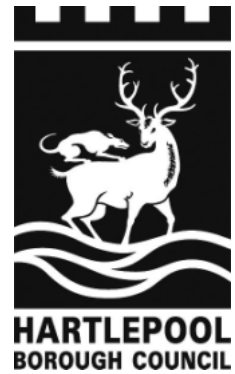


SCRUTINY CO-ORDINATING COMMITTEE AGENDA



Friday 3rd September 2010

at 2.00 p.m.

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

MEMBERS: SCRUTINY CO-ORDINATING COMMITTEE:

Councillors C Akers-Belcher, S Akers-Belcher, Cook, Cranney, Flintoff, Griffin, James, London, A Marshall, McKenna, Preece, Richardson, Shaw, Simmons, Thomas and Wells.

Resident Representatives:

Evelyn Leck, Linda Shields and Angie Wilcox

- 1. APOLOGIES FOR ABSENCE**
- 2. TO RECEIVE ANY DECLARATIONS OF INTEREST BY MEMBERS**
- 3. MINUTES**
 - 3.1 To confirm the minutes of the meeting held on 23rd July 2010
- 4. RESPONSES FROM THE COUNCIL, THE EXECUTIVE OR COMMITTEES OF THE COUNCIL TO REPORTS OF THE SCRUTINY COORDINATING COMMITTEE**

No Items

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

No Items

6. FORWARD PLAN

6.1 The Forward Plan - September 2010 to December 2010 - *Scrutiny Manager*

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

No Items

8. CONSIDERATION OF FINANCIAL MONITORING/CORPORATE REPORTS

8.1 Year End – Revenue Outturn Report 2009/10 – *Chief Finance Officer*

8.2 Capital and Accountable Body Programme Outturn 2009/2010 – *Chief Finance Officer*

9. ITEMS FOR DISCUSSION

9.1 Scrutiny Investigation into the Provision of Face to Face Financial Advice and Information Services in Hartlepool - Scoping Report – *Scrutiny Manager*

9.2 Scrutiny Involvement in the Budget Setting Process for 2011/12 – Proposed Timetable – *Scrutiny Manager*

9.3 Request for Funding to Support the Neighbourhood Services Scrutiny Forum's Current Scrutiny Investigation – *Scrutiny Manager*

10. CALL-IN REQUESTS

11. ANY OTHER ITEMS WHICH THE CHAIRMAN CONSIDERS ARE URGENT

ITEMS FOR INFORMATION

i) **Date of Next Meeting Friday 15th October 2010, commencing at 2.00 pm in Committee Room B**

SCRUTINY CO-ORDINATING COMMITTEE

MINUTES

23 July 2010

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

Present:

Councillor: Marjorie James (In the Chair)

Councillors: Rob W Cook, Kevin Cranney, Sheila Griffin, Ann Marshall, Arthur Preece, Carl Richardson, Chris Simmons, Stephen Thomas and Ray Wells.

Resident Representatives:
Linda Shields

Also present: Councillor Jonathan Brash, Performance Portfolio Holder

Officers: Sue Johnson, Assistant Director (Planning and Service Integration)
Joan Stevens, Scrutiny Manager
Elaine Hind, Scrutiny Support Officer
Angela Hunter, Principal Democratic Services Officer

14. Apologies for Absence

Apologies for absence were received from Councillor Christopher Akers-Belcher, Stephen Akers-Belcher, Frances London and Jane Shaw. Apologies for absence were also received from Councillor Hill, Portfolio Holder for Children's Services who had also been invited to the meeting.

15. Declarations of interest by Members

None.

16. Confirmation of the minutes of the meetings held on 25 June 2010

Confirmed.

The Scrutiny Manager provided an update on minute 6, see minute 19 below.

17. Responses from the Council, the Executive or Committees of the Council to Reports of the Scrutiny Co-ordinating Committee – Portfolio Holder's Response to the Cabinet Decision on the Scrutiny Investigation into Child Poverty and Financial Inclusion in Hartlepool *(Director of Child and Adult Services and Portfolio Holder for Children's Services)*

The Assistant Director (Planning and Service Integration) presented the report which provided Members of the Scrutiny Co-ordinating Committee with feedback on the recommendations from the investigation into 'Child Poverty and Financial Inclusion in Hartlepool' which was reported to Cabinet on 7 June 2010.

Members were pleased to note that Cabinet had approved the recommendations in their entirety with the additional two recommendations suggested by the Chair and Vice Chair of Scrutiny Co-ordinating Committee which were an expansion of the recommendations included in the Committee's Final Report.

Recommended

- (i) That the proposed actions detailed within the Action Plan were noted.
- (ii) That the two additional recommendations noted in the report be added to the Action Plan.

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

None.

19. Forward Plan

The Scrutiny Manager provided an update on the issues raised at Scrutiny Co-ordinating Committee on 25 June 2010.

- 1) Ref: ED 65/09 – Business Transformation – Service Delivery Option Review of Connexions and the Youth Service.

It was confirmed that in line with the request made by the Committee, the total budget, value of savings figures and the percentage of the savings figures as part of the original budget would be included in the Forward Plan as part of all future Service Delivery Options.

2) Ref: NS 112/07 – Victoria Park

It was expected that a decision was now schedule to be considered in October 2010. The Scrutiny Manager was seeking clarification on when the issue would be submitted to Scrutiny Co-ordinating Committee for consideration to enable feedback prior to the decision being made. The latest communication in relation to the consideration of this item would be circulated to Members.

3) Ref: RN 25/10 – Hartlepool Local Plan 2006 – Change to the Boundaries of Local Centres

In response to a request for clarification, it was noted that the basic definition of a Local Centre was retail centres that were included as part of the Local Plan and enabled identification of an area specifically for retail development.

4) Ref: RN 19/10 – Hartlepool Homelessness Strategy 2010 to 2015

It was confirmed that a survey had been circulated to all Members for completion as part of the consultation on the Strategy, although it was acknowledged that any recently elected Members would have not received it. However, it was noted that the majority of Members may not have noticed this survey due to the timing of its circulation being during the purdah period. It was suggested that consultation does not take place with Members during the purdah period in future as it was not an appropriate time for Member consultation.

5) Chief Executive's Department – Budget and Policy Framework

Members' concerns had been noted and dealt with accordingly.

6) Ref: CE 37/10 – Review of Car Allowances

It was noted that the wording within this item would be amended to indicate that Scrutiny would be consulted rather than briefed.

7) Child and Adult Services Department – Budget and Policy Framework

It was confirmed that in accordance with the Committee's wishes, the Youth Justice Plan would be submitted to the next meeting of the Corporate Parent Forum and this would be factored into the planning cycle for any future departmental plans.

8) Ref: RN 12/09 – Consultancy Service Delivery Options Review

The Chief Finance Officer was in the process of drafting a letter to Members which would identify the details of the costs and income of all consultancy services provided by the Authority.

9) RN 14/09 – Facilities Management Service Delivery Options Review

Members' comments had been taken on board and actioned accordingly.

10) RN 16/09 – Town Centre Communities Neighbourhood Action Plan (NAP)

Response provided at the meeting on the 25 June 2010.

11) RN 18/09 – Single Programme Bids

It was confirmed that One North East would exist until 2012. It had been suggested that this organisation may be replaced with Local Enterprise Partnerships although confirmation of that had not been received. As soon as further information was made available it would be passed onto Members.

12) RN 22/10 – Highway Maintenance Programme 2010/2015

It was suggested that as this was a town-wide issue, it may be that the Council Member Working Group may wish to consider this and agree a way forward, including a prioritisation programme and how this programme should be funded. It was noted that it would be useful if the Neighbourhood Consultative Forum Chairs could discuss this in their respective areas and feed this information into the Working Group.

13) RN 24/10 – Parking Strategy

Additional information was awaited on this issue.

14) RN 25/10 – Additional Highway Maintenance Funding

Members concerns had been forwarded to the relevant officer.

It was noted that the two items above where information was outstanding would be reported back to the Committee as soon as the information was available.

Recommended

- (i) The feedback was noted.
- (ii) The updates in response to Member queries in relation to Victoria Park, the Parking Strategy and the replacement for One North East be submitted to Scrutiny Co-ordinating Committee as soon as it was available.

20. Consideration of progress reports/budget and policy framework documents – Cabinet Consideration of Scrutiny Views on the Corporate and Departmental Plans 2010/11 – Update *(Scrutiny Manager)*

The Scrutiny Manager presented a report which updated Members of the Scrutiny Co-ordinating Committee on the outcome of Cabinet's consideration of the views submitted by Scrutiny, as part of the consultation process, in relation to the 2010/11 Draft Corporate and Departmental Plans.

It was noted that Cabinet welcomed and accepted the amendments put forward by Scrutiny in their entirety and the amended Corporate Plan was subsequently approved by Council on 24 June 2010.

Recommended

The report was noted.

21. Consideration of financial monitoring/corporate reports

None.

22. Determining the Scrutiny Co-ordinating Committee's Work Programme for 2010/11 *(Scrutiny Manager)*

The Scrutiny Manager presented a report which provided Members of the Scrutiny Co-ordinating Committee with a range of information, extracted from various sources to assist in the consideration of suitable topics for inclusion in the Committee's Work Programme for the 2010/11 Municipal Year.

Members were reminded that the Business Transformation – Service Delivery Options along with key budgetary and performance management reports would also need to be considered by Scrutiny during the year.

A discussion ensued on the suggested topics which was summarised as follows:

(i) Business Transformation – Service Delivery Options (SDO's)

Members noted that SDO's would be considered as and when required during the course of the year. Emphasis was placed upon the importance of the Scrutiny function in the business transformation process and in response to this the Portfolio Holder for Performance highlighted that the Business Transformation Programme board had been reconfigured to include all Scrutiny Chairs.

(ii) The provision of Member Training/Development in Hartlepool

It was noted that a Scrutiny Co-ordinating Committee Working Group (the Workforce Working Group) had been created to look at HR issues alongside the HR Section and that this issue was already being looked at. An update on the Work Programme of this Working Group and its activities in relation to Member development and training was requested.

(iii) Child Poverty – The provision of face to face advice and information in Hartlepool

Members felt very strongly that this investigation should form the main focus of the Committee's work programme for 2010/11. It was noted that face to face advice was vital to families as a support mechanism to enable access to services and not just for families with issues around language, literacy and numeracy. It was suggested that the investigation should consider the provision in place through the Council's revenues and benefits section, Citizens Advice Bureau and other community and voluntary sector organisations such as West View Advice and Resource Centre and Manor Residents, to look at what particular aspects of the service needed to be expanded, contracted or possibly delivered in a different way.

The Portfolio Holder for Performance added that this would be a very worthwhile investigation and would support the additional responsibility of child poverty that was included in all Portfolio Holders remits. The importance of constructive dialogue with officers who were also looking at this issue would ensure that the investigation added value and that the recommendations would be progressed.

Concern was expressed that the duplication of activities between this investigation and the following recommendation added by Cabinet following consideration of last year's Child Poverty / Financial Inclusion Investigation:-

'That the expansion of face to face financial advice and support be explored through local authority in-house provision to increase the availability of appointments already provided by the Citizens Advice Bureau and the West View Advice and Resource Centre.'

Members were of the view that duplication could be prevented and that the work of the Committee needed to be undertaken to co-ordinate / feed into the work being undertaken by officers in relation to the additional recommendation.

(iv) Council Assisted Scheme for the Provision of Household White Goods/Furniture

It was noted that at the meeting of Council in February, Members had requested a report exploring the feasibility of / business case for such a scheme be submitted to Members for their consideration. Members were disappointed that this report had not been submitted and were keen to see

this issue progressed. As such it was requested that report be submitted to the next meeting of the Scrutiny Co-ordinating Committee to provide an outline timetable, with clear milestones, of how this issue can be progressed including engagement with potential providers and information from authorities already undertaking this provision.

(v) Contracting out of work by HBC

It was decided at this point not to pursue this investigation.

(vi) Ongoing – Call-in Decision: Senior Management Review

It was noted that this was an ongoing investigation.

(vii) Petition Scheme

At the Extraordinary Council meeting in June where the Petition Scheme was adopted, it was agreed that the operation of the scheme would be subject to review by Members and re-submitted to Council in September 2010. It was suggested that any scrutiny involvement in this review would be through the Chairs of Scrutiny Co-ordinating Committee and the Forums in the first instance. The Scrutiny Manager confirmed that a report would be submitted to Scrutiny Co-ordinating Committee later in the year to look at how petitions were dealt with as part of the scrutiny process.

(vii) Crime and Disorder Committee

The Scrutiny Manager confirmed that a report to formalise the arrangements for the Crime and Disorder Committee would be submitted to Scrutiny Co-ordinating Committee at a later date and would include the views of the Hartlepool Partnership had been gained.

In conclusion, it was suggested that Child Poverty – The Provision of ‘Face to Face’ Advice and Information in Hartlepool be the main investigation of Scrutiny Co-ordinating Committee for 2010/11.

Recommended

- i) That an update on the Work Programme of the Workforce Working Group and its activities in relation to Member development and training be presented to the Scrutiny Co-ordinating Committee.
- ii) That Scrutiny Co-ordinating Committee undertake an investigation into Child Poverty – The Provision of Face to Face Advice and Information in Hartlepool, along with the consideration of the Business Transformation – Service Delivery Options and the key budgetary and performance management reports as and when necessary.

23. Scrutiny Forums – Draft Work Programmes 2010/11

(Individual Scrutiny Forum Chairs)

The five Scrutiny Forum Chairs reported on their forums deliberations on the work programme for 2010/11 and indicated the issues that were being put forward for the Committee's approval.

Adult and Community Services Scrutiny Forum

It was reported that the forum proposed to investigate the Safeguarding of Adults.

Children's Services Scrutiny Forum

The Chair, Councillor Chris Simmons, indicated that the forum proposed to investigate 'Think Family and Youth Involvement/Participation'.

Health Scrutiny Forum

It was reported that the Forum proposed to investigate Service Transformation Project, Connected Care Pilot, Teenage Pregnancy Rates, Breastfeeding, Quality Accounts and Health Inequalities. The issues on the forum's three-year rolling health programme were also highlighted. It was noted that this was a very ambitious work programme and would be revisited later in the year should that be deemed necessary.

Neighbourhood Services Scrutiny Forum

The Chair, Councillor Stephen Thomas indicated that the forum proposed to investigate 20's Plenty – Traffic Calming Measures and Foreshore Management.

Regeneration and Planning Services Scrutiny Forum

The Chair, Councillor Kevin Cranney indicated that the Forum proposed to investigate the Working Neighbourhoods Fund and Domestic Violence.

A Member commented on the heavy workload that each Forum had to undertake during the coming year and the Chair noted that this was an opportunity for scrutiny Members to look at how services can be delivered in a different way to ensure that the organisation of the Council was fit for purpose and provided best fit for need.

Recommended

That the draft work programmes for the five standing scrutiny forums as detailed above for 2010/11 be approved.

24. Local Government (Access to Information) (Variation) Order 2006

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 below of Part 1 of Schedule 12A of the Local Government

Act 1972 as amended by the Local Government (Access to Information) (Variation) Order 2006.

Minute No. 26 Any Other Business - Call-in of Decision: Senior Management Review 2008 - namely information which is likely to reveal the identity of an individual (para 2).

25. Any Other Exempt Items which the Chairman Considers are Urgent

The Chairman ruled that the following two items should be considered by the Committee as a matter of urgency in accordance with the provisions of Section 100(B)(4)(b) of the Local Government Act 1972 in order that the matter could be dealt with without delay.

Minute 26 – Any Other Business – Call-in of Decision: Senior Management Review 2008. This item contains exempt information under Schedule 12A Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) Order 2006 namely information which is likely to reveal the identity of an individual (para 2).

26. Any Other Business - Call-in of Decision: Senior Management Review 2008 *(Chair of Scrutiny Co-ordinating Committee)* This item contains exempt information under Schedule 12A Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) Order 2006 namely information which is likely to reveal the identity of an individual (para 2).

The Chair provided Members with copies of recent communication in relation to the ongoing Call-In Decision: Senior Management Review. Further details can be found in the confidential section of the minutes.

Recommended

Details can be found in the confidential section of the minutes.

27. Call-In Requests

None.

The meeting concluded at 5.35pm

CHAIR

SCRUTINY CO-ORDINATING COMMITTEE

3 September 2010



Report of: Scrutiny Manager

Subject: THE FORWARD PLAN - SEPTEMBER 2010 TO
DECEMBER 2010

1. PURPOSE OF REPORT

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

2. BACKGROUND INFORMATION

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

3. RECOMMENDATION

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

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

BACKGROUND PAPERS

No background papers were used in the preparation of this report



FORWARD PLAN

September 2010 – December 2010

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1. INTRODUCTION

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

2. FORMAT OF THE FORWARD PLAN

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

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

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

3. DECISIONS MADE IN PRIVATE

- 3.1 Most key decisions will be made in public at a specified date and time.
- 3.2 A small number of key decisions, for reasons of commercial or personal confidentiality, will be made in private and the public will be

excluded from any sessions while such decisions are made. Notice will still be given about the intention to make such decisions, but wherever possible the Forward Plan will show that the decision will be made in private session.

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

4. URGENT DECISIONS

- 4.1 Although every effort will be made to include all key decisions in the Forward Programme, it is inevitable for a range of reasons that some decisions will need to be taken at short notice so as to prevent their inclusion in the Forward Plan. In such cases a minimum of 5 days public notice will be given before the decision is taken.

- 4.2 In rare cases it may be necessary to take a key decision without being able to give 5 days notice. The Executive is only able to do this with the agreement of the Chair of the Scrutiny Co-ordinating Committee or the Chairman or Vice-Chairman of the local authority. (Scrutiny committees have the role of overseeing the work of the Executive).

5. PUBLICATION AND IMPLEMENTATION OF EXECUTIVE DECISIONS

- 5.1 All decisions which have been notified in the Forward Plan and any other key decisions made by the Executive, will be recorded and published as soon as reasonably practicable after the decision is taken.

- 5.2 The Council's constitution provides that key decisions will not be implemented until a period of four days has elapsed after the decision has been published. This allows for the exceptional cases when a scrutiny committee may 'call in' a decision of the Executive to consider whether it should be reviewed before it is implemented. 'Call in' may arise exceptionally when a Scrutiny Committee believes that the Executive has failed to make a decision in accordance with the principles set out in the Council's constitution (Article 13); or that the decision falls outside the Council's Policy Framework; or is not wholly in accordance within the Council's budget.

6. DETAILS OF DECISION MAKERS

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

7. TIMETABLE OF KEY DECISIONS

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

PART ONE – CHIEF EXECUTIVE’S DEPARTMENT

A. BUDGET AND POLICY FRAMEWORK

CORPORATE PLAN 2011/12 - 2013/14

The Corporate Plan is part of the Budget and Policy Framework of the Council and therefore requires approval from a full Council meeting.

The purpose of the Plan is to describe the Council’s priority outcomes for improvement, the overall shape of the Council’s budget for the next 3 years and sets out how the Council will undertake performance and risk management over the next 12 months. The draft timetable is described below.

Cabinet and Scrutiny Coordinating Committee will be given the opportunity to comment on initial proposals in December 2010.

As in previous years the Service Scrutiny Forums will consider more detailed proposals in March 2011 and Scrutiny Coordinating Committee will be given a further opportunity to discuss the draft Corporate Plan in April 2011.

Cabinet will then consider the draft Corporate Plan and recommendations from Scrutiny Coordinating Committee in May 2011, and the final Corporate Plan will be presented to a full Council meeting for final Approval in June/July 2011.

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

MEDIUM TERM FINANCIAL STRATEGY (MTFS) 2011/12 TO 2013/14 – INITIAL CONSULTATION PROPOSALS

Cabinet will review the existing MTFS to reflect announcements made by the new Government about future funding levels and service areas facing increased cost pressures. Cabinet will determine initial proposals for managing the cuts in Government grants which will be made from April 2011. This will include reviewing the current years forecast outturn and the initial 2011/12 expenditure reductions required to address cuts in grant funding. This report commences the 2011/12 budget process and further reports will be submitted to Cabinet in December 2010 and February 2011. The December report will then be referred to Scrutiny Co-ordinating Committee. Cabinet’s final proposals will be referred to full Council in February 2011.

The decision on the initial MTFS consultation proposals will be made by Cabinet and these proposals will then be referred to Scrutiny Co-ordinating Committee. The initial decision will be made by Cabinet 11th October 2010.

Scrutiny Co-ordinating Committee will be consulted through presentation of the MTFS. Traded Unions and Business Sector representatives will be consulted through presentation of the MTFS. Members of the public will be consulted through a variety of methods, including presentations to various groups and consultation surveys.

A report setting out the impact of forecast grant cuts over the next four years on the Council's financial position will be presented to Cabinet. The report will detailed the forecast budget deficits facing the Council and will outline proposals for addressing this position.

Further information can be sought by contacting Chris Little, Chief Finance Officer.

B. SCHEDULE OF KEY DECISIONS

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

Nature of the decision

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

Who will make the decision?

The decision will be made by Cabinet.

Ward(s) affected

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

Timing of the decision

The initial decision will be made at the end of September 2010.

Who will be consulted and how?

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

Information to be considered by the decision makers

A report setting out the review stages, a summary of the information gathered, options analysis, conclusions and recommendations will be presented to Cabinet. Further information was discussed by the Corporate Management Team Support Group on Wednesday 14 April.

How to make representation

Representations should be made to Joanne Machers, Chief Customer and Workforce Services Officer, Civic Centre, Victoria Road, Hartlepool, TS24 8AY.

Telephone 01429 523003

Email: joanne.machers@hartlepool.gov.uk

Further information

Further information can be sought by contacting Joanne Machers as above

DECISION REFERENCE CE 37/10 - REVIEW OF CAR ALLOWANCES

Nature of the Decision

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

Background

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

Proposals within the review include:

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

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

Cabinet on 10 March 2010 agreed to defer the implementation date to 1 April 2011 subject to a local agreement being reached by 30 August 2010.

Who will make the decision?

The decision will be made by Cabinet.

Timing of the decision

September 2010

Who will be consulted and how?

- The Performance Portfolio Holder will be briefed on negotiation progress and associated policy development and may attend meetings with Trade Union representatives
- Negotiations will be undertaken with Trade Union representatives with the aim of reaching a local agreement. If this is not possible direct communication will be required with employees as part of an exercise to impose changes.
- Cabinet will be briefed and consulted during the negotiation period

- Scrutiny Co-ordinating Committee – Workforce Services Working Group will be consulted.

Information to be considered by the decision makers

- Current costs of providing car allowance lump sum and mileage
- Projected costs of proposed car allowance arrangements
- Proposed salary sacrifice schemes for employees associated with travel on Council business and travel to and from work, etc.
- Proposed arrangements for pool cars

How to make representation

Representation should be made to Joanne Machers, Chief Customer and Workforce Services Officer, Civic Centre, Hartlepool

Telephone 01429 523003

Email: joanne.machers@hartlepool.gov.uk

Further Information

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

DECISION REFERENCE: CE 40/10 – LOCAL AREA AGREEMENT

Nature of the decision

To agree a new Local Area Agreement for Hartlepool.

Background

In 2008 a three-year Local Area Agreement (LAA) was agreed between Hartlepool, represented by Hartlepool Borough Council and other key partners through the Hartlepool Partnership, and Central Government represented by Government Office North East. The current agreement will end in March 2011. The LAA set out the activities that would be undertaken by the Hartlepool Partnership in the short-term to support the delivery of the Community Strategy's vision. The targets within the LAA for 2008-11 were refreshed on an annual basis and the final year's refresh was agreed by Council in February 2010.

It is currently uncertain whether the new Coalition Government will continue to develop the LAA process. However, the Government's drive for greater transparency and accountability to local people means that there will still be a need for local areas to monitor and publish performance information.

In anticipation of the need to negotiate and agree local performance targets this entry has been prepared. This entry will be updated with further detail when information is provided by central government.

Who will make the decision?

In previous years the decision has been taken by Council however we are currently awaiting further clarification from central government on this. It is expected that this will be provided in the autumn.

Timing of the decision

In previous years the decision has been made in advance of the Government's submission deadline of March. *Discussions will take place with Cabinet members and partners during autumn and it is anticipated that a final decision will be made in March 2011.*

Who will be consulted and how?

- A Members' Seminar will be held;
- Cabinet and Scrutiny Co-ordinating Committee will be briefed and consulted during the negotiation period;
- The Hartlepool Partnership will hold Performance Workshops to which elected members and resident representatives will be invited;
- The Hartlepool Partnership Board will consider a draft refreshed LAA in January and the final refreshed LAA in March 2011.

Information to be considered by the decision makers

- Hartlepool's LAA 2008-2011, March 2010

How to make representation

Representation should be made to Joanne Smithson, Head of Performance & Partnerships, Civic Centre, Hartlepool TS24 8AY.

Telephone: (01429) 284147.

Email: Joanne.smithson@hartlepool.gov.uk

Further Information

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

PART TWO – CHILD AND ADULT SERVICES DEPARTMENT

A. BUDGET AND POLICY FRAMEWORK

THE ANNUAL YOUTH JUSTICE PLAN

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

The annual Youth Justice Plan required for 2010/11, comprises two parts, the first being the annual Capacity and Capability self assessment, which was submitted to the Youth Justice Board in April 2010; the second being the Youth Justice Strategic Plan. The process of completing the Capacity and Capability self assessment enables the Youth Offending Service to identify gaps and risks to service delivery and improvement, as well as identifying areas of strength. This, in turn, informs the development of an improvement plan as well as the Youth Justice Strategic Plan itself. An issues report was submitted to Cabinet in June 2010. A period of full consultation followed with partners and stakeholders, including, but not limited to, children and young people in the Youth Justice system, their families, the police, victims of crime, the judiciary, voluntary sector providers and community safety. An issues report and the draft plan was considered through the designated scrutiny forum on 8 July 2010.

Cabinet received a final draft of the Youth Justice Strategic Plan for 2010/11 on 19 July 2010, and approval will be sought from the Council on 5 August 2010.

Further Information:

Sally Robinson Assistant Director Safeguarding and Targeted Services, Child & Adult Services, Civic Centre, Victoria Road, Hartlepool, TS24 8AY. Telephone 01429 523732, e-mail sally.robinson@hartlepool.gov.uk

B. SCHEDULE OF KEY DECISIONS

DECISION REFERENCE: CAS 76/10 SERVICE DELIVERY OPTION FOR SOCIAL INCLUSION, VULNERABLE PUPILS AND SPECIAL EDUCATIONAL NEEDS

Nature of the decision

To approve the Service Delivery Option for Social Indusion, Vulnerable Pupils and Special Educational Needs. The scope of the review was set to include education services to the following groups:

- Education of Vulnerable Groups including: Looked After Children, Young Offenders, Young Carers, Home and hospital teaching, Ethnic minority & mobile pupils, Teenage parents;
- School attendance & employment licensing;
- Equality and diversity in schools;
- Child Protection in schools;
- Behaviour improvement in schools, exclusions and Anti-bullying;
- Pupil Referral Unit;
- Special Educational Needs including Hearing & Visually Impaired;
- Educational Psychology;
- Elective Home Education.

Who will make the decision?

This decision will be made by Cabinet.

Timing of the decision

This decision needs to be made between August and October 2010 dependant upon the timescales for this SDO.

Ward(s) affected

All. These services are provided to children living across the borough in all Children's Centre's and schools as well as to Looked After Children who may live elsewhere.

Who will be consulted and how?

A review team has been established comprising of two Assistant Directors and representatives from each area affected by the review as well as from HR. Consultation with all stakeholders in schools has been built into the SDO review process. Further consultation with staff directly affected by the review is needed following the approval of the preferred options.

Information to be considered by the decision-makers

Stage 1 of this SDO was presented to DMT, CMT and Performance Board in February 2010. The review team has met on six occasions resulting in the Stage 3 Options Analysis report being presented to DMT on Thursday 8th July 2010. The original savings target for this area was £57,200 which is 5% of the identified budget of £1,143,200. The options to be considered as part of the options report may increase this to over £100,000 which is well in excess of the target. However, the potential savings are not all directly the Council's revenue budget and the final savings figure can only be confirmed when it is agreed that the assumed changes to the Dedicated Schools Grant are permissible. The figures are included at this stage for completeness. By making the maximum savings at this stage it is hoped that the requirement to make further savings at a later date will be avoided.

How to make representations

Representations should be made to Zoe Westley, Head of Social and Education Inclusion, Education Development Centre, 287349, zoe.westley@hartlepool.gov.uk

Further information

Further information on this matter can be sought from Zoe Westley.

DECISION REFERENCE: CAS 77/10 REFURBISHMENT OF EXMOOR GROVE CHILDREN'S HOME

Nature of the decision

To approve the temporary closure of Exmoor Grove Children's Home whilst the building is refurbished.

To approve the capital expenditure for the refurbishment work.

Who will make the decision?

The Portfolio Holder for Children's Services

Timing of the decision

The decision is expected to be made in September or October 2010

Ward(s) affected

All

Who will be consulted and how?

Consultation has been carried out with parents/carers regarding the changes to Exmoor Grove Children's Home.

Information to be considered by the decision-makers

The approval of capital expenditure for the refurbishment of Exmoor Grove Children's Home currently estimated to be in excess of £100,000. This is to improve the service and outcomes for the disabled children which need to access the respite care at Exmoor Grove. It will also ensure that the building continues to meet the requirements of The Children's Homes Regulations 2001. The local authority has a responsibility to ensure that all parts of the children's home are:

- Adequately lit, heated and ventilated;
- Secure from unauthorised access;
- Suitably furnished and equipped;
- Of sound construction and kept in good structural repair externally and internally;
- Kept clean and reasonably decorated and maintained; and
- Equipped with what is reasonably necessary, and adapted as necessary, in order to meet the needs of any disabled child accommodated in the home to enable them to live a normal a life as possible.

How to make representations

Representations should be made to Ian Merritt, Strategic Commissioner (Children's Services), Child and Adult Services, 4th Floor, Civic Centre, Victoria Road, Hartlepool, TS24 8AY. Telephone 01429 523774, e-mail ian.merritt@hartlepool.gov.uk.

Further information

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

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DECISION REFERENCE: CAS78/10 SERVICE DELIVERY OPTION FOR SURE START, EXTENDED SERVICES AND EARLY YEARS

Nature of the decision

To approve the Service Delivery Option for Sure Start, Extended Services and Early Years. The scope of the review was set to include:

- Play Development/Play Strategy;
- OSCARs out of school service ;
- Sure Start Children's Centres – 4 locality teams covering 8 centres including two daycare settings;
- Asset management for children's centres;
- Families Information Service ;
- Childcare Sufficiency/Childcare Market;
- Early Years quality and outcomes which includes staff working in the Performance and Achievement division and library staff;
- Early Years Workforce Development;
- Early Years Inclusion including contribution to Care co-ordination;
- Aiming High short break care;
- Support services outside of the team e.g. data officer, commissioning officer and finance officer;
- Extended Schools.

The majority of the above is funded directly through the General Sure Start Grant therefore the review team focused on the following local authority budgets areas in order to generate the savings target;

- OSCARs out of school service;
- Play Development;
- Play Opportunities Pool;
- Local authority Early Years functions.

Further work is being carried out to determine priorities for Sure Start functions but allocations will not be known until the Government has published its Comprehensive Spending Review therefore it is impossible to determine the value of savings in relation to grant funding until late Autumn.

The original base budget for this review was £808,300 with a target saving of £40,400 which is 5% saving of the base budget.

Who will make the decision?

This decision will be made by Cabinet.

Timing of the decision

Options will be presented at a Cabinet meeting late September or early October 2010 depending on the timing of Business Transformation Programme Board.

Ward(s) affected

All. These services are provided to children living across the borough.

Who will be consulted and how?

A review team has been established comprising of two Assistant Directors and representatives from each area affected by the review as well as from HR. Further consultation with staff directly affected by the review is needed following the approval of any of the options.

Information to be considered by the decision-makers

Stage 1 of this SDO was presented to DMT, CMT and Performance Board in February 2010. The review team has met on three occasions resulting in the Stage 3 Options Analysis report being presented to DMT on Thursday 8th July 2010. The Options Analysis is being presented to CMT on 12th August 2010. It is planned that a Cabinet report be presented at the meeting of 27th September or 11th October depending on the timing of BT programme board.

This SDO has an efficiency target of £40,400 which is 5% of the base budget £808,300.

How to make representations

Representations should be made to Danielle Swainston, Sure Start, Extended Services and Early Years Manager, 01429 523671, Danielle.swainston@hartlepool.gov.uk

Further information

Further information on this matter can be sought from Danielle Swainston. Sure Start, Extended Services and Early Years Manager, 01429 523671, Danielle.swainston@hartlepool.gov.uk

DECISION REFERENCE: CAS79/10 SERVICE DELIVERY OPTIONS (SDO) FOR ADULT SOCIAL CARE PROVIDER SERVICES 2010 / 2011 WITH RECOMMENDATIONS FOR THE DIRECTION OF TRAVEL IN RESPECT OF SERVICE DELIVERY OPTIONS WITHIN 2011 / 2012

Nature of the decision

Key decision.

Who will make the decision?

The decision will be made by Cabinet.

Timing of the decision

This decision needs to be made between September – October 2010.

Ward(s) affected

All. These services are provided to adults living across the borough who are eligible for community services within the Fair Access To Care (FACS) criteria and the NHS & Community Care Act 1990. The quality of these services will not be negatively impacted by this SDO.

Who will be consulted and how?

Consultation with staff has been built into the review process. Further consultation with staff directly affected by the review will take place following approval of the preferred options.

Information to be considered by the decision-makers

This SDO represents an efficiency saving in total of £169,000 which will be released by:

- Remodelling the currently separate Learning Disability (LD) and Mental Health (MH) employment and community support services into a single, integrated, progressive service for people with disabilities. This will maximise capacity, reduce waste / duplication and release vacancies, generating an efficiency saving of £59,229.
- Remodelling the Disability Day Opportunities Service and deleting a part-time vacancy, generating an efficiency saving of £10,072.
- Remodelling the Direct Care and Support Service and in doing so delete a supervisor post to create a flatter management structure, transferring some staff into the LD and MH integrated employment and community support service, re-negotiating contracts of employment for some staff to enable one universal contract for all Direct Care staff, refreshing the

training of staff in relation to re-ablement, releasing managed vacancies to generate an efficiency saving of £99,699.

Reviewing and preparing options for future service transformation which could include the development of a possible transfer to a Local Authority Trading Company (LATC) or a social enterprise during 2011 – 2012.

Cabinet will want to be assured that the future services direction is in line with providing the best outcomes for and meet the needs of the people of Hartlepool. Cabinet will also want to be assured that all relevant staffing issues are being addressed.

How to make representations

Representations should be made to John Lovatt, Acting Assistant Director, Child and Adult Services Department, Level 4, Civic Centre. Tel: 01429 266522 or john.lovatt@hartlepool.gov.uk.

Further information

Further information on this matter can be sought from John Lovatt above or Geraldine Martin, Head of Adult Social Care Services on 01429 266522 or geraldine.martin@hartlepool.gov.uk

**DECISION REFERENCE: CAS80/10 ASSISTIVE
TECHNOLOGY STRATEGY**

Nature of the decision

Approval of the Assistive Technology Strategy.

Who will make the decision?

The decision will be made by Cabinet

Timing of the decision

The decision will be made at the meeting on 27 September 2010.

Ward(s) affected

All wards affected.

Who will be consulted and how?

Service users/patients and informal carers, Elected Members and Non Executive /Executive members of the Partners, Local implementation teams leading the development of services for all adults Staff within Partner organisation such as NHS care providers, Housing providers, voluntary groups, voluntary organisations and community groups and providers of independent sector residential and community based care.

Information to be considered by the decision-makers

Report and Assistive Technology strategy.

How to make representations

Representations should be made to Steve Thomas, Modernisation Lead, Child and Adult Services, PO Box 96, Civic Centre, Hartlepool, TS24 8YW. Telephone [01429] 284296, e-mail steve.thomas@hartlepool.gov.uk.

Further information

Further information on this matter can be sought from Steve Thomas, Modernisation Lead, Child and Adult Services, contact details as above.

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PART THREE - REGENERATION AND NEIGHBOURHOODS

A. BUDGET AND POLICY FRAMEWORK

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

With the enactment of the Planning and Compulsory Purchase Act, a new development plan system has come into force. The new system involved a two tier planning structure involving a regional and local level plans.

At the Regional level, the Regional Spatial Strategy (RSS) was introduced which set our long term spatial strategy for the North East Region of England. The RSS was adopted in July 2008 and is entitled “the North East of England Plan – Regional Spatial Strategy to 2021” and replaced all the policies in the Tees Valley Structure Plan 2004.

The new Coalition Government has recently announced its intension to abolish Regional Spatial Strategies and further information on the implication of this is awaited.

The Hartlepool Local Development Framework will ultimately comprise a ‘portfolio’ of local development documents which will provide the framework for delivering the spatial planning strategy for the borough. Until this is fully in place, policies which are in the Local Plan and which have been “saved” will continue to form the basis of the planning policy for the town. Local development documents will comprise:

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

In addition, the Local Development Framework will include Minerals and Waste Development Plan Documents. Cabinet on 12 April 2006 endorsed the principle of the Tees Valley Joint Strategy Committee taking responsibility for the initial preparation of Joint Minerals and Waste Development Plan Documents on behalf of the

Borough Council and the other four Tees Valley authorities. In April 2007 Cabinet was asked to endorse 'The Key Issues and Alternative Options Report' and accompanying Sustainability Appraisal Scoping Report for public consultation between 21 May and 30 June 2007. Work has now been completed on developing preferred options and these were put to Cabinet in January 2008 for public consultation between February and April 2008. Cabinet and full Council agreed the formal publication document in July 2009. The documents were published in August 2009 and are being made available for public consultation between 27 August 2009 and 9 October 2009. However due to some changes in the supply of Minerals and objections from statutory consultees some of the policies need to be revised and as a result the final stage of consultation will need to be repeated. The DPDs will be published again with the changes being made available for public consultation for 6 weeks in August and September 2010. The DPDs will be "submitted" to the Secretary of State in November 2010 and it is likely that they will be subject to Public Examination in January 2011. The Joint Minerals and Waste DPDs are timetabled to be adopted in the Summer of 2011.

Work has started on four supplementary planning documents (SPDs) as follows:

- i) Transport Assessments and Travel Plans SPD – This policy will set out guidance and standards on the use of Travel Plans and Transport assessment planning agreements, including the circumstances when an agreement will be sought and its basis. Cabinet approved the draft for consultation purposes in August 2007. The consultation period was for 6 weeks between 31 August and 12 October. A report was presented to Cabinet in January 2008 on the outcome of this consultation and amendments suggested as appropriate. Discussions have been held with Natural England regarding a Habitats Regulations Assessment. Cabinet on the 20 April, 2009 recommended the Council adopt the SPD. A report was made to full Council in December 2009. This SPD was formally adopted on the 29 January 2010.
- ii) Planning Obligations SPD – This document will set out guidance and standards on the use of commuted sums negotiated from developers through planning agreements. A draft of this SPD was presented to Cabinet for approval for public consultation purposes in October 2009, with the consultation beginning on the 31 October 2009 for a period until 8 January 2010. The responses will now be considered prior to an updated document being produced.

- iii) Green Infrastructure SPD
Cabinet agreed on 2 November 2009 that an SPD be prepared to give a more focused direction to the provision of green infrastructure in Hartlepool.
- iv) Central Area SPD
Cabinet agreed on 20 April 2010 that an SPD be prepared for the Central Area of the town to provide a strategy for investment within Hartlepool town centre and to identify specific development proposals. The SPD will assist in preparation of bids for funding.

Initial preparatory work has also started on the Core Strategy DPD, and various studies including the Strategic Housing Land Availability Assessment, the Employment Land Review, the PPG17 Open Space, Sport and Recreation Audit and the indoor Sports Facilities Study will provide the evidence base for developing the preferred options for the Core Strategy have been completed and are currently being undertaken. Regular reports will be made to Cabinet on progress on the Core Strategy. An Issues and Options Discussions paper was published for public consultation purposes at the end of October 2007. The Preferred Options report was presented to Cabinet in January 2010 and was for approved for an 8 week formal public consultation. The Consultation was carried out between 29 January 2010 and 26 March 2010. Responses received from the consultation will be reported to Cabinet and, depending on the nature of any suggested changes, Cabinet will be asked to approve a published version in Autumn 2010.

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

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

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

As part of the Government Office for the North East response on the LDF Core Strategy it was strongly recommended that the Affordable Housing DPD and the Core Strategy be combined. This suggestion does appear appropriate in the circumstances and should result in overall reduced costs. A report on this matter will be made to Cabinet in Summer 2010.

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

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

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

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

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

In view of changes in the preparation of the Affordable Housing DPD and of the Minerals and Waste DPD a report will; be made to Cabinet in 2010 setting out a revised Local Development Scheme 2010.

Four Annual Monitoring Reports have been produced to date for the periods 2004/5 to 2007/08. The fifth AMR covering 2008/09 was presented to Cabinet in December 2009 and subsequently submitted to Government Office for the North East. The sixth AMR will be prepared in the Summer/ Autumn 2010.

Further Information:

Derek Gouldburn
Urban and Planning Policy Manager
Regeneration and Planning Services Department
Bryan Hanson House
Hanson Square
Hartlepool
TS24 7BT
Tel. 01429 523280
e-mail derek.gouldburn@hatlepool.gov.uk

2. CRIME, DISORDER AND SUBSTANCE MISUSE STRATEGY 2008-2014

The Crime and Disorder Act 1998 defines the Council as one of 6 'Responsible Authorities' in relation to partnership working to tackle crime, disorder and substance misuse matters in the District. The Council must therefore participate in the activity of the Safer Hartlepool Partnership.

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

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

Further Information:

Alison Mawson, Assistant Director (Community Safety and Protection), Hartlepool Borough Council, Civic Centre, Victoria Road, Hartlepool, TS24 8AY.

Tel: 01429 284342 (direct line) Email:

alison.mawson@hartlepool.gov.uk

3. FOOD LAW ENFORCEMENT SERVICE PLAN

Work has commenced on the draft 2010/11 Food Law Enforcement Service Plan, which will be considered by Cabinet on 16 August 2010, prior to referring it to the Neighbourhood Services Scrutiny Forum on 15 September 2010. Cabinet will consider a final draft of the Plan on 11 October 2010, prior to approval being sought from the Council on 28th October 2010.

Further Information:

Sylvia Pinkney, Public Protection Manager, Hartlepool Borough Council, Civic Centre, Victoria Road, Hartlepool, TS24 8AY Tel: 01429 523315 (direct line) Email: sylvia.pinkney@hartlepool.gov.uk

B. SCHEDULE OF KEY DECISIONS

DECISION REFERENCE: NS 112/07 VICTORIA PARK

Nature of the decision

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

Who will make the decision?

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

Wards affected

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

Timing of the decision

The decision is expected to be made in September/October 2010.

Who will be consulted and how?

Hartlepool United Football Club
Local Residents
Ward Members
All Council Members
Scrutiny Coordinating Committee

Information to be considered by the decision makers

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

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

The Executive Committee of Cabinet will need to consider the club's proposals in line with the local environment/community and the Council's vision for the area including the Mill House Leisure Centre and associated

facilities. Car parking facilities and overall town centre requirements will also be a consideration.

The sale and development of Victoria Park is intrinsically linked with the development of the Mill House site as a whole and the potential to replace / remodel the Mill House baths in particular. This was recognised by Cabinet, who authorised a feasibility study into the overall development. Since the change in direction on the Victoria Harbour development a new H²O Centre appears unlikely and therefore the development of Mill House becomes more significant.

A Commercial Agent, DTZ, has been appointed and is working with the Council and partners occupying the Mill House site to provide options for future development. The football club is fully involved and this will inform the potential sale of Victoria Park and any adjacent land.

Further discussions with the Club took place in February 2010 and the Executive Committee considered the up-to-date position at its meeting on 4 March 2010. A proposal has been made to the Club in terms of their involvement in the feasibility study and how this could be linked to potential land transactions. The Club have met with DTZ and an update report was supplied to the Club in June 2010 including some potential heads of terms if any sale were to be progressed.

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

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

Further discussions with the Club took place in July 2010 and the HUFC Executive Committee met on 17 August 2010 to consider the most recent proposals.

How to make representation

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

EMail: Graham.Frankland@hartlepool.gov.uk

Further information

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

DECISION REFERENCE: RN 12/09 – CONSULTANCY SERVICE DELIVERY OPTIONS REVIEW

Nature of the decision

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

Who will make the decision?

The decision will be made by Cabinet

Wards affected

All wards may be affected

Timing of the decision

The decision is expected to be made in September 2010

Who will be consulted and how?

Staff and Trade Union briefings have been carried out and will continue through the life of the review to ensure all views are considered prior to determining the outcome of the review. Information only briefings will be presented to the Director's Management Team, Business Transformation and Corporate Management Team and Portfolio briefings. It is anticipated updates will be made at Mayor's briefing during the options analysis phase of the review in July and August prior to Programme Board in August and then Cabinet in September 2010.

Information to be considered by the decision makers

The Engineering and Building Consultancies have been identified to be reviewed in year one of the Business Transformation service delivery option review programme. It has an efficiency target of 5% of baseline budgets (£2,400,000) which equates to £120,000. The aim of this review is to

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

The scope of this review has been set as wide as possible to yield maximum benefits and efficiencies. This includes some services which are currently provided across the Council and its external partners and organisations. As

the review proceeds the range of services considered for alternative service delivery may change but will be excluded in an objective manner to ensure transparency in decision making.

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

Engineering Consultancy

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

Building Consultancy

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

Corporate Management Team considered the initial options paper in February 2010 and received the final paper in July 2010. Mayor's Briefing considered the paper at its meeting on 2 August 2010 and the Business Transformation Board will consider a report prior to Cabinet.

How to make representation

Representations should be made to Alastair Smith, Assistant Director (Transportation and Engineering) or Graham Frankland, Assistant Director (Resources), Regeneration and Neighbourhoods Department, Civic Centre, Victoria Road, Hartlepool.

Telephone: 01429 523802 or 523211.

E Mail: Alastair.Smith@hartlepool.gov.uk or

Graham.Frankland@hartlepool.gov.uk

Further information

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

DECISION REFERENCE: RN 13/09 – DISPOSAL OF SURPLUS ASSETS

Nature of the decisions

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

Who will make the decision?

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

Ward(s) affected

Various wards depending upon location of property asset.

Timing of the decisions

Decisions are expected to be made from September 2010 in line with a programme of disposals.

Who will be consulted and how?

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

Information to be considered by the decision makers

Cabinet on 26 January 2009 approved the disposals strategy as part of the Business Transformation Programme.

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

In March 2010 Cabinet considered the sale of the Municipal, Archive and Leadbitter Buildings to the Cleveland College of Art and Design. In June 2010 the Finance and Procurement Portfolio Holder considered land at Throston Grange and Claving in terms of sale for residential accommodation including affordable housing.

The most recent potential for consideration is the current Jesmond Road School site that may become surplus when the school moves to its new site in June 2011. The Finance and Procurement Portfolio Holder agreed to market the property at his meeting on 22 July 2010.

How to make representation

Representations should be made to Graham Frankland, Assistant Director (Resources), Regeneration and Neighbourhoods Department, Civic Centre, Victoria Road, Hartlepool. Telephone: 01429 523211.
E Mail: Graham.Frankland@hartlepool.gov.uk

Further information

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

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

Nature of the decision

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

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

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

Who will make the decision?

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

The endorsement of the final Plan will be considered by the above partners in August and September 2010.

Ward(s) affected

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

Timing of the decision

The decision is expected to be made in September 2010.

Who will be consulted and how?

A detailed programme of consultation has been progressed, including extensive consultations with the local community and stakeholders.

Household Survey data (Ipsos MORI, 2008) and other baseline data and statistics have been examined, to identify some of the key issues of the neighbourhood. This information is however only currently available for the NDC area, therefore a door to door Household Survey was conducted in the BV area to ascertain more detailed information in relation to this specific part of the neighbourhood, to which over 130 responses were received.

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

An initial community consultation event was held in November 2009, to provide local people with the opportunity to begin to identify the main issues and priorities of the area, alongside Ward Councillors and key service providers. Work with local Primary and Secondary Schools has also been undertaken.

To complement the work which has already been undertaken, a range of sessions have been underway to consult local people, Ward Councillors and service providers on the first draft of the document. This has included an on-line consultation, work with schools serving the Town Centre Communities neighbourhood, plus meetings with community/voluntary organisations, including youth groups, and key stakeholders. Drop-in sessions and Coffee Mornings are also being planned. The draft Plan will also be considered by the Theme Partnerships, for comments. The aim of the second round of consultation is to ensure the document provides a real understanding of the issues affecting the quality of life of local people. It provides an opportunity to make sure that the views and comments received have been incorporated and accurately reflected in the document. The Town Centre Communities NAP will also be taken to the Central Neighbourhood Consultative Forum as an item for information in August 2010.

Information to be considered by the decision makers

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

How to make representation

Representations can be made in writing to Dave Stubbs, Director of Regeneration and Neighbourhoods, Civic Centre, Victoria Road, Hartlepool, TS24 8AY. Tel. 01429 523301

Email: dave.stubbs@hartlepool.gov.uk.

Further information

Further information can be obtained from Gemma Clough, Principal Regeneration Officer, Regeneration and Neighbourhoods Department, Bryan Hanson House, Hanson Square, Hartlepool, TS24 7BT. Tel. 01429 523598.

Email: gemma.clough@hartlepool.gov.uk.

DECISION REFERENCE: RN 18/09 SINGLE PROGRAMME BIDS

Nature of the decision

To seek endorsement to the preparation and submission of bids to Tees Valley Unlimited for Single Programme resources to support the redevelopment of Crown House.

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

Who will make the decision?

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

Within Hartlepool Borough Council, responsibility for approving bid submissions and project details lies with the Regeneration and Economic Development Portfolio Holder.

Timing of the decision

The decision should be made in September 2010 dependent upon ongoing reviews of One NorthEast budgets and the outcome of ongoing Tees Valley project prioritisation exercises.

Who will be consulted and how?

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

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

Information to be considered by the decision makers

The Single Programme is One North East's main economic regeneration fund. Authority for the allocation and management of the programme lies with One North East although there are established decision making arrangements which include Tees Valley Unlimited. An Investment Plan is in place which sets the broad priorities for Single Programme investment within in the Tees Valley over the period 2008-11. The agreed priorities for Hartlepool, identified

with the support of the Central Area Investment Framework study, focus on the town centre and Hartlepool Quays; and also Queen's Meadow.

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

The project involves development work associated with the creation of a new business innovation centre/creative industries facility on the Crown House site.

How to make representation

Representations should be made to Rob Smith, Senior Regeneration Officer, Regeneration and Neighbourhoods Department, Bryan Hanson House, Hanson Square, Lynn Street TS24 7BT.

Tel 01429 523531

Email: rob.smith@hartlepool.gov.uk

Further information

Further information can be obtained from Rob Smith, as above.

DECISION REFERENCE: RN 23/10 PARKING CHARGE REVIEW.

Nature of the decision

To review the current pay and display parking and permit charges operating within the town centre.

Who will make the decision?

The decision will be made by either the Executive Portfolio Holder for Transport and Neighbourhoods or Cabinet.

Wards Affected

All wards are affected.

Timing of the decision

The decision is expected to be made in September 2010.

Who will be consulted and how?

Cabinet / executive Portfolio Holder will be consulted

Information to be considered by the decision makers

A review of current and previous parking charges, comparative rates charged by neighbouring authorities and the expected income recovery of the service. The review will further examine the effect of any proposed charge increases and consider the impact of such recommendations in relation to service users and town centre businesses.

How to make representation

Representations should be made to Phil Hepburn, Parking Services Manager, Regeneration and Neighbourhoods Department, Bryan Hanson House, Hanson Square, Hartlepool, TS24 7BT.

Telephone: 01429 523258.

Email: Philip.hepbum@hartlepool.gov.uk.

Further information

Further information can be obtained from Phil Hepburn as above.

DECISION REFERENCE: – RN 24 / 10 PARKING STRATEGY

Nature of the decision

To recognise and endorse a Parking Strategy for Hartlepool.

Who will make the decision?

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

Wards Affected

All wards are affected.

Timing of the decision

The decision is expected to be made in October 2010.

Who will be consulted and how?

Consultation will be via the Neighbourhood Forums.

Information to be considered by the decision makers

The Parking Strategy sets out the objectives of the Council, its strategic aims, whilst identifying how the Parking Service will be delivered and enforced within national, regional and local policies, guidance and legislative procedures. The strategy will set out the role of parking within the overall transport and regional strategies of the Council and will be designed to build on the overall transport and regeneration strategies of the local plans whilst taking into account national, regional and local policies relating to parking.

How to make representation

Representations should be made to Phil Hepburn, Parking Services Manager, Regeneration and Neighbourhoods Department, Bryan Hanson House, Hanson Square, Hartlepool, TS24 7BT. Telephone: 01429 523258. Email: Philip.hepbum@hartlepool.gov.uk.

Further information

Further information can be obtained from Phil Hepburn as above.

DECISION REFERENCE: RN 27 / 10 HARTLEPOOL ALCOHOL HARM REDUCTION STRATEGY

Nature of the decision

To seek approval and support for the Hartlepool Alcohol harm reduction strategy.

Who will make the decision?

The decision will be made by the Cabinet.

Ward(s) affected

All wards will be affected.

Timing of the decision

The decision will be considered by Cabinet in September or October 2010.

Who will be consulted and how?

Consultation commenced in July 2009, when a 'whole systems' development event was held for stakeholders. More recently a self-assessment exercise has been undertaken to address concerns expressed by the Comprehensive Area Assessment published in December 2009.

In the future various Safer Hartlepool Partnership theme groups, the Health and Wellbeing Partnership and Children's Trust will be consulted on a first draft of this self-assessment and from this an early draft strategy will be produced by September 2010. Consultation will then be undertaken with elected members and resident representatives, as well as stakeholders and residents, prior to a draft being finalised in October 2010.

Information to be considered by the decision makers

A new national strategy (Safe. Sensible. Social) was published in 2007 and takes a new direction to the first strategy in 2004. The 2007 strategy focuses on:

- Sharpened criminal justice for drunken behaviour
- A review of NHS alcohol spending
- More help for people who want to drink less
- Tougher enforcement of underage sales
- Trusted guidance for parents and young people
- Public information campaigns to promote a new 'sensible drinking' culture
- Public consultation on alcohol pricing and promotion and
- Local alcohol strategies

Hartlepool's current alcohol harm reduction strategy was last updated in 2006.

The revised and updated strategy will utilise local statistical evidence gathered from a range of partner organisations such as NHS Hartlepool, North Tees and Hartlepool NHS Foundation Trust, Police, Probation, Fire Brigade and Tellus4 survey and contained in a report produced for the Safer Hartlepool Partnership in May 2010.

Hartlepool's 2010 alcohol harm reduction strategy is likely to focus on tackling alcohol related offending; promoting sensible drinking; early identification, intervention and treatment of drinking that could cause harm.

How to make representation

Representations should be made to Alison Mawson, Assistant Director (Community Safety and Protection), Regeneration and Neighbourhoods Department, Hartlepool Borough Council, Civic Centre, Victoria Road, TS24 8AY.

Tel: 01429 284342

Email: alison.mawson@hartlepool.gov.uk

Further information

Further information can be obtained from:

Chris Hart, Drugs and Alcohol Manager, Regeneration and Neighbourhood Department, Hartlepool Borough Council, Civic Centre, Victoria Road. TS24 8AY.

Tel: 01429 284301

Email: chris.hart@hartlepool.gov.uk

DECISION REFERENCE: RN 28 / 10 HARTLEPOOL SOCIAL BEHAVIOUR STRATEGY

Nature of the decision

To seek approval and support for the Hartlepool Social Behaviour Strategy, which aims to tackle and reduce anti-social behaviour in the Borough.

Who will make the decision?

The decision will be made by the Cabinet.

Ward(s) affected

All wards will be affected.

Timing of the decision

The decision will be considered by Cabinet by the end of 2010.

Who will be consulted and how?

Stakeholders and residents, as service users, will be consulted, using a variety of methods.

Information to be considered by the decision makers

The first Hartlepool Social Behaviour Strategy was published in 2007.

The revised and updated strategy will utilise information gathered on public perceptions and local statistical evidence from a range of partner organisations such as Police, Fire Brigade, Housing Hartlepool and Anti-social Behaviour Unit to set out the key aspects of anti-social behaviour which cause most concern and harm to communities. This is likely to include underage drinking and the behaviour of some tenants in the private rented sector.

The set of available enforcement tools has been extended since 2007, new local prevention and early intervention services introduced and support services improved. The strategy will cover all these areas and set out how they are used to challenge the behaviour of individuals and focus on locations with the worst problems.

How to make representation

Representations should be made to Alison Mawson, Assistant Director (Community Safety and Protection), Regeneration and Neighbourhoods Department, Hartlepool Borough Council, Civic Centre, Victoria Road, TS24 8AY. Tel: 01429 284342 Email: alison.mawson@hartlepool.gov.uk

Further information

Further information can be obtained from Sally Forth, Social Behaviour and Housing Manager, Hartlepool Police Station, Avenue Road. Hartlepool. TS24 8AB.

Tel: 01642 302589

Email: sally.forth@hartlepool.gov.uk

DECISION REFERENCE: RN 29 / 10 HARTLEPOOL DOMESTIC VIOLENCE STRATEGY

Nature of the decision

To seek approval and support for the Hartlepool Domestic Violence Strategy.

Who will make the decision?

The decision will be made by the Cabinet.

Ward(s) affected

All wards will be affected.

Timing of the decision

The decision will be considered by Cabinet by the end of 2010.

Who will be consulted and how?

The Safer Hartlepool Partnership Reducing Violence groups and its sub-group, domestic violence forum will assist with development and consultation. The Children's Trust Board and Local Safeguarding Children's Board will also be invited to comment during the consultation period. Local stakeholders and service users will be the key consultees.

Information to be considered by the decision makers

The first Hartlepool Domestic Violence Strategy was published in 2007. The revised and updated strategy will utilise local statistical evidence gathered from a range of partner organisations such as Police, Harbour, Children's Services, Courts, Housing Hartlepool, North Tees and Hartlepool NHS Foundation Trust and Probation.

The strategy will focus on support for victims, perpetrators and children and young people; awareness raising of the extent and impact of domestic violence and greater emphasis on high risk cases.

How to make representation

Representations should be made to Alison Mawson, Assistant Director (Community Safety and Protection), Regeneration and Neighbourhoods Department, Hartlepool Borough Council, Civic Centre, Victoria Road, TS24 8AY. Tel: 01429 284342 Email: alison.mawson@hartlepool.gov.uk

Further information

Further information can be obtained from:

Laura Gourlay, North Tees Domestic Violence Co-ordination, Community Safety Office
8 Church Street, Hartlepool, TS24 7DJ.

Tel: 01429 405582

Email: laura.gourlay@hartlepool.gov.uk

DECISION REFERENCE: RN 30 / 10 – HARTLEPOOL TREE STRATEGY 2011 TO 2016

Nature of the decision

To seek Members approval and support of the Hartlepool Tree Strategy 2011 - 2016.

Who will make the decision?

The decision will be made by Cabinet

Ward(s) affected

All

Timing of the decision

The decision will be put to Cabinet following completion of consultation on the draft Strategy which is expected to be finalised on 18 November 2010.

Who will be consulted and how?

Consultation will be carried out with:

- A presentation to Neighbourhood Forums
- Correspondence with Parish Councils
- A report to Planning Committee
- A local press release
- You Town, Your Say e-consultation
- A dedicated page on the Council's website
- A public display in central library

Information to be considered by the decision makers

In November 2005 'A Strategy for Trees in Hartlepool' was adopted by Cabinet. This provided a position statement based on what was known to date and set out a number of aims and objectives with regard to the borough's trees.

Since the adoption of this first tree strategy there have been significant developments in the guidance and research relating to trees at a national level.

During 2009 a review of the 2005 strategy was conducted and it was found that many of the key actions contained in the strategy had been successfully implemented.

This has led to the development of a new tree strategy containing a renewed set of objectives which build on previous achievements as well as seeking to address any failures.

This new 'Tree Strategy for Hartlepool' advocates a more integrated and planned approach to the management of the boroughs publicly owned trees. By adopting this

approach and implementing a systematic tree inspection and maintenance regime, Hartlepool Borough Council will have made significant progress towards meeting its duty of care in relation to its publicly owned trees.

How to make representations

Representations should be made to Tony Dixon, Landscape Planning and Conservation, Bryan Hanson House, Hanson Square, Hartlepool, TS24 7BT.

Telephone 01429 284071,

Email: tony.dixon@hartlepool.gov.uk

Further information

Further information can be sought by contacting Tony Dixon as above

DECISION REFERENCE: RN 31 / 10 – REGIONAL PROCUREMENT – NEW ORGANISATIONAL ARRANGEMENTS

Nature of the decision

To consider and approve proposals from North East Purchasing Organisation (NEPO) and North East Improvement and Efficiency Partnership (NEIEP) on the comprehensive regional assessment of the existing and future regional procurement capacity and organisational arrangements.

Who will make the decision?

The decision will be made by Cabinet.

Ward(s) affected

No direct effect on residents.

Timing of the decision

The decision is expected to be made in October 2010.

Who will be consulted and how?

Finance and Procurement Portfolio Holder.
Contract Scrutiny Committee.
Constitution Committee?

Information to be considered by the decision makers

The proposals inform the creation of a fit for purpose regional arrangement to meet the significant procurement challenges facing all of the North East local authorities and contribute towards delivering the targets set out in the Regional Improvement & Efficiency Strategy and the significant savings required by the Council.

Following an initial consultation process by Price Waterhouse Coopers (PWC) in early 2009, a report was produced which made recommendations on the following:

- Governance & Constitution;
- Operating Model;
- Scope of the organisation;
- Funding model to be adopted; and,
- Branding.

A business plan was produced that builds on these outputs.

Throughout March and April 2010, the draft business plan was consulted upon through the following channels:

- a) All regional Chief Executives;
- b) Collaborative Procurement Programme Board (NE IEP);
- c) Collaboration NE & Technical Advisory Group (Heads of Procurement);
- d) Commerce Interface (supplier engagement) project board (NE IEP);
- e) FRS Chief Executives and Procurement Leads;
- f) ONE North East;
- g) NEPO Joint Committee Steering Group;
- h) Improvement & Efficiency Steering Group; and
- i) Directors with responsibility for Resources & Procurement/Heads of Service.

The NEPO Joint Committee considered the recommendations in the revised business plan on 14th April 2010, and agreed, whilst requesting a few minor clarifications, to the content therein.

Final approval was given on 15 June 2010 by the Leaders and Elected Mayors to the content and recommendations of the business plan. It was also agreed that local authorities should consider the organisational arrangements in October 2010 prior to final consideration by the NEPO Joint Committee on 28 October 2010.

How to make representation

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

E Mail: Graham.Frankland@hartlepool.gov.uk

Further information

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

DECISION REFERENCE: RN 32 / 10 – DYKE HOUSE STRANTON GRANGE NEIGHBOURHOOD ACTION PLAN (NAP)

Nature of the decision

To endorse the Neighbourhood Action Plan (NAP) for the Dyke House Stranton Grange neighbourhood, following a detailed process of development, involving extensive community and service provider engagement.

This Plan covers the Dyke House ward plus a small part of the Stranton ward (streets to the North of Mill House Leisure Centre) and Grange ward (streets between Grange Road and Hart Lane, which lie to the west of Duke Street and Mulgrave Road and east of Weldeck Road).

Who will make the decision?

The first draft of the Plan will be taken to the Dyke House Stranton Grange Neighbourhood Partnership, the Transport and Neighbourhoods Portfolio Holder and the Hartlepool Partnership throughout July and August 2010, to seek agreement to commence consultation on the draft Plan, and to note the proposed 8 week consultation period from mid August 2010. All partners will also be asked to note the change in the format of the Plan, since previous NAPs have been prepared.

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

Ward(s) affected

Dyke House ward plus a part of the Stranton and Grange wards.

Timing of the decision

The decision is expected to be made in October 2010.

Who will be consulted and how?

Work commenced on developing the NAP for the Dyke House Stranton Grange area in October 2009 with a Halloween Event, at which over 600 people attended. At the event, local people were asked to take part in a survey, to begin to identify what the concerns and issues people in the neighbourhood may have.

Since holding the event, £42,200 funding from the Department for Communities and Local Government (DCLG) through the Connecting Communities Programme, was approved. The funding has been used to intensify the consultation process, offering further opportunities, and increased capacity, to enable consultation to focus on the issues identified by residents, exploring possible solutions and engaging with residents from across the area that perhaps would not normally engage in the consultation process. The Transport and Neighbourhoods Portfolio Holder noted a report on the Connecting Communities Programme, in February 2010.

A further community event in Spring 2010 has also been undertaken as part of the process, delivered in partnership with the Financial Inclusion Partnership (FIP) and partners from the Economic Forum, with again around 600 people in attendance. This event complemented the NAP health event, which took part on the same site, at the same time. A range of opportunities to consult with local people were available, for all generations, with service providers also in attendance offering information, advice and guidance around the health, debt, employment/unemployment/worklessness agendas. Targeted survey work, door to door, has also been undertaken across the area.

Findings from other work that has been undertaken independently, as part of the Connecting Communities Programme, has also been used in the preparation of the draft Plan. This includes the study undertaken by The Campaign Company on Communications and Local Civic Leadership activity, the Workers Educational Association (WEA), contracted by the Community Development Foundation (CDF) to deliver training for Community Champions, and a Regional Peer for Connecting Communities, contracted by the Leadership Centre, who provided a Local Civic Pride training session. Household Survey data (Ipsos MORI, 2008) and other baseline data and statistics have been examined, to begin to identify some of the key issues of the neighbourhood.

Whilst consultation with residents was ongoing, service providers through their Theme Partnership were asked to prepare a Theme Assessment to inform the development of the NAP. Whilst there has been a mixed response, Theme Partnerships, where possible, have utilised available neighbourhood statistics and sought to involve as many partners as possible in developing the assessment for their Theme. Each Theme Assessment received set out to gain a broad understanding of existing local service provision, to establish gaps in current provision from the service provider's perspective, to identify what service providers feel are the key priorities for the Dyke House Stranton Grange area, and to highlight any opportunities for future development.

Subject to agreement of the draft for consultation from the Dyke House Stranton Grange Neighbourhood Partnership, the Transport and Neighbourhoods Portfolio Holder and the Hartlepool Partnership, further consultation sessions will be undertaken. This will potentially include an on-line consultation, drop-in sessions, Coffee Mornings, further work with schools serving the area, plus meetings with community/voluntary organisations and partners. The draft Plan will also be considered by the Theme Partnerships, for comments. The findings from the 2010 Ipsos MORI Survey will also be used in the final version of the Plan, to complement the findings of the consultation with local people.

The aim of the second round of consultation is to ensure the document provides a real understanding of the issues affecting the quality of life of local people. It will provide an opportunity to make sure that the views and comments received have been incorporated and accurately reflected in the document. The opportunity to review the coverage of the Dyke House Stranton Grange Neighbourhood Partnership, as part of the consultation process on the draft document, will also be explored.

The Plan will be taken to the North Neighbourhood Consultative Forum, as an item for information, once finalised.

Information to be considered by the decision makers

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

How to make representation

Representations can be made in writing to Dave Stubbs, Director of Regeneration and Neighbourhoods, Civic Centre, Victoria Road, Hartlepool, TS24 8AY. Tel. 01429 523301
Email: dave.stubbs@hartlepool.gov.uk.

Further information

Further information can be obtained from Gemma Clough, Principal Regeneration Officer, Regeneration and Neighbourhoods Department, Bryan Hanson House, Hanson Square, Hartlepool, TS24 7BT. Tel. 01429 523598. Email: gemma.clough@hartlepool.gov.uk.

DECISION REFERENCE: RN 33 / 10 – ENVIRONMENT SERVICE DELIVERY OPTIONS REVIEW

Nature of the decision

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

Who will make the decision?

The decision will be made by Cabinet

Wards affected

All wards may be affected

Timing of the decision

The decision is expected to be made in October / November 2010

Who will be consulted and how?

Staff and Trade Union briefings have been carried out and will continue through the life of the review to ensure all views are considered prior to determining the outcome of the review.

Briefings will be presented to the Director's Management Team, Business Transformation and Corporate Management Team and Portfolio holders. It is anticipated updates will be made at Mayor's briefing during the options analysis phase of the review in September prior to Programme Board and Cabinet in October / November 2010.

Trade Union briefings will be carried out depending on options preferred and over which time scales.

Efforts will be taken through the life of the review to ensure all views are considered prior to determining the final outcome.

Information to be considered by the decision makers

The Environment SDO review has a 5% efficiency target from a baseline of £3,706,770 with gives an efficiency target of £185,340.

The aims of this review are to:

- Create and maintain high quality, well-managed neighbourhoods that are clean, green, and attractive and respected and enjoyed by all.
- Achieve a coordinated and flexible approach to the care, development and promotion of green space in Hartlepool

The scope of this review has been set as wide as possible to yield maximum benefits and efficiencies. This includes some services which are currently provided across the Council and its external partners and organisations. As the review proceeds the range of services considered for alternative service delivery may change but will be excluded in an objective manner to ensure transparency in decision making. As can be seen the reviews focus is on a broad spectrum of services delivered by the Neighbourhood Services Division, some of which are provided in the Forum areas, North, Centre and South and others are provided centrally.

The initial Scoping Paper, which went to Cabinet on 24th May 2010, agreed that the following service areas should be included in this SDO Review.

- Parks & Countryside,
- Play Spaces, Recreational grounds, Bowling greens
- Allotments
- Horticultural services
- Grounds maintenance of open spaces
- Cemeteries & Crematoria,
- Street cleansing,
- Foreshore & Beach safety
- Environmental education & enforcement
- Climate Change &
- Pride in Hartlepool

Baseline information that provides a rounded view of service performance will be collated, including data on service standards, thresholds/criteria, performance, customer satisfaction, cost, and how we compares with others (either through nationally established measures or through benchmarking). This will help the Council determine and challenge whether the current provision of services is the most appropriate (as measured against a range of things such as cost, the standard to which we provide it, frequencies, eligibility etc.).

How to make representation

Representations should be made to Denise Ogden, Assistant Director (Neighbourhood Services) Regeneration and Neighbourhoods Department, Civic Centre, Victoria Road, Hartlepool. Telephone: 01429 523201 or 523211. E Mail: denise.ogden@hartlepool.gov.uk

Further information

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

DECISION REFERENCE: RN 34 / 10 HOUSING ADAPTATIONS POLICY FOR 2010 – 2013

Nature of the decision

Key decision to approve the Housing Adaptations Policy for 2010 – 2013 and agree the annual Action Plan for delivery of this Policy.

Who will make the decision?

The decision will be made by Cabinet.

Ward(s) affected

All wards in Hartlepool Borough

Timing of the decision

The decision is expected to be made in September 2010

Who will be consulted and how?

Consultation will take place with the Housing Partnership, Housing Task Group, Local Implementation Teams, 50+ Forum and other relevant groups as advised by Child and Adult Services.

Information to be considered by the decision makers

The Portfolio Holder will be presented with the draft Policy for approval comprising of a review of the current service(s), a policy framework and an action plan developed for delivery over 3 years. This action plan will be reviewed on an annual basis.

How to make representation

Representations should be made to Dave Stubbs, Director of Regeneration and Neighbourhoods, Civic Centre, Victoria Road, Hartlepool, TS24 8AY. Telephone 01429 523301 e-mail: dave.stubbs@hartlepool.gov.uk.

Further information

Further information can be sought by contacting Nigel Johnson (Housing Regeneration and Policy Manager) 01429 284339

**DECISION REFERENCE: RN 35 / 10 – REGENERATION AND
NEIGHBOURHOOD MANAGEMENT SERVICE DELIVERY OPTIONS
REVIEW**

Nature of the decision

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

Who will make the decision?

The decision will be made by Cabinet

Wards affected

All wards may be affected

Timing of the decision

The decision is expected to be made in October / November 2010

Who will be consulted and how?

All Regeneration staff, Neighbourhood Managers and Neighbourhood Development Officers covered by this SDO Review have had the opportunity to be involved in 2 Workshops to help identify efficiencies and propose and develop a series of options.

Customer Champion and Communication colleagues, and Critical Friends will also be consulted including the NDC Programme Director, HVDA Manager, Economic Development Manager and Housing and Regeneration Policy Manager.

Consultation/briefing sessions have and will continue to be held with the Portfolio holders for Transport and Neighbourhoods and Regeneration & Economic Development.

In connection with proposals relating to the Community Network, the Head of Performance and Partnerships has also been consulted.

Trade Union briefings will be carried out, if appropriate, depending on options preferred and over which time scales.

Efforts will be taken through the life of the review to ensure all views are considered prior to determining the final outcome.

Briefings will be presented to the Director's Management Team, Business Transformation Board and Corporate Management Team, and the Portfolio Holders.

Information to be considered by the decision makers

The Regeneration and Neighbourhood Management Services have been identified to be reviewed in year 2 of the Business Transformation service delivery option review programme. It has an efficiency target of 7.5% of baseline budgets; this comprises 7.5%

of the Community Regeneration and Major Regeneration project baseline of £499,976, which gives an efficiency target of £40,665 and 7.5% of the Neighbourhood Management baseline budget of £286,413, proving an efficiency target of £21,480,975 towards the overall efficiency target of £60,000.

The aim of this review is to:

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

Services covered in the review run across the Community Regeneration Team, the Major Projects and regional/sub-regional engagement sections of the Urban and Planning Policy Team and the three Neighbourhood Management Teams (North, Central and South), reflecting strong joint working arrangements required to deliver Regeneration in the town. The services covered are as follows:

- a) Major regeneration programmes and projects
- b) Regional and sub-regional engagement
- c) Tees Valley Unlimited (TVU)
- d) Coastal Arc programme and projects
- e) Community regeneration programmes and projects (including implementing Neighbourhood Action Plans)
- f) Compact/Voluntary Sector Strategy (VSS)
- g) Neighbourhood Renewal Strategy (NRS)
- h) Neighbourhood Action Plan (NAP) preparation and review
- i) Community capacity building/community engagement/empowerment in the NRS area

The initial Scoping Paper, which went to Corporate Management Team on the 19th April 2010 and to Cabinet on 24th May 2010, agreed that these service areas should be included in this SDO Review.

Subsequently, with the loss of Working Neighbourhoods Funding hitting local community engagement and empowerment mechanisms hard, plus the likely additional financial constraints on local government finance resulting from the government's autumn Comprehensive Spending Review, this SDO Review has been expanded to look at the following 2 additional areas:

- j) Neighbourhood Consultative Forums
- k) Community Network functions

How to make representation

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

Telephone: 01429 523201

E Mail: Denise.Ogden@hartlepool.gov.uk

Further information

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

**DECISION REFERENCE: RN36 / 10 - HOUSING MARKET RENEWAL
DELIVERY POST 2010 – BUSINESS CASE**

Nature of the decision

Key Decision to endorse implementation of the first stage in the proposed business plan for the delivery of housing and regeneration priorities in Central Hartlepool.

Who will make the decision?

Cabinet will make the decision.

Ward(s) affected

Wards in Central Hartlepool Housing Market Renewal Area.

Timing of the decision

Cabinet at its meeting on Monday 11th October 2010.

Who will be consulted and how?

The development and implementation of the housing market renewal programme in central Hartlepool to date has been informed by extensive rounds of community consultations and resident/stakeholder engagement in a range of forms.

Hartlepool Revival, the delivery agent for the NDC Community Housing Plan has a resident majority Board and governance structure; overall management of the programme of redevelopment in Dyke House is overseen by the North Central Hartlepool Steering Group, which has a Chair and Vice Chair who are both local residents. The Housing Task Group have lead the development of this business plan and will be consulted throughout.

Ongoing community consultation and engagement with local residents will remain a key feature of the implementation of the wider regeneration and housing programme moving forward.

Information to be considered by the decision makers

Cabinet will consider the proposed business plan methodology for the delivery of housing and regeneration priorities. Given the likely reduction in public funding the report will consider a range of options for the delivery of Housing Market Renewal priorities within the central area of Hartlepool. The use of Council land and property assets to assist delivery will be considered. In addition legal, financial, risk considerations and project delivery arrangements will be considered.

How to make representation

Representations should be made to Dave Stubbs, Director of Regeneration and Neighbourhoods, Civic Centre, Victoria Road, Hartlepool, TS24 8AY. Telephone 01429 523301 e-mail: dave.stubbs@hartlepool.gov.uk.

Further information

Further information can be sought by contacting Nigel Johnson (Housing Regeneration and Policy Manager) 01429 284339

DECISION REFERENCE: RN 37 / 10 PUBLIC PROTECTION SERVICE DELIVERY OPTION REVIEW

Nature of the decision

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

Who will make the decision?

The decision will be made by Cabinet

Wards affected

All wards may be affected

Timing of the decision

The decision is expected to be made in October / November 2010

Who will be consulted and how?

Staff and Trade Union briefings have been carried out and will continue through the life of the review to ensure all views are considered prior to determining the outcome of the review.

Briefings will be presented to the Director's Management Team, Business Transformation and Corporate Management Team and Portfolio holders. It is anticipated updates will be made at Mayor's briefing during the options analysis phase of the review in September prior to Programme Board and Cabinet in October / November 2010.

Trade Union briefings will be carried out depending on options preferred and over which time scales.

Efforts will be taken through the life of the review to ensure all views are considered prior to determining the final outcome.

Information to be considered by the decision makers

The Public Protection SDO review has a 7.5% efficiency target from a budget of £803,588 (2010 / 11). The savings requirement of £94,500 originates from the 2008 / 09 baseline budget. The aims of this review are to:

- 1) Respond to service requests in accordance with agreed service standards, ensuring compliance with legislation and government policy.
- 2) Provide pro-active services, aiming to prevent the need for enforcement or other future intervention, which leads to improved quality of life for residents. This includes ensuring a holistic service delivery approach is taken to controlling pests.
- 3) Work in partnership to tackle shared priorities (for example, licensing – with police and others, tees valley groups – for food, trading standards, air quality reviews).

- 4) Provide value for money in all services and achieve the efficiencies required as part of the Council's business transformation programme.

The scope of this review has been set as wide as possible to yield maximum benefits and efficiencies. As the review proceeds the range of services considered for alternative service delivery may change, but will be excluded in an objective manner to ensure transparency in decision making. Some services are provided by other organisations on behalf of Hartlepool Borough Council. The main aspect of the services is staffing costs.

The initial scoping report, which is still to be considered by Cabinet outlines that the following service areas should be included in this SDO review:

Commercial Services

- Food safety and quality
- Health and safety
- Water supplies
- Animal health
- Infectious disease control

Trading Standards and Licensing

- Product safety
- Weights and measures
- Rogue traders
- Underage sales
- Fair trading

Licensing of:

- Sales of alcohol
- Regulated entertainment
- Late night refreshment
- Taxis
- Gambling
- Petroleum storage
- Sale and storage of fireworks
- Safety of sports grounds

Environmental Protection

- Pest control
- Pollution control
- Air quality monitoring
- Noise control
- Open markets
- Environmental permits
- Statutory nuisance
- Planning consultations

Baseline information that provides a rounded view of service performance will be collated, including data on service standards, thresholds/criteria, performance, customer satisfaction, cost, and how we compares with others (either through nationally established measures or through benchmarking). This will help the Council determine and challenge whether the current provision of services is the most appropriate (as

measured against a range of things such as cost, the standard to which we provide it, frequencies, eligibility etc.).

How to make representation

Representations should be made to Alison Mawson, Assistant Director (Community Safety and Protection) Regeneration and Neighbourhoods Department, Civic Centre, Victoria Road, Hartlepool. Telephone: 01429 284342. E Mail: alison.mawson@hartlepool.gov.uk

Further information

Further information can be obtained from Alison Mawson, as above.

**DECISION REFERENCE: RN 38 / 10 HOUSING SERVICE DELIVERY
OPTION REVIEW**

Nature of the decision

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

Who will make the decision?

The decision will be made by Cabinet

Wards affected

All wards may be affected

Timing of the decision

The decision is expected to be made in October / November 2010

Who will be consulted and how?

Staff and Trade Union briefings have been carried out and will continue through the life of the review to ensure all views are considered prior to determining the outcome of the review.

Briefings will be presented to the Director's Management Team, Business Transformation and Corporate Management Team and Portfolio holders. It is anticipated updates will be made at Mayor's briefing during the options analysis phase of the review in September prior to Programme Board and Cabinet in October / November 2010.

Trade Union briefings will be carried out depending on options preferred and over which time scales.

Efforts will be taken through the life of the review to ensure all views are considered prior to determining the final outcome.

Information to be considered by the decision makers

The Housing SDO Review has a 5% efficiency target from a budget of £843,401 (2010 / 11). The savings requirement of £51,648 originates from the 2008 / 9 baseline budget.

The aims of the review are to:

- 1) Respond to service requests in accordance with agreed service standards, ensuring compliance with legislation and government policy.
- 2) Provide pro-active services, aiming to prevent the need for enforcement or other future intervention, which leads to improved quality of life for residents.
- 3) Develop the Housing Option Centre to provide a one-stop-shop for housing services in Hartlepool.

- 4) Provide value for money in all services and achieve the efficiencies required as part of the Council's business transformation programme.

The scope of this review has been set as wide as possible, to yield maximum benefits and efficiencies. As the review progresses, the range of services included may change, but if there are any exclusions, this will be carried out in an objective manner to ensure transparency in decision making. The main aspect of the services is staffing costs.

The initial scoping paper, which was considered by Cabinet on 24th May 2010 agreed that the following service areas should be included in this SDO review:

Private Sector Housing

- Enforcement of environmental health and housing legislation (including empty properties)
- Grants and loans, including disabled facilities grants, minor adaptations (handy person scheme) and special needs rehousing
- Housing stock condition
- Energy efficiency
- Landlord accreditation
- Selective licensing of landlords

Housing Services based in Housing Options Centre

- Statutory housing advice and homelessness, including prevention
- Tenancy relations and enforcement of illegal eviction
- Housing related support and tenancy sustainability, including co-ordination of supported housing panel
- Housing register and choice based letting
- Registered social landlords – monitoring and nomination rights

Housing Regeneration and Policy

- Strategic housing function – production of Hartlepool's housing strategy and involvement in sub-regional housing strategy
- Housing market renewal (HMR) activity
- Affordable Housing – policy, provision and dialogue with Home and Communities Agency
- Registered providers – monitoring, enabling and forming partnerships
- Key lines of enquiry, and link to Local Area Agreement, for housing

Anti-social Behaviour Unit

- Tenant referencing / good tenants scheme

Baseline information that provides a rounded view of service performance will be collated, including data on service standards, thresholds/criteria, performance, customer satisfaction, cost, and how we compares with others (either through nationally established measures or through benchmarking). This will help the Council determine and challenge whether the current provision of services is the most appropriate (as measured against a range of things such as cost, the standard to which we provide it, frequencies, eligibility etc.).

How to make representation

Representations should be made to Alison Mawson, Assistant Director (Community Safety and Protection) Regeneration and Neighbourhoods Department, Civic Centre, Victoria Road, Hartlepool. Telephone: 01429 284342. E Mail: alison.mawson@hartlepool.gov.uk

Further information

Further information can be obtained from Alison Mawson, as above.

APPENDIX 1

DETAILS OF DECISION MAKERS

THE CABINET

Many decisions will be taken collectively by the Cabinet.

- The Mayor, Stuart Drummond
- Councillors Brash, Hall, Hargreaves, Hill, Jackson, Payne and H Thompson

EXECUTIVE MEMBERS

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

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

APPENDIX 2**TIMETABLE OF KEY DECISIONS**

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

1. DECISIONS EXPECTED TO BE MADE IN SEPTEMBER 2010

CE 36/09 (page 8)	HR Service Delivery Options	Cabinet
CE 37/10 (page 10)	Review of Car Allowances	Cabinet
CAS 80/10 (page 23)	Assistive Technology Strategy	Cabinet
RN 12/09 (page 32)	Consultancy Service Delivery Options Review	Cabinet
RN 13/09 (page 34)	Disposal of Surplus Assets	Cabinet / Portfolio Holder
RN 16/09 (page 36)	Town Centre Communities Neighbourhood Action Plan (NAP)	Portfolio Holder
RN 18/09 (page 39)	Single Programme Bids	Portfolio Holder
RN 23/10 (page 41)	Parking Charge Review	Cabinet / Portfolio Holder
RN 34/10 (page 57)	Housing Adaptations Policy for 2010-2013	Cabinet

2. DECISIONS EXPECTED TO BE MADE IN OCTOBER 2010

CAS 76/10 (page 15)	Service Delivery Option for Social Inclusion, Vulnerable Pupils and Special Educational Needs	Cabinet
CAS 77/10 (page 17)	Refurbishment of Exmoor Grove Children's Home	Portfolio Holder
CAS 78/10 (page 19)	Service Delivery Option for Sure Start, Extended Services and Early Years	Cabinet
CAS 79/10 (page 21)	Service Delivery Options (SDO) for Adult Social Care Provider Services 2010/2011 with Recommendations for the Direction of Travel in Respect of Service Delivery Options within 2011/2012	Cabinet
NS 112/07 (page 30)	Victoria Park	Cabinet
RN 24/10 (page 42)	Parking Strategy	Portfolio Holder
RN 27/10 (page 43)	Hartlepool Alcohol Harm Reduction Strategy	Cabinet
RN 31/10 (page 50)	Regional Procurement – New Organisational Arrangements	Cabinet
RN 32/10 (page 52)	Dyke House/Stranton/Grange Neighbourhood Action Plan (NAP)	Portfolio Holder
RN 36/10 (page 60)	Housing Market Renewal Delivery Post 2010 – Business Case	Cabinet

3. DECISIONS EXPECTED TO BE MADE IN NOVEMBER 2010

RN 30/10 (page 48)	Hartlepool Tree Strategy 2011 to 2016	Cabinet
RN 33/10 (page 55)	Environment Service Delivery Options Review	Cabinet
RN 35/10 (page 58)	Regeneration and Neighbourhood Management Service Delivery Options Review	Cabinet
RN 37/10 (page 62)	Public Protection Service Delivery Option Review	Cabinet
RN 38/10 (page 65)	Housing Service Delivery Option Review	Cabinet

4. DECISIONS EXPECTED TO BE MADE IN DECEMBER 2010

CE40/10 (page 12)	Local Area Agreement	Council
RN 28/10 (page 45)	Hartlepool Social Behaviour Strategy	Cabinet
RN 29/10 (page 47)	Hartlepool Domestic Violence Strategy	Cabinet

SCRUTINY CO-ORDINATING COMMITTEE

3rd September 2010



Report of: Chief Finance Officer

Subject: YEAR END - REVENUE OUTTURN REPORT
2009/10

1 PURPOSE OF REPORT

- 1.1 To inform Members of the Scrutiny Co-ordinating Committee of the Council's overall Revenue Outturn for 2009/10.

2 BACKGROUND INFORMATION

- 2.1 In line with previous monitoring reports, the attached report (**Appendix 1**) provides an overall picture of the overall Revenue Outturn for 2009/10.

3 RECOMMENDATION

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

CABINET REPORT

6th September, 2010



Report of: Chief Finance Officer

Subject: REVENUE OUTTURN REPORT 2009/2010

SUMMARY

1. PURPOSE OF REPORT

To provide details of the Council's overall Revenue Outturn for 2009/2010.

2. SUMMARY OF CONTENTS

The Detailed Revenue Outturn report covers the following areas:-

- Overview of 2009/2010 Revenue Outturn
- Outturn against Departmental, Corporate, and High Risk Budget Areas;
- Detailed Outturns by Portfolio;
- Outturn Position on Efficiency Saving Targets Identified in the 2009/2010 Budget Strategy;
- Revenue Contributions towards Capital Expenditure
- School Balances as at 31st March, 2010
- Performance against budget pressures treated as contingencies
- Area Based Grant Outturn
- Key Balance Sheet information.

3. RELEVANCE TO CABINET

Cabinet has overall responsibility for the monitoring of the Council's Revenue Budget.

4. TYPE OF DECISION

None.

5. DECISION MAKING ROUTE

Cabinet, 6th September, 2010.

6. DECISION(S) REQUIRED

Cabinet are asked to note the report.

Report of: Chief Finance Officer

Subject: REVENUE OUTTURN REPORT 2009/2010

1. PURPOSE OF REPORT

- 1.1 To provide details of the Council's 2009/2010 Revenue Outturn.

2. BACKGROUND

- 2.1 The initial 2009/2010 Outturn Strategy was approved by Council on 11th February, 2010 and the final strategy was approved by Cabinet on 24th May, 2010. The reports informed Members that the overall outturn was better than previously reported. The main changes related to the level of corporate and departmental underspends being higher than previously reported and additional one-off benefits.
- 2.2 The approved outturn strategy was reflected in the 2009/2010 Statement of Accounts which was approved by Audit Committee on 25th June, 2010.
- 2.4 This report now provides details of the final outturn position for 2009/2010. Previous monitoring reports integrated both performance information and budget monitoring information. A report on performance against Performance Indicators for 2009/2010 will be presented to Cabinet in September 2010.
- 2.5 This report covers the following headings: -

Section	Heading	Page
3	Revenue Outturn 2009/2010	2 - 8
4	Recommendations	8
Appendix A	Summary Revenue Outturn Report to 31 st March, 2010 by Department	10
Appendices B – H	Revenue Outturn Report to 31 st March, 2010, by Portfolio	11 - 29
Appendix I	Outturn against High Risk Budget Areas by Department	30
Appendix J	Outturn Position on Efficiency Savings/Increased Income Targets identified in the 2009/2010 Budget Strategy	31 - 43
Appendix K	Revenue Contributions towards Capital Expenditure	44 - 45
Appendix L	School Balances as at 31 st March, 2010	46
Appendix M	Performance Against Schedule of Budget Pressures to be Treated as Contingency Items	47 - 51
Appendix N	Area Based Grants	52 - 53

- 2.6 This report will be referred to Scrutiny Co-ordinating Committee on 3rd September, 2010. This arrangement will ensure that Scrutiny Co-ordinating Committee is provided with details of the final outturn as soon as practical.

3. REVENUE OUTTURN 2009/2010

- 3.1 An initial report on the 2009/2010 outturn strategy was approved by Cabinet and Council in February, 2010. The report covered the following key issues: -

- i) the establishment of a specific reserve ring fenced for Looked after Children of £0.25m funded from the underspend on the Children's Services 2009/2010 budget. This reserve will help the Council manage in-year financial risks of higher Looked after Children costs which is a volatile area;
- ii) the establishment of a Strategic Risk Reserve of £2.36m funded from net departmental underspends, the underspend on corporate budgets and the release of monies no longer needed for grant repayment within the Supporting People Reserve. The potential risks to be funded from this reserve are estimated at £4.8m+ and relate to equal pay/equal value claims, income shortfalls, the achievement of salary turnover targets and additional Building Schools for the Future one-off costs

A further report was taken to Cabinet in May, 2010. This indicated that the position for departmental outturns was more favourable and the overall underspend was higher than anticipated. This position reflected a number of factors including higher vacancies arising from the phase implementation of the new management structure changes, lower expenditure across a range of budget areas and favourable outturns on trading activities.

This favourable outturn allowed the allocation of uncommitted one-off resources to support specific one-off expenditure commitments £0.250m for Adult Social Care, £0.200m Older People Risk Reserve, £0.06m Budget Consultation Reserve and £0.055m Core Strategy Inquiry Reserve.

When account is taken of the additional reserves identified above the total resources available for the Strategic Risk Reserve was £2.510m

- 3.2 The above reports provided a strategic overview of the 2009/2010 outturn. This report provides the details of the final outturn position for 2009/2010. This section provides details covering the following areas: -

- Overview of 2009/2010 Revenue Outturn.
- Outturn against high risk budget areas.
- Outturn position on efficiency savings/increased income targets identified in the 2009/2010 Budget Strategy.
- Revenue Contributions towards Capital Expenditure
- School Balances 2009/2010.

- Key Balance Sheet information.

3.3 2009/2010 Outturn

A summary outturn position for the General Fund is detailed at **Appendix A**, which shows £2.510m has been transferred to the Strategic Risk Reserve.

3.6 **Appendix A** is supported by individual detailed outturn statements for each portfolio; as set below:

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

3.7 These detailed reports include reasons for the main variances.

3.8 In accordance with the Council's Financial Procedure Rules, transfers to Strategic Risk Reserves have been agreed with the Chief Finance Officer. Details of the contributions to reserves in 2009/2010 are also set out in **Appendix B to H** of this report.

3.9 **Outturn against High Risk Budget Areas**

During 2009/2010, as well as monitoring budgets by individual departments and corporate budgets at a global level, high risk budget areas were identified and explicitly monitored. The outturn for each high risk budget area is attached at **Appendix I**, which indicates that there are variances on a number of the departmental budgets. These variances have, in part, contributed to the underspend on Departmental budgets.

3.10 **Outturn Position on Efficiency Savings/Increased Income Targets Identified in the 2009/2010 Budget Strategy**

The table below shows the summary of savings included in the 2009/2010 Budget Strategy. This shows that savings are £151,000 less than expected. A comprehensive schedule 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	Savings achieved from Efficiency	Variance from 2009/10 Target
	£'000	£'000	£'000
Adult and Community Services	1,010	965	45
Chief Executives	160	103	57
Children's Services	593	629	(36)
Neighbourhood Services	521	436	85
Regeneration & Planning	176	176	0
Total	2,460	2,309	151

3.11 Revenue Contributions towards Capital Expenditure

In accordance with Financial Procedure Rules, departmental outturns reflect a number of contributions towards capital expenditure schemes as detailed in **Appendix K**. These transfers have been agreed by the Chief Finance Officer and are detailed for Members information.

3.12 School Balances as at 31st March, 2010

The level of School Balances has been regularly reported to the Schools' Forum as the level remains high both locally and nationally. It is recognised that schools may hold relatively high levels of reserves for strategic purposes linked to their development plans. Conversely they should not sit on "excessive" high levels of uncommitted balances at the detriment of providing Education services to today's pupils.

3.13 School Balances have decreased during 2009/2010 from £3.882m to £3.559m, a reduction of 8.3%. However, the Local Authority maintains that overall Hartlepool balances are too high and that corrective action is required by a number of schools.

- 17 primary schools plus the nursery have balances which exceed 8% of their current ISB.
- 2 secondary schools have balances which exceed 5% of their current ISB.

3.14 In line with best practice, the Children's Services Department has requested information from schools regarding their planned use of balances this year as discussed and agreed by the Schools' Forum. However, seven schools failed to submit their return by the agreed deadline of 30th June, 2010. Therefore, their outturn balances have been reported as being wholly uncommitted for the purpose of this report. A comprehensive analysis of School Balances is detailed in **Appendix L**. The position is summarised in the table below.

Table – Summarised School Balances 2009/2010

Purpose Held	Primary £'000	Secondary £'000	Total £'000	%of Total
Setting Budget for 2010/2011	399	612	1,011	28.4
ICT Developments	75	135	210	5.9
Premises Improvements	227	0	227	6.4
Capital Projects	266	39	305	8.6
Pupil Number Changes	93	328	421	11.8
Workforce Remodelling	145	167	312	8.8
Long Term Sickness	69	0	69	1.9
Other Specific Purposes	187	55	242	6.8
Sub Total – earmarked	1,463	1,336	2,799	78.6
General	812	7	819	23
Deficit Recovery	(58)	0	(58)	(1.6)
Total	2,217	1,343	3,559	100

3.15 Performance against Budget Pressures treated as Contingency Items

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.

3.16 **Appendix M** 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.

3.17 Area Based Grants

In overall terms actual expenditure amounted to £12.345m, compared to a budget of £12.697m. The variance has been used to create departmental ring-fenced grant reserves of £0.266m and a corporate ring-fenced grant reserve of £0.128m.

3.18 **Appendix N** provides a detailed outturn by department.

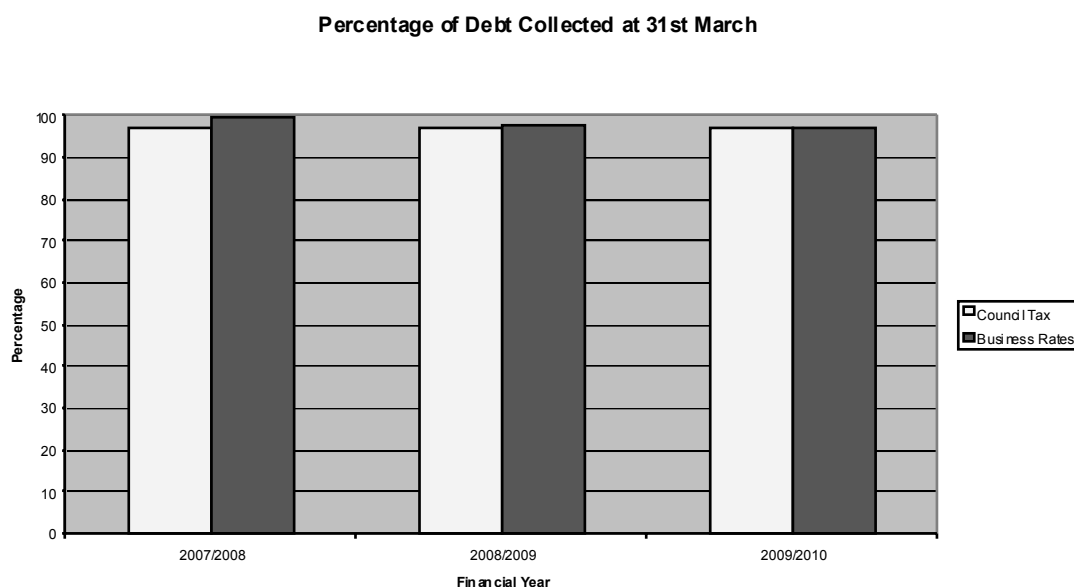
3.19 Key Balance Sheet Information

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 the new CPA arrangements there is a greater emphasis on demonstrating effective

management of the Balance Sheet. The Audit Commission's preferred option is the production of Interim Balance sheets throughout the year. In my opinion this option is neither practical nor beneficial as a Local Authority Balance Sheet includes a large number of "notional" valuations for an Authority's fixed assets and pension liabilities. It is therefore more appropriate to monitor the key cash based Balance Sheet items and these items are summarised below: -

- Debtors

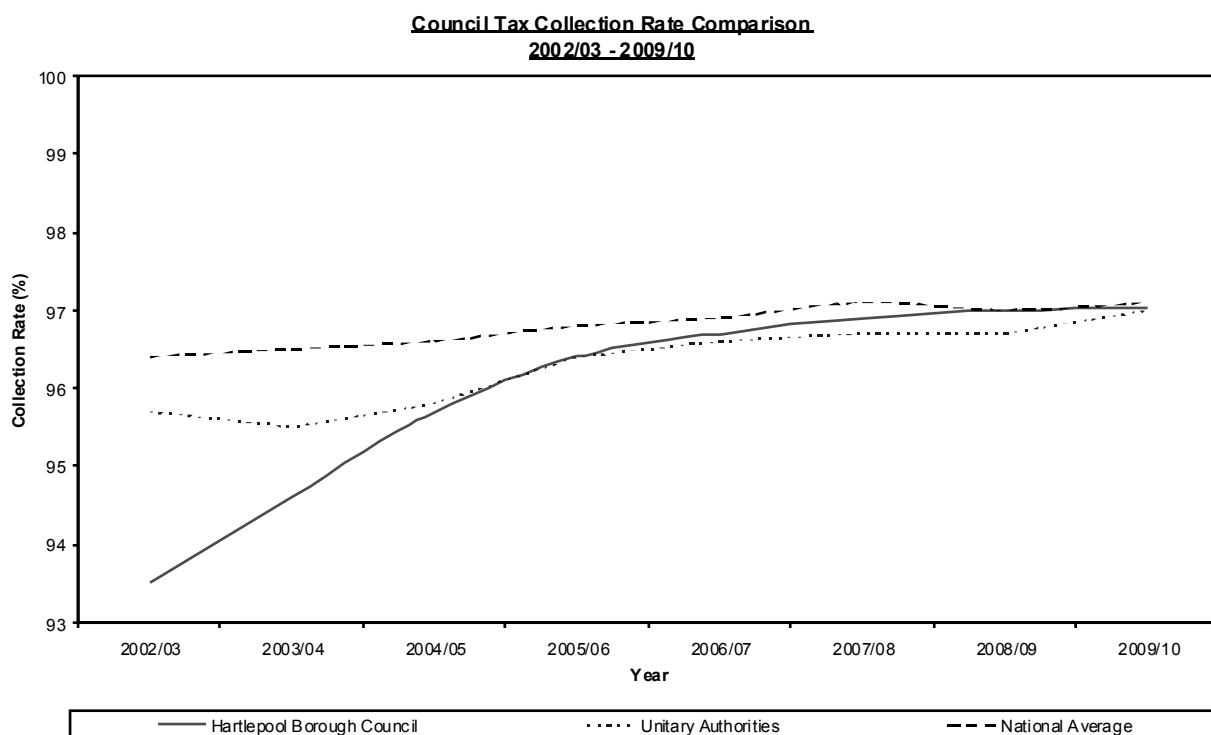
The Council's key debtors arise from the non payment of Council Tax, Business Rates and Sundry Debtors. These areas are therefore subject to detailed monitoring throughout the year. The position on Council Tax and Business Rates is summarised below:



For 2009/2010 the Council Tax in year collection rate has remained the same at 97% and the NNDR in year collection rate is down slightly by 1.1% (to 96.8%) when compared to the previous financial year. The fall in the NNDR collection rate can be explained by the National Business Rates Deferral Scheme introduced by the previous Government in response to the recession. This allowed businesses to defer paying part of their NNDR bill until the following financial year. This deferral equated to 1% of the NNDR liability.

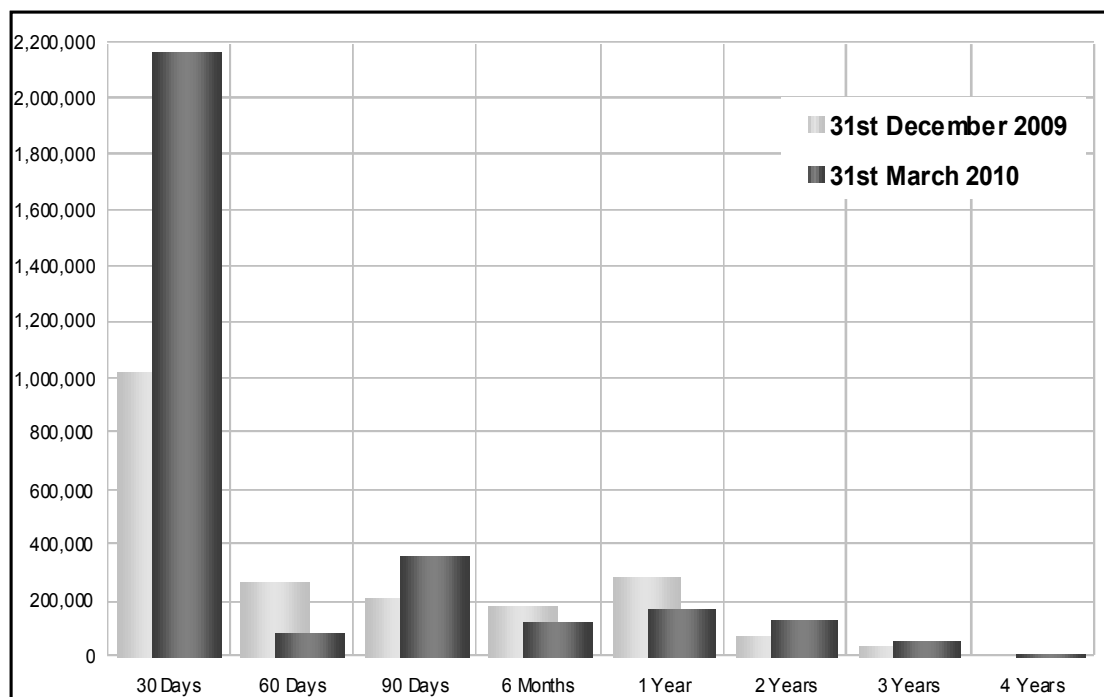
For Members information the following graph details Council Tax collection rates for the period 2002/2003 to 2009/2010 for Hartlepool, Unitary Authority Average and National Average (source of figures is the Department for Communities and Local Government – Collection Rates for Council Tax statistics). The graph shows that over this period Hartlepool has significantly improved its collection performance. Key highlights include the following issues:

- In 2002/2003 Hartlepool's collection rate was below the national and unitary authorities' average.
- In 2008/2009 Hartlepool's collection rate exceeded the national and the Unitary Authorities average.
- Since 2006/2007 Hartlepool's collection performance has consistently exceeded the Unitary Authorities average.



The Council's long term collection performance for Council Tax has been positively maintained at over 99.5%. In 2009/2010, £793,000 of previous year's Council Tax arrears was successfully collected by the Council.

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 March, 2010, the Council issued 13,675 invoices with a value of £17.509m. Together these two amounts total £20.084m. As at 31st March, 2010, the Council had collected £16.947m. Significantly, by 30th June, 2010, 97% of the sundry debt raised in 2009/2010 (by value) had been successfully collected by the Council.

- Current Year Debt

With regard to current outstanding debt, this totals £2.758m at 31st March, 2010, inclusive of approximately £2.174m of debt outstanding for less than thirty days.

- Previous Years Debt

These debts relate to the more difficult cases where court action or other recovery procedures are being implemented. At 31st March, 2010, debts older than one year totalled £0.379m compared to £0.297m at 31st December, 2010.

- Borrowing Requirements

The Council's arrangement for borrowing accord with the Council's Treasury Management Strategy, which was drawn up to comply with the Code of Practice for Treasury Management in Local Authorities published by the Chartered Institute of Public Finance and Accountancy.

In accordance with this strategy the Council has taken a proactive approach to managing cash investments and debt. During 2009/2010

the Council repaid long term debt of £20m. The necessary liquidity was provided through a combination of reducing investments as they matured and temporary borrowing, pending the maturity of other investments. This strategy reduced external cash investments during a period of market uncertainty. The Council had no investments with Icelandic banks as these organisations were not on the Council's approved investments list. The Council will maintain this position until the current market uncertainty is resolved or long term interest rates are forecast to increase at which stage the Council will reassess its long term borrowing requirement.

4. RECOMMENDATIONS

- 4.1 Members note the report.

Description of Expenditure	Outturn Position		
	2009/10 Approved Budget	2009/10 Actual Expenditure / Income	2009/10 Variance: Adverse/ (Favourable)
	£'000	£'000	£'000
<u>Departmental Expenditure</u>			
Child & Adult Services	55,145	54,805	(340)
Chief Executives Department	4,680	4,650	(30)
Regeneration & Neighbourhood Services	24,170	23,942	(228)
Total Departmental Expenditure	83,995	83,397	(598)
Non Departmental Expenditure	9,435	8,023	(1,412)
Dedicated Schools Grant Related Expenditure	59,700	59,700	0
Area Based Grant	12,697	12,697	0
Total Departmental and Non Departmental Expenditure	165,827	163,817	(2,010)
Release of Supporting People Reserve			(500)
Contribution to Strategic Risk Reserve			2,510
Net Contribution to General Fund Balance			0

ADULT & PUBLIC HEALTH

8.1 Appendix 1 / B

REVENUE OUTTURN REPORT FOR FINANCIAL YEAR 2009/2010

Approved 2009/10 Budget	Description of Best Value Unit	Forecast Over/ (Under) spend reported at the end of Quarter 3	Actual - Over/ (Under) spend	Increase/ (Decrease) in total Departmental Overspend	Explanation of Change in Forecast Outturn (Comments only made on main variances)	Explanation of Change in Forecast Outturn (Comments only made on main variances)
£'000		£'000	£'000	£'000		
21	Adult Education	0	0	0		
4,614	Assessment & Care Management 1	(215)	(288)	(73)	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.	Continued staffing vacancies have increased the level of this favourable variance.
2,853	Assessment & Care Management 2	(122)	(215)	(93)	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.	Continued staffing vacancies have increased the level of this favourable variance.
174	Carers & Assistive Technology	0	(32)	(32)		The favourable variance relates to under spends for telecare equipment.
915	Commissioning - Adults	(120)	(150)	(30)	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.	
824	Commissioning - Mental Health	200	244	44	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 in 10/11. The outturn variance forecast reflects this continuing trend.	
8,830	Commissioning - Older People	147	157	10	The majority of the current adverse variance relates to continuing increasing demand for transitional and rehabilitation beds. It is expected that this trend will continue and the outturn forecast has been updated to reflect this.	
5,524	Commissioning - Working Age	(145)	(15)	130	This area includes a temporary budget pressure for an individual with complex needs. The case is under review subject to court proceedings. Projected outturn reflects this temporary funding.	The favourable variance has decreased in this area as the temporary budget for one individual has been placed in a reserve. This more accurately reflects the current position for this best value group and associated activity.
458	Environmental Standards	93	23	(70)	Increased fee income within Consumer Services will offset the projected deficit.	the adverse variance I owing to lower than anticipated income levels in the Cemeteries and Crematorium, and Outdoor markets budgets. This variance has been partly offset by favourable variances in Consumer Services as reported in Quarter 3.
330	Service Strategy & Regulation	0	(10)	(10)		
3,780	Support Services	28	85	57		The adverse variance has increased specifically around Bad Debt provision and higher than anticipated IT charges.
28,323	TOTAL	(134)	(201)	(67)		

ADULT & PUBLIC HEALTH

8.1 Appendix 1 / B

REVENUE OUTTURN REPORT FOR FINANCIAL YEAR 2009/2010

Note 1 - Contributions from Reserves

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

Description of Reserve	2009/10 Budget Col. A £'000	2009/10 Outturn Col. B £'000	2009/10 Variance: Adverse/ (Favourable) Col. C (C=B-A) £'000	Comments
Commissioning Adults - Communities for Health	120	120	0	Variance refers to slippage in usage for adaptations. Balance to be carried forward and committed to be spent in 2010-11
Commissioning Mental Health - Agency	10	10	0	
Commissioning - Older People	0	0	0	
Assessment, Care Mgt & Prov 2	27	0	(27)	
Carers & Assistive Technology	0	0	0	Variance relates to slippage in planned projects around the implementation of the national Stroke Strategy. The balance to be carried forward and committed to be spent in 2010-11
Assessment, Care Mgt & Prov 2	65	0	(65)	
Commissioning Adults - Supporting People	350	276	(74)	Variance relates to slippage in planned projects proposed and agreed in the 5-year Supporting People 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
	572	406	(166)	

Note 2 - Contribution to Reserves

The above figures include the following Contributions to Reserves:-

Description of Reserve	2009/10 Contribution £'000	Comments
Tobacco Control	165	These reserves were created from the balance of grant funding and are committed to be spent in 2010-11
Communities for Health	156	
Carer Emergency Respite Care Service	54	
Social Care Reform Grant	271	
Stroke Care (DoH Grant)	21	
Telecare Equipment	60	
Adult Education	145	
50+ Forum (PCT Income)	30	
RCCO for Carers Respite Services	80	Contribution received from PCT towards cost of various capital works linked to Carers' Respite Services
Social Care Clients - New Post	47	Funding obtained through joint working with PCT to cover legal requirements
Working Neighbourhood Fund	4	Contribution to Contact Centre Video Interpretation for deaf people.
Renaissance Projects	8	Renaissance Education Project and Access Core Projects
	8	Match funding for future HLF bid to improve collections storage and facilities.
Sir William Gray House		Contribution to capital works in respect of Chronically Sick and Disabled Persons
RCCO re CSDP	68	
TOTAL	1,117	

CHILDREN'S SERVICES

8.1 Appendix 1 / C

REVENUE OUTTURN REPORT FOR FINANCIAL YEAR 2009/2010

Approved 2009/2010 Budget	Description of Best Value Unit	Forecast Over/ (Under) spend reported at the end of Quarter 3	Actual - Over/ (Under) spend	Increase/ (Decrease) in total Departmental Overspend	Explanation of Forecast Variance reported at Quarter 3 (Comments only made on main variances)	Explanation of Change in Forecast Outturn (Comments only made on main variances)
£'000		£'000	£'000	£'000		
2,563	Access to Education	280	178	(102)	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.	The final overspend was less than anticipated owing to the following factors. A) The Schools Transformation Team overspend was reduced following reductions to external consultant usage B) Demand for home to school transport reduced in the latter part of the year C) Vacancy savings arose in the Attendance Team D) Feasibility study costs were lower than previous years as a result of better capital planning.
1,640	Central Support Services	0	22	22		
89	Children's Fund	0	1	1		
10,954	Children, Young People and Families	(389)	(149)	240	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.	Actual spending on children and families was in line with quarter 3 projections. In light of the department's and Council's overall satisfactory outturn position Cabinet agreed that the unspent contingency for additional Looked After Children of £250,000 would be transferred to reserves.
364	Early Years	13	2	(11)		
131	Information, Sharing & Assessment	(14)	12	26		
1,927	Other School Related Expenditure	(34)	(96)	(62)	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.	The overall underspend was higher than expected owing to the following factors - A) A proportion of school ISB funding was retained as a contingency pending DCSF auditing of the LA's PLASC details. This funding of £32,000 is ring fenced and was carried forward for distribution to schools in 2010/11. B) The department allocated additional funding of £40,000 to offset the costs of operating the former Brierton school site prior to the decant of Dyke House pupils.

CHILDREN'S SERVICES

8.1 Appendix 1 / C

REVENUE OUTTURN REPORT FOR FINANCIAL YEAR 2009/2010

Approved 2009/2010 Budget	Description of Best Value Unit	Forecast Over/ (Under) spend reported at the end of Quarter 3	Actual - Over/ (Under) spend	Increase/ (Decrease) in total Departmental Overspend	Explanation of Forecast Variance reported at Quarter 3 (Comments only made on main variances)	Explanation of Change in Forecast Outturn (Comments only made on main variances)
£'000		£'000	£'000	£'000		
126	Play & Care of Children	(4)	(36)	(32)		At quarter 3 a shortfall on play and care income was projected although this was expected to be offset by underspends on play development arising from additional Surestart grant. Actual play and care income was however higher at the year end than had been anticipated resulting in a net underspend on these services.
1,536	Raising Educational Achievement	(34)	33	67	Savings relate to staff salary vacancies plus lower demand on departmental budgets for school development and curriculum support.	The movement from a projected underspend to an actual overspend was attributable to the EDC. The centre suffered a loss of income when meeting rooms previously used for meetings were temporarily unavailable whilst the PRU was transferring. In addition caretaking, gas and printing costs were higher than expected.
2,579	Special Educational Needs	(106)	(252)	(146)	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.	Savings on home and hospital teaching were greater than projected. In addition both independent and other LA school fees were underspent. These DSG underspends have been carried forward to 2010/11.
928	Strategic Management	(102)	(159)	(57)	There are savings relating to the Central Training budget and reduced demand for CRB checks.	The underspend on the central training budget was higher than expected, partly due to the allocation of additional TDA grant funding. In addition a planned contribution to link social care records to the Document Management System did not arise due to implementation delays. This is now going ahead in 2010/11.
132	Youth Justice	0	(12)	(12)		
1,048	Youth Service	14	37	23		
0	Contribution to Dedicated Schools Grant Reserve	140	292	152	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.	All the additional savings summarised above which arose on DSG funded services (Independent school fees etc) led to a greater net underspend. This has increased the carry forward balance which will be reported to the Schools Forum in October 2010.
24,017	TOTAL	(236)	(127)	109		

CHILDREN'S SERVICES

8.1 Appendix 1 / C

REVENUE OUTTURN REPORT FOR FINANCIAL YEAR 2009/2010

Note 1 - Contributions from Reserves

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

Description of Reserve	2009/10 Budget Col. A £'000	2009/10 Outturn Col. B £'000	2009/10 Variance: Adverse/ (Favourable) Col. C (C=B-A) £'000	Comments
School Transformation Team	975	975	0	
Carlton Outdoor Centre	86	71	(15)	
Early Years Support Network	4	7	3	
Dedicated Schools Grant	355	355	0	
Competitions Manager	0	3	3	
ContactPoint	2	2	0	
Broadband	0	24	24	Expenditure was required in 2009/10.
Teenage Pregnancy Prevention	5	0	(5)	
Swimming Pool Improvements	75	75	0	
Youth Service - Cont to Rossmere Skate Park	70	70	0	
Social Care Back scanning Costs	80	80	0	
Dedicated Schools Grant - Brierton Salary Protection	290	276	(14)	
Youth Opportunity Fund	4	4	0	
Playing for Success	14	14	0	
Youth	15	0	(15)	Planned Expenditure was funded from existing budgets.
TOTAL	1,975	1,956	(19)	

CHILDREN'S SERVICES

8.1 Appendix 1 / C

REVENUE OUTTURN REPORT FOR FINANCIAL YEAR 2009/2010

Note 2 - Contribution to Reserves

The above figures include the following Contributions to Reserves:-

Description of Reserve	2009/10 Contribution £'000	Comments
Dedicated Schools Grant	292	The net underspend on DSG funded services is ring fenced and must be carried forward for allocation in 2010/11 subject to Schools Forum notification.
Promotion of Breast Feeding	90	This funding was carried forward to enable a Breast feeding coordinator to be appointed to implement the LA's breastfeeding strategy in 2010/11 and 2011/12.
ContactPoint	6	This was the 5% eligible grant carry forward and will be used in 2010/11 to fund eligible expenditure.
Local Safeguarding Children's Board	16	This is a ring-fenced budget owing to joint funding with other public bodies and funding will be carried forward to finance expenditure in 2010/11.
C&F Donations Account	8	This is a specific fund consisting of donations etc towards looked after children with the balance being carried forward into 2010/11.
Youth Opportunity Fund	8	This was the 5% eligible grant carry forward and will be used in 2010/11 to fund eligible expenditure.
Community Facilities in Schools	100	The LA's subsidy budget was not used during 2009/10 but two school based facilities did generate deficits which are being investigated in the new year. Retrospective LA subsidy funding may therefore be required.
Integrated Workforce Devt	47	Due to early retirement of the Workforce Development Manager the department was delayed in producing a spending plan. CWDC have agreed that funding could be carried forward to 2010/11.
Playing for Success	6	This is the unspent element of match funding towards this scheme which will be carried forward into 2010/11.
Looked after Children	250	As part of its outturn strategy Cabinet agreed that the departments unspent Looked After Children contingency could be carried forward to meet the costs of additional placements in 2010/11.
Children with Disabilities	18	This was the balance of grant remaining which will be used in 2010/11.
Education Business Partnerships	6	
Young People Leaving Care	29	
Early Years Support Network	2	
Info Systems for Parents & Providers	1	
Healthy Eating in EY Settings	5	
Teen/Early Years Life Check	32	
TOTAL	916	

COMMUNITY SAFETY & HOUSING

8.1 Appendix 1 / D

REVENUE OUTTURN REPORT FOR FINANCIAL YEAR 2009/2010

Approved 2009/2010 Budget	Description of Best Value Unit	Forecast Over/ (Under) spend reported at the end of Quarter 3	Actual - Over/ (Under) spend	Increase/ (Decrease) in total Departmental Overspend	Explanation of Forecast Variance reported at Quarter 3 (Comments only made on main variances)	Explanation of Change in Forecast Outturn (Comments only made on main variances)
£'000		£'000	£'000	£'000		
818	Consumer Services	(112)	(86)	26	The favourable variance is owing to vacant posts (£40k) and higher than expected license fee income (£72K)	
219	Environmental Action	0	5	5		
128	Building Control	80	90	10	Fee income is below target at the end of Qtr 3 as a result of the recession and also because of work lost to private sector inspectors in a competitive market.	
77	CADCAM	0	45	45		
981	Community Safety	12	9	(3)	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	0	(14)	(14)		
169	Development Control	(200)	(35)	165	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.	Actual fee income was in line with quarter 3 projections. Owing to a better than expected Departmental Outturn it was agreed to make a contribution to Reserves to fund the additional costs associated with the large projects over the coming year(s). e.g. Wynyard Business Park.
30	Drug Action Team	0	0	0		
1,042	Housing Services	0	23	23		
370	Landscape & Conservation	0	(22)	(22)		
530	Youth Offending Service	0	3	3		
4,678	TOTAL	(220)	18	238		

COMMUNITY SAFETY & HOUSING**8.1 Appendix 1 / D****REVENUE OUTTURN REPORT FOR FINANCIAL YEAR 2009/2010****Note 1 - 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 table below provides a breakdown of these reserves.

Description of Reserve	2009/10 Budget Col. A £'000	2009/10 Outturn Col. B £'000	2009/10 Variance: Adverse/ (Favourable) Col. C (C=B-A) £'000	Comments
Youth Offending Reserve	35	0	(35)	New additional grant funding replaced the need for this use of reserve.
Capital Funding Reserve	0	27	27	Mainly relates to funding towards the backlog of Disabled Facility Grants
Anti Social Behaviour Team Reserve	9	9	0	
TOTAL	44	36	-8	

REVENUE OUTTURN REPORT FOR FINANCIAL YEAR 2009/2010

Approved 2009/10 Budget £'000	Description of Best Value Unit	Forecast Over/ (Under) spend reported at the end of Quarter 3 £'000	Actual - Over/ (Under) spend £'000	Increase/ (Decrease) in total Departmental Overspend £'000	Explanation of Forecast Variance reported at Quarter 3 (Comments only made on main variances)	Explanation of Change in Forecast Outturn (Comments only made on main variances)
63	Allotments	0	(11)	(11)		
42	Archaeology	0	(3)	(3)		
785	Community Support	0	(5)	(5)		
958	Museums & Heritage	31	47	16	The current adverse variance relates to unexpected costs in relation to site improvements at Sir William Gray House and the Historic 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 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 all other costs to offset this and the outturn reflects this.	
377	Strategic Arts	7	(5)	(12)	The majority of this current adverse variance relates to under achievement 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, the outturn projection reflects this, the situation has improved since last quarter owing to increased lettings of the Borough Hall Buildings.	
406	Countryside	0	(17)	(17)		
174	Foreshore	0	(4)	(4)		
39	Grounds Maintenance	0	(43)	(43)		This favourable variance is linked to the corresponding overspend in Parks where there have been internal recharges
2,010	Libraries	(29)	(14)	15	The current favourable variance relates to held staff vacancies across the Library 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.	
308	Maintenance	16	5	(11)	The current adverse variance is owing to increased cyclical maintenance charges in particular at Grayfields and the Headland Sports Hall. The adverse variance is expect to remain until the end of the year and is reflected in the outturn projection.	

REVENUE OUTTURN REPORT FOR FINANCIAL YEAR 2009/2010

Approved 2009/10 Budget	Description of Best Value Unit	Forecast Over/ (Under) spend reported at the end of Quarter 3	Actual - Over/ (Under) spend	Increase/ (Decrease) in total Departmental Overspend	Explanation of Forecast Variance reported at Quarter 3 (Comments only made on main variances)	Explanation of Change in Forecast Outturn (Comments only made on main variances)
639	Parks	0	46	46		This adverse variance is linked to the favourable position in Grounds Maintenance.
0	Tall Ships 2010	0	0	0		
1	Renaissance in the Regions	0	1	1		
1,759	Sports & Physical Recreation	0	14	14		
7,561	TOTAL	25	11	(14)		

CULTURE, LEISURE & TOURISM

8.1 Appendix 1 / E

REVENUE OUTTURN REPORT FOR FINANCIAL YEAR 2009/2010

Note 1 - Contributions from Reserves

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

Description of Reserve	2009/10 Budget Col. A £'000	2009/10 Outturn Col. B £'000	2009/10 Variance: Adverse/ (Favourable) Col. C (C=B-A) £'000	Comments
Sports Awards	3	0	(3)	
community Sports Coach DIP	8	2	(6)	
Community Activities - Adults in Sport	22	22	0	
Sports Disability	3	3	0	
Adult Education	20	20	0	
Headland Project 2009/10	1	1	0	
CSC Disability Work	2	2	0	
Public Health Physical Activity	0	8	8	
Swim Development Co-ordinator	4	4	0	
BSF Swim Strategy /Mill House	16	0	(16)	
Mill House	0	4	4	
LPSA Social Inclusion	12	0	(12)	
Participation in Sport				
Community Grants Pool	50	0	(50)	The balance of this reserve will be utilised in 2010-11 to fund community grants
Museums acquisitions	0	5	5	
Renaissance in the Regions	9	0	(9)	
Civic Lottery	17	17	0	
Tall Ships	0	83	83	This adverse variance will be funded from the overall reserve for the event from 2010-11
Parks - Tree Management	7	4	(3)	
TOTAL	174	175	1	

Note 2 - Contribution to Reserves

The above figures include the following Contributions to Reserves:-

Description of Reserve	2009/10 Contribution £'000	Comments
Youth Support worker in Throston Library	1	Post essential to carry forward Young Persons' activity programme
Archaeology Projects	4	Ongoing externally funded project
Archaeology - Production of Monograph Series	8	Long-term project with external funding
Health Walks	15	Match funding to maintain grant award
Creation of Reserve for Grayfields pitch improvements	21	Reserve to ensure completion of work already underway
Staby House works	17	Reserve to mitigate Health & Safety issues
RCCO towards roof replacement Owton Manor Library	6	Essential work required to ensure continuity of service
TOTAL	72	

REVENUE OUTTURN REPORT FOR FINANCIAL YEAR 2009/2010

Approved 2009/2010 Budget	Description of Best Value Unit	Forecast Over/ (Under) spend reported at the end of Quarter 3	Actual - Over/ (Under) spend	Increase/ (Decrease) in total Departmental Overspend	Explanation of Forecast Variance reported at Quarter 3 (Comments only made on main variances)	Explanation of Change in Forecast Outturn (Comments only made on main variances)
£'000		£'000	£'000	£'000		
410	Client Services	0	18	18		
1,106	Neighbourhood Services Central Admin	0	1	0		
77	Neighbourhood Services Internal Works	(100)	(296)	(196)	At this stage the indication is that the trading accounts are likely to report a favourable variance at year end. This is mainly owing to additional income generation from building works and reduced vehicle financing costs.	The favourable variance is owing to a successful year on some of the Departments trading activities, which includes additional income generation from building works, and a higher than normal level of unscheduled works on Grounds Maintenance. Some of the planned expenditure around Highways was unspent at the year end as a result of the harsh Winter period, and reserves have been created to carry forward this budget to fund works in 10/11.
(118)	Property Services	1	(67)	(68)		The favourable variance is owing to higher than expected income generation from recharges for Technical Officer Salaries.
13	Public Relations	0	0	0		
1	Democratic Services	0	0	0		
4,116	Finance Division	(100)	48	148	Housing Benefit Subsidy £60k - A temporary benefit of £200k was in the base budget proposal for 2010/11; a higher benefit is anticipated on a permanent basis next year and this amount is beginning to flow through this year. Audit £40k - favourable outturn projection owing to a vacant post and limited overtime worked.	Quarter 3 forecasts did not reflect closure of various year end accounts. Closure of these accounts identified a number of adverse variances which have been offset by underspends elsewhere in the Chief Executives department which has a total favourable variance of £30k compared to the £36k projected at quarter 3.
0	Legal Service	0	6	6		
(890)	Shopping Centre Income	0	4	4		
0	Reserve - Shopping Centre	0	(4)	(4)		
110	Registration Services	0	0	0		

REVENUE OUTTURN REPORT FOR FINANCIAL YEAR 2009/2010

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REVENUE OUTTURN REPORT FOR FINANCIAL YEAR 2009/2010

Approved 2009/2010 Budget	Description of Best Value Unit	Forecast Over/ (Under) spend reported at the end of Quarter 3	Actual - Over/ (Under) spend	Increase/ (Decrease) in total Departmental Overspend	Explanation of Forecast Variance reported at Quarter 3 (Comments only made on main variances)	Explanation of Change in Forecast Outturn (Comments only made on main variances)
£'000		£'000	£'000	£'000		
96	Registration of Electors	0	(10)	(10)		
107	Municipal and Parliamentary	0	(2)	(2)		
197	Corporate Strategy & Public Consultation	0	(46)	(46)		Favourable variances on staffing budgets facilitates the creation of reserves to support Business Transformation over the next 2 years, including ICT Developments, PLACE Survey and potential restructure issues. The balance of the favourable variance contributes toward the overall Chief Executives Department favourable variance.
144	Support to Members	0	2	2		
(110)	Other Office Services	0	(5)	(5)		
112	Printing	0	(4)	(4)		
0	Human Resources	64	45	(19)	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 Counselling Support, which is in turn reducing the sickness absence. It is anticipated that this shortfall can be managed within the overall Chief Executive's Department at year end.	Use of departmental reserves and a reduced adverse variance on the Counselling Support, ensured that there was a decrease in the final adverse variance.
18	Training & Equality	0	1	1		
631	Contact Centre	0	0	0		
67	Administration Buildings Running Expenses	0	(70)	(70)		Favourable variance on Service Charges facilitates the creation of a reserve for future years accommodation costs, with the balance contributing towards the overall Chief Executive's Department favourable variance.
68	Performance Management	0	5	5		
6,155	TOTAL	(135)	(374)	(240)		

FINANCE & PERFORMANCE MANAGEMENT

8.1 Appendix 1 / F

REVENUE OUTTURN REPORT FOR FINANCIAL YEAR 2009/2010

Note 1 - 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 table below provides a breakdown of these reserves.

Description of Reserve	2009/10 Budget Col. A £'000	2009/10 Outturn Col. B £'000	2009/10 Variance: Adverse/ (Favourable) Col. C (C=B-A) £'000	Comments
Contact Centre	69	18	(51)	On-going software maintenance slipped into 2010/11.
Corporate Strategy	250	82	(168)	On-going ICT Developments and support Business Transformation.
Registration Services	29	2	(27)	On-going building work on the Registry Office.
Human Resources	71	13	(58)	Expenditure has been deferred to 2010/11.
HR Payroll System	185	185	0	
Finance	228	221	(7)	
Internal Audit	30	0	(30)	IT Investment to support the move towards remote/site working following strategic review slipped into 2010/11.
Accountancy	34	34	0	
Finance IT Investment	147	85	(62)	Reserve used to support the overall position of the department.
Revenues & Benefits	127	0	(127)	Reserve used to support the overall position of the department.
Financial Inclusion	50	0	(50)	Expenditure to participate in the Financial Inclusion Partnership slipped into 2010/11.
Corporate - Social Inclusion	100	0	(100)	Expenditure to participate in the Social Inclusion slipped into 2010/11.
Corporate - Credit Union	50	50	0	
Corporate - Shopping Centre	150	4	(146)	Reserve to provide for reduced income from Middleton Grange Shopping Centre slipped into 2010/11.
Corporate - Land Charges	120	119	(1)	
Use of Corporate Reserves	37	37	0	
TOTAL	1,677	850	(827)	

FINANCE & PERFORMANCE MANAGEMENT**8.1 Appendix 1 / F****REVENUE OUTTURN REPORT FOR FINANCIAL YEAR 2009/2010****Note 2 - Contribution to Reserves**

The above figures include the following Contributions to Reserves:-

Description of Reserve	2009/10 Contribution £'000	Comments
Corporate Strategy	62	Created from under spending in Corporate Strategy to support ICT Developments and Business Transformation which will be used in 2010/11.
Registrars	8	Created from under spending on Registrars to support on-going building work on the Registry Office which will be used in 2010/11.
Internal Audit	5	Created from under spending in Audit to support the move towards remote/site working which will be used in future years.
Accountancy	34	Created from under spending in Accountancy for Agency Staff to support IFRS which will be used in 2010/11.
Revenues & Benefits	50	Created from under spending in Revenues and Benefits for a new scanner, FSM System and a Benefits e-form which will be used in 2010/11.
Accommodation	26	Created from under spending in Accommodation to support future years accommodation costs
Working from Home	16	Created to support the costs of home-working key fobs which will be used in 2010/11.
	201	

REGENERATION & ECONOMIC DEVELOPMENT

8.1 Appendix 1 / G

REVENUE OUTTURN REPORT FOR FINANCIAL YEAR 2009/2010

Approved 2009/2010 Budget	Description of Best Value Unit	Forecast Over/ (Under) spend reported at the end of Quarter 3	Actual - Over/ (Under) spend	Increase/ (Decrease) in total Departmental Overspend	Explanation of Forecast Variance reported at Quarter 3 (Comments only made on main variances)	Explanation of Change in Forecast Outturn (Comments only made on main variances)
£'000		£'000	£'000	£'000		
(12)	Administration	0	(9)	(9)		
(1)	Divisional Regent & Planning	0	0	0		
(143)	Regeneration Staff Savings	(12)	(43)	(31)	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	Continued staffing vacancies have increased the level of this favourable variance.
1,330	Economic Development	0	9	9		
1,779	Planning Policy & Regeneration	0	58	58		The adverse variance relates to a reduction in the amount of grant income claimed for admin support.
2,953	TOTAL	(12)	15	27		

Note 1 - 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 table below provides a breakdown of these reserves.

Description of Reserve	2009/10 Budget Col. A £'000	2009/10 Outturn Col. B £'000	2009/10 Variance: Adverse/ (Favourable) Col. C (C=B-A) £'000	Comments
Regeneration Reserve - Specific	73	73	0	Funding of staff costs on some grant funded projects.
Regeneration MRU	16	92	76	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, part of the 'Townscape Heritage Initiative'. Also an extra 10k used to contribute towards staffing where fee income reduced.
TOTAL	89	165	76	

Note 2 - Contribution to Reserves

The above figures include the following Contributions to Reserves:-

Description of Reserve	2009/10 Contribution £'000	Comments
Ring Fenced Grant Funding	1,181	Relates to various grants and other specific funding carried forward to cover committed expenditure in future years. This reflects timing differences between receiving grant funding and incurring the expenditure, and includes projects which will be delivered over more than one year.
Neighbourhood & Regen MRU	524	Managed Revenue Underspends carried forward to fund future pressures and developments within the Regeneration and Neighbourhood Services Department. Schemes to be funded include Feasibility Studies for new grants/projects £87k, funding to cover timing delays on Coastal Protection work £58k and Contaminated Land £26k, Mobile dust monitoring equipment and staffing £41k, the installation of tracking devices on Neighbourhood Service vehicles £36k, Major Regeneration Fund supporting businesses in Church St Conservation Area £34k, pressures on Housing fee income £40k, and future Building Control costs associated with large developments expected in future years £80k for which fee income has been received.
TOTAL	1,705	

TRANSPORT & NEIGHBOURHOOD

8.1 Appendix 1 / H

REVENUE OUTTURN REPORT FOR FINANCIAL YEAR 2009/2010

Approved 2009/2010 Budget	Description of Best Value Unit	Forecast Over/ (Under) spend reported at the end of Quarter 3	Actual - Over/ (Under) spend	Increase/ (Decrease) in total Departmental Overspend	Explanation of Forecast Variance reported at Quarter 3 (Comments only made on main variances)	Explanation of Change in Forecast Outturn (Comments only made on main variances)
£'000		£'000	£'000	£'000		
1,054	Engineering Consultancy	(15)	(36)	(21)		
7,941	Environment	(110)	(279)	(169)	Increased recycling and a reduction in 'residual' waste has resulted in cost savings in the waste management area.	The cost savings in the waste management area have continued. Market conditions have improved and the value received for recyclables and scrap has increased which has resulted in a reduction in the overall cost of waste disposal.
297	Highways Management	0	84	84		The adverse variance is owing to additional staffing costs in the winter maintenance budget including overtime and officers car allowances.
3,107	Highways Services	0	232	232		The adverse variance relates to lower than budgeted S38 Income from developers. This income funds the costs of supervising new developments to ensure Highways standards are achieved before roads are adopted. This income has been affected by the recession and this budget therefore continues to be closely monitored and may face income shortfalls in the future. This current adverse variance has been covered by favourable variances on trading activities elsewhere in the Neighbourhood Services Department.
286	Town Care Management	0	24	24		
14	Traffic Management	0	(1)	(1)		
1,994	Traffic & Transportation	7	27	20	The adverse variance is owing to the provision of the H1 bus service to North Tees hospital	
288	Transport Services	0	(1)	(1)		
408	Transportation Management	37	11	(26)	The adverse variance is owing to reduced fee earning work in this area.	
(857)	Car Parking	260	1	(259)	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.	Actual car parking income was in line with quarter 3 projections. The shortfall was funded from a contribution from the Strategic Risk Reserve of £200k in accordance with the agreed Outturn Strategy.
74	Minor Works	0	0	0		
14,606	TOTAL	179	60	(119)		

Note 1 - 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 table below provides a breakdown of these reserves.

Description of Reserve	2009/10 Budget Col. A £'000	2009/10 Outturn Col. B £'000	2009/10 Variance: Adverse/ (Favourable) Col. C (C=B-A) £'000	Comments
Remedial repairs	155	155	0	
Ring Fenced Grants	102	102	0	
TOTAL	257	257	0	

Note 2 - Contribution to Reserves

The above figures include the following Contributions to Reserves:-

Description of Reserve	2009/10 Contribution £'000	Comments
Remedial repairs	313	Amounts set aside for Highways and Building Maintenance to fund remedial works in 2010/11 £113k, and provide match funding for Government funding awarded to address potholes £200k.
TOTAL	313	

High Risk Budget Areas by Department

8.1 Appendix 1 / I

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 different levels 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 Councils 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	Outturn Variance (Favourable) / Adverse £'000
Adult & Community Services			
Demographic changes in Older People	Amber	15,370	157
Demographic changes in Working Age Adults	Red	8,716	(15)
Property Maintenance - Community Buildings	Amber	284	(11)
Non-achievement of Income targets within Community Services	Amber	(1,351)	(249)
Non-achievement of Income targets within Social Care Budgets	Amber	(9,457)	(289)
Total		13,563	(407)
Regeneration & Planning			
Fee Income - Planning & Building Control	Amber	659	(92)
Rent Income - Economic Development Service	Green	175	2
Total		834	(90)
Neighbourhood Services			
Environment, Environmental Action & Town Care Management	Amber	8,446	(250)
Car Parking	Amber	(857)	260
Total		7,589	10
Corporate Budgets			
Higher costs of borrowing and/or lower investment returns	Green	5,804	(1,688)
ICT	Green	2,561	131
Planned Maintenance Budget	Amber	215	0
Delivery of Planned Savings	Amber	2,460	0
Total		11,040	(1,557)
Children's Services			
Individual School Budget	Amber	55,557	0
Individual Pupils Budget allocated during the year to schools for high level SEN pupils	Green	1,628	11
Home to School Transport Costs	Amber	1,516	(59)
Schools Transformation Team (Building Schools for the Future)	Amber	974	304
Carlton Outdoor Education Centre	Red	68	4
Increased demand in places at independent schools for pupils with high level of SEN	Amber	600	(109)
Increased demand for Looked After Children Placements	Red	5,293	(118)
Total		65,636	33

ADULT AND COMMUNITY SERVICES - PROPOSED EFFICIENCIES

Budget heading / Cost Centre	Description	09/10 Budget £000	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	Efficiencies were achieved
Grounds Maint Contract 1 and 2	Reconfigure attendant provision at Grayfields and Summerhill at a lower cost than the current contractual Arrangements	13	13	Efficiencies were achieved
Art Gallery Tourist Information	Streamlining of site management rosters and <u>minor</u> adjustments to service opening times, including streamlined private view arrangements.	18	18	Efficiencies were achieved
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	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	15	Efficiencies were achieved
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	21	Efficiencies were achieved
Community Centres	Restructure of cleaning and caretaking staff within Community Centres to deliver service at lower cost than current arrangements.	20	20	Efficiencies were achieved
Community Development	Reduction in printing, training and project development fund budgets whilst maintaining service level.	12	12	Efficiencies were achieved
Borough Building	Refine the working arrangements within the Borough Hall and Sports Centre to maximise targeted activity and use.	20	20	Efficiencies were achieved
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	10	Efficiencies were achieved

Budget heading / Cost Centre	Description	09/10 Budget £000	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	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	5	Efficiencies were achieved
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 cash for Individual Budgets.	60	60	Efficiencies were achieved
Learning Disabilities SWAT Team	Co-location of LA and NHS Learning Disability teams at Warren Road, enabling efficiencies across rent and utilities.	30	30	Efficiencies were achieved
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	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	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	3	Efficiencies were achieved
Learning Disabilities Agency	Use of the fair price tool kit across the Tees region to allow efficient and equitable pricing by reviewing contracts.	30	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	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	50	Efficiencies were achieved
Adults Management	Review of planning function to link to wider reorganisation of Adult Social care to ensure more efficient processes.	44	44	Vacant post removed from structure.
Care Management Team 2	Integration of management structures with PCT.	45	45	Restructure completed and efficiency achieved.
Duty Team	Re-alignment of skill mix within Duty team - capacity at first point of contact unaffected.	10	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	Efficiency on hold pending Business Transformation Review.
Workforce Planning & Development	Changes to deployment of training resources, including possible procurement and partnership gains.	15	15	Efficiencies were achieved
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	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	125	Efficiencies were achieved

Budget heading / Cost Centre	Description	09/10 Budget £000	Outturn £'000	Comments
Leisure Centres	Review of Mill House Leisure Centre staffing and rostering arrangements to maximise efficient working.	20	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	193	Efficiencies were achieved
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	35	Restructure complete and efficiency achieved.
Total for Adult & Community Services		1,010	965	

CHIEF EXECUTIVES DEPARTMENT - PROPOSED EFFICIENCIES

Budget heading/Cost Centre	Description	09/10 Budget £000	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	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	7	
Corporate Strategy	Minor reductions in operating expenses	2.5	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	1	

Budget heading/Cost Centre	Description	09/10 Budget £000	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	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 a reduction in staffing of 0.3 fte.	7.0	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	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	Achievement of this efficiency was dependant on the implementation of the HR/Payroll system, which is now in place. However the saving has been delayed until 2010-11, with the shortfall being managed within the overall Chief Executives Department Outturn.
HR	Reduced printing and postage costs arising HR/Payroll system	1	0	As efficiency above.

Budget heading/Cost Centre	Description	09/10 Budget £000	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	13.4	
	Total for Chief Executives	160	103	

CHILDREN'S SERVICES - PROPOSED EFFICIENCIES

Budget heading/Cost Centre	Description	09/10 Budget £000	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	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	66	
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	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	90	Staff vacancies have ensured that the budget is not overspent.
Resource Centres	Efficiencies from maintenance and building costs associated with family resource centres.	20	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	54	
School Improvement Partners	Review arrangements in relation to School Improvement Partners and OfSTED inspections to maximise income and reduce costs.	12	12	
Co-ordinators	Deletion of Outdoor Education Co-ordinator post.	40	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	40	

Budget heading/Cost Centre	Description	09/10 Budget £000	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	5	
Admin Support	Reduction of admin support posts across the Children's Services Department through rationalisation of service.	126	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	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 were achieved.
Commissioning	Efficiencies could be realised via improved commissioning and procurement practice with external suppliers of daycare.	26	26	
	Total for Children's Services	593	629	

NEIGHBOURHOOD SERVICES - PROPOSED EFFICIENCIES

Budget heading/Cost Centre	Description	09/10 Budget £000	Outturn £'000	Comments
Pride in Hartlepool	External Sponsorship for Pride in Hartlepool	5	5	Tidy Britain paid for advertising
Consumer Services	Savings in licensing operations based on income predictions / operational needs.	20	20	on target
Environmental Standards	Additional income by increasing burial and cremation charges by 10%.	55	0	Did not achieve Target 10% increase not implemented.
Property Services	Restructure building maintenance and management section	30	30	post redundant - will be achieved
Road Safety	Advertising and marketing within road safety section	5	0	Difficulty in obtaining sponsorship/income generation owing to economic climate
Environment	Rationalisation of supervision of weekend working	10	10	on target
Environment	Reduction of end market costs for the recycling of plastic and cardboard	20	20	on target
Environmental Action	Fine income generation through the introduction of dog control orders	10	10	on target
Neighbourhood Management	Restructure savings within Neighbourhood Management	86	86	redundancies achieved - on target
Overall Budgets	Cash freeze a range of budget headings at 2008/09 level.	25		on target
N/S facilities management	Reduction of one further member of FM team dealing with schools. Minimal risk.	30	30	post redundant - will be achieved
Admin Civic	Reduction in administrative IT support, saving in one post.	21	21	post redundant - will be achieved
Grounds Maintenance	Rationalisation of supervisory arrangements resulting in a reduction of two one posts.	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	post redundant - will be achieved
Markets	Markets supervision function to be transferred to neighbourhood management. Saving one part time post.	11	11	on target although market rent income was not achieved
Street cleansing	Modernisation of Cleansing and grounds maintenance function resulting in savings on vehicle usage.	19	19	on target
Property Services	Reconfigure property management service with retirement of staff member	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	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	Building & Engineering Consultancy not combined. Alternative Business Transformation savings achieved
consumer services	Reduction in one technical officers post, will require additional training within current team.	26	26	on target
Admin BHH	Transfer of one member of admin team to NDORS function. This will be externally funded.	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	Efficiency target achieved- grant income and raising fares by 50p yielded £14K.
	Total for Neighbourhood Services	521	436	

REGENERATION AND PLANNING PROPOSED EFFICIENCIES

Budget heading/Cost Centre	Description	09/10 Budget £000	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	
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	
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	
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	
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	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	
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	

Budget heading/Cost Centre	Description	09/10 Budget £000	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	
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	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	
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	
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	

Budget heading/Cost Centre	Description	09/10 Budget £000	Outturn £'000	Comments
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	
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	
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	
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	
	Total for Regeneration & Planning	176	176	
	Overall Total	2,460	2,309	

Revenue Contributions Towards Capital Expenditure

8.1 Appendix 1 / K

Department	Scheme	Amount (£)
Chief Executive's	Public Consultation & Complaints and Scrutiny contribution to Eclipse IT System	40,000
Total		40,000
Adult & Community Services	Sir William Grey House Disability Improvements	628
	Museum of Harlepool - Redisplay	11,524
	Hartlepool Maritime Experience Lifts	610
	Headland Community Resource Centre	11,569
	Ward Jackson Park CCTV & Lights	3,000
	Ward Jackson Park Fountain	978
	Grayfields CCTV	2,160
	Foreshore - Replacement Lifeguard Vehicle	14,000
	Burn Valley Park Beck - River Corridor Enhancement	20,000
	Town Moor - Develop Multi Use Games Area	17,060
	Burn Valley Allotment Security Gate	680
	Station Lane Allotments Security gate	960
	Station Lane Allotments Security gate	85
	Central Library RFID Self Issue	84,668
	Headland Community Resource Centre	9,817
	Mill House Leisure Centre Feasibility	7,293
	Town Moor - Develop Multi Use Games Area	16,000
	Chronically Sick & Disabled Adaptations	66,974
	Central Library Disabled Toilet	4,901
	Masefield Road (NDNA Accommodation)	100,000
Total		372,906

Revenue Contributions Towards Capital Expenditure**8.1 Appendix 1 / K**

Department	Scheme	Amount (£)
Children's Services	Rossmere Skatepark & MUGA	70,000
	Integrated Children's System Improvements	11,214
	Brinkburn Swimming Pool Access Works and Cover	74,971
	DSG Contribution to Schools Capital Programme	679,034
	2008/09 DSG u/s - Contribution to Schools Capital Programme	355,400
	Sure Start Contribution to Throston Children's Centre	7,784
Total		1,198,403
Neighbourhood Services	Community Safety CCTV Upgrade	3,048
	Disabled Facility Grants	23,741
	Hartlepool Active Response Team Vehicle	27,678
	Enterprise Centre Toilet & Shower Facilities	9,201
	Footpath Resurfacing - Cemetery Road	33,025
	Coast Road Pedestrian Fence	6,400
	Construction of New Saltbarn	31,680
	HCFE College Redevelopment	61,683
	Rift House Street Lighting	2,500
	Stockton Street Wall	25,000
	Marina Way Landscaping Works	47,073
	Victoria Buildings Grants	66,000
	Wharton Terrace Improvements	24,300
Total		361,329

SCHOOL BALANCES SUMMARY 2007/08 - 2009/10

SCHOOL	Recent Trends			Analysis of balances as at 31.3.10				
	Balance as at 31.03.08 £	Balance as at 31.03.09 £	Balance as at 31.03.10 £	Deficit Recovery £	Earmarked balances £	General reserves £	Total 2010/11 ISB £	General reserves as % of budget share %
PRIMARY								
Barnard Grove	57,866	96,305	45,432	0	0	45,432	1,097,571	4.1%
Brougham	176,568	79,014	100,199	0	98,357	1,842	1,065,301	0.2%
Clavering	(7,425)	(28,950)	35,571	0	0	35,571	915,050	3.9%
Eldon Grove	89,369	141,114	115,165	0	60,000	55,165	1,413,205	3.9%
Elwick	132,662	80,666	73,640	0	0	73,640	348,934	21.1%
Fens	195,819	207,899	140,067	0	97,037	43,030	1,235,438	3.5%
Golden Flatts	32,486	28,925	74,248	0	61,732	12,516	761,752	1.6%
Grange	158,728	99,724	75,067	0	25,700	49,367	1,487,865	3.3%
Greatham	59,925	53,379	89,955	0	70,000	19,955	428,019	4.7%
Hart	42,139	24,375	38,536	0	0	38,536	360,820	10.7%
Holy Trinity	89,754	38,924	59,028	0	34,446	24,582	649,942	3.8%
Jesmond Road	38,399	82,861	123,413	0	123,413	0	1,073,587	0.0%
Kingsley	99,723	235,800	186,060	0	186,060	0	1,602,913	0.0%
Lynnfield	27,239	46,639	29,638	0	0	29,638	1,214,088	2.4%
Owton Manor	69,170	20,220	42,533	0	42,533	0	929,758	0.0%
Rift House	27,126	45,546	40,150	0	18,829	21,321	641,089	3.3%
Rossmere	7,960	42,171	72,195	0	35,910	36,285	1,185,702	3.1%
Sacred Heart	126,538	112,511	76,663	0	0	76,663	1,380,032	5.6%
St Aidans	58,014	35,888	70,598	0	45,091	25,507	1,011,899	2.5%
St Begas	(38,631)	(81,639)	(58,139)	(58,139)	0	0	553,339	0.0%
St Cuthberts	32,959	42,221	35,761	0	3,500	32,261	879,290	3.7%
St Helens	52,923	70,803	93,697	0	58,000	35,697	920,753	3.9%
St John Vianney	95,642	52,415	90,149	0	90,149	0	762,590	0.0%
St Josephs	135,424	98,831	21,840	0	0	21,840	627,667	3.5%
St Teresa's	70,971	110,400	74,297	0	58,000	16,297	977,322	1.7%
Stranton	83,919	1,255	31,378	0	0	31,378	970,438	3.2%
Throston	103,729	151,496	99,770	0	95,147	4,623	1,209,060	0.4%
Ward Jackson	137,523	99,404	75,155	0	67,027	8,128	550,351	1.5%
West Park	104,013	75,213	70,696	0	32,231	38,465	986,535	3.9%
West View	100,750	136,964	74,476	0	74,476	0	1,187,015	0.0%
Total Primary	2,361,282	2,200,374	2,097,236	(58,139)	1,377,637	777,738	28,427,325	2.7%
SECONDARY								
Brierton	652,674	132,266	0					
Dyke House	356,533	807,691	421,214	0	421,214		4,766,843	0.0%
English Martyrs	244,564	126,886	120,814	0	120,814		7,383,336	0.0%
High Tunstall	296,482	182,612	458,055	0	458,055		5,227,926	0.0%
Manor College	(215,833)	94,684	235,544	0	229,000	6,544	5,180,475	0.1%
St Hilda's	304,846	271,336	106,909	0	106,909		3,802,685	0.0%
Total Secondary	1,639,266	1,615,475	1,342,536	0	1,335,992	6,544	26,361,265	0.0%
SPECIAL								
Catcote	2,158	27,434	711	0	711	0	1,806,332	0.0%
Springwell	104,304	24,330	81,659	0	47,500	34,159	1,169,840	2.9%
Total Special	106,462	51,764	82,370	0	48,211	34,159	2,976,172	1.1%
NURSERY								
Seaton Nursery	15,992	14,157	37,124	0	37,000	124	227,008	0.1%
Total Nursery	15,992	14,157	37,124	0	37,000	124	227,008	0.1%
TOTAL BALANCES	4,123,002	3,881,770	3,559,266	(58,139)	2,798,841	818,564	57,991,770	1.4%

8.1 Appendix 1 / M

Adult and Community Services - Contingency

Budget heading/ Cost Centre	Cost Centre Code	Description	Risk Probability	Value included in contingency (based on risk probability)	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	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	Contingency fully utilised for day centre placements within this cost centre
Total Contingency				55	45	

8.1 Appendix 1 / M

Chief Executive's Department - Contingency

Budget heading/ Cost Centre	Cost Centre Code	Description	Risk Probability	Value included in contingency (based on risk probability)	Outturn Use of Contingency	Comments
External Audit Fees	23581	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	There has been no indication from the Audit Commission that fees will be increased.
		Total Contingency		11	0	

8.1 Appendix 1 / M

Children's Services - Contingency

Budget heading/ Cost Centre	Cost Centre Code	Description	Risk Probability	Value included in contingency (based on risk probability)	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	This contingency has been deferred until 2010/11.
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	42	A Reserve was created at year end for this £42k as there may be a requirement to utilise some or all of this to fund Community Facility deficits brought forward from 2009/10 and/or during 2010/11.
		Total Contingency		105	42	

8.1 Appendix 1 / M

Neighbourhood Services - Contingency

Budget heading/ Cost Centre	Cost Centre Code	Description	Risk Probability	Value included in contingency (based on risk probability)	Outturn Use of Contingency	Comments
0		This increase is almost certain because of the collapse in the recycling market	High	30	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	43	Tender price was as high as anticipated therefore funding will be required.
		Total Contingency		73	73	

8.1 Appendix 1 / M

Regeneration and Planning - Contingency

Budget heading/ Cost Centre	Cost Centre Code	Description	Risk Probability	Value included in contingency (based on risk probability)	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	
Community Safety	12064	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	38	
SLA Waiting List Management	27071	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	60	
Total Contingency				119	119	
Total all departments				363	279	

AREA BASED GRANT

8.1 Appendix 1 / N

REVENUE FINANCIAL OUTTURN REPORT 2009/2010

Line No	Latest Budget	Outturn	Variance Adverse/ (Favourable)	Description of Project/Grant	Amount Rephased to 2010-2011	Amount Contributed Corporate Reserve
Col. A	Col. B	Col. C	Col. D (D=C-B)	Col. E	Col. F	Col. G (G=D-F)
	£'000	£'000	£'000		£'000	£'000
Adult & Community Services						
1	30	30	0	Supporting People Projects	0	0
2	149	128	(21)	Supporting People Administration	0	21
3	261	244	(17)	Adult Social Care Workforce	0	17
4	480	481	1	Carers (80% Adult)	0	(1)
5	164	163	(1)	Learning & Disability Development Fund	0	1
6	99	94	(5)	Local Involvement Networks (LINKS)	4	1
7	119	93	(26)	Mental Capacity Act & Indepnt Mental Capacity Adv Service	0	26
8	344	341	(3)	Mental Health	0	3
9	322	322	0	Preserved Rights	0	0
10	46	44	(2)	WNF - Mobile Maintenance	2	0
				WNF - Mental Health Dev & NRF Supp Nwork, MIND Mgr &		
11	91	91	0	NDC Supp Nwork	0	0
12	20	20	0	WNF - Integrated Care Teams - PCT	0	0
13	25	25	0	WNF - Connected Care - Manor Residents	0	(0)
14	51	51	0	WNF - Skills to Work HBC	0	0
15	10	9	(1)	WNF - Economic Impact Evaluation of the Tall Ships	1	0
16	44	44	0	WNF - Belle Vue Sports	0	0
17	28	27	(1)	WNF - Exercise Referral	1	0
Chief Executives						
18	40	37	(3)	WNF - Financial Inclusion - HBC	3	0
Corporate						
19	0	0	0	Climate Change	0	0
Childrens Services						
20	31	31	0	14-19 Flexible Funding Pot	0	0
21	90	61	(29)	Care Matters	0	29
22	99	99	0	Carers (20%)	0	0
23	223	223	0	Child and Adolescent Mental Health Service	0	0
24	17	17	0	Child Death Review Processes	0	0
25	42	42	0	Children's Social Care Workforce	0	0
26	395	395	0	Children's Fund	0	0
27	25	25	0	Choice Advisors	0	0
28	1,106	1,063	(43)	Connexions	0	43
29	6	6	0	Designated Teacher Funding	0	0
30	69	55	(14)	Education Health Partnerships	15	(1)
31	18	45	27	Extended Rights to Free Transport	0	(27)
32	477	477	0	Extended Schools Start Up costs	0	0
33	404	386	(18)	Positive Activities for Young People	0	18
34	68	68	0	Secondary National Strategy - Behaviour & Attendance	0	0
35	108	108	0	Secondary National Strategy - Central Co-ordination	0	0
36	72	72	0	Primary National Strategy - Central Co-ordination	0	0
37	287	287	0	School Development Grant	0	0
38	42	42	0	School Improvement Partners	0	0
39	26	26	0	School Intervention Grant	0	0
40	7	0	(7)	Sustainable Travel	7	0
41	144	147	3	Teenage Pregnancy Prevention	0	(3)
42	2	2	0	Child Trust Fund	0	0
43	410	410	0	WNF Primary / Secondary Schools Direct Funding	0	0
44	51	51	0	WNF Education Business Links	0	0
45	0	0	0	WNF NAP North Flexible Fund	0	0
46	41	41	0	WNF New Initiatives	0	0
47	5	5	0	WNF Project Co-ordination	0	0
48	51	51	0	WNF On-Track Project	0	0
49	89	89	0	WNF - Reducing Childhood Obesity	0	0
50	60	60	0	14 - 19 Reform Support	0	0
Neighbourhood Services						
51	184	197	13	Road Safety Grant	0	(13)
52	30	30	0	Rural Bus Subsidy	0	0
53	38	28	(10)	School Travel Advisers	0	10
54	66	66	0	WNF Schools Environmental Action Officer	0	0
55	159	158	(1)	WNF Environmental Enforcement Wardens	1	0
56	109	109	0	WNF Environmental Action Team	0	0

AREA BASED GRANT

8.1 Appendix 1 / N

REVENUE FINANCIAL OUTTURN REPORT 2009/2010

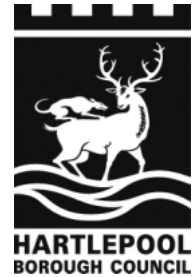
Line No	Latest Budget	Outturn	Variance Adverse/ (Favourable)	Description of Project/Grant	Amount Rephased to 2010-2011	Amount Contributed Corporate Reserve
Col. A	Col. B	Col. C	Col. D (D=C-B)	Col. E	Col. F	Col. G (G=D-F)
	£'000	£'000	£'000		£'000	£'000
	Regeneration & Planning					
57	47	42	(5)	Cohesion	5	0
58	307	290	(17)	Stronger Safer Communities Fund (Neighbourhood Element)	17	0
				Stronger Safer Communities Fund (BSC,ASB & DPSG Elements)	0	0
59	182	182	0	Young People Substance Misuse Partnership	0	0
60	40	40	0	WNF - Connect To Work	0	0
61	36	23	(13)	WNF - Adventure Traineeship - West View Project	13	0
62	40	40	0	WNF - Employment Support - Hartlepool MIND	0	0
63	51	51	0	WNF - Support for existing businesses to expand	0	0
64	57	57	0	WNF - Active Skills - West View Project	0	0
65	26	26	0	WNF - Career Coaching - HVDA	0	0
66	37	37	0	WNF - Level 3 Progression - HCFE	0	0
67	83	83	0	WNF - Administration of LLP	0	0
68	4	4	0	WNF - Support for adults into Skills for Life and NVQ Level 2 courses including Citizenship Learning	0	0
69	62	62	0	(6) WNF - Safer Streets & Homes, Target Hardening	3	3
70	187	181	0	WNF - Dordrecht Prolific Offenders Scheme	0	0
71	131	131	0	WNF - Project Assistant	0	0
72	26	26	0	WNF - ASB Officer & Analyst	0	0
73	71	71	0	WNF - COOL Project	0	0
74	67	67	0	(1) WNF - FAST	1	0
75	194	193	0	WNF - Landlord Accreditation Scheme	0	0
76	10	10	0	WNF - LIFE - Fire Brigade	0	0
77	34	34	0	WNF - Neighbourhood Policing	0	0
78	200	200	0	WNF - HMR - Support for Scheme Delivery	0	0
79	123	123	0	WNF - Community Empowerment Network Core Costs	0	0
80	140	140	0	WNF - Community Chest	0	0
81	90	90	0	(80) WNF - NAP Residents Priorities	79	1
82	237	157	0	WNF - NAP Development	0	0
83	40	40	0	WNF - Neighbourhood Renewal/Hartlepool Partnership	0	0
84	96	96	0	WNF - NR & Strategy Officer (including Skills & Knowledge)	0	0
85	53	53	0	WNF - Local Employment Assistance - OFCA	0	0
86	47	47	0	WNF - Jobsmart - HBC	0	(2)
87	32	34	2	WNF - Youth into employment - Wharton Trust	0	0
88	39	39	0	WNF - Introduction to construction - Community Campus	0	0
89	16	16	0	WNF - Women's Opportunities	0	(3)
90	74	77	3	WNF - Enhancing Employability	0	0
91	9	9	0	WNF - Homelessness Project	0	0
92	159	159	0	WNF - Carers into Training and Employment - Hpool Carers	0	0
93	46	46	0	WNF - Targeted Training	0	0
94	122	122	0	(1) WNF - Jobs Build	0	1
95	80	79	0	WNF - Workroute ILM	0	(0)
96	240	240	0	(1) WNF - Progression to Work - Assisting local people into work	0	1
97	275	274	0	WNF - Volunteering into Employment - HVDA	0	0
98	100	100	0	WNF - Community Employment Outreach - OFCA/Wharton	0	0
99	215	217	2	Annexe/West View Employment Action Centre	0	(2)
				WNF - Job Club Owton Manor West Neighbourhood Watch & Resident's Association	0	0
100	41	41	0	WNF - West View Project	0	(0)
101	37	37	0	WNF - Hartlepool Worksmart - Improving the Employment	0	0
102	28	28	0	Offer	0	0
				WNF - Incubation Systems and Business Skills Training	0	0
103	274	273	(1)	HBC/OFCA	0	1
104	20	21	1	WNF - Business & Tourism Marketing	0	(1)
105	8	8	0	WNF - Family Case Load Workers	0	0
106	13	13	0	WNF - Programme Management	0	0
107	0	0	0	WNF Burn Valley Residents Priority Budget	0	0
108	400	400	0	Jobs and Economy	0	0
109	60	0	(60)	Statutory Economic Assessments	60	0
	12,380	12,045	(335)	TOTAL	213	122

317 Core Projects funded from ABG - Corporate

12,697

SCRUTINY CO-ORDINATING COMMITTEE

3rd September 2010



Report of: Chief Finance Officer

Subject: CAPITAL AND ACCOUNTABLE BODY OUTTURN
2009/2010

SUMMARY

1. PURPOSE OF REPORT

- 1.1 To provide details of the Council's 2009/2010 Capital and Accountable Body Outturn.

2. CONSIDERATION OF ISSUES

- 2.1 A separate report has not been prepared for your Committee as a comprehensive report will be submitted to Cabinet on 6th September, 2009 (**Appendix 1**).
- 2.2 The contents page detailed on page 1 of the main report summarises the issues detailed in this report.

3. RECOMMENDATIONS

- 3.1 Members consider the report.

CABINET REPORT

6th September, 2010



Report of: Chief Finance Officer

Subject: CAPITAL AND ACCOUNTABLE BODY
PROGRAMME OUTTURN REPORT 2009/2010

SUMMARY

1. PURPOSE OF REPORT

- 1.1 To provide details of the Council's overall Capital outturn for 2009/2010 and the Spending Programmes where the Council acts as the Accountable Body.
- 1.2 The report considers the following areas: -
- Capital Monitoring
 - Accountable Body Programme Monitoring

2. SUMMARY OF CONTENTS

- 2.1 The report provides detailed outturn reports for Capital for each Portfolio along with an outturn for the spending programmes where the Council acts as the Accountable Body.

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 6th September, 2010.

6. DECISION(S) REQUIRED

- 6.1 Cabinet is asked to note the report.

Report of: Chief Finance Officer

Subject: CAPITAL AND ACCOUNTABLE BODY
PROGRAMME OUTTURN REPORT 2009/2010

1. PURPOSE OF REPORT

- 1.1 To provide details of the Council's overall Capital outturn for 2009/2010 and the Spending Programmes where the Council acts as the Accountable Body.
- 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	5
7.	Community Safety & Housing Portfolio	7
8.	Culture, Leisure & Tourism Portfolio	8
9.	Regeneration & Economic Development Portfolio	9
10.	Transport and Neighbourhood Portfolio	10
11.	Finance & Performance Management Portfolio	11
12.	Recommendations	13
Appendix A	Capital Monitoring Summary	14
Appendix B	Accountable Body Monitoring Summary	15
Appendices C-H & J	Detailed Spend by Portfolio	16-23 & 25
Appendix I	Accountable Body Revenue Monitoring	24

- 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 Details of the Capital outturns are summarised at **Appendix A**. In overall terms total expenditure amounted to £25,938,000, compared to the annual budget of £46,158,000, with £20,217,000 rephased to 2010/2011, resulting in a favourable variance of £3,000.
- 3.2 Expenditure to be rephased to 2010/2011 by portfolio is as follows:

Portfolio	£'000
Adult & Public Health Service (see section 5.1)	1,421
Children's Services (see section 6.1)	8,462
Community Safety & Housing (see section 7.1)	3,408
Culture Leisure & Tourism (see section 8.1)	1,434
Regeneration and Economic Development (see section 9.1)	623
Transport & Neighbourhood (see section 10.1)	2,479
Finance & Performance Management (see section 11.1)	2,390
Total	20,217

- 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 actual capital expenditure as at 31st March, 2010 and shows:

Column A - Scheme Title
 Column B - Budget for Year
 Column C - Actual expenditure to 31st March, 2010
 Column D - Expenditure Rephased into 2010/2011

Column E - 2009/2010 Total Expenditure
 Column F - Variance from Budget
 Column G - 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)

- 4.1.1 The total spent by NDC including grants and contributions from the Council's own resources was £3,013,000.
- 4.1.2 Capital expenditure was £1,037,000 compared to the approved budget of £1,037,000. Detailed reports showing individual schemes are included in **Appendix J, Table 2**.
- 4.1.3 Revenue Expenditure was £1,976,000 against a budget of £2,211,000 with £235,000 being rephased to 2010/2011. Detailed reports showing individual schemes are included in **Appendix I, Table 1**.

5. ADULT AND PUBLIC HEALTH SERVICE PORTFOLIO

5.1 Capital Outturn 2009/10

- 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 £1,891,000, compared to the approved budget of £3,312,000. A total of £1,421,000 has been rephased into 2010/2011. The following items are brought to the Portfolio Holder's attention:-
- 5.1.3 The Adult Education Service holds a number of ring-fenced capital grant budgets. A total of £55,000 will be rephased to support future capital expenditure within the Adult Education Service.
- 5.1.4 A total of £85,000 will be rephased pending the demolition of the Blakelock Day Centre.
- 5.1.5 Funding has been now been identified to convert the Havelock Day Centre into a Centre for Independent Living. A total of £370,000 was identified in 2009/2010 and will be rephased into 2010/2011. This will

be supplemented by £121,000 of grants carried forward in revenue reserves that will be transferred to capital (by RCCO) in 2010/2011.

- 5.1.6 Expenditure on the Mental Health Projects scheme had been put on hold pending completion of a major review of mental health day services. This review is now coming to a close and future plans will require utilisation of this funding (£403,000) in 2010/2011.
- 5.1.7 The Campus Re-provisioning scheme was expected to span financial years. £430,000 will be rephased into 2010/2011 to support future capital expenditure.

6. CHILDREN'S SERVICES PORTFOLIO

6.1 Capital Outturn 2009/10

- 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 Total expenditure for 2009/2010 amounted to £5,758,000, compared to the approved budget of £14,225,000. A total of £8,462,000 has been rephased into 2010/2011. The following items are brought to the Portfolio Holder's attention:-
- 6.1.3 The contingency element of the Contact Point Enablement/Integrated Children's Systems Project (£175,000) that would have been funded by Unsupported Corporate Prudential Borrowing is no longer required. The budget has been amended accordingly.
- 6.1.4 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. At outturn a total of £120,000 will be rephased into the next financial year.
- 6.1.5 Owing to the timing of the following schemes being added to the capital programme the following budgets will be rephased into 2010/2011:-
- Brierton Transport Interchange (£190,000),
 - Brinkburn Pool Access Works and Hoist (£65,000),
 - Eldon Grove Creation of Additional Teaching Space (£500,000),
 - Holy Trinity Outdoor Area (£85,000),
 - Lynnfield Improvement of Teaching Space (£120,000),
 - Rift House Internal Reorganisation (£100,000) and
 - Springwell Covered Link Way (£22,000).

- 6.1.6 Though work on the following schemes has progressed the following budgets will be rephased into 2010/2011 as the work had not been completed at outturn:-
- Education Development Centre Roof Enhancement (£23,000),
 - Fens Outdoor Educational Area for Foundation unit (£14,000),
 - Golden Flatts Resource Learning Centre (£15,000),
 - Kingsley Extension to Children's Centre (£14,000),
 - Rossmere Youth Centre Boiler Replacement (£55,000),
 - Springwell Pool Replacement (£11,000),
 - St Hilds Space to Learn (£862,000),
 - Stranton Caretaker's Bungalow Floor Replacement (£14,000),
 - Sure Start Central Café Extension (£18,000), and
 - Sure Start North Café Extension (£37,000).
- 6.1.7 The following devolved school budgets and central budgets that currently do not fund specific projects will also be rephased into 2010/2011 where the funding conditions allow this:-
- Aiming High For Disabled Children Grant (£18,000),
 - Children's Centre Maintenance (£16,000),
 - City Learning Centre Equipment Purchases (£65,000),
 - Computers for Pupils (£218,000),
 - Schools Devolved Formula Capital (£628,000),
 - Dyke House ICT Equipment Budget (£73,000),
 - Harnessing Technology Grant (£36,000),
 - High Tunstall Equipment Budget (£28,000),
 - School Travel Plans (£66,000),
 - Emergency Response – Contingency (£20,000), and
 - Unallocated Modernisation, Access, RCCO (£79,000).
- 6.1.8 Grant was received in 2009/2010 for the improvement of the Integrated Children's System (ICS) and as previously reported the Department for Children Schools and Families (DCSF) allowed underspends on other specifically funded schemes to be retained to support the improvement of the ICS. £45,000 will be rephased into 2010/2011 to continue to support improvements for the ICS.
- 6.1.9 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.
- 6.1.10 Work on the Hart Primary Fire Alarm replacement was delayed owing to access arrangements at the school. It was agreed that work would progress during the Easter Holidays so the budget of £20,000 has been rephased into 2010/2011.

- 6.1.11 Replacement of Gas Interlocks has also been delayed at various schools owing to access arrangements at the schools. The budget of £30,000 will be rephased to 2010/2011.
- 6.1.12 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 £3,197,000 and £1,367,000 respectively will be rephased into 2010/2011. However, it should be noted that the recent change in government has meant that the security of this PCP funding is increasingly uncertain.
- 6.1.13 There is also £90,000 earmarked for Phase 2 of redevelopment works at Carlton Outdoor Centre. This will be rephased until Phase 2 works have been determined.
- 6.1.14 A total of £34,000 will be rephased relating to completed schemes where the final account has not yet been agreed or is disputed but where the Local Authority believes costs have been met.

7. COMMUNITY SAFETY AND HOUSING PORTFOLIO

7.1 Capital Outturn 2009/10

- 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 £8,137,000 compared to the approved budget of £11,544,000, with £3,408,000 rephased into next year.
- 7.1.3 The main items to bring to the Portfolio holders attention are:

Community Safety Car Parks is a scheme for which funding was initially allocated in the previous year and has been carried forward to fund various improvements to car parks to bring them up to the community safety standard. After some initial delays this scheme is now underway and will be fully spent in 2010/11.

The North Central Hartlepool Housing Regeneration scheme is showing a rephased amount of £767,000. This relates to Housing and Communities Agency funding received in advance of the planned expenditure occurring in 2010/2011.

The Acquisition of Crown House is showing a rephased amount of £98,000. This is owing to delays in acquiring the property which has meant that the demolition will now take place in 2010/2011.

The New Community Housing Scheme (Seaton Lane, Charles Street Phase 1 is now substantially underway and will be completed in 2010/2011. The rephased amounts of £261,000 and £328,000 relate to grant funding carried forward to fund costs in 2010/2011. Charles Street Phase 2 and Kipling Road were planned to be progressed in 2010/11.

The Preventing Repossession Fund project relates to £20,000 grant funding received close to the financial year end and will therefore be spent in 2010/2011.

8. CULTURE, LEISURE AND TOURISM PORTFOLIO

8.1 Capital Outturn 2009/10

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 £1,672,000, compared to the approved budget of £3,106,000. The following items are brought to the Portfolio Holder's attention:-

8.1.3 A total of £1,434,000 has been rephased into 2010/2011 including the following schemes: -

- 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.
- The Greyfields Junior Sports Pitches Scheme has been delayed owing to bad weather. £76,000 has been rephased into 2010/2011.
- Mill House Leisure Centre Combined Heating & Power Unit and Internal Door work will began in March but there was only £18,000 of expenditure at outturn. Therefore £168,000 will be rephased into 2010/2011. At outturn the work on the Mill House Changing Village had not been completed and £122,000 has been rephased into 2010/2011.
- Works at the Owton Manor Branch Library Roof did not begin until late March 2010 owing to the late approval of the scheme and agreeing access arrangements. No expenditure had been incurred at outturn and the budget of £31,000 has been rephased into 2010/2011.
- The Owton Manor Community Centre Boiler replacement was delayed as the original prices quoted were higher than expected.

The scheme had to be redesigned and the budget (£35,000) is to be rephased into 2010/2011.

- The Playbuilder, Jutland Road Play Area and Greatham Play Area Schemes have been delayed owing to bad weather. Though much of the equipment for these Play Areas has now been purchased, installation works will not be completed until 2010/2011. A total of £263,000 has been rephased to complete these schemes.
- Rossmere MUGA & Skatepark is a major grant scheme. The delivery plan is now complete but work on site did not start until April 2010. Therefore £464,000 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 was not be required in 2009/2010 and the budget of £30,000 will be rephased into 2010/2011.
- Skateboard Park budget is being held pending possible need for further funding at the Rossmere MUGA & Skatepark in 2010/2011. Therefore an additional £70,000 will be rephased into the next financial year.
- The Wingfield Castle Vehicle Deck Replacement had not been completed at outturn owing to bad weather. £93,000 has been rephased into 2010/2011.

9. REGENERATION AND ECONOMIC DEVELOPMENT PORTFOLIO

9.1 Capital Outturn 2009/10

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 £1,023,000 compared to the approved budget of £1,646,000, with £623,000 rephased expenditure. The main items included with the rephased amount are:

- The £96,000 rephased relating to Economic Development Industrial and Commercial grants is owing to long lead in time from the point of each grant being approved to the works being completed. This budget is now committed with the various grants being at different stages of the process.
- The Regeneration Match Funding rephased amount of £108,000 represents the amount set aside to contribute to future match funded grant schemes.

- Seaside Grant Funding £200,000 was received late in the financial year and will be spent in 2010/2011 as part of the Seaton Carew Master Plan, which is currently being prepared.

10. TRANSPORT AND NEIGHBOURHOOD PORTFOLIO

10.1 Capital Outturn 2009/10

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 £4,998,000 compared to the approved budget of £7,476,000 with £2,479,000 of expenditure rephased into 2010/2011. The overall outturn position is within budget. There are a number of underspends which offset the overspends on individual schemes. The following items are brought to the Portfolio Holder's attention:-

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 (£96,000)
- Travel Plans – Promotional Materials (£15,000)
- Sustainable Travel Awareness (£6,000)
- Road Safety Education and Training (£24,000)
- Other Bridge Schemes (£40,000)
- Safer Routes to Schools (£28,000)
- LTP General (£22,000)
- Highways Works Other Schemes (£40,000)
- LTP Monitoring (£15,000)
- LTP3 Development (£15,000)
- Structural Repairs to Wall Adjoining Highway (£60,000)
- Various resurfacing schemes and footway reconstruction works (£189,000)
- Non Adopted Highways Areas (£26,000)
- Access to Briarfields (£20,000)

10.1.4 The Hartlepool Transport Interchange contractor is on site and expected to be completed in 2010/2011. Therefore £727,000 of the current years budget has been rephased into the next financial year.

10.1.5 The Council's contribution towards the Anhydrite Mine will involve monitoring of the site in future years. The rephased budget

(£171,000) represents the amount set aside to cover the cost of this work. This contribution made by the Council was a condition of the grant funding previously received for this scheme.

- 10.1.6 Hartlepool Marina Landscaping works are continuing with £34,000 rephased into 2010/2011 when the works will be completed.
- 10.1.7 Tesco's Roundabout Area Highways Improvements have been rescheduled for 2010/2011 following the decision not to proceed with signalisation. £39,000 will be rephased into the next financial year and alternative highways improvements are now being planned.
- 10.1.8 Remedial works and Turning Heads (car turning areas) will not be completed at the Primary Health Care Centre until 2010/2011. Therefore £18,000 has been rephased into the next financial year.
- 10.1.9 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 £92,000 and £65,000 respectively has been rephased into 2010/2011.
- 10.1.10 There are a number of variances on individual carriage resurfacing and reconstruction schemes, which are all 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.
- 10.1.11 The Waste Performance Efficiency project relates to grant funding provided by DEFRA. The rephased amount of £97,000 is the amount planned to be spent in 2010/11 following preparation of a business case and consultation with service providers.
- 10.1.12 Included within the budget for the Construction of the Saltbarn is an RCCO of £32,000 which was required to fund the adverse variance on this scheme. This variance arose as a result of additional cabling costs following access problems from adjacent land.

11. FINANCE AND PERFORMANCE MANAGEMENT PORTFOLIO

11.1 Accountable Body Revenue Outturn 2009/2010

- 11.1.1 The Council acts as Accountable Body for New Deal for Communities. Details of outturn against the approved revenue budgets are summarised at Appendix B. Actual expenditure amounted to £1,976,000 compared to anticipated expenditure of £2,211,000 resulting in a favourable variance of £235,000.
- 11.1.2 New Deal for Communities has the flexibility for individual project expenditure in year to be brought forward or rephased to following years, and therefore the £235,000 variance will be used in 2010/11.

Next year is the final year of New Deal for Communities, so all rephased expenditure will be utilised. The following items are brought to members attention.

- 11.1.3 The Children's Learning and Activities Project has not spent the New Deal for Communities allocation in 2009/2010, therefore the £25,000 has been rephased to 2010/2011.
- 11.1.4 A member of staff working on the Community Development Workers Project and Evaluation Project left the Authority during the year and was not replaced. The budgets of £33,000 and £28,000 have been rephased to 2010/2011 to extend the contract of the Evaluation Manager.
- 11.1.5 The Community Learning Centre at Lynnfield did not need the funding in 2009/2010 as they received funding from another source which had to be spent in year. New Deal for Communities Project Board agreed to rephase their contribution of £53,000 to 2010/2011.
- 11.1.6 The Crime Premises Project recharged other projects located within 173 York Road, meaning that expenditure was lower than anticipated, and £49,000 has been rephased to 2010/2011.
- 11.1.7 The Management and Administration Project and the Neighbourhood Management Project made efficiency savings throughout the year which resulted in a favourable variance of £21,000 and £36,000 respectively. This has been rephased to 2010/2011.
- 11.1.8 The Raising Aspirations Project is run by the Child and Adult Services Department and the funding is claimed on an academic year basis. The £47,000 underspend is in relation to the 2009/2010 academic year and has been rephased to 2010/2011.

11.2 Capital Outturn 2009/10

- 11.2.1 **Appendix J, Table 1 Resources** – Actual expenditure amounted to £2,459,000, compared to the approved budget of £4,849,000. A total £2,390,000 has been rephased to 2010/11. The following items are brought to Members attention.
- 11.2.2 The Civic Centre Access Control System project and the Civic Centre Ramp project specifications are still being finalised, so the budgets of £72,000 and £29,000 respectively have been rephased to 2010/2011.
- 11.2.3 At outturn the Municipal Buildings were in the process of being sold to the Cleveland College of Art and Design and the boiler replacement scheme may now not go ahead. The budget of £85,000 has been rephased to 2010/2011 pending a decision on this.

- 11.2.4 As part of the 2006/2007 Budget Strategy, Members approved the creation of a budget to be used to fund IT investments intended to produce savings which would contribute towards the overall efficiency target. The investment had to be repaid within a seven year period. This fund has not yet been utilised, and the £500,000 has been rephased to 2010/2011.
- 11.2.5 Individual projects within the following funding streams have not progressed in 2009/2010, so have been rephased to 2010/2011:-
- Corporate Planned Maintenance (£42,000)
 - Health and Safety (£125,000)
 - SCRAPT (£166,000).
- 11.2.6 Owing to timing of the following schemes being added to the capital programme, no expenditure has been incurred, and the following budgets will be rephased into 2010/2011:-
- Sir William Gray House – Fire Alarm (£50,000)
 - Ramp Access (£40,000)
 - Installation of School Kitchen Equipment (£215,000)
 - Lynn Street – Electrical Installation (£55,000)
 - Lynn Street – Re-roof (£40,000).
- 11.2.7 Though work on the following schemes has progressed, the following budgets will be rephased into 2010/2011 as the work had not been completed at outturn:-
- Civic Centre Refurbishment (£350,000)
 - IT Projects (£57,000)
 - Corporate Planned Maintenance – DDA Works (£71,000)
 - Rossmere Youth Centre Roof Replacement (£63,000)
- 11.2.8 **Appendix J, Table 2 New Deal for Communities** – Actual expenditure amounted to £1,037,000, compared to the approved budget of £1,037,000.
- 11.2.9 There are no items to bring to Portfolio Holders attention.

12. RECOMMENDATIONS

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

8.2 Appendix 1 / A

CAPITAL MONITORING REPORT TO 31ST MARCH 2010

Line No	Portfolio	2009/10 Budget	2009/10 Actual to 31/12/2009	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. F	Col. G (G=D+E+F) £'000	Col. H (H=G-C) £'000
		£'000	£'000	£'000		
1	Adult & Public Health Services	3,312	1,891	1,421	3,312	0
2	Children's Services	14,225	5,758	8,462	14,220	(5)
3	Community Safety & Housing	11,544	8,137	3,408	11,545	1
4	Culture, Leisure & Tourism	3,106	1,672	1,434	3,106	0
5	Finance & Performance Management	4,849	2,459	2,390	4,849	0
6	Regeneration & Economic Development	1,646	1,023	623	1,646	0
7	Transport & Neighbourhood	7,476	4,998	2,479	7,477	1
8	Total Capital Expenditure	46,158	25,938	20,217	46,155	(3)

8.2 Appendix 1 / B

ACCOUNTABLE BODY PROGRAMMES - REPORT TO 31ST MARCH 2010

Line No	Accountable Body Programme	Actual Position 31/3/10		
		2009/10 Budget	2009/10 Actual Expenditure/(Income)	Variance: Adverse/ (Favourable)
Col. A	Col. B	Col. C	Col. D	Col. E = (E=D-C)
		£'000	£'000	£'000
	<u>TABLE 1 - New Deal for Communities</u>			
1	Revenue Projects	2,211	1,976	(235)
2	Capital Projects	1,037	1,037	0
3	Total New Deal for Communities	3,248	3,013	(235)

CAPITAL MONITORING REPORT PERIOD ENDING 31st MARCH 2010

Project Code	A Scheme Title	B	C	D	E	F	G
		2009/2010 Budget £'000	2009/2010 Actual as at 31/03/10 £'000	Expenditure Rephased into 2010/11 £'000	C+D 2009/2010 Total Expenditure £'000	E-B 2009/2010 Variance from budget £'000	Type of financing
7622	Adult Education - Capital Equipment Replacement	37	0	37	37	0	GRANT
7441	Adult Education - Neighbourhood Learning in Deprived Communities Fund	4	0	4	4	0	GRANT
7531	Adult Education - Office Accom	14	0	14	14	0	GRANT
7983	Blakelock Day Centre Demolition	115	30	85	115	0	caprec
7229	Cemetery Flooding Works	13	0	13	13	(0)	UDPB
7234	Chronically Sick & Disabled Adaptations	157	148	9	157	0	Mix
8108	Havelock Centre for Independent Living	370	0	370	370	0	MIX
7481	Improving Information Management (IIM) Social Care IT Infrastructure	34	25	9	34	0	Grant
7351	Improving Information Management (IIM) Systems	3	3	0	3	0	GRANT
7616	Learning Disability - Extra Care Housing	7	7	0	7	0	GRANT
7578	Lynn Street ATC Demolition	11	0	11	11	0	RCCO
7869	Masefield Road (NDNA Accommodation)	31	31	0	31	0	MIX
7389	Mental Health Projects	403	0	403	403	0	SCE(R)
8091	North Cemetery Improvements to Entrance	26	0	26	26	0	UCPB
7028	Orwell Walk Extra Care Housing for Older People	1,497	1,497	0	1,497	0	Grant
7723	Resettlement Capital Works - Campus Re-provisioning	580	150	430	580	0	GRANT
tba	Waverly Terrace Allotments - Composting Toilets	10	0	10	10	0	RCCO
		3,312	1,891	1,421	3,312	(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 MARCH 2010

Project Code	A Scheme Title	B	C	D	E	F	G
		2009/2010 Budget £'000	2009/2010 Actual as at 31/03/10 £'000	Expenditure Rephased into 2010/11 £'000	C+D 2009/2010 Total Expenditure £'000	E-B 2009/2010 Variance from budget £'000	Type of financing
n/a	Aggregate Value of Schemes less than £1,000	3	3	0	3	0	MIX
8075	Aiming High for Disabled Children	54	36	18	54	0	GRANT
7109	Brierton - Alterations re Dyke House Decant	760	640	120	760	0	MIX
8117	Brierton Site - Transport Interchange	190	0	190	190	0	MIX
8103	Brinkburn Pool - Access and Hoist	65	0	65	65	0	RCCO
8070	Brinkburn Pool - Motorised Pool Cover	10	10	0	10	0	RCCO
8053	Brougham - Replace Boiler	20	20	0	20	0	GRANT
7597	Bush Babies - Outside Play Area	23	23	0	23	0	MIX
8001	Capital Grants to External Nurseries (Early Years)	51	51	0	51	0	GRANT
7032	Carlton Outdoor Centre - Purchase of Minibus	22	20	2	22	0	MIX
7863	Carlton Outdoor Centre - Redevelopment Phase 2 (Works to be determined)	90	0	90	90	0	MIX
7979	Children's Centres - Maintenance	37	15	16	31	(6)	GRANT
7586	City Learning Centre Equipment Purchase	300	235	65	300	0	GRANT
7664	Clavering - Create New Foundation Stage Unit	8	6	2	8	0	GRANT
8055	Clavering - Window Replacement	38	39	0	39	1	GRANT
7858	Computers for Pupils	251	33	218	251	0	GRANT
7384	Devolved Capital - Various Misc Individual School Projects	1,353	725	628	1,353	0	GRANT
7575	Dyke House - ICT Equipment Purchase	73	0	73	73	0	RCCO
7108	Education Development Centre - Alterations for A2L Relocation	262	262	0	262	0	MIX
8089	Education Development Centre - Roof Replacement with enhanced roofing system	70	47	23	70	0	UCPB
8055	Education Development Centre - Window Replacement	30	23	7	30	0	UCPB
8056	Eldon Grove - Creation of Additional Teaching Space	500	0	500	500	0	MIX
7628	Eldon Grove - Major Internal Works	2	2	0	2	0	RCCO
8065	Emergency Response - Contingency	25	0	20	20	(5)	MIX
8057	Fens - Heating Replacement	24	24	0	24	0	GRANT
8058	Fens - Kitchen Roof Replacement	36	36	0	36	0	GRANT
8092	Fens - Outdoor Educational Area for Foundation Unit	92	78	14	92	0	GRANT
9004	Funding (Modernisation, Access, RCCO) Currently Unallocated	79	0	79	79	0	MIX
8071	Golden Flatts - Caretaker's Boiler Emergency Replacement	3	3	0	3	0	SCE ®
8093	Golden Flatts - Establish Nurture Area	6	0	6	6	0	GRANT
8058	Golden Flatts - Kitchen Roof Replacement	48	48	0	48	0	MIX
8082	Golden Flatts - Resource Learning Centre	30	15	15	30	0	GRANT
8051	Greatham - Roof Work Over Nursery and Hall	24	24	0	24	0	GRANT
7027	Harnessing Technology Grant	604	568	36	604	0	GRANT
8059	Hart - Create Multi-purpose Studio	120	1	119	120	0	GRANT
8068	Hart - Replace Fire Alarm System	20	0	20	20	0	GRANT
7500	High Tunstall - Refurbish Classrooms / Equipment Purchase	28	0	28	28	0	GRANT
8118	Holy Trinity - Outdoor Area	85	0	85	85	0	MIX
7814	ICT / Mobile Technology for Children's Social Workers	9	9	0	9	0	GRANT
7977	Information System for Parents & Providers Project	2	0	2	2	0	GRANT
8072	Integrated Children's System Case Management Improvement	71	26	45	71	0	GRANT
7533	Jesmond Rd - Relocate Nursery to form Foundation Unit, installation of ramps & internal works	6	0	6	6	0	MIX
7088	Jesmond Road - New Build Primary Capital Plus	3,600	403	3,197	3,600	0	MIX
7469	Kingsley - Extension to School for Children's Centre	22	8	14	22	0	GRANT
8050	Kingsley - Toilet and Window Replacement	110	114	0	114	4	GRANT
8120	Lynnfield - Improve Teaching Space	120	0	120	120	0	GRANT
8025	Lynnfield - Install Partitions	24	24	0	24	0	GRANT
7912	Manor - Replace External Doors - Improve Security	3	0	3	3	0	MIX
7426	Purchase & Install new Integrated Children's Computerised System for Children & Families	0	0	0	0	0	GRANT
8066	Replacement of Gas Interlocks	30	0	30	30	0	SCE (R)
8060	Rift House - Annexe 2 Heating	17	0	17	17	0	GRANT
8119	Rift House - Internal Reorganisation	100	0	100	100	0	MIX
7654	Rift House - Relocation of Nursery & Refurbish Existing Nursery to create a Children's Centre	6	0	6	6	0	GRANT
7928	Rift House - Resurface Car Park / Pedestrian Access	2	2	0	2	0	MIX
7088	Rossmere - Primary Capital Plus Refit	1,400	33	1,367	1,400	0	MIX
7853	Rossmere Youth Centre - Boiler Replacement	55	0	55	55	0	UCPB
7421	School Travel Plans - Develop Cycle Storage at Schools	115	49	66	115	0	GRANT
8116	Springwell - Covered Link Way	22	0	22	22	0	MIX
7917	Springwell - Install Mobile Classroom	6	6	0	6	0	MIX
8069	Springwell - Replace Pool	55	44	11	55	0	MIX
8051	Springwell - Replace Roof	51	51	0	51	0	MIX
8051	St Helens - Replace Roof	115	115	0	115	0	GRANT
7997	St Hilda's - Space to Learn	1,210	348	862	1,210	0	MIX
7597	St John Vianney Starfish Daycare Outside Play Area	31	27	4	31	0	MIX

8011	St Josephs - CCTV	2	2	0	2	0	MIX
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PORTFOLIO : CHILDREN'S SERVICES

Appendix D (cont)

CAPITAL MONITORING REPORT PERIOD ENDING 31st DECEMBER 2009

Project Code	A Scheme Title	B	C	D	E	F	G
		2009/2010 Budget	2009/2010 Actual as at 31/03/10	Expenditure Rephased into 2010/11	C+D 2009/2010 Total Expenditure	E-B 2009/2010 Variance from budget	Type of financing
		£'000	£'000	£'000	£'000	£'000	
7978	Stranton - Extension to Centre	211	213	0	213	2	MIX
7888	Stranton - Purchase & Install CCTV	2	0	2	2	0	RCCO
7763	Stranton - Replace Windows (07/08)	4	0	4	4	0	GRANT
8125	Stranton - Replace Floor Caretaker's Bungalow	35	21	14	35	0	MIX
7953	Supply and Install Mobile Classrooms	10	10	0	10	0	MIX
8023	Sure Start Central - Café Ext to Comm Facilities	62	44	18	62	0	GRANT
8007	Sure Start Central - Chatham Road Garage Conversion / Equipment	42	42	0	42	0	MIX
7388	Sure Start Central - Improvement Works at Lowthian Road	2	0	2	2	0	MIX
8023	Sure Start North - Café Ext to Comm Facilities	86	49	37	86	0	GRANT
8109	Sure Start North - Kiddykins Alterations	55	59	0	59	4	GRANT
8096	Throston - DDA Access Ramps	9	9	0	9	0	MIX
7981	Throston - Extension to school to build Children's Centre	347	347	0	347	0	GRANT
8052	Throston - Rewire School 0910 Phase	3	3	0	3	0	MIX
8055	Throston - Window Replacement	65	65	0	65	0	MIX
8067	Ward Jackson - Creation of Quiet Room	12	7	5	12	0	MIX
8061	Ward Jackson - Replacement of Roof	69	69	0	69	0	MIX
8062	West Park - Replace Heating Distribution System	26	26	0	26	0	MIX
7598	West View - Improve / Refurbish Nursery & Reception	11	0	11	11	0	GRANT
8063	West View - Replace Windows	55	50	0	50	(5)	GRANT
7463	Youth Capital Fund - Spend to be determined by Young People	65	62	3	65	0	GRANT
7089	Youth Capital Fund Plus	434	434	0	434	0	GRANT
		14,225	5,758	8,462	14,220	(5)	

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 MARCH 2010

Project Code	A Scheme Title	B	C	D	E	F	G
		2009/2010 Budget £'000	2009/2010 Actual as at 31/03/10 £'000	Expenditure Rephased into 2010/11 £'000	C+D 2009/2010 Total Expenditure £'000	E-B 2008/2009 Variance from budget £'000	Type of financing
7015	Targeted Private Housing Improvements (SRB Residual)	24	6	18	24	0	GRANT
7107	Growth Point Funded Housing	443	429	15	444	1	GRANT
7206	Community Safety Strategy Social Lighting Programme	7	0	7	7	0	UCPB
7207	Community Safety Car Parks	98	24	74	98	0	SPB
7218	Disabled Facility Grants	646	646	0	646	0	GRANT
7219	Minor Works Grants	105	108	0	108	3	GRANT
7220	Private Sector Housing Grants	355	349	2	351	(4)	GRANT
7230	North Central Hartlepool Housing Regeneration	6,238	5,471	767	6,238	0	GRANT
7231	Housing Thermal Efficiency	99	80	19	99	0	GRANT
7252	Safer Streets Initiative	47	45	3	48	1	GRANT
7368	Building Safer Communities	37	34	3	37	0	GRANT
7404	HRA Residual Expenditure	9	5	4	9	0	RCCO
7431	Community Safety Strategy	1	0	1	1	0	MIX
7878	Community Safety CCTV Upgrade	66	56	10	66	0	MIX
8083	Drug Action Team - CCTV	11	11	0	11	0	UCPB
8101	Church St Integrated Offender Management Unit refurbish basement	25	25	0	25	0	UCPB
8106	Social Housing - New Build	0	0	0	0	0	MIX
8107	Acquisition of Crown House	257	159	98	257	0	UCPB
8127	Community Housing - Charles St Phase 1	810	328	482	810	0	MIX
8128	Community Housing -Seaton Lane	1,001	261	739	1,000	(1)	MIX
8129	Community Housing -Charles St Phase 2	546	4	543	547	1	MIX
8130	Community Housing - Kipling Road	690	96	594	690	0	MIX
8155	Preventing Repossession Fund	29	0	29	29	0	GRANT
		11,544	8,137	3,408	11,545	1	

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 MARCH 2010

Project Code	A Scheme Title	B	C	D	E	F	G
		2009/2010 Budget £'000	2009/2010 Actual as at 31/03/10 £'000	Expenditure Rephased into 2010/11 £'000	C+D 2009/2010 Total Expenditure £'000	E-B 2009/2010 Variance from budget £'000	Type of financing
7110	Brougham Play Area - Playbuilder	97	48	49	97	0	MIX
7110	Burbank Play Area	51	41	10	51	0	MIX
7651	Burn Valley Park Beck	114	0	114	114	0	MIX
7110	Burn Valley Play Area	62	58	4	62	0	MIX
8074	Central Library - Community Room Lighting	7	7	0	7	0	UCPB
7046	Central Library - Revolving Door	99	99	0	99	0	MIX
8095	Central Library - Signage	7	5	2	7	0	UCPB
8094	Central Library - Toilets DDA Compliance	1	1	0	1	0	UCPB
7377	Central Library - Various Improvement Works	5	5	0	5	0	RCCO
8073	Central Library, 1st Floor Lights and Fire Alarm Adaptation	29	26	3	29	0	UCPB
7110	Clavering Play Area (Playbuilder)	78	48	24	72	(6)	MIX
7375	Countryside Development Works	14	0	14	14	0	MIX
7864	Foreshore - Replacement Lifeguard Vehicle	25	25	0	25	0	RCCO
7992	Grayfields Sports Junior Pitches	147	71	76	147	0	MIX
7213	Grayfields Sports Pavillion / Football Strategy	8	8	0	8	0	MIX
7382	Greatham Play Area Equipment	9	0	9	9	0	MIX
7996	Hartlepool Maritime Experience Entranceway	1	1	0	1	0	UCPB
8020	Hartlepool Maritime Experience Lifts	27	27	0	27	0	MIX
7110	Headland Play Area	1	1	0	1	0	MIX
7831	Jutland Road Community Centre - Internal Alterations	1	0	1	1	0	MIX
7110	Jutland Road Play Area	23	0	23	23	0	MIX
7414	Jutland Road Play Area Upgrade	65	11	54	65	0	MIX
7110	King George V Play Area	85	32	53	85	0	MIX
7110	King Oswy Play Area	51	57	0	57	6	MIX
8008	Mill House - Free Swim project	6	6	0	6	0	Grant
7047	Mill House Leisure Centre - Changing Village	695	573	122	695	0	MIX
8084	Mill House Leisure Centre Combined Heating & Power Unit	177	10	167	177	0	MIX
8019	Mill House Leisure Centre Internal Doors	9	8	1	9	0	UCPB
8021	Museum of Hartlepool Signage	2	0	2	2	0	UCPB
7887	Nicholson's Field Allotments	22	22	0	22	0	RCCO
8090	Owton Manor Branch Library - Replacement Roof	31	0	31	31	0	UCPB
7853	Owton Manor Community Centre - Replace Boiler	35	0	35	35	0	UCPB
7110	Oxford Road Play Area	52	50	2	52	0	MIX
8104	Rossmere Park - MUGA & Skatepark	466	2	464	466	0	Mix
7110	Rossmere Play Area (Playbuilder)	56	34	22	56	0	MIX
8051	Seaton Carew Community Centre Roof Replacement	70	61	9	70	0	UCPB
tba	Seaton Carew Cricket Club	30	0	30	30	0	0
7110	Seaton Carew Play Area, , Seaton Park (Playbuilder)	51	39	12	51	0	MIX
n/a	Skateboard Park	70	0	70	70	0	RCCO
7991	St Patrick's Shops Multi Use Games Area (MUGA)	1	1	0	1	0	RCCO
8011	Summerhill CCTV	14	0	14	14	0	MIX
7844	Town Moor - Develop Multi Use Games Area	63	63	0	63	0	MIX
7110	Town Moor Play Area (Playbuilder)	51	50	1	51	0	MIX
7590	Ward Jackson Car Park - Tunstall Court	76	76	0	76	0	MIX
7990	Ward Jackson Park Bandstand Shutters	4	0	4	4	0	MIX
8010	Ward Jackson Park CCTV & Lights	0	0	0	0	0	MIX
7081	Waverley Terrace Community Allotment Fencing	13	13	0	13	0	MIX
8087	Wingfield Castle Vehicle Deck Replacement	105	93	12	105	0	UCPB
		3,106	1,672	1,434	3,106	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 MARCH 2010

Project Code	A	B	C	D	E	F	G
	Scheme Title	2009/2010 Budget £'000	2009/2010 Actual as at 31/03/10 £'000	Expenditure Rephased into 2010/11 £'000	C+D 2009/2010 Total Expenditure £'000	E-B 2009/2010 Variance from budget £'000	Type of financing
7045	THI Key Buildings Headland	60	60	0	60	0	GRANT
7083	Hartlepool Business Security Fund	54	21	33	54	0	UCPB
7120	Hartlepool Active Response Team	28	19	9	28	0	GRANT
7866	Friarage Manor House	18	0	18	18	0	CAP REC
7895	Econ.Devt. - Indl & Comm - Grants to Businesses	215	119	96	215	0	UCPB
7896	BEC Toilet & Shower Facilities	49	29	20	49	0	UCPB
7897	Regeneration Match Funding	108	0	108	108	0	UCPB
8054	Victoria Buildings THI Grants	195	195	0	195	0	MIX
8076	Wharton Terrace Improvements	151	136	15	151	0	MIX
8099	Enterprise Centre New Windows	90	1	89	90	0	UCPB
8110	King Oswy Shops Improvements	19	29	0	29	10	UCPB
8113	Catcote Shops Improvements	34	1	24	25	(9)	UCPB
8114	Hartlepool College of FE Redevelopment	370	370	0	370	0	MIX
8123	Review of Strategy Study North Sands to Newburn Bridge	2	2	0	2	0	GRANT
8131	Small Retailers Partnership Grant	48	41	6	47	(1)	GRANT
8153	Seaside Grant Funding	200	0	200	200	0	GRANT
7417	Friarage Building Demolition	5	0	5	5	0	
		1,646	1,023	623	1,646	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 MARCH 2010

Project Code	A Scheme Title	B	C	D	E	F	G
		2009/2010 Budget £'000	2009/2010 Actual as at 31/03/10 £'000	Expenditure Rephased into 2010/11 £'000	C+D 2009/2010 Total Expenditure £'000	E-B 2009/2010 Variance from budget £'000	Type of financing
7044	Zebra Crossings	3	3	0	3	0	MIX
7084	Camera Partnership	46	33	14	47	1	GRANT
7095	Resurface-Cairnston North	0	3	0	3	3	GRANT
7222	Minor Works - North	18	0	18	18	0	MIX
7223	Minor Works - South	51	0	51	51	0	MIX
7224	Minor Work - Central	12	0	12	12	0	MIX
7235	Low Floor Infrastructure	36	32	3	35	(1)	SPB
7236	Bus Shelter Improvements	49	51	0	51	2	SPB
7237	Cycling-Cycle Routes General	152	56	96	152	0	MIX
7240	Rail Measures - Interchange Phase 1	1,546	734	727	1,461	(85)	SPB
7241	Programmed Major Maintenance - Dropped Crossings	30	26	4	30	0	SPB
7242	Other street lighting imps	65	53	10	63	(2)	MIX
7244	Travel Plans	19	4	15	19	0	SPB
7247	Bus Quality Corridor	6	6	0	6	0	SPB
7250	Sustainable Travel Awareness	14	5	9	14	0	GRANT
7251	CCTV on Buses	20	20	0	20	0	GRANT
7265	Coastal Protection Strategic Study	0	0	0	0	0	GRANT
7272	Wheely Bin Purchase	45	45	0	45	0	UDPB
7424	Pride in Hartlepool	15	15	0	15	0	UCPB
7465	Recycling Scheme	51	51	0	51	0	UDPB
7487	Local Transportation Plan-Monitoring	5	1	0	1	(4)	SPB
7499	Lithgo Close - Contaminated Land	384	316	68	384	0	MIX
7508	Anhydrite Mine	182	11	171	182	0	UCPB
7541	LTP-Safer Routes to School	75	46	28	74	(1)	GRANT
7542	LTP-Parking Lay-bys	19	19	0	19	0	SPB
7544	LTP-Shop Mobility	40	40	0	40	0	SPB
7545	LTP-Motorcycle Training	20	21	0	21	1	GRANT
7546	LTP-Road Safety Education & Training	25	2	24	26	1	GRANT
7549	LTP-Other Bridge Schemes	70	30	40	70	0	SPB
7580	Highways Remedial Works - Marina	4	0	4	4	0	TDC
7581	Tees Valley Boundary Signs	5	2	3	5	0	GRANT
7605	Focus-Section 278	6	6	0	6	0	GRANT
7644	LTP-School Travel Plans	9	8	1	9	0	SPB
7645	LTP-General	346	304	22	326	(20)	SPB
7706	Waterproofing Phase 2 - Multi Story Car Park	91	81	10	91	0	UCPB
7707	Highway Works - Other schemes	40	0	40	40	0	UCPB
7720	Public Conveniences	341	341	0	341	0	UDPB
7734	LTP-Tesco Roundabout Highways Improvement Scheme	400	49	351	400	0	SPB
7736	LTP-York Road (Park Road to Lister Street)	0	0	0	0	0	GRANT
7821	Waste Performance Efficiency	233	135	97	232	(1)	GRANT
7835	Primary Health Care Centre-Prk Rd-S278	80	62	18	80	0	CAP REC
7838	LTP-Tees Road Footways (west side)	0	0	0	0	0	GRANT
7846	Raby Road Puffin Crossing	0	0	0	0	0	GRANT
7847	Coast Protection - Headland Fencing & Promenade	12	11	2	13	1	CAP REC
7852	Highway Imps-TESCO S106 Expend	70	70	0	70	0	GRANT
7891	Strategy Study-Seaton Carew	409	317	92	409	0	GRANT
7892	Strategy Study-Town Wall	304	239	65	304	0	GRANT
7899	Coast Protection 0809 UPB	133	131	1	132	(1)	UCPB
7906	Bryan Hanson House On Street Parking	23	5	18	23	0	UDPB
7955	LTP - Cycling	5	0	5	5	0	GRANT
7956	LTP-Cycle Route Signage	8	0	8	8	0	SPB
7957	LTP-Seaton Carew Railway Station Improvements	37	39	0	39	2	SPB
7959	LTP-Other Walking Schemes	47	24	23	47	0	SPB
7961	LTP-School 20mph Zones	10	2	8	10	0	SPB
7964	LTP-HM-Hart Lane Carriageway Reconstruction	22	0	0	0	(22)	GRANT
7965	LTP-HM-Catcote Turning Circle Reconstruction £3766	4	0	4	4	0	MIX
7966	LTP-HM-Queen Street Carriageway Reconstruction	0	0	0	0	0	GRANT
7968	HM-FletcherWalk Footway Reconstruction	4	4	0	4	0	UCPB
7970	LTP-HM-Oxford St Footway Recon	4	4	0	4	0	SPB
7972	Other Traffic Management Schemes	16	12	4	16	0	SPB
7973	Other Safety Schemes	29	25	4	29	0	GRANT
7984	King Oswy Drive Cycleway Improvements	9	0	9	9	0	SPB
7999	Marina Way Landscaping Works	81	47	34	81	0	RCCO
8006	Access Road to Briarfields	20	0	20	20	0	CAP REC
8015	Tesco - New entrance/Junc/Lights-S278	40	1	39	40	0	GRANT
8026	Highways Asset management	30	30	0	30	0	GRANT

CAPITAL MONITORING REPORT PERIOD ENDING 31st MARCH 2010

Project Code	A Scheme Title	B	C	D	E	F	G
		2009/2010 Budget £'000	2009/2010 Actual as at 31/03/10 £'000	Expenditure Rephased into 2010/11 £'000	C+D 2009/2010 Total Expenditure £'000	E-B 2009/2010 Variance from budget £'000	Type of financing
8027	Carriageway reconstruction - Holdforth Road	50	42	8	50	0	GRANT
8028	Carriageway reconstruction - Wooler Rd rabout - No 49	150	126	24	150	0	GRANT
8029	Carriageway reconstruction - The Cliff - Lawson Road Junc	30	51	0	51	21	GRANT
8030	Resurfacing - Arkley Cr -Bruce Cr	12	3	0	3	(9)	GRANT
8031	Resurfacing - Thorpe St - Vane St	15	14	0	14	(1)	GRANT
8032	Resurfacing - Brus shops - Rear PO	8	9	0	9	1	GRANT
8033	Resurfacing - Ch Sq Paved Crgway	80	45	35	80	0	GRANT
8034	Resurfacing - Outside Civic Centre	87	71	16	87	0	GRANT
8035	Resurfacing - Hart Lane- 26 Granville Avenue	12	11	0	11	(1)	GRANT
8036	Resurf - Dalton Village Road	22	26	0	26	4	SPB
8037	Resurf - Catcote-Oxford Rd	60	0	60	60	0	SPB
8038	Resurf - Catcote Rd - Brierton Lane jnc	3	3	0	3	0	SPB
8039	Resurf - Elgin Rd	12	9	0	9	(3)	SPB
8040	Resurf - Fordyce Rd - Eskdale Rd-Greenock Rd	18	21	0	21	3	SPB
8041	Resurf - OML - Catcote Rd-Jameson Rd	42	53	0	53	11	SPB
8042	Resurf - Queen Street	22	26	0	26	4	SPB
8043	Footway Recon - Clavering Road - School-Gillens Pub	3	15	0	15	12	SPB
8044	Footway Recon - York Rd - Victoria Rd-Park Rd	46	15	31	46	0	SPB
8045	Footway Reconstruction - General	1	0	0	0	(1)	SPB
8046	LTP3 Development	15	0	15	15	0	SPB
8077	Footpath Resurfacing - Cemetery Road	33	27	6	33	0	RCCO
8078	Coast Road Pedestrian Fence	6	6	0	6	0	RCCO
8079	Household Waste Recycling Centre	300	282	18	300	0	UDPB
8080	Construction of New Saltbarn	332	332	0	332	0	RCCO
8081	Non Adopted Highway Areas	100	74	26	100	0	GRANT
8100	Structural Repairs to Wall Adjoining Highway	60	0	60	60	0	RCCO
8111	Marina Promenade LED Lighting Scheme	55	57	0	57	2	MIX
8122	Rift House Street Lighting	7	7	0	7	0	SPB
8126	Stockton Street Wall	25	17	8	25	0	RCCO
8144	Resurfacing Works - Cairnston Road	0	21	0	21	21	SPB
8145	Resurfacing Works - Oakland Avenue	0	9	0	9	9	SPB
8146	Resurfacing Works - Shakespeare Avenue	0	12	0	12	12	SPB
8147	Resurfacing Works - Thirlmere Street	0	8	0	8	8	SPB
8148	Resurfacing Works - Hylton Road	0	7	0	7	7	SPB
8149	Resurfacing Works - Northumberland Avenue	0	6	0	6	6	SPB
8150	Resurfacing Works - Croxton Avenue	0	11	0	11	11	SPB
8151	Resurfacing Works - Bournemouth Drive	0	4	0	4	4	SPB
8152	Resurfacing Works - Speeding Drive	0	6	0	6	6	SPB
		7,476	4,998	2,479	7,477	1	

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 MARCH 2010

TABLE 1 - NEW DEAL FOR COMMUNITIES

Line No	2009/10 Budget	Actual Position 31/03/10		
		Description of Best Value Unit	Actual Expenditure/ (Income)	Variance Adverse/ (Favourable)
Col. A	Col. B	Col. C	Col. E	Col. F (F=E-D)
			£'000	£'000
1	41	Anti Social Behaviour	30	(11)
2	20	Back to Work Grant	5	(15)
3	0	Building Modernisation Grant	0	0
4	41	Business Support Manager	42	1
5	14	Children's Emotional Wellbeing	0	(14)
6	144	Children's Learning and Activities Project	119	(25)
7	53	Communities Project	42	(11)
8	83	Community Development Work	50	(33)
9	134	Community Housing Plan Delivery Costs	130	(4)
10	60	Community Learning Centre - Lynnfield	7	(53)
11	5	Community Learning Centre - Stranton	5	0
12	4	Community Transport	2	(2)
13	69	Crime Premises	20	(49)
14	25	Educational Achievement Project Phase II	25	0
15	14	Enterprise Support Scheme	14	0
16	8	Ethnic Minorities Project	22	14
17	94	Evaluation Project	66	(28)
18	10	Family Support	10	0
19	19	Football Development Officer	19	0
20	44	Hartlepool NDC Trust	86	42
21	5	Home Improvement Project	56	51
22	48	Key Stage 2&3 Transition	48	0
23	7	Longhill - ILM Scheme	7	0
24	39	Longhill - Site Manger	40	1
25	25	Low Level Support	25	0
26	1	Lynnfield Play Area	0	(1)
27	403	Management & Administration	382	(21)
28	264	Neighbourhood Management Phase II	228	(36)
29	84	Opening Doors - Phase III	84	0
30	1	Osbourne Road Hall	1	0
31	140	People's Access to Health	140	0
32	23	People's Centre	24	1
33	13	Police Community Support Officers	12	(1)
34	90	Raising Aspirations	43	(47)
35	2	Resident Association Support	1	(1)
36	2	Resident Steering Group Laptops	2	0
37	52	Selective Licensing in the Private Rented Sector	52	0
38	24	Sustaining Attainment	24	0
39	13	Sustaining Consultancy Fund	8	(5)
40	12	Victim Support	12	0
41	0	Youth Enterprise Scheme	12	12
42	10	Young Persons Emotional Wellbeing	10	0
43	71	Youth Project	71	0
44	2,211		1,976	(235)

CAPITAL MONITORING REPORT PERIOD ENDING 31st MARCH 2010

TABLE 1 - RESOURCES

Project Code	A Scheme Title	B	C	D	E	F	G
		2009/2010 Budget £'000	2009/2010 Actual as at 31/03/10 £'000	Expenditure Rephased into 2010/11 £'000	C+D 2009/2010 Total Expenditure £'000	E-B 2009/2010 Variance from budget £'000	Type of financing
7113	Bryan Hanson House Carpet Renewal	43	43	0	43	0	RCCO
7867	City Challenge - Burbank/Murray Street	86	0	86	86	0	GRANT
7091	City Challenge Clawback	229	0	229	229	0	GRANT
7031	Civic Centre - Replace Sprinkler System	82	79	3	82	0	UCPB
7117	Civic Centre Access Control System	72	0	72	72	0	UCPB
7116	Civic Centre Disabled Toilets	78	78	0	78	0	UCPB
7115	Civic Centre Ramp	29	0	29	29	0	UCPB
7200	Civic Centre Refurbishment	815	465	350	815	0	UCPB
7037	Civic Centre Toilets	137	137	0	137	0	UCPB
7257	Corporate Planned Maintenance DDA Works	88	17	71	88	0	UCPB
7041	Corporate Planned Maintenance Unallocated	42	0	42	42	0	UCPB
7119	Demolition of Throston Grange Old Peoples Home	83	83	0	83	0	CAP REC
7718	Eldon Grove Leisure Centre Demolition	14	14	0	14	0	UCPB
7048	Health and Safety Money Unallocated	125	0	125	125	0	UCPB
8050	ICLIPSE Implementation	99	99	0	99	0	VARIOUS
8105	Installation of Staff Welfare Facilities	20	2	18	20	0	VARIOUS
7623	IT Projects	72	15	57	72	0	UCPB
7468	IT Strategy	500	0	500	500	0	UCPB
7988	Lynn St Garage - Install Overhead Heaters	51	45	6	51	0	UCPB
7631	Members ICT/Remote Access	20	20	0	20	0	UCPB
7264	Mobile Benefits	0	0	0	0	0	CAP REC
7989	Municipal Buildings - Access System	9	0	9	9	0	UCPB
7781	Municipal Buildings Renew Boiler & Heating System	85	0	85	85	0	UCPB
8013	Municipal Buildings Replace Fire Alarm System	0	0	0	0	0	UCPB
7982	Osbourne Road Property Demolition	1	1	0	1	0	CAP REC
7036	SCRAPT Unallocated	166	0	166	166	0	UCPB
7112	Redheugh Footpath Renewal	78	78	0	78	0	RCCO
7114	Rossmere Youth Centre Roof Replacement	63	0	63	63	0	RCCO
7026	Sir William Gray House - Fire Alarm	50	0	50	50	0	UCPB
8049	St Hilda's Church Clock - Work to North and West Dials	24	24	0	24	0	UCPB
7111	Stranton Crematorium Roof Replacement Phase 3	34	27	7	34	0	RCCO
7467	War Memorials Refurbishment	10	10	0	10	0	UCPB
8132	Removal of Building Management System Equipment	10	0	10	10	0	CAP REC
8133	Removal of Leadbitter Telephone System	2	0	2	2	0	CAP REC
8134	Create Interview Rooms - Leadbitter Buildings	15	0	15	15	0	CAP REC
8135	Adjustments at Church Street Offices - Ramp Access	40	0	40	40	0	CAP REC
8136	Removal of Offices - Hanson House	15	0	15	15	0	CAP REC
8137	Relocation of Print Room to CivicCentre	10	0	10	10	0	CAP REC
8141	Installation of Electrical Outlets at Hanson House	20	0	20	20	0	UCPB
8142	Installation & Replacement of School Kitchen Equipment	215	0	215	215	0	UCPB
7466	Vehicle Purchases	1,222	1,222	0	1,222	0	UDPB
8085	Lynn Street Depot - Electrical Installation	55	0	55	55	0	UCPB
8102	Lynn Street Depot - Re-roof Garage	40	0	40	40	0	UCPB
		4,849	2,459	2,390	4,849	0	

TABLE 2 - NEW DEAL FOR COMMUNITIES

Project Code	A Scheme Title	B	C	D	E	F	G
		2009/2010 Budget £'000	2009/2010 Actual as at 31/03/10 £'000	Expenditure Rephased into 2010/11 £'000	C+D 2009/2010 Total Expenditure £'000	E-B 2009/2010 Variance from budget £'000	Type of financing
7059/7060/7971	Longhill Business Security and Environmental Improvements	2	2	0	2	0	NDC
7062	Building Modernisation Grants	51	51	0	51	0	NDC
7061	Business Security Fund	2	2	0	2	0	NDC
7063	CIA Environmental Improvements	0	0	0	0	0	NDC
7038	Opening Doors Phase III	176	176	0	176	0	NDC
7050	Osbourne Road Hall	1	1	0	1	0	NDC
7051	Voluntary Sector Premises Pool	20	20	0	20	0	NDC
8003	Sustaining Centres	45	45	0	45	0	NDC
7086	Lynnfield Play Area	18	18	0	18	0	NDC
8004	Strategic Land Purchase	6	6	0	6	0	NDC
7065/7070/8014	Neighbourhood Management	52	52	0	52	0	NDC
7079	Home Improvement Project	554	554	0	554	0	MIX
8048	NDC Trust - Property Purchase	110	110	0	110	0	NDC
		1,037	1,037	0	1,037	0	

Key

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

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

SCRUTINY CO-ORDINATING COMMITTEE

3 September 2010



Report of: Scrutiny Manager

Subject: SCRUTINY INVESTIGATION INTO THE PROVISION OF FACE TO FACE FINANCIAL ADVICE AND INFORMATION SERVICES IN HARTLEPOOL - SCOPING REPORT

1. PURPOSE OF REPORT

- 1.1 To make proposals to Members of the Scrutiny Co-ordinating Committee for their forthcoming investigation into the provision of face to face financial advice and information services in Hartlepool.

2. BACKGROUND INFORMATION

- 2.1 At the meeting of this Committee on 23 July 2010, Members determined their work programme for the 2010/11 Municipal Year. The issue of 'The Provision of 'Face to Face' Financial Advice and Information Services in Hartlepool' was selected as the Scrutiny topic for consideration during the current Municipal Year. Members suggested that this investigation should form the major in-depth Scrutiny Inquiry for the Committee's 2010/11 work programme.
- 2.2 One of the key issues relating to child poverty is that of poor financial management and debt. Families with limited financial resources may have their situation made worse by an inability to access 'mainstream' credit facilities with the result that they make use of loan sharks or purchase arrangements that charge huge interest rates. Families who may appear more affluent may also struggle with large debts, built up on credit cards etc.
- 2.3 Financial advice and information may be difficult for many to access, particularly those with limited literacy/numeracy skills. For them leaflets and online information may be neither accessible nor useful. The way in which face to face financial advice and information services are provided is therefore essential in accessing these individuals.

- 2.4 Financial advice and information services in Hartlepool are currently available through a small number of providers. These being:
- The Citizens Advice Bureau;
 - West View Advice and Resource Centre;
 - The Council's Benefits Team;
 - Job Centre Plus;
 - Connected Care; and
 - Her Majesty's Revenue and Customs (HMRC).
- 2.5 How these services are provided, and the effectiveness of activities in reaching the target audience, was a key factor in the identification of the issue as this year's primary investigation. Key to the success of the investigation will be the experiences and views of those organisations who signpost or 'navigate' individuals to appropriate advice and information services. In Hartlepool, these 'navigation' services are provided by an extensive range of groups / bodies (including Connected Care and the Credit Union).
- 2.6 This investigation builds upon the work undertaken during last year's 'Child Poverty and Financial Inclusion' investigation. The wide ranging recommendations formulated by the Committee in response to this issue were agreed in their entirety by Cabinet on the 7 June 2010. This included a recommendation that a mapping exercise of services be undertaken to ensure that all organisations are aware of the services available. A task and finish group has now been established to undertake the mapping exercise by January 2011, with the aim of circulating information to all partner agencies by March 2011. An update on the work of this group will be fed into this investigation to assist and prevent duplication of effort.
- 2.7 In addition to the recommendations accepted by Cabinet on the 7 June, Cabinet itself requested the addition of two further recommendations. These recommendations were subsequently accepted by the Scrutiny Co-ordinating Committee. Particularly relevant to this investigation is the following recommendation and in order to prevent duplication of effort it is suggested that this recommendation be taken forward by this Committee during the course of this investigation:-
- 'That the expansion of face to face financial advice and support be explored through local authority in-house provision to increase the availability of appointments already provided by the CAB and the West View Advice and Resource Centre.'
- 2.8 In order to facilitate the conduct of a well planned and value adding investigation suggestions for the terms of reference, potential areas of enquiry / sources of evidence and timetable are outlined in Sections 4,5 and 8 of this report. Member's views on these suggestions, and the way forward, for the conduct of the investigation are now being sought.

3. OVERALL AIM OF THE SCRUTINY INVESTIGATION/ENQUIRY

- 3.1 To, as part of the child poverty eradication agenda, explore and evaluate the provision of 'face to face' financial advice and information services in Hartlepool.

4. PROPOSED TERMS OF REFERENCE FOR THE SCRUTINY INVESTIGATION/ENQUIRY

- 4.1 The following Terms of Reference for the investigation/review are proposed:-

- (a) To gain an understanding of how 'face to face' financial advice and information services are provided in Hartlepool (including areas of partnership working);
- (b) To examine how effective / efficient the provision of 'face to face' financial advice and information services in Hartlepool are in meeting the needs of Hartlepool residents;
- (c) To seek the views of service users and the groups / bodies that are responsible for the provision of 'face to face' financial advice and information services in Hartlepool;
- (d) To identify and compare examples of good practice in the provision of face to face financial advice and information services;
- (e) To gain an understanding of the impact of current and future budget pressures on the way in which face to face financial advice and information services are provided in Hartlepool; and
- (f) To explore how face to face financial advice and information services could be provided in the future, giving due regard to:-
 - (i) Improving the effectiveness and efficiency of the way in which the service is currently provided; and
 - (ii) If / how the service could be provided at a reduced financial cost (within the resources available in the current economic climate).

5. POTENTIAL AREAS OF ENQUIRY / SOURCES OF EVIDENCE

- 5.1 Members of the Forum can request a range of evidential and comparative information throughout the Scrutiny review.
- 5.2 The Forum can invite a variety of people to attend to assist in the forming of a balanced and focused range of recommendations as outlined over the page.

- (a) Member of Parliament for Hartlepool;
- (b) Elected Mayor;
- (c) All Cabinet Members;
- (d) The Director / or appropriate officers from the:
 - Child and Adult Services Department;
 - Regeneration and Neighbourhoods Department; and
 - Chief Executives Department.
- (e) Representatives from Groups / bodies who provide face to face financial advice and information services;

(i.e. Connected Care, Citizens Advice Bureau (CAB), West View Advice and Resource Centre, The Council's Benefits Team, Job Centre Plus and Her Majesty's Revenue and Customs (HMRC)).
- (f) Representatives from Groups / bodies who navigate individuals towards face to face financial advice and information service providers;

(i.e. the Credit Union, etc)
- (g) Local residents, service users and interested groups;

(i.e. Financial Inclusion Partnership, Hartlepool Peoples Centre, Hartlepool Local Improvement Network (LINK), Hartlepool Carers, 50+ Forum, MIND, Older Persons Local Implementation Team, Hartlepool Mental Health Local Implementation Team, Learning Disability Partnership Board, Life Chances Partnership Board, Community Network; Community Consultation Group; Manor Residents Association, Hartlepool Special Needs Support Group)
- (h) Another Local Authority as an example of 'good practice';

(i.e. Suggestions to be detailed at the meeting)
- (i) Outside organisations / individuals;

(i.e. Linda Evans, Regional Financial Inclusion Champion).
- (j) Representatives of minority communities of interest or heritage (Expressions of interest have been sought from such groups through the HVDA – expressions of interest so far received from the Hartlepool People Centre); and
- (k) Ward Councillors.

6. COMMUNITY ENGAGEMENT / DIVERSITY AND EQUALITY

- 6.1 Community engagement plays a crucial role in the Scrutiny process and diversity issues have been considered in the background research for this enquiry under the Equality Standards for Local Government. Based upon the research undertaken, paragraph 5.2 includes suggestions as to potential groups which the Forum may wish involve throughout the inquiry (where it is felt appropriate and time allows).

7. REQUEST FOR FUNDING FROM THE DEDICATED OVERVIEW AND SCRUTINY BUDGET

- 7.1 Consideration has been given, through the background research for this scoping report, to the need to request funding from the dedicated Overview and Scrutiny budget to aid Members in their enquiry. At this stage no additional funding has been identified as being necessary to support Members in their investigation. Members, however, may wish to seek additional funding over the course of the investigation and the *(blank)* pro forma attached at **Appendix A** outlines the criteria on which a request to Scrutiny Co-ordinating Committee will be judged.

8. PROPOSED TIMETABLE OF THE SCRUTINY INVESTIGATION

- 8.1 Detailed below is the proposed timetable for the review to be undertaken, which may be changed at any stage:-

15 October 2010*

- (i) 'Setting the Scene' report and presentation covering Term of Reference (a) to include a summary of:
 - How services are funded;
 - Who provides services (*including clarification of those who navigate individuals to services and those who actually provide face to face financial advice services*);
 - Where services are provided;
 - How services are focused and accessed (*example of the process and ideal outcome*); and
 - What are the levels of demand in Hartlepool.
- (ii) Update on the work and outcomes of the 'Mapping Exercise' Task and Finish Group.
- (iii) Evidence from the Mayor, MP and Portfolio Holders (*written or in person - subject to availability – alternative slots also available at other meetings*)

* Please note that this is also the initial Budget process meeting.

12 November 2010

(i) Presentation / report from the Department to covering *Terms of Reference (b) and (c)* to include more detailed evidence of:

- How face to face financial advice services are provided across all sectors (*Council, Voluntary Sector, Partners, Other*);
- Possible duplication of services;
- Anonymous case studies; and
- Performance figures / positive outcomes.

(ii) To seek evidence* from groups and bodies that:

- Navigate individuals to services; and
- Actually provide face to face financial advice services.

* Presentations / verbal reports from groups detailing:

- What / how they provide their services;
- Anonymous case studies; and
- How the provision of these services could be improved in the future (taking into consideration potential budgetary restrictions).

During the December / January period.

Possible:-

(i) To obtain 'good practice' evidence - Site Visit to explore examples of good / best practice (members views sought);

(ii) Possible options to obtain the views of service users who do not wish to participate in a formal scrutiny meeting (members views sought):

- Visits to groups who use services;
- Questionnaire;
- Electronic consultation; or
- Focus Group session.

3 December 2010 - Budget meeting (Including detailed consideration of CEX Department budget / pressures and feedback from individual Forums).

14 January 2011 - Budget meeting (Including detailed consideration of CEX Department budget).

28 January 2011 - Budget process meeting (Including potential further detailed consideration of CEX Department budget and feedback from individual Forums).

25 February 2011 - Presentation / reports covering *Terms of Reference (c) and (d) to include:*

- (i) Evidence to be considered in relation to examples of 'good practice', either:
 - A report from a representative of another Authority; or
 - Feedback from potential site visit.
 - (ii) Evidence* to be considered in relation to the views of residents / service users, including:
 - Those who have been navigated to services and are willing to give evidence in person (identified through navigators);
 - Those who have received actual face to face financial advice and information services and are willing to give evidence in person (identified through actual providers);
 - Residents;
 - Feedback from potential visits to groups who use services; Questionnaire; Electronic consultation; or Focus Group session.
- * Presentations / verbal reports from residents and service users detailing:
- The services they received; and
 - How the provision of these services could be improved in the future.

25 March 2011 – Presentation / report from the Department to covering *Terms of Reference (e) and (f)*.

Informal Meeting (TBC) – Consideration of Draft Final Report

15 April 2010 – Consideration of Final Report by the Scrutiny Coordinating Committee

9 or 23 May 2011 – Consideration of Final Report by the Cabinet/Council (tentative date)

9. RECOMMENDATION

- 9.1 Members are recommended to agree the terms of reference, potential areas of enquiry / sources of evidence and timetable for the Scrutiny investigation as outlined in paragraphs 4, 5 and 8 of this report.

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BACKGROUND PAPERS

The following background paper(s) was used in the preparation of this report:-

- (i) Scrutiny Co-ordinating Committee report 'Child Poverty and Financial Inclusion'

APPENDIX A

**PRO-FORMA TO REQUEST FUNDING TO SUPPORT
CURRENT SCRUTINY INVESTIGATION**

Title of the Overview and Scrutiny Committee:
Title of the current scrutiny investigation for which funding is requested:
To clearly identify the purpose for which additional support is required:
To outline indicative costs to be incurred as a result of the additional support:
To outline any associated timescale implications:
To outline the 'added value' that may be achieved by utilising the additional support as part of the undertaking of the Scrutiny Investigation:
To outline any requirements / processes to be adhered to in accordance with the Council's Financial Procedure Rules / Standing Orders:
To outline the possible disadvantages of not utilising the additional support during the undertaking of the Scrutiny Investigation:
To outline any possible alternative means of additional support outside of this proposal:

SCRUTINY CO-ORDINATING COMMITTEE

3 September 2010



Report of: Scrutiny Manager

Subject: SCRUTINY INVOLVEMENT IN THE BUDGET
SETTING PROCESS FOR 2011/12 – PROPOSED
TIMETABLE

1. PURPOSE OF REPORT

- 1.1 To provide Members with the proposed timetable for the Scrutiny Co-ordinating Committee and the four standing Scrutiny Forums' involvement (with the exception to the Health Scrutiny Forum) in the budget setting process for 2011/12.

2. BACKGROUND INFORMATION

- 2.1 Building upon the success of the Scrutiny Co-ordinating Committee and the four standing Scrutiny Forums' involvement in last year's budget setting process, it is now time to establish the timetable for the 2011/12 budget setting process.
- 2.2 In consultation with the Chair of the Scrutiny Co-ordinating Committee, a proposed timetable for the Scrutiny Co-ordinating Committee and the four standing Scrutiny Forums' involvement (with the exception to the Health Scrutiny Forum) in the budget setting process for 2011/12 is in the process of being compiled. A copy of this timetable is attached at **Appendix A** for Members consideration.
- 2.3 In order to meet the statutory timescales of approving the Authority's budget for 2011/12, Members are asked to kindly note that it may be necessary to schedule additional meetings of the Scrutiny Co-ordinating Committee and the four standing Scrutiny Forums' where necessary. Arrangements will also be made for the relevant Director(s) and the appropriate Cabinet Member(s), subject to their availability, to attend those scrutiny meetings which fall under their area(s) of responsibility.

3. RECOMMENDATION

- 3.1 It is recommended that Members note the proposed timetable for the Scrutiny Co-ordinating Committee and the four standing Scrutiny Forums' involvement in the budget setting process for 2011/12.

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BACKGROUND PAPERS

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

**PROPOSED 2011/12 BUDGET AND POLICY FRAMEWORK TIMETABLE
OVERVIEW AND SCRUTINY COMMITTEES' INVOLVEMENT**

TIMESCALE/ DATE OF MEETING	TO CONSIDER
<p>Scrutiny Co-ordinating Committee</p> <p>15 October 2010</p>	<p>Budget and Policy Framework 2011/12 - Initial Consultation Proposals.</p> <p>Invitations to be extended to Elected Mayor and Finance and Performance Portfolio Holder</p> <p>Relevant sections of the Initial Consultation Proposals are then to be considered by the relevant Scrutiny Forum to enable Scrutiny Members to have a more holistic view of the whole budget.</p>
<p>ADDITIONAL MEETINGS OF THE 4 SCRUTINY FORUMS TO BE HELD w/c 8 November 2010:</p> <p>Neighbourhood Services Scrutiny Forum 8 November 2010</p> <p>Children's Services Scrutiny Forum 2 November 2010</p> <p>Adult & Community Services Scrutiny Forum 10 November 2010</p> <p>Regeneration & Planning Services Scrutiny Forum 4 November 2010</p>	<p>Purpose of additional meetings to consider on a departmental basis the pressures and priorities, grant terminations and contingencies.</p> <p>Relevant Director and Portfolio Holder(s) (subject to availability) to be in attendance.</p>

**PROPOSED 2011/12 BUDGET AND POLICY FRAMEWORK TIMETABLE
OVERVIEW AND SCRUTINY COMMITTEES' INVOLVEMENT**

TIMESCALE/ DATE OF MEETING	TO CONSIDER
Scrutiny Co-ordinating Committee 3 December 2010	<p>To consider the Chief Executive's pressures and priorities, grant terminations and contingencies.</p> <p>Nominated Chief Officer(s) on behalf of the Chief Executive's Department to be in attendance along with responsible Portfolio Holder(s) subject to availability).</p> <p>To consider the responses to the budget proposals from the four Scrutiny Forum and to formulate the Scrutiny Co-ordinating Committee's formal response for consideration by the Cabinet on 20 December 2010.</p> <p>Delegated Authority to be given to the Chair of SCC to agree the content of the formal response to Cabinet.</p>
Cabinet 20 December 2010	<p>i) SCC to feedback to Cabinet on their initial consultation proposals; and</p> <p>ii) To consider the finalised (second round) budget proposals for formal Scrutiny.</p>
Scrutiny Co-ordinating Committee 14 January 2011	<p>To consider the finalised (second round) budget proposals of the Cabinet agreed on 20 Dec 10, with particular focus being placed upon the Chief Executive's Department</p> <p>Invitation extended to Elected Mayor and Finance and Performance Portfolio</p> <p>Nominated Chief Officer(s) on behalf of the Chief Executive's Department to be in attendance along with responsible Portfolio Holder ((s) subject to availability)).</p>

**PROPOSED 2011/12 BUDGET AND POLICY FRAMEWORK TIMETABLE
OVERVIEW AND SCRUTINY COMMITTEES' INVOLVEMENT**

TIMESCALE/ DATE OF MEETING	TO CONSIDER
<p>ADDITIONAL MEETINGS OF THE 4 SCRUTINY FORUMS TO BE HELD w/c 17 January 2011:</p> <p>Neighbourhood Services Scrutiny Forum 17 January 2011</p> <p>Children's Services Scrutiny Forum 18 January 2011</p> <p>Adult & Community Services Scrutiny Forum 19 January 2011</p> <p>Regeneration & Planning Services Scrutiny Forum 20 January 2011</p>	<p>Purpose of additional meetings - to consider the Executive's finalised budget proposals on a departmental basis in relation to pressures and priorities, grant terminations and contingencies.</p> <p>Relevant Director and Portfolio Holder ((s) subject to availability)) to be in attendance.</p>
<p>Scrutiny Co-ordinating Committee 28 January 2011</p>	<p>To consider the formal responses of the SCC and the 4 Scrutiny Forums and to agree the formal response on the Executive's finalised proposals for submission to Cabinet on 7 February 2011.</p> <p>Invitation extended to Elected Mayor and Finance and Performance Portfolio</p> <p>Nominated Chief Officer(s) on behalf of the Chief Executive's Department to be in attendance along with responsible Portfolio</p>

**PROPOSED 2011/12 BUDGET AND POLICY FRAMEWORK TIMETABLE
OVERVIEW AND SCRUTINY COMMITTEES' INVOLVEMENT**

TIMESCALE/ DATE OF MEETING	TO CONSIDER
	Holder((s) subject to availability)).
Cabinet 7 February 2011	Cabinet to consider feedback from formal scrutiny and finalisation of Budget and Policy Framework to be referred to Council SCC to submit and present formal response in relation to the budget proposals to this meeting of Cabinet.
Council 10 February 2011	Council to consider the Cabinet's Budget and Policy Framework Proposals

ENDS PROCESS

SCRUTINY CO-ORDINATING COMMITTEE

3 September 2010



Report of: Scrutiny Manager

Subject: REQUEST FOR FUNDING TO SUPPORT THE
NEIGHBOURHOOD SERVICES SCRUTINY FORUM'S
CURRENT SCRUTINY INVESTIGATION

1. PURPOSE OF REPORT

- 1.1 To seek approval from the Scrutiny Co-ordinating Committee for a request for funding for the Neighbourhood Services Scrutiny Forum, from within the Overview and Scrutiny Function's dedicated scrutiny budget.

2. FUNDING PROPOSAL

- 2.1 In line with Council procedures, the agreed pro-forma has been completed and is attached as **Appendix A**. The purpose of the completed pro-forma is to assist this Committee in determining whether approval should be given to fund the additional support requested by the Neighbourhood Services Scrutiny Forum, as part of their current investigation.

3. THE COUNCIL'S FINANCIAL PROCEDURE RULES

- 3.1 The Financial Procedure Rules are those rules that the Council must have to govern its financial affairs. These rules are required by law to ensure that large sums of public money are spent properly and wisely.
- 3.2 The Financial Procedure Rules together with Standing Orders, apply to all parts of the Council, to Elected Members and employees and form an integral part of the Council's Constitution.
- 3.3 Consequently, whilst this Committee is requested to make a decision on the merits of the request for funding, the Committee must also adhere to the Council's Financial Procedure Rules.

4. RECOMMENDATIONS

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

- (a) determines whether the proposal is justified on the basis of information provided in **Appendix A**;
- (b) determines whether the proposal is a sufficient priority within the remaining budgetary provision; and
- (c) agrees in principal that any funding allocated, is in accordance with the Council's Financial Procedure Rules.

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BACKGROUND PAPERS

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

**PRO-FORMA TO REQUEST FUNDING TO SUPPORT
CURRENT SCRUTINY INVESTIGATION**

Title of the Overview and Scrutiny Committee:

Neighbourhood Services Scrutiny Forum

Title of the current scrutiny investigation for which funding is requested:

20's Plenty – Traffic Calming Measures

To clearly identify the purpose for which additional support is required:

- 1) Site visit to 20mph zones / limits in Hartlepool
- 2) Site visit to another local authority to identify best practice

To outline indicative costs to be incurred as a result of the additional support:

- 1) Site visit to 20mph zones / limits in Hartlepool - **£89.46**
- 2) Site visit to another local authority to identify best practice - **£138.20**

To outline any associated timescale implications:

It is anticipated that visits will be in November 2010

To outline the 'added value' that may be achieved by utilising the additional support as part of the undertaking of the Scrutiny Investigation:

Identification of best / alternative practice

To outline any requirements / processes to be adhered to in accordance with the Council's Financial Procedure Rules / Standing Orders:

N/A

To outline the possible disadvantages of not utilising the additional support during the undertaking of the Scrutiny Investigation:

Unable to gather best / alternative practice evidence

To outline any possible alternative means of additional support outside of this proposal:

Invite other local authorities to attend a meeting