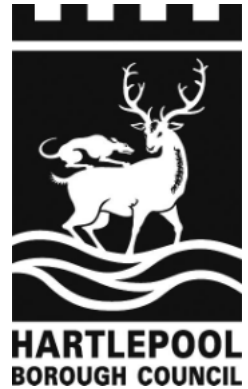


CABINET AGENDA



Wednesday, 10 March 2010

at 9.00 am

in Committee Room B, Civic Centre, Hartlepool

MEMBERS: CABINET:

The Mayor, Stuart Drummond

Councillors Hall, Hargreaves, Hill, Jackson, Payne, and Tumilty

1. APOLOGIES FOR ABSENCE

2. TO RECEIVE ANY DECLARATIONS OF INTEREST BY MEMBERS

3. MINUTES

- 3.1 To receive the Record of Decision in respect of the meeting held on 22 February (previously circulated)

4. BUDGET AND POLICY FRAMEWORK

No items

5. KEY DECISIONS

- 5.1 School Meal Charges – *Director of Child and Adult Services & Director of Regeneration and Neighbourhoods*
- 5.2 Cleveland College of Art and Design: Expansion Plans – Potential Sale of Leadbitter Buildings, Archive Buildings and Municipal Buildings – *Director of Regeneration and Neighbourhoods*

6. OTHER ITEMS REQUIRING DECISION

- 6.1 Additional information in respect of Youth Work in Greatham – Greatham Community Centre lease between Hartlepool Borough Council and the Master and Brethren of the Hospital of God – *Children's Services Portfolio Holder*

7. ITEMS FOR DISCUSSION / INFORMATION

- 7.1 Business Transformation – Quarterly Programme Update – *Chief Executive*
7.2 Adult Drug Treatment Plan 2010/11 – *Director of Regeneration and Neighbourhoods*
7.3 Quarter 3 – Capital and Accountable Body Programme Monitoring Report 2009/2010 – *Chief Financial Officer*
7.4 Quarter 3 – Corporate Plan and Revenue Financial Management Report 2009/2010 – *Corporate Management Team*

8. REPORTS FROM OVERVIEW OF SCRUTINY FORUMS

No items

EXEMPT ITEMS

Under Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in the paragraphs referred to below of Part 1 of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) Act 1985

9. EXEMPT KEY DECISIONS

- 9.1 Car Allowance Review (para 4) – *Chief Personnel Officer and Chief Financial Officer*

CABINET REPORT

10th March 2010



Report of: Director of Child & Adult Services and Director of Regeneration and Neighbourhoods

Subject: SCHOOL MEAL CHARGES

SUMMARY

1. PURPOSE OF REPORT

To consider an increase in the charges for school meals from April 2010.

2. SUMMARY OF CONTENTS

The report outlines the underlying problem in relation to the pricing of meals provided by the Schools Catering Service, the potential funding of a partial subsidy, and the resulting options for price increases.

3. RELEVANCE TO CABINET

One of the options is to increase meal prices by more than the general rate of inflation, which was not discussed during this budget round.

4. TYPE OF DECISION

Key Decision (tests i and ii).

5. DECISION MAKING ROUTE

Cabinet meeting 10 March 2010.

6. DECISION(S) REQUIRED

To approve an increase in the charges for school meals, with effect from 1st April 2010.

Report of: Director of Child & Adult Services and Director of Regeneration and Neighbourhoods

Subject: SCHOOL MEAL CHARGES

1. PURPOSE OF REPORT

- 1.1 To consider an increase in the charges for school meals from April 2010.

2. BACKGROUND

- 2.1 The Schools Catering Service provides meals to the majority of Hartlepool Schools under the terms of an annually renewable Service Level Agreement. This has been in place since 1996. The exceptions are Dyke House School and Catcote School, which employ their own catering staff and provide their own meals.
- 2.2 The Schools Catering Service meet their direct costs and overheads from charges to schools, with support from Standards Fund, Healthy Schools Funding, and schools milk subsidy. The current charges to schools are £1.65 (primary) and £1.80 (secondary) per paid meal. Schools are reimbursed the cost of free school meals from Dedicated Schools Grant (DSG) formula funding, and recover the cost of paid meals from charges to pupils. These charges usually rise each September in line with the School Catering Service annual review.
- 2.3 The direct costs of the in-house catering team have risen in recent years, including the effects of job evaluation, and the demand for meals has also decreased. The charges to schools and parents have not been increased in response. Provision for all additional job evaluation costs has been included in the budget, but unfortunately the net result is still a significant deficit for the School Catering Service, which must be addressed for 2010/11.

3. SUBSIDIES

- 3.1 The Council has previously provided funding for job evaluation which equates to 10p per meal. In recognition of the health and other benefits a further subsidy could be provided by the Child and Adult Services Department, to encourage and support take-up of school meals. However funding this would not be easy and would necessitate careful re-examination of this issue alongside other needs, and may involve ceasing to fund other children services priorities. The school catering service is itself identifying efficiencies as part of the Business Transformation Service Delivery Option (SDO) programme, and this will enable a reduced charge to schools.

4. COSTINGS

- 4.1 Assuming a level of efficiency saving and potential subsidy, the charges for a paid meal would need to increase to £1.80 and £2.00 for 2010/11, as shown in the following table:

2010/11 Costings	Primary	Secondary
Potential subsidies:		
Local Authority	£0.10	£0.10
Departmental Funding (say)	£0.10	£0.10
Subsidised charge to pupils per meal (rounded)	£1.80	£2.00
Current charge per meal	£1.65	£1.85

Price per meal in other Authorities 2009/10	Primary	Secondary
Middlesbrough	£1.90	£2.00
Stockton	£1.80	£1.85
Redcar & Cleveland	£1.85	£2.00

- 4.2 The potential 2010/11 charges would be comparable to the charges in neighbouring authorities in the *current* year. Nevertheless, they would represent a 15p increase per meal on the current rates in Hartlepool, and schools were asked to agree to funding a further subsidy from the local fair funding for schools formula in order to reduce the effect of this price rise.
- 4.3 Unfortunately, no agreement could be reached with schools on this at present, so a substantial increase must be passed on to parents. Going forward a working group has been proposed to consider the future development of the service with headteachers. The Service Delivery Option Review of the service will also explore further efficiencies and options to deliver the service in the future.
- 4.4 Adult meals are currently priced at £1.95, and this could more reasonably be £2.50 from April.

5. FINANCIAL CONSIDERATIONS

- 5.1 The cost of the potential subsidies for meals provided by the Catering Service as referred to above would be as follows:

	Totals	Primary	Secondary
Estimated annual meals	1,404,000	885,500	518,500
LA General Fund	£140,400	£88,550	£51,850
Child & Adult Services	£140,400	£88,550	£51,850
	£280,800	£177,100	£103,700

6. RISK CONSIDERATIONS

- 6.1 Price increases may impact on demand, which could both further increase unit costs and lead to less satisfactory nutrition for pupils.
- 6.2 If the price is not increased the School Catering Service would be unable to cover its costs, and there would be a significant risk of losing a highly valued service unless the Council funded the shortfall.
- 6.3 A subsidy from Child and Adult Services would seriously limit its ability to manage in-year pressures, and may not be sustainable longer term.
- 6.4 Given these risks it may be worth considering a 5p per meal increase for pupils from April, with a possible further increase of up to 10p per meal from September 2010. This would depend on the SDO efficiency savings from the School Catering Service, and the ability of Child and Adult Services to fund a subsidy. Any deficit arising from such a delayed increase may be underwritten from contingencies.

7. CONCLUSION

- 7.1 Unit costs of providing school meals have risen over recent years, but prices have not kept pace.
- 7.2 The provision of a traditional school meal is recognised to be important for the health and wellbeing of children, and the service is valued by the Council and by families. This may be reflected in price subsidies from the Council and the school funding formula.
- 7.3 At the recent statutory consultation meeting, Headteachers said that they could not support a subsidy at this time from the funding formula, and raised concerns about the value for money of the current service. This means there must be an increase from April 2010 in school meal charges.
- 7.4 The options are to implement a full 15p per meal increase in April, or a 5p increase in April followed by a possible further rise in September, subject to completion of the SDO process and discussions with schools.

8. RECOMMENDATIONS

- 8.1 To approve an increase in the charges for school meals with effect from 1st April 2010.

9. CONTACT OFFICER

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CABINET REPORT

10th March 2010



Report of: Director of Regeneration and Neighbourhoods

Subject: CLEVELAND COLLEGE OF ART AND DESIGN:
EXPANSION PLANS – POTENTIAL SALE OF
LEADBITTER BUILDINGS, ARCHIVE BUILDING
AND MUNICIPAL BUILDINGS

SUMMARY

1. PURPOSE OF REPORT

This report (and further details to be reported verbally) updates Cabinet on discussions with the Cleveland College of Art and Design (CCAD) about the proposed acquisition of the Leadbitter Buildings, the Archive Building and the Municipal Buildings

2. SUMMARY OF CONTENTS

This report simply indicates that discussions with the College are continuing following Cabinet's consideration of the proposal on 22 February and that further details will be provided at the Cabinet meeting.

3. RELEVANCE TO CABINET

The report presents a major regeneration initiative for the town and deals with the potential disposal of significant Council assets.

4. TYPE OF DECISION

Key Decision – test (i) and (ii) apply

5. DECISION MAKING ROUTE

Cabinet on 10th March 2010.

6. DECISION(S) REQUIRED

That Cabinet considers the sale of the three properties to the Cleveland College of Art and Design in accordance with terms and conditions to be confirmed in the light of the ongoing discussions with the College.

Report of: Director of Regeneration and Neighbourhoods

Subject: CLEVELAND COLLEGE OF ART AND DESIGN:
EXPANSION PLANS – POTENTIAL SALE OF
LEADBITTER BUILDINGS, ARCHIVE BUILDING
AND MUNICIPAL BUILDINGS

1. PURPOSE OF REPORT

- 1.1 This report (and further details to be reported verbally) updates Cabinet on discussions with the Cleveland College of Art and Design (CCAD) about the proposed acquisition of the Leadbitter Buildings, the Archive Building and the Municipal Buildings.

2. BACKGROUND

- 2.1 Following the consideration of this matter at the Cabinet meeting on 22nd February, when Cabinet authorised further discussions with the College, officers are continuing discussions, with a focus on the details discussed at that Cabinet meeting. It is hoped that these discussions will be concluded in time for a detailed update (**Appendix 3**) to be brought to this Cabinet meeting. As members will appreciate, such details will include exempt information under **Schedule 12A local Government Act 1972 (as amended by the Local Government (Access to information)(Variation) Order 2006) namely (para 3), information relating to the financial or business affairs of any particular person (including the authority holding that information.**
- 2.2 For reference the report to Cabinet on 22nd February 2010 is included in part in **Appendix 1** and in part under Confidential **Appendix 2** .

This item contains exempt information under Schedule 12A of the Local Government Act 1972, (as amended by the Local Government (Access to Information)(Variation) Order 2006) namely (para 3), information relating to the financial or business affairs of any particular person (including the authority holding that information.

3. CONSIDERATION

- 3.1 In considering the proposed sale of the buildings, Cabinet's attention is drawn to the following key benefits/issues:-

- i) A Restrictive Covenant will ensure the continued use of the buildings as educational establishments in perpetuity.
 - ii) Planning restrictions and the buildings' listed status will ensure that the historical appearance will remain and the contribution of the buildings to the architectural heritage of the town will be maintained.
 - iii) The development of the buildings and the CCAD's existing premises will bring about improvements to the public realm in the Church Square area.
 - iv) The CCAD expansion provides the Council with an opportunity to retain and expand the further education provision in the "creative industries" sector with identified growth potential for business formation and employment growth. It will also enhance the Council's vision of the "Innovation and Skills Quarter" in this part of the town centre. The associated increased levels of activity and investment should also enhance prospects of investment in other properties in this part of the town centre.
 - v) The proposals will complement the redevelopment of the College of Further Education
 - vi) The planned investment by CCAD in the fabric of the buildings will ensure that they are maintained to a high standard and provide a high quality base from which to support, and expand, higher education provision within the town
 - vii) The expansion of the CCAD increases student numbers by 124, bringing a consequential uplift to the local economy. It also increases the further education opportunities for Hartlepool young people with the associated potential for those from outside Hartlepool to study here and contribute to the local economy.
 - viii) This site will secure the long term future for these buildings within the public sector, enabling their heritage to be preserved and continue the momentum of regeneration in this part of the town centre.
- 3.2 Both the Council and the CCAD have sought expert independent reports on potential use and valuations. The agreed valuation is in line with those recommendations and reflects the restricted use of the buildings, their listed status, condition, location and planning conditions.
- 3.3 The Council must rationalise property and make substantial savings in running costs in line with the requirements of our Business Transformation savings targets. This approach from the CCAD presents an ideal opportunity to secure the sale of the buildings to a "special" purchaser in the current economic recession whilst supporting the broader regeneration and skill agenda for the town

4. RECOMMENDATIONS

- 4.1 That Cabinet considers the sale of the three properties to the Cleveland College of Art and Design in accordance with terms and conditions to be confirmed in the light of the ongoing discussions with the College.

5. CONTACT OFFICER

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APPENDIX 1

CABINET REPORT

22nd February 2010



Report of: The Director of Regeneration and Neighbourhoods

Subject: CLEVELAND COLLEGE OF ART AND DESIGN:
EXPANSION PLANS – POTENTIAL SALE OF
LEADBITTER BUILDINGS, ARCHIVE BUILDING
AND MUNICIPAL BUILDINGS

SUMMARY

1. PURPOSE OF REPORT

This report informs Cabinet of recent discussions between Cleveland College of Art and Design (CCAD) and the Council and seeks approval for the sale of Council-owned properties, namely the Leadbitter Buildings, the Archive Building and the Municipal Buildings, to the College to accommodate the expansion and enhancement of the College's facilities.

2. SUMMARY OF CONTENTS

The report outlines the expansion plans of the CCAD and how they fit in with the regeneration of Hartlepool. The potential sale of three Council properties in order to facilitate this expansion is discussed, along with the Council's accommodation and property rationalisation programme.

3. RELEVANCE TO CABINET

The report presents a major regeneration initiative for the town and deals with the potential disposal of significant Council assets.

APPENDIX 1

4. TYPE OF DECISION

Key test (i) and test (ii).apply.

5. DECISION MAKING ROUTE

Cabinet 22nd February 2010.

6. DECISION(S) REQUIRED

That Cabinet approves the sale of the three properties to the Cleveland College of Art and Design in accordance with the terms and conditions indicated in this report.

APPENDIX 1

Report of: The Director of Regeneration and Neighbourhoods

Subject: CLEVELAND COLLEGE OF ART AND DESIGN:
EXPANSION PLANS – POTENTIAL SALE OF
LEADBITTER BUILDINGS, ARCHIVE BUILDING
AND MUNICIPAL BUILDINGS

1. PURPOSE OF REPORT

- 1.1 This report informs Cabinet of recent discussions between Cleveland College of Art and Design (CCAD) and the Council and seeks approval for the sale of Council-owned properties, namely the Leadbitter Buildings, the Archive Building and the Municipal Buildings, to the College to accommodate the expansion and enhancement of the College's facilities.

2. BACKGROUND

- 2.1 As Members may be aware CCAD is a specialist art and design college covering both Further and Higher Education provision, with almost half of that provision being the Foundation and BA (Hons) Degrees in the higher education (HE) sector. Honours Degree courses include Textiles and Surface Design, Photography and Entertainment Design Crafts, with a number of Foundation Degree courses in related and similar areas.
- 2.2 In 2009-10 student numbers comprise 494 full time equivalents (FTE) on further education (FE) courses (aged 16-18), 92 FTE on FE courses (19+) and 522 HE students. The catchment area is predominantly sub-regional and it is noteworthy that since all HE provision was moved to Hartlepool in 2007, Hartlepool-based HE student numbers have increased from 47 (2006-7) to 81 (2009-10).
- 2.3 As well as its Church Square premises, CCAD operates from sites in Middleborough at Green Lane and Burlam Road. All three properties have various limitations and constraints, and the College has been reviewing its accommodation options in Middleborough and Hartlepool.
- 2.4 Such review work has been in the context of severe limitations on capital funding, with a clear indication that there will be no funds available from the Learning and Skills Council or the Higher Education Funding Council, given national funding constraints.

APPENDIX 1

- 2.5 After reviewing Hartlepool options in consultation with Council officers, the College has proposed the acquisition from the Council of the freehold of the Leadbitter Buildings, the former Archive Building and the Municipal Buildings in Church Square for conversion, alongside enhancement works to the existing Church Square property, at an estimated total cost of approximately £1.7m. The College would seek to complete the necessary works to the Leadbitter Buildings and the Archive Building to enable those buildings to be used from September 2010 onwards, with the Municipal Buildings being available to the College from January 2012.

3. REGENERATION, PLANNING AND ASSET MANAGEMENT CONSIDERATIONS

- 3.1 Implementation of these proposals would result in the transfer of 124 FTE degree students to Hartlepool and 16 staff (10.6 FTE), but with the potential for further HE growth in future, subject to HE student number allocations.
- 3.2 In regeneration terms, the use of these buildings by the College is wholly consistent with the Central Area Investment Framework completed in 2009 and previously reported to Cabinet. These proposals should reinforce the presence of the College in Hartlepool and assist in the retention of HE and expansion of FE provision in “creative industries” sectors with identified growth potential for business formation and employment growth.
- 3.3 The proposals fully accord with the concept of the “Innovation and Skills Quarter” in this part of the town centre which emerged from the Investment Framework. They would obviously complement the redevelopment of the College of Further Education and, when linked with the presence of such facilities as the Art Gallery and the Studio, contribute to a strong creative industries theme. In terms of ongoing regeneration proposals, the conversion of these buildings coupled with the transport interchange, the proposed redevelopment of the Crown House site in Surtees Street for managed workspace and proposals to improve the public realm in Church Square and pedestrian links across Stockton Street, all serve to add to the momentum for change in this part of the town centre.
- 3.4 In planning and listed building consent terms, the proposed use of these buildings represents a very good “fit” in terms of the buildings’ location, form and character. Informal discussions between the College, their architects and relevant Council officers indicate that acceptable design solutions should be achievable, although the proposals will of course require planning and listed building consent.
- 3.5 As part of the Council’s Business Transformation Programme the Accommodation Strategy has earmarked the disposal of two administration buildings, namely Aneurin Bevan House and 85 Station Lane. These two

APPENDIX 1

properties were prioritised as the most marketable at the time, although there are no prospective purchasers in place.

- 3.6 The approach by the CCAD presents an opportunity to secure a purchaser for the properties in question where previously the market had been doubtful.
- 3.7 If the CCAD proposal is accepted our Accommodation Strategy would be amended to retain Aneurin Bevan House and 85 Station Lane for the present (the Council is still required to rationalise property in future years to meet savings targets). Staff from Leadbitter Buildings would move to Bryan Hanson House, as planned, and staff from the Archive Building would move to the Municipal Buildings. The latter move would be until January 2012 under the terms of the sale to CCAD, at which time the Accommodation Strategy will be further developed, as would be required in any event, to release the required space.
- 3.8 The Leadbitter Buildings and the Archive Building can be made available for sale immediately and vacated over the next 2 – 3 months to enable the CCAD to take possession and complete a refit ready for occupation in September 2010.
- 3.9 The Municipal Buildings are required for Council accommodation in the short term, however, it would be possible for the Council to sell all three buildings as a package and rent back the areas we require at the Municipal Buildings until January 2012. The CCAD prefer this arrangement for initial outright purchase and subject to the terms of the rental being agreed, this could be an acceptable situation for the Council. Alternatively, the Council could sell Leadbitter and Archive Buildings and retain the Municipal Buildings with an agreement in place to transfer the Municipal Buildings in January 2012.
- 3.10 The rationalisation of property brings savings in running costs which contribute to the business transformation target savings and these savings are as follows (based on current budget figures): -
- | | | |
|----------------------|---|----------------|
| Leadbitter Buildings | - | £51K per annum |
| Archive Buildings | - | £39K per annum |
| Municipal Buildings | - | £80K per annum |
- 3.11 The car parking associated with the buildings would also be part of the sale agreement, and this would take place on a phased basis in line with the transfer of the buildings.

4. FINANCIAL IMPLCIATIONS

- 4.1 **The financial implications can be found attached at the confidential Appendix 1.** This item contains exempt information under Schedule 12A Local Government Act 1972 (as amended by the Local Government (Access

APPENDIX 1

to Information) (Variation) Order 2006) namely (para 3), information relating to the financial or business affairs of any particular person (including the authority holding that information.

5. CONCLUSIONS

- 5.1 The approach by the CCAD to purchase the buildings presents an opportunity to deliver the Council's rationalisation strategy in a difficult property market and significantly contributes to the regeneration of Hartlepool.
- 5.2 Whilst the proposed terms and conditions of the sale have been discussed with the CCAD, time has not allowed them to be fully agreed prior to the writing of the report. Further details will be presented verbally to Cabinet at its meeting.

6. RECOMMENDATION

- 6.1 That Cabinet approves the sale of the three properties to the Cleveland College of Art and Design in accordance with the terms and conditions indicated in this report and those to be reported verbally at the Cabinet meeting.

7. CONTACT OFFICER

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CABINET REPORT

10th March 2010



Report of: Children's Services Portfolio Holder

Subject: ADDITIONAL INFORMATION IN RESPECT OF
YOUTH WORK IN GREATHAM - GREATHAM
COMMUNITY CENTRE LEASE BETWEEN
HARTLEPOOL BOROUGH COUNCIL AND THE
MASTER AND BRETHERN OF THE HOSPITAL OF
GOD

SUMMARY

1. PURPOSE OF REPORT

To provide additional information in respect of the financial implications for Greatham Community Association of the Council relinquishing the lease currently held between Hartlepool Borough Council and the Master and Brethren of the Hospital of God.

2. SUMMARY OF CONTENTS

- 2.1 A report was brought to Cabinet on 8th February 2010 recommending that the lease between Hartlepool Borough Council and the Hospital of God is not renewed after the 3rd May 2010. It was requested that the item be deferred pending clarification and further consideration of the financial arrangements. The Greatham Community Association has provided additional information about their expected costs and income during the first year of taking over the lease.

3. RELEVANCE TO CABINET

This decision affects only one ward but has implications for the Greatham community as a whole. There are financial implications for the local authority.

4. TYPE OF DECISION

Non-key decision.

5. DECISION MAKING ROUTE

Cabinet

6. DECISION(S) REQUIRED

The decisions required are represented in section 9 (recommendations) of the report of 8th February 2010, which is attached in its entirety (**Appendix A**)

Report of: Children's Services Portfolio Holder

Subject: ADDITIONAL INFORMATION IN RESPECT OF
YOUTH WORK IN GREATHAM - GREATHAM
COMMUNITY CENTRE LEASE BETWEEN
HARTLEPOOL BOROUGH COUNCIL AND THE
MASTER AND BRETHREN OF THE HOSPITAL OF
GOD

1. PURPOSE OF REPORT

- 1.1 To provide additional information in respect of the financial implications for Greatham Community Association of the Council relinquishing the lease currently held between Hartlepool Borough Council and the Master and Brethren of the Hospital of God.

2. BACKGROUND

- 2.2 A report was brought to Cabinet on 8th February 2010 recommending that the lease between Hartlepool Borough Council and the Hospital of God is not renewed after the 3rd May 2010. The report provided background information relating to the provision of youth work and lease arrangements at Greatham Community Centre. The report of 8th February is attached in its entirety.
- 2.3 The expiry of the lease has given the opportunity to review and evaluate provision and come up with a more cost effective option, whilst still protecting the youth work. At the meeting of 8th February 2010, The Chair of Greatham Community Association and Councillor G Lilley, who were in attendance at the meeting, highlighted concerns on behalf of the residents of Greatham regarding the proposal to terminate the lease and sought the Council's support during the transition period. The importance of the centre to the local community and the range of activities provided were outlined.
- 2.4 A lengthy discussion ensued regarding recent discussions with the Hospital of God, the financial situation and potential level of subsidy from the Hospital of God. Members acknowledged that this was a valued and well utilised community facility.

- 2.5 A number of options were suggested as a way forward including the costs to the Council if Members were minded to fund the annual lease payment. Whilst some Members were of the view that there was a responsibility of the local authority to provide financial support for such services, others commented on the disadvantages of continuing this arrangement. Following further debate, it was suggested that this item be deferred pending clarification and further consideration of the financial arrangements.

3. FINANCIAL CONSIDERATIONS

- 3.1 Greatham Community Association has provided additional information about their expected costs and income during the first year of taking over the lease. As this relates to their financial affairs it is exempt from disclosure and is attached as confidential **Appendix B**

This item contain exempt information under Schedule 12A Local Government Act 1972, namely information relating to the financial or business affairs of a particular person (other than the Council) (para 7).

- 3.2 The figure proposed for rent for the youth service is quoted as £3,000. However in the Cabinet report of 8th February 2010 Members will note that the service has budgeted for rent of up to £5,000 which if agreed at this higher figure would reduce the Community Associations projected deficit by £2,000.

4. RECOMMENDATIONS

- 4.1 Cabinet is asked to reconsider the recommendations made in the report of 8th February 2010 in the light of the additional financial information provided by Greatham Community Association.

CABINET REPORT

8th February 2010



Report of: Children's Services Portfolio Holder

Subject: YOUTH WORK IN GREATHAM - GREATHAM COMMUNITY CENTRE LEASE BETWEEN HARTLEPOOL BOROUGH COUNCIL AND THE MASTER AND BRETHREN OF THE HOSPITAL OF GOD

SUMMARY

1. PURPOSE OF REPORT

The report seeks Cabinet agreement not to renew the lease between Hartlepool Borough Council and the Master and Brethren of the Hospital of God, and approve a more cost effective option for the provision of youth work in Greatham. This follows the expiry of the present lease of the Community Centre on May 3rd, 2010, by Hartlepool Borough Council, from the Hospital of God.

2. SUMMARY OF CONTENTS

At present, the local authority provides 2 evenings of youth work at Greatham Community Centre. The youth work is provided for via a lease between the Council and the Hospital of God, which was drawn up in 1990 by the then Cleveland County Council. The 20 year lease expires on May 3rd, 2010, and requires the local authority to rent, maintain, staff, clean, etc. the building, all of which comes from the Youth Service budget. Whilst the Community Centre undoubtedly provides valued broader services to the community, the council's sole interest is that of youth work. In effect, the broader activities of the Community Centre are receiving a significant subsidy. The expiry of the lease, has given the opportunity to review and evaluate provision, and come up with a more cost effective option, whilst still protecting the youth work. Business Transformation coupled with Service Delivery Options for the Youth Service and Connexions, make a value for money imperative even more appropriate. The Council will continue to support the Centre's committee, in looking at alternatives for securing services in the future.

3. RELEVANCE TO CABINET

This is an important decision, which although affecting only one ward, has implications for the Greatham community as a whole. There are also clear financial implications for the local authority, and the resolution of both issues is appropriate to Cabinet.

4. TYPE OF DECISION

This is a non-key decision.

5. DECISION MAKING ROUTE

Via Cabinet.

6. DECISION(S) REQUIRED

The decisions required are represented in section 9, (Recommendations), of the report.

Report of: Children's Services Portfolio Holder

Subject: YOUTH WORK IN GREATHAM – GREATHAM
COMMUNITY CENTRE LEASE BETWEEN
HARTLEPOOL BOROUGH COUNCIL AND THE
MASTER AND BRETHERN OF THE HOSPITAL OF
GOD.

1. PURPOSE OF REPORT

- 1.1 The report seeks Cabinet's agreement not to renew the lease between Hartlepool Borough Council and the Master and Brethren of the Hospital of God, and approve a more cost effective option for the provision of youth work in Greatham. This follows the expiry of the present lease of the Community Centre on May 3rd, 2010, by Hartlepool Borough Council from the Hospital of God.

2. BACKGROUND

- 2.1 On 4th May, 1990, Cleveland County Council entered into a 20 year lease with The Master and Brethren of the Hospital of God, for use of the Community Centre in Greatham. This lease expires on the 3rd May, 2010.
- 2.2 The responsibility for the lease transferred to Hartlepool Borough Council, (following local government reorganization), from the budget of the Youth and Community Service of Cleveland County Council, to Hartlepool Council's Youth Service Budget.
- 2.3 The terms of the lease meant that the Tennant, (Hartlepool Borough Council), had to: pay an annual rent; rates and taxes; clean and maintain the property in a good state (including any additions after the date of the lease); regularly decorate the building; insure the property; use the property appropriately; and when the lease period ends, to return the property "in the state in which this lease requires the Tennant to keep it".
- 2.4 The Council also appointed youth work staff and a part time caretaker for 10 hours per week.
- 2.5 Whilst the formal agreement has always been between the local authority and Hospital of God, the voluntary Community Centre Committee has played an important and valuable role, particularly in the coordination of activities beyond the youth work responsibilities of the council.

- 2.6 It is not in question that the Community Centre, (and Committee), provide valuable services to the broader community. However the Council's only interest at this time, is in respect of the two night's youth work that it provides. This provision can be maintained in a much more cost-effective way than the present lease arrangements allow.
- 2.7 There have been a number of meetings and correspondence between officers and members of the Community Centre Committee to explore options, given the approaching lease expiry. More recently we are aware the committee has been exploring options for them to assume the lease from the Hospital of God. Indeed, council departments have offered information and advice to support them, and will continue to do so. However, whilst the provision of building based youth work would be preferable, youth provision is not dependant on the use of the Community Centre, and can be made in other ways.
- 2.8 The Mayor and senior officers of the council have also met with St. John of God representatives, to ensure that all avenues are being pursued.
- 2.9 Whatever the outcome, Hartlepool Borough Council's best interests are not served by continuing the existing lease with the Hospital of God.
- 2.10 Because of understandable concern in the village and the various meetings which have resulted, staff and young people are aware of possible impending changes. As with other concerned parties, staff and young people have been appraised of the continuing situation. When a decision is made, we will be able to further consult with them as appropriate.

3. PROPOSALS

- 3.1 That the lease with Hospital of God not be renewed upon its expiry on May 3rd, 2010, and that the local authority discharges its responsibilities under the existing lease agreement.
- 3.2 That if another party assumes a lease agreement with the Hospital of God, the local authority negotiates an appropriate rent with them for the provision of two night's youth work; so maintaining existing building based provision.
- 3.3 If the building rental is not possible, then two night's provision will be made via detached and mobile youth work.
- 3.4 If needed, continued support and advice is given to the Community Centre Committee, to support them in exploring other options for managing the building.

4. RISK IMPLICATIONS

- 4.1 The main risk is to the other Community Centre users in that if no other party secures the lease, their programme of activities may be threatened.
- 4.2 The local authority's interest in providing youth work will be protected by delivering detached and mobile provision, to replace the existing two nights building based youth work.

5. FINANCIAL CONSIDERATIONS

- 5.1 In ceasing the lease agreement the local authority would make a saving of around £16,700, based on 2008/9 outturn figures i.e.

Greatham budget outturn for 2008/9	= £30,650.
Maintenance costs for 2008/9	= <u>£ 4,050</u>
Total	= <u>£34,700</u>

Youth Work provision @ 2 evenings/week	
For detached/mobile work	= £11,000
Caretaker @ 10 hours (if redeployed)	= <u>£ 7,000</u>
Total	= <u>£18,000</u>

Saving = £16,700

- 5.2 Variations to this saving will occur if:

- a) The lease is secured by another party and the council negotiates a rental with them to provide buildings based work, (estimated cost up to £5,000), which would reduce the saving to £11,700.
- b) The new leaseholder takes over responsibilities for the caretaker, (cost £7,000), or redundancy is considered, which would increase the saving to either £18,700 or £23,700 dependant on whether rental is paid or not.

- 5.3 There will be some costs incurred as part of the lease agreement, to return the property to the landlord in appropriate order. Property services and asset management will work with the landlord to agree the extent of the work needed to be carried out. As the property was recently in receipt of work carried out as a result of a successful Youth Capital Fund bid, it is hoped that the costs of remedial work needed will not be great.

Further, there will be year on year "savings" in respect of maintenance costs and other monies as a result of the council no longer having a duty to manage the asset.

6. LEGAL CONSIDERATIONS

- 6.1 The council needs to discharge its obligations under the terms of the lease, and in particular section 3.21, which states: “When the lease period ends, to return the possession of the property to the landlord, leaving the property in the state in which this lease requires the tenant to keep it”. The extent of this obligation is as described in 5.3 above, and appropriate advice and actions will be taken

7. STAFF CONSIDERATIONS

- 7.1 Youth work staff will continue to work in the “new” situation, whatever that may be, i.e. working their two nights as mobile/detached workers, or continuing as building based youth workers resulting from a successful rental arrangement, with a new landlord, if established.
- 7.2 Options will need to be explored regarding the 10 hours caretaking arrangements, which will include redeployment, redundancy or possible T.U.P.E. arrangements to the new landlord.

8. ASSET MANAGEMENT CONSIDERATIONS

- 8.1 The attention of Cabinet is drawn to the Asset Management element of the Business Transformation programme. In January of 2009, Cabinet required that a commercial and proactive approach be taken on Asset Management issues, to achieve efficiency savings. By not renewing the lease, but still providing youth work in Greatham, we will be contributing to this objective.

9. RECOMMENDATIONS

- 9.1 That the lease between Hartlepool Borough Council and the Hospital of God is not renewed after the third of May, 2010.
- 9.2 The local authority properly discharges its responsibilities under the terms of the lease, as advised by appropriate officers of the council.
- 9.3 That the provision of youth work continues for two evenings per week in Greatham. This will be delivered in the best way possible, but obviously will be dependant on developments regarding the availability of the Community Centre.
- 9.4 That continued advice is given to the Community Centre Management Committee, should they wish it, in respect of their acquiring the lease, and, if successful, sustaining their responsibilities under it.

10. BACKGROUND PAPERS

CONTACT OFFICER Peter Davies – Principal Youth Officer

CABINET REPORT

10th March 2010



Report of: Chief Executive

Subject: BUSINESS TRANSFORMATION – QUARTERLY
PROGRAMME UPDATE

SUMMARY

1. PURPOSE OF REPORT

To provide a recap on the programme, to update on progress on the Programme since November 09 and to provide an outline of forthcoming activity.

2. SUMMARY OF CONTENTS

The report provides an overview of the current status of the programme and forthcoming reports which will be considered by Cabinet. In providing this review and forward plan it is the intention of the report to provide sufficient information for the overall monitoring of progress of the Programme against the originally established timescales.

In addition the report includes an update in respect of both financial and risk related issues. Although the financial information is, at this stage, limited due to the previously discussed intended savings profiles it is the intention that these monitoring reports provide up to date information in relation to both savings achieved and the costs incurred for future meetings.

3. RELEVANCE TO CABINET

The Business Transformation Programme is a cross cutting council wide programme and is therefore of relevance to Cabinet

4. TYPE OF DECISION

Non Key

5. DECISION MAKING ROUTE

Cabinet 10th March 2010

6. DECISION(S) REQUIRED

6.1 Cabinet are recommended to

6.1.1 Note the progress made to date on the implementation of the programme and forthcoming reports to Cabinet included in this report

6.1.2 Identify any issues they wish the Business Transformation Team to take into account in the implementation of the programme

Report of: Chief Executive

Subject: BUSINESS TRANSFORMATION – QUARTERLY
PROGRAMME UPDATE

1. PURPOSE OF REPORT

- 1.1 To provide a recap on the programme, to update on progress on the Programme since the last update report in November 09 and to provide an outline of forthcoming activity.

2. BACKGROUND

- 2.1 At meetings between October 2009 and December 2009, Cabinet made a range of decisions in respect of the implementation, and further development of the Business Transformation programme. For information these are shown in detail in **Appendix 1** but some of the key elements are shown below

- The implementation of the recommendations of the LGE regarding the grading of fourth tier Chief Officer posts approved
- Proposals regarding the slotting – in of fourth tier Chief officer posts agreed
- The proposals to combine Planning and Economic Development and Housing and Regeneration Divisions were approved
- The deletion of the Assistant Director posts for both Divisions approved with the establishment of a new post
- Changes to the Support Services division within Regeneration and Neighbourhoods approved
- Other functional changes in relation to the transfer of Housing Options (Advice and Support), Special needs and Private Housing (Grants/Loans and Enforcement approved.

- 2.2 Whilst progress has been made on the programme it is important to note that there are further factors, outside the control of the authority which continue to impact upon the Council (and this programme) in the short and medium terms. From 2010/11 the efficiency target which Central Government expects the authority to deliver each year has been increased from 3% to 4% (in broad terms this equates to additional efficiency savings of approximately £800K over and above those already required).

- 2.3 In addition, and whilst this is currently not precisely quantifiable there is an increasing expectation that following a general election that there will be a significant reduction in grant settlements to local authorities. The Business Transformation Programme, when it was established, was based on a number of assumptions, and at that point, such a reduction was not envisaged. The BT programme contributes significant savings to support the Medium Term Financial Strategy but is unlikely, in its current form, to meet all of these requirements.

- 2.4 The Business Transformation Programme has been established to contribute a minimum of £6m towards the Medium Term Financial Strategy (MTFS) of Council and the budgetary issues which have been reported to Cabinet for the short and medium terms

3. Current Programme status and progress on actions

- 3.1 Overall the status of the programme is classed as on target although there are elements of the programme where there has been some slippage. There has been some slippage in individual workstreams against original targets (except for Corporate Restructures/Management Structures) which has been incorporated into the workstream plans. The impact of the slippage across the related workstreams will continue to be managed.
- 3.2 The programme overall is on target to deliver the efficiencies required at this stage. The financial monitoring arrangements are being refined, and target savings continue to be reviewed in line with progress. The funding proposal for one-off costs was referred from Council to Scrutiny and approved on September 21st 2009.
- 3.3 Brief summaries of progress and plans for each workstream are attached in the Appendices to this report.
- 3.4 Specific points to note during the third quarter of 2009/10 include:
- Progress on fourth tier appointments and the preferred approach to fifth tiers
 - Progress on ER/VR requests from 4th tier and administrative areas
 - Consultation and implementation of revised structures at tiers 4 and 5 to deliver management structure savings target
 - Further progress on HR/Payroll system (further revised timescales for phase 1a)
 - Consultation and early stage implementation for centralised ICT, procurement and asset management functions (to tie in with Corporate Restructures)
 - Progress on the Service Delivery Options and Delivery Plans for year 1 including reporting of delivery plans to Programme Board and Cabinet and progress on development of options reports (stage 2) for reporting in the new year
 - Customer Access Channel Group formed and composite plans for underlying IT projects have been developed. Business cases are being developed for main ICT projects and the new website is now active
 - Preparatory work on potential savings in ICT infrastructure, procurement and income maximisation has been undertaken. Income maximisation proposals have been integrated into the budget proposals for 2010/11 and priorities for reducing costs in respect of ICT infrastructure will be determined upon completion of the centralisation of ICT
- 3.5 A key early deliverable, and one which impacts on many other actions and outcomes, continues to be the corporate restructure.

Detailed plans and preparations remain in place to ensure that we meet the key milestones for the programme. It is important that the following are met:

3.5.1 Corporate Restructures / Management Structures

- Most fourth tier officers now appointed, work has commenced on the fifth tier and is expected to be delivered in line with timescales
- ER/VR requests confirmed for fourth tier and administrative areas.
- Further progress is being made on the People Framework/Management Development Programme with proposals for a targeted programme being drawn up

3.5.2 Transactional Support Services

- Implementation of phase 1a of HR Payroll system, HBC monthly payroll anticipated to go live January 2010.
- Relocation of payroll teams to be progressed.
- Cleveland Fire Authority monthly payrolls anticipated go live February 2010
- Remaining HBC Weekly payroll anticipated to go live between January and March 2010.
- Implementation of the system upgrade (AIM) and web enablement (Paye.net) is now complete and live on 18th November 2009. Work is ongoing on the standardisation of processes and the creation of service delivery arrangements.
- Review of administrative staffing structures commenced.

3.5.3 Customer Services

- Roll in programme to be reviewed and services extended. It is proposed that the timetables for SDOs and the consideration of the roll in of services to Hartlepool Connect are aligned and this is being progressed
- Further project proposals in respect of the Channel Shifting project are to be progressed January 2010
- Development of new Customer Service and Channel Strategy. Draft to be available March 2010.

3.5.4 Service Delivery Options

- Programme of reviews has commenced and summaries of the delivery plans for the Year 1 SDOs have been reported to the programme Board and Cabinet in December
- Options reports (the next stage for the SDO programme) will start to be reported through to Programme Board and Cabinet in March and April 2010
- The Year 2 SDO programme has commenced with an initiation meeting held for those reviews identified as being part of the programme.
- Additional reviews included as part of the programme are ongoing, some of which are being considered as part of centralisation proposals.

3.5.5 Asset Management

- Accommodation pilot area to be expanded to all Level 3 in February 2010.
- Centralisation of Asset Management functions progressing and expected to be fully functional in April 2010.
- Phase 1 of Accommodation moves to be completed by April 2010.

- Service Delivery Agreement drafted and incorporated within the Centralisation report
- Energy “invest to save” programme to be implemented.

3.5.6 Non Transactional Services

- Corporate procurement unit and ICT support team to be fully established by end of March 2010 , There has been a slight delay on these to facilitate the agreed structures consultation

3.6 The programme is, as has been stated on an ongoing basis, complex and with a series of significant and related actions. The management of the programme is appropriate to needs at this stage.

4. Financial Update

4.1 The programme budget to support the delivery of the programme is in line with expectations with commitments made to fund further backfilling and support through the rest of 2010/11 and into 2011/12 and is shown in **Appendix 3**.

4.2 The main points to note are:

- The Management structure savings are, based upon current proposals on target to deliver savings of £2.46M for the 2010 /11 budget
- The expected costs for delivering the recurring saving for the management structures business case are £3.4M. This is slightly lower than the estimated cost with a payback of 1.27 years.
- The potential contribution from Income Maximisation is estimated at £220K but this has been incorporated into the main budget proposals for Cabinet for 2010/11
- In terms of Asset Management Rent and other associated reviews have started to identify additional income but these are yet to be captured as part of the Business Transformation Programme, this is being progressed.
- Income generated from sale/disposal of assets will be used partly to fund accommodation moves and alterations of buildings required for Business Transformation.

4.3 At a consolidated BT programme level, adjustments continue to be made for the potential overlap of savings across workstreams in determining the forecast savings that the programme will ultimately deliver for the Council. In terms of programme implementation departments now appreciate the cumulative impact of savings required by different workstreams (eg. savings will be required from management structures, from SDO reviews, from transactional and non transactional workstreams) and the overall scale of savings required.

4.4 The BT team has continued to refine the cash envelopes and more detailed targets for the various elements of the programme in conjunction with the departments.

- 4.5 The identified savings required as part of the Business Transformation Programme at this stage, for the 2010 /11 budget (as per the Medium Term Financial Strategy) have been identified and are being implemented / realized.

5. Key risks

- 5.1 The risks identified which may impact on the programme have previously been reported to Cabinet and are monitored as part of the overall management and control of the programme and its component parts.

- 5.2 It is appropriate to reiterate a number of those that have already been identified and to provide further information on others as the nature, or potential impact, of the risk become clearer. These are identified below.

- 5.2.1 The programme comprises a number of interrelated elements. The nature of the change required only provides for very limited opportunity for realising efficiencies from discrete, stand alone projects. This therefore increases both the complexity of the change required and the cumulative effect of developments on capacity to achieve successful change.

Whilst this is a known feature of the programme, it reinforces the need to ensure that potential efficiencies are not double counted, that capacity remains in the system to ensure that the programme outcomes can be achieved and to programme realistically.

- 5.2.2 The Service Delivery Options (SDO) element of the programme has been set an ambitious target as part of the overall programme. The original target of £4.6M was over half of the overall projected programme savings and requires significant innovation and change to deliver this. The programme of reviews that has been developed provides a framework within which to progress this element of the programme. The aspirational targets total up to £6.5M, though these include some very sensitive areas. It is likely that there will be a significant number of potentially complex and challenging decisions to be made in respect of current and future service provision if these scales of efficiencies are to be delivered. This may include decisions in relation to the continuation of services, current standards and levels of provision, eligibility thresholds to services, the delivery of the service among a range of others.

- 5.2.3 There are unlikely to be any easily identifiable and deliverable efficiencies within the programme which has been outlined. The Authority has worked to deliver those efficiencies which are easier to realise over the last 4 to 5 years and it is likely that these have been exhausted. The authority is at the point of needing to make difficult decisions in respect of key service areas and this will need continued commitment and support from Cabinet in conjunction with engagement with both those delivering and receiving the services. Each decision to not agree to changes required as part of the SDO programme as they come forward to Cabinet essentially requires a return to the default of salami slicing budgets within the authority which is the position Cabinet wished to see avoided.

- 5.3 The following paragraphs summarise a brief critique of practical risk in the programme:

5.3.1 Overall programme

- There is a risk of conflicting pressure being placed on resources from within a workstream and across workstreams. E.g. a key resource allocated to several areas within a workstream may have to prioritise; carrying out a service review at the same time as a restructure and re-locating buildings.
- Care needs to be taken to identify and account for savings achieved for, or by, other workstreams so that benefits can be allocated appropriately.
- The financial management, including linkages between overall and workstream figures, is critical. Work will continue to ensure the figures are up-to-date and consistent.
- Within the SDO review programme, some reviews may fail to deliver their target savings. In such a scenario, the respective director will be responsible for identifying compensatory savings to ensure the initial savings' target is satisfied.

5.3.2 HR/Payroll – Transactional

- This is a complex project with a number of interdependencies on other areas which could impact on the actual deliverables.
- Managing the change process is challenging not only due to the potential resistance to change but the complexity of change required to deliver the savings.
- The realisation of efficiency and cost savings is challenging and will need to be reviewed as part of the HR/Payroll phases 1b and 2.
- Maintaining on going service provision throughout the project has been difficult as resources are stretched.
- Prioritisation of the deliverables is now in progress to mitigate against further delays.

5.3.3 Restructures/Management Structures

- Loss of key staff through the change process culminating in loss of professional and specialisms.
- Opposition from Trade Unions and staff groups, however there is a communication strategy in place with regular meetings with the unions to mitigate this risk.
- Failure to deliver the full savings through management structures.

5.3.4 Service Delivery Options

- The realisation and tracking of the Implementation Efficiency Plan may not be straightforward (especially where there is overlap with other workstreams).
- There is a lot going on – it is not simply a question of doing the service reviews but getting the outcomes implemented at the same time as other change (especially year 1).
- Leadership of the workstream needs to be reviewed.
- Identifying and accounting for savings achieved for/by other workstreams is particularly important.

5.3.5. Asset Management

- It is noted that disposal of buildings would have to be done against the current economic climate but that capital receipt has not been included in the efficiency

figures. Nevertheless, a method for extracting savings achieved from termination of buildings' upkeep will need to be confirmed.

- Due to the volatile market and introduction of carbon reduction commitments the reduction in energy consumption and consequent savings may not be realised.
- There is limited capacity to progress and real concerns amongst departments in relation to the centralisation model. The culture of property services needs to change and requires full cooperation and support from DMTs.

5.3.6. Non-Transactional

- It is noted that a number of items have slipped but that no wider impact is currently reported.

5.3.7. Customer Services

- Customer Service Business Case undeliverable due to the size, scope and limited resources, however, with detailed planning for each element this should assist in delivering this project.
- An important element of the workstream is concerned with getting the IT improvements in place followed by proper and effective use within the organisation. There may also be scope to explore elements of the workstream that are not reliant on new IT, as indicated in the Cabinet report on 13th July, e.g. more efficient methods of working designed to reduce avoidable contact.

6. Communications

- 6.1 Communication continues as important and constantly evolving part of the Business Transformation programme. There is a programme of communication meetings which will be reviewed for the New Year. A variety of communication mediums have been used during the last year and will continue to be monitored and reviewed to measure effectiveness. Further Members' seminars will be scheduled in 2010. Union representatives continue to be briefed on a monthly basis.

7. Future Plans

- 7.1 The report identifies the key activities and actions over the last quarter building upon the decisions made by Cabinet in previous meetings. In addition there are a range of reports planned over the next 6 months as follows :
- There are a number of planned reports to Cabinet in respect of Stage 2 (Options Appraisal) of the year 1 SDO programme. It is envisaged that these will be coming to Cabinet in March and early April 2010.
 - Consideration of the Workforce Development programme (currently planned for March).
 - Quarterly updates on the overall Programme.

8. Conclusion

- 8.1 The overall Transformation Programme is proceeding broadly in line with the originally agreed scope and timescale. There has been some slippage in

individual workstreams against original targets (except for Corporate Restructures/Management Structures) which has been incorporated into the workstream plans.

- 8.2 At this stage these slippages are not significantly affecting the programme. The opportunity is currently being taken to revisit the delivery plans and the planned savings profile (in line with the expectations of the Medium Term Financial Strategy). It is an opportune time to do this as the main element of the year one Plan, Management Structures, is coming to a conclusion to ensure that the plans to take the programme are robust and manageable.
- 8.3 The Programme of Service Delivery Options has the single largest contribution to the overall financial savings of the programme. Any decision to not implement available options in respect of these reviews will leave a subsequent financial deficit in the Medium Term Financial Strategy which will require addressing. It is part of the overall ethos of the programme that we will take a managed, though often difficult, approach to the change required to avoid the need to resort to wholesale salami slicing of services and budgets.
- 8.4 The programme at this stage is deemed to be on track.

9. Recommendations

Cabinet is recommended to:

- Note the progress made to date on the implementation of the programme and forthcoming reports to Cabinet included in this report
- Identify any issues they wish the Business Transformation Team to take into account in the implementation of the programme

Background Papers

Cabinet reports of:

- 22nd December 2009 – Business Transformation – Service delivery Options Review Programme
- 16th November 2009 – Business Transformation – Departmental Structure
- 2nd November 2009 – Business Transformation – Corporate Restructure
- 21st September 2009 – Business Transformation – Corporate Restructure Tier 3
- 7th September 2009 – Call-In of Cabinet Decision – Business Transformation (Programme Board and Asset management Arrangements)
- 17th August 2009 – Energy Management – Invest to Save Programme
- 13th July 2009 – Business Transformation – Quarterly Programme Update
- 6th April 2009 – Business Transformation Programme (Corporate Restructure)
- 26th January 2009 – Business Transformation Programme
- 15th September 2008 – Business Transformation Programme
- 11th February 2008 – Business Transformation Programme

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Appendix 1

Previous decisions of Cabinet

Cabinet 26th January 2009

At the meeting of Cabinet on the 26th January 2009 the following was agreed in respect of the restructure:

- i. The restructure of the authority from 5 departments to 3 in line with the principles in section 4 of this report (of 26th January 2009), with the detailed departmental structures to be developed.
- ii. The review of the remuneration of the Directors of People and Place in line with the agreed Council Remuneration strategy to be agreed by Cabinet.
- iii. The recruitment of Directors of Place and People in line with the Council's procedures.
- iv. Development outline departmental structures by the appointed Directors, delivering the efficiencies required, to be agreed by Cabinet.
- v. The review of the current structure of the Chief Executive's department, with the development of new structures, if appropriate, to be agreed by Cabinet.

In addition to the decisions detailed above Cabinet also agreed

- i. To the continuation of the Business Transformation Team to support Directors and manage and deliver elements of the programme.
- ii. To the implementation of the Business Case proposals identified in section 5 of the report
 - a. Restructure and Management Structures:
 - b. Transactional Services
 - c. Non-Transactional Services
 - d. Asset Management
 - e. Service Delivery Options
- iii. To receive a further report on the implementation of the business case for Customer Services
- iv. To receive a report on the Service Delivery Options incorporating a programme for future years, comprising at least 4 reviews per year and service delivery principles and evaluation criteria.
- v. That the authority implement;
 - a. Restrictions on filling vacancies across the Council, with limited exemptions.
 - b. A managed process to receive expressions of interest in voluntary redundancy in line with programme timescales.
- vi. The principle of funding one-off severance costs of £3.1m on a loan basis repayable over a 5 year period from the gross savings achieved from implementing the Business Transformation programme, and to refer this proposal to Council for approval as part of the 2009/10 budget proposals on 12th February 2009.
- vii. The principle of funding other one-off programme costs of £0.64m on a loan basis repayable over a 5 year period from the gross savings achieved from implementing the Business Transformation programme, and to refer this proposal to Council for approval as part of the 2009/10 budget proposals on 12th February 2009.

- viii. That proposals for a Workforce Development Programme be developed for consideration by either Cabinet or the Performance Portfolio holder to underpin the requirements of the programme
- ix. That proposals for an invest to save programme for energy efficiency be developed and submitted for consideration and approval
- x. The Communications Plan.

Cabinet 6th April 2009

1. That the overall structure of the Council as set out in sections 7.2, 7.8 and the phased approach to the implementation of the People Department as shown in section 7.4 and 7.6 of the report be approved.
2. That Cabinet determines that the structural location of the services / sections considered within the report are as follows
 - (a) That Procurement, Property and Assets is located in the Place Department as set out in section 8.2 of the report.
 - (b) That Community Strategy (Sustainable Communities) is located in the Chief Executives Department (Corporate Strategy Division) and Place Department (Planning and Economic Development Division and Regeneration and Housing Division) as set out in section 8.3 of the report.
 - (c) That the Drugs Action Team (DAT) is located in the Place Department (Community Safety and Prevention Division) as set out in section 8.4 of the report.
 - (d) That the Youth Offending Service (YOS) is located in the Place Department (Community Safety and Prevention Division) as set out in section 8.5 of the report.
3. That the programme updates set out in Appendices 1 to 4 of the report be noted.
4. That the recruitment process and timescales for the Directors of People and Place be noted and that Council be informed that Cabinet members wish to be involved in the appointment process.
5. That further reports be brought to Cabinet after the appointment of Directors in respect of the functional structures and the proposed slotting in of Chief Officers.
6. That staff consultation on the proposed structures be in line with the protocols already agreed with the Trade Unions.

Cabinet 13th July 2009

1. That the progress made to date on the implementation of the programme and forthcoming reports to Cabinet included in this report were noted.
2. (ii) That the Programme Board be amended in light of recent portfolio changes to delete the Performance Portfolio and to include an additional Cabinet Member to be determined at a later date.
- (iii) That consideration be given to changing the times of the Business Transformation Board meetings to maximise Member attendance.
- (iv) That the names of the two new departments be agreed as:
 - Child and Adult Services
 - Regeneration and Neighbourhoods
3. The SDO prioritisation programme attached as Appendix 1 was approved
4. (i) That the asset disposal schedule attached at Appendix 1 be approved as the basis for taking the programme forward at this time.

- (ii) That the Portfolio Holder for Finance and Performance continue with delegated authority for decisions in relation to the disposal of land and buildings
- 5. That subject to further discussions in relation to the Benefits Service transferring to the Contact Centre, the following was approved:
 - (i) A prioritised plan to deliver the improvements required to meet the targets to reduce avoidable contact over the next 3 years be developed.
 - (ii) A targeted service based programme to move contact more towards self service through the website, payments system, booking system and e-forms projects be developed.
 - (iii) A prioritised Roll in Programme to migrate services in Hartlepool Connect be developed.
 - (iv) That both Contact Centre team leader posts continue on a temporary basis, funded from efficiency savings, subject to review in 12 months time.
- 6. The following strategy, in priority order, for funding the one-off BTP implementation costs and the Departmental Restructure and Management Structures and Service Delivery work-streams up front costs was approved:
 - (i) Use available departmental underspends and reserves (where these exist) to maximise ongoing savings;
 - (ii) Use £2.5m of the resources identified in paragraph 2.2 of the report to fund these costs.
 - (iii) Use loan funding repayable from the gross BTP efficiencies for any residual costs, including service delivery costs not funded from (i) and (ii) up to a maximum of £3.7m.

Cabinet 17th August 2009

With respect to the Energy Management – Invest to Save Programme, Cabinet agreed:

- 1. That the current position on energy performance and cost be noted.
- 2. That an 'Invest-To-Save' programme for energy efficiency projects funded by an initial contribution of £40,000 for 2009/10 be approved.
- 3. That paragraph 5.4 of the report and that the need for flexibility within the programme be noted, and that a six monthly review of projects in line with the BT benefits realisation model be agreed.

Cabinet 7th September 2009

With respect to Call-in of Cabinet Decision: Business Transformation (Programme Board and Asset Management Arrangements), Cabinet agreed:

- That all group leaders be invited to join the Business Transformation Programme Board.

Cabinet 17th September 2009

With respect to Business Transformation – Corporate Restructure – Tier 3, Cabinet agreed:

- (i) That the amendments to the functional structures of the three departments as stated in Paragraph 3 of the report and the amendments proposed to the Chief Executive Department's structure as set out in paragraph 3.8 of the report, be agreed.
- (ii) That the 3 or 4 Chief Officer posts, referred to in paragraph 7.2 of the report, be confirmed on the Chief Executive's structure at this stage subject to an evaluation by the LGE, the outcome of which would be reported to Cabinet .
- (iii) That the recommendations of the LGE regarding the grading of third tier posts be implemented.
- (iv) That the proposals regarding slotting in or ring-fencing of employees into third tier posts, be agreed.
- (v) That the proposals regarding the designated deputy roles, be agreed.
- (vi) To receive further reports, if necessary, regarding the overall functional structures as part of the Business Transformation Programme.

Cabinet 2nd November 2009

With respect to Business Transformation – Corporate restructure – Tier 4 Chief Officer Pay and Grading and Slotting In and Outstanding Tier 3 Slotting In, Cabinet agreed:

- a. That the implementation of the recommendations of the LGE regarding the grading of the fourth tier Chief Officer posts be approved.
- b. That the proposals regarding the slotting-in of fourth tier Chief Officer posts be agreed
- c. That the proposals regarding the outstanding slotting in of employees into third tier posts be agreed
- d. That any further reports regarding the overall functional structures should it be required as part of the Business Transformation Programme be submitted to future Cabinet meetings.

Cabinet 16th November 2009

With respect to Business Transformation – Departmental Structure, Cabinet agreed that further consideration of the report be undertaken following an appropriate exclusion of the press and public.

Cabinet 22nd December 2009

With respect to Business Transformation – Service Delivery Options Review Programme Report , Cabinet noted the scope, inclusions and timescales for the reviews.

Appendix 2

**CORPORATE RESTRUCTURE/MANAGEMENT STRUCTURES
WORKSTREAM UPDATE JANUARY 2010**

The vision for this work stream is for the Council to have management structures which are sustainable in terms of capability and capacity to deliver a high performing council, whilst freeing up resources for service delivery and front line services.

New Functional Structures

The functional structures of the three departments were agreed by Cabinet on 6th April 2009.

Review of HR Policies and Procedures

An external adviser has undertaken a review of HR Policy and Procedures to ensure that they are appropriate for the implementation of this work stream and the Business Transformation Programme as a whole.

Recruitment of the new Directors and Assistant Directors

The recruitment exercise for the new Directors and Assistant Directors has been completed.

Recruitment of the Management Structures (Fourth tier and below)

This workstream is being phased on a tier by tier basis. Fourth tier structures (those posts which report to an Assistant Director) were agreed in December and employees have been either slotted-in or ring-fenced to posts. The fifth tier (and any other subsequent management tiers) exercise has commenced and is planned to be completed by May 2010.

Management Development Programme

Research is currently being undertaken regarding devising a new Management Development Programme. Such a programme will be considered by Cabinet later in the year.

Costs & Savings

There has been some minimum expenditure in line with the budget. The savings made are being tracked as progress proceeds.

Overall Progress - Amber

The delivery plan for this workstream remains on schedule.

ASSET MANAGEMENT

Cabinet Workstream Update January 2010

Accommodation and Rationalisation of Administration Buildings.

The refurbishment works at the Civic Centre are coming to a conclusion. In February the remaining area of Level 3 will be fully re-occupied by Finance relocating from Bryan Hanson House. The application of the principles of a max 8sq m per person and 4 staff to 3 workstations and the successful reduction of storage has realised the opportunity to accommodate an additional 100 staff working within and from the Civic Centre.

There are currently over 800sq m of vacant space across the main Administration Buildings.

The progress of emptying one or more administration buildings is well in hand with the vacation of Leadbitter Buildings programmed to be completed by April 2010 when the staff will have relocated to Bryan Hanson House.

A number of associated accommodation moves are being made over the next 3 months between Archive Building /Municipal Buildings/Church Street Offices/ Transport Depot/Edgar Phillips building and Bryan Hanson House applying the space principles above which will maximise the occupancy levels within Church Street Offices/ Transport Depot/Edgar Phillips building and Bryan Hanson House and facilitate the opportunity to vacate the Archive Building.

Pending on going negotiations with regards to the possible disposal of Leadbitter Buildings and the Archive Building the alternative option is available to reoccupy these with the services from Aneurin Bevan House and 85 Station Lane which could then both be disposed of.

From April onwards the changes made to date will be reviewed, revisited and monitored to identify any further opportunities to increase occupancy levels but also to ensure that standards are maintained and to remove items and habits which 'creep' back into the buildings.

Non Administration Operational Building and Land Rationalisation

This exercise is being undertaken in the main as part of the Service Delivery Options programme, working with Directors and Managers, in their considering how local services may be delivered, assisting in the preparation of Service Asset Management Plans.

This will bring about a planned progressive review of all operational property and land which is service and not property lead and challenges why we own property, or to review the way in which we organise and use property to support effective service delivery.

There also needs to be recognition in this process that Council services do not have to be delivered from Council owned or managed assets and that opportunities for joint working and sharing facilities can gain not only financial efficiencies but will help develop closer links with internal and external partners to deliver better local services.

There may be issues raised of whether savings made are attributed to the SDO or Asset Management Workstream but as long as they are being made as part of the process that is fine.

Non Operational Property and Land Management

Outstanding rent and lease renewals have been identified and allocated for action and are being brought to conclusions.

Disposals schedule has been agreed and marketing strategy being developed for implementation taking into account prevailing market conditions.

The Council will as part of the town wide regeneration initiatives also seek to acquire additional non operational properties to be held for strategic planning reasons.

Centralisation Of Asset Management

Principles are agreed. Staffing and functional structure is being finalised as part of the on going restructuring across the Council.

Property operating budget transfers are being confirmed in agreement with Departmental Finance Officers, the process being carefully undertaken due not least to the amounts involved but so that there is no misunderstanding on roles and responsibilities within the new unit.

Discussions across Departments will continue and the next few months will see it all come together.

Energy Invest to Save

A number of projects have been established to commence the programme. Timing is such that in the current year only partial full year savings will be made.

A fuller programme is being developed for implementation next financial year.

Actual versus projected savings may prove difficult to separate and quantify due to variances in cost, and consumption due to not least to prevail

Customer Services

Cabinet Workstream Update January 2010

The Customer Service Business Case aims to transform customer services through the delivery of four key elements.

A prioritised project plan has been developed to monitor all activities within the Customer Services Business Case. The project plan is monitored by the Customer Access Channel Group who meet fortnightly to ensure that projects are closely monitored, activities are aligned with each other, key timings are kept on track, the impact of any slippage between projects is considered and risks addressed and that lead officers communicate and work towards a shared goal.

Progress

Reduce Avoidable Contact

A data capture exercise was carried out across the authority in November 2008 to provide a baseline of the authority's customer contact, further to this a validation exercise was carried out in February 2009 which resulted in improvements being identified and implemented across the authority. A further data collection was completed in November 2009 this data is currently being analysed, improvements identified will be incorporated into Service Planning for 10/11.

Migrate Services to Hartlepool Connect

Fortnightly meetings are held with Hartlepool Connect to develop and progress the detail of the Rollin Programme for migrating services into Hartlepool Connect, meetings also provide the opportunity to develop and progress plans other elements (Avoidable Contact, Customer Champions Group and Customer Channel Strategy).

Phase one of the Rollin Programme has commenced and includes enhancing and extending the end to end processes of existing services i.e.:

- **Parking Services** – Service areas have been identified for integration and a full BPR exercise will be carried out starting January 2010 to identify efficiencies to current processes and ways of working; also to quantify budget/staff transfer, taking account of the impact of the reviews in centralised admin and the ITU.
- **Benefits and Free School Meals** – This review has commenced, the scope of review established and current processes are being discussed and evaluated to establish where improvements and efficiencies can be made.

The second phase of the Rollin Programme will link in with the programme of Service Delivery Option Reviews.

Channel Shifting to more efficient channels

Channel shifting includes reviewing how customer's access services now and how they want to access services in the future and providing a choice of access methods that improve services delivered to customers. This is dependant on a number of projects that

are currently underway inc; e-forms, payment, booking and GIS systems, and the new look Council website that went live this month. The channel shifting programme will link in with the migration of services into the Contact Centre and will assist in the reduction of avoidable contact.

Develop a new Customer Service and Channel Strategy

A Customer Service and Channel Strategy will support the delivery of all of elements of the customer service business case. This will be developed and monitored by the revised Customer Champions Group and actions will be built into the Service Planning for 2010/11.

Costs and Savings

Indicative costs and savings have been identified as part of the Customer Service Business Case to date no savings have been made.

Overall Progress - Amber

The delivery plan for this workstream remains on schedule.

SERVICE DELIVERY OPTIONS

Workstream Update December 2009

Year 1 SDO Programme

The Scoping reports for nearly all year one SDO reviews have been reported to Programme Board and Cabinet before Christmas. There is one outstanding which will be reported early in the New Year.

For the medium term financial strategy the savings from all these reviews are not required until the 2011/12 budget round and progress on these, given this timescale is satisfactory.

In March / April 2010 the Options reports, the next stage in the process, will begin to be reported to Programme Board and Cabinet prior to the need to decide on the implementation plans (and agree the identified savings and changes) which it is anticipated will follow a couple of months after each Options report

At this stage, and with many issues still being considered the proposals likely to come forward look to deliver the savings targets agreed for each of the reviews although this will need confirming at the later reporting stages.

Year 2 SDO Programme

The year two reviews have been commenced in early January 2010 with an initiation meeting with the lead officers for each of the reviews in the agreed programme. The first stage of this process, as with year one reviews is the scoping reports which will be reported to Programme Board and Cabinet. The financial savings for year two reviews are factored into the Medium Term Financial Strategy for 2011/12 and are working to an outline timescale which aims for completion by November 2011 (although this allows for some slippage).

General note

As has been previously noted the Service Delivery Options reviews, a major component of the Business Transformation programme, are more than just the management and restructuring of services, they are about imaging and delivering new solutions, and being prepared for challenges yet to emerge. SDO reviews are about realising cashable savings whilst ensuring better use of public sector resources. They are not necessarily about outsourcing, or providing poor quality services. In order to realise the efficiencies required there must be openness to alternative delivery models which will involve making difficult decisions.

Overall Progress - Amber

NON-TRANSACTIONAL SUPPORT SERVICES - Cabinet December 09

ICT Restructure

Departments have been working together to assess how to improve the planning and delivery of development projects, and how to streamline ICT support. Consultation on the new ICT structure is being undertaken and the new unit is expected to be in place by the end of March 2010.

ICT Infrastructure

We are investigating opportunities to benefit from modernisation of our ICT infrastructure, including server hardware, network, and common software tools. This work is progressing, and expected to generate small scale savings from 2010/11. The establishment of the new unit will provide the opportunity for this work to be accelerated.

Corporate Procurement

Departments are working together to assess how to establish a centre of procurement excellence within existing budgets. This is now expected to be considered by Board and Cabinet in November. Work is being undertaken to identify priorities for the realisation of the savings required through procurement.

There are expected to be significant potential benefits through obtaining better value from spending budgets.

Other Projects

An opportunity has been identified to increase income and improve the consistency of charging policies. A report has been presented to Members which will recommend changes as part of the 2010/11 budget plans.

Work is well advanced on devising models for internal Service Delivery Agreements, which will clarify the arrangements governing relations between services.

Overall Progress - Amber

TRANSACTIONAL SUPPORT SERVICES WORKSTREAM UPDATE - JANUARY 2010

HR / Payroll Project

The payroll system for HBC monthly paid staff went live this month (January). This follows the successful transfer onto the new system of the weekly paid craft workers during December and Regional Fire Control Centre (RFCC) in September.

For the Council's remaining weekly paid employees an implementation programme has been drawn up in conjunction with the Single Status Agreement. They will be transferred onto both monthly pay and the new system over the next 3 months.

The timetable for the next project phases, the introduction of the HR modules and employee self-service arrangements, has been drafted with North Yorkshire CC. These span the next 12 – 18 months. A detailed plan covering timescales, efficiencies and allocating lead officers for these will be completed in February following the sign-off of the implementation of the monthly payroll.

Income Receipting Project

The new Income Receipting system was successfully introduced in November. Central processes are currently being reviewed and consolidated. Work will begin in February to roll out the system corporately and to identify integration options with other systems.

Re-engineer & Standardise Support Services

The phased introduction of upgraded budgetary control reports and the roll-out of web access to the Integra financial management are both complete. These provide the foundations to support a number of the proposed changes for transactional and support services. To date limited progress has been made on the standardisation of processes and the creation of service delivery arrangements. These will now be reviewed in conjunction with the service delivery option (SDO) reviews, in particular the Finance and HR reviews, and the restructure proposals.

Administrative Staff

The administrative staff review has begun with initial meetings held with department representatives to quantify the nature of all existing administration roles. This will review the existing job evaluation factors associated to post grades with a view to simplifying the number of profiles. It will also review grades both within and across departments, and is closely linked with the review of management structures and the corporate restructure. A report is scheduled for February.

Costs & Savings

Expenditure is in line with the agreed budget provision. The savings are being tracked as the projects proceed.

Overall Progress - Amber

The delivery plan for this work-stream remains on target

Appendix 3

BT OVERALL FINANCE PROGRAMME

WORKSTREAM	Savings Target £'000	2009/10 Target	2010/11 Target	2011/12 Target	2012/13 Target	2009/10 Actual Savings part year £'000	Full Year effect of 2009/10 savings £'000	Actual Savings				
		for 10/11 budget £'000	for 11/12 budget £'000	for 12/13 budget £'000	for 13/14 budget £'000			2009/10 £'000	2010/11 £'000	2011/12 £'000	2012/13 £'000	2013/14 £'000
ORGANISATION and MGT STRUCTURES (incl Admin /PA)	2555	2335	2555	2555	2555	126	2503	126	2460	2503	2503	0
SDO yr 1 child social care to be added to profile (1.7m)	6491	0	2967	4423	4757			0	0	0	0	0
TRANSACTIONAL	465	30	355	465	465			0	0	0	0	0
NON TRANSACTIONAL	420	35	420	420	420			0	0	0	0	0
ASSET MANAGEMENT Energy savings to be profiled (£89K)	599	50	230	440	510			0	0	0	0	0
CUSTOMER SERVICES	0	0	0	0	0			0	0	0	0	0
TOTAL	10530	2450	6527	8303	8707			126	2460	2503	2503	

CABINET REPORT

10th March 2010



Report of: Director of Regeneration and Neighbourhoods

Subject: Adult Drug Treatment Plan 2010/11

SUMMARY

1. PURPOSE OF REPORT

This report provides information and detail on the Safer Hartlepool Partnership Adult Drug Treatment Plan 2010/11 and seeks the support of the Cabinet to the activity and performance management framework in the Plan.

2. SUMMARY OF CONTENTS

The report outlines the requirements to produce an annual Adult Drug Treatment Plan, the financial and performance arrangements and provides details of the priorities for 2010/11 to deliver an effective drug treatment and support service.

3. RELEVANCE TO CABINET

The Adult Drug Treatment Plan is a community safety and health issue.

4. TYPE OF DECISION

Non-key

5. DECISION MAKING ROUTE

Cabinet 8th March 2010

6. DECISION(S) REQUIRED

To support the activity and performance management framework of the Hartlepool Adult Drug Treatment Plan 2010/11

Report of: Director of Regeneration and Neighbourhoods

Subject: Adult Drug Treatment Plan 2010/11

1. PURPOSE OF REPORT

- 1.1 This report provides information and detail on the Safer Hartlepool Partnership Adult Drug Treatment Plan for 2010/11 and seeks the support of Cabinet to the activity and performance management framework in the Plan.

2. BACKGROUND

- 2.1 In line with the Governments drugs strategy – Drugs: Protecting Families and Communities (February 2008) the focus of local activity is to ensure fewer people use illegal substances, those that are using drugs are encouraged to lead alternative healthy lifestyles and those affected by drug misuse such as children, families and the wider community also receive support and reassurance.
- 2.2 Safer Hartlepool Partnership (SHP) is responsible for delivering local responses to address the issues of drugs, crime and community safety. This includes programmes to deal with offenders who use drugs; in partnership with Hartlepool Primary Care Trust provide a comprehensive treatment system; joint work with Hartlepool Children's Trust to develop family support and address the Hidden Harm agenda and in conjunction with community safety colleagues, tackle community issues linked to drug related anti-social behaviour.
- 2.3 Finance is provided annually from the Government with a requirement to produce an Adult Treatment Plan that confirms local activity and targets around specific initiatives and key performance indicators. The Home Office Drug Directorate, the National Treatment Agency (NTA) and Government Office North East (GONE) all monitor and require regular reporting on the different aspects of the plans which is coordinated and managed through the SHP Substance Misuse Commissioning Group.

3. ADULT DRUG TREATMENT PLAN 2010/11

- 3.1 The annual Plan relates to adult drug treatment services only, and is informed by a detailed needs assessment as reported to Cabinet on the 14th December 2009.
- 3.2 The process to develop the annual Plan includes submission of a draft plan in January 2010 followed by a meeting between a NTA regional panel of

stakeholders and Safer Hartlepool Partnership representatives to discuss the content within the draft. This meeting was held on the 23rd February and written feedback is expected by the 3rd March 2010. The draft plan is attached at **Appendix 1** and may be subject to change in response to the NTA feedback before being resubmitted on the 20th of March with a final 'sign off' between NTA and Safer Hartlepool Partnership by 31st March 2010. There will be verbal update to Cabinet on the 8th March if there are issues raised in the feedback that result in amendments or modifications to the draft plan provided.

3.3 The Plan consists of four discrete parts or sections:

- (i) Part 1 – A strategic statement of the local drug situation, priorities for current and proposed service developments and targets.
- (ii) Part 2 – A forecast of the growth in the number of drug users recorded in effective treatment and primary care development.
- (iii) Part 3 – Specific action planning grids detailing objectives, tasks lead agencies, timescale and finance.
- (iv) Part 4 – A financial investment profile from drug specific and mainstream budgets.

3.4 The 2010/11 draft Plan, Part 1 illustrates there has been little change to the drug profile of the town. Heroin continues to be the adult primary illegal drug of choice, there is an increase in the use of powdered cocaine and also drugs obtained via the internet. Although alcohol misuse continues to be a major concern any response is not included in this plan but is subject to a separate strategy and planning documentation.

3.5 The National Treatment Agency estimates there are over 900 problematic drug users in Hartlepool (individuals who are using heroin and/or crack cocaine) using 2008/09 complete year data 79% are known to treatment with 89% effectively engaged that year. In total 859 individuals either entered treatment or were supported in the Drug Intervention Programme for offenders.

3.6 The key service developments for the coming year include a strengthened recovery and reintegration approach with specific priorities that include:-

- Increased effective planned discharges
- Increased education, training and employment opportunities
- Developing wider accommodation options.

3.7 Part 2 of the Plan identifies targets relating to the national performance indicator NI40 'Number of drugs users recorded as being in effective treatment' and PCT Vital Signs with a requirement to increase numbers into treatment by 1.3%, ensure more primary care, and identifying target groups for improved access, engagement and positive treatment exits.

- 3.8 Part 3 provides outline planning grids that provide more detail on local actions and activity to achieve the priorities and may be enhanced following the NTA Panel meeting.
- 3.9 Part 4 illustrates the finance and budget setting with final allocation of funding confirmed at year end when some elements of budget are settled. When submitting the draft plan in January 2010 no confirmation had been received of the Department of Health allocation and so the detail illustrated in the Appendix is based on the 2009/10 allocation of £1,172,110.
- 3.10 Safer Hartlepool Partnership have recently been advised that there will be an 18% increase in the Pooled Treatment Budget on last years allocation, i.e. £1,380,240 which will require changes to the document prior to final submission. The Drug Intervention Programme funding however is reduced by 11.77% from £618,145 in 2009/10 to £545,378 for 2010/11.

4. RECOMMENDATIONS

- 4.1 Members are asked to receive and confirm their support to the activity and performance management framework of the Safer Hartlepool Partnership Adult Drug Treatment Plan 2010/11

5. CONTACT OFFICER

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Background Papers

Cabinet Report 14th December 2009 – Drug Needs Assessment Report
National Drug Strategy, NTA Guidance for Annual Treatment Plan 2010/11,
Audit and Performance detail, JCG and Substance Misuse Group Minutes and
Financial.

SAFER HARTLEPOOL PARTNERSHIP

Adult drug treatment plan 2010/11**DRAFT Part 1: Strategic summary,
needs assessment and key
priorities**

The strategic summary incorporating the findings of the needs assessment, together with local partnership ambition for effective engagement of drug users in treatment, the funding and expenditure profile, harm reduction and primary care self audits have been approved by the Partnership and represent our collective action plan.

<i>Signature</i>	<i>Signature</i>
Chair, Safer Hartlepool Partnership	Chair, Safer Hartlepool Partnership adult joint commissioning group

Overall direction and purpose of the partnership strategy for drug treatment

Safer Hartlepool Partnership in implementing the national drug strategy aims to work both in partnership and within individual agencies with the overall purpose of minimising the harm caused by illegal drugs to individuals, families, communities and society. With an additional focus on tackling drug using offenders this will be achieved by providing the range of interventions as detailed in Models of Care as well as serving the needs of services users in the locality.

In this time of economic constraints there will be a focus on ensuring that the commissioning processes ensure the delivery of cost-effective services that result in positive outcomes for users and their families. Performance around Vital Signs and planned discharges will need to improve in regard to gripping and engaging more individuals in effective treatment, particularly offenders, providing treatment that offers a transition towards recovery and, an essential prerequisite, raise aspirations that will result in more effective planned and drug free discharges.

In the short term there are a number of key work streams established to improve performance with immediate effect, a effective solution illustrated by the change in the quality of Treatment Outcome Profile returns over the past year. In addition ongoing work will continue to review and further integrate the criminal justice and treatment pathways to include increased structured activities and initiatives.

The Partnership needs assessment has benefited from constructive feedback from a diverse range of sources not least drug users both in and out of treatment. Of value is the detail related to service delivery associated with the silting of the treatment system with the need to adopt a recovery and reintegration approach. This will become the overall direction for Hartlepool Drug Strategy from 2010/11 onwards involving agencies and initiatives across the Partnership to improve treatment, reduce offending and re-offending, support families and reassure the community.

Across the services there is need for more effective care planning and coordination introducing robust and regular reviews, additional psychosocial interventions and for those that need it Tier 4 facilities.

Hartlepool NHS are reviewing the specialist prescribing service and it is essential that the review results in increased reduction and abstinence programmes. Safer Hartlepool Partnership having highlighted that GP's are not engaged effectively within the treatment service model need to press PCT /NHS further and address the dire lack of primary care and shared care which has for some time blocked provision at the Whitby Street Centre.

Work around the NICE clinical governance framework will continue. To date all commissioned services have submitted returns identifying clinical leads and copies of related structures which will be used to update databases, and influence future SLA detail. The third sector providers here in Hartlepool have local, regional and often national structures. The specialist service have clinical leads in place, are mentored by regional bodies and also link with local and Tees NHS structures and operations as do Safer Hartlepool Partnership.

Although there has been some success in terms of employment initiatives such as the introduction of links to Job Centre Plus; the LPSA project and Helping Hands who provided over 120 individuals with training placements or work experience; increased accommodation through Community Campus which includes opportunities for practical construction work, and more User involvement, there is are still significant

enhancements to be made that will require stronger partnership working to offer those coming through treatment stable accommodation and opportunities for sustainable jobs.

The greatest challenge will be encouraging the full involvement of Users (and families) not only in their own journey through the system but also as advocates and role models to stimulate recovery. Contact will be maintained with similar projects across the country including a social enterprise project from Tyneside.

Links will be maintained with education, training and employment projects and 2010/11 will build on and improve the best practice from those projects that were able to offer work placements, employment and volunteering experiences.

Parental Substance Misuse and the Hidden Harm agenda is of greater significance and with the appointment of Think Family and Hidden Harm officers in Children's Services there will be a significant review of Safeguarding, Family interventions, Young Carer initiatives and links with the Parenting and Family Programmes to identify and improve the situation for youngsters living with substance misuse.

The extensive networks across the Partnership will continue to ensure joint work with crime prevention, health agencies around harm reduction including the extension of blood borne virus screening, testing and treatment, commissioners in both Hartlepool NHS, the local authority and with other Tees Partnerships to develop stronger commissioning frameworks for integrated services and to maximise resources.

Accommodation as ever remains a major issue. Internal restructuring within Hartlepool Borough Council will hopefully facilitate closer work with Homeless Teams and a review of the Vulnerable Housing Panel and Accredited Landlord scheme. Negotiations are in hand with Supporting People in reviewing strategic priorities and capture resources for drug users. Officers are participating in the Child Poverty Strategy and similar developments and work will be prioritised to capitalise on the interest from Housing Hartlepool the largest social landlord in Hartlepool.

Likely demand for open access, harm reduction and structured drug treatment interventions.

Whitby Street continues to be the central hub for service delivery with no apparent barriers in access for opiate users. There are increased stimulant users in treatment but the operation is dominated by heroin support. Although there are other delivery points in town, Church Street and the Probation Office for some drug using offender appointments and community venues and home visits, there is a pressure on the facility. Hartlepool NHS in reviewing the specialist prescribing service will produce a report on issues which is likely to highlight the physical restraints and if opportunities arise for capital investment then additional facilities would add much needed capacity for service developments.

Analysis of ndtms data and other consultation exercises do not suggest any particular barriers in terms of age, gender or travel distance and more use is being made of home visits. Until recently the most obvious barrier was access to associated alcohol treatment but services are now in place including initiatives for offenders.

The specialist prescribing service will need to support at least 750 individuals and need to increase their shared care service whilst working with Hartlepool NHS to stimulate shared care arrangements with other GP's (120 + individuals)

Remodelling of the Criminal Justice Integrated Team will cater for at least 100 offenders 40 PPO's, 30 High Crime Causers with RORT, 50 DRR;s and about 20/30 on DIP caseload.

To compliment the clinical services the Abstinence/Reduction programme will cater for up to 120 individuals per annum including a relapse prevention initiative, and the Stimulant Team will have capacity to support at least 30.

The Assertive Outreach service will integrate what was previously the separate DIP and generic staff and support 120 individuals at different stages of their journey with, assertive outreach, psychosocial interventions and structured programmes.

To address Harm Reduction, training courses are being linked across Public Health, Safeguarding and Safer Hartlepool Partnership. The Pharmacy needle exchange has been delayed through staff absence but is to proceed with potential to support 100+. The current mobile exchange service will continue to serve up to 140 individual across the town particularly out of hours but also increase and deliver monthly community based programmes around advice and information, linking with the new Health Centre, Intrahealth and Teesside Positive Action to offer testing and vaccination to 100% of users.

The annual programme of campaigns have a target of contact with 600 residents, with visits to at least 10 community and residents groups specifically targeting the wards and areas identified within the Needs Assessment as hotspots for drug use and offences,

Ongoing work is required with Supporting People and Housing providers to increase options and support for at least 50 individuals.

Key findings of current needs assessment.

The University of Glasgow have estimated that the number of problem drug users (opiates and/or crack cocaine) in Hartlepool is approximately 942, an increase in 2008 from 846. Drug use is little changed the majority are using heroin as their primary drug of choice. The majority of those engaged with treatment are male, white British, aged 25 – 30 years and although using opiates are also using a range of other drugs including benzodiazepine's and illicit methadone which users say is often cheaper and purer than the available heroin.

Whilst there is significantly less use of crack cocaine (used more by offenders) than nationally estimated there is increased use of cocaine often with alcohol or other substances and linked to the night time economy. The evidence for cocaine use is coming through drug testing data in custody and treatment services and will require a significant change within the treatment system to respond appropriately.

Using 2008/09 treatment data the needs assessment suggests that most of the estimated number of PDU's are known to treatment but are not effectively engaged. Further analysis of local data has identified a cohort of approximately 30 – 40 individuals, in the main offenders, who are revolving in the system and therefore need a more proactive assessment of what type of intervention would improve their situation.

The Treatment Map shows no referrals in 2008/09 from GP's and once in effective treatment there appear to be referrals and access across the modalities available but poor discharges.

The ethnic make up of Hartlepool is small and diverse and all efforts are made to network and use agencies and contacts to engage with diverse communities.

Independent research conducted through interviewing 150 Hartlepool drug users confirmed that although there have been improvements since 2004, the current treatment provision needs to offer more abstinence and reduction regimes, improve care planning and structured initiatives including further education, training and employment opportunities to motivate individuals through a recovery journey leading to an effective outcome and reintegration back into the local community.

Increased engagement with parents makes the participation of drug services in Hidden Harm developments essential.

Analysis of custody drug tests highlights that a number of repeat positive tests include PPO's and High Crime Causers. Although the Reduction of Re-offending Team is now having a positive impact half of those in the system are already on the DIP caseload. Probation data suggests that half of their client group state they have used drugs in the last 6 months heroin usually the drug of choice.

There have been 500 drug offences, the majority for class B, an increase of 36% on previous year which is indicative of increased enforcement activity. Supply continues predominantly in the centre areas of the town, a bag of heroin remains at a cost of £10 though quality has generally declined, and there is increased use of illicit methadone and powder cocaine.

Levels of use of the mobile needle exchange are maintained with a 27% decrease in the number of recorded drug litter finds.

Although substance misuse is a high causation factor in a number of crimes, opportunity and availability of a target also has a significant impact. Unlike other crime categories female offenders are more prevalent in regard to shoplifting.

Alcohol misuse continues to compound drug use and associated crime levels. Treatment services introduced in September 2008 report having to support individuals with high AUDIT scores and significant numbers of poly drug users both still in and after leaving drug treatment services. Data confirms that that specific wards e.g. Dyke House and Stranton suffer disproportionate levels of crime, anti social behaviour and substance misuse.

Although responsibility for young people substance misuse has passed to Hartlepool Children's Trust there continues to be considerable partnership working particularly around the Hidden Harm agenda. Priorities for the 2010/11 YP Plan include the further integration of the specialist service with wider children's services.

Improvements to be made in relation to the impact of treatment in terms of its outcomes.

As identified in the needs assessment, research and through consultation with users and families there is need for significant changes and improvements within the treatment system to move individuals through the journey of recovery.

Shared care must be available to release the pressure on specialist services to allow them to offer more intensive motivational support to drug users and their families. Proactive care planning and coordination must also be available to ensure robust

review, goal setting and appropriate interventions especially for those revolving in the system or not being facilitated through the services.

Whilst Safer Hartlepool Partnership are committed to the recovery and reintegration model and have had some success through LPSA projects and recently employment and accommodation through Community Campus to work, Users will need to engage and participate fully in their self management and also peer leadership to others. Individuals are currently on a development programme with similar projects and from January additional social enterprise support will be made available. Additionally a part time work shared with Stockton will be available from April 2010.

Remodelling of processes and pathways between criminal justice and treatment are intended to offer closer care 'conferencing' for those individuals that are being failed by the treatment model. There is a commitment to increased use of Tier 4 and also longer term the development of community detoxification and rehabilitation facilities locally.

Although the national estimates for Hepatitis in Hartlepool are low increased testing and work with Teesside Positive Action have highlighted the need for enhanced Harm Reduction initiatives not only for individual users but also for families and the wider community. Additional primary care facilities including a dentistry suite and minor operations will be available in a new Health Centre due to open in May 2010.

Key priorities for 2010/11

The key challenge remains the improvement of treatment outcomes by strengthening the recovery and reintegration model.

Priorities are therefore to :-

- Increase numbers in treatment
- Increase effective planned discharges
- Increase Abstinence, Reduction regimes and Tier 4 services
- Establish primary and shared care
- Increase ETE including Social Enterprise for Users
- Develop Accommodation options
- Review and strengthen links and referrals with prisons
- Integrate further criminal justice and treatment
- Increase family support and address Parental Substance Misuse and Hidden Harm

Partnership:

Hartlepool

Community drug partnership plan 2010/11

Part 2a: Local partnership priorities for effective engagement of drug users in treatment

2a.1 Drug users in effective treatment

	2007/08 Baseline	2008/09	2009/10	2010/11
2a.1.1 Problem drug users (crack and/or opiate users) recorded as being in effective drug treatment	717	746	756	766
		4.0%	1.4%	1.3%

	2007/08 Baseline	2008/09	2009/10	2010/11
2a.1.2 All adult drug users recorded as being in effective treatment	792	831	831	831
		5.0%	0.0%	0.0%

2a.2 Additional partnership information – primary care

Primary Care Trust (PCT)	Hartlepool			
Number of primary care practices in PCT area covered by partnership	16			
	2009/10		2010/11	
	Number	Percentage	Number	Percentage
Practices who are delivering primary care-based treatment within a commissioned service model	4	25.0%		

2a.3

Local drug partnership priorities linked to drug strategy delivery

Where the partnership has identified key priorities in Part 1 in the following areas please indicate with a tick (✓) in the list below. Please note that it is assumed that identification of a specific area as a priority indicates that a robust 09-10 baseline is available to the partnership

Access	Priority for 2010/11	Baseline	% change sought locally
Improved access to treatment – crack users	N		
Improved access to treatment – BME communities	N		
Improved access to treatment – parents	Y		4

Effective engagement of new clients	Priority for 2010/11	Baseline	% change sought locally
Improved engagement – crack users	N		
Improved engagement – BME communities	N		
Improved engagement – parents	Y		4
Improved engagement – criminal justice	Y		2
Improved engagement – under 25s	Y		1

Treatment exits	Priority for 2010/11	Baseline	% change sought locally
Improved successful treatment exits – all clients	Y		3
Improved successful treatment exits – crack users	Y		3
Improved successful treatment exits – BME communities	N		
Improved successful treatment exits – parents	Y		10
Improved successful treatment exits – criminal justice	Y		5
Improved successful treatment exits – under 25s	Y		1

Employment	Priority for 2010/11	Baseline	% change sought locally
Improved employment outcomes for individuals as reported via TOP at planned treatment exit	Y		15

Accommodation	Priority for 2010/11	Baseline	% change sought locally
Improved accommodation outcomes for individuals	Y		10

2a.2 Additional partnership information – primary care Cont..

You only need to complete this page if there are multiple PCTs in your partnership area

2

Primary Care Trust (PCT)	n/a			
Number of primary care practices in PCT area covered by partnership				
	2009/10		2010/11	
	Number	Percentage	Number	Percentage
Practices who are delivering primary care-				

3

Primary Care Trust (PCT)		n/a		
Number of primary care practices in PCT area covered by partnership				
	2009/10		2010/11	
	Number	Percentage	Number	Percentage
Practices who are delivering primary care-				

4

Primary Care Trust (PCT)				
Number of primary care practices in PCT area covered by partnership				
	2009/10		2010/11	
	Number	Percentage	Number	Percentage
Practices who are delivering primary care-				

5

Primary Care Trust (PCT)				
Number of primary care practices in PCT area covered by partnership				
	2009/10		2010/11	
	Number	Percentage	Number	Percentage
Practices who are delivering primary care-				

PARTNERSHIP:
Hartlepool

ORIGINAL

2a.1 Drug users in effective treatment

	2007/08 Baseline	2008/09	2009/10	2010/11
2a.1.1 Problem drug users (crack and/or opiate users) recorded as	717	745.68	756.11952	765.94907
		4.0%	1.4%	1.3%

	2007/08 Baseline	2008/09	2009/10	2010/11
2a.1.2 All adult drug users recorded as being in effective	792	0	0	0
		0.0%	0.0%	0.0%

Primary Care Trust (PCT)	Hartlepool			
Number of primary care practices in PCT area covered by	16			
	2009/10		2010/11	
	Number	Percentage	Number	Percentage
Practices who are delivering primary	4	25.0%		

SUBMITTED

2a.1 Drug users in effective treatment

	2007/08 Baseline	2008/09	2009/10	2010/11
2a.1.1 Problem drug users (crack and/or opiate users) recorded as	717	745.68	756.11952	765.94907
		4.00%	1.40%	1.30%

	2007/08 Baseline	2008/09	2009/10	2010/11
2a.1.2 All adult drug users recorded as being in effective	792	831	831	831
		5.00%	0.00%	0.00%

Primary Care Trust (PCT)	Hartlepool			
Number of primary care practices in PCT area covered by	16			
	2009/10		2010/11	
	Number	Percentage	Number	Percentage
Practices who are delivering primary	4	25.00%		

Partnership name SAFER HARTLEPOOL

Adult drug treatment plan 2010/11
DRAFT Part 3: Planning grids
Awaiting NTA comment for further action planning

Planning grid 1: Commissioning a local drug treatment system

Identification of key priorities following needs assessment relating to commissioning system:

1. Compliance with reporting frameworks (POPPIE, ndtms and TOPs)
2. Services Value for money, cost effectiveness review
3. Review IT Business Continuity
4. Audit and implement Clinical Guidelines NICE/Governance
5. Workforce Development

Objective 1 - Compliance with reporting frameworks (POPPIE, ndtms and TOPs)

Delivery Plan:

Actions and milestones	By when	By whom
Check and refresh as necessary all SLA, and Protocols	April 2010	CH Commissioning Manager
Training of staff	June 2010	KC Treatment Manager

Expected outcomes:

Accurate data. Improved planning and ability to monitor effectiveness of treatment model
Compliance and improved performance management

Objective 2 - Services audit and cost effectiveness review

Delivery Plan:

Actions and milestones	By when	By whom
Unit cost exercise	Sept 2010	CH Commissioning Manager
Comparison with other areas	Nov 2010	CH Commissioning Manager

Adult drug treatment plan 2010/11— Part 3 Planning grids
Date of submission to NTA: Awaiting comment

Name of partnership: Safer Hartlepool

Reconfigure, negotiate or retender as appropriate	Dec 2010	CH Commissioning Manager
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Expected outcomes:

Efficiency and Effectiveness improvements

Value for money to maximise available resources

Objective 3 - Review IT Business Continuity/Strategy**Delivery Plan:**

Actions and milestones	By when	By whom
Discuss providers potential for integrated systems beyond POPPIE ie. Mi-Case and System One	Sept 2010	CH Commissioning Manager
Identify resources and programme	March 2011	CH Commissioning Manager

Expected outcomes:

Effective and appropriate IT support

Risk assessment and safeguarding of data and operation

Planning grid 2: Access and engagement with the drug treatment system

Identification of key priorities following needs assessment relating to access and engagement with the drug treatment system:

1. Strengthen DIP engagement particularly offenders revolving around system.
2. Review and improve Prison links where possible
3. Improve Crack/Stimulant programmes/support
4. Promotion of services and referral process particularly to primary care

5. Raise awareness address reassurance agenda 6 Communication, campaigns, literature *

Objective 1

Strengthen DIP engagement particularly offenders revolving around system review effectiveness of model and improve as appropriate

Delivery Plan:

Actions and milestones	By when	By whom
Case studies consider needs and barriers	June 2010	CC/CH
Review treatment provided and identify alternative effective interventions as necessary	June 2010	Provider and CC/CH
Provide offender behaviour packages and responsive care package as individual need	April 2010 onwards	CC CJIT
Strengthen care coordination/management and lead practitioner (cjs/treatment)	June 2010	CC/GM
Introduce structured programme, Review effectiveness of model and improve as appropriate	April & Ongoing	CH

Expected outcomes: Reduction in drug related offending and re-offending
Positive outcomes for individual
Reduction in cjs unplanned discharges

Objective 2 Review and improve Prison links

Delivery Plan:

Actions and milestones	By when	By whom
Confirm and raise awareness of local Prison developments and contacts	June 2010	GM
Strengthen links with CARAT and community based treatment and	June 2010	CC -CJIT Strategic manager

Analysis of positive prison engagement what worked	Aug 2010	LH DIP Data manager
Develop local information pack Harm reduction info for non engagement	Aug 2010	KC/AL Commissioning Team
Think Family - Develop/Potential for Family, Carer, kin prevention and harm reduction initiatives	June 2010	KC Treatment Manager

Expected outcomes:

Increased engagement with offenders released from Prison
Reduced DRDs and overdose for this group of users

Objective 3 Improve Crack/Stimulant programmes/support

Delivery Plan:

Actions and milestones	By when	By whom
Assertive promotion as distinct service from opiate	May 2010	KC Treatment Manager
Check pathways and practice for addressing opiate and crack use within journey	May 2010	AL Commissioning Team
Potential to enhance programme with aftercare and relapse prevention with Peer support	Sept 2010	KC Treatment Manager

Expected outcomes:

Increased numbers of crack users presenting with increased positive outcomes (Planned Discharges)

Objective 4 - Assertive Outreach in range of settings

Delivery Plan:

Actions and milestones	By when	By whom
Improve DNA process and extend intensive support at first contact	June 2010	CH Commissioning Manager

Attendance /joint working with Nxc, self help groups	Ongoing	KC Treatment Manager
--	---------	----------------------

Expected outcomes: Increase numbers into effective treatment

Planning grid 3: Retention in and effectiveness of the drug treatment system

Identification of key priorities following needs assessment relating to retention in and effectiveness of the drug treatment system:

1. Embed use of TOPs and agree common outcome tools
2. Consider Independent Review Panel process. Advocacy.
3. Engage Families, Carer and support networks (include Harm Reduction)
4. Service User/Carer development. Voice involvement in
5. Intensive support at first contact prior to testing and access to prescribing
6. Clinical Guidance and NICE
7. Responses to Harm Reduction self assessment

Objective 1 Embed use of TOPs and agree common outcome tools x ref Grid 1

Delivery Plan:

Actions and milestones	By when	By whom
Guidance and instruction with IT/administrative flagging and reminders	April 2010	KC Treatment Manager
Whole system monitoring through POPPIE highlighting key worker and responsibilities	June 2010 & quarterly	KC Treatment Manager
Monitoring through Commissioning/Audit frameworks	Quarterly	CH Commissioning Manager
Training, supervision and disciplinary action if needed	Ongoing	CH Commissioning Manager

Expected outcomes: Compliance with performance framework. Improved tools for positive outcomes. Monitoring of journeys and blocks

Objective 2 – Consider Independent review process & Advocacy

Delivery Plan:

Actions and milestones	By when	By whom
Discuss/negotiate and develop protocols with providers following awareness raising	Sept 2010	CH Commissioning Manager
Secure resources, appoint or secondment.	Sept 2010	CH Commissioning Manager
Training of staff and service users	Sept 2010	KC Treatment Centre Manager
Evaluate quarterly with peer and service user participation	Nov 2010	CH Commissioning Manager

Expected outcomes: Identification of barriers. Strengthened engagement. Increased positive outcomes (Planned discharges)

Objective 3 – Engage families, carers and support networks (include their Harm Reduction needs)

Delivery Plan:

Actions and milestones	By when	By whom
Consider Family treatment approach including venue and process	June 2010	CH Commissioning Manager & JR
Integrate drug services with Family interventions 'Think Family approach	April 2010 ongoing	CH Commissioning Manager

Awareness for Families re substance misuse issues and treatment expectations	June 2010	KC Treatment Manager
Overdose prevention and first aid training	Ongoing	SR Prevention Coordinator

Expected outcomes: Retention. Support mechanisms. Additional motivation. HR Risks /reduced Drug Related Deaths

Planning grid 4: Outcomes, discharge and exit from the drug treatment system

Identification of key priorities following needs assessment relating to outcomes, discharge and exit from the drug treatment system:

1. Develop primary care/shared care
2. Relapse prevention. Abstinence programme (Back 2 U)
3. Increased use of Tier 4
4. Reintegration & access mainstream services
5. Accommodation
6. ETE, Relationships with Jobcentre, employers. Volunteering and work placements
7. Self help services and voluntary sector

Objective 1 Develop primary care/shared care

Delivery Plan:

Actions and milestones	By when	By whom
Short term separate chaotic and stable clinic and service delivery	May 2010	CH Commissioning Manager
Pathway and support protocol promoted with primary care	May 2010	CH Commissioning Manager
Les agreed and issued	May 2010	PCT Commissioning
Interest stimulated through GP/practice staff time out sessions and events	April 2010 ongoing	PCT Commissioning

Adult drug treatment plan 2010/11 – Part 3 Planning grids
Date of submission to NTA: Awaiting comment

Name of partnership: Safer Hartlepool

Transfer with initial support as appropriate	June 2010	KC & Provider
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Expected outcomes: 'Stagnation' addressed. Progression out of specialist services

Objective 2 Relapse prevention. Abstinence programme (Back 2 You)

Delivery Plan:

Actions and milestones	By when	By whom
Assessment of effectiveness	May 2010	CH Commissioning Manager
Commission and promote	June 2010	CH Commissioning Manager

Objective 3 Increased use of Tier 4

Delivery Plan:

Actions and milestones	By when	By whom
Agree model and process with Adult Social care	May 2010	CH Commissioning Manager
Confirm personnel and resources	June 2010	CH Commissioning Manager
Train and raise awareness staff and users	Aug 2010	KC Treatment Manager

Expected outcomes: Additional option used within package of care as appropriate
Increased Planned Discharge rate

Objective 4 Reintegration & access mainstream services

Delivery Plan:

Actions and milestones	By when	By whom
Awaiting NTA comments		

Expected outcomes: Sustained support and aftercare for user and families

Objective 5 Accommodation**Delivery Plan:**

Actions and milestones	By when	By whom
Continue work with housing partners to improve protocols and joint working	April 2010	CH Commissioning Manager
Joint/Linked review of commissioning with Supporting People	April 2010 ongoing	AM & CH Commissioning Manager
Involvement in Accredited Landlord schemes	May 2010	KC Treatment Manager
Increase floating support packages	June 2010	CH Commissioning Manager

Expected outcomes: secure tenancies

END

Partnership:

Safer Hartlepool Partnership

**Drug treatment, reintegration and recovery in the community
and prisons 2010/11**

Part 4a

**Substance misuse pooled treatment budget, community
mainstream funding and expenditure**

Partnership: Safer Hartlepool Partnership

Date submitted: 15/01/2010

Page 1

Table 1: Funding Source 2010/11

		Funding 2009/10 £	Funding 2010/11 £
1.1	Substance misuse pooled treatment budget	£1,172,110	£1,172,110
1.2	SMPTB underspend from previous year	£37,483	£40,000
1.3	Drug Interventions Programme main grant	£618,145	£545,370
1.4	Police	£66,000	£66,000
1.5	Primary Care Trust mainstream	£653,000	£653,000
1.6	Social Services	£133,000	£140,000
1.7	Section 31/28a funding	£0	£0
1.8	Probation partnerships	£70,000	£73,000
1.9	Supporting people	£95,300	£0
1.10	Other	£128,126	£257,424
1.11	DH Capital funding	£95,000	£0
1.12	DH Capital funding carried from previous year	£0	£0
1.13	Total adult drug treatment and DIP funding	£3,068,164	£2,946,904

Table 1: Funding Source 2010/11

Table 1: Funding Source 2010/11											
	A	B	C	D	E	F	G	H	I	J	K
	Source of funding	Adult drug treatment pooled treatment budget	PTB Underspend from 2009/10	DIP	Police	Primary Care Trust	Social Services	Section 31/28a funding	Probation partnership	Supporting People	Other
1	Commissioning System	£170,000				£60,000					£126,095
2	Workforce Development	£3,000	£2,000	£1,000		£4,000					
3	User Involvement	£30,000									
4	Carer Involvement	£30,000					£20,000				
5	Harm Reduction Strategy	£190,000				£80,000	£30,000				
6	Reintegration Strategy	£189,000	£20,000				£40,000				
7	Open access drug treatment services	£100,110	£10,000				£50,000				
8	Structured community based treatment services	£400,000	£8,000	£111,000	£13,000	£389,000					
9	Inpatient services	£20,000									
10	Residential rehabilitation services	£40,000									
11	Drug Interventions Programme	£0		£433,370	£53,000	£120,000			£73,000		£131,329
12	Total	1172110	40,000	545,370	66000	653,000	140,000	0	73,000	0	257424

APPENDIX 1

Comment No.	Funding or Expenditure?	Type	Comment
1	Funding source	Other	131329 WNF
2	Funding source	Other	129247 Tckling Inequalities
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APPENDIX 1

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CABINET REPORT

8th March, 2010



Report of: Chief Financial Officer

Subject: QUARTER 3 – CAPITAL AND ACCOUNTABLE
BODY PROGRAMME MONITORING REPORT
2009/2010

SUMMARY

1. PURPOSE OF REPORT

- 1.1 To provide details of progress against the Council's overall Capital budget for 2009/2010 and the spending programmes where the Council acts as the Accountable Body for the period to 31st December, 2009.
- 1.2 The report considers the following areas: -
- Capital Monitoring
 - Accountable Body Programme Monitoring

2. SUMMARY OF CONTENTS

- 2.1 The report provides detailed monitoring information for each Portfolio up to 31st December, 2009.

3. RELEVANCE TO CABINET

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

4. TYPE OF DECISION

- 4.1 None.

5. DECISION MAKING ROUTE

- 5.1 Cabinet 8th March, 2010.

6. DECISION(S) REQUIRED

- 6.1 Cabinet is asked to note the report.

Report of: Chief Financial Officer

Subject: QUARTER 3 – CAPITAL AND ACCOUNTABLE
BODY PROGRAMME MONITORING REPORT
2009/2010

1. PURPOSE OF REPORT

- 1.1 To inform Cabinet of progress against the Council's own 2009/2010 Capital budget and the spending programmes where the Council acts as the Accountable Body for the period to 31st December, 2009.
- 1.2 This report considers the following areas: -
- Capital Monitoring;
 - Accountable Body Programme Monitoring.

2. BACKGROUND

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

Section	Heading	Page
3.	Capital Monitoring 2009/2010	3
4.	Accountable Body Programme	4
5.	Adult & Public Health Services Portfolio	4
6.	Children's Services Portfolio	4
7.	Community Safety & Housing Portfolio	6
8.	Culture, Leisure & Tourism Portfolio	6
9.	Regeneration & Economic Development Portfolio	8
10.	Transport and Neighbourhood Portfolio	8
11.	Finance & Performance Management Portfolio	10
12.	Recommendations	10
Appendix A	Capital Monitoring Summary	11
Appendix B	Accountable Body Monitoring Summary	12
Appendices C-H & J	Detailed Spend by Portfolio	13-20 & 22
Appendix I	Accountable Body Revenue Monitoring	21

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

3. CAPITAL MONITORING 2009/2010

- 3.1 Expenditure for all Portfolios is summarised at **Appendix A**. Actual expenditure to 31st December, 2009, totals £18,331,000, compared to the approved budget of £47,947,000, leaving £16,653,000 remaining expenditure expected to be spent in 2009/2010
- 3.2 Though it is not unusual for this time of year, for a number of reasons detailed in this report it is anticipated that £12,916,000 will be rephased into 2010/2011. Expenditure to be rephased to 2010/2011 by portfolio is as follows:

Portfolio	£'000
Adult & Public Health Service (see section 5.1)	403
Children's Services (see section 6.1)	5,401
Community Safety & Housing (see section 7.1)	4,444
Culture Leisure & Tourism (see section 8.1)	889
Transport & Neighbourhood (see section 10.1)	1,779
Total	12,916

- 3.4 **Appendix A** is supported by individual detailed statements by Portfolio, as set out below.

Appendix C - Adult & Public Health Services
 Appendix D - Children's Service
 Appendix E - Community Safety & Housing
 Appendix F - Culture, Leisure & Tourism
 Appendix G - Regeneration & Economic Development
 Appendix H - Transport and Neighbourhood
 Appendix J - Finance & Performance Management

- 3.4 The format of the appendices shows details of anticipated and actual capital expenditure as at 31st December, 2009 and shows:

Column A - Scheme Title
 Column B - Budget for Year
 Column C - Actual expenditure to 31st December, 2009
 Column D - Expected remaining expenditure to be incurred in the period January to March, 2010
 Column E - Expenditure Rephased into 2010/2011

Column F - 2009/2010 Total Expenditure
 Column G - Variance from Budget
 Column H - Type of financing

- 3.5 Detailed analysis of all schemes on each appendix is on deposit in the Members' Library.

4. ACCOUNTABLE BODY PROGRAMME

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

New Deal for Communities (NDC)

The programme is currently forecasting to fully spend the current years NDC allocation of £2,900,000. There is also another £703,000 expenditure forecast which is funded through other grants, giving a total budget of £3,403,000 for the current financial year.

Appendix B shows the latest budget allocations against this target and expenditure as at 31st December, 2009.

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

5. ADULT AND PUBLIC HEALTH SERVICE PORTFOLIO

5.1 Capital Monitoring for Period Ending 31st December, 2009

- 5.1.1 **Appendix C** provides a summary of the Adult and Public Health Services Capital Programme.

- 5.1.2 Actual expenditure to date amounts to £1,065,000, compared to the approved budget of £3,057,000 with £1,589,000 to be spent before the end of this financial year. A further £403,000 unallocated mental health grant will be re-phased into 2010-2011 pending completion of the Mental Health Day Services Review.

- 5.1.3 There are no further items to bring to the Portfolio Holders attention.

6. CHILDREN'S SERVICES PORTFOLIO

6.1 Capital Monitoring for Period Ending 31st December, 2009

- 6.1.1 **Appendix D** provides a summary of the Children's Service's Capital Programme, which includes schemes funded from specific capital allocations and schemes from the revenue budget which are

managed as capital projects owing to the nature of the expenditure and the accounting regulations.

- 6.1.2 Actual expenditure to date amounts to £4,245,000, compared to the approved budget of £14,800,000, with £5,145,000 of expenditure remaining. It is recognised that a number of schemes will not be fully spent in 2009/2010 so a total of £5,401,000 has been rephased into 2010/2011.
- 6.1.3 Though work has begun on site with regards to the Brierton Alterations for the Dyke House Decant the works were always planned to continue into 2010/2011. Therefore it is anticipated that £410,000 will be rephased into the next financial year.
- 6.1.4 Owing to the timing of the following schemes being added to the capital programme it is anticipated that the following budgets will be rephased into 2010/2011:-
- Brierton Transport Interchange (£190,000),
 - Eldon Grove Creation of Additional Teaching Space (£500,000),
 - Lynnfield Improvement of Teaching Space (£120,000),
 - Rift House Internal Reorganisation (£100,000) and
 - Springwell Covered Link Way (£22,000).
- 6.1.5 Work on the Hart Primary Multipurpose Studio has been delayed owing to the discovery of bats at the location. As these are an endangered species works must be delayed until the bats have left the location for the season. Therefore £119,000 will be rephased into 2010/2011.
- 6.1.6 As reported to the Schools Transformation Programme Project Board construction work on the Jesmond Primary Capital Plus (PCP) was not due to begin until the end of this financial year and proposals are still under review for Rossmere Primary PCP. As a result it is anticipated that £2,600,000 and £1,340,000 respectively will be rephased into 2010/2011.
- 6.1.7 As Final accounts have now been received for two schemes and there is an under spend against the budget of £9,000 made up of the following: -

Scheme	Under spend (£)
Kingsley – Window Replacement (North Elevation)	2,000
Kingsley – Conversion of Storage Areas to Classrooms	7,000
Total	9,000

The under spend will be moved to the unallocated budget to support future capital expenditure plans.

- 6.1.9 The budget for Throston Children's Centre has been increased by a contribution from the School of £58,000 for the addition of an outside area to the project. A contribution of £9,000 has also been made from the contingency fund for the addition of disabled access doors to the project.
- 6.1.10 Clavering Foundation Stage Unit is currently showing an overspend of £6,000 with a further £2,000 of expenditure anticipated before the final account is agreed. This can be funded by unallocated Early Years Grant.
- 6.1.11 The CELTICS Project is now completed with a budget of £32,000 remaining. The Department for Children Schools and Families have confirmed that the Authority can retain this ring-fenced grant funding to support the ICS Improvement Project. The funding has been transferred accordingly. In addition the balance of the CELTICS revenue grant (£11,000) has been transferred to further supplement the ICS Improvement Project.

7. COMMUNITY SAFETY AND HOUSING PORTFOLIO

7.1 Capital Monitoring for Period Ending 31st December, 2009

- 7.1.1 **Appendix E** provides a summary of the Community Safety and Housing's Capital Programme.
- 7.1.2 Actual expenditure to date amounts to £4,689,000, compared to the approved budget of £12,105,000, with £2,972,000 remaining.
- 7.1.3 One item to bring to the Portfolio holders attention is the New Community Housing Scheme (Phase 1). This scheme has recently started to progress on site but the majority of the spend will be occurring in 2010/2011. It is anticipated that approximately £4,444,000 will be rephased into 2010/2011.

8. CULTURE, LEISURE AND TOURISM PORTFOLIO

8.1 Capital Monitoring for Period Ending 31st December, 2009

- 8.1.1 **Appendix F** provides a summary of the Culture, Leisure and Tourism's Capital Programme.
- 8.1.2 Actual expenditure to date amounts to £513,000, compared to the approved budget of £2,570,000, with £1,176,000 remaining.
- 8.1.3 It is recognised that the following schemes will not be spent in 2009/2010 so a total of £889,000 has been rephased into 2010/2011: -

- Burn Valley Park Beck is a significant river corridor enhancement scheme which requires more funding. Grant bids have been submitted but the outcomes will not be known this financial year. Therefore £114,000 of current funding will be rephased into 2010/2011.
- Countryside Development is an extension of the above project and works cannot begin until the river corridor scheme is underway. A further £14,000 will be rephased into 2010/2011.
- Greatham and Rossmere Play Area budget is to be used in conjunction with the Playbuilder grant funded projects in 2010/2011. Therefore £9,000 and £5,000 respectively is to be rephased into the next financial year.
- Mill House Leisure Centre Combined Heating & Power Unit and Internal Door work will begin in March but no payments will be made this financial year therefore £178,000 will be rephased into 2010/2011.
- Rossmere MUGA & Skatepark is a major grant scheme. The delivery plan is now complete but work on site will not start until April 2010. Therefore £465,000 has been rephased into 2010/2011.
- Seaton Carew Cricket Club scheme was not agreed until November 2009 and is a guarantee against loss should the cricket club be unable to fund the total cost of the works themselves. The money will not be required this financial year but Cabinet approval was received to carry the budget of £30,000 to 2010/2011.
- Skateboard Park budget is being held pending possible need for further funding at the Rossmere MUGA & Skatepark in 2010/2011. Therefore £535,000 will be rephased into the next financial year.
- Ward Jackson Park Bandstand Shutters estimate exceeds current funding levels of £4,000. Officers are reviewing other possible funding streams and the current funding will be rephased into 2010/2011.

8.1.4 The Countryside Vehicles purchase project is currently overspent by £8,000 but this can be funded by a contribution from the Child and Adult Services Revenue Budget.

8.1.5 There are no further items to bring to the Portfolio Holders outturn.

9. REGENERATION AND ECONOMIC DEVELOPMENT PORTFOLIO

9.1 Capital Monitoring for Period Ending 31st December, 2009

9.1.1 **Appendix G** provides a summary of the Regeneration and Economic Development's Capital Programme.

9.1.2 Actual expenditure to date amounts to £473,000, compared to the approved budget of £1,137,000, with £666,000 remaining. While the actual expenditure is low it is not unusual for this time of year and it is anticipated that expenditure will be in line with budget at outturn.

9.1.3 There is one item to bring to the Portfolio Holders attention. The Brougham Enterprise Centre Toilet & Shower Facilities scheme is currently overspent by £2,000. This will be funded by a revenue contribution from the Regeneration and Neighbourhoods revenue budget.

10. TRANSPORT AND NEIGHBOURHOOD PORTFOLIO

10.1 Capital Monitoring for Period Ending 31st December, 2009

10.1.1 **Appendix H** provides a summary of the Transport and Neighbourhood's Capital Programme.

10.1.2 Actual expenditure to date amounts to £3,991,000, compared to the approved budget of £8,116,000, with £2,298,000 remaining and £1,779,000 of expenditure rephased into 2010/2011 and a net underspend of £48,000. This underspend will be used to support future highways maintenance schemes.

10.1.3 There are a number of schemes where expenditure has been rephased into 2010/2011: -

- A combination of emergency responses to the bad weather and recent reductions in staff resources has led to decreased capacity in a number of areas resulting in the rephasing of budget to 2010/2011. This applies to Cycle Routes General (£100,000), Travel Plans – Promotional Materials (£10,000), Sustainable Travel Awareness (£6,000), Road Safety Education and Training (£9,000), Other Bridge Schemes (£40,000), King Owsy Drive Cycleway Improvements (£9,000), Other Walking Schemes (£20,000), LTP Monitoring (£15,000) and Civil works on the Highways Improvements TESCO Section 106 Scheme (£200,000).
- The Hartlepool Transport Interchange contractor is on site but work needs to be aligned with Network Rail and it is not expected to be completed until 2010/2011. Therefore £669,000 will be rephased into the next financial year.

- Monitoring of the Anhydrite Mine is due in 2015 and therefore budget of £114,000 is to be carried forward. Additional monies are to come from English Partnership. The Contract has not yet been awarded.
- Schemes have yet to be identified for Highways Remedial Works at Hartlepool Marina. Therefore £4,000 will be rephased into 2010/2011.
- Highways Improvements are being carried out at the Burn Valley Roundabout. The anticipated completion date is August, 2010. Therefore £379,000 has been rephased into 2010/2011.
- Remedial works and Turning Heads (car turning areas) will not be completed at the Primary Health Care Centre until 2010/2011. Therefore £25,000 has been rephased into the next financial year.
- The Strategy Study at Seaton Carew is expected to be completed in July, 2010 and the Strategy Study at the Town Wall is expected to be completed in December, 2010. Therefore £30,000 and £70,000 respectively will be rephased into 2010/2011.
- Approval still needs to be sought for new schemes for Bryan Hanson House on Street Parking. The budget of £19,000 will be rephased into 2010/2011.
- The carriageway reinforcing at Catcote Road is likely to be delayed until 2010/2011 as additional Local Transport Plan (LTP) grant has yet to be approved. Traffic signals need to be installed first delaying the resurfacing works. £60,000 will be rephased into 2010/2011.

10.1.4 There are a number of variances on individual carriage resurfacing and reconstruction schemes, which are all grant funded as part of the Local Transport Plan (LTP). These arise from differences between the actual cost of the work compared to the budget estimates. However, the schemes are within budget overall.

10.1.5 There is a forecast favourable of variance of £75,000 in relation to the Public Conveniences scheme as a result of the total cost of the work been lower than anticipated. Proposals for using this underspend will be considered by SCRAPT and a recommendation made to Cabinet.

11. FINANCE AND PERFORMANCE MANAGEMENT PORTFOLIO**11.1 Accountable Body Revenue Monitoring for Period Ending 31st December, 2009**

11.1.1 The Council acts as Accountable Body for New Deal for Communities. Details of progress against the approved revenue budgets are summarised at **Appendix I**.

11.1.2 Actual expenditure to 31st December, 2009 amounts to £1,474,000, resulting in a current favourable variance of £235,000. However, full year expenditure is expected to be on budget.

11.2 Capital Monitoring for Period Ending 31st December, 2009

11.2.1 **Appendix J, Table 1 Resources** – Actual expenditure to date amounts to £3,355,000, compared to the approved budget of £6,162,000, leaving £2,807,000 expenditure remaining. This is not unusual for this time of year.

11.2.2 **Appendix J, Table 2 New Deal for Communities** – Actual expenditure to date is £813,000 against an approved budget of £1,137,000, leaving £324,000 of expenditure remaining. This is not unusual for this time of year.

11.2.3 There are no items to bring to Portfolio Holders attention and expenditure is expected to be on target at year-end.

12. RECOMMENDATIONS

12.1 It is recommended that Cabinet notes the contents of the report.

7.3 Appendix A

CAPITAL MONITORING REPORT TO 31st DECEMBER 2009

Line No	Portfolio	2009/10 Budget	2009/10 Actual to 31/12/2009	2009/10 Expenditure Remaining	2009/10 Expenditure Rephased to 2010/2011	2009/10 Expenditure	2009/10 Variance from budget Adverse/ (Favourable)
Col. A	Col. B	Col. C	Col. D	Col. E	Col. F	Col. G (G=D+E+F)	Col. H (H=G-C)
		£'000	£'000	£'000	£'000	£'000	£'000
1	Adult & Public Health Services	3,057	1,065	1,589	403	3,057	0
2	Children's Services	14,800	4,245	5,145	5,401	14,791	(9)
3	Community Safety & Housing	12,105	4,689	2,972	4,444	12,105	0
4	Culture, Leisure & Tourism	2,570	513	1,176	889	2,578	8
5	Finance & Performance Management	6,162	3,355	2,807	0	6,162	0
6	Regeneration & Economic Development	1,137	473	666	0	1,139	2
7	Transport & Neighbourhood	8,116	3,991	2,298	1,779	8,068	(48)
8	Total Capital Expenditure	47,947	18,331	16,653	12,916	47,900	(47)

7.3 Appendix B

ACCOUNTABLE BODY PROGRAMMES - REPORT TO 31ST DECEMBER 2009

Line No	2009/10 Latest Budget	Accountable Body Programme	Actual Position 31/12/09			Projected Outturn Variance
			2009/10 Expected Expenditure/(Income)	2009/10 Actual Expenditure/(Income)	Variance: Adverse/ (Favourable) Col. F = (F=E-D)	
Col. A	Col. B	Col. C	Col. D	Col. E	Col. F = (F=E-D)	
	£'000		£'000	£'000	£'000	£'000
		<u>TABLE 1 - New Deal for Communities</u>				
1	2,266	Revenue Projects	1,709	1,474	(235)	0
2	1,137	Capital Projects	813	813	0	0
3	3,403	Total NDC	2,522	2,287	(235)	0

CAPITAL MONITORING REPORT PERIOD ENDING 31st DECEMBER 2009

Project Code	A Scheme Title	EXPENDITURE IN CURRENT YEAR						
		B	C	D	E	F	G	H
		2009/2010 Budget £'000	2009/2010 Actual as at 31/12/09 £'000	2009/2010 Expenditure Remaining £'000	Expenditure Rephased into 2010/11 £'000	C+D+E 2009/2010 Total Expenditure £'000	F-B 2009/2010 Variance from budget £'000	Type of financing
7441	Adult Education - Neighbourhood Learning in Deprived Communities Fur	4	1	3	0	4	0	GRANT
7531	Adult Education - Office Accom	14	12	2	0	14	0	GRANT
7622	Adult Education- Capital Equipment Replacement	37	0	37	0	37	0	GRANT
7983	Blakelock Day Centre Demolition	115	21	94	0	115	0	MIX
7229	Cemetery Flooding Works	13	0	13	0	13	0	UDPB
7234	Chronically Sick & Disabled Adaptations	156	64	92	0	156	0	GRANT
tba	Havelock Day Centre - Window Replacement.	65	0	65	0	65	0	UCPB
7481	Improving Information Management (IIM) - IT Infrastructure	34	28	6	0	34	0	GRANT
7351	Improving Information Management (IIM) - Systems	4	3	1	0	4	0	GRANT
7616	Learning Disability - Extra Care Housing	7	7	0	0	7	0	GRANT
7578	Lynn Street ATC Demolition	11	0	11	0	11	0	RCCO
7869	Masefield Road (NDNA Accommodation) - Purchase & Develop Building	31	31	0	0	31	0	MIX
7389	Mental Health Projects	403	0	0	403	403	0	SCE(R)
8091	North Cemetery Improvements to Entrance	26	0	26	0	26	0	UCPB
8100	North Cemetery Structural Repairs to Wall	60	0	60	0	60	0	UDPB
7028	Orwell Walk- Older People	1,497	748	749	0	1,497	0	GRANT
7723	Resettlement/ Campus Works - Capital Grant	580	150	430	0	580	0	GRANT
		3,057	1,065	1,589	403	3,057	0	

Key

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

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

CAPITAL MONITORING REPORT PERIOD ENDING 31st DECEMBER 2009

Project Code	A Scheme Title	EXPENDITURE IN CURRENT YEAR							H Type of financing
		B 2009/2010 Budget £'000	C 2009/2010 Actual as at 31/12/09 £'000	D 2009/2010 Expenditure Remaining £'000	E Expenditure Rephased into 2010/11 £'000	F C+D+E 2009/2010 Total Expenditure £'000	G 2009/2010 Variance from budget £'000		
n/a	Aggregate Value of Schemes less than 1k (e.g. retention)	4	2	2	0	4	0	MIX	
8075	Aiming High for Disabled Children	54	0	54	0	54	0	GRANT	
7109	Brierton - Alterations re Dyke House Decant	760	349	1	410	760	0	MIX	
8117	Brierton Site - Transport Interchange	190	0	0	190	190	0	MIX	
8103	Brinkburn Pool - Access and Hoist	65	0	65	0	65	0	RCCO	
8070	Brinkburn Pool - Motorised Pool Cover	10	9	1	0	10	0	RCCO	
7597	Bush Babies - Outside Play Area	23	23	0	0	23	0	MIX	
8001	Capital Grants to External Nurseries (Early Years)	51	51	0	0	51	0	GRANT	
7032	Carlton Outdoor Centre - Purchase of Minibus	22	19	3	0	22	0	MIX	
7863	Carlton Outdoor Centre - Redevelopment Phase 2 (Works to be determined)	90	0	90	0	90	0	MIX	
7979	Children's Centres - Maintenance	39	12	27	0	39	0	GRANT	
7586	City Learning Centre Equipment Purchase	300	120	180	0	300	0	GRANT	
7664	Clavering - Create New Foundation Stage Unit	0	6	0	0	6	6	GRANT	
8055	Clavering - Window Replacement	38	34	4	0	38	0	GRANT	
7858	Computers for Pupils	251	85	166	0	251	0	GRANT	
7384	Devolved Capital - Various Misc Individual School Projects	1,190	579	611	0	1,191	0	GRANT	
7575	Dyke House - ICT Equipment Purchase	73	0	73	0	73	0	RCCO	
8097	Early Years (GSSG) Unallocated	51	0	45	0	46	(6)	GRANT	
7108	EDC - Alterations for A2L Relocation	259	253	6	0	259	0	MIX	
8089	Education Development Centre - Roof Replacement with enhanced r	70	0	70	0	70	0	UCPB	
8055	Education Development Centre - Window Replacement	30	0	30	0	30	0	UCPB	
8056	Eldon Grove - Creation of Additional Teaching Space	500	0	0	500	500	0	MIX	
7628	Eldon Grove - Major Internal Works	2	2	0	0	2	0	RCCO	
8065	Emergency Response - Contingency	81	0	81	0	79	0	MIX	
8057	Fens - Heating Replacement	24	24	0	0	24	0	GRANT	
8058	Fens - Kitchen Roof Replacement	36	36	0	0	36	0	GRANT	
7740	Fens - New Office Extension	20	0	20	0	20	0	RCCO	
8092	Fens - Outdoor Educational Area for Foundation Unit	92	0	92	0	92	0	GRANT	
9004	Funding (Modernisation, Access, RCCO) Currently Unallocated	40	0	40	0	40	0	MIX	
8071	Golden Flatts - Caretaker's Boiler Emergency Replacement	3	3	0	0	3	0	SCE ®	
8093	Golden Flatts - Establish Nurture Area	6	0	6	0	6	0	GRANT	
8058	Golden Flatts - Kitchen Roof Replacement	48	48	0	0	48	0	MIX	
8082	Golden Flatts - Resource Learning Centre	30	14	16	0	30	0	GRANT	
8051	Greatham - Roof Work Over Nursery and Hall	25	20	5	0	25	0	GRANT	
7027	Harnessing Technology Grant	679	456	223	0	679	0	GRANT	
8059	Hart - Create Multi-purpose Studio	120	1	0	119	120	0	GRANT	
8068	Hart - Replace Fire Alarm System	20	0	20	0	20	0	GRANT	
7500	High Tunstall - Refurbish Classrooms / Equipment Purchase	3	0	3	0	3	0	GRANT	
8118	Holy Trinity - Outdoor Area	85	0	85	0	85	0	MIX	
7814	ICT / Mobile Technology for Children's Social Workers	9	6	3	0	9	0	GRANT	
7977	Information System for Parents & Providers Project	2	0	2	0	2	0	GRANT	
8072	Integrated Children's System Case Management Improvement	71	46	25	0	71	0	GRANT	
7533	Jesmond Rd - Relocate Nursery to form Foundation Unit, installation of ramps & internal works	6	0	6	0	6	0	MIX	
7088	Jesmond Road - New Build Primary Capital Plus	3,600	409	591	2,600	3,600	0	MIX	
7976	Kingsley - Convert Storage Areas into classrooms (inc poss extension)	7	0	0	0	0	(7)	MIX	
7469	Kingsley - Extension to School for Children's Centre	22	8	14	0	22	0	GRANT	
8050	Kingsley - Toilet and Window Replacement	110	90	20	0	110	0	GRANT	
7938	Kingsley - Window Replacement North Elevation	2	0	0	0	0	(2)	MIX	
8120	Lynnfield - Improve Teaching Space	120	0	0	120	120	0	GRANT	
8025	Lynnfield - Install Partitions	24	24	0	0	24	0	GRANT	
7912	Manor - Replace External Doors - Improve Security	3	0	3	0	3	0	MIX	
7110	Play Builder Grant	531	0	531	0	531	0	GRANT	
7426	Purchase & Install new Integrated Children's Computerised System f	175	0	175	0	175	0	GRANT	
8066	Replacement of Gas Interlocks	30	0	30	0	30	0	SCE (R)	
8060	Rift House - Annexe 2 Heating	17	0	17	0	17	0	GRANT	
8119	Rift House - Internal Reorganisation	100	0	0	100	100	0	MIX	
7654	Rift House - Relocation of Nursery & Refurbish Existing Nursery to cr	6	0	6	0	6	0	GRANT	
7928	Rift House - Resurface Car Park / Pedestrian Access	2	2	0	0	2	0	MIX	
7088	Rossmere - Primary Capital Plus Refit	1,400	58	2	1,340	1,400	0	MIX	
7853	Rossmere Youth Centre - Boiler Replacement	55	0	55	0	55	0	UCPB	
7421	School Travel Plans - Develop Cycle Storage at Schools	109	39	70	0	109	0	GRANT	
8116	Springwell - Covered Link Way	22	0	0	22	22	0	MIX	
7917	Springwell - Install Mobile Classroom	6	4	2	0	6	0	MIX	
8069	Springwell - Replace Pool	55	0	55	0	55	0	MIX	
8051	Springwell - Replace Roof	51	51	0	0	51	0	MIX	
8007	SSC - Chatham Road Garage Conversion / Equipment	33	33	0	0	33	0	MIX	
8051	St Helens - Replace Roof	115	115	0	0	115	0	GRANT	
7997	St Hilda's - Space to Learn	1,210	129	1,081	0	1,210	0	MIX	
7597	St John Vianney Starfish Daycare Outside Play Area	31	27	4	0	31	0	MIX	
7978	Stranton - Extension to Centre	211	208	3	0	211	0	MIX	
7888	Stranton - Purchase & Install CCTV	2	0	2	0	2	0	RCCO	

CAPITAL MONITORING REPORT PERIOD ENDING 31st DECEMBER 2009

Project Code	A Scheme Title	EXPENDITURE IN CURRENT YEAR						
		B 2009/2010 Budget £'000	C 2009/2010 Actual as at 30/09/09 £'000	D 2009/2010 Expenditure Remaining £'000	E Expenditure Rephased into 2010/11 £'000	F C+D+E 2009/2010 Total Expenditure £'000	G F-B 2009/2010 Variance from budget £'000	H Type of financing
7763	Stranton - Replace Windows (07/08)	4	0	4	0	4	0	GRANT
7953	Supply and Install Mobile Classrooms	10	8	2	0	10	0	MIX
8023	Sure Start Central - Café Ext to Comm Facilities	62	43	19	0	62	0	GRANT
7388	Sure Start Central - Improvement Works at Lowthian Road	2	0	2	0	2	0	MIX
8023	Sure Start North - Café Ext to Comm Facilities	86	39	47	0	86	0	GRANT
8109	Sure Start North - Kiddykins Alterations	55	0	55	0	55	0	GRANT
8096	Throston - DDA Access Ramps	8	7	1	0	8	0	MIX
7981	Throston - Extension to school to build Children's Centre	312	311	1	0	312	0	GRANT
8052	Throston - Rewire School 0910 Phase	3	3	0	0	3	0	MIX
8055	Throston - Window Replacement	65	53	12	0	65	0	MIX
8067	Ward Jackson - Creation of Quiet Room	12	0	12	0	12	0	MIX
8061	Ward Jackson - Replacement of Roof	69	69	0	0	69	0	MIX
8062	West Park - Replace Heating Distribution System	26	26	0	0	26	0	MIX
7598	West View - Improve / Refurbish Nursery & Reception	11	0	11	0	11	0	GRANT
8063	West View - Replace Windows	55	49	6	0	55	0	GRANT
7463	Youth Capital Fund - Spend to be determined by Young People	65	48	17	0	65	0	GRANT
7089	Youth Capital Fund Plus	434	194	240	0	434	0	GRANT
		14,800	4,245	5,145	5,401	14,791	(9)	

Key

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

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

CAPITAL MONITORING REPORT PERIOD ENDING 31st DECEMBER 2009

Project Code	A Scheme Title	EXPENDITURE IN CURRENT YEAR						
		B	C	D	E	F	G	H
		2009/2010 Budget £'000	2009/2010 Actual as at 31/12/09 £'000	2009/2010 Expenditure Remaining £'000	Expenditure Rephased into 2010/11 £'000	C+D+E 2009/2010 Total Expenditure £'000	F-B 2008/2009 Variance from budget £'000	Type of financing
7083	Hartlepool Business Security Fund	40	13	27	0	40	0	UCPB
7368	Building Safer Communities	41	7	34	0	41	0	GRANT
7431	Community Safety Strategy	18	0	18	0	18	0	MIX
7878	Community Safety CCTV Upgrade	53	53	0	0	53	0	MIX
8083	Drug Action Team - CCTV	11	11	0	0	11	0	UCPB
8101	Integrated Offender Unit - Waterproofing and Refurbishment	25	24	1	0	25	0	UCPB
7107	"Growth Point" Government Grant Funded Housing Initiatives	443	379	64	0	443	0	GRANT
7118	8 Richardson Street / 34 Rodney Street	78	78	0	0	78	0	GRANT
7218	Mandatory Disabled Facilities Grant	554	541	13	0	554	0	GRANT
7219	Home Plus Grants (provided by Endeavour HA)	105	89	16	0	105	0	GRANT
7220	Private Sector Housing Grants	358	290	68	0	358	0	GRANT
7230	Housing Market Renewal (house purchases)	5,327	3,124	2,203	0	5,327	0	GRANT
7231	Housing Thermal Efficiency	99	80	19	0	99	0	GRANT
7404	HRA Residual Expenditure	9	0	9	0	9	0	RCCO
8106	New Community Housing Ph1 - Charles Street and Seaton Lane	4,944	0	500	4,444	4,944	0	MIX
		12,105	4,689	2,972	4,444	12,105	0	

Key

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

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

CAPITAL MONITORING REPORT PERIOD ENDING 31st DECEMBER 2009

Project Code	A Scheme Title	EXPENDITURE IN CURRENT YEAR						
		B	C	D	E	F	G	H
		2009/2010 Budget £'000	2009/2010 Actual as at 31/12/09 £'000	2009/2010 Expenditure Remaining £'000	Expenditure Rephased into 2010/11 £'000	C+D+E 2009/2010 Total Expenditure £'000	F-B 2009/2010 Variance from budget £'000	Type of financing
7651	Burn Valley Park Beck - Reduce Flood Risk/Landscaping	114	0	0	114	114	0	MIX
8073	Central Library - 1st Floor Lights and Fire Alarm Adaptation	30	26	4	0	30	0	UCPB
8074	Central Library - Community Room Lighting	7	6	1	0	7	0	UCPB
8095	Central Library - New Signage	7	0	7	0	7	0	UCPB
7046	Central Library - Revolving Door	99	41	58	0	99	0	UCPB
8094	Central Library - Toilets, DDA Compliance	1	1	0	0	1	0	UCPB
7377	Central Library - Various Improvements	5	0	5	0	5	0	UCPB
7893	Clavering Play Area - Tarmac Surface	21	0	21	0	21	0	RCCO
7110	Clavering Play Area (Playbuilder)	45	1	44	0	45	0	MIX
7375	Countryside Environment Works	14	0	0	14	14	0	MIX
7864	Foreshore - Replacement Playground & Lifeguard Vehicles	23	31	0	0	31	8	RCCO
7992	Grayfields Sports Junior Pitches	147	62	85	0	147	0	MIX
7213	Grayfields Sports Pavilion / Football Strategy	8	8	0	0	8	0	MIX
7382	Greatham Play Area Equipment	9	0	0	9	9	0	MIX
8020	Hartlepool Maritime Experience Lifts	28	27	1	0	28	0	UCPB
8086	Hartlepool Maritime Adult Changing Facility	20	2	18	0	20	0	UCPB
7996	Hartlepool Maritime Experience Entranceway	1	1	0	0	1	0	UCPB
7831	Jutland Road Community Centre - Internal Alterations	1	0	1	0	1	0	MIX
7414	Jutland Road Play Area Upgrade	65	0	65	0	65	0	MIX
8021	Museum of Hartlepool New Signage	2	2	0	0	2	0	UCPB
8008	Mill House - Free Swim Initiative	6	6	0	0	6	0	MIX
7047	Mill House Leisure Centre - Changing Village	695	106	589	0	695	0	GRANT
8019	Mill House Leisure Centre Internal Doors	9	8	0	1	9	0	UCPB
8084	Mill House Leisure Centre Combined Heat & Power Unit	177	0	0	177	177	0	UCPB
7865	Museum of Hartlepool - new display areas	1	0	1	0	1	0	MIX
7887	Nicholson Fields Allotments - Security Improvements	22	0	22	0	22	0	RCCO
7853	Owton Manor Community Centre Boiler Replacement	35	0	35	0	35	0	UCPB
8090	Owton Manor Library Roof Replacement	25	0	25	0	25	0	UCPB
7110	Rossmere Play Area (Playbuilder)	5	0	0	5	5	0	RCCO
8104	Rossmere MUGA & Skate Park	466	1	0	465	466	0	MIX
tba	Seaton Carew Cricket Club	30	0	0	30	30	0	UCPB
8051	Seaton Carew Community Centre Roof Replacement	70	1	69	0	70	0	UCPB
7110	Seaton Carew Play Area (Playbuilder)	36	1	35	0	36	0	MIX
tba	Skateboard Park - to be allocated	70	0	0	70	70	0	RCCO
7991	St Patricks Multi Use Games Area (MUGA)	1	1	0	0	1	0	RCCO
8011	Summerhill CCTV	14	0	14	0	14	0	MIX
7844	Town Moor - Develop Multi Use Games Area	63	30	33	0	63	0	MIX
7990	Ward Jackson Park Bandstand Shutters	4	0	0	4	4	0	MIX
7590	Ward Jackson Park Car Park - Improvement Works	76	63	13	0	76	0	MIX
7081	Waverly Terrace Community Allotment Fencing	13	13	0	0	13	0	MIX
8087	Wingfield Castle - Vehicle Deck Replacement	105	75	30	0	105	0	UCPB
				0				
		2,570	513	1,176	889	2,578	8	

Key

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

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

CAPITAL MONITORING REPORT PERIOD ENDING 31st DECEMBER 2009

Project Code	A Scheme Title	EXPENDITURE IN CURRENT YEAR						
		B 2009/2010 Budget £'000	C 2009/2010 Actual as at 31/12/09 £'000	D 2009/2010 Expenditure Remaining £'000	E Expenditure Rephased into 2010/11 £'000	F C+D+E 2009/2010 Total Expenditure £'000	G F-B 2009/2010 Variance from budget £'000	H Type of financing
7012	Headland Environmental Regeneration	2	2	0	0	2	0	CAP REC
7015	Targeted Private Housing Improvements	24	6	18	0	24	0	CAP REC
7045	Townscape Heritage Initiative Key Buildings Headland	60	60	0	0	60	0	GRANT
7866	Friarage Manor House	18	0	18	0	18	0	CAP REC
7895	Economic Development - Industrial & Commercial Business Grants	275	93	182	0	275	0	UCPB
7896	Brougham Enterprise Centre Toilet & Shower Facilities	40	42	0	0	42	2	UCPB
7897	Regeneration Match Funding	222	7	215	0	222	0	UCPB
8054	Victoria Buildings Townscape Heritage Initiative	200	135	65	0	200	0	MIX
8076	Wharton Terrace Improvements	151	128	23	0	151	0	MIX
8099	Hartlepool Enterprise Centre - New Windows Installation	90	0	90	0	90	0	UCPB
8107	Acquisition of Crown House	5	0	5	0	5	0	UCPB
8110	King Oswy Shops Improvements	11	0	11	0	11	0	UCPB
8112	Lower Owton Manor Shops Improvements	5	0	5	0	5	0	UCPB
8113	Catcote Shops Improvements	34	0	34	0	34	0	UCPB
		1,137	473	666	0	1,139	2	

Key

RCCO Revenue Contribution towards Capital

MIX Combination of Funding Types

UCPB Unsupported Corporate Prudential Borrowing

SCE ® Supported Capital Expenditure (Revenue)

GRANT Grant Funded

CAP REC Capital Receipt

UDPB Unsupported Departmental Prudential Borrowing

SPB Supported Prudential Borrowing

CAPITAL MONITORING REPORT PERIOD ENDING 31st DECEMBER 2009

Project Code	A Scheme Title	EXPENDITURE IN CURRENT YEAR						
		B	C	D	E	F	G	H
		2009/2010 Budget £'000	2009/2010 Actual as at 31/12/09 £'000	2009/2010 Expenditure Remaining £'000	Expenditure Rephased into 2010/11 £'000	2009/2010 Total Expenditure £'000	2009/2010 Variance from budget £'000	Type of financing
7044	Zebra Crossings	3	0	3	0	3	0	MIX
7084	Camera Partnership	41	0	41	0	41	0	GRANT
7206	CSS Social Lighting Programme	7	0	7	0	7	0	UCPB
7207	LTP-Community Safety-Car Park Security/CCTV	98	24	74	0	98	0	SPB
7235	Low Floor Infrastructure	36	24	12	0	36	0	SPB
7236	Bus Shelter Improvements	49	14	35	0	49	0	SPB
7237	Cycle Routes General	152	2	50	100	152	0	MIX
7240	Hartlepool Transport Interchange	1,546	445	432	669	1,546	0	SPB
7241	Dropped Crossings	30	23	7	0	30	0	SPB
7242	Other Street Lighting	65	0	65	0	65	0	MIX
7244	Travel Plans - promotional materials	19	0	9	10	19	0	SPB
7247	Bus Quality Corridor - Bus-stop Flagpoles	6	6	0	0	6	0	SPB
7250	Sustainable Travel Awareness	14	4	4	6	14	0	GRANT
7251	Public Transport CCTV	20	0	20	0	20	0	GRANT
7252	Safer Streets Initiative	20	-3	23	0	20	0	GRANT
7424	Pride in Hartlepool	15	15	0	0	15	0	UCPB
7487	Local Transportation Plan-Monitoring	5	1	4	0	5	0	SPB
7499	Lithgo Close - Contaminated Land	384	313	71	0	384	0	MIX
7508	Anhydrite Mine	125	11	0	114	125	0	UCPB
7541	Safer Routes to School	81	3	78	0	81	0	GRANT
7542	LTP - Parking Lay-By	19	18	1	0	19	0	SPB
7544	LTP - Shop Mobility	40	40	0	0	40	0	SPB
7545	LTP - Motorcycle Training	20	21	0	0	21	1	GRANT
7546	LTP - Road Safety Education & Training	25	0	15	9	24	(1)	GRANT
7549	LTP - Other Bridge Schemes	70	30	0	40	70	0	SPB
7580	Highways Remedial Works - Hartlepool Marina	4	0	0	4	4	0	TDC
7581	Tees Valley Boundary Signs	5	1	4	0	5	0	GRANT
7605	Focus Section 278	6	0	6	0	6	0	GRANT
7644	LTP - School Travel Plans	9	8	1	0	9	0	SPB
7645	LTP - General	42	0	42	0	42	0	SPB
7706	Waterproofing Phase 2 - Multi Storey Car Park	290	77	213	0	290	0	UCPB
7707	Highways Maintenance - Other Schemes (non LTP)	40	0	39	0	39	(1)	UCPB
7734	LTP - Highways Major Works	400	21	0	379	400	0	SPB
7835	Primary Health Care Centre Park Road	80	15	40	25	80	0	CAP REC
7847	Coast Protection - Headland Fencing and Promenade	12	9	3	0	12	0	CAP REC
7852	Highway Improvements - TESCO Section 106 Expenditure	334	107	27	200	334	0	GRANT
7891	Strategy Study - Seaton Carew	716	451	235	30	716	0	GRANT
7892	Strategy Study - Town Wall	482	361	51	70	482	0	GRANT
7899	Coast Protection UPB	133	124	9	0	133	0	UCPB
7906	Bryan Hanson House On Street Parking	23	4	0	19	23	0	UDPB
7955	LTP-Cycling-Advanced Stop Sign	5	0	5	0	5	0	GRANT
7956	LTP-Cycle Route Signage	8	0	8	0	8	0	SPB
7957	LTP-Seaton Carew Railway Station Improvements	37	0	37	0	37	0	SPB
7959	LTP-Other Walking Schemes	47	17	10	20	47	0	SPB
7961	LTP-School 20mph Zones	10	0	10	0	10	0	SPB
7964	LTP-HM-Hart Lane Carriageway Reconstruction	22	0	0	0	0	(22)	GRANT
7965	LTP-HM-Catcote Turning Circle Reconstruction	4	0	0	0	0	(4)	MIX
7968	HM-Fletcher Walk Footway Reconstruction	4	4	0	0	4	0	UCPB
7970	HM-Oxford Street Footway Reconstruction	4	4	0	0	4	0	SPB
7972	Miscellaneous Traffic Management Schemes	16	5	11	0	16	0	SPB
7973	Miscellaneous Safety Schemes	25	14	11	0	25	0	GRANT
7984	King Oswy Drive Cycleway Improvements	9	0	0	9	9	0	SPB
8006	Access Road to Briarfields	20	0	20	0	20	0	CAP REC
8015	Tesco-New Entrance/Junction/Lights Section 278	1	1	0	0	1	0	GRANT
8026	Transport Asset Management	16	2	14	0	16	0	GRANT
8027	Carriageway Reconst.-John Howe Gdns to Holdforth Rd	50	42	0	0	42	(8)	GRANT
8028	Carriageway Reconst.-Wooler Road	150	126	0	0	126	(24)	GRANT
8029	Carriageway Reconst.-The Cliff/Coronation Drive	30	51	0	0	51	21	GRANT
8030	Carriageway Resurfacing-Miers Ave	12	3	9	0	12	0	GRANT
8031	Carriageway Resurfacing.-Frederick Street	15	14	0	0	14	(1)	GRANT
8032	Carriageway Resurfacing.-Brus shops	8	9	0	0	9	1	GRANT
8033	Carriageway Resurfacing.-Church Square	80	0	80	0	80	0	GRANT
8034	Carriageway Resurfacing.-Victoria Road Church Square	87	0	87	0	87	0	GRANT
8035	Carriageway Resurfacing.-Granville Ave	12	11	0	0	11	(1)	GRANT
8036	Carriageway Resurfacing.-Dalton Village Road	22	26	0	0	26	4	GRANT
8037	Carriageway Resurfacing.-Catcote Road	60	0	0	60	60	0	GRANT
8038	Carriageway Resurfacing.-Catcote Road/Brierton	3	3	0	0	3	0	GRANT
8039	Carriageway Resurfacing.Elgin Road	12	9	0	0	9	(3)	GRANT
8040	Carriageway Resurfacing.FordyceRoad,Eskdale Road and	18	21	0	0	21	3	GRANT
8041	Carriageway Resurfacing.Owton Manor Lane	42	53	0	0	53	11	GRANT
8042	Carriageway Resurfacing.Queen St	22	26	0	0	26	4	GRANT
8043	Footway Reconstruction - Clavering	3	15	0	0	15	12	GRANT
8044	Footway Reconstruction - York Road	46	46	0	0	46	0	GRANT
8045	Footway Reconstruction - Everett St	1	1	0	0	1	0	GRANT
8046	LTP3 Monitoring	15	0	0	15	15	0	GRANT
8077	Footpath Resurfacing Cemetery Road	33	33	0	0	33	0	RCCO
8078	Coast Road Pedestrian Fence	6	6	0	0	6	0	RCCO

CAPITAL MONITORING REPORT PERIOD ENDING 31st DECEMBER 2009

		EXPENDITURE IN CURRENT YEAR						
	A	B	C	D	E	F	G	H
Project Code	Scheme Title	2009/2010 Budget £'000	2009/2010 Actual as at 31/12/09 £'000	2009/2010 Expenditure Remaining £'000	Expenditure Rephased into 2010/11 £'000	C+D+E 2009/2010 Total Expenditure £'000	F-B 2009/2010 Variance from budget £'000	Type of financing
8080	Construction of New Saltbarn	300	308	0	0	308	8	UDPB
8081	Non Adopted Highway Areas	100	74	26	0	100	0	UCPB
7272	Wheelie Bin Purchase	45	13	32	0	45	0	UDPB
7465	Recycling Scheme (containers etc)	51	51	0	0	51	0	UDPB
7720	Public Conveniences	371	267	29	0	296	(75)	MIX
7821	Waste Performance Efficiency Grant (containers etc)	233	125	108	0	233	0	MIX
8079	Household Waste Recycling Scheme	300	239	61	0	300	0	UDPB
7999	Marina Way Landscaping	81	43	38	0	81	0	RCCO
7222	Minor Works - North Area	71	0	71	0	71	0	MIX
7223	Minor Works - South Area	10	0	10	0	10	0	MIX
7224	Minor Works - Central Area	78	104	0	0	104	26	MIX
8111	Marina Prom	55	56	0	0	56	1	MIX
		8,116	3,991	2,298	1,779	8,068	(48)	

Key

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

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

ACCOUNTABLE BODY REVENUE MONITORING REPORT PERIOD ENDING 31st DECEMBER 2009

TABLE 1 - NEW DEAL FOR COMMUNITIES

Line No	2009/10 Budget	Description of Best Value Unit	Actual Position 31/12/09			Projected Outturn Variance
			Forecast Expenditure / (Income)	Actual Expenditure / (Income)	Variance Adverse / (Favourable)	
Col. A	Col. B	Col. C	Col. D	Col. E	Col. F (F=E-D)	
			£'000	£'000	£'000	£'000
1	41	Anti Social Behaviour	31	22	(9)	0
2	20	Back to Work Grant	15	5	(10)	0
3	0	Building Modernisation Grant	1	0	(1)	0
4	41	Business Support Manager	31	32	1	0
5	14	Children's Emotional Wellbeing	10	0	(10)	0
6	144	Children's Learning and Activities project	108	112	4	0
7	53	Communities Project	40	32	(8)	0
8	50	Community Development Work	38	43	5	0
9	134	Community Housing Plan Delivery Costs 2008-1	100	96	(4)	0
10	60	Community Learning Centre - Lynnfield	0	0	0	0
11	5	Community Learning Centre - Stranton	0	0	0	0
12	4	Community Transport	3	4	1	0
13	30	Crime Premises	30	36	6	0
14	25	Educational Achievement Project Phase II	0	0	0	0
15	14	Enterprise Support Scheme	14	14	0	0
16	22	Ethnic Minorities Project	17	8	(9)	0
17	94	Evaluation Project	70	46	(24)	0
18	10	Family Support	7	5	(2)	0
19	19	Football Development Officer	19	19	0	0
20	44	Hartlepool NDC Trust	33	34	1	0
21	110	Hartlepool NDC Trust - Phase II	110	110	0	0
22	5	Home Improvement Project	4	0	(4)	0
23	48	Key Stage 2&3 Transition	0	0	0	0
24	7	Longhill - ILM Scheme	5	5	0	0
25	39	Longhill - Site Manager	30	30	0	0
26	25	Low Level support	25	25	0	0
27	1	Lynnfield Play Area	0	0	0	0
28	403	Management & Administration	302	267	(35)	0
29	264	Neighbourhood Management Phase II	198	164	(34)	0
30	83	Opening Doors - Phase III	83	83	0	0
31	1	Osbourne Road Hall	1	1	0	0
32	140	People's Access to Health	140	140	0	0
33	23	People's Centre	23	23	0	0
34	13	Police Community Support Officers	13	12	(1)	0
35	90	Raising Aspirations	67	9	(58)	0
36	1	Resident Association Support	1	1	0	0
37	2	RSG Laptops	1	1	0	0
38	52	Selective Licensing in the Private Rented Sector	39	0	(39)	0
39	24	Sustaining Attainment	0	0	0	0
40	13	Sustaining Consultancy Fund	10	4	(6)	0
41	12	Victim Support	9	2	(7)	0
42	5	Youth Enterprise Scheme	5	7	2	0
43	10	Young Persons Emotional Wellbeing	5	5	0	0
44	71	Youth Project	71	77	6	0
45	2,266		1,709	1,474	(235)	0

CAPITAL MONITORING REPORT PERIOD ENDING 31st DECEMBER 2009

TABLE 1 - RESOURCES

Project Code	A Scheme Title	EXPENDITURE IN CURRENT YEAR						
		B	C	D	E	F	G	H
		2009/2010 Budget £'000	2009/2010 Actual as at 31/12/09 £'000	2009/2010 Expenditure Remaining £'000	Expenditure Rephased into 2010/11 £'000	2009/2010 Total Expenditure £'000	2009/2010 Variance from budget £'000	Type of financing
7466	Vehicle Purchases	1,486	1,239	247	0	1,486	0	UDPB
7091	City Challenge Clawback	229	0	229	0	229	0	GRANT
7867	City Challenge Burbank/Murray Street	86	0	86	0	86	0	GRANT
7263	York Flatlets Demolition	0	0	0	0	0	0	CAP REC
7264	Mobile Benefits	21	0	21	0	21	0	CAP REC
7418	St Benedicts Barlow's Building Demolition	0	0	0	0	0	0	CAP REC
7468	IT Strategy	500	0	500	0	500	0	UDPB
7623	Corporate IT Projects	72	25	47	0	72	0	CAP REC
7634	Town Centre LIFT Scheme	0	0	0	0	0	0	CAP REC
7446	Electronic Document & Records Management System& Workflow	29	29	0	0	29	0	RCCO
7471	Electronic Document & Records Management System - Phase 2	67	67	0	0	67	0	RCCO
7631	Members ICT/Remote Access	15	13	2	0	15	0	CAP REC
7467	War Memorials Refurbishment	9	9	0	0	9	0	UCPB
7837	Microsoft Outlook Migration	53	39	14	0	53	0	UCPB
8050	ICLIPSE Implementation	145	145	0	0	145	0	UCPB
8105	Installation of Staff Welfare Facilities	20	0	20	0	20	0	UCPB
7026	Sir William Gray House - Fire Alarm	25	0	25	0	25	0	UCPB
7031	Civic Centre - Replace Sprinkler System	81	70	11	0	81	0	UCPB
7037	Civic Centre Toilets	137	0	137	0	137	0	UCPB
7041	Corporate Planned Maintenance Unallocated	40	0	40	0	40	0	RCCO
7048	Unallocated Health & Safety Issues	295	0	295	0	295	0	UCPB
7113	Bryan Hanson House Carpet Renewal	43	43	0	0	43	0	UCPB
7115	Civic Centre Ramp	180	0	180	0	180	0	UCPB
7116	Disabled Toilets Civic Centre	78	0	78	0	78	0	UCPB
7117	Civic Centre Access Control System	72	0	72	0	72	0	UCPB
7119	Demolition of Throston Grange Old Peoples Home	64	64	0	0	64	0	CAP REC
7200	Civic Centre Refurbishment	1,786	1,492	294	0	1,786	0	UCPB
7257	Disabled Adaptations	88	22	66	0	88	0	UCPB
7781	Renew Boiler and Heating System - Municipal Buildings	145	0	145	0	145	0	UCPB
7987	Renew Pool Filters Mill House Leisure Centre	0	0	0	0	0	0	UCPB
7988	Lynn St Garage - Install Overhead Heaters	50	50	0	0	50	0	UCPB
7989	Access System - Municipal Buildings	9	0	9	0	9	0	UCPB
8049	St Hilda's Church Work to North and West Dials	24	18	6	0	24	0	RCCO
7111	Stranton Crematorium Roof Repair Phase 3	35	30	5	0	35	0	RCCO
7112	Corporate Planned Maintenance - Redheugh Gardens Renew Footp	75	0	75	0	75	0	RCCO
7114	Corporate Planned Maintenance - Rossmere Youth Club Roof Repla	63	0	63	0	63	0	RCCO
TBA	Sir William Gray House - Install Emergency Lights	25	0	25	0	25	0	UCPB
TBA	Administration Buildings - Enhancement Works	20	0	20	0	20	0	UCPB
8085	Lynn Street Depot - Electrical Installation	55	0	55	0	55	0	UCPB
8102	Lynn Street Depot - Re-roof Garage	40	0	40	0	40	0	UCPB
		6,162	3,355	2,807	0	6,162	0	

TABLE 2 - NEW DEAL FOR COMMUNITIES

Project Code	A Scheme Title	EXPENDITURE IN CURRENT YEAR						
		B	C	D	E	F	G	H
		2009/2010 Budget £'000	2009/2010 Actual as at 31/12/09 £'000	2009/2010 Expenditure Remaining £'000	Expenditure Rephased into 2010/11 £'000	2009/2010 Total Expenditure £'000	2009/2010 Variance from budget £'000	Type of financing
7059/7060/7971	Longhill Business Security and Environmental Improvements	2	2	0	0	2	0	NDC
7062	Building Modernisation Grants	63	43	20	0	63	0	NDC
7061	Business Security Fund	4	2	2	0	4	0	NDC
7063	CIA Environmental Improvements	28	22	6	0	28	0	NDC
7038	Opening Doors Phase III	275	74	201	0	275	0	NDC
7050	Osbourne Road Hall	1	1	0	0	1	0	NDC
7051	Voluntary Sector Premises Pool	25	17	8	0	25	0	NDC
8003	Sustaining Centres	45	33	12	0	45	0	NDC
7086	Lynnfield Play Area	30	16	14	0	30	0	NDC
8004	Strategic Land Purchase	6	6	0	0	6	0	NDC
7065/7070/8014	Neighbourhood Management	61	11	50	0	61	0	NDC
7079	Home Improvement Project	597	586	11	0	597	0	MIX
		1,137	813	324	0	1,137	0	

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

CABINET REPORT

10th March, 2010



Report of: Corporate Management Team

Subject: QUARTER 3 – CORPORATE PLAN AND REVENUE
FINANCIAL MANAGEMENT REPORT 2009/2010

SUMMARY

1. PURPOSE OF REPORT

1.1 To inform Cabinet of: -

- The progress made towards achieving the Corporate Plan Actions in order to provide timely information and allow any necessary decisions to be taken;
- To provide details of progress against the Council's overall revenue budget for 2009/2010.

2. SUMMARY OF CONTENTS

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

2.2 The Revenue Financial Management report covers the following areas:

- Progress against Departmental and Corporate Budgets, and High Risk Budget Areas;
- Detailed Revenue Monitoring by Portfolio;
- Progress against Efficiency Savings Targets Identified in the 2009/2010 Budget Strategy;
- Performance against Budget Pressures to be treated as Contingency Items;
- Progress against Departmental Salary Turnover Targets;
- Progress against Area Based Grant budgets;
- Key Balance Sheet information.

2.3 The budget report submitted to your meeting on 8th February, 2010 provided details of the projected outturns for departmental and corporate budgets. The report also proposed an outturn strategy to mitigate the risks identified

in this report. This strategy is based on using available uncommitted resources to establish a single strategic risk reserve. The amount set aside is less than the anticipated risks and it is hoped in the short-term that amounts payable will not exceed the value of the reserve. If there is a shortfall on the risk reserve this will need to be met from the General Fund Balance as a last resort. It will also be necessary for the Council to consider topping up this risk reserve in future years depending on changes in the underlying risk factors or the availability of any further flexibility.

- 2.4 Further detail work on the forecast outturns has now been completed and there are no significant changes from the earlier forecast.

3. RELEVANCE TO CABINET

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

4. TYPE OF DECISION

- 4.1 None.

5. DECISION MAKING ROUTE

- 5.1 Cabinet, 8th March 2010

6. DECISION(S) REQUIRED

- 6.1 Cabinet is asked to: -

- note the current position with regard to performance and revenue monitoring;
- note the position with regard to the Revenue Budget.

Report of: Corporate Management Team

Subject: QUARTER 3 – REVENUE FINANCIAL
MANAGEMENT REPORT 2009/2010

1. PURPOSE OF REPORT

- 1.1 To inform Cabinet of the progress made towards achieving the Corporate Plan outcomes through identified actions and of progress against the Council's own 2009/2010 Revenue Budget, for the period to 31st December, 2009.

2. BACKGROUND

- 2.1 In line with previous monitoring reports, this report is an integrated document that is page numbered, thus allowing Members easier navigation around the report. (See contents table below). The report firstly provides an overall picture of performance and progress against the approved 2009/2010 revenue budget.

Section	Heading	Page
3	Overall Performance and Progress on Actions and Key Performance Indicators	2-3
	Detailed Performance Monitoring Sections	
4	Adult and Public Health Portfolio	3-4
5	Children's Services Portfolio	4-5
6	Culture, Leisure and Tourism Portfolio	6
7	Finance and Performance Portfolio	6
8	Transport and Neighbourhoods Portfolio	7
9	Regeneration and Economic Development Portfolio	7-9
10	Community Safety and Housing Portfolio	9-10
11	Revenue Monitoring 2009/2010 – Overview	10-16
12	Conclusions	16-17
13	Recommendations	17
Appendix A	Summary Revenue Monitoring Report to 30 th September, 2009, by Department	18
Appendix B	High Risk Budget Areas by Department	19
Appendices C-I	Detailed Revenue Monitoring Report to 30 th September, 2009, by Portfolio	20-35
Appendix J	Progress Against Efficiency Saving Targets Identified in the 2009/2010 Budget Strategy	36-48
Appendix K	Performance Against Schedule of	49-53

Section	Heading	Page
	Budget Pressures to be Treated as Contingency Items	
Appendix L	Area Based Grants	54-56

- 2.2 This report will be submitted to Scrutiny Co-ordinating Committee on 19th March, 2010. This will ensure that Scrutiny Co-ordinating Committee is able to review the report at the earliest opportunity.

3 OVERALL PERFORMANCE AND PROGRESS ON ACTIONS AND KEY PERFORMANCE INDICATORS

- 3.1 The Council identified 127 actions with specific completion dates and 133 key performance indicators (KPIs) as measures of success in the 2009/2010 Corporate Plan. Overall performance is good, and in line with expectations as the start of the municipal year with all but one action and 86% of the KPIs (when annually reported PIs have been removed) judged to be either on or above targets. During 2009 the traffic light with Covalent were reviewed and a new set were developed to help departments manage their performance better through Covalent. An explanation of the new traffic lights can be found below. Tables 1 and 2 below summarise officers' views on progress as at 31st December, 2009, for each Portfolio Holder's responsibilities: -



Action has not been completed or PI target not achieved



Action/KPI where intervention is required as not progressing well



Action/KPI progress is acceptable



Action/KPI on track to achieve



Action/KPI completed or target achieved

Table 1 – Progress on Actions within the Corporate Plan

Portfolio	Actions by Traffic Light					
	Green (on track or achieved)		Amber (progress acceptable)		Red (not achieved or intervention required)	
	No.	%	No.	%	No.	%
Adult Services and Public Health	24	100	0	0	0	0
Children's Services	26	87	3	10	1	3
Culture, Leisure and Tourism	4	100	0	0	0	0
Finance and Performance	17	74	6	26	0	0
Transport and Neighbourhoods	13	93	1	7	0	0
Regeneration and Economic Development	14	88	2	12	0	0
Community Safety and Housing	15	94	1	6	0	0
Total	113	89	13	10	1	1

Table 2 – Progress on Key Performance Indicators

Portfolio	KPIs by Traffic Light					
	Green (on track or achieved)		Amber (progress acceptable)		Red (not achieved or intervention required)	
	No.	%	No.	%	No.	%
Adult Services and Public Health	8	80	2	20	0	0
Children's Services	0	0	0	0	0	0
Culture, Leisure and Tourism	4	100	0	0	0	0
Finance and Performance	0	0	0	0	0	0
Transport and Neighbourhoods	10	100	0	0	0	0
Regeneration and Economic Development	0	0	0	0	0	0
Community Safety and Housing	6	67	2	22	1	11
Total	28	74	4	11	1	3

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

4 ADULT AND PUBLIC HEALTH PORTFOLIO

4.1 Performance Update for the Period Ending 31st December, 2009

4.2 Within the Adult and Public Health Portfolio there are a total of 24 actions that were identified in the 2009/2010 Corporate Plan and all are on track. Of those PIs where a quarterly update was due 8 actions have been assessed as being on target for completion, or already completed, by the agreed date. 2 PIs are progressing at a acceptable level and 1 PI requires some intervention (see table APH1).

Table APH1 – Performance Indicator assessed as requiring intervention

PI	Indicator	Target 09/10	Latest Outturn	Comment
NI 130	Social care clients receiving Self Directed Support per 100,000 population	70.00	21.2	This figure has been recalculated to improve accuracy. The national target of achievement of NI 130 for 2011 is 30% - the department exceeds this (as a proportion of all possible cases who could receive direct payments or personal budgets).

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

- Initiatives have been introduced to help increase the prevalence of breast feeding at 6-8 weeks from birth including:
 - Breast Feeding Strategy agreed at November PCT Board with very detailed action plan in support.
 - Working with businesses to be family friendly.
 - Mapping training needs and implementing a unified training strategy to support improving breast feeding initiation and maintenance to UNICEF BFI Standards;
- Excellent progress has been made in relation to increased number of personal budgets, people managing their own budgets and the maintenance of brokerage services. The Personal Health Budget pilot project is also making excellent progress and the first personal health budgets will be available from April 2010;
- The independent evaluation of the Connected Care Scheme in conjunction with Turning point and the University of Durham has been completed and shared with Cabinet. Connected Care continue to be part of the steering group for the Orwell Walk Extra Care development to ensure that links are made and opportunities maximised;
- The Obesity Strategy group has invested in initiatives that increase physical activity and increase knowledge and awareness around healthy eating which are the two main causes of obesity.

5 CHILDREN'S SERVICES PORTFOLIO

5.1 Performance Update for the Period Ending 31st December, 2009

5.2 Within the Children's Services Portfolio there are a total of 30 actions that were identified in the 2009/10 Corporate Plan. A total of 26 of

these actions are on target for completion, 3 are making acceptable progress and one action requires intervention:

Table C1 – Actions assessed as requiring intervention

Outcome: Be Healthy			
Code	Action	Due Date	Note
CORP HW04	Work with partner agencies, young people, schools and families to reduce under 18 conception rate by 55% from 1998 baseline and improve sexual health	31 Mar 2011	Data regarding conception rates for 2008/9 due in February, 2010. Therefore, no change from last quarter.

5.3 There were a total of 18 key performance indicators (KPIs) included in the corporate plan as measures of success but all are measured on an annual basis.

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

- The percentage of young people NEET is 7.8%. This represents strong progress towards the key 2010 Target of 7.6% and compares favourably with regional neighbours (9.3% North East) and Statistical Neighbours (10.6% Halton);
- Programmes that provide curriculum enrichment activities for all pupils have been developed to support schools by the following services: Tees Valley Music Service, Dyke House Sports College and GAT programmes;
- Bid submissions have been received from both bidders for the Building Schools for the future on 22nd January, 2010. Evaluations begins 26th January, 2010, Cabinet decision to be made on 8th March, 2010;
- A total of 19 parents attended the National Autistic Early Bird Parenting Programme which will be rolling out again over the next year. We have now trained 11 practitioners in the SFSC and Webster Stratton Programmes and will be rolling out these programmes over the coming year commencing in January 2010. A further 19 parents have been unable to attend parenting programmes and as such have received 1:1 support using elements from both the Strengthening Families Programme and the Family Links Nurturing Programme.

6 CULTURE, LEISURE AND TOURISM PORTFOLIO**6.1 Performance Update for the Period Ending 31st December, 2009**

6.2 Within the Culture, Leisure and Tourism Portfolio there are a total of 4 actions that were identified in the 2009/2010 Corporate Plan. All of these actions have been assessed as being on target for completion by the agreed date.

6.3 A total of 4 key performance indicators (KPIs) were included in the corporate plan as measures of success that are not reported on an annual basis. All of the indicators have been assessed as being on target to achieve their target by the end of the year with one already achieving its target.

6.4 Key areas of progress made to date in the Culture, Leisure and Tourism Portfolio include:

- Excellent progress being made towards ensuring the public have access to a wide range of information about leisure, culture and sporting opportunities in a variety of accessible mediums with new marketing materials for Sport & Recreation, What's On for Cultural Events, Tall Ships information gearing up and new Web site updated and populated. Good progress is also being made with various consultation exercises on the Voluntary Sector Strategy, Allotment Strategy, and Cultural Strategy.

7 FINANCE AND PERFORMANCE PORTFOLIO**7.1 Performance Update for the Period Ending 31st December, 2009**

7.2 Within the Finance and Performance Portfolio there are a total of 23 actions that were identified in the 2009/2010 Corporate Plan. All of these actions have been assessed as having been completed or on target to be completed by the agreed date.

7.3 All indicators in the Corporate Plan for the Finance and Performance Portfolio are reported on an annual basis.

7.4 Key areas of progress made to date in the Finance and Performance Portfolios include:

- The service planning process has been revised and relaunched within the new departments. The process retains the focus on outcomes but simplifies the process of producing plans;
- Corporate Procurement Group and CMT Support Group are reviewing the 5 year Procurement Plan with a report due to go to Portfolio Holder in February 2010.

8 TRANSPORT AND NEIGHBOURHOODS PORTFOLIO

8.1 Performance Update for the Period Ending 31st December, 2009

8.2 Within the Transport and Neighbourhoods Portfolio there are a total of 14 actions that were identified in the 2009/2010 Corporate Plan. All of these actions have been identified as being on target to be completed by the agreed date.

8.3 There are a total of 11 key performance indicators (KPIs) that have been identified as measures of success that are not reported only on an annual basis. Six of these indicators have been assessed as being expected to achieve their target by year end with a further 4 already having achieved their target. The remaining PI has not achieved its target:

Table TN1 – Performance Indicators assessed as not achieved

PI	Indicator	Target 09/10	Latest Outturn	Comment
NSD P239	Number of businesses signed up to the green tourism business scheme	4	1	One business has provisionally signed up to the Green Business scheme in quarter 3. Businesses approached and introduced to scheme however businesses were put off by relatively high costs due to economic uncertainty. A new free businesses environmental scheme is under development across Tees Valley, and will be promoted to Hartlepool businesses in 2009/10.

8.4 Key areas of progress made to date in the Transport and Neighbourhoods Portfolio include: -

- The Switch Off and Save campaign launched in October, 2009, this resource reduction education programme will be rolled out throughout all Council buildings. Audits also undertaken and resource reduction measures identified;
- Draft Carbon Reduction Strategy and Implementation Plan has been produced and due to be presented to CMT and Cabinet in March, 2010 in readiness for commencement in April, 2010;
- Neighbourhood Management strategy has been developed and currently out to consultation.

9 REGENERATION AND ECONOMIC DEVELOPMENT

9.1 Performance Update for the Period Ending 31st December, 2009

9.2 Within the Regeneration and Economic Development Portfolio there are a total of 16 actions that were identified in the 2009/2010

Corporate Plan, All of which have been assessed as being expected to be completed by the agreed date.

- 9.3 There are 2 indicators within the Corporate Plan for the Regeneration and Economic Development Portfolio which are report on a quarterly basis and both of these require some intervention:

Table RED1 – Performance Indicators requiring intervention

PI	Indicator	Target 09/10	Latest Outturn	Comment
RPD P045	Employment Rate (16-24)	54.1	46	Data set relates to June 2009. The negative trend has continued due to economic recession. (Confidence level is $\pm 7.2\%$). The Future Jobs Fund is now running with over 140 placements and this should positively impact on this outturn from November 2009.
PRD P076	The gap between Hartlepool unemployment rate and the GB rate	2.4	3.1	Data refers to November 2009. We have experienced a significant increase in unemployment which unfortunately has increased at a higher rate than the GB level. There are a broad range of interventions that will hopefully positively impact on this indicator over the medium to long term.

- 9.4 Key areas of progress made to date in the Regeneration and the Economic Development Portfolio include:

- PD Ports confirmed in December 2009 that they wish to pursue port-related development of the Victoria Harbour site with an emphasis on offshore industries (oil, gas, wind energy). The Council will provide appropriate business support to PD Ports and any companies working with PD Ports to bring forward development proposals;
- The Council is continuing to liaison with key partners including participation in Tees Valley City Region Business Case review workshops, engagement in Single Conversation and representation in Planning Advisory Group providing input to Integrated Regional Strategy, together with ongoing individual liaison with key agencies;
- To help ensure the delivery of the Neighbourhood Renewal in the Borough a meeting with Partners took place in December where a report was considered to initiate the NAP Forum review process. A draft Action Plan has been prepared and this is to be considered and agreed at the NAP Officers Group in February. Agreement was also sought at the December meeting for the preparation of a Discussion Paper to look at more radical options in NAP delivery/Forum arrangements. A draft Town Centre

Communities NAP has been prepared with consultation on the DHSG Plan ongoing. Finally confirmation of Connecting Communities Bid has been received to complement this process.

10 COMMUNITY SAFETY AND HOUSING PORTFOLIO

10.1 Performance Update for the Period Ending 31st December, 2009

10.2 Within the Community Safety and Housing Portfolio there are a total of 16 actions that were identified in the 2009/2010 Corporate Plan. All of these actions have either been completed or have been assessed as being on target for completion by the agreed date.

10.3 There are 9 key performance indicators (KPIs) included in the Corporate Plan as measures of success that are not reported on an annual basis, 8 of which have been assessed as being on track to achieve target one requires intervention.

Table CSH1 – Performance Indicators requiring intervention

PI	Indicator	Target 09/10	Latest Outturn	Comment
NI 20	Assault with injury crime rate	5.59	6.4	This indicator relates to crimes of violence recorded by police, many of which are associated with night-time economy or domestic violence, and linked to excessive alcohol consumption. There is increasing targeted activity to focus on those people who are repeat offenders and use of the new power to make application for a Drink Banning Order for the worst offenders is underway. An application for designation of Hartlepool court as a 'specialist domestic violence court' has already been made, this will bring additional support to victims through the appointment of Independent Domestic Violence Advocate (IDVA). Additional alcohol treatment requirements can now be utilised by the Courts when sentencing offenders, due to improvements in the alcohol services locally and this will continue to develop further in 2010/11. Violent crime will continue to be priority for Safer Hartlepool Partnership in 2010/11 and therefore partnership

10.4 Key areas of progress made to date in the Community Safety and Housing Portfolio includes:

- Following recent publication of the Safer Hartlepool Partnerships Strategic Assessment and its associated Annual Priorities, the publication of the Evidence Led Solutions report a Domestic

Violence Coordinator has been appointed along with the creation of the operational Night Time Economy Group. Very good progress is being made to developing partnering arrangements to reducing violence and disorder in key areas;

- The current strategic Housing Market Renewal Programme is on track and has met the third quarter targets (2009/2010) for grant expenditure. They have managed to exceeded acquisition targets, working in partnership with Tees Valley Living and other Tees Valley Authority partners.

11. REVENUE FINANCIAL MANAGEMENT 2009/2010 - OVERVIEW

11.1 This section provides details covering the following areas: -

- Overview of Financial Position;
- Review of High Risk Budget Areas;
- Progress against Efficiency Savings Targets Identified in the 2009/2010 Budget Strategy;
- Performance against Budget Pressures treated as Contingency Items;
- Progress against Departmental Salary Turnover Targets;
- Progress against Area Based Grants
- Key Balance Sheet information.

11.2 Overview of Financial Position

11.3 At an overall level the Council's budget is monitored on a departmental basis and the overall position is summarised at **Appendix A.**

11.4 **Appendix A** is supported by detailed Financial Management statements for each Portfolio, which now include comments on material variances to provide a clearer position statement as set out below:

- Appendix C - Adult and Public Health
- Appendix D - Children's Services
- Appendix E - Community Safety & Housing
- Appendix F - Culture Leisure & Tourism
- Appendix G - Finance & Performance Management
- Appendix H - Regeneration & Economic Development
- Appendix I - Transport & Neighbourhood

11.5 Further work has been undertaken on the corporate budgets which confirms the £1.5m favourable outturn position was reported to Council on the 11th February, 2010 as part of the MTFS. This amount has been allocated to establish the strategic risk reserve to mitigate those risks identified in part of the MTFS. As reported

previously it be necessary for Council to consider topping up this reserve in future years depending on changes in the underlying risk factors or in the availability of any further flexibility. Should the amounts payable in any year exceed the risk reserve then this will need to be met from the general Fund Balance as a last resort.

11.6 The latest departmental position is summarised below:-

	Forecast Outturn	
	Net Adverse/ (Favourable) Variance per MTFS £'000	Net Adverse/ (Favourable) Variance Quarter 3 £'000
<u>Child and Adult Services</u>		
Children's Services	(330)	(240)
Adult & Community Services	(230)	(200)
	(560)	(440)
<u>Regeneration and Neighbourhood Services</u>		
Regeneration & Planning	(130)	(120)
Neighbourhood Services	10	0
	(120)	(120)
Chief Executives Department	(40)	(40)
Net Outturn Variance - All Departments	(720)	(600)

- Child and Adult Services – net underspend £440,000

The projected outturn is lower than anticipated mainly owing to increased pressures on the Schools Transformation Team budget within Children's Services (£325k adverse outturn projection). This has arisen from an increased need to use legal and other external advisors in respect of the ICT and Design & Build contracts and to alleviate school concerns relating to the BSF project. This pressure has been offset by savings within the Children and Families Best Value Group, departmental staff vacancies and reduced home to school transport costs.

Council have agreed that a specific reserve ring fenced for Looked After Children be created from the net underspend from Children's Services budget.

- Regeneration and Neighbourhood Services – net underspend £120,000

The favourable variance is mainly owing to the receipt of planning fees for a major development scheme.

At quarter 2 Neighbourhood Services were projecting an adverse variance of £114,000. This included an adverse variance on Car Parking charges income of £200,000. It was proposed to fund this shortfall from the underspend on the Centralised Estimates budget. The current projection anticipates that the Car Parking income shortfall will now be £260,000. However, owing to careful management of other budgets heads within the Regeneration & Neighbourhoods department the call on the reserve is now £60,000. This position is reflected in the above table.

As the recovery from recession is now expected to be extremely slow and adverse income trends are expected to continue for longer it would be prudent to earmark the unused car parking income reserve towards income shortfalls in 2011/2012. .

- Chief Executives Department – net underspend £42,000

The latest forecast outturn confirms the adverse trends on Land Charges income are continuing owing to the downturn in the housing market. It was previously reported that £80,000 of the available Shopping Centre Income Reserve would be needed in the current year. However, shopping centre income in the current year has been more robust than expected. Latest projections show that these trends are unlikely to continue and this reserve will now be needed in 2010/2011.

Council has agreed that after the specific ring fenced reserve is created for Looked after Children that any other net departmental underspends be transferred into the new strategic risk reserve. Based on the latest forecast this contribution is expected to be in the order of £0.36m.

11.7 Revenue Contribution to Capital Expenditure

- 11.8 In accordance with Financial Procedure Rules departmental outturns reflect two contributions towards capital expenditure. These transfers have been agreed by the Chief Financial Officer and are detailed below for Members information:

	<u>£</u>
• Countyside Vehicle Purchase	8,000
• Brougham Enterprise Centre Toilet and Shower Facilities	2,000

11.9 Review of High Risk Budget Areas

- 11.10 High risk budget areas were identified as part of the budget setting report, submitted to Cabinet in February. These issues are explicitly managed and reported to ensure any problem areas are identified at

an earlier stage, to enable appropriate corrective action to be taken. The areas identified as high risk budgets are attached at **Appendix B**. **Appendix B** explains how these items were identified and indicates that there are currently variances on a number of budgets. The main adverse variances relate to demographic changes in Older People, Car Parking Income and Building Schools for the Future. Further details are included in **Appendices C to I**.

11.11 Progress against Efficiency Savings Targets Identified in the 2009/2010 Budget Strategy

11.12 The table below shows the summary of savings included in the 2009/2010 Budget Strategy. At this stage it is anticipated that the savings will be in total £200,000 less than expected. A comprehensive schedule of progress in achieving these savings is attached at **Appendix J** and further details regarding the overall monitoring position for each Portfolio are set out in **Appendices C to I** of this report.

Department	2009/10 Target £'000	Savings Expected to be achieved from Efficiency £'000	Variance from 2009/10 Target £'000
Adult & Community Services	1,010	96.5	45
Chief Executives	160	10.3	57
Children's Services	593	62.9	(36)
Neighbourhood Services	521	52.1	0
Regeneration & Planning	176	17.6	0
Total	2,460	2,394	66

11.13 Performance against Budget Pressures treated as Contingency Items

11.14 Members will recall that as part of the review of budget pressures for 2009/2010, it was determined that a number of pressures are not certain to arise, or the value of the pressure is not certain. These items were therefore classified as “contingency” items and a budget provision was made to underwrite these risks.

11.15 **Appendix K** provides a schedule of these items. The main variance is the £63,000 contingency relating to the ‘provision of capacity to manage the transfer of 16-19 education and training funding to the local authority’ which is no longer required in 2009/2010.

11.16 Progress against Departmental Salary Turnover Targets

11.17 An assumed saving from staff turnover is included within salary budgets. Details of individual department's targets are summarised in the table below.

Department	2009/10 Turnover Target £'000	Expected to 31.12.09 £'000	Actual to 31.12.09 £'000	Variance from Target £'000
Adult & Community Services	520.3	390.3	397.4	(7.1)
Chief Executives	199.3	149.5	182.9	(33.4)
Children's Services (excluding Schools)	286.9	286.9	286.9	0.0
Neighbourhood Services	176.0	132.0	148.0	(16.0)
Regeneration & Planning	128.0	128.4	140.4	(12.0)
	1,310.5	1,087.1	1,155.6	(68.5)

11.18 The above figures are included within the variances reported for each department at a detailed level. At present the savings achieved are greater than expected for Quarter 3 and as in previous years, this position will continue to be separately monitored during the year.

11.19 Area Based Grants

11.20 In overall terms actual expenditure amounts to £8.773m, compared to anticipated expenditure of £8.885m, resulting in a current favourable variance of £0.112m, (see **Appendix L**).

11.21 The projected outturn is £11.848m, compared to the latest budget of £11.952m, resulting in a £0.104m favourable variance at outturn.

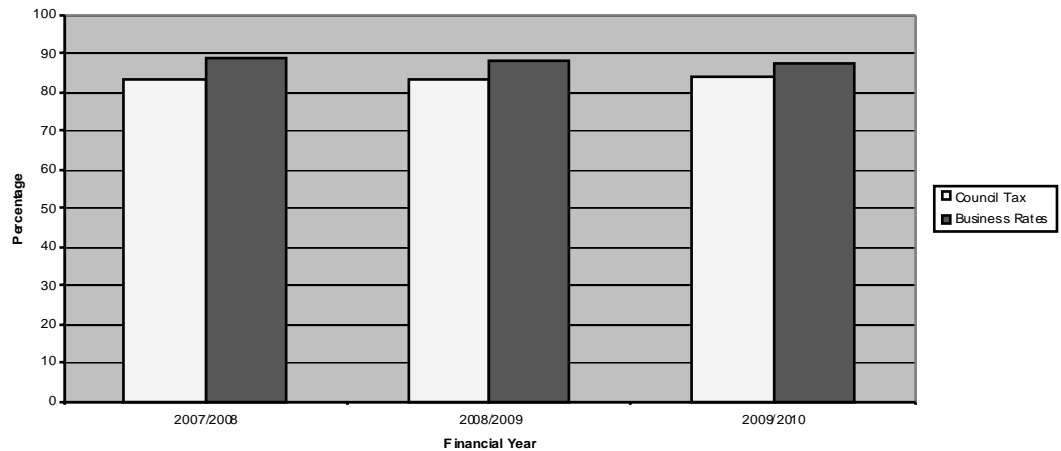
11.22 Key Balance Sheet Information

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

- Debtors

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

Percentage of Debt Collected at 31st December

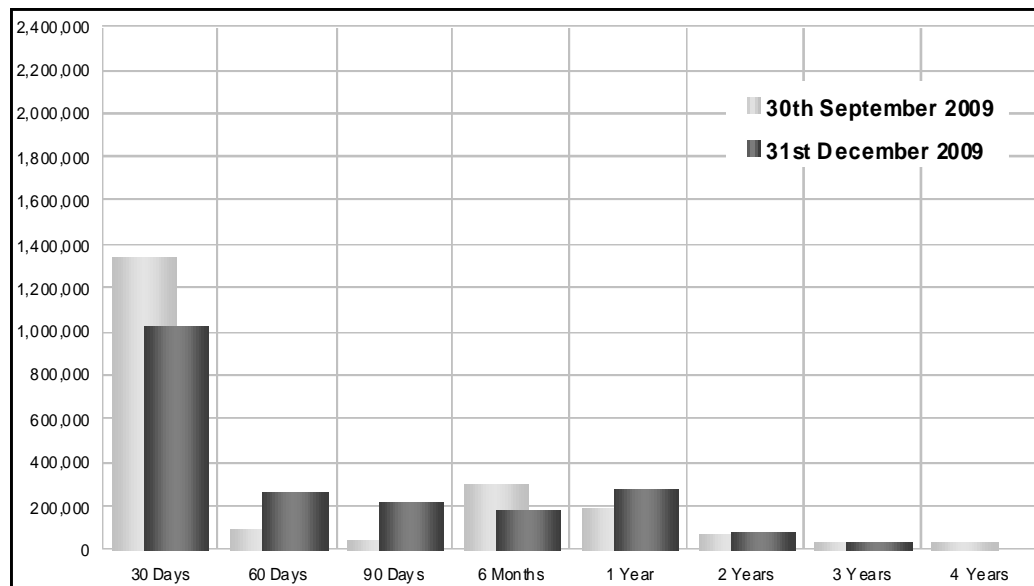


The Council Tax collection rate is up slightly by 0.46% and the NNDR collection rate is down by 1.02% when compared to the same period last financial year. In-year collection rates are affected by the timing of week/month ends.

The NNDR collection rate is likely to deteriorate further given the new deferment scheme which allows a percentage of this year's increase in the NNDR charge to be carried forward into the next two financial years.

The Council Tax position is representative of what is happening across the Tees Valley, despite the current economic climate.

The position in relation to Sundry Debtors is summarised below:



At the start of the current financial year the Council had outstanding sundry debts of £2.575m. During the period 1st April, 2009 to 31st December, 2009, the Council issued approximately 8,704 invoices with a value of £10.585m. As at the 31st December, 2009, the Council had collected £8.479m, leaving £2.106m outstanding, which consists of: -

- Current Debt - £1.691m

With regard to current outstanding debt, this totals £1.691m at 31st December, 2009, inclusive of approximately £1.023m of debt less than thirty days old.

- Previous Years Debt - £0.415m

These debts relate to the more difficult cases where court action or other recovery procedures are being implemented. At the 31st December, 2009, debts older than one year totalled £0.415m.

- Borrowing Requirement and Investments

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

The forecast higher investment income in 2009/2010 is detailed in paragraph 11.6.

12. CONCLUSIONS

- 12.1 The report details progress towards achieving the Corporate Plan outcomes.
- 12.2 The report also provides details of progress against the current year's budget. In respect of corporate budgets it is anticipated there will be an underspend on the Centralised Estimates budget. This is the strategic land acquisition being delayed and higher investment income from slightly higher interest rates.
- 12.3 As reported at the end of Quarter 2 there are a number of adverse income trends continuing from previous years. Some provision was made in the 2008/2009 Outturn Strategy for this risk, but this will not be sufficient to cover the anticipated shortfall. Cabinet has agreed to the proposal to fund this shortfall from the underspend on the Centralised Estimates budget and to allocate resources to manage this risk next year.
- 12.4 There is a risk that additional resources will need to be allocated for additional Equal Pay costs arising from Equal Pay tribunal cases.

Cabinet has agreed to allocate part of the Centralised Estimate underspend to manage this risk.

- 12.5 In relation to departmental budgets it is anticipated that overall expenditure will be within budget after offsetting favourable and adverse variances.

13. RECOMMENDATIONS

- 13.1 Cabinet is asked to: -

- Note the current position with regard to Performance Monitoring and the revenue budget.

GENERAL FUND - REVENUE MONITORING REPORT TO 31st December 2009

Line No	Actual Position 31/12/09			Description of Expenditure	Projected Outturn Position		
	Expected Expenditure (Income)	Actual Expenditure (Income)	Variance Adverse/ (Favourable)		2009/10 Latest Budget	2009/10 Projected Outturn	2009/10 Projected Variance: Adverse/ (Favourable)
	Col. B £'000	Col. C £'000	Col. D (D=C-B) £'000		Col. F £'000	Col. G £'000	Col. H (H=G-F) £'000
Col. A				Col. E			
				TABLE 1 - Departmental Expenditure			
1	24,642	23,983	(659)	Adult and Community Services	33,354	33,152	(202)
2	16,691	16,596	(95)	Children's Services	23,872	23,636	(236)
3	12,988	13,116	128	Neighbourhood Services	16,812	16,872	60
4	4,701	4,620	(81)	Regeneration & Planning	5,723	5,603	(120)
5	7,504	7,287	(217)	Resources	6,420	6,384	(36)
6	66,526	65,602	(924)	Total Departmental Expenditure	86,181	85,647	(534)
				TABLE 2 - Corporate Costs			
				EXTERNAL REQUIREMENTS			
7	3	3	0	Magistrates, Probation and Coroners Court	187	187	0
8	21	24	3	North Eastern Sea Fisheries Levy	21	21	0
9	46	48	2	Flood Defence Levy	46	46	0
10	(53)	(53)	0	Discretionary NNDR Relief	34	34	0
				CORPORATE COMMITMENTS			
11	2,044	2,320	276	I.T.	2,625	2,625	0
12	139	135	(4)	Audit Fees	367	367	0
13	(1,914)	(2,714)	(800)	Centralised Estimates	6,502	5,002	(1,500)
14	0	0	0	Insurances	178	178	0
15	1	(1)	(2)	Designated Authority Costs	67	67	0
16	315	324	9	Pensions	353	353	0
17	266	279	13	Members Allowances	355	355	0
18	58	53	(5)	Mayoral Allowance	77	77	0
19	(38)	(57)	(19)	Emergency Planning	93	93	0
				NEW PRESSURES			
20	0	0	0	Contingency	23	23	0
21	0	0	0	Planning Delivery Grant terminated	69	69	0
22	90	90	0	Business Transformation Programme	0	0	0
23	0	8	8	Teesside Airport Study	0	0	0
24	0	5	5	Receipts for Government Pool	0	0	0
25	0	14	14	Members ICT	0	0	0
26	0	4	4	Secure Remand - Corporate	0	0	0
27	0	0	0	Strategic Contingency	160	160	0
28	0	0	0	2006/07 Final Council Commitments	15	15	0
29	0	1	1	2007/08 Provision for Grants/Pressures/Priorities	37	37	0
30	0	0	0	Contribution towards one-off BTP Costs	450	450	0
31	0	0	0	Provision for Cabinet projects	35	35	0
32	0	0	0	Job Evaluation	707	707	0
33	0	0	0	Job Evaluation - Protection Costs Cont from Reserves	(59)	(59)	0
34	0	0	0	Area Based Grant Review	(287)	(287)	0
35	0	0	0	New Burdens funded from Formula Grant	11	11	0
36	0	0	0	Benefit Subsidy income	(200)	(200)	0
37	24	24	0	PARISH PRECEPTS	24	24	0

38	0	0	0	CONTRIBUTION FROM BUDGET SUPPORT FUND AND OTHER	(4,630)	(4,630)	0
41	0	0	0	LOWER PROTECTION COSTS - RELEASE OF RESERVE	(200)	(200)	0
42				Children's Services DSG Funding - LA Element Only	(4,873)	(4,873)	0
43	67,528	66,109	(1,419)	Total General Fund Expenditure	88,368	86,334	(2,034)

Risk Rating

A simplified version of the Risk Assessment criteria used in the Council's Risk Management Strategy has been used to rank budget risks. This assessment rates risk using the convention of green/amber/red, as defined below, although differences of risk within each category have not been defined. The risk assessment helps inform the Council's budget monitoring process as it identifies areas that need to be monitored more closely than other budgets. These procedures help ensure that departments can manage budgets and services within the overall departmental resource allocation and the Council's overall financial management framework, which enable departments to establish reserves for significant risks and to carry forward under and over spends between financial years.

The value of expenditure/income on individual areas, are shown in the table below, along with the current variance to date.

Green - these are unlikely events which would have a low financial impact.

Amber - these are possible events which would have a noticeable financial impact.

Red - these are almost certain to occur and would have a very significant impact. Provision would need to be made for such events in the budgets.

Financial Risk	Risk Rating	2009/2010 Budget £'000	Variance to 31st December 2009 (Favourable) / Adverse £'000	Forecast Outturn Variance (Favourable) / Adverse £'000
Adult & Community Services				
Demographic changes in Older People	Amber	15,370	63	147
Demographic changes in Working Age Adults	Red	8,716	287	(145)
Property Maintenance - Community Buildings	Amber	284	17	17
Non-achievement of Income targets within Community Services	Amber	(1,351)	(193)	0
Non-achievement of Income targets within Social Care Budgets	Amber	(9,457)	(229)	0
Total		13,563	(56)	19
Regeneration & Planning				
Fee Income - Planning & Building Control	Amber	659	(114)	(120)
Rent Income - Economic Development Services	Green	165	5	0
Total		824	(109)	(120)
Neighbourhood Services				
Environment, Environmental Action & Town Care Management	Amber	8,446	(102)	(110)
Car Parking	Amber	(857)	220	260
Total		7,589	118	150
Corporate Budgets				
Pay costs - Single Status and costs of living pay award	Amber	50,470	(100)	(150)
Higher costs of borrowing and/or lower investment returns	Green	5,804	(800)	(1,500)
ICT	Green	2,561	276	0
Planned Maintenance Budget	Amber	215	0	0
Delivery of Planned Savings	Amber	2,460		
Total		61,510	(624)	(1,650)
Children's Services				
Individual School Budget	Amber	55,557	0	0
Individual Pupils Budget allocated during the year to schools for high level SEN pupils	Green	1,628	(2)	(1)
Home to School Transport Costs	Amber	1,516	(4)	(13)
Schools Transformation Team (Building Schools for the Future)	Amber	974	285	325
Carlton Outdoor Education Centre	Red	68	0	86
Increased demand in places at independent schools for pupils with high level of SEN	Amber	600	10	(4)
Increased demand for Looked After Children Placements	Red	5,293	(46)	(343)
Total		65,636	243	50

REVENUE FINANCIAL MONITORING REPORT FOR FINANCIAL YEAR 2009/2010

Approved 2009/2010 Budget £'000	Description of Best Value Unit	Expected Budget £'000	Actual £'000	Variance to Date - Over/ (Under) spend £'000	Projected Outturn Variance £'000	Directors Explanation of Variance
462	Environmental Standards	192	262	70	93	Increased fee income within Environmental Action will offset the projected deficit.
0	Adult Education	88	(288)	(376)	0	Adult Education is wholly funded by ring-fenced grant. Any underspend will be carried forward.
4,620	Assessment,Care Mgt & Prov 1	3,597	3,359	(238)	(215)	The current favourable variance relates to staff vacancies. The vacancy freeze being operated ahead of business transformation has increased the savings in this area owing to the large workforce. This is not sustainable in the long term but will continue to the financial year end which is reflected in the outturn projection.
2,835	Assessment,Care Mgt & Prov 2	2,064	1,889	(175)	(122)	The majority of this variance relates to staff vacancies on hold pending a restructure of this area. It is not anticipated that these savings will continue at the same rate once the restructure is implemented. The outturn projection reflects this.
178	Carers & AssistiveTechnology	27	16	(11)	0	
906	Commissioning - Adults	776	709	(67)	(120)	The current favourable variance relates to staff vacancies and temporary external funding from the PCT and Joseph Rowntree Foundation. The projected outturn forecast reflects the income received and the staff vacancies filled.
823	Commissioning - Mental Health	615	781	166	200	As previously reported the current adverse variance relates to continuing increased demand for community based care in this area. A pressure has been identified for this area for 2010/11. The outturn forecast reflects this continuing trend.
8,832	Commissioning - Older People	6,651	6,789	138	147	The majority of the current adverse variance relates to increased demand for transitional and rehabilitation beds. It is expected that this trend will continue and the outturn forecast has been updated to reflect this.
5,523	Commissioning - Working Age Adults	3,609	3,555	(54)	(145)	This area includes a temporary pressure for an individual with complex needs. The case is under review subject to court proceedings. Projected outturn reflects the temporary funding.
335	Service Strategy and Regulation	(80)	(90)	(10)	0	
1,761	Support Services	1,430	1,477	47	28	
26,275	TOTAL	18,969	18,459	(510)	(134)	

USE OF RESERVES

The above figures include the 2009/2010 approved budget along with the planned use of Departmental Reserves created in previous years.

The details below provide a breakdown of these reserves

<u>Description of Best Value Unit</u>	<u>Approved 2009/2010 Budget £'000</u>	<u>Planned Usage 2009/10 £'000</u>	<u>Variance Over/ (Under) £'000</u>
Commissioning Adults - Communities for Health	120	120	0
Commissioning Mental Health - Agency	10	10	0
Commissioning - Older People	20	0	(20)
Assessment, Care Mgt & Prov 2	27	27	0
Carers & Assistive Technology	61	0	(61)
Assessment, Care Mgt & Prov 2	65	65	0
Commissioning Adults - Supporting People	400	350	(50)
	703	572	(131)

<u>Directors Explanation of Variance</u>
This reserve will be spent in the first quarter of 2010-2011
Reserve to be used to fund expected stock write offs as they occur in future years.
Variance relates to slippage in planned projects proposed and agreed in the 5 year SP Strategy. This funding will be required in future years as the projects are implemented and it is requested that any unused balance is carried forward at outturn.

REVENUE FINANCIAL MONITORING REPORT FOR FINANCIAL YEAR 2009/2010

Approved 2009/2010 Budget £'000	Description of Best Value Unit	Expected Budget £'000	Actual £'000	Variance to Date - Over/ (Under) spend £'000	Projected Outturn Variance £'000	Directors Explanation of Variance
2,556	Access to Education	2,537	2,741	204	280	The current and forecast outturn variances comprise pressures on the Schools Transformation Team budget (£325k adverse outturn projection) mainly arising from the increased need to use legal and other advisors in respect of the ICT and Design & Build contracts and to alleviate school concerns relating to the BSF project. This can be partly offset by savings on departmental staff vacancies and home to school transport costs.
988	Central Support Services	25	25	0	0	
89	Children's Fund	97	97	0	0	
10,856	Children & Families	7,863	7,832	(31)	(389)	Demand for the external placement of Looked After Children has remained stable throughout (LAC) the year and the need for such placements has been carefully monitored. The contingency provision of £250,000 included within the LAC budget is unlikely to be required this year and in addition, other underspends are projected across the service area. Due to the volatile nature of demand for Children and Family services Cabinet have agreed at their meeting on 8th February 2010 to transfer any year end underspend to the departments LAC reserve to mitigate against in year cost pressures during future years.
365	Early Years	(291)	(425)	(134)	13	There are currently underspends against the General Sure Start Grant arising from staff vacancies and higher than expected income at the Surestart Centres. This grant is ring-fenced therefore funding has been allocated to fund building improvements, nursery equipment and temporary staffing. In addition, demand for 3 and 4 year old nursery provision is anticipated to exceed the expected budget by year end.
122	Information Sharing & Assessment	100	99	(1)	(14)	A proportion of the Children's Trust budget was held back as a contingency for unexpected costs but is now no longer anticipated to be needed.
2,166	Other School Related Expenditure	1,344	1,251	(93)	(34)	Savings have been achieved on reduced premature retirement costs and software licences. In addition, the department has not needed any of the 14-19 contingency funding as work to plan the transfer of LSC responsibilities has been absorbed by existing staff. By year end, a proportion of the savings identified above will be required to cover the costs of managing the former Brierton School site whilst refurbishment is taking place and to cover the costs of additional swimming instructors who have been recruited to enhance teacher to pupil ratios following health and safety concerns. As reported at Q2, the department is holding an earmarked proportion of schools funding relating to former Brierton School redundancy and salary protection costs. This Appendix accounts for carry forward of the anticipated overspend against this funding which will be offset by additional funding in future years as agreed by the Schools Forum.
126	Play & Care of Children	39	39	0	(4)	
1,686	Raising Educational Achievement	1,810	1,789	(21)	(34)	Savings relate to staff salary vacancies plus lower demand on departmental budgets for school development and curriculum support.
2,719	Special Educational Needs	1,773	1,691	(82)	(106)	Savings relate to vacancies in the Education Psychology team, lower than expected demand for Home and Hospital Teaching and savings on the operating costs of the PRU following transfer to the EDC site.
1,014	Strategic Management	509	430	(79)	(102)	There are savings relating to the Central Training budget and reduced demand for CRB checks.
125	Youth Justice	77	76	(1)	0	

Approved 2009/2010 Budget	Description of Best Value Unit	Expected Budget	Actual	Variance to Date - Over/ (Under) spend	Projected Outturn Variance	Directors Explanation of Variance
£'000		£'000	£'000	£'000	£'000	
1,060	Youth Service	808	813	5	14	
0	Dedicated Schools Grant - Trfr Balance to DSG Department Reserve	0	138	138	140	Within the variances described above are net savings on DSG funded services totalling £140k. This saving is ring fenced and will be automatically carried forward to be utilised in 2010/11 subject to consultation with the Schools Forum.
0	Dedicated Schools Grant - Trfr to DSG Schools Reserve	0	0	0	0	As reported at Quarter 2 the department is centrally holding an earmarked proportion of schools funding relating to former Brierton school redundancy and salary protection costs (see 'Other School Related Expenditure BVG' and Reserves Table below). This will be overspent in the current year and will be carried forward and offset by additional school funding over the next three years as agreed by the Schools Forum. This carryforward has been reflected in the 'Other School Related Expenditure BVG.'
23,872	TOTAL	16,691	16,596	(95)	(236)	

USE OF RESERVES

The above figures include the 2009/2010 approved budget along with the planned use of Departmental Reserves created in previous years.
The details below provide a breakdown of these reserves

Description of Best Value Unit	Approved 2009/2010 Budget £'000	Planned Usage 2009/10 £'000	Variance to Date Over/ (Under) £'000
School Transformation Team (BSF)	(1,081)	(1,081)	0
Carlton Outdoor Centre	(18)	(86)	68
Early Years Support Network	(9)	(4)	(5)
DSG underspend from previous years	0	(355)	355
ContactPoint Grant (5% c/f from 2008/09)	0	(2)	2
Brierton Closure - Salary Protection Fund	(110)	(290)	180
Youth Service - Contribution to Rossmere Skate Park	0	(70)	70
Youth Opportunity Fund (5% Grant c/f from 2008/09)	0	(4)	4
Playing for Success	(14)	(14)	0
Parenting Support	(20)	0	(20)
Social Care Backscanning Costs	(80)	(80)	0
Swimming Pool Improvements	(90)	(75)	(15)
Promotion of Breast Feeding	0	90	(90)
Teenage Pregnancy Prevention	(5)	(5)	0
Youth Service - General	(15)	(15)	0
	(1,442)	(1,991)	549

Child & Adult Services aim to fund the projected overspend relating to the Schools Transformation Team from savings identified across the department's budget as detailed above.
Increased use of the Reserve is anticipated owing to the costs of Job Evaluation and the loss of income following Redcar and Cleveland's withdrawal from the joint authority user agreement. The overspend on the Centre has been reported to the Carlton Steering Group and, unless the external income target is exceeded this will be funded from an increased charge against the Carlton Reserve.
This relates to the underspend on the local authority element of the DSG in previous years and this balance has been transferred via a Revenue Contribution to Capital Outlay (RCCO) to enhance the Schools Capital programme as agreed by School Forum on 13th January 2010.
As reported at Quarter 2 the department is centrally holding an earmarked proportion of schools funding (DSG) relating to former Brierton school redundancy and salary protection costs. This will be overspent by £180k in the current year and will be carried forward and offset by additional school funding over the next three years as agreed by the Schools Forum.
As previously agreed, this Reserve is contributing towards the MUGA and SkatePark at Rossmere.
This Reserve will be utilised next year and has been included in the Department's budget for 2010/11.
Access and other capital improvements are now expected to cost £75k.
It is proposed to create a Reserve, subject to final confirmation and approval from the PCT, arising from an underspend against a specific PCT grant for the promotion of Breast Feeding in Hartlepool which will be spent in 2010/11 and 2011/12.

REVENUE FINANCIAL MONITORING REPORT FOR FINANCIAL YEAR 2009/2010

Approved 2009/2010 Budget £'000	Description of Best Value Unit	Expected Budget £'000	Actual £'000	Variance to Date - Over/ (Under) spend £'000	Projected Outturn Variance £'000	Directors Explanation of Variance
804	Consumer Services	488	384	(104)	(112)	The favourable variance is owing to vacant posts (£40k) and higher than expected license fee income (£72k).
219	Environmental Action	164	162	(2)	0	
127	Building Control	45	121	76	80	Fee income is below target at the end of Quarter 3 as a result of the recession and also because of work lost to private sector inspectors in a competitive market.
77	CADCAM	76	85	9	0	
988	Community Safety	1,384	1,395	11	12	A combination of small adverse variances in relation to the running costs of the Anti Social Behaviour Unit is expected to lead to an adverse variance of around £12,000 at year end.
314	Community Strategy	210	205	(5)	0	
168	Development Control	32	(120)	(152)	(200)	The favourable variance is largely owing to exceptional fee income relating to Wynard Business Park. This income can be taken to the budget in the current year and mitigates lower fees from smaller developments which have reduced owing to the recession.
(1)	Divisional Management	80	76	(4)	0	
30	Drug Action Team	(411)	(411)	0	0	
987	Housing Services	590	580	(10)	0	
369	Landscape & Conservation	234	218	(16)	0	
529	Youth Offending Service	506	511	5	0	
0	Tall Ships Event 2010	30	30	0	0	
4,611.0	TOTAL	3,428	3,236	(192)	(220)	

USE OF RESERVES

The above figures include the 2009/2010 approved budget along with the planned use of Departmental Reserves created in previous years.
The details below provide a breakdown of these reserves

Description of Best Value Unit	Approved 2009/2010 Budget £'000	Planned Usage 2009/10 £'000	Variance Over/ (Under) £'000
Youth Offending Reserve	35	35	0
Anti Social Behaviour Team Reserve	9	9	0
Tall Ships Event 2010	233	233	0
	277	277	0

Directors Explanation of Variance

REVENUE FINANCIAL MONITORING REPORT FOR FINANCIAL YEAR 2009/2010

Approved 2009/2010 Budget £'000	Description of Best Value Unit	Expected Budget £'000	Actual £'000	Variance to Date - Over/ (Under) spend £'000	Projected Outturn Variance £'000	Directors Explanation of Variance
62	Allotments	6	5	(1)	0	
41	Archaeology	14	14	0	0	
796	Community Support	660	644	(16)	0	
404	Countryside	324	305	(19)	0	This favourable variance mainly relates to savings on general supplies and services at Summerhill and within Countryside Management. It is proposed to utilise these savings to replace and upgrade the ageing security system at Summerhill and temporarily revise the opening times to meet demand. The nil outturn forecast reflects this.
176	Foreshore	146	141	(5)	0	
2,014	Libraries	1,386	1,360	(26)	(29)	The current favourable variance relates to held staff vacancies across the Libraries service pending a restructure. It is anticipated that these vacancies will continue as part of the Service Delivery Option process and Business Transformation. The favourable outturn reflects this.
295	Maintenance	252	268	16	16	The current adverse variance is owing to increased cyclical maintenance charges in particular at Grayfields and the Headland Sports Hall. The adverse variance is expected to remain until the end of the year and is reflected in the outturn projection.
938	Museums & Heritage	907	936	29	31	The current adverse variance relates to unexpected costs in relation to site improvements at Sir William Gray House and the Hitroic Quay, and underachievement of sales income.. As previously reported the projected outturn variance relates to the expected underachievement of income from the Coffee Shop as well as continuing current trends. It is not expected that the full building cleaning efficiency will be achieved following further discussions with Neighbourhood Services. It is planned to restrain other costs to offset this and outturn forecast reflects this.
608	Parks	158	125	(33)	0	
31	Recharge Accounts	769	722	(47)	0	
1,796	Sports & Physical Recreation	866	877	11	0	
380	Strategic Arts	347	359	12	7	The majority of this current adverse variance relates to the underachievement of income at the Borough Hall Bar. It is anticipated that this trend will continue to the end of the year based on previous years and the outturn projection reflects this, the situation has improved since last quarter owing to increased lettings of the Borough Hall buildings.
7,541	TOTAL	5,835	5,756	(79)	25	

USE OF RESERVES

The above figures include the 2009/2010 approved budget along with the planned use of Departmental Reserves created in previous years.
The details below provide a breakdown of these reserves

Description of Best Value Unit	Approved 2009/2010 Budget £'000	Planned Usage 2009/10 £'000	Variance Over/ (Under) £'000
Comm & Higher Sports Awards	5	3	(2)
Community Sports Coach DIP	12	8	(4)
Community Activities - Adults in Sport	26	0	(26)
Sports Disability	8	3	(5)
Headland Project 2009/10	1	1	0
CSC Disability Work	2	2	0
Public Health Physical Activity	38	0	(38)
Swim Develop Coordinator	6	4	(2)
BSF Swim Strategy / Mill House	29	16	(13)
LPSA Social Inclusion Participation in Sport	12	12	0
Community Grants Pool	50	50	0
Renaissance in the Regions	9	9	0
Parks	7	7	0
	205	115	(90)

Directors Explanation of Variance
Reserve expected to be partially utilised in 2009-10 then the remainder in 2010-2011.
The reserve will be partially utilised to fund activities and awards in 2009/10 and the remainder in 2010/11.
This reserve will be utilised in 2010-2011
The reserve will be partially utilised to fund activities and awards in 2009/10 and the remainder in 2010/11.
This reserve will be utilised in 2010-2011
The reserve will be partially utilised to fund activities and awards in 2009/10 and the remainder in 2010/11.
The reserve will be partially utilised to fund activities and awards in 2009/10 and the remainder in future years.

REVENUE FINANCIAL MONITORING REPORT FOR FINANCIAL YEAR 2009/2010

Approved 2009/2010 Budget £'000	Description of Best Value Unit	Expected Budget £'000	Actual £'000	Variance to Date - Over/ (Under) spend £'000	Projected Outturn Variance £'000	Directors Explanation of Variance
410	Client services	385	385	0	0	
56	Neighbourhood Services Internal Works	(717)	(701)	16	(100)	At this stage the indication is that the trading accounts are likely to report a favourable variance at year end. This is mainly because of additional income generation building work and reduced vehicle financing costs.
230	Property Services	454	460	6	0	
0	Finance Miscellaneous	250	254	4	0	
(893)	Shopping Centre Income	(446)	(448)	(2)	0	
96	Registration of Electors	62	49	(13)	0	
108	Municipal & Parliamentary Elections	98	116	18	0	
(1,264)	Central Administration	386	388	2	0	
0	Single Status	30	30	0	0	
108	Finance Management	78	78	0	0	
168	Council Tax & Housing Benefit Subsidy	0	0	0	(60)	A temporary benefit of £200k was in the base budget for increased Benefit Subsidy income. As indicated in the budget proposal for 2010/11 a higher benefit is anticipated on a permanent basis next year and this amount is beginning to flow through into this year.
0	HR Payroll System	213	213	0	0	
112	Performance Management Misc	92	97	5	0	

Approved 2009/2010 Budget £'000	Description of Best Value Unit	Expected Budget £'000	Actual £'000	Variance to Date - Over/ (Under) spend £'000	Projected Outturn Variance £'000	Directors Explanation of Variance
1,099	Accommodation	930	794	(136)	0	Current favourable variance is partly owing to profiling on the utilities budget, which is anticipated will be on target by the financial year end.
929	Accountancy	852	824	(28)	0	There are vacancies in the Section. These savings will offset the variance in the Accountancy Payments Section.
87	Benefits	(52)	(52)	0	0	Grant subsidy received on this BVG, with allocation across all Revenue and Benefits codes at year end to ensure all budgets are within outturn.
633	Contact Centre	514	504	(10)	0	
439	Corp Management Running Expenses	323	306	(17)	0	
674	Corp Strategy & Public Consultation	526	471	(55)	0	Current favourable variance owing to a staff vacancies.
244	Democratic	181	170	(11)	0	
167	Fraud	124	124	0	0	
815	HR Health and Safety	604	670	66	64	It was anticipated that an efficiency saving would be achieved after the implementation of the HR/Payroll system, and although work is progressing on the implementation of the system, the saving will not be achieved until next financial year. There will also be an adverse variance on Counseling Support, which is inturn reducing the sickness absence. It is anticipated that this shortfall can be managed within the overall Chief Executive's Department at year end.
266	Internal Audit	202	168	(34)	(40)	Favourable outturn projected owing to a vacant post and limited overtime worked.
586	Legal Services	422	430	8	0	
(110)	Other Office Services	7	0	(7)	0	The previously reported adverse variance in land search income has now been funded by a reserve.
259	Payments Unit	204	282	78	0	Implementation of the HR/Payroll system has required the use of agency staff and overtime payments. The overspending in this section will be offset by underspending in the Accountancy section.
87	Printing	83	73	(10)	0	Current adverse variance owing to timing difference in the printing recharges to other departments.
140	Public Relations	100	97	(3)	0	
92	Registration Services	69	76	7	0	
1,139	Revenues	858	849	(9)	0	Allocation across all Revenue and Benefits codes at year end to ensure all budgets are within outturn.
(81)	Revenues & Benefits Central	395	366	(29)	0	Allocation across all Revenue and Benefits codes at year end to ensure all budgets are within outturn.
182	Support to Members	136	97	(39)	0	Current favourable variance owing to less new Members, reducing the need for equipment and training.
338	Training & Equality	263	261	(2)	0	
7,116	TOTAL	7,626	7,431	(195)	(136)	

USE OF RESERVES

The above figures include the 2009/2010 approved budget along with the planned use of Departmental Reserves created in previous years.
The details below provide a breakdown of these reserves

Description of Best Value Unit	Approved 2009/2010 Budget £'000	Planned Usage 2009/10 £'000	Variance Over/ (Under) £'000
Remedial repairs reserve	155	155	0
People Framework Development	18	0	(18)
HR Service Improvement	13	0	(13)
Contact Centre	69	38	(31)
HR Resource Investment	5	0	(5)
Support to Members	27	0	(27)
Election Services	8	0	(8)
HR Payroll System	185	185	0
Finance - Audit	30	0	(30)
Finance - Accountancy	34	34	0
Finance - IT Investment	147	147	0
Finance - IT Developments R & B	41	41	0
Finance - Internal Bailiff Development	16	16	0
Finance - Intercept Software	6	6	0
Finance - Financial Inclusion Prog	50	50	0
Corporate Strategy	250	250	0
Registrars	29	29	0
Land Charges	120	120	0
	1,203	1,071	(132)

Directors Explanation of Variance
Reserve to fund HR Service Plan and Workforce Development Plan slipped into 2010/11.
Reserve to fund HR Service Plan and Workforce Development Plan slipped into 2010/11.
Part of the reserve to fund on-going software maintenance slipped into 2010/11 to fund 2010/11 maintenance costs.
Reserve to fund IT development slipped into 2010/11.
Reserve to fund Member Development slipped into 2010/11.
Reserve to fund Election costs following changes in legislation slipped into 2010/11.
Reserve to fund IT investment required to support the move towards remote/site working following strategic review slipped into 2010/11.

REVENUE FINANCIAL MONITORING REPORT FOR FINANCIAL YEAR 2009/2010

Approved 2009/2010 Budget £'000	Description of Best Value Unit	Expected Budget £'000	Actual £'000	Variance to Date - Over/ (Under) spend £'000	Projected Outturn Variance £'000	Directors Explanation of Variance
(27)	Administration	436	447	11	0	
1,362	Economic Development	927	918	(9)	0	
929	Planning Policy & Regeneration	720	735	15	0	
(129)	Regeneration Staff Savings	(128)	(140)	(12)	(12)	Staff turnover savings are higher than the profiled budget at the end of Q3 partly as a result of the freezes in recruitment during the year and a chief officer level vacancy.
2,135	TOTAL	1,955	1,960	5	(12)	

REVENUE FINANCIAL MONITORING REPORT FOR FINANCIAL YEAR 2009/2010**USE OF RESERVES**

The above figures include the 2009/2010 approved budget along with the planned use of Departmental Reserves created in previous years.
The details below provide a breakdown of these reserves

Description of Best Value Unit	Approved 2009/2010 Budget £'000	Planned Usage 2009/10 £'000	Variance Over/ (Under) £'000
Regeneration Reserve - Specific	73	72	(1)
Capital Funding Reserve	0		0
Regeneration MRU	16	82	66
	89	154	65

Directors Explanation of Variance
To fund the velopment of Seaton Carew feasibility study, as part of a masterplan that looks at measures to compliment the sea defence structures.
The planned use of some of this reserve has been brought forward from 2010/11 to fund an RCCO towards the cost of a capital scheme on Victoria Buildings, which forms part of the 'Townscape Heritage Initiative'.

REVENUE FINANCIAL MONITORING REPORT FOR FINANCIAL YEAR 2009/2010

Approved 2009/2010 Budget £'000	Description of Best Value Unit	Expected Budget £'000	Actual £'000	Variance to Date - Over/ (Under) spend £'000	Projected Outturn Variance £'000	Directors Explanation of Variance
3,123	Highways Services	1,767	1,757	(10)	0	
7,947	Environment	6,605	6,513	(92)	(110)	Increased recycling and a reduction in 'residual' waste has resulted in cost savings in the waste management area.
286	Town Care Management	215	207	(8)	0	
276	Transport Services	220	220	0	0	
75	Minor Works	56	56	0	0	
1,062	Engineering Consultancy	843	832	(11)	(15)	
413	Transportation Management Account	287	316	29	37	The adverse variance is owing to reduced fee earning work in this area.
297	Highways Management Account	359	359	0	0	
14	Traffic Management	10	15	5	0	
(859)	Car Parking	(592)	(372)	220	260	Car parking income is lower than budgeted because of the economic downturn, bad weather and reduced visitors. In addition running costs have been exceptionally high as a result of the transition to the new car parking arrangements and increased government regulation in this area.. A report is currently being prepared for Members to address this issue.
1,997	Traffic and Transportation	2,002	2,007	5	7	The adverse variance is owing to the provision of the H1 bus service to North Tees Hospital.
14,631	TOTAL	11,772	11,910	138	179	

REVENUE FINANCIAL MONITORING REPORT FOR FINANCIAL YEAR 2009/2010**USE OF RESERVES**

The above figures include the 2009/2010 approved budget along with the planned use of Departmental Reserves created in previous years.
The details below provide a breakdown of these reserves

<u>Description of Best Value Unit</u>	Approved 2009/2010 Budget £'000	Planned Usage 2009/10 £'000	Variance Over/ (Under) £'000
Highways grants	102	80	0
	102.0	80.0	0.0

Directors Explanation of Variance
Further highways related grant funded expenditure is to be rehased to 2010/11.

ADULT AND COMMUNITY SERVICES - PROPOSED EFFICIENCIES

Budget heading / Cost Centre	Description	09/10 Budget £000	Efficiency achieved to 31.12.09 £'000	Projected Outturn £'000	Comments
Community Forest	Membership of North East Community Forest ended following merger of NECF with Groundwork Trust . In future work to be bid for on a project by project basis.	28	28	28	
Grounds Maint Contract 1 and 2	Reconfigure attendant provision at Grayfields and Summerhill at a lower cost than the current contractual Arrangements	13	10	13	
Art Gallery Tourist Information	Streamlining of site management rosters and minor adjustments to service opening times, including streamlined private view arrangements.	18	14	18	
Art Gallery Maritime Experience Museum of Hartlepool	To get better value from suppliers by reviewing contracts and replacing them with more efficient ways of working.	22	11	14	£18K of this efficiency relates to a contract with Neighbourhood Services that cannot currently be renegotiated. Vacancies and other efficiencies have been found to offset this situation. The outturn efficiency of £14K reflects this.
Libraries General Reference Library	Reduce expenditure on library stock; using internal and external data to enable better and more informed purchasing choices to be made. Stock and community profiling in 2009/10 to help identify local usage and key areas of stock. Benefits; improved stock turn [stock attracts more issues], stock better reflects user requirements.	15	11	15	
Central Library Relief Register	Introduction of RFID ie. self issue & receipt of library books, at the Central Library. RFID agreed by Cabinet and approved by IT Partnership Board subject to further clarification of cost analysis. Benefit: staff released from repetitive and manual tasks to improve customer services.	21	16	21	
Community Centres	Restructure of cleaning and caretaking staff within Community Centres to deliver service at lower cost than current arrangements	20	15	20	
Community Development	Reduction in printing, training and project development fund budgets whilst maintaining service level.	12	9	12	
Borough Building	Refine the working arrangements within the Borough Hall and Sports Centre to maximise targeted activity and use.	20	15	20	
Arts Development	Redirect investment in professional artist fees. This includes reduction of budget from Tees Valley investment Fund to allow direct spend in Hartlepool.	10	8	10	

Budget heading / Cost Centre	Description	09/10 Budget £000	Efficiency achieved to 31.12.09 £'000	Projected Outturn £'000	Comments
Support, Time & Recovery Team	Current Support Time and Recovery service over staffed by 2 posts (currently vacant). Reducing this service by these 2 posts will not affect provision and retains the number of staff needed to deliver the service.	39	29	39	Vacant posts to be removed from structure.
Brooklyn Day Centre	Accessing people to mainstream provision rather than building based statutory provision thereby promoting choice and social inclusion.	5	4	5	
Warren Road Day Centre	Reduction in the number of senior link workers to allow a flatter management structure and more flexible working to promote a more modernised and efficient service and release for Individual Budgets.	60	45	60	
Learning Disabilities SWAT Team	Co-location of LA and NHS Learning Disability teams at Warren Road, enabling efficiencies across rent and utilities.	30	23	30	
Sensory Loss Team	Physical Disabilities team to be relocated within locality teams to promote integrated and seamless service provision. Team Manager post, currently vacant, to be disestablished.	45	34	45	Restructure completed and efficiency achieved.
Sensory Loss Team	Physical Disabilities team to be relocated within locality teams to promote integrated and seamless service provision. Team clerk post, currently filled by temporary postholder, to be disestablished.	20	15	20	Restructure completed and efficiency achieved.
Warren Road Day Centre	Relocation to share accommodation and thereby reduce costs of rent and utilities by sharing the costs across the LA and NHS.	3	2	3	
Learning Disabilities Agency	Use of the fair price tool kit across the Tees region to allow efficient and equitable pricing by reviewing contracts.	30	23	30	Efficiency achieved through person centred approaches to ensure effective use of resources and maximising of individual benefits in some cases

Budget heading / Cost Centre	Description	09/10 Budget £000	Efficiency achieved to 31.12.09 £'000	Projected Outturn £'000	Comments
Learning Disabilities Agency	End block contract for respite care beds service and develop alternative, smaller unit with other respite care alternatives in line with personalised services.	50	38	50	
Adults Management	Review of planning function to link to wider reorganisation of Adult Social care to ensure more efficient processes.	44	33	44	Vacant post removed from structure.
Care Management Team 2	Integration of management structures with PCT.	45	34	45	Restructure completed and efficiency achieved.
Duty Team	Re-alignment of skill mix within Duty team - capacity at first point of contact unaffected.	10	8	10	Restructure completed and efficiency achieved.
Support Services	Review of divisional admin staff planned for late 2009. Links to wider Business Transformation programme.	37	0	0	Efficiency on hold pending Business Transformation Review.
Workforce Planning & Development	Changes to deployment of training resources, including possible procurement and partnership gains.	15	11	15	
Finance Section	Finance Section receive and manage benefits on behalf of many service users. Departmental Review planned for late 2009, including processes and numbers of referrals.	25	19	25	Vacancy held to meet efficiency in 09-10 pending review of this area under BT.
Older People Purchasing	Hartfields Extra Care Village to be utilised rather than residential care for older people who require substantial levels of support to remain safe. Improve quality of life. Manage financial resources more effectively.	125	94	125	

Budget heading / Cost Centre	Description	09/10 Budget £000	Efficiency achieved to 31.12.09 £'000	Projected Outturn £'000	Comments
Leisure Centres	Review of Mill House Leisure Centre staffing and rostering arrangements to maximise efficient working.	20	15	20	Restructure completed and efficiency achieved.
Integrated Care Team 1 and 3	Integration of internal Homecare service and Intensive Support team to create new Direct Care & Support Service. Integration with PCT will support the introduction of Telehealth and offer a more efficient service around rapid response cases. Focussing on early intervention and using specialist workforce to deliver outcomes and transfer less complex work to independent sector.	193	145	193	
Occupational Therapy	Redesign of business processes in Occupational Therapy, building on work completed with Care Services Efficiency Delivery programme, and embracing electronic and home working. Improvements in technology and review of skill mix will lead to more robust scheduling at first point of contact.	35	26	35	Restructure complete and efficiency achieved.
Total for Adult & Community Service:		1,010	731	965	

CHIEF EXECUTIVES DEPARTMENT - PROPOSED EFFICIENCIES

Budget heading/Cost Centre	Description	09/10 Budget £000	Efficiency achieved to 31.12.09 £'000	Projected Outturn £'000	Comments
Corporate Strategy	A reduction in a variety of operating expenses within Corporate Strategy division including, as a result of reviews of paper circulation, reductions in printing costs	9.1	6.8	9.1	
Corporate Strategy	Reviews of consultation activity and changes in practise have resulted in a reduced need for fieldwork activities to undertake scheduled consultation	7.0	5.3	7	
Corporate Strategy	Minor reductions in operating expenses	2.5	1.9	2.5	
Corporate Strategy	Reduction in printing costs for Corporate Plan as take up of hard copies has reduced significantly in recent years	1.0	0.8	1	

Budget heading/Cost Centre	Description	09/10 Budget £000	Efficiency achieved to 31.12.09 £'000	Projected Outturn £'000	Comments
Accountancy	Following the implementation of new Financial Management System and review of working practices a vacant Accounting Technician post can be deleted. Whilst, this proposal will not impact on current operational requirements, it reduces capacity to support non core activities, such as new corporate initiatives, support for departmental finance teams when they have vacancies, or support of new grant regimes.	22.0	16.5	22	
Internal Audit	Internal Audit are implementing new audit management software (Teammate) and associated changes to operational practices during 2008/09. These changes will enable reduction in staffing of 0.3 fte.	7.0	5.3	7	
Recovery and Inspection	Increased net income from extension of Internal Bailiff pilot within HBC to cover 3 officers, with bailiff charges accruing to the Council.	41.0	34	41	
HR	Following the implementation of new HR/Payroll System and review of working practices two currently filled HR Administrator posts can be deleted within 3 months of Phase 1A being tested and implemented. Whilst, this proposal will not impact on current operational requirements, it reduces capacity to support non core activities, such as new corporate initiatives or demands from schools under SLA arrangements.	56	0	0	Achievement of this efficiency is dependant on the implementation of the HR/Payroll system , and work is progressing to implement the system, however the saving will be delayed until next financial year. It is anticipated that this shortfall can be managed within the overall Chief Executives Department budget at year end.
HR	Reduced printing and postage costs arising HR/Payroll system	1	0	0	As efficiency above.

Budget heading/Cost Centre	Description	09/10 Budget £000	Efficiency achieved to 31.12.09 £'000	Projected Outturn £'000	Comments
Corporate Strategy	A review of operating practices has resulted in the identification of reduced printing and circulation costs and a reduction of 0.5 admin staff	13.4	10	13.4	
	Total for Chief Executives	160	81	103	

CHILDREN'S SERVICES - PROPOSED EFFICIENCIES

Budget heading/Cost Centre	Description	09/10 Budget £000	Efficiency achieved to 31.12.09 £'000	Projected Outturn £'000	Comments
Admin	In setting the 2008/09 budget the department had to incorporate £100k for the back scanning of social care records to comply with legislation. This exercise involves temporary staffing and equipment costs and the exercise should be completed by 31st March 2009.	100	75	100	
Premature Retirement Costs	The department is continuing to experience reduced costs on its PRC (Premature Retirement Costs) budget as former employees and their dependents die. Based on current commitments, savings of £30,000 are projected in 2009/10.	30	23	66	At this stage over-achievement is expected.
Youth	A mini restructure as part of integrated working between Connexions and the Youth Service will result in a managerial post being saved. This will release a vacant post yielding a net saving of £40k. There would be no adverse impact on provision for young people.	40	30	40	
Exmoor Grove	Staffing and premises savings have been identified resulting from changes to the shift patterns and opening hours at Exmoor Grove with no adverse impact on service delivery or children accessing service.	90	67.5	90	Whilst the revised staffing structure not yet in place, the indication from discussion is that the savings will be achieved. At this stage, staff vacancies have ensured that the budget is not overspent.
Resource Centres	Efficiencies from maintenance and building costs associated with family resource centres.	20	15	20	
Admin Support	Reduction in admin support posts across the Children's Services Department through rationalisation of service and maximising potential benefits of current vacancies.	54	41	54	
School Improvement Partners	Review arrangements in relation to School Improvement Partners and OfSTED inspections to maximise income and reduce co	12	9	12	
Co-ordinators	Deletion of Outdoor Education Co-ordinator pc	40	30	40	
School Development & Curriculum	This budget is used to support "one-off" initiatives and to help those schools in challenging circumstances. Deletion of this funding may increase the risk of schools moving into Ofsted or cause for concern category and/or pupil performance declining.	40	30	40	

Budget heading/Cost Centre	Description	09/10 Budget £000	Efficiency achieved to 31.12.09 £'000	Projected Outturn £'000	Comments
Pupil Support	Further reduce the subsidy paid to support attendance at Lanehead and Carlton Outdoor Centres by pupils other than those from low income families. Hartlepool currently provides higher subsidies than Middlesbrough and Redcar and Cleveland Councils although the gap narrowed as a result of the 2008/09 budget.	5	4	5	
Admin Support	Reduction of admin support posts across the Children's Services Department through rationalisation of service.	126	95	126	Overall savings have not been fully achieved. A virement from the departmental contingency for the balance of £16k has ensured that the savings have been achieved within the service.
Primary Swimming	Savings could be made from the use of swimming pools and rationalisation of staff employed to deliver the primary swimming programme. This could involve redundancy costs and/or one off costs to buy out existing contracts.	10	8	10	As no savings have been achieved following the delayed revision of working arrangements, a virement from the Directorate contingency was approved. As a result, the savings will be achieved.
Commissioning	Efficiencies could be realised via improved commissioning and procurement practice with external suppliers of daycare.	26	20	26	
Total for Children's Services		593	448	629	

NEIGHBOURHOOD SERVICES - PROPOSED EFFICIENCIES

Budget heading/Cost Centre	Description	09/10 Budget £000	Efficiency achieved to 31.12.09 £'000	Projected Outturn £'000	Comments
Pride in Hartlepoo	External Sponsorship for Pride in Hartlepoo	5	4	5	on target
Consumer Services	Savings in licensing operations based on income predictions / operational needs.	20	15	20	on target
Environmental Standards	Additional income by increasing burial and cremation charges by 10%.	55	55	55	on target
Property Services	Restructure building maintenance and management section	30	30	30	post redundant - will be achieved
Road Safety	Advertising and marketing within road safety section	5	4	5	on target
Environment	Rationalisation of supervision of weekend work	10	10	10	on target
Environment	Reduction of end market costs for the recycling of plastic and cardboard	20	15	20	on target
Environmental Action	Fine income generation through the introduction of dog control orders	10	8	10	on target
Neighbourhood Management	Restructure savings within Neighbourhood Management	86	86	86	redundancies achieved - on target
Overall Budget:	Cash freeze a range of budget headings at 2008/09 level	25	25	25	on target
N/S facilities management	Reduction of one further member of FM team dealing with schools. Minimal risk.	30	30	30	post redundant - will be achieved
Admin Civic	Reduction in administrative IT support, saving in one post.	21	21	21	post redundant - will be achieved
Grounds Maintenance	Rationalisation of supervisory arrangements resulting in a reduction of two one posts.	24	24	24	post redundant - will be achieved
Consumer Services	Reduction in one technical officers post, Low impact work can be absorbed by current team.	16	16	16	post redundant - will be achieved
Markets	Markets supervision function to be transferred to neighbourhood management. Saving one part time post.	11	11	11	on target
Street cleansing	Modernisation of Cleansing and grounds maintenance function resulting in savings on vehicle usage.	19	14	19	on target
Property Services	Reconfigure property management service with retirement of staff member	10	10	10	retirement and subsequent restructure achieved
Engineering consultancy	Removal of Principal Engineer post as part of the exercise to combine Building and engineering consultancy divisions. This achieved through normal retirement	18	18	18	Retirement of Chief Engineer in October
Engineering consultancy	Combining building consultancy and engineering consultancy will result in the reduction in one managerial post. Minimal risk.	30	30	30	post redundant - will be achieved
consumer services	Reduction in one technical officers post, will require additional training within current team.	26	26	26	on target
Admin BHH	Transfer of one member of admin team to ENDORS function. This will be externally funded.	20	20	20	transfer complete
Dial a ride	Increase charge by 50p per journey which will generate £15,000. A further £15,000 will be achieved from expenditure efficiencies on this service.	30	30	30	Price increase applied - on target to achieve additional income
	Total for Neighbourhood Services	521	502	521	

REGENERATION AND PLANNING PROPOSED EFFICIENCIES

Budget heading/Cost Centre	Description	09/10 Budget £000	Efficiency achieved to 31.12.09 £'000	Projected Outturn £'000	Comments
Economic Development: Contribution to Sub Regional Partnerships	Reduction in the HBC contribution to the Joint Strategy Unit. It is expected that the JSU will once again reduce their budget to reflect the national cashable efficiency target. The final saving will depend on the inflation factor used and population statistics applied by the JSU but a reduction in the region of £5,000 could be possible with no effect on the council's services	5	5	5	
Housing Advice / Private Sector Housing	Reduction of a number of supplies and services headings within the Housing Division's budget. A number of minor budgets can be reduced or removed which would together generate a small scale efficiency without a major effect on the service.	15	15	15	
Community Strategy	Reduction in several supplies and services headings within the Community Strategy Division's budget. A number of small budgets can be reduced which would generate a small scale efficiency with a limited negative impact on services.	3	3	3	
Admin	Reduction in several supplies and services headings within the Support Services Division's budget. Several budgets can be reduced which would generate a small scale efficiency with only a minimal affect on the service.	5	5	5	
Planning Policy and Regeneration Management	A mini restructure within the Planning Policy and Information Team and reduction in budget for supporting the production of Local Development Framework (LDF) related documents by the team and any associated research / consultancy support. This does carry some risk to the delivery of a statutory process but nevertheless is deemed manageable within overall budget resources.	10	5	10	
Inflation Freeze	An inflation freeze imposed on various non contractual budget headings. It is proposed to manage a number of headings without implementing a 2.5% inflation allowance. It is felt that such a freeze could be implemented without a major negative affect on departmental services.	9	9	9	
Youth Offending	YOS Commissioning: Youth Offending Service (YOS) provides a comprehensive service to young offenders, and also works with their family and victims. Several services are provided by the voluntary sector, and the Service Level Agreements have been re-negotiated on an annual basis. A programme to re-commission these services will be developed for 2008-2010. Specifications will be reviewed following consultation with service users	4	4	4	

Budget heading/Cost Centre	Description	09/10 Budget £000	Efficiency achieved to 31.12.09 £'000	Projected Outturn £'000	Comments
Youth Offending	YOS Sessional Workers: The Youth Offending Service requires a pool of sessional workers, with different skills, knowledge and experience to support the full-time staff with their supervision of young offenders. Sessional workers have a contract with HBC which allows them to work flexibly, to suit the requirements for each individual young offender. They are not contracted to work fixed hours per week and are paid by the hour. This proposal will change the funding for sessional workers from HBC mainstream budget, to a grant budget. All other arrangements will remain the same	10	10	10	
Community Safety	Cost of Accommodation. HBC currently supports the Police occupation at 6 of the 7 local offices by funding (or contributing to) the rates, repairs and maintenance and rent (where appropriate) of these buildings. One of these buildings (9 Church Street) is however shortly to be vacated by the Police and it is proposed to accommodate the Partnership's Reducing Re-offending Team within this office. Contributions from the Drug Interventions Programme and Probation towards the running costs of the building will result and consequently reduce the cost to the authority.	10	5	10	
Youth Offending	YOS Admin Post: Due to a full-time vacancy arising with the YOS, a review of the admin capacity has been undertaken and an efficiency saving of 0.5 Fte can be achieved.	10	10	10	There is some cross over with expenditure on expenditure heading 1360. Taken together the efficiency should be achieved.
Admin	Reduction in staffing resources within the Support Services Division. Further work would be required to identify the most appropriate course of action to achieve this efficiency although there appears to be an opportunity (albeit fairly limited) to do this without negatively impacting on existing permanent employees. This would however increase the pressure on team members who at the start of 2007/08 began to support the newly transferred Housing Division with no additional resource.	7	7	7	
Strategic Housing	Reduction in the budget for research activities and specialist studies on Housing. Ongoing specialist work is required to statutorily assess housing needs for the council's housing and planning strategies and to support bids for funding. This proposed reduction does carry risk of the authority failing to adequately identify or respond to local need in statutory services. Some mitigating measures exist through the continuing work with other authorities at the sub regional and regional level and the introduction of Choice Based Lettings will contribute to our understanding of current and emerging housing issues.	10	10	10	

Development Control	Development Control fee income: projected fee income increase reflects increased fee rates, widened scope of charging for applications (including related to discharging of conditions) and projected level of future applications, based on patterns over 2007-8, 2008-9 to date and assumptions based on known schemes in the pipeline. Such increase would reduce the net cost of the DC service, whilst allowing the maintenance of existing level of service and performance (which contributes towards level of Housing and Planning Delivery Grant received). Fee income level is monitored throughout the year and overall service budget will be managed to take account of any variance from projected fee income level. There is however RISK attached to this proposed efficiency in view of the reliance on external factors and in particular the current uncertainties in relation to the economic climate.	20	20	20	
Major Regeneration Projects	Major Regeneration Projects: A reduction on this budget heading would be necessary to meet a 3% efficiency saving target. The budget is used primarily to support the Victoria Harbour programme and as such is a high priority. There is a risk of not securing grant funding as a result of this reduction and the lower resource level may slow the momentum of preparation of related schemes.	20	20	20	
Economic Development Business Grants	Business Grants: proposed reduction in budget relies on reinforcing close working relationship with Business Link North East, One NorthEast and other business support agencies and maximising on signposting/referring business applicants to other sources of finance, with reduced call on Council grant funds. Risk of such a reduction however is that it may undermine the incubation strategy and efforts to promote business start-ups and growth, thereby affecting LAA/MAA targets especially in the current credit crisis.	28	28	28	
Economic Development Marketing	Marketing budget: proposed reduction in budget relies on Council being able to benefit from increased levels of awareness-raising, marketing and positive PR generated via other means and agencies, e.g. One NorthEast's Regional Image Strategy, Tall Ships' Race-related PR, property developers' marketing. Risk of such a reduction however is that such other activity is beyond Council control and cannot be guaranteed. There is a case for actually <u>increasing</u> marketing activity related both to property investors/developers/businesses and to tourists/visitors, given that Hartlepool has an expanding "product" to market, e.g. business units at Queen's Meadow, Tall Ships' Race and potential investment opportunities etc and given the current economic situation.	10	10	10	
Total for Regeneration & Planning		176	166	176	

Adult and Community Services - Contingency

Budget heading/ Cost Centre	Cost Centre Code	Description	Risk Probability	Value included in contingency (based on risk probability)	Use of Contingency to 31.12.09	Projected Outturn Use of Contingency	Comments
Sport & Recreation	12210	Launch of Government's free swim initiative consists of 2 elements - Over 60's for which the available funding is known and for under 16's, available funding currently unknown. We will not be made aware of the funding until late Autumn but in the information available to date, there is a hint of some element of match funding being required. If we decide not to go ahead with the initiative, we will not be able to access the capital funding also available to improve swimming pool provision.	Low	10	0	0	Reduced take up of this scheme by other LA's has resulted in Hartlepool's settlement being greater than anticipated. It is not expected that this contingency will be required at this stage.
Older People	17001	Abdiel Centre - risk of closing owing to Extra Care scheme at Derwent Grange - possible displacement of individuals resulting in similar circumstance to closure of St. Cuthbert's	High	45	45	45	
		Total Contingency		55	45	45	

Chief Executive's Department - Contingency

Budget heading/ Cost Centre	Cost Centre Code	Description	Risk Probability	Value included in contingency (based on risk probability)	Use of Contingency to 31.12.09	Projected Outturn Use of Contingency	Comments
External Audit Fees		Increase in External Audit fees arising from implications of IFRS (as described above). External Auditors will review progress in preparing for IFRS as part of 2009/10 audit work..	Very Low	11	0	0	There has been no indication from the Audit Commission that fees will be increased
Total Contingency				11	0	0	

Children's Services - Contingency

Budget heading/ Cost Centre	Cost Centre Code	Description	Risk Probability	Value included in contingency (based on risk probability)	Use of Contingency to 31.12.09	Projected Outturn Use of Contingency	Comments
Lifelong Learning	22463	Provision of capacity to manage the transfer of 16-19 education and training funding to the local authority. This is required to ensure that effective planning can be put in place to ensure sufficient places for young people can be commissioned from 2010. Funding would provide for a lead officer and a project officer.	Medium	63	0	0	This contingency has been deferred until April 2010.
Community Facilities	Various	A review of the sustainability of Community Facilities operating from schools is under review as requested by the Children's Services Scrutiny Forum. Some facilities are operating at a deficit and it is unlikely that they will be able to generate sufficient income to break even. After maximising access to early years and Standards Funding available to schools it is likely that annual subsidies of between £100,000 and £200,000 per year will be required.	Medium	42	0	42	
		Total Contingency		105	0	42	

Neighbourhood Services - Contingency

Budget heading/ Cost Centre	Cost Centre Code	Description	Risk Probability	Value included in contingency (based on risk probability)	Use of Contingency to 31.12.09	Projected Outturn Use of Contingency	Comments
Recycling		This increase is almost certain because of the collapse in the recycling market	High	30	23	30	Recycling market has reached a low and is not anticipated to recover in the immediate future.
Recycling		Household Waste Recycling Centre Contract out to tender this financial year. Expected contract rates will increase.	High	43	32	43	Tender price was as high as anticipated therefore funding will be required.
		Total Contingency		73	55	73	

Regeneration and Planning - Contingency

Budget heading/ Cost Centre	Cost Centre Code	Description	Risk Probability	Value included in contingency (based on risk probability)	Use of Contingency to 31.12.09	Projected Outturn Use of Contingency	Comments
Straightline Project	12107	Straightline Project. This is an alcohol awareness project for young people either found in possession of alcohol by the Police or who are indentified by other agencies. This successful and well regarded project is funded from LAA Reward Grant. Continued funding will depend on the public's perception of two elements of anti social behaviour (i) teenager hanging around (ii) rowdy and drunken behaviour. This reliance on public perception for future project funding poses some risk and it is proposed a contingency arrangement is considered.	Medium	21	21	21	
Community Safety		Monitoring of CCTV cameras is currently undertaken by Housing Hartlepool, under a Service Level Agreement, which comes to an end in March 09. Costs associated with the SLA are historical, dating back to the mid 1990s, when the council took over the responsibility for CCTV from the Police. The current arrangement with Housing Hartlepool is inextricably linked to the services they provide for Telecare and community alarm monitoring, as part of the Supporting People programme. The monitoring centre staff also provide the Council's emergency and out-of-hours contact point. CCTV monitoring costs paid by the Council do not currently cover Housing Hartlepool's overheads costs for the monitoring centre. The budget increase would cover these overhead costs and ensure continued arrangements for all Council services currently provided from the centre. The increase for 09/10 has been based on a tendering exercise for CCTV monitoring at Longhill ind estate, conducted during 07/08, when Housing Hartlepool won the contract, as the tenderer with lowest price. Increases in subsequent years will be based on RPI.	High	38	29	38	
SLA Waiting List Management		Management and operation of the housing waiting list to ensure proper allocation of housing on the basis of need. This is a statutory service of Hartlepool Council as the Housing Authority. The service is provided through an SLA by Housing Hartlepool, which is the main social housing provider enabling integration with landlord functions, at a nominal cost. Through a required review a realistic cost has been negotiated for the provision of this service and Housing Hartlepool have agreed to provide 50% of the cost subject to Board approval. This provision covers the estimated non budgeted cost to the Council.	High	60	0	60	There is no expenditure showing to date as the Council has not yet been invoiced by Housing Hartlepool.
Total Contingency				119	50	119	
Total all departments				363	150	279	

Approved 2009/2010 Budget £'000	Description of Best Value Unit	Expected Budget £'000	Actual - Over/ (Under) spend £'000	Variance to Date £'000	Projected Outturn Variance £'000	Directors Explanation of Variance
	Adult & Community Services					
30	Supporting People Projects	23	23	0	0	
149	Supporting People Administration	123	91	(32)	0	There are a number of ICT proposals which will ensure that the majority of the grant is spent before 31st March
261	Adult Social Care Workforce	199	195	(4)	0	
480	Carers (80% Adult)	420	325	(95)	0	The current favourable variance relates to the slippage of specific projects into the second half of the year. It is anticipated this funding will be spent by the year end.
164	Learning & Disability Development Fund	123	57	(66)	0	Payments are outstanding for consultancy and a Health Facilitator Post. It is anticipated that the grant will be fully spent.
99	Local Involvement Networks (LINKS)	96	93	(3)	0	
119	Mental Capacity Act & Independent Mental Capacity Advocate Service	92	53	(39)	0	The current underspend relates in the main to the delay in delivery of Deprivation of Liberty training to practitioners. It is hoped that the training will be delivered during the financial year but there may be some slippage, for which a formal request will be made to carry forward.
344	Mental Health	258	256	(2)	0	
322	Preserved Rights	172	172	0	0	
46	WNF - Mobile Maintenance	12	11	(1)	0	
91	WNF - Mental Health Dev. & NRF Support Network, MIND Manager & NDC Support Network	91	91	0	0	
20	WNF - Integrated Care Teams - PCT	20	20	0	0	
25	WNF - Connected Care - Manor Residents	25	25	0	0	
51	WNF - Skills to Work HBC	38	3	(35)	0	Although currently underspending the grant will be fully utilised by the end of the financial year.
10	WNF - Economic Impact Evaluation of the Tall Ships	0	5	5	0	
44	WNF - Belle Vue Sports	44	44	0	0	
28	WNF - Exercise Referral	21	15	(6)	0	
	Chief Executives					
40	WNF - Financial Inclusion - HBC	30	16	(14)	(10)	Partnership Development Officer started Nov 09 with project to continue into 2010/11.
	Corporate					
21	Climate Change	21	21	0	0	
	Childrens Services					
31	14-19 Flexible Funding Pot	31	31	0	0	
90	Care Matters	42	36	(6)	(3)	
99	Carers (20%)	76	76	0	0	
223	Child and Adolescent Mental Health Service	213	207	(6)	0	
17	Child Death Review Processes	17	17	0	0	
42	Children's Social Care Workforce	42	42	0	0	
395	Children's Fund	395	387	(8)	0	
25	Choice Advisors	19	17	(2)	0	
1,106	Connexions	808	804	(4)	0	
6	Designated Teacher Funding	0	0	0	0	
69	Education Health Partnerships	28	28	0	0	
18	Extended Rights to Free Transport	18	36	18	18	Demand is exceeding the available funding.
477	Extended Schools Start Up costs	477	477	0	0	This funding has been transferred into all Schools Budgets.
404	Positive Activities for Young People	329	319	(10)	(14)	
68	Secondary National Strategy - Behaviour & Attendance	38	38	0	0	
108	Secondary National Strategy - Central Co-ordination	69	69	0	0	
72	Primary National Strategy - Central Co-ordination	44	44	0	0	
287	School Development Grant	156	156	0	0	
42	School Improvement Partners	26	26	0	0	
26	School Intervention Grant	5	5	0	0	
7	Sustainable Travel	0	0	0	0	

Approved 2009/2010 Budget £'000	Description of Best Value Unit	Expected Budget £'000	Actual - Over/ (Under) spend £'000	Variance to Date £'000	Projected Outturn Variance £'000	Directors Explanation of Variance
144	Teenage Pregnancy Prevention	110	109	(1)	0	
2	Child Trust Fund	0	0	0	0	
410	WNF Primary / Secondary Schools Direct Funding	284	284	0	0	
51	WNF Education Business Links	38	38	0	0	
0	WNF NAP North Flexible Fund	0	0	0	0	
41	WNF New Initiatives	21	21	0	0	
5	WNF Project Co-ordination	4	4	0	0	
51	WNF On-Track Project	38	41	3	0	
89	WNF - Reducing Childhood Obesity	72	72	0	0	
60	14 - 19 Reform Support	40	40	0	0	
	Neighbourhood Services					
184	Road Safety Grant	138	147	9	0	
30	Rural Bus Subsidy	24	0	(24)	0	
4	WNF - Neighbourhood Renewal/Hartlepool Partnership	3	2	(1)	0	
38	School Travel Advisers	28	0	(28)	0	
159	WNF Environmental Enforcement Wardens	119	118	(1)	0	
109	WNF Environmental Action Team	83	67	(16)	(16)	The favourable variance results from the period of a vacant post prior to the postholder being appointed.
66	WNF Schools Environmental Action Officer	49	37	(12)	0	
	Regeneration & Planning					
47	Cohesion	36	30	(6)	0	
302	Stronger Safer Communities Fund (Neighbourhood Element)	272	237	(35)	(20)	This variance relates to expenditure which is committed to be spent in 2010/11 for the final evaluation of NE programme.
182	Stronger Safer Communities Fund (BSC,ASB & DPSG Elements)	38	172	134	0	
40	Young People Substance Misuse Partnership	88	88	0	0	
36	Connect To Work	18	8	(10)	(11)	This relates to committed expenditure which crosses into 2010/11 re the Connect to Work Programme.
41	WNF - Adventure Traineeship - West View Project	30	40	10	0	
51	WNF - Employment Support - Hartlepool MIND	38	25	(13)	0	
57	WNF - Support for existing businesses to expand	14	14	0	0	
27	WNF - Active Skills - West View Project	19	26	7	0	
37	WNF - Career Coaching - HVDA	28	28	0	0	
84	WNF - Level 3 Progression - HCFE	63	63	0	0	
4	WNF - Administration of LLP	3	4	1	0	
61	WNF - Support for adults into Skills for Life and NVQ Level 2 courses including Citizenship Learning	0	0	0	0	
187	WNF - Safer Streets & Homes, Target Hardening	113	113	0	0	
131	WNF - Dordrecht Prolific Offenders Scheme	117	87	(30)	0	
26	WNF - Project Assistant	(1)	3	4	0	
71	WNF - ASB Officer & Analyst	54	46	(8)	0	
66	WNF - COOL Project	50	49	(1)	0	
195	WNF - FAST	146	172	26	0	
10	WNF - Landlord Accreditation Scheme	8	9	1	0	
34	WNF - LIFE - Fire Brigade	25	0	(25)	0	
200	WNF - Neighbourhood Policing	150	150	0	0	
123	WNF - HMR - Support for Scheme Delivery	92	93	1	0	
140	WNF - Community Empowerment Network Core Costs	105	105	0	0	
90	WNF - Community Chest	90	90	0	0	
228	WNF - NAP Residents Priorities	129	112	(17)	(48)	This relates to expenditure which is committed to be spent in 2010/11 in relation to the Joint Employment & Skills scheme in North NAPS.
40	WNF - NAP Development	8	8	0	0	
97	WNF - Neighbourhood Renewal/Hartlepool Partnership	51	51	0	0	

Approved 2009/2010 Budget £'000	Description of Best Value Unit	Expected Budget £'000	Actual - Over/ (Under) spend £'000	Variance to Date £'000	Projected Outturn Variance £'000	Directors Explanation of Variance
54	WNF - NR & Strategy Officer (including Skills & Knowledge)	40	36	(4)	0	
47	WNF - Local Employment Assistance - OFCA	35	47	12	0	
36	WNF - Jobsmart - HBC	2	5	3	0	
40	WNF - Youth into employment - Wharton Trust	30	40	10	0	
17	WNF - Introduction to construction - Community Campus	12	16	4	0	
74	WNF - Women's Opportunities	56	46	(10)	0	
9	WNF - Enhancing Employability	7	3	(4)	0	
159	WNF - Homelessness Project	79	238	159	0	
43	WNF - Carers into Training and Employment - Hpool Carers	35	35	0	0	
122	WNF - Targeted Training	64	64	0	0	
80	WNF - Jobs Build	36	36	0	0	
240	WNF - Workroute ILM	180	173	(7)	0	
275	WNF - Progression to Work - Assisting local people into work	207	214	7	0	
100	WNF - Volunteering into Employment - HVDA	50	100	50	0	
216	WNF - Community Employment Outreach - OFCA/Wharton Annexe/West View Employment Action Centre	162	177	15	0	
41	WNF - Job Club Owton Manor West Neighbourhood Watch & Resident's Association	31	41	10	0	
37	WNF - West View Project	28	37	9	0	
27	WNF - Hartlepool Worksmart - Improving the Employment Offer	21	21	0	0	
273	WNF - Incubation Systems and Business Skills Training HBC/OFCA	302	302	0	0	
21	WNF - Business & Tourism Marketing	15	5	(10)	0	
13	WNF - Family Case Load Workers	10	3	(7)	0	
13	WNF - Programme Management	0	0	0	0	
9	WNF Burn Valley Residents Priority Budget	7	0	(7)	0	
11,952	TOTAL	8,885	8,773	(112)	(104)	