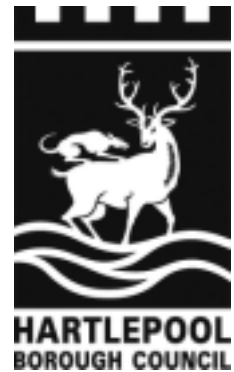


# **SCRUTINY CO-ORDINATING COMMITTEE AGENDA**



**Friday, 12 February 2010**

**at 2.00 p.m.**

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

## **SCRUTINY CO-ORDINATING COMMITTEE:**

Councillors C. Akers-Belcher, S Akers-Belcher, Barker, Brash, James, London, A Marshall, J. Marshall, McKenna, Preece, Richardson, Rogan, Shaw, Simmons, Wright and Young

Resident Representatives: Evelyn Leck, Iris Ryder and Linda Shields

## **ALSO INVITED TO ATTEND**

### **ADULT AND COMMUNITY SERVICES SCRUTINY FORUM & HEALTH SCRUTINY FORUM**

Councillors Atkinson, S Cook, Coward, Cranney, A Lilley, G Lilley, Plant, Sutheran and Worthy

Resident Representatives: Mary Green, Jean Kennedy and Mary Power

- 1. APOLOGIES FOR ABSENCE**
- 2. TO RECEIVE ANY DECLARATIONS OF INTEREST BY MEMBERS**
- 3. MINUTES**

To confirm the minutes of the meeting held on 5 February *(to follow)*

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**

6.1 The Forward Plan - February 2010 to May 2010 – *Scrutiny Manager*

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

No items

8. **CONSIDERATION OF FINANCIAL MONITORING / CORPORATE REPORTS**

No Items.

9. **ITEMS FOR DISCUSSION**

**Child Poverty and Financial Inclusion Investigation**

9.1 Evidence from the Portfolio Holder for Adult and Public Health (*subject to availability*):-

- (a) Covering Report – *Scrutiny Manager*; and
- (b) Verbal evidence from the Portfolio Holder for Adult and Public Health (*subject to availability*)

9.2 Evidence from NHS Hartlepool:-

- (a) Covering Report – *Scrutiny Manager*; and
- (b) Joint presentation from the Acting Director of Health Improvement and Assistant Director for Children's Commissioning, NHS Hartlepool.

9.3 Evidence from the Financial Inclusion Partnership:-

- (a) Covering Report – *Scrutiny Manager*; and
- (c) Presentation from Carol Jones (Financial Inclusion Partnership).

- 9.4 Feedback from the Newcastle Child Poverty Beacon Open Day – 26 January 2010 :-
- (a) Covering Report – *Scrutiny Manager*; and  
(b) Verbal feedback from attendees.
- 9.5 Request for Items for Discussion – Joint Cabinet / Scrutiny Event of 15 March 2010 – *Scrutiny Manager*
- 9.6 Six Monthly Monitoring of Agreed Recommendations Made by the Overview and Scrutiny Committees – *Scrutiny Manager*
- 9.7 Scrutiny Involvement in the Service Planning Process for 2010/11 – Timetable – *Scrutiny Manager*

**10. CALL-IN REQUESTS**

**11. ANY OTHER ITEMS WHICH THE CHAIRMAN CONSIDERS ARE URGENT**

**ITEMS FOR INFORMATION**

- i) **Date of Next Meeting: 19 March 2010 commencing at 2.00 pm in the Council Chamber, Civic Centre, Victoria Road, Hartlepool.**

## SCRUTINY CO-ORDINATING COMMITTEE

12 February 2010



**Report of:** Scrutiny Manager

**Subject:** THE FORWARD PLAN - FEBRUARY 2010 TO MAY 2010

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### 1. PURPOSE OF REPORT

- 1.1 To provide the opportunity for the Scrutiny Co-ordinating Committee (SCC) to consider whether any item within the attached Executive's Forward Plan should be considered by this Committee or referred to a particular Scrutiny Forum.

### 2. BACKGROUND INFORMATION

- 2.1 As you are aware, the SCC has delegated powers to manage the work of Scrutiny, as it thinks fit, and if appropriate can exercise or delegate to individual Scrutiny Forums.
- 2.2 One of the main duties of the SCC is to hold the Executive to account by considering the forthcoming decisions of the Executive and to decide whether value can be added to the decision by the Scrutiny process in advance of the decision being made.
- 2.3 This would not negate Non-Executive Members ability to call-in a decision after it has been made.
- 2.4 As such, the most recent copy of the Executive's Forward Plan is attached as **Appendix 1** for the SCC's information.

### 3. RECOMMENDATION

- 3.1 It is recommended that the Scrutiny Co-ordinating Committee considers the content of the Executive's Forward Plan.

**Contact Officer:-** Joan Wilkins – Scrutiny Manager  
Chief Executive's Department - Corporate Strategy  
Hartlepool Borough Council  
Tel: 01429 28 4142  
Email: joan.wilkins@hartlepool.gov.uk

## **BACKGROUND PAPERS**

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



**FORWARD PLAN**

**February 2010 – May 2010**

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**1. INTRODUCTION**

- 1.1 The law requires the executive of the local authority to publish in advance, a programme of its work in the coming four months including information about key decisions that it expects to make. It is updated monthly.
- 1.2 The executive means the Mayor and those Councillors the Mayor has appointed to the Cabinet.
- 1.3 Key decisions are those which significantly modify the agreed annual budget of the Council or its main framework of policies, those which initiate new spending proposals in excess of £100,000 and those which can be judged to have a significant impact on communities within the town. A full definition is contained in Article 13 of the Council's Constitution.
- 1.4 Key decisions may be made by the Mayor, the Cabinet as a whole, individual Cabinet members or nominated officers. The approach to decision making is set out in the scheme of delegation which is agreed by the Mayor and set out in full in Part 3 of the Council's Constitution.

**2. FORMAT OF THE FORWARD PLAN**

- 2.1 The plan is arranged in sections according to the Department of the Council which has the responsibility for advising the executive on the relevant topic:

Part 1	Chief Executive's Department
Part 2	Child and Adult Department
Part 3	Regeneration and Neighbourhoods Department

- 2.2 Each section includes information on the development of the main policy framework and the budget of the Council where any of this work is expected to be undertaken during the period in question.
- 2.3 It sets out in as much detail as is known at the time of its preparation, the programme of key decisions. This includes information about the nature of the decision, who will make the decisions, who will be consulted and by what means and the way in which any interested party can make representations to the decision-maker.

**3. DECISIONS MADE IN PRIVATE**

- 3.1 Most key decisions will be made in public at a specified date and time.
- 3.2 A small number of key decisions, for reasons of commercial or personal confidentiality, will be made in private and the public will be excluded from any sessions while such decisions are made. Notice will still be given about the intention to make such decisions, but wherever possible the Forward Plan will show that the decision will be made in private session.



- 3.3 Some sessions will include decisions made in public and decisions made in private. In such cases the public decisions will be made at the beginning of the meeting to minimise inconvenience to members of the public and the press.

**4. URGENT DECISIONS**

- 4.1 Although every effort will be made to include all key decisions in the Forward Programme, it is inevitable for a range of reasons that some decisions will need to be taken at short notice so as to prevent their inclusion in the Forward Plan. In such cases a minimum of 5 days public notice will be given before the decision is taken.
- 4.2 In rare cases it may be necessary to take a key decision without being able to give 5 days notice. The Executive is only able to do this with the agreement of the Chair of the Scrutiny Co-ordinating Committee or the Chairman or Vice-Chairman of the local authority. (Scrutiny committees have the role of overseeing the work of the Executive).

**5. PUBLICATION AND IMPLEMENTATION OF EXECUTIVE DECISIONS**

- 5.1 All decisions which have been notified in the Forward Plan and any other key decisions made by the Executive, will be recorded and published as soon as reasonably practicable after the decision is taken.
- 5.2 The Council's constitution provides that key decisions will not be implemented until a period of four days has elapsed after the decision has been published. This allows for the exceptional cases when a scrutiny committee may 'call in' a decision of the Executive to consider whether it should be reviewed before it is implemented. 'Call in' may arise exceptionally when a Scrutiny Committee believes that the Executive has failed to make a decision in accordance with the principles set out in the Council's constitution (Article 13); or that the decision falls outside the Council's Policy Framework; or is not wholly in accordance within the Council's budget.

**6. DETAILS OF DECISION MAKERS**

- 6.1 Names and titles of those people who make key decisions either individually or collectively will be set out in Appendix 1 once they are determined.

**7. TIMETABLE OF KEY DECISIONS**

- 7.1 The timetable as expected at the time of preparation of the forward plan is set out in Appendix 2. Confirmation of the timing in respect of individual decisions can be obtained from the relevant contact officer closer to the time of the relevant meeting. Agenda papers are available for inspection at the Civic Centre five days before the relevant meeting.

## **PART ONE – CHIEF EXECUTIVE’S DEPARTMENT**

### **A. BUDGET AND POLICY FRAMEWORK**

#### **CORPORATE PLAN 2009/10 - 2011/12**

The Council’s Corporate Plan is part of the Budget and Policy Framework of the Council.

The purpose of the Plan is to describe the Council's priorities for improvement, including how weaknesses will be addressed, opportunities exploited and better outcomes delivered for local people. It will include targets for future performance.

Scrutiny Co-ordinating Committee, Cabinet and Council will consider the plan at meetings between March and June 2010. Final approval of the Plan will be by Council.

Further details on the timetable within the timescales identified will be provided in future Forward Plans.

## **B. SCHEDULE OF KEY DECISIONS**

### **DECISION REFERENCE: CE 33/09 – STRATEGIC LAND ACQUISITION**

#### **Nature of the decision**

A report will be presented back on negotiations with landholders further to the Council Meeting held on 30 April 2009.

#### **Who will make the decision?**

The decision will be made by Cabinet and Council.

#### **Ward(s) affected**

All wards will be affected.

#### **Timing of the decision**

The decision will be made during February 2010 but will be dependent upon external organisations.

#### **Who will be consulted and how?**

Cabinet and Council will be consulted.

#### **Information to be considered by the decision makers**

To be determined following negotiations with external organisations

#### **How to make representation**

Representations should be made to Paul Walker, Chief Executive, Civic Centre, Victoria Road, Hartlepool, TS24 8AY. Telephone 01429 523001, e-mail: [Paul.Walker@hartlepool.gov.uk](mailto:Paul.Walker@hartlepool.gov.uk)

#### **Further information**

Further information can be sought by contacting Paul Walker as above

## **DECISION REFERENCE: CE35/09 – LOCAL AREA AGREEMENT REFRESH**

### **Nature of the decision**

To adopt Hartlepool's refreshed Local Area Agreement for submission to Government Office for the North East for approval by the Secretary of State.

### **Background**

On 30<sup>th</sup> June 2008 Hartlepool's Local Area Agreement was signed between Government, Hartlepool Borough Council and the Hartlepool Partnership. The three year agreement (2008-2011) aims to improve public services and the quality of life for Hartlepool residents. The Local Area Agreement sets out 35 designated Improvement Targets, 10 statutory DCSF (Department for Children Schools and Families) education & early years targets and local targets. Local Area Agreements are subject to an annual refresh process where delayed indicators and revised indicators & targets are negotiated.

The Agreement was "refreshed" last year, and a revised agreement was approved by Council and subsequently signed off by the Secretary of State in April 2009.

### **Who will make the decision?**

The decision will be made by Council.

### **Timing of the decision**

The decision will be made at the Council meeting on Thursday 25<sup>th</sup> February 2010 in advance of the Government's submission date of 17<sup>th</sup> March 2010.

### **Who will be consulted and how?**

- A Members' Seminar was held on 5<sup>th</sup> January 2010;
- Cabinet and Scrutiny Co-ordinating Committee will be briefed and consulted during the negotiation period;
- The Hartlepool Partnership Board will consider a draft refreshed LAA in January and the final refreshed LAA in March 2010.

### **Information to be considered by the decision makers**

Hartlepool's LAA 2008-2011, April 2009

### **How to make representation**

Representation should be made to Joanne Smithson, Head of Policy & Partnerships, Civic Centre, Hartlepool TS24 8AY. Telephone: (01429) 284147.  
Email: [Joanne.Smithson@hartlepool.gov.uk](mailto:Joanne.Smithson@hartlepool.gov.uk)

### **Further Information**

Further information can be obtained from Joanne Smithson, as above.

## **DECISION REFERENCE: CE 36/09 – HR SERVICE DELIVERY OPTIONS**

### **Nature of the decision**

Following a review of HR service provision in the Council recommendations will be made to Cabinet regarding the nature of HR services to be provided and how savings targets will be achieved.

### **Who will make the decision?**

The decision will be made by Cabinet.

### **Ward(s) affected**

No ward(s) are affected other than through the indirect support provided by HR.

### **Timing of the decision**

The decision will be made in March 2010

### **Who will be consulted and how?**

Staff employed in the Division, CMT and Departmental managers, trade union representatives and Elected Members will be consulted in formal meetings and discussion groups. Written information will also be circulated to help inform consultees about the range of HR services provided, options for delivery, stimulate discussion, etc.

### **Information to be considered by the decision makers**

A report setting out the review stages, a summary of the information gathered, options analysis, conclusions and recommendations will be presented to Cabinet.

### **How to make representation**

Representations should be made to Joanne Machers, Chief Personnel Officer, Civic Centre, Victoria Road, Hartlepool, TS24 8AY. Telephone 01429 523003, e-mail: [Joanne.Machers@hartlepool.gov.uk](mailto:Joanne.Machers@hartlepool.gov.uk)

### **Further information**

Further information can be sought by contacting Joanne Machers, Chief Personnel Officer, Civic Centre, Victoria Road, Hartlepool, TS24 8AY. Telephone 01429 523003, e-mail: [Joanne.Machers@hartlepool.gov.uk](mailto:Joanne.Machers@hartlepool.gov.uk)

## **DECISION REFERENCE CE37/10 - REVIEW OF CAR ALLOWANCES**

### **Nature of the Decision**

To review car allowance arrangements, including mileage rates, for employees and Elected Members who use their private cars for Council business.

### **Background**

The Council's expenditure on compensating employees and Elected Members who use their private cars for work is significant. Current arrangements for employees are determined locally by the application of nationally negotiated rates and terms. Cabinet have agreed to review car allowances and mileage rates as part of the 2010/11 Budget Strategy.

Proposals within the review include:

- the removal of lump sum to essential users
- a single mileage rate for all employees and Elected Members
- provision of pool cars for business use
- introduction of salary sacrifice schemes for employees e.g. cars, bicycles, public transport travel tickets, etc.

Consideration will be given to the Council's policies regarding the 'Green Agenda' and transport plans.

### **Who will make the decision?**

The decision will be made by Cabinet

### **Timing of the decision**

The decision will be made after consultation and negotiation with Trade Union representatives in March 2010. Target date for implementation no later than 1 October 2010.

### **Who will be consulted and how?**

- Finance & Performance Portfolio Holder will be briefed on negotiation progress and associated policy development and may attend meetings with Trade Union representatives
- Negotiations will be undertaken with Trade Union representatives with the aim of reaching a local agreement. If this is not possible direct communication will be required with employees.
- Cabinet will be briefed and consulted during the negotiation period
- Scrutiny Co-ordinating Committee – Workforce Services Working Group will

### **Information to be considered by the decision makers**

- Current costs of providing car allowance lump sum and mileage
- Projected costs of proposed car allowance arrangements

- Proposed salary sacrifice schemes for employees associated with travel on Council business and travel to and from work, etc.
- Proposed arrangements for pool cars

## **How to make representation**

Representation should be made to Joanne Machers, Chief Personnel Officer, Civic Centre, Hartlepool Email: [Joanne.Machers@hartlepool.gov.uk](mailto:Joanne.Machers@hartlepool.gov.uk)

## **Further Information**

Further information can be obtained from Joanne Machers, as above.



## **PART TWO – CHILD AND ADULT SERVICES DEPARTMENT**

### **A. BUDGET AND POLICY FRAMEWORK**

No items.

## **B. SCHEDULE OF KEY DECISIONS**

### **DECISION REFERENCE: ED63/09 APPOINTMENT OF THE DESIGN AND BUILD CONTRACTOR FOR THE SAMPLE SCHOOL IN THE BUILDING SCHOOLS FOR THE FUTURE PROGRAMME**

#### **Nature of the decision**

To appoint a selected bidder to design and build the sample school, Dyke House Sports and Technology College, as part of the BSF programme.

#### **Who will make the decision?**

Cabinet

#### **Timing of the decision**

March 2010

#### **Ward(s) affected**

All

#### **Who will be consulted and how?**

The Schools Transformation Project Board will be consulted before Cabinet meets to make the decision.

#### **Information to be considered by the decision-makers**

Cabinet will be informed of the outcome of the evaluation of the Invitation to Tender submissions from Balfour Beatty and Kier. Dialogue with these two bidders is taking place between September 2009 and January 2010. The two bidders will be invited to make formal submissions which will be evaluated by a team consisting of Local Authority officers, school representatives and specialist external advisers. The outcome of evaluations will be reported to Project Board and brought to Cabinet for decision.

#### **How to make representations**

Representations should be made to Peter McIntosh, Schools Transformation Project Manager, The Borough Hall, Middlegate, Hartlepool, TS24 0JD. Telephone 01429 523754, e-mail [Peter.Mcintosh@hartlepool.gov.uk](mailto:Peter.Mcintosh@hartlepool.gov.uk)

#### **Further information**

Further information on this matter can be sought from Peter McIntosh, Tel: 01429 523754.

## **DECISION REFERENCE: ED65/09 BUSINESS TRANSFORMATION – SERVICE DELIVERY OPTION REVIEW OF CONNEXIONS AND THE YOUTH SERVICE**

### **Nature of the decision**

Connexions and the Youth Service have been identified as areas to be reviewed in year one of the Business Transformation service delivery option review programme. An efficiency target of £133,800 has been set.

### **Who will make the decision?**

A review team has been established to consider a range of baseline data and formulate options for consideration. The decision will be made by Cabinet.

### **Timing of the decision**

Options will be formulated no later than January 2010 and an options report will go to Cabinet for consideration during February with a target for the implementation plan to go to Cabinet in March 2010.

### **Who will be consulted and how?**

A communications timeline has been prepared as part of the service delivery option review delivery plan. The timeline includes the use of departmental management team, business transformation and Corporate Management Team briefings and service and trade union cascade briefings. A staff newsletter will be used to inform staff of the progress of the review.

### **Information to be considered by the decision-makers**

Cabinet will consider options for alternative methods of service delivery which will be formulated by the review team in response to the need to identify efficiencies up to the agreed target.

### **How to make representations**

Representations should be made to Sue Johnson, Assistant Director (Planning and Service Integration, Child and Adult Services, Level 4, Civic Centre, Victoria Road, Hartlepool, TS24 8AY. Telephone (01429) 523733. E-mail [Sue.Johnson@hartlepool.gov.uk](mailto:Sue.Johnson@hartlepool.gov.uk).

### **Further information**

Further information on this matter can be sought from Sue Johnson as above.

## **DECISION REFERENCE: ED 66/09 – REVIEW OF THE HARTLEPOOL CHILDREN AND YOUNG PEOPLE'S PLAN**

### **Nature of the decision**

To agree the review of the Hartlepool Children and Young People's Plan

### **Who will make the decision?**

The decision will be made by Cabinet.

### **Timing of the decision**

The decision will be made by Cabinet in March 2010.

### **Ward(s) affected**

All

### **Who will be consulted and how?**

Extensive consultation will be carried out with children and young people, parents and carers and communities of interest. HBC officers, members of the Hartlepool Children's Trust and officers from partner organizations will also be consulted.

### **Information to be considered by the decision-makers**

The Children Act 2004 places a requirement on the Local Authority to prepare a Children and Young People's Plan and to undertake an annual review. The review is currently being undertaken, with a particular focus upon the Living Safely Priority. Other sections of the plan will be updated particularly the light of the Joint Strategic Needs Assessment 2009.

The Apprenticeships, Skills, Children and Learners Act 2009 places the responsibility for the preparation, monitoring and review of the Children and Young People's Plan on the Children's Trust Board from April 2010. A new plan has to be published by the 1<sup>st</sup> April 2011.

### **How to make representations**

Representations should be made to Kelly Moss, Children's Trust Manager, Child & Adult Services, Civic Centre, Victoria Road, Hartlepool, TS24 8AY. Telephone 01429 284164, e-mail [Kelly.Moss@hartlepool.gov.uk](mailto:Kelly.Moss@hartlepool.gov.uk)

### **Further information**

Further information on this matter can be sought from Kelly Moss.

## **DECISION REFERENCE: ED 68/10 – ALLOTMENT DEVELOPMENT STRATEGY**

### **Nature of the decision**

To consider the adoption of the Hartlepool Allotment Strategy

### **Who will make the decision?**

The decision will be made by Culture Leisure and Tourism Portfolio Holder

### **Timing of the decision**

The decision will be made in March 2010.

### **Ward(s) affected**

All

### **Who will be consulted and how?**

A full consultation process has been undertaken over the last six months including Members Seminars, Consultative Forums, Allotment Associations and finally a direct letter to all Allotments Tenants with full copies of the Strategy issued to Allotment Associations and public Libraries. Consultations ended on 21 December 2009 prior to the Portfolio decision.

### **Information to be considered by the decision-makers**

Portfolio will be informed of the outcome of the consultations held on the draft strategy and will be asked to consider the resulting changes and recommendations based on the representations made.

The adoption of the first Hartlepool Allotment Strategy will assist in developing an improved allotment estate and increased community involvement in allotment management.

### **How to make representations**

Representations should be made to John Mennear, Assistant Director Community Services, Child & Adult Services, Civic Centre, Victoria Road, Hartlepool, TS24 8AY. Telephone 01429 523417, e-mail [John.Mennear@hartlepool.gov.uk](mailto:John.Mennear@hartlepool.gov.uk)

### **Further information**

Further information on this matter can be sought from as above.

## **DECISION REFERENCE: ED 69/10 – THE APPRENTICESHIP SKILLS AND LEARNING ACT**

### **Nature of the decision**

To implement statutory roles and responsibilities placed upon the local authority in the White Paper 'Raising Expectations' and the Apprenticeship, Skills, Children and Learning Act 2009 ('the ASCL Act'), from April 2010 in respect of commissioning education and training.

### **Who will make the decision?**

The decision will be made by Cabinet.

### **Timing of the decision**

The decision will be made in February 2010.

### **Ward(s) affected**

All wards affected.

### **Who will be consulted and how?**

The Hartlepool 14-19 Strategic Board will be consulted before cabinet meets to make the decision. The group consists of officers of the local authority including the Children's Trust; representatives from all Hartlepool Secondary Schools, Colleges, work based training, higher education and the community and voluntary sector. Information will be circulated to parents, carers and young people via the 14-19 newsletters and the views of young people will be collected as part of the evidence gathering for careers education advice and guidance.

This information will assist the development of the 14-19 Strategic and Operational Plans, which will implement the White Paper 'Raising Expectations' and the Apprenticeship, Skills, Children and Learning Act 2009.

### **Information to be considered by the decision-makers**

The Apprenticeship, Skills, Children and Learning Act 2009 places a duty on local authority to secure enough suitable education and training to meet the reasonable needs of young people aged 16-19 and up to aged 25 who have a learning difficulty assessment in their area. Additional responsibilities include securing sufficient suitable provision to meet the reasonable needs of children and young people up to age 19 in youth detention and working with National Apprenticeship Service to ensure that young people have access to apprenticeships, including information about frameworks and standards.

The Apprenticeship, Skills, Children and Learning Act 2009 together with Education and Skills Act 2008, also make local authorities responsible for raising the age of participation in education, training or work with training up to age 17 in 2013 and 18 by 2015.

### **How to make representations**

Representations should be made to Caroline O'Neill, Assistant Director, Child and Adult Services, Civic Centre, Victoria Road, Hartlepool, TS24 8AY Telephone 01429 523736 e-mail [caroline.oneill@hartlepool.gov.uk](mailto:caroline.oneill@hartlepool.gov.uk)

### **Further information**

Further information on this matter can be sought from Tom Argument, 14-19 Adviser, Child and Adult Services. Telephone 01429 287366. E-mail [Tom.Argument@hartlepool.gov.uk](mailto:Tom.Argument@hartlepool.gov.uk).

## **DECISION REFERENCE: ED70/10 – PROVISION OF DOMICILIARY CARE SERVICES**

### **Nature of the Decision**

To agree the approach for the tendering of Domiciliary Care services to Older People and other Vulnerable Adults within Hartlepool Borough Council boundaries.

### **Who will make the Decision**

Cabinet and the Council

### **Timing of the Decision**

The decision is to be made in February 2010.

### **Ward(s) Affected**

All wards will be affected

### **Who will be consulted and how?**

Cabinet and the Council

### **Information to be considered by the decision-makers**

The current contracts end on the 30<sup>th</sup> September 2010.

The existing contracts were awarded in 2005 and information on the performance of the current arrangements, including the views of people who use services, will be considered along with whether the current approach for the delivery of Domiciliary Care is seen to be the most cost effective way of delivering this service.

Additionally, how changes through the transformation of adult social care, particularly the personalisation agenda, are likely to impact on the future demand for contracted domiciliary services.

### **How to make representations**

Representations should be made to Brian Ayre, Commissioned Services Manager, Child and Adult Services, Level 4 Civic Centre, Hartlepool. Email: [Brian.Ayre@hartlepool.gov.uk](mailto:Brian.Ayre@hartlepool.gov.uk) Tel: 01429 284264

### **Further Information**

Further information on this matter can be sought from Brian Ayre as above.



## **DECISION REFERENCE: ED71/10 – EXTRA CARE HOUSING – CARE PROVISION**

### **Nature of the Decision**

To agree the approach for tendering for the provision of care to those eligible within Housing Hartlepool Extra Care Schemes.

### **Who will make the decision**

The decision will be made by Cabinet.

### **Timing of the Decision**

The decision will be made during February 2010.

### **Ward(s) Affected**

Those wards affected are:

Burn Valley  
Grange  
Rift House  
Throston

### **Who will be Consulted and How?**

Cabinet will be consulted.

### **Information to be considered by the decision-makers**

The Council and Housing Hartlepool are working together on a number of extra care housing projects, including a new build scheme at Orwell Walk and three sheltered housing conversions at Albany Court, Bamburgh Court and Richard Court. The housing related support is to be provided by Housing Hartlepool under existing Supporting People arrangements but contracts for the provision of personal care to those eligible residents of these schemes have yet to be awarded. Information on the proposed approach to the awarding of the care contract(s) will be considered by Cabinet.

### **How to make representation**

Representations should be made to Phil Hornsby, Strategic Commissioner – Older People, Child & Adult Services, Civic Centre, Victoria Road, Hartlepool, TS24 8AY. Telephone 01429 523944, e-mail [Phil.Hornsby@hartlepool.gov.uk](mailto:Phil.Hornsby@hartlepool.gov.uk).

### **Further Information**

Further information on this matter can be sought from Phil Hornsby as above.

## **PART FOUR - REGENERATION AND NEIGHBOURHOODS**

### **A. BUDGET AND POLICY FRAMEWORK**

#### **1. THE PLANS AND STRATEGIES WHICH TOGETHER COMPRISE THE DEVELOPMENT PLAN**

With the enactment of the Planning and Compulsory Purchase Act, a new development plan system has come into force. There are still two tiers of development plan, but the Regional Spatial Strategy replaces the structure plan and development plan documents contained within a Local Development Framework will replace the Local Plan.

The Regional Spatial Strategy (RSS) for the North East sets out a long-term strategy for the spatial development of the North East Region of England. Local Transport Plans (LTPs) should also reflect the Regional Transport Strategy (RTS), which is integrated within the RSS to ensure the integration of land use and transport planning.

The RSS was adopted in July 2008. Entitled “The North East of England Plan – Regional Spatial Strategy to 2021” this has replaced all of the policies in the Tees Valley Structure Plan (2004). Copies of the RSS are available to view or download from the websites of Government Office for the North East <http://www.go-ne.gov.uk> and the Association of North East Councils <http://www.strategyintegrationne.co.uk/>

There is a proposal within the Government’s Sub-National Review of Economic Development to eventually combine the RSS with the Regional Economic Strategy (RES) into a single, Regional Strategy for the North East. This will set the strategic direction for sustainable economic growth within the North East Region by aligning economic and spatial planning considerations. The Association of North East Councils (ANEC) – working on behalf of Local Authorities – and One North East (ONE) are leading the development of the Regional Strategy. Initial work is focussing on building the evidence base and baseline modelling work. An overall timescale for production of the Regional Strategy has yet to be announced but it is understood the Issues and Options stage is planned for completion in April 2010. The Regional Strategy in its entirety however is unlikely to be adopted as a statutory policy document until 2011/12.

When local planning authorities prepare the other components of the Development Plan, Local Development Frameworks (LDFs), these should be in general conformity with the RSS. In Hartlepool’s case the Hartlepool Local Plan review was being completed at the time of the introduction of the new

LDF process, the new plan being adopted by Council on 13<sup>th</sup> April 2006. The Hartlepool Local Plan review has now been completed. However, the new local plan can be saved for a period of at least three years after adoption. Discussions took place with Government Office regarding policies to be saved and (reports were made to Cabinet 13<sup>th</sup> October and Council 30<sup>th</sup> October 2008). The Council has approved the schedule of Local Plan Policies which the Secretary of State is requested to “save” beyond April 2009. The Secretary of State on 18<sup>th</sup> December 2008 agreed the schedule of policies to be saved beyond 13<sup>th</sup> April 2009.

The Hartlepool Local Development Framework will ultimately comprise a ‘portfolio’ of local development documents which will provide the framework for delivering the spatial planning strategy for the borough. Local development documents will comprise:

- a) Development plan documents – (DPDs) – these are part of the development plan and must include
  - o A core strategy setting out the long term spatial vision for the area and the strategic policies and proposals to deliver the vision
  - o DPDs on Site specific allocations and policies
  - o Generic development control policies relating to the vision and strategy set out in the core strategy, and
  - o Proposals Map
- b) Supplementary planning documents

In addition, the Local Development Framework will include Minerals and Waste Development Plan Documents. Cabinet on 12<sup>th</sup> April 2006 endorsed the principle of the Tees Valley Joint Strategy Committee taking responsibility for the initial preparation of Joint Minerals and Waste Development Plan Documents on behalf of the Borough Council and the other four Tees Valley authorities. In April 2007 Cabinet was asked to endorse ‘The Key Issues and Alternative Options Report’ and accompanying Sustainability Appraisal Scoping Report for public consultation between 21<sup>st</sup> May and 30<sup>th</sup> June 2007. Work has now been completed on developing preferred options and these were put to Cabinet in January 2008 for public consultation between February and April 2008. Cabinet and full Council agreed the formal publication document in July 2009. The documents were published in August 2009 and are being made available for public consultation between 27<sup>th</sup> August 2009 and 9<sup>th</sup> October 2009. The DPDs will be “submitted” to the Secretary of State in early 2010. It is anticipated that the documents will be subject to Public Examination in Summer 2010.

Work has started on three supplementary planning documents (SPD’s) as follows:

- i) Transport Assessments and Travel Plans SPD – This policy will set out guidance and standards on the use of Travel Plans and Transport assessment planning agreements, including the circumstances when an agreement will be sought and its basis. Cabinet approved the draft for consultation purposes in August 2007. The consultation period was for 6

weeks between 31<sup>st</sup> August and 12<sup>th</sup> October. A report was presented to Cabinet in January 2008 on the outcome of this consultation and amendments suggested as appropriate. Discussions have been held with Natural England regarding a Habitats Regulations Assessment. Cabinet on the 20<sup>th</sup> April, 2009 recommended the Council adopt the SPD. A report was made to full Council in December 2009. Formal adoption will be in January 2010.

- ii) Planning Obligations SPD – This document will set out guidance and standards on the use of commuted sums negotiated from developers through planning agreements. A draft of this SPD was presented to Cabinet for approval for public consultation purposes in October 2009, with the consultation beginning on the 31<sup>st</sup> October 2009 for a period until 8<sup>th</sup> January 2010.
- iii) Victoria Harbour SPD – Setting out the planning framework for the continued development of plans and the eventual assessment of planning applications for this major mixed use regeneration scheme within Hartlepool and one of Tees Valley Regeneration's (TVR) 5 key strategic sites in the Tees Valley. It will give guidance on phasing, layout, design requirements and identify issues on affordable housing. Discussions are taking place with the development partners, depending on the outcome of these discussions a draft of this SPD will be presented to Cabinet for approval early 2010.

Initial preparatory work has also started on the Core Strategy DPD, and various studies including the Strategic Housing Land Availability Assessment, the Employment Land Review, the PPG17 Open Space, Sport and Recreation Audit and the indoor Sports Facilities Study will provide the evidence base for developing the preferred options for the Core Strategy have been completed and are currently being undertaken. Regular reports will be made to Cabinet on progress on the Core Strategy. An Issues and Options Discussions paper was published for public consultation purposes at the end of October 2007. Preferred Options will be presented to Cabinet in January 2010 for approval for formal public consultation.

In addition, work has started on the preparation of a DPD on Affordable Housing. Cabinet approved an Issues & Options Paper for public consultation purposes in March 2008. The issues and options paper was subject to consultation till June 2008. Following this consultation, the Preferred Options report was presented to Cabinet in September 2008 and the document was subject to public consultation ending on 27<sup>th</sup> October 2008.

Since the consultation, housing market conditions have changed dramatically, meaning that some housing schemes would be uneconomically viable. The Council commissioned an Economic Viability Assessment report which advocated a flexible approach to securing affordable housing as part of private developments. As a result a new option was proposed which resulted in the need for further consultation

A report on the new preferred option was made to Cabinet on 19th October 2009 prior to a further stage of public consultation on the DPD in October 2009 for a period until the 4<sup>th</sup> January 2010.

The other documents within the Local Development Framework which must be prepared but which do not form part of the development plan are:

- a) Statement of Community Involvement (SCI) setting out how and when the Council will consult on planning policies and planning applications;
- b) Local Development Scheme (LDS) setting out a rolling programme for the preparation of local development documents, and
- c) Annual Monitoring Report (AMR) assessing the implementation of the Local Development Scheme and the extent to which current planning policies are being implemented.

The Statement of Community Involvement was adopted by the Council on 26<sup>th</sup> October 2006. A review is currently being undertaken during 2009 with public consultation being held April – June 2009. A report was made to Cabinet on 7<sup>th</sup> September 2009 and it was reported to Council on the 10<sup>th</sup> December 2009 with formal adoption in January 2010.

The first Local Development Scheme (LDS) as approved by Cabinet came into effect on 15<sup>th</sup> April 2005. The Scheme has been updated annually and the most recent scheme included proposed timetables for the preparation of the Affordable Housing DPD and the SPD for Victoria Harbour.

The Local Development Scheme will continue to be updated as necessary to take into account completion of documents, the need to revise timetables and the need to include new documents. An update was agreed by Cabinet in February 2008 but, upon the advice of Government Office, this now needs further revision to take account of new Town and County Planning Regulations which came into effect in September 2008. The requirement to revise the Local Development Scheme was reported to Cabinet in July 2008. Cabinet and Council in July 2009 agreed the Revised Local Development Scheme 2009. After minor editing to incorporate comments from the Government office for the North East, this was approved by the Planning Inspectorate in September 2009.

Four Annual Monitoring Reports have been produced to date for the periods 2004/5 to 2007/08. The fifth AMR covering 2008/09 was presented to Cabinet in December 2009 and subsequently submitted to Government Office for the North East.

**Further Information:**

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e-mail [Richard.Waldmeyer@hartlepool.gov.uk](mailto:Richard.Waldmeyer@hartlepool.gov.uk)

## 2. **THE ANNUAL YOUTH JUSTICE PLAN**

The Youth Offending Service is usually required to submit an annual Youth Justice Plan to the Youth Justice Board. This was not required for 2009/10 as validation of the 2008/9 annual Youth Justice Plan and associated action plan was completed in November 2008. Quarterly monitoring visits by Regional Youth Justice officers, have been carried out to check on progress. This will continue throughout 2009/10.

The annual Youth Justice Plan required for 2010/11, comprises two parts, the first being the annual Capacity and Capability self assessment, which must be submitted to the Youth Justice Board by 31<sup>st</sup> March 2010; the second being the Youth Justice Strategic Plan. The process of completing the Capacity and Capability self assessment will enable the Youth Offending Service to identify gaps and risks to service delivery and improvement, as well as identifying areas of strength. This will, in turn, inform the development of an improvement plan as well as the Youth Justice Strategic Plan itself. National guidance indicates that the Strategic Plan should be submitted to the Youth Justice Board in line with the Local Authority strategic planning process.

The following process will therefore be undertaken to comply with the Council's Budget and Policy framework - an initial report will be submitted to Cabinet in February 2010. Consultation with partners and stakeholders will be carried out, in addition to consideration by the designated Scrutiny Forum. Cabinet will then consider a final draft of the Youth Justice Strategic Plan 2010/11, prior to approval being sought from the Council.

## 3. **CRIME, DISORDER AND DRUGS STRATEGY 2008-2014**

The Crime and Disorder Act 1998 defines the Council as one of 5 'Responsible Authorities' in relation to partnership working to tackle crime, disorder and substance misuse matters in the District. The Council must therefore participate in the activity of the Safer Hartlepool Partnership.

The Safer Hartlepool Partnership conducted its annual review of crime, disorder and substance misuse in December 2008 (known as the strategic assessment). This will provide the evidence to develop the Partnership's Plan for 2010/11, which comprises Year 3 of the Strategy for crime, disorder and substance misuse 2008-11. The current Partnership Plan was published on 1<sup>st</sup> April 2009 and is available to download at [www.saferhartlepool.co.uk](http://www.saferhartlepool.co.uk) or a copy can be obtained from the Safer Hartlepool Partnership Office at 8 Church Street, Hartlepool, TS24 7DJ or by telephoning the office on 01429 405577. A new Partnership Plan for Year 3 will be published by 1<sup>st</sup> April 2010.

The Partnership will conduct its next strategic assessment in December 2010, when the annual assessment will lead to the development of the 3 year Partnership strategy for 2011-2014 and annual priorities will be identified for 2011/12.

## **B. SCHEDULE OF KEY DECISIONS**

### **DECISION REFERENCE: RP137/08 VICTORIA HARBOUR SUPPLEMENTARY PLANNING DOCUMENT (SPD)**

#### **Nature of the decision**

Cabinet will be asked to endorse the draft Victoria Harbour SPD for public consultation.

#### **Who will make the decision?**

The decision will be made by Cabinet.

#### **Ward(s) affected**

The ward affected is St Hilda.

#### **Timing of the decision**

The decision is expected to be made in February 2010

#### **Who will be consulted and how?**

The draft document submitted to Cabinet will take account of earlier consultation with key stakeholders, notably PD Ports and Tees Valley Regeneration. Subject to Cabinet agreement, the document will be published for public consultation in January 2009. The document will be available online on the Council's website and on the planning policy consultation website. Copies of the document will also be available within Bryan Hanson House, the Civic Centre and within the Central Library and all of the branch libraries within Hartlepool. Council Officers will also give presentations on the draft SPD within the Neighbourhood Forum meetings and any other meetings deemed appropriate.

#### **Information to be considered by the decision makers**

Cabinet is asked to consider the draft Victoria Harbour SPD. This document will form part of the planning framework for the authority and will guide development within Victoria Harbour. It will help to provide guidance on what can be developed within Victoria Harbour and the timescales for development of individual areas within the site. This document will be broadly in line with the approved masterplan (included within the Outline planning permission which was approved by Planning Committee in February 2006 subject to the completion of a Section 106 agreement) however will not be as prescriptive – this SPD must guide any development that comes forward on this site, whether that be in the form of the approved masterplan or any alternative proposals. The



SPD will also include guidance on the design principles that developments on Victoria Harbour should conform with. Cabinet will be asked to approve the document for a 6 week public consultation period scheduled to take place during January 2009.

## **How to make representation**

Subject to Cabinet approval, representations can be made on the draft document during the public consultation period within January 2009 (exact dates not yet known). Representations can either be made online on the planning policy consultation website or in writing to:

Planning Policy Team  
Bryan Hanson House  
Hanson Square  
Hartlepool  
TS24 7BT

## **Further information**

Further information can be obtained from Matthew King, Principal Planning Officer, Regeneration and Neighbourhoods Department, Bryan Hanson House, Hanson Square, Hartlepool, TS24 7BT. Tel: 01429 284084. E-mail: [Matthew.King@hartlepool.gov.uk](mailto:Matthew.King@hartlepool.gov.uk)

**DECISION REFERENCE: RP143/08 – CENTRAL AREA ACQUISITIONS**

**Nature of the decision**

To consider and agree the purchase price of key properties identified in the Hartlepool Central Area acquisitions strategy, which is one of the proposals contained within the Central Area Investment Framework. Detailed approval is also required for the use of Single Programme (or other relevant funding streams) to fund the subsequent purchases. As there are a number of identified properties in the area, the timing of individual purchases will vary (as a result of funding opportunities and the willingness of individual building owners to sell). It is therefore anticipated that a series of decisions will be required to take advantage of opportunities as and when they arise.

**Who will make the decision?**

The decisions will be made by the Finance and Performance Portfolio Holder and the Portfolio Holder for Regeneration and Economic Development, following negotiations by Hartlepool Borough Council's Estates Manager who was authorised to negotiate with the owners of identified properties at a Joint Regeneration and Liveability, and Finance and Efficiency Portfolio meeting on the 3<sup>rd</sup> February 2009.

**Ward(s) affected**

Stranton.

**Timing of the decision**

The earliest decision is expected to be made in April 2010.

**Who will be consulted and how?**

The Regeneration and Liveability and Finance and Efficiency Portfolio Holders considered the proposals at a joint meeting on the 3<sup>rd</sup> February 2009 and agreed that the purchase price for the identified properties would be reported back following negotiations by Hartlepool Borough Council's Estates Manager.

One North East will be consulted initially on the related Single Programme bid, although this may be extended to other funding agencies such as the Homes and Communities Agency, depending on the outcome of ongoing discussions.

Local ward members and residents through the Burbank Forum, are to be consulted in relation to the broader Central Area Investment Framework proposals.

**Information to be considered by the decision makers**

Cabinet noted the findings of the Central Area Investment Framework on the 15<sup>th</sup> December 2008 and were informed that decisions relating to the development and delivery of individual project initiatives included in the Central Area Investment Framework would be presented to relevant Portfolio Holders.

The Central Area Investment Framework was developed in order to respond to One NorthEast's increasing emphasis on prioritising resources towards strategic investment which increases private sector investment opportunities, job creation, and GVA (income generated by economic activity).

The Central Area Investment Framework provides the strategic justification for Investment in Central Hartlepool and lists specific proposals that will form the basis for funding bids.

Building on the redevelopment of Hartlepool College of Further Education, one of the key recommendations is to create an Innovation and Skills Quarter in the East Central Area with the aim of redefining the economic asset base.

As part of a comprehensive approach to delivering the ISQ an acquisitions strategy has been developed which identifies key properties that need addressing in order to support the recommendations of the strategy and ensure the regeneration proposals are developed in a co-ordinated way.

A number of properties have been identified as immediate priorities for acquisition and clearance due to their impact on the areas environmental underperformance and the opportunities that they present for future redevelopment. It is these properties that this report relates to. Other funding sources may be utilised to fund purchases including Growth Point funding. This option will be required if the acquisitions are to enable residential development.

The acquisitions will form the basis of funding bids to One North East for Single Programme.

## **How to make representation**

Representations should be made to Geoff Thompson, Head of Regeneration, Regeneration and Neighbourhoods Department, Bryan Hanson House, Hanson Square, Hartlepool TS24. Telephone 01429 523597 e-mail: [Geoff.Thompson@hartlepool.gov.uk](mailto:Geoff.Thompson@hartlepool.gov.uk)

## **Further information**

Further information can be obtained by contacting Rob Smith, Senior Regeneration Officer, Regeneration and Neighbourhoods Department, Bryan Hanson House, Hanson Square, Hartlepool TS24 7BT. Telephone 01429 523531, e-mail [Rob.Smith@hartlepool.gov.uk](mailto:Rob.Smith@hartlepool.gov.uk)

**DECISION REFERENCE: NS112/07 VICTORIA PARK**

**Nature of the decision**

To consider proposals for land transactions with Hartlepool United Football Club in connection with Victoria Park.

**Who will make the decision?**

The decision will be made by an Executive Committee of Cabinet.

**Wards affected**

The wards affected are in the Central area specifically Stranton Ward in particular, but there is town wide interest in the Football Club.

**Timing of the decision**

The decision is expected to be made in March 2010.

**Who will be consulted and how?**

Hartlepool United Football Club  
Local Residents  
Ward Members  
All Council Members

**Information to be considered by the decision makers**

The Football Club have approached the Council to purchase the freehold of Victoria Park and an area of open space to the north.

The Club have undertaken significant developments at the ground and wish to secure the freehold to assist in their future investment programme. They also intend to develop their Football in the Community Scheme on land to the north of the ground.

The Executive Committee of Cabinet will need to consider the club's proposals in line with the local environment/community and the Council's vision for the area including the Mill House Leisure Centre and associated facilities. Car parking facilities and overall town centre requirements will also be a consideration.

The development of the Mill House site depends very much on the future of the swimming baths and links with potential H2O Centre on Victoria Harbour. Cabinet considered this at meetings in September and November 2008 and further examination

into the potential of the Mill House site was requested, including how the Football Club could be involved. A commercial agent will be appointed in January 2010 in order to prepare options and proposals for the development and the funding of the site.

A further approach by the Club is being considered by the Executive Committee in relation to the vision for the Mill House site and the various partners including residents.

Consultations with local residents and Ward Members including a presentation to all Members will be arranged once proposals from the Football Club have been confirmed. Scrutiny Coordinating Committee will also be involved in the process. This timing is very much dependent on the proposals received from the Football Club. These proposals are still awaited.

The potential purchase will also need to be considered against the Council's capital strategy and asset management plan and the financial position.

### **How to make representation**

Representations should be made to Graham Frankland, Assistant Director (Procurement and Asset Management), Regeneration and Neighbourhoods Department, Civic Centre, Victoria Road, Hartlepool. Telephone: 01429 523211.

E Mail: [Graham.Frankland@hartlepool.gov.uk](mailto:Graham.Frankland@hartlepool.gov.uk)

### **Further information**

Further information can be obtained from Graham Frankland, as above.

## **DECISION REFERENCE: RN6 / 09 NEIGHBOURHOOD MANAGEMENT STRATEGY**

### **Nature of the decision**

To seek approval for a Neighbourhood Management Strategy for Hartlepool that is capable of meeting the challenges of the Local Government Modernisation Programme in relation to how services are delivered in neighbourhoods.

### **Who will make the decision?**

The decision will be made by the Portfolio Holder for Neighbourhoods and Communities.

### **Wards affected**

All Wards will be affected.

### **Timing of the decision**

The decision is expected to be made in February 2010.

### **Who will be consulted and how?**

Internal consultation, Ward Members and Resident Representative of the three Neighbourhood Consultative Forums, together with Neighbourhood Action Plan meetings and Residents Associations.

### **Information to be considered by the decision makers**

In its drive to improve and deliver high quality local services Hartlepool Borough Council over the last ten years has been developing structures that enable local residents to have a greater say in influence over how the services that affect them on a daily basis are delivered. A key feature in this development has been the establishment of a Neighbourhood Management Division with three area based Neighbourhood Management Teams who, through a variety of community engagement mechanisms, and development of partnerships with services both internal and external to the Council, aim to empower local communities and bring about effective and sustainable improvement in their neighbourhoods

To ensure that we meet the above challenges we therefore need to have a clear and robust Neighbourhood Management Strategy for the future, that is understood by all, that is capable of being measured, is achievable in light of existing resources, and has realistic aims and targets

This report sets out a Neighbourhood Management Strategy for Hartlepool that is based on current local working practices and strategies, along with national drivers, a sound knowledge of what works, and most importantly the needs of the neighbourhoods we serve.

## **How to make representation**

Representations should be made to Denise Ogden, Assistant Director (Neighbourhood Services), Regeneration and Neighbourhoods Department, Civic Centre, Victoria Road, Hartlepool. Telephone: 01429 523201.

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

## **Further information**

Further information can be obtained from Denise Ogden, as above.

## **DECISION REFERENCE:– RN 9/09 CENTRAL AREA SUPPLEMENTARY PLANNING DOCUMENT**

### **Nature of the decision**

Cabinet will be asked to support the principle of using the findings from the Central Area Investment Framework to inform the production of a Central Area Supplementary Planning Document (SPD). Through incorporating the proposals in an SPD they will become part of the Local Development Framework and will be a material consideration in any planning decisions.

### **Who will make the decision?**

The decision will be made by Cabinet.

### **Ward(s) affected**

The Central Area Supplementary Planning Document will impact mainly on the Stranton Ward.

### **Timing of the decision**

The decision will be made in February 2010.

### **Who will be consulted and how?**

It is envisaged that this document would undergo a eight week public consultation period on the first draft document in line with the guidance set out in the Statement of Community Involvement 2009. This period would give all residents and other interested parties the opportunity to share their views on the document. The document would be available on the Hartlepool Borough Council Website, on the Planning Policy Consultation Website and hard copies would also be available to view in the main Council buildings including Bryan Hanson House, the Civic Centre, in all libraries and in Summerhill. Presentations would be given by relevant officers at the Neighbourhood Forums and at any other relevant meetings including the Hartlepool Partnership.

### **Information to be considered by the decision makers**

At this time Cabinet are being asked to support the principle of the production of a Central Area Supplementary Planning Document, which will form part of the Local Development Framework for Hartlepool. If this principle is supported the Cabinet would be required to endorse a draft document in due course prior to any public consultation.



## **How to make representation**

Once the draft Central Area Supplementary Planning Document is produced interested parties will be able to make representations during the public consultation period (exact dates not yet known). Representations can either be made online on the planning policy consultation website or in writing to: Planning Policy Team, Bryan Hanson House, Hanson Square, Hartlepool, TS24 7BT

## **Further information**

If you require any further information on this document please contact Matthew King, Principal Planning Officer, Regeneration and Neighbourhoods Department, Bryan Hanson House, Hanson Square, Hartlepool, TS24 7BT. Telephone 01429 284084, e-mail [Matthew.King@hartlepool.gov.uk](mailto:Matthew.King@hartlepool.gov.uk)

## **DECISION REFERENCE: RN10 / 09 HOUSING CAPITAL PROGRAMME 2010-11**

### **Nature of the decision**

To decide funding priorities for the housing capital programme as allocated by the Regional Housing Board through the SHIP (Single Housing Investment Programme). SHIP funding is used, for instance, to support Housing Market Renewal, Private Sector Housing improvements and Disabled Facilities Grants (DFG).

### **Who will make the decision?**

The decision will be made by Cabinet

### **Wards affected**

All

### **Timing of the decision**

The decision is expected to be made in February/March 2010

### **Who will be consulted and how?**

Cabinet members will be asked to make decisions based on council priorities and available funding. This will be in line with agreed strategies and housing policies, which have themselves been subject to extensive consultation, and in dialogue with key stakeholders within the Hartlepool (Housing Theme) Partnership.

### **Information to be considered by the decision makers**

Amount of capital available and priorities/requirements

### **How to make representation**

**Representations should be made to** Geoff Thompson, Assistant Director, Housing and Regeneration, Regeneration and Neighbourhoods Department, Bryan Hanson House, tel 01429 266522, email [Geoff.thompson@hartlepool.gov.uk](mailto:Geoff.thompson@hartlepool.gov.uk)

### **Further information**

Further information can be obtained from Penny Garner-Carpenter, Strategic Housing Manager, Regeneration and Neighbourhoods Department, Bryan Hanson House, tel 01429 284117, email [Penny.Garner-Carpenter@hartlepool.gov.uk](mailto:Penny.Garner-Carpenter@hartlepool.gov.uk)

## **DECISION REFERENCE: RN11 / 09 CAPITAL STRATEGY AND ASSET MANAGEMENT PLAN**

### **Nature of the decision**

To consider the 20010 – 2013 Capital Strategy and Asset Management Plan.

### **Who will make the decision?**

The decision will be made by Cabinet.

### **Timing of the decision**

The decision is expected to be made in March 2010.

### **Who will be consulted and how?**

Strategic Corporate Resource and Asset Programme Team  
Hartlepool Partnership  
Scrutiny Coordinating Committee

### **Information to be considered by the decision makers**

The Capital Strategy and Asset Management plan outlines how the Council uses its resources to maintain and develop its asset base to provide effective service delivery, meet community strategy objectives and achieve efficiencies.

The plan seeks to establish priorities for future capital investment and how they might be funded.

The plan is a key document in the Council's Corporate Assessment process.

Background will be provided on progress since last years documents were prepared, , how the Council's asses are performing and potential for future development and strategies including how asset management contributes to the Council's Business Transformation Programme.

### **How to make representation**

Representations should be made to Graham Frankland, Head of Procurement & Property Services, Neighbourhood Services Department, Leadbitter Buildings, Stockton Street, Hartlepool. Tel 01429 523211. E Mail [Graham.Frankland@hartlepool.gov.uk](mailto:Graham.Frankland@hartlepool.gov.uk).

### **Further information**

Further information can be obtained from Graham Frankland, as above.

## **DECISION REFERENCE: RN12/09 – CONSULTANCY SERVICE DELIVERY OPTIONS REVIEW**

### **Nature of the decision**

To consider the outcome of the Service Delivery Options Review and associated recommendations.

### **Who will make the decision?**

The decision will be made by Cabinet

### **Wards affected**

All wards may be affected

### **Timing of the decision**

The decision is expected to be made in March 2010

### **Who will be consulted and how?**

Staff and Trade Union briefings have been carried out and will continue through the life of the review to ensure all views are considered prior to determining the outcome of the review. Information only briefings will be presented to the Directors Management Team, Business Transformation and Corporate Management Team and Portfolio briefings. It is anticipated updates will be made at Mayors briefing during the options analysis phase of the review in January 2010.

### **Information to be considered by the decision makers**

The Engineering and Building Consultancies have been identified to be reviewed in year one of the Business Transformation service delivery option review programme. It has an efficiency target of 5% of baseline budgets which equates to £120,000. The aim of this review is to

- Identify the services the Council needs to provide and how these are currently delivered
- To consider levels of service and their value
- To utilise more efficient ways of working across the consultancies
- To improve budgeting monitoring and project management
- To consider how services could be best provided in the future

The scope of this review has been set as wide as possible to yield maximum benefits and efficiencies this includes some services which are currently provided across the Council and its external partners and organisations. As the review proceeds the range of services considered for alternative service delivery may change but will be excluded in an objective manner to ensure transparency in decision making.

The scope of services to be covered in the review include:

Engineering Consultancy

- Civil Engineering Design and Construction
- Structural Engineering
- Contaminated Land
- Coast Protection
- Land drainage / flooding
- Demolition
- Project Management / CDM function

Building Consultancy

- Architectural services
- Quantity surveyors
- Landscape architecture
- Mechanical and Electrical Design and Construction
- Legionella Management
- Project Management

## **How to make representation**

Representations should be made to Alastair Smith, Assistant Director (Transportation and Engineering) or Graham Frankland, Assistant Director (Procurement and Asset Management), Regeneration and Neighbourhoods Department, Civic Centre, Victoria Road, Hartlepool. Telephone: 01429 523802 or 523211.

E Mail: [Alastair.Smith@hartlepool.gov.uk](mailto:Alastair.Smith@hartlepool.gov.uk) or [Graham.Frankland@hartlepool.gov.uk](mailto:Graham.Frankland@hartlepool.gov.uk)

## **Further information**

Further information can be obtained from Alastair Smith or Graham Frankland, as above.

## **DECISION REFERENCE: RN13 09 – DISPOSAL OF SURPLUS ASSETS**

### **Nature of the decision**

To consider and agree the disposal of key land and property assets identified in the Business Transformation Programme. As there are a number of identified assets, the timing of individual disposals will vary and it is therefore anticipated that a series of decisions will be required to take advantage of opportunities as and when they arise.

### **Who will make the decision?**

The decisions will be made by the Finance and Performance Portfolio Holder, following negotiations by Hartlepool Borough Council's Estates Manager who was authorised to progress a disposals strategy at the Cabinet meeting of 26<sup>th</sup> January 2009 as part of the Business Transformation Programme.

### **Ward(s) affected**

Various wards depending upon location of property asset.

### **Timing of the decision**

The earliest decision is expected to be made in February 2010.

### **Who will be consulted and how?**

Consultation will depend upon the location and occupancy of the particular property to be disposed of. This could include service departments, service users, residents and Ward Councillors.

### **Information to be considered by the decision makers**

Cabinet on 26<sup>th</sup> January 2009 approved the disposals strategy as part of the Business Transformation Programme.

A number of properties have been identified as potential priorities for disposal depending upon the Council's future accommodation strategy. Opportunities for disposal, valuations, market conditions, stakeholder views and service users will be considered as part of the decision making process.

**How to make representation**

Representations should be made to Graham Frankland, Assistant Director (Procurement and Asset Management), Regeneration and Neighbourhoods Department, Civic Centre, Victoria Road, Hartlepool. Telephone: 01429 523211.

E Mail: [Graham.Frankland@hartlepool.gov.uk](mailto:Graham.Frankland@hartlepool.gov.uk)

**Further information**

Further information can be obtained from Graham Frankland, as above.



## **DECISION REFERENCE: RN14/09 – FACILITIES MANAGEMENT SERVICE DELIVERY OPTIONS REVIEW**

### **Nature of the decision**

To consider the outcome of the Service Delivery Options review and associated recommendations

### **Who will make the decision?**

The decision will be made by Cabinet

### **Wards affected**

All wards may be affected

### **Timing of the decision**

The decision is expected to be made in March 2010

### **Who will be consulted and how?**

Staff and Trade Union briefings have been carried out and will continue through the life of the review to ensure all views are considered prior to determining the outcome of the review. Information only briefings will be presented to the Directors Management Team, Business Transformation and Corporate Management Team and Portfolio briefings. It is anticipated updates will be made at Mayors briefing during the options analysis phase of the review in January 2010.

### **Information to be considered by the decision makers**

Facilities management has been identified to be reviewed in year one of the Business Transformation service delivery option review programme. It has an efficiency target of 5% of baseline budgets which equates to £260,000. The aim of this review is to

To provide clarity on who we are and what we do, the purpose and value of the services we provide and how those services are and could be provided in the future.

The scope of this review has been set as wide as possible to yield maximum benefits and efficiencies this includes some services which are currently provided within the Child & Adult Dept e.g. building cleaning, caretaking and catering. As the review proceeds the range of services considered for alternative service delivery may change but will be excluded in an objective manner to ensure transparency in decision making.

The scope of services to be covered in the review include:

- Building Cleaning (across all departments)
- Catering services (across all departments)
- Security
- School Grounds maintenance service
- Public conveniences
- Civic attendants
- Caretaking (across all departments)
- Auxiliary staff
- Building Maintenance
- Stores
- Small plant store

### **How to make representation**

Representations should be made to Denise Ogden, Assistant Director (Neighbourhood Services), Regeneration and Neighbourhoods Department, Civic Centre, Victoria Road, Hartlepool. Telephone: 01429 523201.

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

### **Further information**

Further information can be obtained from Denise Ogden, as above.

## **DECISION REFERENCE: RN15/ 09 – WASTE MANAGEMENT SERVICE DELIVERY OPTIONS REVIEW**

### **Nature of the decision**

To consider the outcome of the Service Delivery Options review and associated recommendations

### **Who will make the decision?**

The decision will be made by Cabinet

### **Wards affected**

All wards may be affected

### **Timing of the decision**

The decision is expected to be made in March 2010

### **Who will be consulted and how?**

Staff and Trade Union briefings have been carried out and will continue through the life of the review to ensure all views are considered prior to determining the outcome of the review. Information only briefings will be presented to the Directors Management Team, Business Transformation and Corporate Management Team and Portfolio briefings. It is anticipated updates will be made at Mayors briefing during the options analysis phase of the review in January 2010.

### **Information to be considered by the decision makers**

Waste management has been identified to be reviewed in year one of the Business Transformation service delivery option review programme. It has an efficiency target of 5% of baseline budgets which equates to £240,000.

The scope of this review has been set as wide as possible to yield maximum benefits and efficiencies. As the review proceeds the range of services considered for alternative service delivery may change but will be excluded in an objective manner to ensure transparency in decision making. The main aspects of the service include labour and vehicles and/ or external contracts.

The scope of services to be covered in the review include:

- Domestic waste collections – residual & recyclables
- Commercial waste collections – internal & external
- Household waste recycling centre & recycling bring sites
- Bulky household waste collections
- Delivery of waste containers
- Confidential waste collection & disposal
- Waste disposal / recycling outlets

- Income generation - rates charged for service provision

### **How to make representation**

Representations should be made to Denise Ogden, Assistant Director (Neighbourhood Services), Regeneration and Neighbourhoods Department, Civic Centre, Victoria Road, Hartlepool. Telephone: 01429 523201.

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

### **Further information**

Further information can be obtained from Denise Ogden, as above.

## **DECISION REFERENCE: RN 16/ 09 - TOWN CENTRE COMMUNITIES NEIGHBOURHOOD ACTION PLAN (NAP)**

### **Nature of the decision**

To endorse the Town Centre Communities Neighbourhood Action Plan (NAP), following a detailed process of development, involving extensive community and service provider engagement.

The Town Centre Communities neighbourhood, is the former New Deal for Communities (NDC) area plus a small part of the Burn Valley ward. The BV area has been split from Rift House and incorporated within the original NDC neighbourhood, as it was felt that the BV area has a more natural affinity with the NDC neighbourhood due to shared issues and priorities. Since it has been renamed Town Centre Communities.

The amendment has not altered the Neighbourhood Renewal Area boundary as a whole, but has changed the layout of two of the neighbourhoods within it. The area therefore still remains one of the priority neighbourhoods of the Neighbourhood Renewal Strategy (NRS) for which a NAP needs to be prepared, as NAPs are a key delivery aspect of the NRS, which now forms part of the Community Strategy.

### **Who will make the decision?**

The first draft of the NAP will be taken to the Town Centre Communities Forum, the Hartlepool Partnership and the Transport and Neighbourhoods Portfolio Holder in January 2010, to seek agreement to commence consultation on the draft Plan and to ask partners to note the proposed consultation arrangements. The Hartlepool Partnership Board and the Portfolio Holder will also be asked to note the change in the format of the Plan, since the previous NAP for Throston was prepared.

The endorsement of the final Plan will be considered by the above partners in March 2010 (meeting schedule permitting).

### **Ward(s) affected**

Part of Stranton, Grange, Foggy Furze and Burn Valley wards.

### **Timing of the decision**

The decision is expected to be made in March 2010.

### **Who will be consulted and how?**

A detailed programme of consultation is being progressed, which includes extensive consultations with the local community and stakeholders.

Household Survey data (Ipsos MORI, 2008) and other baseline data and statistics have been examined, to begin to identify some of the key issues of the neighbourhood. This information is however only currently available for the NDC area, therefore a door to door Household Survey was conducted in the BV area to ascertain more detailed information

in relation to this specific part of the neighbourhood, to which over 130 responses were received.

Service providers through their Theme Partnership have also been asked to prepare a Theme Assessment to inform the development of the draft Plan, utilising available neighbourhood statistics and seeking to involve as many partners as possible to develop the assessment for their Theme. The aim being to gain a broad understanding of existing local service provision, to establish gaps in current provision from the service provider's perspective, to identify what service providers feel are the key priorities for the Town Centre Communities neighbourhood and to highlight any opportunities for future development.

An initial community consultation event was held in November, to provide local people with the opportunity to begin to identify the main issues and priorities of the area, alongside Ward Councillors and key service providers. Work with local Primary and Secondary Schools has also commenced.

To complement the work which has already been undertaken, a range of sessions are being planned to consult local people, Ward Councillors and service providers on the first draft of the document. This will potentially include an on-line consultations, drop-in sessions, Coffee Mornings, work with schools serving the Town Centre Communities neighbourhood, plus meetings with community/voluntary organisations, including youth groups, and key stakeholders. The draft Plan will also be considered by the Theme Partnerships, for comments. The aim of the second round of consultation is to ensure the document provides a real understanding of the issues affecting the quality of life of local people. It will provide an opportunity to make sure that the views and comments received have been incorporated and accurately reflected in the document. The Town Centre Communities NAP will also be taken to the Central Neighbourhood Consultative Forum as an item for information.

### **Information to be considered by the decision makers**

The final Plan, taking account of consultation responses, will be presented for endorsement. The NAP document will identify the priority areas for action, identified by the local community and services providers, arranged under the eight themes of the Community Strategy. The document will be structured in a way that is intended to give a clear picture of the strong themes running through the NAP back to the Community Strategy and the NRS.

### **How to make representation**

Representations can be made in writing to Dave Stubbs, Director of Regeneration and Neighbourhoods, Civic Centre, Victoria Road, Hartlepool, TS24 8AY. Tel. 01429 523301, e-mail: [Dave.Stubbs@hartlepool.gov.uk](mailto:Dave.Stubbs@hartlepool.gov.uk)

### **Further information**

Further information can be obtained from Gemma Clough, Principal Regeneration Officer, Regeneration and Neighbourhoods Department, Bryan Hanson House, Hanson Square, Hartlepool, TS24 7BT. Tel. 01429 523598, e-mail: [Gemma.Clough@hartlepool.gov.uk](mailto:Gemma.Clough@hartlepool.gov.uk).



**DECISION REFERENCE: RN17/09 - LOCAL AUTHORITY CARBON MANAGEMENT PROGRAMME (LACMP).**

**Nature of the decision**

To consider the Carbon Reduction Strategy and Implementation Plan which has been developed as part of the Carbon Trust's Local Authority Carbon Management Programme (LACMP).

Approval is required for the 5 year plan which aims to significantly reduce Hartlepool Borough Council's Carbon emissions and related energy costs.

**Who will make the decision?**

Cabinet

**Wards affected**

Reducing carbon emissions and energy costs has an impact on all Hartlepool residents.

**Timing of the decision**

Approval needs to be secured by the end of March 2010 for implementation to commence in April 2010.

**Who will be consulted and how?**

The Carbon Management Team, Carbon Management Board and Corporate Management Team by report and draft Strategy and Implementation Plan.

**Information to be considered by the decision makers**

Cabinet report and draft Strategy and Implementation Plan.

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**How to make representation**

Representations should be made to Sylvia Tempest, Environmental Standards Manager, Regeneration and Neighbourhoods Department, Church Street, Hartlepool, TS24 7DS. Tel: 01429 523316. E-mail: [Sylvia.Tempest@hartlepool.gov.uk](mailto:Sylvia.Tempest@hartlepool.gov.uk)

**Further information**

Further information can be obtained from Sylvia Tempest, contact details above.



## **DECISION REFERENCE: RN 18/09 SINGLE PROGRAMME BIDS**

### **Nature of the decision**

To seek endorsement to the preparation and submission of bids to Tees Valley Partnership for Single Programme resources to support the Council's regeneration objectives

This is a key decision (type 1 applies) as there may be a requirement for financial contribution from the Council

### **Who will make the decision?**

Approval of individual Single Programme projects is the responsibility of One North East although delegation arrangements are in place to involve the Tees Valley Unlimited in the approval and appraisal process.

Within Hartlepool Borough Council, responsibility for approving bid submissions and project details lies with the Regeneration and Economic Development Portfolio Holder. For projects involving highway issues, endorsement would also be required from the Transport and Neighbourhoods Portfolio Holder whilst the Finance and Performance Management Portfolio Holder will be consulted where projects involve land acquisition or disposal

### **Timing of the decision**

The decision should be made in March 2010

### **Who will be consulted and how?**

Discussions will be required with Tees Valley Unlimited Secretariat and One North East regarding scheme eligibility and strategic fit. Consultation will also take place with the Hartlepool Economic Forum.

On Individual projects involving physical works, resident/businesses in the locality will be consulted through direct contact

### **Information to be considered by the decision makers**

The Single Programme is One North East's main economic regeneration fund. Authority for the allocation and management of the programme lies with One North East although there are established decision making arrangements which include Tees Valley Unlimited. An Investment Plan is in place which sets the broad priorities for Single Programme investment within in the Tees Valley over the period 2008-11. The programme is kept under continual review, and as we approach the final year of the current programme, it is necessary to prioritise how the available resources will be spent. The agreed priorities for Hartlepool, identified with the support of the Central Area

Investment Framework study, focus on the town centre and Hartlepool Quays; and also Queen's Meadow.

Subject to confirmation of resources detailed schemes will need to be developed for which Portfolio Holder approval will be required.

Schemes likely to be brought forward in the short term relate to development work associated with the creation of a new business innovation centre/creative industries facility and master planning aimed at improving integration and physical connections between the main shopping centre, the college of Further Education, the transport interchange and the marina.

### **How to make representation**

Representations should be made to Derek Gouldburn, Urban Policy Manager  
Regeneration and Neighbourhoods Department, Bryan Hanson House, Hanson Square,  
Lynn Street TS24 7BT. Tel 01429 523276 email: [Derek.Gouldburn@hartlepool.gov.uk](mailto:Derek.Gouldburn@hartlepool.gov.uk)

### **Further information**

Further information can be obtained from Derek Gouldburn, as above

## **APPENDIX 1**

### **DETAILS OF DECISION MAKERS**

#### **THE CABINET**

Many decisions will be taken collectively by the Cabinet.

- The Mayor, Stuart Drummond
- Councillors Payne, Hargreaves, Hall, Hill, Tumilty, Jackson

#### **EXECUTIVE MEMBERS**

Members of the Cabinet have individual decision making powers according to their identified responsibilities.

Community Safety and Housing Portfolio	-	The Mayor, Stuart Drummond
Finance and Performance Portfolio	-	Robbie Payne
Regeneration and Economic Development Portfolio	-	Pamela Hargreaves
Adult and Public Health Services Portfolio	-	Ged Hall
Children's Services Portfolio	-	Cath Hill
Culture, Leisure and Tourism Portfolio	-	Victor Tumilty
Transport and Neighbourhoods Portfolio	-	Peter Jackson

**APPENDIX 2****TIMETABLE OF KEY DECISIONS**

Decisions are shown on the timetable at the earliest date at which they may be expected to be made.

**1. DECISIONS EXPECTED TO BE MADE IN FEBRUARY 2010**

<b>1.1</b>	<b>25<sup>th</sup> FEBRUARY 2010</b>	
CE35/09 (page 7)	Local Area Agreement Refresh	Council
<b>1.2</b>	<b>DATE NOT YET DETERMINED</b>	
CE 33/09 (page 6)	Strategic Land Acquisition	Cabinet
ED69/10 (page 16)	The Apprenticeship Skills and Learning Act	Cabinet
ED70/10 (page 18)	Provision of Domiciliary Care Services	Cabinet
ED71/10 (page 19)	Extra Care Housing – Care Provision	Cabinet
RP137/08 (page 25)	Victoria Harbour Supplementary Planning Document (SPD)	Cabinet
RN6/09 (page 31)	Neighbourhood Management Strategy	Portfolio Holder
RN9/09 (page 33)	Central Area Supplementary Planning Document	Cabinet
RN13/09 (page 39)	Disposal of Surplus Assets	Portfolio Holder

**2. DECISIONS EXPECTED TO BE MADE IN MARCH 2010**

<b>2.1</b>	<b>DATE NOT YET DETERMINED</b>	
CE36/09 (page 8)	HR Service Delivery Options	Cabinet
CE37/10 (page 9)	Review of Car Allowances	Cabinet
ED63/09 (page 12)	Appointment of the Design and Build Contractor for the Sample School in the Building Schools for the Future Programme	Cabinet
ED65/09 (page 13)	Business Transformation – Service Delivery Option	Cabinet
	Review of Connexions and the Youth Service	
ED66/09 (page 14)	Review of the Hartlepool Children and Young People's Plan	Cabinet
ED68/10 (page 15)	Allotment Development Strategy	Portfolio Holder
NS112/07 (page 29)	Victoria Park	Portfolio Holder
RN10/09 (page 35)	Housing Capital Programme 2010-11	Cabinet
RN11/09 (page 36)	Capital Strategy and Asset Management Plan	Cabinet
RN12/09 (page 37)	Consultancy Service Delivery Options Review	Cabinet
RN14/09 (page 41)	Facilities Management Service Delivery Options Review	Cabinet
RN15/09 (page 43)	Waste Management Service Delivery Options Review	Cabinet
RN16/09 (page 45)	Town Centre Communities Neighbourhood Action Plan (NAP)	Portfolio Holder
RN17/09 (page 47)	Local Authority Carbon Management Programme (LACMP)	Cabinet
RN18/09 (page 48)	Single Programme Bids	Portfolio Holder

**3. DECISIONS EXPECTED TO BE MADE IN APRIL 2010****3.1****DATE NOT YET DETERMINED**

RP143/08 (page 27)	Central Area Acquisitions Appointment of the Design and Build Contractor for the Sample School in the Building Schools for the Future Programme	Portfolio Holder Cabinet
ED65/09 (page 11)	Business Transformation – Service Delivery Option Review of Connexions and the Youth Service	Cabinet
ED66/09 (page 12)	Review of the Hartlepool Children and Young People's Plan	Cabinet
RN11/09 (page 34)	Capital Strategy and Asset Management Plan	Cabinet
RN12/09 (page 35)	Consultancy Service Delivery Options Review	Cabinet
RN14/09 (page 30)	Facilities Management Service Delivery Options Review	Cabinet
RN15/09 (page 41)	Waste Management Service Delivery Options Review	Cabinet
RN16/09 (page 43)	Town Centre Communities Neighbourhood Action Plan	Portfolio Holder

## SCRUTINY CO-ORDINATING COMMITTEE

12 February 2010



**Report of:** Scrutiny Manager

**Subject:** 'CHILD POVERTY AND FINANCIAL INCLUSION' –  
EVIDENCE FROM THE PORTFOLIO HOLDER FOR  
ADULT AND PUBLIC HEALTH - COVERING  
REPORT

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### 1. PURPOSE OF REPORT

- 1.1 To inform Members that, in accordance with the wishes of the Committee, invitations have been extended to the Portfolio Holder for Adult and Public Health to attend today's meeting (subject to availability) to provide evidence in relation to the ongoing investigation into 'Child Poverty and Financial Inclusion'.

### 2. BACKGROUND INFORMATION

- 2.1 Members will recall that at the meeting of this Committee on 18 September 2009, the Terms of Reference and Potential Areas of Inquiry / Sources of Evidence were approved by the Committee for this scrutiny investigation.
- 2.2 Consequently, the Portfolio Holder for Adult and Public Health has been invited to attend today's meeting (subject to availability) to provide evidence in relation to their responsibilities, and views on child poverty and financial inclusion in Hartlepool.
- 2.3 During this evidence gathering session it is suggested that responses should be sought from the Portfolio Holder in relation to the following key questions:-
- (a) What are your roles and responsibilities in relation to the prevention of child poverty and promotion of financial inclusion in Hartlepool?
  - (b) What are your views on child poverty levels in Hartlepool?
  - (c) What are your views on the levels of child poverty locally, in comparison to national and regional levels?

- (d) What initiatives and practices, if any, do you think have (or could have) a significant and measurable impact on the reduction / eradication of child poverty in Hartlepool?
- (e) What areas of improvement, if any, would you suggest for the Council to deal with child poverty and financial exclusion in Hartlepool?

### **3. RECOMMENDATION**

- 3.1 That Members of the Committee consider the views of the Portfolio Holder for Adult and Public Health in relation to the questions outlined in section 2.3.

Contact Officer:- Joan Wilkins – Scrutiny Manager  
Chief Executive's Department - Corporate Strategy  
Hartlepool Borough Council  
Tel: 01429 284142  
Email: joan.wilkins@hartlepool.gov.uk

### **BACKGROUND PAPERS**

The following background paper was used in preparation of this report:-

- (i) Report of the Scrutiny Manager entitled Scrutiny Investigation into 'Child Poverty' - Scoping Report' presented to the Scrutiny Co-ordinating Committee on 18 September 2009



## SCRUTINY CO-ORDINATING COMMITTEE

12 February 2010



**Report of:** Scrutiny Manager

**Subject:** CHILD POVERTY AND FINANCIAL INCLUSION -  
EVIDENCE FROM NHS HARTLEPOOL - COVERING  
REPORT

---

### 1. PURPOSE OF THE REPORT

- 1.1 To inform Members that representative(s) from NHS Hartlepool will be in attendance at today's meeting to deliver a presentation in relation to the issue of Child Poverty.

### 2. BACKGROUND INFORMATION

- 2.1 As part of the Committee's ongoing Child Poverty investigation, Members will today receive a presentation from Louise Wallace (Acting Director of Health Improvement) and Khalid Azam (Assistant Director for Children's Commissioning), NHS Hartlepool. The aim of the presentation being to provide the Committee with an understanding of the work undertaken by NHS Hartlepool (as one of the Council's partners) in dealing with the issue of child poverty. This will in turn enable the Committee to evaluate the services provided and where appropriate suggest possible changes / improvements for the future.

### 3. RECOMMENDATION

- 3.1 That Members note the content of the presentation, seeking clarification on any relevant issues from the representatives in attendance, where felt appropriate.

Contact Officer:- Joan Wilkins – Scrutiny Manager  
Chief Executive's Department - Corporate Strategy  
Hartlepool Borough Council  
Tel: 01429 284142  
Email: joan.wilkins@hartlepool.gov.uk

### BACKGROUND PAPERS

There were no background papers referred to in the preparation of this report.

## SCRUTINY CO-ORDINATING COMMITTEE

12 February 2010



**Report of:** Scrutiny Manager

**Subject:** CHILD POVERTY AND FINANCIAL INCLUSION -  
EVIDENCE FROM THE FINANCIAL INCLUSION  
PARTNERSHIP - COVERING REPORT

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### 1. PURPOSE OF THE REPORT

- 1.1 To inform Members that a representative from the Financial Inclusion Partnership will be in attendance at today's meeting to deliver a presentation in relation to the issue of Child Poverty.

### 2. BACKGROUND INFORMATION

- 2.1 As part of the Committee's ongoing Child Poverty investigation, Members will today receive a presentation from Carol Jones, Financial Inclusion Partnership. The aim of the presentation being to detail:-

- (a) The impact of financial exclusion on the issue of Child Poverty nationally and on a local basis in Hartlepool; and
- (b) The work being undertaken nationally and locally to deal with the issue.

### 3. RECOMMENDATION

- 3.1 That Members note the content of the presentation, seeking clarification on any relevant issues from the representative in attendance, where felt appropriate.

Contact Officer:- Joan Wilkins – Scrutiny Manager  
Chief Executive's Department - Corporate Strategy  
Hartlepool Borough Council  
Tel: 01429 284142  
Email: joan.wilkins@hartlepool.gov.uk

### BACKGROUND PAPERS

There were no background papers referred to in the preparation of this report.

## SCRUTINY CO-ORDINATING COMMITTEE

12 February 2010



**Report of:** Scrutiny Manager

**Subject:** 'CHILD POVERTY AND FINANCIAL INCLUSION' –  
FEEDBACK FROM THE NEWCASTLE CHILD  
POVERTY BEACON OPEN DAY – 26 JANUARY  
2010 - COVERING REPORT

### 1. PURPOSE OF REPORT

- 1.1 To advise Members that verbal feedback will be given at today's meeting by those who attended the Newcastle Child Poverty Beacon Open Day held on the 26 January 2010.

### 2. BACKGROUND INFORMATION

- 2.1 In looking to explore examples of best practice in the delivery of Child Poverty prevention services, Members were given the opportunity to attend the Newcastle Child Poverty Beacon Open Day held on the 26 January 2010. Given the short notice available for confirmation of attendance at this event, approval was obtained from the Chair of the Scrutiny Co-ordinating Committee for expressions of interest to be sought from Member to fill the three available places.
- 2.2 Places on the Open Day were subsequently taken up by Councillor Rogan, Carol Jones from the Financial Inclusion Partnership and the Scrutiny Manager. Feedback from each of these individuals will be given today in relation to their overall views on the work being undertaken in Newcastle and more specifically the workshops they attended.
- 2.3 Workshops attended by Councillor Rogan were:-
- (a) Insight Into One Newcastle Parent's Journey From Inactivity to Employment;
  - (b) Tackling Fuel Poverty: Newcastle City Council and Newcastle Warm Zone; and
  - (c) Raising Parental Aspirations through Sure Start Children's Centres.
- 2.4 Workshops attended by Carol Jones were:-

- (a) Insight Into One Newcastle Parent's Journey From Inactivity to Employment;
- (b) Tackling Fuel Poverty: Newcastle City Council and Newcastle Warm Zone; and
- (c) How Can We Help to Stop the Year On Year Rise in Childhood Obesity and Help Our Communities Have Fun on the Journey?

2.5 Workshops attended by the Scrutiny Manager were:-

- (a) Income Maximisation for Children and Their Families Including Benefit and Tax Credit Take Up;
- (b) The Family As A Learning Environment: Newcastle Family Learning's Contribution to Promoting A Culture of Aspiration and Economic Wellbeing in Families; and
- (c) The Role of Community Entrepreneurs in Developing Pathways out of Poverty: Exploring the Approach of the Tyne Gateway project.

### 3. RECOMMENDATION

3.1 That Members note the feedback provided and seek clarification on any relevant issues, where felt appropriate.

Contact Officer:- Joan Wilkins – Scrutiny Manager  
Chief Executive's Department - Corporate Strategy  
Hartlepool Borough Council  
Tel: 01429 284142  
Email: joan.wilkins@hartlepool.gov.uk

### BACKGROUND PAPERS

The following background paper was used in preparation of this report:-

- (i) Report of the Scrutiny Manager entitled 'Scrutiny Investigation into Child Poverty' - Scoping Report' presented to the Scrutiny Co-ordinating Committee on 18 September 2009.

## SCRUTINY CO-ORDINATING COMMITTEE

12 February 2010



**Report of:** Scrutiny Manager

**Subject:** REQUEST FOR ITEMS FOR DISCUSSION –  
JOINT CABINET / SCRUTINY EVENT OF  
15 MARCH 2010

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### 1. PURPOSE OF REPORT

- 1.1 To request items for discussion at the next Joint Cabinet / Scrutiny Event to be held on 15 March 2010.

### 2. BACKGROUND INFORMATION

- 2.1 As Members will recall it was agreed that the next meeting of the Joint/Cabinet Scrutiny Event would be held on **Monday, 15 March 2010, commencing at 4.30 pm until 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 Event to be held on 15 March 2010.

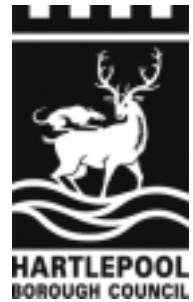
**Contact Officer:-** Joan Wilkins – Scrutiny Manager  
Chief Executive's Department - Corporate Strategy  
Hartlepool Borough Council  
Tel: 01429 284142  
Email: joan.wilkins@hartlepool.gov.uk

### BACKGROUND PAPERS

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

## SCRUTINY CO-ORDINATING COMMITTEE

12 February 2010



**Report of:** Scrutiny Manager

**Subject:** SIX MONTHLY MONITORING OF AGREED RECOMMENDATIONS MADE BY THE OVERVIEW AND SCRUTINY COMMITTEES

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### 1. PURPOSE OF REPORT

- 1.1 To provide Members with the six monthly progress made on the delivery of the agreed scrutiny recommendations of this Committee and the five standing Scrutiny Forums.

### 2. BACKGROUND INFORMATION

- 2.1 As Members will be aware, Scrutiny Co-ordinating Committee on the 21 November 2007 approved the introduction of an electronic database to monitor the delivery of agreed scrutiny recommendations since the 2005/06 Municipal Year. Approval was also given for the introduction of a standardised six monthly cycle for the submission of progress reports to each Scrutiny Forum.
- 2.2 The newly created electronic database, to be known as the Scrutiny Monitoring Database, will run along the same principles as the Authority's former Corporate Performance Management Database and in addition to provision of standardised six monthly monitoring reports, as detailed above, will provide the Scrutiny Co-ordinating Committee with a breakdown of progress against all Scrutiny Forums' recommendations on an Annual basis. The introduction of the new database will also provide the ability to produce 'real time' information of the progression of recommendations upon request.
- 2.3 In accordance with the agreed procedure, this report provides for Members information details of progress made against each of the investigations undertaken by the Forum. Attached as **Appendix A** is a Summary Report that breaks down progress made by investigations undertaken by Scrutiny Co-ordinating Committee, **Appendix B** provides a detailed explanation of

progress made against each recommendation made by Scrutiny Co-ordinating Committee and **Appendix C**, provides an overall summary of recommendations across the five standing forums.

### **3. RECOMMENDATIONS**

- 3.1 That progress against the agreed scrutiny recommendations made by all of Hartlepool's Overview and Scrutiny Committees, since the 2005/06 Municipal Year, be noted and explored further where appropriate.

**Contact Officer:-** Joan Wilkins – Scrutiny Manager  
Chief Executive's Department - Corporate Strategy  
Hartlepool Borough Council  
Tel: 01429 284142  
Email: joan.wilkins@hartlepool.gov.uk

### **BACKGROUND PAPERS**

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

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**Scrutiny Co-ordinating Committee****HMS Trincomalee Trust**

**G** Target achieved 6

**Overspend on the Headland Town Square Development**

**G** Target achieved 4

**Closure of Hartlepool College of Further Education's On Site Nursery**

**G** Target achieved 3

**Closure of Rossmere Swimming Pool**

**G** Target achieved 9

**Withdrawal of European Structural Funding to the Voluntary Sector**

**G** Target achieved 2

**Review of the Authority's Postal Service**

**G** Target achieved 4

**Kerbside Recycling Scheme Referral**

**G** Target achieved 5

**A** Expect to achieve target 9

**Use of Agency Workers Within the Council**

**G** Target achieved 5

**A** Expect to achieve target 3



# Scrutiny Recommendations (Not Completed) Monitoring Report

December 2009

Department: \*  
Division: \*

Scrutiny: Scrutiny Co-ordinating Committee  
Scrutiny Enquiry: \*

A	Expect to achieve target	12	24.0%
	Scrutiny Co-ordinating Committee	12	
G	Target achieved	38	76.0%
	Scrutiny Co-ordinating Committee	38	
Total No. of Actions		50	

# Scrutiny Recommendations (Not Completed) Monitoring Report

December 2009

Progress	Rec. No.	Recommendation	By When / Milestone	Update on progress	Lead Officer
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## SCRUTINY INVESTIGATION INTO:

**SCC/08-9/7 KERBSIDE RECYCLING SCHEME REFERRAL**

### *Recommendation:*

**SCC/08-9/7(a)i That as part of work to further improve waste disposal and recycling services in Hartlepool, the implementation of the following activities be explored:-**

**(i) The creation of a reuse facility for the items collected by the Bulky Household Waste Collection Service and the Household Waste Recycling Centre, in Burn Road.**

<b>A</b>	<b>SCC/08-9/7(a)i</b>	Designs are current being drafted and costed to expand the existing HWRC to incorporate a re-use facility. The final designs will be costed and tendered following council procurement guidelines	September 2010	Utilising the support available from the Waste Action Resource Programme (WRAP) we have engaged in a desk study with the Furniture Reuse Network (FRN) to identify ways to work with voluntary and community sector for the disposal of bulky waste, the options report will be considered as part of the Service Delivery Option review and will include use of the facility in Burn Road. (original deadline Sept 09)	Fiona Srogi
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# Scrutiny Recommendations (Not Completed) Monitoring Report

December 2009

Progress	Rec. No.	Recommendation	By When / Milestone	Update on progress	Lead Officer
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## SCRUTINY INVESTIGATION INTO:

SCC/08-9/7 KERBSIDE RECYCLING SCHEME REFERRAL

### *Recommendation:*

**SCC/08-9/7(a)ii** That as part of work to further improve waste disposal and recycling services in Hartlepool, the implementation of the following activities be explored:-  
**The development of an environmental sustainability facility encompassing the provision of the sale of green items such as compost bins and electrical items be supported, along with the identification of the necessary resources to achieve it.**

<b>A</b>	<b>SCC/08-9/7(a)ii</b>	Designs are current being drafted and costed to expand the existing HWRC to incorporate a 'green' shop for the sale of sustainable living items. The final designs will be costed and tendered following council procurement guidelines	September 2010	Utilising the support available from the Waste Action Resource Programme (WRAP) we have engaged in a desk study with the Furniture Reuse Network (FRN) to identify ways to work with voluntary and community sector for the disposal of bulky waste, the options report will be considered as part of the Service Delivery Option review This report will also link the feasibility of developing a Green Shop for the sale of environmentally friendly items.(original deadline Sept 09)	Fiona Srogi
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# Scrutiny Recommendations (Not Completed) Monitoring Report

December 2009

Progress	Rec. No.	Recommendation	By When / Milestone	Update on progress	Lead Officer
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## SCRUTINY INVESTIGATION INTO:

### SCC/08-9/7 KERBSIDE RECYCLING SCHEME REFERRAL

#### *Recommendation:*

**SCC/08-9/7(a)iii That as part of work to further improve waste disposal and recycling services in Hartlepool, the implementation of the following activities be explored:-**

**(iii) Preparation of an outline business case examining service delivery options for the collection of the Authority's Bulky Household Waste Collection Services.**

<b>A</b>	<b>SCC/08-9/7(a)iii</b>	A business case will be prepared advising on possible options, linking into guidance coming out of the Business Transformation programme.	September 2010	Utilising the support available from the Waste Action Resource Programme (WRAP) we have engaged in a desk study with the Furniture Reuse Network (FRN) to identify ways to work with voluntary and community sector for the disposal of bulky waste, the options report will be considered as part of the Service Delivery Option review (original deadline Sept 2009)	Fiona Srogi
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#### *Recommendation:*

**SCC/08-9/7(a)iv That as part of work to further improve waste disposal and recycling services in Hartlepool, the implementation of the following activities be explored:-**

**(vi) Exploration of the possible ways to work with the voluntary and community sector for the disposal of bulky waste.**

<b>A</b>	<b>SCC/08-9/7(a)iv</b>	Since delivery options will be explored using the framework to be determined from the Business Transformation programme.	May 2010	Utilising the support available from the Waste Action Resource Programme (WRAP) we have engaged in a desk study with the Furniture Reuse Network (FRN) to identify ways to work with voluntary and community sector for the disposal of bulky waste, the options report will be considered as part of the Service Delivery Option review	Fiona Srogi
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# Scrutiny Recommendations (Not Completed) Monitoring Report

December 2009

Progress	Rec. No.	Recommendation	By When / Milestone	Update on progress	Lead Officer
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## SCRUTINY INVESTIGATION INTO:

### SCC/08-9/7 KERBSIDE RECYCLING SCHEME REFERRAL

#### *Recommendation:*

**SCC/08-9/7(a)vi** That as part of work to further improve waste disposal and recycling services in Hartlepool, the implementation of the following activities be explored:-  
**(vi) Close working with the Authority's Private Sector Housing Team to identify the most appropriate method of collection for bedsits and ensure landlords are aware of their responsibilities with respect to providing containers for tenants.**

<b>A</b>	<b>SCC/08-9/7(a)vi</b>	Set of meetings to be scheduled exploring the most appropriate collection method to enable residents to recycle and participate in the Kerbside Collection Service. Information will be incorporated in the welcome packs.	May 2010	The welcome pack has been designed and issued out to private sector housing's selective licencing scheme members. The welcome pack includes information on landlord responsibilities with respect to waste management. Collection methods for bedsits will be identified during the pilot scheme. (original deadline May 2009)	Colin Ogden
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#### *Recommendation:*

**SCC/08-9/7(a)vii** That as part of work to further improve waste disposal and recycling services in Hartlepool, the implementation of the following activities be explored:-  
**vii) The implementation of a pilot scheme to ascertain if the provision of smaller containers for single occupancy bedsits / flats is feasible.**

<b>A</b>	<b>SCC/08-9/7(a)vii</b>	Agree a pilot area with the Private Sector Housing Team. Implement and monitor over minimum of six months.	May 2010	Pilot area to be identified utilising the results of the participation survey and the knowledge of the private sector housing team to best identify areas and residents who are struggling with the current container types. Discussions with the management company of the facility in one identified area are ongoing (original deadline May 2009)	Colin Ogden
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# Scrutiny Recommendations (Not Completed) Monitoring Report

December 2009

Progress	Rec. No.	Recommendation	By When / Milestone	Update on progress	Lead Officer
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## SCRUTINY INVESTIGATION INTO:

SCC/08-9/7 KERBSIDE RECYCLING SCHEME REFERRAL

### *Recommendation:*

**SCC/08-9/7(a)viii That as part of work to further improve waste disposal and recycling services in Hartlepool, the implementation of the following activities be explored:-**

**(viii) Offer the same facilities to all flats, complexes and apartments and keep the methods in place in respect of multiple occupancy buildings and sheltered accommodation.**

<b>A</b>	<b>SCC/08-9/7(a)viii</b>	Existing services will continue to be provided as they are. Any changes will be dependent upon the outcome of the pilot.	May 2010	Utilising the information provided through the participation survey conducted May - June 2009 we have identified an area to conduct the pilot. Options that are being considered are smaller containers and mini bring centres. Discussion with management company for complex are ongoing (original deadline May 2009)	Fiona Srogi
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# Scrutiny Recommendations (Not Completed) Monitoring Report

December 2009

Progress	Rec. No.	Recommendation	By When / Milestone	Update on progress	Lead Officer
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## SCRUTINY INVESTIGATION INTO:

### SCC/08-9/7 KERBSIDE RECYCLING SCHEME REFERRAL

#### *Recommendation:*

**SCC/08-9/7(b)(i) - That as part of the process for the reconfiguration of in-house services, a feasibility study be undertaken incorporating the following areas of provision:**

- (i) The reconfiguration of contracts in line with the service standard;**
- (ii) Partnership – Household waste recycling centre and Bring Centre provision;**
- (iii) Voluntary sector – re use of bulky waste items; and**
- (vi) Externalise services – Household waste recycling centre and bring centre servicing.**

<b>A</b>	<b>SCC/08-9/7(b)(i) -</b> Reconfiguration of current services will be carried out as detailed in the recommendation, taking account of business transformation frameworks which are currently being developed.	<b>December 2010</b> Work has begun with the furniture reuse network to look at working with the voluntary sector for the reuse of bulky items. The Household waste recycling centre contract has been awarded to J&B Recycling for a two year period with an option to extend for a further year. HBC are working in partnership with J&B to maximise the amount of materials collected for recycling from the site. The Bring centre contract is still currently on hold until the markets for the materials are stable. (original deadline December 2009)	Fiona Srogi
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# Scrutiny Recommendations (Not Completed) Monitoring Report

December 2009

Progress	Rec. No.	Recommendation	By When / Milestone	Update on progress	Lead Officer
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## SCRUTINY INVESTIGATION INTO:

SCC/08-9/7 KERBSIDE RECYCLING SCHEME REFERRAL

### *Recommendation:*

**SCC/08-9/7(f) That ways of increasing the levels of recycling with small businesses across the town be explored further.**

<b>A</b>	SCC/08-9/7(f)	Options to explore how best to increase business recycling without adding additional financial pressures to the waste revenue budgets.	September 2010	Discussions have been held to look at the options to increase business recycling with small businesses without additional financial pressures to waste revenue budgets. Concerns have been raised that an recycling collection would have to be cheaper than standard trade waste collection to make it an attractive service to businesses, and this will have an adverse affect on waste revenue budgets. We have also had preliminary discussion with a Recycling Company regarding this subject (original deadline Sept 09)	Colin Ogden
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# Scrutiny Recommendations (Not Completed) Monitoring Report

December 2009

Progress	Rec. No.	Recommendation	By When / Milestone	Update on progress	Lead Officer
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## SCRUTINY INVESTIGATION INTO:

### SCC/08-9/8 USE OF AGENCY WORKERS WITHIN THE COUNCIL

#### *Recommendation:*

**SCC/08-9/8d That the Authority be encouraged to share innovative approaches to minimise the future demand of agency workers / specialists where appropriate.**

<b>A</b>	<b>SCC/08-9/8d</b>	Options to be pursued including a regional portal for staff recruitment, a Hartlepool recruitment pool were appropriate, succession planning and staff development / secondment opportunities. An exercise to exchange good practice between departments e.g. the use of casual lists, maintaining contact with leavers etc.	April 2010	The arrangements for monitoring the use of agency workers has been included in: - the HR Service Delivery Options review due for completion in January 2010 - the review of management arrangements and functional areas in the new Customer & Workforce Services Division. Both reviews also provide an opportunity to standardise best practice across departments in the use of casual lists, maintaining contact with leavers, etc. with an implementation date for first phase changes by April 2010 (Original Deadline August 2009)	Joanne Machers
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#### *Recommendation:*

**SCC/08-9/8e That a feasibility study be undertaken to determine the appropriateness of establishing either a council-run agency or a joint procurement arrangement with neighbouring local authorities across the Tees Valley.**

<b>A</b>	<b>SCC/08-9/8e(ii)</b>	Future consideration of in-house provision required.	March 2010	Feasibility into Tees Valley arrangement complete and collaborative contract saving around 10% commissioned. Council-run and agency can be considered in the future as the Business Transformation Programme develops.	Graham Frankland
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# Scrutiny Recommendations (Not Completed) Monitoring Report

December 2009

Progress	Rec. No.	Recommendation	By When / Milestone	Update on progress	Lead Officer
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## SCRUTINY INVESTIGATION INTO:

### SCC/08-9/8 USE OF AGENCY WORKERS WITHIN THE COUNCIL

#### *Recommendation:*

<b>SCC/08-9/8g</b>	<b>That twelve months after the implementation of the new HR/payroll system and the introduction of centralised control measures for the recruitment of agency workers / specialists across the Authority, a detailed monitoring report on the level of expenditure and usage be submitted to this Committee and the appropriate Portfolio Holder thereafter.</b>
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<b>A</b>	<b>SCC/08-9/8g</b>	Provide monitoring report.	September 2010 Hr/Payroll system implementation on schedule.	Joanne Machers
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Investigation	Target Achieved		Expected to Achieve Target		Not Expected to Achieve Target		No Longer Deliverable		No Update Provided		Rejected		Total	
	No. of action	%	No. of action	%	No. of action	%	No. of action	%	No. of action	%	No. of action	%	No. of action	%
<b>ADULT AND COMMUNITY SERVICES SCRUTINY FORUM</b>														
The Quality of Care Home Provision in Hartlepool	2	15%	4	31%	0	0%	1	8%	0	0%	0	0%	7	54%
Access to Recreation Facilities for Vulnerable / Older People	2	15%	4	31%	0	0%	0	0%	0	0%	0	0%	6	46%
<b>Forum Sub Total</b>	<b>4</b>	<b>31%</b>	<b>8</b>	<b>62%</b>	<b>0</b>	<b>0%</b>	<b>1</b>	<b>8%</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	<b>13</b>	<b>100%</b>
<b>CHILDREN'S SERVICES SCRUTINY FORUM</b>														
Involving Young People	27	28%	0	0%	0	0%	1	1%	0	0%	0	0%	28	29%
Raising Boys' Achievements - Bridging the Gender Gap	20	20%	1	1%	0	0%	0	0%	0	0%	0	0%	21	21%
The Provision of Sex & Relationship Education (SRE) in Hartlepool Schools	17	17%	0	0%	0	0%	0	0%	0	0%	0	0%	17	17%
Sustainability of Externally Funded Community Initiatives in School	1	1%	3	3%	0	0%	0	0%	0	0%	0	0%	4	4%
Access to Recreation Facilities for Children & Young People in Hartlepool	6	6%	0	0%	0	0%	1	1%	0	0%	0	0%	7	7%
Hartlepool Borough Council's Foster Care Service	6	6%	3	3%	0	0%	0	0%	0	0%	0	0%	9	9%
Appropriate for Homeless Young People for Whatever Reason	5	5%	7	7%	0	0%	0	0%	0	0%	0	0%	12	12%
<b>Forum Sub Total</b>	<b>82</b>	<b>84%</b>	<b>14</b>	<b>14%</b>	<b>0</b>	<b>0%</b>	<b>2</b>	<b>2%</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	<b>98</b>	<b>100%</b>
<b>HEALTH SCRUTINY FORUM</b> (Incl. Adult & Community Services & Health Scrutiny Forum)														
Pandemic Influenza - 'Contingency Planning'	1	1%	0	0%	0	0%	0	0%	0	0%	0	0%	1	1%
Access to GP Services	48	62%	0	0%	0	0%	0	0%	0	0%	0	0%	48	62%
Social Prescribing	12	16%	0	0%	0	0%	1	1%	0	0%	0	0%	13	17%
Withdrawal of ECP Services at Wynyard Road	2	3%	1	1%	0	0%	0	0%	0	0%	0	0%	3	4%
Reaching Families in Need	2	3%	9	12%	0	0%	0	0%	0	0%	1	1%	12	16%
<b>Forum Sub Total</b>	<b>65</b>	<b>84%</b>	<b>10</b>	<b>13%</b>	<b>0</b>	<b>0%</b>	<b>1</b>	<b>1%</b>	<b>0</b>	<b>0%</b>	<b>1</b>	<b>1%</b>	<b>77</b>	<b>100%</b>
<b>NEIGHBOURHOOD SERVICES SCRUTINY FORUM</b>														
20 mph Speed Limit Zones Outside of Schools	15	16%	0	0%	0	0%	0	0%	0	0%	0	0%	15	16%
Hartlepool's Local Bus Service Provision	15	16%	1	1%	0	0%	0	0%	0	0%	0	0%	16	18%
Public Convenience Provision in Hartlepool	29	32%	0	0%	0	0%	0	0%	0	0%	0	0%	29	32%
School Meals	4	4%	1	1%	0	0%	0	0%	0	0%	0	0%	5	5%
Transportation Links to Hospital Services & Neighbourhood Services Dept. Transport Provision	10	11%	0	0%	0	0%	0	0%	0	0%	0	0%	10	11%
Condition of Highways in Hartlepool	7	8%	2	2%	0	0%	1	1%	0	0%	0	0%	10	11%
Coastal Defences and Shoreline Management	0	0%	6	7%	0	0%	0	0%	0	0%	0	0%	6	7%
<b>Forum Sub Total</b>	<b>80</b>	<b>88%</b>	<b>10</b>	<b>11%</b>	<b>0</b>	<b>0%</b>	<b>1</b>	<b>1%</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	<b>91</b>	<b>100%</b>

Investigation	Target Achieved		Expected to Achieve Target		Not Expected to Achieve Target		No Longer Deliverable		No Update Provided		Rejected		Total	
	No. of action	%	No. of action	%	No. of action	%	No. of	%	No. of action	%	No. of	%	No. of action	%
<b>REGENERATION AND PLANNING SERVICES SCRUTINY FORUM</b>														
Performance & Operation of Private Rented Accommodation & Landlords	19	15%	0	0%	0	0%	0	0%	0	0%	0	0%	19	15%
Partnerships	23	18%	1	1%	0	0%	0	0%	0	0%	0	0%	24	19%
Railway Approaches	22	17%	1	1%	0	0%	0	0%	0	0%	0	0%	23	18%
Youth Unemployment	7	5%	0	0%	0	0%	0	0%	0	0%	0	0%	7	5%
Availability of Good Quality Affordable Rented Social Accommodation	7	5%	4	3%	0	0%	0	0%	0	0%	0	0%	11	9%
Seaton Carew - Regeneration Needs & Opportunities	9	7%	4	3%	0	0%	0	0%	0	0%	0	0%	13	10%
Hartlepool Borough Council's CCTV Provision	19	15%	3	2%	0	0%	0	0%	0	0%	0	0%	22	17%
The Marketing of Hartlepool	2	2%	8	6%	0	0%	0	0%	0	0%	0	0%	10	8%
<b>Forum Sub Total</b>	<b>108</b>	<b>84%</b>	<b>21</b>	<b>16%</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	<b>129</b>	<b>100%</b>
<b>SCRUTINY CO-ORDINATING COMMITTEE</b>														
HMS Trincomalee Trust	6	12%	0	0%	0	0%	0	0%	0	0%	0	0%	6	12%
Overspend on the Headland Town Square Development	4	8%	0	0%	0	0%	0	0%	0	0%	0	0%	4	8%
Closure of Hartlepool College of Further Education's on Site Nursery	3	6%	0	0%	0	0%	0	0%	0	0%	0	0%	3	6%
Closure of Rossmere Swimming Pool	9	18%	0	0%	0	0%	0	0%	0	0%	0	0%	9	18%
Withdrawal of European Structural Funding to the Voluntary Sector	2	4%	0	0%	0	0%	0	0%	0	0%	0	0%	2	4%
Review of Authority's Postal Service	4	8%	0	0%	0	0%	0	0%	0	0%	0	0%	4	8%
Kerbside Recycling Scheme Referral	5	10%	9	18%	0	0%	0	0%	0	0%	0	0%	14	28%
Use of Agency Workers Within the Council	5	10%	3	6%	0	0%	0	0%	0	0%	0	0%	8	16%
<b>Forum Sub Total</b>	<b>38</b>	<b>76%</b>	<b>12</b>	<b>24%</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	<b>50</b>	<b>100%</b>
<b>GRAND TOTAL</b>	<b>377</b>	<b>82%</b>	<b>75</b>	<b>16%</b>	<b>0</b>	<b>0%</b>	<b>5</b>	<b>1%</b>	<b>0</b>	<b>0%</b>	<b>1</b>	<b>0%</b>	<b>458</b>	<b>100%</b>

## SCRUTINY CO-ORDINATING COMMITTEE

12 February 2010



**Report of:** Scrutiny Manager

**Subject:** SCRUTINY INVOLVEMENT IN THE SERVICE PLANNING PROCESS FOR 2010/11 – TIMETABLE

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### 1. PURPOSE OF REPORT

- 1.1 To provide Members with the timetable for the Scrutiny. Co-ordinating Committee and the four standing Scrutiny Forums' involvement (with the exception to the Health Scrutiny Forum) in the service planning process for 2010/11.

### 2. BACKGROUND INFORMATION

- 2.1 As in previous years, Scrutiny involvement continues to play a key role in the development of the Authority's service planning arrangements and, as such, consideration is now sought of a timetable for the 2010/11 process.
- 2.2 In consultation with the Chair of the Scrutiny Co-ordinating Committee, a timetable for the Scrutiny Co-ordinating Committee and the four standing Scrutiny Forums' involvement (with the exception to the Health Scrutiny Forum) in the service planning process for 2010/11 has been devised. A copy of this timetable is attached at **Appendix A** for Members attention.
- 2.3 In order to meet the timescale for approval of the Authority's Departmental and Corporate Plan(s), Members are asked to kindly note that it has been necessary to schedule some additional meetings of the Scrutiny Co-ordinating Committee and the four standing Scrutiny Forums'. Arrangements will also be made for the relevant Director(s) and the appropriate Cabinet Member(s), subject to their availability, to attend those scrutiny meetings which fall under their area(s) of responsibility.

### 3. RECOMMENDATION

- 3.1 It is recommended that Members note the proposed timetable for the Scrutiny Co-ordinating Committee and the four standing Scrutiny Forums' involvement in the service planning process for 2010/11.

**Contact Officer:-** Joan Wilkins – Scrutiny Manager  
Chief Executive's Department - Corporate Strategy  
Hartlepool Borough Council  
Tel: 01429 284142  
Email: joan.wilkins@hartlepool.gov.uk

## **BACKGROUND PAPERS**

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

TIMESCALE/ DATE OF MEETING	TO CONSIDER
<b>Scrutiny Co-ordinating Committee</b> <b>11 Dec 2009 – 1.00 pm</b>	<b>Service and Corporate Plan Proposals (2010/11)</b> Complete.
<b>Scrutiny Co-ordinating Committee</b> <b>15 Jan 2010 – 2.30 pm</b> <b>(Additional Mtg)</b>	<b>Local Area Agreement (LAA) Refreshed Targets</b> To meet Government deadlines LAA refreshed targets need to be signed off by Ministers in March 2010. Complete.
<b>Cabinet (Diari ed Mtg)</b> <b>8 Feb 2010 – 9.00 am</b>	<b>LAA targets approved by Cabinet</b> Scrutiny views / input incorporated into the report considered by Cabinet.
<b>Council (Diari ed Mtg)</b> <b>25 Feb 2010 – 7.00 pm</b>	<b>LAA targets approved by Council</b> Scrutiny views / input incorporated into the report considered by Council. Next part of the process - Approved LAA targets utilised in the drafting of departmental plans to be considered by SCC and each of the Scrutiny Forums.
<b>ADDITIONAL MEETINGS OF SCC AND THE 4 SCRUTINY FORUMS TO BE HELD BETWEEN THE 19 MARCH 2010 AND 26 MARCH 2010:</b> <b>Scrutiny Co-ordinating Committee**</b> <b>26 March 2010 – 2.30 pm</b> <b>(Additional Mtg)</b> <b>Children's Services Scrutiny Forum</b> <b>22 March 2010 – 4.30 pm</b> <b>Neighbourhood Services Scrutiny Forum</b> <b>23 March 2010 – 2.00 pm</b> <b>Adult &amp; Community Services Scrutiny Forum</b> <b>24 March 2010 – 4.30pm</b> <b>Regeneration &amp; Planning Services Scrutiny Forum</b> <b>25 March 2010 – 3.00 pm</b>	<b>Drafting and approval of Department Plans (2010/11)</b> Purpose of these meetings to consider on a departmental basis each of the departmental plans **Chief Executive's Department Plan will be considered by Scrutiny Coordinating Committee. Report to scrutiny to flag up actions and targets for inclusion in Corporate Plan / Local Area Agreement Delivery and Improvement Plan (LAA Dip).

TIMESCALE/ DATE OF MEETING	TO CONSIDER
<b>Scrutiny Co-ordinating Committee</b>  <b>16 April 2010 – 2.00 pm</b> <b>(Additional Mtg)</b>	<b>To consider:</b> <ul style="list-style-type: none"> <li>- responses to the departmental plans from the four Scrutiny Forums and formulate the an overall Scrutiny response for consideration by Cabinet; and</li> <li>- The Corporate Plan, which is then to be approved by Cabinet and Council.</li> </ul>
<b>Cabinet</b>  <b>10 May 2010 – 9.00 am</b> <b>V: Council Chamber</b>	<b>To approve Departmental Plans /Corporate Plan / LAA Dip</b>  Scrutiny views / input incorporated into the report considered by Cabinet.
<b>Council</b>  <b>TBC 2010 – 7.00 pm</b> <b>(Possible Additional Mtg - First Council</b> <b>after annual Council on 27 May)</b>	<b>Council to consider the Corporate Plan</b>