

CABINET AGENDA



Tuesday 30 August 2011

at 9.15 a.m.

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

MEMBERS: CABINET:

The Mayor, Stuart Drummond

Councillors Brash, Hall, Hargreaves, Hill, Jackson, Payne and H Thompson.

1. APOLOGIES FOR ABSENCE

2. TO RECEIVE ANY DECLARATIONS OF INTEREST BY MEMBERS

3. MINUTES

To receive the Record of Decision in respect of the meeting held on 15 August 2011
(previously circulated)

4. BUDGET AND POLICY FRAMEWORK

4.1 No items

5. KEY DECISIONS

5.1 Progress to date on the Development of Connected Care Services in
Hartlepool – *Director of Child and Adult Services*

5.2 Purchase of Premises in the Central Regeneration Area and sale of land at
Tanfield Road adjoining Stranton Cemetery – *Director of Regeneration and
Neighbourhoods*

6. OTHER ITEMS REQUIRING DECISION

- 6.1 Partnership with Darlington Borough Council for Joint Head of HR Role –
Chief Executive

7. ITEMS FOR DISCUSSION/INFORMATION

- 7.1 Department for Work and Pensions – Work Programme – Closing the Loop
Report – *Director of Regeneration and Neighbourhoods*
- 7.2 Outturn – Capital and Accountable Body Programme Monitoring Report
2010/2011 – *Chief Finance Officer*
- 7.3 Quarter 1 – Capital Programme Monitoring Report 2011/2012 – *Chief Finance
Officer*
- 7.4 Quarter 1 – Revenue Financial Management Report 2011/2012 – *Corporate
Management Team*
- 7.5 Quarter 1 – Council Overview of Performance and Risk 2011/12 – *Corporate
Management Team*

CABINET REPORT

30 August 2011



Report of: Director of Child and Adult Services

Subject: PROGRESS TO DATE ON THE DEVELOPMENT OF
CONNECTED CARE SERVICES IN HARTLEPOOL

SUMMARY

1. PURPOSE OF REPORT

- 1.1 To update Cabinet on the progress to date with the development of connected care services in Hartlepool.
- 1.2 To agree an Action Plan (**Appendix 5**) in response to the findings and subsequent recommendations of the Health Scrutiny Forum's investigation into 'connected care'.
- 1.3 To give an overview and update on progress regarding the contracts agreed relating to connected care services at Adult and Public Health Services Portfolio meeting on 28 March 2011.
- 1.4 To seek Cabinet approval to implement an appropriate chosen option 1 or 2 or 3 as described and to enter into the required contracts until 31 March 2012 or if Option 3, 2 year contract 1 October 2011 until 30 September 2013 with an option to extend for 12 month period subject to satisfactory performance and continued funding all contracts irrespective of chosen option require an exception from the Council's Contract Procedure Rules.

2. SUMMARY OF CONTENTS

- 2.1 The report provides information on the proposed contracts, the financial impact of the provision of the services and also background information regarding the development of Who Cares (NE) as a Community Interest Company. The report details the justification for making an exception to the Council's Contract Procedure Rules to award the contracts.

3. RELEVANCE TO CABINET

- 3.1 The report provides an update on issues previously discussed by Cabinet and requires decisions which are related to previous Cabinet Executive reports.
- 3.2 The Action Plan and proposed contracts contribute to the strategy of providing a range of services.

4. TYPE OF DECISION

- 4.1 Key decision.

5. DECISION MAKING ROUTE

- 5.1 Cabinet.

6. DECISION(S) REQUIRED

- 6.1 Cabinet are asked to decide which Option (1 or 2 or 3) they wish to progress in relation to the contracts relating to connected care and reablement services.
- 6.2 If Options 1 or 2 are chosen, Cabinet are requested to approve an exception to the Contract Procedure Rules in respect of awarding short term contracts until 31 March 2012 to the value of no more than £100,000 (50k Primary Care Trust/50k LA) for the provision of a care navigation service and no more than £40,000 for the provision of handyperson service.
- 6.3 If Option 3 is chosen this reconfirms the Adult and Public Health Services Portfolio decision to award the contract to Who Cares (NE) subject to 3.5.
- 6.4 Cabinet to approve the action plan (**Appendix 5**) relating to connected care prepared in response to the Health Scrutiny Committee's inquiry into connected care.

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- 1.2 To agree an Action Plan in response to the findings and subsequent recommendations of the Health Scrutiny Forum's investigation into 'connected care'.
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- 1.4 To seek Cabinet approval to implement an appropriate chosen option 1 or 2 or 3 as described and to enter into the required contracts until 31 March 2012 or if Option 3, 2 year contract 1 October 2011 until 30 September 2013 with an option to extend for 12 month period subject to satisfactory performance and continued funding all contracts irrespective of chosen option require an exception from the Council's Contract Procedure Rules.

2. BACKGROUND

- 2.1 Turning Point, a national social care organisation, developed the connected care model following research undertaken in 2004. It advocates community-led commissioning, bringing the voice of the community to the design and delivery of all health, housing, education and social care service delivery.
- 2.2 The connected care model was established in Hartlepool following a community audit in the Owton ward during 2006 and has been in operation since 2008. It is delivered by Manor Residents Association through various funding streams including Department of Health, Hartlepool Borough Council, Hartlepool Primary Care Trust, Northern Rock and several other organisations. The Council and Primary Care Trust funding was used to fund care navigators as part of the council and PCT revenue funding budgets.

- 2.3 The care navigators who work within connected care listen to the residents of the community to identify their problems and concerns and guide, support and help link services to meet their needs. Staff for this team were recruited from the community.
- 2.4 In 2010, following a number of problems with the contracted provider for a handyperson service who carried out low level jobs for vulnerable people to support their independence in their own homes it was decided to terminate the contract. Manor Residents Association via the connected care model agreed to fulfil the remaining term of the contract, up to 31 March 2011. The arrangement for this service was funded through the Working Neighbourhood Fund.
- 2.5 On 28 March 2011, the Portfolio Holder for Adult and Public Health considered and approved a report seeking an exemption from the Council's Contract Procedure Rules for two borough-wide two year contracts. These included the care navigation service which was proposed to continue to be funded by the council and PCT's revenue funding streams and other low-level social care and health-related services and a handyperson service. The low-level social care and health services and handyperson services were to be funded by the PCT's monies identified by the Government for reablement, i.e. services to support individuals back to independence following admission to hospital and discharge from hospital or the prevention of admissions to hospital or care homes. In order to be more efficient in terms of contracting it was agreed to develop one overarching contract that encompassed the range of services described above. The new contract was to be awarded to Who Cares (NE), a community interest company (CIC) with a board of directors that would include representatives from across the borough of Hartlepool. The CIC was set up specifically as a vehicle for the delivery of a connected care service arrangement. The contractual documentation was to be very specific on the requirement to involve residents and community organisations from across Hartlepool as part of any connected care developments in their area. The total annual value of the two contracts was £340,000.
- 2.6 It had always been the intention to develop a CIC as a vehicle to deliver and facilitate a connected care approach, although this has taken longer than first anticipated. Who Cares (NE) are a Community Interest Company limited by guarantee and were formed and registered at Companies House on 15 March 2010 (**Appendix 1**). The directors and associated information being listed in the Memorandum of Association (copy attached at **Appendix 2**).
- 2.7 Who Cares (NE) are governed by a Memorandum of Association signed by all the Directors and by the Articles of Association (also attached as **Appendix 3**), which governs the scope of directors' powers and responsibilities. Within the Articles it also details the decision making processes by which the Who Cares (NE) are governed.

- 2.8 We are unable to determine the track record of the organisation as it has only been in existence for 17 months and the first full year accounts have not yet been published.
- 2.9 The first year of trading is for the financial year 2010/2011 and those accounts will not be submitted to the charities commission until 15 December 2011, (as detailed in **Appendix 4**).
- 2.10 Whilst Who Cares (NE) are a formative company who do not have experience in managing contracts, we have evidence that as the services were hosted by Manor Residents Association from which Who Cares (NE) was developed, it could be assumed that Who Cares (NE) have been involved in managing the delivery of a contract. To date no adverse concerns have been raised about the quality of delivery of a connected care service and the work it has undertaken.
- 2.11 Who Cares (NE) has been developed to:
- promote and improve the health and well being of people who live within the vicinity where the CIC operates;
 - where required, to engage with other agencies in partnership to deliver the services;
 - to develop partnerships with other agencies to ensure that where there are gaps the services, it is accessible and responsive to the needs of local people.
- 2.12 The implementation of the decision detailed in 2.5 was delayed due to the time taken to finalise the funding arrangements with the Primary Care Trust, who were charged by the Government to agree the re-ablement funding plans. Until funding was formally agreed via the PCT Board, the council made the decision not to progress the contracting process with Who Cares (NE) as this may have left the council open to a contractual risk and therefore potential financial risk. As a result of the delay in getting formal agreement via the PCT Board (which was received on 5 July 2011), we did not carry out the usual new provider accreditation checks for the reasons outlined above until this point and therefore the contracting process was not progressed.
- 2.13 Contract awards are subject to a number of considerations, including the accreditation process referred to in 2.12 above. The accreditation process follows the corporate process. As part of this accreditation process, consideration is given to a number of issues and advice is sought from other areas in the Council with the specialist expertise and knowledge such as finance and risk to verify compliance and assess risk. This process includes carrying out financial checks and seeking references. In the case of the accreditation process for Who Cares (NE), it was felt that the information that had been supplied did not provide the Council with sufficient assurance to allow a contract of this value to be awarded Who Cares (NE) at this point.

- 2.14 Following legal opinion from Counsel on the 16 August 2011, it was confirmed that the correct procedures and processes have been followed in relation to the proposed contracts for services detailed above and which are classed as Part 'B' services under the EC Public Sector Procurement Directives.
- 2.15 Where a service falls under a 'health and social services' classification under the applicable Regulations as Part B services do, then there is usually a need to ensure general transparency and this would normally include advertisement which can be satisfied through an advertisement on the Council's own website with a short description of the contract for those services. This is the usual process for advertisement of Part B services and contracts that a whole range of local and national providers could undertake on behalf of the council. This process was been endorsed through the opinion from Counsel.
- 2.16 However, the delivery of the connected care model is a unique way of operating and delivering services. It is very specific in how and what is delivered to local areas and is developed and facilitated by residents and local organisations. In this case, if the Council is satisfied that there would be no impact on the internal (i.e. domestic) market, because the development of a connected care approach can only be delivered in this very specific and unique way with local residents and organisations then those circumstances can dictate that the Council (as in this instance) do not need to advertise to open up competition, through advertisement etc. This is the basis on which the Portfolio Holder made his decision on 28 March to exempt the proposed contracts discussed in this report to Who Cares (NE) from formal external advertisement. It is again the premise on which cabinet are asked to exempt the Part B services described in this report as part of the options for the future delivery of the reablement funded services and the connected care navigation service.
- 2.17 As a result of the pre contractual accreditation process described in 2.13 above, Who Cares (NE) have been informed that they will not be awarded the proposed contracts unless they can provide adequate assurances as required by the council.

3. PROPOSALS

- 3.1 A number of implications follow from the decision not to progress to contract award at this point with Who Cares (NE) as agreed at the Adult and Public Health Services Portfolio on 28 March 2011. These implications are primarily linked to the Council's ability to deliver on the re-ablement plan agreed with the Primary Care Trust. To mitigate these implications and to ensure the services are delivered and the funding is retained the following options are proposed for consideration:

Option 1 - Minimal risk to the council

The services currently being provided on the basis of previous held contracts with Manor Residents Association, namely the care navigation service in Owton (value £100,000 p.a. 50/50 split between PCT and LA) and the borough-wide handyperson service (value £40,000 p.a.), this will be a continuation of services through a new contractual arrangement in the form of two Part B contracts for the period up to 31 March 2012. These contracts will be between the Council and Manor Residents Association and its Trustees.

and

Until 31 March 2012, to ensure the reablement funding is used as agreed and remains within the borough, in-house social care services will provide the priority elements of the Supported Access to Independent Living Services that were to be commissioned from Who Cares (NE). These low-level health and social care services include luncheon clubs, a home visiting service and welfare notices and will be delivered from the funding agreed with the Primary Care Trust

Option 2 – Minimal risk to the council

The services currently being provided by Manor Residents Association, namely the care navigation service in Owton (value £100,000 p.a 50/50 split between PCT and LA) and the borough-wide handyperson service (value £40,000 p.a) be Awarded to Who Cares (NE) in the form of two Part B contracts for the period up to 31 March 2012. These contracts will be between the Council and Who Cares (NE). However, in order to support the organisations development and to mitigate financial risk to the council, to agree a payments schedule that gave payments in arrears. This approach has been discussed and agreed with the Chief Financial Officer.

and

Until 31 March 2012, to ensure the reablement funding is used as agreed and remains within the borough, in-house social care services will provide the priority elements of the Supported Access to Independent Living Services that were to be commissioned from Who Cares (NE). These low-level health and social care services include luncheon clubs, a home visiting service and welfare notices and will be delivered from the funding agreed with the Primary Care Trust.

Option 3 – Higher risk

To reconfirm the decision of Adult and Public Health Services Portfolio holder at his meeting on 28 March 2011 to award the full contract covering connected care navigation services, handyperson service and SAILS reablement service to Who Cares (NE) as per the portfolio holders decision

for a period of two years up to 2013 with an option to extend for a further two years subject to performance and funding being available.

This option would be dependant upon submission of the appropriate trading accounts up to the end of March 2011 which the council would then get independently audited to ensure probity. However in order to support the organisations development and to mitigate financial risk to the council, the council to agree a payments schedule that gave payments in arrears.

This option would enable Who Care (NE) to develop its governance arrangements and provide adequate reassurance to the council that it was able to contract effectively with the council.

If Who Cares (NE) is unable to provide assurances via its independently audited accounts to the council's satisfaction then it is proposed that a market testing exercise will be undertaken followed by a subsequent procurement exercise to tender and commission, with re-ablement funding, a connected care model of service delivery and low-level social care and health care support services. The vehicle for this will be through a 12 month contract, from 1 April 2012 to 31 March 2013, with an option to extend for a further 12 months subject to satisfactory performance and re-ablement funding being secured for a further year.

- 3.2 The above proposals continue to support the development of a connected care model across the town and would enable the Council to meet its re-ablement obligations in the short-term until a suitable solution can be commissioned.
- 3.3 If Cabinet decide to adopt option 1 or 2 then as a part B contract with a value of £100,000 the care navigation service exceeds the financial limits detailed within the Contract Procedure Rules, contracts that exceed the limit of £60,000 require the undertaking of a competitive tender exercise. Therefore, to proceed with the contract award for the care navigation service an exception to the Rules is required. Contract Scrutiny Committee will be informed of the awarding of the contracts at the earliest opportunity.
- 3.4 If Cabinet decide to adopt option 1 or 2 then as a part B contract with a value of £40,000 the Handyperson service exceeds the financial limits of informal quotes (£5,000) and under Contract Procedure Rules formal quotes would normally be required to select a provider. As the service currently offers excellent value for money we are seeking an exception to the rules to award the contract for the Handyperson service.
- 3.5 If Cabinet decide to recommend Option 3 this in effect reconfirms the Adult and Public Health Services Portfolio holders decision made to award the full contracts to Who Cares (NE) at his meeting on 28 March 2011. This would be done with a risk mitigation strategy based on payment in arrears and a requirement for the submission of the appropriate trading accounts to the end of March 2011 to be independently verified by the council.

4. RECOMMENDATIONS

- 4.1 Cabinet are asked to decide which Option 1 or 2 or 3 they wish to progress in relation to the contracts relating to connected care and reablement services
- 4.2 **If Option 1 or 2 is chosen** Cabinet to approve an exception to the Contract Procedure Rules in respect of awarding short term contracts until 31 March 2012 to the value of no more than £100,000 (50k PCT/50k LA) for the provision of a care navigation service and no more than £40,000 for the provision of handyperson service.
- 4.3 If Option 3 is chosen this endorses and confirms the Adult and Public Health Services Portfolio decision to award the contract to Who Cares (NE) subject to 3.5.
- 4.4 Cabinet to approve the action plan (Appendix 5 refers) relating to connected care prepared in response to the Health Scrutiny Committee's inquiry into connected care.

Company No. 7188871 - Pin 2857

16 March 2010

Our ref: UK/7188871

63154



MANAGING DIRECTOR
WHO CARES (NE) COMMUNITY INTEREST COMPANY
MANOR RESIDENTS ASSOCIATION COMMUNITY RESOURCE CENTRE
KILMARNOCK ROAD
HARTLEPOOL
CLEVELAND
TS25 3NU

SWITCHMEDIA

Welcome to Switch and Congratulations!

WHO CARES (NE) COMMUNITY INTEREST COMPANY was successfully incorporated on 15/03/2010!

We are pleased to inform you that your Company registration number as issued by the Registrar of Companies is: 7188871

Establishing a professional online presence and protecting your Company's identity, brand, or Trade Mark from your competitors and other third parties is a wise and recommended precaution in a fiercely competitive environment. Our Switch Hosting packages combines the necessary features for you to project your company image and enables you to stake your claim and make use of any of the names that you feel appropriate to your business - in case someone else does!

The following domain names have been identified on your behalf. These are still available and yours to register today!

wcncic.com
whocaresnecommunityinterestcompany.com
whocaresnecommunityinterestcompany.co.uk
who-cares-ne-community-interest-company.co.uk

A wider selection, or alternative domain names can be researched at www.switchmedia.co.uk or by calling our office. Domains £20+VAT each. Hosting free for 12 months.

You pay just £20 plus VAT (£23inc VAT) annually for each domain name. The hosting package is free for the first 12 months to help get your business off to a flying start. There are no hidden fees with our packages unlike some providers who charge extra for services that Switch offer as standard (e.g. Hosting, virus scan, spam blocker, or the ability to change your website). Our package includes all of the following:-

- 1... Domain name(s) of your choice registered in your own name. Free 12 months web hosting.
- 2... A free, published webpage with your company information and contact details online (change for free anytime!)
- 3... A dedicated Account Manager to offer assistance and help you achieve the most from your business and the Internet.
- 4... FTP access to upload your own web pages if required at your convenience, and as often as you require!
- 5... 2 x POP3 Mailbox facility to both send and receive business e-mails from your domain, e.g. info@yourdomain.com.
- 6... Access to our WebMail facility to send and receive your e-mails whilst on the move from anywhere in the world.
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- 8... Technical support for optimal use of our services without the premium rate phone charges.

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Yours faithfully,

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Certificate of Incorporation of a Community Interest Company

Company No. 7188871

The Registrar of Companies for England and Wales hereby
certifies that:

WHO CARES (NE) COMMUNITY INTEREST COMPANY

is this day incorporated under the Companies Act 2006 as a
private company; that the company is limited; and that it is a
community interest company

Given at Companies House, Cardiff, the 15th March 2010



Companies House
— for the record —



THE OFFICIAL SEAL OF THE
REGISTRAR OF COMPANIES

The Companies Act 2006

Community Interest Company Limited by Guarantee

Memorandum of Association

of

Who Cares (NE) Community Interest Company

The Companies Act 2006
Community Interest Company Limited by Guarantee
Memorandum of Association

of

Who Cares (NE) Community Interest Company

Each subscriber to this Memorandum of Association wishes to form a company under the Companies Act 2006 and agrees to become a member of the Company.

Name of each subscriber

Authentication by each subscriber

✓ Elizabeth Anne McGrath

Dated [24.2.2010]

EAMcGrath

✗ Kevin Henry Cranney

KH Cranney

Dated [24.2.2010]

✗ Ray Harriman

R Harriman

Dated [24.2.2010]

✗ Angela Wilcox

AWilcox

Dated [24.2.10.]

The Companies Act 2006

Community Interest Company Limited by Guarantee

Articles of Association¹

of

Who Cares (NE) Community Interest Company

(CIC Limited by Guarantee, Schedule 1, Small Membership)

The Companies Act 2006 Community Interest Company Limited by Guarantee

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Articles of Association

of

Who Cares (NE) Community Interest Company

INTERPRETATION

1. Defined Terms

1.1 The interpretation of these Articles is governed by the provisions set out in the Schedule at the end of the Articles.

1.2 COMMUNITY INTEREST COMPANY AND ASSET LOCK

2. Community Interest Company

2.1 The Company is to be a community interest company.

3. Asset Lock²

3.1 The Company shall not transfer any of its assets other than for full consideration.

3.2 Provided the conditions in Article 3.3 are satisfied, Article 3.1 shall not apply to:

- (a) the transfer of assets to any specified asset-locked body, or (with the consent of the Regulator) to any other asset-locked body; and
- (b) the transfer of assets made for the benefit of the community other than by way of a transfer of assets into an asset-locked body.

3.3 The conditions are that the transfer of assets must comply with any restrictions on the transfer of assets for less than full consideration which may be set out elsewhere in the memorandum and Articles of the Company.

3.4 If:

3.4.1 the Company is wound up under the Insolvency Act 1986; and

3.4.2 all its liabilities have been satisfied

3.5 For the purposes of this Article 3, the following asset-locked body is specified as a potential recipient of the Company's assets under Articles 3.2 and 3.4:

3.6 Name: **Manor Residents Association**

3.7

3.8 Charity Registration Number (if applicable): **11211221**

3.9 Company Registration Number (if applicable): **6298405**

Registered Office: Manor Residents Association, Community Resource Centre,
Kilmarnock Road, Hartlepool, TS25 3NU

4. Not for profit

4.1 The Company is not established or conducted for private gain: any profits or assets are used principally for the benefit of the community.

OBJECTS, POWERS AND LIMITATION OF LIABILITY

5. Objects³

The objects of the Company are to carry on activities which benefit the community and in particular (without limitation) to

- To promote and improve for the public benefit the health and wellbeing of people living or working in areas where the CIC operates, working in partnership with other local organisations.
- To convene and support local partnerships to help ensure that health, social care and other service delivery is accessible and responsive to the needs of local people.
- To engage, support and contract with local community organisations to ensure the provision of low-level support services to meet the needs of the local community by filling gaps in existing provision.

6. Powers

6.1 To further its objects the Company may do all such lawful things as may further the Company's objects and, in particular, but, without limitation, may borrow or raise and secure the payment of money for any purpose including for the purposes of investment or of raising funds.

7. Liability of members⁴

The liability of each member is limited to £1, being the amount that each member undertakes to contribute to the assets of the Company in the event of its being wound up while he or she is a member or within one year after he or she ceases to be a member, for:

- 7.1 payment of the Company's debts and liabilities contracted before he or she ceases to be a member;
- 7.2 payment of the costs, charges and expenses of winding up; and
- 7.3 adjustment of the rights of the contributories among themselves.

DIRECTORS

DIRECTORS' POWERS AND RESPONSIBILITIES⁵

8. Directors' general authority

Subject to the Articles, the Directors are responsible for the management of the Company's business, for which purpose they may exercise all the powers of the Company.

9. Members' reserve power

- 9.1 The members may, by special resolution, direct the Directors to take, or refrain from taking, specific action.
- 9.2 No such special resolution invalidates anything which the Directors have done before the passing of the resolution.

10. Chair

The Directors may appoint one of their number to be the chair of the Directors for such term of office as they determine and may at any time remove him or her from office.

11. Directors may delegate⁶

- 11.1 Subject to the Articles, the Directors may delegate any of the powers which are conferred on them under the Articles or the implementation of their decisions or day to day management of the affairs of the Company:
 - 11.1.1 to such person or committee;
 - 11.1.2 by such means (including by power of attorney);
 - 11.1.3 to such an extent;
 - 11.1.4 in relation to such matters or territories; and
 - 11.1.5 on such terms and conditions;as they think fit.
- 11.2 If the Directors so specify, any such delegation of this power may authorise further delegation of the Directors' powers by any person to whom they are delegated.
- 11.3 The Directors may revoke any delegation in whole or part, or alter its terms and conditions.

DECISION-MAKING BY DIRECTORS

12. Directors to take decisions collectively⁷

Any decision of the Directors must be either a majority decision at a meeting or a decision taken in accordance with Article 18. [In the event of the Company having only one Director, a majority decision is made when that single Director makes a decision.]

13. Calling a Directors' meeting

13.1 Two Directors may (and the Secretary, if any, must at the request of two Directors) call a Directors' meeting.

13.2 A Directors' meeting must be called by at least seven Clear Days' notice unless either:

13.2.1 all the Directors agree; or

13.2.2 urgent circumstances require shorter notice.

13.3 Notice of Directors' meetings must be given to each Director.

13.4 Every notice calling a Directors' meeting must specify:

13.4.1 the place, day and time of the meeting; and

13.4.2 if it is anticipated that Directors participating in the meeting will not be in the same place, how it is proposed that they should communicate with each other during the meeting.

13.5 Notice of Directors' meetings need not be in Writing.

13.6 Notice of Directors' meetings may be sent by Electronic Means to an Address provided by the Director for the purpose.

14. Participation in Directors' meetings

14.1 Subject to the Articles, Directors participate in a Directors' meeting, or part of a Directors' meeting, when:

14.1.1 the meeting has been called and takes place in accordance with the Articles; and

14.1.2 they can each communicate to the others any information or opinions they have on any particular item of the business of the meeting.

14.2 In determining whether Directors are participating in a Directors' meeting, it is irrelevant where any Director is or how they communicate with each other.⁸

14.3 If all the Directors participating in a meeting are not in the same place, they may decide that the meeting is to be treated as taking place wherever any of them is.

15. Quorum for Directors' meetings⁹

- 15.1 At a Directors' meeting, unless a quorum is participating, no proposal is to be voted on, except a proposal to call another meeting.
- 15.2 The quorum for Directors' meetings may be fixed from time to time by a decision of the Directors, but it must never be less than two, and unless otherwise fixed it is two or one-third of the total number of Directors, whichever is the greater.
- 15.3 If the total number of Directors for the time being is less than the quorum required, the Directors must not take any decision other than a decision:
- 15.3.1 to appoint further Directors; or
- 15.3.2 to call a general meeting so as to enable the members to appoint further Directors.

16. Chairing of Directors' meetings

The Chair, if any, or in his or her absence another Director nominated by the Directors present shall preside as chair of each Directors' meeting.

17. Decision-making at meetings¹⁰

- 17.1 Questions arising at a Directors' meeting shall be decided by a majority of votes.
- 17.2 In all proceedings of Directors each Director must not have more than one vote.¹¹

18. Decisions without a meeting¹²

- 18.1 The Directors may take a unanimous decision without a Directors' meeting in accordance with this Article by indicating to each other by any means, including without limitation by Electronic Means, that they share a common view on a matter. Such a decision may, but need not, take the form of a resolution in Writing, copies of which have been signed by each Director or to which each Director has otherwise indicated agreement in Writing.
- 18.2 A decision which is made in accordance with Article 18.1 shall be as valid and effectual as if it had been passed at a meeting duly convened and held, provided the following conditions are complied with:
- 18.2.1 approval from each Director must be received by one person being either such person as all the Directors have nominated in advance for that purpose or such other person as volunteers if necessary ("the Recipient"), which person may, for the avoidance of doubt, be one of the Directors;
- 18.2.2 following receipt of responses from all of the Directors, the Recipient must communicate to all of the Directors by any means whether the resolution has been formally approved by the Directors in accordance with this Article 18.2;
- 18.2.3 the date of the decision shall be the date of the communication from the Recipient confirming formal approval;

18.2.4 the Recipient must prepare a minute of the decision in accordance with Article 32.

19. Conflicts of interest¹³

19.1 Whenever a Director finds himself or herself in a situation that is reasonably likely to give rise to a Conflict of Interest, he or she must declare his or her interest to the Directors unless, or except to the extent that, the other Directors are or ought reasonably to be aware of it already.

19.2 If any question arises as to whether a Director has a Conflict of Interest, the question shall be decided by a majority decision of the other Directors.

19.3 Whenever a matter is to be discussed at a meeting or decided in accordance with Article 18 and a Director has a Conflict of Interest in respect of that matter then, subject to Article 20, he or she must:

19.3.1 remain only for such part of the meeting as in the view of the other Directors is necessary to inform the debate;

19.3.2 not be counted in the quorum for that part of the meeting; and

19.3.3 withdraw during the vote and have no vote on the matter.

19.4 When a Director has a Conflict of Interest which he or she has declared to the Directors, he or she shall not be in breach of his or her duties to the Company by withholding confidential information from the Company if to disclose it would result in a breach of any other duty or obligation of confidence owed by him or her.

20. Directors' power to authorise a conflict of interest

20.1 The Directors have power to authorise a Director to be in a position of Conflict of Interest provided:

20.1.1 in relation to the decision to authorise a Conflict of Interest, the conflicted Director must comply with Article 19.3;

20.1.2 in authorising a Conflict of Interest, the Directors can decide the manner in which the Conflict of Interest may be dealt with and, for the avoidance of doubt, they can decide that the Director with a Conflict of Interest can participate in a vote on the matter and can be counted in the quorum;

20.1.3 the decision to authorise a Conflict of Interest can impose such terms as the Directors think fit and is subject always to their right to vary or terminate the authorisation.

20.2 If a matter, or office, employment or position, has been authorised by the Directors in accordance with Article 20.1 then, even if he or she has been authorised to remain at the meeting by the other Directors, the Director may absent himself or herself from meetings of the Directors at which anything relating to that matter, or that office, employment or position, will or may be discussed.

- 20.3 A Director shall not be accountable to the Company for any benefit which he or she derives from any matter, or from any office, employment or position, which has been authorised by the Directors in accordance with Article 20.1 (subject to any limits or conditions to which such approval was subject).

21. Register of Directors' interests

The Directors shall cause a register of Directors' interests to be kept. A Director must declare the nature and extent of any interest, direct or indirect, which he or she has in a proposed transaction or arrangement with the Company or in any transaction or arrangement entered into by the Company which has not previously been declared.

APPOINTMENT AND RETIREMENT OF DIRECTORS¹⁴

22. Methods of appointing Directors

- 22.1 Those persons notified to the Registrar of Companies as the first Directors of the Company shall be the first Directors.
- 22.2 Any person who is willing to act as a Director, and is permitted by law to do so, may be appointed to be a Director by a decision of the Directors.

23. Termination of Director's appointment¹⁵

A person ceases to be a Director as soon as:

- (a) that person ceases to be a Director by virtue of any provision of the Companies Act 2006, or is prohibited from being a Director by law;
- (b) a bankruptcy order is made against that person, or an order is made against that person in individual insolvency proceedings in a jurisdiction other than England and Wales or Northern Ireland which have an effect similar to that of bankruptcy;
- (c) a composition is made with that person's creditors generally in satisfaction of that person's debts;
- (d) the Directors reasonably believe he or she is suffering from mental disorder and incapable of acting and they resolve that he or she be removed from office;
- (e) notification is received by the Company from the Director that the Director is resigning from office, and such resignation has taken effect in accordance with its terms (but only if at least two Directors will remain in office when such resignation has taken effect); or
- (f) the Director fails to attend three consecutive meetings of the Directors and the Directors resolve that the Director be removed for this reason.

24. Directors' remuneration¹⁶

- 24.1 Directors may undertake any services for the Company that the Directors decide.

24.2 Directors are entitled to such remuneration as the Directors determine:

- (a) for their services to the Company as Directors; and
- (b) for any other service which they undertake for the Company.

24.3 Subject to the Articles, a Director's remuneration may:

- (a) take any form; and
- (b) include any arrangements in connection with the payment of a pension, allowance or gratuity, or any death, sickness or disability benefits, to or in respect of that director.

24.4 Unless the Directors decide otherwise, Directors' remuneration accrues from day to day.

24.5 Unless the Directors decide otherwise, Directors are not accountable to the Company for any remuneration which they receive as Directors or other officers or employees of the Company's subsidiaries or of any other body corporate in which the Company is interested.

25. Directors' expenses

25.1 The Company may pay any reasonable expenses which the Directors properly incur in connection with their attendance at:

- (a) meetings of Directors or committees of Directors;
- (b) general meetings; or
- (c) separate meetings of any class of members or of the holders of any debentures of the Company,

or otherwise in connection with the exercise of their powers and the discharge of their responsibilities in relation to the Company.

MEMBERS¹⁷

BECOMING AND CEASING TO BE A MEMBER¹⁸

26. Becoming a member¹⁹

26.1 The subscribers to the Memorandum are the first members of the Company.

26.2 Such other persons as are admitted to membership in accordance with the Articles shall be members of the Company.

26.3 The Directors shall from time to time be the only members of the Company.

26.4 No person shall be admitted a member of the Company unless he or she is approved by the Directors.

- 26.5 Every person who wishes to become a member shall deliver to the company an application for membership in such form (and containing such information) as the Directors require and executed by him or her.

27. Termination of membership²⁰

- 27.1 Membership is not transferable to anyone else.

- 27.2 Membership is terminated if:

27.2.1 the member dies or ceases to exist;

27.2.2 otherwise in accordance with the Articles; or

27.2.3 a member ceases to be a Director.

DECISION MAKING BY MEMBERS

28. Members' meetings²¹

- 28.1 The Directors may call a general meeting at any time.

- 28.2 General meetings must be held in accordance with the provisions regarding such meetings in the Companies Acts.²²

- 28.3 A person who is not a member of the Company shall not have any right to vote at a general meeting of the Company; but this is without prejudice to any right to vote on a resolution affecting the rights attached to a class of the Company's debentures.²³

- 28.4 Article 28.3 shall not prevent a person who is a proxy for a member or a duly authorised representative of a member from voting at a general meeting of the Company.

29. Written resolutions

- 29.1 Subject to Article 29.3, a written resolution of the Company passed in accordance with this Article 29 shall have effect as if passed by the Company in general meeting:

29.1.1 A written resolution is passed as an ordinary resolution if it is passed by a simple majority of the total voting rights of eligible members.

29.1.2 A written resolution is passed as a special resolution if it is passed by members representing not less than 75% of the total voting rights of eligible members. A written resolution is not a special resolution unless it states that it was proposed as a special resolution.

- 29.2 In relation to a resolution proposed as a written resolution of the Company the eligible members are the members who would have been entitled to vote on the resolution on the circulation date of the resolution.

- 29.3 A members' resolution under the Companies Acts removing a Director or an auditor before the expiration of his or her term of office may not be passed as a written resolution.
- 29.4 A copy of the written resolution must be sent to every member together with a statement informing the member how to signify their agreement to the resolution and the date by which the resolution must be passed if it is not to lapse. Communications in relation to written notices shall be sent to the Company's auditors in accordance with the Companies Acts.
- 29.5 A member signifies their agreement to a proposed written resolution when the Company receives from him or her an authenticated Document identifying the resolution to which it relates and indicating his or her agreement to the resolution.
- 29.5.1 If the Document is sent to the Company in Hard Copy Form, it is authenticated if it bears the member's signature.
- 29.5.2 If the Document is sent to the Company by Electronic Means, it is authenticated [if it bears the member's signature] or [if the identity of the member is confirmed in a manner agreed by the Directors] or [if it is accompanied by a statement of the identity of the member and the Company has no reason to doubt the truth of that statement] or [if it is from an email Address notified by the member to the Company for the purposes of receiving Documents or information by Electronic Means].
- 29.6 A written resolution is passed when the required majority of eligible members have signified their agreement to it.
- 29.7 A proposed written resolution lapses if it is not passed within 28 days beginning with the circulation date.

ADMINISTRATIVE ARRANGEMENTS AND MISCELLANEOUS

30. Means of communication to be used

- 30.1 Subject to the Articles, anything sent or supplied by or to the Company under the Articles may be sent or supplied in any way in which the Companies Act 2006 provides for Documents or information which are authorised or required by any provision of that Act to be sent or supplied by or to the Company.
- 30.2 Subject to the Articles, any notice or Document to be sent or supplied to a Director in connection with the taking of decisions by Directors may also be sent or supplied by the means by which that Director has asked to be sent or supplied with such notices or Documents for the time being.
- 30.3 A Director may agree with the Company that notices or Documents sent to that Director in a particular way are to be deemed to have been received within an agreed time of their being sent, and for the agreed time to be less than 48 hours.

31. Irregularities

The proceedings at any meeting or on the taking of any poll or the passing of a written resolution or the making of any decision shall not be invalidated by reason of any accidental informality or irregularity (including any accidental omission to give or any non-receipt of notice) or any want of qualification in any of the persons present or voting or by reason of any business being considered which is not referred to in the notice unless a provision of the Companies Acts specifies that such informality, irregularity or want of qualification shall invalidate it.

32. Minutes

32.1 The Directors must cause minutes to be made in books kept for the purpose:

32.1.1 of all appointments of officers made by the Directors;

32.1.2 of all resolutions of the Company and of the Directors (including, without limitation, decisions of the Directors made without a meeting); and

32.1.3 of all proceedings at meetings of the Company and of the Directors, and of committees of Directors, including the names of the Directors present at each such meeting;

and any such minute, if purported to be signed (or in the case of minutes of Directors' meetings signed or authenticated) by the chair of the meeting at which the proceedings were had, or by the chair of the next succeeding meeting, shall, as against any member or Director of the Company, be sufficient evidence of the proceedings.

32.2 The minutes must be kept for at least ten years from the date of the meeting, resolution or decision.

33. Records and accounts²⁴

The Directors shall comply with the requirements of the Companies Acts as to maintaining a members' register, keeping financial records, the audit or examination of accounts and the preparation and transmission to the Registrar of Companies and the Regulator of:

33.1 annual reports;

33.2 annual returns; and

33.3 annual statements of account.

33.4 Except as provided by law or authorised by the Directors or an ordinary resolution of the Company, no person is entitled to inspect any of the Company's accounting or other records or Documents merely by virtue of being a member.

34. Indemnity

34.1 Subject to Article 34.2, a relevant Director of the Company or an associated company may be indemnified out of the Company's assets against:

- (a) any liability incurred by that Director in connection with any negligence, default, breach of duty or breach of trust in relation to the Company or an associated company;
- (b) any liability incurred by that Director in connection with the activities of the Company or an associated company in its capacity as a trustee of an occupational pension scheme (as defined in section 235(6) of the Companies Act 2006); and
- (c) any other liability incurred by that Director as an officer of the Company or an associated company.

34.2 This Article does not authorise any indemnity which would be prohibited or rendered void by any provision of the Companies Acts or by any other provision of law.

34.3 In this Article:

- (a) companies are associated if one is a subsidiary of the other or both are subsidiaries of the same body corporate; and
- (b) a “relevant Director” means any Director or former Director of the Company or an associated company.

35. Insurance

35.1 The Directors may decide to purchase and maintain insurance, at the expense of the Company, for the benefit of any relevant Director in respect of any relevant loss.

35.2 In this Article:

- (a) a “relevant Director” means any Director or former Director of the Company or an associated company;
- (b) a “relevant loss” means any loss or liability which has been or may be incurred by a relevant Director in connection with that Director’s duties or powers in relation to the Company, any associated company or any pension fund or employees’ share scheme of the company or associated company; and
- (c) companies are associated if one is a subsidiary of the other or both are subsidiaries of the same body corporate.

36. Exclusion of model articles

The relevant model articles for a company limited by guarantee are hereby expressly excluded.

SCHEDULE

INTERPRETATION

Defined terms

1. In the Articles, unless the context requires otherwise, the following terms shall have the following meanings:

Term	Meaning
1.1 “Address”	includes a number or address used for the purposes of sending or receiving Documents by Electronic Means;
1.2 “Articles”	the Company’s articles of association;
1.3 “asset-locked body”	means (i) a community interest company, a charity ²⁵ or a Permitted Industrial and Provident Society; or (ii) a body established outside the United Kingdom that is equivalent to any of those;
1.4 “bankruptcy”	includes individual insolvency proceedings in a jurisdiction other than England and Wales or Northern Ireland which have an effect similar to that of bankruptcy;
1.5 “Chair”	has the meaning given in Article 10;
1.6 “Circulation Date”	in relation to a written resolution, has the meaning given to it in the Companies Acts;
1.7 “Clear Days”	in relation to the period of a notice, that period excluding the day when the notice is given or deemed to be given and the day for which it is given or on which it is to take effect;
1.8 “community”	is to be construed in accordance with accordance with Section 35(5) of the Company’s (Audit) Investigations and Community Enterprise) Act 2004;
1.9 “Companies Acts”	means the Companies Acts (as defined in Section 2 of the Companies Act 2006), in so far as they apply to the Company;
1.10 “Company”	Who Cares (NE) Community Interest Company
1.11 “Conflict of Interest”	any direct or indirect interest of a Director (whether personal, by virtue of a duty of loyalty to another organisation or otherwise) that conflicts, or might conflict with the interests of the Company;

1.12	“Director”	a director of the Company, and includes any person occupying the position of director, by whatever name called;
1.13	“Document”	includes, unless otherwise indicated, any document sent or supplied in Electronic Form;
1.14	“Electronic Form” and “Electronic Means”	have the meanings respectively given to them in Section 1168 of the Companies Act 2006;
1.15	“Hard Copy Form”	has the meaning given to it in the Companies Act 2006;
1.16	“Memorandum”	the Company’s memorandum of association;
1.17	“participate”	in relation to a Directors’ meeting, has the meaning given in Article 14;
1.18	“Permitted Industrial and Provident Society”	an industrial and provident society which has a restriction on the use of its assets in accordance with Regulation 4 of the Community Benefit Societies (Restriction on Use of Assets) Regulations 2006 or Regulation 4 of the Community Benefit Societies (Restriction on Use of Assets) Regulations (Northern Ireland) 2006;
1.19	“the Regulator”	means the Regulator of Community Interest Companies;
1.20	“Secretary”	the secretary of the Company (if any);
1.21	“specified”	means specified in the memorandum or articles of association of the Company for the purposes of this paragraph;
1.22	“subsidiary”	has the meaning given in section 1159 of the Companies Act 2006;
1.23	“transfer”	includes every description of disposition, payment, release or distribution, and the creation or extinction of an estate or interest in, or right over, any property; and
1.24	“Writing”	the representation or reproduction of words, symbols or other information in a visible form by any method or combination of methods, whether sent or supplied in Electronic Form or otherwise.

2. **Subject to clause 3** of this Schedule, any reference in the Articles to an enactment includes a reference to that enactment as re-enacted or amended from time to time and to any subordinate legislation made under it.
3. Unless the context otherwise requires, other words or expressions contained in these Articles bear the same meaning as in the Companies Acts as in force on the date when these Articles become binding on the Company.

¹ On articles of association generally, see [Part 5] of the Regulator's information and guidance notes. If you are an existing company wishing to become a community interest company, there is no need to adopt completely new articles, but you must comply with the requirements of the Community Interest Company Regulations 2005 (as amended) ("the Regulations") by including the provisions set out in Schedule 1 to the Regulations in the articles of your company.

² See [Part 6] of the Regulator's information and guidance notes. Inclusion of the provisions contained in article 3.1 to 3.3 is mandatory, reflecting sub-paragraphs (1) to (3) of paragraph 1 of Schedule 1 to the Regulations

³ On the specification of the company's objects, see [Part 5] of the Regulator's information and guidance notes

⁴ On limited liability, see [Part 3] of the Regulator's information and guidance notes. On guarantees generally see [Chapter 3.2] of the Regulator's information and guidance notes.

⁵ Note that although this model constitution assumes that all Directors are Members and all Members are Directors, and the Directors are given wide powers, under the Articles (and company law more generally) there are still some decisions which Members must make as Members (either in general meeting under the Companies Act 2006 (article 28.2), or by written resolution in accordance with article 29). [See in general the Companies House guidance booklet, "Resolutions" (available online at <http://www.companieshouse.gov.uk/about/gbhtml/gba7.shtml>).].

⁶ Article 11 permits the Directors to delegate any of their functions. Delegation may take the form of, for instance, the Directors giving a managing director general authority to run the company's day to day business, or responsibility for specific matters being delegated to particular directors (e.g. financial matters to a finance director); or it may be equally appropriate to delegate matters to persons other than Directors. In all cases, it is important to remember that delegation does not absolve Directors of their general duties towards the company and their overall responsibility for its management. This means that, amongst other things, Directors must be satisfied that those to whom responsibilities are delegated are competent to carry them out.

⁷ Article 12 states that the Directors must make decisions by majority at a meeting in accordance with article 14; or unanimously if taken in accordance with article 18.

⁸ Article 14.2 is designed to facilitate the taking of decisions by the directors communicating via telephone or video conference calls. Note the requirement to keep a written record of meetings and decisions (article 32).

⁹ The quorum may be fixed in absolute terms (e.g. "two Directors") or as a proportion of the total number of Directors (e.g. "one third of the total number of Directors"). You may even wish to stipulate that particular named Directors, or Directors representing particular stakeholder interests, must be present to constitute a quorum.

¹⁰ Article 17 reflects paragraph 4 of Schedule 1 to the Regulations, which is required to be included in the articles of all community interest companies.

¹¹ You may wish to include a provision which gives the chair of the board a casting vote. This will enable the directors to resolve any deadlock at board level.

¹² Article 18 is designed to facilitate the taking of decisions by directors following discussions in the form of, for example, email exchanges copied to all the directors. Note the requirements as to recording the decision in articles 18.2 and 32.

¹³ The provisions in articles 19 and 20 reflect the position under the Companies Act 2006. However, it is recommended that, as a matter of good practice, all actual and potential conflicts of interest are disclosed in writing or at a meeting, as the case may be.

¹⁴ Private companies are obliged to have only one director. Provisions can be inserted into the articles providing for a minimum number of directors. Where the company has just one director, that director must be a natural person. Article 12 notes that, where there is only one director, a majority decision is reached when that director makes a decision. In the case of a single director, the quorum provisions (article 15) will need to be amended accordingly.

¹⁵ The board of directors cannot remove a director other than in accordance with the provisions in article 23 and the Companies Act 2006.

¹⁶ See the guidance on directors' remuneration in [Part 9] of the Regulator's information and guidance notes.

¹⁷ See section 112 of the Companies Act 2006. A company's members are (i) the subscribers to its memorandum; and (ii) every other person who agrees to become a member of the company and whose name is entered in its register of members.

¹⁸ There is no need for all those who wish to become Members to subscribe to the Memorandum on incorporation; they can become Members and be entered in the register of Members after the company has been formed. However, since this model constitution assumes that all Members are also Directors, all Members will also have to be validly appointed as Directors under article 22.

¹⁹ Inclusion of the provisions in article 26 (other than 26.3) is mandatory and reflects paragraphs 2(1)-(4) of Schedule 1 to the Regulations. [Directors should ensure that the information to be included on an application

form includes all the information which will be required to fill in Companies House Form [288a] on the appointment of the new Member as a Director (see: <http://www.companieshouse.gov.uk/forms/generalForms/288A.pdf>.) Article 26.3 provides that the Directors are also members of the company.

²⁰ Inclusion of the provisions of article 27.1 and 27.2.1 – 27.2.2 (reflecting sub-paragraphs (5) and (6) of paragraph 2 of Schedule 1 to the Regulations), is mandatory.

²¹ The Companies Act 2006 has removed the need for private companies to hold annual general meetings and therefore these Articles follow suit; however, if you wish, you can insert an additional provision which obliges the company to hold annual general meetings.

²² Article 28.2 provides that general meetings must be held in accordance with the provisions of the Companies Act 2006. You may insert additional provisions that specify how many Members are required to be present to hold a valid general meeting. The quorum may be fixed in absolute terms (e.g. “four Members”) or as a proportion of the total number of Members (e.g. “three quarters of the Members from time to time”). You may even wish to stipulate that particular named Members, or Members representing particular stakeholder interests, must be present to constitute a quorum. In any event, it is recommended that the quorum should never be less than half of the total number of Members.

²³ Inclusion of the provisions of article 28.3 (reflecting paragraph 3(1) of Schedule 1 to the Regulations) is mandatory.

²⁴ See the Companies House guidance booklet, “Accounts and Accounting Reference Dates” (available online at <http://www.companies-house.gov.uk/about/gbhtml/gba3.shtml>.) On the annual community interest company report, see [Part 8] of the Regulator’s information and guidance notes.

²⁵ Section 1(1) of the Charities Act 2006 defines “charity” as an institution which “is established for charitable purposes only, and falls to be subject to the control of the High Court in the exercise of its jurisdiction with respect to charities.”.



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Company Details

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Name & Registered Office:

WHO CARES (NE) COMMUNITY INTEREST COMPANY
MANOR RESIDENTS ASSOCIATION COMMUNITY RESOURCE CENTRE
KILMARNOCK ROAD
HARTLEPOOL
CLEVELAND
TS25 3NU
Company No. 07188871

Status: Active

Date of Incorporation: 15/03/2010

Country of Origin: United Kingdom

Company Type: Community Interest Company

Nature of Business (SIC(03)):

8514 - Other human health activities

Accounting Reference Date: 31/03

Last Accounts Made Up To: (NO ACCOUNTS FILED)

Next Accounts Due: 15/12/2011

Last Return Made Up To: 15/03/2011

Next Return Due: 12/04/2012

Previous Names:

No previous name information has been recorded over the last 20 years.

UK Establishment Details

There are no UK Establishments associated with this company.

Overseas Company Info

There are no Overseas Details associated with this company.

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OVERVIEW AND SCRUTINY ENQUIRY ACTION PLAN

5.1 Appendix 5

NAME OF FORUM: Health Scrutiny Forum

NAME OF SCRUTINY ENQUIRY: Connected Care

DECISION MAKING DATE OF FINAL REPORT: June 2011

RECOMMENDATION		EXECUTIVE RESPONSE / PROPOSED ACTION	FINANCIAL IMPLICATIONS	LEAD OFFICER	DELIVERY TIMESCALE
(a)	That a strategy is devised to identify those communities within Hartlepool who may benefit from the delivery of the connected care model	<p>The external evaluation for the delivery and impact of connected care has been very positive. Ongoing funding is in place via both the council and the PCT for the development of care navigation services (which were originally for the Owton Ward). It is proposed to use this funding for a further two years to enable services to be developed in other communities using the connected care model of community audits and bringing together existing community groups to deliver seamless services.</p> <p>As part of the reablement plan delivery the PCT and LA have agreed that a range of low level health and social care services can be provided as part of the</p>	<p>£100Kp.a. for two years - £50K from HBC and £50K from PCT</p> <p>£240Kp.a. reablement funding agreed by NHS, for two years.</p>	<p>J Harrison G Martin</p> <p>J Harrison P Hornsby</p>	<p>March 2013</p> <p>August 2011 – July 2013</p>

OVERVIEW AND SCRUTINY ENQUIRY ACTION PLAN

5.1 Appendix 5

NAME OF FORUM: Health Scrutiny Forum

NAME OF SCRUTINY ENQUIRY: Connected Care

DECISION MAKING DATE OF FINAL REPORT: June 2011

RECOMMENDATION		EXECUTIVE RESPONSE / PROPOSED ACTION	FINANCIAL IMPLICATIONS	LEAD OFFICER	DELIVERY TIMESCALE
		connected care model of service delivery. It was therefore agreed to commission services across the town that provide low level support and prevention to maintain people within their own communities (including welfare notices, luncheon clubs, handy person service, fuel poverty advice and a home visiting service) for two years from August 2011. It is envisaged that this in the first instance this may involve the Local authority in delivery but will involve all local organisations in coordinating these type of services in the medium term.			
(b)	That once recommendation (a) is completed, connected care is rolled-out to other communities in Hartlepool:-	Discussions to be undertaken with local areas to ascertain if developing the connected care model in their areas would be a positive development. If this is the	As above	J Harrison G Martin	March 2013

OVERVIEW AND SCRUTINY ENQUIRY ACTION PLAN

5.1 Appendix 5

NAME OF FORUM: Health Scrutiny Forum

NAME OF SCRUTINY ENQUIRY: Connected Care

DECISION MAKING DATE OF FINAL REPORT: June 2011

RECOMMENDATION	EXECUTIVE RESPONSE / PROPOSED ACTION	FINANCIAL IMPLICATIONS	LEAD OFFICER	DELIVERY TIMESCALE
(i) Ensuring that the necessary governance structure is in place;	case then agreement on how this will be facilitated in each area and who will be involved is required. This may be different in different areas of the town as per the model of connected care development. It is hoped that the CIC Who Cares (NE) may facilitate this dialogue with residents and community groups in the different areas	Cost neutral	G Martin	September 2011
		Cost neutral	G Martin	September 2012
	In each area a robust governance structure will be developed that has a local project group to steer and drive the developments and to ensure a truly local focus is developed. Also representatives from the central and north area projects will be part of the development of a town wide Who	Emphasis on rationalising resources to avoid duplication and maximise financial	G Martin	Commenced and ongoing to March 2013

OVERVIEW AND SCRUTINY ENQUIRY ACTION PLAN

5.1 Appendix 5

NAME OF FORUM: Health Scrutiny Forum

NAME OF SCRUTINY ENQUIRY: Connected Care

DECISION MAKING DATE OF FINAL REPORT: June 2011

RECOMMENDATION	EXECUTIVE RESPONSE / PROPOSED ACTION	FINANCIAL IMPLICATIONS	LEAD OFFICER	DELIVERY TIMESCALE
(ii) Identifying the needs of the individual community from residents and ensuring the delivery of a bespoke service that covers any gaps in existing provision;	Cares (NE) Partnership Group to ensure the CIC develops as a true town wide entity. Each local area will develop and complete its own audit to identify how a connected care approach will inform the development of models that meet local needs. Who Cares (NE) can facilitate audits in other areas if required. At the request of local people in Burbank Who Cares (NE) has already began to work with local residents and organisations to complete a community audit in Burbank.	efficiencies Cost neutral	J Harrison G Martin	March 2013
(iii) Ensuring that partnership arrangements are in place for current service providers and	The success of the connected care model is based on bringing together existing services and			

OVERVIEW AND SCRUTINY ENQUIRY ACTION PLAN

5.1 Appendix 5

NAME OF FORUM: Health Scrutiny Forum

NAME OF SCRUTINY ENQUIRY: Connected Care

DECISION MAKING DATE OF FINAL REPORT: June 2011

RECOMMENDATION		EXECUTIVE RESPONSE / PROPOSED ACTION	FINANCIAL IMPLICATIONS	LEAD OFFICER	DELIVERY TIMESCALE
	that duplication of work does not occur for those providers already delivering relevant services in that community; and	community organisations within local communities to reduce duplication and encourage partnership approaches. Who Cares (NE) can facilitate this development in other areas to ensure that there is local ownership and that bespoke services are developed tailored to local needs. It would be a requirement within any contract linked to connected care that this approach to partnership is followed.			
	(iv) That a feasibility study is carried out into support for the connected care roll-out through the transfer of staff and / or resources.	Monitoring the development of the model across Hartlepool will determine whether the outcomes justify the transfer of resources in the future.			
(c)	That following the completion of the work being undertaken				

OVERVIEW AND SCRUTINY ENQUIRY ACTION PLAN

5.1 Appendix 5

NAME OF FORUM: Health Scrutiny Forum

NAME OF SCRUTINY ENQUIRY: Connected Care

DECISION MAKING DATE OF FINAL REPORT: June 2011

RECOMMENDATION		EXECUTIVE RESPONSE / PROPOSED ACTION	FINANCIAL IMPLICATIONS	LEAD OFFICER	DELIVERY TIMESCALE
	by the LSE:-				
	(i) That the findings are shared with the Health Scrutiny Forum; and	Research findings from LSE will be presented to Health Scrutiny Forum.	Cost neutral	G Martin	August 2012
	(ii) That where evidence demonstrates the financial benefits of Connected Care, those organizations benefitting from early intervention by Connected Care, are invited to support or further support the Connected Care programme through resource allocation.	Positive outcomes highlighted in the LSE research will be used to encourage all agencies that benefit from the preventative / early intervention approach to contribute to the ongoing delivery of services via a connected care model.	Potential for cost savings by increasing the number of agencies contributing to the funding of the model.	G Martin	September 2012
(d)	That in order to ensure the safety of Connected Care Navigators and as part of a multi-disciplinary approach to meeting the needs of individuals, that a feasibility	Work has already commenced to explore how staff delivering prevention and early intervention services can have access to the Care First system and the Employee Protection Register	Unclear at this time but some cost may be necessary for any additional lines /	T Smith	December 2012

OVERVIEW AND SCRUTINY ENQUIRY ACTION PLAN

5.1 Appendix 5

NAME OF FORUM: Health Scrutiny Forum

NAME OF SCRUTINY ENQUIRY: Connected Care

DECISION MAKING DATE OF FINAL REPORT: June 2011

RECOMMENDATION		EXECUTIVE RESPONSE / PROPOSED ACTION	FINANCIAL IMPLICATIONS	LEAD OFFICER	DELIVERY TIMESCALE
	study be undertaken into Navigators accessing Care First, Rio, Employee Protection Register and other related systems.	(EPR).	equipment.		

CABINET REPORT

30th August 2011



Report of: Director of Regeneration and Neighbourhoods

Subject: PURCHASE OF PREMISES IN THE CENTRAL REGENERATION AREA AND SALE OF LAND AT TANFIELD RD ADJOINING STRANTON CEMETERY

SUMMARY

1. PURPOSE OF REPORT

To enable Cabinet to consider the proposed purchase of the long leasehold interest in premises in the Central Regeneration Area and the sale of land at Tanfield Road adjoining Stranton Cemetery and enable Cabinet to seek Council approval to amended the approved 2011/12 Budget to enable the premises in the Central Regeneration area to be purchased.

2. SUMMARY OF CONTENTS

The report outlines the opportunity to acquire premises that will contribute to the long term regeneration of the central areas together with an associated opportunity to achieve a substantial capital receipt to assist the Council's financial position. A business case for the proposals is highlighted.

3. RELEVANCE TO CABINET

The premises are key in the future regeneration of the central area of town and there is an opportunity to acquire the site and within the business case there is also the opportunity to release a substantial capital receipt.

4. TYPE OF DECISION

Key decision. (test i applies). Forward Plan reference Number RN67/11

5. DECISION MAKING ROUTE

Cabinet and Council

6. DECISION(S) REQUIRED

- 6.1 It is recommended that Cabinet seeks Council approval to the proposed acquisition and disposals package to purchase the premises using uncommitted capital receipts and the sale of Tanfield Road site on the business case and terms outlined above and the financial information detailed in confidential **Appendix 3**, as the proposed expenditure is outside the Council's Budget and Policy Framework for 2011 / 12.
- 6.2 It is recommended that approval is given for the marketing and sale of the Tanfield Road site. Approval of the terms of any sale to be given by the Portfolio Holder for Finance and Procurement.
- 6.3 Note that if the above proposals are approved the uncommitted capital receipts will increase and Members will need to develop a strategy for using these resources as part of the 2012/13 budget process to address capital risks, such as Housing Market Renewal issues.
- 6.4 In relation to 6,1 and 6.3, the comments of Scrutiny Coordinating Committee are considered by Cabinet.

Report of: Director of Regeneration and Neighbourhoods

Subject: PURCHASE OF PREMISES IN THE CENTRAL REGENERATION AREA AND SALE OF LAND AT TANFIELD RD ADJOINING STRANTON CEMETERY

1. PURPOSE OF REPORT

- 1.1 To enable Cabinet to consider the proposed purchase of the long leasehold interest in premises in the Central Regeneration Area and the sale of land at Tanfield Road adjoining Stranton Cemetery and enable Cabinet to seek Council approval to amend the approved 2011/12 Budget to enable the premises in the Central Regeneration area to be purchased.

2. BACKGROUND

- 2.1 The premises in the Central Regeneration Area, the former Focus DIY unit in Lynn Street, is a 1980's built retail warehouse situated on the corner of Lynn Street between Surtees Street and Reed Street. It has not been used by Focus since 2006 and the only use that has been made of the property in recent years is informal occasional occupation by a charity (Computers for Africa). The property and nearby Council owned properties are shown hatched on the plan at **Appendix 1**.
- 2.2 Due to the current circumstances with the site the leaseholder has approached the Council with a proposal to sell the long lease back to the Council. This provides an opportunity for the Council to take vacant possession of the site free of lease or other interests.
- 2.3 The current property interests and terms are included in the confidential **Appendix 3. This item contains exempt information under Schedule 12A Local Government Act 1972 (as amended by the Local Government (Access to Information) (Variation) Order 2006) namely, (para 3), information relating to the financial or business affairs of any particular person (including the authority holding that information.**

3. REGENERATION CONSIDERATIONS

- 3.1 The Central Area Investment Framework (2008) provides the regeneration framework for the town centre. The Investment Framework recognises that the Central Area is a key economic driver

for the town, however it needs to be contributing more significantly to economic diversity and growth. In order to achieve this it sets out a number of recommendations. One of the key recommendations is the creation of an Innovation and Skills Quarter, a distinct town centre quarter aimed at attracting private sector investment and generating a cluster of creative industries businesses.

- 3.2 An acquisitions strategy was developed as part of a comprehensive approach to delivering the aims of the Innovation and Skills Quarter, ensuring that the regeneration proposals are developed in a co-ordinated way. A number of key sites were identified that contribute significantly to the areas environmental underperformance and represent redevelopment opportunities. The Focus site was highlighted as a high priority for acquisition due to its image, the proximity to the new Empire Square housing development on Charles Street and the potential for its redevelopment linked to the proposed future re-development of the Lynn Street Depot. The acquisitions strategy was considered at a Joint Regeneration, Liveability and Finance and Efficiency Portfolio meeting on the 3rd February 2009. This has since led to the acquisition and clearance of Crown House on Surtees Street for the creation of a business incubation centre for businesses within the creative industries sector.
- 3.3 The acquisition and subsequent control of the former Focus site means that it could potentially be combined with the Lynn Street Depot to create a larger mixed use development site and a critical mass within the area. A key principle underpinning investment within both sites is that a new, large scale "anchor" development at either end of the Innovation and Skills Quarter will increase footfall and help to establish a high quality mixed use environment. The gateway impact of the re-developed Hartlepool College of Further Education and the scale and location of the depot site should significantly enhance the image of the area together with improving connectivity from the Town Centre and Church Street through to the Marina. Further feasibility work is required to determine when the most appropriate time to relocate and redevelop the Lynn Street Depot will be or indeed if there are any other options depending upon the future service delivery requirements of the Council.
- 3.4 Although detailed analysis would be required, potential uses for the Focus site could include residential, office and business development, educational or leisure as part of the mixed use redevelopment of the Lynn Street Depot.

4. BUSINESS CASE FOR FUTURE DEVELOPMENT

- 4.1 There are a number of reasons why purchase of the long leasehold of the Focus Unit is being proposed:

- 4.1.1 The property forms a significant part of the central area regeneration area, and is particularly significant since it is on the other side of the road from the Council's main depot and potentially the two sites could be redeveloped together. This would add value to both sites and, would help to facilitate the redevelopment and regeneration of a wider area as well.
- 4.1.2 The Council already owns an adjoining area of land to the rear of Focus and land on the south side of Reed Street (see plan attached at **Appendix 1**), which could also be incorporated into a redevelopment of the site. The land to the rear of Focus is currently being used informally for car parking and apart from formalising this use, the land has little potential or value at present; however, incorporation into a development would release value from the site. The same is true to a lesser extent of the land on the south of Reed Street.
- 4.2 The opportunity also fits with another of the Council's proposals to rationalise and develop operations at the Tanfield Road Depot and Nursery site.
- 4.3 The land at Tanfield Road has for many years been used for a variety of purposes including plant cultivation for the nursery and parks.
- 4.4 The operation of the main nursery site to the north of Tanfield Road is currently undergoing considerable change thus there is less need for greenhouses, however there are proposals to expand and improve the retail side of the operation with the creation of a café and / or inspirational gardens at Stranton Lodge. Implementation of these proposals will be subject to the development of a robust sustainable business case and the appropriate budget approvals.
- 4.5 The depot area to the south of Tanfield Road houses Parks and Countryside operational staff and machinery. The existing accommodation is in a very poor condition, not fit for purpose and in need of major reinvestment in the region of £100k.
- 4.6 It is proposed therefore to use the property in the short to medium term by Parks and Countryside to re-house vehicles, equipment, materials and staff that are currently located at Tanfield Nursery (The land at Tanfield Road adjoining Stranton Cemetery). The move from the nursery would allow the release of a significant development plot and facilitate the provision of new staff accommodation to replace the existing buildings at the nursery.
- 4.7 The parties currently involved in the site including, the administrators of Focus are all willing and able to dispose of their interests. Given the regeneration proposals for the area, it is likely that the Council would need to acquire the site in the future. If in the meantime, the unit was occupied by a business, the cost of acquisition would almost

certainly be greatly increased by the requirement to pay compensation for disturbance or compulsory purchase.

- 4.8 Subject to planning, the car park at the property could be used for staff parking and thus generate revenue. There may be potential for 67 spaces producing an income of approximately £9,000 p.a. allowing for some visitors' bays. Some work will be required to clean and repair the surface and to repaint the spaces, paint bay numbers etc.
- 4.9 The land at Tanfield Road has for many years been used for a variety of purposes including plant cultivation for the nursery and parks, storage of related materials, vehicle and equipment storage and staff accommodation and parking for both graveyard and other Parks and Countryside staff.
- 4.10 The site extends to approximately 3 acres and currently has a number of buildings on it including greenhouses, sheds and a staff welfare building. The greenhouses are demountable and the intention is to re-locate them on the northern part of the nursery site i.e. North of Tanfield Road. The other buildings are generally old and of poor quality, particularly the welfare building. The land is shown hatched on the plan at **Appendix 2**.
- 4.11 The operation of the main nursery site to the north of Tanfield Road is currently undergoing considerable change. The requirement for plant cultivation has been considerably reduced in recent years as it is now cheaper to buy in plants than grow them on site, and thus there is less need for greenhouses. It is however proposed to expand and improve the retail side of the operation with the creation of a café or inspirational gardens at Stranton Lodge together with the provision of a customer car park to the rear and other improvements. The development of this part of the site is key in achieving increased income generation plans and targets.
- 4.12 There is also a need to provide much improved staff welfare facilities due to the condition of the existing building. Whilst acquisition of the Focus unit will allow the relocation of staff who do not need to be based at Tanfield Road, some cemetery staff need to be based on site e.g. Gravediggers.
- 4.13 The released site to the South of Tanfield Road would be very attractive as a good quality housing development due to its location within a very popular residential area within easy reach of local facilities. A draft development brief has been prepared by planning policy officers indicating that the site is suitable, in principle, for residential development.
- 4.14 The sale of the site would generate a substantial capital receipt.

5. OPERATIONAL CONSIDERATIONS

- 5.1 The Focus Unit itself comprises a retail warehouse of approximately 1746 sq metres / 18,795 sq feet including the retail area, stores, offices, kitchen and WC's. Externally there is a large fenced compound and a car park.
- 5.2 The building appears to be in generally satisfactory condition structurally although it has an asbestos roof and some works are needed to the electrical and mechanical services.
- 5.3 There does not appear to be any significant contamination of the site and it should be suitable for both the immediate use of the site and redevelopment in the future.
- 5.4 However, if the property is acquired for the Council's operational needs, some upgrading and replacement work will be required to the electrical and mechanical systems in order to comply with the Council's operational requirements (for instance; intruder alarm, additional power sockets) or due to the age and condition of the existing installations (for instance; emergency lighting, upgrade of the distribution board). In addition, there would be a need to carry out some alterations including external bays for loose grounds maintenance materials (sand, topsoil etc).
- 5.5 In total the cost of the Parks and Countryside operational move to and occupation of the premises is estimated at £100,000. The main elements of this cost are:-
- Electrical works £40,000
 - Water and heating systems £10,000
 - Associated building works £50,000

6. FINANCIAL CONSIDERATIONS

- 6.1 Commercial terms to acquire the long leasehold interest in the Focus site are included in Confidential **Appendix 3: This item contains exempt information under Schedule 12A Local Government Act 1972 (as amended by the Local Government (Access to Information) (Variation) Order 2006) namely, (para 3), information relating to the financial or business affairs of any particular person (including the authority holding that information.**
- 6.2 It is proposed to offer the land at Tanfield Road (South Side) for sale following completion of a development brief. The basis of the sale will be cash consideration with an option to provide new accommodation. The sale will be subject to clawback and re-purchase provisions to ensure that the Council receives part of any increased value on a subsequent sale of the whole site within 2 years and that the site is suitably redeveloped within an acceptable timescale.

- 6.3 The acquisition costs of the Focus Building and associated fitting out costs are outside of the Councils Budget and Policy Framework. As these costs need to be incurred in the current financial year (i.e. 2011/12) and the capital receipt from selling the Tanfield site is not expected to be received until 2012/13 a financing strategy is needed to bridge the timing difference.
- 6.4 At the end of 2010/11 the Council had over achieved the previous capital receipts targets. This position was only identified towards the end of June when the capital accounts for 2010/11 were finalised. This information would have been reported as part of the 2012/13 budget process later in the year to enable Cabinet to put forward proposals for using these uncommitted monies to Council. It is suggested that these monies are allocated to fund the Focus purchase and related costs as this will enable the Tanfield Road capital receipt to be achieved. This will then increase the level of uncommitted capital receipts available to the Council. Detailed proposals can then be developed for using these resources as part of the budget process for 2012/13. These proposals will need to address capital risks facing the Council, such as the significant unfunded Housing Market Renewal risks as a result of the withdrawal of capital grants by the Government.
- 6.5 As Members are aware the Council is already using Prudential Borrowing to fund the purchase of Jackson's Landing. This Prudential Borrowing will be repaid from the Jackson's Landing capital receipt when it is received. As both the proposals for Jackson's Landing and Focus/ Tanfield Road involve upfront expenditure in 2011/12 and the receipt of capital receipts in 2012/13 it would not be appropriate to use Prudential Borrowing for the Focus/Tanfield proposals, as this would increase financial risk. Therefore, the use of uncommitted capital receipts to purchase Focus reduces the financial risk to the Council for this scheme.
- 6.6 To enable the purchase of the Focus building to proceed Cabinet need to seek Council approval to the proposed financing strategy detailed in the previous paragraphs.

7. PLANNING ISSUES

- 7.1 Planning permission will be required for the Focus unit to be used by Parks and Countryside as a depot as it was originally used as a retail warehouse. Initial discussions with planning officers indicate that the proposed use should be acceptable in planning terms, although consideration will have to be given to any potential impact on surrounding residential properties and any necessary mitigation put in

place, consideration should also be given to site security with possible upgrading of fencing and lighting where necessary.

- 7.2 In relation to the Tanfield site, planning permission will be required for any development and a draft development brief has been prepared.

8. ASSET MANAGEMENT CONSIDERATIONS

- 8.1 The decision by Cabinet of January 2009 requires a commercial, proactive approach to be taken on Asset Management issues. As noted above, the purchase of the property will allow the relocation of Parks and Countryside staff and equipment and the disposal of a valuable site for development with a net income/ saving to The Council.
- 8.2 The proposals were considered by the Scrutiny Coordinating Committee at its meeting on 18th August 2011 and will be reported verbally to Cabinet at the meeting.

9. RECOMMENDATIONS

- 9.1 It is recommended that Cabinet seeks Council approval to the proposed acquisition and disposals package to purchase the premises using uncommitted capital receipts and the sale of Tanfield Road site on the business case and terms outlined above and the financial information detailed in confidential **Appendix 3**, as the proposed expenditure is outside the Council's Budget and Policy Framework for 2011 / 12.
- 9.2 It is recommended that approval is given for the marketing and sale of the Tanfield Road site. Approval of the terms of any sale to be given by the Portfolio Holder for Finance and Procurement.
- 9.3 Note that if the above proposals are approved the uncommitted capital receipts will increase and Members will need to develop a strategy for using these resources as part of the 2012/13 budget process to address capital risks, such as Housing Market Renewal issues.
- 9.4 In relation to 6.1 and 6.3, the comments of Scrutiny Coordinating Committee are considered by Cabinet.

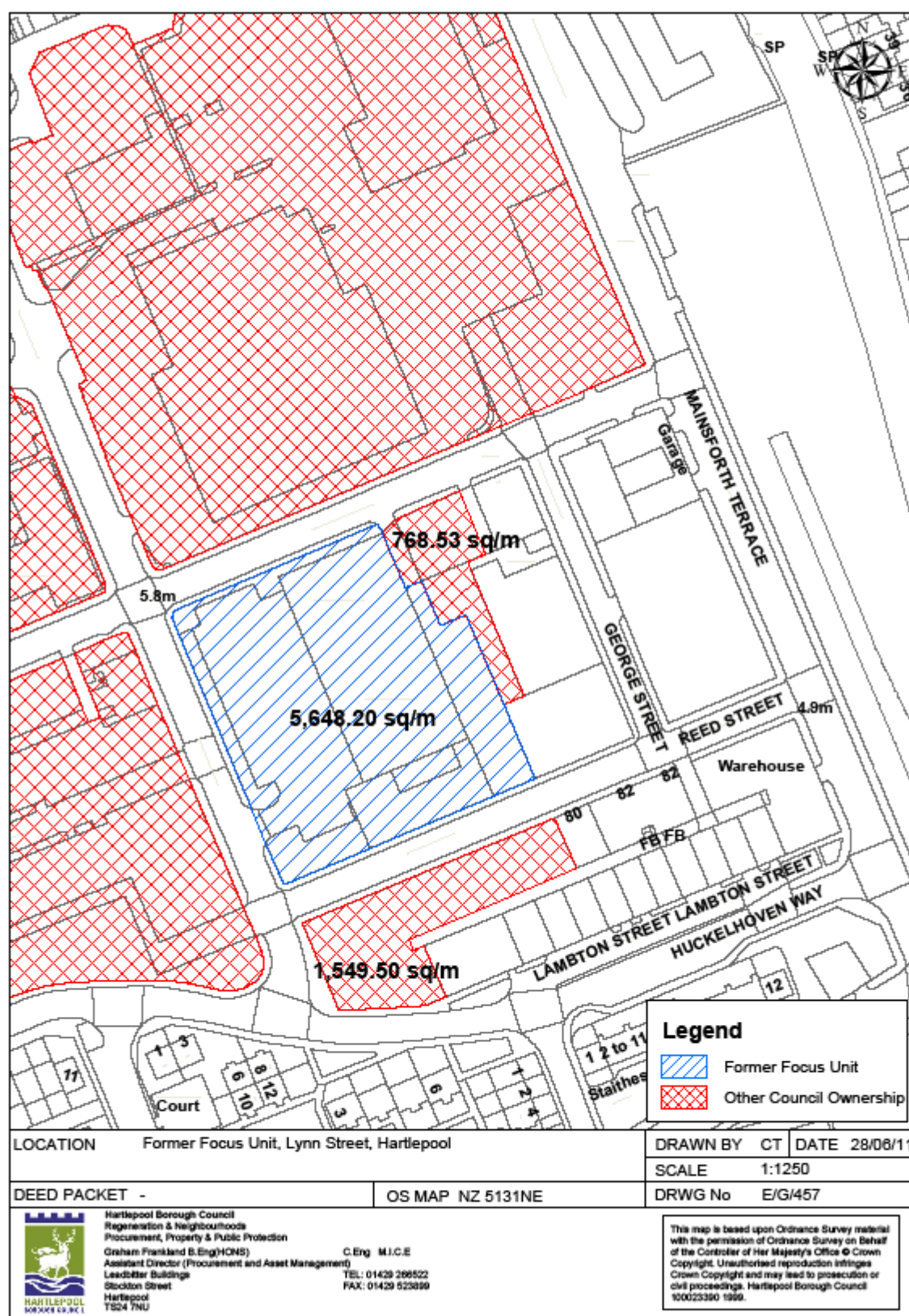
10. CONTACT OFFICERS

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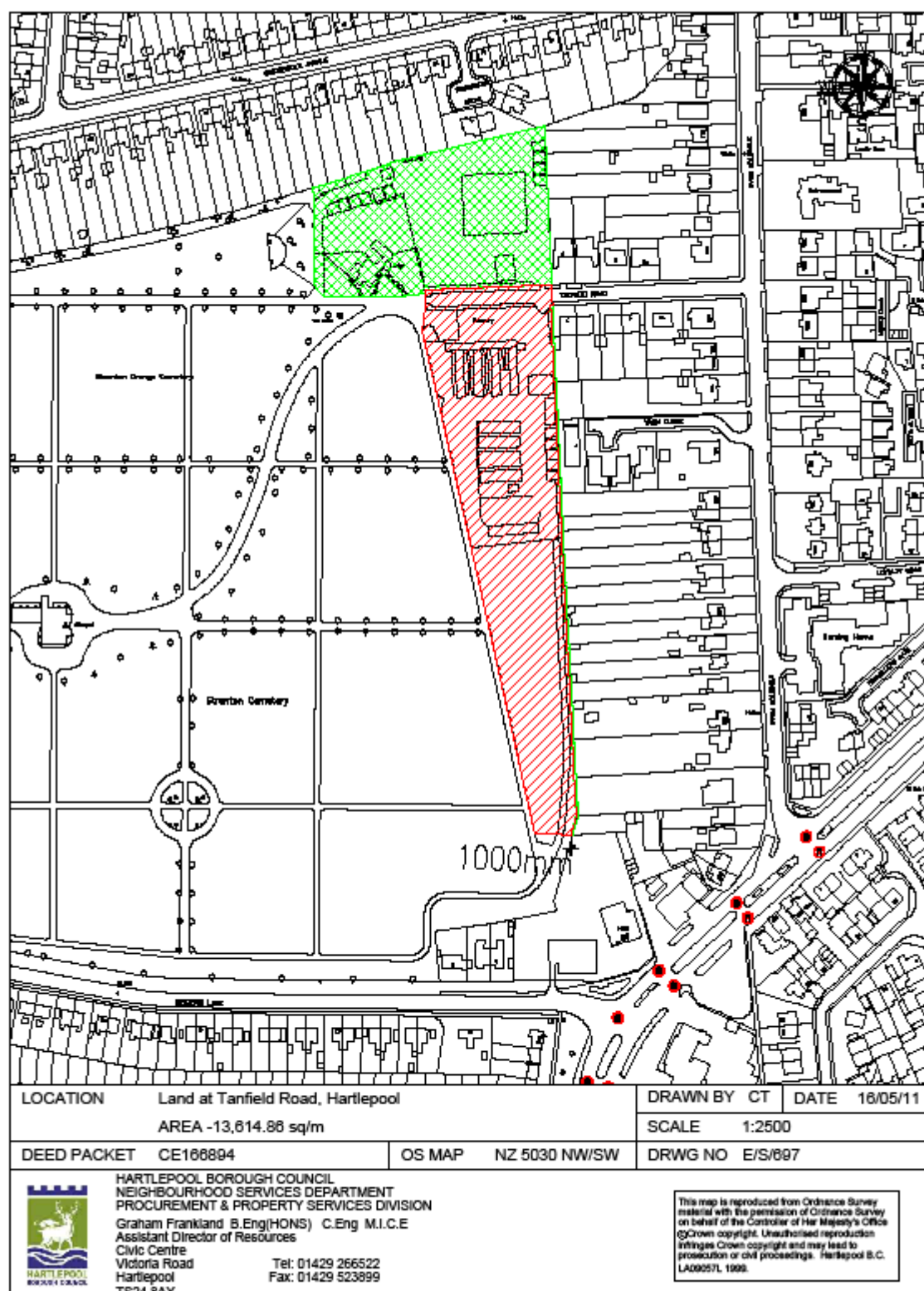
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APPENDIX 1



APPENDIX 2



CABINET REPORT

30 August 2011



Report of: Chief Executive

Subject: Partnership with Darlington Borough Council for Joint Head of HR role

SUMMARY

1. PURPOSE OF REPORT

To set out a proposal to enter into an agreement with Darlington Borough Council to share a post of Head of HR and the implications for the structure of the Chief Executive's Department.

2. SUMMARY OF CONTENTS

The report explains the background to the proposal, the principles of an agreement and the implications for the structure of the Chief Executive's Department.

3. RELEVANCE TO CABINET

Workforce issues in relation to senior management post appointed to by members.

4. TYPE OF DECISION

Non-key

5. DECISION MAKING ROUTE

Cabinet

6. DECISION(S) REQUIRED

- 6.1 Cabinet agree to enter into an agreement with Darlington Borough Council to share a joint Head of HR and that the Chief Executive and/or Chief Solicitor be delegated to finalise the legal agreement in consultation with the General Purposes Committee.

- 6.2 To note the need to reallocate some responsibilities of the Chief Customer & Workforce Services Officer and receive a report in due course with proposals for restructuring with the Chief Executive's Department.

Report of: Chief Executive

Subject: Partnership with Darlington Borough Council for Joint Head of HR role

1. PURPOSE OF REPORT

- 1.1 To set out a proposal to enter into an agreement with Darlington Borough Council to share a post of Head of HR and the implications for the structure of the Chief Executive's Department.

2. BACKGROUND

- 2.1 The financial pressures facing the Council have been set out for Members in other reports on a regular basis and all departments are required to identify savings to balance budgets. As a consequence, officers are in regular contact with other local authorities to share best practice and identify potential opportunities for efficiencies and savings.
- 2.2 The Assistant Director – Human Resources at Darlington Borough Council is due to retire in November 2011 and Darlington has considered the options available, to a) recruit a full-time permanent replacement or, b) make interim arrangements or, c) share with another Council. Darlington Council have determined that they would wish pursue option C and to enter into an arrangement with Hartlepool Borough Council to share a post to undertake the lead HR role. This decision follows initial discussions at Chief Executive level and Darlington's assessment that this joint arrangement would satisfy their requirements.

3. PROPOSAL

- 3.1 It is proposed that Hartlepool Borough Council enter into an agreement for the Council's Customer & Workforce Services Officer to undertake a joint head of HR role with Darlington Borough Council.
- 3.2 A formal legal contract would be drawn up between the two authorities agreeing to share equally the costs of the post and would be subject to annual review.
- 3.3 Hartlepool would remain the employer of the current postholder and the current main terms and conditions of employment would continue although a variation to contract would be required to reflect the services required to be delivered to Darlington Council.
- 3.4 The Chief Customer & Workforce Services Officer is currently responsible for workforce services, customer services, shared services, revenues and benefits services. Undertaking the role of lead for all HR matters in two local

authorities would require a reallocation of service responsibilities from the Chief Customer & Workforce Services Officer as the new joint responsibilities could not be undertaken in addition to current responsibilities. Options for relocating services within the Chief Executive's Department are currently under consideration.

4. IMPLICATIONS FOR HARTLEPOOL BOROUGH COUNCIL

- 4.1 The advice, guidance and support from the Chief Customer and Workforce Services Officer to Hartlepool Council on workforce matters would continue. Some aspects of the work can be undertaken irrespective of physical location through appropriate ICT support e.g. responding to emails and telephone calls, accessing and drafting documents, etc. There may potentially be some conflict between each authority's requirements to attend formal meetings however with appropriate planning this conflict could be minimized. The most likely detrimental impact on the Council may occur when the Chief Customer & Workforce Services Officer is required to attend a meeting personally at short notice as a matter of urgency; this occurs infrequently.
- 4.2 There will be increased opportunity for both Councils to more easily share HR best practice, consolidate some areas of work which may currently be duplicated and increase the resilience of both HR teams at a time when both Councils have had to reduce capacity within their HR service. Additionally the joint role will enable a more effective assessment of potential opportunities and support required for joint working across HR and other Council services in due course.
- 4.3 Whilst it is recognised that the Chief Executive's Department was restructured in April 2010 so that savings could be realised from a Chief Officer post, there are many additional financial pressures now facing the Council which were not known in April 2010. This has identified new challenges and some new opportunities.
- 4.4 As mentioned in paragraph 3.4 the current duties and responsibilities of the Chief Customer & Workforce Services Officer would be restructured across other divisions of the Chief Executive's Department. At an operational service level it is not expected that a reallocation of teams across other Chief Officer posts in the Department will affect what gets done or how it gets done. The Chief Executive's Management Team will continue to ensure the Department's service responsibilities are fulfilled and savings targets are achieved.

5. FINANCIAL IMPLICATIONS

- 5.1 Full year savings associated with sharing the cost of the post is £51,366 (inclusive of pension and NI saving) with part year saving for the period 01.11.11 to 31.03.12 of £21,402 (inclusive of pension and NI saving). This amount is included in the Chief Executive's Department savings proposals. This is based on equal sharing of employment costs between Hartlepool and

Darlington Councils. Some costs may be incurred as a result of additional ICT access and travel between Hartlepool and Darlington, however it is envisaged that this will be minimised through effective planning and diary management.

6. CONSULTATIONS

- 6.1 Consultations have been undertaken with the postholder directly affected by this proposal and no objections have been received.
- 6.2 Consultations have also been undertaken with those staff affected by the requirement to reallocate service responsibilities and at this stage no adverse comments have been received regarding the proposal to establish a joint post. It is not possible however to conclude the consultations at this stage regarding the reallocation of duties across the Department as detailed consideration is required concerning the Revenues and Benefits Sections given the on-going procurement exercise. As a result it is proposed to progress with the joint Head of HR role and continue consultations regarding the structure of the Chief Executive's Department and bring a further report to Cabinet with proposals for reallocating responsibilities.
- 6.3 The Trade Unions have been consulted on these proposals and comments will be made available to Cabinet members in advance of the meeting if they are received.

7. RISKS

- 7.1 There is a risk that one or both parties to the legal agreement are not satisfied with the arrangements or change their overall strategic direction regarding partnership arrangements and wish to withdraw. Early and regular reviews of the new arrangement will enable any issues to be identified and resolved quickly and thereafter annual reviews will ensure that both local authorities are able to address their on-going requirements.
- 7.2 The new role may become unmanageable as a result of excessive expectations by one or both authorities and results in ineffectiveness. Through the setting of clear objectives, regular supervision sessions with both authorities and effective planning any potential pressures should be identified and addressed quickly.

8. RECOMMENDATION

- 8.1 Cabinet agree to enter into an agreement with Darlington Borough Council to share a joint Head of HR and that the Chief Executive and/or Chief Solicitor be delegated to finalise the legal agreement with the General Purposes Committee.
- 8.2 To note the need to reallocate some responsibilities of the Chief Customer & Workforce Services Officer and receive a report in due course with proposals for restructuring within the Chief Executive's Department.

CABINET REPORT

30th August 2011



Report of: Director of Regeneration and Neighbourhoods

Subject: DEPARTMENT FOR WORK & PENSIONS -
WORK PROGRAMME – CLOSING THE LOOP REPORT

SUMMARY

1. PURPOSE OF REPORT

To report to Cabinet on the final delegated decision made with regards to the Council entering into subcontracting arrangements with Avanta, to deliver the new Work Programme.

2. SUMMARY OF CONTENTS

The report outlines why the Council has made a decision not to enter into subcontracting arrangements with Avanta.

3. RELEVANCE TO CABINET

The employment and skills agenda falls within the Regeneration and Economic Development Portfolio. However, due to issues arising from the report, the matter was referred to Cabinet for a decision to be made.

4. TYPE OF DECISION

For information only.

5. DECISION MAKING ROUTE

Cabinet on 18th July 2011
Cabinet on 30th August 2011

6. DECISION(S) REQUIRED

That the report is received for information only.

Report of: Director of Regeneration and Neighbourhoods

Subject: DEPARTMENT FOR WORK & PENSIONS -
WORK PROGRAMME – CLOSING THE LOOP REPORT

1. PURPOSE OF REPORT

- 1.1 To report to Cabinet on the final delegated decision made with regards to the Council entering into subcontracting arrangements with Avanta, to deliver the new Work Programme.

2. BACKGROUND

- 2.1 A report was submitted to Cabinet on Monday 18th July 2011 with details of the Department for Work & Pensions (DWP) new Work Programme; confirmation of the two approved prime providers in the North East who will deliver this initiative; the opportunity for the Council/Hartlepool Works to become a subcontractor and the contractual and financial implications involved.
- 2.2 The report highlighted a number of key contractual obligations that may have presented financial risk to the Council and which needed to be considered by Cabinet. In addition, Avanta had given the Council a deadline of 22nd July 2011 to sign the contract or negotiations would cease.
- 2.3 Therefore, Cabinet made the decision:
- (i) That in accordance with Rule 18 of the Council's Overview and Scrutiny Procedure, a decision on entering into a contractual arrangement with Avanta be considered as urgent due to the commercial timescale and competitive framework for the delivery of the DWP Work Programme contract.
 - (ii) That in accordance with Rule 18, the decision should not be subject to the call in procedures.
 - (iii) That delegated authority be given to the Chief Executive, in conjunction with The Mayor, to sign the Avanta contract and submit this document to Avanta before close of play on Friday 22nd July 2011.

This final decision was subject to key outstanding issues in relation to TUPE arrangements for staff and financial risk exposure to the Council being satisfactorily resolved.

- 2.4 A comprehensive review of these issues was undertaken by officers of the Council and the key risks which were not able to be resolved included.
- Substantial financial liabilities for the Council for under-performance of the contract;
 - The employment outcomes being un-realistic, with no scope to negotiate these targets; and;
 - That Avanta still expected that TUPE arrangements would be maintained as part of the overall contract. This would have meant that the Council would be responsible for covering the financial costs of three external staff posts from day one of the contract commencing.
- 2.5 Based on the above information the Chief Executive, in conjunction with the Mayor, made the final delegated decision for the Council not to enter into subcontracting arrangements with Avanta.

3. RECOMMENDATIONS

- 3.1 That the report is received for information.

4. BACKGROUND PAPERS

- 4.1 The Department for Work & Pensions – Work Programme – Tender Spec: <http://www.dwp.gov.uk/docs/work-prog-itt.pdf>

5. CONTACT OFFICER

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CABINET REPORT

30th August, 2011



Report of: Chief Finance Officer

Subject: OUTTURN – CAPITAL AND ACCOUNTABLE BODY
PROGRAMME MONITORING REPORT 2010/2011

SUMMARY

1. PURPOSE OF REPORT

- 1.1 To provide details of progress against the Council's overall Capital budget for 2010/2011 and the spending programmes where the Council acts as the Accountable Body for the period to 31st March, 2011.

2. SUMMARY OF CONTENTS

- 2.1 The report provides detailed monitoring information for each Portfolio up to 31st March, 2011. In total there 322 schemes within the Council's own capital programme and there are no specific issues to bring to Members attention. Similarly the NDC programme, for which the Council is Accountable body, is progressing within budget.

3. RELEVANCE TO CABINET

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

4. TYPE OF DECISION

- 4.1 None.

5. DECISION MAKING ROUTE

- 5.1 Cabinet 30th August, 2011.

6. DECISION(S) REQUIRED

- 6.1 Cabinet is asked to note the report.

Report of: Chief Finance Officer

Subject: OUTTURN – CAPITAL AND ACCOUNTABLE
BODY PROGRAMME MONITORING REPORT
2010/2011

1. PURPOSE OF REPORT

- 1.1 To inform Cabinet of progress against the Council's own 2010/2011 Capital budget and the spending programmes where the Council acts as the Accountable Body for the period to 31st March, 2011..
- 1.2 This report considers the following areas: -
- Capital Monitoring;
 - Accountable Body Programme Monitoring.

2. BACKGROUND

- 2.1 In line with previous monitoring reports, this document is an integrated comprehensive document that is page numbered, thus allowing Members easier navigation around the report. (See contents table below). The report provides a summary with the appendices providing detailed information for each portfolio.

Section	Heading	Page
3.	Capital Monitoring 2010/2011	3
4.	Accountable Body Programme	4
5.	Recommendations	4
Appendices A-G	Detailed Spend by Portfolio	5-16
Appendix H	Accountable Body Monitoring Summary	17
Appendix I	Accountable Body Revenue Monitoring	18

- 2.2 This report will be submitted to Scrutiny Co-ordinating Committee on 23rd September, 2011.

3. CAPITAL MONITORING 2010/2011

- 3.1 Details of the Capital outturns are summarised below. In overall terms total expenditure amounted to £34,961,000, compared to the annual budget of £63,764,000, with £28,555,000 rephased to 2011/2012, resulting in a favourable variance of £250,000.

Portfolio	2010/2011 Budget	2010/2011 Actual to 31/03/2011	2010/2011 Expenditure Rephased to 2011/2012	2010/2011 Expenditure	2010/2011 Variance from budget Adverse/ (Favourable)
	£'000	£'000	£'000	£'000	£'000
Adult & Public Health Services	2,245	1,276	956	2,232	(15)
Children's Services	27,307	13,152	14,155	27,307	0
Community Safety & Housing	14,881	11,647	2,957	14,604	(277)
Culture, Leisure & Tourism	2,300	1,269	1,003	2,272	(28)
Finance & Procurement	7,623	4,337	3,338	7,675	52
Performance	769	119	650	769	0
Regeneration & Economic Development	7,746	2,267	5,497	7,764	18
New Deal for Communities	893	893	0	893	0
Total Capital Expenditure	63,764	34,961	28,555	63,516	(250)

- 3.2 The above table anticipates capital spending and resources of £28,555,000 will be rephased into 2011/2012.

- 3.3 The rephased expenditure includes £14,155,000 within the Children's Services Portfolio, this rephrasing is predominantly relating to the Building Schools for the Future (BSF) programme, covering both major building projects and the BSF ICT contract. The majority of the remaining rephased expenditure relates to a variety of Schools projects where the works have been rescheduled to the school holidays to minimise disruption.

- £14,155,000 relating to Building Schools for the Future (BSF) programme, covering both major building projects and the BSF ICT contract. The majority of rephased expenditure relates to a variety of Schools projects where the works have been rescheduled to the school holidays to minimise disruption.
- £2,234,000 to fund Compulsary Purchase Orders expected to take place in 2011/12 as part of the North/Central Housing Market Renewal Scheme.
- £3,326,000 received in advance for Tees Valley Bus Network improvements which are programmed for future years.

- 3.4 Detailed financial information on the capital programmes for individual Portfolios is provided in the Appendices to this report as set out below.

Appendix A - Adult & Public Health Services
 Appendix B - Children's Service
 Appendix C - Community Safety & Housing
 Appendix D - Culture, Leisure & Tourism
 Appendix E - Regeneration & Economic Development
 Appendix F - Finance & Procurement
 Appendix G - Performance

- 3.5 The format of the appendices shows details of anticipated and actual capital expenditure as at 31st December, 2010 and shows:

Column A - Scheme Title
 Column B - Budget for Year
 Column C - Actual expenditure to 31st March, 2011
 Column D - Expenditure Rephased into 2011/2012
 Column E - 2010/2011 Total Expenditure
 Column F - Variance from Budget
 Column G - Type of financing

4. ACCOUNTABLE BODY PROGRAMME

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

New Deal for Communities (NDC)

The current combined capital and revenue NDC allocation is £1,188,000. In addition to this there is additional grant funding of £1,109,000. This gives a total budget of £2,297,000 for the current financial year, as shown in **Appendix H**.

Appendix F Table 2 and **Appendix I** respectively show the outturn position for capital and revenue expenditure as at 31st March, 2011, all funding was spent as expected.

- 4.2 There are no major items to bring to Portfolio Holder's attention.

5. RECOMMENDATIONS

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

CAPITAL MONITORING REPORT PERIOD ENDING 31st MARCH 2011

Project Code	A Scheme Title	EXPENDITURE IN CURRENT YEAR						2010/2011 COMMENTS
		B	C	D	E	F	G	
		2010/2011 Budget £'000	2010/2011 Actual as at 31/03/11 £'000	Expenditure Rephased into 2011/12 £'000	2010/2011 Total Expenditure £'000	2010/2011 Variance from budget £'000	Type of financing	
7027	Harnessing Technology Grant	362	173	189	362	0	Grant	Scheme complete - budget to be vired to Carlton 7863 in 2011/12
7032	Carlton Outdoor Centre - Purchase of Minibus	2	0	2	2	0	Grant	
7088	Jesmond Road - Build New School (Primary Capital Programme)	6,697	4,326	2,371	6,697	0	Mix	
7088	Rossmere - Remodel School (Primary Capital Programme)	1,360	642	718	1,360	0	Grant	Note 1
7108	EDC Alterations to Accommodate PRU	6	6	0	6	0	Grant	
7109	Brierton - Alterations re Dyke House Decant	750	705	0	705	(45)	MIX	
7121	EDC/PRU - Paving and Lighting Replacement	5	5	0	5	0	Grant	Note 1
7122	EDC/PRU - Installation of Porch/Canopy	4	4	0	4	0	Grant	
7124	Rossmere - Replace Nursery Roof	12	13	0	13	1	Grant	
7125	Brougham - Install Security Fencing	12	11	0	11	(1)	Grant	Note 1
7125	Clavering - Install Security Fencing	8	8	0	8	0	Grant	
7125	Golden Flatts - Install Security Fencing	9	7	2	9	0	Grant	
7125	Owlton Manor - Install Security Fencing	10	7	3	10	0	Mix	Budget increased following contribution from school Variance funded from Sure Start Grant (7469)
7126	Greatham - Create Change Facility & Quiet Area	51	1	50	51	0	Grant	
7127	Newburn Bridge Toilet Block - Extension to build Change facility	81	85	0	85	4	Grant	
7344	Brinkburn Pool - Reinstatement of Pool after Fire	1	0	1	1	0	Mix	Scheme complete - budget to be vired to Swimming (8103) in 2011/12
7384	Devolved Formula Capital - Various Misc Individual School Projects	939	510	429	939	0	Grant	
7388	Sure Start Central - Improvement Works at Lowthian Road	2	0	2	2	0	Mix	
7421	School Travel Plans - Develop Cycle Storage at Various Schools	60	7	53	60	0	Mix	Scheme complete - budget to be vired to 7469 - Sure Start Unallocated
7437	Playing for Success - Develop New Classroom at Hartlepool United	1	0	1	1	0	Mix	
7469	Kingsley - Extension to School for Children's Centre	14	1	0	1	(13)	Grant	
7469	Unallocated - Children's Centre Grant	0	0	12	12	12	Grant	This is the net balance of the following schemes - 7127, 7469 (Kingsley), 7664, 7979, 8097, 8160 & 8169
7500	High Tunstall - Refurbish Classrooms / Equipment Purchase	28	28	0	28	0	Grant	
7533	Jesmond Road - Relocate Nursery to form Foundation Unit	6	0	0	0	(6)	Mix	
7575	Dyke House ICT Equipment Purchase	73	73	0	73	0	RCCO	Scheme complete - budget to be vired to 7469 - Sure Start Unallocated
7586	City Learning Centre Equipment Purchase	299	238	61	299	0	Grant	
7597	St John Vianney Starfish Daycare Outside Play Area	3	2	1	3	0	Mix	
7664	Clavering - Create New Foundation Stage Unit	2	0	0	0	(2)	Grant	Scheme complete - budget to be vired to 7469 - Sure Start Unallocated
7832	Catcote - Purchase new Mini-Bus	28	28	0	28	0	Grant	
7853	Rossmere Youth Centre - Boiler Replacement	56	56	0	56	0	UCPB	
7858	Computers for Pupils - Schools Initiative	7	0	7	7	0	Grant	Scheme complete - budget to be vired to 7469 - Sure Start Unallocated
7863	Carlton Outdoor Centre - Redevelopment (Works to be determined)	90	67	23	90	0	Mix	
7888	Stranton - Purchase & Install CCTV	2	0	2	2	0	RCCO	
7922	Golden Flatts - Heating Distribution system	54	54	0	54	0	Grant	Note 1
7979	Children's Centres - General Building Improvements	16	7	0	7	(9)	Grant	
7997	St Hilds - Build Space to Learn	866	851	0	851	(15)	Grant	
8001	Capital Grants to External Nurseries (Early Years)	220	220	0	220	0	Grant	
8023	Sure Start Central (Chatham Hse) - Café Ext to Community Facilities	9	9	0	9	0	Grant	
8023	Sure Start North (Hindpool Cl) - Café Ext to Community Facilities	66	66	0	66	0	Grant	
8053	Brougham - Replace Boiler (09/10)	1	1	0	1	0	Grant	
8055	Education Development Centre - Window Replacement	1	1	0	1	0	UCPB	

Project Code	Scheme Title	EXPENDITURE IN CURRENT YEAR						Type of financing	2010/2011 COMMENTS
		2010/2011 Budget	2010/2011 Actual	Expenditure Rephased	2010/2011 Total	2010/2011 Variance			
		£'000	as at 31/03/11 £'000	into 2011/12 £'000	Expenditure £'000	from budget £'000			
8056	Eldon Grove - Creation of Additional Teaching Space	674	13	661	674	0	Mix		
8059	Hart - Create Multi-purpose Studio	166	41	125	166	0	Grant		
8060	Rift House - Annexe 2 Heating	17	0	17	17	0	Grant		
8065	Emergency Response - Contingency	19	0	0	0	(19)	Mix	Note 1	
8066	Brougham - Replacement of Gas Interlocks	5	5	0	5	0	SCE R		
8066	Eldon Grove - Replacement of Gas Interlocks	5	4	0	4	(1)	SCE R	Note 1	
8066	Hart - Replacement of Gas Interlocks	5	5	0	5	0	SCE R	Note 1	
8066	Lynnfield - Replacement of Gas Interlocks	6	6	0	6	0	SCE R		
8066	Rift House - Replacement of Gas Interlocks	7	6	0	6	(1)	SCE R	Note 1	
8066	Throston - Replacement of Gas Interlocks	5	2	3	5	0	SCE R		
8067	Ward Jackson - Creation of Quiet Room	4	2	2	4	0	Mix		
8068	Hart - Replace Fire Alarm System	20	11	0	11	(9)	Grant	Note 1	
8069	Springwell - Replace Pool	17	17	0	17	0	Mix		
8070	Brinkburn Pool - Motorised Pool Cover	1	1	0	1	0	RCCO		
8072	Integrated Children's System Case Management Improvement	45	8	37	45	0	Grant		
8075	Aiming High for Disabled Children - Capital Grant for various Works	5	5	0	5	0	Grant		
8082	Golden Flatts - Resource Learning Centre	15	14	1	15	0	Grant		
8089	EDC - Roof Enhancement/Replacement	4	4	0	4	0	UCPB		
8092	Fens - Outdoor Educational Area for Foundation Unit	13	2	0	2	(11)	Grant	Note 1	
8093	Golden Flatts - Establish Nurture Area	6	0	6	6	0	Grant		
8096	Throston - DDA Access Ramps	1	1	0	1	0	Grant		
8097	Early Years (General Sure Start Grant) Unallocated	1	0	0	0	(1)	Grant	Scheme complete - budget to be vired to 7469 - Sure Start Unallocated	
8103	Brinkburn Pool - Access and Hoist	64	3	61	64	0	RCCO		
8116	Springwell - Covered Link Way	25	0	25	25	0	Mix		
8118	Holy Trinity - Outdoor Area	25	25	0	25	0	Mix		
8119	Rift House - Internal Reorganisation	60	15	45	60	0	Mix		
8120	Lynnfield - Improve Teaching Space	115	7	108	115	0	Grant		
8125	Stranton - Replace Floor Caretaker's Bungalow	14	8	0	8	(6)	Mix	Note 1	
8138	BSF- ICT Contract	2,027	0	2,027	2,027	0	Grant	More income received in 2010/11 than originally profiled	
8139	BSF- Dyke House	9,305	3,812	5,493	9,305	0	Grant	More income received in 2010/11 than originally profiled	
8139	BSF - St Hilds ICT Infrastructure Works	101	0	101	101	0	Grant		
8158	Children's Centre (Rossmere) - Install New Kitchen	27	23	4	27	0	Grant		
8159	Sure Start Central - Outside Classroom	7	6	1	7	0	Grant		
8160	St John Vianney Starfish Daycare New entrance / Buggy Area	35	42	0	42	7	Mix	Variance funded from Sure Start Grant (7469)	
8168	SSN Hindpool Close - Create Community Garden & Play Space	75	13	62	75	0	Grant		
8169	Sure Start North - Install Conservatory	40	43	0	43	3	Grant	Variance funded from Sure Start Grant (7469)	
8174	Barnard Grove - KS1 Fire Alarm Installation	25	25	0	25	0	Grant		
8175	Barnard Grove - Heating Connect Annexe to KS2	24	24	0	24	0	Grant		
8176	Barnard Grove - Replace Bungalow Floor	15	1	14	15	0	Grant		
8177	Barnard Grove - Replace KS2 Roof	57	57	0	57	0	Grant		
8178	Brougham - Replace Boiler (Phase 2 10/11)	105	102	0	102	(3)	Grant	Note 1	
8179	Catcote - Replace Boiler	54	54	0	54	0	Mix		
8180	Clavering - Replace Bungalow Heating	5	5	0	5	0	Grant		
8181	Clavering - Replace Boiler House Roof	14	14	0	14	0	Grant		
8182	Eldon Grove - Replace Boiler and distribution system	65	65	0	65	0	Grant		
8184	Hart - Replace & Install Security Fence	15	0	15	15	0	Grant		

Project Code	Scheme Title	EXPENDITURE IN CURRENT YEAR			C+D+E 2010/2011 Total Expenditure £'000	F-B 2010/2011 Variance from budget £'000	Type of financing	2010/2011 COMMENTS
		2010/2011 Budget	2010/2011 Actual as at 31/03/11 £'000	Expenditure Rephased into 2011/12 £'000				
		£'000	£'000	£'000				
8185	Kingsley - Replace Kitchen Windows, Ceiling & Canopy	40	10	30	40	0	Grant	
8186	Kingsley - Replace 1st Floor Windows	22	0	22	22	0	Grant	
8187	Owton Manor - Replace 1st floor windows	25	15	9	24	(1)	Grant	
8188	Rossmere - Replace KS2 Toilets	30	0	30	30	0	Grant	
8189	Springwell - Roof replacement	26	26	0	26	0	Grant	
8190	Stranton - KS1 Replacement wiring	21	21	0	21	0	Mix	
8191	Stranton - Replace KS1 Windows	32	32	0	32	0	Grant	
8192	St Helens - Replace Corner Posts	25	4	21	25	0	Mix	
8193	Throston - Window replacement	88	2	86	88	0	Grant	
8194	Ward Jackson - Window replacement	26	26	0	26	0	Grant	
8195	West Park - Heating distribution Ph 2	18	18	0	18	0	Mix	
8196	West Park - Bungalow Access works	6	6	0	6	0	Grant	
8197	West Park - Roof Replacement	16	16	0	16	0	Grant	
8198	West View - Replace Heating Distribution System	78	0	78	78	0	Mix	
8199	West View - Kitchen Replacement	56	54	0	54	(2)	Mix	Note 1
8200	West View - KS1 & KS2 Window replacement	34	34	0	34	0	Mix	
8201	Brougham - Improve Internal Access	45	4	41	45	0	Grant	
8202	Grange - Replace Classroom Annexe	550	0	550	550	0	Mix	
8203	Owton Manor - Improve Foundation Stage Outdoor area	50	0	50	50	0	Grant	
8205	Springwell - Create Enterprise area and Cyber Café	74	0	74	74	0	Mix	
8206	St Helens - Interior Remodel	139	1	138	139	0	Mix	
8207	Stranton - Improve Outdoor Learning Area	30	0	30	30	0	Grant	
8208	Ward Jackson -Create Foundation Unit	60	0	60	60	0	Grant	
8209	West Park - Improve Reception class toilet area	10	0	10	10	0	Grant	
8218	Youth Service - Purchase Portable MUGA & Trailer	23	16	7	23	0	Mix	
8281	Catcote - Purchase & Install Temporary Classroom	60	59	0	59	(1)	Grant	Note 1
8283	Springwell - Install Ventilation System in Pool Area	5	5	0	5	0	Mix	
8282	Exmoor Grove - Redevelopment/ Change of use	85	71	14	85	0	Mix	
8284	Rossmere YC - Shower & Toilets	21	21	0	21	0	Grant	
8287	EDC/PRU Extension to PRU Reception	10	8	2	10	0	Grant	
9004	Contingency Funding (Modernisation, Access, RCCO) Currently Unallocated	49	0	168	168	119	Mix	Once all of the above variances have been accounted for then this will be showing an unallocated budget of £168k
		27.307	13.152	14.155	27.307	0		

NOTES

Note 1 Scheme complete - budget to be vired to 9004 Contingency/Unallocated in 2011/12

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

ACCOUNTABLE BOI

Line No	2010/11 Latest Budget
Col. A	Col . B £'000
1	1,404
2	893
3	2,297

DY PROGRAMMES - REPORT TO 31ST MARCH 2011

Accountable Body Programme Col. C	Actual
	2010/11 Expected Expenditure/ (Income) Col. D £'000
<u>TABLE 1 - New Deal for Communities</u>	
Revenue Projects	14
Capital Projects	893
Total NDC	907

Actual Position 31/03/11	
2010/11 Actual Expenditure/ (Income) Col. E £'000	Variance: Adverse/ (Favourable) Col. F = (F=E-D) £'000
14	0
0	0
14	0

7.2
Appendix H

2010/2011 COMMENTS

CABINET REPORT

30th August, 2011



Report of: Chief Finance Officer

Subject: QUARTER 1 – CAPITAL PROGRAMME
MONITORING REPORT 2011/2012

SUMMARY

1. PURPOSE OF REPORT

- 1.1 To provide details of progress against the Council's 2011/12 Capital budget for the period to 30th June, 2011.

2. SUMMARY OF CONTENTS

- 2.1 The report provides detailed monitoring information for each departmental area up to 30th June, 2011. In total there 339 schemes within the Council's capital programme and there are no specific issues to bring to Members attention.

3. RELEVANCE TO CABINET

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

4. TYPE OF DECISION

- 4.1 None.

5. DECISION MAKING ROUTE

- 5.1 Cabinet 30th August, 2011.

6. DECISION(S) REQUIRED

- 6.1 Cabinet is asked to note the report.

Report of: Chief Finance Officer

Subject: QUARTER 1 – CAPITAL PROGRAMME
MONITORING REPORT 2011/2012

1. PURPOSE OF REPORT

- 1.1 To inform Cabinet of progress against the Council's 2011/2012 Capital budget for the period to 30th June, 2011.

2. BACKGROUND

- 2.1 This report provides details covering the capital programme on a departmental basis.
- 2.2 This report will be submitted to Scrutiny Co-ordinating Committee on 23rd September 2011.

3. CAPITAL MONITORING 2011/2012

- 3.1 Expenditure for all departmental areas is summarised below. Actual expenditure to 30th June, 2011 totals £6,549,000, compared to the approved budget of £48,590,000, leaving £42,041,000 remaining expenditure expected to be spent in 2011/12.

Department	2011/2012 Budget	2011/2012 Actual to 30/06/2011	2011/2012 Expenditure Rephased to 2012/2013	2011/2012 Expenditure	2011/2012 Variance from budget Adverse/ (Favourable)
	£'000	£'000	£'000	£'000	£'000
Adult & Public Health Services	1,604	61	0	1,604	0
Children's Services	27,433	4,570	5,868	27,433	0
Chief Executive	712	8	0	712	0
Corporate	2,207	453	0	2,207	0
Regeneration & Neighbourhoods	16,563	1,443	1,651	16,563	0
New Deal for Communities	71	14	0	71	0
Total Capital Expenditure	48,590	6,549	7,519	48,590	0

- 3.2 The above table anticipates capital spending and resources of £7,519, 000 will be rephased into 2012/2013.
- 3.3 This includes £5,868,000 within Children's Services, of which £4,800,000 relates to the Building Schools for the Future ICT contract which is a five year contract with schools incurring expenditure as and when they join the contract in line with their planned commencement dates. The balance relates to transformational schemes which have not yet been determined, owing to the nature of the works they are likely to occur during the school holidays to minimise disruption.
- 3.4 The majority of the £1,651,000 within Regeneration & Neighbourhoods which has been rephased relates to grant funding received in advance for Tees Valley Bus Network improvements which are programmed to occur next financial year.
- 3.5 Capital budgets are progressing as expected however there are issues with Housing Market Renewal programmes. A report was submitted to Cabinet on 4th August 2011 to advise Members of the latest position on the Carr/Hopps Street HMR scheme following the Government's withdrawal of HMR funding. The report advised Members that the Government have now recognised the complete withdrawal of HMR funding has left a number of councils with a difficult position to manage. In response the Government have decided to provide some Transitional funding to assist council's manage the position. The Government have stated that this funding is not intended to enable HMR schemes to be completed as originally planned and is only designed to achieve a 'managed exit'. Transitional funding is subject to a regional bidding process and Hartlepool's bid has been included in the Tees Valley bid. Nationally the Government are providing £30m and it is understood bids significantly exceed this amount.
- 3.6 A decision will not be known on the funding application until later in the year. Assuming this application is successful the Council will still need to fund significant costs from its own resources to complete this scheme.
- 3.7 The Council also potentially faces additional HMR costs for the Perth/Hurworth Street scheme as a result of a recent independent arbitration of property values following an appeal against the Council's valuation. Officers are currently assessing the impact of this decision and seeking legal advice on the options open to the Council. An initial assessment indicates that the Council will incur additional costs on this project over and above those expected when this project commenced in 2008. As these costs exceed the available grant funding they will need to be funded by the Council from its own resources.

3.8 In total it is expected that the Council will need to fund HMR costs of £4.5m from its own resources. The actual figure could be higher if the HMR Transitional Grant allocation is less the Councils bid. Owing to the complexity of these projects and phasing over a number of years there is also a risk that these costs will increase before the projects are complete. This position will therefore need to be managed carefully over the next few years.

3.9 As these projects will take a number of years to complete a funding strategy for these costs is needed as part of the 2012/13 budget strategy and a proposal will be submitted to Cabinet on 10th October 2011.

3.10 Detailed financial information on the capital programmes for individual departmental areas is provided in **Appendices A - E** to this report as set out below.

Appendix A - Adult & Community Services

Appendix B - Children's Services

Appendix C - Chief Executives

Appendix D - Corporate

Appendix E - Regeneration & Neighbourhoods

3.11 The format of the appendices shows details of anticipated and actual capital expenditure as at 30th June, 2011 and shows:

Column A - Scheme Title

Column B - Budget for Year

Column C - Actual expenditure to 30th June, 2011

Column D - Expected remaining expenditure to be incurred in the period July to March, 2011

Column E - Expenditure Rephased into 2012/2013

Column F - 2011/2012 Total Expenditure

Column G - Variance from Budget

Column H - Type of financing

4. **RECOMMENDATIONS**

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

ADULT & COMMUNITY SERVICES

CAPITAL MONITORING REPORT PERIOD ENDING 30th June 2011

Project Code	A Scheme Title	EXPENDITURE IN CURRENT YEAR						
		B 2011/12 Budget £'000	C 2011/12 Actual as at 30/06/11 £'000	D 2011/12 Expenditure Remaining £'000	E Expenditure Rephased into 2012/13 £'000	F C+D+E 2011/12 Total Expenditure £'000	G F-B 2011/12 Variance from budget £'000	H Type of financing
7047	Mill House Leisure Centre - Changing Village	5	5	0	0	5	0	MIX
7234	Chronically Sick & Disabled Adaptations	57	0	57	0	57	0	MIX
7389	Mental Health Projects	489	0	489	0	489	0	MIX
7481	IIM Social Care IT Infrastructure	43	8	35	0	43	0	GRANT
7578	Lynn Street ATC Demolition	11	0	11	0	11	0	MIX
7723	Resettlement Capital Works - Campus Re-provisioning	77	0	77	0	77	0	GRANT
7853	Owton Manor Community Centre - Replace Boiler	35	0	35	0	35	0	UCPB
7890	Skateboard Park	70	6	64	0	70	0	MIX
7983	Blakelock Day Centre Demolition	67	0	67	0	67	0	MIX
7992	Grayfields Sports Junior Pitches	16	0	16	0	16	0	RCCO
8011	Summerhill CCTV	5	0	5	0	5	0	UCPB
8051	Seaton Carew Community Centre Roof Replacement	8	0	8	0	8	0	UCPB
8084	Mill House Leisure Centre Combined Heating & Power Unit	71	0	71	0	71	0	UCPB
8095	Central Library - Signage	3	0	3	0	3	0	UCPB
8104	Rossmere Park - MUGA & Skatepark	171	29	142	0	171	0	MIX
8108	Havelock Centre for Independent Living	18	7	11	0	18	0	MIX
8115	Havelock Day Centre - Window replacement	1	0	1	0	1	0	UCPB
8216	Seaton Carew Cricket Club	30	0	30	0	30	0	MIX
8217	Waverley Terrace Allotments - Composting Toilets	2	0	2	0	2	0	MIX
8312	Social Care Transformation Capital	170	0	170	0	170	0	GRANT
8322	Summerhill Bridge works	3	0	3	0	3	0	MIX
8394	Conversion of Throston CC to CC/Library	70	0	70	0	70	0	RCCO
8396	New flat purchase	130	0	130	0	130	0	RCCO
7441	Adult Education - Neighbourhood Learning in Deprived Communities Fund	4	0	4	0	4	0	GRANT
7531	Adult Education - Office Accom	12	6	6	0	12	0	MIX
7622	Adult Education - Capital Equipment Replacement	37	0	37	0	37	0	MIX
7985	Adult Education - Motivating E-Learning	0	0	0	0	0	0	GRANT
		1,604	61	1,543	0	1,604	0	

Key

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

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

7.3

APPENDIX A

[illegible]

PORTFOLIO : CHILDREN'S SERVICES

CAPITAL MONITORING REPORT PERIOD ENDING 30th JUNE 2011

Project Code	A Scheme Title	EXPENDITURE IN CURRENT YEAR							2011/2012 COMMENTS
		B	C	D	E	F	G	H	
		2011/2012 Budget £'000	2011/2012 Actual as at 30/06/11 £'000	2011/2012 Expenditure Remaining £'000	Expenditure Rephased into 2012/13 £'000	2011/2012 Total Expenditure £'000	F-B 2011/2012 Variance from budget £'000	Type of financing	
7088	Jesmond Gardens - New Build (Primary Capital)	2,378	688	1,872	0	2,560	182	Grant	The adverse variance shown is a provisional estimate only at this stage. The planned completion date has had to be extended by a couple of weeks and there have been other cost increases which are currently being investigated and reviewed. A funding strategy will be determined once the reasons for the overspend have been fully analysed. A more up-to-date position will be provided in the Quarter 2 Capital Monitoring Report.
7088	Rossmere - Remodel (Primary Capital)	718	0	765	0	765	47	Grant	The adverse variance shown is a provisional estimate only at this stage. The reasons for the cost increases are currently being investigated and reviewed. A funding strategy will be determined once the reasons for the overspend have been fully analysed. A more up-to-date position will be provided in the Quarter 2 Capital Monitoring Report.
7109	Brierton - Alterations re Dyke House Decant inc Transport Interchange	0	3	0	0	3	3	Grant	To be funded from 9004 - Contingency
7125	Golden Flatts - Install Security Fencing	2	0	2	0	2	0	Grant	
7125	Owton Manor - Install Security Fencing	3	2	1	0	3	0	Grant	
7126	Greatham - Create Change Facility & Quiet Area	50	38	9	0	47	(3)	UCPB	Scheme complete - remaining budget to be transferred to 9004 - Contingency
7129	Barnard Grove Heating & Water Distribution	19	0	19	0	19	0	MIX	
7129	Clavering Heating & Water Distribution	51	1	50	0	51	0	RCCO	
7129	Golden Flatts Heating Distribution phase 2a	102	0	102	0	102	0	Grant	
7129	High Tunstall - Heating Distribution Works	15	0	15	0	15	0	SCE R	
7129	Manor College Heating & Water Distribution	226	0	226	0	226	0	Mix	
7129	Rossmere Heating Distribution	7	0	7	0	7	0	Grant	
7129	West View Heating & Water Distribution	148	0	148	0	148	0	Mix	
7130	High Tunstall Heat Source and Equipment	22	0	22	0	22	0	SCE R	
7130	Rift House Heat Source & Equipment (Block D)	22	0	22	0	22	0	Grant	
7131	Fens Primary School Ventilation	11	0	11	0	11	0	Mix	Budget finalised as contract price now confirmed.
7131	Manor College Ventilation	10	0	10	0	10	0	Mix	
7132	High Tunstall - Swimming Pool Lighting Fittings / Wiring	21	0	21	0	21	0	SCE R	
7132	Manor College Lighting / Wiring	85	0	85	0	85	0	Mix	
7133	Manor College Replace Floor & Modify Toilets	39	0	39	0	39	0	Grant	
7135	Ward Jackson Rewire/distribution boards phase 1	82	1	81	0	82	0	Grant	
7136	Manor College Gas Distribution (Blocks A & C)	10	0	10	0	10	0	Mix	
7136	West View Primary School Gas Distribution	8	0	8	0	8	0	Mix	
7137	Catcote - Replace Windows and Door Framing	33	0	33	0	33	0	Grant	
7138	Barnard Grove - Structural Modifications (Blocks A & B)	33	1	32	0	33	0	Grant	
7139	High Tunstall Replace Sports Hall Roof	116	0	116	0	116	0	SCE R	
7141	Manor College Electrical Services	127	0	127	0	127	0	Grant	
7142	Barnard Grove- Fire Safety Modifications	8	0	8	0	8	0	Grant	
7142	Brougham -Fire Safety Modifications	23	0	23	0	23	0	Grant	
7142	Fire Safety Modifications Various	0	0	0	0	0	0	RCCO	
7142	Kingsley Fire Safety Modifications	20	0	20	0	20	0	Grant	
7142	Lynnfield Fire Safety Modifications	25	0	25	0	25	0	Grant	
7142	Manor College Fire Safety Modifications	0	0	0	0	0	0	RCCO	
7142	Seaton Carew Nursery Fire Safety Modifications	8	0	8	0	8	0	Grant	
7142	St Helens Fire Safety Modifications	4	0	4	0	4	0	Grant	
7142	Stranton Fire Safety Modifications	23	0	23	0	23	0	Grant	
7143	St Helens Modifications to KS2 Building to provide hygiene area	25	0	25	0	25	0	Mix	
7144	Manor - Modifications to Autistic Spectrum Disorder (ASD) Unit	45	0	45	0	45	0	Grant	
7384	Devolved Capital - Various Misc Individual School Projects	289	6	283	0	289	0	Mix	
7388	Sure Start Central - Improvement Works at Lowthian Road	2	0	2	0	2	0	Mix	
7421	School Travel Plans - Develop Cycle Storage at Schools	53	0	53	0	53	0	Mix	
7437	Playing for Success - Develop New Classroom	1	0	1	0	1	0	Grant	
7586	City Learning Centre Equipment Purchase	61	8	53	0	61	0	Grant	
7597	St John Vianney Starfish Daycare Outside Play Area	1	0	1	0	1	0	Grant	
7858	Computers for Pupils	7	0	7	0	7	0	Grant	
7863	Carlton Outdoor Centre Redevelopment Works	40	7	33	0	40	0	Mix	
7888	Stranton - Purchase & Install CCTV	2	0	2	0	2	0	Grant	

Project Code	A Scheme Title	EXPENDITURE IN CURRENT YEAR							2011/2012 COMMENTS
		B	C	D	E	F	G	H	
		2011/2012 Budget £'000	2011/2012 Actual as at 30/06/11 £'000	2011/2012 Expenditure Remaining £'000	Expenditure Rephased into 2012/13 £'000	2011/2012 Total Expenditure £'000	F-B 2011/2012 Variance from budget £'000	Type of financing	
8005	Grant Payments to Diocese for H'pool VA Schools	300	0	300	0	300	0	Grant	
8056	Eldon Grove - Creation of Additional Teaching Space	681	160	521	0	681	0	UCPB	
8059	Hart - Create Multi-Purpose Studio	126	103	23	0	126	0	Grant	
8060	Rift House - Annexe 2 Heating	17	0	0	17	17	0	Mix	
8066	Throston - Replacement of Gas Interlocks	3	0	3	0	3	0	Grant	
8067	Ward Jackson - Creation of Quiet Room	2	0	2	0	2	0	Mix	
8072	Integrated Children's System Case Management Improvement	37	0	37	0	37	0	Mix	
8075	Aiming High for Disabled Children	65	0	65	0	65	0	Grant	
8093	Golden Flatts - Establish Nurture Area	11	0	11	0	11	0	Grant	
8103	Swimming (was Brinkburn Pool - Access and Hoist)	62	0	62	0	62	0	Mix	
8116	Springwell - Covered Link Way	25	0	25	0	25	0	Grant	
8119	Rift House - Internal Reorganisation	45	33	7	0	40	(5)	Grant	Scheme complete - remaining budget to be transferred to 9004 - Contingency
8120	Lynnfield - Improve Teaching Space	108	88	20	0	108	0	Grant	
8138	BSF- ICT	7,607	0	2,770	4,837	7,607	0	Mix	
8139	BSF - ICT Infrastructure (General)	874	0	874	0	874	0	Grant	
8139	BSF- Dyke House	8,680	3,282	5,398	0	8,680	0	Grant	
8139	St Hilds - BSF ICT Infrastructure	101	0	101	0	101	0	Grant	
8158	Rossmere Way - New Kitchen	4	0	4	0	4	0	Grant	
8159	Sure Start Central - Outside Classroom	1	0	1	0	1	0	Mix	
8168	SSN Hindpool Close - Create Community Garden & Play Space	69	0	69	0	69	0	Grant	
8176	Barnard Grove - Replace Bungalow Floor	14	0	0	14	14	0	Mix	
8179	Catcote - Replace Boiler (11/12)	39	0	39	0	39	0	Grant	This is a new scheme to be funded from the 'Contingency' budget owing to the urgent nature of the works
8184	Hart - Replace Fence	15	0	15	0	15	0	Mix	
8185	Kingsley - Replace Kitchen Windows, Ceiling & Canopy	30	0	30	0	30	0	RCCO	
8186	Kingsley - Replace 1st floor windows	48	0	48	0	48	0	Mix	
8187	Owton Manor - Replace 1st floor windows	9	3	6	0	9	0	Grant	To be funded from 9004 - Contingency
8188	Rossmere - Replace KS2 Toilets	32	0	32	0	32	0	Grant	
8192	St Helens - Replace Corner Posts	21	3	18	0	21	0	Mix	
8193	Throston - Window replacement	86	0	86	0	86	0	Mix	
8198	West View - Replace Heating Distribution System	78	0	78	0	78	0	Mix	
8201	Brougham - Improve Internal Access	45	33	12	0	45	0	Grant	
8202	Grange - Replace Classroom Annexe	550	0	550	0	550	0	Grant	
8203	Owton Manor - Improve Foundation Stage Outdoor area	54	0	54	0	54	0	Grant	
8205	Springwell - Create Enterprise area and Cyber Café	74	0	74	0	74	0	Grant	
8206	St Helens - Primary Interior Remodel	138	40	98	0	138	0	Grant	
8207	Stranton - Improve Outdoor Learning Area	30	8	22	0	30	0	Mix	
8208	Ward Jackson - Create Foundation Unit	128	0	128	0	128	0	Grant	
8209	West Park - Improve Reception class toilet area	10	0	10	0	10	0	Grant	
8218	Youth Service Portable MUGA	7	0	7	0	7	0	Grant	
8281	Catcote - Purchase Temporary Classroom	0	6	0	0	6	6	Mix	To be funded from 9004 - Contingency
8282	Exmoor Grove - Redevelopment/ Change of Use	14	0	14	0	14	0	Grant	
8287	EDC/PRU - Extension to PRU Reception	2	1	1	0	2	0	Grant	
8307	Seaton Nursery - Build New Entrance Porch	14	14	0	0	14	0	Grant	
8316	Lynnfield - Create Office	20	18	2	0	20	0	Grant	
8388	West View - Upgrade ICT Suite inc Asbestos Removal & Window Replacement	50	0	50	0	50	0	Grant	
8390	Throston School - Extension to Foundation Stage for Quiet Room	28	0	28	0	28	0	Grant	
8391	Manor College - Replace Roof Coverings & Insulation	65	0	65	0	65	0	Grant	
8392	High Tunstall - Various Improvement Works to B, C & D Blocks	219	0	219	0	219	0	Grant	
New	Unallocated - Transformational Schemes (TBA)	1,286	0	286	1,000	1,286	0	Mix	
9004	Funding (Basic Need, Maintenance & RCCO) Currently Unallocated	345	0	115	0	115	(230)	Grant	
		27,433	4,570	16,995	5,868	27,433	0		

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

CHIEF EXECUTIVE

CAPITAL MONITORING REPORT PERIOD ENDING 30th JUNE 2011

Project Code	A Scheme Title	EXPENDITURE IN CURRENT YEAR							2010/2011 COMMENTS
		B	C	D	E	F	G	H	
		2010/2011 Budget £'000	2010/2011 Actual as at 31/12/10 £'000	2010/2011 Expenditure Remaining £'000	Expenditure Rephased into 2011/12 £'000	C+D+E 2010/2011 Total Expenditure £'000	F-B 2010/2011 Variance from budget £'000	Type of financing	
7468	IT Strategy	500	0	500	0	500	0	MIX	
7623	Corporate IT Projects	20	0	20	0	20	0	MIX	
	Corporate Projects	39	0	39	0	39	0	MIX	
	Mobile Chip & Pin	20	0	20	0	20	0	MIX	
	Contact Service Upgrade	10	0	10	0	10	0	MIX	
7837	Microsoft Outlook Migration	5	5	0	0	5	0	MIX	
7867	City Challenge Burbank / Murray Street	83	0	83	0	83	0	MIX	
8105	Installation of Staff Welfare Facilities	18	0	18	0	18	0	MIX	
8143	New Burdens - Council Tax Demands	10	0	10	0	10	0	MIX	
8157	Northgate - New Server	7	3	4	0	7	0	MIX	
		712	8	704	0	712	0		

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

CORPORATE

7.3
APPENDIX D

CAPITAL MONITORING REPORT PERIOD ENDING 30th JUNE 2011

Project Code	A Scheme Title	EXPENDITURE IN CURRENT YEAR							2011/2012 COMMENTS
		B	C	D	E	F	G	H	
		2011/2012 Budget £'000	2011/2012 Actual as at 30/06/11 £'000	2011/2012 Expenditure Remaining £'000	Expenditure Rephased into 2012/13 £'000	C+D+E 2011/2012 Total Expenditure £'000	F-B 2011/2012 Variance from budget £'000	Type of financing	
7026	Sir William Gray House - Replace Fire Alarm	0	0	0	0	0	0	MIX	
7036	Unallocated SCRAPT Budget	220	0	220	0	220	0	UCPB	
7041	Corporate Planned Maintenance Unallocated	36	0	36	0	36	0	UCPB	
7048	Unallocated Health and Safety	44	0	44	0	44	0	UCPB	
7111	Stranton Crematorium Roof Replacement	8	0	8	0	8	0	MIX	Project Complete - return to Corporate Planned Maintenance
7114	Rossmere Youth Centre - Roof Replacement	2	0	2	0	2	0	MIX	There is £984 to return to Corporate Planned Maintenance
7115	Civic Centre Ramp	180	0	180	0	180	0	MIX	Scheme is more expensive than funding available, project on hold, subject to finding additional funds.
7117	Civic Centre Access Control System	22	0	22	0	22	0	MIX	
7119	Demolition of Throston Grange Old Peoples Home	1	1	0	0	1	0	CAP REC	
7200	Civic Centre Refurbishment	378	32	346	0	378	0	MIX	
7257	Disabled Adaptations (Various Locations)	145	0	145	0	145	0	MIX	
7503	Boiler Replacement - Sir William Gray House	32	2	30	0	32	0	SPB	
7781	Renew Boiler and Heating System - Municipal Buildings	85	0	85	0	85	0	MIX	Project did not go ahead owing to sale of the building
8100	North Cemetery Wall Retaining Wall Repairs	60	0	60	0	60	0	UCPB	
8136	Removal of Offices - Bryan Hanson House	2	0	2	0	2	0	CAP REC	
8137	Relocation of Print Room - Civic Centre	7	0	7	0	7	0	CAP REC	
8140	Municipal Buildings - Removal and Rerange ICT	80	24	56	0	80	0	CAP REC	
8141	Installation of Electrical Items	13	0	13	0	13	0	CAP REC	
8142	H&S Replace School Kitchen Equipment	404	258	146	0	404	0	MIX	
8156	Mill House Leisure Centre - Hall Lighting	7	0	7	0	7	0	GRANT	
8162	Corporate Planned Maintenance - Footpath Repair - Burn Valley	10	0	10	0	10	0	UCPB	
8163	Corporate Planned Maintenance - Bryan Hanson House - Carpet Renewal	2	0	2	0	2	0	UCPB	Project Complete - return to Corporate Planned Maintenance
8164	Corporate Planned Maintenance - Replace Heating - Seaton Carew	35	1	34	0	35	0	UCPB	
8165	Corporate Planned Maintenance - Replace Boilers - Stranton Nursery	70	0	70	0	70	0	UCPB	
8166	Corporate Planned Maintenance - Replace Boiler - Historic Quay	33	33	0	0	33	0	UCPB	
8167	Disabled Adaptations - Automatic Entry Doors - Bevan House	10	0	10	0	10	0	UCPB	
8171	Corporate Planned Maintenance - Footpath Repair - Grayfields	10	0	10	0	10	0	UCPB	
8289	Stranton Nursery - Create Café	75	64	11	0	75	0	UCPB	
8290	Renew Changing Area Roof - Mill House	30	0	30	0	30	0	UCPB	
8291	Youth Offending Office Alterations	7	2	5	0	7	0	CAP REC	
8293	Removal of Offices - Civic Centre	1	1	0	0	1	0	CAP REC	
8310	Historic Quay Changing Facility	8	2	6	0	8	0	MIX	
8317	Replace Mill House Boiler	95	0	95	0	95	0	UCPB	
8318	Roof Replacement Registrars	20	18	2	0	20	0	UCPB	
8319	Boiler Replacement - Borough Hall	15	0	15	0	15	0	UCPB	
8320	Sports Hall Lighting Upgrade	20	15	5	0	20	0	UCPB	
8321	Boiler Replacement - Warren Road	35	0	35	0	35	0	UCPB	
8323	Sir William Gray House - Emergency Lighting	5	0	5	0	5	0	UCPB	
		2,207	453	1,754	0	2,207	0		

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

REGENERATION & NEIGHBOURHOODS

CAPITAL MONITORING REPORT PERIOD ENDING 30th JUNE 2011

Project Code	A Scheme Title	EXPENDITURE IN CURRENT YEAR						
		B	C	D	E	F	G	H
		2011/2012 Budget £'000	2011/2012 Actual as at 30/06/11 £'000	2011/2012 Expenditure Remaining £'000	Expenditure Rephased into 2012/13 £'000	C+D+E 2011/2012 Total Expenditure £'000	F-B 2011/2012 Variance from budget £'000	Type of financing
7084	Principal Roads Camera Partnership	2	0	2	0	2	0	GRANT
7110	Playbuilder - Grant to be allocated	28	0	28	0	28	0	MIXED
7110	Brougham Play Area - Playbuilder	24	0	24	0	24	0	MIXED
7110	Burn Valley Play Area	4	0	4	0	4	0	MIXED
7110	Clavering Play Area (Playbuilder)	11	0	11	0	11	0	MIXED
7110	Jutland Road Play Area	7	0	7	0	7	0	MIXED
7110	Rossmere Play Area (Playbuilder)	2	0	2	0	2	0	MIXED
7110	Town Moor Play Area (Playbuilder)	1	0	1	0	1	0	MIXED
7206	CSS Social Lighting Programme	1	0	1	0	1	0	GRANT
7207	Car Parking Security/CCTV	154	39	115	0	154	0	SPB
7218	Mandatory Disabled Facilities Grant	712	57	655	0	712	0	GRANT
7219	Minor Works Grant	4	0	4	0	4	0	GRANT
7220	Discretionary Renovations Grant	349	199	150	0	349	0	GRANT
7222	Minor Works - North Area	106	30	76	0	106	0	MIXED
7223	Minor Works - South Area	109	0	109	0	109	0	MIXED
7224	Minor Works - Central Area	77	8	69	0	77	0	MIXED
7230	North Central SHIP	1,503	319	1,184	0	1,503	0	GRANT
7236	Bus Shelter Improvements	19	14	5	0	19	0	MIXED
7237	Cycle Routes (General)	50	0	50	0	50	0	SPB
7240	Hartlepool Transport Interchange	21	0	21	0	21	0	MIXED
7242	Other Street Lighting Improvements	80	0	80	0	80	0	SPB
7244	Travel Plans	18	6	12	0	18	0	MIXED
7245	Cycle Parking	10	0	10	0	10	0	GRANT
7250	Travel Awareness	10	0	10	0	10	0	GRANT
7251	Public Transport CCTV	9	0	9	0	9	0	SPB
7252	Safer Streets Initiative	23	5	18	0	23	0	SPB
7272	Wheely Bin Purchase	77	9	68	0	77	0	GRANT
7375	Countryside Development Works	14	0	14	0	14	0	GRANT
7382	Greatham Play Area Equipment	9	0	9	0	9	0	GRANT
7424	Pride in Hartlepool	0	0	0	0	0	0	GRANT
7465	Recycling Scheme	0	0	0	0	0	0	GRANT
7466	DSO Vehicle Purchase	2,319	54	2,265	0	2,319	0	GRANT
7487	Local Transportation Plan - Monitoring	1	0	1	0	1	0	GRANT
7499	Contaminated Land - Lithgo Close	41	1	40	0	41	0	CORP RES
7508	Anhydrite Mine - Derelict Land	151	0	0	151	151	0	MIXED
7530	Developers Contribution Fund	361	0	361	0	361	0	GRANT
7541	Safer Routes to Schools	106	1	105	0	106	0	SPB
7542	Parking Lay Bys	17	8	9	0	17	0	SPB
7544	LTP-Shop-Mobility	20	0	20	0	20	0	GRANT
7545	LTP-Motorcycle Training	10	0	10	0	10	0	GRANT
7546	Road Safety Education & Training	32	0	32	0	32	0	GRANT
7549	Other Bridge Schemes	79	0	79	0	79	0	SPB
7580	Highways Remedial Works - Marina	4	0	4	0	4	0	CORP RES
7581	Tees Valley Boundary Signs	3	0	3	0	3	0	GRANT
7644	School Travel Plans	10	0	10	0	10	0	GRANT
7645	LTP General	266	0	266	0	266	0	MIXED
7651	Burn Valley Park Beck	94	0	94	0	94	0	GRANT
7706	Waterproofing Ph2 Multi Storey Car Park	9	0	9	0	9	0	MIXED
7707	HM Other Schemes (non-LTP)	40	18	22	0	40	0	MIXED
7734	Hart Lane/Wiltshire Way Junction Improvements 0708	204	39	165	0	204	0	SPB
7736	Bus Priority	232	176	56	0	232	0	MIXED
7821	Waste Performance Efficiency Amenity Site	59	0	59	0	59	0	GRANT
7844	Town Moor - Develop Multi Use Games Area	9	0	9	0	9	0	GRANT
7852	Highways Improvements - TESCO S106 Expend	313	36	277	0	313	0	CORP RES

Project Code	A Scheme Title	EXPENDITURE IN CURRENT YEAR						
		B	C	D	E	F	G	H
		2011/2012 Budget £'000	2011/2012 Actual as at 30/06/11 £'000	2011/2012 Expenditure Remaining £'000	Expenditure Rephased into 2012/13 £'000	C+D+E 2011/2012 Total Expenditure £'000	F-B 2011/2012 Variance from budget £'000	Type of financing
7878	Community Safety CCTV Upgrade	19	2	17	0	19	0	UCPB
7891	Strategy Study-Seaton Carew	29	0	29	0	29	0	GRANT
7892	Strategy Study - Town Wall	24	2	22	0	24	0	GRANT
7895	ED Indl & Comm Business Grants	54	1	53	0	54	0	UCPB
7896	Brougham Enterprise Centre Toilet & Shower Facilities	9	6	3	0	9	0	UCPB
7897	Regen Match Funding	553	0	553	0	553	0	UCPB
7899	Coast Protection 0809 UPB	1	0	1	0	1	0	MIXED
7906	Bryan Hanson House On Street Parking	0	0	0	0	0	0	MIXED
7955	Cycling Advanced Stop Sign	5	0	5	0	5	0	SPB
7956	Cycle Route Signage	13	0	13	0	13	0	SPB
7959	Other Walking Schemes	16	0	16	0	16	0	SPB
7961	LTP-School 20mph Zones	20	0	20	0	20	0	GRANT
7965	HM Catcote Turn Circle Rec	4	0	4	0	4	0	MIXED
7973	Other Safety Schemes	3	3	0	0	3	0	MIXED
7990	Ward Jackson Park Bandstand Shutters	4	0	4	0	4	0	GRANT
8006	Access Road to Briarfields	20	0	20	0	20	0	CORP RES
8015	Tesco New Entrance/Junction/Lights	39	0	39	0	39	0	MIXED
8034	Resurface Outside Civic Centre	16	0	16	0	16	0	MIXED
8037	Resurface Catcote Road/Oxford Road/Marlowe Road	164	164	0	0	164	0	MIXED
8079	Household Waste Recycling Centre	10	0	10	0	10	0	GRANT
8081	Non Adopted Highway Areas	17	0	17	0	17	0	MIXED
8085	Church Street Offices - Install Electrical Distribution System	20	0	20	0	20	0	GRANT
8091	North Cemetery - Improvements to Entrance	19	0	19	0	19	0	MIXED
8099	Brougham Enterprise Centre - Install new Enhanced Windows	9	0	9	0	9	0	GRANT
8100	North Cemetery - Structural Refurbishment to Wall	60	31	29	0	60	0	GRANT
8102	Church Street - Re-Roof Garage with Enhanced Roofing System	2	0	2	0	2	0	GRANT
8121	Rossmere Park Re-Development	1	0	1	0	1	0	GRANT
8123	Review Strategy Study - North Sands to Newburn Bridge	2,140	39	2,101	0	2,140	0	GRANT
8124	Headland Walls Phase 1 Model Study	23	10	13	0	23	0	GRANT
8154	Surface Water	19	2	17	0	19	0	GRANT
8155	Preventing Repossession Fund	29	0	29	0	29	0	GRANT
8161	Newburn Bridge - Roofing and Replacement of doors	58	17	41	0	58	0	GRANT
8170	SCRAPT Voluntary Sector Premises Pool	4	0	4	0	4	0	GRANT
8210	SCRAPT Key Vacant Buildings Grant Scheme	199	12	187	0	199	0	GRANT
8214	Building Management System - Replace Equipment	21	12	9	0	21	0	GRANT
8241	Gray Street -Part	3	0	3	0	3	0	SPB
8243	Hurworth Street-Raby Road to No 3	3	0	3	0	3	0	SPB
8268	Purvis Place-Miers Ave to Garside Drive	8	0	8	0	8	0	SPB
8269	Warren Road-Winterbottom to West View	23	0	23	0	23	0	SPB
8270	Catcote Road-Callander to Campbell	8	0	8	0	8	0	SPB
8271	Rossmere Way-O/s Youth Club	2	0	2	0	2	0	SPB
8272	Sandringham Rd-No 4 to Murray St	4	0	4	0	4	0	SPB
8273	Albert Street-Various	4	0	4	0	4	0	SPB
8274	Burbank Street-Clark Street to Thompson Street	5	0	5	0	5	0	SPB
8275	Green Street -Full length	5	0	5	0	5	0	SPB
8276	Windermere Rd-Ashgrove to Bakers	2	0	2	0	2	0	SPB
8277	Marlowe Road-Various	5	0	5	0	5	0	SPB
8279	Air Quality Monitoring Equipment (SCRAPT)	11	0	11	0	11	0	GRANT
8280	Upgrade Sea Defences, Seaton	4	0	4	0	4	0	GRANT
8284	DAT Tier 4 Accommodation	119	15	104	0	119	0	GRANT
8286	Alleygates Night Time Economy	24	3	21	0	24	0	GRANT
8296	Rossmere Park Playbuilder Year 2	44	7	37	0	44	0	GRANT
8297	Seaton Sea Front Playbuilder Year 2	42	1	41	0	42	0	GRANT
8298	Coronation Drive Playbuilder Year 2	42	1	41	0	42	0	GRANT
8299	Seaton 3 Playbuilder Year 2	42	1	41	0	42	0	GRANT
8300	Summerhill Playbuilder Year 2	43	15	28	0	43	0	GRANT
8301	Elwick Village Playbuilder Year 2	43	1	42	0	43	0	GRANT
8302	Ward Jackson Park Playbuilder Year 2	42	1	41	0	42	0	GRANT
8304	Phoenix Centre Playbuilder Year 2	16	0	16	0	16	0	GRANT

Project Code	A Scheme Title	EXPENDITURE IN CURRENT YEAR						
		B	C	D	E	F	G	H
		2011/2012 Budget £'000	2011/2012 Actual as at 30/06/11 £'000	2011/2012 Expenditure Remaining £'000	Expenditure Rephased into 2012/13 £'000	C+D+E 2011/2012 Total Expenditure £'000	F-B 2011/2012 Variance from budget £'000	Type of financing
8306	Regen & NS - Kitchen Refurbishment	23	0	23	0	23	0	GRANT
8309	Chester Road Allotments	10	0	10	0	10	0	GRANT
8311	S Carew - Northern Management Unit Ph1 Construction	352	42	310	0	352	0	MIXED
8314	Tees Valley Bus Network Improvements Scheme	2,237	0	737	1,500	2,237	0	GRANT
8315	S Carew -Northern Magement Unit Ph2 Construction	80	0	80	0	80	0	GRANT
8328	Carriageway-Dalton Village Road Part 1	12	0	12	0	12	0	GRANT
8329	Carriageway-Dalton Village Road Part 2	17	0	17	0	17	0	GRANT
8330	Carriageway-Seaton Lane Part 1	24	0	24	0	24	0	GRANT
8331	Carriageway-Seaton Lane Part 2	36	0	36	0	36	0	GRANT
8332	Carriageway-Owton Manor Lane Part 1	29	0	29	0	29	0	GRANT
8333	Carriageway-Owton Manor Lane Part 2	24	0	24	0	24	0	GRANT
8334	Carriageway-Owton Lodge Roundabout	21	0	21	0	21	0	GRANT
8335	Carriageway-Station Lane Part 1	23	0	23	0	23	0	GRANT
8336	Carriageway-Station Lane Part 2	19	0	19	0	19	0	GRANT
8337	Carriageway-Oxford Road Part 1	28	0	28	0	28	0	GRANT
8338	Carriageway-Oxford Road Part 2	33	0	33	0	33	0	GRANT
8339	Carriageway-Dent Street	7	0	7	0	7	0	GRANT
8340	Carriageway-Cameron Road	10	0	10	0	10	0	GRANT
8341	Carriageway-Alma Street	7	0	7	0	7	0	GRANT
8342	Carriageway-Grove Close	3	0	3	0	3	0	GRANT
8343	Carriageway-Egerton Road	11	0	11	0	11	0	GRANT
8344	Carriageway-Everett Street	17	0	17	0	17	0	GRANT
8345	Carriageway-Hereford Street	5	0	5	0	5	0	GRANT
8346	Carriageway-Eden Street	2	0	2	0	2	0	GRANT
8347	Carriageway-Moreland Street	12	0	12	0	12	0	GRANT
8348	Carriageway-Penrith Street	4	0	4	0	4	0	GRANT
8349	Carriageway-Challoner Road	29	0	29	0	29	0	GRANT
8350	Carriageway-Beacon/Alliance/Trinity Street	11	0	11	0	11	0	GRANT
8351	Carriageway-Bukre Place	5	0	5	0	5	0	GRANT
8352	Carriageway-Sunningdale Grove	5	0	5	0	5	0	GRANT
8361	TVBNI - Yord Road - Burn Vally H1ab	235	2	233	0	235	0	GRANT
8363	TVBNI - York Road - Park Road H1d	239	0	239	0	239	0	GRANT
8364	TVBNI - York Road - Victoria Road H1e	5	0	5	0	5	0	GRANT
8365	TVBNI - Victoria Road H1f	5	0	5	0	5	0	GRANT
8366	TVBNI - Marina Gateway H7	41	1	40	0	41	0	GRANT
8367	TVBNI - Burn Valley H9	10	0	10	0	10	0	GRANT
8368	TVBNI - Oxford Road H10	140	0	140	0	140	0	GRANT
8369	TVBNI - Oxford Road H11	4	0	4	0	4	0	GRANT
8370	TVBNI - Oxford Road H12	15	5	10	0	15	0	GRANT
8371	TVBNI - Brenda Road H14	9	0	9	0	9	0	GRANT
8373	TVBNI - Throston Grange H19	6	0	6	0	6	0	GRANT
8375	TVBNI - Winterbottom Way H21	18	0	18	0	18	0	GRANT
8376	TVBNI - Clavering Parking H22	101	0	101	0	101	0	GRANT
8377	TVBNI - King Oswy Drive H30	5	2	3	0	5	0	GRANT
8378	TVBNI - Northgate H32	102	0	102	0	102	0	GRANT
8379	TVBNI - Wynard Road H33	3	1	2	0	3	0	GRANT
8380	TVBNI - Owton Manor Lane H34	273	20	253	0	273	0	GRANT
8381	TVBNI - Catcote Road H35b	20	2	18	0	20	0	GRANT
8382	TVBNI - Elizabeth Way H36	26	0	26	0	26	0	GRANT
8383	TVBNI - Catcote Road H37	52	1	51	0	52	0	GRANT
8384	TVBNI - Raby Road H44	2	1	1	0	2	0	GRANT
8385	TVBNI - Catcote Road H45	6	1	5	0	6	0	GRANT
8387	Empty Property Improvement Scheme	168	0	168	0	168	0	GRANT
		16,563	1,443	13,469	1,651	16,563	0	

Key

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

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

7.3 Appendix E

[illegible]

2011/2012
COMMENTS

7.3
Appendix E (continued)

[illegible]

NEW DEAL FOR COMMUNITIES

CAPITAL MONITORING REPORT PERIOD ENDING 30th JUNE 2011

Project Code	A Scheme Title	EXPENDITURE IN CURRENT YEAR							2011/2012 COMMENTS
		B 2011/2012 Budget £'000	C 2011/2012 Actual as at 31/12/10 £'000	D 2011/2012 Expenditure Remaining £'000	E Expenditure Rephased into 2011/12 £'000	F C+D+E 2011/2012 Total Expenditure £'000	G F-B 2011/2012 Variance from budget £'000	H Type of financing	
7063	CIA Environmental Improvements	39	0	39	0	39	0	NDC	
8014	Neighbourhood Management	22	14	8	0	22	0	NDC	
8048	NDC Trust III	10	0	10	0	10	0	NDC	
		71	14	57	0	71	0		

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

CABINET REPORT

30th August, 2011



Report of: Corporate Management Team

Subject: QUARTER 1 – REVENUE FINANCIAL
MANAGEMENT REPORT 2011/2012

SUMMARY

1. PURPOSE OF REPORT

- 1.1 To inform Cabinet of details of progress against the Council's overall revenue budget for 2011/2012.

2. SUMMARY OF CONTENTS

- 2.1 The report covers the following areas:

- Overview of Financial Position;
- Review of High Risk Budget Areas;
- Key Balance Sheet information.

3. RELEVANCE TO CABINET

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

4. TYPE OF DECISION

None.

5. DECISION MAKING ROUTE

Cabinet 30th August, 2011.

6. DECISION(S) REQUIRED

Cabinet is asked to note the current position with regard to revenue monitoring;

Report of: Corporate Management Team

Subject: QUARTER 1 – REVENUE FINANCIAL
MANAGEMENT REPORT 2011/2012

1 PURPOSE OF REPORT

- 1.1 To inform Cabinet of progress against the Council's own 2011/2012 Revenue Budget, for the period to 30th June, 2011.

2 BACKGROUND

- 2.1 This report provides details covering the following areas:-
- Overview of Financial Position;
 - Review of High Risk Budget Areas;
 - Key Balance Sheet information.
- 2.2 This report will be submitted to Scrutiny Co-ordinating Committee on 23rd September 2011.

3 REVENUE FINANCIAL MANAGEMENT 2011/2012 - OVERVIEW

3.1 Overview of Financial Position

- 3.2 In 2011/12 the Council is managing a gross revenue budget of £210.8m. This includes services funded from specific grants and income from fees and charges for services, which in total funds £118.9m of the gross revenue budget. The remaining expenditure is funded from the Formula Grant, Council Tax and the planned use of the Budget Support fund. The financial management arrangements review all aspects of the gross budget. These arrangements also concentrate on the net revenue budget of £91.9m, as ultimately any variances in the gross budget needs to be managed within this limit.
- 3.3 This report looks at expenditure for the first three months of the financial year as summarised below:

Line No	2011/12	Description of Expenditure	Actual Position 30/06/11		
	Net Total Budget		Expected Expenditure/ (Income)	Actual Expenditure/ (Income)	Variance Adverse/ (Favourable)
	£'000		£'000	£'000	£'000
1	33,895	Adult & Community Services	8,555	8,362	(193)
2	24,645	Child Services	6,032	5,967	(65)
	58,540	Total Child & Adult	14,588	14,329	(259)
3	4,661	Chief Executives	(788)	(757)	31
4	20,160	Regeneration and Neighbourhood Services	9,868	10,171	303
5	8,525	Corporate	4,592	3,930	(662)
6	91,886		28,260	27,673	(587)

This position is supported by detailed Financial Management statements for each Department, which include comments on material variances as set out below:

- Appendix A - Adult and Community Services
- Appendix B - Children's Services
- Appendix C - Chief Executives
- Appendix D - Regeneration & Neighbourhoods

3.4 Forecast outturns for all areas are not prepared until the second financial management report is prepared and clearer income and expenditure trends are established. A number of issues are beginning to emerge covering the impact of interest rates, income shortfalls and the part year benefit of achieving some 2012/13 savings early. It is anticipated these issues will have a net positive benefit and there will be an under-spend at the end of the current financial year.

3.5 Further work is needed to quantify this position and details will be reported to Cabinet on 10th October 2011 as part of the 2012/13 Medium Term Financial Strategy (MTFS) report. This report will also update Members on the significant strategic financial risks facing the Council, which include future redundancy/early retirement costs and unavoidable Housing Market Renewal capital commitments. The MTFS report will identify a proposed strategy for using the forecast 2012/13 underspend to help mitigate these issues and the options for funding the majority of this shortfall.

3.6 Review of High Risk Budget Areas

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

are identified at an early stage, to enable appropriate corrective action to be taken. The areas identified as high risk budgets are attached at **Appendix E**, which explains how these items were identified and indicates that there are currently variances on a number of budgets.

3.8 The main adverse variances relate to Car Parking, Building and Development Control income. This risk was identified as part of the 2010/11 outturn strategy and resources have been set aside to manage the short term position for 2011/12. As these trends are continuing this issue will need to be addressed as part of the 2012/13 MTFS.

3.9 The shortfalls in Building & Development control are attributable to the impact of the economic downturn. This shortfall is reflected in the overall financial position detailed in paragraph 3.4.

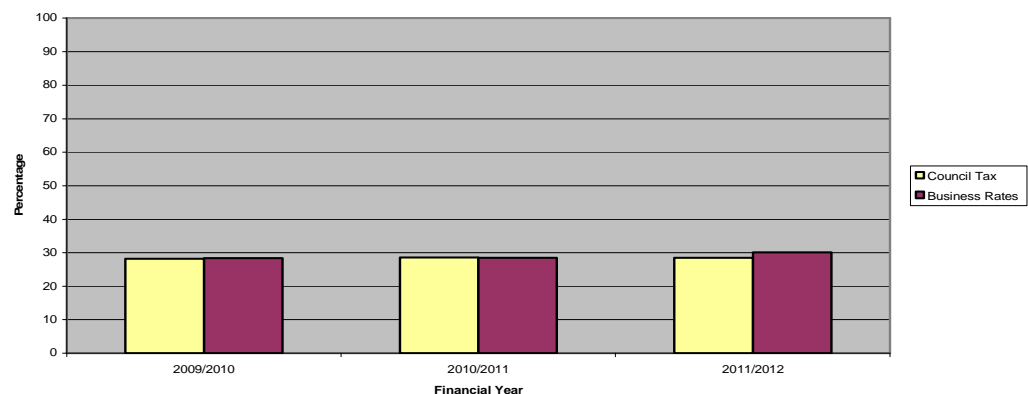
3.10 Key Balance Sheet Information

3.11 A Balance Sheet provides details of an organisation's assets and liabilities at a fixed point in time, for example, the end of the financial year or other fixed accounting periods. Traditionally local authorities have only produced a Balance Sheet on an annual basis. It is however appropriate to monitor the key cash balance sheet items on a more regular basis and these are summarised below:-

- Debtors

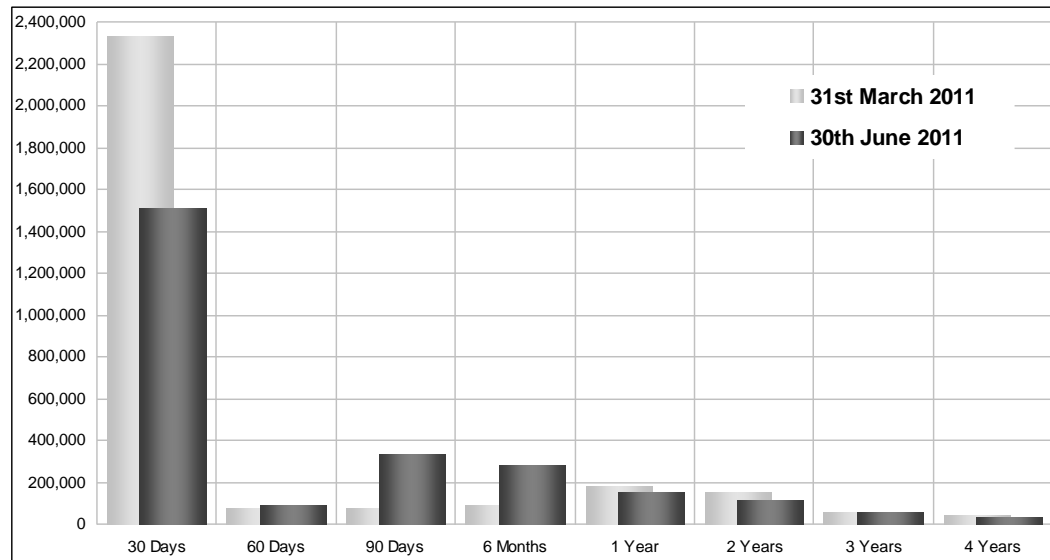
The Council's key debtors arise from the non payment of Council Tax, Business Rates and Sundry Debtors. These areas are therefore subject to detailed monitoring throughout the year. The position on Council Tax and Business rates are summarised below:-

Percentage of Debt Collected at 30th June



The Council Tax collection rate is down slightly by 0.18% and the NNDR collection rate increased by 1.65% when compared to the same period last financial year. In-year collection rates are affected by the timing of week/month ends.

The position in relation to Sundry Debtors is summarised below:



At the start of the current financial year the Council had outstanding sundry debts of £3.124m. During the period 1st April, 2011 to 30th June, 2011, the Council issued approximately 4,800 invoices with a value of £4.960m. As at the 30th June, 2010, the Council had collected £5.372m, leaving £2.712m outstanding, which consists of: -

- Current Debt - £1.943m

With regard to current outstanding debt, this totals £1.943m at 30th June, 2010, inclusive of approximately £1.511m of debt less than thirty days old.

- Previous Years Debt - £0.769m

These debts relate to the more difficult cases where court action or other recovery procedures are being implemented. At the 30th June, 2010, debts older than one year totalled £0.769m.

- Borrowing Requirement and Investments

The Council's borrowing requirement and investments are the most significant Balance Sheet items. Decisions in relation to

the Council's borrowing requirements and investments are taken in accordance with the approved Treasury Management Strategy.

No new long term borrowing has been undertaken since 31st March 2011 owing to prevailing interest rates. The Treasury Management Strategy has continued to net down investments and borrowings as this is the most cost effective strategy and reducing investment counter party risk.

4 CONCLUSIONS

- 4.1 The report details progress against the Council's own 2011/2012 Revenue Budget for the period to 30th June, 2011.

5 RECOMMENDATION

- 5.1 Cabinet is asked to note the current position with regard to revenue monitoring;

CABINET REPORT

30 August 2011



Report of: Corporate Management Team

Subject: QUARTER 1 – COUNCIL OVERVIEW OF
PERFORMANCE AND RISK 2011/12

SUMMARY

1. PURPOSE OF REPORT

- 1.1 To inform Cabinet of the progress made against the Council's suite of 2011/12 Departmental Plans, for the period ending 30 June 2011.

2. SUMMARY OF CONTENTS

- 2.1 The report describes progress made against the actions and performance indicators included in the three departmental plans for 2011/12.

3. RELEVANCE TO CABINET

Cabinet and the individual Portfolio Holders have overall responsibility for the monitoring of the suite of Departmental Plans.

4. TYPE OF DECISION

Non key.

5. DECISION MAKING ROUTE

Cabinet 30 August 2011.

6. DECISION(S) REQUIRED

Cabinet is asked to note the current position with regard to performance.

Report of: Corporate Management Team

Subject: QUARTER 1 – COUNCIL OVERVIEW OF PERFORMANCE AND RISK 2011/12

1 PURPOSE OF REPORT

- 1.1 To inform Cabinet of the progress made against the Council's suite of Departmental Planning Documents for 2011/12 for the period ending 30 June 2011.

2 BACKGROUND

- 2.1 The Corporate Plan was agreed by Council on 14 April 2011 and the three Departmental Plans were agreed by Cabinet on 8 April 2011.
- 2.2 All of the plans contain an action plan setting out how the Council proposed to deliver the Council's priority outcomes. Key Performance Indicators are also included which can then be used to monitor progress throughout the year. Departmental Plans also contained a section listing the Risks that could prevent the Department from delivering the priority outcomes.
- 2.3 The Council's Performance Management System (Covalent) is used to collect and analyse progress against the actions, performance indicators and risks detailed in the Corporate Plan and the three Departmental Plans. The information in the system was used to prepare this report. In addition comments from departments on specific achievements and issues are included.
- 2.4 The structure of the report is:

Paragraphs	Content
3.1- 3.8	Council overview of performance and risk
Child and Adult Service Department Plan	
4.1 – 4.3	Overall department summary
4.4	Summary by portfolio holder
4.5	Achievements and Issues
Regeneration and Neighbourhoods Department Plan	
5.1 – 5.3	Overall department summary
5.4	Summary by portfolio holder
5.5	Achievements and Issues
Chief Executive's Department	
6.1 – 6.3	Overall department summary
6.4	Summary by portfolio holder
6.5	Achievements and Issues

3 PERFORMANCE AND RISK MANAGEMENT

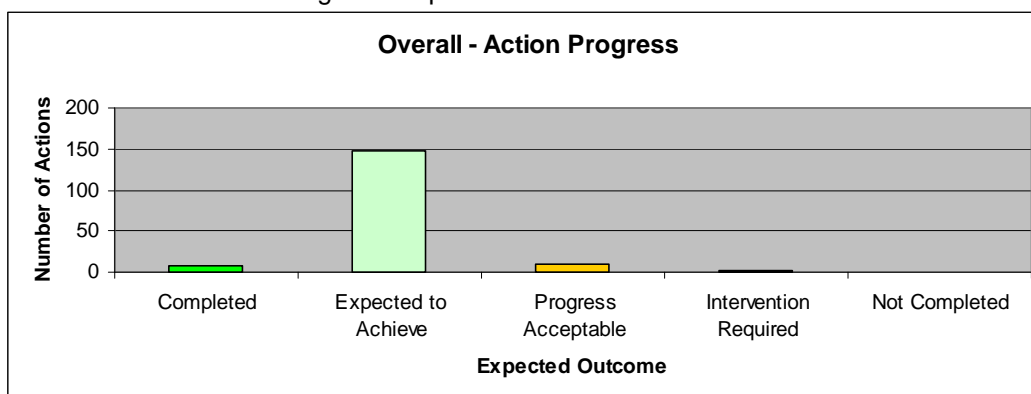
Council Overview of Performance and Risk

- 3.1 In 2011/12 all of the actions and key performance indicators included in the Corporate Plan were drawn from the three Departmental Plans. In addition, the three departmental plans also included a number of risks that could prevent the identified key priorities being delivered.
- 3.2 In total the three departmental plans, include 167 actions, 164 performance indicators and 49 risks identified, to deliver and measure improvements across 31 key priority areas (outcomes) identified in the Community Strategy and Council Corporate Plan.
- 3.3 Of the 164 indicators only 53 are targeted and can be monitored on a quarterly basis so only these indicators are assessed in this report. The remaining indicators have targets which can only be assessed at the year end or are for monitoring purposes only.
- 3.4 Officers have assessed progress against these indicators and the actions included in the plans, making judgements based on progress to the 30 June 2011. Progress is categorised as: -

PI Target achieved or Action Completed
PI/Action On track to achieve target/to be completed
PI/Action Progress acceptable
PI/Action Intervention Required
PI Target not achieved or Action not Completed

- 3.5 The charts below summarise officers' judgements for the period up to 30 June 2011.
- Across all 3 Departmental Plans progress is good,
 - Over 99% of actions have already been completed or are expected to be achieved; and
 - 96% of PIs either have already reached their targets or are expected to do so.
- 3.6 Of the 165 actions 99% have been assessed as having made acceptable progress, with the remaining 2 actions (1%) having been assessed as requiring intervention or marked as not completed. There is more detail later in the report, in the relevant departmental plan sections.

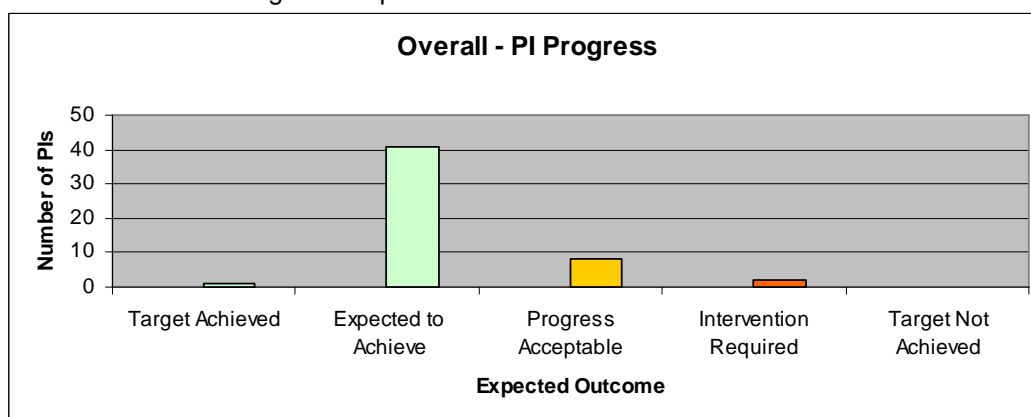
Chart 1: Overall Action Progress for period to 30 June 2011



Note: charts in reports for later quarters during the year will include position of previous quarters to allow comparisons.

- 3.7 Chart 2, detailing the progress made for PIs shows that 50 indicators (96%) have been assessed as having already achieved target, being on track to do so or having made acceptable progress. The remaining 2 indicators have been flagged as requiring intervention. As with the actions, these 2 indicators are shown later in the report. There is one indicator where no information is currently available so no judgement has been made at this time.

Chart 2: Overall PI Progress for period to 30 June 2011



- 3.8 There were 49 risks identified within the Department Plans. These are now being managed in accordance with the Council's Risk Management Framework agreed by Performance Portfolio Holder on 23 March 2011. This splits risks into Actively Managed Risks: those where additional control measures are being pursued and Accepted Risks: those risks that have been identified by departments as under control. Accepted risks continue to be monitored by individual departments to ensure the risk is controlled. The quarter 2 report will update Cabinet with regards to progress on Actively Managed Risks.

DEPARTMENTAL PERFORMANCE MONITORING

4 Child and Adult Service Department Plan 2011/12

4.1 The Child and Adult Departmental Plan contributes to 11 outcomes, spread across 6 themes:

- Jobs and the Economy
- Lifelong Learning and Skills
- Health and Wellbeing
- Community Safety
- Culture and Leisure and Community Learning
- Strengthening Communities

The work of the department cuts across the remit of 3 Portfolio Holders:

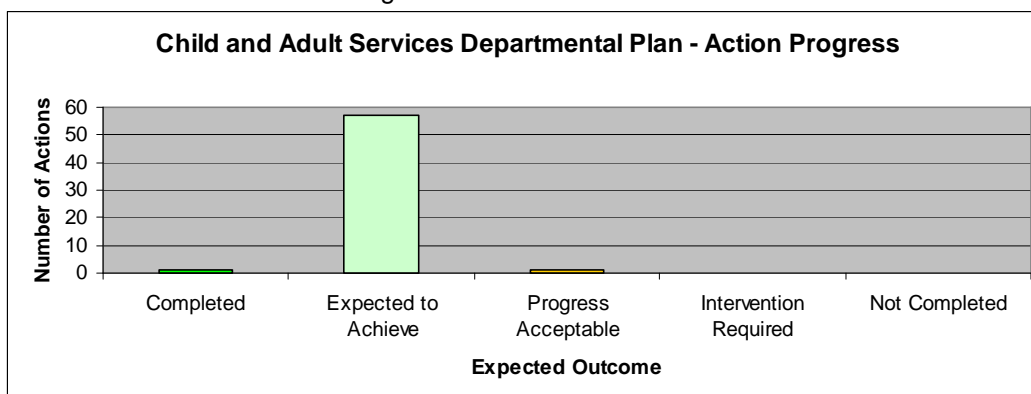
- Adult and Public Health
- Children's Services
- Culture, Leisure and Tourism

Included in the departmental plans were 59 actions and 87 performance indicators spread across the 6 outcomes.

Actions

4.2 As can be seen in the chart below, overall progress is good; 1 action (2%) has already been completed and a further 57 (97%) have been assessed as being on target to be achieved by their scheduled completion date. The remaining action (2%) has been assessed as having made acceptable progress.

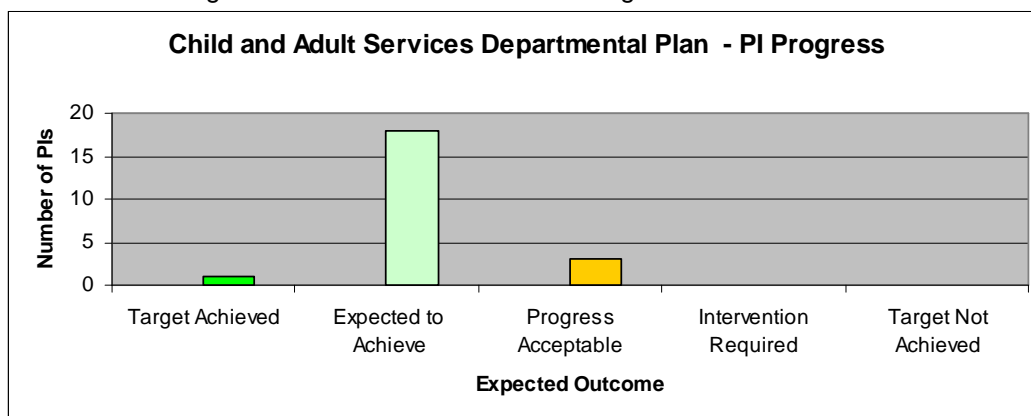
Chart 3: CAD Overall Action Progress – to 30 June 2011.



Performance Indicators

- 4.3 Chart 4, below, summarises officers' assessments of the 22 Performance Indicators that have targets **and** are measurable throughout the year. As at 30 June 2011, the position was a positive one, with 19 of the 22 indicators either having already achieved year end target, having been assessed as being expected to achieve year end target or having had made acceptable progress. This equates to just under 86% of all indicators included in the Departmental Plan. The remaining 3 indicators (14%) have been flagged up as having made acceptable progress.

Chart 4: CAD Targeted Performance Indicators - Progress to 30 June 2011.



A further 65 indicators have targets which can only be assessed at the year end or are for monitoring purposes only.

Summary of Performance by Portfolio

- 4.4 The table below provides a summary of progress against actions and performance indicators by portfolio.

Table 1: CAD Overall Action Progress – to 30 June 2011. No. of actions

Portfolio	Completed	Expected to Achieve	Progress Acceptable	Intervention Required	Not Completed
Adult & Public Health	-	31	1	-	-
Children's Services	1	15	-	-	-
Culture, Leisure & Tourism	-	11	-	-	-

Table 2: Performance Indicator progress to 30 June 2011. No. of indicators

Portfolio	Completed	Expected to Achieve	Progress Acceptable	Intervention Required	Not Completed
Adult & Public Health	3	14	1	-	-
Children's Services	-	1	2	-	-
Culture, Leisure & Tourism	1	3	-	-	-

4.5 For the period up to 30 June 2011 the Child and Adult Services Department have identified a number of achievements and issues including: -

- The Council, with partners, continue to work effectively to reduce second hand harm from smoking and illicit tobacco sales.
- The Centre for Independent Living (CIL) opened in April 2011, supporting people to retain their independence
- A Single Assessment process for substance misuse has been completed.
- A Choices Careers event has been organised for all Year 11 young people to provide them with the opportunity to speak with employers and education providers
- There has been a reduction in the percentage of 17 year olds in education and training, likely to be due to rise in number whose activity is not known, due to the reduction in service capacity to track and follow up the cohort.
- The Council has achieved funding through the British Heart Foundation for the next 3 years to look at coronary heart disease prevention with children and young people
- There has been a further reduction in the number of children looked after with three or more placements throughout the year
- "Talis Prism" – the new online catalogue with improved user interface and book cover graphics was launched in June 2011
- Renaissance funding of £390,000 successfully secured in April for 2011/12

5 Regeneration and Neighbourhoods Department Plan 2011/12

5.1 The Regeneration and Neighbourhoods Departmental Plan contributes to 20 outcomes, spread across 8 themes:

- Jobs and the Economy
- Lifelong Learning and Skills
- Health and Wellbeing
- Community Safety
- Environment
- Housing
- Strengthening Communities
- Organisational Development

The work of the department cuts across the remit of 5 Portfolio Holders:

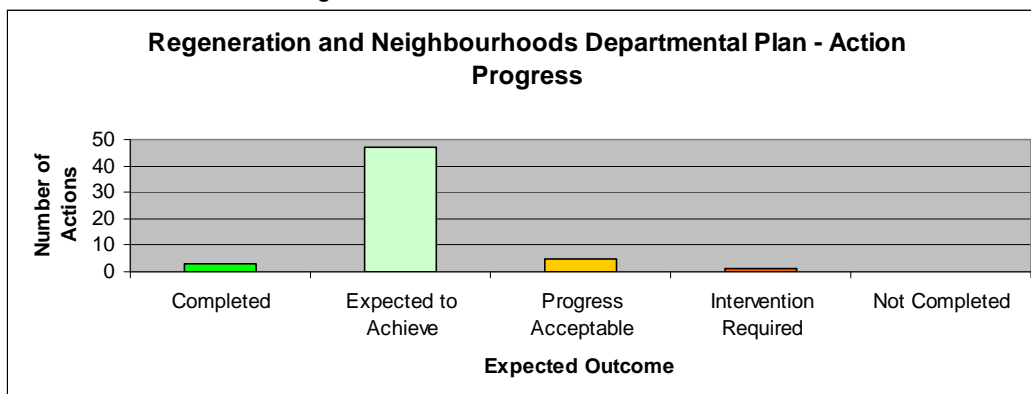
- Regeneration and Economic Development Portfolio
- Finance and Procurement Portfolio
- Community Safety and Housing Portfolio
- Culture, Leisure and Tourism Portfolio
- Adult and Public Health Portfolio

Included in the departmental plans were 56 actions and 44 performance indicators spread across the 20 outcomes.

Actions

5.2 As can be seen in the chart below, overall progress is good; 3 actions (5%) have already been completed and a further 47 (84%) have been assessed as being on target to be achieved by their scheduled completion date. A further 5 actions (9%) have made acceptable progress, with the remaining action (2%) having been flagged up as requiring intervention.

Chart 5: Overall Action Progress – to 30 June 2011.



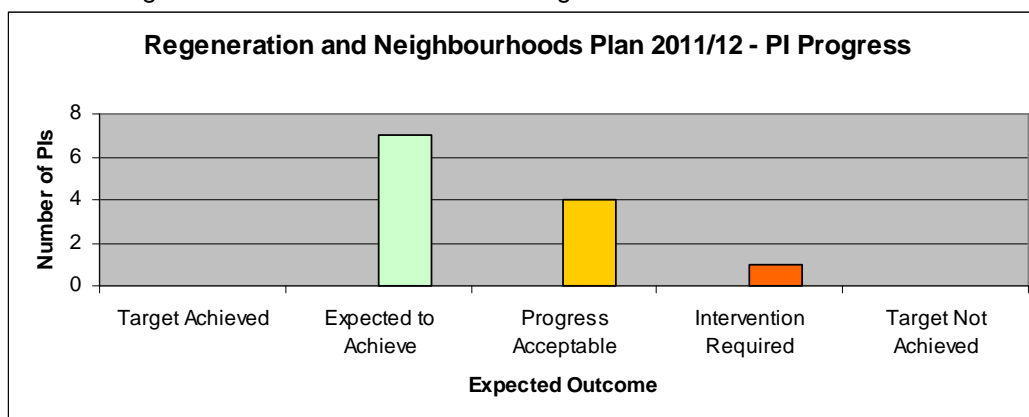
The one action was flagged as requiring intervention is described below in more detail: -

Outcome 11: Hartlepool has reduced crime and repeat victimisation			
Ref	Action	Due Date	Note
RND11/12-CS01	Assist partners to implement national guidance locally under tackling organised crime groups in Hartlepool	30-Jun-2011	Following implementation of pilot project last year, revised Home Office guidance is still awaited on the direction for dealing with serious organised crime in the future. Request for date to be extended to 31 st October 2011

Performance Indicators

- 5.3 Chart 6, below, summarises officers' assessments of the 13 Performance Indicators that have targets **and** are measurable throughout the year. It can be seen that, as at 30 June 2011, the position was a positive one, with 11 of the 13 indicators either having been assessed as being expected to achieve year end target or having had made acceptable progress. This equates to just 85% of all indicators included in the Departmental Plan. One of the remaining indicators (8%) has been flagged up as requiring intervention, and further information is provided in the Community Safety and Housing portfolio section below. There is no information currently available for the remaining indicator so no judgement has been made at this time.

Chart 6: Targeted Performance Indicators - Progress to 30 June 2011.



The indicator that has been assessed as requiring intervention is detailed below: -

Ref	Indicator	Q1 Outturn	Year End Target	Note
NI 52a	Percentage uptake up of school meals - Primary Schools	56.9%	61.0%	Take up of school meals has now levelled. We are hopeful for an upward trend in September 2011 but as prices will also increase at this time there is still a concern in relation to take up. Take up figures have just been released for the year 2010-11, Nationally Primary take up stands at 44.1% this shows in Hartlepool we are still above national average.

A further 33 indicators have targets which can only be assessed at the year end or are for monitoring purposes only.

Summary of Performance by Portfolio

5.4 The tables below summarise progress against actions and performance indicators by portfolio.

Table 3: RND Overall Action Progress – to 30 June 2011. No. of actions

Portfolio	Completed	Expected to Achieve	Progress Acceptable	Intervention Required	Not Completed
Regeneration & Economic Dev.	1	23	-	-	-
Finance and Procurement	1	6	-	-	-
Community Safety & Housing	-	11	5	1	-
Culture, Leisure & Tourism	1	6	1	-	-
Adult & Public Health	-	1	-	-	-

Notes: Culture, Leisure and Tourism - one action has had no update to date.

Table 4: Performance Indicator progress to 30 June 2011. No. of indicators

Portfolio	Completed	Expected to Achieve	Progress Acceptable	Intervention Required	Not Completed
Regeneration & Economic Dev.	No performance indicators to be monitored on a quarterly basis				
Finance and Procurement	-	5	-	-	-
Community Safety & Housing	-	1	3	-	-
Culture, Leisure & Tourism	-	1	-	-	-
Adult & Public Health	-	-	1	1	-

Notes: Community Safety and Housing - one indicator originally included in the Departmental Plan is no longer being collected so is not included in the analysis. One PI has no data currently available, so no judgement can be made.

5.5 For the period up to 30 June 2011 the Regeneration and Neighbourhoods Department have identified a number of achievements and issues including: -

- The Future Jobs programme has hit 720 supported clients and has proved extremely successful. Last intake of clients has finished and the scheme will continue to the end of 2011/12.
- The authority has assisted in submitting Regional Growth Fund applications. A number of areas have been identified for Enterprise Zone status as part of an overall Tees Valley submission. We continue to support Chain Reaction to market Hartlepool as an offshore wind manufacturing and servicing centre.
- Total Number of local bus journeys originating on the authority area continues to show a year on year decline with the latest figure of 5,590,729 journeys representing a 2% reduction over the previous year.

- The Commissioning and Procurement Strategy has been renamed as the Sustainable procurement Strategy and runs for 3 years from 2011. This strategy has been completed and submitted for approval to the Finance & Procurement Portfolio on the 21st July 2011.
- A combination of the start of the season for green waste, the continuation of enforcement at the HWRC and the trial that has been carried out at the waste transfer station has contributed to the recycling performance for the 1st quarter of 2011/12 achieve an outturn of 47% of all household waste collected.
- Policies for bringing empty homes back into use in relation to Compulsory Purchase and Empty Dwelling Management Orders are now in place, with other policies in relation to other enforcement powers being developed using guidance and best practice.
- The Council is encouraging improvements to private sector homes with a pilot project in development to bring private sector empty homes back into use. In addition loans for improvement works are currently been issued through the regional loans fund.
- Provisional information on the Council's carbon footprint would suggest that this has increased by 2.56% over the previous year. This may be attributed to a change in the calculation method from previous years as well as the long harsh winter experienced during the period up to the end of March 2011.
- Following implementation of a pilot project last year to assist partners to implement national guidance locally, under tackling organised crime groups in Hartlepool, revised Home Office guidance on dealing with serious organised crime in the future has only been received at the beginning of August, resulting in a delay in completing this action. The new guidance is currently being considered to be able to progress this action.
- Community Involvement and Engagement Review reported to Cabinet on 6 June – Corporate Working Group feedback to go to Cabinet on 4 July
- The Council has been successful in gaining the 2011 Quality Coast Award. Bathing Water Quality water sampling started in May, up to now we are 95% compliant with the higher guideline standard for Seaton Carew Centre, 90 % compliant at Seaton North and 100% compliant at Seaton North Gare

6 Chief Executive's Department Performance Overview 2011/12

6.1 The Chief Executive's Departmental Plan contributes to 7 outcomes, spread across 2 themes:

- Jobs and the Economy
- Organisational Development

The work of the department cuts across the remit of 2 Portfolio Holders:

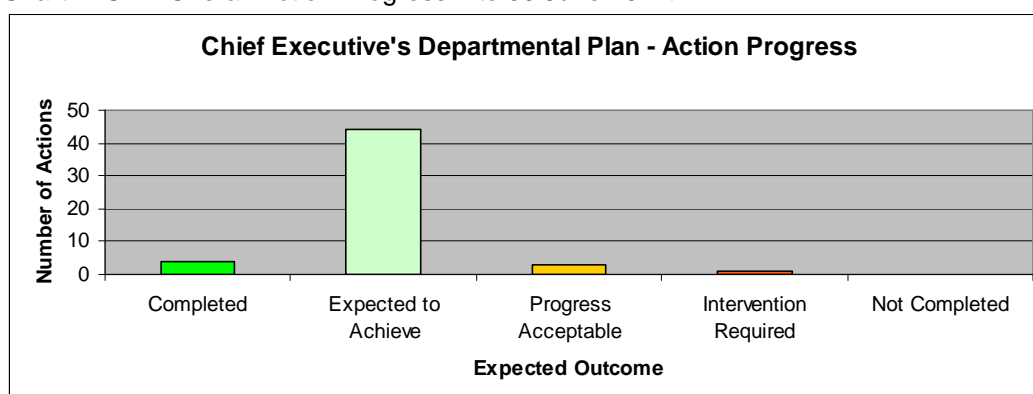
- Finance and Procurement
- Performance

Included in the departmental plan were 52 actions and 33 performance indicators spread across the 7 outcomes.

Actions

6.2 As can be seen in the chart below, overall progress across the department shows that 4 actions (8%) have already been completed and a further 44 (85%) have been assessed as being on target to be achieved by their scheduled completion date. A further 3 actions (6%) have made acceptable progress, with the remaining action (2%) flagged up as requiring intervention and further information is provided in the Performance Portfolio section below.

Chart 7: CED Overall Action Progress – to 30 June 2011.



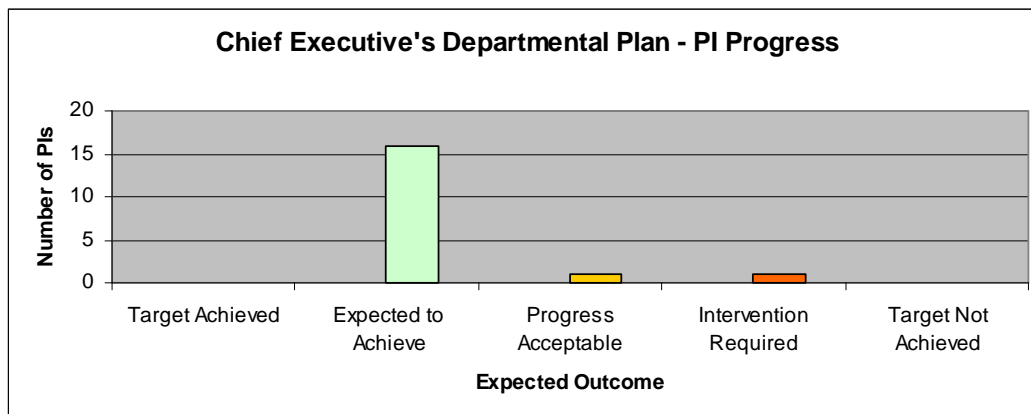
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Outcome: Deliver effective Member and Workforce arrangements, maximising the efficiency of the Council's Democratic function			
Ref	Action	Due Date	Note
CED11/12-OD036	Agree revised Member arrangements following discussions with Members	31 May 2011	The report has been delayed due to other priorities. A revised timetable has been agreed with the portfolio holder and the report is now expected to be considered by Cabinet before the end of September.

Performance Indicators

6.3 Chart 8, below, summarises officers' assessments of the 18 Performance Indicators that have targets **and** are measurable throughout the year. It can be seen that, as at 30 June 2011, the position was a positive one, with 17 of the 18 indicators either having been assessed as being expected to achieve year end target or having had made acceptable progress. This equates to just fewer than 95% of all indicators that can be measured in the Departmental Plan. The remaining indicator has been flagged up as requiring intervention, and further information is provided in the Performance portfolio section below.

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One indicator has been assessed as requiring intervention and this is detailed below: -

Ref	Indicator	Q1 Outturn	Year End Target	Note
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A further 15 indicators have targets which can only be assessed at the year end or are for monitoring purposes only.

Summary of Performance by Portfolio

6.4 The tables below summarise progress against actions and performance indicators by portfolio.

Table 5: CED Overall Action Progress – to 30 June 2011. No. of actions

Portfolio	Completed	Expected to Achieve	Progress Acceptable	Intervention Required	Not Completed
Finance & Procurement	2	7	1	-	-
Performance	2	38	3	1	-

Table 6: Performance Indicator progress to 30 June 2011. No. of indicators

Portfolio	Target Achieved	Expected to Achieve	Progress Acceptable	Intervention Required	Target Not Achieved
Finance & Procurement	No performance indicators to be monitored on a quarterly basis				
Performance	-	16	1	1	-

6.5 For the period up to 30 June 2011 the Chief Executive's Department have identified a number of achievements and issues: -

- The Medium Term Financial Strategy is being updated and on target to be reported to Cabinet in September.
- Reclassification and valuation of highways assets have been completed for inclusion in 2010/11 accounts.
- Updated full constitution documents were circulated to all Elected Members in June.
- A number of financial awareness events have been held, including a 50+ Money Skills/Benefits and Discounts event in May and a Well Being and Financial Inclusion Event in June.
- Housing/Council Tax Benefit claims have been delayed due to the impact of the implementation of Free School Meals Administration and the DWP Atlas Project.
- A new Ceremonies Room has been completed for the Registration Service.

7 RECOMMENDATION

7.1 Cabinet is asked to note the current position with regard to performance.

CABINET REPORT

30 August 2011



Report of: Corporate Management Team

Subject: QUARTER 1 – COUNCIL OVERVIEW OF
PERFORMANCE AND RISK 2011/12

SUMMARY

1. PURPOSE OF REPORT

- 1.1 To inform Cabinet of the progress made against the Council's suite of 2011/12 Departmental Plans, for the period ending 30 June 2011.

2. SUMMARY OF CONTENTS

- 2.1 The report describes progress made against the actions and performance indicators included in the three departmental plans for 2011/12.

3. RELEVANCE TO CABINET

Cabinet and the individual Portfolio Holders have overall responsibility for the monitoring of the suite of Departmental Plans.

4. TYPE OF DECISION

Non key.

5. DECISION MAKING ROUTE

Cabinet 30 August 2011.

6. DECISION(S) REQUIRED

Cabinet is asked to note the current position with regard to performance.

Report of: Corporate Management Team

Subject: QUARTER 1 – COUNCIL OVERVIEW OF PERFORMANCE AND RISK 2011/12

1 PURPOSE OF REPORT

- 1.1 To inform Cabinet of the progress made against the Council's suite of Departmental Planning Documents for 2011/12 for the period ending 30 June 2011.

2 BACKGROUND

- 2.1 The Corporate Plan was agreed by Council on 14 April 2011 and the three Departmental Plans were agreed by Cabinet on 8 April 2011.
- 2.2 All of the plans contain an action plan setting out how the Council proposed to deliver the Council's priority outcomes. Key Performance Indicators are also included which can then be used to monitor progress throughout the year. Departmental Plans also contained a section listing the Risks that could prevent the Department from delivering the priority outcomes.
- 2.3 The Council's Performance Management System (Covalent) is used to collect and analyse progress against the actions, performance indicators and risks detailed in the Corporate Plan and the three Departmental Plans. The information in the system was used to prepare this report. In addition comments from departments on specific achievements and issues are included.
- 2.4 The structure of the report is:

Paragraphs	Content
3.1- 3.8	Council overview of performance and risk
Child and Adult Service Department Plan	
4.1 – 4.3	Overall department summary
4.4	Summary by portfolio holder
4.5	Achievements and Issues
Regeneration and Neighbourhoods Department Plan	
5.1 – 5.3	Overall department summary
5.4	Summary by portfolio holder
5.5	Achievements and Issues
Chief Executive's Department	
6.1 – 6.3	Overall department summary
6.4	Summary by portfolio holder
6.5	Achievements and Issues

3 PERFORMANCE AND RISK MANAGEMENT

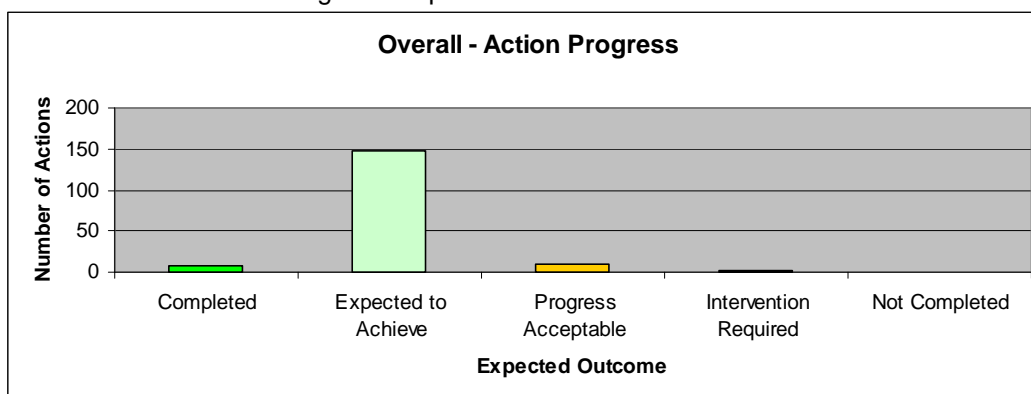
Council Overview of Performance and Risk

- 3.1 In 2011/12 all of the actions and key performance indicators included in the Corporate Plan were drawn from the three Departmental Plans. In addition, the three departmental plans also included a number of risks that could prevent the identified key priorities being delivered.
- 3.2 In total the three departmental plans, include 167 actions, 164 performance indicators and 49 risks identified, to deliver and measure improvements across 31 key priority areas (outcomes) identified in the Community Strategy and Council Corporate Plan.
- 3.3 Of the 164 indicators only 53 are targeted and can be monitored on a quarterly basis so only these indicators are assessed in this report. The remaining indicators have targets which can only be assessed at the year end or are for monitoring purposes only.
- 3.4 Officers have assessed progress against these indicators and the actions included in the plans, making judgements based on progress to the 30 June 2011. Progress is categorised as: -

PI Target achieved or Action Completed
PI/Action On track to achieve target/to be completed
PI/Action Progress acceptable
PI/Action Intervention Required
PI Target not achieved or Action not Completed

- 3.5 The charts below summarise officers' judgements for the period up to 30 June 2011.
- Across all 3 Departmental Plans progress is good,
 - Over 99% of actions have already been completed or are expected to be achieved; and
 - 96% of PIs either have already reached their targets or are expected to do so.
- 3.6 Of the 165 actions 99% have been assessed as having made acceptable progress, with the remaining 2 actions (1%) having been assessed as requiring intervention or marked as not completed. There is more detail later in the report, in the relevant departmental plan sections.

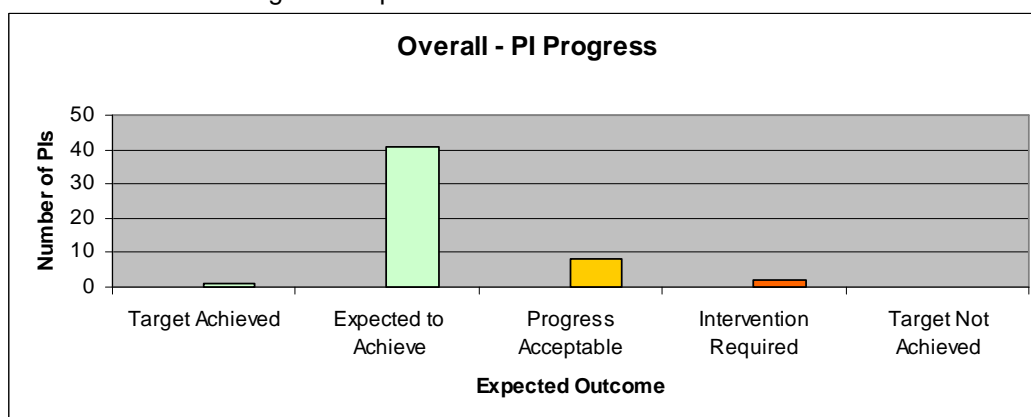
Chart 1: Overall Action Progress for period to 30 June 2011



Note: charts in reports for later quarters during the year will include position of previous quarters to allow comparisons.

- 3.7 Chart 2, detailing the progress made for PIs shows that 50 indicators (96%) have been assessed as having already achieved target, being on track to do so or having made acceptable progress. The remaining 2 indicators have been flagged as requiring intervention. As with the actions, these 2 indicators are shown later in the report. There is one indicator where no information is currently available so no judgement has been made at this time.

Chart 2: Overall PI Progress for period to 30 June 2011



- 3.8 There were 49 risks identified within the Department Plans. These are now being managed in accordance with the Council's Risk Management Framework agreed by Performance Portfolio Holder on 23 March 2011. This splits risks into Actively Managed Risks: those where additional control measures are being pursued and Accepted Risks: those risks that have been identified by departments as under control. Accepted risks continue to be monitored by individual departments to ensure the risk is controlled. The quarter 2 report will update Cabinet with regards to progress on Actively Managed Risks.

DEPARTMENTAL PERFORMANCE MONITORING

4 Child and Adult Service Department Plan 2011/12

4.1 The Child and Adult Departmental Plan contributes to 11 outcomes, spread across 6 themes:

- Jobs and the Economy
- Lifelong Learning and Skills
- Health and Wellbeing
- Community Safety
- Culture and Leisure and Community Learning
- Strengthening Communities

The work of the department cuts across the remit of 3 Portfolio Holders:

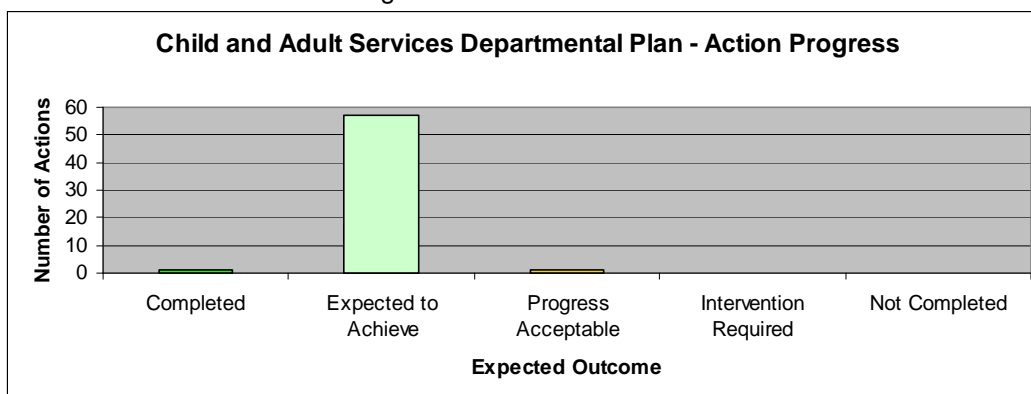
- Adult and Public Health
- Children's Services
- Culture, Leisure and Tourism

Included in the departmental plans were 59 actions and 87 performance indicators spread across the 6 outcomes.

Actions

4.2 As can be seen in the chart below, overall progress is good; 1 action (2%) has already been completed and a further 57 (97%) have been assessed as being on target to be achieved by their scheduled completion date. The remaining action (2%) has been assessed as having made acceptable progress.

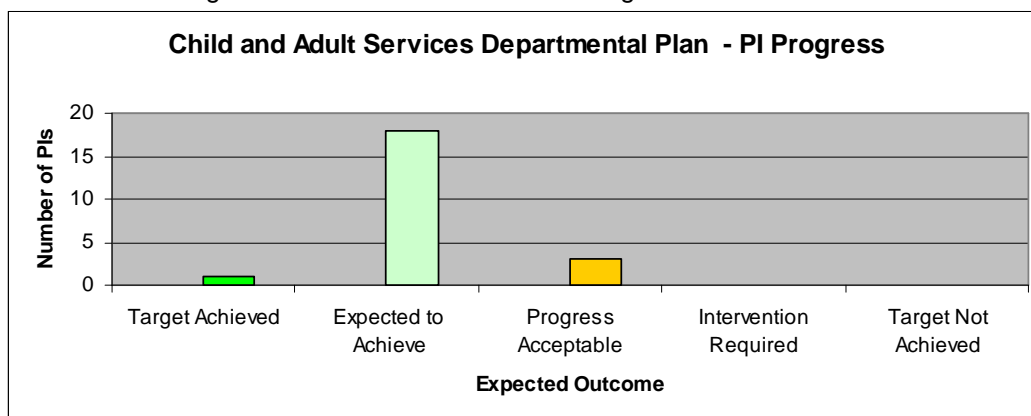
Chart 3: CAD Overall Action Progress – to 30 June 2011.



Performance Indicators

- 4.3 Chart 4, below, summarises officers' assessments of the 22 Performance Indicators that have targets **and** are measurable throughout the year. As at 30 June 2011, the position was a positive one, with 19 of the 22 indicators either having already achieved year end target, having been assessed as being expected to achieve year end target or having had made acceptable progress. This equates to just under 86% of all indicators included in the Departmental Plan. The remaining 3 indicators (14%) have been flagged up as having made acceptable progress.

Chart 4: CAD Targeted Performance Indicators - Progress to 30 June 2011.



A further 65 indicators have targets which can only be assessed at the year end or are for monitoring purposes only.

Summary of Performance by Portfolio

- 4.4 The table below provides a summary of progress against actions and performance indicators by portfolio.

Table 1: CAD Overall Action Progress – to 30 June 2011. No. of actions

Portfolio	Completed	Expected to Achieve	Progress Acceptable	Intervention Required	Not Completed
Adult & Public Health	-	31	1	-	-
Children's Services	1	15	-	-	-
Culture, Leisure & Tourism	-	11	-	-	-

Table 2: Performance Indicator progress to 30 June 2011. No. of indicators

Portfolio	Completed	Expected to Achieve	Progress Acceptable	Intervention Required	Not Completed
Adult & Public Health	3	14	1	-	-
Children's Services	-	1	2	-	-
Culture, Leisure & Tourism	1	3	-	-	-

4.5 For the period up to 30 June 2011 the Child and Adult Services Department have identified a number of achievements and issues including: -

- The Council, with partners, continue to work effectively to reduce second hand harm from smoking and illicit tobacco sales.
- The Centre for Independent Living (CIL) opened in April 2011, supporting people to retain their independence
- A Single Assessment process for substance misuse has been completed.
- A Choices Careers event has been organised for all Year 11 young people to provide them with the opportunity to speak with employers and education providers
- There has been a reduction in the percentage of 17 year olds in education and training, likely to be due to rise in number whose activity is not known, due to the reduction in service capacity to track and follow up the cohort.
- The Council has achieved funding through the British Heart Foundation for the next 3 years to look at coronary heart disease prevention with children and young people
- There has been a further reduction in the number of children looked after with three or more placements throughout the year
- "Talis Prism" – the new online catalogue with improved user interface and book cover graphics was launched in June 2011
- Renaissance funding of £390,000 successfully secured in April for 2011/12

5 Regeneration and Neighbourhoods Department Plan 2011/12

5.1 The Regeneration and Neighbourhoods Departmental Plan contributes to 20 outcomes, spread across 8 themes:

- Jobs and the Economy
- Lifelong Learning and Skills
- Health and Wellbeing
- Community Safety
- Environment
- Housing
- Strengthening Communities
- Organisational Development

The work of the department cuts across the remit of 5 Portfolio Holders:

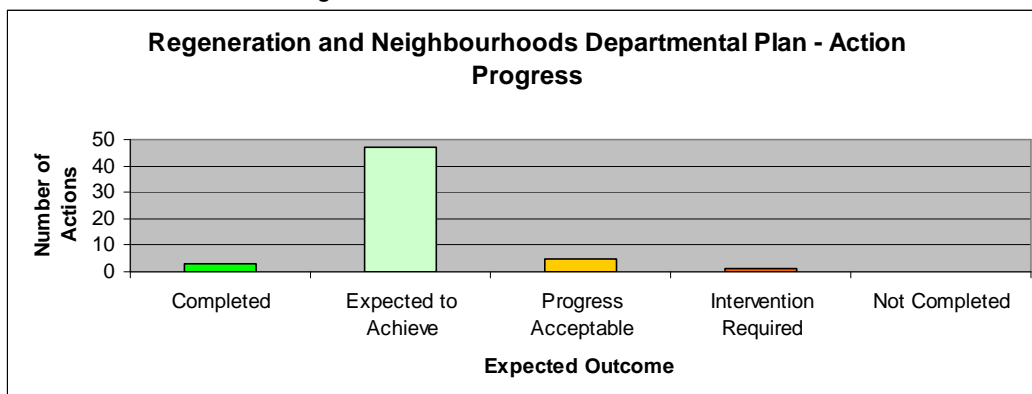
- Regeneration and Economic Development Portfolio
- Finance and Procurement Portfolio
- Community Safety and Housing Portfolio
- Culture, Leisure and Tourism Portfolio
- Adult and Public Health Portfolio

Included in the departmental plans were 56 actions and 44 performance indicators spread across the 20 outcomes.

Actions

5.2 As can be seen in the chart below, overall progress is good; 3 actions (5%) have already been completed and a further 47 (84%) have been assessed as being on target to be achieved by their scheduled completion date. A further 5 actions (9%) have made acceptable progress, with the remaining action (2%) having been flagged up as requiring intervention.

Chart 5: Overall Action Progress – to 30 June 2011.



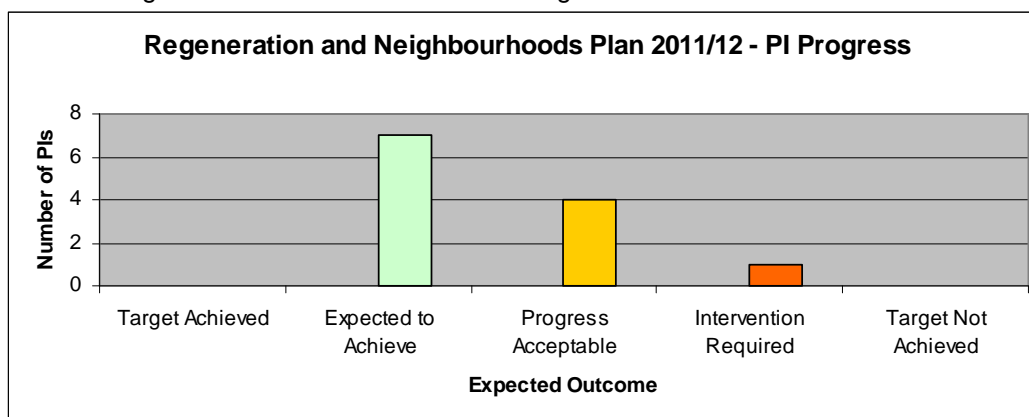
The one action was flagged as requiring intervention is described below in more detail: -

Outcome 11: Hartlepool has reduced crime and repeat victimisation			
Ref	Action	Due Date	Note
RND11/12-CS01	Assist partners to implement national guidance locally under tackling organised crime groups in Hartlepool	30-Jun-2011	Following implementation of pilot project last year, revised Home Office guidance is still awaited on the direction for dealing with serious organised crime in the future. Request for date to be extended to 31 st October 2011

Performance Indicators

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Chart 6: Targeted Performance Indicators - Progress to 30 June 2011.



The indicator that has been assessed as requiring intervention is detailed below: -

Ref	Indicator	Q1 Outturn	Year End Target	Note
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A further 33 indicators have targets which can only be assessed at the year end or are for monitoring purposes only.

Summary of Performance by Portfolio

5.4 The tables below summarise progress against actions and performance indicators by portfolio.

Table 3: RND Overall Action Progress – to 30 June 2011. No. of actions

Portfolio	Completed	Expected to Achieve	Progress Acceptable	Intervention Required	Not Completed
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Finance and Procurement	1	6	-	-	-
Community Safety & Housing	-	11	5	1	-
Culture, Leisure & Tourism	1	6	1	-	-
Adult & Public Health	-	1	-	-	-

Notes: Culture, Leisure and Tourism - one action has had no update to date.

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Portfolio	Completed	Expected to Achieve	Progress Acceptable	Intervention Required	Not Completed
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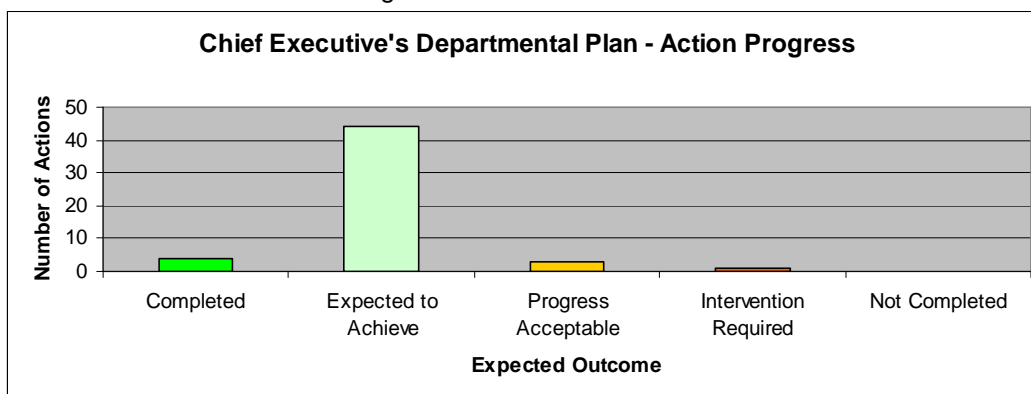
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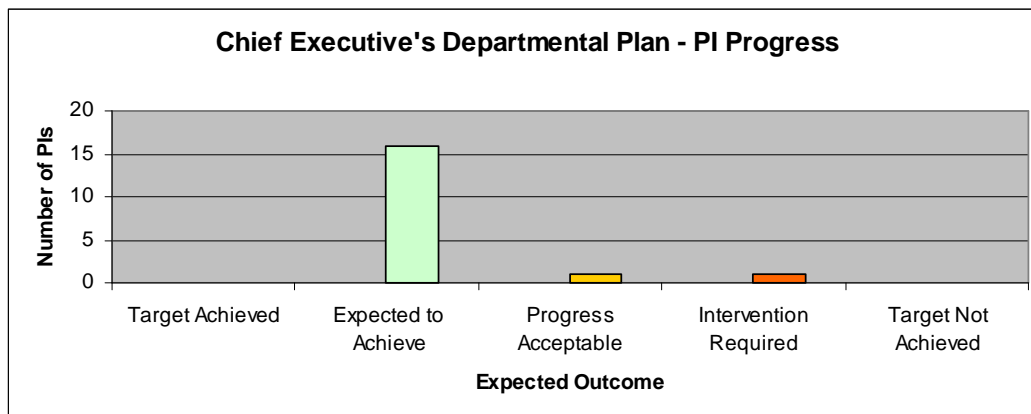
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- The Medium Term Financial Strategy is being updated and on target to be reported to Cabinet in September.
- Reclassification and valuation of highways assets have been completed for inclusion in 2010/11 accounts.
- Updated full constitution documents were circulated to all Elected Members in June.
- A number of financial awareness events have been held, including a 50+ Money Skills/Benefits and Discounts event in May and a Well Being and Financial Inclusion Event in June.
- Housing/Council Tax Benefit claims have been delayed due to the impact of the implementation of Free School Meals Administration and the DWP Atlas Project.
- A new Ceremonies Room has been completed for the Registration Service.

7 RECOMMENDATION

7.1 Cabinet is asked to note the current position with regard to performance.