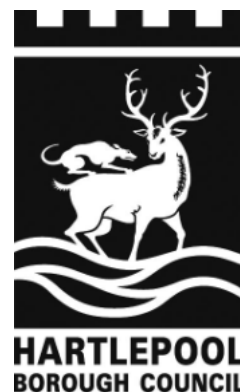


CULTURE, LEISURE AND TOURISM PORTFOLIO DECISION SCHEDULE



Tuesday, 22 June 2010

at 10.00 am

**in Committee Room A,
Civic Centre, Hartlepool**

Councillor H Thompson, Cabinet Member responsible for Culture, Leisure and Tourism will consider the following items.

1. KEY DECISIONS

No items

2. OTHER ITEMS REQUIRING DECISION

No items

3. ITEMS FOR INFORMATION

- 3.1 Sports Development – ‘Women’s Begin 2’ Programme – *Director of Child and Adult Services*
- 3.2 Hartlepool Exercise For Life Programme Update – *Director of Child and Adult Services*
- 3.3 Tees Archaeology Publication; ‘Hartlepool: An Archaeology Of The Medieval Town’ – *Director of Child and Adult Services*
- 3.4 Adult And Community Services Departmental Plan 2009/2010 – 4TH Quarter Monitoring Report – *Director of Child and Adult Services*

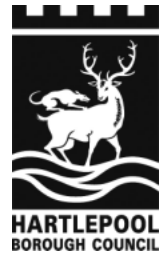
4. REPORTS FROM OVERVIEW OF SCRUTINY FORUMS

No items

CULTURE, LEISURE AND TOURISM PORTFOLIO

Report To Portfolio Holder

22 June 2010



Report of: Director of Child & Adult Services

Subject: SPORTS DEVELOPMENT – ‘WOMEN’S BEGIN 2’
PROGRAMME

SUMMARY

1. PURPOSE OF REPORT

To inform the Portfolio Holder of a specific sports development initiative delivered by the Sport & Recreation service; the ‘Women’s Begin 2’ programme, highlighting the need for its introduction.

2. SUMMARY OF CONTENTS

The ‘Women’s Begin 2’ programme is a 3 year project aimed at increasing the physical activity levels of women in Hartlepool. The report outlines the development of the programme and serves to update the Portfolio Holder on progress made to date.

3. RELEVANCE TO PORTFOLIO MEMBER

Culture, Leisure and Tourism Portfolio includes Sport and Recreation.

4. TYPE OF DECISION

Non-key.

5. DECISION MAKING ROUTE

Culture, Leisure and Tourism Portfolio 22nd June 2010.

6. DECISION(S) REQUIRED

Comments from the Portfolio Holder are welcomed.

Report of: Director of Child & Adult Services

Subject: SPORTS DEVELOPMENT – ‘WOMEN’S BEGIN 2’ PROGRAMME

1. PURPOSE OF REPORT

- 1.1 To inform the Portfolio Holder of a specific sports development initiative delivered by the Sport & Recreation service; the ‘Women’s Begin 2’ programme, highlighting the need for its introduction.

2. BACKGROUND

- 2.1 In 2008, the Sport & Recreation service via its Sports Development Team, ran a ‘Women’s Begin 2 Run’ pilot scheme to engage women in a 10 week running programme. The aim was to increase general fitness with an end goal of participating in the Race for Life. Evaluations fed back from the women indicated that they would like to see a similar approach to other sports such as swimming and general fitness activities.
- 2.2 This led to the development of the ‘Women’s Begin 2’ programme which is a 3 year project jointly funded by Sport England, the Primary Care Trust and Hartlepool Borough Council.
- 2.3 The programme aims to increase the physical activity levels of women in Hartlepool. Using Sport England’s market segmentation data for the Borough, 7.73% of women are identified as ‘Paula’s’ against a national average of 3.8%, who are profiled as typically being aged 35 years plus, single mums and who do not have time to engage in sporting activity.
- 2.4 Based on Sport England’s national Active People survey, Hartlepool is identified as having particularly low participation rates for ‘Paula’s’ where 61% are currently not participating in any activity. The ‘Women’s Begin 2’ programme has therefore been developed with the aim of providing opportunities to engage these women in entry level activity that is fun and enjoyable.

3. DEVELOPMENT AND PROGRESS TO DATE

- 3.1 The 'Women's Begin 2' programme is currently in its second year of delivery. Focus sports so far have included swimming, running, aerobics, Pilates, badminton and an outdoor activity day. Activities are delivered in blocks of 10 weeks with 3 or 4 blocks of activity spread throughout the year and a good mix of locations across Hartlepool are used to provide access for women from all wards of the town and eliminate transport issues.
- 3.2 At the end of each block of activity, programmes are either made sustainable through the facility at which they are based taking over the management of the activity or the women are signposted to existing provision within the town. The programme also looks to include and promote voluntary and coach education opportunities for those involved and club development for increased sustainability of the project.
- 3.3 Year One of the programme saw over 190 women participating in the activities offered. Activities which were offered included women only and adult and child swimming sessions, badminton, running, aerobics and Pilates. 32% of the women who participated were new to sport and had not participated in any form of physical activity prior to starting the programme.
- 3.4 An outdoor activity day was organised to allow the women to participate in a days canoeing along side a child relative. Six women accompanied by the children were taken out of Hartlepool to Ruswarp for a full days canoeing. The day was a great success as the women felt it allowed them to 'get away from it all' and enjoy time with their children.
- 3.5 The women who participated in the badminton activity expressed an interest to continue playing and an agreement was made with the venue to allow them to continue at a reduced price. The badminton group continue to meet each week and have been successful in attracting new members with approximately 6 – 8 women playing each week.
- 3.6 Year Two activity commenced in January 2010. The first block of activity provided the women with the opportunity to attend the gym and receive advice and support from a fully qualified gym instructor. All of the women attending have had a 1 to 1 consultation with the instructor who has provided them with a personal gym programme tailored to their needs and since completion of the 12 week programme have maintained their gym participation on a regular basis.
- 3.7 Further blocks of activity have focused on running and swimming. The running programme has been led in partnership with trained volunteer instructors from Burn Road Harriers Athletic Club who will provide subsequent opportunities for the women to continue running after the programme finishes. This block of activity is timed to provide training for anyone who may be taking part in Hartlepool's Race for Life event in June.

- 3.8 The programme is widely advertised in community centres, leisure centres and libraries across the town, on the council website, Hartlepool Radio and through press advertisement. Targeted publicity has also been aimed at key areas of the town identified as wards where 'Paula's' live; even advertisements in Peacocks and Primark – brands identified to the segment.
- 3.9 Feedback received has been very positive. Of the evaluations carried out in Year One, 100% of participants indicated that they were happy with the date and time set for the activity, the instructor and venue use and that they would like to participate in similar sessions as they had enjoyed the programme. A 6 month follow up questionnaire has also being developed and is being sent out to obtain feedback on the programme to evaluate whether there has been a positive impact on participation levels by this specific target group. Results are currently awaited.
- 3.10 Planning for Year Three activities will begin later this year, with feedback from year 2 determining the activities offered.

4. FINANCIAL IMPLICATIONS

- 4.1 There are no financial implications to the Council as a result of running this programme other than as an 'in-kind' contribution in terms of officer time. This programme is currently externally grant funded but this is due to be exhausted by the end of March 2011. Officers will obviously continue to seek funding opportunities to continue this programme thereafter.

5. RECOMMENDATIONS

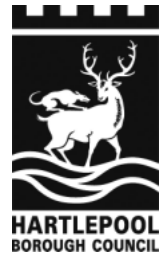
The Portfolio Holder is asked to note progress made with the programme to date.

CONTACT OFFICER: Pat Usher, Sport and Recreation Manager

CULTURE, LEISURE AND TOURISM PORTFOLIO

Report to Portfolio Holder

22nd June 2010



Report of: Director of Child and Adult Services

Subject: HARTLEPOOL EXERCISE FOR LIFE PROGRAMME
UPDATE

SUMMARY

1. PURPOSE OF REPORT

To inform the Portfolio holder on the current operation of the Hartlepool Exercise for Life (H.E.L.P) /G.P Referral Scheme by the Sport and Recreation service, changes that have occurred over recent years and future plans for its further development.

2. SUMMARY OF CONTENTS

This report highlights how H.E.L.P continues to work with key partners to deliver an effective efficient service to the local community. It also includes the background to the scheme, progress made to date and future development plans.

3. RELEVANCE TO PORTFOLIO MEMBER

Culture, Leisure and Tourism Portfolio includes Sport and Recreation.

4. TYPE OF DECISION

Non-Key

5. DECISION MAKING ROUTE

Culture, Leisure and Tourism Portfolio 22nd June 2010

6. DECISION(S) REQUIRED

The Portfolio Holder is asked to note progress made with the programme to date.

Report of: Director of Child and Adult Services

Subject: HARTLEPOOL EXERCISE FOR LIFE PROGRAMME
UPDATE

1. PURPOSE OF REPORT

- 1.1 To inform the Portfolio holder on the current operation of the Hartlepool Exercise for Life (H.E.L.P) /G.P Referral Scheme by the Sport and Recreation service, changes that have occurred over recent years and future plans for its further development.

2. BACKGROUND

- 2.1 The H.E.L.P scheme has functioned with the support of various funding partners over the years such as City Challenge, Health Action Zone, Primary Care Trust (PCT), Single Regeneration Funding, Neighbourhood Renewal Funding (NRF) and more recently, Government funding via a Public Service Agreement (PSA). This has enabled the Sport and Recreation Team to expand on the level of provision and it continues to have a major positive impact on the health of Hartlepool residents. Individuals initially access 10 weeks of activity, after which they move onto other mainstream classes to sustain their participation.
- 2.2 The HELP scheme is currently mainstreamed funded by the Council in partnership with the PCT, with more recent support for a specific Cardiac Rehabilitation programme from the Working Neighbourhoods Fund (WNF) up to 2011.
- 2.3 Initially, the patients referred by health practitioners were mainly those with orthopaedic conditions. However as the Service has expanded over time, more referrals are now received for more complex patients. Often referrals will have a multitude of ailments, all of which needs to be considered when prescribing a specific individualised course of exercise.
- 2.4 Cardiac Rehabilitation has always been a specific element of the scheme. However, to ensure best practice, funding from initially the PCT, then NRF and now WNF has allowed the expansion of the programme as well as enabling the Instructors to be trained to a level required to meet the British Association of Cardiac Rehabilitation protocol.
- 2.5 Currently, key Partners include:
- NHS – All local surgeries & University Hospital Hartlepool/North Tees Trust
 - PCT – Health Trainer Team

- MIND & other charitable Trusts
- HVDA & the Voluntary sector
- The Council's Workplace Health Team
- Social Services, Social Care Team and Day Services
- Private Sector- Springs Health Club
- GP surgeries specialist CHD/DIABETIC nurses
- CHD Specialist Nurse Team (Caroline Street)
- UHH Phase III hospital based Cardiac Rehabilitation Team
- Stroke Team

3. PROGRESS TO DATE

- 3.1 The H.E.L.P scheme has a current weekly programme offering 28 different exercise courses in various sites across the town. A team of eight instructors who are qualified to Level 3 of the Register of Exercise Professionals deliver the sessions. Sessions include Water Mobility, Chair Based Mobility sessions, Fitness Room Gym sessions, Back Care sessions and Circuit sessions which include specific Cardiac Rehabilitation provision in line with national protocols.
- 3.2 The referrals are received from a broad range of health professionals as detailed in paragraph 2.5. Patients have a wide array of chronic health conditions with the most prolific reasons for referral being orthopaedic limitations, diabetes, coronary heart disease and weight management issues.
- 3.3 The primary aim of the service is to encourage and motivate individuals to lead a more active lifestyle in the long term that in turn will help them to improve their overall health and well being. All introductory courses are for a 10 week period and patients are educated as to what is the most suitable form of exercise to manage their condition. The follow-up survey undertaken 6 months after the completion of the programme verify the progression that many go on to achieve.
- 3.4 The three year PSA funding agreement referred to in paragraph 2.1 required the service to achieve two performance targets associated with the programme. The first was to achieve a total of 1350 people to complete the initial 10 week programme of exercise. The second, based on a follow up survey 6 months after the completion of the 10 week programme, was to measure how many had continued with exercise in the long term. The target set for this was 50% retention.
- 3.5 The Portfolio Holder will be pleased to note that the end of the 3 year period, both targets were successfully achieved which has enabled the Council to secure over £300,000 in 'reward' funding. What was of particular significance however was the achievement with the second target where nationally, most programmes on average secure a retention rate of only a third, whereas in Hartlepool, we achieved a retention rate of 53%.

3.6 Other developments of note are as follows:-

- There has been an increase from two to six Instructors now qualified to British Association of Cardiac Rehabilitation standards to deliver cardiac rehabilitation activity sessions within the programme
- For Cardiac sessions, defibrillators are now based at the Leisure Centres with all staff trained in their use. This training is updated by the Cleveland Ambulance service on a six monthly basis.
- Active cards are made available to referred clients (for Cardiac Rehabilitation clients only as current funding permits this) to allow the first ten weeks of exercise free of charge. After this period, the Active Card allows clients the opportunity to move to another session at a low cost
- After the initial course all participants are given full information regarding participation opportunities suitable for their needs e.g. Hartlepool Hearts, Cardiac Rehab Stay Active sessions, walking for health programme etc.

3.7 Feedback from referred clients has demonstrated the impact and importance of this programme. Examples are:-

- *"The courses are there and there are lots of opportunities. I think the Council do very well".*
- *"Water mobility has helped me a lot - Heidi is a very good teacher and I enjoy it".*
- *"In my experience the Council do a good job with very pleasant, helpful staff".*
- *"I don't think the Council can do any more. They cater for most health problems. Sometimes I need motivation – please keep up the good work"*
- *"Please continue providing courses and excellent teachers such as Dawn".*
- *"I think the exercise programme is adequate and carried out with professionalism by the excellent instructors. As for my current situation now, all my exercises are mainly walking approx 15 miles a week and my medication has reduced from 11 tablets a day to 6 tablets a day".*
- *"Think water mobility is very good as do exercises couldn't do otherwise and Heidi and Margaret are very helpful - treat you as normal people and not looking as if you're abnormal because you're big and can't do a lot - gives you more confidence in yourself".*
- *"At the moment, I can't see anything more you can add to what you already have going. There is something for everyone's needs. You and*

your staff are great. Thank you for your time and help given to me”.

- *“You create a happy social environment where people exercise regularly. Having someone taking an interest in you & your health makes all the difference. You make exercise a social occasion where you can meet friends regularly and exercise”.*
- *“Very satisfied with Mill House exercise course - very demanding, good fun with others on the course and I feel a lot fitter”.*

4 FUTURE DEVELOPMENT PLANS

- 4.1 In partnership with the PCT, we are examining ways in which the programme can be improved upon in order to reach a wider audience both for referring partners and thus clients. For example, local surgeries, GP's Pharmacies and Community Health Teams are now carrying out CVD screening for the over 40's which is likely to increase the number of referrals to the programme.
- 4.2 A lot more work is being developed to publicise and promote the scheme through the use of emails to GP Surgeries, press releases, mail features and by linking directly with community groups. Feedback to existing partners on their referred clients has also been developed to allow for a better assessment of the impact of the preventative intervention made.
- 4.3 A home programme is also being developed to support those who have difficulty in accessing community based exercise. This will also be of particular benefit to those based in residential care settings.
- 4.4 When it was first introduced, Cardiac Rehabilitation activity was initially only delivered from Mill House Leisure Centre. This has now been expanded to several different sites across Hartlepool and with the training of an additional instructor, will allow us to expand this further still.

5. FINANCIAL IMPLICATIONS

- 5.1 As previously noted, the current H.E.L.P programme is jointly mainstream funded by the Council and the PCT. However, the Cardiac Rehabilitation programme is externally funded by WNF, currently only available to March 2011. If we are unable to source further funding for the programme thereafter (approx £28,000 per year), there is a concern that this vital scheme may cease operating.
- 5.2 Officers will obviously look for further funding opportunities to allow this programme to continue.

6. RECOMMENDATIONS

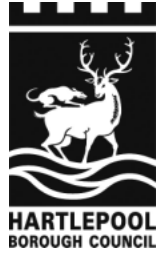
The Portfolio Holder is asked to note progress made with the programme to date.

Contact Officer Pat Usher, Sport and Recreation Manager

CULTURE, LEISURE & TOURISM PORTFOLIO

Report to Portfolio Holder

22 June 2010



Report of: Director of Child and Adult Services

Subject: TEES ARCHAEOLOGY PUBLICATION;
'HARTLEPOOL: AN ARCHAEOLOGY OF THE
MEDIEVAL TOWN'

SUMMARY

1. PURPOSE OF REPORT

To notify the publication of a book on the medieval town of Hartlepool

2. SUMMARY OF CONTENTS

The report contains information about a project to draw together all the available information about the archaeology of Hartlepool and publish it in two parts, looking at the Anglo-Saxon Monastery and the Medieval Port and Town.

3. RELEVANCE TO PORTFOLIO MEMBER

Tees Archaeology is part of the Community Services Section which falls under the remit of the Portfolio holder.

4. TYPE OF DECISION

Non Key

5. DECISION MAKING ROUTE

Culture Leisure and Tourism Portfolio – 22 June 2010

6. DECISION REQUIRED

That the successful publication of Hartlepool: An Archaeology of the Medieval Town should be noted.

Report of: Director of Child and Adult Services

Subject: TEES ARCHAEOLOGY PUBLICATION;
'HARTLEPOOL: AN ARCHAEOLOGY OF THE
MEDIEVAL TOWN'

1. PURPOSE OF REPORT

- 1.1 To notify the publication of a book on the medieval town of Hartlepool.

2. BACKGROUND

- 2.1 Tees Archaeology is a shared service of Hartlepool, Middlesbrough, Redcar & Cleveland and Stockton-on-Tees Borough Councils. Hartlepool is the lead authority in the arrangement.
- 2.2 In the last few years Tees Archaeology has been drawing together all the archaeological information about Hartlepool Headland in order to produce books on the Anglo-Saxon Monastery and Medieval Town. This was the subject of reports to the Culture, Leisure and Transportation Portfolio Holder on 9th October 2006 and 17th February 2009.
- 2.3 English Heritage has supported the project over a number of years in recognition of the regional, national and international importance of Hartlepool and its archaeology.
- 2.4 The volume on 'Anglo-Saxon Hartlepool and the Foundations of English Christianity' was launched in 2008.
- 2.5 The Anglo-Saxon book has been reviewed in the academic journals of the Royal Archaeological Institute and the Society for Medieval Archaeology. Both reviews were very positive and welcomed the volume.
- 2.6 The second volume, 'Hartlepool: An Archaeology of the Medieval Town' has just been published and will be launched shortly.
- 2.7 Hartlepool Headland has seen a great deal of archaeological excavation in the past and this makes it one of the most extensively explored small medieval towns and ports in England. The completion of the volume on the Medieval Town when set alongside that about the Anglo-Saxon Monastery has brought information about the heritage of Hartlepool to the attention of local, regional, national and international audiences.

- 2.8 The book examines the origins of the town and its development. Chapters consider the foundation of the medieval town, its geography and defences and the medieval buildings. The religious centres at St Hilda's and St Helen's Churches and the Franciscan Friary are discussed in a separate chapter as is the medieval port and fishing industry and the population, food supply and crafts of the town.

3. FINANCIAL IMPLICATIONS

- 3.1 The creation of the book has been jointly funded by Hartlepool Borough Council, Tees Archaeology and English Heritage.
- 3.2 Authorisation for publication of both volumes was obtained through a report to the Portfolio Holder in October 2006.
- 3.3 English Heritage has funded half of the publication cost of the medieval book with Tees Archaeology and Hartlepool Borough Council providing a quarter of the cost each.
- 3.4 The book will be sold for £17.50 and the receipts will be used to fund future publications.

4. RECOMMENDATIONS

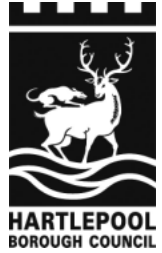
- 4.1 That the successful publication of Hartlepool: An Archaeology of the Medieval Town should be noted.

CONTACT OFFICER: Robin Daniels, Tees Archaeology

CULTURE, LEISURE & TOURISM PORTFOLIO

Report to Portfolio Holder

22 June 2010



Report of: Director of Child and Adult Services

Subject: ADULT AND COMMUNITY SERVICES
DEPARTMENTAL PLAN 2009/2010 – 4TH
QUARTER MONITORING REPORT

SUMMARY

1. PURPOSE OF REPORT

To inform the Portfolio Holder of the progress made against the Adult and Community Services Departmental Plan 2009/10 for the full year.

2. SUMMARY OF CONTENTS

The progress against the actions contained in the Adult and Community Services Departmental Plan 2009/10, the final year outturns of key performance indicators and associated risks.

3. RELEVANCE TO PORTFOLIO MEMBER

The Portfolio Member has responsibility for performance management issues in relation to Culture, Leisure & Tourism.

4. TYPE OF DECISION

Non-key

5. DECISION MAKING ROUTE

Culture, Leisure & Tourism Portfolio – 22 June 2010.

6. DECISION REQUIRED

Achievement on actions, indicators and risks be noted

Report of: Director of Child and Adult Services

Subject: ADULT AND COMMUNITY SERVICES
DEPARTMENTAL PLAN 2009/2010 – 4TH
QUARTER MONITORING REPORT

1. PURPOSE OF REPORT

- 1.1 To inform the Portfolio Holder of the progress made against the key actions identified in the Adult and Community Services Departmental Plan 2009/2010, progress of key performance indicators for the period up to 31 March 2010 and associated risks.

2. BACKGROUND

- 2.1 The Child and Adult Services Department includes Community Services, reporting to Culture, Leisure and Tourism Portfolio Holder, and Adult Services, Adult Education and Supporting People reporting to the Adult and Public Health Portfolio Holder, and Children's Services Portfolio reporting to Children's Services Portfolio.
- 2.2 The Adult and Community Services Departmental Plan 2009/10 sets out the key tasks and issues with an Action Plan to show what is to be achieved by the department in the coming year. The plan also describes how the department contributes to the Organisational Development Improvement Priorities as laid out in the Corporate Plan. It provides a framework for managing the competing priorities, communicating the purpose and challenges facing the department, and monitoring progress against overall Council aims.
- 2.3 In 2008-09, the Council introduced a new electronic Performance Management Database (Covalent) for collecting and analysing corporate performance. The database collects performance information detailed in the Corporate Plan and the five Departmental Plans. The aim is that the database will eventually collect performance information for all levels of the Council, including individual service/operational plans in each department.

3. QUARTER FOUR (YEAR END) PERFORMANCE

- 3.1 This section looks in detail at how the Department has performed in relation to the key actions and performance indicators that were included in the Adult and Community Services Departmental Plan for this Portfolio, as well as associated risks.

- 3.2 On a quarterly basis officers from across the department are asked, via the Performance Management database (Covalent), to provide an update on progress against every action contained in the Departmental Plan and, where appropriate, every Performance Indicator and risk.
- 3.3 Officers are asked to provide a short commentary explaining progress made to date, and asked to traffic light each action based on whether or not the action will be, or has been, completed by the target date set out in the Departmental Plan. The traffic light system is: -

Red	Action/PI target not completed or Action/PI intervention required
Amber	Action/PI progress acceptable
Green	Action/PI target on track or Action/PI target achieved.

- 3.4 Within the Adult & Community Services plan there were a total of 32 actions and 19 Performance Indicators identified in the Departmental Plan. Table 1, below, summarises the progress made, to the 31st March 2010 (2009-10 year end), towards achieving these actions and PIs.

Table1 – Community Services (CLT portfolio) progress summary

	CLT Portfolio	
	Actions	PIs
Green – completed	24	8
Green – on track	8	0
Amber - acceptable	0	1
Red – Intervention required	0	0
Red – not completed	0	3
Annual	0	7
Total	32	19

- 3.5 A total of 24 actions (75%) has been completed or achieved, and a further 8 actions (25%) are on track (these 8 actions relate to adult education actions where the completion dates are for the academic year – all have due dates of July 2010). There are no actions which have not been achieved.
- 3.6 It can also be seen that 8 (42%) of the Performance Indicators have been highlighted as being achieved. There is 1 (5%) of the Performance Indicators where progress is acceptable. There are 3 (16%) PI's that did not hit the year-end target. Additionally, there are 7 (37%) indicators that are only collected on an annual basis and no updates are available for those indicators (these relate to adult

education actions where the completion dates are for the academic year – all have due dates of July 2010).

Table2: Community Services Actions – Target not achieved.

Ref	Action	Mile stone	Comment
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NONE.

Table3: Community Services PI's – Target not achieved.

Ref	PI	Mile stone	Comment
P053	Adults participating in all forms of learning	3250	This is the current number of enrolments in the 2009/10 academic year (2507). This is classed as acceptable progress as the academic year data is not yet complete.
P060	Proportion of attendances from NRF area	58%	Data is based on a leisure centre user survey carried out by independent researchers. 382 interviews completed at Mill House LC, 131 at the Headland Sports Hall. Results show an average of 52% of the respondents residing in an NRF ward which is below the target set. (Headland 58%, Mill House Leisure Centre 49%). Disappointing result when a lot of targeted focused marketing and promotion has been undertaken although interesting that 43% of the respondents at Mill House were employed whereas only 27% at the Headland. It is though only a snapshot of over 315,000 attendances in total at the two sites.
NI 8	Adult participation in sport and active recreation	22.1%	Out-turn 19% below target of 21.1% and down on previous year of 22.1%. Based on a sample size of Only 500, deemed to be an insignificant change by Sport England. Female participation in 35 to 53 age group however significantly up against a national decrease. Similarly, participation in the 55 and over age group up. Nationally participation up from 16.4% to 16.6%, regionally down from 16.3% to 16.2% and in the Tees Valley down from 16.9% to 15.8%.

3.7 At the end of the year 2009-10, Community Services have completed 24 out of 32 actions in the departmental plan. These include:-

- Publish the revised Hartlepool Cultural Strategy (CORP CL02.1).
- Undertake a review of library service delivery within Hartlepool Borough Council Transformational Programme framework (CORP CL03.2).
- Regular reporting of progress with links to Health and Wellbeing Partnership (CORP SC01.4.2).

In addition, there were 8 out of 32 actions that are on track to be completed (by target date of July 2010). These include:-

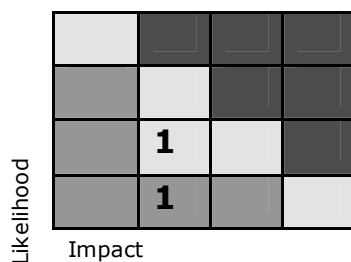
- Ensure access to high quality learning opportunities that increase the skills and qualification of local residents (CORP LLS17.1).
- Further develop participation in Volunteering programmes (CORP LLS17.3.1).

4. RISK MONITORING

- 4.1 It is the policy of Hartlepool Council to take an active and pragmatic approach to the management of risks that could prevent the achievement of corporate and departmental objectives. On a quarterly basis the Community Services division assesses the risks identified within the Adult & Community Services Risk Register. The Council's approach acknowledges that the purpose is not to remove all risks (this is neither possible nor, in many cases, desirable), rather it is to ensure that potential 'losses' are prevented or minimised and that 'rewards' are maximised.
- 4.2 This summary is reported to the Portfolio Holder within the quarterly monitoring report to provide an overview of risks being addressed by the Community Services Division of the Child & Adult Services Department.
- 4.3 The diagram below shows the distribution of risks according to their risk rating. Detail of the rating system is in appendix A. There are a total of 2 risks. Neither of these risks are highlighted as a 'RED' risk. There is 1 risk on an 'AMBER' status with the remaining 1 risk being at a low level 'GREEN' status.

There is a more detailed risk register related specifically to 'Tall Ships'.

Diagram 1 –Risk Register Heat Map for Community Services division of Child & Adult Services Department



See Appendix A for key to diagram above

- 4.4 No risks were rated as red.

Table 4: Community Services risk's – highlighted red.

Ref	Risk	Comment
NONE		

5. RECOMMENDATIONS

- i) It is recommended that achievement of key actions, risks and final year outturns of performance indicators are noted.

CONTACT OFFICER: Trevor Smith,
Performance & Information Manager (Adults)
Support Services

APPENDIX A

**HARTLEPOOL BC
RISK ASSESSMENT MATRIX AND VALUE GUIDES**

		IMPACT			
LIKELIHOOD		1	2	3	4
		Low	Medium	High	Extreme
Almost certain	4	AMBER 4	RED 8	RED 12	RED 16
Likely	3	GREEN 3	AMBER 6	RED 9	RED 12
Possible	2	GREEN 2	AMBER 4	AMBER 6	RED 8
Unlikely	1	GREEN 1	GREEN 2	GREEN 3	AMBER 4

Use the following suggested value guides to help rate the level of the **controlled risk**.

IMPACT

Extreme	Total service disruption / very significant financial impact / Government intervention / sustained adverse national media coverage / multiple fatalities.
High	Significant service disruption/ significant financial impact / significant adverse Government, Audit Commission etc report / adverse national media coverage / fatalities or serious disabling injuries.
Medium	Service disruption / noticeable financial impact / service user complaints or adverse local media coverage / major injuries
Low	Minor service disruption / low level financial loss / isolated complaints / minor injuries

LIKELIHOOD

Expectation of occurrence ***within the next 12 months*** -

- Almost certain
- Likely
- Possible
- Unlikely