

# **ADULT AND PUBLIC HEALTH SERVICES PORTFOLIO DECISION SCHEDULE**



**Monday, 13 December 2010**

**at 10.00 am**

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

Councillor G Hall, Cabinet Member responsible for Adult and Public Health Services will consider the following items.

**1. KEY DECISIONS**

No items

**2. OTHER ITEMS REQUIRING DECISION**

- 2.1 Regeneration And Neighbourhoods Departmental Plan Monitoring Report - April To October 2010 – *Director of Regeneration and Neighbourhoods*
- 2.2 The North East Community Grants Project – Director of Child and Adult Services

**3. ITEMS FOR INFORMATION**

No items

**4. REPORTS FROM OVERVIEW OF SCRUTINY FORUMS**

No items

## **ADULT AND PUBLIC HEALTH SERVICES PORTFOLIO**

Report to Portfolio Holder  
13 December 2010



**Report of:** Director of Regeneration and Neighbourhoods

**Subject:** REGENERATION AND NEIGHBOURHOODS  
DEPARTMENTAL PLAN MONITORING  
REPORT - APRIL TO OCTOBER 2010

---

### **SUMMARY**

#### **1. PURPOSE OF REPORT**

To inform the Portfolio Holder of the progress made against the Regeneration and Neighbourhoods Departmental Plan 2010/11 over the period April to October 2010.

#### **2. SUMMARY OF CONTENTS**

The progress against the key actions and performance indicators, along with latest position with regard to risks contained in the Regeneration and Neighbourhoods Departmental Plan 2010/11.

#### **3. RELEVANCE TO PORTFOLIO MEMBER**

The Portfolio Holder has responsibility for performance management issues in relation to some aspects of the Regeneration and Neighbourhoods Departmental Plan, covering those areas which fall within the scope of this portfolio.

#### **4. TYPE OF DECISION**

Non-key.

#### **5. DECISION MAKING ROUTE**

Portfolio Holder meeting 13 December 2010.

## **6. DECISION REQUIRED**

The Portfolio Holder is requested to:

- Note the progress of key actions and performance indicators along with the latest position with regard to risks.
- Approve the deletion of the identified National Indicators

**Report of:** Director of Regeneration and Neighbourhoods

**Subject:** REGENERATION AND NEIGHBOURHOODS  
DEPARTMENTAL PLAN MONITORING  
REPORT - APRIL TO OCTOBER 2010

---

## **1. PURPOSE OF REPORT**

- 1.1 To inform the Portfolio Holder of the progress made against the Regeneration and Neighbourhoods Departmental Plan 2010/11 over the period April to October 2010.






## **2. BACKGROUND**

- 2.1 The Portfolio Holder has responsibility for performance management issues in relation to some aspects of the Regeneration and Neighbourhoods Departmental Plan, covering those areas which fall within the scope of this portfolio.
- 2.2 The Departmental Plan sets out the key tasks and issues along with an Action Plan to show what is to be achieved by the department in the coming year.
- 2.3 The Council's Covalent performance management system is used for collecting and analysing performance data in relation to both the Corporate Plan and Departmental Plans. The system is also used to monitor Risk Management across the council as part of the Performance Management Framework.
- 2.4 Where appropriate more detailed service plans are also produced detailing how each individual section contributes to the key tasks and priorities contained within the Regeneration and Neighbourhoods Departmental Plan and ultimately those of the Corporate Plan. These plans are managed within the department.

## **3. SECOND QUARTER PERFORMANCE**






- 3.1 This section looks in detail at how the Department has performed in relation to the key actions and performance indicators that were included in the Regeneration and Neighbourhoods Departmental Plan 2010/11.
- 3.2 On a quarterly basis officers from across the department are requested, to provide an update on progress against every action and performance indicator contained in the performance plans.
- 3.4 Officers are asked to provide a short commentary explaining progress made to date, and asked to traffic light each action based on whether or

not they will be, or have been, completed within target as set out in the plans. The traffic light system is: -

-  Completed
-  On track
-  Progress acceptable
-  Intervention required
-  Target not achieved

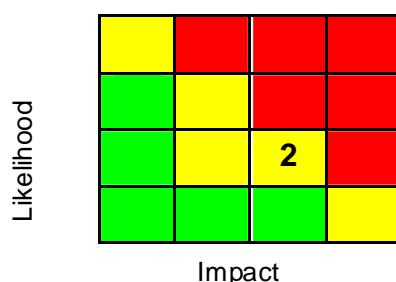
- 3.5 Within the Departmental Plan there are a total of 6 actions and 4 performance indicators for which the Portfolio Holder has responsibility. Table 1, below, summarises the progress made, to the 30<sup>th</sup> September 2010, towards achieving these actions.

Table1 – Regeneration and Neighbourhoods Departmental Plan 2010/11 progress summary

| Departmental Plan<br>(Adult & Public Health<br>Services Portfolio)                  |         |      |
|---|---------|------|
|   | Actions | PI's |
|  | 3       |      |
|  | 3       | 1    |
|  |         | 1    |
|  |         | 2    |
|  |         |      |
| <b>Annual</b>   |         |      |
| <b>Total</b>  | 6       | 4    |

- 3.6 It can be seen from the above table that 3 of the actions for which the Portfolio has responsibility have been highlighted as being on track to achieve target,
- 3.7 The remaining 3 actions have all being marked as completed. Amongst these officers have:
- An “Out of Hours Noise Monitoring Service” has been introduced.
  - A programme of tobacco control projects have been introduced.
  - The Wednesday & Thursday open markets have been combined and relocated to a site on the west side car park.

- 3.8 It can also be seen that 1 Performance Indicator has been highlighted as being 'on track' with 1 indicator highlighted as progressing within acceptable limits.
- 3.9 Two actions have been identified as intervention required, NI183 - Impact of local authority trading standards services on the fair trading environment and NI184 - Percentage of food establishments in the area which are broadly compliant with food hygiene law. The Council has been advised that we are not required to collect these for 2010/11 and the Portfolio Holder is therefore asked to approve the removal of these indicators for 2010/11.
- 4.0 It is the policy of Hartlepool Council to take an active and pragmatic approach to the management of risks that could prevent the achievement of corporate and departmental objectives. On a quarterly basis responsible officers assess the risks identified within the Department's Risk Register.
- 4.1 The diagram below shows the distribution of risks according to their risk rating. The two risks for which the Portfolio Holder has responsibility for are both being managed satisfactorily.



## 5. RECOMMENDATIONS

- 5.1 The Portfolio Holder is requested to:
- Note the progress of key actions along with the latest position with regard to risks.
  - Approve the deletion of the identified National Indicators.

## 6. CONTACT OFFICER

Stephen Russell  
Systems & Performance Manager  
Regeneration and Neighbourhoods Department  
Hartlepool Borough Council  
Bryan Hanson House  
Hartlepool

Telephone: 01429 523031  
Email: [steve.russell@hartlepool.gov.uk](mailto:steve.russell@hartlepool.gov.uk)

## **ADULT SERVICES AND PUBLIC HEALTH PORTFOLIO**

Report to Portfolio Holder  
Monday 13 December 2010



**Report of:** Director of Child and Adult Services

**Subject:** THE NORTH EAST COMMUNITY GRANTS  
PROJECT

---

### **SUMMARY**

#### **1.0 PURPOSE OF REPORT**

- 1.1 To update the portfolio holder on the opportunity to tender to coordinate the next Community Grants project in the North East.

#### **2.0 SUMMARY OF CONTENTS**

The report sets out the background of the current project and highlights its successes. It also outlines the details for the new project

#### **3.0 RELEVANCE TO PORTFOLIO MEMBER**

The report relates directly to the work of the Adult Education Service

#### **4.0 TYPE OF DECISION**

Non key

#### **5.0 DECISION MAKING ROUTE**

Adult and Public Health Services Portfolio – 13 December 2010

#### **6.0 DECISION(S) REQUIRED**

To note the contents of the report and to approve the submission of the tender documentation

**Report of:** Director of Child and Adult Services

**Subject:** THE NORTH EAST COMMUNITY GRANTS PROJECT

## 1. PURPOSE OF REPORT

- 1.1 To inform the portfolio holder of the potential opportunity to tender for the next round of coordinating the delivery of the Community Grants project in the North East.

## 2. BACKGROUND

- 2.1 During 2009 and 2010 the Adult Education service has successfully coordinated a Community Grants project throughout the North East. This has been achieved as the lead partner on behalf of all the local Authority Adult Education services in the North East. The project was responsible for distributing approx £1,068,915 to 107 small Voluntary sector organisations in the North East. These organisations have worked with local unemployed residents to reengage them in learning and support them into employment. Some of this funding was also allocated to 12 Voluntary organisations to support Capacity Building projects. As part of this project £61,751 of funding was allocated to 7 small groups within Hartlepool.

- 2.2 The successful outputs of this project are shown in table 1

Table 1

|   | Target             | Actual |
|---|--------------------|--------|
| Number of organisations awarded Grants    | 100                | 107    |
| Number of individuals helped              | 2,000              | 2,895  |
| Number into Further Learning / Employment | 1,400              | 1,408  |
| Number into Employment to date            | No separate target | 61     |



- 2.3 The Adult Education Service has just been notified that they have successfully passed a Pre Qualification Questionnaire ( PQQ ) and have been invited to tender to coordinate the delivery of the next round of the Community Grants project across the North East.. The service has been asked to submit the bid on behalf of Learn North East.  
Learn North East is a partnership of all the local Authority Adult Learning services. It was agreed by the partnership that Hartlepool would manage this project on their behalf.
- 2.4 The project will utilise ESF funding allocated by the Skills Funding Agency for the distribution to small voluntary sector organisations.
- 2.5 The funds available are to be used by the VCS organisations to work with unemployed adults to provide them with a range of support for job search activities. The funds awarded will be dependent on the outcome provided by the VCS organisations
- 2.6 The funds will be distributed across the whole of the North East by the Learn North East partnership. They will be allocated according to the decision of a grants panel. The panel will include representatives of all the partners as well as the Skills Funding Agency. Groups within Hartlepool will be supported to apply for this funding
- 2.7 It is envisaged that the project will engage a similar number of adults as the current round in a range of activities. It is also planned that many of these learners will progress onto further study and will have the opportunity to gain further qualifications. In addition it is hoped that a large number of participants will achieve a positive job outcome.

### **3. FINANCIAL IMPLICATIONS**

- 3.1 This project is fully funded from the Skills Funding Agency so there are no financial implications. The total amount allocated in the bid is £1.4 million over 3 years. This will be allocated to the successful organisations depending on their level of delivery. There will be funds allocated within this for the management and administration of the project which will contribute to the core costs of the adult Education service. The project will begin in Feb 2011 and will continue until December 2013

### **4. RECOMMENDATIONS**

- 4.1 It is recommended that the Portfolio Holder note this report and approve the submission of the tender to coordinate this project.

CONTACT OFFICER: Maggie Heaps, Adult Education Coordinator