

Chief Executive's Department  
Civic Centre  
HARTLEPOOL

25<sup>th</sup> July, 2011

The Mayor (Stuart Drummond)

Councillors Aiken, C Akers-Belcher, S Akers-Belcher, Barday, Brash, Cook, Cranney, Fenwick, Fleet, Fleming, Gibbon, Griffin, Hall, Hargreaves, Hill, Ingham, Jackson, James, Lauderdale, Lawton, A E Lilley, G Lilley, Loynes, Maness, A Marshall, J Marshall, J W Marshall, McKenna, Dr. Morris, Payne, Preece, Richardson, Robinson, Rogan, Shaw, Shields, Simmons, Sirs, Sutheran, Tempest, Thomas, H Thompson, P Thompson, Turner, Wells, Wilcox and Wright.

Madam or Sir,

You are hereby summoned to attend a meeting of the COUNCIL to be held on THURSDAY, 4<sup>th</sup> August, 2011 at 7.00 p.m. in the Civic Centre, Hartlepool to consider the subjects set out in the attached agenda.

Yours faithfully

P Walker  
Chief Executive

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# COUNCIL AGENDA



**4<sup>th</sup> August 2011**

**at 7.00 p.m.**

**in the Council Chamber**

1. To receive apologies from absent members.
2. To receive any declarations of interest from members.
3. To deal with any business required by statute to be done before any other business.
4. To receive questions from and provide answers to the public in relation to matters of which notice has been given under Rule 10.
5. To approve the minutes of the last meeting of the Council held on 23<sup>rd</sup> June 2011, as a correct record (copy attached).
6. Questions from Members of the Council on the minutes of the last meeting of the Council.
7. To answer questions of members of the Council under Council Procedure Rule 11;
  - (a) Questions to members of the Executive about recent decisions of the Executive (without notice)
  - (b) Questions to members of the Executive and Chairs of Committees and Forums, for which notice has been given.
  - (c) Questions to the appropriate members on Police and Fire Authority issues, for which notice has been given. Minutes of the meetings of the

Cleveland Police Authority held on 16<sup>th</sup> February 2011, 24<sup>th</sup> February 2011, 15<sup>th</sup> April 2011 and 26<sup>th</sup> May 2011 and the meetings of the Cleveland Fire Authority held on 25<sup>th</sup> March 2011 are attached.

8. To deal with any business required by statute to be done.
  - (i) Special Urgency Decisions – No special urgency decisions were taken in respect of the period April 2011-June 2011.
9. To receive any announcements from the Chair, the Mayor, members of the Cabinet or the head of the paid service.
10. To dispose of business (if any) remaining from the last meeting and to receive the report of any scrutiny forum or other committee to which such business was referred for consideration.
11. To receive reports from the Council's committees and working groups other than any overview and scrutiny committee and to receive questions and answers on any of those reports;
12. To consider any other business specified in the summons to the meeting, including consideration of reports of the overview and scrutiny committees for debate and to receive questions and answers on any of those items;
  - (i) Overview and Scrutiny Annual Report 2010/11 (attached)
  - (ii) Petition to Council – “Hear ‘n’ Hartlepool” (report attached)
13. To consider reports from the Executive:-
  - (a) Proposals in relation to the Council's budget and policy framework
    - (i) Adoption of the Tees Valley Joint Minerals and Waste Development Plan Documents
  - (b) Proposals for departures from the budget and policy framework
    - (i) Delivery of the Church Square Masterplan (attached)
    - (ii) Jackson Landing Project (attached)
14. To consider any motions in the order in which notice has been received.
15. To receive the Chief Executive's report and to pass such resolutions thereon as may be deemed necessary.

# **COUNCIL**

## **MINUTES OF PROCEEDINGS**

**23<sup>rd</sup> June 2011**

The meeting commenced at 7.00 pm in the Civic Centre, Hartlepool

### **PRESENT:-**

The Chairman (Councillor C Richardson) presiding:

The Mayor, Stuart Drummond

### **COUNCILLORS:**

C Akers-Belcher	S Akers-Belcher	Barclay
Brash	Cook	Cranney
Fenwick	Fleet	Gibbon
Griffin	Hall	Hargreaves
Ingham	Jackson	James
Lauderdale	A Lilley	G Lilley
Loynes	Maness	A Marshall
J W Marshall	McKenna	Payne
Preece	Robinson	Rogan
Shaw	Shields	Simmons
Sirs	Sutheran	Tempest
Thomas	H Thompson	Turner
Wells	Wilcox	

### **OFFICERS:**

Andrew Atkin, Assistant Chief Executive  
Dave Stubbs, Director of Regeneration and Neighbourhoods  
Graham Frankland, Assistant Director (Resources)  
Alyson Caman, Legal Services Manager  
Nic Bailey, Director of Child and Adult Services  
Denise Ogden, Assistant Director (Neighbourhood Services)  
Amanda Whitaker, Jo Stubbs, Democratic Services Team.

### **16. APOLOGIES FOR ABSENT MEMBERS**

Councillors Aiken, Lawton, Morris, P Thompson and Wright



17. DECLARATIONS OF INTEREST FROM MEMBERS

None

18. BUSINESS REQUIRED BY STATUTE TO BE DONE BEFORE ANY OTHER BUSINESS

None

19. PUBLIC QUESTION

None

20. MINUTES OF PROCEEDINGS

The Minutes of Proceedings of the Annual Council meeting held on the 26<sup>th</sup> May 2011 and the Extraordinary Council meeting held on 9<sup>th</sup> June 2011, having been laid before the Council.

RESOLVED - That the minutes be confirmed.

The minutes were thereupon signed by the Chairman.

21. QUESTIONS FROM MEMBERS OF THE COUNCIL ON THE MINUTES OF THE PREVIOUS MEETING OF THE COUNCIL

- (i) Minute 11 – Appointment to Joint Committees and Other Outside Bodies - A question was put in relation to whether the appointments made by the Council, to Cleveland Fire Authority, had contradicted political proportionality rules. The Legal Services Manager advised that political proportionality Regulations had been applied and there had been no contradiction of those Regulations. The Chairman highlighted that the appointment had been made by Council.

22. QUESTIONS FROM MEMBERS OF THE COUNCIL

- (a) Questions to Members of the Executive about recent decisions of the Executive
  - (i) Entitlement for free school meals – the Chair of the Scrutiny Co-ordinating Committee highlighted that those children eligible for free

school meals automatically receive them unless they opted out of the scheme. A question was, therefore, directed to Portfolio Holders as to who had directed staff in the Council's Revenue and Benefits division to pursue completion of free school meal application forms.

- (ii) Further to the meeting of Council held on 10<sup>th</sup> February, reference was made to the decision to allocate £160,000 from the Council Capital Fund on one project relating to Baden Street when it had been agreed that the budget would be used to fund schemes which would attract match funding. The Mayor responded that the Chief Finance Officer had explained the situation and that this was in accordance with usual practice. It was requested that this be referred back to the S151 Officer and the Member hoped that future reports would include an explanation of effect on Budget and Policy Framework. The Mayor highlighted that the Budget had been agreed by all Members of the Council and highlighted the background and reasons for the Baden Street scheme. It was agreed that a written response would be provided and circulated to all Members of the Council.

- (b) Questions to Members of the Executive and Chairs of Committees and Forums, for which Notice has been given

- (i) Question from Councillor Turner to Regeneration and Economic Development Portfolio Holder

*'Is it fair that a resident who pays for residents' parking should be charged twice in one year if he or she changes vehicles in that year, but is still only using one parking space?'*

The Portfolio Holder responded that it was not fair and she had not been aware of this issue until she had received notification of the question raised by Councillor Turner. As a result, the Portfolio Holder had spoken to the officer responsible for parking and the situation had been rectified and would be formally approved at a meeting of the parking permit users group on 22 July 2011.

- (c) Questions to the appropriate Members on Police and Fire Authority issues, for which notice has been given.

None

## 23. BUSINESS REQUIRED BY STATUTE

None

## 24. ANNOUNCEMENTS

The Chairman announced that the Mayor had been appointed to the position of Vice-Chair of Cleveland Police Authority.

## 25. TO DISPOSE OF BUSINESS (IF ANY) REMAINING FROM THE LAST MEETING AND TO RECEIVE THE REPORT OF ANY SCRUTINY FORUM OR OTHER COMMITTEE TO WHICH SUCH BUSINESS WAS REFERRED FOR CONSIDERATION.

None

## 26. TO RECEIVE REPORTS FROM THE COUNCIL'S COMMITTEES AND WORKING GROUPS

### (i) Emerging Affordable Housing Policy in the Core Strategy – Report of Planning Committee

The Chair of the Planning Committee presented a report which advised members of the emerging planning policies in the Core Strategy Preferred Options regarding affordable requirements concerning private housing developments. The report has been referred to Council for discussion by the Planning Committee and had been deferred at the Council meeting on 14<sup>th</sup> April to enable it to be considered alongside the wider Housing Strategy. The Housing Strategy was currently in preparation but was not due for completion until September. It had therefore been brought to this meeting to allow views to be considered as part of the Core Strategy process.

Members noted that the inclusion of affordable housing policies within the Core Strategy was seen as a key means of increasing affordable housing provision within the town in response to an identified need. A full Council debate had been held in January 2009 on housing policy where affordable housing was recognised as a priority. In response to this, the Council had initiated a number of measures to help increase the level of provision,

Appended to the report was an example of a theoretical planning application which illustrated how the proposed planning policy would secure affordable housing provision as part of a private residential development.

Following presentation of the report, the Chairman of Planning Committee thanked all Members who had taken part in planning training sessions.

RESOLVED - That the report be noted.

27. TO CONSIDER ANY OTHER BUSINESS SPECIFIED IN THE SUMMONS OF THE MEETING

None

28. REPORT FROM THE EXECUTIVE

(a) Proposals in relation to the Council's budget and policy framework

None

(b) Proposal for Departure from the Budget and Policy Framework

(i) Photo-Voltaic Retrofit

The report provided Council with details of Cabinet's proposed variations to the approved 2011/2012 Budget and Policy Framework to support the installation of photo-voltaic panels on Council owned properties to reduce carbon emissions and potentially save the Council money and generate income.

Members were advised that in April 2010 the Government had launched an incentive scheme designed to encourage the generation electricity from sources of renewable energy such as photo-voltaics (also known as solar power), wind turbines, combined heat and power and hydro on a small scale. The incentive scheme was known as the Feed in Tariff (FiT). Under the FiT, energy supply companies made regular payments to the owners or tenants of buildings which generate electricity from renewable sources such as PV panels. The rate of payment was set at the time of installation and this rate was guaranteed by Government for 25 years. The Government was reviewing the levels of Feed in Tariff and it was anticipated that the rates would reduce from April 2012. It was crucial therefore that any panels installed were in place and generating electricity before the end of March 2012 to take advantage of the higher tariff levels.

An initial assessment of Council owned properties had been undertaken and it was considered possible to install a total of 258kWp of PV panels. The capital costs of installing PV cells on a range of Council building had been estimated at £646,000. It was proposed that this expenditure be funded using Prudential Borrowing and the annual repayment costs funded from the FiT income and electricity savings. The business model for this project had indicated there could be a net annual benefit after meeting loan repayment costs, of between £25,000 (FiT income) and £36,000 (FiT income plus electricity saving). The scale of installation should reduce the Council's CO<sub>2</sub> emissions by 124 tonnes each year.

It was noted that the net income was not guaranteed and depended on electricity generation being in line with national forecasts and capital costs being in line with forecasts. These figures are considered to be reasonable or perhaps slightly cautious as best available information indicates greater electricity generation than anticipated. Sensitivity analysis has been undertaken to assess this risk the impact of negative changes in FiT income, electricity savings and capital costs have been examined, as summarised in the report. It was noted that baseline savings should increase in real terms over the lifetime of the project by more than the inflation uplift included in the Medium Term Financial Strategy as FiT income was indexed by RPI and electricity savings should increase. This additional potential annual benefit would be marginal, particularly in the early years of the project and would need to be assessed on an annual basis to determine if an additional, long term saving could be achieved.

In the debate that followed presentation of the report, Members welcomed and expressed support of the Scheme.

RESOLVED – That the following Cabinet recommendations be approved:-

- a) For the installation of photo-voltaic panels using prudential borrowing of up to £646,000 and to fund the annual loan repayment costs from the FiT income and electricity savings;
- b) To note that if the previous recommendation is approved the capital programme and approved Prudential Borrowing indicators will be amended to include this scheme; and
- c) To earmark any additional FiT income and electricity savings (estimated annual value £25,000 to £36,000) not needed to fund annual loan repayment costs relating to the project to pump prime other income generating initiatives and/or cost reduction projects, rather than allocate the savings to reduce the 2011/12 budget deficit.

## 29. MOTIONS ON NOTICE

None

## 30 COUNCIL PROCEDURE RULES

The report set out the following proposed changes to Council Procedure Rule 17, recommended by the Constitution Committee, which had stood adjourned at the last ordinary meeting of the Council:-

~~17.3 Show of hands~~

~~Unless it is decided by the Council that a ballot shall be taken under rule 17.4 or rule 17.6(ii)(a), or that a recorded vote shall be taken under rule 17.4, the Chair will take the vote by show of hands, or if there is no dissent, by the affirmation of the meeting.~~

~~17.4 17.3 Ballot or Recorded Vote~~

(i) A ballot shall be taken, if the Council decides, before the vote is taken on any question. The Chair will announce the numerical result of the ballot immediately the result is known.

## 17.4 Recorded Vote

~~A recorded vote shall be taken if one third of the Council so decide before the vote is taken on any question. Unless 17.3 applies, the Chair shall ensure that recorded votes are taken.~~ The names of the Members of the Council voting for and against the motion or amendment, or abstaining from voting will be taken down in writing and entered into the minutes.

~~17.5 Right to require individual vote to be recorded~~

~~Where any Member requests it immediately after the vote is taken, there shall be recorded in the minutes whether that Member voted for or against the motion or abstained from voting. When making the request the Member must indicate whether s/he voted for or against the motion or abstained from voting.~~

~~17.6 17.5 Voting on appointments~~

(No change proposed)

RESOLVED – That the revised procedure rules, as recommended by the Constitution Committee, be approved.

### 31. APPOINTMENT TO JOINT COMMITTEES AND OTHER OUTSIDE BODIES

Members were reminded that a number of nominations to Joint Committees and other Outside Bodies had been agreed at the Annual Council meeting. However, there were a number of nominations which had been referred to this meeting of Council for consideration. A schedule was submitted which outlined the nominations which have been received.

At the meeting, Councillor Sutheran withdrew her nomination to organisations which were included in the schedule.

RESOLVED –

- (i) That the following appointments be approved:-

North East Procurement Organisation – Councillor Fenwick  
North Eastern Inshore Fisheries and Conservation Authority –  
Councillor Thomas  
North East Regional Employers Organisation – Councillors Brash,  
Lawton, Rogan and Councillor Loynes appointed to vacancy arising  
from Councillor Sutheran's withdrawal of her nomination.  
Teesside Pension Fund – Councillor Hall  
North Tees Women's Aid – Councillor Shields  
Tees Valley Environmental Protection Group – Councillors Lawton,  
Tempest and Thomas

- (ii) That the following appointment be noted:-

Association of North East Councils – The Mayor and Councillor  
Payne and Councillor Hargreaves (appointed to additional position )

32. APPOINTMENT TO COMMITTEES, FORUMS AND OTHER BODIES

Members were reminded that a number of nominations for committee seats had been agreed at the Annual Council meeting. However, the following positions were vacant:-

Civic Honours Committee - One Vacancy

General Purposes Committee - One vacancy (following resignation of Councillor Gibbon from Committee)

RESOLVED –

- (i) Civic Honours Committee -That Councillor Simmons be appointed to the vacancy.
- (ii) General Purposes Committee – no appointment was made therefore vacancy following Councillor Gibbon's resignation

### 33. COUNCIL WORKING GROUP – TALL SHIPS RACES

Members were advised that the Council Working Group had met on two occasions, 7<sup>th</sup> April and 2<sup>nd</sup> June 2011, to discuss the Tall Ships Event which had taken place last year.

It was noted that Members had considered a series of questions that had been posed, together with the answers provided, and discussed in some detail issues around merchandising, income generation and the infrastructure and organisation of the event generally. At the conclusion of the Council Working Group deliberations, it was felt that the issues of concern raised by Members had been investigated, and it was acknowledged that there had been some very valuable lessons that had been learned from hosting such a prestigious event. One of the key issues for any future event was to ensure that contracting arrangements were more appropriately packaged to enable more small local companies to take part in the tendering procedure

RESOLVED – That the report be noted.

### 34. APPOINTMENTS PANEL – CHIEF EXECUTIVE

The report advised that the Mayor had received notice from the Chief Executive on 31 May 2011 that he was resigning from his post on 31 August 2011. The Mayor and Cabinet Members were considering the options available to the Council and proposals would be presented to the Council meeting. In the meantime the Vacancy Monitoring Panel had considered the vacancy at a meeting on 15 June and had confirmed the request to fill the post. The Trade Unions had been consulted on 16 June and had agreed to the release of the post during the Recruitment Freeze.

Council was requested therefore, to approve the establishment of an Appointments Panel. In line with the Officer Employment Procedure Rules, as set out in the Constitution, the Panel will consist of eight members, the political proportion of which was set out in the report. As identified in the Officer Employment Procedure Rules, Council was also requested to reflect the gender balance of the Council when nominating to the Panel. It was suggested therefore that Council nominate three female Councillors to the Panel.

Following presentation of the report and prior to the submission of nominations, the Leader of the Labour Group advised Council that the Vacancy Monitoring Panel was no longer a constituted Panel and that the Trade Unions had not agreed to the release of the post as they had considered that to be a Council decision.

RESOLVED – That in addition to the Chair of the Council and the Mayor, the following nominations to establish the Panel were submitted on the understanding that a meeting of the Panel would



not be convened until the Council had made a decision on the way forward in terms of the options available to the Council:-

Labour – Cllrs Simmons, C Akers-Belcher, James and Tempest  
Conservative – Cllr Wells  
Association of Independent Councillors – Cllr Sutheran

Following a question, the Chairman agreed to provide Members with signatories of those Members comprising the political group known as the Association of Independent Councillors.

### 35. TRUSTS WORKING GROUP

At the meeting of the Council Working Group held on 7<sup>th</sup> April 2011, Members had recommended to Cabinet that a 'small' cross party working group be constituted by Council to consider proposals for the creation of Trusts, in advance of any decision by Cabinet in relation to services being provided by such Trusts'

The recommendation had been considered by Cabinet on 8<sup>th</sup> April 2011 when Cabinet had supported the proposal to create the small cross party working group. It was suggested to Council that for the working group to be broadly proportionate, the working group comprise of 8 members as set out in the report.

RESOLVED – That the following nominations to the Working Group be approved:-

Labour – Cllrs James, Barclay, Hall and Wilcox  
Liberal Democrat – Cllr Preece  
Conservative – Cllr Wells  
Association of Independent Councillors – Councillor G Lilley  
Independent Councillor – the Assistant Chief Executive agreed to contact on individual basis to seek nominations to the Working Group

The meeting concluded at 7.35 p.m.

CHAIR

### **SPECIAL CLEVELAND POLICE AUTHORITY EXECUTIVE**

A special meeting of Cleveland Police Authority Executive was held on Wednesday 16 February 2011 in the Members Conference Room at Police HQ.

**PRESENT:** Councillor Caroline Barker, Councillor Barry Coppinger, Councillor Paul Kirton, Councillor Ron Lowes, Councillor Dave McLuckie (Chair), and Mayor Stuart Drummond.

Independent Members  
Miss Pam Andrews-Mawer, Mr Peter Race MBE (Vice Chair), Mr Ted Cox JP, Mr Peter Hadfield, Mr Aslam Hanif and Mr Geoff Fell.

**OFFICIALS:** Mrs Julie Leng, Mrs Clare Hunter, Mr John Bage and Mr Michael Porter (CE).  
Mr Sean Price, Mr Derek Bonnard, Mr Sean White, Mr Mick Hartnack (Superintendents Association), Mr Steve Matthews, Mr Ian Bruce (Federation) and Miss Kate Rowntree (CC).

### 366 **APOLOGIES FOR ABSENCE**

Apologies were received from Mr Chris Coombs, Councillor Mary Lanigan, Mr Mike McGrory JP, Councillor Hazel Pearson OBE and Councillor Carl Richardson.

### 367 **DECLARATIONS OF INTERESTS**

There were no declarations of interest.

### 368 **PROVISIONS OF REGULATION A19 POLICE PENSIONS REGULATIONS**

The Deputy Chief Constable informed Members that the purpose of the report was to advise Members of the provisions of Regulation A19 Police Pensions Regulations 1987, and to seek agreement to utilising this provision as necessary, to assist in providing an option to achieve a balanced budget following the announcement of the Comprehensive Spending Review (CSR) requirements.

Members were reminded that the Secretary of State for Communities and Local Government announced on the 13<sup>th</sup> December 2010 a two-year Funding Settlement covering 2011/12 and 2012/13 and indicative cuts to the Home Office budget for the final 2 years of the Comprehensive Spending

Review Period (CSR), 2013/14 and 2014/15. As a result Cleveland Police had to significantly reduce its costs over the next four years, whilst continuing to deliver the best policing service possible

The Police Authority had already identified and commenced a number of projects which would provide a solid foundation to enable significant organisational change, in particular the partnership with Steria to deliver Project I and the collaboration of the Roads Policing Unit (RPU) between both Cleveland Police and Durham Constabulary.

To ensure that the LTFP is achieved there are significant savings required, which indicates that there will be a need to reduce police officer numbers by approximately 230 FTEs over the next two years to enable workforce modernisation.

Members were informed that it was on this basis that it was felt appropriate to put in place processes and procedures which would enable Cleveland Police to meet the workforce modernisation and collaboration agenda, and to meet the contractual arrangements under Project I, over the next two to three years through the utilisation of currently available 'tools'. Regulation A19 of the Police Pension Regulations is one approach which could be used to ensure that the necessary reductions are achieved.

The Deputy Chief Constable informed Members that the risks associated with not utilising Regulation A19 would result in drastic short and long term cuts, or the introduction of other measures which could impact on delivery of policing services across Cleveland in order to achieve a balanced budget. As staffing costs equate to approximately 80% of the overall budget, there are few other opportunities that could be implemented to mitigate the non-utilisation of Regulation A19.

Members sought assurance regarding any potential loss of skills and abilities across the Force.

The Deputy Chief Constable informed Members that it is normal for Police Officers to retire after thirty years and the transfer of skills and abilities is something that is fully understood with-in the service.

Members queried why there was no financial savings indicated with-in the report and sought assurance as to the robustness of such financial computations.

The Chief Constable assured Members that any such financial computations would be brought to a future Police Authority meeting. In terms of the savings, Members were informed that there were no figures at present because each of the Officers were to be dealt with on an individual basis and on merit. As the Force worked through these Members would be brought up to date.

**ORDERED that;**

1. the proposals to set a clear policy on the deployment of Regulation A19 within the context of the Long Term Financial Plan (LTFP) be agreed.



## **CLEVELAND POLICE AUTHORITY EXECUTIVE**

A special meeting of Cleveland Police Authority Executive was held on Thursday 24 February 2011 in the Members Conference Room at Police HQ.

**PRESENT:** Councillor Caroline Barker, Councillor Barry Coppinger, Councillor Paul Kirton, Councillor Ron Lowes, Councillor Mary Lanigan, Councillor Dave McLuckie (Chair), and Councillor Carl Richardson.

### **Independent Members**

Miss Pam Andrews-Mawer, Mr Peter Race MBE (Vice Chair), Mr Chris Coombs, Mr Mike McGrory JP, Mr Ted Cox JP, Mr Peter Hadfield, Mr Aslam Hanif and Mr Geoff Fell.

**OFFICIALS:** Mrs Julie Leng, Mr John Bage and Mr Michael Porter (CE).  
Mr Derek Bonnard, Mrs Denise Curtis-Haigh, Mrs Ann Hall and Miss Kate Rowntree (CC).  
Mr Steve Matthews (Federation)  
Ms Lynda Turnbull (UNISON)

## **369 APOLOGIES FOR ABSENCE**

Apologies were received from Councillor Hazel Pearson OBE, Mayor Stuart Drummond, Mr Sean Price and Mr Dave Pickard.

## **370 DECLARATIONS OF INTERESTS**

There were no declarations of interest.

## **371 ROBUSTNESS OF ESTIMATES AND ADEQUACY OF FINANCIAL RESERVES.**

The Treasurer reminded Members that there is a requirement for the Treasurer to report formally and specifically on the robustness of estimates and the adequacy of the level of reserves contained within any budget proposals being considered by the Authority.

Members were informed that it is the duty of the Treasurer to specifically comment on the robustness of the estimates put forward for the Authority's consideration. For the reasons set out in the report and from the Treasurer's own review of the estimates process, the Treasurer is satisfied that the proposed spending plan for 2011/12 is sound and robust

The Treasurer informed Members that while the financial position for 2011/12 is robust, beyond this period there is a significant risk given the substantial cuts in government funding in the first 2 years of the Comprehensive Spending Review (CSR) period and the limited scope from where additional savings can be developed.

Members sought assurance around the suggested significant risk of pace of funding cuts in the first two years of the CSR.

The Treasurer informed Members that the 2011/12 Budget was based on the assumption that the 53 Police Officers initially expected to leave under Regulation A19 would have left the organisation by the beginning of April 2011, and that any delay to this process would incur unbudgeted pressures of around £200k per month.

The Deputy Chief Constable informed Members that 80% of those Officers would retire naturally by the end of March 2011, and that the pressure was expected to be around £80k.

**ORDERED that;**

1. the contents of the report are noted.

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**SETTING THE 2011/12 PRECEPT**

The Treasurer informed Members that the balance of cost of the police service not paid for by central government is met by local taxpayers through a precept on their council tax.

Legislation required the precept to be set before 1<sup>st</sup> March 2011. The precept on each of the four billing authorities is set taking account of their individual surpluses/deficits on collection funds.

Members were informed that when formulating the budget strategy for 2011/2012 and to establish a prudent budget, the Police Authority had taken account of national and local implications of the current economic situation.

The proposed budget sought to strike a balance between improved service levels and performance, savings and efficiencies, prudent reserves over the Long Term Financial Plan period and, moreover, the implications for council taxpayers.



**ORDERED that;**

1. the Net Budget Requirement for 2011/12 as £129,842k be agreed.
2. The funding for the Net Budget Requirement for 2011/12 as:

▪ Police Grant	£51,355k
▪ Revenue Support Grant/NNDR	£46,264k
▪ Net Surplus on Collection Funds	£224k
▪ Precept	<u>£31,999k</u>
	<u>£129,842k</u>

be agreed.
3. the tax base for 2011/12 as 170,355 Band D equivalent properties be agreed.
4. the basic amount of council tax (Band D equivalent) for 2011/12 be set at £187.838 be agreed.
5. that the following precepts be levied on the four billing authorities be agreed.

▪ Hartlepool Borough Council	£5,252,236
▪ Middlesbrough Borough Council	£7,460,555
▪ Redcar & Cleveland Borough Council	£8,211,628
▪ Stockton on Tees Borough Council	£11,074,777
- 6 that council tax be set at the following levels be agreed;

▪ A 2/3rds	£125.225
▪ B 7/9ths	£146.096
▪ C 8/9ths	£166.967
▪ D 1	£187.838
▪ E 1&2/9ths	£229.580
▪ F 1&4/9ths	£271.322
▪ G 1&2/3rds	£313.064
▪ H 2	£375.676

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**BUDGET 2011/12 AND LONG TERM FINANCIAL PLAN  
2012/13 – 15/16**

The Assistant Chief Officer Finance & Commissioning, (ACO F+C) informed Members that the continued success and development of policing is dependent upon a stable financial position which supported longer term planning and sustainable service delivery.

Members were reminded that the latest Comprehensive Spending Review was issued in October 2010 with further detail being released in December 2010 which gave detail around funding for four years from 2011/12. This followed on and was in addition to the in year cuts announced in June 2010 which cut £1.366m from revenue and £0.1m in capital funding.

The ACO (F+C) informed members that the proposed 2011/12 budget was to underpin the Authority's financial objectives of:

- Maintain and enhance front line services.
- Optimise financial & operational resilience.
- Deliver LTFP savings targets.
- Demonstrate robust corporate approach to VfM
- Have auditable outcomes.

Members sought clarification on the additional Government Grant 'equivalent to 2.5%', as mentioned in the report at paragraph 5.2.

Members were informed that this additional amount was a payment to public authorities who undertook a Precept freeze in 2011/12.

Members sought clarification regarding the deletion of roles funded by the Criminal Records Bureau and the Local Criminal Justice Board.

The Deputy Chief Constable informed Members that regrettably due to the withdrawal of funding from some partner agencies a small number of posts had been deleted.

Members requested assurance that the Force would not be less effective in terms of CRB checks and associated workings.

The Deputy Chief Constable assured Members that these processes would be managed and there was no risk locally.

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#### **CAPITAL PROGRAMME 2011/12 AND LONG TERM CAPITAL PLAN 2012/**

The Assistant Chief Officer Finance + Commissioning (ACO F+C) informed Members that the report is part of the process introduced by the Authority to establish sustainable annual and long term financial plans and maintain prudent financial management.



Members were informed that the Capital Plan was set out at Appendix A to the report. It covered the period April 2011 to March 2015 and sets out the capital priorities of the organisation and the funding required for their delivery.

The report sets out recommendations to make optimum use of the capital resource available to the Authority, despite the significant cuts in Government funding, to refresh and develop the asset base for policing in the 21<sup>st</sup> Century in line with the vision of 'Putting People First'.

**ORDERED that;**

1. prudential borrowing of up to £4.182m in 2011/12 be agreed.
2. the Air Support Programme as set out at Appendix B to the report be agreed.
3. the Facilities Programme as set out at Appendix C to the report be agreed.
4. the ICT Programme as set out at Appendix D to the report be agreed.
5. the Fleet Programme as set out at Appendix E to the report be agreed.
6. this Programme does not include any costs or capital receipts associated with the potential relocation of Cleveland Police Headquarters be noted.

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**TREASURY MANAGEMENT & PRUDENTIAL INDICATORS**

The Assistant Chief Officer Finance + Commissioning (ACO F+C) informed Members that the report is part of the process introduced by the Authority to establish sustainable annual and long term financial plans and maintain prudent financial management.

Members were informed that to comply with the CIPFA Prudential Code of Practice Members are required to set a range of Prudential Indicators for the financial year 2011/12. The code stated that prudential indicators for treasury management should be considered together with the annual investment strategy for 2011/12.

The Assistant Chief Officer Finance + Commissioning (ACO F+C) informed Members that based on the indicators proposed in the report, the revenue budget, capital programme and associated financing are within prudent limits. A prudent Investment Strategy had been put forward for approval that sought to firstly secure the money being invested before secondly looking at rates of return.

Members sought assurance over the determination of decisions made regarding fixed and long term borrowing periods.

The Assistant Chief Officer Finance + Commissioning (ACO F+C) assured Members that long term borrowing is usually for a period of up to ten years and the Force always seeks to take out such as late as possible so to reduce interest rates and payments.

**ORDERED that;**

- 1 the Prudential Indicators, set out in para's 3.5, 3.6 and 3.7 to the report be agreed.
- 2 future investments will be placed in line with the strategy set out in Appendix A to the report be noted.
- 3 if, at any stage, the turbulence in the financial markets is judged to have returned, that the potential for delegated authority to the Treasurer and Deputy Section 151 Officer is revisited, in consultation with the Chair of the Policy and Resources Panel and the Chair and Vice of the Police Authority be agreed.
- 4 Middlesbrough Council continue to offer advice to Cleveland Police Authority in relation to placing and committing the Authority to Investments within the constraints of our Investment Strategy be agreed.
- 5 the Annual Investment Strategy set out at Appendix A to the report be agreed.

376

**MINIMUM REVENUE PROVISION 2011/12**

The Treasurer informed Members that the Minimum Revenue Provision (MRP) is the annual revenue provision that authorities have to make in respect of their debts and credit liabilities. The requirement to make MRP has existed since 1990.



Members were informed that due to changes to the Local Authorities (Capital Financing and Accounting) (Amendment) (England) Regulations on calculation of the MRP in February 2008, a report is now necessary to seek approval from the Authority as to the annual MRP strategy this report being for the 2011/12 financial year.

The Treasurer confirmed that this report sought approval from Members on the treatment and calculation of MRP, and the Strategy that is used by the Authority and therefore ensures that the Authority is in line with the Local Authority Regulations.

**ORDERED that;**

- 1 the MRP Strategy for 2011/12, which involved no change from the 2010/11 strategy. Specifically that being:
  - Option 1 ("Regulatory Method") be used to calculate the MRP on existing borrowing (before the 1<sup>st</sup> April 2008) and any future supported borrowing (after 1<sup>st</sup> April 2008).
  - Option 4 ("Depreciation Method") be used to calculate the MRP in the case of any future unsupported borrowing (after the 1<sup>st</sup> April 2008).
- 2 the MRP Strategy be presented to the Authority on an annual basis and its recommendations adopted for the following financial year in line with the requirements of the 2007 Regulations be agreed.

be agreed.

377

**POLICING PLAN 2011/14**

The Deputy Chief Constable informed Members that under the Police and Justice Act 2006 (section 62B) Cleveland Police Authority shall, every year, issue a policing plan.

Members were informed that a draft of the policing plan is required to be issued by the Police Authority, shall be prepared by the Chief Constable and submitted to the Police Authority for it to consider. The Police Authority shall consult the Chief Constable before issuing a policing plan which differs from the draft submitted by the Chief Constable.

The preparation of a policing plan, including policing priorities and performance targets, delivered a structured approach to identifying key strategic objectives and driving the prioritisation of resource in the delivery of Putting People First.

**ORDERED that;**

1. Members consider and issue the final draft of the 2011/14 Policing Plan, subject to agreement of the performance targets and the 2010/11 financial outturn results, be agreed.

378

**2011-12 LOCAL POLICING SUMMARIES**

The Deputy Chief Constable informed members that the local policing summary provided important information on policing to our local communities. The report had been prepared to give background information regarding the production of the 2011/12 Local Policing Summary.

Members were informed that the Serious Organised Crime and Police Act 2005 sets out the requirement for police authorities to prepare local policing information. This should be a report, for members of the public, on matters relating to the policing of the area for the year and is referred to as a Local Policing Summary.

The production of the local policing summary highlighted some of the policing activities and areas of interest for the public. It supported the implementation and development of our engagement activities and helps to drive forward the vision of the Force and Authority.

**ORDERED that;**

1. the proposals and schedule included within the report be agreed.

379

**FUNDING OF ACPO**

The Treasurer presented the report to Members and informed that the report had been written following the on-going discussion relating to whether Police Authority's will continue to fund the Association of Chief Police Officers (ACPO) in 2011/12. The paper built upon a request from ACPO to all Police Authority's seeking confirmation of their intentions for 2011-12.



Members were informed that the paper at Appendix A to the report, sought to provide background information on the Association of Chief Police Officers and more detail regarding its current role, the future direction of travel, staffing details and functions and the funding requirement for Financial Year 2011/12, so that Members can make an informed decision regarding ACPO funding for the forthcoming financial year.

Members queried whether the Police Authority should continue to spend the public purse in funding organisations such as ACPO.

Members sought assurance that our ACPO Officers are still covered by the relevant insurances.

The Chairman assured Members that the Police Authority would ensure that all ACPO insurances will be honoured. The Chairman then moved a motion to adopt Option 2 with an additional addendum. Councillor Barry Coppinger seconded the motion.

**ORDERED that;**

1. the Police Authority cease to fund ACPO in 2011/12 and save the £9,162.55 and cease to fund ACPO in perpetuity, be agreed.

380

**MINUTES OF THE OPERATIONAL POLICING PANEL  
HELD ON 18 NOVEMBER 2010**

**ORDERED** that the following minutes of the Operational Policing Panel were submitted and approved.

**OPERATIONAL POLICING PANEL**

A meeting of the Operational Policing Panel was held on Thursday 18 November 2010 commencing at 10.30 am in the Police Authority Members Room at Police Headquarters.

**PRESENT**

Councillor Barry Coppinger (Chair), Mr Chris Coombs (Vice Chair), Mayor Stuart Drummond, Mr Aslam Hanif, Councillor Carl Richardson, Mr Geoff Fell.

**ADDITIONAL  
ATTENDEES**

Councillor Ron Lowes, Mr Peter Hadfield

**OFFICIALS**

Mrs Joanne Hodgkinson, Mrs Sarah Wilson and Mr John Bage (CE)  
ACC Sean White, ACC Dave Pickard and Miss Kate Rowntree (CC).

381

**APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Dave McLuckie (ex officio), Mr Peter Race MBE (ex officio), Miss Pam Andrews-Mawer, Councillor Mary Lanigan, Councillor Hazel Pearson OBE.

382                    **DECLARATIONS OF INTERESTS**

There were no declarations of interest

383                    **MINUTES OF THE MEETING HELD 23 SEPTEMBER 2010**

Members queried a recent incident and the situation regarding costs being recovered for Cleveland Police assistance in these matters

ACC Crime Operations assured Members that costs associated with the incident would be recovered.

Following this Members accepted the minutes as a true reflection of the minutes.

384                    **OUTSTANDING RECOMMENDATIONS**

**ORDERED that:-**

1. the outstanding recommendations be noted.

385                    **FORCE PERFORMANCE REPORT (APRIL TO SEPTEMBER 2010)**

The Assistant Chief Constable Territorial Operations presented the report to Members on Force performance to September 2010.

Progress against the Policing Plan Priority was monitored using the Priority Indicator Set. The Priority Indicator Set provided a reduced suite of performance measures (i.e. 'a performance dashboard'), which aimed to reflect outcome performance in relation to the local policing priority and the Chief Constables vision of Putting People First.

For 2010-11, there are 18 performance measures within the Priority Indicator Set. Of these, 8 are green, 4 are amber, 6 are red.

With reference to assault without injury on public premises, Members queried whether owners should have greater responsibility to assist in reducing such matters.

The Assistant Chief Constable Territorial Operations informed Members that Licensees are encouraged to report such incidents and Police do regularly visit pubs and clubs.

Members queried as to how we performed in confidence areas compared to our family of Forces.

The Assistant Chief Constable Territorial Operations informed Members that Cleveland was performing extremely well in this area and was currently in the top ten forces in the whole of England and Wales.

**ORDERED that:**



1. the report be noted

386

#### **HATE CRIME UPDATE**

The Assistant Chief Constable Territorial Operations informed members that public sector bodies had an important role to play in preventing hate crime. The new Equality Bill included an Equality Duty which will mean public sector bodies will have to think about how they can foster good relations between different communities.

Members were informed that regionally, the Hate Incident/Crime Group is one of five task groups being convened to deliver the North East Community Cohesion Learning Network's Action Plan. The other four task groups will focus on Community Tension Monitoring, Migration, Cohesion and Schools, and Cohesion and Faiths.

Members sought clarification on the statement of race disproportionality.

The Assistant Chief Constable Crime Operations informed members of the clarification.

#### **ORDERED that:**

1. the report be noted.

387

#### **SPECIALS UPDATE REPORT**

The Assistant Chief Constable Territorial Operations informed Members that Cleveland Police currently had 180 serving Special Constables and a further 23 in training. A 'snapshot' of how the Specials are currently deployed was detailed with-in the report.

Members were informed that it is expected that each member of the Special Constabulary would contribute a minimum of 16 hours per month in voluntary service to the Force. It was noted that currently Cleveland Specials averaged 25 hours per member per month. This placed Cleveland second in the group of Forces from Northumbria to Humberside.

The Force planed to make members of the Special Constabulary available to local Senior Management Teams for deployment across the district, in all activities, in support of local priorities.

#### **ORDERED that:**

1. the report be noted.

388

#### **'YOUR POLICE' PROPOSAL**

The Strategy Manager informed Members that a fundamental reason for consulting, engaging and informing communities was to build and strengthen the accountability of the police to the public. Communities should be able to influence the way that policing is delivered, from the very local to the most strategic.

Members were informed that the 'Your Police' proposal is a fundamental new way of setting up a means to communicate with residents in the Cleveland Police area. Residents would be invited to join a group broadly

covering one of the 4 Basic Command Units. Those residents accepting the invitation will make up the membership of the group which would be recognised and supported by the Police Authority as a legitimate group to whom the Authority would turn to receive feed back and to use for consultation over the whole range of policing activities.

Effectively this will ensure two-way communication by receiving regular communication from the Force and Authority and by being provided with opportunities to feedback and influence service delivery. 'Your Police' has the potential to provide a platform for informed debate, two way dialogue and discussion.

Members queried whether volunteers for this initiative would need to be vetted.

The Strategy Manager informed Members that there would be no sensitive material put into the public for a.

Members queried whether this would be a dialogue. Members were assured that this would be so.

The Chair and Assistance Chief Constable required some clarification regarding the resourcing of such a scheme.

**ORDERED that:**

1. the report be noted.
2. a further report with more refined proposals be brought to a future meeting be agreed.

**Strategy  
Manager**

389

**MYSTERY SHOPPING – SCRUTINY OF THE POLICING PLEDGE**

The Consultation & Performance Officer informed Members that the purpose of the report was to update Members on the progress of the 'Mystery Shopper' activity which had been implemented as part of the Police Authority's scrutiny of the implementation of the Policing Pledge.

Members were informed that Neighbourhood Police teams are arranging a wide variety of public consultation meetings, which are generally well advertised. Officers are polite, well prepared and professional. They clearly understand the issues affecting their neighbourhoods, and have action plans to deal with these issues. Neighbourhood teams are generally well known to their local communities and work effectively with partner agencies.

Although many meetings are currently poorly attended, community members are aware of how to contact the teams should they need to, and are reassured by their regular presence.

The Assistant Chief Constable Territorial Operations welcomed the report and informed Members that he had tasked the Neighbourhood Policing Manager to co-ordinate future partnership workings to aid improvements with the process.

**ORDERED that:**

1. immediate action is taken to resolve the issues with the meeting

**ACC**



information on the Force website be agreed.

**Territorial  
Ops**

2. the 'My Neighbourhood' section of the Force website is reviewed to ensure that it is 'user friendly' for the general public, be agreed.

**ACC  
Territorial  
Ops**

3. training be provided promptly to Control Room call takers covering how to locate neighbourhood information, be agreed.

4. the Force intranet based, Public Consultation Form process is reviewed be agreed.

**ACC  
Territorial  
Ops**

390

## **WARD PRIORITIES REPORT**

The Consultation & Performance Officer informed Members that this report presented the Ward priorities for all of Cleveland's 88 Wards.

Members were informed that each Neighbourhood Policing Team establishes a set of up to three local Ward priorities, which are reviewed and updated regularly. This was done through the Key Messages process. Whilst this process is followed in all four BCUs, attendance at meetings in some areas had been low, leading to some Districts adapting the process to suit local needs.

Details of the current and previous priorities from all 88 Cleveland Wards were at appendix A to the report.

### **ORDERED that:**

1. Members take cognisance of the Ward priorities at Appendix 1 to the report, with a view to using the results to assist in setting the local policing priorities for 2011 - 2012. be noted.

391

## **2011/14 POLICING PRIORITIES AND LOCAL POLICING PLAN**

The Assistant Chief Constable Territorial Operations informed Members that this report had been prepared to seek Members approval for the proposed policing priorities for 2011/14 and to provide an update on the schedule for the production of the 2011/14 Policing Plan.

Members were informed that the process will deliver a Policing Plan that compiles with the requirements set out in the Police Justice Act 2006 and the current Policing Plan Regulations set out in the Home Office circular 004/2008.

The Assistant Chief Constable Territorial Operations informed Members that following a Members briefing held on 16 November 2010 the suggested priorities at para 4.5 to the report be amended.

### **ORDERED that:**

1. Members engage in development and process to create policing plans be agreed.
2. Members consider and approve the proposals and production schedule for the Policing Plan included within the report.

**ACC  
Territorial  
Ops**

392

**MINUTES OF THE STRATEGIC PERFORMANCE GROUP**

**ORDERED that;**

1. the minutes of the Strategic Performance Group held on 20 September 2010 and 29 October 2010 were submitted and noted.

393

**MINUTES OF THE CITIZEN FOCUS PROJECT BOARD**

**ORDERED that;**

1. the minutes of the Citizen Focus Project Board held on 6 July 2010 and 27 September 2010 were submitted and noted.

394

**MINUTES OF THE AUDIT & INTERNAL CONTROL PANEL  
HELD ON 8 DECEMBER 2010**

**ORDERED** that the following minutes of the Audit & Internal Control Panel were submitted and approved.

**AUDIT AND INTERNAL CONTROL PANEL**

**ACTION**

A meeting of the Audit and Internal Control Panel was held on Wednesday 8 December 2010 commencing at 10.30 am in the Members Conference Room, Police Headquarters.

**PRESENT**

Mr Mike McGrory JP (Chair), Mr Peter Hadfield (Vice Chair), Mr Geoff Fell, Mr Ron Lowes and Mayor Stuart Drummond.

**OFFICIALS**

Mr Michael Porter and Mr John Bage (CE).  
Mrs Ann Hall, Mrs Denise Curtis- Haigh and Miss Kate Rowntree (CC).

**AUDITORS**

Mr Ian Wallace – Internal Auditor (RSM Tenon),  
Mr Paul Heppell – External Auditor (Audit Commission).

395

**APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Dave McLuckie (ex officio), Mr Peter Race MBE (ex officio), Councillor Caroline Barker and Mr Chris Coombs.

396

**DECLARATIONS OF INTERESTS**

There were no declarations of interest.

397

**MINUTES OF THE PREVIOUS MEETING HELD 21 OCTOBER 2010**

A Member sought clarification on business that may or may not be excluded from the press and public.

**ORDERED that;**



1. discussion on the possible exclusion of the press and public from public meetings to be included in a forthcoming Members briefing on the Annual Governance Statement and the Code of Corporate Governance be agreed.

Treasurer

The minutes were agreed as a true and accurate record.

398

## **OUTSTANDING RECOMMENDATIONS**

### **ORDERED that:-**

1. the Outstanding Recommendations were noted and updated.

399

## **CONTRACT STANDING ORDER No 9 – EXEMPTIONS FROM THE NORMAL REQUIREMENTS TO TENDER**

The Assistant Chief Officer Finance and Commissioning (ACO F&C) presented the report to Members. Members were informed that new contract standing orders were introduced on 1 July 2009. Standing Orders paragraph 9 stated that "Utilisation of Contract Standing Order 9 or failure to follow contract standing orders shall be reported to the Audit and Internal Control Panel". Details of each request were included in Appendix A to the report.

In compliance with Contract Standing Orders it had been the practice to report quarterly, every circumstance where it appears that the normal requirement to tender had not been followed.

Members robustly and individually reviewed, each of the exemptions.

### **ORDERED that;**

1. the exemptions in Appendix A of the report which satisfy the criteria for exemption from the normal requirement to tender set out in Contract Standing Order 9 be noted.

400

## **INTERNATIONAL FINANCIAL RECORDING STANDARD**

The ACO F+C informed Members that the purpose of the report was to update Members on the requirement to adopt International Financial Reporting Standards (IFRS) for Local Authority (including Police Authority) financial statements from 2010/11.

Members were informed that it is generally accepted that although the Statement of Accounts satisfied the legal and technical requirements it did not clearly communicate the Authority's financial position to non-technical readers. For this reason it is important that the Authority considers how this will be best undertaken going forward given that the Statement of Accounts will be even more of a technical document than it had been in the past.

Members sought to clarify the benefits of introducing such schemes.

The ACO F+C informed Members that it was to bring public sector organisations closer, in line to the private sector recording standards.

The Chair queried whether the summary of such would be subject to audit.

The external audit informed Members that this would not formally be recorded; however it would include a statement as to whether it had been complied with.

**ORDERED that;**

1. the report be noted.

401

**AUDIT & INTERNAL CONTROL PANEL 2008-09 SELF ASSESSMENT – ACTION PLAN PROGRESS.**

The Treasurer reminded Members that they received an update on the Action Plan arising from the Panel's self assessment in 2008 at their meeting on the 26<sup>th</sup> November 2009. The report presented had, in the appendix, the progress made to date.

As part of the continuous process of development and improvement of the Police Authority, the Chief Executive and the Chair of the Panel commissioned a self assessment of the Audit & Internal Control Panel. This was facilitated by District Audit and support was provided by the Authority's Officers.

The Treasurer informed Members that an analysis of the self assessment questionnaires completed by all of the then members of the panel and an Action Plan intended to address areas for improvement had been developed.

Members were informed that one area remained outstanding on the Action Plan in relation to the Standing Financial Instructions. These will be reviewed in light of the recent outsourcing and this outstanding action will be incorporated in that review.

Members were asked to consider whether it would be of value to carry out similar exercises in future.

**ORDERED that;**

1. the progress against the approved Action Plan be noted.
2. a further self assessment be carried out in the near future.

**Treasurer**

402

**ANNUAL GOVERNANCE STATEMENT**

The Treasurer informed Members that Authorities, including Police Authorities, are required to prepare an Annual Governance Statement. Though the statement is published within the Annual Statement of Accounts, it should be considered and agreed as a separate document as it concerns all corporate controls and not confined to financial issues.

The Annual Governance Statement process is to provide a continuous review of the effectiveness of an organisation's governance arrangements including internal control and risk management systems. This is intended to give assurance on their effectiveness or otherwise leading to an action plan to



address identified weaknesses.

The Treasurer referred Members to Section 4 of the report and assured Members that the small numbers of items outstanding will be completed in 2011.

**ORDERED that;**

1. the three areas identified for continued focus at para 4.1 to the report be noted..
2. the proposed timetable as outlined in Table 1 to the report, for review and production of the 2010/2011 Statement be agreed.

403

**INTERNAL AUDIT PROGRESS REPORT**

The Internal Auditor informed Members that the periodic internal audit plan for 2010/11 was approved by the Audit and Internal Control Panel on 3 June 2010. The report summarised the outcome of work completed to date against that plan.

Members were informed that Appendix A to the report outlined the detailed internal audit plan approved by the Panel, whilst Appendices B and C to the report, provided cumulative data in support of internal audit performance.

**ORDERED that;**

1. the report be noted

**REPORTS OF THE INTERNAL AUDITORS**

404

**HR POLICIES AND PROCEDURES**

The Internal Auditor informed Members that the Corporate Planning & Performance Unit provided a Policy Registrar function that was responsible for ensuring the most up to date version of policies and procedures are available on SharePoint, and to alert policy owners that their policy is due for review and maintain the Force register of policies and procedures. The register had prioritised the review or implementation of policies and procedures in terms of high, medium and low.

The Internal Auditor informed Members that they were surprised by the high number of 88 policies and procedures to be considered.

The Internal Auditor informed Members that taking account of the issues identified and whilst the Authority can take some assurance that the controls upon which the organisation relies to manage this risk are suitably designed, consistently applied and effective, action needs to be taken to ensure the risk is managed.

The Head of People & Diversity informed Members that at the time of the audit, 88 policies and procedures were identified for review; this had now reduced to 62 of which 30 have moved on since the audit, with work being carried out to improve the status of such.

New performance indicators had been created with a monthly review process being put in place. Risk based assessments will be utilized and

prioritized.

Members were informed that Steria have assisted in mapping of such processes and a programme is in place with them, written in the contractual compliance procedures.

The Chair queried how such a situation had arisen and questioned whether HR professionals were spending their time supporting Service Unit Managers.

The Head of People & Diversity informed Members that the situation had arisen as a direct result of a reduced capability some time ago with-in HR. With the recent transfer of staff to Steria this had eased the situation.

**ORDERED that;**

1. the report be noted.
2. contingency days in the Internal Audit Plan for the current year may be utilised to provide a follow-up report on HR Policies and Procedures and Data Quality be agreed.

405

**BUDGETARY CONTROL**

The Internal Auditor informed Members that the Executive were responsible for setting the tone and culture of the budget setting process, to ensure that expenditure fell within the level of funding available in year and in future financial periods to account for additional financial pressures.

The starting point for the budget setting process is the base budget from the previous financial year; planning assumptions identified by the Executive are then incorporated to identify any short falls between expenditure and income. Budget holders/leads are then required to identify efficiency savings to ensure a balanced budget is achieved.

The process is overseen by the Acting Head of Corporate Services and a budget setting timetable is in place to ensure key milestones are achieved. The annual budget and three year financial plan was presented to, and approved by, the Authority on the 24<sup>th</sup> February 2010.

The Internal Auditor informed Members that taking account of the issues identified, the Authority can take substantial assurance that the controls upon which the organisation relies to manage this risk are suitably designed, consistently applied and effective.

**ORDERED that;**

1. the report be noted.

406

**KEY FINANCIAL CONTROLS**

The Internal Auditor informed Members that Cleveland Police Authority used 'Welcom Financials' as its finance package with 'Crystal Reports' as its reporting tool. 'Welcom Financials' had been in place for a number of years, and will be replaced on the 1st April 2011 with an Oracle based system supplied by Steria.

The Financial Regulations had recently been updated as part of the Code of



Corporate Governance. The Code of Corporate Governance provided an overarching summary of responsibilities for maintaining various financial records across the Police Authority and Force. Within the finance function more detailed documented procedures are available and are held within the unit that is responsible for that process.

Members were informed that taking account of the issues identified, the Authority can take substantial assurance that the controls upon which the organisation relied to manage this risk are suitably designed, consistently applied and effective.

**ORDERED that**

1. the report be noted.

407

**AUDIT COMMISSION PROGRESS REPORT**

The External Auditor informed Members that the objective of the work was to scope sufficient audit work to be able to provide:

- an opinion on the financial statements
- reach a conclusion on whether the Authority has arrangements for delivering value for money.

In addition the External Auditor informed that there were a number of significant developments at the Authority which need to be considered and evaluated, including the impact of Project I, recent announcements of central government funding decisions and new financial systems.

Members were informed that due to recent changes with-in the reporting mechanism's of the Audit Commission it will consider and clarify its fees following direct from the Government on accounting for costs arising from abolition of the Audit Commission.

**ORDERED that;**

1. the report be noted.

408

**CLOSE OF MEETING**

409

**MINUTES OF THE LEADERSHIP PANEL HELD ON 14 DECEMBER 2010**

**ORDERED** that the following minutes of the Leadership Panel were submitted and approved.

**LEADERSHIP PANEL**

A meeting of the Leadership Panel was held on Tuesday 14 December 2010 in the Chairmans' Office at Police Headquarters.

**PRESENT:**

Miss Pam Andrews-Mawer, Cllr Barry Coppinger, Mr Ted Cox JP, Mr. Aslam Hanif, Mr Mike McGrory, Cllr Dave McLuckie (Chair).  
Mr Michael Porter, Treasurer, Dr Neville Cameron, Service Improvement

	Manager	
<b>ADDITIONAL MEMBERS</b>	None	
410	<b>APOLOGIES FOR ABSENCE</b>	<b>ACTIONS</b>
	Apologies for absence were received from Mr Peter Race MBE, Mrs Julie Leng.	
411	<b>DECLARATIONS OF INTERESTS</b>	
	There were no declarations of interests.	
412	<b>MINUTES OF THE PREVIOUS MEETING HELD ON 27 SEPTEMBER 2010</b>	
	The minutes of the previous meeting held on 27 September 2010 were accepted as a true and accurate record.	
413	<b>RISK MANAGEMENT UPDATE</b>	
	The Service Improvement Manager provided Members with an update of modifications to the CPA Risk Register and the adoption of 4Risk Software to assist the Force and Authority in regularly updating Risk Registers.	
	At the September meeting, Members were notified of the process of updating and mitigating risks within the CPA and the scrutiny undertaken by the Joint Risk Management Group and the Audit and Internal Control Panel.	
	At the Joint Risk Management Group in October 2010, it was agreed that a paper should be presented to the Leadership Panel outlining the use of a new Risk Management software package, developed by the Force internal auditors RSM Tenon, called 4Risk.	
	Members were provided with an updated Risk Register and the Risk Register Action plan that underpins this and provided with an update on progress.	
	It was commented that in relation to Risk PA6 that there would be an additional audit before the end of the financial year in relation to HR policies and procedures to provide Members with assurance that progress was being made in this area. It was also commented in relation to the same risk that a report on job evaluation was due to the P&R panel in the new year. It was noted that Mr McGrory would be stepping down as the chair of the Joint Risk Management Group and that Mr Peter Race MBE would be taking over that role.	
	The Treasurer was asked to circulate details of this change to all relevant parties.	
	This report is part of the ongoing process within both the Authority and the Force to embed risk management in every aspect of the business.	Treasurer



414 **Police Authority Business Plan Update**

The Treasurer provided a verbal update in relation to the Police Authority Business Plan and advised Members that this will be updated over the coming months with a report coming to the February PAE.

415 **EXCLUSION OF THE PRESS AND PUBLIC**

ORDERED that pursuant to the Local Government Act 1972 the press and public be excluded from the meeting under paragraphs 1 and 3 Part 1 of Schedule 12A to the Act.

416 **TEMPORARY ASSISTANT CHIEF CONSTABLE**

The Treasurer informed Members of the agreed extension to the collaborative arrangement between Cleveland and Durham in relation to the secondment of Chief Superintendent Roberts to Temporary Assistant Chief Constable with Durham.

Following agreement from the Senior Appointments Panel on 25 March 2010 Chief Superintendent Adrian Roberts was seconded to act as Temporary Assistant Chief Constable in Durham to enable progress to be made in relation to reviewing Durham's Force structure and progress the joint firearms project between Cleveland and Durham.

This arrangement has proved highly successful for both Force's as well as providing an excellent career development opportunity for Chief Superintendent Roberts.

To build on the success and to ensure the progression of the joint firearms project and further collaboration opportunities it was proposed to extend this arrangement for a further six month period up to 25 April 2011. This arrangement was endorsed by the Senior Appointments Panel on 22 October 2010.

**ORDERED that:-**

The approval of a further six month extension to the collaborative agreement between Cleveland and Durham in relation to the secondment of Chief Superintendent Adrian Roberts to the position of Temporary Assistant Chief Constable with Durham Constabulary up to 25 April 2011 be noted.

417 **POLICE AUTHORITY BUDGET 2010 / 11 and SAVINGS FOR FUTURE YEARS**

The Treasurer provided Members with an update on expenditure to the end of November 2010 against the 2010/11 budget, a forecast of the Outturn for the current financial year and also set targets for future savings and highlight areas where these saving could potentially be developed from.

The spreadsheet attached at Appendix A to the report detailed the Outturn for 2009/2010, the original budget for 2010/11, progress to date against the 2010/11 budget and the forecast outturn for 2010-11.

This report updated Members on the progress against the 2010/11 budget and to involve Members in future plans and options to reduce spend in the future in line with the expected reductions in grant funding.

Members were aware of the expected budget cuts that were likely to impact from 2011-12 onwards. The current estimate of the size and phasing of these reductions was summarized in Appendix B in terms of forecast reductions in the Net Budget Requirement (NBR).

The proposal was that the Authority set targets to deliver savings from its current budget that are in line with the expected reductions in NBR over the next 4 years.

Appendix A detailed the 201-11 budget and actual expenditure so that Members could consider which areas they feel were appropriate to make savings and/or reductions in.

This report was part of the ongoing process within the Authority to improve governance in every aspect of the business.

**ORDERED that:-**

1. The budget to the end of November is under spent by £44k after removing the impact of the one off expenditure relating to the previous Chief Executive be noted.
2. Any under spend from this year is set aside, in Earmarked Reserves, to contribute to the costs of any transition, from the current Police Authority structure to that required under the proposals set out in the Policing in the 21st Century be approved.
3. The 2011-12 budget is brought forward for Members' scrutiny and approval at the March meeting be approved.

418

**MINUTES OF THE POLICE AUTHORITY EXECUTIVE HELD ON 15 DECEMBER 2010**

**ORDERED** that the minutes of the Police Authority Executive held on 15 December 2010 were submitted and approved and signed by the Chair as a true and accurate record.

419

**MINUTES OF THE POLICY & RESOURCES PANEL HELD ON 16 DECEMBER 2010**

**ORDERED** that the following minutes of the Policy & Resources Panel were submitted and approved.

**POLICY & RESOURCES**

A meeting of the Policy & Resources Panel was held on Thursday 16 December 2010, commencing at 10.00 am in the Members Conference Room at Police Headquarters.

**PRESENT**

Mr Aslam Hanif (Chair), Councillor Hazel Pearson OBE (Vice Chair), Councillor Barry Copping, Miss Pam Andrews-Mawer, Councillor Ron Lowes and Councillor Paul Kirton.



**OFFICIALS**

Mr Michael Porter, Dr Neville Cameron, Mr John Bage and Miss Rachelle Kipling (CE).  
Mr Derek Bonnard, Mrs Ann Hall, Miss Kate Rowntree and Mr Stephen Matthews (CC).

420

**APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Dave McLuckie (ex officio), Mr Peter Race MBE (ex officio) Mr Ted Cox JP and Mr Sean Price.

421

**DECLARATIONS OF INTERESTS**

There were no declarations of interests.

Action

422

**MINUTES OF THE POLICY & RESOURCES PANEL HELD ON 28 OCTOBER 2010**

The minutes were agreed as a true and accurate record.

423

**OUTSTANDING RECOMENDATIONS**

The Chair requested that a Member of the Panel be nominated to be the Lead Member on the scoping exercise to be carried out on Job Evaluation.

**ORDERED that:-**

1. the Outstanding Recommendations be noted.
2. Miss Pam Andrews-Mawer be nominated to act as Lead Member on the Job Evaluation exercise be agreed.

424

**BUDGET MONITORING REPORT to 31 OCTOBER 2010**

The Assistant Chief Officer Finance + Commissioning (ACO F+C) presented the report. Members were reminded that on 25 February 2010 they had approved a Net Budget Requirement (NBR) of £132,172k and budgeted revenue expenditure of £149,573k, the balance of expenditure being funded by specific grants, other income and transfers from reserves. The report set out the progress against delivery of the budget and is part of the process introduced by the Authority to maintain prudent financial management.

Members were informed that the Authority is on target to deliver a £350k underspend against the revised expenditure plan for 2010/11. The position to date and the year-end forecast were shown at Appendix A to the report. No material risks, other than those set out in the Risk Monitor at Appendix D to the report, had been identified to this position.

Members sought assurance regarding the frequency of invoicing sent to debtors and payment of invoices by such.

The ACO F+C assured Members that regular monitoring of invoicing and payments were carried out, and although on occasions some debtors do delay payments, she assured Members that all such payments are received with-in their allocated time periods.

**ORDERED that:-**

1. the report be noted.

425

#### **CAPITAL MONITORING TO 31 OCTOBER 2010**

The Assistant Chief Officer Finance & Commissioning (ACO F+C) reminded Members that they had approved the capital programme of £10,209k for 2010/11 and the capital plan for 2010/14 at their meeting on 25th February 2010. Members were informed that the report set out the progress against delivery of the programme and is part of the process introduced by the Authority to maintain prudent financial management.

Members were informed that the programme included new schemes; schemes carried forward from 2009/10 and unallocated funding. Subject to Members approving the proposed changes, along with the previous approved changes shown in Appendix B to the report, the budget now stood at £11,345k in 2010/11.

The Assistant Chief Officer Finance & Commissioning (ACO F+C) informed Members that the addition of the Video Editing Studio would allow the Force to respond to contraction of press capacity in the North East by providing footage of news directly to TV studios. This enabled work to be done in-house rather than externally and provided a crucial reduction in time and cost. The total cost was £10.6k and had been approved by delegated Authority.

#### **ORDERED that:-**

1. the report be noted.
2. the addition of the Video Editing Studio scheme at a cost of £10.6k which had been approved under delegated Authority be noted.

426

#### **TREASURY MANAGEMENT TO 31 OCTOBER 2010**

The Assistant Chief Officer Finance & Commissioning (ACO F+C) reminded Members that they agreed an investment strategy for 2010/11 in line with the CIPFA Code of Practice at their meeting on 25th February 2010. The report was to update Members on the status of the Authority's investments and borrowing. It is part of the process introduced by the Authority to maintain prudent financial management.

Members were informed that conditions within the Financial Markets remain significantly less turbulent than they had been, however the Force continued to only place investments with a select few institutions and where possible the Force primarily placed those investments where the money is instantly accessible.

The ACO F+C informed Members that to underpin the approved Capital Programme for 2010/11 it would be necessary for the Authority to take out loans with the Public Works Loan Board (PWLb) totalling £5,972k.

Members requested clarification on the rates of interest referred to in paragraph 3.11 to the report as previously reported rates were lower.

The Assistant Chief Office Finance & Commissioning (ACO F+C) informed Members that each month the Force review the interest rates although it is the Public Works Loan Boards who hold the rates.



The ACO F+C informed Members that the PWLB would apply charges to lower rates which would in essence amount to the same charge as the higher rates offered, should the Force attempt to restructure the loan.

**ORDERED that:-**

1. the report be noted.

427

**PROCUREMENT UPDATE IN RELATION TO THE PURCHASE OF THE NEW HELICOPTER**

The Deputy Chief Constable updated Members on the purchase of the new helicopter.

Cleveland's new helicopter arrived in the UK in the summer and was now in the process of being painted and kitted out with all specialist role equipment.

Members queried the situation in relation to noise complaints received from members of public regarding the helicopter.

The Deputy Chief Constable informed Members that the new helicopter would be slightly quieter.

Members pointed out that although some members of the public complain about the noise from the helicopter, the majority see this as a reassurance.

**ORDERED that:-**

1. the report be noted.

428

**LEGISLATION UPDATE**

The Service Improvement Manager updated members on the recent and proposed legislation relevant to Police Authorities.

Members were informed that the Authority must monitor changes to legislation in order to ensure the ability to plan for appropriate compliance and scrutiny.

**ORDERED that:-**

1. the report be noted.

429

**EXCLUSION OF THE PRESS AND PUBLIC**

ORDERED that pursuant to the Local Government Act 1972 the press and public be excluded from the meeting under Paragraphs 3 & 7 of Part 1 of Schedule 12A to the Act.

430

**CAPITAL EXPENDITURE REPORT**

The Assistant Chief Officer Finance & Commissioning (ACO F+C) presented the report to Members to request approval for capital expenditure for the set-up and operation of the North East Serious and Organised Crime Unit.

**ORDERED that:-**

1. the purchase of equipment required for the North East Serious and Organised Crime Unit be agreed.

431

**MINUTES OF THE OPERATIONAL POLICING PANEL  
HELD ON 26 JANUARY 2011**

**ORDERED** that the following minutes of the Operational Policing Panel were submitted and approved.

**OPERATIONAL POLICING PANEL**

A meeting of the Operational Policing Panel was held on Wednesday 26 January 2011 commencing at 10.30 am in the Police Authority Members Room at Police Headquarters.

**PRESENT**

Councillor Barry Coppinger (Chair), Mr Chris Coombs (Vice Chair), Mayor Stuart Drummond, Miss Pam Andrews-Mawer, Mr Aslam Hanif, Councillor Carl Richardson, Mr Geoff Fell, Councillor Hazel Pearson OBE, Mr Ted Cox JP and Councillor Mary Lanigan.

**OFFICIALS**

Mrs Joanne Hodgkinson, Mrs Sarah Wilson and Mr John Bage (CE)

ACC Sean White, ACC Dave Pickard and Miss Kate Rowntree (CC).

432

**APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Dave McLuckie (ex officio) and Mr Peter Race MBE (ex officio).

433

**DECLARATIONS OF INTERESTS**

There were no declarations of interest

434

**MINUTES OF THE MEETING HELD 18 NOVEMBER 2010**

Members accepted that the minutes were a true and accurate reflection of the meeting.

435

**OUTSTANDING RECOMMENDATIONS**

**ORDERED that:-**

2. the outstanding recommendations be noted.

436

**FORCE PERFORMANCE REPORT (APRIL TO DECEMBER 2010)**

The Assistant Chief Constable (Territorial Operations), (ACC T/Ops) presented the report to Members on Force performance to December 2010.

Progress against the Policing Plan Priority was monitored using the Priority Indicator Set. The Priority Indicator Set provided a reduced suite of performance measures (i.e. 'a performance dashboard'), which aimed to reflect outcome performance in relation to the local policing priority and the Chief Constables vision of Putting People First.



Members were informed that for 2010-11, there are 18 performance measures within the Priority Indicator Set. Of these, 10 are green, 1 are amber and 7 are red.

However, Members were informed that recorded crime continued to fall significantly. The annual target for 2010-11 was a reduction of 5.1%. The actual year to date figures showed an overall decrease of 11% (3,980 less crimes) when compared to last year. Reductions were been achieved in the target crime categories of most serious violence, assault with less serious injury, house burglary, vehicle crime, criminal damage and other theft.

Cleveland Police remained one of the highest performing forces in the country in terms of public confidence, and as late as the week prior to the meeting was placed third in the UK for public confidence.

Members queried the current position on crime, particularly anti-social behaviour and queried how we compared with other Forces across the UK.

ACC T/Ops informed Members that the Force was performing well, working with partners and delivering neighbourhood policing, which was proving successful against anti-social behaviour. Members were informed that this placed the Force as one of the top performing Police Forces in the UK.

Members enquired as to the current position regarding long and short term sickness.

ACC T / Ops informed Members that aggregated long and short term sickness is showing the lowest ever performance.

#### **ORDERED that;**

1. the Force performance against targets be noted.

437

#### **LOCAL PUBLIC CONFIDENCE SURVEY**

The Assistant Chief Constable Territorial Operations (ACC T/Ops) presented the paper to Members the findings from the Local Public Confidence Survey (LPC) undertaken between April and December 2010.

Members were informed that the responses obtained during the most recent survey had shown that 67.7% of local residents think that the police in their local area are doing a 'good' or an 'excellent job'. Furthermore, 85.9% said, taking everything into account, they had confidence in their local police whilst 89.5% are 'very' or 'fairly' confident in Cleveland Police in general.

ACC T / Ops informed Members that the results of the most recent LPC survey are positive. The responses given had suggest a higher level of public confidence and a more positive perception of police performance than those indicated via the British Crime Survey.

The Panel Chair requested information on the number of call backs currently being carried out.

ACC T /Ops informed Members that from the 800 – 900 calls received per day, at present there are approx. 100 call backs to members of the public.

It is hoped that this will rise to approx. 200 per day shortly.

**ORDERED that;**

1. the findings presented in the report be noted.

438

**VULNERABLE ADULTS UNIT**

The Assistant Chief Constable Crime Operations (ACC Crime Ops) informed Members that the report was to update Members on the current work across the Force to tackle abuse caused to and committed by Vulnerable Adults (VA).

Members were informed that the specialist investigators deal with a range of offences including assaults, sexual offences, financial investigations (often with the support of the Economic Crime Unit) and ill treatment or neglect offences.

ACC Crime Ops informed members that the Force is committed to safeguarding vulnerable adults and striving to improve the investigation of such offences. The introduction of the Vulnerability Units had changed the structure of the Force response to VA referrals and VA investigations.

**ORDERED that;**

1. the content of the report be noted.

439

**ROLL OUT OF TASERS**

Assistant Chief Constable Crime Operations (ACC Crime Ops) informed Members on the Force's use of Tasers as a less lethal option and in particular its roll out to specifically trained unarmed officers.

Members were informed that in December 2008, following a successful trial period involving 10 UK Forces, the Home Secretary authorised the roll-out of Taser to Specifically Trained Units (STUs) and provided funding to cover the cost of acquisition. STUs are otherwise unarmed officers specially selected and trained in the use of Taser

It quickly became apparent that across the UK some Forces had bid for fewer devices than was expected and there was subsequently 'spare' funding should Forces wish to increase their initial bid. Cleveland Police made a further bid for an additional 70 Taser devices on the clear understanding that the additional number would be stockpiled for any future incremental roll-out should it be considered desirable.

ACC Crime Ops informed members that Taser provided our Officers with an alternative to lethal force when faced with incidents of serious violence that fall below the threshold for the use of firearms and is very successful in assisting to safely resolve such incidents. The Force will continue to use Taser as a less lethal option during the deployment of armed officers.

**ORDERED that;**

1. the contents of the report be noted.



## **STOP & SEARCH STATISTICS**

The Assistant Chief Constable Territorial Operations (ACC T/ Ops) informed Members that the report was to present Members with the latest statistics on stop and search by ethnicity and the reason for stop and search. The report covers the period April to September 2010.

The figures in the appendices to the report showed the number of people stopped and searched by ethnic appearance from April to September 2010, by Force and BCUs. In total 14,127 stop and searches were conducted, of these 13,546 (95.9%) were white and 386 (2.7%) of a visible minority ethnic (VME) origin. The remaining 1.4% accounts for searches where ethnic appearance had not been recorded and vehicle only searches.

Members were informed that of the 14,127 people stopped, 2142 (15.2%) were subsequently arrested; 2071 (96.7%) were white and 56 (2.6%) VME. Again the remainder of arrests (0.7%) resulted from searches where ethnic appearance had not been recorded.

ACC T / Ops informed members that Cleveland Police will continue to monitor the use of stop and search powers across the Force.

### **ORDERED that;**

1. the contents of the report be noted.

## **CLEVELAND POLICE VOLUNTEER SCHEME**

Assistant Chief Constable Territorial Operations (ACC T / Ops) informed Members that the purpose of the report was to update Members as to the present position with regards the Cleveland Police Volunteers Scheme.

The aim of the volunteers is to provide support to the organisation in back office functions, enabling Officers and Staff to concentrate on core policing tasks.

Members were informed that the performance management tool - "Duty Sheet" will assist in the effective recording of Duty Hours, performance indicators, and advance bookings of duties. The system is fully secure and is internet based, accessible via any computer that has internet access and can also be accessed by telephone for the booking on and off of duty. Cleveland Police Volunteers will be introduced and trained on the system during January 2011. The system will enable us to accurately ascertain the numbers of voluntary hours dedicated to Cleveland Police with ease, replacing a paper based, time consuming process. No operational or intelligence based material is stored on the system.

The continued success of the program will in part hinge around the Volunteer Management Team having suitable resources to cope with the demand and the correct support structure both at Force and District level to take the project to new levels.

### **ORDERED that;**

1. the contents of the report be noted.

## **PARTNERSHIP UPDATE AND ALLOCATION OF MEMBERS TO KEY ROLES**

The Strategy Manager informed Members that the purpose of this report is to provide Cleveland Police Authority with an update on partnership roles to be fulfilled by Members.

Members were informed that the Police Authority is a "responsible authority" within the Community Safety Partnerships (CSP) and it may be invited to sit on these new Committee(s) and/or provide evidence to, and respond to reports from, the Committee(s). There could be a conflict of interest if Members who sit on a CSP also represent the Police Authority on the relevant Crime and Disorder Oversight and Scrutiny Committee.

Members were reminded that it was agreed at the Police Authority Executive Meeting on the 10th December 2009 that the policy of Cleveland Police Authority was that the Member who is invited to sit on the Crime and Disorder Oversight and Scrutiny Committee shall not also be permitted to sit on the relevant CSP.

The Strategy Manager informed Members that the Police Authority had made good progress in partnership working and this was acknowledged in the recent HMIC report Police Governance in Austerity report. Cleveland Police Authority's effective and co-ordinated approach to partnership working was highlighted as notable practice.

### **ORDERED that;**

1. the allocation of Members to key partnership roles as detailed in the table at 2.1 to the report, be agreed.

## **MENTAL HEALTH SERVICE USERS CONSULTATION**

The Consultation & Performance Officer informed Members that the purpose of the report was to inform Members of the results of a consultation session held with mental health service users in Middlesbrough.

Members were informed that in September 2010 the Authority's Consultation & Performance Officer met with Middlesbrough MIND's Involvement Officer to discuss consultation possibilities. As a result of this meeting a session was planned with mental health service users at their Day Centre in Middlesbrough. The session involved people with mental health issues who use MIND's services on a voluntary drop in basis. Further sessions are planned in the future with in-patients and secondary care mental health service users.

The Consultation & Performance Officer informed Members that those attendees who had regular contact with the police could identify the benefits of Neighbourhood Policing more readily than those who did not. Attendees generally felt that the Police did not always take people with mental health issues seriously, and that the specialised liaison officer, although a valuable asset, lacked the capacity to effectively deal with this community.

### **ORDERED that;**

1. the contents of this report be noted.

444

#### **MINUTES OF THE STRATEGIC PERFORMANCE GROUP**

Members inspected the minutes of the Strategic Performance Group meetings held on:

- 24 November 2010
- 20 December 2010

Members were informed that a briefing document re Operation Tornado would be circulated to Members for their information.

#### **ORDERED that;**

1. the minutes of the above meetings be noted.

445

#### **MINUTES OF THE PUTTING PEOPLE FIRST OPERATIONAL BOARD**

Minutes of the Putting People First Operational Board held on:

- 9 November 2010
- 8 December 2010

#### **ORDERED that;**

1. the minutes of the above meetings be noted.





## **CLEVELAND POLICE AUTHORITY EXECUTIVE**

A meeting of Cleveland Police Authority Executive was held on Friday 15 April 2011 in the Members Conference Room at Police HQ.

**PRESENT:** Councillor Barry Coppinger, Councillor Paul Kirton, Councillor Ron Lowes, Councillor Dave McLuckie (Chair), and Mayor Stuart Drummond.

Independent Members  
Miss Pam Andrews-Mawer, Mr Ted Cox JP, Mr Aslam Hanif, Mr Mike McGrory JP, Mr Geoff Fell and Mr Chris Coombs.

**OFFICIALS:** Mrs Julie Leng, Mr John Bage and Mr Michael Porter (CE).

Mr Sean Price, Mr Derek Bonnard, Mrs Ann Hall, Mr Steve Sugden and Miss Kate Rowntree (CC).

### 446 **APOLOGIES FOR ABSENCE**

Apologies were received from Councillor Caroline Barker, Councillor Mary Lanigan, Councillor Hazel Pearson OBE, Mr Peter Race MBE (Vice Chair) and Mr Peter Hadfield.

### 447 **DECLARATIONS OF INTERESTS**

There were no declarations of interest.

### 448 **EXCLUSION OF THE PRESS AND PUBLIC**

**ORDERED that** pursuant to the Local Government Act 1972 the press and public be excluded from the meeting under Paragraph 3 of Part 1 of Schedule 12A to the Act.

### 449 **WIDER SCOPE**

The Deputy Chief Constable and the Treasurer informed Members that the report was to provide Members with an update on the developments to date in relation to the approval Members made at their meeting on the 10<sup>th</sup> November 2010 for "the investigation and preparation of proposals that may extend the scope of services transferred and delivered by Steria under the Strategic Partnership Agreement" and also "Steria's potential partnership with Reliance for the delivery of a number of existing and future services under the Strategic Partnership Agreement."

Members sought clarification on a number of issues arising with-in the report. The Chief Constable and Deputy Chief Constable clarified a number of points which satisfied scrutiny for Members.

**ORDERED that;**

- 1 the contents of the report be noted.
- 2 subject to final contract negotiations being successful, the Chief Constable and the Chief Executive, can enter into a change control to the current contract with Steria and to increase the Strategic Partnership Agreement to include a new Crime Management function, the Prisoner Handling Team function and a newly combined Risk, Resilience and Safety & Emergency and Events Planning function be agreed.
- 3 the better Value for Money for the Authority retaining and modernising the Scientific Support function in house be noted.
- 4 the 'In House' Scientific Support transformation business case is presented to the Policy and Resources Panel in June 2011 and that the delivery of the solution and the significant savings from the business case is monitored through that Panel be agreed.
- 5 subject to final contract negotiations being successful, the Chief Executive, and the Chief Constable, can authorise Steria to enter into an agreement to subcontract the Prisoner Handling Team, Estates & Facilities, Occupational Health and Training Functions to Reliance be agreed.
- 6 the impact of the significant savings outlined within this paper does not reduce the £6.7m of additional savings required to balance the 2012/13 budget be noted.

450

**ANY OTHER BUSINESS**

The Acting Chief Executive informed Members that the Police Authority had received a request from Durham Constabulary to extend the temporary secondment of Chief Supt Adrian Roberts in his acting up position of Assistant Chief Constable for an additional three months.

The Acting Chief Executive informed Members that the Strategic Appointments Panel would need to be informed should Members agree.

**ORDERED that;**

1. the extension of Chief Superintendent Roberts secondment to Durham Constabulary as Acting Assistant Chief Constable for an additional three months be agreed.

451

**REQUEST FOR CLOSED SESSION**

The Chairman requested and sought Members agreement that the meeting go into a Closed Session.

**ORDERED that;**

- 1 the meeting go into Closed Session be agreed.

452

**CLOSED SESSION**

The Chairman declared an interest in the next item.

The Chairman left the meeting.

Mr Ted Cox JP in the Chair.



## **EXTRAORDINARY CLEVELAND POLICE AUTHORITY EXECUTIVE**

An extraordinary meeting of Cleveland Police Authority Executive was held on Thursday 26 May 2011 in the Members Conference Room at Police HQ.

**PRESENT:** Councillor Paul Kirton, Councillor Ron Lowes, Councillor Mary Lanigan, Councillor Hazel Pearson OBE, Councillor Carl Richardson and Mayor Stuart Drummond.

Independent Members  
Mr Peter Race MBE (Vice Chair), Miss Pam Andrews-Mawer, Mr Ted Cox JP, Mr Aslam Hanif, Mr Peter Hadfield, and Mr Chris Coombs.

**OFFICIALS:** Mrs Julie Leng, Mr John Bage and Mr Michael Porter (CE).

Mr Sean Price, Mr Derek Bonnard, Mr Sean White and Miss Kate Rowntree (CC).

453 **APOLOGIES FOR ABSENCE**

Apologies were received from Councillor Barry Coppinger, Mr Geoff Fell, Mr Mike McGrory JP and Councillor Dave McLuckie.

454 **DECLARATIONS OF INTERESTS**

There were no declarations of interest.

455 **INTERIM APPOINTMENT OF CHAIR AND VICE CHAIR**

The Acting Chief Executive presented the report to Members and informed them that the report was to seek approval of interim appointments into the positions of Chair and Vice Chair of Cleveland Police Authority.

Members were informed that due to the resignation of Councillor Dave McLuckie as Chair of Cleveland Police Authority on 11 May 2011, it was essential that the Police Authority had in place Governance Procedures to enable the business of the Police Authority to continue.

**ORDERED that;**

1. Mr Peter Race MBE be appointed as interim Chair of Cleveland Police Authority until the 2011 Annual General



Meeting be agreed.

2. Mr Ted Cox JP be appointed as interim Vice Chair of Cleveland Police Authority until the 2011 Annual General Meeting be agreed.

456

## **EXCLUSION OF THE PRESS AND PUBLIC**

**ORDERED that** pursuant to the Local Government Act 1972 the press and public be excluded from the meeting under Paragraph 3 of Part 1 of Schedule 12A to the Act.

457

## **FORENSIC SCIENCE SERVICE**

The Assistant Chief Constable (Crime Ops) informed Members that the purpose of the report was to update Members on the current position regarding the closure of the Forensic Science Service (FSS) and options for the continued provision of forensic science services.

Members were informed that due to time constraints, it is needed to seek agreement from Police Authority Members to delegate authority to the Chief Executive and Chief Constable, in consultation with the Chair, to make the decisions in relation to the final preferred option and any associated procurement or contingencies.

### **ORDERED that;**

1. the contents of this report be noted.
2. support to the continued pursuit of the AMA route as the preferred option at this stage be agreed.
3. support to continued parallel engagement with the NFFA Operation Slingshot procurement competition as an operational contingency be agreed.
4. delegated authority to the Chief Executive and Chief Constable, in consultation with the Chair, to make the decisions in relation to the final preferred option and any associated procurement or contingencies be agreed.

458

## **WIDER SCOPE**

Further to the paper 'Additional Scope Update' submitted to the Police Authority on 15<sup>th</sup> April 2011, Members would recall that a number of decisions, subject to further detailed contract

negotiations, were made and that this included the Prisoner Handling Team – being agreed to be outsourced to Steria/Reliance.

The in house Prisoner Handling proposal presented would generate significant savings over the remaining period of the contract (from 1<sup>st</sup> September 2011) compared with the current budget for provision of the service.

The proposal for modernising and civilianising Prisoner Handling Teams provided significant financial savings to the Authority in line with those that the long-term financial plan is built upon.

**ORDERED that;**

1. the contents of the report be noted.
2. the Prisoner Handling Team function is not outsourced as provisionally agreed and that the in-house 'Plan B' solution is progressed be agreed.



# CLEVELAND FIRE AUTHORITY

## MINUTES OF ORDINARY MEETING HELD ON

FRIDAY, 25 MARCH 2011

### PRESENT:

#### CHAIR:-

Councillor O'Donnell – Stockton on Tees Borough Council

#### HARTLEPOOL BOROUGH COUNCIL:-

Councillors Atkinson, Payne

#### MIDDLESBROUGH COUNCIL:-

Councillors Brunton, Morby, Porley, Rogers, Thompson

#### REDCAR AND CLEVELAND BOROUGH COUNCIL:-

Councillors Abbott, Briggs, Cooney, Dunning, Forster, Ovens

#### STOCKTON ON TEES BOROUGH COUNCIL:-

Councillors Kirton, Lewis, Stoker, Woodhead

#### AUTHORISED OFFICERS:-

Treasurer, Deputy Legal Adviser/Monitoring Officer, Chief Fire Officer, Director of Corporate Services

### APOLOGIES FOR ABSENCE

Councillors Akers-Belcher, Flintoff (Hartlepool Borough Council)  
Councillor Clark (Middlesbrough Council)  
Councillor Salt (Stockton Borough Council)

### 142. PRESENTATION OF CHIEF FIRE OFFICER'S RECOGNITION OF ACTION TAKEN AWARD TO JAKE GOODE

The Chair and Chief Fire Officer presented a Chief Fire Officer's Recognition of Action Taken Award to Jake Goode for his quick thinking, improvisation and action which resulted in averting injury to himself and his mother when a fire occurred at their home on 14 December 2010.

### 143. DECLARATIONS OF MEMBERS INTEREST

It was noted that no declarations of interest were submitted to the meeting.

### 144. MINUTES

**RESOLVED** - that the Minutes of the Cleveland Fire Authority Meetings held on 28 January 2011 and 4 February 2011 be confirmed.

### 145. MINUTES OF COMMITTEES

**RESOLVED** - that the Minutes of the Executive Committee held on 4 March 2011, the Tender Committee held on 18 February 2011 and the Standards Committee held on 1 March 2011 be confirmed.



**146. COMMUNICATIONS RECEIVED BY THE CHAIR**

The Chair outlined the following correspondence received since the last meeting:  
Neil O'Connor, CLG re Cessation of Requirement to Provide Annual Efficiency Statements and Proposals for Delivering Access to IRS Data and Firebuy.  
Andy Swyer, CLG re Community Right to Buy and Community Right to Challenge  
Bob Neil MP re Council Tax Increases 2011-12 – Capping Principles  
Colin Stockwell, FireControl NE re Provision of Fire Control Services

**RESOLVED – that the communications be noted.**

**147. REPORTS OF THE CHIEF FIRE OFFICER**

**147.1 Procurement Policy**

Members considered the Procurement Policy which provided the framework to ensure that all procurement activity was an integral part of delivering high performing value for money services by promoting effective procurement services that are fit for purpose and legislatively compliant in the acquisition of goods and services.

**RESOLVED – that the Procurement Policy attached at Appendix 1 be approved**

**147.2 Cleveland Fire Authority Integrated Risk Management Plan 2011-2015**

Members considered the final Integrated Risk Management Plan (IRMP) 2011-15 and the feedback received from the consultation.

The Chief Fire Officer reported that to ensure maximum efficiency is achieved in future years, the IRMP document will be subsumed into the Strategic Plan and annual Service Plan and these will be the only two outward facing documents produced.

**RESOLVED:**

- (i) That the feedback and outcomes of the IRMP Consultation Strategy be noted.**
- (ii) That the Authority's Final Integrated Risk Management Plan (IRMP) for the period 2011 to 2015 be approved.**
- (iii) That the integration of the IRMP process into the Authority's Strategic planning arrangement be approved.**

**147.3 Service Transformation Organisational Structure Review**

Members were advised of the outcomes from the consultation on the Brigade's Organisational Structure Review.

The desired organisational structure for 2014/15 has been amended to include the agreed changes emanating from the consultation exercise. Implementation of this structure will now result in estimated efficiency savings of £1.874m and will commence from 1 April 2011 in line with the agreed Workforce Transition Plan.



**147.3 Service Transformation Organisational Structure Review cont**

**RESOLVED:**

- (i) That the outcomes from the consultation on the Brigade's Organisational Structure Review be noted.
- (ii) That the implementation of the Brigade's organisational structure for 2014/2015 commencing from 1 April 2011 be approved.

**147.4 Private Finance Initiative (PFI) Update**

The Chief Fire Officer updated Members on the latest position regarding the NEFRA2 PFI and advised Members that new and innovative ways to finance the replacement element of the Authority's Estates Programme would now need to be explored and confirmed that the Authorities involved in NEFRA2 would be seeking re-imbursement of the expenditure made on the project to date. The Chief Fire Office confirmed that the Asset Management Plan would be brought to a future meeting.

**RESOLVED:**

- (i) That the actions taken by the NEFRA2 Authorities be supported.
- (ii) That the Authority's Estate Management intentions to provide the best Value for Money (VfM) solution for our Estates continue to be supported.

**147.5 Chief Fire Officer's Information Pack – March 2011**

- 147.5.1 Fire and Rescue Service Monthly Bulletins
- 147.5.2 Employers Circulars
- 147.5.3 National Joint Circulars
- 147.5.4 Firefighters Memorial Trust
- 147.5.5 Health & Wellbeing

**RESOLVED – that the report be noted.**

**148. REPORTS OF THE DIRECTOR OF CORPORATE SERVICES**

**148.1 Cleveland Fire Authority Meetings 2011/12**

Members considered the schedule of Cleveland Fire Authority meetings for the municipal year 2011/2012. The strategy driven schedule was aligned to the business year cycle which will further strengthen the corporate governance arrangements.

The Vice Chair suggested that an additional CFA Meeting be scheduled following the AGM in June so that the AGM could deal with governance issues and other items of business could be taken to the second date in June. Members supported this proposal.



**148.1 Cleveland Fire Authority Meetings 2011/12 cont**

**RESOLVED:**

- (i) That the criteria used in the establishment of the schedule of meetings as outlined at paragraph 3 of the report be noted.
- (ii) That the schedule of Cleveland Fire Authority Meetings, as attached at Appendix 1, be approved subject to an additional CFA meeting being scheduled in June 2011.
- (iii) That confirmation be sent to Members confirming the additional date.

**148.2 Corporate Governance Information Pack**

- 148.2.1 Standards Committee
- 148.2.2 Requests for Brigade Information
- 148.2.3 Employers' Side NJC Redundancy Survey
- 148.2.4 Member Attendance at Conference

**RESOLVED – that the report be noted.**

**149. REPORT OF THE TREASURER**

**149.1 Brigade Managers Pay Settlement 2011**

The Treasurer informed Members that notification has been received from the National Joint Council in respect of the 2011 pay award. In light of current financial pressures the staff side had informed the employers' side that they would not be seeking to negotiate a national wage settlement for 2011, but Authorities could agree local settlements where appropriate. The Chief Fire Officer and the Directors are in agreement with the national position and have accepted the position that they will not receive a national 'rate of rise' pay award for 2011.

The Chief Fire Officer reported that, in line with the Workforce Transition Plan, the Directors job roles would be included in the job evaluation process, as a result of the significant changes in responsibilities due to transformational change.

**RESOLVED – that the report be noted.**

**150. VERBAL BRIEFING ON THE NE FIRE CONTROL COMPANY BOARD**

Councillor Forster informed Members that the LACC Board held its final meeting on 24 February 2011. The main items of agenda included disposal of company assets following closure of the Company and staff redundancies and related issues.

The Company owns the Leasehold interest in the RCC, but the lease costs are paid in full by DCLG. The LACC have been given confirmation that they will continue to meet those costs until an agreed disposal of that interest can be agreed. Due to inability to complete formal LACC wind up activities whilst the issue of the lease remains live, the Board agreed to retain the services of the Company Secretary to deal with the lease issue but imposed a June deadline so that formal steps to facilitate the winding up arrangements with Companies House can be completed.

**RESOLVED: that the briefing be noted.**

**151. REPORT OF THE CHAIR OF AUDIT & GOVERNANCE**



**151.1 Information Pack**

- 151.1.1 Audit Commission
- 151.1.2 Organisational Performance Report 2010/11(April-Dec)
- 151.1.3 District Performance Target Report 2010/11 (April-Dec)
- 151.1.4 Corporate Risk Register Review 2010/11
- 151.1.5 Progress Against Revenue and Capital Budgets 2010/11
- 151.1.6 Treasury Management Strategy 2011/12
- 151.1.7 Internal Audit Plan 2011/2012

**RESOLVED: that the report be noted.**

**152. ANY OTHER BUSINESS**

The Chief Fire Officer informed Members that Carol McCletchie, Director of Business and Workforce Development had retired from the Authority on 22 March 2011. He added that Carol will continue to work with the Authority in a strategic capacity on a voluntary basis.

He also reported that Steve Watson, FBU Secretary had retired on the 22 March 2011 and wished to place on record that Steve had been a great ambassador of the Authority and hoped that the excellent relationship would continue with Mr Howe, if elected. Members agreed that a letter be sent to Mr Watson thanking him for his dedication and contribution over the years.

**RESOLVED-**

- (i) That the update be noted.
- (ii) That a letter of thanks be forwarded to Mr Watson on behalf of Cleveland Fire Authority.

**153. LOCAL GOVERNMENT (ACCESS TO INFORMATION ACT) (VARIATION ORDER) 2006**

**RESOLVED – “That 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 Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) Order 2006”.**

Minute Nos 154, 156.1 and 156.2 – Paragraphs 3 and 4  
Minute No 155 – Paragraphs 1, 3 and 4  
Minute No 157.1 – Paragraph 3

Paragraph 1 – namely information relating to any individual.

Paragraph 3 – namely information relating to the financial or business affairs of any particular person (including the authority holding that information).

**153. LOCAL GOVERNMENT (ACCESS TO INFORMATION ACT) (VARIATION ORDER) 2006 cont**

Paragraph 4 – namely information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations



matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.

**154. CONFIDENTIAL MINUTES**

**RESOLVED** – that the Confidential Minutes of the Cleveland Fire Authority Meeting held on 28 January 2011 be confirmed.

**155. CONFIDENTIAL MINUTES OF COMMITTEES**

**RESOLVED** – that the Confidential Minutes of the Executive Committee meetings held on 4 and 11 March 2011 and the Tender Committee held on 18 February 2011 be confirmed.

**156. REPORTS OF THE CHIEF FIRE OFFICER**

**156.1 Fire Control Future Options**

Members discussed future options for the provision of control services for Cleveland Fire Authority.

**156.2 Service Transformation & Business Modelling**

Members were updated on the progress of the Authority's Transformation Programme.

**157. REPORT OF THE DIRECTOR OF CORPORATE SERVICES**

**157.1 Provision of Legal Services**

Members were informed of the outcome of the Brigade's Review of Legal Services.

**COUNCILLOR JEAN O'DONNELL  
CHAIR**

**COUNCIL**  
4<sup>th</sup> August 2011



**Report of:** CHIEF EXECUTIVE

**Subject:** PETITION TO COUNCIL – “HEAR ‘n’ HARTLEPOOL”

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**1. PURPOSE OF REPORT**

- 1.1 To inform Members of the receipt of a petition containing the requisite number of signatories (more than 1,500) to trigger a debate in Council.
- 1.2 The Council’s Petition Scheme provides for a petition to contain a ‘clear and concise statement to cover the subject matter of the petition, what action the petitioners wish the Council to take and the names and addresses and signature of any person supporting the petition.

**2. BACKGROUND**

- 2.1 In the statutory guidance on the duty to respond to petitions it is stated;

*‘Government believe that local authorities should approach their petition scheme from a starting point of responding to all petitions they receive. Petitions are an important tool for local people to raise concerns with their locally elected representatives and we expect petitions to trigger action where appropriate.’*

The Council have formally adopted a Petition Scheme 10<sup>th</sup> June 2010 and have also issued a ‘Guidance Note – Duty To Respond To Petitions’ to accompany the adopted scheme. The Council has received a petition containing approximately 1600 signatures and a statement of the subject matter which the petitioners, as submitted through the petitioner organiser, wished the Council to debate, namely;

*‘Many residents are suffering, distressed and alarmed by the state of affairs within the council evidenced by good and bad publicity, leaks from within the council, media coverage and generally, the word on the street. Enough is Enough!’*

*We: "Hear 'n' Hartlepool" are asking Full Council to support a public inquiry into HBC Executive and Management so that informed choices can be made*

*into action and accountability as previous research is known to have flaws and so may be invalid.*

*Please embrace this opportunity to empower local people in making a local impact!’*

- 2.2 There is a request that Council holds an Inquiry relating to this petition. The petition organiser will also have five minutes to present the petition and at the discretion of the Chair of Council, answer questions put by Councillors.
- 2.3 An acknowledgement has been sent to the petition organiser advising her of the Council's receipt of the petition and the Council's response will be subsequently notified in writing to the petition organiser which will also be published on the Council's website.

### **3. POSSIBLE STEPS**

- 3.1 Among the possible steps the Council may choose to take in response to a petition are the following;
- (i) Council agrees to take the action requested in the petition,
  - (ii) Considering the petition at a meeting of the Council,
  - (iii) Holding an Inquiry,
  - (iv) Holding a public meeting,
  - (v) Commissioning research,
  - (vi) Referring the petition to an Overview and Scrutiny Committee (or through further consideration by any other relevant committee)
  - (iii) Council agrees to take no action.

### **4. RECOMMENDATION**

Council are requested to debate (fifteen minutes allowed) the petition and to determine the most appropriate action(s)



**COUNCIL**  
4<sup>th</sup> August 2011



**Report of:** The Executive

**Subject:** ADOPTION OF THE TEES VALLEY JOINT  
MINERALS AND WASTE DEVELOPMENT PLAN  
DOCUMENTS

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**1. PURPOSE OF REPORT**

- 1.1 This report seeks approval to adopt The Tees Valley Joint Minerals and Waste Development Plan Documents (DPDs) which will guide future minerals and waste development in Hartlepool for the next 15 years.

**2 RELEVANCE TO THE COUNCIL**

- 2.1 The joint Minerals and Waste Development Plan Documents form part of the Development Plan for the Borough which is part of the budget and policy framework. The joint Development Plan Documents are of strategic significance to the Council for development and use of land in relation to waste and minerals matters.

**3. BACKGROUND**

- 3.1 The Joint Tees Valley Minerals and Waste DPDs set out the spatial planning framework for guiding the development of minerals and waste facilities and operations. They have been prepared jointly by the five Tees Valley authorities.
- 3.2 The new Minerals and Waste DPDs will comprise:
- (i) Joint Minerals and Waste **Core Strategy** Development Plan Document, which will comprise the long-term spatial vision and overarching primary policies needed to achieve the strategic objectives containing the overall strategy and generic development policies for minerals and waste developments in the Tees Valley. The Core Strategy DPD will provide a coherent spatial strategy until 2025;

- (ii) Joint Minerals and Waste **Policies and Sites** Development Plan Document with Proposals Map. This will identify specific minerals and waste sites and provide a framework of development control policies to access future minerals and waste applications in the Tees Valley. The Policies and Sites DPD will be in conformity with the Tees Valley Joint Minerals and Waste Core Strategy.
- 3.4 The Council approved the ‘publication’ versions of the DPDs in August 2010 following which representations were invited on the soundness of the documents. Approval was also given to submit these documents to the Secretary of State. To be found sound, a DPD should be **justified, effective and consistent with national policy**. These were considered as the “final” versions of the documents that were to be submitted to the Secretary of State for independent examination.
- 3.5 These final versions were “submitted” to the Secretary of State in November 2010.

#### 4. THE EXAMINATION IN PUBLIC

- 4.1 An examination in public was held in February 2011 and hearings took place on the 8<sup>th</sup>, 9<sup>th</sup> and 23<sup>rd</sup> of February. The Inspectors report was received on the 16<sup>th</sup> May 2011 and the non-technical summary is as follows:
- 4.2 “This report concludes that the Tees Valley Joint Minerals and Waste Core Strategy and Policies and Sites Development Plan Documents (DPDs) provide an appropriate basis for the planning of minerals and waste in the Tees Valley for the periods of the plans. The Councils have sufficient evidence to support the Core Strategy DPD and the Policies and Sites DPD and can show that each has a reasonable chance of being delivered. Both plans are sound and require no further changes to make them so. Both plans are consistent with the principles contained in the Ministerial Statement “Planning for Growth”.”
- 4.3 This endorsement allows the Tees Valley Authorities to adopt the DPDs without further delay.

#### 5. ADOPTION OF THE DPDs

- 5.1 The Tees Valley Authorities are now taking the DPDs through their democratic systems to seek endorsement to adopt. The Authorities must adopt on the same day and a preliminary date of the 15<sup>th</sup> September has been set. To meet the regulations the adoption of the DPDs will be advertised in the press and an Adoption Statement sent to the Secretary of State and to those individuals and organisations who have requested one.

- 5.2 At a meeting held on Thursday 7<sup>th</sup> July 2011 the Cabinet agreed to recommend to Council to adopt the Tees Valley Minerals and Waste DPDs in so far as they relate to the Borough of Hartlepool.

**6. RECOMMENDATION**

- 6.1 That Council adopts the Tees Valley Minerals and Waste DPDs in so far as they relate to the Borough of Hartlepool.

**7. BACKGROUND PAPERS**

- 7.1 Copies of the DPDs have been placed in the Member's Room and can be accessed online on the planning policy page of the Council's website [www.hartlepool.gov.uk](http://www.hartlepool.gov.uk) or obtained from the contact officer below. A copy of the Inspectors report can also be found on the website.

**8. CONTACT OFFICER**

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Tel – 01429 523301  
E-mail – [dave.stubbs@hartlepool.gov.uk](mailto:dave.stubbs@hartlepool.gov.uk)



**COUNCIL**  
4<sup>th</sup> August 2011



**Report of:** Executive

**Subject:** DELIVERY OF THE CHURCH SQUARE  
MASTERPLAN

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**1. PURPOSE OF REPORT**

- 1.1 To provide Council with details of Cabinets proposed variations to the approved 2011/2012 Budget and Policy Framework and Cabinets request to vire the uncommitted balance of the capital Major Regeneration Projects budget of £390,000 for this scheme.

**2. REASON FOR SUBMITTING REPORT**

- 2.1 In accordance with the Constitution Cabinet is responsible for proposing changes to the approved Budget and Policy Framework, which are then referred to Council for consideration. Details of Cabinet's proposals are set out in the following paragraphs.

**3. CABINET PROPOSAL AND BACKGROUND**

- 3.1 A detailed report will be considered by Cabinet on 1<sup>st</sup> August 2011 outlining the background and context of the Church Square Masterplan and details of the propose first phase of works including funding, consultation and delivery arrangements.
- 3.2 Owing to timing of Cabinet and Council meetings there would only be limited time between the Cabinet meeting on 1<sup>st</sup> August and Council on 4<sup>th</sup> August to issue a report for the Council meeting. Therefore, to enable all Councillors to familiarise themselves with this project and the proposed funding arrangements a copy of the report to be considered by Cabinet on 1<sup>st</sup> August 2011 is attached. Once Cabinet have determined if they wish to support the proposals detailed in the attached report a further report will be issued to Council to confirm the position before the meeting on 4<sup>th</sup> August.

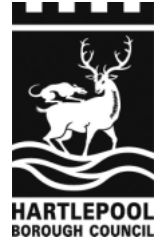
**4. PROPOSAL**

- 4.1 Council is requested to:

- i) approve Cabinet's proposal to vire the uncommitted balance of the capital Major Regeneration Projects budget of £390,000 for this scheme;
- ii) Note that if (i) above is approved the capital programme will be amended accordingly.

## **CABINET**

1<sup>st</sup> August 2011



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

**Subject:** DELIVERY OF THE CHURCH SQUARE  
MASTERPLAN

---

### **SUMMARY**

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

The purpose of the report is to update Cabinet on the progress of the Church Square Masterplan and to enable Cabinet to seek Council approval to vire funding for the delivery of the first phase of the scheme.

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

The report outlines the background and context of the Church Square Masterplan and sets out details of a proposed first phase of works including funding, consultation and delivery arrangements.

A detailed report was considered by the Regeneration and Economic Development Portfolio Holder on the 22<sup>nd</sup> July 2011. This report details the same information for Cabinet's consideration.

The report seeks approval for the funding of the project from the Council's Unsupported Prudential Borrowing Programme and the Major Regeneration Projects revenue budget.

#### **3. RELEVANCE TO CABINET**

Cabinet is responsible for seeking approval of budget virements from Council.

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

Key- Test (i) applies. Ref: RN64/11



**5. DECISION MAKING ROUTE**

Cabinet 1<sup>st</sup> August 2011 and Council 4<sup>th</sup> August 2011.

**6. DECISION(S) REQUIRED**

Cabinet is requested to:

- i) Note the report;
- ii) Approve the proposed funding arrangements as detailed in section 7 and seek Council approval to vire the uncommitted balance of the capital Major Regeneration Projects budget of £390,000 for this scheme.

**Report of:** Director of Regeneration and Planning

**Subject:** DELIVERY OF THE CHURCH SQUARE  
MASTERPLAN

---

**1. PURPOSE OF REPORT**

- 1.1 The purpose of the report is to update Cabinet on the progress of the Church Square Masterplan and to enable Cabinet to seek Council approval to vire funding for the delivery of the first phase of the scheme.

**2. BACKGROUND**

- 2.1 Church Square is one of the most important public spaces within the town centre. The area is undergoing a transformational change, which is being driven by a number of strategic projects.
- 2.2 The largest of these schemes is the £51m+ redevelopment of Hartlepool College of Further Education. The design of the building and quality of the associated public space is setting a benchmark for future development within the area. The new building will help to enhance the image of the area, which includes Stockton Street, a key gateway route into the town centre.
- 2.3 Cleveland College of Art and Design is currently undertaking a comprehensive expansion of their Hartlepool campus involving the acquisition and conversion of the Municipal, Leadbitter and Archive Buildings, in addition to the re-modelling of their existing Church Square premises. The resulting impact is that Cleveland College of Art and Design is now the principal user of Church Square, with College buildings located both in and around the Square. The associated increase in student numbers, partly as a result of the relocation of the College's Higher Education course provision to Hartlepool, will result in a greater pedestrian usage of the Square.
- 2.4 A further project that highlights the increasing importance of Church Square is the recently completed, multi-million pound Hartlepool Transport Interchange, which provides a modern sustainable transport hub and an attractive starting point for visitors arriving into the town.
- 2.5 Church Square currently presents a poor quality image and an environment that is not in keeping with the nature and aspirations of its new surroundings. Its current form does not reflect the recent investment within the area or promote connectivity between the individual sites, which should be one of its key functions.

- 2.6 There are a number of issues that need to be resolved in order for Church Square to function effectively and to provide a campus environment for the educational uses that now dominate the Square. The main issue is the intensive vehicular use of the Square which has become increasingly incompatible with the increased number of students and the areas enhanced campus role.
- 2.7 The creation of the Transport Interchange has resulted in Church Square becoming an increasingly important node as visitors pass through here to reach the town centre. There is therefore a need and an opportunity to create a more positive impression upon arrival to the town, complementing and adding value to the Grade II listed Christ Church and Municipal Buildings.
- 2.8 Given the competitive nature of the higher education sector a high quality campus environment can be an additional selling point to prospective students. Cleveland College of Art and Design has expressed how important the improvements to Church Square are in helping them to attract additional students to the town, therefore improving their long term sustainability, in addition to providing a high quality environment for their existing students.

### 3. **WIDER ECONOMIC BENEFITS**

- 3.1 The creation of a strong educational hub which attracts students to the centre of Hartlepool is likely to attract additional student amenities such as coffee shops. These types of activity will help to address some of the vacant and derelict buildings within the area. In the longer term student accommodation could potentially be provided within the area.
- 3.2 The enhancement of the public realm is identified as a priority in the “Central Area Investment Framework”, the regeneration strategy for the central area of Hartlepool. The re-modelling of Church Square is a key component in the creation of an “Innovation and Skills Quarter”, a specialist town centre quarter that aims to attract private sector investment and support new and small businesses, particularly those within the creative industries sector. The Church Square project also complements Middleton Grange Shopping Centre’s investment proposals and the Council’s plans to create a specialist incubation centre for businesses within the creative industries sector on the Crown House site, linking to the activities of both College’s. The quality of the local environment has been identified as an important factor that will drive forward the regeneration of the area and help to attract further private sector investment.
- 3.3 The Church Square Masterplan therefore provides the opportunity to add value to and complement a number of large-scale investment projects in order to provide wider regeneration opportunities, helping to change the perception of this key part of the town.



#### 4. PROJECT DELIVERY

- 4.1 The Regeneration and Economic Development Portfolio Holder endorsed the preparation of a masterplan for Church Square at the Portfolio meeting on the 21<sup>st</sup> May 2010. The masterplan has been developed by the Council's Building Consultancy Team with the aim of creating an "open-campus environment" and a key focal point for the town centre.
- 4.2 The delivery of the masterplan has been divided into a number of phases to align with funding availability and deliverability. Each phase has been designed so that it can be delivered as a discrete project as and when resources allow. This report relates to the first phase of the scheme which involves structural design changes to create a core pedestrianised zone using high quality natural stone materials, re-aligning the road to provide access to Cleveland College of Art and Design's Municipal Buildings car park, expanding the grassed area outside of Christ Church and the provision of seating and tree planting. (See **Appendix 1** for plan). The first phase has been designed to be a stand-alone scheme that can be added to as and when funding becomes available. Subject to Portfolio Holder approval it is proposed to commence phase one of the works towards the end of the summer following a period of public consultation.
- 4.3 The timing of future phases of work will depend upon funding availability. Future phases (See **Appendix 1**, phase 1b) would include additional tree planting, improving pedestrian access across Tower Street to Church Street and the installation of feature railings around Christ Church, possibly involving students from Cleveland College of Art and Design in their design. Improved lighting and feature lighting would be provided which could potentially include the illumination of Christ Church and the Municipal Buildings to create a gateway feature in the evening and at night.
- 4.4 Further connectivity improvements would form future phases of work including upgrading the Stockton Street pedestrian crossing in order to promote permeability between Middleton Grange Shopping Centre, the Transport Interchange and the Marina. The Stockton Street underpass would also be closed, a proposal which is supported in principle by the owners of Middleton Grange Shopping Centre. Design work is currently ongoing to find an appropriate solution for the connectivity improvements across Stockton Street which would provide pedestrian access but minimise disruption to vehicular traffic flows.
- 4.5 Work to upgrade the point of arrival into the Town Centre along Stockton Street consisting of tree planting and the provision of gateway features would form part of later phases of the masterplan.

**5. PUBLIC CONSULTATION**

- 5.1 Portfolio Holder approval is sought to begin the public consultation exercise on the masterplan, seeking views on the first phase of work in particular. The consultation process will involve public “drop-in” sessions in the Christ Church Art Gallery where the plans will be on display, together further consultation with businesses and other users of Church Square. An initial consultation exercise has already taken place with businesses, the Art Gallery and College’s so that their comments could be included within the draft designs.
- 5.2 Businesses within Church Square were broadly supportive of the scheme recognising the benefits that it could bring. Some concerns were raised about the loss of parking within the square due to the further pedestrianisation of the area. These issues could potentially be addressed by providing a permit-holders only car park for shop workers on land to the rear of the Church Square shops. Additional disabled parking could be created within the existing car park to the rear of Cleveland College of Art and Design. The parking designations along Tower Street could also be explored during the public consultation exercise. A disabled bay will also be provided outside of the Art Gallery.

**6. PUBLIC ART**

- 6.1 The provision of public art within Church Square provides the opportunity to showcase local talent from Cleveland College of Art and Design. A number of sites have been identified for art work, including one which could accommodate a high profile gateway feature. It is proposed to devise a competition with Cleveland College of Art and Design so that art students can be involved in the process and the winning designs could be featured in the square. There are a number of opportunities for both permanent and temporary art features. The temporary features could potentially be subject to an annual competition. Hartlepool College of Further Education could potentially be involved in the fabrication of the art work.

**7. FINANCIAL CONSIDERATIONS**

- 7.1 It was originally anticipated that the Masterplan as a whole could be delivered in one phase utilising funding from One North East Single Programme funds alongside Council resources which had been identified as match funding. Since Single Programme funding has now ceased alternative methods of delivery have had to be investigated.
- 7.2 The first phase of the scheme has been costed at approximately £650,000. Funding of £520,000 has been identified at this stage which includes a contribution from the 2011/12 Major Regeneration Revenue

budget of £30,000 and £100,000 from Reserves earmarked for Major Regeneration Projects.

- 7.3 The overall funding also includes £390,000 which has been identified from the uncommitted Major Regeneration Project capital budgets approved under the former SCRAPT arrangements (replaced from 2011/12 by the Council Capital Fund), as summarised below:-

Year	Original Allocation as per MTFS £	Funding used in previous years £	Balance Uncommitted £
2008/09	100,000	75,000	25,000
2009/10	175,000	35,000	140,000
2010/11	250,000	25,000	225,000
<b>Total</b>	<b>525,000</b>	<b>135,000</b>	<b>390,000</b>

- 7.4 The capital resources had previously been set aside as match funding for external bids. Since that time External Funding to support regeneration schemes has been scaled back and it is unlikely that this can be used to attract any match funding. Therefore, it is suggested that approval is sought to vire these resources to support the proposed Church Square scheme. These Capital Budgets are funded from Prudential Borrowing and provision for the annual repayment costs has previously been included within the revenue base budget.
- 7.5 Timing of future phases of work will depend upon funding availability and the scheme will be designed and delivered as a discrete project using the funding available at this stage (£520,000). As outlined in paragraph 4.2 and 4.3 further works will be approved as additional funding becomes available.

## 8. RISK

- 8.1 There is the risk that only the first phase of the scheme will be delivered due to funding availability. The first phase has therefore been designed so that it is a stand-alone project that achieves the maximum impact and provides the opportunity to incrementally add to it should additional funding become available.

## 9. RECOMMENDATIONS

- 9.1 Cabinet is requested to:

- i) Note the report;



- ii) Approve the proposed funding arrangements as detailed in section 7 and seek Council approval to vire the uncommitted balance of the capital Major Regeneration Projects budget of £390,000 for this scheme.

**10. CONTACT OFFICER**

Damien Wilson  
Department of Regeneration and Neighbourhoods  
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Hartlepool  
TS24 8AY

Tel: (01429) 523400

E-mail: [damien.wilson@hartlepool.gov.uk](mailto:damien.wilson@hartlepool.gov.uk)

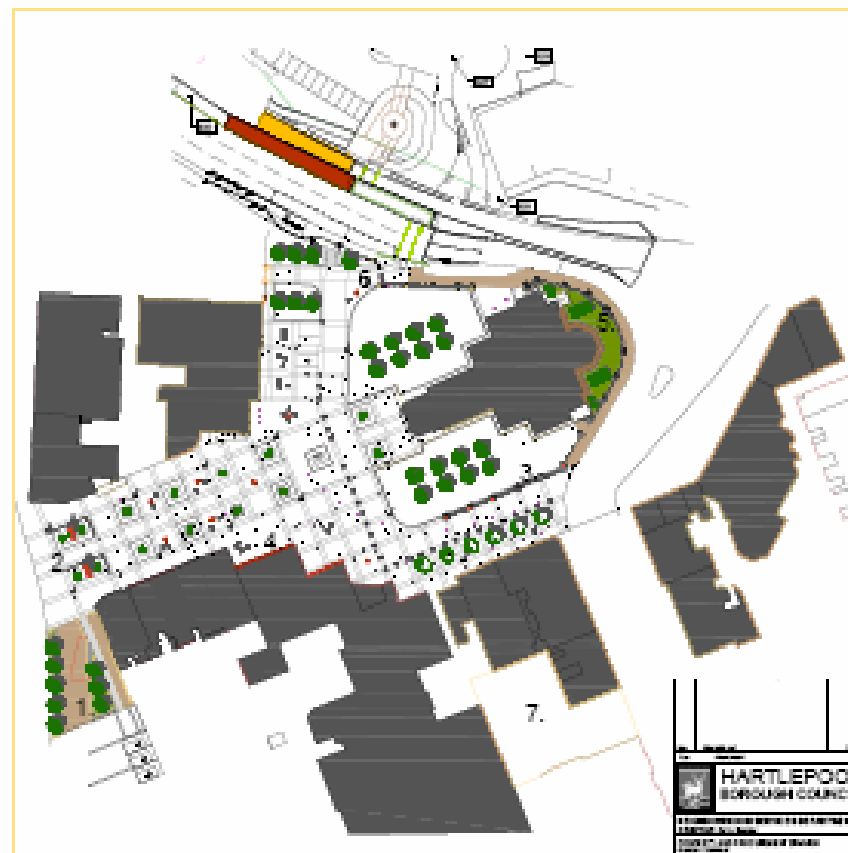
# CHURCH SQUARE DESIGN STRATEGY. PHASING PROPOSALS. APPENDIX 1



## PHASE 1A

- The development will be a mix of residential and commercial uses, including a mix of housing types and a range of commercial uses.
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## PHASE 1B

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PRELIMINARY

<b>HARTLEPOOL BOROUGH COUNCIL</b>	
A CONSULTATION REPORT TO BE FORWARDED TO A COUNCIL SUB COMMITTEE	
DATE OF REPORT: 11/08/2011	
REPORT BY: [Name]	
REPORT FOR: [Name]	
REGISTRATION: [Name]	
CHURCH SQUARE & SURROUNDING DEVELOPMENT	
CHURCH SQUARE PROPOSALS PHASE 1A AND 1B	
DATE: 11/08/2011	PREPARED BY: [Name]
DATE: 11/08/2011	DATE: 11/08/2011

**COUNCIL**  
4<sup>th</sup> August 2011



**Report of:** Executive

**Subject:** JACKSONS LANDING PROJECT

---

**1. PURPOSE OF REPORT**

- 1.1 To provide Council with details of Cabinet's proposed variations to the approved 2011/2012 Budget and Policy Framework to use Prudential Borrowing to purchase Jackson Landing to facilitate the onward sale and redevelopment of this site.

**2. REASON FOR SUBMITTING REPORT**

- 2.1 In accordance with the constitution Cabinet is responsible for proposing changes to the approved Budget and Policy Framework, which are then referred to Council for consideration. Details of Cabinet's proposals are set out in the following paragraphs.

**3. CABINET PROPOSAL AND BACKGROUND**

- 3.1 Jacksons Landing is identified as a prominent building on a strategically important site identified within the Council's Central Investment Regeneration Framework. The building is also identified within the Mayor's key derelict building and untidy land listing.
- 3.2 The site is currently occupied by a former retail outlet building. The building has been derelict for over 5 years with no interest in the building being forthcoming despite extensive marketing.
- 3.3 Scrutiny Coordinating Committee have considered reports on 25<sup>th</sup> March & 3<sup>rd</sup> June 2011 setting out a range of options to facilitate the regeneration of Jacksons Landing through intervention by the Council. The Scrutiny Coordinating Committee are very supportive of the proposal to take a proactive lead to purchase and facilitate redevelopment for the wider economic regeneration benefits of the town and were unanimous in their support at their last meeting on 3<sup>rd</sup> June 2011. Members acknowledged that the Council would need to move quickly and were of the view that purchasing the site was the most appropriate way forward.

- 3.4 A significant amount of work has been undertaken over the last 6 months to negotiate a price with the current owners Schroder's and develop a range of business plans considering opportunities to either refurbish the existing building or undertake a comprehensive redevelopment of the site. A 'lock out' agreement is in place until 31<sup>st</sup> August enabling a purchase to be completed at the agreed price by this date.
- 3.5 The site represents a major regeneration opportunity for the town and provides the potential for a landmark scheme. Option appraisals had initially concentrated on refurbishment of the existing building. This option would have required significantly more upfront capital investment by the Council, which would have been funded from Prudential Borrowing and the annual loan repayment funded from rental income. This project would have had a higher risk and is now not being pursued.
- 3.6 The proposal approved by Cabinet for Council consideration is the purchase and onward sale of Jackson's Landing. This option may involve demolition of the existing structure and proposals will be sought from local and national developers to secure a comprehensive quality scheme.
- 3.7 The development brief would set out the design, planning and quality aspirations and the Council would be looking to achieve a mixed development of residential, hotel, restaurant/bar facilities to complement the prime location of the site within the Marina.
- 3.8 Members will be aware of the significant amount of interest that has been generated recently through the marketing of opportunities at Seaton Carew following the same method.
- 3.9 It is considered that this would provide the best opportunity to achieve the Council's ambitions and maximise the economic development and financial returns to the Council. The timescale to achieve this including securing planning permission will take up to 12 months and therefore a decision has to be taken to proceed with the acquisition without the comfort of a 'back to back' deal, but in the knowledge that increasing market interest exists, particularly by residential developers. This arrangement would include safeguards to ensure the successful developer completes the agreed development within a specified time period, or if this is not achieved the site reverts to the Council and the capital receipt paid is retained by the Council. As a backstop position the land could be sold for this use at a price in excess of that to be paid by the Council.
- 3.10 The business case for the purchase and onward sale option has identified a potential financial risk from the timing of the sale and purchase, as the purchase will take place in 2011/12 and the sale is not expected to be completed until 2012/13. This position is manageable. There is a greater financial risk if the onward sale is delayed beyond 2012/13, or is not achieved and this would result in unbudgeted revenue costs as detailed in paragraph 1.5 of **Appendix A**.



- 3.11 Acquisition of the site by the Council provides the control to ensure that the site is redeveloped with the correct mix of uses within agreed timescales, to a high standard of design reflecting the importance of the site to the future aspirations of the town.
- 3.12 The option of the Council facilitating a direct sale from the current owner to a developer has not been explored as although this option would remove all direct financial risks, the Council would have no control of the site. This could mean that a developer simply 'land banked' the site and no changes are made to the existing site for many years.

#### 4. PROPOSALS

4.1 Council is requested to approve Cabinet's proposals:

- a) to use Prudential Borrowing to purchase Jackson's Landing to facilitate the onward sale and redevelopment of this site;
- b) To note that if the previous recommendation is approved the capital programme and approved Prudential Borrowing indicators will be amended to include this scheme as detailed in paragraph 1.2 of **Appendix A ( Appendix A contains exempt information under Schedule 12A Local Government Act 1972 (as amended by the Local Government (Access to Information) (Variation) Order 2006) namely, (para 3), information relating to the financial or business affairs of any particular person (including the authority holding that information.**
- c) To note the potential revenue commitments if the onward sale of Jackson's Landing is delayed, or a sale is not completed as detailed in paragraphs 1.5 to 1.9 of Appendix A;
- d) To note that the onward sale is expected to generate a net capital receipt, after repayment of the Prudential Borrowing used to finance the purchase of Jackson's landing. Proposals for using these resources will need to be developed as part of the 2012/13 budget process and will need to address capital risks facing the Council, such as Housing Market Renewal costs.

**COUNCIL**  
4<sup>th</sup> August 2011



**Report of:** Chief Executive

**Subject:** BUSINESS REPORT

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**1. GENERAL PURPOSES COMMITTEE**

Members may recall that at the last meeting of Council, it was noted that Councillor Gibbon had resigned from the General Purposes Committee. No replacement Member was appointed at the last Council meeting. Members are, therefore, requested to consider further whether they wish to appoint to the vacancy.

**2. TRUSTS WORKING GROUP**

A number of nominations were made at the last Council meeting in respect of the above Working Group. As agreed, Independent Councillors were contacted on an individual basis to seek expressions of interest. As a result of that correspondence, Councillor J Marshall had advised of his interest in the Independent Councillor vacancy on the Working Group.

**3. DECISION OF CABINET – 18<sup>th</sup> JULY 2011 - DEPARTMENT FOR WORK AND PENSIONS – WORK PROGRAMME**

As required by Rule 18 of the Overview and Scrutiny Procedure Rules, I have to report that, at the meeting on 18<sup>th</sup> July 2011, Cabinet considered a report entitled "Department of Work and Pensions – Work Programme". Cabinet decided that the decision was urgent due to the commercial timescale and competitive framework for the delivery of the Department of Work and Pensions Work Programme Contract. Therefore, in the absence of a quorum, the Mayor decided that in accordance with Rule 18 the decision should not be subject to the call in procedures. The Chair of the Scrutiny Co-ordinating Committee was consulted agreed that the decision was urgent.

**4. APPOINTMENTS TO JOINT COMMITTEES AND OTHER OUTSIDE BODIES**

Further to the nominations to Joint Committees and other Outside Bodies were agreed at the Council meeting on 23 June 2011, Council is requested to consider the following issues.

### North East Regional Employers Organisation

Unfortunately, due to an error, Council was requested to appoint four Members to the North East Regional Employers Organisation (NEREO). There are, however, only three places available to Hartlepool BC on NEREO, one Member of which is also then nominated to the Executive Body of NEREO.

At the Council meeting on 23 June 2011 Members appointed Councillors Brash, Lawton, Rogan and Loynes to the Organisation. Councillor Lawton has indicated that she wishes to withdraw her nomination allowing for the three remaining names to go forward. Council is requested to nominate one of the three members to the Executive Body of NEREO.

### Hartlepool Credit Union

At Annual Council on 26 May 2011 nominated Councillors C Akers-Belcher, Ingham James and Simmons to the Credit Union. Councillor Ingham has indicated that he does not wish to proceed in taking up a place with the Credit Union. Council is, therefore, requested to nominate an alternative Member.

### Tees Valley Health Scrutiny Joint Committee

Council is informed that at its meeting on 4 July 2011 the Health Scrutiny Forum appointed Councillors Stephen Akers-Belcher, Sheila Griffin and Geoff Lilley as the Forum's representatives to the Tees Valley Health Scrutiny Joint Committee for 2011/12

### Schools Admissions Forum

Council is informed that at its meeting on 19 July 2011 the Children's Services Scrutiny Forum appointed Councillors Fleet, Griffin, Ingham, Simmons and Wells as the forum's representatives to the Schools Admissions Forum.

## COUNCIL

4<sup>TH</sup> August 2011



**Report of:** Chief Executive

**Subject:** BUSINESS REPORT 2

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### 5. CHIEF EXECUTIVE

Following consideration by the Council Working Group on 20<sup>th</sup> June, 18<sup>th</sup> July and 25<sup>th</sup> July, the following proposal is submitted for the consideration of the Council:-

‘The retirement of the current post holder presents not only a significant challenge to the Council, but also a real opportunity to find an alternative (and potentially much less costly) solution for the Executive Leadership of this Council.

Members recognise the considerable pool of expertise, experience, talent and vision that exists in the current Corporate Management Team. Members also very much support the notion of staff development and succession planning and the culture of ‘growing our own staff’. Members are keen to ensure the continuity and consistency of service that will reassure Members and residents that ‘business as usual’ is the order of the day.

Members are aware that with a smaller workforce and considerably fewer elected Members, careful thought will need to be given to how Hartlepool Borough Council is led (both democratically and administratively). With this in mind, Members are minded to recommend putting a temporary arrangement in place, as a holding operation, to allow sufficient time to be given for careful consideration of potential restructuring and the future leadership of the paid service. Members are determined to be fully involved at all stages of this process so that they can be satisfied that the ultimate solution is efficient, cost effective and, most important of all, one that will best fit the uniqueness of our town.

With all the above in mind, Members recommend the creation of a temporary post of ‘Acting Chief Executive’. The principal responsibility of the post holder will be to ensure the concept and delivery of ‘business as usual’ until the ultimate decision about the appropriate replacement of the role of Chief Executive is made. The temporary arrangements will achieve, in their entirety, (including backfilling) an absolute minimum net savings target of £70,400 in this financial year. *This will be made possible by paying the legal minimum level of temporary honoraria across the whole arrangement including backfilled posts.* Should it prove necessary to continue with the temporary arrangement past the end of the current budgetary period a pro rata saving should be achieved for the duration of the extension. The terms, conditions and salary of the post should reflect the responsibility of the role to be played, and be based on the salary of the substantive post plus an appropriate temporary honorarium and be agreed by full



Council. The temporary arrangement will cease upon the permanent appointment of a Chief Executive or alternative.

Applications for the post should be ring fenced to appropriately experienced and qualified officers of Hartlepool Borough Council and the successful applicant appointed by the Appointments Panel agreed by Council and their decision subject to Council approval where no well-founded objection has been made by any member of the executive.

A further recommendation is that backfilling should be minimised and, where this proves to be necessary, work should be allocated by the Acting Chief Executive to appropriately qualified and experienced staff in as cost effective manner as possible with the proviso that any temporary appointment at Director or Assistant Director level will be subject to current appointment process and practice by an Appointments Panel and any additional payments to Chief Officers in relation to acting up will be approved by the Performance Portfolio Holder.'