring for Period Ending 31st December, 2008

10.1.1 The Council acts as Accountable Body for New Deal for Communities and Single Programme Partnerships. Details of progress against the approved revenue budgets are summarised at **Appendix H**.

10.1.2 Appendix H, Table 1 – New Deal for Communities (NDC)

The management of NDC resources is subject to specific Government regulations were the Partnership is able to renegotiate the annual allocation during mid year review with Government Office for the North East. This provides the Partnership with a degree of flexibility in managing the overall programme.

The Partnership has been allocated £1,944,000 to spend in 2008/2009 on revenue projects. Appendix H, Table 1 provides details of the latest agreed budget in relation to this target. Actual expenditure to date amounts to £1,345,000, compared to anticipated expenditure of £1,384,200, resulting in a current favourable variance of £39,200. However, full year expenditure is expected to be on budget.

GONE and DCLG have confirmed that NDC receipts can be deployed flexibly to help progress the delivery plan in accordance with the current programme. (i.e. receipts can be used to fund either capital or revenue projects).

NDC has undergone an Independent review of New Deal for Communities programme delivery and spend, along with the other 39 NDCs in the country.

The purpose of this review is to carry out an independent and consistent financial assessment of each NDC identifying the classification of future years budgets, any risks associated with the spending plans and any flexibility within the spending profiles. This review also formed part of the mid year review, a letter has been received confirming the Hartlepool NDC budgets up to March 2011 will remain unchanging following the review.

10.1.3 **Appendix H, Table 2 – Single Programme**

These monies are allocated to the Council by Tees Valley Single Programme Partnership. The Council has been allocated £478,700 to spend in 2008/2009 on revenue projects. Actual expenditure to date amounts to £249,500, compared to anticipated expenditure of £359,000, resulting in a current favourable variance of £109,500. It is not expected that there will be a variance at outturn.

10.1.4 There are no major items to bring to Portfolio Holder's attention and expenditure is expected to be on target at year-end.

10.2 **Capital Monitoring for Period Ending 31st December, 2008**

10.2.1 Details of anticipated and actual capital expenditure as at 31st December, 2008, is summarised in **Appendix I** and shows:

Column A	-	Scheme Title
Column B	-	Budget for Year
Column C	-	Actual expenditure to 31 st December, 2008
Column D	-	Expected remaining expenditure to be incurred in the period January to March, 2009
Column E	-	Expenditure Rephased into 2009/2010
Column F	-	2008/2009 Total Expenditure

Column G - Variance from Budget
Column H - Type of financing

10.2.2 Detailed analysis of these schemes are on deposit in the Member's Library.

10.2.3 **Appendix I, Table 1 – Resources**

Actual capital expenditure to date amounts to £2,124,100, compared to the approved budget of £6,314,400. There is £4,043,700 of expenditure remaining. Owing to time delays a total of £144,900 relating to the municipal buildings boiler replacement has been rephased into 2009/2010.

10.2.4 There are no major items to bring to the Portfolio Holder's attention.

10.2.5 **Appendix I, Table 2 – New Deal for Communities**

The management of NDC resources is subject to specific Government regulations were the Partnership is able to renegotiate the annual allocation during mid year review with Government Office for the North East. This provides the Partnership with a degree of flexibility in managing the overall programme.

The Partnership has been allocated £2,790,700 to spend in 2008/2009 on capital projects. Appendix I, Table 2 provides details of the latest agreed budget in relation to this target.

Actual expenditure to date amounts to £809,700, compared to the approved budget of £2,790,700, with £1,981,100 of expenditure remaining.

10.2.6 There are no major items to bring to Portfolio Holder's attention and expenditure is expected to be on target at year-end.

10.2.7 **Appendix I, Table 3 – Single Programme**

These projects are residual Single Programme Partnership schemes which are now fully funded from other sources. The budget for the year is £463,900. Actual expenditure to date amounts to £446,500 with £17,400 of expenditure remaining.

10.2.8 There are no major items to bring to Portfolio Holder's attention and expenditure is expected to be on target at year-end.

11. RECOMMENDATIONS

11.1 It is recommended that Cabinet:

- i) Cabinet notes the current position with regard to Capital Monitoring and Accountable Body Programme Monitoring.

8.2 Appendix 1 Appendix A

CAPITAL MONITORING REPORT TO 31st December 2008

Line No	Portfolio	2008/09 Budget	2008/09 Actual to 31/12/2008	2008/09 Expenditure Remaining	2008/09 Expenditure Rephased into 2009/10 £'000	2008/09 Total Expenditure (F=D+E) £'000	2008/09 Variance from budget £'000
Col. A	Col. B	Col. C	Col. D	Col. E	Col. F	Col. G	Col. H
		£'000	£'000	£'000	£'000	£'000	£'000
1	Adult & Public Health Services	4,571.0	284.8	4,272.2	14.0	4,571.0	0.0
2	Children's Services	8,430.0	4,477.9	2,954.1	998.0	8,430.0	0.0
3	Culture, Leisure & Tourism	1,207.2	433.8	357.4	416.0	1,207.2	0.0
4	Neighbourhoods & Communities	17,363.9	9,654.6	4,310.4	3,398.9	17,363.9	0.0
5	Regeneration & Liveability	728.7	331.5	398.4	0.0	729.9	1.2
6	Finance & Efficiency	6,314.4	2,124.1	4,043.7	144.9	6,312.7	(1.7)
7	Total Capital Expenditure	38,615.2	17,306.7	16,336.2	4,971.8	38,614.7	(0.5)

8.2 Appendix 1 Appendix B

ACCOUNTABLE BODY PROGRAMMES TO 31ST DECEMBER 2008

Line No	Actual Position 31/12/08			Description of Best Value Unit	Projected Outturn Position		
	Expected Expenditure (Income)	Actual Expenditure (Income)	Variance Adverse/ (Favourable)		2008/09 Latest Budget	2008/09 Projected Outturn	Projected Variance: Adverse/ (Favourable)
Col. A	Col. B	Col. C	Col. D (D=C-B)	Col. E	Col. F	Col. G	Col. H (H=G-F)
	£'000	£'000	£'000		£'000	£'000	£'000
				<u>TABLE 1 - New Deal for Communities</u>			
1	1,384.2	1,345.0	(39.2)	Revenue Projects	2,730.2	2,730.2	0.0
2	2,790.7	809.7	(1,981.0)	Capital Projects	2,790.7	2,790.7	0.0
3	4,174.9	2,154.7	(2,020.2)	Total NDC	5,520.9	5,520.9	0.0
				<u>TABLE 2 - Single Programme</u>			
4	359.0	249.5	(109.5)	Revenue Projects	478.7	478.7	0.0
5	463.9	446.5	(17.4)	Capital Projects	463.9	463.9	0.0
6	822.9	696.0	(126.9)	Total SP	942.6	942.6	0.0

CAPITAL MONITORING REPORT PERIOD ENDING 31st December 2008

Project Code	A Scheme Title	EXPENDITURE IN CURRENT YEAR						
		B	C	D	E	F	G	H
		2008/2009 Budget £'000	2008/2009 Actual as at 31/12/08 £'000	2008/2009 Expenditure Remaining £'000	Expenditure Rephased into 2009/10 £'000	C+D+E 2008/2009 Total Expenditure £'000	F-B 2008/2009 Variance from budget £'000	Type of financing
7229	Cemetery Flooding Works	175.0	66.8	94.2	14.0	175.0	0.0	UDPB
7441	Adult Education - Neighbourhood Learning in Deprived Communities Fund	67.0	47.0	20.0	0.0	67.0	0.0	GRANT
7985	Adult Education - Motivating E-Learning	30.0	23.0	7.0	0.0	30.0	0.0	GRANT
7983	Blakelock Day Centre demolition	170.0	35.0	135.0	0.0	170.0	0.0	CAPREC
7234	Chronically Sick & Disabled Adaptations Equipment Purchases for Clients	113.0	41.0	72.0	0.0	113.0	0.0	GRANT
7737	DDA (SCRAPT)	50.0	0.0	50.0	0.0	50.0	0.0	UCPB
7480	Improving Information Management (IIM) - Electronic Social Care Record	6.0	6.0	0.0	0.0	6.0	0.0	GRANT
7481	Improving Information Management (IIM) - IT Infrastructure	46.0	43.0	3.0	0.0	46.0	0.0	GRANT
7479	Improving Information Management (IIM) - Single Assessment Project (SAP)	1.0	0.0	1.0	0.0	1.0	0.0	GRANT
7351	Improving Information Management (IIM) - Systems	5.0	0.0	5.0	0.0	5.0	0.0	GRANT
7616	Learning Disability - Extra Care Housing	308.0	0.0	308.0	0.0	308.0	0.0	GRANT
7578	Lynn Street ATC Demolition	11.0	0.0	11.0	0.0	11.0	0.0	RCCO
7389	Mental Health Projects	334.0	0.0	334.0	0.0	334.0	0.0	SCE(R)
7028	Orwell Walk - Older People	2,993.0	0.0	2,993.0	0.0	2,993.0	0.0	GRANT
7723	Resettlement Capital Works - Capital Grant	150.0	0.0	150.0	0.0	150.0	0.0	GRANT
7869	Masefield Road, former Rift House Nursery - Purchase & Develop Building	92.0	23.0	69.0	0.0	92.0	0.0	MIX
NEW	Waverley Terrace Mental Health Training Allotment & Greenhouses	20.0	0.0	20.0	0.0	20.0	0.0	SCE(R)
		4,571.0	284.8	4,272.2	14.0	4,571.0	0.0	

Key

RCCO Revenue Contribution towards Capital
MIX Combination of Funding Types
UCPB Unsupported Corporate Prudential Borrowing
SCE ® Supported Capital Expenditure (Revenue)

GRANT Grant Funded
CAP REC Capital Receipt
UDPB Unsupported Departmental Prudential Borrowing
SPE Supported Prudential Borrowing

CAPITAL MONITORING REPORT PERIOD ENDING 31st December 2008

Project Code	A	EXPENDITURE IN CURRENT YEAR							Type of financing
		B	C	D	E	F	G	H	
		2008/2009	2008/2009	2008/2009	Expenditure	2008/2009	2008/2009		
		Budget	Actual	Expenditure	Rephased	Total	Variance		
		as at 30/09/08	Remaining	into 2009/10	Expenditure	from budget			
		£'000	£'000	£'000	£'000	£'000	£'000		
7930	Barnard Grove - Replace Windows	40.6	26.2	14.4	0.0	40.6	0.0	MIX	
7931	Barnard Grove - Replace Roof KS1	63.0	49.1	13.9	0.0	63.0	0.0	MIX	
7758	Barnard Grove - New Pipework and Fan Connectors	1.6	1.6	0.0	0.0	1.6	0.0	SCE(R)	
7851	Barnard Grove - Refurbish Toilets	30.7	38.0	0.0	0.0	38.0	7.3	MIX	
7275	Brierton - Relocation to Single Site	6.7	0.0	6.7	0.0	6.7	0.0	MIX	
7276	Brierton - Install/Move Boundary Fence	14.3	0.0	14.3	0.0	14.3	0.0	MIX	
7277	Brierton - Convert top site to Access 2 Learning School	6.6	0.0	6.6	0.0	6.6	0.0	MIX	
7451	Brierton - Build Sports Hall & Sports Facilities	20.4	0.0	20.4	0.0	20.4	0.0	MIX	
7420	Brierton - Purchase ICT & Internal Alterations	0.6	0.0	0.6	0.0	0.6	0.0	MIX	
7767	Brierton - Upgrade Fire Alarm System	2.1	0.7	1.4	0.0	2.1	0.0	RCCO	
7909	Brierton - Replace Roof Dance Studio, Corridors, Changing	108.6	89.8	18.8	0.0	108.6	0.0	MIX	
7932	Brougham - Replacement Windows	20.8	16.7	4.1	0.0	20.8	0.0	MIX	
7769	Brougham - Resurface Play Area	0.4	0.4	0.0	0.0	0.4	0.0	RCCO	
7747	Catcote - Caretakers Bungalow Roof Replacement	24.3	24.3	0.0	0.0	24.3	0.0	GRANT	
7929	Catcote - Window Replacement	75.7	59.4	16.3	0.0	75.7	0.0	MIX	
7915	Catcote - Replace Roof over Kitchen	28.5	20.3	8.2	0.0	28.5	0.0	MIX	
7491	Clavering - Replace Roof Phase 4 (06/07)	9.0	0.0	9.0	0.0	9.0	0.0	SCE(R)	
7664	Clavering - Create New Foundation Stage Unit	33.3	29.6	3.7	0.0	33.3	0.0	GRANT	
7934	Clavering - Replace Hall Roof	22.1	18.2	3.9	0.0	22.1	0.0	MIX	
7849	Dyke House - Replace Boilers (07/08)	12.6	3.0	9.6	0.0	12.6	0.0	RCCO	
7575	Dyke House - ICT Equipment Purchase	82.7	10.2	72.5	0.0	82.7	0.0	RCCO	
7586	Dyke House City Learning Centre - ICT/Equipment Purchase	177.0	0.0	177.0	0.0	177.0	0.0	GRANT	
7288	English Martyrs - Build new outdoor Sports Pitch	8.2	0.0	8.2	0.0	8.2	0.0	MIX	
7663	Eldon Grove - Erect Perimeter Fence	10.4	8.0	2.4	0.0	10.4	0.0	MIX	
7628	Eldon Grove - Major Internal Works	0.2	0.2	0.0	0.0	0.2	0.0	RCCO	
7760	Fens - Replace Fan Connectors & Radiators (Ph 1)	0.8	0.8	0.0	0.0	0.8	0.0	GRANT	
7740	Fens - New Office Extension	20.0	0.0	20.0	0.0	20.0	0.0	RCCO	
7916	Fens - Renew Heating Distribution System	59.2	45.0	14.2	0.0	59.2	0.0	MIX	
7935	Fens - Replace Windows	77.7	57.7	20.0	0.0	77.7	0.0	MIX	
7729	Golden Flatts - Window Replacement (07/08)	2.3	2.3	0.0	0.0	2.3	0.0	MIX	
7527	Golden Flatts - Improve Kitchen Ventilation	12.7	0.0	12.7	0.0	12.7	0.0	GRANT	
7923	Golden Flatts - Window Replacement Kitchen / Dining	41.4	32.9	8.5	0.0	41.4	0.0	MIX	
7295	Grange - Replace Classrooms (03/04)	26.3	0.0	26.3	0.0	26.3	0.0	GRANT	
7815	Grange - Internal Works to Kitchen	17.8	0.0	17.8	0.0	17.8	0.0	RCCO	
7924	Grange - Window Replacement Office	49.1	37.8	11.3	0.0	49.1	0.0	MIX	
7851	Greatham - Refurbish Toilets	58.8	58.8	0.0	0.0	58.8	0.0	MIX	
7937	Greatham - Window Replacement Hall & Conservatory	66.4	50.3	16.1	0.0	66.4	0.0	MIX	
7920	High Tunstall - Replace Roof Admin Block	77.6	60.2	17.4	0.0	77.6	0.0	MIX	
7500	High Tunstall - Refurbish Classrooms / Equipment Purchase Jesmond Kd - Relocate Nursery to form Foundation Unit,	3.1	0.0	3.1	0.0	3.1	0.0	GRANT	
7533	installation of ramps & internal works	5.8	0.0	5.8	0.0	5.8	0.0	MIX	
7949	Jesmond Road - Renew Heating System in Reception	13.5	9.7	3.8	0.0	13.5	0.0	MIX	
7925	Jesmond Road - Install Kitchen Equipment / Develop Kitchen	156.0	129.3	26.7	0.0	156.0	0.0	MIX	
7773	Kingsley - Caretakers Bungalow Heating	0.8	0.8	0.0	0.0	0.8	0.0	GRANT	
7469	Kingsley - Extension to School for Children's Centre	133.4	133.4	0.0	0.0	133.4	0.0	GRANT	
7772	Kingsley - Window Replacement	4.4	4.1	0.3	0.0	4.4	0.0	GRANT	
7939	Kingsley - Hall Roof Replacement	42.0	32.3	9.7	0.0	42.0	0.0	MIX	
7938	Kingsley - Window Replacement North Elevation	88.3	69.5	18.8	0.0	88.3	0.0	MIX	
7976	Kingsley - Convert Storage Areas into classrooms (inc poss	50.9	37.8	13.1	0.0	50.9	0.0	MIX	
7057	Lynnfield - Build Community Facility	17.8	15.2	2.6	0.0	17.8	0.0	GRANT	
7762	Lynnfield - Boiler Plant Replacement	9.6	0.7	8.9	0.0	9.6	0.0	GRANT	
7926	Lynnfield - Upgrade Toilets inc DDA	33.1	26.3	6.8	0.0	33.1	0.0	MIX	
7312	Manor - Build New Science Lab	6.6	0.0	6.6	0.0	6.6	0.0	MIX	
7565	Manor - Upgrade Fire Alarm System & Electrical Works	0.1	0.1	0.0	0.0	0.1	0.0	GRANT	
7568	Manor - Develop New SEN/Resource Centre	2.3	2.3	0.0	0.0	2.3	0.0	MIX	
7314	Manor - Build E-Learning Centre	21.5	7.5	14.0	0.0	21.5	0.0	MIX	
7824	Manor - Improve Stage Access	2.0	0.0	2.0	0.0	2.0	0.0	MIX	
7912	Manor - Replace External Doors - Improve Security	40.3	33.4	6.9	0.0	40.3	0.0	MIX	
7910	Manor - External Decoration / Window Replacement	20.8	15.9	4.9	0.0	20.8	0.0	MIX	
7666	Owton Manor - Modifications to SPACE Centre	2.7	2.7	0.0	0.0	2.7	0.0	GRANT	
7940	Owton Manor - Replace Windows & External Doors	100.0	80.3	19.7	0.0	100.0	0.0	MIX	
7819	Rift House - ICT Development	21.3	21.3	0.0	0.0	21.3	0.0	GRANT	
	Kitt House - Relocation of Nursery & Refurbish Existing								
7654	Nursery to create a Children's Centre	28.9	18.3	10.6	0.0	28.9	0.0	GRANT	
7775	Rift House - Window Replacement (07/08)	2.7	2.7	0.0	0.0	2.7	0.0	GRANT	
7850	Rift House - Disabled Toilet/Entrance Works	20.8	20.8	0.0	0.0	20.8	0.0	SCE (R)	
7927	Rift House - Upgrade Toilets	66.6	65.4	1.2	0.0	66.6	0.0	MIX	
7928	Rift House - Resurface Car Park / Pedestrian Access	35.0	15.4	19.6	0.0	35.0	0.0	MIX	
7941	Rossmere - Window Replacement Dining Hall	91.0	70.0	21.0	0.0	91.0	0.0	MIX	
7917	Springwell - Install Mobile Classroom	150.6	136.1	14.5	0.0	150.6	0.0	MIX	
7323	Stranton - Build New Community Facility	21.9	21.9	0.0	0.0	21.9	0.0	MIX	
7656	Stranton - Children's Centre Modifications to Kitchen & Offices	2.0	2.0	0.0	0.0	2.0	0.0	GRANT	

CAPITAL MONITORING REPORT PERIOD ENDING 31st December 2008

Project Code	A	EXPENDITURE IN CURRENT YEAR						
		B	C	D	E	F	G	H
		2008/2009 Budget	2008/2009 Actual as at 30/09/08	2008/2009 Expenditure Remaining	Expenditure Rephased into 2009/10	2008/2009 Total Expenditure	2008/2009 Variance from budget	Type of financing
		£'000	£'000	£'000	£'000	£'000	£'000	
7763	Stranton - Replace Windows (07/08)	3.9	0.0	3.9	0.0	3.9	0.0	GRANT
7888	Stranton - Purchase & Install CCTV	2.3	0.0	2.3	0.0	2.3	0.0	RCCO
7944	Stranton - Window Replacement	38.0	28.2	9.8	0.0	38.0	0.0	MIX
7978	Stranton - Extension to Children's Centre	296.4	0.7	0.0	295.7	296.4	0.0	MIX
7567	St Cuthberts - Boiler Replacement	1.5	1.5	0.0	0.0	1.5	0.0	MIX
7327	St Helens - Kitchen Refurbishment	0.1	0.0	0.1	0.0	0.1	0.0	GRANT
7943	St Helens - Replace Roof KS2 Area	71.0	55.6	15.4	0.0	71.0	0.0	MIX
7597	St John Vianney - Starfish Daycare Outside Play Area	31.6	0.0	10.5	21.1	31.6	0.0	GRANT
7997	St Hilda - Build Classroom of the Future	30.0	7.2	42.8	0.0	50.0	20.0	MIX
7946	Throston - Install Lift	53.8	40.5	13.3	0.0	53.8	0.0	MIX
7945	Throston - Rewire School Electrics	71.8	58.1	13.7	0.0	71.8	0.0	MIX
7981	Throston - Extension to Build Children's Centre	301.8	1.4	98.4	202.0	301.8	0.0	GRANT
7873	Ward Jackson - Extend Car Park	1.3	0.0	1.3	0.0	1.3	0.0	RCCO
7918	Ward Jackson - Window Replacement	42.9	33.1	9.8	0.0	42.9	0.0	MIX
-	Ward Jackson - Increase size of office (internal works)	50.0	0.0	50.0	0.0	50.0	0.0	MIX
7776	West Park - Pipework (Phase 1)	9.0	0.5	0.0	0.0	0.5	(8.5)	GRANT
7828	West Park - Refurbish KS2 Toilets	49.2	37.2	12.0	0.0	49.2	0.0	MIX
7919	West Park - KS1 and Staff Toilet Upgrade	48.2	36.9	11.3	0.0	48.2	0.0	MIX
7848	West Park - Security Works ie. Fencing	45.0	40.2	4.8	0.0	45.0	0.0	RCCO
7598	West View - Improve / Refurbish Nursery & Reception	18.8	6.9	11.9	0.0	18.8	0.0	GRANT
7340	West View - Develop Football Facilities	5.5	0.0	5.5	0.0	5.5	0.0	GRANT
7730	West View - Remodel KS2 Offices	0.6	0.6	0.0	0.0	0.6	0.0	GRANT
7777	West View - Pipe Work	9.7	0.0	0.0	0.0	0.0	(9.7)	GRANT
7948	West View - Replace Windows	51.0	39.3	11.7	0.0	51.0	0.0	MIX
	Carlton Outdoor Centre Redevelopment Phase 1 - New Accommodation Block; Create Meeting Room & Storage;							
7342	Develop Challenge Course and other on-site adventure Carlton Outdoor Centre - Redevelopment of Site (Proposed)	1.1	1.1	0.0	0.0	1.1	0.0	MIX
7863	Phase 2 although works/funding to be determined) Carlton Outdoor Centre - Purchase & Install Challenge	90.0	0.0	90.0	0.0	90.0	0.0	MIX
7641	Course and Climbing Wall	5.1	0.0	5.1	0.0	5.1	0.0	MIX
7820	Improve Ventilation in Classrooms - Various Schools	0.3	0.0	0.3	0.0	0.3	0.0	RCCO
7521	Children's Centres - Miscellaneous Capital Expenditure	0.6	0.0	0.6	0.0	0.6	0.0	GRANT
7979	Children's Centres - Maintenance	20.1	10.1	10.0	0.0	20.1	0.0	GRANT
	Workforce Remodelling - Misc School Projects to better utilise							
7428	space	42.6	0.0	42.6	0.0	42.6	0.0	GRANT
7384	Devolved Capital - Various Misc Individual School Projects	1190.5	747.0	443.5	0.0	1,190.5	0.0	GRANT
7463	Youth Capital Fund - Spend to be determined by Young	79.3	65.4	13.9	0.0	79.3	0.0	GRANT
7437	Playing for Success - Develop New Classroom at H'pool Utd	0.5	0.0	0.5	0.0	0.5	0.0	MIX
7421	School Travel Plans - Develop Cycle Storage at Schools	81.4	15.8	65.6	0.0	81.4	0.0	GRANT
7858	Computers for Pupils	652.5	389.8	262.7	0.0	652.5	0.0	GRANT
7779	Improve Ventilation in ICT Suites (O Manor, Rossmere, W	5.7	0.0	5.7	0.0	5.7	0.0	RCCO
9004	Funding (Modernisation, Access, RCCO)	112.4	0.0	103.3	0.0	103.3	(9.1)	GRANT
7447	Purchase of Interactive Whiteboards (Various Schools)	2.1	0.0	2.1	0.0	2.1	0.0	GRANT
7344	Brinkburn Pool - Reinstatement of Pool after Fire	0.6	0.0	0.6	0.0	0.6	0.0	MIX
7814	ICT / Mobile Technology for Children's Social Workers	27.9	1.6	26.3	0.0	27.9	0.0	GRANT
7652	Sure Start Central - Refurbish daycare suite at Chatham	6.3	6.3	0.0	0.0	6.3	0.0	GRANT
	Purchase & Install new Integrated Children's Computerised							
7426	System for Children & Families	190.0	0.0	190.0	0.0	190.0	0.0	GRANT
	Purchase & Install CELTICS Project - Case Management							
7901	System for Children's & Families Team	350.2	224.2	126.0	0.0	350.2	0.0	GRANT
7388	Sure Start Central - Improvement Works at Lowthian Road	2.7	0.0	2.7	0.0	2.7	0.0	MIX
7210	Capital Grant Contribution for Rift House N'hood Nursery	4.3	0.0	4.3	0.0	4.3	0.0	MIX
7668	Children's Centres - General Equipment	1.5	1.5	0.0	0.0	1.5	0.0	GRANT
7506	Sure Start Central - Chatham Road Capital Works	5.9	0.0	5.9	0.0	5.9	0.0	MIX
8007	Sure Start Central - Chatham Road, Garage Conversion &	33.8	1.8	0.0	32.0	33.8	0.0	GRANT
-	Harvesting Technology Grant - ICT for Schools	350.5	0.0	350.5	0.0	350.5	0.0	GRANT
7898	BSF - Purchase additional accommodation for Brierton pupils	520.0	508.4	11.6	0.0	520.0	0.0	MIX
7953	Supply and Install Mobile Classrooms	237.0	204.7	32.3	0.0	237.0	0.0	MIX
7977	Information System for Parents & Providers Project	18.6	17.0	1.6	0.0	18.6	0.0	GRANT
7597	Sure Start South - Bushbaby Daycare - Outside Play Area	26.2	0.0	8.7	17.5	26.2	0.0	GRANT
8001	Capital Grants to External Nurseries	178.6	178.6	0.0	0.0	178.6	0.0	GRANT
	Youth Capital Fund Plus - (Major Capital Scheme to be							
-	determined by young people)	452.0	0.0	22.3	429.7	452.0	0.0	GRANT
		8,430.0	4,477.9	2,954.1	998.0	8,430.0	0.0	

Key

RCCO Revenue Contribution towards Capital

MIX Combination of Funding Types

UCPB Unsupported Corporate Prudential Borrowing

SCE @ Supported Capital Expenditure (Revenue)

GRANT Grant Funded

CAP REC Capital Receipt

UDPB Unsupported Departmental Prudential Borrowing

SPE Supported Prudential Borrowing

CAPITAL MONITORING REPORT PERIOD ENDING 31st December 2008

Project Code	A Scheme Title	EXPENDITURE IN CURRENT YEAR							Type of financing
		B	C	D	E	F	G		
		2008/2009 Budget	2008/2009 Actual as at 31/12/08	2008/2009 Expenditure Remaining	Expenditure Rephased into 2009/10	C+D+E 2008/2009 Total Expenditure	2008/2009 Variance from budget		
		£'000	£'000	£'000	£'000	£'000	£'000		
7712	Bridge Community Centre - Demolition	71.0	71.0	0.0	0.0	71.0	0.0	UCPE	
7713	Burbank Community Centre - Refurbishment	8.0	0.0	8.0	0.0	8.0	0.0	UCPE	
7881	Burn Valley Garden Sewers/Drainage Works	15.0	4.0	11.0	0.0	15.0	0.0	GRANT	
7651	Burn Valley Park Beck - Reduce Flood Risk/Landscaping	69.0	0.0	0.0	69.0	69.0	0.0	MIX	
7003	Carnegie Building Refurbishment	16.0	3.0	13.0	0.0	16.0	0.0	MIX	
7377	Central Library - Lighting Improvements	38.0	25.0	13.0	0.0	38.0	0.0	RCCO	
7877	Central Library - Disabled Toilet	5.0	5.0	0.0	0.0	5.0	0.0	RCCO	
7986	Central Library - Installation of Self-Issue System	85.0	0.0	85.0	0.0	85.0	0.0	MIX	
7893	Clavering Play Area - Tarmac Surface	30.0	9.0	21.0	0.0	30.0	0.0	RCCO	
7375	Countryside - Purchase Replacement Vehicle	15.0	0.0	0.0	15.0	15.0	0.0	MIX	
7864	Foreshore - Replacement Lifeguard Vehicle	9.0	0.0	9.0	0.0	9.0	0.0	RCCO	
8011	Grayfields CCTV	7.4	7.0	0.4	0.0	7.4	0.0	MIX	
7992	Grayfields Sports - Construct Four Junior Sports Pitches	50.0	0.0	0.0	50.0	50.0	0.0	MIX	
7213	Grayfields Sports Pavillion - Changing Rooms	47.0	16.0	31.0	0.0	47.0	0.0	MIX	
7382	Greatham Play Area Equipment	9.0	0.0	0.0	9.0	9.0	0.0	MIX	
7865	Hartlepool Museum - Internal Works for new display area	186.0	186.0	0.0	0.0	186.0	0.0	MIX	
7001	Headland Community Resource Centre extension	18.0	0.0	18.0	0.0	18.0	0.0	MIX	
7002	Headland Sports Hall - Sports Improvement	20.0	0.0	20.0	0.0	20.0	0.0	MIX	
7995	Installation of Induction Loops for Hard of Hearing at 23 Council buildings	15.0	0.0	15.0	0.0	15.0	0.0	UCPE	
7831	Jutland Road Community Centre - Internal Alterations	2.6	1.2	1.4	0.0	2.6	0.0	MIX	
7414	Jutland Road Play Area Upgrade	55.0	0.0	5.0	50.0	55.0	0.0	MIX	
7996	Maritime Entranceway	5.0	1.0	4.0	0.0	5.0	0.0	UCPE	
8008	Mill House Free Swim Project	20.0	0.0	20.0	0.0	20.0	0.0	GRANT	
7994	Mill House Leisure Centre Doors - Disabled Access	5.0	0.0	5.0	0.0	5.0	0.0	UCPE	
7887	Nicholson Fields Allotments - Security Improvements	20.0	0.0	0.0	20.0	20.0	0.0	RCCO	
7845	Rossmere - Pitch Improvements	5.0	0.0	5.0	0.0	5.0	0.0	GRANT	
7991	St Patricks Multi Use Games Area - Design works	2.0	1.0	1.0	0.0	2.0	0.0	RCCO	
7771	Seaton Allotments, Station Lane - Drainage Works	2.0	0.0	2.0	0.0	2.0	0.0	MIX	
7215	Seaton Carew Cricket Club Grant - Ground Imps	10.0	5.0	5.0	0.0	10.0	0.0	CAPR	
7203	Sir William Gray House - Disability Improvements	3.0	3.0	0.0	0.0	3.0	0.0	MIX	
N/A	Skateboard Park Development	70.0	0.0	0.0	70.0	70.0	0.0	RCCO	
7844	Town Moor - Develop Multi Use Games Area	63.0	0.0	0.0	63.0	63.0	0.0	MIX	
7590	Ward Jackson Park Car Park - Improvement Works	76.4	4.9	1.5	70.0	76.4	0.0	MIX	
8010	Ward Jackson Park CCTV & Lights	20.9	6.9	14.0	0.0	20.9	0.0	MIX	
7990	Ward Jackson Park - Bandstand Shutters	3.9	0.0	3.9	0.0	3.9	0.0	MIX	
7354	Ward Jackson Park - Fountain	4.0	4.0	0.0	0.0	4.0	0.0	MIX	
8009	Throston Allotments Fencing	26.0	0.0	26.0	0.0	26.0	0.0	MIX	
7993	Tall Ships - Hart Road Pedestrian Crossing	100.0	80.8	19.2	0.0	100.0	0.0	MIX	
		1,207.2	433.8	357.4	416.0	1,207.2	0.0		

Key

RCCO	Revenue Contribution towards Capital	GRANT	Grant Funded
MIX	Combination of Funding Types	CAP REC	Capital Receipt
UCPB	Unsupported Corporate Prudential Borrowing	UDPB	Unsupported Departmental Prudential Borrowing
SCE ®	Supported Capital Expenditure (Revenue)	SPE	Supported Prudential Borrowing

CAPITAL MONITORING REPORT PERIOD ENDING 31st December 2008

Project Code	A Scheme Title	EXPENDITURE IN CURRENT YEAR						
		B	C	D	E	F	G	H
		2008/2009 Budget £'000	2008/2009 Actual as at 30/09/08 £'000	2008/2009 Expenditure Remaining £'000	Expenditure Rephased into 2009/10 £'000	2008/2009 Total Expenditure £'000	2008/2009 Variance from budget £'000	Type of financing
7894	Security Fencing - Recycling Centre	55	35	20	0.0	55.0	0.0	UCPB
7272	Wheelie Bin Purchase	51.5	51.5	0.0	0.0	51.5	0.0	UDPB
7465	Recycling Scheme (containers etc)	71.8	20.1	51.7	0.0	71.8	0.0	UDPB
7821	Waste Performance Efficiency Grant (containers etc)	160.6	78.5	82.1	0.0	160.6	0.0	GRANT
7404	HRA Residual Expenditure	9.1	0.1	9.0	0.0	9.1	0.0	CAP REC
7218	Disabled Facility Grants	561.3	451.5	109.8	0.0	561.3	0.0	GRANT
7230	Housing Market Renewal (house purchases)	5,588.2	3,131.6	1,056.6	1,400.0	5,588.2	0.0	GRANT
7219	Home Plus Grants (provided by Endeavour HA)	90.0	42.9	47.1	0.0	90.0	0.0	GRANT
7231	Housing Thermal Efficiency	99.3	80.0	19.3	0.0	99.3	0.0	GRANT
7220	Private Sector Housing Grants	359.3	208.3	151.0	0.0	359.3	0.0	GRANT
7720	Public Conveniences	999.1	224.0	773.1	2.0	999.1	0.0	UDPB
7025	Headland Paddling Pool	12.5	12.5	0.0	0.0	12.5	0.0	MIX
7029	A689 Local Safety Schemes	0.0	0.0	55.7	0.0	55.7	55.7	MIX
7030	Catcote Road Local Safety Schemes	0.0	0.0	117.2	0.0	117.2	117.2	MIX
7206	CSS Social Lighting Programme	4.4	0.0	4.4	0.0	4.4	0.0	UCPB
7207	LTP-Community Safety-Car Park Security/CCTV	69.6	21.5	48.1	0.0	69.6	0.0	SPE
7235	Low Floor Infrastructure	30.0	6.3	23.7	0.0	30.0	0.0	SPE
7236	Bus Shelter Improvements	69.4	35.7	33.7	0.0	69.4	0.0	SPE
7237	Cycle Routes General	5.0	4.3	0.7	0.0	5.0	0.0	MIX
7240	Hartlepool Transport Interchange	2,044.6	133.1	80.0	1,822.5	2,035.6	(9.0)	SPE
7241	Dropped Crossings	30.0	30.0	0.0	0.0	30.0	0.0	SPE
7242	Other Street Lighting	82.4	0.4	82.0	0.0	82.4	0.0	MIX
7244	Travel Plans	10.0	1.3	8.7	0.0	10.0	0.0	SPE
7245	LTP-Cycle Parking	0.0	0.0	0.0	0.0	0.0	0.0	GRANT
7247	Bus Quality Corridor	15.0	0.5	14.5	0.0	15.0	0.0	SPE
7250	Sustainable Travel Awareness	10.0	7.0	3.0	0.0	10.0	0.0	GRANT
7251	Public Transport CCTV	10.0	0.0	10.0	0.0	10.0	0.0	GRANT
7252	Safer Streets Initiative	20.0	2.8	0.0	0.0	2.8	(17.2)	GRANT
7265	Coastal Protection Strategic Study	2.0	0.0	2.0	0.0	2.0	0.0	GRANT
7424	Pride in Hartlepool	32.1	5.9	26.2	0.0	32.1	0.0	UCPB
7452	LTP - Local Road Safety	0.0	8.5	0.0	0.0	8.5	8.5	SPE
7455	Hart Lane Road Safety Improvements	82.4	93.3	1.1	0.0	94.4	12.0	MIX
7487	Local Transportation Plan-Monitoring	5.0	1.4	3.6	0.0	5.0	0.0	SPE
7499	Lithgo Close - Contaminated Land	1,787.3	1,518.1	269.2	0.0	1,787.3	0.0	MIX
7508	Anhydrite Mine	175.9	50.5	0.0	125.4	175.9	0.0	MIX
7540	LTP - Tees Valley Major Scheme Bid	2.7	2.7	0.0	0.0	2.7	0.0	SPE
7541	Safer Routes to School	76.1	3.4	24.7	0.0	28.1	(48.0)	GRANT
7542	LTP - Parking Lay-By	25.0	8.8	16.2	0.0	25.0	0.0	SPE
7544	LTP - Shop Mobility	40.0	0.0	40.0	0.0	40.0	0.0	SPE
7545	LTP - Motorcycle Training	21.0	21.0	0.0	0.0	21.0	0.0	GRANT
7546	LTP - Road Safety Education & Training	19.0	0.0	19.0	0.0	19.0	0.0	GRANT
7549	LTP - Other Bridge Schemes	70.0	32.6	37.4	0.0	70.0	0.0	SPE
7580	Highways Remedial Works - Hartlepool Marina	4.5	0.9	3.6	0.0	4.5	0.0	TDC
7581	Tees Valley Boundary Signs	5.4	0.0	5.4	0.0	5.4	0.0	GRANT
7624	LTP - Headland Traffic Management	27.8	0.0	8.8	0.0	8.8	(19.0)	SPE
7639	Footpath Works to Marina	0.0	8.8	0.1	0.0	8.9	8.9	SPE
7644	LTP - School Travel Plans	15.0	3.6	11.4	0.0	15.0	0.0	SPE
7645	LTP - General	144.1	1.6	133.6	0.0	135.2	(8.9)	SPE
7706	Waterproofing Phase 2 - Multi Storey Car Park	947.5	739.5	208.0	0.0	947.5	0.0	UCPB
7707	Highways Maintenance - Other Schemes (non LTP)	40.0	0.0	40.0	0.0	40.0	0.0	UCPB
7714	Owton Manor Lane Shops	0.0	9.0	0.0	0.0	9.0	9.0	SPE
7734	LTP - Hart Lane/Wiltshire Way Junction Improvement 07-08	79.0	54.6	24.4	0.0	79.0	0.0	SPE
7736	LTP - York Road (Park Road to Lister Street)	788.8	513.2	175.6	0.0	688.8	(100.0)	SPE
7805	LTP - Footpath - West View Road	8.4	8.4	0.0	0.0	8.4	0.0	SPE
7835	Primary Health Care Centre Park Road Section 278	28.6	28.6	0.0	0.0	28.6	0.0	MIX
7838	LTP - Tees Road Footways (west side)	95.0	63.8	24.7	0.0	88.5	(6.5)	GRANT
7846	Raby Road Puffin Crossing	10.9	17.4	0.0	0.0	17.4	6.5	UCPB
7847	Coast Protection - Headland Fencing and Promenade	27.6	0.0	27.6	0.0	27.6	0.0	CAP REC
7852	Highway Improvements - TESCO Section 106 Expenditure	333.2	333.2	0.0	0.0	333.2	0.0	GRANT
7856	Stranton Traffic Management	50.0	4.1	45.9	0.0	50.0	0.0	SPE
7891	Strategy Study - Seaton Carew	715.8	625.4	90.4	0.0	715.8	0.0	GRANT
7892	Strategy Study - Town Wall	481.9	398.3	83.6	0.0	481.9	0.0	GRANT
7899	Coast Protection	100.0	0.0	60.0	40.0	100.0	0.0	UCPB
7906	Bryan Hanson House On Street Parking	89.8	51.7	38.1	0.0	89.8	0.0	UDPB
7956	LTP-Cycle Route Signage	5.0	0.0	5.0	0.0	5.0	0.0	SPE
7957	LTP-Seaton Carew Railway Station Improvements	50.0	12.8	37.2	0.0	50.0	0.0	SPE
7960	LTP-Highway Signage Improvements	10.0	0.0	0.0	0.0	0.0	(10.0)	SPE
7961	LTP-School 20mph Zones	10.0	0.0	0.3	0.0	0.3	(9.7)	SPE
7962	LTP-HM-Wooler Road Carriageway Reconstruction	156.0	156.0	0.0	0.0	156.0	0.0	SPE
7963	LTP-HM-Holdforth Road Carriageway Reconstruction	127.5	127.5	0.0	0.0	127.5	0.0	SPE
7972	Other Traffic Management Schemes	40.0	22.3	28.2	0.0	50.5	10.5	SPE
7973	Other Safety Schemes	25.0	7.3	17.7	0.0	25.0	0.0	GRANT
7984	King Oswy Drive Cycleway Improvements	10.0	1.0	0.0	9.0	10.0	0.0	SPE
8006	Access to Briarfields	135.0	135.0	0.0	0.0	135.0	0.0	CAP REC
8015	Tesco - New Entrance/Junction/Lights Section 278	5.5	5.5	0.0	0.0	5.5	0.0	GRANT
		17,363.9	9,654.6	4,310.4	3,398.9	17,363.9	0.0	

Key

RCCO Revenue Contribution towards Capital
MIX Combination of Funding Types
UCPB Unsupported Corporate Prudential Borrowing
SCE Supported Capital Expenditure (Revenue)

GRANT Grant Funded
CAP REC Capital Receipt
UDPB Unsupported Departmental Prudential Borrowing
SPE Supported Prudential Borrowing

CAPITAL MONITORING REPORT PERIOD ENDING 31st December 2008

Project Code	A Scheme Title	EXPENDITURE IN CURRENT YEAR						
		B 2008/2009 Budget £'000	C 2008/2009 Actual at 30/12/08 £'000	D 2008/2009 Expenditure Remaining £'000	E Expenditure Rephased into 2009/10 £'000	F C+D+E 2008/2009 Total Expenditure £'000	G F-B 2008/2009 Variance from budget £'000	H Type of financing
7012	Headland Regeneration Programme	3.8	5.0	0.0	0.0	5.0	1.2	CAP REC
7013	Headland Town Square	37.1	36.7	0.4	0.0	37.1	0.0	MIX
7015	Targeted Private Housing Improvements	39.2	0.0	39.2	0.0	39.2	0.0	CAP REC
7021	Heugh Battery Phase 2b	156.6	145.8	10.8	0.0	156.6	0.0	GRANT
7368	Building Safer Communities	5.8	0.0	5.8	0.0	5.8	0.0	GRANT
7417	Friarage Field Building Demolition	6.6	0.0	6.6	0.0	6.6	0.0	CAP REC
7431	Community Safety Strategy	95.0	0.0	95.0	0.0	95.0	0.0	UCPB
7510	Interreg Seaport Theme 1	23.3	23.3	0.0	0.0	23.3	0.0	GRANT
7524	HLF - Private Housing	2.0	2.0	0.0	0.0	2.0	0.0	GRANT
7611	Drug Interventions Programme	100.0	68.8	31.2	0.0	100.0	0.0	GRANT
7866	Friarage Manor House	19.2	1.0	18.2	0.0	19.2	0.0	CAP REC
7878	Community Safety CCTV Upgrade	73.4	48.9	24.5	0.0	73.4	0.0	UCPB
7895	Econ. Devt - Indl & Comm-Grants to Businesses	100.0	0.0	100.0	0.0	100.0	0.0	UCPB
7896	BEC Toilet & Shower Facilities	40.0	0.0	40.0	0.0	40.0	0.0	UCPB
7897	Regeneration Match Funding	26.7	0.0	26.7	0.0	26.7	0.0	UCPB
		728.7	331.5	398.4	0.0	728.9	1.2	

Key

RCCO	Revenue Contribution towards Capital	GRANT	Grant Funded
MIX	Combination of Funding Types	CAP REC	Capital Receipt
UCPB	Unsupported Corporate Prudential Borrowing	UDPB	Unsupported Departmental Prudential Borrowing
SCE ®	Supported Capital Expenditure (Revenue)	SPE	Supported Prudential Borrowing

ACCOUNTABLE BODY REVENUE MONITORING REPORT PERIOD ENDING 31st DECEMBER 2008**TABLE 1 - NEW DEAL FOR COMMUNITIES**

Line No	Actual Position 31/12/08			Scheme Title	Projected Outturn Position		
	Expected Expenditure/ (Income)	Actual Expenditure/ (Income)	Variance Adverse/ (Favourable)		2008/09 Latest Budget	2008/09 Projected Outturn	Projected Variance: Adverse/ (Favourable)
Col. A	Col. B	Col. C	Col. D (D=C-B)	Col. E	Col. F	Col. G	Col. H (H=G-F)
	£'000	£'000	£'000		£'000	£'000	£'000
1	29.7	29.7	0.0	Longhill - Site Manager	48.2	48.2	0.0
2	31.7	31.7	0.0	Longhill - ILM Scheme	54.0	54.0	0.0
3	(18.2)	(18.3)	(0.1)	Longhill CCTV	25.1	25.1	0.0
4	62.5	62.7	0.2	Enterprise Development Package - Enterprise Support Scheme	93.4	93.4	0.0
5	2.4	2.2	(0.2)	Commercial Areas - Building Modernisation	0.3	0.3	0.0
6	32.1	32.1	0.0	Commercial Areas - Bus Support Manager	46.3	46.3	0.0
7	82.1	82.1	0.0	Opening Doors - Phase 2	106.2	106.2	0.0
8	12.0	12.0	0.0	Sure Start Extension	53.5	53.5	0.0
9	38.6	38.6	0.0	Low Level Support - Phase II	56.8	56.8	0.0
10	12.1	12.1	0.0	Drug Outreach	16.1	16.1	0.0
11	13.0	15.6	2.6	Childrens Emotional Wellbeing	49.1	49.1	0.0
12	0.0	0.0	0.0	Football Development Officer	39.6	39.6	0.0
13	112.0	112.0	0.0	Peoples Access to Health	146.1	146.1	0.0
14	2.4	2.4	0.0	Young Persons Emotional Wellbeing	9.2	9.2	0.0
15	59.5	81.2	21.7	Community Wardens	59.5	59.5	0.0
16	0.0	0.0	0.0	Target Hardening - Phase 3	3.3	3.3	0.0
17	3.9	3.9	0.0	Community Safety Grants Pool	6.5	6.5	0.0
18	0.0	0.0	0.0	Selective Licensing	37.6	37.6	0.0
19	11.0	11.0	0.0	Victim Support	15.1	15.1	0.0
20	2.5	0.0	(2.5)	Voluntary Sector Pool	4.5	4.5	0.0
21	22.1	(5.4)	(27.5)	Crime Premises	29.5	29.5	0.0
22	0.0	0.0	0.0	Police Community Support Officers	12.5	12.5	0.0
23	1.3	1.3	0.0	Dordrecht	1.3	1.3	0.0
24	0.0	0.0	0.0	CCTV Implementation - Phase 3	47.4	47.4	0.0
25	0.0	0.0	0.0	Offendering / Mentoring Scheme	0.0	0.0	0.0
26	10.5	0.0	(10.5)	Anti-Social Behaviour	17.3	17.3	0.0
27	21.9	21.9	0.0	Anti-Social Behaviour - Phase 2	37.7	37.7	0.0
28	0.0	0.0	0.0	Community Learning Centre - Stranton	39.4	39.4	0.0
29	0.0	0.0	0.0	Community Learning Centre - Lynnfield	69.4	69.4	0.0
30	2.9	2.9	0.0	Bursary Fund	2.9	2.9	0.0
31	5.1	5.1	0.0	Family Support	10.2	10.2	0.0
32	0.0	0.0	0.0	Educational Achievement Project	50.0	50.0	0.0
33	0.0	0.0	0.0	Key Stage 2 & 3 Transition	63.5	63.5	0.0
34	55.2	55.2	0.0	Raising Aspirations	73.0	73.0	0.0
35	0.0	0.0	0.0	Sustaining Attainment	44.3	44.3	0.0
36	0.0	0.0	0.0	Sustaining Consultancy Fund	40.0	40.0	0.0
37	19.9	19.9	0.0	Community Chest	19.9	19.9	0.0
38	6.9	6.9	0.0	Belle Vue Extension	9.2	9.2	0.0
39	6.5	6.5	0.0	Osbourne Road Hall	8.9	8.9	0.0
40	23.3	23.3	0.0	Ethnic Minorities	38.3	38.3	0.0
41	26.4	26.4	0.0	Money Advice and Debt Counselling Service	35.1	35.1	0.0
42	14.3	14.2	(0.1)	Peoples Centre	28.5	28.5	0.0
43	0.0	0.0	0.0	Lynnfield Play area	12.8	12.8	0.0
44	0.0	0.0	0.0	Childrens Participation Worker	1.9	1.9	0.0
45	71.2	71.2	0.0	Hartlepool Youth Project	100.0	100.0	0.0
46	48.0	48.0	0.0	Capacity Building Development Managers	71.6	71.6	0.0
47	0.0	0.0	0.0	Arts Development Initiative	(3.1)	(3.1)	0.0
48	15.0	11.3	(3.7)	Grange Road Methodist Church	15.0	15.0	0.0
49	4.0	4.0	0.0	Community Transport	6.1	6.1	0.0
50	0.0	0.0	0.0	Childrens Activities Project	(0.3)	(0.3)	0.0
51	8.0	8.0	0.0	Oxygen Centre - Cap Building	8.0	8.0	0.0
52	1.0	1.0	0.0	Resident Steering Group ICT For RSG Members - Cap Building	2.6	2.6	0.0
53	1.2	1.2	0.0	RSG Resident Training - Capacity Building Project	2.0	2.0	0.0
54	0.0	0.0	0.0	Community Learning Centres - Capacity Building Project	10.2	10.2	0.0
55	0.0	0.0	0.0	Home Improvement Project	0.5	0.5	0.0
56	0.0	0.0	0.0	Community Housing Development Plan - Running Costs	65.0	65.0	0.0
57	38.1	38.1	0.0	Evaluation Project	102.6	102.6	0.0
58	0.0	0.0	0.0	NDC Trust	10.7	10.7	0.0
59	46.3	46.3	0.0	Communications Project Phase II	60.9	60.9	0.0
60	192.8	173.7	(19.1)	Neighbourhood Management	273.7	273.7	0.0
61	0.0	0.0	0.0	Housing Regeneration	0.0	0.0	0.0

62	253.0	253.0	0.0	Management and Administration	441.3	441.3	0.0
60	1,384.2	1,345.0	(39.2)		2,730.2	2,730.2	0.0

TABLE 2 - SINGLE PROGRAMME

Line No	Actual Position 30/09/08			Scheme Title	Projected Outturn Position		
	Expected Expenditure/ (Income)	Actual Expenditure/ (Income)	Variance Adverse/ (Favourable)		2008/09 Latest Budget	2008/09 Projected Outturn	Projected Variance: Adverse/ (Favourable)
Col. A	Col. B	Col. C	Col. D (D=C-B)	Col. E	Col. F	Col. G	Col. H (H=G-F)
	£'000	£'000	£'000		£'000	£'000	£'000
1	22.5	22.5	0.0	Management and Administration	30.0	30.0	0.0
2	296.2	205.4	(90.8)	Building Futures	395.0	395.0	0.0
3	40.3	21.6	(18.7)	Tall Ships Cultural Support	53.7	53.7	0.0
4	359.0	249.5	(109.5)		478.7	478.7	0.0

CAPITAL MONITORING REPORT PERIOD ENDING 31st December 2008

TABLE 1 - RESOURCES

Project Code	A Scheme Title	EXPENDITURE IN CURRENT YEAR						
		B	C	D	E	F	G	H
		2008/2009 Budget £'000	2008/2009 Actual as at 30/09/08 £'000	2008/2009 Expenditure Remaining £'000	Expenditure Rephased into 2009/10 £'000	C+D+E 2008/2009 Total Expenditure £'000	F-B 2008/2009 Variance from budget £'000	Type of financing
7466	Vehicle Purchases	1,069.6	431.9	637.7	0.0	1,069.6	0.0	UDPB
7263	York Flatlets Demolition	7.7	0.0	7.7	0.0	7.7	0.0	CAP REC
7264	Mobile Benefits	129.3	0.0	129.3	0.0	129.3	0.0	CAP REC
7418	St Benedicts Barlows Building Demolition	34.7	0.0	34.7	0.0	34.7	0.0	CAP REC
7446	EDRMS and Workflow	29.3	29.3	0.0	0.0	29.3	0.0	RCCO
7467	Refurbishment of War Memorials	84.8	83.1	1.7	0.0	84.8	0.0	UCPB
7468	IT Strategy	500.0	0.0	500.0	0.0	500.0	0.0	UDPB
7471	EDRMS Phase 2	162.6	80.5	82.1	0.0	162.6	0.0	RCCO
7623	Corporate IT Projects	88.5	21.8	66.7	0.0	88.5	0.0	CAP REC
7631	Members ICT/Remote Access	50.2	17.9	32.3	0.0	50.2	0.0	CAP REC
7634	Town Centre LIFT Scheme	90.0	0.0	90.0	0.0	90.0	0.0	CAP REC
7836	Project Resolution	91.8	91.9	(0.1)	0.0	91.8	0.0	RCCO
7867	City Challenge Burbank/Murray Street	130.4	42.5	87.9	0.0	130.4	0.0	GRANT
7200	Civic Centre Capital Project	2,614.3	989.3	1,625.0	0.0	2,614.3	0.0	UCPB
7257	Disabled Adaptations	90.9	0.0	90.9	0.0	90.9	0.0	MIX
7705	Seaton Bus Station Refurbishment	219.1	219.1	0.0	0.0	219.1	0.0	MIX
7718	Demolition of Eldon Grove Leisure Centre	65.9	35.6	30.3	0.0	65.9	0.0	UCPB
7781	Replace Boilers - Municipal Buildings	144.9	0.0	0.0	144.9	144.9	0.0	UCPB
7782	Stranton Crematorium - Roof	6.7	0.0	6.7	0.0	6.7	0.0	UCPB
7784	Borough Buildings Replace 5 Water Heaters	7.5	5.8	0.0	0.0	5.8	(1.7)	UCPB
7785	Brinkburn Centre - Renew Sports Hall Change Rms Roof	2.7	0.0	2.7	0.0	2.7	0.0	UCPB
7786	Brinkburn Centre - Renew Filter to Swimming Pool	9.2	9.2	0.0	0.0	9.2	0.0	UCPB
7982	Demolition of Osbourne Road Property	45.0	39.4	5.6	0.0	45.0	0.0	CAP REC
7988	Lynn St Depot Garage -Install Overhead Heaters	60.0	0.0	60.0	0.0	60.0	0.0	UCPB
7989	Municipal Buildings Access System	9.0	0.0	9.0	0.0	9.0	0.0	UCPB
	Civic Centre Toilet Refurbishment	137.0	0.0	137.0	0.0	137.0	0.0	UCPB
	Civic Centre Ramp	29.0	0.0	29.0	0.0	29.0	0.0	UCPB
	Civic Centre Access System	72.0	0.0	72.0	0.0	72.0	0.0	UCPB
	Civic Centre Disabled Toilets	78.0	0.0	78.0	0.0	78.0	0.0	UCPB
	SCRAPT - Unallocated	27.8	0.0	27.8	0.0	27.8	0.0	UCPB
	CPM - CC Renew Fire Sprinkler System	90.0	0.0	90.0	0.0	90.0	0.0	RCCO
7998	CPM - Brinkburn Sports Hall Replace Roof	15.0	0.2	14.8	0.0	15.0	0.0	RCCO
	CPM - St Hilds Clock Dial	25.0	0.0	25.0	0.0	25.0	0.0	RCCO
7987	CPM - Mill House Renew Pool Filters	35.0	26.6	8.4	0.0	35.0	0.0	RCCO
	CPM - Seaton Carew Clock	5.0	0.0	5.0	0.0	5.0	0.0	RCCO
8013	CPM - Municipal Buildings Replace Fire Alarm	10.0	0.0	10.0	0.0	10.0	0.0	RCCO
	CPM Unallocated	46.5	0.0	46.5	0.0	46.5	0.0	RCCO
		6,314.4	2,124.1	4,043.7	144.9	6,312.7	(1.7)	

TABLE 2 - NEW DEAL FOR COMMUNITIES

Project Code	A Scheme Title	EXPENDITURE IN CURRENT YEAR						
		B	C	D	E	F	G	H
		2008/2009 Budget £'000	2008/2009 Actual as at 30/09/08 £'000	2008/2009 Expenditure Remaining £'000	Expenditure Rephased into 2009/10 £'000	C+D+E 2008/2009 Total Expenditure £'000	F-B 2008/2009 Variance from budget £'000	Type of financing
7069	Longhill Junction Improvements	0.8	0.8	0.0	0.0	0.8	0.0	MIX
7059/7060	Longhill Business Security and Environmental Imps	85.0	23.6	61.4	0.0	85.0	0.0	MIX
7061	Business Security Fund	20.8	13.6	7.2	0.0	20.8	0.0	NDC
7062	CIA Building Modernisation Grant	223.9	51.5	172.4	0.0	223.9	0.0	NDC
7063	CIA Environmental Improvements	878.4	399.4	479.0	0.0	878.4	0.0	MIX
7054	Crime Premises	60.7	0.7	60.0	0.0	60.7	0.0	NDC
7056	Target Hardening Phase 3	71.5	41.6	29.9	0.0	71.5	0.0	NDC
7050	Osbourne Road Hall	3.3	0.0	3.3	0.0	3.3	0.0	NDC
7051	Voluntary Sector Premises Pool	1.5	1.0	0.5	0.0	1.5	0.0	NDC
	Voluntary Sector Premises Pool	45.5	0.0	45.5	0.0	45.5	0.0	NDC
7052	Peoples Centre	62.7	62.7	0.0	0.0	62.7	0.0	NDC
7086	Lynnfield Play Area	72.4	64.5	7.9	0.0	72.4	0.0	NDC
7065/7070	Neighbourhood Management	58.5	11.8	46.7	0.0	58.5	0.0	NDC
7079	Housing Improvement Project	250.0	10.5	239.5	0.0	250.0	0.0	MIX
8005	Accelerated Housing Purchase	494.5	0.0	494.5	0.0	494.5	0.0	NDC
7088	Sustaining Centres	180.0	0.0	180.0	0.0	180.0	0.0	NDC
8004	Strategic Land Purchase for Regeneration	250.0	128.0	122.0	0.0	250.0	0.0	NDC
7087	Longhill CCTV	31.2	0.0	31.2	0.0	31.2	0.0	MIX
		2,790.7	809.7	1,981.0	0.0	2,790.7	0.0	

TABLE 3 - SINGLE PROGRAMME

Project Code	A Scheme Title	EXPENDITURE IN CURRENT YEAR						
		B	C	D	E	F	G	H
		2008/2009 Budget	2008/2009 Actual	2008/2009 Expenditure	Expenditure Rephased	C+D+E 2008/2009 Total	F-B 2008/2009 Variance	Type of financing

		£'000	as at 30/09/08 £'000	Remaining £'000	into 2009/10 £'000	Expenditure £'000	from budget £'000	financing
7103	Central Area Attractors - Wingfield Castle	413.9	399.2	14.7	0.0	413.9	0.0	MIX
7871	Central Area Development Frame - Feasibility Study Town Cent	25.0	22.5	2.5	0.0	25.0	0.0	RCCO
7872	Southern Business Zone - Feasibility Study Brenda Road Area	25.0	24.8	0.2	0.0	25.0	0.0	MIX

		463.9	446.5	17.4	0.0	463.9	0.0	

Key

RCCO Revenue Contribution towards Capital
MIX Combination of Funding Types
UCPB Unsupported Corporate Prudential Borrowing
SCE ® Supported Capital Expenditure (Revenue)

GRANT Grant Funded
CAP REC Capital Receipt
UDPB Unsupported Departmental Prudential Borrowing
SPB Supported Prudential Borrowing

SCRUTINY COORDINATING COMMITTEE REPORT

20th March 2009



Report of: Director of Neighbourhood Services and Chief Financial Officer

Subject: 2009 – 2012 CAPITAL STRATEGY AND ASSET MANAGEMENT PLAN

1. PURPOSE OF REPORT

- 1.1 To present the draft updated 2009 – 2012 Capital Strategy and Asset Management Plan for consideration.

2. BACKGROUND

- 2.1 The Corporate Asset Management Plan (AMP) was originally produced in 2002 in accordance with the Single Capital Pot requirements and has been used in conjunction with the Capital Strategy in order to secure additional Government funding. Whilst not a requirement for recent years due to the Council's "excellent" status the Asset Management Plan has been revised annually to highlight the importance of strategic asset management planning.
- 2.2 The Asset Management Plan is very much a tool to ensure the Council is approaching asset management in a clear, structured and inclusive way and it continues to develop as a working document moving away from the prescriptive content approach to asset management planning arrangements and processes previously required by Government Office and is produced and written to reflect the "good practice" guidance of the Royal Institution of Chartered Surveyors (RICS) and the Department of Communities and Local Government (DCLG).
- 2.3 The Plan has an important role to play in achieving the Council's objectives, priorities and service needs and highlights the main achievements in terms of the performance of the Council's land and property portfolio. The plan also outlines the asset management priorities for the future, and together with the Capital Strategy forms the basis for the management of the Council's asset base within the following parameters:-

- Better public services through better assets – the right assets in the right place can make the difference.
- Sustainable Communities – the contribution of land and property to regeneration.
- Property and investment planning is a key part of the Council's overall budget framework – contributing to the efficiency strategy and effective use of resources.
- Sharing public sector property assets – in the future integration and alignment of services.

2.4 The Council's property aim is:-

“to optimise the utilisation of assets in terms of service benefits, accessibility and financial return” – to the benefit of the people of Hartlepool.

The aims of the AMP are:-

- To integrate property decision making into the corporate planning process.
- To establish a corporate framework and context within which to address Council property issues.

2.5 The Capital Strategy and AMP also reflects the external influences affecting the Council's use of resources and identifies the relevant Corporate Area Assessment (CAA) linkages, the plan is now a key document in the annual assessment of the Council's Use of Resources.

2.6 The Capital Strategy and AMP document will continue to be aligned more closely with the Capital and Revenue Medium Term Financial Plans reflecting a strategic 3 year rolling timeframe.

2.7 The AMP, in conjunction with the Council's Capital Strategy, provides information on the current condition, planned maintenance requirements and identifies the estimated cost of maintenance, to be addressed via revenue and capital funding of the Council's asset Base.

2.8 This report represents an update of the 2008/11 Plan which will still retain its overarching strategic function. It will be modified through 2009/10 in line with the significant developments of the asset management strand of the Council's Business Transformation Programme

2.9 The report has been presented to the Scrutiny Coordinating Committee in advance of Cabinet's considerations at its meeting on 24th March 2009.

3. CONSIDERATIONS

3.1 The Council recognises that property is a corporate resource and by doing so it is committed to delivering a strategic approach to Asset Management. This entails that utilisation of property data at a strategic level across the

organisation to ensure that service planning and property planning are fully integrated. This helps to ensure a co-ordinated approach to the use of assets and the realisation of corporate benefits that would otherwise have not been identified. This is achieved through a cross directorate approach and the role of the Strategic Capital Resource Asset Programme Team (SCRAPT) to ensure a joined up approach to asset management.

- 3.2 The Capital Strategy provides the framework which guides investment decisions and maximises the benefits of the use of capital resources, including the use of Council assets. IT also helps to influence the decisions of its key partners.
- 3.3 The Asset Management Plan is the implementation document. It is the mechanism by which the Council delivers it's Capital Strategy. It is important that both the Capital Strategy and the Asset Management Plan align so that our decision making processes relate directly to our strategic priorities.
- 3.4 The Importance of co-ordinating the managing all the Council's Assets is recognised and the following workstreams and links to other Strategic Plans are identified.

Land and Property - the delivery of the Council's Medium Term Disposal Strategy and the Accommodation Strategy coming out of the Council's Business Transformation Programme. Particular consideration is being given to the need to consider funding required for maintaining and enhancing its unused land and buildings where there is an impact on visual amenity.

Highways and Transportation – the preparation of a Highways Asset Management Plan, the Local Transport Plan and maintenance programmes.

Other Major Infrastructure – including the Council's responsibility for car parks, coast protection structures and war memorials, Shoreline Management Plan.

Vehicles, plant and equipment – procurement and leasing arrangements.

Housing - investment within the Council's strategic housing function and promoting the provision of Land for Affordable Housing.

Regeneration – investment in schemes through a variety of initiatives across the Borough and linking to the Community Strategy.

Children's Services to Schools – linking with the Children's Services Asset Management Plan, the Big Plan and future investment in Building Schools For the Future and Primary Capital Programme.

- 3.5 The Capital Strategy section of the document, appended as **Appendix 1**, sets out the way in which the Council determines and manages the Capital Programme and covers:-

- Links with Community strategy and vision for Hartlepool
- Our priorities for Capital Expenditure
- The Council's approach to Funding Capital Investment
- The Framework for Managing and Monitoring the Capital Programme
- Capital Spending Proposals
- Links to Partners
- Links to Other Strategies and Plans
- Performance Measurement and Innovation
- Disposal Strategy and Property rationalisation

3.6 The main developments in the Asset Management Plan, also at **Appendix 1**, include :-

- Asset Management Objectives
- Asset Management Planning
- Our Organisational Framework
- Data Management
- Performance Management
- Stakeholder Views
- Making Asset Decisions
- Maintenance Implementation
- Environmental Sustainability
- Service Delivery and Accommodation Needs – Business Transformation

3.7 The Capital Strategy / Asset Management Plan has relevance to the following asset streams:-

- Land and Property (including School buildings)
- Highways and Transportation
- Other major infrastructure e.g. Coast Protection Structure, Car Parks
- Vehicles, Plant and Equipment
- Strategic housing needs
- Regeneration schemes.
- Use of Natural Resources including Climate Change and Biodiversity

4. CONCLUSIONS

4.1 The Capital Strategy and Asset Management Plan documents are key elements in demonstrating that the Council:-

- Has a policy led budget
- Link budgets and the capital programme to its priorities
- Effectively manages its asset base
- Has effective arrangements for reporting and monitoring performances against budgets

- 4.2 The Council has made provision for a capital programme as part of the medium term financial strategy in line with the principles of the Capital Strategy/ AMP.

5. RECOMMENDATIONS

- 5.1 That the Scrutiny Coordinating Committee considers the draft 2009 -2012 Capital Strategy and the Asset Management Plan with the comments of Members welcomed.

Capital Strategy and Asset Management Plan

2009 to 2012



A Four Star Authority – Improving Strongly

Capital Strategy

2009 to 2012



A Four Star Authority - improving strongly

HARTLEPOOL BOROUGH COUNCIL CAPITAL STRATEGY

1 Introduction

The Council has a pivotal role in the future development of the town. We recognise the importance of working in partnership with a wide range of public, private and voluntary sector organisations to achieve this objective. A Local Strategic Partnership (the Hartlepool Partnership) has been created to bring the major partners together. The Partnership has agreed a long-term vision for Hartlepool, which is:

“a prosperous, caring, confident and outward looking community, realising its potential in an attractive environment”.

This vision is underpinned by seven Community Strategy themes, which the partners, including the Council, have adopted to forward plan and prioritise their actions, as follows:

- Jobs and the Economy

Develop a more enterprising, vigorous and diverse local economy that will attract investment, be globally competitive and create more employment opportunities for local people.

- Lifelong Learning and Skills

Help all individuals, groups and organisations realise their full potential, ensure the highest quality opportunities in education, lifelong learning and training and raise standards of attainment.

- Health and Care

Ensure access to the highest quality health, social care and support services and improve the health, life expectancy and wellbeing of the community.

- Community Safety

Make Hartlepool a safer place by reducing crime, disorder and fear of crime.

- Environment

Secure and enhance an attractive environment that is clean, green and safe, managed to enhance biodiversity, and is readily accessible and valued by the community.

- Housing

Ensure that there is access to good quality and affordable housing in sustainable neighbourhoods and communities where people want to live

- Culture and Leisure

Ensure a wide range of good quality, affordable and accessible leisure and cultural opportunities.

- Strengthening Communities

Empower individuals, groups and communities and increase the involvement of citizens in all decisions that affect their lives.

The Council has adopted these Community Strategy themes as our own priorities, to help us develop detailed strategies and achieve our overall Council aim, which is:

“To take direct action and work in partnership with others, to continue the revitalisation of Hartlepool life and secure a better future for Hartlepool people”.

The Capital Strategy Plan outlines how our capital investment will contribute towards the achievement of this objective. In addition the Council has capital spending needs in relation to the condition of its assets. These requirements are set out in the Asset Management Plan which when linked to the Capital Strategy forms an integrated tool for investment and management of the Council's assets.

The effective management of capital assets is key to the delivery of the Council's priorities and this document sets out how capital resources are allocated to meet Council priorities.

2 History – Where have we started from?

The Capital Strategy outlines the Council's vision for the future, which needs to build upon the work which has already been completed. During the 1990's the Council, together with its various partners, implemented major capital investment to improve the quality of life for Hartlepool residents, to create a sustainable economic base for Hartlepool and to transform the image of Hartlepool. This investment included:

- The development of Hartlepool Marina
- the refurbishment of the Town Centre, including the redevelopment of the main Shopping Centre following its sale by the Council to a private developer;
- major private sector housing development, following the sale of surplus Council land;
- the refurbishment of residential homes for older people following their transfer to a not for profit organisation.

Hartlepool has been successfully revitalised as a result of this significant investment via the public and private sector. It now has a vibrant environment which is attractive to those who live, work and visit the town.

The transfer of the Councils housing stock to Housing Hartlepool, in April 2004, has continued the revitalisation of the housing stock available for rent. Over a ten year period Housing Hartlepool will have invested £98 million in the housing stock it took over from the Council.

This strategy outlines how the Council, in conjunction with its partners, will continue the development of the town.

3 Vision – Our Priorities for Capital Expenditure

There are a number of key priorities for capital expenditure within the Authority, namely:

School and college facilities – Education is acknowledged as a high priority for the Council. The Council has successfully replaced one of its six secondary schools through a partnership with the Church of England. The Council has secured funding of £104 million from the Government's Building Schools for the Future Programme which will be used to improve and address the suitability, sufficiency and sustainability of the secondary school estate. This investment will cover the replacement, or refurbishment, of five secondary schools and our pupil referral unit to provide modern facilities which will facilitate the "education transformation". In addition, the programme will include investment of around £9M in school's IT facilities and infrastructure to provide state of the art facilities. The Council will close one of its existing secondary schools as the town's future secondary education needs can be met from a reduced number of schools. These works are scheduled to begin in Summer of 2010 and to be completed by the end of 2015.

The Council has also secured funding from the Government's Primary Capital Programme initiative to address the capital investments needs of its Primary Schools. The Council has secured an initial allocation of £8.4 million for 2009/10 and 2010/11 which will enable the Council to begin to address the highest priority capital investment needs in its primary schools. In discussion with Government we will draw down early on the second years funding to accelerate the programme and stimulate the economy. Further funding will be required to complete this programme and it is anticipated that additional funding of £27 million will be provided through the Primary Capital Programme from 2011/12 onwards.

The Council is also working in partnership with Hartlepool College of Further Education to secure the development of new college facilities in the town centre. The College have secured funding of £50m from the Learning and Skills Council to fund this development. To facilitate this development the Council will sell the car park site adjacent to the existing college. This will enable the college to remain within the town centre and thereby benefit from existing transport links and the improvements in transport links which will flow from the completion of the "Transport Interchange". The central location

of the college will also play a key role in the sustainability of the town centre and the shopping centre, as it will help secure the continued use of these facilities by students.

Adult Social Services – The Council has entered into long-term service agreements with the private and voluntary sectors for the provision of Adult Social Services. Under these arrangements the Council's Social Services property portfolio has transferred to the private or voluntary sector that have then funded investment to improve existing facilities.

The Council recognises that demand for Adult Social Services will continue to increase. Therefore, we entered into an innovative partnership with the Joseph Rowntree Housing Trust, Hartlepool Primary Care Trust and North Tees and Hartlepool NHS Trust to develop a retirement village. The scheme will provide supported living for approximately 400 residents, which will provide people with a better quality of life and avoid more expensive residential placements. The £34m scheme will feature 240 apartments and bungalows that will be for rent, shared ownership and sale. The development will also include a Healthy Living suite, shop, activity room, hairdressing salon and lounges for residents. This first phase was completed in August 2008 and construction of the final phase took place in March 2009.

Environment – The Council has a key role in improving and maintaining the local environment to ensure the town is an attractive place to live, work and visit. The proposed improvements to schools, housing, transport and leisure will make a key contribution to improving the town's environment. The Council will also pursue other initiatives, such as securing grant funding to address land contamination issues and the provision of additional ongoing revenue funding to maintain coast protection structures and public access to the town's promenades and beaches. The new Comprehensive Area Assessment will consider use of 'natural' resources in more depth and we will be responding to this as part of our Climate Change Strategy.

Housing – The Council has successfully facilitated the diversification of private sector housing within the town and addressed the demand for more 'executive' type housing. These developments helped stabilise the town's population and economic sustainability. The Council recognises that these benefits have not been shared by all of the town's residents and there are significant housing problems in relation to traditional town centre terraced housing in some areas. The Council is targeting its available housing resources to address this issue to ensure that intervention is effective in dealing with poor housing conditions and the regeneration of deprived communities. This intervention will involve a package of measures including improvements of existing houses, the development of community/neighbourhood parks, the demolition of existing houses and the development of new private sector housing; where necessary the Council is using compulsory purchase powers in this regard. To achieve these objectives the Council is working with key partners, including the other Tees Valley Authorities and the Regional Housing Board.

The Council previously completed a detailed appraisal of the options for improving the Authority's own housing stock. As a result of this review the Council determined to

transfer its housing stock in April, 2004 to Housing Hartlepool, a new Registered Social Landlord.

Housing Hartlepool is part way through a major capital investment programme, which will invest around £98 million to improve former Council houses to ensure the Government's decent home standards are achieved. The Council will continue to work closely with Housing Hartlepool to help regenerate communities and to ensure that intervention in specific neighbourhoods, where there is a mixture of private and Housing Hartlepool properties is co-ordinated.

The Council will also use its available land to help Housing Associations, undertake housing developments which addressed specific housing needs.

Transport – The Council submitted its second Local Transport Plan in 2006 and has recently completed and submitted its Progress Report. The Plan describes how it and its partners intend to build a high quality, integrated and safe transport system that supports Hartlepool's continued economic growth and regeneration over the next five years. During this period the Council will work in partnership with other organisations and agencies to deliver a wide range of local transport schemes and policy measures to address the identified problems. These improvements represent a step-change in the delivery of a long-term transport strategy that will contribute towards delivering the shared central-local government priorities and achieving the long-term vision for Hartlepool. In delivering our first LTP a wide range of schemes and initiatives have been delivered to achieve targets, contribute towards the aims and objectives and address the identified problems. These successes have built a strong foundation on which the Council's new long term transport strategy and second LTP have been built.

The Council are currently in the process of developing a Highway Asset Management Plan (HAMP) which will set out how we will maintain the highway network to satisfy the demands placed on it. The plan will be used to develop long-term programmes of preventative maintenance and replacement and to determine the correct levels of budget required for each highway asset each year, ensuring that the network asset is maintained in the best condition that the available funding allows.

Leisure – The Council recognise that the provision of good quality, affordable and accessible leisure facilities has an important part to play in achieving a number of Community Strategy themes, including Culture and Leisure, Lifelong Learning and Skills and Health and Care. The town's main swimming pool is nearing the end of its operational life. The Council has previously set aside £3m towards the development of an "H2O centre, within the Victoria Harbour development and has been exploring options for working with private developers to take this project forward. Owing to the impact of the recession this development is not expected to be feasible in the medium term. Therefore, the Council has re-allocated this allocation to support investment in the Mill House Leisure Centre and is exploring options for the development of this site with partners, including Hartlepool United Football Club.

Jobs and the Economy – Hartlepool's largest-ever physical regeneration project is the remodelling of Victoria Harbour, a 133 ha dockland site. The Council is working with the landowners, PD Ports and with Tees Valley Regeneration to bring forward proposals for a mixed use development, including 57,000 sq. m. office/industrial floor space, 3,500 dwellings, shops, leisure and community facilities, expected to extend over the next 20 years. The proposals, which have been granted outline planning permission subject to a legal agreement, include private and rented housing, primary school and a pedestrian/cycle bridge over the harbour entrance linking the site to the Headland.

The Council has also been addressing workspace supply issues for small businesses, with the development of a comprehensive business incubation system. The Brougham Enterprise Centre, Council-owned managed workspace, has recently been refurbished to provide improved business start up facilities. The Council has also worked closely with UK Steel Enterprise to secure funding for the development of UKSE's Innovation Centre at Queens Meadow, completed in December 2005 and providing purpose-designed office and workshop accommodation and support facilities. The Council has also undertaken improvements to enhance the lettable of the Newburn Bridge Industrial units, which provide valuable move-on accommodation. Funding has been provided within the Council's budget to provide match funding for economic development schemes.

The Council works with the local voluntary and community sector and local businesses to promote the local economy and we are currently combining with the North East Chamber of Commerce on a "Buy local Campaign".

Transformational Services and New Ways of Working – We understand the national and local context of efficient integrated and shared service provision across the public sector and increased neighbourhood working. We are transforming our own services to provide an effective and efficient framework to meet these demands. The Council is committed to improving customer services and has invested resources to develop a corporate contact centre. The Council has invested in mobile technology to enable services to be delivered in people's own homes or other locations away from the main administrative offices. The Council has invested in a new Financial Management System which has enabled ongoing revenue efficiencies to be achieved through invoice centralisation and facilitated the introduction of revised procurement arrangements, which have also achieved ongoing revenue efficiencies. The Council is also investing in a new HR/Payroll system and is working in partnership with another Council to maximise the benefits of this investment. The Council recognises that further investment will be needed over the next two years to achieve further efficiencies from Business Process Re-engineering and a Business Transformation Programme.

Property Portfolio – The Council has produced a "vision" for future accommodation requirements taking into account new ways of working and this forms part of the Asset Management Plan and Business Transformation Programme. These initiatives aim to rationalise and reduce the number and cost of administrative buildings, to generate capital receipts from the sale of surplus assets and to develop an invest-to save programme for energy efficiency projects.

The Council is developing a “working from home” strategy which will be a further driver to rationalise office accommodation and achieve efficiencies.

This approach links into our maintenance strategy and the Council has allocated £3.7 million to address backlog of repairs and maintenance within the Civic Centre funded from prudential borrowing. A further £1.2 million has been provided within the 2009/10 budget to address a range of property related health and safety issues and property improvements. Detailed proposals for allocating these resources will be developed in 2009/10 to address these issues and the requirements identified through the asset management plan.

Strategic Land and Property Acquisitions – In response to the credit crunch and economic downturn the Council has approved the principle of strategic land and property acquisitions during the recession. The strategy will require a multi agency approach with the Council’s partners to ensure an appropriate strategy is in place for developing such land and property. The aim of this strategy will be to release future benefits for the community when the economy recovers from the current recession, which may include the availability of land for social or private housing and/or the generation of resources for capital investment from future increases in land values.

The Council is in the unique position of being able to facilitate this strategy by using its Prudential Borrowing powers to provide bridging funding for such developments, subject a detailed business case being prepared for each proposal and revenue affordability. The latter factor benefits from the current historically low interest rates. The Council is exploring a range of potential developments and detailed business cases will be referred to Cabinet and Council if this initial work confirms these potential developments are viable.

4 The Council’s Approach to Funding Capital Investment

The Council will fund its capital investment from a variety of sources.

The availability of funding from these different sources has a major impact on which projects are implemented as a very large proportion of funding is provided for specific schemes. In the majority of cases these resources fund projects which are high Council priorities. However, this means that local projects are given a lower priority as funding is not available for such items, although innovative approaches are used e.g. £156,000 is allocated to Neighbourhood Forums each year to address local priorities and £150,000 for Community Safety Initiatives. These allocations have now been confirmed for the three years 2009/10 to 2011/12

External Grants and Contributions – a significant number of capital projects are financed from external grants and contributions which are provided for the specific project and cannot be used for other purposes. For example, grants from Central Government, National Lottery funds and the European Union.

This is a valuable source of funding and has enabled the Council to undertake a number of developments that would not otherwise have been progressed. Carnegie Building – the revitalisation of a former library. Grayfields Sports Pavilion – new build facilities. Brougham Enterprise Centre – accommodation for small businesses. Coast protection Works – via DEFRA funding. Upgrading of 8/9 Church Street via Home Office Funding. The Council has previously been very active in pursuing such funding. However, given the increasing pressure on the revenue budget the Council is becoming more selective in the capital grant regimes it pursues. This will ensure developments are affordable in the medium term and make a specific contribution to the achievement of the Community Strategy themes.

Borrowing – a large proportion of the Council's capital investment is funded from Government supported borrowing. This funding is provided by Government departments on the basis of services bids submitted by the Council, for example Housing Bids, Local Transport Plan and Education Asset Management Plan. Where a Government department agree to provide supported borrowing for the Council's bid this will usually be provided as a Single Capital Pot allocation. In theory the Council is free to use this allocation to support its own priorities. However, the individual Government departments expect the Council to achieve relevant targets and priorities for which the resources are provided. Therefore, it is the Council's practice to passport these resources to meet the needs identified in the relevant service bids and to hopefully ensure future bids are successful.

The Council can also take on unsupported borrowing, that is borrowing which does not attract Government support. This borrowing needs to be prudent and affordable as the repayment costs must be funded from the Council's revenue budget. This freedom gives the Council an opportunity to use borrowing to fund local priorities which are not eligible for national support. The Council has taken a prudent approach to using this freedom.

A business case approach for each proposal to use this source of funding has been adopted. This source of funding has therefore been restricted to fund investments which will either:-

- lever in significant external grant funding, for example the development of Grayfields sports facility and redevelopment of Headland Town Square; or
- produce a revenue saving greater than the loan repayment costs, for example investment in IT, or the scheme to improve Public Conveniences across the town, which will be funded from the existing revenue budget for this service by rationalising operational arrangements; or
- address a backlog of repairs and maintenance, for example, this over a three year period to 2009/10 funding has been provided for repairs to the Civic Centre. In the 2009/10 budget a provision of £1.2 million has been provided to address a range of property related health and safety issues and property improvements ; or

- address minor local priorities which address Community Strategy themes and could not otherwise be funded, for example, Community Safety initiatives and Disabled Access adaptations; or
- enable the Council to address a particular policy priority, for example the extension of recycling initiatives through the implementation of new refuse collection arrangements.

The Council also determined to use of unsupported borrowing to address priorities which cannot be funded from other sources, or where existing funding allocations are insufficient to meet local needs. Annual provisions have been made within the Council's Medium Term Financial Strategy to meet the resulting repayment costs associated with this unsupported borrowing. This will provide annual capital allocations of £1.2 million for the three years 2009/10 to 2011/12 and proposals for using these resources will be recommended by the Council's Strategic Capital Resources and Asset Programme Team (SCRAPT) on the basis of robust project appraisal procedures. The continuation of this policy until at least 2011/12 will mean that a total of £6 million has been invested in this way since this initiative started in 2006/07. Council will consider whether this programme continues beyond 2011/12 when the Medium Term Financial Strategy is rolled forward. Projects which have been funded from this resource include building asset, Coast Protection works, Highways maintenance schemes, Disabled Facilities grants, Economic Development schemes and Regeneration match funding.

Leasing Arrangements

The Council continues, where appropriate, to use leasing arrangements to acquire vehicles and equipment for the provision of key services such as refuse collection and grounds maintenance. The decision to use leasing arrangements is based on a detailed financial appraisal to determine the most cost effective option for financing the replacement of operational equipment. The Council uses an external consultant to assist with this financial evaluation and to provide market intelligence on available leasing options.

Capital Receipts and Revenue Funding Sources – The Council now has limited surplus assets which can be disposed of. Therefore, this source of funding is limited. In some instances it may be more beneficial for the Council to use its land as the Council's contribution to developments with Housing Association where this levers in significant housing investment from other sources. The Council will therefore consider each disposal on a case by case basis to maximise contribution to the Council's overall objectives.

Future capital receipts will be dependent upon the rationalisation of the Council's property portfolio. This area is being pursued as part of the Council's Business Transformation Programme. It is planned to rationalise the use of assets and reduce the number of administrative buildings used and owned by the Council.

The Council undertook a study into the potential latent value of its property in 2004. This was undertaken by Consultant DTZ. One of The Council's remaining valuable

assets is its minority interest in the Shopping Centre, which currently provides a significant income stream for the Council. The Council has considered disposing of this interest; however, the capital receipt would not be sufficient to replace the existing income stream. The recession has also reduced capacity within the private sector to buy such assets. Therefore, it is not currently in the Council's interest to pursue this option. A similar exercise was previously undertaken on the Council's interest in the Victoria Park Football Ground with a similar result, but current potential development of the Mill House site in conjunction with the Football Club could lead to a sale of the ground.

It is anticipated that £1.5M of capital receipts will be achieved in 2008/09 as the Council continues to drive out efficiencies in its land and property holdings.

The Council has determined that capital receipts from the sale of income generating assets should in the first instance be earmarked to either replace the assets, or to repay debt, to ensure the sale does not have an adverse impact on the revenue budget. In accordance with this policy any uncommitted capital receipts will be available to support new capital investment.

The Council can also use revenue resources to fund capital projects e.g. use of car parking income. However, as revenue budgets are under increasing pressure the Council's ability to make revenue contributions to capital is restricted. There are no proposals to make significant revenue contributions in the corporate budget strategy, although individual service departments may make small contribution for specific priorities.

"The Future of Transport" White Paper (July 2004) sets out the Government's intention to establish a Transport Innovation Fund (TIF) to give incentives to develop and deploy smarter, innovative, local and regional transport strategies. The fund will support the costs of smarter, innovative local transport packages that combine demand management measures such as road pricing with modal shift and better bus services. It will also support innovative mechanisms which raise new funds locally and the funding of regional and local schemes that are beneficial to national productivity. The paper sets out the approach to taking forward the first of the objectives, including the criteria intended to be used to provide pump-priming funding in support of scheme development. The Council are working with their partners in the Tees Valley region, through the Joint Strategy Unit, towards developing a bid for this funding.

As part of the Medium Term Financial Strategy for 2008/2009 to 2011/12 the Council determined to make provision within the revenue budget for unsupported borrowing of £3.6 million to address local priorities over this period. Proposals for using these resources are recommended by the Council's SCRAP team on the basis of robust project appraisal procedures. The Council will consider whether this programme continues beyond 2011/12 when the Medium Term Financial Strategy is rolled forward.

Other Sources of Capital Funding – The Council recognises that the above sources of funding are not suitable for all capital projects. Therefore, the Council will continue to

examine the potential for resolving the shortfall in available capital funding through the use of alternative funding sources. Initiatives already taken include the transfer of the Council's housing stock to a registered social landlord and outsourcing of services to enable the private sector to fund capital investment.

The Council has worked in partnership with the Hartlepool Primary Care Trust on the relocation of Health and Social Services into accommodation to be provided under the NHS LIFT partnership and works have now begun on site. In relation to Housing the Council will continue to work with a range of partners, including English Partnerships, Housing Associations and the private sector to secure affordable housing and to tackle housing market failure.

5 The Framework for Managing and Monitoring the Capital Programme

Project Prioritisation and Option Appraisals

It is inevitable that demands for capital investment will exceed resources available to the Council. It is therefore essential that the Council has robust criteria for allocating resources. These procedures need to reflect the Council's overall priorities, recognise the requirements of external funders and maximise the sustainability of Government funding allocated through the Single Capital Pot. The Council has determined that the best way to achieve these objectives is to passport Single Capital Pot resources to meet the relevant service bids. The downside to this policy is that it reduces the resources which the Council can allocate to its own local priorities. However, the policy does ensure resources are targeted at issues which have a high priority to both the Government and the Council. The policy also maximises the resources which the Council will secure for future capital investment.

In practice, the above policy and the limited level of capital receipts and revenue contributions to capital, means the Council has limited uncommitted resources. Therefore, existing project prioritisation and option appraisal arrangements concentrate on the revenue implications of proposed capital projects.

The Council, like most local authorities, faces a challenging revenue budget position in the next few years as the Council will need to achieve annual efficiencies of 3% and address increasing demands on services. The Council's Cabinet has therefore implemented procedures for evaluating potential capital bids which include the establishment of the lifetime revenue implication of capital projects.

As part of the procedures projects will only be approved if it can be demonstrated that these costs can be funded, either:

- from savings which will arise from the investment; or
- the sponsoring department can identify alternative revenue savings/income, which do not have an adverse impact on the delivery of the Council's corporate priorities; or

- the Council's Cabinet determine to identify corporate savings as part of the overall revenue budget process.

Managing the Capital Programme

The Council will continue to maintain robust and comprehensive procedures to ensure the delivery of capital projects on time and to budget. These procedures are particularly critical given the dependency of the Capital Programme on external grants as the Council needs to ensure grant conditions are met. Regular capital monitoring reports are considered by the Corporate Management Team and Cabinet. The Council's Strategic Capital Resources and Asset Programme Team will co-ordinate the development of the Capital Programme.

Grant funded schemes, such as the New Deal for Communities Programme, are subject to the funders Specific Performance Monitoring regimes. In most cases these monitoring arrangements review progress on a quarterly and annual basis against agreed financial and non financial targets. Failure to deliver against these targets can result in the loss of future grant allocations, or in extreme cases the claw back of monies already provided. The Council has an excellent track record of delivering against these milestones.

Procurement

The Council has strengthened its approach to procurement over recent years by the formation of a Corporate Procurement Team to coordinate activity and to develop a procurement strategy in line with local regional and national strategies. The Council's Contract Procedure Rules have been amended to reflect a variety of options such as best price and quality / price tenders in addition to partnering arrangements. This allows capital projects to be delivered on a flexible manner to meet individual requirements.

The Council is an active participant in the Regional Improvement and Efficiency Partnership and its procurement projects e.g. the production of a collaborative sourcing strategy and harmonised contract documents. Sub regionally collaboration between the Tees Valley Authorities has increased in the sharing of the commission role for procurement exercises to achieve efficiencies e.g. Waste Management initiatives, potential for shared service provision, commodities etc. We are also part of a purchasing consortium (NEPO) across all North East Council's where our flexible energy purchase arrangement has proved successful.

We have a strategic partnership in place to deliver corporate projects (including LEA funded schoolwork) up to a value of £100k. This commenced in 2002 and has proven successful in speedy delivery of schemes. It was renewed in 2005 and is currently under review.

Significant savings have been realised by the procurement of Home to School transport and ancillary services.

The further development of a “Centre of Excellence” for procurement will take place within the Council’s Business Transformation Programme.

6 Capital Spending Proposals

The Council’s Capital Programme for the three years 2009/2010 to 2011/2012 was approved in February, 2009 having gone through Scrutiny, Cabinet and Council via the budget process. Over this period the Council will invest over £83.1m, which includes Building Schools for the future investment in 2010/11 and 2011/12. A breakdown of the 2009/2010 Capital Programme is detailed below:

	<u>£’000</u>
Children’s Services – Education	8,905
Local Transport Plan	1,871
Housing	4,523
New Deal for Communities	800
Asset Management	2,400
Other	3,695
	<u>22,194</u>

7 Links to Partners

The Council has a strong track record of partnership working to maximise the impact of the Council’s own capital resources and the investment undertaken by partners. Recent examples of partnership working include:

- the Council is working in partnership with Hartlepool New Deal for Communities (NDC) on a range of regeneration projects within the NDC area. One of the key projects is the Housing Renewal programme, which aims to tackle significant housing market failures and associated social problems. Over the 10 year life on Hartlepool NDC the Council will contribute £7.5m towards this initiative;
- over the last seven years the Council has worked closely with the North Central Single Regeneration Programme partnership on a range of regeneration projects within the Headland area of the town. This programme is now in its final year and the Council is providing funding to enable two key projects to be completed - £44,000 for the Restoration of the Headland War Memorial and £195,000 to the Headland Town Square Development scheme.
- the creation of a Church of England School in conjunction with Durham diocese to replace one of the town’s six secondary schools;
- partnership between the Council, the Governors of another secondary school, the Sports Lottery and SRB to establish a specialist sports college;
- Partnership between the Council and the Governors of the town’s secondary schools on the development of the Building Schools for the Future programme;
- Partnership between the Council and the Governors of the town’s primary schools on the development of the Primary Capital programme.

- Working with the PCT, Housing Associations and other organisations in delivering supported housing.
- Working with Hartlepool People in the Community Asset Transfer and development of a key building providing services to the local community.
- Working with the Headland Development Trust to develop the St Hild's New Life Centre for Performing Arts.

As part of the Local Strategic Partnership the Council will continue to be involved in partnership projects across a range of service areas directly linked to the achievement of our corporate priorities, including:

Health – The Council worked with Hartlepool Primary Care Trust to develop new facilities which incorporate Health and Social Care services on the same site. The main project is the development of a new Health and Care Centre in the town centre. The Council was heavily involved in site assembly and has now sold the site to LIFT. Works on the development of this facility have now commenced.

Education – The Council will continue to work with Secondary Headteachers, Governing Bodies, parents and other Education stakeholders to ensure the development vision for the Secondary Schools estate is delivered through the Building Schools for the Future Programme. There will be a similar collaborative approach for the redevelopment of Primary Schools.

Transport – The Council will continue to work in partnership with the other four Tees Valley authorities on the development of a sustainable transport strategy for the Tees Valley. This includes an “in principal” commitment to the development of a Tees Valley metro system. At a local level the Council's own Local Transport Plan will continue to be developed in consultation with the appropriate transport bodies. The Tees Valley Authorities have submitted a combined bid to DfT for a major bus corridor network, which will include “super core” and “Core” routing.

Feedback to date has been positive and an announcement is expected April 09.

The bid will promote synergy of transportation needs capital expenditure and control mechanisms.

Housing – The Council is no longer a direct provider of rented housing. However, the Council still has strategic housing responsibilities and will work in partnership with others to ensure everyone has access to good quality and affordable housing. Over the next few years the major housing issue facing the Council is to address housing market failure within the traditional town centre terraced market. To address these issues the Council will continue to work in partnership with a range of public sector organisations, including the New Deal for Communities partnership, English Partnerships, the Housing Corporation and Housing Hartlepool, as well as private sector developers. This broad coalition will seek to regenerate these areas through a combination of refurbishing and

demolishing existing houses, the development of new housing by the private sector and the development of new public open spaces.

Community Safety – The council works in partnership with Cleveland Police and other members of the Safer Hartlepool Partnership in the delivery of the town's crime, disorder and substance misuse strategy 2008 -2011. Over the next 3 years the council will provide a further £0.45m of capital funding for community safety initiatives which contribute to the delivery of this strategy and its annual priorities.

8 Links to Other Strategies and Plans

The Council is a key member of Hartlepool Partnership and we have adopted the Partnership's long-term visions for Hartlepool. The Council's Corporate Plan sets out how the Authority intends to deliver its part of this strategy. The Corporate Plan provides the overall focus for the Council's activities and is supported by a variety of service specific plans, including the Capital Strategy and Asset Management Plan.

9 Performance Measurement and Innovation

As recommended by the ODPM the property performance indicators published by the COPROP Performance Management Initiative will now be used in preference to the former ODPM Indicators as it is recognised that these definitions will improve reliability of data and the validity of inter-authority comparisons through the Institute of Public Finance Asset Management Network

Property Performance is reported to the Finance and Efficiency Portfolio Holder annually and reported quarterly as a requirement of Corporate and Departmental Service Plans.

Egan Report – Rethinking Construction

The Council has successfully implemented the Principles of Egan's "Rethinking Construction" by building "quality" into tender consideration. More significantly the extensive use of partnering arrangements to deliver key projects is well embedded in the procurement approach of the Council. There is also a strategic partnering arrangement in place for the provision of maintenance and other works up to a value of £100k. The partners include 2 private sector contractors and the Council's in-house team. Benefits include value engineering gained from early involvement of contractors e.g. Carlton Outdoor Centre and LEA Condition Works, Planned Maintenance Works and Minor Building Works and the realisation of savings being re-invested in projects.

10 Disposal Strategy

As indicated earlier, the Council has previously generated significant capital resources from the sale of land and buildings. These resources have been used to fund new capital projects and to provide building land for private sector development. Over the past five years the Council generated usable capital receipts of £12.1m. However, owing to the success of previous capital receipt programmes, the Council has limited

potential to generate capital receipts. The remaining disposals will be difficult to achieve and will therefore not be included in the Council's Capital Programme until the receipts are certain to be received. This prudent approach will ensure the Council does not over commit itself.

To encourage service departments to manage their land and property assets effectively, they are entitled to retain 25% of the capital receipt generated from the sale of operational assets. This money can then be invested in their remaining property assets. The remaining 75% is allocated on a corporate basis.

Efficiency Strategy

Asset Management is an important strand of the Council's Efficiency Strategy and Business Transformation Programme. The key ingredients will be:-

- Development of the accommodation strategy
- Rationalisation of property
- Minimising running costs e.g. energy efficiency
- Improving procurement arrangements e.g. vehicles
- Addressing environmental issues and climate change e.g. green energy.

11 Summary

The Council will continue to prioritise its capital resources in line with its corporate objectives and seek alternative funding sources to achieve these objectives. It is recognised that bids for external funding need to be closely aligned to these objectives and affordable in the medium term.

It is also recognised that the continued regeneration and revitalisation of Hartlepool will only be achieved through existing and new partnerships with other public sector organisations and the private sector. The Council has a good track record in working with such bodies and has already achieved significant improvements. These developments will continue to be a major influence in the coming years and the major initiative includes the development of the retirement village and Victoria Harbour.

It is envisaged that the Council will need to provide greater community leadership in the coming years to address the impacts of the recession. This may need to include greater involvement in the development of the town as the private sector is unlikely to be able to fulfil this role in the short to medium term. The Council is currently assessing a range of potential interventions, which will involve working with partners and the development of detailed business cases.

The Council will review its capital expenditure plans on a regular basis to reflect changing circumstances, including:

- The results of Service Reviews and Inspections (including service specific inspections and the Comprehensive Performance Assessment);

- The level and type of Central Government support for the Council's capital investment
- Pressures and priorities set out in the Council's Medium Term Budget Strategy (including the level of Council Tax increases).

Asset Management Plan

2009 to 2012



A Four Star Authority – Improving Strongly

1. Introduction

The Council recognises that property is a corporate resource and by doing so it is committed to delivering a strategic approach to Asset Management. This entails the utilisation of property data at a strategic level across the organisation to ensure that service planning and property planning are fully integrated. This helps to ensure a co-ordinated approach to the use of assets and the realisation of corporate benefits that would otherwise have not been identified. This is achieved through a cross directorate approach and the role of the Strategic Capital Resource Programme Team to ensure a joined up approach to asset management

The Capital Strategy provides the framework which guides investment decisions and maximises the benefits of the use of capital resources, including the use of Council assets. It also helps to influence the decisions of its key partners.

The Asset Management Plan is the implementation document. It is the mechanism by which the Council delivers its Capital Strategy. It is important that both the Capital Strategy and the Asset Management Plan align so that our decision making processes relate directly to our strategic priorities.

The Importance of co-ordinating the managing all the Council's Assets is recognised and the following workstreams and links to other Strategic Plans are identified.

Land and Property - the delivery of the Council's Medium Term Disposal Strategy and the Accommodation Strategy coming out of the Council's Business Transformation Programme. Particular consideration is being given to the need to consider funding required for maintaining and enhancing its unused land and buildings where there is an impact on visual amenity.

Highways and Transportation – the preparation of a Highways Asset Management Plan, the Local Transport Plan and maintenance programmes.

Other Major Infrastructure – including the Council's responsibility for car parks, coast protection structures and war memorials, Shoreline Management Plan.

Vehicles, plant and equipment – procurement and leasing arrangements.

Housing - investment within the Council's strategic housing function and promoting the provision of Land for Affordable Housing.

Regeneration – investment in schemes through a variety of initiatives across the Borough and linking to the Community Strategy.

Children's Services to Schools – linking with the Children's Services Asset Management Plan, the Big Plan and future investment in Building Schools for the Future and Primary Capital Programme.

2 Corporate Asset Objectives

The Council has five corporate property objectives and these are as follows:-

- Contribute to achieving the Council's core objectives resulting from the Community Strategy and other strategic plans and/or initiatives
- Ensure property solutions appropriate to service needs
- Maximise financial returns from property
- Minimise cost in use of property
- Enhance quality, sustainability and accessibility

3 Key Asset Objectives

- Optimise the contribution of property to meet Key Corporate Objectives and the Vision of the Community Plan.
- Generate capital receipts to support the Medium Term Financial Strategy.
- Deliver Gershon efficiency gains.
- Maximise the contribution of property to the continuing regeneration of Hartlepool.
- Ensure our property meets the Disability Discrimination Act
- Facilitate alternative ways of working.
- Maximise the benefits of information and communication technology.

4 Asset Management

Asset Management is about optimising the assets of the Council in terms of service benefits and financial return. It is an important part of resource planning. There are two interacting components:

• Strategic Asset Management

This focuses on the medium to longer term and involves decisions on asset investment linked to customer and end user needs and service delivery requirements. It involves a challenge to the holding of assets. There is an assumption that assets should only be retained where they provide greater value for money than the alternatives. New methods of service delivery, flexible working arrangements, shared services and developments in information technology are likely to make the Council less dependant on fixed assets in future years.

• Operational Asset Management

Once the strategic investment decisions have been made this is the continuing management of the fixed assets on a short to medium term basis. The objective is to secure efficiency gains, ensure business continuity and support service delivery

4.1 Asset Management Planning

The aim of Asset Management Planning is to raise awareness of the resources invested in the Council's assets and to develop strategies and programmes to ensure that they are deployed in the way that best meets corporate and service objectives.

This is a business process with the underlying purpose of achieving the better use of public assets, and of minimising the opportunity cost of resources tied up in land, buildings and fixed assets.

A number of management principles support effective strategic asset management:

- There needs to be an integrated departmental and corporate approach to fixed assets
- Explicit responsibility for, and corporate leadership of the strategic asset management function is required
- The correct balance has to be taken between central control and devolved responsibility for land, buildings and fixed assets
- A synergy is needed between the strategy for fixed assets and the service objectives linked to the use of those assets
- Clear authority-wide property objectives have to be fed into the service planning process. These need to be communicated to elected members and managers with specific service delivery responsibilities
- Any change in the strategic role or management of fixed assets needs to be planned, co-ordinated, and prioritised within the Corporate Plan.
- Asset management needs to be backed by a simple and robust system of performance management which relates directly to Corporate or service objectives
- Effective data systems have to be in place to support the management of fixed assets
- Robust techniques are needed to justify decisions. These need to balance service benefits against financial returns and expenditure.

4.2 Asset Management Objectives

The objectives for Corporate Asset Management are:

- To ensure the Council's service requirements are linked to an effective asset management solution.
- To raise awareness of the Council's assets and provide a clear decision making structure for their management and use.
- To manage asset management delivery to demonstrate continuous performance improvement.
- To release value from assets by minimising running costs, structured investment,

through partnerships or through disposal.

The authority has adopted an overall aim in respect of its property.

- To optimise the utilisation of assets in terms of service benefits, accessibility and financial return’.

Flowing from this aim and developed from the key themes identified in the Corporate Plan, the authority has established five corporate property objectives, together with strategies to achieve these objectives:

- Contribute to achieving the Council’s core objectives
- Ensure property solutions appropriate to service needs.
- Maximise financial return from property.
- Minimise cost in use of property.
- Enhance quality, sustainability and accessibility.

Asset Management therefore has an important role to play in achieving the Council’s and the Community Strategy objectives:-

- Better public services through better assets – the right assets in the right place can make the difference.
- Sustainable Communities – the contribution of land and property to regeneration.
- Property and investment planning is a key part of the Council’s overall budget framework – contributing to the efficiency strategy and effective use of resources.
- Sharing public sector property assets – in the future integration and alignment of services.

5 Organisational Framework

Corporate priorities and objectives are reflected in the Council’s Capital Strategy and form the basis for decisions on the acquisition, investment or disposal of fixed assets.

The Executive Member for Finance and Efficiency is the lead member for asset management.

The Head of Procurement property Services and Public Protection, is the designated Corporate Property Officer and has responsibility for Asset Management and reports directly to the Executive Member for Finance and Efficiency and to the Cabinet as appropriate.

The framework in essence comprises:-

- Strategic Capital Resource and Asset Programme Team
- Corporate Asset Management Group
- Procurement and Property Services Division

- Departmental Service Asset Management Planning

5.1 Strategic Capital Resource and Asset Programme Team

- Assistant Director Level chaired by the Director of Neighbourhood Services
- Visioning of AMP
- Identify and prioritise use of resources
- Agree the Capital Programme based upon option appraisal/business case

The team provides the focus for long term planning and strategy for the Council's assets to ensure the needs of services are integrated into an efficient and effective approach.

5.2 Corporate Asset Management Group

- Senior Officer level covering capital and asset management streams
- Operational management
- Preparation of options
- Delivery of AMP/Capital Strategy priorities

This Group comprising officers at senior level covering capital and asset management streams supports the work of the Strategic Capital Resource and Asset Team on a day to day basis within Service Departments but with a Corporate focus.

The remit of the Group includes:

- Operational management issues
- Preparation of option appraisals
- Delivery of AMP/Capital Strategy priorities

5.3 Procurement, Property Services and Public Protection Division

Incorporating the key asset management functions within the Council. The Division includes the Asset and Property Management Section which includes Estates Management, Building Surveying and Energy Management. The Section aims to deliver a seamless one-stop asset management service across the Council, by:

- Writing and implementing the Council's Asset Management Plan
- Providing a wide range of expertise on asset management and property issues and providing advice to departments
- Undertaking a rolling programme of Condition surveys of Council properties
- Supporting the delivery of capital schemes through best practice in project management
- Managing of the Council's investment properties.

5.4 Departmental Service Asset Management Plans

Departmental Asset Management Plans provide the basis for challenging and reviewing the asset holdings of individual service areas.

- Main propertyowning departments are being asked to produce their own Service Asset Management Plans as part of an on going Accommodation Review and these will cover such items as :-
- Background to the Department including its aims and links between these aims and the Corporate Plan Objectives
- A summary of the departments property holdings and their condition, which identifies the key areas for investment
- An assessment of future pressures and opportunities that the department will face and the fit of existing properties to future need. This includes aspirations for growth to meet corporate objectives
- An overview of the options that are available to the department to resolve its asset management issues, including shared use of property with partners
- A statement of the preferred options that the department has identified
- The key milestones and timetables for change

Based upon the outcomes of Departmental Asset Management Plans the Asset and Property Management Group will be able to consider asset management on a corporate basis, identify cross cutting opportunities where appropriate and account for any resource implications.

The Asset and Property Management Group optimise the utilisation of assets in terms of service benefits, accessibility and financial return by:-

- Contributing to the Council's core objectives based on the Community Strategy themes.
- Ensuring property solutions appropriate to service needs.
- Maximising financial return from property.
- Minimising cost in use of property.
- Enhancing quality, sustainability and accessibility.
- Being commercially successful and promote local employment.
- Providing a cost effective, quality service which meets all contractual, statutory and customer requirements.
- Providing integrated and responsive services for the commercial success of the Department.

Departmental Service Asset Management Planning is being embedded with the Corporate initiative being included in the Service Planning process

5.5 Corporate Property Officer Responsibilities:

- Integrate property as a key resource with the business processes of the Council

and address property implications of both corporate and service objectives and through effective asset management planning, help deliver these aims and objectives in a sustainable manner at the right time and within budget.

- Through the Strategic Capital Resource and Asset Programme Team and the Corporate Asset Management Group, identify the drivers for change and their impact on property and accommodation needs.
- Review Best Value plans and other corporate plans and determine the property implications.
- Through the Strategic Capital Resource and Asset Programme Team Corporate Asset Management Group, develop and report on national and local performance measures that are relevant to the Council's own requirements and priorities.
- In conjunction with the Chief Financial Officer and the Corporate Asset Management Group develop the Capital Programme management, monitoring and review process.
- Manage and develop the Corporate Property Database

The schools Asset Management Plan is dealt with by the Children's Services Asset Management Team as part of the DfES reporting procedures. The Head and Procurement and Property Services (aka Corporate Property Officer) and the Asset and Property Management Group are members of the Education Asset Management Group and also collect, process and input the information that informs that plan and its outcomes.

6 Data Management

A key task for the Asset and Property Management Group is the ongoing development of the Council's Corporate Property Database .

Information held needs to be :

- Up to date
- Easily accessible
- Complete

The information is crucial for:

- Informing the development of strategies and reviews
- Evaluating and appraising options
- Decision making and planning
- Performance management
- Monitor and assess the implementation of assets strategy and performance
- To satisfy statutory and other external reporting and compliance requirements.

It needs to be available to support decision making at all levels of the management process. It forms the basis for discussions with all stakeholders.

6.1 Corporate Property Database

Due to developments within the field of property data management software a decision was made to consider replacing the existing Corporate Property Database (Tribal Technology– Evolution) with an updated and enhanced model with increased functionality. Following a year long evaluation process the most appropriate system was considered to be the IPF AssetManager.NET system currently being used by 150 other Local Authorities. It is considered to incorporate the complete aspects of Asset Management whilst integrating Capital Accounting requirements with the needs of Legal and Estates.

A year long transition phase has been initiated and the replacement system will be fully operational, and populated by April 2010, this allows for data validation and migration and staff training.

6.2 Terrier information

Defining legal interests held in property and land. This has been successfully transferred from a paper based to an electronic system utilising Industry Standard GIS.

6.3 Secondary Systems and Data

Where data requirements cannot be accommodated in the core systems the approach taken allows for the creation of satellite systems to deal with particular requirements. These draw information from core data and can be used to manipulate data or represent it in a customer focused way.

6.4 Identifying Future Needs

At the present time the following projects are identified for consideration and possible implementation.

- Lease Register – linking the Legal Division's separate records of lease history into the core systems so that data is captured and stored once only.
- Recording within the core systems detailed information on legal title restrictions and property holding powers currently held on paper record.
- Mapping of additional legal data e.g. statutory enactments affecting specific locations, byelaws, restrictive covenants and easements where these may have a direct bearing on asset management and review.
- Capturing a secure electronic copy of legal & other property-related documentation.

- Increased utilisation of GIS as a tool for analysis in pursuance of development feasibility studies, property performance appraisal and asset review strategy.

7 Performance Management

Effective performance management is critical for the success of Asset Management in order to:

- Achieve the Council's aims and objectives through effective Asset Management
- Prioritise what is important and what gets done
- Motivate and manage staff and partner organisations
- Measure and communicate success
- Improve the perception of service provision

To be effective, performance management should not be isolated to the performance of fixed assets alone. Performance management within the asset management function needs to link and overlap with the Community Strategy, the Corporate Plan and contribute to individual service aims and objectives.

7.1 Portfolio and its current performance

National Property Performance initiative

The National Property Performance initiative (NaPPMI) Property Performance Indicators are being utilised and provides a suite of national and local indicators to measure the performance of local authority assets.

The initiative enables effective benchmarking between authorities through the Institute of Public Finance (IPF) Asset Management Network.

The seven property performance indicators are:

- PMI 1 A,B,C,D National Indicator - Condition and Required Maintenance
- PMI 2 A,B,C National Indicator - Environmental Property Issues
- PMI 3 A & B Local Indicator - Suitability Surveys
- PMI 4 A,B,C,D Local Indicator - Building Accessibility Surveys
- PMI 5 A & B Local Indicator - Sufficiency
- PMI 6 A,B Local Indicator - Spend
- PMI 7 A,B,C,D Local Indicator - Time and Cost Predictability

In addition there are local performance measures included in annual departmental and service plans which are monitored and reported on a quarterly basis.

Energy performance in terms of consumption and cost is measured on a regular basis.

Information collected is be reviewed and utilised for comparison and decision-making purposes.

8 Stakeholder Views

The long term approach to Asset Management needs to derive from consultation across a full range of stakeholders:

- People who use the Council's buildings and services
- Groups with special access requirements for the Council's buildings
- People who do not currently use the Council's buildings and services
- The Elected Members of the authority
- The Council's Senior Management Team
- The Council's own staff
- The Council's key strategic partners

Methods used include Viewpoint 1000, Building User Groups, Access Forum, Scrutiny and Neighbourhood Forums.

9 Making Asset Decisions

9.1 Resource Context

The Council, in managing its assets ensures that the capital programme is effective in terms of its contribution to the achievement of corporate and service objectives.

To do this, the Capital Strategy provides clear strategic guidance on capital objectives, priorities and spending plans.

A capital option appraisal and prioritisation system has been developed to ensure the capital programme is aligned to corporate and service priorities. The process is corporate, objective and transparent.

As part of the process, Service Heads are required to complete 'Capital Project Appraisal Forms' for all capital investment proposals. These capital 'bids' are scored against various criteria, such as fit with corporate objectives, legislative requirements and opportunities for leveraging in external funding and are then 'ranked' according to their scores. Proposals are then considered by Strategic Capital Resource and Programme

Team, taking into account the capital resources available to the authority.
Recommended projects are then presented ultimately to Council for approval.

9.2 Asset Challenge

A long term asset strategy involves a challenge of all existing fixed assets and an option appraisal judged against value and contribution to service delivery and corporate objectives.

There are four options for any fixed asset:

- Retain and continue to maintain through a programme of planned and reactive maintenance
- Retain and develop asset to improve financial and/or service delivery performance
- Retain asset, undertake minimum maintenance and dispose of asset when the time is right
- Dispose of asset immediately

Through the various property reviews undertaken, the Council now has a good understanding of the condition of its property assets, future maintenance liabilities and the flexibility of existing accommodation. Further work is now needed to link this information to an assessment of need in order to then place each property asset into one of the above categories.

Each service will have its own internal drivers that will change the approach to service delivery in future years and give rise to specific accommodation requirements. These need have to be identified by Heads of Service and fed into updates to the Asset Management Plan.

9.3 Economic Recession

Our shorter term plans need to consider the effects of the economic recession in terms of :

- working with developers
- timing and value of land and property disposals
- the value of our assets
- rental income
- procurement
- staff recruitment

9.4 Community Asset Transfer

The Council has taken the opportunity to consider how the community can benefit from the transfer of certain assets. An example of this is the Hartlepool People Centre. The Council will continue to work with this positive attitude to enable asset transfers which have mutual benefits.

10 Maintenance Implementation

The implementation of the maintenance strategy as set out in the Asset Management Plan is facilitated by the provision of Capital and Revenue resources.

10.1 Revenue - Corporate Planned Maintenance

2008/09 budget £225,000

10.2 Capital - Access Schemes

Annual budget of £50,000

10.3 Capital Allocation - Medium Term Financial Strategy

£1.2m per year till 2011/12

10.4 Capital - Health and Safety and Property Improvements

An additional one-off investment of £1.2m has been allocated in 2009/10 as part of the budget process. This will fund prioritised projects approved by Cabinet.

11 Environmental Sustainability

Both gas and electricity prices have risen sharply over 2008/9. The increases are 22.5% on electricity, 15% on Gas and approx 10% on water.

It is clear that the Local Authority has both an environmental and financial/value for money incentive to improve energy efficiency, both directly in the way that the Council operates.

Although there are variations in consumption due to external factors such as weather conditions, consumption of energy with the exception of electricity within Hartlepool Borough Council has shown a downward trend over the last few years. Electricity shows continuous growth in consumption but indications are that the growth is stabilising

One explanation for the reduction in consumption is the work that is on-going within the local authority to improve the energy efficiency of the Council's buildings and services.

The Business Transformation Programme highlights energy management as a key area in which to make savings by strengthening the corporate approach in reducing demand and promoting energy efficiency. A business case to develop an Energy Efficiency Programme is being developed.

The Council is developing a Climate Change Strategy and Action Plan that will support environmental sustainability in the Borough and optimise our use of natural resources.

12 Service Delivery and Accommodation Needs – Business Transformation

Work is ongoing to develop and shape the medium/long term accommodation requirements of the Council and this has been incorporated into the Asset Management Workstream of the Business Transformation Programme.

The key points for action are :-

- A trial based on the principles included within the Accommodation Strategy element of this business case be considered and implemented on level 3 of the civic centre as part of the refurbishment programme commencing April 2009.
- Unallocated space be allocated by the Business Transformation team who will be responsible for deciding in conjunction with Directors which services should transfer into the civic centre and other administrative buildings enabling the property rationalisation programme to commence as soon as is practicably possible.
- A review of non administrative operational buildings and land be undertaken during 2009/10 as part of the overall property rationalisation programme, with a view to reduce the surplus portfolio by 10% via disposal, community transfer and/ or shared service provision thus reducing annual running costs.
- A commercial approach is taken to review and challenge the property and land on the asset register as part of the asset and property rationalisation programme, aiming to reduce the surplus portfolio by 25%.
- A centrally managed service for asset and property management be introduced
- An invest-to-save programme for energy efficiency projects is prepared by Neighbourhood Services and representatives from the Business Transformation Team, identifying the resources required to invest in Council property to reduce consumption, realise efficiencies and reduce the authority's carbon foot print.

SCRUTINY CO-ORDINATING COMMITTEE

20 March 2009



Report of: Scrutiny Manager

Subject: REQUEST FOR ITEMS FOR DISCUSSION –
JOINT CABINET / SCRUTINY MEETING OF
31 MARCH 2009

1. PURPOSE OF REPORT

- 1.1 To request items for discussion at the next Joint Cabinet / Scrutiny Meeting to be held on 31 March 2009.

2. BACKGROUND INFORMATION

- 2.1 As Members will recall it was agreed that the next Joint/Cabinet Scrutiny Meeting would be held on **Tuesday 31 March 2009, 4.30 pm to 5.30 pm in Committee Room B of the Civic Centre.**
- 2.2 As such items for discussion are sought from Members of this Committee, which will then be used to form the basis of the Joint Agenda in conjunction with the issues received from the Cabinet.

3. RECOMMENDATION

- 3.1 That agenda items be sought from Members of the Scrutiny Co-ordinating Committee for the Joint Cabinet/Scrutiny Meeting to be held on 31 March 2009.

Contact Officer:- Charlotte Burnham – Scrutiny Manager
Chief Executive's Department - Corporate Strategy
Hartlepool Borough Council
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BACKGROUND PAPERS

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

SCRUTINY CO-ORDINATING COMMITTEE

20 March 2009



Report of: Scrutiny Manager

Subject: REQUEST FOR FUNDING FROM THE DEDICATED OVERVIEW AND SCRUTINY BUDGET

1. PURPOSE OF REPORT

- 1.1 To inform Scrutiny Co-ordinating Committee of two requests for funding from the Dedicated Overview and Scrutiny Budget.

2. BACKGROUND INFORMATION

- 2.1 In line with good practice, the Scrutiny Forum outlined in the below table has arranged to seek best practice as part of their evidence gathering processes for their current scrutiny investigation:-

Scrutiny Forum	Title of Scrutiny Investigation / Purpose of Incurred Costs	Cost
Children's Services Scrutiny Forum	Scrutiny Investigation into Appropriate Accommodation for Homeless Young People:-	
	A site visit to a various supported accommodation schemes in Hartlepool	Approx £110.00
	Visit to Westminster, London to gain evidence from Iain Wright MP. Chair, Scrutiny Support Officer and young people to be in attendance.	Approx £800.00

- 2.2 Consequently, approval is sought from the Scrutiny Co-ordinating Committee for the above costs to be funded from the Dedicated Overview and Scrutiny Budget in line with the agreed procedure.

3. RECOMMENDATION

- 3.1 It is recommended that the Scrutiny Co-ordinating Committee agrees to the requests for funding totalling to **£910.00** from the Dedicated Overview and Scrutiny Budget.

Contact Officer:- Charlotte Burnham – Scrutiny Manager
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BACKGROUND PAPERS

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