

SCRUTINY CO-ORDINATING COMMITTEE AGENDA



11 November 2011

at 2.00 pm

in the Council Chamber

SCRUTINY CO-ORDINATING COMMITTEE:

Councillors C Akers-Belcher, S Akers-Belcher, Cook, Fenwick, Griffin, James, Loynes, A Marshall, Preece, Richardson, Rogan, Shaw, Shields, Thomas, Wells and Wilcox.

Resident Representatives: Maureen Braithwaite, Evelyn Leck and John Maxwell.

- 1. APOLOGIES FOR ABSENCE**
- 2. TO RECEIVE ANY DECLARATIONS OF INTEREST BY MEMBERS**
- 3. MINUTES**
 - 3.1 To confirm the minutes of the meeting held on 14 and 17 October 2011 (*to follow*)
- 4. RESPONSES FROM THE COUNCIL, THE EXECUTIVE OR COMMITTEES OF THE COUNCIL TO REPORTS OF THE SCRUTINY COORDINATING COMMITTEE**

None.
- 5. CONSIDERATION OF REQUEST FOR SCRUTINY REVIEWS FROM COUNCIL, EXECUTIVE MEMBERS AND NON EXECUTIVE MEMBERS**

None.

6. FORWARD PLAN

- 6.1 Forward Plan: November 2011 to February 2012 - *Scrutiny Manager*
- 6.2 Information Requested Following Consideration of Earlier Forward Plan – *Scrutiny Manager*

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

8. CONSIDERATION OF FINANCIAL MONITORING/CORPORATE REPORTS

- 8.1 Hartlepool Partnership and Council Proposed Outcome Framework 2012/13 – *Assistant Chief Executive*

9. ITEMS FOR DISCUSSION

REVIEW OF SERVICE PROVISION AND POTENTIAL DIVISIONAL RESTRUCTURE IN CORPORATE STRATEGY - BUDGET CONSULTATION

- 9.1 Review of Service Provision and Potential Divisional Restructure in Corporate Strategy - Budget Consultation:-

- a) Scoping Report - *Scrutiny Manager*
- b) Presentation - *Assistant Chief Executive*

BAILIFF CAR PARKING ENFORCEMENT (INCOME) - BUDGET CONSULTATION

- 9.2 Bailiff Car Parking Enforcement (Income) - Budget Consultation:-

- a) Scoping Report - *Scrutiny Manager*
- b) Presentation - *Assistant Chief Finance and Customer Services Officer*

EXTENDED CUSTOMER AND SUPPORT SERVICES - BUDGET CONSULTATION

- 9.3 Extended Customer and Support Services - Budget Consultation:-

- a) Scoping Report - *Scrutiny Manager*
- b) Presentation - *Chief Customer & Workforce Services Officer*

OTHER REPORTS

- 9.4 Call-In of Decision: ICT, Revenues and Benefits Services – Progress on Implementation of Scrutiny Recommendations – *Scrutiny Manager*
- 9.5 Scrutiny Co-ordinating Committee (Workforce Services Working Group) – Update – *Scrutiny Manager*
- 9.6 Review of the Community Pool Grant - Proposals - *Assistant Director of Child & Adult Services*
- 9.7 Scrutiny Officer/Member Network Meeting – Feedback – *Chair of the Scrutiny Co-ordinating Committee*

10. CALL-IN REQUESTS

11. ANY OTHER ITEMS WHICH THE CHAIRMAN CONSIDERS ARE URGENT

12. LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

EXEMPT ITEMS

Under Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in the paragraphs referred to below of Part 1 of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) Act 1985

13. EXEMPT ITEMS REQUIRING DECISION

- 13.1 Call-In of Decision: Temporary Cover Arrangements – Child and Adult Services Department – Update (*Para 1*) – *Chief Solicitor*

14. ANY OTHER EXEMPT ITEMS WHICH THE CHAIRMAN CONSIDERS ARE URGENT

Date of Next Meeting Friday 2 December 2011, commencing at 2.00 pm in the Council Chamber, Civic Centre, Hartlepool.

SCRUTINY CO-ORDINATING COMMITTEE

MINUTES

14 October 2011

The meeting commenced at 2.00 pm in the Civic Centre, Hartlepool

Present:

Councillor: Marjorie James (In the Chair)

Councillors: Rob Cook, Mick Fenwick, Sheila Griffin, Brenda Loynes, Ann Marshall, Arthur Preece, Carl Richardson, Trevor Rogan, Linda Shields, Stephen Thomas, Ray Wells and Angie Wilcox.

In accordance with Council Procedure Rule 4.2 (ii), Councillor Peter Ingham was in attendance as substitute for Councillor Jane Shaw.

Resident Representatives:

Maureen Braithwaite and John Maxwell

Officers:

Chris Little, Chief Finance Officer
Joan Stevens, Scrutiny Manager
Angela Armstrong, Principal Democratic Services Officer

108. Request for Funding to Support Tenant Focus Groups *(Scrutiny Manager)*

The report sought approval from the Scrutiny Co-ordinating Committee for a request for funding of approximately £110 from the Neighbourhood Services Scrutiny Forum from within the Overview and Scrutiny Function's dedicated scrutiny budget. The funding would provide a venue for two tenant focus groups as part of the investigation into private sector housing schemes to be held on 4 and 12 October 2011. In addition to this, the funding would cover refreshments provided at the focus groups along with printing and postage costs of questionnaires and associated publicity.

Recommended

That the request for funding totalling approximately £110 from the Dedicated Overview and Scrutiny Budget be approved.

109. Council Assisted Scheme for the Provision of Household White Goods and Furniture – Cabinet Decision *(Assistant Director, Regeneration and Planning)*

The Scrutiny Manager presented a report which referred to a Cabinet decision in relation to the provision of household white goods and furniture in Hartlepool. Cabinet considered the report on 10 October 2011 and decided to include the consideration this issue within the budget consultation proposals. The Chair commented that the inclusion of this issue within the budget consultation proposals was a direct result of the scrutiny inquiry and as such, the Committee requested that this issue was not dislodged and remained within the budget following the consultation process.

A Member questioned whether the provision of the scheme would be subject to the Council's procurement process. The Chief Finance Officer indicated he would check and let Members know. It was indicated that Members expected the procurement process to be weighted in favour of organisations that were Hartlepool based and Hartlepool driven to ensure local support for local jobs.

Recommended

- (i) The Chief Finance Officer to provide clarification on the procurement process for the provision of the Household White Goods and Furniture Scheme.
- (ii) It was noted that the Household White Goods and Furniture Scheme would be considered as part of the budget consultation proposals for 2012/13.

110. Apologies for Absence

Apologies for absence were received from Councillor Christopher Akers-Belcher, Stephen Akers-Belcher and Jane Shaw and resident representative Evelyn Leck.

111. Declarations of interest by Members

None.

112. Confirmation of the following minutes

- (i) Minutes of the meeting held on 19 August 2011 – confirmed.
- (ii) Minutes of the meeting held on 23 September 2011 – confirmed subject to the amendment of minute 104 as follows:

“In the absence of the Chair, the Vice Chair of the Regeneration and

Planning Services Scrutiny Forum submitted the report which provided an update on the work undertaken to date by the Regeneration and Planning Services Scrutiny Forum since the start of the 2010/11 municipal year.”

113. Matters arising from the Minutes

A resident representative raised concerns that both he and the other resident representative in attendance were excluded from the beginning of the meeting of the Scrutiny Co-ordinating Committee held on 23 September 2011 due to the consideration of a confidential item. The Chair confirmed that in line with the Access to Information Rules contained within the Constitution, resident representatives along with any members of the public also in attendance were always asked to leave a meeting where any confidential items were to be considered. It was unfortunate that the confidential item had to be considered at the beginning of the meeting due to the urgent nature and importance of that item.

114. Responses from the Council, the Executive or Committees of the Council to Reports of the Scrutiny Co-ordinating Committee

None.

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

None.

116. Forward Plan

None.

117. Consideration of progress reports/budget and policy framework documents – Medium Term Financial Strategy (MTFS) 2012/13 to 2014/15 – Initial Consultation Proposals *(Chief Finance Officer)*

The Chief Finance Officer presented the report which detailed the key issues affecting the Council's financial position over the period 2012/13 and 2014/15 and the implications this had for setting the 2012/13 budget. The report was considered by Cabinet on 10 October 2011 and the key issues were summarised in section 3 of the report. Members were asked to note that the next two years would be particularly difficult and it was assumed for 2013/14 and 2014/15 the Council's grant would reduce in line with national

reductions, although there was a fear that the reductions may be greater.

It was also assumed that should Members determine to implement a council tax freeze for 2012/13, the Council would access the Government grant. However, despite providing the local authority and residents respite from increased council tax for 2012/13, accessing this grant may cause further financial difficulties in the 2013/14 with an additional shortfall of around £1m for accessing the grant for a year. In summary the Chief Finance Officer confirmed that if the grant was accessed in 2012/13, this would replace the income from not increasing the Council Tax, but would result in a further £1m reduction in the provision of services in 2013/14. In addition to the above, the Government were likely to implement a Council Tax referendum arrangements from 2013/14 which would put a cap on the amount of increase in council tax for future years. The Chief Finance Officer confirmed that further detail would be provided in future reports. The potential implications of accessing the Government grant to enable a freeze on council tax were discussed and the importance of ensuring residents were fully aware of the implications was emphasised. It was suggested this could be facilitated through a 4-page pull out section of Hartbeat and should include anonymised case studies to highlight the impact on residents.

The Chief Financial Officer also outline the significant one-off strategic costs facing the Council over the next 3 years. A funding strategy has been developed to avoid these costs impacting on the core budget, but there is still a funding shortfall of £4.5m. It is planned to manage this through capital receipts, which will be challenging in the current climate and therefore need careful management.

A discussion ensued during which the Chief Finance Officer provided clarification on a number of areas. However it was agreed that further information would be provided for Members on the following issues.

- (i) Members referred to the revenue implications of the proposed Church Square Improvement Plan and it was noted that this had been submitted to the relevant Portfolio Holder for decision. Members indicated their disappointment if, in view of the current financial difficulties, the funding of the Church Square Improvement Plan was approved by the Portfolio Holder. Members were reminded that the decision record of the Portfolio Holder would be published in due course.
- (ii) Clarification was sought on what land remediation involved? The Chief Finance Officer confirmed that this was the cleaning up of contaminated land that, although did not have an immediate health risk, did need to be dealt with. A Member questioned whether the owners of the land or the people who caused the contamination contributed to these costs. The Chief Finance Officer indicated he would obtain further details from the Director of Regeneration and Neighbourhoods and the Legal Division and report back to a future meeting.

- (iii) A Member sought clarification on the timescales for the demolition of the terraced properties within the Perth/Hurworth Street area. The Chief Finance Officer indicated that the scheme could not commence until the budget proposals were approved and that there were still some properties to be purchased. However, further clarification on this issue would be reported back to Members.
- (iv) A Member questioned the reference to land at former Throston Grange (Clavering Road) in Appendix E, Forecast Capital Receipts 2011/12. The Chief Finance Officer indicated he would provide confirmation of where this was at a future meeting.
- (v) Also included in Appendix E was reference to the municipal buildings and clarification was sought on whether the whole of this building was now in the ownership of the College of Art. The Chief Finance Officer would obtain further details on this.
- (vi) Members had a number of queries in relation to the future disposal and value of the old Jesmond Road Primary School site and it was indicated that the Director of Regeneration and Planning Services be invited to a future meeting to answer Members' questions in relation to this. However, it was noted that due the financially sensitive information, it may need to be considered in confidential session.
- (vii) Members were asked to note that the Summary of Reserves Available for Review would be considered by the relevant scrutiny forum with Scrutiny Co-ordinating Committee examining the Corporate and Chief Executive's reserves.
- (viii) Clarification was sought on what the zipporah corporate booking system was and where the approval was sought to purchase and develop this system.
- (ix) A Member questioned the reference to the Mayor's Charity Fund and the Chairman's Charity Fund and whether this was a duplication of reserves. The Chief Finance Officer indicated it was probably two separate reserves but would clarify that.
- (x) There was some concern raised by Members at the cost associated with the some times short term relocation of staff to various council offices including the transfer of the Registrars' Team to the Civic and relocation of Unison into the Registrar's Office. It was noted that the relevant departmental officers were already invited to a future meeting of the Committee where clarification would be sought on this issue.
- (xi) A Member queried the indicated cost of replacing concessionary passes for buses. The Chief Finance Officer commented that although individuals were charged for replacement passes, this did not cover the full issue cost. Members responded that this needed further examination if the charge to the individuals did not cover the total cost.
- (xii) In relation to concessionary fares, it was suggested that as part of the budget consultation proposals, the Neighbourhood Services Scrutiny Forum consider the provision of low cost travel to young people through a concessionary fare scheme (those on school meals receiving full support, with support to others on a sliding scale dependant on the level of household income) as part of the Council's commitment to eradicating child poverty. It was suggested that negotiations need to be undertaken with Stagecoach (re. the potential

for such a scheme) and the department (re. potential use of funding given to schools for students receiving FSM).

- (xiii) The Chief Finance Officer sought clarification on whether Members supported questions outlined within section 10 of the report. The Chair indicated that scrutiny members will play a full role in the budget consultation process but felt unable to answer specific questions at this point so as not to pre judge the outcome of those consultations.

Recommended

- (i) The report was noted.
- (ii) The consultation issues detailed in section 10 of the report were noted.
- (iii) The relevant budget areas and specific issues detailed above were referred to the appropriate Scrutiny Forums for consideration.
- (iv) The Chief Finance Officer to provide further information and/or clarification in relation to the issues referred to above.

118. Consideration of progress reports/budget and policy framework documents – Proposals for Business Rates Retention *(Chief Finance Officer)*

The Chief Finance Officer presented a report which provided details of the Government's proposal for Business Rates Retention from 2013/14. Attached at Appendix 1 was the report submitted to Cabinet on 10 October 2011 which set out the key issues for consideration. The Chief Finance Officer emphasised how radical the changes would be. The Government currently used a complex formula to redistribute business rates collected with Hartlepool receiving £13m more income than was actually collected from local businesses. The proposals for local business rates retention were detailed within section 4 of the report.

A discussion ensued which included the following issues:

- (i) Clarification was sought on the comparative figures with Wokingham used in the letter to the Secretary of State. The Chief Finance Officer confirmed that Wokingham was used as a comparator as it was a unitary council of a similar size and added that actual figures will be included within the response as opposed to only percentages.
- (ii) Members were concerned that with the new system should any local businesses close, as well as the unfortunate increase in unemployment within the town, it would also have a significant impact on the income received through business rates collection. The Chief Finance Officer confirmed that details of the proposed new scheme were not yet available but it was hoped that the scheme would be robust enough to deal with in year changes. These concerns would be noted within the response to the consultation.
- (iii) A Member questioned who was responsible for paying business rates for Middleton Grange Shopping Centre. The Chief Finance Officer

confirmed that individual shop owners were responsible for their own business rates. Clarification was sought on whether collecting a proportion of business rates on empty properties within the Centre had been considered. It was noted that the level of income estimated to be generated from rental income from shops within the centre would need to be reduced to a more manageable level with further details to be provided on the feasibility of collecting a proportion of business rates for empty properties.

Recommended

- (i) The report and response to the consultation were noted.
- (ii) Members concerns in relation to the effect the proposals for business rates collection would have on the authority should local business close and unemployment increase be included within the response to the consultation.
- (iii) That the Chief Finance Officer provide further information on the suggestion that a proportion of business rates be collected for all empty properties within Middleton Grange Shopping Centre.

119. Consideration of progress reports/budget and policy framework documents – Localising Support for Council Tax in England – Government Consultation Proposals *(Chief Finance Officer)*

The Chief Finance Officer presented a report which provided details of the Government's proposal for localising support for Council Tax Benefits from 2013/14. The report which was considered by Cabinet on 10 October 2011 was attached as Appendix 1 and included the key issues for consideration. Members were asked to note that the response to the consultation had already been forwarded in line with the required deadline.

The Chair informed Members that the Department for Communities and Local Government had released a document in relation to the localised support for council tax which the Council should challenge and the consultation response was the beginning of this challenge. Members were keen to see low income pensioners and younger families in receipt of benefits protected. In order to progress this issue, it was suggested that local authority benefit advice workers be invited to a Working Group of the Scrutiny Co-ordinating Committee to look at how the implementation of the proposal to localise support impacted upon Hartlepool's vulnerable residents and how / who in terms of these residents can be protected. It was, however, emphasised that communication with residents as part of any process would be vital in highlighting that the Council would not be able to protect all individuals from the impact of this Government proposal. The Chief Finance Officer confirmed that there were still details to be released on how the proposal would be implemented and would be reported to Members as and when they were received.

It was suggested that the Working Group be formed when necessary and in line with the Council's proportionality arrangements include 1 liberal democrat, 1 conservative and 4 labour members with local authority benefits advice workers and Revenues and Benefits managers invited to attend and provide evidence. Members felt it would be useful to have a selection of anonymous family scenarios to examine from a benefits advice perspective.

Recommended

- (i) That the Committee noted the report.
- (ii) That the Committee supported the submission of a letter from the Mayor challenging the proposals and endorsed its contents.
- (iii) That, as and when required, a Working Group of Scrutiny Co-ordinating Committee be established to examine the different impacts of localised support for council tax benefit.
- (iv) That the Working Group comprise six members: 1 liberal democrat, 1 conservative and 4 labour members.
- (v) That Benefits Advice Workers and Revenues and Benefits Managers be invited to contribute.
- (vi) That a selection of anonymous family scenarios be provided for the Working Group to examine the different impacts of localised support for council tax.

120. Consideration of financial monitoring/corporate reports

None.

121. Review of Service Provision and Potential Divisional Restructure in Corporate Strategy – Budget Consultation *(Scrutiny Manager/Assistant Chief Executive)*

This item was deferred for consideration at a future meeting.

122. Extended Customer and Support Services – Budget Consultation *(Scrutiny Manager/Customer and Support Services Manager)*

This item was deferred for consideration at a future meeting.

123. Call-In Requests

None.

124. Any Other Items which the Chairman Considers are Urgent

None.

The meeting concluded at 3.47 pm

CHAIR

SCRUTINY CO-ORDINATING COMMITTEE

MINUTES

17 October 2011

The meeting commenced at 9.30 am in the Civic Centre, Hartlepool

Present:

Councillor: Marjorie James (In the Chair)

Councillors: Christopher Akers-Belcher, Rob Cook, Mick Fenwick, Sheila Griffin, Ann Marshall, Carl Richardson, Stephen Thomas and Ray Wells.

Resident Representatives:

Maureen Braithwaite and John Maxwell

Also Present:

Dennis Wilson, Petition Organiser (Holdforth Road)

Katie Waugh, Petition Organiser (Acclom Street/Ritchie Humphrey's Drive)

Officers:

Peter Devlin, Chief Solicitor

Peter Frost, Traffic Team Leader

Joan Stevens, Scrutiny Manager

Angela Armstrong, Principal Democratic Services Officer

125. Apologies for Absence

Apologies for absence were received from Councillors Stephen Akers-Belcher and Brenda Loynes.

126. Declarations of interest by Members

Councillors Mick Fenwick declared a prejudicial interest in minute 135 and indicated he would leave the meeting during its consideration. Councillors Sheila Griffin and Stephen Thomas declared a personal interest in minute 135. Resident representative John Maxwell indicated he had signed the petition referred to in minute 135 and would not take part in that item.

127. Minutes

None.

128. Responses from the Council, the Executive or Committees of the Council to Reports of the Scrutiny Co-ordinating Committee

None.

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

None.

130. Forward Plan

None.

131. Consideration of progress reports/budget and policy framework documents

None.

132. Consideration of financial monitoring/corporate reports

None.

133. Acclom Street Petition Review *(Scrutiny Manager)*

The Scrutiny Manager presented a report which outlined the process that enabled Members of the Scrutiny Co-ordinating Committee to undertake a Petition Review in accordance with the Council's Petition Scheme. Members were informed that a 40 signature petition was received in July 2011 requesting the closure of Acclom Street/Ritchie Humphrey's Drive. The petition was dealt with by the Regeneration and Neighbourhoods Department in the timescales prescribed within the Petition Scheme. However, a request for a review was subsequently received from the petition organiser on 16 September 2011 and the review process was outlined within the report.

Clarification was sought from the petition organiser on the grounds for the review. The petition organiser indicated that although the petition had been dealt with in line with the required timescales and process, she was not happy with the response received. It was acknowledged that there was an ongoing dialogue with the petition organiser's ward councillors to progress this issue to a satisfactory conclusion.

During the discussions it was noted that the reason for the petition could have been clearer to ensure that all signatories were fully aware of what they were signing.

The petition organiser was informed that the role of the Scrutiny Co-ordinating Committee was to review the process and procedure followed from the receipt of the petition and ensure that they were followed adequately and appropriately and not to review the outcome of the petition. However, Members were concerned that petition organisers may not be fully aware of the purpose of the review process and suggested that further guidance should be made available to ensure the process for the submission and processing of petitions clear. It was noted that the local authority had the facility to convert documents into an easy read format and it was suggested that this should be looked at in relation to the petition scheme process and guidance.

Recommended

- (i) It was considered that the petition was dealt with adequately by the Regeneration and Neighbourhoods Department and that no further action was required.
- (ii) That clarification be sought from the Chief Solicitor on the Petition Scheme guidance and how this can be further developed.

134. Any Other Items which the Chairman Considers are Urgent – Petition Scheme Process

Members had requested clarification on the Petition Scheme guidance and as such the Chief Solicitor had joined the meeting. The Chief Solicitor confirmed that guidance provided by the Department for Local Government and Communities (DCLG) indicated that petitions should be taken at face value and should only be refused where it was considered to be vexatious or abusive. It was acknowledged however, that further guidance and effective communication with the petition organiser may alleviate some of the concerns of Members.

It was suggested that in order to promote local democracy and encourage best practice, a check list and template should be developed to clarify the requirements of submitting a petition. In addition to this, the identification of a dedicated contact person should be considered for the co-ordination of any petitions received.

Members had concerns with ensuring all signatories on any petitions received, lived, worked or studied in Hartlepool, as this was a requirement of the Council's Petition Scheme. The Chief Solicitor indicated this was a dilemma and far from ideal as signatories who worked or studied in Hartlepool would not necessarily be on the electoral role. However, the process was in line with the DCLG guidance, with all petitions received

being accepted at face value.

Clarification was sought on whether Members and resident representatives who had signed a petition were able to participate in meetings considering that petition. The Chief Solicitor advised that if an elected Member had signed a petition, this may result in a prejudicial interest and as such that Member would be able to engage in the meeting until the point of decision making but would then need to make the decision whether to leave the meeting and not participate in any voting on that issue. The Chief Solicitor added that it was a decision for that Member to consider whether they had an open mind on the matter to be considered. If that Member did not feel they had an open mind on that particular issue, they should not have any involvement in the decision making process for that issue.

Recommended

- (i) That guidance be produced and made available for download from the Council's website in an easy read format to enable petition organisers to be fully aware of the process and possible outcomes of the Petition Scheme.
- (ii) That consideration be given to a dedicated officer being identified to co-ordinate all petitions received.
- (iii) That consideration be given to the development of a petition template to be available for download from the Council's website.

135. Holdforth Road Petition Review *(Scrutiny Manager)*

The Scrutiny Manager presented a report which outlined the process that enabled Members of Scrutiny Co-ordinating Committee to undertake a Petition Review in accordance with the Council's Petition Scheme. Members were informed that a 233 signature petition was received in August 2011 requesting the installation of a 'safe crossing point' in Holdforth Road. The petition was dealt with by the Regeneration and Neighbourhoods Department in the timescales prescribed within the Petition Scheme. However, a request for a review was subsequently received from the petition organiser on 19 September 2011 and the review process was detailed within the report.

Clarification was sought from the petition organiser on the grounds for the review. The petition organiser indicated that although the petition had been dealt with in line with the required timescales and process, he was not happy with the response received. The petition organiser was informed that the role of the Scrutiny Co-ordinating Committee was to review the process and procedure followed from the receipt of the petition and ensure that they were followed adequately and appropriately and not to review the outcome of the petition.

The Traffic and Team Leader confirmed that dialogue with the petition organiser had been ongoing for some time and although it was not possible

to install a pedestrian island on this road, additional signs and road markings had been installed to ease the issue. The petition organiser was advised that should he have any further concerns relating to highways, they can be forwarded to the appropriate Department.

Recommended

It was considered that the petition was dealt with adequately by the Regeneration and Neighbourhoods Department and that no further action was required.

136. Call-In Requests

None.

The meeting concluded at 11.10 am

CHAIR

SCRUTINY CO-ORDINATING COMMITTEE

11 November 2011



Report of: Scrutiny Manager

Subject: THE FORWARD PLAN – NOVEMBER 2011 TO
FEBRUARY 2012

1. PURPOSE OF REPORT

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

2. BACKGROUND INFORMATION

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

3. RECOMMENDATION

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

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

BACKGROUND PAPERS

No background papers were used in the preparation of this report



FORWARD PLAN

NOVEMBER 2011 – FEBRUARY 2012

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1. **INTRODUCTION**

1.1 The law requires the executive of the local authority to publish in advance, a programme of its work in the coming four months including information about key decisions that it expects to make. It is updated monthly.

1.2 The executive means the Mayor and those Councillors the Mayor has appointed to the Cabinet.

1.3 Key decisions are those which significantly modify the agreed annual budget of the Council or its main framework of policies, those which initiate new spending proposals in excess of £100,000 and those which can be judged to have a significant impact on communities within the town. A full definition is contained in Article 13 of the Council's Constitution.

1.4 Key decisions may be made by the Mayor, the Cabinet as a whole, individual Cabinet members or nominated officers. The approach to decision making is set out in the scheme of delegation which is agreed by the Mayor and set out in full in Part 3 of the Council's Constitution.

2. **FORMAT OF THE FORWARD PLAN**

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

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

2.2 Each section includes information on the development of the main policy framework and the budget of the Council where any of this work is expected to be undertaken during the period in question.

2.3 It sets out in as much detail as is known at the time of its preparation, the programme of key decisions. This includes information about the nature of the decision, who will make the decisions, who will be consulted and by what means and the way in which any interested party can make representations to the decision-maker.

3. **DECISIONS MADE IN PRIVATE**

3.1 Most key decisions will be made in public at a specified date and time.

3.2 A small number of key decisions, for reasons of commercial or personal confidentiality, will be made in private and the public will be excluded from any sessions while such decisions are made. Notice will still be given about the

intention to make such decisions, but wherever possible the Forward Plan will show that the decision will be made in private session.

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

4. **URGENT DECISIONS**

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

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

5. **PUBLICATION AND IMPLEMENTATION OF EXECUTIVE DECISIONS**

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

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

6. **DETAILS OF DECISION MAKERS**

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

7. **TIMETABLE OF KEY DECISIONS**

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

PART ONE – CHIEF EXECUTIVE’S DEPARTMENT

A. BUDGET AND POLICY FRAMEWORK

CORPORATE PLAN 2012/13

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

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

Cabinet and Scrutiny Coordinating Committee will be given the opportunity to comment on initial proposals in November/December 2011.

As in previous years the Service Scrutiny Forums will consider more detailed proposals in January/February 2012 and Scrutiny Coordinating Committee will be given a further opportunity to discuss the draft Corporate Plan in February 2012.

Cabinet will then consider the draft Corporate Plan and recommendations from Scrutiny Coordinating Committee in March 2012, and the final Corporate Plan will be presented to the full Council meeting in April 2012 for final approval.

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

B. SCHEDULE OF KEY DECISIONS

DECISION REFERENCE: CE 44/11 – Workforce Arrangements

Nature of the decision

The cost of employing each employee comprises basic pay plus a range of other payments such as overtime and unsocial hours payments. As part of the budget strategy, Cabinet will be asked to consider a range of options which may be considered to reduce the costs of employment which does not necessarily reduce the number of employees.

Who will make the decision?

The decision will be made by Cabinet

Ward(s) affected

Ward(s) are not directly affected

Timing of the decision

The decision will be made in November 2011.

Who will be consulted and how?

Non Executive members, Headteachers, Hartlepool Joint Trade Union Committee and employees will be consulted via standard consultation arrangements.

Information to be considered by the decision makers

The information to be considered by the decision makers is likely to include the nature of the proposed changes to staff terms and conditions, the potential cost savings, equality impact assessments and risks associated with a variety of options for reducing employment costs which do not reduce the number of employees.

How to make representation

Representations should be made to Joanne Machers, Chief Customer & Workforce Services Officer, Civic Centre, Victoria Road, Hartlepool, TS24 8AY. Telephone 01429 523002, e-mail: joanne.machers@hartlepool.gov.uk

Further information

Further information can be sought by contacting Joanne Machers as detailed above.

DECISION REFERENCE CE45/11 STRATEGY FOR BRIDGING THE BUDGET DEFICIT 2012/13 – ICT, REVENUES AND BENEFITS SERVICES

Nature of the decision

Recommendations will be made to Cabinet following the conclusion of the procurement process

Background

Cabinet agreed on the 23rd May 2011 and 20th June 2011 that a procurement exercise is commenced using the OGC Buying Solutions Framework for ICT and Revenues and Benefits services.

Cabinet had previously received three reports (on 24th January 2011, 7th February 2011 and 8th April 2011) which identified and provided options in respect of the potential benefits from and the procurement route for a revised delivery mechanism for ICT and Revenues and Benefits services and the services contribution to addressing the budget deficit in the available timescales.

The range of options and considerations of potential alternatives have been considered and concluded that:-

- Preliminary research indicated that significant savings for the Council can be achieved.
- There are potential benefits to Hartlepool in economic regeneration.
- There is significant private sector experience in the delivery of these services on behalf of the public sector.
- Proposed amendments to the national benefits system may result in significant changes to the scale and scope of the Revenues and Benefits services the Council currently provide.
- Statutory protections for current staff would be maximised.

Following undertaking the competitive process through the OGC Buying Solutions Framework, Cabinet will be asked to consider the outcomes of the exercise.

Who will make the decision?

The decision will be made by Cabinet.

Timing of the decision

The decision is expected to be made in November 2011.

Who will be consulted and how?

Staff within the Services and Hartlepool Joint Trade Union Committee have already been consulted and consultation will continue throughout the process.

Information to be considered by the decision makers

Cabinet will be presented with the outcomes of the procurement exercise following the competitive process through the OGC Buying Solutions Framework.

How to make representations

Representations should be made to:

Andrew Atkin, Assistant Chief Executive, Civic Centre, Hartlepool, TS24 8AY
Telephone (01429) 523003
E-mail: andrew.atkin@hartlepool.gov.uk

Further information

Further information on this matter can be sought from Martyn Ingram tel no (01429) 284112.

DECISION REFERENCE: CE46/11 – Review of Community Involvement & Engagement (Including LSP Review): Update on decisions taken ‘in principle’**Nature of the decision**

Key Decision - Test (ii) applied

Background

Following a review Cabinet has agreed the future approach of the Local Authority to community and stakeholder involvement and engagement and the Local Strategic Partnership, including theme partnerships at their meeting on 18th July 2011. This was previously in the Forward Plan as decision reference CE43/11.

At the end of June the Government responded to the NHS Future Forum report. In their response they outlined that as the statutory Health and Wellbeing Board “discharges executive functions of local authorities” it should operate as equivalent executive bodies do in local government. At the time of Cabinet agreeing the future approach it was unclear exactly what this meant and the implications that this would have on the structure proposed. In response some decisions were requested to be made ‘in principle’ and that these would be confirmed once guidance was issued on the implementation of the statutory Health and Wellbeing Board.

At their meeting on 15th August 2011 Cabinet agreed for a shadow Health and Wellbeing Board to be established by the end of September 2011. This shadow Board will develop into the statutory Health and Wellbeing Board which is expected to be established by April 2013.

The Health and Social Care Bill, which sets out the statutory requirement to introduce a Health and Wellbeing Board, had its third reading in the House of Commons on 7th September 2011. The Bill has now been passed to the House of Lords for consideration. The first reading took place on 8th September and the second reading took place on 11th October. The next stage for the Bill is the Committee stage during which the Bill will be subject to detailed examination. Once the House of Commons and the House of Lords agree the final Bill it can then receive Royal Assent and become an Act of Parliament i.e. the proposals of the Bill will become law. The Statutory Guidance on Health and Wellbeing Boards will not be published until after the Bill becomes law and this is not expected until Spring 2012.

The ‘in principle’ decisions related to the structure of community involvement and engagement and the development of a Strategic Partners Group and its membership. It is these decisions that are the subject of this Forward Plan entry. They will be confirmed or reviewed dependent upon the guidance issued for the statutory Health and Wellbeing Board.

Who will make the decision?

The decision will be made by Cabinet however some elements may require Council agreement for changes to the Constitution.

Ward(s) affected

The proposals will affect all wards within the Borough.

Timing of the decision

At the Cabinet meeting on 18th July 2011 it was agreed that a further report would be brought to Cabinet once the statutory Health & Wellbeing Board guidance had been issued. If the 'in principle' decisions that Cabinet have taken are unaffected then they will be agreed for implementation. If those 'in principle' decisions are affected then Cabinet will be asked to consider alternative proposals which reflect the new position. It is anticipated that the guidance will be published in early 2012 and a report will be taken to Cabinet following the publication date which at the earliest will be in February. The detailed timescales for this are currently unclear and may be subject to change.

Who will be consulted and how?

Cabinet will be asked to consider the implications of guidance on the development of the statutory Health and Wellbeing Board on the 'in principle' decisions relating to the structure of community involvement and engagement and the development of a Strategic Partners Group and its membership.

Information to be considered by the decision makers

Cabinet will be presented with detail from the guidance on the development of the statutory Health and Wellbeing Board and how this will impact, if at all, on the 'in principle' decisions that they made on 18th July 2011.

How to make representation

Representation should be made to:

Andrew Atkin, Assistant Chief Executive, Civic Centre, Hartlepool TS24 8AY.
Telephone: (01429) 523003.
Email: Andrew.atkin@hartlepool.gov.uk

Catherine Frank, Local Strategic Partnership Manager, Civic Centre, Hartlepool TS24 8AY.
Telephone: (01429) 284322.
Email: catherine.frank@hartlepool.gov.uk

Further Information

Further information can be obtained from Catherine Frank, as above.

DECISION REFERENCE: CE47/11 – CUSTOMER & SUPPORT SERVICES - SERVICE REVIEW

Nature of the decision

Following a review of Customer & Support Services service provision in the Chief Executive's Department, recommendations will be made to Cabinet regarding the services to be provided by Hartlepool Connect, Support Services, Registration & Nationality Service and the corporate diversity function detailing how savings targets will be achieved.

Who will make the decision?

The decision will be made by Cabinet.

Ward(s) affected

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

Timing of the decision

The decision will be made in December 2011

Who will be consulted and how?

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

Information to be considered by the decision makers

A report setting out the review stages, a summary of the information gathered, options analysis, conclusions and recommendations will be presented to Cabinet.

How to make representation

Representations should be made to John Morton, Assistant Chief Finance and Customer Services Officer, Civic Centre, Victoria Road, Hartlepool, TS24 8AY. Telephone 01429 523003, e-mail: joanne.machers@hartlepool.gov.uk

Further information

Further information can be sought by contacting Christine Armstrong, Customer & Support Services Manager, Civic Centre, Victoria Road, Hartlepool, TS24 8AY. Telephone 01429 523016, e-mail: christine.armstrong@hartlepool.gov.uk

DECISION REFERENCE: CE48/11– CORPORATE STRATEGY SERVICE REVIEW

Nature of the decision

Following a review of Corporate Strategy division and service provision in the Chief Executive's Department, recommendations will be made to Cabinet regarding the division and detailing how savings targets will be achieved.

Who will make the decision?

The decision will be made by Cabinet.

Ward(s) affected

No ward(s) are affected.

Timing of the decision

The decision will be made in November / December 2011

Who will be consulted and how?

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

Information to be considered by the decision makers

A report setting out the review stages, a summary of the information gathered, options analysis, conclusions and recommendations will be presented to Cabinet.

How to make representation

Representations should be made to Andrew Atkin, Assistant Chief Executive, Civic Centre, Victoria Road, Hartlepool, TS24 8AY. Telephone 01429 523003, e-mail: andrew.atkin@hartlepool.gov.uk

Further information

Further information can be sought by contacting Andrew Atkin, Assistant Chief Executive, Civic Centre, Victoria Road, Hartlepool, TS24 8AY. Telephone 01429 523003, e-mail: andrew.atkin@hartlepool.gov.uk

DECISION REFERENCE: CE49/11 – Financial and Transactional Shared Services – Business Transformation 2 Programme Savings

Nature of the decision

To consider and agree the implementation of a package of proposals that will either generate sustainable additional income or expenditure savings covering Revenues, Benefits and Shared Services Activities. These proposals are associated with the Business Transformation Programme 2 initiative and will contribute to the 2012/13 Chief Executive's Departmental Savings target.

Who will make the decision?

The decision will be made by Cabinet.

Ward(s) affected

The proposals will potentially affect all wards within the Borough.

Timing of the decision

The decision will be made in December 2011

Who will be consulted and how?

Consultation will be tailored according to individual savings proposals. Across the package of proposals, consultation will cover staff employed in the Customer and Workforce Services Division, CMT, trade union representatives and Scrutiny Co-ordinating Committee. This consultation will be undertaken via formal meetings and discussion groups. .

Information to be considered by the decision makers

A report setting out the individual savings project proposals, analysis of impacts / deliverability / risk; observations received from Scrutiny Co-ordinating Committee; together with conclusions and recommendations will be presented to Cabinet.

How to make representation

Representations should be made to John Morton, Assistant Chief Finance and Customer Services Officer, Civic Centre, Victoria Road, Hartlepool, TS24 8AY. Telephone 01429 523093, e-mail: john.morton@hartlepool.gov.uk

Further information

Further information can be sought by contacting Kevin Shears, Financial Services Manager, Civic Centre, Victoria Road, Hartlepool, TS24 8AY. Telephone 01429 523119, e-mail: Kevin.shears@hartlepool.gov.uk

PART TWO – CHILD AND ADULT SERVICES DEPARTMENT

A. BUDGET AND POLICY FRAMEWORK

No items

B. SCHEDULE OF KEY DECISIONS

DECISION REFERENCE: CAS95/11 HARTLEPOOL COMMUNITY POOL GRANTS REVIEW

Nature of the decision

To review the criteria of the Community Pool grants funding to align with the Council priorities and allow more dynamic intervention to assist voluntary sector groups within Hartlepool.

Who will make the decision?

Cabinet

Timing of the decision

November 2011

Ward(s) affected

All wards

Who will be consulted and how?

Voluntary sector groups currently in receipt of funding, HVDA and Scrutiny Coordinating Committee and any interested party.

Information to be considered by the decision-makers

The Community Pool grant fund will be reduced in size as part of the Council's budget strategy and Service Reviews, the criteria for assessment of grant applications will be reviewed to focus on Council Strategic priorities and enable wider access to grant funding on a non-core funding basis. The decision will be taken in a wider context of Voluntary Sector Commissioning.

How to make representations

Representations should be made to John Mennear, Assistant Director Community Services, Department of Child and Adult Services, Civic Centre, Victoria Road, Hartlepool. Telephone 01429 523417, e-mail john.mennear@hartlepool.gov.uk.

Further information

Further information on this matter can be sought from John Mennear.

DECISION REFERENCE: CAS97/11 COMMUNITY SERVICES SERVICE REVIEWS

Nature of the decision

The Community Services target savings are from across all services within this division and in addition to the former Cultural Services Review and Community Pool review.

Who will make the decision?

Cabinet

Timing of the decision

December 2011

Ward(s) affected

All wards

Who will be consulted and how?

The Portfolio Holder for Culture, Leisure and Tourism as part of regular briefings, DMT in September, CMT in late October and to Adult & Community Services Scrutiny Forum as a scoping report in September, for presentation on the 24th October and then to Cabinet in December.

Information to be considered by the decision-makers

The service area has a wide remit and covers Culture, Sport and Leisure, Archaeology, Libraries and Adult Education, the target savings are in addition to the Reviews carried out within this service area over the last two years and will contribute to the Budget and Strategy framework for 2012/13.

The Community Services' Service Review includes all services within this division.

How to make representations

Representations should be made to John Mennear, Assistant Director Community Services, Child and Adult Services, Civic Centre, Victoria Road, Hartlepool. Telephone 01429 523417, e-mail john.mennear@hartlepool.gov.uk.

Further information

Further information on this matter can be sought from John Mennear

DECISION REFERENCE: CAS101/11 REVIEW OF CHILDREN'S SOCIAL CARE COMMISSIONING AND 2012/13 SAVINGS PROPOSAL

Nature of the decision

To approve the report on the savings to be achieved in the Prevention, Safeguarding and Specialist Services division of Child and Adult Services. These savings are made up of a review of children's social care. The scope of the review considers the following areas:

- Services currently commissioned by children's social care;
- Placements of looked after children within the independent sector;
- Development of invest to save schemes aimed at reducing the number of children looked after by Hartlepool Council;
- Arrangements for the provision of financial support provided for non looked after children placed with family or friends under Residence or Special Guardianship Orders.
- Review of divisional management arrangements
- Phase 2 restructure of the Youth Offending Service
- Redesign of Child and Adolescent Mental Health Services for looked after children
- Review of workforce development within children's social care

Who will make the decision?

This decision will be made by Cabinet.

Timing of the decision

This decision will be made by Cabinet in December 2011.

Ward(s) affected

All - services delivered through prevention, safeguarding and specialist services are provided to children and their families across the town.

Who will be consulted and how?

A review team has been established comprising of the Assistant Director, Head of Business Unit, Commissioning and Team Manager representatives, Finance Officers and a critical friend and customer champion. Consultation with stakeholders has been built into the review process. The decision will be considered by Corporate Management Team and Children's Services Scrutiny Forum in October and November 2011 respectively.

Information to be considered by the decision-makers

The savings to be realised from the Prevention, Safeguarding and Specialist Services Division of Child and Adult Services was £485,500 to be delivered over the three years. In 2010/11 following a service delivery review of prevention and social care services, a saving of £137,469 was realised. The remainder of the divisional target was to be identified from children's social care commissioning. In addition in 2011/12, a further £60,000 savings target was identified to be achieved by the division for 2012/13.

How to make representations

Representations should be made to Sally Robinson, Assistant Director, Child and Adult Services, Level 4, Civic Centre. Tel: 01429 523732 e-mail sally.robinson@hartlepool.gov.uk

Further information

Further information on this matter can be sought from Sally Robinson, Assistant Director, Child and Adult Services, Level 4, Civic Centre. Tel: 01429 523732 e-mail sally.robinson@hartlepool.gov.uk

DECISION REFERENCE: CAS102/11 EARLY INTERVENTION STRATEGY: SERVICE RESTRUCTURE

Nature of the decision

To consider and approve the proposed restructure of Local Authority services funded through the Early Intervention Grant in line with the development of multi-disciplinary teams to improve how we support children, young people and families at risk of disadvantage.

Who will make the decision?

Cabinet

Timing of the decision

November 2011

Ward(s) affected

All

Who will be consulted and how?

Local Authority Staff (Child and Adult Services) affected by Early Intervention Strategy via Staff Briefings on 2, 3 and 4 November 2011.

Partner Organisations via Early Intervention Seminars 7th and 14th October.

Partner Organisations via presentations to established groups and boards including:

- | | |
|---|------------------|
| •Safer Hartlepool Partnership | (to be arranged) |
| •11 - 19 Partnership | (20-10-2011) |
| •Hartlepool Safeguarding Children's Board | (13-09-2011) |
| •Children's Partnership | (28-09-2011) |
| •Directors meeting with Primary Heads | (08-11-2011) |
| •Directors meeting with Secondary Heads | (08-11-2011) |
| •Health and Wellbeing Partnership | (to be arranged) |
| •Teenage Pregnancy Partnership Board | (14-09-2011) |
| •North Forum | (19-10-2011) |
| •Central Forum | (20-10-2011) |
| •South Forum | (21-10-2011) |
| •Substance Misuse Commissioning Group | (10-10-2011) |
| •Parenting Forum | (to be arranged) |
| •Secondary Behaviour and Attendance Partnership | (19-10-2011) |

Parents will be invited to attend the North, South and Central Seminars.

General Service Users via consultation exercises led by individual services (who are currently funded via the Early Intervention Grant) with their respective user groups.

Information to be considered by the decision-makers

The Early Intervention Strategy builds upon the recommendations made by Children's Services Scrutiny investigation of 'Think Family Services' in 2010/2011 and proposes a local framework for Early Intervention that will support Hartlepool to realise the strategic priorities highlighted within the Hartlepool Children's Plan (2009 – 2020) and the Hartlepool Borough Council Child Poverty Strategy (2011-2014) by ensuring that children, young people and families who are at risk of disadvantage have support at the earliest possible stage to prevent families reaching crisis.

The strategy document outlines the current arrangements in place for supporting local families and their children, lays out the proposed vision for what the Strategy is aspiring to achieve and identifies what work needs to be undertaken to realise the vision through the development of a series of key emerging strategic principles and priorities that will support the development and commissioning of a town wide Early Intervention Framework. This Framework seeks to embed systems to identify the needs of children, young people and their families as early as possible and respond to their needs promptly whilst retaining the capacity to provide a coordinated response to those families whose needs cannot be met solely within universal settings.

How to make representations

Mark Smith, Head of Integrated Youth Support Services, Child and Adult Services Department, Hartlepool Borough Council, Civic Centre, Hartlepool, TS24 8AY. Tel 01429 523405. E-mail mark.smith@hartlepool.gov.uk

Further information

Mark Smith, Head of Integrated Youth Support Services, Child and Adult Services Department, Hartlepool Borough Council, Civic Centre, Hartlepool, TS24 8AY. Tel 01429 523405. E-mail mark.smith@hartlepool.gov.uk.

DECISION REFERENCE: CAS103/11 SPECIAL EDUCATIONAL NEEDS (SEN) PATHFINDER

Nature of the decision

This is a key decision as it will attract an income of up to £150,000 annually (pro rata) for 18 months starting part way through 2011-12, with a possibility of extending for a further two years (2013-14 and 2014-15). The funding will be shared between Hartlepool and Darlington as this was a joint bid.

Who will make the decision?

Cabinet will make the decision.

Timing of the decision

The decision will be made in November 2011.

Ward(s) affected

All wards will be affected as it will impact on some children with a Statement of Special Education Needs regardless of where they live.

Who will be consulted and how?

A response to the governments SEN Green Paper was submitted in June 2011 following consultation with Headteachers, school governors, SENCOs, parent groups and health colleagues. The application for Pathfinder status was submitted on 15th August 2011. The bid was supported by the Chief Executive of both Hartlepool and Darlington as well as the Director of Child and Adult services for each Local Authority and the Chief Executive of NHS Hartlepool and NHS Durham and Darlington. We were notified by the Department for Education on 9th September that the joint bid had been successful.

Information to be considered by the decision-makers

The Government's Green Paper, Support and Aspiration: A new approach to special educational needs, makes wide ranging proposals to respond to the frustrations of children and young people, their families and professionals who work with them. It therefore aims to:

- Better support life outcomes for children and young people;
- Give parents confidence by giving them more control;
- Transfer power to professionals on the front line and to local communities.

As a part of the Pathfinder Hartlepool and Darlington will have the opportunity to:

- Develop and test a new assessment process and a joined-up single plan;

- Improve outcomes for disabled children and young people and those with SEN (including successful transition to post-16 education, health, independent living, higher education and employment) and their parents;
- Participate in a national evaluated pathfinder which will contribute to changes in the SEN framework;
- To test the use of personal budgets in children's services;
- To test the impact of NHS changes on commissioning for children's services.

How to make representations

Representations should be made to Zoe Westley, Head of Social and Education Inclusion, EDC, 01429 287349, zoe.westley@hartlepool.gov.uk.

Further information

Further information on this matter can be sought from Jocelyn.Shaw@education.gsi.gov.uk telephone 0207 7838799.

DECISION REFERENCE: CAS104/11 MOVING FORWARD TOGETHER: THE VISION FOR ADULT SOCIAL CARE IN HARTLEPOOL

Nature of the decision

To seek endorsement for the consultation process with the people of Hartlepool in respect of Moving Forward Together: The vision for adult social care in Hartlepool 2011-2014.

Who will make the decision?

The Adult and Public Health Portfolio Holder in November 2011.

Following the consultation a second report setting out Hartlepool's response to the engagement process will be taken to Cabinet in January 2012 before being submitted to the Department of Health.

Timing of the decision

November 2011 and January 2012.

Ward(s) affected

a) All

Who will be consulted and how?

Service User forums, Planning Groups such as the Older Person Local Implementation Team, Carers' Strategy Group, Over 50s Forum, Learning Disability Partnership Board, HVDA networks, Hartlepool Now website, team meetings and the Hartlepool Borough Council intranet.

A briefing paper with questions and information on the Department of Health website and ways to share views will be disseminated.

Information to be considered by the decision-makers

This is a Department of Health initiative. Hartlepool Borough Council will send a response and the consultation will enable us to represent the users of people who live in Hartlepool as part of this process.

How to make representations

Representations should be made to Geraldine Martin, Head of Service, Child and Adult Services, Civic Centre, Victoria Road, Hartlepool, TS24 8AY. Telephone 01429 868090, e-mail geraldine.martin@hartlepool.gov.uk

Further information

Further information on this matter can be sought from Geraldine Martin as above.

DECISION REFERENCE CAS105/11 : HARTLEPOOL SCHOOL ADMISSION ARRANGEMENTS FOR 2013/14

Nature of the decision

To approve Admission Arrangements for Hartlepool Schools 2013/14.

Who will make the decision?

The decision will be made by the Portfolio Holder for Children's Services.

Timing of the decision

The decision will be made in February 2012.

The decision is required by March 2012 to allow the arrangements to be finalised and set before the Secretary of State by 15 April 2012.

Ward(s) affected

All Wards

Who will be consulted and how?

All HBC schools will have been consulted via their governing body meetings, neighbouring local authorities, the Diocese of Hexham and Newcastle will receive copies of the proposed arrangements via e-mail and the public consultation documents will be on HBC website. Responses from consultation will be considered by the School Admissions Forum in February 2012 prior to seeking Portfolio Holder approval.

Information to be considered by the decision-makers

Statutory requirement to consult on and publish Admission Arrangements.

How to make representations

Representations should be made to Sue Beevers, Admissions, School Place Planning and Support Services Manager, Child and Adult Services, Level 4, Civic Centre, Victoria Road, Hartlepool, TS24 8AY. Telephone (01429) 523672, e-mail sue.beevers@hartlepool.gov.uk.

Further information

Further information on this matter can be sought from Sue Beevers as above or the Admissions Team on 01429 523765

DECISION REFERENCE: CAS106/11 – PRIORITY SCHOOLS BUILDING PROGRAMME

Nature of the decision

The Council has an opportunity to make an application for funding from the Government's recently announced Priority Schools Building Programme initiative. Whilst an expression of interest has been registered the Council will need to decide, in conjunction with key stakeholders and particularly school governing bodies, whether to progress an application if invited to.

Who will make the decision?

The decision will be made by Cabinet.

Ward(s) affected

Potential for several depending upon the schools involved should any submission be progressed.

Timing of the decision

The decision is expected to be made in November/December.

Who will be consulted and how?

Schools Governing Bodies and Dioceses (as appropriate).
Elected Members

Information to be considered by the decision makers

On 19 July 2011, Michael Gove (Secretary of State for Education) set out how the Government proposes to ensure that education funding is better targeted in the future. One key announcement was that a new school rebuilding programme will be launched, targeted at those schools in the worst condition.

This will be a privately financed programme intended to address those schools in the worst condition. It is anticipated that the programme will cover the equivalent of building or rebuilding approximately 100 secondary schools. Whilst the full scale of the programme is still to be finalised, it is likely to include a mix of primary schools, secondary schools, special schools, sixth form colleges and alternative provision, and therefore could cover between 100-300 schools in total. It is expected that 20% of the total programme will be delivered each year, with the first schools scheduled to open in the academic year of 2014-15. Those schools included in the initial group for procurement are expected to commence procurement during the second quarter of 2012.

In order to be considered for the programme an expression of interest has been registered with Partnerships for Schools in line with the required procedure.

Application to be considered as part of the programme needs to be submitted by 14 October 2011.

The decision on whether to progress an application, and for which schools, will be made by Cabinet in November or December 2011.

How to make representation

Representations should be made to Peter McIntosh, Head of Planning and Development, Child and Adult Services, Civic Centre, Victoria Road, Hartlepool. Telephone: 01429 284103. E-Mail: peter.mcintosh@hartlepool.gov.uk and Graham Frankland, Assistant Director (Resources), Regeneration and Neighbourhoods Department, Civic Centre, Victoria Road, Hartlepool. Telephone: 01429 523211. E-Mail: Graham.Frankland@hartlepool.gov.uk

Further information

Further information can be obtained from Peter McIntosh, Head of Planning and Development, Child and Adult Services, Civic Centre, Victoria Road, Hartlepool. Telephone: 01429 284103. E-Mail: peter.mcintosh@hartlepool.gov.uk and Graham Frankland, Assistant Director (Resources), Regeneration and Neighbourhoods Department, Civic Centre, Victoria Road, Hartlepool. Telephone: 01429 523211. E-Mail: Graham.Frankland@hartlepool.gov.uk

DECISION REFERENCE: CAS107/11 ADULT SOCIAL CARE 2012/13 SAVINGS

Nature of the decision

Service review of adult social care to achieve 2012/13 savings of approximately £1.6M.

Who will make the decision?

Cabinet

Timing of the decision

December 2011

Ward(s) affected

All wards

Who will be consulted and how?

The Portfolio Holder for Adult & Public Health Services as part of regular briefings, Child & Adult Services Departmental Management Team and Corporate Management Team in October, Adult & Community Services Scrutiny Forum 24 October, Cabinet Members in November / December.

Information to be considered by the decision-makers

Adult social care has a broad remit including assessment and care management, service delivery and commissioning and supports vulnerable adults with assessed social care needs.

A service review has been undertaken and a number of proposals developed to achieve savings of approximately £1.6M from April 2012. Areas reviewed include adult social care contracts, housing related support, day services and management structures.

How to make representations

Representations should be made to Jill Harrison, Assistant Director – Adult Social Care, Child and Adult Services, Civic Centre, Victoria Road, Hartlepool. Telephone: 01429 523911, e-mail: jill.harrison@hartlepool.gov.uk.

Further information

Further information on this matter can be sought from Jill Harrison – contact details as above.

DECISION REFERENCE: CAS108/11 COST OF CARE FOR OLDER PEOPLE'S CARE HOMES

Nature of the decision

To seek approval for the implementation of a financial cost model determining fee levels, linked to a quality standards framework, to be paid to providers of care homes for older people.

Who will make the decision?

Cabinet will make the decision.

Timing of the decision

The decision is expected to be made in November 2011.

Who will be consulted and how?

Independent and Voluntary Sector providers of care homes for older people are working with Officers of the Council to agree the quality standards framework and have been consulted on the approach to identifying the cost of care model used.

Information to be considered by the decision-makers

A similar 'cost of care' exercise to establish fee levels for older people's care homes was last undertaken in 2005/06. This built on the first exercise of its nature in 2003 and established a transparent and robust model of calculating the reasonable running costs of efficient care homes which then determined fee levels.

The last exercise in 2005 used Price Waterhouse Coopers financial model which also included a calculation that annually reviewed the fee levels against a basket of indices that took into account inflation across a number of elements, including wages, utilities costs, food, etc. It is normal for models like this to be re-run at 3-yearly intervals but the Council extended the 2005 model for a further 3 years until 2011/12. Similar models have been used by a number of other local authorities in the North East.

The Council is committed to having good quality care homes within the borough and the development of a quality standards framework that rewards providers meeting the standards expected and monitored by the Council is linked to the proposal around future fee levels. The proposed 'cost of care' model links fee levels to the level of compliance against the quality standards framework and the report will detail the work undertaken to date and the financial impact of implementing the proposed financial model.

How to make representations

Representations should be made to Phil Homsby, Head of Service, Child and Adult Services, Hartlepool Borough Council. Telephone: 01429 523944, e-mail: phil.homsby@hartlepool.gov.uk.

Further information

Further information on this matter can be sought from Phil Hornsby, as above.

DECISION REFERENCE: CAS109/11 SUPPORT SERVICES SAVINGS

Nature of the decision

To consider the outcomes of savings reviews carried out across a range of support service areas in Child and Adult Services.

Who will make the decision?

Cabinet

Timing of the decision

December

Ward(s) affected

N/A

Who will be consulted and how?

Portfolio Holder and Cabinet

Information to be considered by the decision-makers

Proposals for savings and options considered together with an assessment on any impact reductions may have on service delivery.

How to make representations

Representations should be made to: Peter McIntosh, Head of Planning and Development, Child and Adult Services, Civic Centre, Hartlepool, telephone number 01429 284103, e-mail peter.mcintosh@hartlepool.gov.uk

Further information

Further information on this matter can be sought from Peter McIntosh who can be contacted as above

DECISION REFERENCE: CAS110/11 HOME TO SCHOOL TRANSPORT SAVINGS

Nature of the decision

To consider the outcomes of consultations on savings proposals in respect of denominational and Post – 16 transport arrangements

Who will make the decision?

Cabinet

Timing of the decision

December

Ward(s) affected

N/A

Who will be consulted and how?

Portfolio Holder and Cabinet

Information to be considered by the decision-makers

Views arising from consultations on options put forward for savings including assessments on any impact the reductions may have on service delivery.

How to make representations

Representations should be made to: Peter McIntosh, Head of Planning & Development, Child & Adult Services Dept, Civic Centre, Hartlepool, telephone number 01429 284103, e-mail peter.mcintosh@hartlepool.gov.uk

Further information

Further information on this matter can be sought from Peter McIntosh who can be contacted at the above address

DECISION REFERENCE: CAS111/11 EDUCATION SERVICES AND OUT OF SCHOOL ACTIVITIES SAVINGS

Nature of the decision

Final decision on budget savings relating to education services and out of school activities in Children's Services.

Who will make the decision?

Cabinet

Timing of the decision

The decision will be made in December 2011.

Ward(s) affected

Not applicable

Who will be consulted and how?

The following groups will be consulted through presentations, briefings, question and answer sessions and formal meetings:

- Children's Services Scrutiny Committee
- Trade union representatives
- Corporate Management Team

Information to be considered by the decision-makers

Proposals for savings and options considered together with an assessment on any impact reductions may have on service delivery.

How to make representations

Representations should be made to Caroline O'Neill, Assistant Director of Child and Adult Services (Performance and Achievement), Level 4, Civic Centre. Telephone 523914, e-mail caroline.o'neil@hartlepool.gov.

Further information

Further information on this matter can be sought from:

Mark Smith, Head of Integrated Youth Support Services, Level 4, Civic Centre, Hartlepool. Telephone 523405, e-mail mark.smith@hartlepool.gov.uk

Jacqui Braithwaite, Principal Educational Psychologist, Education Development Centre, Seaton Lane, Hartlepool. Telephone 284209, e-mail jacqui.braithwaite@hartlepool.gov.uk.

Danielle Swainston, Sure Start, Extended Services and Early Years Manager,
Level 4, Civic Centre, Hartlepool. Telephone 523671, e-mail
danielle.swainston@hartlepool.gov.uk.

PART THREE - REGENERATION AND NEIGHBOURHOODS

A. BUDGET AND POLICY FRAMEWORK THE PLANS AND STRATEGIES WHICH TOGETHER COMPRISE THE DEVELOPMENT PLAN

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

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

The new Coalition Government intends to abolish regional structures including Regional Spatial Strategies and legislation to confirm this abolition is expected in late 2011. Until this legislation comes into force however the RSS remains in place and policies within the Local Development Framework must be compliant with the RSS.

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

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

Preparatory work relating to the Core Strategy has been ongoing for some time involving the gathering of essential evidence which will be required to support and justify the policies included in the Document. Various studies have been produced including the Strategic Housing Land Availability Assessment, the Housing Needs Assessment, an Executive Housing Need Strategy, a Housing Implementation Strategy, an Employment Land Review, a PPG17 Open Space Assessment, a Sport and Recreation Audit and an indoor Sports Facilities

Study. Some of these documents will need to be updated before the Core Strategy is published (see below) as the evidence needs to be as up to date as possible. A revised Strategic Housing Market Assessment will need to be prepared and a Local Infrastructure Plan which sets out details of infrastructure which will need to be provided in support of proposals contained within the Core Strategy. The Local Infrastructure Plan will be subject to consultation with key stakeholders and statutory consultees before coming to Cabinet for approval in October / November.

Work is continuing to be progressed on preparing the Core Strategy. Following the initial Issues and Options stage, a Preferred Options Document was produced and consulted on in early 2010. Following a significant number of responses from the consultees which included statutory and non-statutory bodies, local groups and organisations and residents, and taking account of planning policy changes introduced or proposed at national level by the new government, Cabinet decided to revise and re-consult on the Preferred Options. The revised Preferred Options document was published in November 2010 and a 6 weeks consultation period concluded in February 2011.

The second Preferred Options document also generated a significant number of responses and these were reported to Cabinet in September as part of a detailed report which will highlighted officer recommendations on key policy issues such as proposed housing sites, industrial allocations and affordable housing policies. Cabinet's views will be fed into the Core Strategy. Publication Document which will be brought back to Cabinet in January prior to a final consultation before being sent to the Secretary of State who will appoint an independent Planning Inspector to hold an Examination in Public (EiP). This is likely to take place in spring / summer 2012. The Publication Document is intended to represent the Councils definitive position in relation to the Core Strategy, and at this stage it would not be expected to make significant changes prior to the Examination in Public. If the Core Strategy passes the tests of 'soundness' it may be amended to take account of the Inspectors recommendations and then adopted, probably in late summer 2012.

In addition, the Local Development Framework includes Minerals and Waste Development Plan Documents. The Minerals and Waste DPD Publication documents which were produced at a Tees Valley level were published in August 2009 and were subject to public examination in February 2011. The Inspectors findings were recently published which suggested only minor amendment. These have been reported to Cabinet and the DPD's were approved for adoption by the full Council on the 4th August 2011. The DPDs will be jointly adopted by the Tees Valley Authorities on the 15th September 2011.

b) Supplementary Planning Documents

A Transport Assessments and Travel Plans SPD was adopted in January 2009 This SPD sets out guidance and standards on the use of Travel Plans and Transport assessment planning agreements, including the circumstances when an agreement will be sought and its basis

Several other SPD's are in the process of or are proposed to be prepared which will provide additional planning policy guidance. Details of the timing of these documents are set out in the Local Development Scheme (LDS), which has been approved by Cabinet and Council and which is reviewed on a regular basis. The following SPD's are included in the current LDS.

Planning Obligations SPD – This document will set out guidance and standards on the use of commuted sums negotiated from developers through planning agreements. A draft of this SPD was initially presented to Cabinet for approval for public consultation purposes in October 2009, with the consultation beginning on the 31 October 2009 for a period until 8 January 2010. Responses to this are being considered alongside changes to the Planning Obligations Regulations which were introduced in 2010. The revised Planning Obligations SPD will go to Cabinet for approval later in 2011.

Community Infrastructure Levy (CIL) – a new planning charge came into force in April 2010 which allows local authorities to raise funds from developers undertaking new building projects towards the cost of a wide range of infrastructure that is needed as a result of development. Although local authorities are not obliged to introduce CIL, restrictions on the use of Planning Obligations through Section 106 Agreements which will come into effect in 2014 would reduce local authorities' ability to secure infrastructure improvements without CIL. The scope for introducing CIL in Hartlepool is currently being investigated and subject to agreement to proceed a charging schedule will be prepared and submitted to Cabinet for approval later in 2011 or early 2012.

Green Infrastructure SPD - Cabinet agreed on 2 November 2009 that an SPD be prepared to give a more focused direction to the provision of green infrastructure in Hartlepool. Work on this is progressing.

Central Area SPD - Cabinet agreed on 20 April 2010 that an SPD be prepared for the Central Area of the town to provide a strategy for investment within Hartlepool town centre and to identify specific development proposals. The SPD will assist in preparation of bids for funding. Work on this is progressing.

Seaton Carew SPD – Cabinet agreed on 27th September 2010 to the preparation of an SPD for Seaton Carew to provide guidance and support for the regeneration of the sea front area. Work on this SPD will progress throughout 2011.

Design SPD – Cabinet agreed on 27th September 2010 to the preparation of a Design SPD to provide guidance and support towards the raising of design standards for future development. Work on this SPD will also progress in 2011.

(c) Local Development Orders

Local Development Orders (LDOs) are a tool which can be used to simplify planning controls for designated areas of land. Whilst LDO's must be in general compliance with the key policies contained in the Development Plan (Local Plan/Core Strategy) an LDO will provide the planning policy framework within

these areas, providing development meets the criteria established in the LDO. The government is currently encouraging the use of LDO's as a means of promoting development and supporting community led planning and sees these as a mechanism to support the delivery of their Enterprise Zone initiative. The Tees Valley has recently been successful in securing Enterprise Zone status under this initiative and the successful bid includes sites in Hartlepool at Queens Meadow and the port estate and Oakesway

Cabinet will in October be asked to endorse the preparation of draft LDOs for the Enterprise Zones, and undertake public consultation on these including submission of the LDOs to the Secretary of State prior to adoption by Council in April 2012. Government regulations mean that the LDOs for Enterprise Zones have to be adopted and in place by 1st April 2012.

Following consultation, further Cabinet approval will be sought in February/March 2012 to take the final LDOs to full Council for consideration and adoption prior to April 2012. Government regulations mean that the LDOs for Enterprise Zones have to be adopted and in place by 1st April 2012.

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

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

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

The first Local Development Scheme (LDS) as approved by Cabinet came into effect on 15 April 2005. The Scheme has been updated annually and the most recent scheme was approved by Cabinet in September 2010. This revision removed proposals for separate Affordable Housing and Housing Allocations DPD's policies relating to which will now be incorporated within the Core Strategy. As the timetable for preparing the Core Strategy has changed, following Cabinet's decision to repeat the Preferred Options stage, the Local Development Scheme needs to be amended to reflect the revised timetable. A revised Local Development Scheme will be prepared and submitted to Cabinet for approval in September.

Annual Monitoring Reports (AMR) have been produced each year since 2004 / 5. The most recent AMR was completed in 2010 relating to the year 2009 / 10. This reviews progress against the RSS and generally assesses the

effectiveness of planning policies and the extent to which they are being implemented.

Further Information:

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

B. SCHEDULE OF KEY DECISIONS

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

Nature of the decisions

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

Who will make the decision?

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

Ward(s) affected

Various wards depending upon location of property asset.

Timing of the decisions

Decisions are expected to be made from November 2011 in line with a programme of disposals.

Who will be consulted and how?

Consultation will depend upon the circumstances of disposal, location and occupancy of the particular property to be disposed of. This shall include service departments, service users, relevant voluntary and community groups residents and will include Ward Councillors. Consultation will be in the form of presentations and meetings as appropriate including the Council's Strategic Capital and Asset Programme Team that encapsulates departmental representatives.

Information to be considered by the decision makers

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

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

In March 2010 Cabinet considered the sale of the Municipal, Archive and Leadbitter Buildings to the Cleveland College of Art and Design. In June 2010 the Finance and Procurement Portfolio Holder considered land at Throston

Grange and Clavering in terms of sale for residential accommodation including affordable housing.

Disposals being progressed include: the former Somersby Close Offices, the current Jesmond Road School site, Foggy Furze Library and associated land, Brooklyn Offices (Grange Road) and premises at 85 Station Lane, Lealholme Road, Morrison Hall and the former Market Hotel.

The most recent potential sites/premises for consideration are part of the Tanfield Road, Nursery site (south side) Briarfields, Ward Jackson Park Lodge and Blakelock Hostel.

As a result of Council decisions in respect of agreed Service Delivery Option Reviews and the Medium Term Financial Strategy 2011 / 12 to 2014 / 15 Cabinet has approved the asset transfer to the third sector of West View Community Centre and Library, and Jutland Road Community Centre. Approval was also given to the marketing of the Throston Community Centre.

How to make representation

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

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

Further information

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

DECISION REFERENCE: RN 29/10 HARTLEPOOL DOMESTIC VIOLENCE STRATEGY

Nature of the decision

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

Who will make the decision?

The decision will be made by the Cabinet.

Ward(s) affected

All wards will be affected.

Timing of the decision

The decision will be considered by Cabinet in December 2011

Who will be consulted and how?

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

Information to be considered by the decision makers

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

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

How to make representation

Representations should be made to Denise Ogden Assistant Director (Neighbourhood Services), Regeneration and Neighbourhoods Department, Hartlepool Borough Council, Civic Centre, Victoria Road, TS24 8AY. Tel: 01429 523201 Email: denise.ogden@hartlepool.gov.uk

Further information

Further information can be obtained from Sally Forth, Community Safety Manager, Police Office, Avenue Road, Hartlepool, TS24 8BB, Tel: 01642 302589. sally.forth@hartlepool.gov.uk

DECISION REFERENCE: RN53 / 11 SUSTAINABLE CONSTRUCTION STRATEGY

Nature of the decision

Approval is sought for the draft Sustainable Construction Strategy initially as the basis for a focused external consultation exercise and thereafter to be adopted by the Council.

Sustainable construction principles encourage safer working on construction sites, improved relationships between the contractor on site and the local community, use of local suppliers and contractors, training opportunities for labourers, safe storage of materials on site, recycling and re-use of 'waste' materials, inclusion of insulation and energy saving techniques and provision of renewable energy generation.

Who will make the decision?

Joint Portfolio Holder for Community Safety and Planning and Finance and Procurement

Ward(s) affected

All

Timing of the decision

November 2011

Who will be consulted and how?

Key stakeholders involved in construction activities in the borough. The Carbon Action Project Board. The Council Capital Fund Team

Information to be considered by the decision makers

In October 2010, Joint Portfolio Holders The Mayor and Cllr Robbie Payne approved the Sustainable Construction Policy as the basis to prepare a Sustainable Construction Strategy.

The policy includes all types of construction, encompassing highways as well as buildings. It also includes all aspects of construction from design through to building management, renovation and where necessary demolition. Sustainable construction delivers benefits to the economy, community and environment and the owner of the building in terms of lower running costs.

How to make representation

Representations should be made to Graham Frankland, Assistant Director (Resources), Regeneration and Neighbourhoods, Civic Centre, Victoria Road, Hartlepool TS24 8AY. Tel 01429 523211. E Mail graham.frankland@hartlepool.gov.uk, or Damien Wilson, Assistant Director (Regeneration and Planning), Regeneration and Neighbourhoods Department,

Civic Centre, Victoria Road, Hartlepool. Telephone: 01429 523400. E Mail: damien.wilson@hartlepool.gov.uk.

Further information

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

DECISION REFERENCE: RN57/11 – DOG CONTROL ORDERS

Nature of the decision

To seek approval to implement changes to the current series of Dog Control Orders in force across the Borough of Hartlepool.

Who will make the decision?

The decision will be made by the Transportation and Neighbourhoods Portfolio Holder.

Ward(s) affected

All wards throughout the borough of Hartlepool.

Timing of the decision

The decision will be made by the Portfolio Holder in November 2011.

Who will be consulted and how?

The review process will follow a similar course to that taken at the time the orders were introduced in 2008. That is to say, members of the public will be consulted in the following ways:

- Attendance at central neighbourhood forums, resident/community groups etc;
- Media coverage, including news articles and public notices in the Hartlepool Mail and the council's Hartbeat magazine;
- Information on the council's website.
- Letters/e-mails/etc.

Relevant bodies/organisations will also be consulted and these will include the following:

- Dalton Parish Council;
- Greatham Parish Council;
- Elwick Parish Council;
- Hart Parish Council;
- The Crown Estates (foreshore areas);
- The Headland Town Council;
- The Dogs Trust;
- The RSPCA.

Council Members and the media will be consulted via executive reports.

Information to be considered by the decision makers

Five Dog Control Orders were introduced in Hartlepool in 2008, which apply to many parts of the town, but essentially parks, open spaces and some of the beaches and foreshores. Specifically, the Orders are:

- The Fouling of Land by Dogs (Borough of Hartlepool) Order;
- The Dogs on Leads (Borough of Hartlepool) Order;

- The Dogs on Leads by Direction (Borough of Hartlepool) Order;
- The Dogs Exclusion (Borough of Hartlepool) Order;
- The Dogs (Specified Maximum) (Borough of Hartlepool) Order.

Since the introduction of the Orders, Hartlepool Borough Council has received a number of requests from council members and members of the public for amendments to be made to designated areas; Natural England has also requested that an order is placed on the SSSI area of North Sands, Headland. The review will therefore seek to establish the following:

- areas of land where new orders are to placed;
- areas of land where existing orders will be removed;
- areas of land where existing orders will be replaced with a different order.

Following this review, the outcome and recommendations will be reported to a subsequent meeting of the Portfolio Holder. At this meeting, permission will be sought to introduce any changes, which shall then be made in accordance with statutory guidelines.

How to make representation

Representations should be made to Denise Ogden, Assistant Director (Neighbourhood Services), Regeneration and Neighbourhoods Department, Hartlepool Borough Council, Civic Centre, Victoria Road, TS24 8AY. Tel: 01429 523201 Email: denise.ogden@hartlepool.gov.uk

Further information

Further information can be obtained from Craig Thelwell, Waste & Environmental Services Manager, 1 Church St, Hartlepool, TS24 1DS. Tel: 01429 523370 Email: craig.thelwell@hartlepool.gov.uk

DECISION REFERENCE: RN58/11 ALLOTMENTS

Nature of the decision

To implement priority actions highlighted through a consultation exercise with allotment holders, key stakeholders and the wider community aimed at identifying key issues on allotment sites throughout Hartlepool.

Who will make the decision?

The decision will be made by the Culture, Leisure & Tourism Portfolio Holder.

Ward(s) affected

Various wards throughout the town where allotment sites are located.

Timing of the decision

The decision will be made by the Portfolio Holder in November 2011.

Who will be consulted and how?

It is proposed that consultations are carried out over a twelve week period and will involve the following individuals/groups and key stakeholders:

- Allotment Holders;
- Allotment Associations;
- The Allotment Holders Association;
- Members of the Public/Residents;
- Elected Members of the Council;
- Resident Representatives;
- Neighbourhood Managers;
- Police;
- Fire Brigade;
- HBC Estates & Asset Management;
- HBC Environmental Enforcement;
- RSPCA;
- Dogs Trust.

The following mechanisms will be used in carrying out the proposed consultations:

- Allotment Holders/Associations meetings/forums;
- Allotment Holders Newsletters;
- Central Neighbourhood Consultative Forums;
- Residents Association meetings;
- Questionnaires (inc. on-line);
- Police Forums;
- Hartbeat/Hartlepool Mail/Local Media;
- Executive Council Meetings (Reports);
- Hartlepool Borough Council website;
- Letter/e-mail/etc

The consultation process will aim to identify those issues, which cause disruption to allotment holders and the allotment service as a whole; it will also seek to identify issues that impact upon the environment and those that affect the quality of life for people in neighbouring communities. Though not exhaustive, the following provides a list of examples:

- Allotments infrastructure e.g. water pipes, fencing, roads/tracks;
- allotment abuse e.g. storing of waste/other materials, keeping of animals;
- environmental crime e.g. fly tipping, illegal burning, noise;
- anti-social behaviour.

Information to be considered by the decision makers

Concern exist for the condition of allotment sites throughout Hartlepool and recent surveys have highlighted the need for essential repairs to prevent serious deterioration to the fabric of the service; this includes roads, fencing, water pipes and general grounds maintenance.

A condition survey on individual plots has also revealed a number of issues, some more serious than others:

- Fly tipping;
- Illegal waste disposal;
- Illegal burning of waste;
- Illegal use of plots for commercial reasons;
- The keeping of animals.

Key stakeholders including the Police, Fire Brigade and the Safer Hartlepool Partnership report incidents of theft/burglary, arson and anti-social behaviour. These issues not only impact upon the activities of the genuine allotment gardener, but they also have implications for the wider community.

The decline of allotment sites has resulted from decades of under-investment, misdirection of resources and a failure to address key issues at an early stage. It is now vital that Hartlepool Borough Council implements a realistic and achievable plan of action, which not only addresses those elements responsible for the decline of allotment sites, but one that provides for a sustainable allotment service.

Whilst there is both hard and anecdotal evidence of the issues that exist on allotment sites, it is correct and necessary to formally gauge the opinions of allotment holders, key stakeholders and local residents in order to prioritise remedial actions and implement a realistic timetable for improvement.

Further to this, if current allotment rents are deemed to be disproportionate to the level of investment required to carry out remedial works, or they are considered inadequate to maintain the standards required of the allotment service, then it will be necessary to carry out a review of the same. In this respect, allotment holders will need to be consulted before any proposals are placed before the council.

Consultations with allotment holders, key stakeholders and residents are therefore fundamental to any realistic and achievable action plan and it is necessary to embark upon this process at the earliest opportunity to halt the further decline of allotment sites.

How to make representation

Representations should be made to Denise Ogden, Assistant Director (Neighbourhood Services), Regeneration and Neighbourhoods Department, Hartlepool Borough Council, Civic Centre, Victoria Road, TS24 8AY. Tel: 01429 523201 Email: denise.ogden@hartlepool.gov.uk

Further information

Further information can be obtained from Craig Thelwell, Waste & Environmental Services Manager, 1 Church St, Hartlepool, TS24 1DS. Tel: 01429 523370 Email: craig.thelwell@hartlepool.gov.uk

DECISION REFERENCE: RN 60/11 HARTLEPOOL HOUSING STRATEGY 2011-2015

Nature of the decision

Key decision to endorse the implementation of the Housing Strategy for 2011 – 2015 and the associated Action Plan.

Who will make the decision?

The decision will be made by Cabinet

Ward(s) affected

All Wards

Timing of the decision

The decision is expected to be made in November 2011

Who will be consulted and how?

There has been early engagement in the development of the Housing Strategy from all our partners, including Registered Providers, residents, voluntary organisations, private sector etc.

Ongoing consultation will also take place with our key partners, stakeholders and residents during the development of the final Strategy and Action Plan and throughout the lifetime of the Strategy.

Information to be considered by the decision makers

Cabinet will consider how the Housing Strategy and Action Plan will meet the key housing priorities for Hartlepool for the period to 2015. The priorities identified are clearly linked to other strategies and plans and will be achieved through challenging but deliverable actions. The report will address financial and delivery arrangements for the Strategy's objectives. The Strategy has been developed during a period of challenging economic conditions and whilst it sets out a longer term vision it recognises that short and medium term actions are needed to address issues facing the current housing market.

How to make representation

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

Further information

Further information can be sought by contacting Karen Kelly (Housing Strategy Officer) 01429 284117 or Amy Waller (Principal Housing and Regeneration Officer) 01429 523539.

DECISION REFERENCE: RN 61/11 SELECTION OF PREFERRED DEVELOPER FOR SITES IN SEATON CAREW

Nature of the decision

Given the reduction in government regeneration funding and reduction in future opportunities to regenerate areas such as Seaton Carew, alternative ways to deliver investment need to be explored. One option is to utilise existing Council assets to generate funding to secure improvements which encourage tourism, support business investment and deliver community benefits.

Expressions of interest have therefore been sought from developers regarding Council owned sites in Seaton Carew. Developers have been asked to respond to a development brief with their initial proposals for the identified sites. It is envisaged that the development of these sites will enable the wider regeneration of Seaton Carew, releasing funding to deliver improvements to The Front, community facilities and contribute toward renewed sea defences. As part of the next phase of the procurement process shortlisted developers will be interviewed during June 2011 and asked to provide more detailed information to support their proposals. A report will be brought to Cabinet in August 2011 to seek endorsement for the appointment of a preferred development partner. The appointed partner would then work with the Council to develop, refine and deliver the proposals in accordance with an agreed masterplan for the area.

Who will make the decision?

The decision will be made by Cabinet

Ward(s) affected

Seaton Ward will be directly affected by the proposals.

Timing of the decision

The decision is expected to be made in November 2011.

Who will be consulted and how?

A number of consultation exercises have been carried out already in Seaton Carew in relation to the regeneration of the area. Further consultation is expected as part of the selection process.

Information to be considered by the decision makers

Within the report, Cabinet will be requested to consider information submitted by the shortlisted developers, regarding their proposals for development on the sites identified. The developers will be asked for more detailed information regarding their proposals for both residential and commercial development, in line with the development brief. They will also be asked for a valuation of the

identified sites and an estimated sum that will be available through the development of sites, in order to deliver the regeneration priorities in Seaton Carew. This information along with draft plans and layouts for the suggested sites will form the basis upon which Cabinet will be asked to confirm the selection of a development partner.

How to make representation

Representations should be made to Damien Wilson, Assistant Director (Regeneration and Planning), Regeneration and Neighbourhoods Department, Civic Centre, Victoria Road, Hartlepool. Telephone: 01429 523400. E Mail: damien.wilson@hartlepool.gov.uk.

Further information

Further information can be obtained from Damien Wilson, as above.

DECISION REFERENCE: RN62/11 SEATON CAREW COASTAL STRATEGY NORTHERN MANAGEMENT UNIT PHASE 2

Nature of the decision

To note:-

- the progress made on developing a detailed business case for the construction of a new coastal seawall from Station Lane Access Ramp down to the former Coach Park site (Northumbrian Water Headworks);
- the proposed funding package for the scheme involving Hartlepool Borough Council, the Environment Agency and Northumbrian Water.

To approve:-

- a financial contribution to the funding package for the scheme from Hartlepool Borough Council.

Who will make the decision?

The decision will be made by the Cabinet / Council.

Ward(s) affected

Coastal erosion and flooding are Borough wide issues, however the proposed works to be carried out are located in the Seaton Ward.

Timing of the decision

The decision is expected to be made in November 2011.

Who will be consulted and how?

Public consultations and presentations, stakeholder meetings and press releases were all undertaken as part of the wider Seaton Carew Coastal Strategy. Consultation will be carried out through the formal Planning process.

Information to be considered by the decision makers

A Detailed Project Appraisal Report for the proposed coastal works setting out the justification, funding package and business case for carrying out the works (an essential requirement to secure Government Grant from the Environment Agency).

How to make representation

Formal representations can be made in writing to Alastair Smith, Assistant Director (Transportation and Engineering Services), Civic Centre, Victoria Road, Hartlepool, TS24 8AY, Tel: 01429 523802. alastair.smith@hartlepool.gov.uk

Further information

Copies of the wider strategy documents are available at the Civic Centre, Bryan Hanson House and the Town Centre and Seaton Libraries. Further information can be obtained from Dennis Hancock, Principal Engineer (Environmental Issues), Hartlepool Borough Council, Bryan Hanson House, Lynn Street, Hartlepool, TS24 7BT. dennis.hancock@hartlepool.gov.uk Tel No: 01429 523207

DECISION REFERENCE: RN 68 / 11 - COMMUNITY COHESION FRAMEWORK

Nature of the decision

The Portfolio Holder is asked to approve the adoption of a Community Cohesion Framework.

Who will make the decision?

The decision will be made by the Portfolio Holder for Community Safety and Planning

Ward(s) affected

The Community Cohesion Framework covers all Wards of the Town

Timing of the decision

The decision is expected to be made in December 2011.

Who will be consulted and how?

Views in relation to the Community Cohesion Framework will be sort from the following:

- SHP Executive
- Community Safety and Housing Portfolio
- Both the Statutory and Voluntary Organisations: including – HVDA, Salaam Centre, Hart Gables, Access Group, Places of Worship, Police Adult and Child Services, Fire Brigade, Health and Social Housing Providers
- Scrutiny Co-ordinating Committee

In line with the existing Hartlepool Compact, under section (B) Consultation and Policy Code, those involved in the consultation process will be give 8 weeks to feed back their comments, information will include details of the time scale, any decision already made, and arrangements for expressing views.

Information to be considered by the decision makers

The issue of Community Cohesion has risen up the national political agenda in recent years. Equality and diversity are key concepts for all of us as they aim to

ensure a fair society where everyone has the same opportunities, and their different needs and aspirations are recognised and respected. The framework will be a resource which keeps developing and whose elements are constantly renewed as our knowledge and understanding continues to develop in relation to building well integrated and cohesive communities.

There are already lots of strategies and plans, locally and nationally, which talk about how the Council and others will work to promote Community Cohesion. To strengthen the overall approach it will be essential that this framework and the issues involving community cohesion must be specifically addressed by drawing on the strategies already in place, such as Neighbourhood Management and Community Empowerment, SHP Crime and Disorder Strategy and Volunteering etc. The aim is that cohesion is not seen as an 'add on; to these existing strategies but as an integral part of everything that we do. Nationally it also will reflect the Coalition's recent initiatives around 'Big Society' and the Localism Bill.

How to make representation

Representations should be made to Denise Ogden Assistant Director (Neighbourhood Services), Regeneration and Neighbourhoods Department, Hartlepool Borough Council, Civic Centre, Victoria Road, TS24 8AY. Tel: 01429523201 Email: denise.ogden@hartlepool.gov.uk

Further information

Further information can be obtained from Karen Oliver, Neighbourhood Management (North), Regeneration and Neighbourhoods Department, Hartlepool Borough Council, Bryan Hanson House, Hanson Square, Hartlepool. TS24 7BT. Telephone 01429 523860. E-mail: karen.oliver@hartlepool.gov.uk

DECISION REFERENCE: RN 69/11 - FLEXIBLE SUPPORT FUND

Nature of the decision

To seek approval to deliver pre Work Programme employability programmes for unemployed active clients of all working age.

Who will make the decision?

The decision will be made by the Cabinet.

Ward(s) affected

Potentially all wards but particularly impacting on the most deprived wards in the Town.

Timing of the decision

The decision is expected to be made in December 2011.

Who will be consulted and how?

Key stakeholders and partners , one workshop has already been held involving Council Departments and the voluntary/community sector, which was held on the 13th July 2011.

Information to be considered by the decision makers

Job Centre Plus have announced £1.8m of Flexible Support Funds for Tees Valley and Durham to implement employability programmes to support unemployed clients of all working age who are not eligible for the DWP Work Programme. Essentially the scheme is aimed at pre Work Programme Job Centre Plus clients to deliver employment outcomes to avoid significant flows onto the Work Programme.

How to make representation

Representations should be made to Antony Steinberg , Economic Development Manager, Bryan Hanson House, Hanson Square Hartlepool, TS247BT, telephone 01429 523503, email antony.steinberg@hartlepool.gov.uk

Further information

Further information can be obtained from Antony Steinberg, contact details noted above.

DECISION REFERENCE: RN 70/11 - INNOVATION FUND

Nature of the decision

To seek approval to deliver a programme to support young people 14 years plus to improve employability prospects and in addition deliver employment outcomes for young people aged over 18. This will be subject to a successful bidding process via DWP.

Who will make the decision?

The decision will be made by the Cabinet.

Ward(s) affected

Potentially all wards but particularly focusing on the most deprived wards.

Timing of the decision

The decision is expected to be made in December 2011

Who will be consulted and how?

Key stakeholders and partners, one workshop has already been held involving Council Departments and the voluntary/community sector, which was held on the 13th July 2011.

Information to be considered by the decision makers

The Government has announced £30m of support to assist the most disadvantaged young people from 14 years plus to improve employability and in addition deliver employment outcomes for young people over 18 years old. DWP is inviting bids for organisations to deliver appropriate programmes and is based on an outcome payment model.

How to make representation

Representations should be made to Antony Steinberg, Economic Development Manager, Bryan Hanson House, Hanson Square Hartlepool, TS247BT, telephone 01429 523503, email antony.steinberg@hartlepool.gov.uk

Further information

Further information can be obtained from Antony Steinberg, contact details noted above.

DECISION REFERENCE: RN 71/11 - FAMILIES WITH MULTIPLE PROBLEMS

Nature of the decision

To seek approval to enter into partnership or sub contracting arrangements with a DWP Prime Provider to deliver the ESF funded Families With Multiple Problems. This is subject to negotiations with the successful Prime Provider to be appointed by DWP.

Who will make the decision?

The decision will be made by the Cabinet.

Ward(s) affected

Potentially all wards but particularly impacting on the most deprived wards in the Town.

Timing of the decision

The decision is expected to be made in December 2011.

Who will be consulted and how?

Key stakeholders and partners , one workshop has already been held involving Council Departments and the voluntary/community sector, which was held on the 13th July 2011.

Information to be considered by the decision makers

To negotiate and implement subcontracting arrangements with a DWP Prime Provider to deliver an ESF funded programme, Families with multiple problems.

The focus of the programme is to deliver employment outcomes and the programme operate over two years to support families with multiple barriers to employment including intergenerational worklessness.

The guidance from DWP stipulates that the Work Programme Prime Providers will be eligible to apply for the funding and that the successful Prime Provider must work closely with local authorities and all referrals of clients must be made via local authorities who will be responsible for identifying appropriate families.

How to make representation

Representations should be made to Antony Steinberg , Economic Development Manager, Bryan Hanson House, Hanson Square Hartlepool, TS247BT, telephone 01429 523503, email antony.steinberg@hartlepool.gov.uk

Further information

Further information can be obtained from Antony Steinberg, contact details noted above.

DECISION REFERENCE: RN 74/11 – FORMER LEATHERS CHEMICAL SITE

Nature of the decision

To consider a report containing the outcome and recommendations of the Environment Agency following a Contaminated Land Special Site investigation into the former Leathers Chemicals site situated off Zinc Works Road and how this may impact on the Council.

Who will make the decision?

The decision will be made by the Cabinet.

Ward(s) affected

The former Leathers Chemicals site is situated in the Seaton Ward.

Timing of the decision

The decision is expected to be made in November 2011.

Who will be consulted and how?

Statutory consultees including land owner, leasee, land occupier, adjacent land owners and other public bodies will be consulted as part of the process following consideration of the report and these will be consulted in writing.

Information to be considered by the decision makers

Following a site investigation including sampling and testing of soils, the Environment Agency will advise the Council of their recommendations following the Contaminated Land Special Site investigation into the former Leathers Chemicals Site and adjacent sand dunes. The Cabinet report will present these recommendations and discuss how the Council must then proceed in terms of the legislation (Part IIA of the Environmental Protection Act 1990) and the potential options available.

How to make representation

Formal representations can be made to Alastair Smith (Assistant Director Transportation and Engineering), Regeneration and Neighbourhoods Department, Civic Centre, Hartlepool, TS24 8AY. Tel 01429 523802 or e-mail alastair.smith@hartlepool.gov.uk

Further information

Further information can be sought by contacting Stephen Telford (Senior Engineer – Environmental Issues) on 01429 523245 or stephen.telford@hartlepool.gov.uk.

DECISION REFERENCE: RN 77/11 - WYNYARD MASTER PLAN

Nature of the decision

To seek approval to progress a master plan study for the Wynyard area to help guide the development of this key location

Who will make the decision?

The decision will be made by Cabinet

Ward(s) affected

Elwick Ward

Timing of the decision

The decision is expected to be made in November 2011

Who will be consulted and how?

The intention is to carry out the master plan study in partnership with Stockton Borough Council and to include relevant land owners. The study is likely to involve consultation with major infrastructure providers and statutory consultees such as Natural England and the highways Agency. On completion and subject to agreement by Cabinet the master plan would be subject to public consultation.

Information to be considered by the decision makers

The emerging Core Strategy allocates Wynyard Business Park as a Prestige Employment Location but also identifies land both within the Business Park and to the south of the A689 for executive housing, whilst also recognising the aspiration for the development of a new hospital within the area.

The Business Park straddles the boundary with Stockton BC who are also looking at sites within their area with the potential for housing development. In order to ensure a coordinated approach to the development of the Wynyard area, to consider development options, ensure that the development proposals are compatible with other development and regeneration priorities and to maximise sustainability, it is considered that the development of a master plan for the wider Wynyard area would be an appropriate way forward.

How to make representation

Representations should be made to Damien Wilson, Assistant Director (Regeneration and Planning), Regeneration and Neighbourhoods Department, Civic Centre, Victoria Road, Hartlepool. Telephone: 01429 523400. E Mail: damien.wilson@hartlepool.gov.uk.

Further information

Further information can be obtained from Derek Gouldburn, Urban and Planning Policy Manager, Regeneration and Neighbourhoods Department, Civic Centre, Victoria Road, Hartlepool. Telephone: 01429 523276. Email Derek.gouldburn@hartlepool.gov.uk

DECISION REFERENCE: RN 78/11 SUSTAINABILITY POLICY

Nature of the decision

Key decision

Who will make the decision?

The decision will be made by Joint Portfolio Holders (The Mayor and Cllr Robbie Payne).

Ward(s) affected

All, it is a Council wide policy.

Timing of the decision

The decision is expected to be made in November 2011.

Who will be consulted and how?

The draft policy has been discussed and agreed by the Corporate Management Team Support Group.

Information to be considered by the decision makers

There is an increasing requirement in tenders and pre-qualification questionnaires the Council is responding to, for the Council to confirm the existence of its environmental or sustainability policies. The draft sustainability policy has been produced to cover both requirements. The existence of this new policy does not alter the way the Council operates, it summarises the Councils long standing commitment to sustainable development.

How to make representation

Representations should be made to Damien Wilson, Assistant Director (Regeneration and Planning), 01429 523400, damien.wilson@hartlepool.gov.uk

Further information

Further information can be obtained from Damien Wilson, Assistant Director (Regeneration and Planning), 01429 523400, damien.wilson@hartlepool.gov.uk

DECISION REFERENCE: RN87/11 CONSULTATION ON DENOMINATIONAL HOME TO SCHOOL TRANSPORT AND POST 16 COLLEGE TRANSPORT

Nature of the decision

The report describes why it is timely to amend current policy and has been drafted to provide a summary of the legal framework relating to home to school transport and explains how the local authority discharges its duties in meeting statutory obligations to provide transport for children and young people travelling to and from schools or colleges within Hartlepool Borough Council. Consultation is to be carried out on a revised Policy for Post 16 Transport travel support and the provision of Denominational Transport

Who will make the decision?

The decision will be made by Cabinet.

Ward(s) affected

All wards.

Timing of the decision

The decision is expected to be made in December 2011

Who will be consulted and how?

Consultation will take place with Schools, Colleges, Transport Champions Group, Neighbourhood Forums, Head Teachers, Colleagues in Child and Adult Services and other relevant agencies

Information to be considered by the decision makers

Post 16 Transport - There is no statutory requirement to provide free transport for students who are beyond statutory school age, including students with special educational needs. There is a statutory duty to ensure that students are not denied access to education because of a lack of transport. If a local authority identifies a need to provide transport for post 16 students, it does not have to be provided free of charge.

Unlike the travel arrangements for children of statutory school age, the legislation does not specify what must be provided. The decision to determine what is necessary falls to the local authority. In determining what transport or support should be provided, local authorities should note the following points:

- that the education or training a student is undertaking must be full time;

- that the arrangements apply equally to students attending maintained schools and those attending other establishments, e.g. colleges; and
- students of sixth form age have access to transport and financial support for transport from other sources, including the school, college or other establishment they attend.

Denominational Transport - Section 509AD of the 1996 Act places a duty on local authorities in fulfilling their duties in relation to travel, to have regard to the wish of the parent for their child to attend a school on the grounds of the parent's religion or belief. The key phrase in Section 509AD is: "*A local authority in England must have regard, amongst other things to the parents' religion or belief based on preference.*" Thus, arrangements for transport under Section 509AD are discretionary and need not be implemented or can be discontinued

There is a statutory duty to make travel arrangements for secondary school children from low income families who are attending the nearest suitable school preferred on the grounds of religion or belief, where they live more than 2 miles, but not more than 15 miles from that school

How to make representation

Representations should be made to Paul Robson, Consultant Integrated Transport Unit Manager, Integrated Transport Unit, 1 Church Street, Hartlepool, TS24 7DS. Telephone: 01429 284163. Email: Paul.robson@hartlepool.gov.uk

Further information

Further information can be obtained from Paul Robson as above

DECISION REFERENCE: RN88/11 – IMPLEMENTATION OF CHANGES TO THE COMMON ALLOCATIONS POLICY GOVERNING THE TEES VALLEY CHOICE BASED LETTINGS SCHEME

Nature of the decision

To update members on progress with implementing the approved changes to the Common Allocations Policy that governs the Tees Valley Choice based Lettings scheme.

Who will make the decision?

The decision will be made by Cabinet

Ward(s) affected

All wards in Hartlepool will potentially be affected by the changes to this policy.

Timing of the decision

The decision is expected to be made in November 2011, to ensure the revised policy can be implemented across all Tees Valley authorities by 1st April 2012.

Who will be consulted and how?

Consultation has been carried out throughout the Tees Valley by all partners to the Common Allocation Policy; this has included tenants, applicants, stakeholders and elected members. Various methods of consultation have been used including workshops, questionnaires, members' seminars and stakeholder events.

Information to be considered by the decision makers

The following proposed amendments to the Tees Valley Choice Based Letting policy were presented to Cabinet at their meeting of 7th March 2011;

1) Clarification of why and how local lettings policies will be used	Agreed
2) The removal of cumulative need	Not Agreed
3) Restriction of Band 1+ to main householder only in regeneration schemes	Not Agreed
4) Clarification of Band 1 for HM forces applicants	Agreed
5) Removal of 'Property of the Week'	Agreed
6) Amendment of Local Connection definition	Agreed

Members approved, in principle, the proposed amendments with the exception of;

- The removal of 'cumulative need', members indicated that they would like to see this retained for applicants in bands 1 and 2.
- Restriction of band 1+ to main householder only in regeneration schemes, members proposed the existing policy be retained as a local variation applicable only for applicants from Hartlepool needing to be rehoused in Hartlepool.

Members also agreed to delay implementation of these amendments until the outcome of the Governments proposals on social housing reform were known as further changes may be forthcoming and to reduce costs on any necessary IT amendments.

This report will update members on progress with the implementation of the policy amendments and provide advice on the implications of varying the policy in Hartlepool on these two issues.

How to make representation

Representations should be made to Damien Wilson, Assistant Director (Regeneration and Planning) Regeneration & Neighbourhoods Department, Civic Centre, Victoria Road, Hartlepool, TS24 8AY. Tel: 01429 523400. Email: damien.wilson@hartlepool.gov.uk

Further information

Further information can be obtained from Lynda Igoe, Principal Housing Advice Officer, Regeneration & Neighbourhoods Department, Park Towers, Park Road, Hartlepool. Tel.01429 284177. Email: lynda.igoe@hartlepool.gov.uk

DECISION REFERENCE: RN89 / 11 FORMER BRIERTON SCHOOL SITE

Nature of the decisions

To consider a range of potential development and operational proposals for the site subsequent to Dyke House School vacating the site in December 2011. There will be a number of decisions to be made over the forthcoming months.

Who will make the decision?

The decisions will be made by Cabinet and Council as appropriate to the subject matter of each decision.

Ward(s) affected

Rift House, Owton Manor and Rossmere Wards specifically.

Timing of the decision

There will be a range of decisions required the first of which will be in relation to the future operation and management of the Sports Centre which is expected in November 2011. There will be subsequent decisions in connection with the overall site.

Who will be consulted and how?

A number of stakeholders will need to be consulted depending on the particular aspect of the proposals and decisions required:-

Local residents

Ward Members

Dyke House School (in relation to transfer of Sports Centre Management)

Sport England

Council Working Group

Cabinet

Council

Information to be considered by the decision makers

Dyke House School depart the site on 23rd December and the management of the site then reverts back to the Council. Initially this was to take place in Spring 2012, however the refurbishment of the existing Dyke House School is to be completed early via the BSF Contract.

Initially the Council needs to consider the future management operation and funding of the Brierton Sports Centre which will be transferred back to the Council from Dyke House School. This is linked to the future use and development of the site.

Options are being considered for the use and occupation of existing buildings and potential demolition of any that may become surplus.

The future determination of the whole site will be considered including those areas to be retained for sport and those where a master plan for future use / development will be required.

How to make representation

Representations should be made to Graham Frankland, Assistant Director (Resources), Regeneration and Neighbourhoods, Civic Centre, Victoria Road, Hartlepool TS24 8AY. Tel 01429 523211. E Mail graham.frankland@hartlepool.gov.uk, or John Mennear, Assistant Director (Community Services), Child and Adults Department, Civic Centre, Victoria Road, Hartlepool. Telephone: 01429 523417. E Mail: john.mennear@hartlepool.gov.uk.

Further information

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

DECISION REFERENCE: RN 90/11 MILL HOUSE SITE DEVELOPMENT AND VICTORIA PARK

Nature of the decision

To consider proposals for the master planning for the Mill House site including potential land transactions with Hartlepool United Football Club in connection with Victoria Park.

Who will make the decision?

There will be a range of decisions to be made around the future development of the Mill House site in addition to the potential sale of Victoria Park. Decisions may be made by Cabinet or an Executive Committee of Cabinet as appropriate.

Wards affected

The wards affected are in the Central area and Stranton Ward in particular, but there is town wide interest in the provision of recreational facilities generally and the Football Club itself.

Timing of the decision

The decision is expected to be made in January 2012.

Who will be consulted and how?

Hartlepool Indoor Bowls Club
Hartlepool United Football Club
Local Residents
Ward Members
All Council Members
Scrutiny Coordinating Committee
Council Working Group

Information to be considered by the decision makers

Options for the future development of the Mill House site are being considered as part of a master planning exercise which will aim to regenerate the area as well as promote community and recreational facilities. The Football Club are still interested in the purchase of Victoria Park and are willing to be involved in the master planning exercise which will also consider the potential sale and development of Victoria Park.

Any potential sale of the football club will need to be considered against the following:

- Regeneration opportunities
- Recreation and sports strategies

- Economic impact of the Football Club
- The Council's asset management planning and medium term financial strategy
- Local community needs and views.

How to make representation

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

EMail: Graham.Frankland@hartlepool.gov.uk

E mail Damien.wilson@hartlepool.gov.uk

Further information

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

DECISION REFERENCE: RN 91/11 – PROPERTY SERVICES PROPOSED BUDGET SAVINGS

Nature of the decision

Following conducting a review of property and support related services, recommendations will be made to Cabinet regarding future changes and proposed budget savings.

Who will make the decision?

The decision will be made by Cabinet

Ward(s) affected

Property Services relate to public buildings across most wards in the town although the service changes will have minimal impact on the community.

Timing of the decision

The decision is expected to be made in November 2011

Who will be consulted and how?

Consultation will take place with staff, Human Resources and Trade Unions

Information to be considered by the decision makers

In line with the Council's requirement to identify savings in the order of £5.3m for the coming financial year, the Resources Division is exploring ways in which it can achieve savings which will contribute towards this overall target.

How to make representation

Representations should be made to Graham Frankland, Assistant Director (Resources), Regeneration and Neighbourhoods, Civic Centre, Victoria Road, Hartlepool TS24 8AY. Tel 01429 523211. E Mail graham.frankland@hartlepool.gov.uk,

Further information

Further information can be obtained from Graham Frankland as above.

DECISION REFERENCE: RN 92/11 – ASSET MANAGEMENT PROPOSED BUDGET SAVINGS

Nature of the decision

As a continuation of the Business Transformation Asset Management Workstream agreed by Cabinet in January 2009, Cabinet will be asked to confirm the savings programme to achieve proposed budget savings.

Who will make the decision?

The decision will be made by Cabinet

Ward(s) affected

Asset Management relates to land and public buildings across most wards in the town.

Timing of the decision

The decision is expected to be made in December 2011

Who will be consulted and how?

Consultation will take place with staff, building users and Trade Unions

Information to be considered by the decision makers

In line with the Council's requirement to identify savings in the order of £5.3m for the coming financial year, the Resources Division is already on programme to explore ways in which it can achieve savings which will contribute towards this overall target via the Business Transformation Asset Management Workstream. The target and workstream elements were agreed by Cabinet in January 2009.

Workstreams elements include:-

- Rationalisation of administration buildings
- Other property and land rationalisation
- Proactive approach to leased estate
- Centralising asset and property management
- Energy management

How to make representation

Representations should be made to Graham Frankland, Assistant Director (Resources), Regeneration and Neighbourhoods, Civic Centre, Victoria Road,

Hartlepool TS24 8AY. Tel 01429 523211. E Mail
graham.frankland@hartlepool.gov.uk,

Further information

Further information can be obtained from Graham Frankland as above.

DECISION REFERENCE: RN 93/11 ADDITIONAL HIGHWAY MAINTENANCE WORKS 2011-12

Nature of the decision

To agree additional highway maintenance works for 2011-12 funded by an underspend to the original Local Transport Plan Capital allocation

Who will make the decision?

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

Ward(s) affected

To be confirmed prior to final report but initially, Seaton, St Hilda's, Stranton and Dyke House

Timing of the decision

The decision is expected to be made in December 2011

Who will be consulted and how?

There will be no direct consultation. The works have been identified through the latest condition surveys that have identified three areas which are in immediate need of maintenance works to prevent costly reconstruction at a later date. The remaining schemes have been previously prioritised through the 5-year programme

Information to be considered by the decision makers

The report will identify the individual schemes proposed for maintenance works together with an explanation for inclusion.

How to make representation

Representations should be made to Mike Blair, Highways, Traffic and Transport Manager, 1 Church Street, Hartlepool, TS24 7DS. Telephone: 01429 523252. Email: mike.blair@hartlepool.gov.uk

Further information

Further information can be obtained from Mike Blair as above.

DECISION REFERENCE: RN94 /11 - REVIEW OF CONCESSIONARY FARE PAYMENTS TO BUS OPERATORS FOR 2012-2013

Nature of the decision

To agree a revised payment structure for the provision of free concessionary travel for the over 60's and disabled for the 2012-2013 period with the bus operators.

Who will make the decision?

The decision will be made by Cabinet

Timing of the decision

The decision will be made in February 2012

Who will be consulted and how?

Consultation will take place with the bus operators and will be coordinated on a Tees Valley level in the first instance with a local agreement determined from this dialogue.

Information to be considered by the decision makers

The statutory minimum travel concessions for all local residents aged 60 and over and disabled people to travel free of charge on registered off-peak local bus services throughout England (off-peak travel is from 9.30am to 11pm on weekdays and all day at weekends and bank holidays)

Authorities are able to operate an enhanced scheme based on a judgement of local needs and circumstances.

Such enhancements that have previously been approved by Cabinet include allowing travel at all times of the day, and from last year, the payment of a fixed fare of 30p prior to 9:30am

The Government has recognised that the concession imposes a significant funding burden on local authorities because they will be obliged to reimburse operators for journeys and pay costs for issuing new passes.

Bus operators must be 'no better and no worse off' as a consequence of carrying eligible pass holders.

The Government stated, when free national travel was introduced in 2008, that the net additional costs of new burdens placed on local authorities will be fully funded.

The cost to the Council for the national bus concession from the 1st April 2012 will be determined following negotiation with all bus operators operating services in Hartlepool.

How to make representation

Representations should be made to Mike Blair, Highways, Traffic and Transport Manager, 1 Church Street, Hartlepool, TS24 7DS. Telephone: 01429 523252. Email: mike.blair@hartlepool.gov.uk.

Further information

Further information can be obtained from Mike Blair as above.

DECISION REFERENCE: RN 95/11 PROPOSED MIGRATION FROM THE TEES VALLEY FOOD HYGIENE AWARD SCHEME TO THE NATIONAL FOOD HYGIENE RATING SCHEME

Nature of the decision

To seek approval and support to implement changes which will result in the migration from the 'Tees Valley Food Hygiene Award Scheme' to the new national 'Food Hygiene Rating Scheme' (FHRS).

Who will make the decision?

The decision will be made by the Portfolio Holder for Adult & Public Health Services

Ward(s) affected

All wards in Hartlepool Borough

Timing of the decision

The decision is expected to be made in November 2011

Who will be consulted and how?

A report will be presented to the Portfolio Holder for Adult & Public Health Services in November 2011. This will provide information on the reasons behind the proposal to migrate from the local 'Tees Valley Food Hygiene Award Scheme' to the new national 'Food Hygiene Rating Scheme' (FHRS). The report will address the implications/benefits for the Council and members of the public.

Information to be considered by the decision makers

In November 2010 the Food Standards Agency (FSA) launched the 'Food Hygiene Rating Scheme', which is a FSA/local authority partnership initiative to help consumers choose where to eat out or shop for food. This scheme is supported by Central Government and it was developed with the aim that it would become the single national scheme for England, Wales and Northern Ireland in time for the 2012 Olympics and Paralympics.

Local Authorities with existing food hygiene rating schemes are being strongly encouraged to migrate to the national scheme. The FSA has acquired the software rights for the IT platform which we currently use to host our local data and do not intend to maintain the system. To minimise any burdens on local authorities the FSA has set up a support fund to ensure that set-up and on-going costs associated with operating the new scheme are minimised.

How to make representation

Representations should be made to Damien Wilson, Assistant Director (Regeneration and Planning), Regeneration and Neighbourhoods Department, Civic Centre, Victoria Road, Hartlepool. Telephone: 01429 523400. E Mail: damien.wilson@hartlepool.gov.uk

Further information

Further information can be obtained from Sylvia Pinkney, Public Protection Manager, Regeneration and Neighbourhoods Department, Bryan Hanson House, Hanson Square, Hartlepool. Telephone: 01429 523315. E Mail: sylvia.pinkney@hartlepool.gov.uk

DECISION REFERENCE: RN96/11 – HARTLEPOOL VOLUNTARY & COMMUNITY SECTOR STRATEGY AND COMPACT**Nature of the decision**

Key Decision - Test (ii) applied

Background

Hartlepool currently has a Voluntary Sector Strategy (VSS) and a separate Voluntary Sector Compact. The VSS was developed through extensive consultation with the Voluntary and Community Sector (VCS) and other partners in the Local Strategic Partnership (LSP). The Strategy was endorsed by Cabinet on 21st September 2009 and as part of the work undertaken by the consultants, an action plan was prepared to accompany the strategy and focus work going forward. The delivery of the Voluntary Sector Strategy is currently overseen by an Implementation Group.

The Hartlepool Compact was endorsed by Cabinet on 27th October 2008 following an extensive consultation and development period. The Hartlepool Compact is a written agreement containing a series of codes that are designed to improve the relationships between the VCS and other organisations in Hartlepool. Since the Compact was approved an action plan has been prepared annually setting out how partner organisations will take forward the codes outlined in the Compact. Monitoring of the Compact and the review of disputes was the responsibility of Hartlepool Community Network. Since the end of the Community Network in March 2011 an alternative body has not been identified to take on this responsibility.

This forward plan entry replaces a previous entry reference RN55/11 Hartlepool Compact/Voluntary Sector Strategy Action Plans which planned to refresh the action plans for both documents. In light of reduced resources and developing national government policy including the Big Society and the Localism Bill it is now felt timely for a more fundamental review of the two documents. In order to ensure clarity at the local level it is proposed to bring the Strategy and Compact together into one document that will clearly set out the relationship between the Local Authority and its public sector partners and the VCS. The new VCS Strategy and Compact will build upon the previous documents but will reflect the changing landscape both locally and nationally. A report detailing the proposed review will be brought to Cabinet in November.

The review will result in a new VCS Strategy and Compact for Hartlepool and in order to drive it forward new governance arrangements will need to be agreed. These new arrangements will aim to strengthen the role of the VCS in overseeing the implementation of the Strategy and Compact.

Who will make the decision?

The decision will be made by Cabinet.

Ward(s) affected

The proposals will affect all wards within the Borough.

Timing of the decision

It is anticipated that in January 2012 Cabinet will be presented with a draft Strategy and Compact which they will be asked to agree as a draft for consultation. There will then follow an 8 week consultation period and following that a final draft will be presented to Cabinet for approval and adoption.

Who will be consulted and how?

There will be wide consultation throughout the development of the new Strategy & Compact and this will include Cabinet, Scrutiny Coordinating Committee, public sector partners and the Voluntary and Community Sector. There will also be an 8 week consultation period on the draft Strategy and Compact during which a number of consultation events will be held.

Information to be considered by the decision makers

The Voluntary & Community Sector Strategy and Compact.

How to make representation

Representation should be made to:

Denise Ogden, Assistant Director (Neighbourhood Services), Civic Centre,
Hartlepool, TS24 8AY.
Telephone: (01429) 523201.
Email: denise.ogden@hartlepool.gov.uk

Further Information

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

DECISION REFERENCE: RN 97/11 – TRANSPORTATION AND ENGINEERING SERVICES PROPOSED BUDGET SAVINGS

Nature of the decision

Following conducting a review of Transportation and Engineering services, recommendations will be made to Cabinet regarding future changes and proposed budget savings.

Who will make the decision?

The decision will be made by Cabinet

Ward(s) affected

Transportation and Engineering Services provide services across most wards in the town although the service changes will have minimal impact on the community.

Timing of the decision

The decision is expected to be made in November 2011

Who will be consulted and how?

Consultation will take place with staff, Human Resources and Trade Unions

Information to be considered by the decision makers

In line with the Council's requirement to identify savings in the order of £5.3m for the coming financial year, the Resources Division is exploring ways in which it can achieve savings which will contribute towards this overall target.

How to make representation

Representations should be made to Alastair Smith, Assistant Director (Transportation and Engineering), Regeneration and Neighbourhoods, Civic Centre, Victoria Road, Hartlepool TS24 8AY. Tel 01429 523802. E Mail alastair.smith@hartlepool.gov.uk,

Further information

Further information can be obtained from Alastair Smith as above.

DECISION REFERENCE: RN 98/11 – ACQUISITION OF ASSETS

Nature of the decisions

To consider and agree the acquisition of land and property assets as part of the strategic approach to property in the Medium Term Financial Strategy. Over time there will be an opportunity for a number of identified and as yet unidentified assets, the timing of individual acquisitions will vary and it is therefore anticipated that a series of decisions will be required to take advantage of opportunities as and when they arise.

Who will make the decision?

The decisions will be made by Cabinet or the Finance and Procurement Portfolio Holder and Council

Ward(s) affected

Various wards depending upon location of property asset.

Timing of the decisions

Decisions are expected to be made from November 2011 in line with the potential of strategic acquisitions.

Who will be consulted and how?

Consultation will depend upon the circumstances of acquisition, location and occupancy of the particular property to be disposed of. This shall include service departments, service users, relevant voluntary and community groups residents and will include Ward Councillors. Consultation will be in the form of presentations and meetings as appropriate including the Council's Capital Fund Team that encapsulates departmental representatives.

Information to be considered by the decision makers

There may be occasions when it could be in the Council's longer term financial position when the acquisition of land or property may be a prudent action. The capital receipts strategy will include the purchase of assets for resale within the next three years. Opportunities for disposal, valuations, market conditions, stakeholder views and service users will be considered as part of the decision making process.

A robust business case will be considered on a case-by-case basis to ensure that any acquisition is both a strategic priority and in line with the medium term financial strategy and does not increase financial risk. The acquisition and disposal strategy is part of the strategy to fund one off costs identified in the medium term financial strategy. The purchase and resale of assets will need to

be managed carefully to ensure annual capital receipts match annual expenditure commitments and avoid unbudgeted revenue costs from using prudential borrowing to fund any shortfall wherever possible.

Acquisitions currently being considered includes the Ambulance station at Elwick Road adjacent to land at Briarfields which is a key development site for the Council.

How to make representation

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

E Mail: Graham.Frankland@hartlepool.gov.uk or Chris Little, Chief Finance Officer Chief Finance Officer, Chief Executives Department, Civic Centre, Victoria Road, Hartlepool. Telephone: 01429 523003.

E Mail: chris.little@hartlepool.gov.uk

Further information

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

APPENDIX 1

DETAILS OF DECISION MAKERS

THE CABINET

Many decisions will be taken collectively by the Cabinet.

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

EXECUTIVE MEMBERS

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

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

APPENDIX 2

TIMETABLE OF KEY DECISIONS

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

1. DECISIONS EXPECTED TO BE MADE IN NOVEMBER 2011

CE 44/11 (page 6)	Workforce Arrangements	Cabinet
CE45/11 (page 7)	Strategy for Bridging the Budget Deficit 2012/13 – ICT, Revenues and Benefits Service	Cabinet
CE 48/11 (page 13)	Corporate Strategy Service Review	Cabinet
CAS 95/11 (page 16)	Hartlepool Community Pool Grants review	Cabinet
CAS 102/11 (page 20)	Early Intervention Strategy: Service Restructure	Cabinet
CAS 103/11 (page 22)	Special Educational Needs (SEN) Pathfinder	Cabinet
CAS 104/11 (page 24)	Moving Forward Together: The Vision for Adult Social Care in Hartlepool	Portfolio Holder/Cabinet
CAS 106/11 (page 27)	Priority Schools Building Programme	Cabinet
CAS 108/11 (page 30)	Cost of Care for Older People's Care Homes	Cabinet
RN 13/09 (page 41)	Disposal of Surplus Assets	Cabinet / Portfolio Holder
RN 53/11 (page 44)	Sustainable Construction Strategy	Portfolio Holders
RN 57/11 (page 46)	Dog Control Orders	Portfolio Holder
RN 58/11 (page 48)	Allotments	Portfolio Holder
RN 60/11 (page 51)	Hartlepool Housing Strategy 2011-2015	Cabinet
RN 61/11 (page 53)	Selection of Preferred Developer for sites in Seaton Carew	Cabinet
RN 62/11 (page 55)	Seaton Carew Coastal Strategy Northern Management Unit Phase 2	Cabinet / Council
RN 74/11 (page 63)	Former Leathers Chemical Site	Cabinet
RN 77/11 (page 65)	Wynyard Master Plan	Cabinet
RN 78/11 (page 67)	Sustainability Policy	Portfolio Holders
RN 88/11 (page 70)	Implementation of Changes to the Common Allocations Policy Governing the Tees Valley Choice Based Lettings Scheme	Cabinet
RN 89/11 (page 72)	Former Brierton School Site	Cabinet / Council
RN 91/11 (page 76)	Property Services Proposed Budget Savings	Cabinet
RN 95/11 (page 82)	Proposed Migration from the Tees Valley Food Hygiene Award Scheme to the National Food Hygiene Rating Scheme	Portfolio Holder
RN 97/11 (page 86)	Transportation and Engineering Services Proposed Budget Savings	Cabinet
RN 98/11 (page 87)	Acquisition of Assets	Cabinet / Portfolio Holder / Council

2. DECISIONS EXPECTED TO BE MADE IN DECEMBER 2011

CE 47/11 (page 12)	Customer and Support Services – Service Review	Cabinet
CE 49/11 (page 14)	Financial and Transactional Shared Services – Business Transformation 2 Programme Savings	Cabinet
CAS 97/11 (page 17)	Community Services Service reviews	Cabinet
CAS 101/11 (page 18)	Review of Children's Social Care Commissioning and 2012/13 Savings Proposal	Cabinet

CAS 107/11 (page 29)	Adult Social Care 2012/13 Savings	Cabinet
CAS 109/11 (page 32)	Support Services Savings	Cabinet
CAS 110/11 (page 33)	Home to School Transport Savings	Cabinet
CAS 111/11 (page 34)	Education Services and Out of School Activities Savings	Cabinet
RN 29/10 (page 43)	Hartlepool Domestic Violence Strategy	Cabinet
RN 68/11 (page 57)	Community Cohesion Framework	Portfolio Holder
RN 69/11 (page 59)	Flexible Support Fund	Cabinet
RN 70/11 (page 60)	Innovation Fund	Cabinet
RN 71/11 (page 61)	Families with Multiple Problems	Cabinet
RN 87/11 (page 68)	Consultation on Denominational Home to School Transport and Post 16 College Transport	Cabinet
RN 92/11 (page 77)	Asset Management Proposed Budget Savings	Cabinet
RN 93/11 (page 79)	Additional Highway Maintenance Works 2011-12	Portfolio Holder

3. DECISIONS EXPECTED TO BE MADE IN JANUARY 2011

RN 90/11 (page 74)	Mill House Site Development and Victoria Park	Cabinet / Executive Committee
RN 96/11 (page 84)	Hartlepool Voluntary and Community Sector Strategy and Compact	Cabinet

4. DECISIONS EXPECTED TO BE MADE IN FEBRUARY 2012

CE 46/11 (page 9)	Review of Community Involvement and Engagement (including LSP Review): Update on decisions taken 'in principle'	Cabinet / Council
CAS 105/11 (page 26)	Hartlepool School Admission Arrangements for 2013/14	Portfolio Holder
RN 94/11 (page 80)	Review of Concessionary Fare Payments to Bus Operators for 2012-2013	Cabinet

SCRUTINY CO-ORDINATING COMMITTEE

11 November 2011



Report of: Scrutiny Manager
Subject: INFORMATION REQUESTED FOLLOWING
CONSIDERATION OF EARLIER FORWARD PLAN

1. PURPOSE OF REPORT

- 1.1 To provide information / clarification on a number of issues identified following consideration of the September 2011 to December 2011 Forward Plan.

2. BACKGROUND INFORMATION

- 2.1 During consideration of the September 2011 to December 2011 Forward Plan, Members requested further information in relation to a number of issues. In accordance with the wishes of the Committee, the following reports have been produced for Members information.

Appendix A - Selection Process for External Funded Partnership Bids

Appendix B - Community Cohesion Framework for 2012-15

- 2.2 Given the considerable size of the agenda for today's meeting, the Chair of the Scrutiny Co-ordinating Committee has requested that these reports be received by Members and that any related questions be passed to the Scrutiny Manager who will facilitate the provision of a written response from the relevant officers.

3. RECOMMENDATION

- 3.1 That the Scrutiny Co-ordinating Committee receives the attached reports and that any related questions be passed to the Scrutiny Manager.

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

BACKGROUND PAPERS

No background papers were used in the preparation of this report

SCRUTINY CO-ORDINATING COMMITTEE

11th November 2011



Report of: Assistant Director (Regeneration & Planning)

Subject: SELECTION PROCESS FOR EXTERNALLY FUNDED PARTNERSHIP BIDS

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to outline the selection process that the Council's Economic Development Team undertakes to identify appropriate partners to be named within external funded bids.

2. BACKGROUND INFORMATION

- 2.1 The Council's Economic Development Team has a successful track record of securing external funding through Open and Competitive Tendering (OCT) that has enabled the delivery of education, employment, training and business support initiatives across Hartlepool and the wider Tees Valley sub-region.
- 2.2 To capitalise on any potential income generation, the Team works closely with key partners to raise awareness of any funding opportunities and where appropriate bids directly for external funding as part of a consortium approach.
- 2.3 Given budgetary cut-backs there is a continued need to identify and bid for external funding that could generate income for the Council and other organisations based within Hartlepool.
- 2.4 To improve this process, the Team has worked collaboratively with colleagues from Corporate Procurement to develop a competitive selection process. This will enable the Team to name partners within externally funded bids who have the capacity and track record to deliver the relevant tendered activity and ensure that the Council submits a strong application to successfully secure this additional income.

3. SELECTION PROCESS FOR IDENTIFYING PARTNERS

- 3.1 When the Team receives correspondence from external agencies of Invitations to Tender (ITT) for funding, it immediately informs partners of this opportunity via their membership to Hartlepool Works and Hartlepool Voluntary Development Agency (HVDA) and/or through advertisements on the Council's website.
- 3.2 The opportunities advertised are often for low-level external funding where partners can directly submit an application as a stand alone organisation and do not require a 'consortium approach'. In this instance, the Team provides advice and guidance to organisations on how to complete their application form.
- 3.3 However, it is becoming more prevalent that the Government is consistently moving towards Open and Competitive Tendering (OCT) for organisations to secure public funding. Many of the OCT opportunities now demand 'prime providers' who have the financial capacity and track record to deliver programmes across wider geographical areas, which precludes many of Hartlepool's third sector organisations from being eligible to apply.
- 3.4 Where large scale OCT opportunities arise, particularly through Government agencies, such as the Department for Work & Pensions (DWP) and Skills Funding Agency (SFA); then the Team will aim to secure this funding through a consortium bid. This consortium approach, with the Team as the over-arching accountable body and subcontractors from the public, private and third sector as the delivery partners, is preferred by external funders. This is due to consortiums providing economies of scale by reducing project costs via one managing agent and by having a range of agencies that provide bespoke, specialist provision.
- 3.5 The Council needs to ensure that public money is allocated in accordance with procurement legislation and the Council's Contract Procedure Rules (CPR's). This extends to the selection of suppliers to support the pursuit of external funding. The process outlined in section 3.6 has been developed following consultation between the Team and the Council's Corporate Procurement Team.
- 3.6 If it is identified that the Team will be best placed to apply for an external funding opportunity as the accountable body, with subcontractors delivering provision, the Team will undertake the following process:
1. Inform partners via Hartlepool Works, HVDA and Council website of ITT opportunity.
 2. Briefing session delivered for partners to outline external funders' tender specification.

3. Invite organisations to submit an Expression of Interest (EOI) so that they can be named within Hartlepool Council's application. **See Appendix A for example of an EOI from Hartlepool Borough Council advertised in November 2010.**
4. Partners EOI are scored and they will be chosen based on quality of application, track record and ability to deliver the project tender requirements.
5. Feedback will be given to partners who have been successful or unsuccessful and will/will not be named within the bid.
6. Economic Development submits the application prior to the deadline.
7. If the application is successful or unsuccessful, inform partners.
8. If funding is secured, commence project.

See Appendix B – Selection Process Flow Chart

- 3.7 To date, the process developed between the Team and the Council's Corporate Procurement Team has proven highly successful. For instance, from the initial EOI, the Team identified suitable partners to become part of the delivery model for the *Going Forward Together* programme and a bid was submitted to the SFA. This submission scored 1000 marks out of an available 1000.

4. RECOMMENDATIONS

- 4.1 That Members of the Forum note the content of the report and where appropriate seek clarification.

5. CONTACT OFFICER

Damien Wilson - Assistant Director (Regeneration and Planning)
Regeneration and Neighbourhoods Department
Hartlepool Borough Council
Tel: 01429 523400
Email: damien.wilson@hartlepool.gov.uk

Appendix A**Expressions of Interest (EOI) Invited For:****New Skills Funding Agency (SFA); European Social Fund (ESF) ‘Engaging Vulnerable Young People’ Opportunity**

Hartlepool Borough Council's Economic Development Team was successful in passing the SFA Post Qualifying Questionnaire (PQQ) and has now been invited to tender for the above opportunity. The proposed tender application will be a partnership between the Economic Development Team, Connexions and 11-19 Adviser with a network of specialist subcontractors delivering activity.

The aim of the project will be to build on the success of the *Going Forward* project and will increase the number of vulnerable young people aged 14-19 participating in education, employment or training (particularly those classified as ‘high risk’ of becoming NEET). This will be achieved by providing locally delivered **preventative** interventions such as early engagement with those young people identified as at risk; support by Transition Mentors to assist in the process of smooth learning **transition**; and through effective **re-engagement** activities including pre-employability programmes that particularly target NEET hotspot areas and priority target groups, i.e. teenage parents and care leavers.

The aim is to work with 296 young people aged 14-19 years to provide progression routes into education, employment or training between January 2011 and December 2013.

Hartlepool Borough Council is inviting suitably qualified parties who wish to assist in the delivery of this activity to submit an **EOI by no later than Monday 22nd November 2010 at 12 noon to terry.maley@hartlepool.gov.uk**. (Corporate Procurement Team). Please note that all applicants must submit a letter of support* with their EOI.

Any EOI submitted without a letter of support or after this timescale will not be considered. The letter of support must include the following:

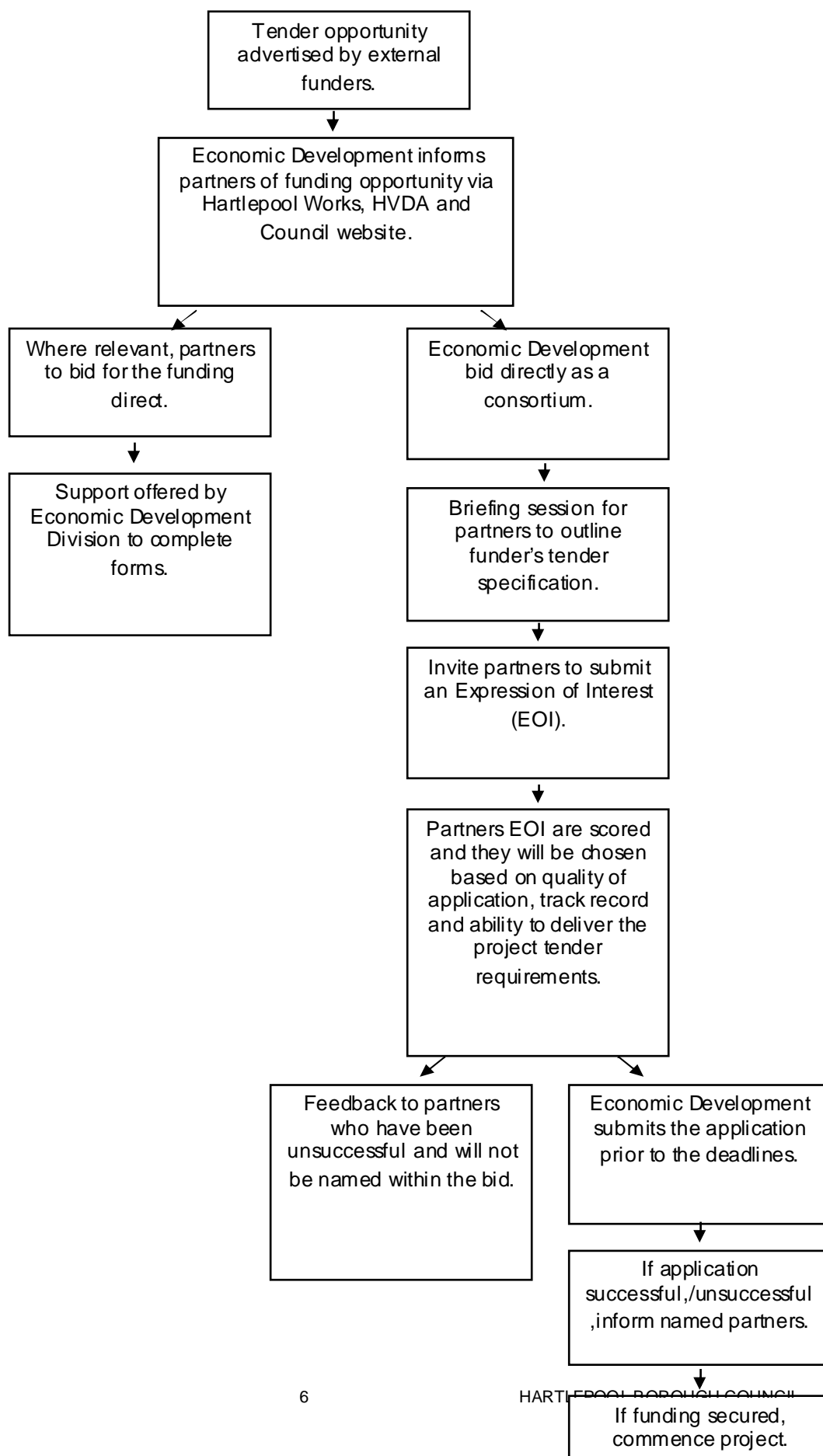
- Text, on headed company paper stating that the partner fully supports Hartlepool Borough Council's ‘Engaging Vulnerable Young People’s’ Application;
- Signed and dated by a company representative who has the authority to sanction this proposal.

EOI Questions

The EOI should address the following four questions and the four subsequent answers should be no more than one A4 page in total. All questions carry an equal weighting.

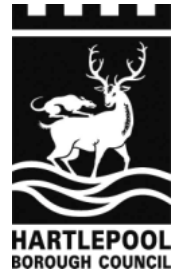
1. Can you outline your track record of supporting vulnerable young people aged 14-19 to participate in education, employment or training?
2. Can you demonstrate your track record of delivering foundation learning or accredited programmes for vulnerable young people aged 14-19?
3. Can you outline how you will engage with disadvantaged young people, such as young offenders, care leavers, looked after children, young people with substance misuse issues, young people with Learning Difficulties or Disabilities and progress them into education, employment or training?
4. Can you outline how you would help a young person into work (and sustain them in this employment for a minimum of 26 weeks)?

Appendix B

Selection Process

SCRUTINY CO-ORDINATING COMMITTEE

11 November 2011



Report of: Assistant Director (Neighbourhood Services)

Subject: COMMUNITY COHESION FRAMEWORK
2012-15

1. PURPOSE OF REPORT

- 1.1 To consider the Community Cohesion Framework for 2012-15 and the proposed consultation process.

2. BACKGROUND

- 2.1 Promoting greater cohesion within communities has formed an important strand of Government policy since 2001. It was in 2001 that disturbances broke out in Bradford, Burnley and Oldham between White and Asian groups; although the activities of right wing extremist groups were recognised as having an influence, local communities believed that the roots of these events lay much deeper.
- 2.2 In response to this the Home Office set up an independent review team to investigate the causal factors influencing the fracturing of community cohesion. (Home Office (2001) Community Cohesion – *The Independent Review Chaired by Ted Cattle*). The team identified specific areas that had impacted on the growing divisions between the communities:
- Ignorance about each others communities had grown into fear and been exploited by extremist groups
 - Levels of poverty and deprivation, competition for scarce resources
 - Failure to communicate, people 'tip toeing' around issues of race, religion and culture, not engaging in honest dialogue
 - Lack of a clear consistent message from political leaders
 - Programmes targeted to tackle the needs of specific disadvantaged groups in an arena of scarce resources led to perceptions of unfairness.

- 2.3 The Home Office was given the responsibility of taking the community cohesion agenda forward, initial strategies were focus on crime, race and faith issues, and preventing violent extremist.
- 2.4 In 2003 Home Office guidance for local authorities was published in which the main essence of community cohesion was defined as, *'the proportion of people who feel that their local area is a place where people from different backgrounds can get on well together'*
- 2.5 Following this the Labour Government set up a time limited Commission on Integration and Cohesion (CoIC) to identify strategies for building better cohesion within communities. The Commission looked further than preventing violent extremism accepting that community cohesion goes beyond issues of race and faith. The CoIC identified local and practical ways to build cohesion, it recommended that a multi strand response was needed, one that would engage the public, private, voluntary and community sector.
- 2.6 This new focus was now on engaging all members of the community, engendering a strong sense of belonging and developing strong and positive relationships between all sections of the community.
- 2.7 In 2009 the Safer Hartlepool Partnership commissioned Redwylde Consultancy to carry out a Community Cohesion Mapping Exercise for Hartlepool.
- 2.8 The mapping exercise highlighted the multiple initiatives being implemented and found that "Most of the key areas for strategy, policy development and the development of an overall vision are in place".
- 2.9 Whilst the findings of Redwylde's study were very positive, the Safer Hartlepool Partnership via the Public Confidence and Reassurance Group recommended that a Community Cohesion Framework be developed in order to sustain and build on the existing good work being delivered in the town.
- 2.10 Developing a Framework is perhaps very timely given the current financial climate, which is anticipated to have detrimental effects on residents and those organisations both Statutory and Voluntary who seek to deliver initiatives which have a positive effect on sustaining and developing good Community Cohesion.

3. CONSULTATION PROCESS

3.1 Consultation will take place with the following groups and organisations:

- Safer Hartlepool Partnership
- Community Safety and Housing Portfolio
- Key Voluntary Organisations, for example, HVDA, OFCA, Manor West, West View Project, Wharton Annex, Salaam Centre, Hart Gables, Access Group, and Places of Worship (This list is not exhaustive)
- Adult and Child Services
- Fire Brigade,
- The Police
- Health Services
- Social Housing Providers
- Scrutiny Co-ordinating Committee
- Neighbourhood Action Plan Forums
- Ward Councillors

3.2 In line with the existing Hartlepool Compact, under section (B) Consultation and Policy Code, those involved in the consultation process will be given 8 weeks to feed back their comments, information will include details of the time scale, any decision already made and arrangements for expressing views. The consultees will be provided with a questionnaire, which will guide them through a range of questions in relation to the key elements of the Community Cohesion Framework (**Appendix 1**).

3.3 Where possible, on line consultation will be the main tool. Where this is not possible, consultees will be written to and provided with a hard copy of the Framework.

3.4 It is envisaged that implementation of the Framework will commence in February 2012, with a public launch of the Framework and promotion.

4. RECOMMENDATION

4.1 Portfolio Holder to comment on the Community Cohesion Framework Consultation Process is invited prior to start of the consultation programme.

5. CONTACT OFFICER

Karen Oliver
Neighbourhood Manager (North)
Regeneration and Neighbourhoods Department
Bryan Hanson House
Hanson Square
Hartlepool

TS24 7BT

Telephone: (01429) 523680

Email: Karen.oliver@hartlepool.gov.uk

Community Cohesion Framework 2012– 2015

DRAFT



Our Vision:

“by 2020 Hartlepool will be made up of cohesive communities where there is a sense of belonging for all and where people of different backgrounds, circumstances and generations have access to the same opportunities and are able to get along free from discrimination and harassment.”

DRAFT

D R A F T

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DRAFT

FOREWORD

Cohesive Communities are strong communities, where people feel that they belong and are valued for their contribution to society.

Residents of Hartlepool have a strong identity with the town and a sense of place and therefore have strengths which can be built on as part of the overall Community Cohesion Framework. Nevertheless there are also challenges in areas associated with poor community cohesion and social capital. We recognise that we have a key role in the development and delivery of this framework along with our key partners, both voluntary and statutory together with the wider community in order to bring about positive improvements, particularly in our most disadvantaged communities.

Hartlepool's Ambition:

“Hartlepool will be a thriving, respectful, inclusive and outward looking community, in an attractive and safe environment, where everyone is able to realise their potential.”

This Community Cohesion Framework supports the Borough's Sustainable Community Strategy along with other fundamental strategies such as Child Poverty Strategy and the Safer Hartlepool Partnership Strategy.



(Insert Signature Here)

**Stuart Drummond
Mayor of Hartlepool**

Introduction

The term **Community Cohesion** is defined by the Government as what must happen in all communities to enable different groups of people to get on well together. A key contributor to community cohesion is integration which is what must happen to enable new residents and existing residents to adjust to one another.' Our vision of an integrated and cohesive community is based on three fundamental principles:

- People from different backgrounds having similar life opportunities
- People knowing their rights and responsibilities
- People trusting one another and trusting local institutions to act fairly

And three key ways of living together:

- A shared future vision and sense of belonging
- A focus on what new and existing communities have in common, alongside a recognition of the value of diversity
- Strong and positive relationships between people from different backgrounds



Community Cohesion – The National Context

In recent years, the issue of Community Cohesion has risen up the national political agenda, initially as part of the Government's response to civil disturbances in several northern towns in 2001. Reports into the causes of these disturbances highlighted issues of deprivation, inequality and lack of communication or understanding within and between communities as significant factors.

The Home Office was given the responsibility of taking the community cohesion agenda forward, initial strategies were focused on crime, race and faith issues, and preventing violent extremism. In 2003 Home Office guidance for Local Authorities was published in which the main essence of community cohesion was defined as, *'the proportion of people who feel that their local area is a place where people from different backgrounds can get on well together'*.

In 2005 the London Tube bombings occurred; following these the Government set up the Commission on Integration and Cohesion (CoIC) to identify strategies for building better cohesion within communities. The Commission looked further than preventing violent extremism accepting that community cohesion goes beyond issues of race and faith. The Commission's report identified local and practical ways to build cohesion, it recommended that a multi strand response was needed, one that would engage the public, private, voluntary and community sector.

The Government acknowledged that the work of the CoIC had given a new clarity and focus to the work of cohesion. This new focus was now on engaging all members of the community, engendering a strong sense of belonging and developing strong and positive relationships between all sections of the community.

In 2007 the Government also launched the Prevent Strategy with the aim of stopping people becoming terrorists or supporting terrorism both in the UK and overseas. This was done through challenging the violent extremist ideology and supporting mainstream voices; disrupting those who promote violent extremism; supporting individuals vulnerable to the violent extremist message; increasing the resilience of communities to violent extremism and addressing grievances.

More recent Government initiatives include the Localism Bill outlining its ambitions to give local people more power and influence over improving their lives. The Government has made it clear that the voluntary and community sector has a crucial role to play in "place shaping".

The Government's 2011 Prevent Strategy aims to stop people becoming terrorists or supporting terrorism by challenging ideology, supporting vulnerable people and working with key sectors.

The Prevent Strategy acknowledges that prevention depends on a successful cohesion and integration strategy; however the Government do not advocate that the two strategies and programmes are merged together.

The Local Context

There are already lots of strategies and plans, locally and nationally, which talk about how the Council and others will do their work to promote community cohesion. To strengthen the overall approach we feel the issue of community cohesion must be specifically addressed by drawing on the strategies already in place. The aim is that cohesion is not seen as an 'add on' to these existing strategies but as an integral part of everything that we do.

There is a clear relationship between cohesion and numerous other policy areas including:

- Community Empowerment
- Preventing crime and anti-social behaviour
- Volunteering
- Equalities and perceptions of fair treatment

Supporting community cohesion will therefore also provide additional benefits to these other policy areas. Importantly, a community cohesion framework would further ensure that other policy areas feed into it and take cohesion into account.

A Community Cohesion Framework will provide the following benefits:

- Prevent duplication between service providers
- Provide a cohesive and effective working model
- Be a catalyst for promoting cohesion within communities
- Give the ability to share good practice locally, regionally, and nationally
- Provide opportunities to secure future mainstream and sustainable funding

Existing Strategies Linked to Cohesion

Hartlepool already has in place a number of key strategies that support community cohesion within our communities, these are;

- **Hartlepool's Community Strategy**

Sustainable communities are places in which people want to live, now and in the future. Equality, social inclusion and community cohesion are all essential principles in the creation of a sustainable community. Hartlepool's Community Strategy is the long term plan for the future of Hartlepool. Its vision is that;

Hartlepool will be an ambitious, healthy, respectful, inclusive, thriving and outward-looking community, in an attractive and safe environment, where everyone is able to realise their potential.

The delivery plan for the Community Strategy includes a number of outcomes which this Community Cohesion Framework will help to deliver:-

- **Neighbourhood Renewal Strategy (NRS)**

Like many towns and cities, Hartlepool has neighbourhoods that experience high crime and unemployment. Hartlepool's Neighbourhood Renewal Strategy (NRS), which is a key part of our Community Strategy, sets out actions to reverse this decline and breathe new life into our most disadvantaged neighbourhoods. It's vision is to;

Continue the regeneration of Hartlepool and ensure that local people, organisations and service providers work together to narrow the gap between the most deprived neighbourhoods and the rest of the borough, so that in the future, no-one is seriously disadvantaged by where they live.

Increased community cohesion is a key aim within the NRS;

To ensure Hartlepool is a cohesive community where there is a sense of belonging for all and where people of different backgrounds, circumstances and generations are able to get along free from discrimination and harassment.

- **Neighbourhood Management and Empowerment Strategy**

The vision within the Neighbourhood Management and Empowerment Strategy is that Hartlepool will be;

A place where people have pride and want to live and stay, with everyone taking part, and everyone understanding each others needs.

A key aim within this strategy is;

Ensuring appropriate governance is in place that enables the meaningful participation and empowerment of communities in local government decision making processes, supported by the effective community development work that increases cohesion and enables all sections of the community to make a positive contribution'.

- **Safer Hartlepool Partnership - Crime, Disorder and Substance Misuse Strategy**

A key aim within the Strategy is to 'Create confident, cohesive and safe communities'. An annual priority for 2011 – 12 is to 'Reduce anti-social behaviour, with specific focus on privately rented properties and alcohol related youth ASB. Reduce criminal damage specifically to dwellings and improve confidence and cohesion within communities'.

- **The Voluntary Service and Compact Strategy**

The Hartlepool Compact is an agreement between Hartlepool Borough Council, local service providers and commissioners of services and the voluntary and community sector. The purpose of the Compact is to set out codes of practice and terms of engagement that organisations will agree to and more importantly sign up to. This will ensure that all partners are aware of and can be responsible for the level of engagement expected from them and what they expect from others when working in partnership. This mutual agreement between partners will improve their relationships and benefit communities within Hartlepool.

- **Housing Strategy**

The Hartlepool Housing Strategy 2011-2015 identifies how the council and its partners will work together to meet the housing needs and aspirations of Hartlepool Borough Council and its residents. The Housing Strategy is key to building mixed sustainable communities, which will assist in the longer term development of cohesive communities.

- **Child Poverty Strategy**

Hartlepool Borough Council's Child Poverty Strategy is a key part of the authority's business activity. This document underpins the Council's Corporate and Departmental Plans, the Community Strategy and Partnership Plan and will provide the strategic priorities which will aim to improve the life chances of all children, young people and their families.

This new Community Cohesion Framework will pull together the strands of these existing documents and identify what we can do to develop more cohesive communities and ensure that it remains at the forefront of local policy.

The Challenges to Cohesion and Integration

In developing what cohesion means at a local level for Hartlepool we must recognise that there is no single or small group of factors which can explain the level of cohesion within a community. Even the level of deprivation, which is the strongest influence on cohesion, can only explain a few percentage points of difference. Given the complexities and the significant challenges, improving community cohesion will require addressing a number of issues at the same time, such as:

- The persistence of poorer economic and social outcomes for particular communities that can lead to disaffection.
- The concentration of particular groups of people in some residential areas which result in a lack of contact between communities and can cause tensions.
- The tensions that result from the breakdown of relationships and communication between different generations sharing the same space and places.

The Commission for Integration and Cohesion has highlighted that crime and perceptions of crime also have a significant impact on people's perceptions of cohesiveness in their area. Fear of crime can create barriers and damage trust between sections of the community (e.g. between young and older people); highlight the gap between neighbourhoods and affect the confidence of residents in those who they see responsible for tackling crime and Anti Social Behaviour.

Community cohesion is an important issue across the Borough, not just our more disadvantaged communities. However, we recognise that there is a need to tackle poverty in our most deprived neighbourhoods. The Index of Multiple Deprivation (IMD) 2010 identifies Hartlepool is the 25th most deprived place out of a total of 354 local authority areas, with nearly half of Hartlepool's Residents living in neighbourhoods classified as deprived by Government. This is a major challenge to social inclusion and subsequently has a negative impact on cohesion. If communities are trapped by a cycle of deprivation they can feel alienated and disempowered.

Perception and Physical Performance Indicators that Impact on Cohesion

The Commission on Integration and Community Cohesion (CoIC) noted that whilst monitoring people's perceptions is important, in order to 'take the temperature' of an area, it is also vital to look beneath these perceptions so as to identify the causes of them. Understanding these causes will better enable a local area to undertake work targeted at tackling the cause rather than the effect of poor integration and community cohesion. In undertaking their research, the CoIC found that:

No single factor can cause a breakdown in integration and community cohesion. Rather, a series of problems would have to occur together for cohesion to breakdown. Personal characteristics, attitude and the type of community a person lives in affect perceptions around integration and cohesion.

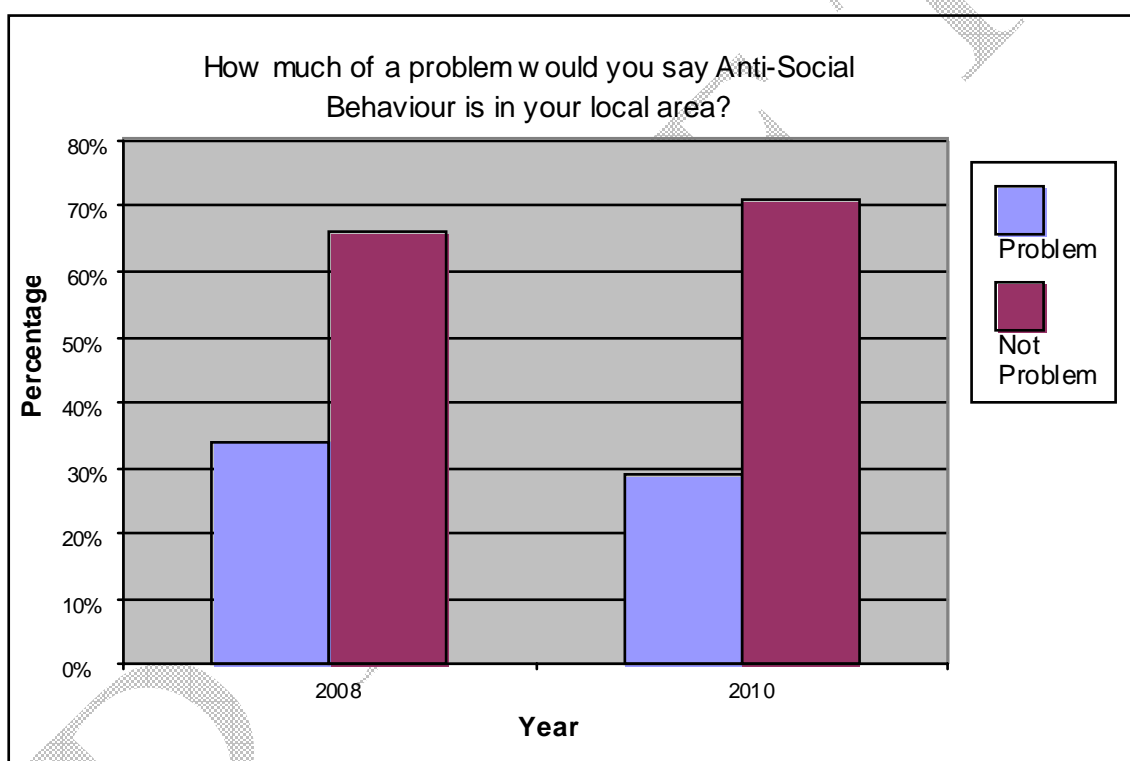
In addition, the Commission identified a series of physical issues that have an important relationship with how a person feels about integration and community cohesion within their area, namely:

- Perception of levels of anti-social behaviour
- Satisfaction with the Council overall
- Satisfaction with cleanliness
- Satisfaction with parks and open spaces
- Satisfaction with participation opportunities

Perception of Levels of Anti Social Behaviour

The 2010 Viewpoint 32 survey indicated that an increasing number of Hartlepool residents felt that anti-social behaviour was not a problem. However anti-social behaviour continues to feature as a neighbourhood priority for many of the Hartlepool wards and remains a Safer Hartlepool Partnership priority.

'Reduce anti-social behaviour, with specific focus on privately rented properties and alcohol related youth ASB. Reduce criminal damage specifically to dwellings and improve confidence and cohesion within communities'.

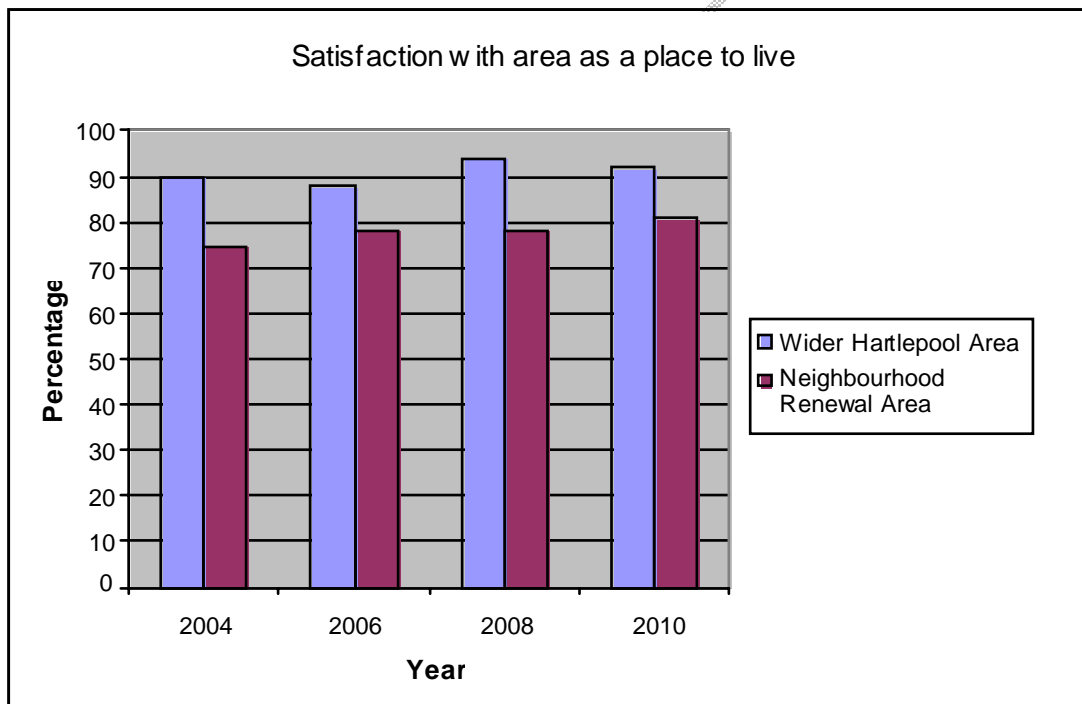


Satisfaction with the Council

The 2008 Place Survey found that 36.6 % of Hartlepool Residents were fairly or very satisfied with the Local Authority. This is lower than the national average of 45 %.

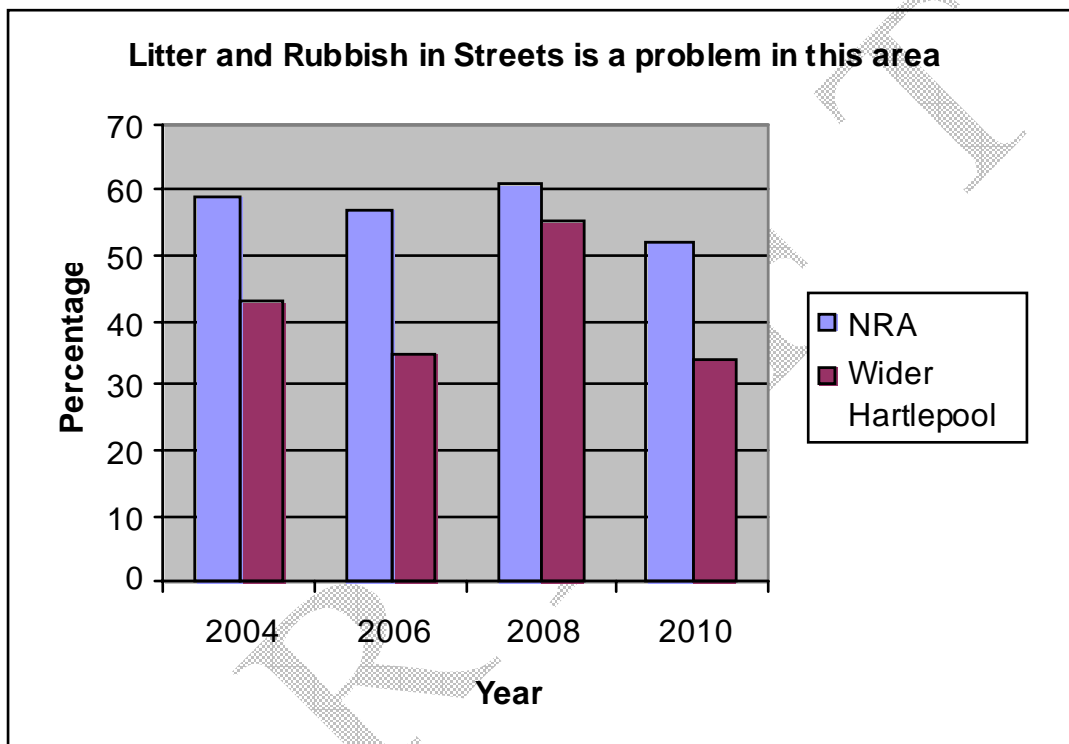
Satisfaction with Area as a Place to Live

In terms of satisfaction with the area as a place to live, there has been a slight increase over time; however within our Neighbourhood Renewal Areas residents remain less satisfied.



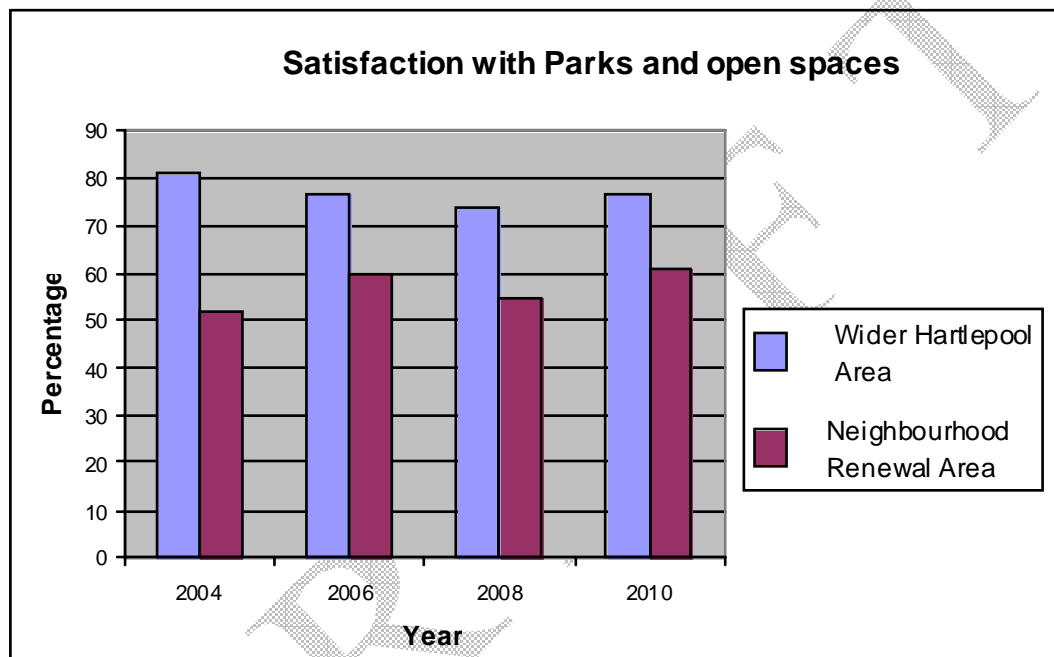
Satisfaction with Cleanliness

The Hartlepool Household Survey 2010 indicated a positive trend in terms the percentage of residents who felt litter or rubbish was a problem in their respective areas. However there remains a clear gap in the perceived level of the problem between the Neighbourhood Renewal Areas of the town and wider Hartlepool.



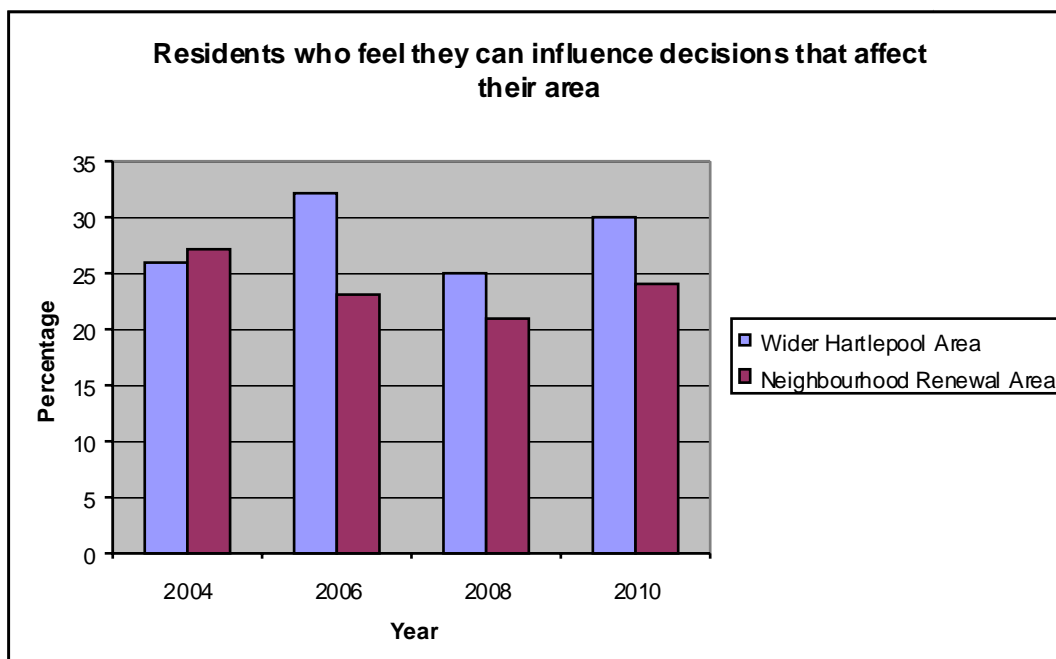
Satisfaction with Parks and Open Spaces

Responses to the 2010 Household survey indicated that satisfaction with parks and open spaces had increased within the Neighbourhood Renewal areas and decreased within wider Hartlepool. Although the gap is narrowing their still remains a significant difference between the areas.



Satisfaction with Participation Opportunities

The Hartlepool Household survey has periodically asked residents whether they feel they can influence decisions within their area. Despite the additional opportunities for residents within the Neighbourhood Renewal Areas to engage via Neighbourhood Action Plans, the feelings of influence remain lower than in the rest of the town.



The above figures give an indication of what the Commission on Integration and Cohesion see as critical factors in terms of the relationships between these areas and cohesive communities; it is clear that the Borough's Neighbourhood Renewal Areas is where these factors are a bigger concern and the communities within it are therefore more susceptible to the problems associated with poor cohesion.

Further evidence which suggests a particular focus on the most vulnerable areas is shown within the [Hartlepool Vulnerable Localities Index](#).

The Vulnerable Localities Index (VLI) is a measure that brings together data on crime, anti-social behaviour, and social exclusion. A vulnerable community displays two core attributes;

- It is an area that experiences problems that relate to community breakdown and fragmentation, and
- It is an area where the trends indicate continual problems, recurring problems or an increasing problem.

Geographic analysis of the vulnerable localities indicates that the majority are located within Neighbourhood renewal areas, with clusters evident in the following wards:

- De Bruce
- Headland and Harbour
- Jesmond
- Victoria
- Burn Valley

We must also recognise that other wards also suffer from many of the problems associated with poor cohesion and as such also have the potential to become vulnerable localities, to ignore these would therefore be detrimental. Where appropriate the actions within this framework will expand into those localities, these include pockets within the following wards;

- Manor House
- Seaton
- Fens and Rossmere
- Foggy Furze

Community Cohesion - A Vision for Hartlepool

The evidence presented within this document clearly highlights the challenges facing all partners within Hartlepool in maintaining and developing more cohesive, integrated communities. To help us achieve this we have developed a vision, a number of key objectives and an associated delivery plan.

Our vision is that;

“by 2020 Hartlepool will be made up of cohesive communities where there is a sense of belonging for all and where people of different backgrounds, circumstances and generations have access to the same opportunities and are able to get along free from discrimination and harassment.”

In taking this framework for cohesion forward **we will**;

- Engage partners across and beyond the Council to improve cohesion
- Improve understanding and unify approaches to cohesion so that everyone sees it as an essential part of their work
- Identify and address gaps in cohesion
- Learn from good practice and successful work that is already happening around developing community cohesion

Objectives

Taking on board both national and local drivers, and the main strategic aims of the Hartlepool Borough Council the themes of this framework focus on the following objectives:

Objective 1

Promote interaction between people and groups

We are committed to ensuring that wherever possible our policies and services promote cohesion and integration and help reduce any tensions and conflict within our neighbourhoods and communities. Within Hartlepool some of our services are more directly involved in things like empowering and strengthening our communities and working to reduce tensions. However cohesion is the responsibility of everyone, from the people who write and approve our policies and strategies, to those who make decisions about how our services are delivered and how resources are spent, to staff managing or delivering services and everyone who interacts with our communities or partners.

Strategic links: Communication, Consultation and Complaints Strategy
Customer Services Strategy
Equality and Diversity Plan
Cultural Strategy

Objective 2

Tackling local attitudes, perception and myths

It is important that the Authority and its partners have a good understanding of how local areas are changing, particularly as a result of demolition of longstanding communities and the development of new communities. Therefore, factual information and reassurance messages need to be communicated to the settled majority communities, and new settlers. Myths and rumours that circulate in local communities and cause division need to be proactively tackled. Our elected Members, staff and key community leaders need support with this. Promoting equality and the diversity of our communities is essential to creating a sense of belonging and shared values. This can not be done in isolation and we need to work with our partners, especially in the media to help build a cohesive and integrated locality. We must be able to provide residents with accurate up to date information about cohesion issues that are relevant to a neighbourhood and to their concerns.

Frontline staff can play an important role in communicating with the public, and will need to be kept informed.

Strategic links: Communication, Consultation and Complaints Strategy
Equality and Diversity Plan
Cultural Strategy

Objective 3

Building trust in local institutions

Different areas will require different strategies to develop trust. The levels of deprivation, use of public services and people's perceptions of their own power to exert pressure or influence will determine our approach. Our services will need to deliver on promises and to be seen to be delivering. We will need to continue to endeavour to give people high quality personal experiences of services, and ensure that the words and behaviour of frontline staff are central to people developing trust in the organisation. Moreover, it will be important to demonstrate that the Authority and its partners are actively listening to local concerns and issues even if it is not always possible to address them.

Strategic links: Hartlepool Partnership Plan
Communication, Consultation and Complaints Strategy
Voluntary Sector Strategy
Hartlepool Compact and Action Plan

Objective 4

Developing the role of young people

Involving and including children and young people in local cohesion work, decision-making and democracy develops their sense of belonging, civic trust and responsibility, and can develop them as a lasting resource for the community. The Authority already has a range of mechanisms in which young people are engaged. These existing mechanisms can be developed further to assist and support young people to understand what escalate and what defuses community conflict, and their role in it. In addition to this exploring ways to build relationships across existing ethnic and social divides, becoming role models in promoting good community relations to their peers and elders will assist in developing a comprehensive action plan for young people's contribution to cohesion.

Strategic links: Child Poverty Strategy
Equality and Diversity Plan
Young People Positive Activities Action Plan
Children and Young People Plan
14-19

Objective 5

Developing effective community leadership

Strong community leadership at all levels is vital in supporting good community relations within Hartlepool. As part of their leadership role, our elected Members, staff and key members of our communities have a responsibility to advocate the importance of cohesion. The Neighbourhood Management and Empowerment Strategy for Hartlepool places a strong emphasis on giving communities and residents a bigger say in the services they receive and in the quality of the neighbourhoods in which they live. The Community Empowerment White Paper (2009) and the Localism Bill (2011) both strengthen the commitment to giving people more power over their lives and empowerment in areas such as housing, local public services, and promoting work, enterprise and active citizenship. Active citizenship and community empowerment are crucial to building cohesion and integration - from ensuring that people feel that they have a stake in their local community to developing a common sense of purpose through shared aims and activities.

Strategic links: Neighbourhood Management and Empowerment Strategy
Communication, Consultation and Complaints Strategy
Voluntary Sector Strategy

Objective 6

Developing commitment to a shared future

Developing commitment to a shared future with Community groups, the voluntary sector and faith communities plays an important role in working with our communities to realise their potential. They are able to represent the voices of communities, support empowerment and user focused services bringing communities together to effect change. Commitment to a shared future will play an important role in building good community cohesion as it helps people develop a shared sense of belonging to a particular place, it builds community resilience, and it builds individual relationships across identity groups.

Strategic links: Hartlepool Community Strategy
Equality and Diversity Plan

Objective 7

Developing a community resilience

Many of the actions associated with development of resilience are actions undertaken routinely by community development and youth work. Having forums which provide a platform to communities to express their views and influence local decision making is essential to developing this objective. The Authority must build on existing social capital within its communities and clearly identify those communities which lack social capital and are less able to respond to change constructively. We must increase opportunities for volunteering, and develop the capacity of local leaders and community representatives in areas such as conflict resolution and mediation skills.

Within our neighbourhoods we need to ensure that people have a feeling of belonging and that a culture of mutual respect and civility is adopted.

Strategic links: Young Peoples Participation Action Plan
Neighbourhood Management and Empowerment Strategy
Adult Education Plan

Objective 8

Tackling the underlying causes of poor community cohesion

The links between disadvantage and cohesion are complex and how these are factored into this framework will depend on the characteristics of each area/neighbourhood. This objective will require actions which will tackle the underlying causes of low cohesion by looking at both the individual and community level disadvantage. It will be necessary to build on existing networks and partnerships e.g. businesses, housing, education, health and Neighbourhood Police. Tackling issues about the local built environment is also key to this objective.

Strategic links: Anti Social Behaviour Strategy
Core Strategy / Development Plan
Housing Strategy
Economic Regeneration Strategy
Neighbourhood Renewal Strategy
Safer Hartlepool Partnership Strategy
Domestic Violence Strategy
Social Behaviour Strategy
Older Persons Strategy
PREVENT Action Plan
Neighbourhood Management and Empowerment Strategy

Measuring and Monitoring Community Cohesion

Community Cohesion is not easy to measure; it requires a combination of 'hard' measures (such as crime rates) and 'soft' measures (such as perceptions).

For each key objective there are a number of indicators which help us assess progress. Therefore, alongside a number of perception based measures a number of other more tangible measures are to be included within the action plan.

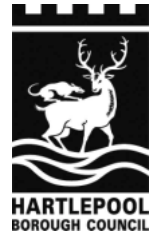
The action plan will identify actions which are of an immediate, medium and long-term nature, which will be monitored regularly by the 'Public Confidence and Reassurance Group', including quarterly reports being presented to Safer Hartlepool Partnership.

Where possible the following indicators will be used as a measure for this framework and action plan:

- Crime: Burglaries per 1,000 household
- Crime: Violent crime per 1,000 population
- Crime Criminal damage to dwellings and vehicles – per 1,000 population
- Number of hate crimes, (racist, homophobic and faith related crime and disorder) committed locally, per 1, 000 population
- Percentage of people who feel they can influence decisions that affect their local area Number of residents attending three or more NAP forums
- Percentage of people who feel part of the local community
- Proportion of children living in poverty
- Number of community / voluntary sector groups and organisations supported / signposted and assisted.
- Number of private dwellings empty for over 6 months brought back into use.
- Satisfaction with the Council
- Satisfaction with the cleanliness of the area
- Satisfaction with Parks and open spaces
- Satisfaction with Participation Opportunities

SCRUTINY CO-ORDINATING COMMITTEE

11 November 2011



Report of: Assistant Chief Executive

Subject: Hartlepool Partnership and Council Proposed Outcome Framework 2012/13

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to provide the opportunity for the Scrutiny Coordinating Committee to consider the proposed outcome framework for 2012-13 which will be used as the framework for developing Departmental plans, the Corporate Plan and the Hartlepool Partnership Plan for 2012/13.

2. BACKGROUND INFORMATION

- 2.1 Prior to 2011/12 Service Planning in Hartlepool was based on a common set of outcomes shared by the Council in the Departmental and Corporate Plans and the Hartlepool Partnership in its Local Area Agreement (LAA). As reported to Scrutiny Coordinating Committee on 10 December 2010 Central Government removed the requirement to prepare a new LAA and the 2011/12 Departmental Plans, Corporate Plan and Hartlepool Partnership Plan were based on a more targeted and slimmed down version of the Outcome Framework.
- 2.2 The Outcome Framework has been reviewed to take account of emerging strategies, such as the Housing Strategy and Economic Regeneration Strategy, to ensure that it accurately reflects the key outcomes that the Council and Partners have identified as being important for the future of the Town.

3. SERVICE PLANNING 2012/13

- 3.1 The Corporate Plan is the Council's top-level plan. It sets out the Council's top priorities and contributions for delivering the Community Strategy aims in 2012/13. Progress is reported regularly to Cabinet and Scrutiny Coordinating Committee throughout the year.
- 3.2 As in previous years, the focus of the Corporate Plan for 2012/13 will be on addressing the key issues facing the Borough and its residents and the

Council. Maintaining a focus on the key issues is particularly important as the Council seeks to maintain its effectiveness while addressing the reduction in funding from Central Government. Additional activities will be picked up through Departmental plans which are reported to individual portfolio holders.

- 3.3 The four key elements of the framework and plans will remain unchanged – outcomes, actions, Performance Indicators (PIs) and risks. In line with last year the proposed timetable for service planning has been designed to enable sign off of the Corporate Plan before the end of the municipal year. The proposed Corporate and Departmental plans for 2012/13 will be taken through the relevant Scrutiny Forums in January and February 2012 with final discussion at Scrutiny Coordinating Committee at the meeting on 9th March 2012.

4. PROPOSED OUTCOME FRAMEWORK 2011-15

- 4.1 The Council's service planning framework is based on having a clear set of outcomes that the Council is working towards achieving. Therefore, the first stage of the service planning process for 2012/13 is to develop and agree the Partnership and Council outcome framework. This will form the framework from which the Corporate Plan, all Departmental Plans and the Hartlepool Partnership Plan (HPP) will be derived.
- 4.2 Discussions have taken place with Council Officers from across all Departments on the revision of the outcome framework. These discussions have also considered the additional organisational development outcomes that are currently included within the Departmental and Corporate Plans. The proposed outcome framework for 2012/13 is included as **Appendix 1**. The outcome framework that is proposed contains 25 outcomes that address the eight Community Strategy themes, which is an increase of 1 on the previous framework, and 6 Organisational Development outcomes, the same as in 2011/12. There were 2 additional Regeneration and Neighbourhood Departmental Outcomes in 2011/12 but the revised Jobs and Economy Outcomes, taken from the emerging Economic Regeneration Strategy, means these are no longer required.
- 4.3 The main changes to the Outcome Framework have been drawn from the emerging Housing Strategy and Economic Regeneration Strategy, and these are included at **Appendix 2**, which details all proposed changes to the Framework from last year.
- 4.4 Both the Housing Strategy and Economic Regeneration Strategy are currently in draft form and until they are formally agreed there may be changes to the priorities/outcomes that have been used to prepare the Outcome Framework. In the event that there are changes made to the proposed outcomes a further report will be prepared and brought back to a future meeting of Scrutiny Coordinating Committee for discussion.

5. NEXT STEPS

- 5.1 Further work is currently being undertaken to develop the actions that will underpin the outcomes, and which will ultimately appear in the Service Planning documents. The key steps in agreeing the Departmental, Corporate and Partnership Plans are as follows:

Who	What	When
Scrutiny Co-ordinating Committee	Agreement of the outcome framework and timetable	11 th Nov 2011
Cabinet	Agreement of the outcome framework	5 th Dec 2011
i) Adult & Community Services Scrutiny Forum ii) Children's Services Scrutiny Forum iii) Neighbourhood Services Scrutiny Forum iv) Regeneration & Planning Services Scrutiny Forum v) Health Scrutiny Forum vi) Scrutiny Co-ordinating Committee	Consideration of the Departmental and Corporate plans including actions, performance indicators and risks that underpin each outcome	i) 1 Feb 2012 ii) 31 Jan 2012 iii) 30 Jan 2012 iv) 2 Feb 2012 v) 26 Jan 2012 vi) 27 Jan 2012
Scrutiny Co-ordinating Committee	Feedback from Forums and consideration of the proposed Corporate Plan and Hartlepool Partnership Plan	17 th Feb 2012
Scrutiny Co-ordinating Committee	Agreement of the Corporate Plan, Departmental Plans and Hartlepool Partnership Plan	9 th March 2012
Cabinet	Agreement of the Corporate Plan, Departmental Plans and Hartlepool Partnership Plan	19 th March 2012
Council	Agreement of the Corporate Plan and Hartlepool Partnership Plan	12 th April 2012

6. RECOMMENDATIONS

- 6.1 That Members of the Committee consider and agree the proposed outcome framework, and timetable, for 2012/13.

7. BACKGROUND PAPERS

- 7.1 The following background papers were used in the preparation of this report:-
- (i) Hartlepool Borough Council Corporate Plan 2011/12
 - (ii) Hartlepool Partnership Plan 2011/12

8. CONTACT OFFICER

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Chief Executive's Department – Corporate Strategy
Hartlepool Borough Council
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APPENDIX 1

Proposed Outcome Framework 2012-13**Jobs & the Economy**

Outcome
1. Hartlepool has improved business growth and business infrastructure and an enhanced culture of entrepreneurship
2. Hartlepool has attracted new investment and developed major programmes to regenerate the area and improve connectivity
3. Hartlepool has increased employment and skills levels with a competitive workforce that meets the demands of employers and the economy
4. Hartlepool has increased economic inclusion of adults, is tackling financial exclusion and has fewer children experiencing the effects of poverty
5. Hartlepool has a boosted visitor economy

Lifelong Learning & Skills

Outcome
6. To promote opportunities for all children and young people to reach their full potential by accessing good quality teaching and curriculum provision which fully meets their needs and enables them to participate in and enjoy their learning
7. Provision of high quality community learning and skills opportunities that widen participation and build social justice

Health & Wellbeing

Outcome
8. Improve health by reducing inequalities and improving access to services
9. Be healthy – children enjoy good physical and emotional health and live a healthy lifestyle
10. Children & young people are safe
11. Vulnerable adults are supported and safeguarded and people are able to maintain maximum independence while exercising choice and control about how their outcomes are achieved

Community Safety

Outcome
12. Hartlepool has reduced crime and repeat victimisation
13. There is reduced harm caused by drugs and alcohol misuse
14. Communities have improved confidence and feel more cohesive and safe
15. Offending and re-offending has reduced

Environment

Outcome
16. Hartlepool has an improved natural and built environment
17. Quality local environments where public and community open spaces are clean, green and safe
18. Provide a sustainable, safe, efficient, effective and accessible transport system
19. Hartlepool is prepared for the impacts of climate change and takes action to mitigate the effects

Housing

Outcome
20. Hartlepool has an improved and more balanced housing offer that meets the needs of residents and is of high quality design
21. Hartlepool has improved housing stock where all homes across tenures offer a decent living environment
22. Housing Services and housing options respond to the specific needs of all communities within Hartlepool

Culture and Leisure

Outcome
23. People enjoy equal access to leisure, culture, sport, libraries which enrich their lives, improve the places where they live, and strengthen communities.

Strengthening Communities

Outcome
24. Local people have a greater voice and influence over local decision making and the delivery of services
25. Make a positive contribution – people are involved with the community and society

Organisational Development

Outcome
26. Improve the efficiency and effectiveness of the organisation
27. Deliver effective customer focussed services, meeting the needs of diverse groups and maintaining customer satisfaction
28. Maintain effective governance arrangements for core business and key partnerships
29. Maintain effective Performance, Finance and Risk Management Arrangements
30. Maintain the profile and reputation of the Council
31. Deliver effective Member and Workforce arrangements, maximising the efficiency of the Council's Democratic function

APPENDIX 2

Proposed Outcome Framework 2012-13 - Amendments from 2011/12**Jobs & the Economy**

Outcomes 2011/12	Outcomes 2012/13
<p>1. Hartlepool has increased levels of investment and is globally competitive</p> <p>2. People have greater access to employment and skills opportunities</p> <p>3. Fewer children in Hartlepool experience the effects of poverty</p> <p>4. People have greater access to financial information, advice and support particularly those currently excluded</p> <p>25. Hartlepool is at the forefront of economic policy making at the national, regional and sub-regional levels</p> <p>26. Key public buildings and spaces are improved to reflect Hartlepool's economic ambition</p>	<p>1. Hartlepool has improved business growth and business infrastructure and an enhanced culture of entrepreneurship</p> <p>2. Hartlepool has attracted new investment and developed major programmes to regenerate the area and improve connectivity</p> <p>3. Hartlepool has increased employment and skills levels with a competitive workforce that meets the demands of employers and the economy</p> <p>4. Hartlepool has increased economic inclusion of adults, is tackling financial exclusion and has fewer children experiencing the effects of poverty</p> <p>5. Hartlepool has a boosted visitor economy</p>

Lifelong Learning & Skills

Outcome 2011/12	Outcome 2012/13
<p>5. To promote opportunities for all children and young people to reach their full potential by accessing good quality teaching and curriculum provision which fully meets their needs and enables them to participate in and enjoy their learning</p> <p>6. Provision of high quality learning and skills opportunities that drive economic competitiveness, widen participation and build social justice</p>	<p>6. To promote opportunities for all children and young people to reach their full potential by accessing good quality teaching and curriculum provision which fully meets their needs and enables them to participate in and enjoy their learning (No change)</p> <p>7. Provision of high quality community learning and skills opportunities that widen participation and build social justice</p>

Housing

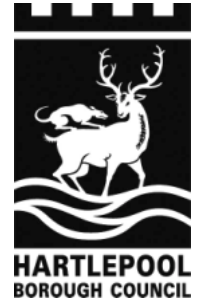
Outcomes 2011/12	Outcomes 2012/13
<p>19. Hartlepool has a more balanced housing provision</p> <p>20. The quality of existing housing has been improved</p> <p>21. Vulnerable people have improved access to accommodation which meets their need</p>	<p>20. Hartlepool has an improved and more balanced housing offer that meets the needs of residents and is of high quality design</p> <p>21. Hartlepool has improved housing stock where all homes across tenures offer a decent living environment</p> <p>22. Housing Services and housing options respond to the specific needs of all communities within Hartlepool</p>

Culture and Leisure

Outcome 2011/12	Outcome 2012/13
<p>22. People enjoy equal access to leisure, culture, sport, libraries and community learning which enrich their lives, improve the places where they live, and strengthen communities.</p>	<p>23. People enjoy equal access to leisure, culture, sport and libraries which enrich their lives, improve the places where they live, and strengthen communities</p>

SCRUTINY CO-ORDINATING COMMITTEE

11 November 2011



Report of: Scrutiny Manager

Subject: REVIEW OF SERVICE PROVISION AND
POTENTIAL DIVISIONAL RESTRUCTURE IN
CORPORATE STRATEGY – BUDGET
CONSULTATION - SCOPING REPORT

1. PURPOSE OF REPORT

- 1.1 To enable Members of the Scrutiny Co-ordinating Committee to consider areas of reduction as part of their consideration of the 2012/13 budget items, chosen as part of the Work Programming process on the 24 June 2011.

2. BACKGROUND INFORMATION

- 2.1 At the meeting of Scrutiny Co-ordinating Committee on 24 June 2011 Members determined their work programme for the 2011/12 Municipal Year. It was decided that each Scrutiny Forum would focus its attention on preparations for the 2012/13 budget during the current Municipal Year, given the extremely challenging financial situation facing the authority.
- 2.2 Each Scrutiny Forum was requested to consider the budget proposals identified in relation to the remit of that Forum, to formulate a view on those proposals and / or to suggest ways of achieving the required savings.
- 2.3 At the meeting on the 24 June 2011, it was agreed that the Scrutiny Co-ordinating Committee would consider the following budget proposals / projects:-
- Extended Customer and Support Services DSO
 - Penalty Charges – Income
 - Council Tax Class A Exemption Removal – Income
 - Bailiff Care Parking Enforcement – Income
 - Review of Service Provision and Potential Divisional Restructure in Corporate Strategy

- 2.4 In accordance with the timetable agreed at the Scrutiny Co-ordinating Committee on the 24 June 2011, consideration is to be given to the below proposal / project at today's meeting:-

- Review of Service Provision and Potential Divisional Restructure in Corporate Strategy

3. OVERALL AIM OF SCRUTINY CONSIDERATION OF BUDGET ITEMS

- 3.1 To provide views and / or suggestions for savings, regarding the 2012/13 budget proposals presented to the Scrutiny Co-ordinating Committee in relation to the 'Review of Service Provision and Potential Divisional Restructure in Corporate Strategy'.

4. PROPOSED TERMS OF REFERENCE FOR THE CONSIDERATION OF 2012/13 BUDGET PROPOSALS

- 4.1 The following Terms of Reference are proposed:-

- (a) To gain an understanding of the service areas in relation to:
 - i) The current budget (as detailed in the budget book);
 - ii) Staffing information;
 - iii) Budgetary and operational pressures / challenges / priorities and statutory responsibilities (where applicable);
 - iv) The level of savings required.
- (b) To explore the budget requirements in relation to:-
 - i) The required savings (including areas where provision of services could be ceased, reduced or changed to improve efficiency);
 - ii) The potential impact of proposals / options on future service provision; and
 - iii) How the provision of service could look in the future.
- (c) To formulate the Committee's comments to feed in to the decision making process;
- (d) To provide details of, and consider, any suggestions the Committee may develop to achieve the required savings in the areas identified.

5. POTENTIAL AREAS OF ENQUIRY / SOURCES OF INFORMATION

- 5.1 Members of the Committee can request a range of evidential and comparative information throughout the budget process. However, Members may wish to be mindful of the need to deal with budget proposals in an efficient and timely

manner and the impact on the department responsible for the budget area, when considering such requests.

- 5.2 The 2012/13 budget will be discussed at a number of public meetings including Scrutiny Forums, Scrutiny Co-ordinating Committee, Cabinet and Council. Elected Members, representatives of groups who provide and use services, residents and members of the public are welcome to attend these meetings, where consideration will be given to their views in relation to the budget proposals.

- 5.3 Evidence to be provided:

- (i) Details of the current budget (as detailed in the budget book);
- (ii) staffing information;
- (iii) Details of budgetary and operational pressures / challenges / priorities and statutory responsibilities (where applicable);
- (iv) The level of savings required; and
- (v) Details of potential options identified for the delivery of required budget savings.

6. COMMUNITY ENGAGEMENT / DIVERSITY AND EQUALITY

- 6.1 Community engagement plays a crucial role in the Scrutiny process and diversity issues have been considered in the background research for this enquiry under the Equality Standards for Local Government. Paragraph 5.2 identifies the budget process route. Further details regarding the public meetings to be held to discuss the 2012/13 budget can be found on the Council's website.

7. PROPOSED TIMETABLE OF THE BUDGET PROCESS

- 7.1 The tight timescale for consideration of this proposal / project, to enable the submission of a view / report to Cabinet in December 2011, has resulted in the identification of a proposed timetable (as detailed below):-

11 November 2011

- 1) Setting the scene presentation and evidence gathering in relation to the proposals for a review of service provision and potential divisional restructure in Corporate Strategy, including:-
 - (i) An overview of services currently provided within the Corporate Strategy Division;
 - (ii) Details of the amount of required savings in relation to the provision of services within the Corporate Strategy Division;
 - (iii) Details of how the require efficiencies may be delivered; and

- (iv) The potential effect of efficiencies on future service provision / what the service will look like in the future.
- 2) Formulation and consideration by the Committee of suggestions to achieve the required savings to be fed back to Cabinet as part of the 2012/13 budget decision process.

December 2011 – Consideration of the Committee's proposals / suggestion in relation to the 'Review of Service Provision and Potential Divisional Restructure in Corporate Strategy' by Cabinet.

8. RECOMMENDATION

8.1 Members are recommended to:-

- i) Agree the Scrutiny Co-ordinating Committee's remit of consideration of the 2012/13 budget proposal / project as outlined in paragraph 4.1; and
- ii) Formulate views on proposals for / suggestions in relation to the generation of the required savings, to be fed back to Cabinet in December 2011.

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Chief Executive's Department – Corporate Strategy
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Email:- joan.stevens@hartlepool.gov.uk

BACKGROUND PAPERS

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

- (i) Presentation by the Assistant Chief Executive entitled 'Budget Position 2012/13' - delivered to Scrutiny Co-ordinating Committee of 24 June 2011.
- (ii) Report of the Assistant Chief Executive entitled 'Selection and Timetabling of Project / Service Areas to feed into the 2012/13 Budget Process' – delivered to Scrutiny Co-ordinating Committee of 24 June 2011
- (iii) Minutes of Scrutiny Co-ordinating Committee 24 June 2011.

SCRUTINY CO-ORDINATING COMMITTEE

11 November 2011



Report of: Scrutiny Manager

Subject: BAILIFF CAR PARKING ENFORCEMENT (INCOME)
- BUDGET CONSULTATION - SCOPING REPORT

1. PURPOSE OF REPORT

- 1.1 To make proposals to Members of the Scrutiny Co-ordinating Committee regarding their consideration of the 2012/13 budget items chosen as part of the Work Programming process on the 24 June 2011.

2. BACKGROUND INFORMATION

- 2.1 At the meeting of Scrutiny Co-ordinating Committee on 24 June 2011 Members determined their work programme for the 2011/12 Municipal Year. It was decided that each Scrutiny Forum would focus its attention on preparations for the 2012/13 budget during the current Municipal Year, given the extremely challenging financial situation facing the authority.

- 2.2 Each Scrutiny Forum was requested to consider the budget proposals identified in relation to the remit of that Forum, to formulate a view on those proposals and / or to suggest ways of achieving the required savings.

- 2.3 At the meeting on the 24 June 2011, it was agreed that the Scrutiny Co-ordinating Committee would consider the following budget proposals / projects:-

- Extended Customer and Support Services DSO
- Penalty Charges – Income
- Council Tax Class A Exemption Removal – Income
- Bailiff Car Parking Enforcement – Income
- Review of Service Provision and Potential Divisional Restructure in Corporate Strategy

- 2.4 In accordance with the timetable agreed at the Scrutiny Co-ordinating Committee on the 24 June 2011, consideration is to be given to the below proposal / project at today's meeting:-

- Bailiff Car Parking Enforcement – Income

3. OVERALL AIM OF SCRUTINY CONSIDERATION OF BUDGET ITEMS

- 3.1 To provide views and / or alternative suggestions for savings, regarding the 2012/13 budget proposals presented to the Scrutiny Co-ordinating Committee in relation to income generation through Bailiff Car Parking Enforcement.

4. PROPOSED TERMS OF REFERENCE FOR THE CONSIDERATION OF 2012/13 BUDGET PROPOSALS

- 4.1 The following Terms of Reference are proposed:-

- (a) To gain an understanding of the service areas in relation to:
 - i) The current budget (as detailed in the budget book);
 - ii) Staffing information;
 - iii) Budgetary and operational pressures / challenges / priorities and statutory responsibilities (where applicable);
 - iv) The level of savings required.
- (b) To explore the budget requirements in relation to:-
 - i) The required savings (including areas where provision of services could be ceased, reduced or changed to improve efficiency);
 - ii) The potential impact of proposals / options on future service provision; and
 - iii) How the provision of service could look in the future.
- (c) To formulate the Committee's comments on the budget proposals to feed in to the decision making process;
- (d) To provide details of, and consider, any alternative suggestions the Committee may develop to achieve the required savings in the areas identified.

5. POTENTIAL AREAS OF ENQUIRY / SOURCES OF INFORMATION

- 5.1 Members of the Committee can request a range of evidential and comparative information throughout the budget process. However, Members may wish to be mindful of the need to deal with budget proposals in an efficient and timely manner and the impact on the department responsible for the budget area, when considering such requests.
- 5.2 The 2012/13 budget will be discussed at a number of public meetings including Scrutiny Forums, Scrutiny Co-ordinating Committee, Cabinet and Council. Elected Members, representatives of groups who provide and use services, residents and members of the public are welcome to attend these meetings, where consideration will be given to their views in relation to the budget proposals.

5.3 Evidence to be provided:

- (i) Details of the current budget (as detailed in the budget book);
- (ii) staffing information;
- (iii) Details of budgetary and operational pressures / challenges / priorities and statutory responsibilities (where applicable);
- (iv) The level of savings required; and
- (v) Details of potential options identified for the delivery of required budget savings.

6. COMMUNITY ENGAGEMENT / DIVERSITY AND EQUALITY

- 6.1 Community engagement plays a crucial role in the Scrutiny process and diversity issues have been considered in the background research for this enquiry under the Equality Standards for Local Government. Paragraph 5.2 identifies the budget process route. Further details regarding the public meetings to be held to discuss the 2012/13 budget can be found on the Council's website.

7. PROPOSED TIMETABLE OF THE BUDGET PROCESS

- 7.1 The tight timescale for consideration of this proposal / project, to enable the submission of a view / report to the Cabinet in November ??? 2011, has resulted in the identification of a proposed timetable (as detailed below):-

11 November 2011

- 1) Setting the scene presentation and evidence gathering in relation to the 'Bailiff Car Parking Enforcement – Income' budget proposals / project, including:-
 - (i) A detailed overview of services currently provided in relation to the Bailiff Car Parking Enforcement;
 - (ii) Details of the amount of required savings / income required in relation to Bailiff Car Parking Enforcement; and
 - (iii) Details of how the require efficiencies / income generation may be delivered;
 - (iv) The potential effect of efficiencies / income generation on future service provision / what the service will look like in the future.
- 2) Formulation and consideration by the Committee of suggestions to achieve the required savings to be fed back to Cabinet at part of the 2012/13 budget decision process.

December 2011 – Formulation and consideration by the Committee of income generation suggestions to achieve the required savings to be fed back to Cabinet as part of the 2012/13 budget decision process..

8. RECOMMENDATION

8.1 Members are recommended to:-

- i) Agree the Scrutiny Co-ordinating Committee's remit of consideration of the 2012/13 budget proposal / project as outlined in paragraph 4.1; and
- ii) Formulate views on proposals for / suggestions in relation to the generation of the required income, to be fed back to Cabinet in December 2011.

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BACKGROUND PAPERS

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

- (i) Presentation by the Assistant Chief Executive entitled 'Budget Position 2012/13' - delivered to Scrutiny Co-ordinating Committee of 24 June 2011.
- (ii) Report of the Assistant Chief Executive entitled 'Selection and Timetabling of Project / Service Areas to feed into the 2012/13 Budget Process' – delivered to Scrutiny Co-ordinating Committee of 24 June 2011
- (iii) Minutes of Scrutiny Co-ordinating Committee 24 June 2011.

SCRUTINY CO-ORDINATING COMMITTEE

11 November 2011



Report of: Scrutiny Manager

Subject: EXTENDED CUSTOMER AND SUPPORT
SERVICES - BUDGET CONSULTATION - SCOPING
REPORT

1. PURPOSE OF REPORT

- 1.1 To make proposals to Members of the Scrutiny Co-ordinating Committee to consider areas of reduction as part of their consideration of the 2012/13 budget items, chosen as part of the Work Programming process on the 24 June 2011.

2. BACKGROUND INFORMATION

- 2.1 At the meeting of Scrutiny Co-ordinating Committee on 24 June 2011 Members determined their work programme for the 2011/12 Municipal Year. It was decided that each Scrutiny Forum would focus its attention on preparations for the 2012/13 budget during the current Municipal Year, given the extremely challenging financial situation facing the authority.
- 2.2 Each Scrutiny Forum was requested to consider the budget proposals identified in relation to the remit of that Forum, to formulate a view on those proposals and / or to suggest ways of achieving the required savings.
- 2.3 At the meeting on the 24 June 2011, it was agreed that the Scrutiny Co-ordinating Committee would consider the following budget proposals / projects:
- Extended Customer and Support Services DSO
 - Penalty Charges – Income
 - Council Tax Class A Exemption Removal – Income
 - Bailiff Care Parking Enforcement – Income
 - Review of Service Provision and Potential Divisional Restructure in Corporate Strategy

- 2.4 In accordance with the timetable agreed at the Scrutiny Co-ordinating Committee on the 24 June 2011, consideration is to be given to the below proposal / project at today's meeting:

- Extended Customer and Support Services DSO

3. OVERALL AIM OF SCRUTINY CONSIDERATION OF BUDGET ITEMS

- 3.1 To provide views and / or suggestions for savings, regarding the 2012/13 budget proposals presented to the Scrutiny Co-ordinating Committee in relation to the 'Extended Customer and Support Services DSO'.

4. PROPOSED TERMS OF REFERENCE FOR THE CONSIDERATION OF 2012/13 BUDGET PROPOSALS

- 4.1 The following Terms of Reference are proposed:-

- (a) To gain an understanding of the service areas in relation to:
 - i) The current budget (as detailed in the budget book);
 - ii) Staffing information;
 - iii) Budgetary and operational pressures / challenges / priorities and statutory responsibilities (where applicable);
 - iv) The level of savings required.
- (b) To explore the budget requirements in relation to:-
 - i) The required savings (including areas where provision of services could be ceased, reduced or changed to improve efficiency);
 - ii) The potential impact of proposals / options on future service provision; and
 - iii) How the provision of service could look in the future.
- (c) To formulate the Committee's comments to feed in to the decision making process;
- (d) To provide details of, and consider, any suggestions the Committee may develop to achieve the required savings in the areas identified.

5. POTENTIAL AREAS OF ENQUIRY / SOURCES OF INFORMATION

- 5.1 Members of the Committee can request a range of evidential and comparative information throughout the budget process. However, Members may wish to be mindful of the need to deal with budget proposals in an efficient and timely manner and the impact on the department responsible for the budget area, when considering such requests.

5.2 The 2012/13 budget will be discussed at a number of public meetings including Scrutiny Forums, Scrutiny Co-ordinating Committee, Cabinet and Council. Elected Members, representatives of groups who provide and use services, residents and members of the public are welcome to attend these meetings, where consideration will be given to their views in relation to the budget proposals.

5.3 Evidence to be provided:

- (i) Details of the current budget (as detailed in the budget book);
- (ii) staffing information;
- (iii) Details of budgetary and operational pressures / challenges / priorities and statutory responsibilities (where applicable);
- (iv) The level of savings required; and
- (v) Details of potential options identified for the delivery of required budget savings.

6. COMMUNITY ENGAGEMENT / DIVERSITY AND EQUALITY

6.1 Community engagement plays a crucial role in the Scrutiny process and diversity issues have been considered in the background research for this enquiry under the Equality Standards for Local Government. Paragraph 5.2 identifies the budget process route. Further details regarding the public meetings to be held to discuss the 2012/13 budget can be found on the Council's website.

7. PROPOSED TIMETABLE OF THE BUDGET PROCESS

7.1 The tight timescale for consideration of this proposal / project, to enable the submission of a view / report to Cabinet in December 2011, has resulted in the identification of a proposed timetable (as detailed below):-

11 November 2011

- 1) Setting the scene presentation and evidence gathering in relation to the 'Extended Customer and Support Services DSO' proposals, including:-
 - (i) A detailed overview of services currently provided in relation to customer and support services;
 - (ii) Details of the amount of required savings in relation to the provision of extended customer and support services;
 - (iii) Details of how the require efficiencies may be delivered; and
 - (iv) The potential effect of efficiencies on future service provision / what the service will look like in the future.

- 2) Formulation and consideration by the Committee of suggestions to achieve the required savings to be fed back to Cabinet at part of the 2012/13 budget decision process.

December 2011 – Formulation and consideration by the Committee of suggestions to achieve the required savings to be fed back to Cabinet as part of the 2012/13 budget decision process.

8. RECOMMENDATION

8.1 Members are recommended to:-

- i) Agree the Scrutiny Co-ordinating Committee's remit of consideration of the 2012/13 budget project as outlined in paragraph 4.1; and
- ii) Formulate views on proposals for / suggestions in relation to the generation of the required savings, to be fed back to Cabinet in December 2011.

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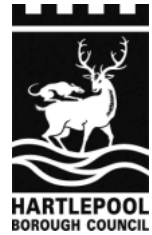
BACKGROUND PAPERS

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

- (i) Presentation by the Assistant Chief Executive entitled 'Budget Position 2012/13' - delivered to Scrutiny Co-ordinating Committee of 24 June 2011.
- (ii) Report of the Assistant Chief Executive entitled 'Selection and Timetabling of Project / Service Areas to feed into the 2012/13 Budget Process' – delivered to Scrutiny Co-ordinating Committee of 24 June 2011
- (iii) Minutes of Scrutiny Co-ordinating Committee 24 June 2011.

SCRUTINY CO-ORDINATING COMMITTEE

11 November 2011



Report of: Scrutiny Manager

Subject: Call-In of Decision: ICT, Revenues and Benefits Services
– Progress on Implementation of Scrutiny
Recommendations

1. PURPOSE OF REPORT

- 1.1 To update the Committee on progress in relation to the implementation of the recommendations made by the Scrutiny Co-ordinating Committee following completion of the ICT, Revenues and Benefits Services Call-In.

2. BACKGROUND

- 2.1 At the decision making meeting of Cabinet held on 23 May 2011, a report was considered in relation to the Strategy for Bridging the Budget Deficit 2012/13 – ICT, Revenues and Benefits Services. The decision subsequently taken by Cabinet being that 'A procurement exercise be commenced using the OGC Buying Solutions Framework for ICT and Revenues and Benefits services.'
- 2.2 Following the decision of Cabinet, a Call-In Notice was issued and accepted by the Monitoring Officer on the 6 June 2011. The notice indicated that Members were of the opinion that the decision had been taken in contravention of the following principles of decision making:-
- vi) A presumption in favour of openness;** At the time of the referral to SCC it was made clear that we were not to look at the possible IT Solutions nor were we informed that the major outcome required by Cabinet was a budgetary saving of £30,000.
 - vii) Clarity of aims and desired outcomes;** Cabinet failed to inform SCC of the desired budgetary savings or the intention to seek an IT based solution.
 - xii) Reasonableness;** It is not reasonable to place a large number of front facing staff at risk, when there are clear alternatives, especially when the DWP may remove this work from Local Authorities in the next 2 years.

- 2.3 The Call-in was considered in detail by the Scrutiny Co-ordinating Committee on the 14 June 2011, resulting in the recommendation (minute no 17 refers) that:-
- (ii) That Cabinet be asked to reconsider its decision of 23 May 2011 (minute 246 refers) on the grounds that it contravened the principles of decision making in relation to the provision of clear aims and desired outcomes.
 - (iii) That any savings identified from the elements of the revenues and benefits service that did not form part of that tendering process should be implemented with immediate effect therefore optimising savings for the Council.
- 2.4 Cabinet on the 20 June 2011, following consideration of the Scrutiny Co-ordinating Committee's recommendations, reaffirmed their previous decision in relation to undertaking a procurement exercise for ICT, Revenues and Benefits Services. Cabinet also requested that a timetable for the implementation of the recommendations of the Committee relating to potential service changes / savings, particularly in relation to those areas of the Revenue and Benefits Services not included in the OGC procurement exercise, (as detailed in Section 2.3(iii) above) be reported to an early Cabinet meeting.
- 2.5 A report outlining the timetable for implementation of the recommendations relating to potential service changes / savings, particularly in relation to those areas of the Revenue and Benefits Services not included in the OGC procurement exercise, was subsequently considered by Cabinet on the 10 October 2011. In considering this report, Cabinet noted progress / the timetable for implementation of the Scrutiny Co-ordinating Committee's recommendations
- 2.6 In accordance with the wishes of the Scrutiny Co-ordinating Committee, a copy of the report considered by Cabinet and the relevant minute extract is attached at **Appendices A and B** respectively for Members information.

3. RECOMMENDATION

- 3.1 That Members note the report.

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CABINET REPORT

10 October 2011



Report of: Chief Customer and Workforce Services Officer

Subject: IMPLEMENTATION OF SCRUTINY
RECOMMENDATIONS TO CABINET

SUMMARY

1. PURPOSE OF REPORT

To inform Cabinet of the timetable for implementing Scrutiny Co-ordinating Committee recommendations relating to potential service changes / savings particularly in the Revenue & Benefits service areas not included in the OGC procurement exercise.

2. SUMMARY OF CONTENTS

The report lists the recommendations made by Scrutiny Co-ordinating Committee to Cabinet on 20 June 2011 and details appropriate progress, plans and comments in relation to each recommendation.

3. RELEVANCE TO CABINET

Cabinet requested a report on this matter.

4. TYPE OF DECISION

Non-key

5. DECISION MAKING ROUTE

Cabinet on 10 October 2011

6. DECISION(S) REQUIRED

Cabinet are requested to note the implementation progress and timetable in relation to Scrutiny Co-ordinating Committee's recommendations regarding potential service changes / savings particularly in the Revenue & Benefits service areas not included in the OGC procurement exercise.

Report of: Chief Customer and Workforce Services Officer

Subject: IMPLEMENTATION OF SCRUTINY
RECOMMENDATIONS TO CABINET

1. PURPOSE OF THE REPORT

- 1.1 To inform Cabinet of the timetable for implementing Scrutiny Co-ordinating Committee recommendations relating to potential service changes / savings particularly in the Revenue & Benefits service areas not included in the OGC procurement exercise.

2. BACKGROUND

- 2.1 Cabinet considered and agreed a report on 8 April 2011 which authorised a procurement exercise to be undertaken for ICT, Revenues and Benefits services as part of the Council's strategy for bridging the budget deficit 2012/13.
- 2.2 The decision was called-in and duly considered at a meeting of Scrutiny Co-ordinating Committee on 14 June 2011. A report setting out the outcomes and recommendations of the Committee was reported to Cabinet on 20 June 2011 by the Chair of Scrutiny Co-ordinating Committee.
- 2.3 Cabinet reaffirmed their previous decision in relation to undertaking a procurement exercise for ICT, Revenues and Benefits Services and also requested that a timetable for the implementation of the recommendations of the Committee relating to potential service changes / savings, particularly in relation to those areas of the Revenue and Benefits Services not included in the OGC procurement exercise, be reported to an early Cabinet meeting.

3. IMPLEMENTING SCRUTINY CO-ORDINATING COMMITTEE'S RECOMMENDATIONS

- 3.1 The recommendations of the Scrutiny Co-ordinating Committee are listed in the left-hand column (the original numbering is used for ease of reference).
- 3.2 The progress and timetable for implementing the recommendations is described in the right-hand column.

Scrutiny Co-ordinating Committee Recommendation	Implementation – Progress / Timescales
<p>ii) Given the level of uncertainty in relation to the detail / impact of the Government's welfare reform proposals, there is at this time a need to retain expertise in-house to enable the Council to respond to changes in the future;</p>	<p>The staffing structure and arrangements for retained services and for undertaking the client function of managing and maintaining the contract is currently being developed.</p> <p>It will be confirmed in a report to Cabinet in December 2011 together with recommendations for the award of contract.</p>
<p>iii) The provision of bailiff services to other local authorities across the Tees Valley and Durham County be explored and that:-</p> <p>a) Subject to the development of a business plan the viability of increasing the number of staff within the bailiff team / service should be explored, with the aim of increasing capacity for income generation; and</p> <p>b) Any surplus income resulting from this be reinvested in frontline delivery to support / expand the provision of face to face advice services.</p>	<p>The report setting out the planned future changes to the remit of the council's Internal Bailiff Services and other potential work opportunities was considered and agreed by the Performance Portfolio Holder on 22 December 2010.</p> <p>Recent developments include the submission of a bid in response to a procurement exercise by Darlington Borough Council and a commitment to bid for a contract in 2012 with Redcar & Cleveland Borough Council.</p> <p>Bailiff existing operating costs and income generation will be the subject of ongoing review as the service expands and develops.</p>
<p>iv) In supporting the retention of Revenues and Benefits services 'in house', the following significant service improvements would be necessary:-</p> <p>a) That late payment letters / reminders should be non threatening and include clear reference to possible benefit eligibility and the availability of benefit / financial advice;</p> <p>b) That in relation to Revenues and Benefits ICT:</p> <p>- The ability of the current ICT systems to be interrogated to provide</p>	<p>This has been implemented.</p> <p>There would be a cost associated with this system development which, given</p>

<p>greater sensitivity in the <u>early</u> identification of those residents facing / or already in financial difficulty should be explored; and</p> <p>- Utilising the 'early identification' information obtained, a process be put in place to ensure that residents in financial difficulty are referred to community based independent advice / information services prior to the commencement of any enforcement action.</p> <p>c) In relation to the provision of mobile outreach / home support services:</p> <p>- The principle of the mobile outreach / mobile benefit team be reintroduced;</p> <p>- The reintroduction of outreach / home support services be delivered in partnership with the voluntary and community sector, as part of the roll out of Connected Care;</p> <p>- In order to deliver the service on a collaborative basis, a protocol and service level agreement would need to be developed to facilitate the sharing of information with partners; and</p> <p>- The mobile technology previously utilised by the mobile benefit team be reused, with the exclusion of the 3G connectivity elements of the package which had been the basis of problems in the past.</p>	<p>the potential outsourcing of the service, is not a prudent investment for the Council.</p> <p>Should the procurement exercise not result in the award of a contract for Revenues and Benefits Services, system improvements will be revisited.</p> <p>Current correspondence includes reference to the availability of benefit / financial advice.</p> <p>The mobile benefit team has not been withdrawn and is being sustained. However, it no longer operates with a 'real-time ICT' system because of high operating costs and relatively low take up.</p> <p>The service currently operates well with no significant waiting list or unmet demand.</p> <p>The development of integrated advice support services is part of a wider project across the Council. The Benefits Team is part of that review. It is expected that a mapping exercise will be completed by November 2011</p> <p>As above</p> <p>The mobile benefit team has not been withdrawn. It no longer operates with a 'real-time ICT' system however as explained above. This outreach service is within the contract specification and is a requirement of the contractor who they wish to re-introduce such technology.</p>
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<p>v) That in relation to the availability of job descriptions, person specifications and structures:-</p> <p>a) The Committee was exceptionally concerned to find that a number of job descriptions, person specifications and structures across the Council had not been updated following the job evaluation / SDO processes, and requested that all necessary updates be completed by the 30 June 2011 and details of those not meeting this deadline reported back to the Scrutiny Co-ordinating Committee;</p> <p>b) The Committee requested that fully updated job descriptions, person specifications and structures in relation to revenues and benefits service be brought back to the Scrutiny Co-ordinating Committee, as soon as possible after the 30 June 2011 deadline, for consideration in conjunction with the 6 monthly update on the monitoring of Scrutiny recommendations; and</p> <p>c) The band / grade of Chief Officer posts be shown on all departmental structures.</p>	<p>Completed</p> <p>Completed and available to Scrutiny Co-ordinating Committee</p> <p>Completed</p>
<p>vi) That in terms of the revenues and benefits service staffing structure:-</p> <p>a) As part of the move towards greater efficiency, the disproportionate allocation of revenues and benefits posts above grade 9 should be addressed to enable resources to be focused on the provision of continued / improved front line processing services. This should be undertaken in conjunction with a review of the monies allocated to the Contact Centre and shared services ensuring resources equate to work undertaken in the administration of Housing and Council Tax Benefit.</p> <p>b) A complete rationalisation of the budget / staffing structure for the provision of counter fraud services is</p>	<p>The structure of the Benefits Service has not been reviewed given the current procurement exercise and potential TUPE transfer of staff to an external provider.</p> <p>Support provided to the Benefits Service by the CEX Support Services Team and Hartlepool Connect has been assessed and a proportionate number of staff in those teams has been identified on TUPE lists.</p> <p>The counter fraud budget and staffing structure will be reviewed as part of the proposals presented to Cabinet in</p>

<p>needed to prepare for changes over the next two years and mitigate the future requirement to shed or TUPE staff to the DWP.</p> <p>c) Given the need to rationalise the budget / staffing structure for the provision of counter fraud services, the currently vacant Fraud Officer post should be deleted from the establishment and the saving identified utilised to either reduce the revenues and benefits 'administration' budget overspend or fund the provision of increased outreach services.</p> <p>d) In order to <u>fully</u> integrate financial inclusion within the local authority's working arrangements, and remove duplication of activities across a number of posts, Members are of the opinion that some rationalisation and realignment of posts, as outlined in 3.4.3 will generate a more efficient service by creating an Inclusion Team operating from the Civic Centre.</p>	<p>December with recommendations for the award of contract.</p> <p>As above. Note the Fraud Officer post remains vacant.</p> <p>The development of integrated advice and support services is part of a wider project across the Council. The Benefits Team is part of that review. It is expected that a mapping exercise will be completed by November 2011.</p>
<p>vii) That during consideration of options for the future operation of cash office services, the Performance Portfolio Holder be asked to explore the feasibility of Cash Office staff working alongside Revenues and Benefits staff, to undertake revenues and benefits work during quiet times, as a means of facilitating the retention of existing cash office services / opening hours.</p>	<p>The Cash Office is included in the Revenues specification. The provision of a Cash Office is a requirement of the contract.</p> <p>The operation of the Benefits Service has not been reviewed given the current procurement exercise and potential TUPE transfer of staff to an external provider.</p> <p>Should the procurement exercise not result in the award of a contract for Revenues and Benefits Services, the operation of the Cash Office will be revisited.</p>

4. RECOMMENDATION

- 4.1 Cabinet are requested to note the implementation progress and timetable in relation to Scrutiny Co-ordinating Committee's recommendations regarding potential service changes / savings particularly in the Revenue & Benefits service areas not included in the OGC procurement exercise.

CABINET

MINUTES AND DECISION RECORD

10 OCTOBER 2011

EXTRACT

The meeting commenced at 9.15 am in the Civic Centre, Hartlepool

Present:

The Mayor, Stuart Drummond - In the Chair

Councillors: Jonathan Brash (Housing and Transition Portfolio Holder)
Robbie Payne (Deputy Mayor) (Finance and Procurement Portfolio Holder),
Gerard Hall (Adult and Public Health Services Portfolio Holder).
Cath Hill (Culture, Leisure and Tourism Portfolio Holder),
Hilary Thompson (Performance Portfolio Holder).

Also Present: Councillor Marjorie James, Chair of Scrutiny Coordinating Committee

Officers: Nicola Bailey, Acting Chief Executive
Chris Little, Chief Finance Officer
Peter Devlin, Chief Solicitor
Joanne Machers, Chief Customer and Workforce Services Officer
Dave Stubbs, Director of Regeneration and Neighbourhoods
Damien Wilson, Assistant Director, Regeneration and Planning
Denise Ogden, Assistant Director, Neighbourhood Services
Graham Frankland, Assistant Director, Resources
Jill Harrison, Assistant Director, Adult Social Care
Louise Wallace, Assistant Director, Health Improvement
John Morton, Assistant Chief Finance and Customer Services Officer
Andrew Carter, Senior Planning Officer
Gemma Day, Principal Regeneration Officer
Joan Stevens, Scrutiny Manager
Steve Hilton, Public Relations Officer
David Cosgrove, Democratic Services Team

123. Implementation of Scrutiny recommendations to Cabinet (*Chief Customer and Workforce Services Officer*)

Type of decision

Non-key.

Purpose of report

To inform Cabinet of the timetable for implementing Scrutiny Co-ordinating

Committee recommendations relating to potential service changes / savings particularly in the Revenue and Benefits service areas not included in the OGC procurement exercise.

Issue(s) for consideration by Cabinet

The Chief Customer and Workforce Services Officer reported that Cabinet considered and agreed a report on 8 April 2011 which authorised a procurement exercise to be undertaken for ICT, Revenues and Benefits services as part of the Council's strategy for bridging the budget deficit 2012/13. The decision was called-in and duly considered at a meeting of Scrutiny Co-ordinating Committee on 14 June 2011. A report setting out the outcomes and recommendations of the Committee was reported to Cabinet on 20 June 2011 by the Chair of Scrutiny Co-ordinating Committee.

The recommendations of the Scrutiny Coordinating Committee were set out in the report together with the implementation progress and timescales.

Decision

That the implementation progress and timetable in relation to Scrutiny Coordinating Committee's recommendations regarding potential service changes / savings particularly in the Revenue and Benefits service areas not included in the OGC procurement exercise be noted.

The meeting concluded at 12.00 noon.

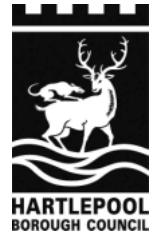
P J DEVLIN

CHIEF SOLICITOR

PUBLICATION DATE: 17 OCTOBER 2011

SCRUTINY CO-ORDINATING COMMITTEE

11 November 2011



Report of: Scrutiny Manager

Subject: Scrutiny Co-ordinating Committee (Workforce Service Working Group) – Update

1. PURPOSE OF REPORT

- 1.1 To update the Membership of the Workforce Services Working Group.

2. BACKGROUND

- 2.1 The Scrutiny Co-ordinating Committee, at its meeting on the 25 July 2011, considered a report from the Chief Customer & Workforce Services Officer seeking the re-establishment and renewal of the membership of the above Working Group. A copy of the report is attached at **Appendix A**.
- 2.2 The Scrutiny Co-ordinating Committee subsequently approved the re-establishment of the Working Group and appointed the following Members (selected on a proportional basis) to its membership:-

Councillor James, Simmons, C Akers-Belcher, Preece, Richardson, Wells and Wilcox.

Following the take up of a Cabinet position by Councillor Simmons, a replacement labour member is now required to take up the vacant position on the Working Group.

3. RECOMMENDATION

- 3.1 That a replacement for the vacant position on the Workforce Services Working Group be sought.

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

BACKGROUND PAPERS

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

- (i) Report of the Chief Customer & Workforce Services Officer entitled 'SCC Workforce Service Working Group' considered by the Scrutiny Co-ordinating Committee of 25 July 2011.
- (ii) Minutes of Scrutiny Co-ordinating Committee held on the 25 July 2011.

SCRUTINY CO-ORDINATING COMMITTEE

25 July 2011



Report of: Chief Customer & Workforce Services Officer

Subject: SCC Workforce Service Working Group

1. Background

1.1 On 13.11 09 Scrutiny CC considered a report regarding a working group which had previously been constituted from within the membership of Scrutiny Co-ordinating Committee to be involved in the development of the People Strategy and Single Status Agreement. At its meeting on 2 October 2009, the Local Joint Consultative Committee asked that this Committee to consider creating a working group to consider workforce matters on a number of outstanding reviews as specified in the Single Status Agreement.

1.2 It was agreed that in view of the likely topics to be considered, that the working group be named the Workforce Working Group. The Group decided which topics would form its work programme and this would be fed back into Scrutiny Co-ordinating Committee. Whilst noting the requirement for political balance where possible, it was agreed that the following Members form the working group:

Councillors Marjorie James (Chair), Jonathan Brash, Arthur Preece, Carl Richardson, Chris Simmons and David Young.

1.3 I presented a report to SCC on 12 11 10 which provided an update on the progress of the Workforce Services Working Group in relation progress to date in relation to the Working Group's consideration of the following projects:-

Flexible Working
Car, motor and bicycle allowance/car parking
Member Development
People and Workforce Development Strategies

2. Future of the Workforce Services Working Group

2.1 The issues facing the Council in terms of the workforce are severely impacted by the need to make significant savings. An exercise is to be undertaken to negotiate with the trade unions on where budget savings

can be made from employee costs. The potential implications for the Council in trying to reach agreement with trade union representatives and employees and implement changes to terms and conditions are relevant to all Elected members.

- 2.2 It is proposed that the Workforce Services Working Group meet with officers to consider and comment on the proposals as they have been developed to date and on an on-going basis as negotiations progress with trade union representatives during August, September and October to ensure that a wider view of Elected Members is obtained.

3. Membership of the Group

- 3.1 Following recent elections and changes to the membership of the Scrutiny Co-ordinating Committee, consideration needs to be given to the renewal of the membership of the Working Group. As mentioned in Paragraph 1.2 above the current membership being Councillors Marjorie James (Chair), Jonathan Brash, Arthur Preece, Carl Richardson, Chris Simmons and David Young. Whilst there is no requirement for Working Groups to be politically balanced, Members have in the past been mindful of the need for representation by multiple groups and on this basis nominations would be required as follows:-

4. Labour Members

- 4.1 1 Association of Independent Councillors (AIC) and 1 Independent Councillor*

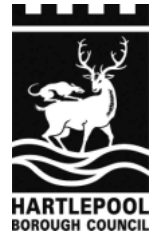
*In the absence of either an AIC or Independent Councillors on the Scrutiny Co-ordinating Committee, Members are asked to consider if they wish fill these places with from the Liberal Democrat and Conservative Members on the Committee. As previously indicated there is no requirement for the membership of Working Groups to be politically balanced.

5. Recommendation

- 5.1 That the Committee considers the renewal of the membership of the Workforce Services Working Group to consider the issue as set out in Paragraph 2.2.

SCRUTINY CO-ORDINATING COMMITTEE

11th November 2011



Report of: Assistant Director of Child & Adult Services

Subject: REVIEW OF THE COMMUNITY POOL GRANT - PROPOSALS

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to update Scrutiny Coordinating Committee on the review of the Community Grants Pool and seek their views on the final proposals for the future use of the Pool.

2. BACKGROUND INFORMATION

- 2.1 As part of the recent call-in of a decision taken by the Grants Committee in relation to the award of a number of community pool grant awards, the Scrutiny Co-ordinating Committee (SCC) identified the need for its full involvement in the process for the review of the criteria / process for the award of Community Pool Grants. In accordance with this request, as part of the consultation process, the Committee's views were sought in relation to outline draft recommendations for the future development of the grant at the SCC meeting on 2nd September 2011. It was agreed at that meeting that the views of the Committee would be fed through to Cabinet when they considered the future use of the Community Grants Pool and also that the final recommendations for the Pool would be brought back to the Committee.

3. COMMUNITY POOL FINAL PROPOSALS

- 3.1 Following the recent consultation and initial discussions around the development of a new Voluntary and Community Sector Strategy and Compact it is intended that final proposals on the future use of the Community Grants Pool will be considered by Cabinet on 21st November 2011.
- 3.2 The papers for this meeting of SCC have been circulated before the Community Grants Pool proposals will be finalised. However, in order to help inform the decision taken by Cabinet the final proposals will be presented at the SCC meeting and the views of the Committee will be sought.

4. RECOMMENDATIONS

- 4.1 That Members of the Forum note the content of the report and the presentation and provide a view on the proposals for the future use of the Community Grants Pool.

5. BACKGROUND PAPERS

- 5.1 The following background papers were used in the preparation of this report:-

- (i) Item 9.2 from the Scrutiny Coordinating Committee meeting held on 2nd September 2011
- (ii) Minutes of the Scrutiny Coordinating Committee meeting held on 2nd September 2011

6. CONTACT OFFICER

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SCRUTINY CO-ORDINATING COMMITTEE

11 November 2011



Report of: Chair of the Scrutiny Co-ordinating Committee

Subject: SCRUTINY OFFICER/MEMBER NETWORK
MEETING - FEEDBACK

1. PURPOSE OF REPORT

- 1.1 To update Members on the issues discussed at the recent Scrutiny Officer/Member Network meeting, held on the 21 October 2011.

2. BACKGROUND INFORMATION

- 2.1 Chairs of the Scrutiny Co-ordinating Committee and Adult and Community Services Scrutiny Forum attended the recent Scrutiny Officer/Member Network meeting, held on the 21 October 2011.
- 2.2 In an effort to keep Members up to date in terms of the key issues being discussed regionally, a summary of the key agenda items discussed at the meeting on the 21 October 2011 is provided below:-
- i) Changing Governance Arrangements (Centre for Public Scrutiny (CfPS) Policy Briefing Note provided);
 - ii) Making Scrutiny as Effective as Possible through Adequate Resourcing (CfPS Policy Briefing Note provided);
 - iii) CfPS Training Sessions / Opportunities:
 - 31 January 2012 – Venue TBC (Exploring the implications of the Localism Bill/Act, Health and Social Care Bill and the Police Reform Bill); and
 - 16 March 2012 – Venue: York (Exploring the way forward in terms of scrutiny in an environment of increased partnership working and commissioning of services).
- 2.3 The Chair of the Scrutiny Co-ordinating Committee and Chair of the Adult and Community Services Scrutiny Forum will be present at today's meeting to provide further details of discussions, should it be required by the Committee.

3. RECOMMENDATION

3.1 That the report be noted.

Contact Officer:- Joan Stevens – Scrutiny Manager
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BACKGROUND PAPERS

No background papers were used in the preparation of this report