

SCRUTINY CO-ORDINATING COMMITTEE AGENDA



27 July 2012

at 10.00a.m.

in the Council Chamber

MEMBERS: SCRUTINY CO-ORDINATING COMMITTEE:

Councillors Ainslie, C Akers-Belcher, S Akers-Belcher, Beck, Cook, Fisher, Gibbon, Hall, James, Loynes, Payne, Richardson, Shields, Tempest, Wells and Wilcox.

1. APOLOGIES FOR ABSENCE

2. TO RECEIVE ANY DECLARATIONS OF INTEREST BY MEMBERS

3. MINUTES

- 3.1 To confirm the minutes of the meetings held on 15 June 2012, 22 June 2012 and 29 June 2012 (to follow)

4. RESPONSES FROM THE COUNCIL, THE EXECUTIVE OR COMMITTEES OF THE COUNCIL TO REPORTS OF THE SCRUTINY COORDINATING COMMITTEE

- 4.1 Cabinet Response to the Call-in of the Decision Relating to Future Options for the Provision of a Strategic HR Function - *Cabinet*
- 4.2 Cabinet Response to the Recommendations of the Provision of Face to Face Financial Advice and Information Services Investigation - *Joint Report of Director of Child and Adult Services and the Portfolio Holder for Children and Community Services*

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

No items

6. FORWARD PLAN

- 6.1 Forward Plan: August 2012 to November 2012 - *Scrutiny Manager*

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

- 7.1 Consultation Process for Health and Wellbeing Strategy - *Director of Public Health*

8. CONSIDERATION OF FINANCIAL MONITORING/CORPORATE REPORTS

- 8.1 2011/12 Final Outturn Position and Statutory Accounts - Chief Finance Officer

9. ITEMS FOR DISCUSSION

- 9.1 Healthy Lives, Healthy People: Update On Public Health *Funding* - *Director of Public Health*
9.2 Establishment of the Transport Working Group - *Scrutiny Manager*
9.3 Overview and Scrutiny Work Programme for 2012/13 - *Scrutiny Manager*
9.4 Member Training for 2012/13 - *Scrutiny Manager*

10. CALL-IN REQUESTS

No items

11. ANY OTHER ITEMS WHICH THE CHAIRMAN CONSIDERS ARE URGENT

ITEMS FOR INFORMATION

- i) **Date of Next Meeting 24 August 2012, commencing at 1.00pm in the Council Chamber**

SCRUTINY CO-ORDINATING COMMITTEE

MINUTES

15 June 2012

The meeting commenced at 1.00 pm in the Civic Centre, Hartlepool

Present:

Councillor James (In the Chair)

Councillors Ainslie, C Akers-Belcher, S Akers-Belcher, Beck, Cook, Fisher, Hall, Loynes, Richardson, Shields, Wells and Wilcox

In accordance with Council Procedure Rule 4.2 (ii) Councillor Dawkins was in attendance as substitute for Councillor Gibbon and Councillor Fleet was in attendance as substitute for Councillor Payne

Also Present: Councillors Simmons and Sirs and Cabinet Members –
Councillors Lauderdale and Thompson

Officers: Andrew Atkin, Assistant Chief Executive
Chris Little, Chief Finance Officer
Sally Robinson, Assistant Director (Prevention, Safeguarding and Specialist Services)
Dave Stubbs, Director of Regeneration & Neighbourhoods
Louise Wallace, Director of Public Health
Joan Stevens, Scrutiny Manager
Elaine Hind, Scrutiny Support Officer
Laura Stones, Scrutiny Support Officer
James Walsh, Scrutiny Support Officer
Amanda Whitaker, Democratic Services Team.

1. Apologies for Absence

Councillors Gibbon, Payne and Tempest

Also present were the following other Scrutiny Members who had been invited to the meeting:-
Councillors Brash, Griffin, Hargreaves and Jackson

2. Any Other Items which the Chairman Considers are Urgent

The Chairman ruled that the following item of business relating to Call-in of decision: Proposed School Admissions Arrangements for 2013-14 should be considered by the Committee as a matter of urgency in accordance with the provisions of Section 100(B) (4)(b) of the Local Government Act 1972 in order that the matter could be dealt with without delay.

3. Call-in of decision: Proposed School Admissions Arrangements for 2013-14

The Chairman referred to the decision which had been made at the Extraordinary Council meeting, the previous evening, in relation to the Call in of the decision in respect of the proposed school admissions arrangements for 2013-14. In view of the time constraints which had been highlighted, the Chair sought the approval of the Committee to endorse the decisions made by Council at this meeting rather than delay the decision by considering the issue at the Scrutiny Co-ordinating meeting which had been scheduled on 22nd June.

The Committee endorsed the decisions made at the Extraordinary Council meeting. It was noted that the views of the Committee would be reported to the Children's Services Portfolio Holder.

4. Declarations of interest by Members

None

5. Confirmation of Minutes

The minutes of the meeting held on 13 April 2012 were confirmed.

The following matters arising from the minutes were discussed:-

Minute 285 – the Borough Council Museum and Art Gallery Collection Working Group – In response to a request for clarification of timescales in respect of the Working Group's recommendations, the Assistant Chief Executive advised Members that timescales would be included in the feedback on agreed actions.

Minute 288 – Ward Member Budgets – the Director of Regeneration & Neighbourhoods clarified issues which had been highlighted in relation to the use of Ward Member Budgets.

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

None

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

None

8. Forward Plan

None

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

None

10. Consideration of financial monitoring/corporate reports

None

11. Presentation – Budget Position 2013/14 and Departmental Briefings

The Assistant Chief Executive, Chief Finance Officer, Director of Regeneration and Neighbourhoods, Director of Public Health and Assistant Director (Prevention, Safeguarding and Specialist Services) provided a presentation in relation to the Council's Budget Position for 2013/14 (including the impact of Council Tax Benefit reform), identification of corporate issues and Departmental Outlines including key pressures, areas of concern and future challenges. As part of the presentation in relation to the Council's budget position for 2013/14, two specific reports had been considered by Cabinet on 11 June 2012, copies of which had been circulated. A proposed timetable for the Scrutiny Co-ordinating Committee and the four standing Scrutiny Forums' involvement (with the exception of the Health Scrutiny Forum) in the budget setting process had been circulated also.

Following the presentations, Officers responded to the following issues raised by Members:-

- Ensuring Marmot principles are embedded in decisions and are fed into budget decisions
- Implications of Welfare Reform and potential to establish a unit, within the structure of the Council, to deal with all aspect of support arising from family poverty issues. A requirement for crisis arrangements was also highlighted together with funding issues including direct funding for troubled families initiative.
- Progressing Brierton Masterplan
- Implications of forecasted savings arising from collaboration

Recommended

That the issues highlighted in presentations and the proposed timetable for scrutiny involvement in the budget setting process for 2013/14 be noted.

12. Overview and Scrutiny Work Programme for 2012/13*(Scrutiny Manager)*

The Scrutiny Manager presented a report which clarified the revised process for the determination of the Overview and Scrutiny Work Programme for the 2012/13 Municipal Year.

Following the previous success in identifying a truly co-ordinated work programme for 2011/12, with a clear focus on Scrutiny involvement in the exploration of the Councils challenging budgetary issues it was proposed to repeat the process for 2012/13, with additional consideration of collaboration proposals / activities. In addition, consideration of the following new proposal for 2012/13 was sought:

- The overall Scrutiny Work Programme for 2012/13 focus on the provision of services and activities to meet the health and welfare / social needs of Hartlepool's residents (now and in the future); and
- In order to achieve this, the 'Marmot' principles (in conjunction with the Joint Strategic Needs Assessment (JSNA) and Public Health indicators) be utilised as the overarching framework against which the provision of Council services and potential options for service changes, as part of the budget and collaborative working process, can be measured / assessed by Scrutiny.

Members were reminded that there were 6 Marmot Principles, against each of which priority objectives and policy recommendations were identified to reduce health inequalities, details of which were appended to the report. It was suggested that each of the principles could be allocated to respective Forums, and in conjunction with the Joint Strategic Needs Assessment and Public Health indicators, could be used as an overarching framework under which 'in year' budget and collaboration items could be considered. The

Committee received a summary of the principles and supported the allocation of each to an appropriate Forum as detailed in the report.

Also detailed were the role and functions of the Scrutiny Co-ordinating Committee together with the functions and remit of each of the other Overview and Scrutiny Forums. A schedule of forum dates for meetings of the Scrutiny Co-ordinating Committee and each of the Standing Scrutiny Forums in 2012/13 was appended to the report.

The views of the Health Scrutiny Forum, at its meeting on 15 June 2012, had been sought on the work programme proposal for 2012/13. In considering the proposal, the Health Scrutiny Forum had received a detailed presentation by the Director of Public Health in relation to preparation for the transfer of Public Health responsibilities and the development of an effective / responsive Health and Wellbeing Strategy for the future delivery of services. Key health issues for Hartlepool had been identified together with background in relation to the Marmot principles, Joint Strategic Needs Assessment and Public Health indicators. All Members of Scrutiny had been invited to attend that Health Scrutiny Forum meeting in order to receive information which will assist in deliberations regarding the proposal put forward for this years scrutiny work programme. Details of the Health Scrutiny Forums views in relation to the proposal were presented, to the Committee, by the Chair of the Health Scrutiny Forum. The Chair advised that opportunities for joint working by Scrutiny Forums had been identified. It was highlighted, however, that if that joint working was to be effective, it was necessary to ensure forward planning when considering work programme issues. Members and Officers supported the principle of joint meetings of Scrutiny forums to reduce duplication in consideration of issues arising from the JSNA and 'Marmot principles'. It was considered, therefore, that a mapping exercise was required of the key JSNA areas.

Members reiterated concerns relating to family poverty issues and considered that as part of its work programme, this Committee should consider issues relating to localising council tax benefit including the provision of welfare/benefit advice by the Council, the community and the voluntary sector. It was noted that this Committee had agreed that a working group should consider issues relating to the localising of council tax benefit (minute 13, to be considered later in the meeting, refers).

In light of the issues raised, and the need to set a balance and effective work programme for each Forum (without delay), it was agreed that authority be delegated to the Scrutiny Chairs to finalise the work programmes for their Forums, and in doing so they consider the following:-

- Which of the budget and collaboration items put forward would be included in the work programme for each Forum/the Scrutiny Co-ordinating Committee; and
- The allocation of specific JSNA themes to each Forum /the Scrutiny Co-ordinating Committee, for consideration as the main/primary investigation for 2012/13

In addition to expressing its views in relation to the overall work programme proposal for 2012/13, the Health Scrutiny Forum at its meeting on 15th June 2012 had considered its own work programme for 2012/13. Regulations required that the Forum is responsible for the establishment of its own work programme and that this cannot be determined by the Scrutiny Co-ordinating Committee. On this basis, the Scrutiny Co-ordinating Committee noted the Health Scrutiny Forum work programme for 2012/13 as detailed below:-

JSNA Work Programme item for 2013/14:

- Sexual Health (main investigation)

Budget and Policy Framework Items 2013/14;

- Corporate and Departmental Plans 2013/14
- Health and Wellbeing Strategy

Other Items

- NTHFT Quality Account/including issue raised re medication issues
- Clear and Credible Plan
- Health Workshop/Seminar – JSNA/Public Health/Health and Social Care Act/Health Reforms
- NEAS – Changes to Ambulance Locations
- LINK Update/Healthwatch
- Onle Life Hartlepool – Northern Doctors Report
- 111 Number
- Health Inequalities
- Tertiary Referrals
- Any Qualified Provider
- Recruitment of Good Quality GPs

Recommended

1. The Committee noted the report and agreed to the implementation of the proposal that:

- i) The aim of the overall Scrutiny Work Programme for 2012/13 should be to ensure the provision of services and activities to meet the health and welfare / social needs of Hartlepool's residents (now and in the future); and
- ii) The Marmot principles (in conjunction with the Joint Strategic Needs Assessment and Public Health indicators), particularly as they apply to family poverty, be utilised as the overarching framework against which the provision of Council services and potential options for service changes, as part of the budget and collaborative working process, can be measured / assessed by Scrutiny.

2. The Committee noted the Health Scrutiny Forum's Work Programme for 2012/13 and

3. That authority be delegated to the Scrutiny Chairs to finalise the work programmes for their Forums, and in doing so they consider:

- which of the budget and collaborations items put forward would be included in the work programme for each Forum/the Scrutiny Co-ordinating Committee; and
- The allocation of specific JSNA themes to each Forum/the Scrutiny Co-ordinating Committee, for consideration as the main/primary investigation for 2012/13.

13. Membership of Scrutiny Co-ordinating Committee Working Groups *(Scrutiny Manager)*

The Scrutiny Manager reported that during the course of 2012 the Committee had identified the need for the creation of two Working Groups:-

Health Reform Working Group

The Scrutiny Co-ordinating Committee at its meeting on the 27 January 2012 had considered a request for consideration by Scrutiny of the Draft Hartlepool Public Health Transition Plan, prior to its final approval by Cabinet on 5 March 2012. In considering this request, the Committee had approved the creation of a Working Group (now called the Health Reform Working Group) to participate in the consultation process and also, to look at the development of the role of scrutiny in relation to the operation of Hartlepool's Health and Wellbeing Board. The work of the working group, in relation to the development of the role of scrutiny in relation to the operation of Hartlepool's Health and Wellbeing Board, would be continuing during the 2012/13 Municipal year. In order for this to occur following the recent elections, consideration needs to be given to the membership of the group. Details of those Members who were currently members of the Working Group were set out in the report.

Localising Council Tax Benefit Working Group

The Scrutiny Co-ordinating Committee at its meeting on the 14 October 2011, had received a detailed report on the Government's proposal for localising support for Council Tax Benefits from 2013/14. During the course of discussions, emphasis was placed upon the importance of Member involvement in the development of the new local scheme of council tax support and in doing this, the Committee had agreed that a Working Group would be formed, when required. The Committee had agreed that the membership of the Working Group would be created within the Council's proportionality arrangements. In order to achieve this, it was suggested that

the group should consist of 7 Members, broken down as follows:-

Labour (4 Places)
 Independent (1 Place)
 Putting Hartlepool First (1 Place)
 Conservative (1 Place)

It was noted that in creating the group it was requested that Local authority benefits advice workers and Revenues and Benefits Managers be invited to participate in the activities of the Working Group. It was agreed also that a selection of anonymous family scenarios be provided to enable a benefits advice perspective to be taken into consideration.

Recommended

That appointments be made to Working Groups as follows:

Health Reform Working Group
 Councillors S Akers-Belcher, Beck, Hall, James and Wells

Localising Council Tax Benefit Working Group
 Councillors C Akers-Belcher, Cook, Hall, James, Richardson, Wells and Wilcox

14. Request for Funding from the Dedicated Scrutiny Budget – Attendance at the Centre for Public Scrutiny Annual Conference and Good Scrutiny Awards (London – 12 June 2012) *(Scrutiny Manager)*

The Scrutiny Manager reported on a request for funding from within the Overview and Scrutiny function's dedicated scrutiny budget. The request related to funding the attendance by 2 Members and 1 Officer from the Children's Services Scrutiny Forum at the Centre for Public Scrutiny Annual Conference and Good Scrutiny awards, on 12 June 2012.

Members paid tribute to the Children's Services Scrutiny Forum's investigation, into looked after children and the joint working this had been involved, which had resulted in that investigation being shortlisted in the Good Scrutiny awards. Members recognised the achievement which had been achieved and considered it to be a testament to the hard work which had been undertaken.

The Chair referred to the positive feedback which had been received following a presentation which had been made, at the Conference, by Professor Sir Michael Marmot. It was suggested that Professor Sir Marmot

be invited to speak at a Seminar organised in Hartlepool with associated costs funded from the scrutiny budget. It was suggested also that neighbouring Local Authorities could be invited and could, therefore, contribute towards the cost of the Seminar.

Recommended

That the request be approved in accordance with the Council's Financial Procedure Rules.

That Professor Sir Michael Marmot be invited to speak at a Seminar in Hartlepool.

15. Request for Funding from the Dedicated Scrutiny Budget – Scrutiny Co-ordinating Committee Work Programme Meeting – Catering *(Scrutiny Manager)*

The Scrutiny Manager reported on a request for funding from within the Overview and Scrutiny function's dedicated scrutiny budget. The request related to funding the provision of catering for the work programme meeting on 15 June 2012.

Recommended

That the request be approved in accordance with the Council's Financial Procedure Rules.

16. Call-In Requests

None

17. Any Other Items which the Chairman Considers are Urgent

None

It was noted that the next meeting of the Scrutiny Co-ordinating Committee would be on 29th June 2012 to consider the referral from Cabinet relating to the ICT contract.

The meeting concluded at 3.20 p.m.

CHAIR

SCRUTINY CO-ORDINATING COMMITTEE

MINUTES

Friday 22 June 2012

The meeting commenced at 1.00 pm in the Civic Centre, Hartlepool

Officers: Vicky Bosley, Democratic Services Officer

18. Abandonment of Meeting

Due to unforeseen circumstances arising within the 5 day statutory notice period for the meeting, Members had been contacted and advised not to attend the meeting as it was to be abandoned.

The meeting concluded at 1.02 pm

CHAIR

SCRUTINY CO-ORDINATING COMMITTEE

MINUTES

29 June 2012

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

Present:

Councillor: Marjorie James (In the Chair)

Councillors: Jim Ainslie, Christopher Akers-Belcher, Paul Beck, Rob Cook, Keith Fisher, Gerard Hall, Brenda Loynes, Sylvia Tempest and Ray Wells.

In accordance with Council Procedure Rule 4.2 (ii), Councillor Sheila Griffin was in attendance as substitute for Councillor Linda Shields and Councillor Geoff Lilley was in attendance as substitute for Councillor Steve Gibbon.

Also Present:

Councillors: Paul Thompson, Portfolio Holder for Finance and Corporate Services
Alison Lilley.

Officers: Andrew Atkin, Assistant Chief Executive
Chris Little, Chief Finance Officer
Peter Devlin, Chief Solicitor
Dave Stubbs, Director of Regeneration and Neighbourhoods
Graham Frankland, Assistant Director, Resources
Joan Stevens, Scrutiny Manager
Angela Armstrong, Principal Democratic Services Officer

19. Apologies for Absence

Apologies for absence were received from Councillors Robbie Payne, Linda Shields and Angie Wilcox.

20. Declarations of interest by Members

None.

21. Minutes

None.

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

None.

23. Any Other Business which the Chairman considered are Urgent

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

24. Any Other Business – Call-In of Decision: Future Options for the Provision of a Strategic HR Function
(*Scrutiny Manager*)

The report provided Members with the relevant information relating to the Call-In of the decision taken by Cabinet on 11 June 2012, in relation to the Future Options for the Provision of a Strategic HR function, as per the Authority's Call-In procedure. On considering the information contained within the Call-In notice, the Committee accepted the Call-In of this decision.

A Member questioned the reference to discussion with Scrutiny Chairs within paragraph 6.5 of the report. The Members present at this discussion did not take part in that discussion in the role of Scrutiny Chairs and their views were therefore not representative of all Scrutiny Members. Clarification was sought on the definition of strategic HR advice and whether this was already provided by the HR Business Partners. Members also questioned the uplift in salary of the Chief Customer and Workforce Services Officer due to increased management responsibility, which was then transferred to the Section 151 Officer as part of the collaborative arrangements with Darlington Borough Council. It was suggested that the whole issue of the HR function needed a wider debate at full Council to enable all Members and relevant officers participation.

The Chief Solicitor clarified that this Call-in was classed as Category 1 and through Article 13 required decision making to have clarity of outcomes, best value and efficiency which effective relates to the decision not being unnecessary delayed. Members were reminded that to enable officers participation in a Council meeting, the Council Procedure Rules would need to be suspended. It was suggested that the Council Working Group may be a suitable forum to enable full discussion between all Members and Officers to produce a collective view.

Members were concerned that the decision that was subject to this Call-in

was effectively a restructure which impacted on the budget and policy framework and should therefore be subject to a Council decision. The Chief Finance Officer advised that at the maximum salary point the cost to the Council of a shared HR post with Darlington Borough Council would exceed the budget by £800 and if this occurred this amount would be vired within the overall Chief Executive's Departmental budget and would therefore not be outside the approved budget and policy framework. It was therefore suggested that this issue be referred to a meeting of Council as soon as practicable and that the Chief Solicitor be requested to put mechanisms in place to waive Council Procedure Rules at this meeting to enable full and frank discussion with both Members and Officers.

In relation to the interview arrangements for the Head of HR Post with Darlington Borough Council, under normal arrangements, Members would be fully involved in the recruitment process through the Officer Employment Rules. However, in this case, Cabinet had decided that the following Members would be involved in the joint recruitment process with Darlington Borough Council: The Mayor, Chair of the Council, Scrutiny Co-ordinating Chair and a fourth Member as a Portfolio Holder. The Chief Solicitor indicated that as the Head of HR Post would be employed by Darlington Borough Council, they would lead on the recruitment process. Members questioned the need to be involved in the process at all and the Director of Regeneration and Neighbourhoods indicated that the arrangement with Darlington would be through a contract and would not include any legal obligation for Hartlepool to be involved in the appointment process. However, it was considered that enabling Members to be part of the recruitment process for this post, would enable their involvement.

A discussion ensued on the timescale for dealing with Call-in enquiries and it was noted that Members would continue to operate Call-in as it had operated through custom and practice for the previous 10 years. Whilst the suggestion to refer the consideration of the future provision of a Strategic HR function to Council would enable a full and wider discussion to take place, it was acknowledged that it would be undertaken expeditiously. It was acknowledged that the issues of timescales around Call-in should be subject to further discussion at Constitution Committee.

To enable a full discussion the following additional information was requested by Members:

- i) Job descriptions, person specification of the job advertised by Darlington;
- ii) HR workforce – full structure before and after job evaluation, including job descriptions, person specification and grades;
- iii) Definition of strategic HR function and examples; and
- iv) Details of contract being drawn up with Darlington for the provision of the Strategic HR function / post.

Recommended

- (1) That the Call-in was upheld for the reasons identified in the Call-In Notice.
- (2) As a result of discussions and taking into account Members' views, Scrutiny Co-ordinating Committee submit a report to Cabinet requesting consideration of the following recommendations:
 - (i) That the decision to enter into a new agreement with Darlington Borough Council to share a joint Head of HR be referred to full Council for decision as the Committee considered that the decision would impact on the Budget and Policy Framework.
 - (ii) That the Chief Solicitor put mechanisms in place to enable a full and frank discussion at the above meeting of Council with officers and Members.
 - (iii) That the information requested above at i)-iv) be provided to all Members prior to the Council meeting.
- (3) That the timescales involved in the Call-In process be examined further by Constitution Committee.

25. **Consideration of Request for Scrutiny Reviews from Council, Executive Members and Non Executive Members – Referral from Cabinet – Medium Term Financial Strategy – ICT Services** *(Scrutiny Manager)*

The report provided the background to the referral from the Cabinet meeting held on 11 June 2012 to the Overview and Scrutiny Function to gain Members' views on the following recommendations which were contained within the report:

- (i) Whether the scope of the competitive dialogue should be:
 - In house and Private Sector;
 - Private sector only; or
 - In house, private sector and Public / public.
- (ii) The objectives of the procurement – either:
 - Objective Scope 1 - Maintaining and improving services and achieving savings (only possible through in-house, outsourced or public-public options); or
 - Objective Scope 2 - Maintaining and improving services, achieving savings and maintaining a base in Hartlepool (only possible through in-house or outsourced options).
- (iii) Notwithstanding the objectives of the procurement identified above agree to the implementation of a competitive dialogue process.

- (iv) Agree to seek full Council approval to allocate up to £0.215m from the uncommitted backed-dated Job Evaluation Appeal reserves (i.e. the resources not needed to replace the loss of the ICT / Revenues and Benefits and the removal of the Denominational Transport savings in 2012/13 and net of the £50K managed revenue underspend which has been earmarked to contribute to this) of £0.545m transferred to the General Fund Reserves to fund the up-front costs associated with this:-
 - £265,000 if a competitive dialogue process is undertaken for the private sector with an associated in house bid
 - £130,000 if a competitive dialogue process is undertaken for the private sector only
- (v) Agree to seek full Council approval to allocate the remaining balance of the resources transferred to the General Fund Reserves from the uncommitted backed-dated Job Evaluation Appeal reserves of £0.330 on an 'in principle' basis to provide temporary support for the budget in 2013/14 pending the full year ICT saving being achieved in 2014/15. The 'in principle' decision will then be ratified as part of the formal budget setting report in February 2013 to enable full Council to consider this issue in the context of the Councils overall financial position and the budget cuts which will need to be made in 2013/14.

The Chair outlined the decision making process and subsequent referrals from Cabinet undertaken so far in relation to the ICT arrangements for the local authority. Members' attention was drawn to the above Cabinet recommendations. In addition Members were also asked to give consideration to what package of ICT support they should have as individuals to enable the financial implications to be calculated should this be included within the ICT Contract. The Assistant Chief Executive confirmed that work was underway to examine Members' ICT requirements and the financial and contractual implications of this on any future arrangements.

A Member sought clarification on the feasibility of maintaining a base in Hartlepool. The Assistant Chief Executive indicated that this would be dependant upon the option chosen. It was highlighted that some of the ICT arrangements, such as help desk support, server and application farms could be more cost effective to be located elsewhere. However, it was noted that nearly all models supporting ICT infrastructure had some form of on site presence and the balance of this would need further exploration.

A lengthy discussion took place during which all the options detailed above were considered. The Assistant Chief Executive confirmed that key performance measures would form part of any ICT arrangements including penalty clauses which may ultimately lead to the termination of a contract.

Additional information was circulated that included a number of questions raised by Member who was unable to be present. The Assistant Chief Executive responded that should the organisation who has secured the contract merge with another organisation during the lifetime of the contract,

there could be a clause included within the contract to enable the authority to terminate the contract should it be considered the most appropriate way forward.

In relation to the reference in the additional information circulated to the report being biased, the Assistant Chief Executive indicated that the report was clear and provided balanced information on the all different options available to the authority. However, after considering all the options in detail, officer advice recommended that the private sector option should be explored further. The additional information also referred to an 'army of staff' monitoring the current contract. The Assistant Chief Executive clarified that one employee was responsible for the contract management (with very limited input from one other) as he had the technical knowledge required to challenge the ICT provider to ensure best value was achieved for the local authority. The remainder of the team provided ICT support to all employees across the authority. It was noted that the development of an in house bid to provide a multi million pound service was a very complex process.

In response to a question from a Member, the Assistant Chief Executive confirmed that TUPE arrangements would apply to the relevant employees. In relation to the financial implications, the Chief Finance Officer confirmed that the cost of the recommended option of the private sector would be £130k. This would be funded by £50k from managed overspend with a shortfall of £80k yet to be identified. The Assistant Chief Executive confirmed that the exercise undertaken last year to explore the options for the provision of ICT had identified that the private sector had significantly more buying power than the public sector, particularly in relation to equipment and hardware applications and this was in part basis for the private sector option recommendation.

During the discussions that followed, it was clear that Members wished to disregard the public/public and in-house contract options at the current time with the aim of securing the best outcome to be achieved through a private sector arrangement. However, Members were keen to ensure that the option to maintain a base in Hartlepool was explored and that the retention and growth of jobs and incorporation of scalability in terms of services and the potential for expansion to other local authorities should flow through any outsourced arrangement or contract. The importance of maintaining an in-house officer to undertake effective monitoring and management of the contract to ensure effective implementation of the promised outcomes was reiterated.

Recommended

- (1) The referral from Cabinet held on 11 June 2012 on the Medium Term Financial Strategy – ICT Services was accepted by the Committee and considered in full.
- (2) That a report be submitted to Cabinet outlining Members' views and

with the following recommendations:

- i) That the options in relation to public/public arrangements and in-house provision should be disregarded at this time and that all energies should be put into securing the best possible private sector outcome;
- ii) That the principles in relation to the retention and growth of jobs and incorporation of scalability in terms of services and the potential for expansion to other local authorities should flow through any outsourced arrangement or contract.
- iii) The importance of the officer monitoring / management role in ensuring that the promised outcomes of any the contract (i.e. employment generation, economic benefits and performance) are delivered was recognised.

26. Forward Plan

None.

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

None.

28. Consideration of financial monitoring/corporate reports

None.

29. Call-In Requests

None.

The meeting concluded at 12.14 pm

CHAIR

SCRUTINY CO-ORDINATING COMMITTEE

27 July 2012



Report of: The Cabinet

Subject: CABINET REPONSE TO THE CALL-IN OF THE
DECISION RELATING TO FUTURE OPTIONS FOR
THE PROVISION OF A STRATEGIC HR FUNCTION

1. PURPOSE OF THE REPORT

- 1.1 To provide Members of the Scrutiny Co-ordinating Committee with a response from the Cabinet regarding the Call-In of its decision relating to Call-in of the decision relating to future options for the provision of a strategic HR function.

2. BACKGROUND INFORMATION

- 2.1 At the meeting of Cabinet held on 11 June 2012, a report was considered in relation to the future options for the provision of a strategic HR function in Hartlepool. The decision made being that:

“(i) Cabinet agreed to enter into a new agreement with Darlington Borough Council to share a joint Head of HR and that the Acting Chief Executive and/or Chief Solicitor be delegated to finalise the legal agreement with the General Purposes Committee.

(ii) The arrangement be reviewed in 12 months time.”

- 2.2 Following the decision taken by Cabinet, a Call-In Notice was issued by 3 Members of the Scrutiny Co-ordinating Committee, on the 22 June 2012. The basis of the Call-in being that the decision had been taken in contravention of the principles of decision making, as outlined in Article 13 of the Constitution. The detailed reasons identified in the Call-In Notice being:

- vii) Clarity of aims and desired outcomes;
- v) Best Value; and
- xi) Efficiency (i.e. decisions must not be unnecessarily delayed).

The narrative within decision record re: scrutiny is not accurate.

- 2.3 The notice was accepted by the Deputy Monitoring Officer on the 22 June 2012 and the Scrutiny Co-ordinating Committee, at its meeting on the 29 June 2012, accepted the Call-In and commenced consideration of the issues / concerns raised.
- 2.4 Following detailed discussions, the Scrutiny Co-ordinating Committee recommended that the decision be referred to the floor of Council for full discussion. Also, that in order to assist Members in their debate of the issue, the following documents / items of information be provided as part of the Council paperwork:-
- i) Job descriptions, person specification of the job advertised by Darlington;
 - ii) HR workforce – full structure before and after job evaluation, including job descriptions, person specification and grades;
 - iii) Definition of strategic HR function and examples; and
 - iv) Details of contract being drawn up with Darlington for the provision of the Strategic HR function / post.
- 2.5 This recommendation was reported to Cabinet on the 9 July 2012.

3. EXECUTIVE RESPONSE/DECISION AS A RESULT OF THE CALL-IN PROCESS

- 3.1 The Cabinet at its meeting on 9 July 2012 considered the Scrutiny Co-ordinating Committee's recommendation and agreed that (Cabinet Minute 30 refers – copy of the full minute attached at **Appendix A**):-

"Cabinet reaffirmed the decision taken on 11 June 2012 as follows:

- (i) Cabinet agreed to enter into a new agreement with Darlington Borough Council to share a joint Head of HR and that the Acting Chief Executive and/or Chief Solicitor be delegated authority to finalise the legal agreement with the General Purposes Committee.
 - (ii) That the arrangement be reviewed in 12 months' time.
 - (iii) That in accordance with the Constitution, this decision be reported back to Scrutiny Co-ordinating Committee."
- 3.2 An invitation to attend today's meeting, to report and discuss the Cabinet decision, has been accepted by the Mayor.

4. RECOMMENDATION

- 4.1 That Members of the Scrutiny Co-ordinating Committee note the Executive's decision as outlined in paragraph 3.1 of this report, as a result of the Call-In process.

BACKGROUND PAPERS

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

- (i) Cabinet Decision – Cabinet reports (11 June 2012 and 9 July 2012).
- (ii) Call-In of Decision – Scrutiny Co-ordinating Committee report (29 June 2012)
- (iii) Call-In Notice received on the 22 June 2012

CABINET

MINUTES AND DECISION RECORD

9 July 2012

Extract

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

Present:

The Mayor, Stuart Drummond - In the Chair

Councillors: Cath Hill (Children's and Community Services Portfolio Holder)
John Lauderdale (Adults' and Public Health Services Portfolio Holder)
Paul Thompson (Finance and Corporate Services Portfolio Holder)

Also Present:

Councillors: Christopher Akers-Belcher, Vice Chair of Scrutiny Co-ordinating Committee/Chair of Children's Services Scrutiny Forum
Stephen Akers-Belcher, Chair of Health Scrutiny Forum
Carl Richardson, Chair of Adult and Community Services Scrutiny Forum
Geoff Lilley

Officers: Andrew Atkin, Assistant Chief Executive,
Peter Devlin, Chief Solicitor
Alyson Carman, Legal Services Manager
John Morton, Assistant Chief Finance 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
Sally Robinson, Assistant Director, Prevention, Safeguarding and Specialist Services
Louise Wallace, Assistant Director, Health Improvement
Joan Stevens, Scrutiny Manager
Angela Armstrong, Principal Democratic Services Officer

30. Call-In of Decision: Future Options for the Provision of a Strategic HR Function *(Scrutiny Co-ordinating Committee)* **Future Options for the Provision of a Strategic HR Function** *(Chief Executive)*

Type of decision

Non key

Purpose of report

A report was submitted to Cabinet on 11 June 2012 which set out options for the future provision of a strategic HR function. This report presented three options for Cabinet to consider:

- Reappointment of a Chief Customer and Workforce Services Officer
- Undertake an internal restructure which removes the strategic HR post
- Continue to share a Head of HR with Darlington Borough Council

At the meeting on 11 June, Cabinet's decision was as follows:

- (i) Cabinet agreed to enter into a new agreement with Darlington Borough Council to share a joint Head of HR and that the Acting Chief Executive and/or Chief Solicitor be delegated to finalise the legal agreement with the General Purposes Committee.
- (ii) That the arrangements be reviewed in 12 months' time.

This decision was subsequently subject to a Call-In notice issued on 22 June 2012. This notice was accepted and considered at the meeting of Scrutiny Co-ordinating Committee on 29 June 2012.

Issue(s) for consideration by Cabinet

The Vice Chair of Scrutiny Co-ordinating Committee confirmed that the Committee had unanimously requested further information and additional time to consider that information, to enable an informed decision to be made on what was considered integral to how the Council moves forward. It was also requested that this proposal be referred to full Council to enable the input of all Members. It was highlighted that the provision to undertake an extended investigation had been included within the Call-In process on previous occasions, albeit in exceptional circumstances.

Members of the Cabinet were reminded of the decision making process involving the Executive and the Overview and Scrutiny function and considered that changing this process to include referring decisions to Council would undermine the process that had operated for over 10 years. The importance of finalising a decision on the future of the provision of Strategic HR in a timely manner was reiterated by The Mayor as this may affect any future collaborative arrangements as well as the reputation of the Council.

It was noted that there had been concerns raised at Scrutiny Co-ordinating Committee that as this decision would result in the Local Authority entering into a year long contract, this would ultimately affect the budget and policy framework and should therefore be a Council decision. It was argued that all decisions that were made impacted on the budget and policy framework in some way.

The Chief Solicitor drew Members' attention to paragraphs 3.9 and 3.10 in

the report which outlined the timescale provisions around the Call-in function.

The Mayor provided the background to the original decision to share a Head of HR post with Darlington which had generated a considerable saving to the Local Authority. As a result of a change in circumstances, the Strategic HR function needed further review and from the options available, the sharing of a Head of HR post, which was the current arrangement, was the most cost effective. The Mayor indicated he was minded to reaffirm the original decision subject to any comments from other Cabinet Members. During the discussions that followed The Mayor stated that sharing the post of Head of HR with Darlington Borough Council was the most cost effective option.

Decision

Cabinet reaffirmed the decision taken on 11 June 2012 as follows:

- (i) Cabinet agreed to enter into a new agreement with Darlington Borough Council to share a joint Head of HR and that the Acting Chief Executive and/or Chief Solicitor be delegated authority to finalise the legal agreement with the General Purposes Committee.
- (ii) That the arrangement be reviewed in 12 months' time.
- (iii) That in accordance with the Constitution, this decision be reported back to Scrutiny Co-ordinating Committee.

The meeting concluded at 11.00 am

P J DEVLIN

CHIEF SOLICITOR

PUBLICATION DATE: 12 July 2012

SCRUTINY CO-ORDINATING COMMITTEE

27th July 2012



Report of: Joint Report of Director of Child and Adult Services and the Portfolio Holder for Children and Community Services

Subject: CABINET RESPONSE TO THE RECOMMENDATIONS OF THE PROVISION OF FACE TO FACE FINANCIAL ADVICE AND INFORMATION SERVICES INVESTIGATION

1. PURPOSE OF THE REPORT

- 1.1 The purpose of this report is to provide Members of the Scrutiny Co-ordinating Committee with feedback on the recommendations from the investigation into the provision of face to face financial advice and information services in Hartlepool which was reported to Cabinet on 4th July 2011.

2. BACKGROUND INFORMATION

- 2.1 The investigation into the provision of face to face financial advice and information services conducted by this Scrutiny Co-ordinating Committee falls under the remit of the Child and Adult Department and Chief Executive's department and is, under the Executive Delegation Scheme, within the service area covered by the Children and Community Services Portfolio Holder.
- 2.2 On 4th July 2011 Cabinet considered the Final Report of the Scrutiny Co-ordinating Committee into face to face financial advice and information services. This report provides feedback from the Portfolio Holder following the Cabinet's consideration of, and decisions in relation to this Committee's recommendations.
- 2.3 Following on from this report, progress towards completion of the actions contained within the Action Plan will be monitored through Covalent; the Council's Performance Management System; with standardised six monthly monitoring reports to be presented to the Forum.

3. SCRUTINY RECOMMENDATIONS AND EXECUTIVE DECISION

- 3.1 Following consideration of the Final Report, Cabinet approved the recommendations in their entirety. Details of each recommendation and proposed actions to be taken following approval by Cabinet are provided in the Action Plan attached at **Appendix A**.

4. RECOMMENDATIONS

- 4.1 That Members note the proposed actions detailed within the Action Plan, appended to this report (**Appendix A**) and seek clarification on its content where felt appropriate.

Contact Officer:- Danielle Swainston
Child and Adult Services Department
Hartlepool Borough Council
Telephone Number: 01429 523671
E-mail – danielle.swainston@hartlepool.gov.uk

John Morton
Chief Executive's Department
Hartlepool Borough Council
Telephone Number: 01429 523003
E-mail – john.morton@hartlepool.gov.uk

BACKGROUND PAPERS

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

- (i) The Scrutiny Co-ordinating Committee's Final Report considered by Cabinet on 4th July 2011
- (ii) Decision Record of Cabinet held on 4th July 2011.

OVERVIEW AND SCRUTINY ENQUIRY ACTION PLAN

4.2
Appendix A

NAME OF FORUM: Scrutiny Co-ordinating Committee

NAME OF SCRUTINY ENQUIRY: The Provision of Face to Face Financial Advice and Information Services in Hartlepool

DECISION MAKING DATE OF FINAL REPORT: 4 July 2011

RECOMMENDATION	EXECUTIVE RESPONSE / PROPOSED ACTION	FINANCIAL IMPLICATIONS	LEAD OFFICER	DELIVERY TIMESCALE
(a)	<p>That, in thinking laterally about the how face to face financial advice services can be configured / provided in the future, a mechanism be put in place under the banner of 'Connected Care' that focuses on the provision of core 'holistic' baseline services with the ability to 'bolt' on other services to meet the specific needs of individual communities.</p> <p>i) Further investigate the services</p>	None	Childcare Market	Completed

OVERVIEW AND SCRUTINY ENQUIRY ACTION PLAN

4.2
Appendix A

NAME OF FORUM: Scrutiny Co-ordinating Committee

NAME OF SCRUTINY ENQUIRY: The Provision of Face to Face Financial Advice and Information Services in Hartlepool

DECISION MAKING DATE OF FINAL REPORT: 4 July 2011

RECOMMENDATION	EXECUTIVE RESPONSE / PROPOSED ACTION	FINANCIAL IMPLICATIONS	LEAD OFFICER	DELIVERY TIMESCALE
	available for residents in relation to economic wellbeing.		Officer (Penny Thompson)	Oct 11
	ii) Establish the pathways of services for residents in order to understand any duplication and gaps in services.	None	Childcare Market Officer (Penny Thompson)	Completed Oct 11
	iii) Ensure that all staff working directly with families are equipped with the knowledge to support and signpost to financial advice services – include financial	This has financial implications but is unknown	Awards & Benefits Security Manager (Julie Pullman) + Childcare Market Officer	Mar 2013

NAME OF FORUM: Scrutiny Co-ordinating Committee

NAME OF SCRUTINY ENQUIRY: The Provision of Face to Face Financial Advice and Information Services in Hartlepool

DECISION MAKING DATE OF FINAL REPORT: 4 July 2011

RECOMMENDATION		EXECUTIVE RESPONSE / PROPOSED ACTION	FINANCIAL IMPLICATIONS	LEAD OFFICER	DELIVERY TIMESCALE
		support within workforce plan	until number of staff is known and the cost of the training	(Penny Thompson)	
(b)	That a criterion and formal monitoring mechanism / database be developed, with full Elected Member involvement, for the award of all funding from the Council (including the Community Pool) and other partners for the provision of face to face financial advice and information services.	<div>i) Review all council funding available for face to face financial advice and support towards economic wellbeing</div> <div>ii)Explore possibility of commissioning economic wellbeing support using the information captured in (a)(ii) including recommendations in (c)</div>	<div>None</div> <div>Financial implications would depend on whether further funding needed to be identified</div>	<div>Childcare Market Officer (Penny Thompson)</div> <div>R & N Neighbour hood Manager (David Frame)</div>	<div>Completed Oct 11</div> <div>Completed Mar 12</div>

NAME OF FORUM: Scrutiny Co-ordinating Committee

NAME OF SCRUTINY ENQUIRY: The Provision of Face to Face Financial Advice and Information Services in Hartlepool

DECISION MAKING DATE OF FINAL REPORT: 4 July 2011

RECOMMENDATION	EXECUTIVE RESPONSE / PROPOSED ACTION	FINANCIAL IMPLICATIONS	LEAD OFFICER	DELIVERY TIMESCALE
			following receipt of commissioning bids.	
(c)	<p>That within the criteria (outlined in recommendation b):-</p> <p>i) Emphasis must be placed upon:</p> <ul style="list-style-type: none"> - Simplicity of language and processes; and - Accountability and performance, to be achieved through the effective monitoring / evaluation of activities and outcomes. <p>ii) Clear 'baseline' aims and objectives must be defined for the provision of face to face financial advice services in Hartlepool, against which each application would be measured;</p>	i) to v) Develop a potential service specification for welfare benefits / financial advice and information services based on investigation carried out in (a).	None	ACFO Financial Services (John Morton) Completed Jan 12

NAME OF FORUM: Scrutiny Co-ordinating Committee

NAME OF SCRUTINY ENQUIRY: The Provision of Face to Face Financial Advice and Information Services in Hartlepool

DECISION MAKING DATE OF FINAL REPORT: 4 July 2011

RECOMMENDATION	EXECUTIVE RESPONSE / PROPOSED ACTION	FINANCIAL IMPLICATIONS	LEAD OFFICER	DELIVERY TIMESCALE
<p>iii) There must be a requirement for each applicant to clearly define their aims / objectives, and specifically the activities they intend to undertake, in providing face to face financial advice services;</p> <p>iv) There should be a requirement that no person waits more than a maximum of 10 days for a specialist face to face financial advice appointment and that an effective emergency response must also be available;</p> <p>v) Details of the specialist training and qualifications should be clearly specified, against which organisations can be assessed (i.e. showing that they either have, or are working towards, Matrix accreditation);</p>			R & N Neighbourhood	

OVERVIEW AND SCRUTINY ENQUIRY ACTION PLAN

4.2
Appendix A

NAME OF FORUM: Scrutiny Co-ordinating Committee

NAME OF SCRUTINY ENQUIRY: The Provision of Face to Face Financial Advice and Information Services in Hartlepool

DECISION MAKING DATE OF FINAL REPORT: 4 July 2011

RECOMMENDATION	EXECUTIVE RESPONSE / PROPOSED ACTION	FINANCIAL IMPLICATIONS	LEAD OFFICER	DELIVERY TIMESCALE
<p>vi) In relation to Community Pool Funding, the capacity to retain part of the funding to be used to assist in achieving accreditation. 100% funding at first, decreasing in future applications; and</p> <p>vii) Each organisation should be required to participate in a mechanism that enables the effective monitoring and evaluation of their outcomes against the agreed aims, objectives and activities.</p>	<p>vi) Include this within Community Pool criteria review</p> <p>vii) Develop a potential service specification / monitoring framework for welfare benefits and financial advice services.</p>		<p>Manager (David Frame) + Regeneration Officer (Fiona Stanforth)</p> <p>ACFO Financial Services (John Morton)</p>	<p>April 12</p> <p>Completed Jan 12</p>
<p>(d) That a web based monitoring process / database be identified that:</p> <ul style="list-style-type: none"> - Is implementable and accessible by all organisations who receive funding for the provision of face to 	<p>i) Explore the need for a database to capture information on all the face to face financial advice that's available in Hartlepool</p>	<p>A system would need to be sourced which would have</p>	<p>R & N Neighbourhood Manager David Frame) +</p>	<p>March 2013</p>

NAME OF FORUM: Scrutiny Co-ordinating Committee

NAME OF SCRUTINY ENQUIRY: The Provision of Face to Face Financial Advice and Information Services in Hartlepool

DECISION MAKING DATE OF FINAL REPORT: 4 July 2011

RECOMMENDATION	EXECUTIVE RESPONSE / PROPOSED ACTION	FINANCIAL IMPLICATIONS	LEAD OFFICER	DELIVERY TIMESCALE
<p>face financial advice services, in a secure, transparent and generic way; and</p> <p>- Can be easily monitored in a consistent manner across all organisations.</p>	<p>ii) Ensure that future delivery monitoring arrangements are rigorous</p>	<p>financial implications.</p>	<p>Regeneration Officer (Fiona Stanforth)</p>	
(e) A strategy needs to be developed to ensure that new financial advisors are trained and accredited in order to meet future demand.	Specification for Community Pool - Cat 1 Universal Welfare Benefits and Financial Advice will require provider to deliver this.	Further funding may need to be identified depending on commissioning bids and levels of future demand.	ACFO Financial Services (John Morton)	Completed Jan 12
(f) That the centralised CAB case management database be utilised to help focus the provision of face to face financial advice services / resources and identify potential issues for inclusion in ward specific	i) Work with new contract provider to map demand and focus service delivery and request that the provider undertake discussions with the CAB re historical data.	None	R & N Neighbourhood Manager (David Frame) +	Mar 2013

NAME OF FORUM: Scrutiny Co-ordinating Committee

NAME OF SCRUTINY ENQUIRY: The Provision of Face to Face Financial Advice and Information Services in Hartlepool

DECISION MAKING DATE OF FINAL REPORT: 4 July 2011

RECOMMENDATION		EXECUTIVE RESPONSE / PROPOSED ACTION	FINANCIAL IMPLICATIONS	LEAD OFFICER	DELIVERY TIMESCALE
	advice packages.			Regeneration Officer (Fiona Stanforth)	
(g)	That work be undertaken to improve the transmission of information between all organisations (navigators and providers).	Financial Inclusion Partnership to work with partners and other third sector bodies to improve information sharing	None	Finance Community Engagement Officer (Margaret Wrigglesworth) + Financial Inclusion Partnership	Mar 2013
(h)	That in light of the vast resource of expertise that exists across the town, ways of improving partnership mechanisms to facilitate the sharing of this expertise, and information on the availability of services, need to	Financial Inclusion Partnership to work with partners to explore increased partnership working to enable more effective use of resources	None	Community Engagement Officer (Margaret Wrigglesworth)	March 2013

NAME OF FORUM: Scrutiny Co-ordinating Committee

NAME OF SCRUTINY ENQUIRY: The Provision of Face to Face Financial Advice and Information Services in Hartlepool

DECISION MAKING DATE OF FINAL REPORT: 4 July 2011

RECOMMENDATION		EXECUTIVE RESPONSE / PROPOSED ACTION	FINANCIAL IMPLICATIONS	LEAD OFFICER	DELIVERY TIMESCALE
	be explored.			orth) + Financial Inclusion Partnership	
(i)	That in recognition of the importance of preventative services, funding should be found to enable the continued provision of money skills / management sessions in schools, in partnership with Barclays Money Skills Project / Hartlepool Financial Inclusion Partnership.	Financial Inclusion Partnership to work with children's services and financial institutions to explore funding opportunities for financial education	The exploration would have no funding implications but the development and implementation of an educational work programme would need funding.	Community Engagement Officer (Margaret Wrigglesworth) + Childcare Market Officer (Penny Thompson)	March 2013
(j)	That consideration be given to creating a generic Information Advice and Guidance (I.A.G.) Service which meets the needs of all residents at all	Community Pool Cat 1 Specification will require the delivery of welfare / debt advice including outreach services to priority neighbourhoods	None	ACFO Financial Services (John	Completed Jan 12

NAME OF FORUM: Scrutiny Co-ordinating Committee

NAME OF SCRUTINY ENQUIRY: The Provision of Face to Face Financial Advice and Information Services in Hartlepool

DECISION MAKING DATE OF FINAL REPORT: 4 July 2011

RECOMMENDATION		EXECUTIVE RESPONSE / PROPOSED ACTION	FINANCIAL IMPLICATIONS	LEAD OFFICER	DELIVERY TIMESCALE
	stages of their lives, in partnership with current providers. This Service to incorporate the CAB "Badge" as a means of ensuring that Hartlepool does not lose out on access to national monies and recognised monitoring mechanisms, whilst ensuring that advice is readily available in community settings that are accessible to residents.	and groups.		Morton)	
(k)	That the provision of a Generic I.A.G. Service, which incorporates Careers, Jobs, Training, Money Management, Benefits, Housing and Retirement, etc, and runs alongside/incorporates the roll out of the Connected Care model, be explored.	To be considered in the light of provider responses to the commissioning process.	None	R & N Neighbourhood Manager (David Frame) + Regeneration Officer (Fiona Stanforth)	Dec 2012

SCRUTINY CO-ORDINATING COMMITTEE

27 July 2012



Report of: Scrutiny Manager

Subject: THE FORWARD PLAN – AUGUST 2012 TO
NOVEMBER 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
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Hartlepool Borough Council
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BACKGROUND PAPERS

No background papers were used in the preparation of this report



FORWARD PLAN

AUGUST 2012 – NOVEMBER 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

NONE

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 unless the proposals impact on the base budget in which case Council will make the decision.

Ward(s) affected

Ward(s) are not directly affected

Timing of the decision

The decision will be made between August 2012 and October 2012 taking into account identified consultees.

Who will be consulted and how?

Non Executive members, Headteachers, Hartlepool Joint Trade Union Committee, Scrutiny Co-ordinating 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 Nicola Bailey, Acting Chief Executive, Civic Centre, Victoria Road, Hartlepool, TS24 8AY. Telephone 01429 523001 e-mail: Nicola.bailey@hartlepool.gov.uk

Further information

Further information can be sought by contacting Nicola Bailey as detailed above.

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) applies

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, has now completed its passage through Parliament. It received Royal Assent on 27th March 2012 and has now become an Act of Parliament i.e. the proposals of the Bill have become law. Consultation on the Secondary Legislation which will set out the technical regulations for Health & Wellbeing Boards closed on 29th June 2012. The publication of the Statutory Guidance on Health and Wellbeing Boards is therefore expected in the near future.

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 will 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 expected that the guidance will be published in the near future and a report will be taken to Cabinet following the publication date. This is not expected to be until September 2012. 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, Performance & Partnerships 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.

PART TWO – CHILD AND ADULT SERVICES DEPARTMENT

A. BUDGET AND POLICY FRAMEWORK

YOUTH JUSTICE STRATEGIC PLAN

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

The national Youth Justice Performance Improvement Framework includes a range of elements that work together to improve practice and performance. As part of the framework and as a statutory responsibility under the Crime and Disorder Act 1998, all Youth Offending Services are required to prepare a Youth Justice Strategic Plan and submit this to the Youth Justice Board.

The timetable for approving the plan is set out below:

- On 19 March 2012, Cabinet received a report outlining the statutory framework, requirements of the Youth Justice Strategic Plan and the local issues for consideration which will contribute to the development of the draft plan.
- First draft of Strategic Plan was produced in April 2012 for consideration by and consultation with stakeholders including Youth Offending Management Board, children, young people and their families, key partner agencies and staff within the service.
- The draft plan and issues report were considered by Scrutiny Co-ordinating Committee on 13 April 2012.
- Cabinet received and ratified the final draft of the Youth Justice Strategic Plan on 21 May 2012.
- The Plan will be presented to Council on 21st June 2012 where a final decision was made.

B. SCHEDULE OF KEY DECISIONS

DECISION REFERENCE: CAS106/11 – PRIORITY SCHOOLS BUILDING PROGRAMME

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 September 2012.

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.

An application for Manor College of Technology, Barnard Grove Primary, West View Primary and Holy Trinity Church of England Primary, Seaton in conjunction with the Diocese to be considered as part of the programme, was submitted by 14 October 2011 in line with the procedures and deadlines. Cabinet noted progress at its meeting with 24th October 2011.

The decision on whether to progress an application, and for which schools, will be made by Cabinet in January 2012 depending on feedback from Partnership for Schools in 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: CAS127/12 HARTLEPOOL SCHOOL ADMISSION ARRANGMENTS FOR 2014/15

Nature of the decision

To give permission to go out to consult on Admission Arrangements for Hartlepool Schools 2014/15.

Who will make the decision?

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

Timing of the decision

The decision is required by September 2012 to allow the consultation to take place over the Autumn 2012.

Ward(s) affected

All Wards

Who will be consulted and how?

All HBC schools will be 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.

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: CAS129/12 COLLABORATION IN CHILD AND ADULT SERVICES

The Council is currently investigating options for collaboration in the provision and commissioning of services of Child and Adult Services. The potential for collaboration has considered by Cabinet as part of the Medium Term Financial Strategy and agreement has been given for the development of business cases and options in respect of this area of service (and in respect of Corporate Services). The development of options and business cases in respect of Child and Adult Services was identified as being the first area for consideration.

Who will make the decision?

The decision will be made by Cabinet and Council

Ward(s) affected

The options and business cases are currently being developed and it is not possible at this stage to identify any effect, although the premise for the development of the options is to minimise the effect on front line services whilst maximising opportunities to enhance capacity and deliver savings.

Timing of the decision

The decision is expected to be made between August and November 2012 dependant upon work programming.

Who will be consulted and how?

As part of the development of options and business cases it will be necessary to ensure that Corporate Management Team, Cabinet and Scrutiny are consulted. It is anticipated that in respect of Scrutiny, this will be managed as part of the work programme for the forthcoming year to enable sufficient consideration to be given.

Information to be considered by the decision makers

At this stage it is anticipated that the decision makers will consider the options available in respect of collaboration, the benefits, potential risks and mitigation of those risks and the savings which are attributable to this. The development of the business cases, which is currently ongoing, will enable this element to be expanded as the options become clearer.

How to make representation

Representations should be made to:

Jill Harrison, Assistant Director (Adult Social Care), Child and Adult Services, Level 4, Civic Centre, Hartlepool, TS24 8AY. Tel 01429 523911. E-mail jill.harrison@hartlepool.gov.uk

Sally Robinson, Assistant Director (Prevention, Safeguarding and Specialist Services), Child and Adult Services, Level 4, Civic Centre, Hartlepool, TS24 8AY. Tel 01429 523732. E-mail sally.robinson@hartlepool.gov.uk

Nicola Bailey, Acting Chief Executive, Civic Centre, Hartlepool, TS24 8AY. Tel 01429 523001. E-mail Nicola.bailey@hartlepool.gov.uk

Further information

Further information can be obtained from Jill Harrison, Sally Robinson or Nicola Bailey as above.

DECISION REFERENCE: CAS131/12 – Schools' Capital Works Programme 2012/13 (phase 3)

Nature of the decision

To approve the Schools Capital Works Programme for 2012/13.

Who will make the decision?

Children's and Community Services Portfolio Holder.

Timing of the decision

The decision will be made in October 2012.

Ward(s) affected

All

Who will be consulted and how?

The Schools' Capital Sub-Group will be consulted before Portfolio meets to make a decision.

Information to be considered by the decision-makers

Children's Services Portfolio Holder will be informed of the proposed 2012/13 Schools' Capital Programme which will include priority condition items, and recommendations for fire safety, special educational needs and development schemes.

How to make representations

Representations should be made to Peter McIntosh, Head of Planning and Development, Children's Services, Level 4, Civic Centre, Victoria Road, Hartlepool, TS24 8AY. Telephone 01429 523733, e-mail peter.mcintosh@hartlepool.gov.uk

Further information

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

DECISION REFERENCE: CAS132/12 DENOMINATIONAL TRANSPORT – SAVINGS OPTIONS

Nature of the decision

To inform Cabinet further of options around savings proposals with regard to the removal of free transport to secondary denominational schools

Who will make the decision?

Cabinet

Timing of the decision

August 2012

Ward(s) affected

All wards

Who will be consulted and how?

Cabinet

Information to be considered by the decision-makers

Financial analysis on options put forward for savings, consultation summaries and progress made in other local authorities in the region.

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

PART THREE - REGENERATION AND NEIGHBOURHOODS

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

The Planning and Compulsory Purchase Act 2004 introduced a new two tier system of planning involving regional and local plans. At a regional level the Regional Spatial Strategy provided the regional planning framework. The Localism Act 2011, however, revokes the Regional Spatial Strategy leaving the local plan or Local Development Framework to set the planning framework for the Borough. The local plan should be in compliance with national policy and there is a duty on local authorities to cooperate with neighbouring Councils in plan preparation.

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 require updating 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 is being prepared, as is the 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 draft Local Infrastructure Plan has been consulted on and will be submitted to Cabinet for approval in January 2012. 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 highlight officer recommendations on key policy issues such as proposed housing sites, industrial allocations and affordable housing policies. Cabinet's views have been fed into the Core Strategy Publication Document which was approved by Cabinet in January and full Council in February 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 July / August 2012. The Publication Document is intended to represent the Councils definitive position in relation to 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 December 2012.

The Local Development Framework also 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 amendments. 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 were 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 on what 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 a supplement to 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 2012.

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 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 will progress.

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 progress.

(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 in October endorsed 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.

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 October 2011.

Annual Monitoring Reports (AMR) have been produced each year since 2004 / 5. The most recent AMR was completed in 2011 relating to the year 2010 / 11. 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:

Chris Pipe, Planning Services Manager Regeneration and Planning Services Department, Bryan Hanson House, Hanson Square, Hartlepool, TS24 7BT Tel. 01429 523596 e-mail Christine.pipe@hartlepool.gov.uk

B. SCHEDULE OF KEY DECISIONS

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

Key Decision Test (i) and/or (ii) applies

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 Corporate Services 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 August 2012 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 Capital Fund 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.

Disposals concluded in 2011 and 2012 to-date include, Jesmond Road Primary School and Easy Skip site.

Disposals being progressed include: the former Foggy Furze Library and adjoining land, Morrison Hall, Tanfield Road Nursery Site (southside), Throston Grange (former Old Persons Home), and Ward Jackson Park Lodge, together with Somersby Close Offices, Brooklyn offices, 85 Station Lane.

The most recent potential sites/premises for consideration are Briarfields Paddock and Ambulance Station and Blakelock Hostel (as part of a supported accommodation project). The former Henry Smiths School Site is currently being marketed with a tender closing date of 10th August 2012.

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 the asset transfer to the third sector of West View Community Centre and Library, and Jutland Road Community Centre is progressing. Throston Community Centre has now been leased out with an option to purchase.

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 68 / 11 - COMMUNITY COHESION FRAMEWORK

Key Test Decision (ii) applies

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 Regeneration and Neighbourhoods.

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 September 2012.

Who will be consulted and how?

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

- SHP Executive
- Regeneration and Neighbourhoods Portfolio Holder
- 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
- Neighbourhood Watch
- Parish Councils
- Asylum Seeker and Refugee Groups

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.

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 Act.

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 523800 Email: denise.ogden@hartlepool.gov.uk

Further information

Further information can be obtained from Clare Clarke, Neighbourhood Management (Community Safety), Regeneration and Neighbourhoods Department, Hartlepool Borough Council, 173 York Road, Hartlepool. Telephone 01429 855560. E-mail: Clare.clark@hartlepool.gov.uk

DECISION REFERENCE: RN 70/11 - INNOVATION FUND

Key Test Decision (i) and (ii) applies

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 October 2012

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 Damien Wilson, Assistant Director (Regeneration and Planning), Level 3, Civic Centre, Hartlepool, TS24 8AY. Telephone 01429 523400, email damien.wilson@hartlepool.gov.uk.

Further information

Further information can be obtained from Antony Steinberg, Economic Development Manager, Bryan Hanson House, Hanson Square Hartlepool, TS247BT. Telephone 01429 523503, email antony.steinberg@hartlepool.gov.uk

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

Key Test Decision (i) applies

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 August 2012.

Who will be consulted and how?

Statutory consultees including land owner, leasee, land occupier, adjacent land owners, Ward Councillors, residents 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. Further information is awaited from the Environment Agency.

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: RN89 / 11 FORMER BRIERTON SCHOOL SITE

Key Test Decision (i) and (ii) applies

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 Portfolio Holder, Cabinet and Council as appropriate to the subject matter of each decision.

Ward(s) affected

Manor House, Foggy Furze and Fens and Rossmere specifically.

Timing of the decision

There will be a range of decisions required ranging from the future operation and management of the Sports Centre to subsequent decisions in connection with the overall site from August 2012.

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
- Sport England
- Council Working Group
- Cabinet
- Council

Information to be considered by the decision makers

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

Initially the Council has considered the future management operation and funding of the Brierton Sports Centre which has been transferred back to the Council from Dyke House School. This is linked to the future use and development of the site for which options are being formulated for consultation and subsequent agreement.

Cabinet and Council, through the budget process, have given approval to the early demolition of surplus buildings on 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. The playing pitch strategy results are now being addressed and the options are being considered in two phases in the lower site (where Catcote Futures may be able to be accommodated) and upper site which is more dependent on the playing pitch strategy. The final decision on the future of the site will follow.

Discussions have taken place at Scrutiny Coordinating Committee and at the Childrens Services Scrutiny Forum. In addition Ward Councillors were invited to input their vision / comments at a meeting on 6th February 2012.

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

Key Test Decision (i) and (ii) applies

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 recommendations to be made around the future development of the Mill House site in addition to the potential sale of Victoria Park. Recommendations may be made by Cabinet or an Executive Committee of Cabinet as appropriate and then to be considered by Council.

Wards affected

The wards affected are in the Victoria and Headland and Harbour Wards 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 on Victoria Park is expected to be made in September 2012. Further decisions on the Masterplan will follow in September / October.

Who will be consulted and how?

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

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 taking ownership 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.

An Economic Impact Assessment of the value of the Club to the town has been completed and will be considered by Cabinet and Council in the decision making process on the potential sale of the land to the Football Club.

Expressions of interest were invited from developers in connection with a Masterplan for the Mill House and a preferred developer has been appointed by Cabinet at its meeting on 19th March 2012.

Cabinet considered the Masterplan and the potential disposal of Victoria Park to the Football Club at the meeting on 19th March 2012 and it was agreed that the disposal should be referred to Full Council for decision. A Members presentation was held on 18th June 2012 in advance of the full Council meeting with the result that Members required more information on the masterplan and the land arrangements prior to it being considered by Council.

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 98/11 – ACQUISITION OF ASSETS

Key Test Decision (i) and (ii) applies

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 Corporate Services Portfolio Holder and Council as appropriate.

Ward(s) affected

Various wards depending upon location of property asset.

Timing of the decisions

Decisions are expected to be made from August 2012 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.

Cabinet have approved a Property Acquisition Strategy and Council have approved the purchase of the Ambulance Station at Elwick Road as part of the 2012 / 13 budget process. This land is adjacent to Briarfields which is a key development site for the Council.

As part of the Council's Empty Homes Programme appropriate properties are now being purchased.

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.

DECISION REFERENCE: RN 99/11 COMMUNITY INFRASTRUCTURE LEVY

Key Test Decision (i) and (ii) applies

Nature of the decision

Cabinet will be asked to consider the implications of undertaking work to produce a draft charging schedule for Community Infrastructure Levy (CIL). This levy will be charged on all new development in the Borough in the future. The money raised through CIL will be used to deliver Borough wide infrastructure requirements set out in the Local Infrastructure Plan.

Who will make the decision?

The decision will be made by Cabinet.

Ward(s) affected

The Community Infrastructure Levy would impact across the Borough.

Timing of the decision

The decision to progress preparatory work and evidence gathering was made by Cabinet in February 2012.

The key decision in relation to the introduction of the CIL charging schedule will be taken following this work, in August/September 2012.

Who will be consulted and how?

As the CIL is developed consultation will take place with stakeholders to ensure the approach taken is the right approach for Hartlepool. People will be able to comment on the draft charging schedule and the levels and types of infrastructure covered. Comments will be asked for during a formal consultation period which is likely to last for a period of 6 weeks.

Information to be considered by the decision makers

Cabinet were asked for permission to undertake preparatory work and evidence gathering which will inform the development of the draft CIL charging Schedule. This will need to be worked up so that it can be brought into use when the Core Strategy/Local Plan is adopted next year. A further report will be brought back to Cabinet following the completion of this preparatory work for a formal decision whether to introduce a CIL charge.

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

DECISION REFERENCE: RN 3/12 - REVIEW OF COMMUNITY SAFETY CCTV PROVISION

Key Test Decision (ii) applies

Nature of the decision

To seek approval and support for the Hartlepool CCTV Strategy 2012-2015.

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

A draft strategy will be presented to the Regeneration and Neighbourhoods Portfolio Holder to approve commencement of consultation with the decision being considered by Cabinet in September 2012.

Who will be consulted and how?

Partner organisations will be consulted through the Safer Hartlepool Partnership. Elected Members will be consulted through Scrutiny Coordinating Committee.

The police will be invited to make representations on the strategy.

Information to be considered by the decision makers

The first Hartlepool CCTV Strategy was published in 2008. The revised and updated strategy will reflect on learning from that strategy, and from an evaluation carried out in 2011 on the effectiveness of the existing strategy.

The decision makers will need to bear in mind the reducing budgets available to run the town's CCTV and the need to make most effective use of the finance available.

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 523800 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: RN 5/12 SEATON CAREW DEVELOPMENT SITES – RESULTS OF JOINT WORKING ARRANGEMENT WITH PREFERRED DEVELOPER

Key Test Decision (i) applies

Nature of the decision

Previously Cabinet has endorsed the selection of Esh Group as preferred developer to take forward development sites in Seaton Carew (December 2011). As part of that endorsement it was agreed that officers would work jointly with the developer to confirm the draft development proposals and layouts for the sites, carry out a programme of public consultation, undertake an assessment of the commercial market in Seaton Carew and draft a development agreement. Cabinet therefore will consider this further development work once completed and be asked to agree the proposed way forward.

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 September 2012

Who will be consulted and how?

As part of the period of joint working the developer and the Council will consult widely on the regeneration and development proposals for Seaton Carew.

Information to be considered by the decision makers

Within the report, Cabinet will be requested to consider the suggested development proposals and the feedback from the public consultation exercise on those proposals.

Cabinet will also be asked to consider the key elements of the draft development agreement which will form the terms of reference for taking forward the development of the sites. This will include details on the timetable for development, land disposal, the value and timing of key payments and the roles, responsibilities and obligations of the Council and the developer within the overall programme of development.

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: RN 10/12 - ACQUISITION OF THE LONGSCAR BUILDING, SEATON CAREW

Key Test Decision (i) applies

Nature of the decision

To seek authority for officers to pursue the acquisition of the Longscar Building, Seaton Carew in order to facilitate the delivery of the Seaton Carew Masterplan.

The Longscar Building is currently empty and occupies a prominent position on The Front, Seaton Carew. The building's under-use, significant size and its poor condition has a negative influence in the centre of Seaton Carew's commercial and visitor area. The Council currently owns land on either side of the property and is currently developing regeneration proposals for this whole area that will attract new investment and encourage visitors to Seaton Carew. The inclusion of the site that the building currently occupies in these proposals will be critical in the delivery and success of that regeneration scheme.

Cabinet has previously agreed the appointment of the Esh Group as a preferred developer, to work in partnership with the Council to develop other Council owned sites in Seaton Carew (and help to deliver the regeneration proposals.) Working in partnership with Esh, the development of these sites will release funding that will provide the resources to deliver the regeneration proposals at The Front including the Longscar Building, as outlined above.

Who will make the decision?

The decision will be made by Portfolio Holder.

Ward(s) affected

Seaton Ward

Timing of the decision

The decision is expected to be made in August / September 2012.

Who will be consulted and how?

Public consultation exercises have been carried out previously in Seaton Carew. Further public consultation will be carried out with Ward Councillors as part of the regeneration proposals now being developed with the Esh Group. These are likely to take the form of public events, briefing sessions and public drop-in sessions.

Information to be considered by the decision makers

In considering the acquisition of this property, Portfolio Holder will need to contemplate the rationale for acquisition. The details of the proposed regeneration scheme will need to be considered, including the progress regarding the timetable for the delivery of that scheme. Valuation of the property and planning policy considerations will also need to be taken into account.

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: RN 11 / 12 PUBLIC LIGHTING STRATEGY

Key Test Decision (i) and (ii) applies

Nature of the decision

To approve the Public Lighting Strategy for Hartlepool

Who will make the decision?

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

Timing of the decision

The decision will be made in August / September 2012.

Who will be consulted and how?

There will be no direct consultation on the Strategy which is based on current industry best practice to optimise energy savings and illumination levels whilst maintaining safety standards.

Information to be considered by the decision makers

Public lighting provision is a vitally important highway service which helps to increase the use of highways after dark. The provision and maintenance of public lighting gives highway users more confidence and improves the sense of personal safety and security.

The reduction of night-time accidents and the subsequent increase in the night-time safety of road users is a major benefit to be gained by the provision of public lighting. Lighting can reduce night-time road accidents by 30%. The potential reduction in night-time accidents can be used as a means of assessing the value of public lighting as a road safety action as contained in the Department of Environment, Transport and the Regions Advice Note TA/49/86 'Approval of New and Replacement lighting on Trunk Roads and Trunk Road Motorways'.

Road safety is not the only benefit from the provision of public lighting. Studies on crime levels show that the provision of good public lighting can reduce levels and the fear of crime.

This needs to be balanced, however, with consideration of energy usage and in this respect the Council will look towards the utilisation of the most modern technology to achieve the best balance between energy usage and illumination levels to maintain the safety elements whilst reducing operating costs. This will also contribute towards the carbon reduction targets set by the Council to meet its statutory obligations.

How to make representation

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

DECISION REFERENCE: RN12 / 12 COASTAL COMMUNITIES FUND APPLICATION

Key Test Decision (i) and (ii) applies

Nature of the decision

To seek approval to implement a programme for coastal communities should a bid to the Coastal Communities Fund be successful.

Who will make the decision?

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

Ward(s) affected

It is anticipated that the focus of the bid will be based around the Seaton Ward, however additional wards could also be affected depending upon the nature of the bid.

Timing of the decision

The decision is expected to be made in August 2012.

Who will be consulted and how?

Consultation will take place with the private, voluntary and community sectors to explore the potential for partnership working. Initial discussions have already taken place around potential project ideas.

Information to be considered by the decision makers

The Coastal Communities Fund is a new £18.2m government initiative to support the economic development of coastal communities. The available funding for 2013/14 will be announced later in 2012. Grants in excess of £50,000 are available for projects which benefit coastal communities. The fund is equal to 50% of the revenues generated by the Crown Estate's marine assets. The UK wide fund will be hosted by the Big Lottery Fund (BIG Fund), and will be delivered on a local level in conjunction with country specific boards.

The objective of the fund is to 'support the economic development of coastal communities by promoting sustainable economic growth and jobs, so that people are better able to respond to the changing economic needs and opportunities of their area'.

Project proposals are required to meet a number of specified criteria and those resulting in the highest level of economic growth will be prioritised.

The deadline for the first phase of the main funding round is the 27th April 2012. If successful a more detailed application will be invited in late May 2012 with a submission deadline of the 27th September 2012. Funding awards will be made in mid December 2012.

How to make representation

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

Further information

Further information can be obtained from Antony Steinberg, Economic Development Manager, Bryan Hanson House, Hanson Square, Hartlepool Tel: 01429 523503. antony.steinberg@hartlepool.gov.uk

DECISION REFERENCE: RN 14/12 - FURNITURE SOLUTIONS PROJECT

Key Test Decision (ii) applies

Nature of the decision

To outline to Cabinet Members the proposal for the delivery of the furniture Solutions Project, and seek approval to progress with the preferred option in terms of the delivery of the model.

Who will make the decision?

The decision will be made by Cabinet.

Ward(s) affected

The scheme is town wide and will therefore be available to eligible client groups across all wards.

Timing of the decision

The decision is expected to be made in August 2012.

Background Information

Introducing a Furniture Solutions Project was identified as a priority, as part of the Scrutiny Co-ordinating Committee's investigation into Child Poverty and Financial Inclusion to assist families, particularly those in receipt of benefits when they need to replace or purchase new essential household items.

The work that has been undertaken, so far, in relation to the development of a scheme was outlined to the Scrutiny Co-ordinating Committee in August 2011, which considered the involvement of a community/voluntary sector organisation in the service delivery.

This proposal was reported to Cabinet in October 2011 where members agreed that the commencement of the scheme could not be supported and that the £50,000 contribution to kick start the scheme should be part of the budget consultation process. At the same time Cabinet also requested that opportunities to link to other organisations already delivering this type of scheme should be explored further.

£50,000 has been approved by full Council, as part of the Medium Term Financial Strategy – Budget and Policy Framework 2012/13 and 2014/15, to kick start the Furniture Project.

A subsequent report was presented to Cabinet in July. This report outlined the proposal for the delivery of a Furniture Solutions Project, and to seek Cabinet approval to progress with the preferred option detailed in terms of the deliver model. At the meeting Cabinet requested that an additional report be submitted to the next meeting which should include further information on the current level of similar service provision within the town and which organisations provide that, along with details of how this service should link into the Social Fund.

Who will be consulted and how?

Research has been undertaken to establish which service providers from the community / voluntary sector, public and private sector etc. already deliver similar or related services. The aspirations of such groups and organisations have also been explored.

Information to be considered by the decision makers

The report will provide the additional information as requested by Cabinet at the meeting on 09 July 2012. A report will be presented to Cabinet with a request made to note the contents of the report and approve the proposal detailed as the most appropriate delivery mechanism.

How to make representation

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

Further information

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

DECISION REFERENCE: RN 15 / 12 – BRENDA ROAD BRIDGE

Key Test Decision (i) applies

Nature of the decision

To note:-

- The ongoing investigation into the need for major works to the Brenda Road bridge over the Hartlepool to Thornaby Network Rail branch line.

To approve:-

- The necessary finance to carry out works deemed necessary to maintain the safe load carrying capacity of the bridge.

Who will make the decision?

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

Ward(s) affected

Highway maintenance issues are Borough wide issues. However the bridge is located in the Seaton Ward.

Timing of the decision

The decision is expected to be made in August 2012.

Who will be consulted and how?

Stakeholder consultations will be carried out as appropriate depending on the outcome of the detailed investigations.

Information to be considered by the decision makers

A routine visual inspection has indicated significant corrosion taking place on the structural elements of the bridge. In order to fully assess the current condition, load carrying capacity and life expectancy, a detailed examination of the bridge is scheduled to take place under rail track possessions on 14th / 15th April 2012.

Until the inspection and subsequent analysis has been carried out the works that may be required cannot be determined. However the worst case scenario is that the bridge requires full replacement in the near future.

Further updates on the results of the investigation and subsequent analysis of the structure will be provided as the investigations proceed.

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 obtained from Dave Wilson, Engineering Consultancy Manager, Hartlepool Borough Council, Bryan Hanson House, Lynn Street, Hartlepool, TS24 7BT. david.wilson@hartlepool.gov.uk Tel No: 01429 523588

DECISION REFERENCE: RN 16 / 12 - SUB REGIONAL TENANCY STRATEGY

Key Test Decision (ii) applies

Nature of the decision

Key decision to implement the Sub Regional Tenancy Strategy

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 September 2012

Who will be consulted and how?

There has been early engagement and consultation in the development of the Sub Regional Tenancy Strategy with all Registered Providers operating in Tees Valley, all 5 Local Authorities, Northern Housing Consortium and Homes and Communities Agency.

The draft Tenancy Strategy will be consulted on with all Registered Providers and Members via questionnaires and written consultation as agreed at Cabinet on 19.3.12.

Information to be considered by the decision makers

The Localism Act gained Royal Assent on 15 November 2011. In January 2012 the provision in the Act (Section 150) requiring local Housing Authorities to prepare and publish a tenancy strategy within 12 months of this came into force. This means that local authorities have a statutory duty to produce a strategy by January 2013. The Tees Valley local authorities, following initial consultation with Registered Providers, have decided to adopt a Sub Regional Tenancy Strategy.

Cabinet will consider how the Sub Regional Tenancy Strategy will complement Hartlepool's Housing Strategy and Homelessness Strategy; the Tees Valley Common Allocations Policy and meet current and future housing priorities for Hartlepool.

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 Damien Wilson (Assistant Director of Regeneration and Planning) 01429 523400.

DECISION REFERENCE: RN 17 / 12 - HIGH STREET INNOVATION FUND

Key Test Decision (i) & (ii) applies

Nature of the decision

To seek approval to implement projects from the High Street Innovation Fund.

Who will make the decision?

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

Ward(s) affected

The High Street Innovation Fund is targeted at the Town Centre which is within the Victoria and Burn Valley Wards.

Timing of the decision

The decision is expected to be made in September 2012.

Who will be consulted and how?

Consultation will take place with the Economic Regeneration Forum who have established a Working Group to develop projects for the High Street Innovation Fund. Initial discussions have already taken place around potential project ideas.

Information to be considered by the decision makers

The High Street Innovation Fund is one of a number of new initiatives that have been launched by the Government to help create prosperous town centres in response to the recommendations of the Portas Review, an independent review of the English high street.

The Government's response to the Portas Review sets out a challenge for partners to *"re-imagine their town centres and high streets, ensuring they offer something new and different that neither out-of-town shopping centres nor the internet can match-an experience that goes beyond retail, with creative use of public spaces and a vibrant evening economy"*. Communities are encouraged to develop innovative ideas that address local issues.

Hartlepool has been awarded £100k through the new £10m High Street Innovation Fund, which aims to address empty properties on the High Street by providing an opportunity to implement innovative local projects.

A wide range of activities are eligible for support including the provision of business rate discounts for new start-up businesses taking on empty properties. Temporary enterprises that will occupy vacant units, and apprenticeship schemes to train young people in shop fitting and refurbishment are also eligible for support.

How to make representation

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

Further information

Further information can be obtained from Rob Smith, Senior Regeneration Officer, Bryan Hanson House, Hanson Square, Hartlepool TS24 7BT Tel: 01429 523531. Email: rob.smith@hartlepool.gov.uk

DECISION REFERENCE: RN18 /12 LEASING OF LAND TO A WIND TURBINE DEVELOPER FOR THE ERECTION OF WIND TURBINES ON LAND AT BRENDA ROAD.

Key Decision Test (i) and (ii) applies

Nature of the decision

That Cabinet considers the appointment of a wind turbine developer to undertake in-depth investigations into the feasibility of large scale wind energy generation on land owned by the Council at Brenda Road, with a view to leasing the site to the developer for the construction and operation of one or more wind turbines subject to satisfactory terms being agreed.

Who will make the decision?

The decision will be made by Cabinet.

Ward(s) affected

The land in question is situated in the Seaton ward, following changes to ward boundaries. The turbines, depending on size proposed by developers, would potentially be visible from neighbouring wards. Any proposed development is likely to result in a community benefit fund, which may be spent to improve community facilities in any ward within the borough.

Timing of the decision

The decision is expected to be made in August 2012.

Who will be consulted and how?

If approval is given for the Council to progress this project, a full and comprehensive consultation process will be undertaken to ensure that needs and views of the wider community are considered. It is anticipated that this will be undertaken by the developer in collaboration with the Council. It should be noted that public consultation will then be undertaken throughout the process. It will be a requirement for any selected developer to demonstrate this level of commitment to public consultation before any lease is awarded.

Information to be considered by the decision makers

It is widely accepted that the public sector has a major role to play if the UK is to meet its challenging renewable energy targets. However, funding costly large scale renewable energy projects is difficult, and many public sector bodies do not have the funds nor the highly specialist skills to deliver such projects.

The Council was approached by Partnership for Renewables (PfR) in 2009. PfR proposed to lease land from the Council, with the intention of erecting wind

turbines on that land. The Council would benefit from an income from the lease of the land, and also from a share of the income from electricity generated. The Council has since undertaken some market testing with PfR to discuss the proposal further. The following information reflects the proposal from PfR, though it should be noted that other contractors have been and will continue to be approached to offer similar proposals. The PfR example is used here as it currently the most comprehensive proposal received.

PfR was invited to undertake basic, informal investigations into a number of sites owned by the Council. One of these sites – Brenda Road – was chosen for further investigation. In November 2009, a report went to the Joint Community Safety & Housing and Finance & Performance Portfolio Holders. The next step was for the Council to sign an exclusivity agreement ourselves. However, the project was put on hold pending the review of TV Climate Change Strategy.

PfR's offer to the Council consists of the following:

- The erection of 2 turbines, each with a capacity of around 2.5 megawatts (MW), on land adjacent to the Tata (formerly Corus) plant on Brenda Road. The turbines would measure 80m high to the nacelle (central hub), with a blade radius of 50m, giving a total height of 130m.
- PfR would own the turbines, and the Council would remain the owner of the land.
- The Council would receive a payment, linked to energy generation performance.
- PfR would also create a community benefit fund.
- Any final contract would lead to a 25 year lease on the land, with the Council receiving an income for this period of time.

How to make representation

Representations should be made to Denise Ogden, Assistant Director (Neighbourhood Services), Level 3, Civic Centre, Hartlepool, TS24 8AY. Telephone (01429) 523800. E-mail: denise.ogden@hartlepool.gov.uk.

Further information

Further information can be obtained from Denise Ogden as above.

DECISION REFERENCE: RN 20/12 SELECTIVE LICENSING

Key Decision Test (i) and (ii) applies

Nature of the decision

To consider the effectiveness of the existing designation of Selective Licensing within the town and whether a further designation should be made into additional areas of Hartlepool.

Who will make the decision?

The decision will be made by Cabinet

Ward(s) affected

Various wards depending on the areas of private rented housing that members may consider could benefit from the introduction of an additional selective licensing designation.

Timing of the decision

The decision is expected to be made in September 2012.

Who will be consulted and how?

Extensive consultation, in compliance with detailed government guidance, will be necessary incorporating all stakeholders within any area proposed for an additional Selective Licensing designation, including;

- Residents
- Landlords
- Letting and managing agents
- Community groups
- Local businesses
- Ward Members

Information to be considered by the decision makers

The Housing Act 2004 introduced a discretionary power for Local Housing Authorities to designate areas for the selective licensing of private sector rented housing suffering from, or likely to suffer from, low demand and/or significant and persistent anti-social behaviour. The current designation of Selective Licensing was implemented in May 2009 covering 6 areas of the town and in September 2011 Cabinet agreed to delay their decision to extend the scheme into a further 9 areas for 12 months until a thorough evaluation of the evidence available from the existing scheme has been undertaken. This report will

provide an analysis of the impact the scheme has had on each of the existing 6 areas and indicate the effectiveness of Selective Licensing in Hartlepool.

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 Lynda Igoe, Principal Housing Advice Officer, Regeneration and Neighbourhoods Department, Housing Options Centre, Park Road, Hartlepool. Telephone: 01429 284177. Email: lynda.igoe@hartlepool.gov.uk

DECISION REFERENCE: RN 21 / 12 - LONGHILL AND SANDGATE BUSINESS IMPROVEMENT DISTRICT

Key Test Decision (i) and (ii) applies

Nature of the decision

Cabinet are requested to consider the proposal for the Council to continue to be a partner in the renewal of the Longhill and Sandgate Industrial Estates Business Improvement District (BID).

Who will make the decision?

The initial decision for the Council to pursue the development of the BID renewal will be made by Cabinet.

The actual decision to renew the BID will be made by the businesses on the Longhill and Sandgate Industrial Estates themselves through a formal ballot that will take place in November 2012.

Ward(s) affected

The wards affected are Headland & Harbour.

Timing of the decision

The initial decision to continue to be a partner in the Longhill & Sandgate BID and to develop the details of a business plan for the BID renewal is expected to be made in July 2012.

A further decision to approve the business plan and to hold a ballot for the BID renewal is expected to be made in September 2012.

The actual BID ballot will be held in November 2012.

Who will be consulted and how?

The BID renewal process will allow for extensive consultation to be undertaken with all the businesses affected on the Longhill & Sandgate Industrial Estates to gain their views on what activities they would want the BID renewal to fund.

There will also be further discussion with internal Council sections such as rates and recovery to consider any resource implications for the collection of the BID levy from businesses.

Information to be considered by the decision makers

The Longhill & Sandgate Business Improvement District (BID) has been running since April 2008 following a successful ballot of the businesses that took place in November 2007.

The Longhill & Sandgate BID imposes a 2% levy (minimum contribution £100 and maximum £1,000) on the rateable value of premises within the Estates area.

The income generated from the levy funds the operation of a 14 camera estate wide CCTV system. In particular this covers the ongoing revenue costs associated with the CCTV system i.e. monitoring and maintenance.

The current BID was agreed for 5 years and is due to finish in March 2013 and the Business Association have expressed their intention to renew the BID for a further 5 years.

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

Representations should be made to Antony Steinberg , Economic Regeneration Manager, Bryan Hanson House, Hanson Square Hartlepool, TS24 7BT, telephone 01429 523503, email antony.steinberg@hartlepool.gov.uk

DECISION REFERENCE: RN 22 / 12 CHOICE BASED LETTINGS POLICY REVIEW 2012

Key Test Decision (ii) applies

Nature of the decision

Key decision to approve changes to the Tees Valley Choice Based Letting (CBL) policy.

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 October 2012

Who will be consulted and how?

Consultation will be carried out throughout the Tees Valley by all partners to the Common Allocation Policy; this will include tenants, applicants, stakeholders and elected members. Consultation will take place via a range of methods including questionnaires and presentations.

Information to be considered by the decision makers

In November 2011, the Government published its Housing Strategy for England. This contains policies and initiatives already in place because of the Localism Act 2011. One of the principles set out in the Strategy is the reform to make better use of social housing.

A range of measures contained in the Localism Act 2011 make changes to the way people access social housing (including flexible/shorter tenancies; changes to homelessness; ending of 'open' waiting lists).

The Government consulted on Allocation of Accommodation: guidance for local housing authorities in England between 5th January 2012 and 30th March 2012. The final guidance on allocations is expected to be issued to local authorities during June 2012. It will make clear that social homes are not "to be allocated to people who don't need them" while those "in genuine need should be prioritised".

A review of the Tees Valley Common Allocations Policy is centred on the main elements of the guidance:

- Eligibility to join the housing register;
- Additional preference for Armed Forces Personnel;
- Adoption of a modern measure of overcrowding and prioritising tenants who are under occupying; and
- Flexibility to award preference to those in paid employment / voluntary workers / prospective adoption or foster parents.

In addition the review will also consider other amendments to the policy that may be required as a result of the impact of welfare reforms

Cabinet will consider how changes to the Tees Valley Common Allocations Policy will meet current and future social housing needs for Hartlepool.

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 Nigel Johnson (Housing Services Manager) 01429 284339 nigel.johnson@hartlepool.gov.uk

DECISION REFERENCE: RN 23/12 - HCA CLUSTER OF EMPTY HOMES FUNDING OUTCOME

Key Decision Tests (i) and (ii) apply.

Nature of the decision

To update Cabinet on the outcome of Hartlepool's bid to the Homes and Communities Agency Clusters of Empty Homes Funding and seek approval for scheme financial arrangements and for project implementation proposals.

Who will make the decision?

The decision will be made by Cabinet.

Ward(s) affected

Wards within the Central Area of town, Foggy Furze, Burn Valley, Victoria and Jesmond Wards.

Timing of the decision

The decision is expected to be made in August 2012.

Who will be consulted and how?

The development and implementation of the Empty Homes Strategy and Housing Strategy in Hartlepool to date has been informed by extensive rounds of community consultation and resident/stakeholder engagement in a range of forms. This scheme forms part of the incentive/ enforcement approach to tackling empty homes in Hartlepool.

Ongoing community consultation and engagement with local residents will remain a key feature of the implementation of the wider Empty Homes and Housing Strategy moving forward.

Information to be considered by the decision makers

Cabinet will consider the proposal for the implementation of a further phase of the Hartlepool Borough Council Empty Property Purchasing Scheme, following the announcement of HCA 'Cluster of Empty Homes Funding'. The original scheme was approved at Cabinet on the 19th March 2012, this included approval to submit a bid for HCA 'Cluster Funding. If successful the report will propose the implementation of a wider empty homes purchasing scheme. The financial implications and proposals for match funding will be demonstrated and project delivery and phasing arrangements will also be considered. An update on the Empty Homes Strategy overall will also be presented.

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 Nigel Johnson (Housing Services Manager) 01429 284339 nigel.johnson@hartlepool.gov.uk or Amy Waller (Principal Housing and Regeneration Officer) 01429 523539 amy.waller@hartlepool.gov.uk.

DECISION REFERENCE: RN 24/12 ADDITIONAL HIGHWAY MAINTENANCE WORKS 2012-13

Key Decision Tests (i) and (ii) apply.

Nature of the decision

To agree additional highway maintenance works for 2012-13 funded by an under spend 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

Timing of the decision

The decision is expected to be made in September 2012

Who will be consulted and how?

There will be no direct consultation. The works will be identified through the latest condition surveys that will indicate areas in immediate need of repair and schemes that have been previously prioritised through the 5-year programme

Information to be considered by the decision makers

Each year a 5-year Highway Maintenance Programme is submitted to Portfolio for approval. The initial year 1 schemes often come in under budget, as contingencies included in estimates of cost are not needed. This allows a further tranche of schemes to be identified to be undertaken later in the year through new condition surveys and from the approved programme year 2 schemes. 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 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 obtained from Mike Blair, Highways, Traffic and Transport Manager, 1 Church Street, Hartlepool, TS24 7DS. Telephone: 01429 523252. Email: mike.blair@hartlepool.gov.uk

DECISION REFERENCE: RN 25/12 – GAMBLING ACT – STATEMENT OF LICENSING PRINCIPLES

Key Test Decision (ii) applies to whole borough

Nature of the decision

Approval of statement of licensing principles (gambling policy) as required by the gambling act 2005

Who will make the decision?

Council

Ward(s) affected

The ward(s) affected are all

Timing of the decision

The decision will be made in November 2012

Who will be consulted and how?

Letters to local interested parties, Gambling Trade, National Associations, Local Media, Website

Information to be considered by the decision makers

Craft policy, Consultation responses, National guidance

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 sought by contacting Ian Harrison Principal Trading Standards & Licensing Officer, Hartlepool Borough Council, Bryan Hanson House, Hanson Square, Hartlepool, TS24 7BT, Telephone 01429 523354, E-Mail: Ian.Harrison@Hartlepool.Gov.Uk

DECISION REFERENCE: RN 26/12 REVIEW OF WASTE MANAGEMENT SERVICES

Nature of the decision

Following a review of Waste Management Services, recommendations will be made to Cabinet regarding future changes and how the allocated savings target can be achieved.

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 2012.

Ward(s) affected

Potential impact upon all Wards

Who will be consulted and how?

Consultation will take place with Elected Members, Resident Representatives and residents via road-shows, drop-in sessions, resident meetings and Neighbourhood Consultative Forums in the summer/autumn of 2012.

Employees and Trade Unions will be kept informed through various meetings.

Information to be considered by the decision makers

In recent years, the Waste Management section has made significant financial savings through the SDO review and other changes to the way in which it operates; however, the section continues to monitor its service delivery and keeps abreast of developments in the waste industry. As a result, further changes have been identified that have the potential to contribute significantly towards the overall funding strategy for 2013/14 and 2014/15. Specifically, these savings equate to 400K and 200K respectively and include the following:

- Changes to collection rounds under the Route Optimisation Programme, aimed at reducing fuel costs and the level of resources needed to collect household waste;
- A four-day working week on domestic refuse collection, which reduces the need for overtime payments for bank holiday catch-up; this will also enable refuse vehicles to be serviced/repaired, reducing disruption and costs to service;

- Tendering of the kerbside dry-recycling service in order to maximise efficiency and exploit current markets for recyclable material. As part of the changes to this aspect of service, it is proposed that residents will be provided with a single wheeled bin for all dry recyclable material as an alternative to the various boxes/bags currently provided;
- Changes to the green waste collection service, including the introduction of a 'subscribed' scheme.

To assist in shaping the future domestic household waste collection service, a consultation was carried out amongst residents in the autumn of 2011.

To minimise disruption to residents, it is envisaged any changes to the domestic household waste collection service will be introduced concurrently on 1st April 2013.

How to make representation

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

Further information

Further information should be sought by contacting: Craig Thelwell, Waste & Environmental Services Manager, Regeneration and Neighbourhoods Department, 1 Church Street, Hartlepool, TS24 7DS. Telephone; 01429 523846, E-mail Craig.thelwell@hartlepool.gov.uk

APPENDIX 1

DETAILS OF DECISION MAKERS

THE CABINET

Many decisions will be taken collectively by the Cabinet.

- The Mayor, Stuart Drummond
- Councillors Hill, Lauderdale and Thompson

EXECUTIVE MEMBERS

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

Regeneration and Neighbourhoods Portfolio
Children's and Community Services Portfolio
Adult and Public Health Services Portfolio
Finance and Corporate Services Portfolio

The Mayor, Stuart Drummond
Cath Hill
John Lauderdale
Paul 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 AUGUST 2012

CE 44/11 (page 6)	Workforce Arrangements	Cabinet
CAS 129/12 (page 15)	Collaboration in Child and Adult Services	Cabinet / Council
CAS 132/12 (page 18)	Denominational Transport – Savings Options	Cabinet
RN 13/09 (page 23)	Disposal of Surplus Assets	Cabinet
RN 74/11 (page 28)	Former Leathers Chemical Site	Cabinet
RN 89/11 (page 30)	Former Brierton School Site	Cabinet / Council
RN 98/11 (page 34)	Acquisition of Assets	Cabinet / Portfolio Holder / Council
RN 99/11 (page 36)	Community Infrastructure Levy	Cabinet
RN 10/12 (page 42)	Acquisition of the Longscar Building, Seaton Carew	Portfolio Holder
RN 11/12 (page 44)	Public Lighting Strategy	Portfolio Holder
RN 12/12 (page 46)	Coastal Communities Fund Application	Portfolio Holder
RN 14/12 (page 48)	Furniture Solutions Project	Cabinet
RN 15/12 (page 50)	Brenda Road Bridge	Portfolio Holder
RN 18/12 (page 56)	Leasing of Land to a Wind Turbine Developer for the Erection of Wind Turbines on Land at Brenda Road	Cabinet
RN 23/12 (page 64)	HCA Cluster of Empty Homes Funding Outcome	Cabinet

2. DECISIONS EXPECTED TO BE MADE IN SEPTEMBER 2012

CE 46/11 (page 8)	Review of Community Involvement & Engagement (Including LSP Review): Update on decisions taken ‘in principle’	Cabinet / Council
CAS 106/11 (page 12)	Priority Schools Building Programme	Cabinet
CAS 127/12 (page 14)	Hartlepool School Admission Arrangements for 2014/15	Portfolio Holder
RN 68/11 (page 25)	Community Cohesion Framework	Portfolio Holder
RN 90/11 (page 32)	Mill House Site Development and Victoria Park	Cabinet / Council
RN 3/12 (page 38)	Review of Community Safety CCTV Provision	Cabinet
RN 5/12 (page 40)	Seaton Carew Development Sites – Results of Joint Working Arrangement with Preferred Developer	Cabinet
RN 16/12 (page 52)	Sub Regional Tenancy Strategy	Cabinet
RN 17/12 (page 54)	High Street Innovation Fund	Portfolio Holder
RN 20/12 (page 58)	Selective Licensing	Cabinet
RN 21/12 (page 60)	Longhill and Sandgate Business Improvement District	Council / Cabinet
RN 24/12 (page 66)	Additional Highway Maintenance Works 2012-13	Portfolio Holder

3. DECISIONS EXPECTED TO BE MADE IN OCTOBER 2012

CAS 131/12 (page 17)	Schools’ Capital Works Programme 2012/13 (phase 3)	Portfolio Holder
RN 70/11 (page 27)	Innovation Fund	Cabinet
RN 22/12 (page 62)	Choice Based Lettings Policy review 2012	Cabinet

4. DECISIONS EXPECTED TO BE MADE IN NOVEMBER 2012

RN 25/12 (page 68)	Gambling Act – Statement of Licensing Principles	Council
RN 26/12 (page 69)	Review of Waste Management Services	Cabinet

SCRUTINY CO-ORDINATING COMMITTEE

27 July 2012



Report of: Director of Public Health

Subject: CONSULTATION PROCESS FOR HEALTH AND WELLBEING STRATEGY

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to outline to Scrutiny Co-ordinating Committee the proposed consultation process for the draft joint Health and Wellbeing Strategy (JHWS).
- 1.2 It is anticipated that the consultation process will allow for consultation with stakeholders on the strategic aims and objectives to be set out in the strategy and also, to prioritise the strategic objectives to deliver the strategic aims for health and wellbeing in Hartlepool.

2. BACKGROUND

- 2.1 The NHS reform requires the Local Authority with partners agencies including the NHS to develop a joint Health and Wellbeing Strategy based on the Joint Strategic Needs Assessment (JSNA). The final draft of the strategy must be completed by April 2013. The strategy should focus on not only protecting the health of the population but improving it through a range of evidence based interventions.

3. CONSULTATION PROCESS

- 3.1 The aims of the consultation process are:
 1. To consult stakeholders on the strategic aims and objectives to be set in the JHWS for Hartlepool;
 2. To prioritise the strategic objectives to deliver the strategic aims for health and wellbeing in Hartlepool.
- 3.2 The purpose of consultation is as follows:
 - Understand stakeholder views
 - Incorporate into Strategy where possible and appropriate
 - Fulfill democratic mandate of Local Authority

- Ascertain strategic objectives
- Prioritise objectives
- Inform work programme
- Inform stakeholders of current position
- Manage expectations of stakeholders
- Build platform for ongoing feedback and meaningful stakeholder engagement

3.3 The desired outcomes of consultation are:

Outcome for aim 1:

A set of strategic aims for the Health and Wellbeing Strategy for Hartlepool; and strategic objectives that describe how the Health and Wellbeing Board and its partners will address the aims.

Outcome for aim 2:

A set of strategic objectives that have been prioritised according to agreed criteria.

3.4 The following principles will be adopted during the consultation process:

- Fit with and maximise existing consultation processes
- Add to the existing process as needed
- Be 'fit-for-purpose' for the new world
- Clear process for consultation, with clear definitions e.g. definitions of different types of evidence and different types of need
- Consult a wide range of 'appropriate' stakeholders
- Clear aims and outcomes
- Build on existing work where appropriate
- Encourage innovative and creative working
- Clear expectations about the process and outcomes of consultation
- Clear communication and feedback processes from the consultation

3.5 The consultation process will be carried out in three stages. The stages may not be mutually exclusive; however staging the process encourages a focused approach on specific outcomes throughout a potentially complex process. Different methods will be used for each stage.

Stage 1: Consultation on the strategic aims and objectives for the JHWS

This will enable wide stakeholder engagement on a range of topics and will encourage creative thinking, discussion about what is already done and about where the gaps might be. Stage 1 consultation will be carried out through the 'Face the Public' event and consultation with existing key stakeholder forums:

- Strategic Partners' Group
- Four theme groups:

- Shadow Health and Wellbeing Board
- Safer Hartlepool Partnership
- Housing Partnership
- Economic Regeneration Forum
- Neighbourhood fora
- Clinical Commissioning Group

It will be important to ensure the most vulnerable groups (who are the most likely to suffer poor health and wellbeing outcomes) are consulted through the above groups.

3.6 Method for consultation

Consultation at 'Face the Public' events will be through:

- Providing background context and information to delegates
- Setting expectations and outcomes
- Facilitated workshop discussions to generate strategic aims and objectives

Consultation with existing stakeholder groups and fora will be through:

- Circulation of the available draft JHWS as a discussion point
- Facilitated discussion through attendance at group meetings (a framework for discussion will be provided to ensure the group is consulted on the areas and issues required)

3.7 Stage 2: Prioritisation of the strategic objectives.

This will enable prioritisation of the objectives according to a set of agreed criteria to encourage objectivity. The process will use the strategic objectives generated in stage 1 and is likely to be a structured process.

A framework for prioritisation will be selected based on evidence of good practice and discussion with the Shadow Health and Wellbeing Board. The framework will cover a range of criteria e.g. evidence base, service user and public views, economic considerations and political considerations. The framework will be used to facilitate a structured discussion on how the list of objectives generated in stage 1 should be prioritised.

3.8 Stage 3: Consultation on the draft JHWS

The outcomes of stages 1 and 2 will be assimilated to draw conclusions. These will be fed back to the Shadow Health and Wellbeing Board and will be used to draft a draft JHWS document, which will be circulated for consultation and comment with a wide range of stakeholders.

The draft will be circulated to the key stakeholders from stages 1 and 2 of the consultation process plus additional groups and stakeholders, with a brief

questionnaire to encourage a broad and structured response. It will also be made available on the Local Authority website, together with the consultation questionnaire.

The outcomes of the consultation will be used to inform the final draft of the JHWS, which will be presented to the shadow Health and Wellbeing Board. The work programme for delivery on the objectives will be generated from the JHWS.

3.9. What is needed for consultation?

- List of existing groups
- Existing mechanisms
- Gap analysis
- Proposals to consult on the draft Strategy
- Information pack: evidence base, existing services, possibly cost information / info. on financial resources and pressures
- Have a clear process for feeding back to consultees on the outcome of the consultation and resulting actions
- Have a clear process for incorporating the views of stakeholders into plans
- Clear process (and communication of this process) for ongoing feedback to Health and Wellbeing Board on implementation of the Strategy, once official consultation is complete
- Process for engaging and using the media where appropriate
- Process for linking to other groups who relate to the consultation e.g. CCGs, GPs, VCS

4. Process and timescales

4.1 The following timetable is proposed for the key stages in developing the JHWS:

Step 1 – Initial consultation and development. June – October 2012		
Where	Description	Date of Meeting
Forward Plan	Entry for Forward Plan due by 14 th August 2012	N/A
Face the Public Event	Initial workshops based around 6 Marmot Themes	17 July 2012
Cabinet	Initial report on HWB Strategy setting out the consultation process.	23 July 2012
Scrutiny Coordinating Committee	Initial report on HWB Strategy setting out the consultation process.	27 July 2012

Shadow Health & Wellbeing Board	Initial report on HWB Strategy setting out the consultation process.	30 July 2012
Health Scrutiny Forum	Initial report on HWB Strategy setting out the consultation process.	23 August 2012

During this period further consultation opportunities are being explored, including;

- Practitioner Workshop
- A half day CCG / HW Board event
- Young people specific consultation
- Online consultation utilising survey monkey tool

Step 2 – Formal Consultation Period. October 2012 – February 2013 (minimum 8 week requirement)		
Where	Description	Date of Meeting
Cabinet	Present draft for consultation	15 October 2012
Health Scrutiny Forum	Present draft for consultation	18 October 2012
Scrutiny Coordinating Committee	Present draft for consultation	19 October 2012 (6 weeks required)
Shadow Health & Wellbeing Board	Present draft for consultation	22 October 2012

Step 3 – Final consultation and endorsement. January – February 2012.		
Where	Description	Date of Meeting
Forward Plan	Entry for Forward Plan due by 13 th November 2012	N/A
Scrutiny Coordinating Committee	Second Draft for comment / endorsement	25 January 2013
Shadow Health & Wellbeing Board	Second Draft for comment/ endorsement	28 January 2013
Cabinet	Second Draft for comment / endorsement	4 February 2013
Health Scrutiny Forum	Second Draft for comment / endorsement	7 February 2013

Step 4 - Political Approval for Strategy. March – April 2013.		
Where	Description	Date of Meeting
Health Scrutiny Forum	Final Strategy for approval	7 March 2013
Scrutiny Coordinating Committee	Final Strategy for approval	8 March 2013
Shadow Health & Wellbeing Board	Final Strategy for approval	11 March 2013
Cabinet	Final Strategy for approval	2 April 2013
Council	Final Strategy for approval	11 April 2013

5. RECOMMENDATIONS

- 5.1 Scrutiny Co-ordinating Committee is asked to note the process of consultation for the Joint Hartlepool Health and Wellbeing Strategy.

6. APPENDICES AVAILABLE ON REQUEST, IN THE MEMBERS LIBRARY AND ON-LINE

No appendices attached to this report.

7. BACKGROUND PAPERS

None

8. CONTACT OFFICER

Louise Wallace
 Director of Public Health
 4th Floor Civic Centre
 Hartlepool Borough Council

SCRUTINY CO-ORDINATING COMMITTEE

27 July 2012



Report of: Chief Finance Officer

Subject: 2011/12 FINAL OUTTURN POSITION AND
STATUTORY ACCOUNTS

SUMMARY

1. PURPOSE OF REPORT

- 1.1 To advise Scrutiny of the 2011/12 final Outturn Position and to provide information on the Statutory Accounts.

2. CONSIDERATION OF ISSUES

- 2.1 A separate report has not been prepared for your Committee as a comprehensive report was submitted to Cabinet on 25 June 2012 (**Appendix 1**).

3. RECOMMENDATIONS

- 3.1 Members consider the report.

<h1 style="text-align: center;">CABINET REPORT</h1> <p style="text-align: center;">25 June 2012</p>



Report of: Chief Finance Officer

Subject: 2011/12 FINAL OUTTURN POSITION AND
STATUTORY ACCOUNTS

1. TYPE OF DECISION/APPLICABLE CATEGORY

No decision – report for information only.

2. PURPOSE OF REPORT

- 2.1 To inform Cabinet of the 2011/12 final Outturn Position and to provide information on the Statutory Accounts.

3. BACKGROUND

- 3.1 As part of the Council's approach to preparing the 2012/13 budget details of action taken to manage the 2011/12 budget and the resulting forecast outturn were reported to Cabinet in October and December 2011 and February 2012. These reports were also referred to Scrutiny Coordinating Committee and the overall forecast position reported to full Council on 9th and 23rd February 2012.
- 3.2 A further update report was also considered by Cabinet in March 2012 and referred to Council on 12th April 2012, which outlined relatively minor changes to the previous forecasts including additional financial risks and where resources need to be carried forward to 2012/13 to fund specific rephased expenditure commitments. This report identified uncommitted funds of £0.319m which Council determined to allocate for Family Poverty initiatives.
- 3.3 The forecast outturn reports highlighted the one-off financial benefits in 2011/12 from the following factors:
- The positive action taken during 2011/12 to achieve planned 2012/13 savings early. This provided a one-off benefit in 2011/12 and also provided a more robust base for the 2012/13 budget as some of the required savings were implemented before the start of the new financial year, which reduces financial risk from delays in the achievement of planned savings built into the base budget for 2012/13;

- The robust action taken to manage expenditure, including holding posts vacant to help manage budget reductions needed in 2012/13 by either deleting vacant posts permanently, or by providing redeployment opportunities;
 - Temporary savings in interest costs from the netting down of investments and borrowings to take advantage of prevailing 2011/12 interest rate structures and reduce investment counter party exposure. As reported previously this is a temporary benefit and will need managing carefully to ensure the Council locks into long term interest rates at the appropriate time to ensure this area does not become a budget pressure;
 - The financial benefit to the Council's budget of the continuation of a freeze in local authority pay levels across all staff. The ongoing saving from pay freezes in April 2011 and April 2012 (the third successive year for local authority employees – fourth year for Chief Officer's) has been included in the base budget for 2012/13.
- 3.4 The previous reports also advised Members that the positive outturn enabled the Council to address a number of strategic financial risks by earmarking specific funding for these issues. If this funding had not been achieved from the 2011/12 outturn then additional cuts would have been needed in 2012/13 to fund the unavoidable commitments, including significant Housing Market Renewal commitments and redundancy / early retirement costs arising from budget cuts over the 3 years 2012/13 to 2014/15.
- 3.5 The outturn has also provided one-off funding to partly offset the removal of the 2012/13 Council Tax freeze grant in 2013/14 and funding to potentially provide transitional support to offset the Council Tax Benefit grant cuts next year, or to manage demand risks – which increases the Council's financial flexibility to manage these very difficult issues next year. Decisions on the use of these specific resources will need to be considered as part of the 2013/14 budget process and referred to full Council in February 2013 for a decision.
- 3.6 Previous reports also advised Members of the financial and service complexities of managing an overall revenue budget in the order of £211 million.
- 4. FINAL 2011/12 OUTTURN POSITION**
- 4.1 Work to finalise the 2011/12 outturn position and to complete the Council's detailed statutory accounts is nearing completion. The draft statutory accounts need to be completed before the 30th June and will then be referred to the Audit Committee in early July.
- 4.2 In terms of the Council's financial position at the year end the final underspend is slightly higher than previously forecast by £0.306m ((£0.171m General Fund and £0.135m EIG). There have been no other changes to the

forecast outturns for 2011/12 previously reported and included in the MTFS report submitted to Council in February.

- 4.3 In accordance with the amendments made by Council to the Constitution regarding the final outturn the additional underspend of £0.306m has been transferred into the General Fund Reserve. Proposals for using this amount will need to be approved by full Council. It is suggested that any proposed use is considered as part of the 2013/14 budget process to enable any proposals to be considered in the context of the overall financial challenges facing the Council next year.

5.0 RECONCILIATION OF MANAGEMENT ACCOUNTS AND YEAR END STATUTORY ACCOUNTS

- 5.1 As reported in the previous outturn reports the outturn strategy was designed to manage financial risks and unavoidable commitments in 2012/13 and future financial years. This position was therefore reflected in the management accounts and the MTFS report. At the end of the financial year the Council is required to prepare statutory accounts which present this information in a defined format.
- 5.2 In relation to the links between the management accounts and the statutory accounts the key statement is the note showing 'Transfer to/from Earmarked Reserves'. Statutory accounting regulations define 'Earmarked Reserves' as revenue reserves, capital reserves and reserves held in trust (mainly schools reserves).
- 5.3 The Council's management accounts concentrate on revenue reserves as these are the resources directly controlled by the Council and available to management risks. The review of reserves completed during 2011/12 therefore excluded capital reserves, reserves held in trust and reserves already committed to support the 2011/12 budget and this needs to be the starting position for reconciling the statutory accounts and management accounts, as detailed in the following table:

Table 1 - Value of Council's Revenue Reserves

	Balance at 31 March 2011 £'000	Transfer in/(out) of reserves £'000	Balance at 31 March 2012 £'000
Total Reserves (as per 2011/12 Statement of Accounts)	39,024	10,965	49,989
<u>Less - Reserves held in trust and capital reserves</u>			
Schools Balances	5,854	3,082	8,936
Earmarked Capital Reserves	7,546	(931)	6,615
Civic Lottery Reserve	417	9	426
Museums Acquisitions	66	3	69
Value of Council's Revenue Reserves	25,141	8,802	33,943

- 5.4 In summary the transfer into reserves identified in the statutory accounts and reflected in the above table reflect the year end accounting treatment of the issues approved in the MTFS previously reported to Members. The following table reconciles the statutory and management accounts and reflects the issues previously approved in the MTFS.

Reserve	£'000
Total change in reserves reported in Statutory Accounts	8,802
LESS – issues reported in the MTFS reports:	
Strategic One-off Costs Reserve – approved in February 2012 as part MTFS (para 5.6)	(4,066)
Specific one-off commitments identified in MTFS and to be incurred in 2012/13 (para 5.7)	(683)
Rephased income/income risks/specific commitments reported to Council 12.04.12 (para 5.8)	(550)
Earmarked for Family Poverty initiatives as approved by Council 12.04.12 (para 5.8)	(319)
Income in advance – mainly from Department for Health and PCT (para 5.9)	(1,233)
Repayment of Insurance Fund from Transitional Grant (para 5.10)	(1,470)
Changes in other reserves (para 5.10)	(175)
Final Underspend – transferred to General Fund Reserve in accordance with changes approved by full Council on use of final outturn (para 4.2)	306

- 5.5 The following paragraphs provide a detail commentary on the issues detailed in the above table and reflect information previously reported to Cabinet and Council in the MTFS report.
- 5.6 At the time the MTFS was approved in February 2012 the budget report provided a consolidated summary of the previous outturn forecasts submitted in October and December 2011 and February 2012. These reports had identified a gross managed underspend for 2012/13 of £5.186m and also identified specific expenditure commitments of £1.120m covering a range of issues (the most significant issues related to income shortfalls driven by the recession in relation to Building Control, Development Control, land charges, car parking and shopping centre income). As these additional commitments covered more than one financial year the MTFS concentrated on the net uncommitted underspend of £4.066m (i.e. £5.186m less £1.120m) to enable Members to consider proposals for earmarking the available uncommitted funding for strategic financial risks. Council approved proposals to earmark this funding for the following strategic issues:

	£'000
Strategic One-off costs (Redundancy / Early Retirement and Housing Market Renewal costs)	1,980
Transitional Support to offset Council Tax Benefit cuts	1,197
Support to offset removal 12/13 Council Tax freeze grant in 13/14	727
Contribution to Members Ward Issues budget	83
Works in Default Empty Homes	50
Allocated to fund initial 2012/13 Budget Deficit	29
	4,066

- 5.7 Actual spending in 2011/12 against the specific expenditure commitments of £1.12m have now been identified as part of the 2011/12 closure process and some of the reserves have been partly committed in 2011/12 to meet agreed expenditure commitments. For example the partial use of the specific reserve earmarked for Building Control / Development control over the two years 2011/12 and 2012/13. Whilst, use of these reserves in 2011/12 reduces the value of the specific reserves held at 31st March 2012, there is also a corresponding decrease in outstanding commitments previously identified. Therefore, in overall terms these phasing issues do not impact on the financial position reported in the MTFS in February. This review has identified that £0.683m will be carried forward to 2012/13 to manage these ongoing risks. At this stage it is not known if this one-off funding is sufficient and this position will be monitored as part of the regular financial management arrangements during 2012/13 and reported to Members.
- 5.8 The decisions reached in the MTFS reflected the forecast outturns based on expenditure and income patterns for the first nine months of the year. Following approval of the MTFS a further review of expenditure and income patterns was completed in February and a further outturn forecast reported to Cabinet and Council. This report identified a range of issues where income had been received earlier than expected, or was higher than normal owing to increased workloads for Neighbourhood Services. In addition, some minor additional managed underspends and one off expenditure commitments were identified for 2012/13. It was therefore recommended that these resources should be carried forward to either fund rephased expenditure and additional one off commitments or to manage income volatility risks in 2012/13. In total these issues amounted to £0.55m of resources to carry forward at the 31 March 2012. After reflecting these commitments there was an uncommitted additional underspend of £0.319m (£0.177m from the General Fund and £0.142m from the Early Intervention Grant) which full Council determined to earmark for Family Poverty initiatives.
- 5.9 As reported previously in the MTFS report the outturn position also includes the receipt of income in advance from external providers, particularly the notification at the year end of one-off funding allocations from the Department of Health and PCT. These resources fund one off commitments in 2012/13 and in accounting terms are reflected in the outturn for the year.

These contributions total £1.233m and this is now reflected in the 2011/12 contribution to reserves.

- 5.10 There have also been changes in other reserves. The main change relates to year end accounting treatment of the repayment of the loan to the Insurance Fund which was temporarily used to fund redundancy and earlier retirement costs pending the receipt of the Transitional Grant income of £1.470m. The unused balance of the Transitional Grant of £0.308m has been transferred to the General Fund reserve as previously agreed by Council. There has also been a change of £175,000 in other reserves owing to the rephased use of reserves approved in previous years, which have been carried forward to meet expenditure commitments which have slipped into 2012/13.

6. CONCLUSION

- 6.1 The report completes the financial reporting process for 2011/12 and confirms there have been no significant changes in the forecast outturns reported during 2011/12 to Cabinet, Scrutiny Coordinating Committee and Council.
- 6.2 The report provides a summary of the robust action taken during 2011/12 to manage the overall budget of £211m and the specific reserves created from the 2011/12 outturn. These proposals were included in the MTFS approved by Council in February and enable the authority to manage significant financial risks:
- earmarking resources for one-off redundancy / earlier retirement costs over the period 2012/13 to 2014/15;
 - Housing Market Renewal commitments – following the withdrawal of funding to complete existing schemes;
 - Council Tax Benefits changes and a 10% funding cut;
 - The withdrawal of the 2012/13 one-year Council Tax freeze grant in 2013/14.
- 6.3 If these one-off resources had not been available from the actions taken during 2011/12 the Council would need to make greater cuts in services to release funding for these unavoidable commitments.
- 6.4 The final outturn is slightly higher than forecast by £0.306m. In accordance with the amendments made by Council regarding the final outturn the additional underspend of £0.306m has been transferred into the General Fund Reserve. Proposals for using this amount will need to be approved by full Council. It is suggested that any proposed use is considered as part of the 2013/14 budget process to enable any proposals to be considered in the context of the overall financial challenges facing the Council next year.

- 6.5 The report also provides details of how the previously reported outturn position for 2011/12 is reflected in the year end Statutory Accounts. This information simply provides a reconciliation of the Council's management accounts and year end Statutory Accounts.

7. RECOMMENDATIONS

- 7.1 It is recommended that Cabinet note the report and also note the report will be referred to Scrutiny Coordinating Committee to complete the 2011/12 financial reporting arrangements.

8. REASONS FOR RECOMMENDATIONS

- 8.1 To provide details of the final outturn for information.

9. APPENDICES AVAILABLE ON REQUEST, IN THE MEMBERS LIBRARY AND ON-LINE

- 9.1 None

10. BACKGROUND PAPERS

- 10.1 Medium Term Financial Strategy report referred to Council 9th and 23rd February 2012.

11. CONTACT OFFICER

- 11.1 Chris Little (Chief Finance Officer)

SCRUTINY CO-ORDINATING COMMITTEE**27 July 2012****Report of:** Director of Public Health**Subject:** HEALTHY LIVES, HEALTHY PEOPLE: UPDATE ON PUBLIC HEALTH FUNDING

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to inform Scrutiny Co-ordinating Committee proposals regarding future public health funding. Proposals for funding are set out in 'Healthy Lives, Healthy people: Update on Public Health Funding – Department of Health (DH) June 2012. Comments on these proposals are being invited by the Department of Health until mid August 2012.

2. BACKGROUND

- 2.1 The publication of 'Healthy Lives, Healthy People: Our Strategy for Public Health in England published in November 2010 outlined the Government's vision for the future of public health. The Government's Strategy was developed in the light of 'Fair Society, Healthy Lives: The Marmot Review: Strategic Review of Health Inequalities post 2010.
- 2.2 The Government's vision for public health proposes significant changes for the leadership and delivery of public health. One of the most significant changes is the new leadership role local government will play in improving and protecting the health of the population. The transferring of responsibilities for public health from the NHS to Local Government is very significant and local political leadership is central to this.
- 2.3 In order to enable local government to discharge the new responsibilities for public health 2013, the Government made proposals for funding this as set out in 'Healthy Lives, Healthy People: Engagement on the funding and commissioning routes for public health – DH 2011'. It is proposed that public health services will be funded by a new public health budget, separate from NHS resources for public health. Commitment was given to ensure local authorities are adequately funded for their new public health responsibilities and any additional net burdens would be funded in line with the Government's New Burdens Doctrine.

2.4 In summary, the principal routes through which public health functions will be funded post 2013 are:

- Ring-fenced grants to upper and unitary authorities
- Through the NHS Commissioning Board: and
- Public Health England (newly created national Executive Agency of the Department of Health for public health)

3. **ENGAGEMENT ON PUBLIC HEALTH FUNDING**

3.1 'Healthy Lives, Healthy people: Update on Public Health Funding – (DH) June 2012 proposes the following:

- Next steps on moving on from estimates of baseline spend published in February 2012 following comprehensive mappings of 2010/11 actual spend on public health by the Primary care Trust.
- Conditions of the grant to be awarded to local government post 2013.
- Health premium incentive

3.2 It is estimated that nationally £5.2 billion will be spent on delivering the new public health system of which £2.2 billion of this will be allocated to local authorities to fund their new public health responsibilities. A commitment has been given to support planning that in 2013-14 investment will not fall below these estimates in real terms other than in exceptional circumstances.

3.3 In order to move from baseline mapping to actual budget, the following steps are proposed:

- Understanding the baseline
- Setting the preferred relative distribution of resources
- Setting the total resources available
- Deciding how quickly to move organisations from a baseline position towards a level of resource implied by the preferred distribution (pace-of-change policy).

3.4 Given the complexity of setting national budgets and other factors including demographic change, new policies, efficiency gains, at this stage there is no firm information on actual levels of allocation and pace-of-change policy. The restrictions on growth however mean that initially, progress towards preferred distribution is likely to be slow.

3.5 The document also highlights the interim recommendations of the Advisory Committee on resource Allocation (ACRA) that has informed the engagement document. ACRA was commissioned to develop a formula for the allocation of the public health budget relative to population need and health outcomes. The recommendations made by ACRA are based on the standardized mortality

ratio (SMR) for those aged under 75 years (SMR<75). This measures how many more or fewer deaths there are in a local area compared to the national average on a standardized population basis. The higher the SMR the higher the number of deaths. It is important to acknowledge that this is just one measure and that this does not infer that the allocation should not reflect the needs of those people over 75 years. ACRA proposes that in areas with highest SMR<75 years should have a weighting that is three times greater per head than those with lower SMR<75 years. ACRA also recommends that the funding formula should include an adjustment for differences in unavoidable costs. The Area Cost Adjustment (ACA) based on that used in the local government funding formula is proposed to be used. The Office of National Statistics (ONS) projected resident population for 2012 should be used as the population base. The ACRA recommendations are interim and there is a recognition further work is needed before making final recommendations to influence the funding formula for allocations.

3.6 It is anticipated that the ring fenced public health grant will be made up of three elements:

- Component to fund the 5 mandated services to be commissioned and delivered. These services are national childhood measurement programme, healthy heart checks, sexual health services, core offer to NHS of public health support, health protection plan.
- Component to fund the other 18 non mandatory services e.g. smoking, obesity services
- Component to fund drug services currently commissioned by Drug Action Teams through the pooled treatment budget.

When the grants are made to local government there will not be a distinction made between the mandated and non mandated elements. However, for drug services in the interim, it is expected that allocations in this area will follow the approach used currently. The focus on this element is based on number of people successfully completed drug treatment.

3.7 The concept of health premium or incentivising areas has caused concern through the previous national consultations on public health funding. Given the concerns regarding how the health premium could be developed to properly reward progress, it is proposed to delay health premium payments until 2015-16.

4. WHAT DOES THIS MEAN FOR HARTLEPOOL?

4.1 The interim recommendations from ACRA are based on relative shares of the national resource for local government not absolute monetary values. This is because until the national resource is known for certain it is not possible to be accurate. The pace-of-change policy can only then be determined, although, there is a commitment to protect investment in each local authority area during this Spending Review.

4.2 However, if the national resource available was £2.2 billion, the implications for Hartlepool as implied by ACRA's interim recommendations for the preferred relative distribution of resources is circa 0.24%. The baseline estimate in 2012/13 of public health actual spend is circa 0.35%. In monetary terms, this would mean a loss of £2.288 million from the baseline budget of £7.685 million to £5,297 million.

4.3 The table below illustrates Hartlepool's position in relation to the rest of the North East councils.

2012/13 Baseline	Indicative Formula		Indicative long term Gain / Loss	
		% Share	Allocation (if total is £2,223m)	
	£000	% of Total	£000	£000
Hartlepool	7,685	0.346%	5,297	-2,388
Middlesbrough	14,872	0.669%	8,417	-6,455
Stockton	11,914	0.536%	9,426	-2,488
Redcar and Cleveland	10,110	0.455%	6,717	-3,393
Darlington	6,482	0.292%	4,773	-1,709
County Durham	42,905	1.930%	23,106	-19,799
Northumberland	10,969	0.493%	12,033	1,064
Gateshead	14,496	0.652%	9,845	-4,651
Newcastle	18,213	0.819%	14,393	-3,820
North Tyneside	8,513	0.383%	8,903	390
South Tyneside	11,970	0.538%	7,471	-4,499
Sunderland	19,468	0.876%	13,619	-5,849
NORTH EAST	177,598	7.987%	124,000	-53,598

5. PROPOSED CONDITIONS OF THE PUBLIC HEALTH GRANT

5.1 The public health grant will be made to local authorities under section 31 of the Local Government Act 2003. It will carry conditions as to what it can be used to fund, although it is expected that this will be limited to ensure maximum flexibility for the local authority to net their new health improvement duty. It is expected that the main focus of this money will be to invest in the mandated and discretionary public health services which will become the responsibility of the local authority. It is expected that local authorities will invest the grant to meet needs identified through Joint Strategic Needs Assessment and joint Health and Well Being Strategies.

5.2 There will be standard governance, financial management and reporting requirements on the use of public funds by local authorities which will apply equally to the public health grant. These include the Accountable Officer role of the Chief Financial Officer and the local government obligation to secure best value.

5.3 It is expected that actual allocations will be published before the end of 2012.

6. KEY ISSUES

6.1 The following are key issues that may wish to be considered as part of the response to this consultation:

- The size of the national budget for public health needs to be known as soon as possible.
- The certainty of funding for 2013/14 and 2014/15 needs to be confirmed to add stability through transition.
- The baseline funding position is a reflection of discretionary PCT investment and not on a needs based formula.
- The preferred 'pace of change' policy would be that of the Department of Health.
- The formula used needs to reflect need, deprivation and not just standardized mortality ratio.

7. RECOMMENDATIONS

7.1 Scrutiny Co-ordinating Committee is asked to note the proposals within the report and offer comments back to the Department of Health before the end of the engagement period of 14th August 2014.

8. APPENDICES AVAILABLE ON REQUEST, IN THE MEMBERS LIBRARY AND ON-LINE

No appendices attached to this report.

9. ACKGROUND PAPERS

9.1 Healthy People, Healthy Lives: Our strategy for Public Health in England - DH November 2010

'Healthy Lives, Healthy People: Engagement on the funding and commissioning routes for public health – DH 2011'

'Healthy Lives, Healthy people: Update on Public Health Funding – Department of Health – DH June 2012.

10. CONTACT OFFICER

Louise Wallace
Director of Public Health
4th Floor Civic Centre
Hartlepool Borough Council

SCRUTINY CO-ORDINATING COMMITTEE

27 July 2012



Report of: Scrutiny Manager

Subject: ESTABLISHMENT OF THE TRANSPORT WORKING GROUP

1. PURPOSE OF THE REPORT

- 1.1 To consider the establishment of the Transport Working Group and seek nominations to its membership.

2. BACKGROUND INFORMATION

- 2.1 At the meeting of Scrutiny Co-ordinating Committee on 15 June 2012 (to which all Scrutiny Members were invited), Members were asked to consider potential topics for inclusion in the Overview and Scrutiny Work Programme for the 2012/13 Municipal Year.
- 2.2 Members of the Scrutiny Co-ordinating Committee, at their meeting of 15 June 2012, delegated responsibility to the Chairs of the Scrutiny Forums to finalise Work Programmes for their respective Forums, identifying specific elements of the Joint Strategic Needs Assessment (JSNA) and budget / collaboration programme.
- 2.3 Scrutiny Chairs met on the 2 July 2012 and looked in detail at each of the JSNA themes and budget / collaboration items, selecting from each those to be included in the 2012/13 Work Programme. As a result of this process, two specific transport issues / areas were identified for consideration in 2012/13:-

- i) **JSNA Topic** – Transport; and

Topic Description – Transport is critical to accessing services and essential for jobs and the economy. It also has implications for the environment (carbon agenda) and a potentially negative impact on physical activity.

- ii) **Budget Item** - Schools Transport - savings through re-tendering.

- 2.4 The Scrutiny Co-ordinating Committee, has in previous years created specific groups to consider bus service issues. With this in mind, the Scrutiny Chairs at their meeting on the 2 July recommended that a Transport Working Group should be established to:-
- i) Take forward consideration of the two issues / areas identified in Section 2.3 above; and
 - ii) Consider any other relevant transport issues, as felt appropriate by the Scrutiny Co-ordinating Committee.
- 2.5 On this basis, consideration needs to be given to the establishment of the Transport Working Group and its membership.
- 2.6 The membership of the Working Group most recently created by the Scrutiny Co-ordinating Committee (that being to look at the localisation of council tax benefits) consists of 7 Members. Should the Committee wish appoint a similar number of Members to the Transport Working, the allocation of places on a politically proportionate basis would be:-
- Labour (4 Places)
- Independent (1 Place)
- Putting Hartlepool First (1 Place)
- Conservative (1 Place)
- 2.7 Please note that there is no requirement for Working Groups to be politically balanced and this would be at the discretion of the Committee. Recent practice has been that Working Groups of the Scrutiny Co-ordinating Committee are not required to be politically balanced.
- 2.8 The Committee is asked to:
- i) Consider the size of the Working Group (number of Members); and
 - ii) Appoint to the places available.
- 2.9 Subject to approval of the establishment of the Working Group and its membership, its first meeting will take place on the 2 August 2012, commencing at 11.00am in Committee Room A.

3. RECOMMENDATIONS

- 3.1 That:-
- i) The Transport Working Group be established; and
 - ii) The required appointments made to its membership.

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BACKGROUND PAPERS

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

SCRUTINY CO-ORDINATING COMMITTEE

27 July 2012



Report of: Scrutiny Support Officer

Subject: OVERVIEW AND SCRUTINY WORK PROGRAMME
FOR 2012/13

1. PURPOSE OF REPORT

- 1.1 To confirm the Overview and Scrutiny Work Programme for 2012/13.

2. BACKGROUND INFORMATION

- 2.1 At the meeting of Scrutiny Co-ordinating Committee on 15 June 2012 (to which all Scrutiny Members were invited), Members were asked to consider potential topics for inclusion in the Overview and Scrutiny Work Programme for the 2012/13 Municipal Year.
- 2.2 Members of the Scrutiny Co-ordinating Committee, at their meeting of 15 June 2012, delegated responsibility to the Chairs of the Scrutiny Forums to finalise Work Programmes for their respective Forums, identifying specific elements of the Joint Strategic Needs Assessment (JSNA) and budget / collaboration programme.
- 2.3 Scrutiny Chairs met on the 2 July and looked in detail at each of the JSNA themes and budget / collaboration items, selecting from each those to be included in the 2012/13 Work Programme. The Overview and Scrutiny Work Programme agreed by Scrutiny Chairs for 2012/13 is detailed in **Appendix A**, will the relevant elements of the Work Programmes to be reported, for noting, to each of the Forums at their first round meeting for 2012/13.

3. RECOMMENDATIONS

- 3.1 That the Overview and Scrutiny Work Programme, as detailed in Appendix A, be noted.

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BACKGROUND PAPERS

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

- (i) Report and Minutes of the Scrutiny Co-ordinating Committee of 15 June 2012.

SCRUTINY WORK PROGRAMME 2012/13**SCRUTINY CO-ORDINATING COMMITTEE****JSNA Work Programme Item for 2013/14**

- i) Poverty

Budget and Policy Framework Items 2013/14

- ii) Corporate Plan 2013/14
- iii) Hartlepool Partnership Plan
- iv) Departmental Plans 2012/13
- v) Sustainable Community Strategy 2013/14 (Strategy Review)
- vi) Health and Wellbeing Strategy
- vii) Budget Consultation

Budget / Collaboration Items for 2013/14

- viii) Rationalisation of management structures through collaboration across three LAs - approximately 40 management posts to be deleted

Other Item(s) Included in the 2012/13 Work Programme

- ix) Crime and Disorder Committee - Update
- x) Quarter 1,2,3 Council overview of performance risk
- xi) Outturn – Capital and Accountable body Programme Monitoring Report 2011/12
- xii) Quarter 1,2,3 Capital Programme Monitoring Report 2012/13
- xiii) Quarter 1,2,3 Revenue Financial Management 2012/13

JSNA Work Programme Item for 2014/15

- xiv) Ex-Forces Personnel

ADULT AND COMMUNITY SERVICES SCRUTINY FORUM**JSNA Work Programme Item for 2013/14**

- i) Older People

Budget and Policy Framework Item(s) 2013/14

- ii) Corporate and Departmental Plans 2013/14
- iii) Budget Consultation

Budget / Collaboration Item(s) for 2013/14

- iv) Reduction in front line service provision including Direct Care & Support, Employment Support, Occupational Therapy and Social Work teams.
- v) Remove subsidy to Carlton Outdoor Centre and cease biennial maritime festival. (Only to be considered should timescales & capacity allow)

JSNA Work Programme Item for 2014/15

- vi) Adults
- vii) End of Life

CHILDRENS SERVICES SCRUTINY FORUM**JSNA Work Programme Item for 2013/14**

- i) Mental and Behavioural Disorders
- ii) Learning Disabilities *
- iii) Autism *

* To be referred to the Learning Disabilities Partnership Board with a report back to CSSF

Continued over the page.

Budget and Policy Framework Item(s) 2013/14

- iv) Corporate and Departmental Plans 2013/14
- v) Budget Consultation
- vi) Youth Justice Plan

Budget / Collaboration Item(s) for 2013/14

- vii) Close of youth centres and children's centres (Referred to the Children & Young People to investigate)
- viii) Review Care Matters and CAMHS budgets and remove funding based on previous years underspend. (To be picked up as part of the Forum's investigation into Mental & Behaviour Disorders (JSNA topic))
- ix) Staff reductions and increased income (Increased income element to be tied into consideration of the Brierton Masterplan)

JSNA Work Programme Item for 2014/15

- x) Children
- xi) Education

NEIGHBOURHOOD SERVICES SCRUTINY FORUM**JSNA Work Programme Item for 2013/14**

- i) Environment

Budget and Policy Framework Item(s) 2013/14

- ii) Corporate and Departmental Plans 2013/14
- iii) Budget Consultation

Budget / Collaboration Item(s) for 2013/14

- iv) Neighbourhood Management (including Community Safety and street cleansing) - Review of structure and working arrangements. (To be picked up as part of the Forum's investigation into Environment (JSNA topic))
- v) Facilities Management - Revision of working arrangements and income generation. (Only to be considered should timescales & capacity allow)

JSNA Work Programme Item(s) for 2014/15

- vi) Migrants
- vii) Travellers

REGENERATION AND PLANNING SERVICES SCRUTINY FORUM**JSNA Work Programme Item for 2013/14**

i) Employment

Budget and Policy Framework Item(s) 2013/14

ii) Corporate and Departmental Plans 2013/14

iii) Development Plan

iv) Budget Consultation

Budget / Collaboration Item for 2013/14

None

JSNA Work Programme Item(s) for 2014/15

v) Crime

vi) Housing

vii) Offenders

HEALTH SCRUTINY FORUM – Selection of Items to be added to its Work Programme to be considered by the Forum itself on the 23 August 2012**JSNA Work Programme Item for 2013/14**

i) Sexual Health

Budget and Policy Framework Item(s) 2013/14

ii) Corporate and Departmental Plans 2013/14

iii) Health and Wellbeing Strategy

Other JSNA Work Programme Item(s) to be considered as potential items by the Forum itself

- Circulatory Diseases
- Diabetes Mellitus
- Diet and Nutrition
- Illicit Drug Use
- Obesity
- Oral Health
- Physical Inactivity
- Respiratory Diseases

Budget / Collaboration Item for 2013/14

None

Other Item(s) Included in the 2012/13 Work Programme

- NTHFT Quality Account /including issue raised re. medication errors
- Clear and Credible Plan
- Health Workshop / Seminar - JSNA / Public Health /Health and Social Care Act/ Health Reforms
- NEAS - Changes to Ambulance Locations
- LINK Update / Healthwatch
- One Life Hartlepool - Northern Doctors Report
- 111 Number
- Health Inequalities
- Tertiary Referrals
- Any Qualified Provider
- Recruitment of Good Quality GP's

JOINT FORUM MEETINGS FOR 2014/15
<p>CHILDRENS SERVICES SCRUTINY FORUM AND ADULT AND COMMUNITY SERVICES SCRUTINY FORUM</p> <p>JSNA Work Programme Item(s) for 2014/15</p> <ul style="list-style-type: none"> i) Carers ii) Injuries iii) Physical Disabilities iv) Self Harm and Suicide v) Sensory Disabilities
ITEMS REFERRED TO OTHER BODIES / GROUPS
<p>SCRUTINY CO-ORDINATING COMMITTEE – TRANSPORT WORKING GROUP</p> <p>JSNA Work Programme Item for 2013/14</p> <ul style="list-style-type: none"> i) Transport <p>Budget / Collaboration Item for 2013/14</p> <ul style="list-style-type: none"> ii) Schools Transport - savings through re-tendering
<p>LEARNING DISABILITIES PARTNERSHIP BOARD</p> <p>JSNA Work Programme Item(s) for 2013/14</p> <ul style="list-style-type: none"> i) Learning Disabilities * ii) Autism * <p>* To report back to the Children's Services Scrutiny Forum</p>

JSNA Topics	Adult and Community Services	Children's Services	Neighbourhood Services	Regeneration and Planning Services	Health	Scrutiny Co-ordinating Committee
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Areas to be reviewed 2012/2013						
Older People						
Poverty						
Mental and Behavioural Disorders						
Environment						
Employment						
Transport						
Learning Disabilities (referred to LDPB)						
Autism (referred to LDPB)						
Sexual Health						

Areas to be reviewed 2013/2014						
Adults						
End of Life Care						
Ex-Forces Personnel						
Children						
Education						
Migrants						
Travellers						
Crime						
Housing						
Offenders						
Circulatory Diseases						
Diabetes Mellitus						
Diet and Nutrition						
Illicit Drug Use						
Obesity						
Oral Health						
Physical Inactivity						
Respiratory Diseases						
Carers (lead forum tbc)						
Injuries (lead forum tbc)						
Physical Disabilities (lead forum tbc)						
Self-Harm and Suicide (lead forum tbc)						
Sensory Disabilities (lead forum tbc)						

	Lead Forum
	potential cross over / joint working with lead Forum

SCRUTINY CO-ORDINATING COMMITTEE

27 July 2012



Report of: Scrutiny Manager

Subject: MEMBER TRAINING FOR 2012/13

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to update Members of Scrutiny Co-ordinating Committee in relation to recently provided, and planned, Scrutiny Member Training for 2012/13.

2. BACKGROUND INFORMATION

- 2.1 Following discussions at an Informal Scrutiny Chairs Meeting held on 5 April 2012, it was agreed that the provision of Chairing Skills and Media Training courses would be useful for new and returning Scrutiny Chairs and Vice Chairs. Subsequently a Chairing Skills course was organised and delivered by the North East Regional Employers' Organisation (NEREO) on 20 June 2012. Funding for this course obtained through the Member Development budget.
- 2.2 Work is now ongoing with the Councils Member Development Team, and Public Relations Team, to finalise arrangements for the provision of a Media Training for Scrutiny Chairs and Vice Chairs. This work includes the submission of an application for funding from the Member Development budget, given the capacity to expand this training to include all Council Chairs and Vice Chairs.
- 2.3 In addition the training needs identified by Scrutiny Chairs, the results of the most recent scrutiny questionnaire showed that Scrutiny Members would also welcome training in relation to:-
- (i) Questioning Skills – 57%
 - (ii) Understanding the Role of Scrutiny – 52%
 - (iii) Understanding Scrutiny processes (e.g. Call in, CCFA, Referrals to scrutiny) – 44%
- 2.4 In taking forward the provision of this training, the following arrangements are suggested:-

- (i) To seek funding from the Member Development Budget to arrange Questioning Skills training for Scrutiny members; and
- (ii) To devise an in-house programme to deliver those training needs identified in paragraph 2.3 (ii) and (iii)

3. RECOMMENDATIONS

3.1 That Members of the Forum note the content of the report and express a view on whether the Scrutiny Team should proceed with the:-

- (i) Provision of Questioning Skills training, including the submission of a request for funding from the Member Development Budget; and
- (ii) Development of an in-house training programme to cover those training needs identified under 2.3(ii) and (iii).

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BACKGROUND PAPERS

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