

SCRUTINY CO-ORDINATING COMMITTEE AGENDA



28 September 2012

at 9.00a.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.

Councillors Cranney and Dawkins

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 17 August 2012

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

4.1 Children's and Community Services Portfolio Holder Response to the Call-In of Decision: Proposed School Admissions Arrangements for 2013-14 - *The Children's and Community Services Portfolio Holder*

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

No items

6. **FORWARD PLAN**

No Items

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

No items

8. CONSIDERATION OF FINANCIAL MONITORING/CORPORATE REPORTS

8.1 Quarter 1 - Council Overview of Performance and Risk 2012/13 - *Corporate Management Team*

9. ITEMS FOR DISCUSSION

9.1 Illegal Money Lending - Information Request - *Scrutiny Manager*

9.2 Crime and Disorder Committee Update - Safer Hartlepool Partnership Performance - *Assistant Director (Neighbourhood Services)*

(a) Presentation - *Assistant Director (Neighbourhood Services)*

9.3 Hartlepool Borough Council Closed Circuit Television (CCTV) Strategy and Protocols 2012 – 2015 - *Assistant Director (Neighbourhood Services)*

(a) Presentation - *Assistant Director (Neighbourhood Services)*

9.4 Six Monthly Monitoring of Agreed Scrutiny Co-ordinating Committee's Recommendations - *Scrutiny Manager*

9.5 Request for Funding to Support the Current Scrutiny Investigation of the Young Peoples Representatives from the Children's Services Scrutiny Forum - *Scrutiny Manager*

9.6 Investigation into Poverty: Scoping Report - *Scrutiny Manager (To Follow)*

10. CALL-IN REQUESTS

No items

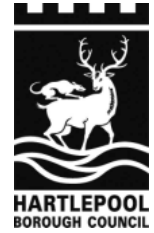
11. ANY OTHER ITEMS WHICH THE CHAIRMAN CONSIDERS ARE URGENT

ITEMS FOR INFORMATION

i) **Date of Next Meeting 19 October 2012, commencing at 10.00am in the Council Chamber**

SCRUTINY CO-ORDINATING COMMITTEE

28 September 2012



Report of: The Children's and Community Services Portfolio Holder

Subject: CHILDREN'S AND COMMUNITY SERVICES PORTFOLIO HOLDER RESPONSE TO THE CALL-IN OF DECISION: PROPOSED SCHOOL ADMISSIONS ARRANGEMENTS FOR 2013-14

1. PURPOSE OF THE REPORT

- 1.1 To provide Members of the Scrutiny Co-ordinating Committee with a response from the Children's and Community Services Portfolio Holder regarding the Call-In of the decision relating to the admissions policy for community and voluntary controlled primary schools in Hartlepool for the school year 2013/14 and the co-ordinated admissions procedures to primary and secondary schools for 2013/14.

2. BACKGROUND INFORMATION

- 2.1 At the meeting of the Children's Services Portfolio, held on 27 March 2012, a report was considered in relation to the admissions policy for community and voluntary controlled primary schools in Hartlepool for the school year 2013/14 and the co-ordinated admissions procedures to primary and secondary schools for 2013/14. The decision made being that:

'the proposed oversubscription criteria for community and voluntary aided primary schools which proposes to promote the sibling criteria above school admission zone criteria set out in paragraph 4.1.1 of the report be approved.'

*Please note that the above paragraph reference relates to the original Portfolio Holder report and not this report.

- 2.2 Following the decision taken by the Portfolio Holder, a Call-In Notice was issued by 3 Members of the Scrutiny Co-ordinating Committee, on the 5 April 2012. The basis of the Call-in being that the decision contravened the principles of decision making in relation to proportionality and reasonableness. The view of the signatories to the notice being that they 'do not believe it to be proportionate or reasonable to put children with siblings already in a school ahead of the majority of children who live within the schools admissions zone'.

- 2.3 The notice was accepted by the Monitoring Officer on the 5 April 2012 and the Scrutiny Co-ordinating Committee, at its meeting on the 13 April 2012, accepted the Call-In and recommended that the matter be referred to Full Council, to enable a town-wide elected Member debate to be undertaken. Council went on to consider the Scrutiny referral at its meeting on the 14 June 2012.
- 2.4 The Scrutiny Co-ordinating Committee, at its meeting on the 15 June 2012, received the views / comments expressed by Council and accepted them as the basis for its response to the Children's and Community Services Portfolio Holder. The Committee subsequently recommended to the Portfolio Holder that:
- The Children's and Community Services Portfolio Holder reconsider the decision, on the grounds that it contravened the principles of decisions making in relation to proportionality and reasonableness.
 - That in reconsidering the decision, the Scrutiny Co-ordinating Committee indicates to the Children's and Community Services Portfolio Holder that:
 - i) Before any recommendations can be made to the Children's and Community Services Portfolio Holder in relation to the revision of the oversubscription criteria for community and voluntary aided primary schools:
 - A full review must be undertaken to explore the wider implications of proposals, as identified during the course of debate at the Council meeting on the 14 June 2012; and
 - Wider consultations be undertaken with all stakeholders as part of the full review.
 - ii) That the results of the wider review and consultation process be reported to Council, to enable the formulation of a view / recommendation in relation to the oversubscription criteria for community and voluntary aided primary schools, for consideration by the Children's and Community Services Portfolio Holder.
 - iii) That given the oversubscription issues facing Throston Primary School, a review of the Throston catchment area be explored / reviewed immediately, taking into consideration the knock on effect for other schools.

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

- 3.1 The Children's and Community Services Portfolio Holder considered the Scrutiny Co-ordinating Committee's recommendation at her meeting on 26

June 2012 and agreed that (Minute 7 refers – copy of the minute attached at **Appendix A**):-

‘The Portfolio Holder reaffirmed the decision taken on 27 March and instructed Officers to:-

- (i) implement the wide ranging review as requested by Council; and
- (ii) Prepare a scoping report in relation to the practical arrangements and timescale for the full review of catchment areas across Hartlepool.’

3.2 An invitation to attend today’s meeting, to report and discuss the decision, has been extended to the Children’s and Community Services Portfolio Holder.

4. RECOMMENDATION

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

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

BACKGROUND PAPERS

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

- (i) Reports and Minutes – Children’s Services Portfolio - 27 March 2012 and 26 June 2012
- (ii) Call-in Notice – 5 April 2012
- (iii) Report and minutes from Council on the 14 June 2012
- (iv) Reports and Minutes – Scrutiny Co-ordinating Committee – 13 April 2012 and 15 June 2012

CHILDREN'S AND COMMUNITY SERVICES PORTFOLIO

DECISION RECORD

Tuesday 26 June 2012

Extract

The meeting commenced at 9.00 a.m. in the Civic Centre, Hartlepool

Present:

Councillor Cath Hill (Children's and Community Services Portfolio Holder)

Officers: Sue Beevers, Admissions, School Place Planning and Support Services Manager
Peter Devlin, Chief Solicitor
Dean Jackson, Assistant Director (Performance and Achievement)
Peter McIntosh, Head of Planning and Development
Sally Robinson, Assistant Director (Prevention, Safeguarding and Specialist Services)
Joan Stevens, Scrutiny Manager
Amanda Whitaker, Democratic Services Team Leader

7. Call-in of Decision: Proposed School Admission Arrangements for 2013-2014 (Scrutiny Co-ordinating Committee)

Type of decision

Non-key Decision

Purpose of report

To inform the Portfolio Holder of the outcome of the Scrutiny Co-ordinating Committee's consideration of the 'Call-In' in relation to the Children's Services Portfolio decision taken on the 27 March 2012.

Issue(s) for consideration by Portfolio Holder

The report set out the background and outcome of the Scrutiny Co-

ordinating Committee's consideration of the 'Call-In' in relation to the Children's Services Portfolio decision taken on the 27 March 2012.

At the meeting of the Children's Services Portfolio, held on 27 March 2012, the Portfolio Holder had approved the proposed oversubscription criteria for community and voluntary aided primary schools which propose to promote the sibling criteria above school admission zone criteria. Following the decision of the Portfolio Holder, a Call-In Notice had been issued by 3 Members of the Scrutiny Co-ordinating Committee on the 5 April 2012. This notice was accepted by the Deputy Monitoring Officer on the 5 April 2012.

The Scrutiny Co-ordinating Committee, at its meeting on the 13 April 2012 had accepted the Call-In and commenced consideration of the issues / concerns raised. The basis of the Call-in being that the decision contravened the principles of decision making in relation to proportionality and reasonableness. The view of the signatories to the notice being that they 'do not believe it to be proportionate or reasonable to put children with siblings already in a school ahead of the majority of children who live within the schools admissions zone'. During the course of discussions, Members were informed that the Portfolio Holder and Department had received a number of emails from parents with positive comments on the decision taken and that the Portfolio Holder was not aware of any adverse comments being received. Members were, however, concerned that:

- A potential situation could arise where children living within an admission zone would be unable to attend their local community school, as places within that school had been taken by siblings of children already attending the school who live outside the admission zone;
- Children who may live opposite a school could be unable to attend the school due to children who live outside the admission zone taking places at that school. This could result in two families travelling outside their admission zone to enable their children to attend school; and
- The full consequences of this decision had not been made clear at the governors' meetings, and parents of children hoping for their child to attend the school within their admission zone would be disappointed with the decision once the full implications of the decision were known.

Attention was drawn to the importance of local community schools being accessible to the families living within that local community and the Committee decided that the matter should be referred to Full Council, to enable a town-wide elected Member debate to be undertaken.

Council on the 14 June 2012 had met to consider the Scrutiny referral, with a separate informal meeting held immediately prior to facilitate a full discussion with representatives from Schools (Head Teachers and School Governors). A copy of the report considered by Council on the 14 July had

been circulated.

During the course of discussions at both the informal and formal Council meeting, views had been expressed in relation to the appropriateness and implications of prioritising the award of school places on the basis of either a sibling link or residence in a school admission zone. Support was expressed for both alternatives and attention drawn to the differing challenges facing schools in areas such as Throston, where the building of new homes has placed additional pressure on the availability of school places. Council recognised that this was an extremely complex issue for which there was no easy solution. On this basis, Council was of the view that it would be unhappy at this time to express a view in relation to the proposed oversubscription criteria for community and voluntary controlled primary schools, without further consultations and detailed exploration of the potential wider implications for schools, parents and children. Council agreed that the Scrutiny Co-ordinating Committee should be formally advised of this position and asked to consider the submission of the following response be the Children's and Community Services Portfolio Holder.

- i) That, before any recommendations can be made to the Children's and Community Services Portfolio Holder in relation to the revision of the oversubscription criteria for community and voluntary aided primary schools:
 - A full review must be undertaken to explore the wider implications of proposals, as identified during the course of debate at the Council meeting on the 14 June 2012; and
 - Wider consultations be undertaken with all stakeholders as part of the full review.
- ii) That the results of the wider review and consultation process be reported to Council, to enable the formulation of a view / recommendation in relation to the oversubscription criteria for community and voluntary aided primary schools, for consideration by the Children's and Community Services Portfolio Holder.
- iii) That given the oversubscription issues facing Throston Primary School, a review of the Throston catchment area be explored / reviewed immediately, taking into consideration the knock on effect for other schools.

In completing the Authority's Call-In procedure, the Scrutiny Co-ordinating Committee, at its meeting on the 15 June 2012, had accepted that the decision which had been taken contravened the principles of decision making in relation to proportionality and reasonableness. The Committee also received the views / comments expressed by Council and accepted them as the basis for the response to the Children's and Community

Services Portfolio Holder.

The Portfolio Holder advised that she had given detailed consideration to the issues which had been highlighted in the report and reiterated the rationale for the decision she had made on 27 March. The Portfolio Holder following careful consideration reaffirmed the decision taken on 27 March for the following reasons:-

- That the decisions had not contravened the principles of decision making
- That it had been made clear to school governors what the implications of the proposed changes would be
- That responses from primary school governors had in the majority been in favour of the original decision
- The practical implications for parents whose children attend different schools
- Potential distress for children whose siblings attend different schools

Whilst accepting that previous practice had been to request school governing bodies note proposed admission arrangements, in order to ensure future clarity it was proposed that as part of future consultations, governing bodies be requested to either agree or not agree to proposals.

The Portfolio Holder considered the following additional recommendations from Council:-

- i) Before any recommendations can be made to the Children's and Community Services Portfolio Holder in relation to the revision of the oversubscription criteria for community and voluntary aided primary schools:
 - A full review must be undertaken to explore the wider implications of proposals, as identified during the course of debate at the Council meeting on the 14 June 2012; and
 - Wider consultations be undertaken with all stakeholders as part of the full review.
- ii) That the results of the wider review and consultation process be reported to Council, to enable the formulation of a view / recommendation in relation to the oversubscription criteria for community and voluntary aided primary schools, for consideration by the Children's and Community Services Portfolio Holder.
- iii) That given the oversubscription issues facing Throston Primary School, a review of the Throston catchment area be explored / reviewed immediately, taking into consideration the knock on effect for other schools.

Concern was expressed regarding the practical implications of undertaking a separate catchment area review for Throston Primary School. However, the Portfolio Holder was mindful of identifying a practical solution for the implementation of Council's recommendations. It was recognised that catchment areas had not been considered for some considerable time. Therefore, the Portfolio Holder requested that in addition the review requested by Council (i above), a full review of all catchment areas be undertaken. In order to facilitate this, it was considered appropriate for a scoping report to be undertaken and presented back to the Portfolio Holder. In addition, that an update report be presented to Council following consideration of that report by the Portfolio Holder.

Decision

The Portfolio Holder reaffirmed the decision taken on 27 March and instructed Officers to:-

- (i) implement the wide ranging review as requested by Council; and
- (ii) prepare a scoping report in relation to the practical arrangements and timescale for the full review of catchment areas across Hartlepool.

The meeting concluded at 10.05 a.m.

P J DEVLIN

CHIEF SOLICITOR

PUBLICATION DATE: 28 June 2012

SCRUTINY CO-ORDINATING COMMITTEE

28 September 2012



Report of: Corporate Management Team

Subject: QUARTER 1 – COUNCIL OVERVIEW OF PERFORMANCE AND RISK 2012/13

1. PURPOSE OF REPORT

- 1.1 To inform Scrutiny Coordinating Committee of the progress made against the Council's 2012/13 Corporate and Departmental Plans, for the period ending 30 June 2012.

2. BACKGROUND

- 2.1 The Corporate Plan was agreed by Council on 12 April 2012 and the three Departmental Plans were agreed by Cabinet on 19 March 2012.
- 2.2 All of the plans contain an action plan setting out how the Council proposes to deliver the Council's priority outcomes. Key Performance Indicators are also included which can then be used to monitor progress throughout the year and at year end. Departmental Plans also contained a section listing the Risks that could prevent the department from delivering the priority outcomes.
- 2.3 The Council's Performance Management System (Covalent) is used to collect and analyse progress against the actions, performance indicators and risks detailed in the Corporate Plan and the three Departmental Plans. The information in the system was used to prepare this report.
- 2.4 The structure of the report is:

Paragraphs	Content
3.1 – 3.9	Council Overview of Performance and Risk
4.1 – 4.9	Child and Adult Services Departmental Plan Update
5.1 – 5.10	Regeneration and Neighbourhoods Departmental Plan Update
6.1 – 6.8	Chief Executives Department Update
7.1	Recommendations

3. COUNCIL OVERVIEW OF PERFORMANCE AND RISK

- 3.1 In total the three departmental plans for 2012/13 include 181 actions and 173 performance indicators to deliver and measure improvements across key priority areas (outcomes) identified in the Community Strategy and Council Corporate Plan.
- 3.2 Of the 173 indicators, 94 had targets set and the remaining 79 were for monitoring purposes only. 52 of the 94 targeted indicators are collected quarterly, and the remaining 42 are collected annually. Only the 52 targeted indicators that are monitored quarterly are included in the analysis for this report.
- 3.3 Officers have assessed the indicators and actions included in the plans, making judgements based on progress to the 30 June 2012. Progress is categorised as: -
- **PI target achieved or Action completed**
 - **PI on track to achieve target or Action on track to be completed**
 - **PI/Action having made acceptable progress**
 - **PI/Action requiring intervention**
 - **PI Target not achieved or Action not completed.**
- 3.4 The Corporate Plan addresses the key priorities and issues facing the Council, and includes an action plan that draws the key actions and performance indicators from the Council's three Departmental Plans. The 2012/13 Corporate Plan includes 65 actions and 20 performance indicators (that have targets and are monitored quarterly).
- 3.5 Charts 1 and 2 below summarise officers' assessments of the Corporate Plan actions and indicators (that have targets **and** are measurable throughout the year). As at 30 June 2012, the position was a positive one, with: -
- 61 actions (92%) have already been completed or assessed as being on target to be achieved by their scheduled completion date;
 - 12 performance indicators (60%) have been assessed as being on track to achieve their year end target;
 - 3 actions (5%) and 3 performance indicators (15%) have been assessed as having made acceptable progress;
 - 1 action (2%) and 1 indicator (5%) have been assessed as requiring intervention, and further information relating to these can be found later in the report – see paragraphs 6.4 and 6.7;
 - There are 4 indicators where a judgement has not been made, and the reasons for this are detailed in the relevant Departmental Plan sections later in the report.

Chart 1: Corporate Plan Action Progress for period to 30 June 2012.

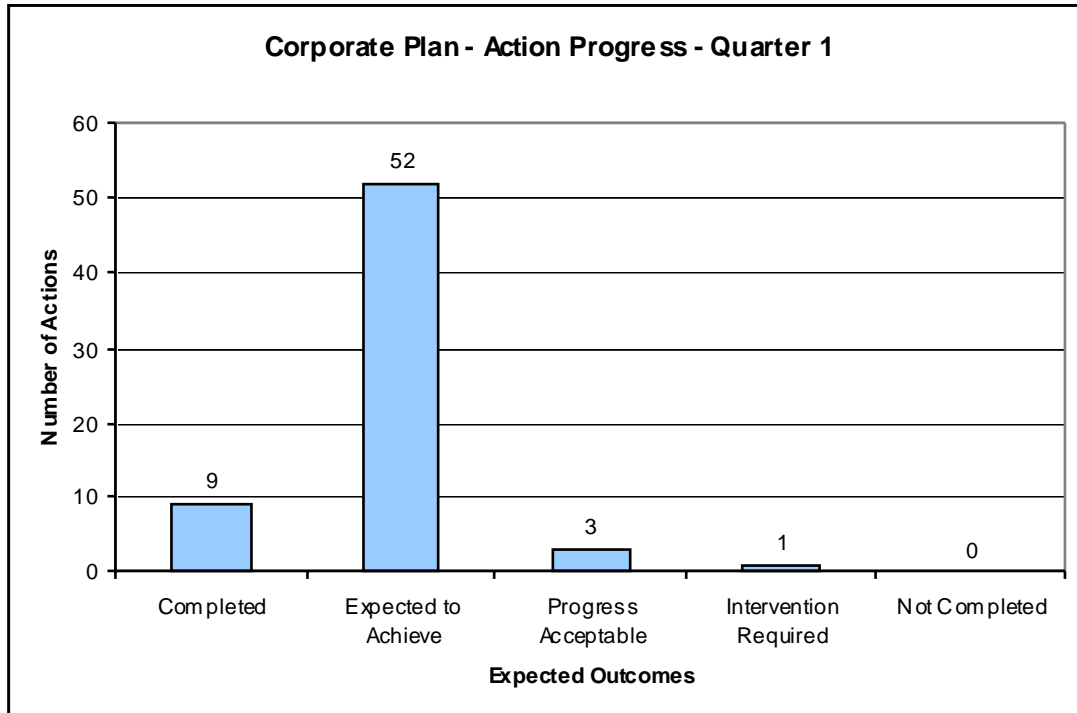
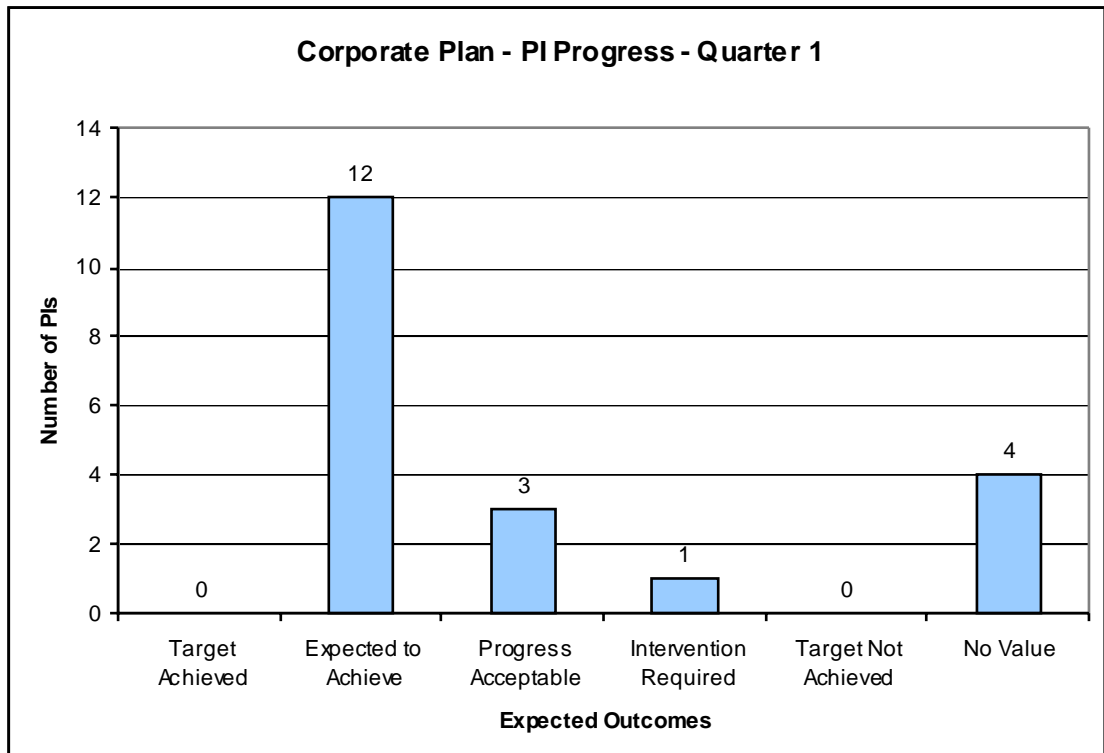


Chart 2: Corporate Plan PI Progress for period to 30 June 2012



3.6 As previously stated (paragraphs 4.1 and 4.2) the three Departmental Plans include 181 actions and 52 performance indicators that can be monitored on a quarterly basis and have had targets set. Progress is illustrated in Charts 3 and 4.

3.7 Across all 3 Departmental Plans progress is good as demonstrated in Charts 3 and 4:

- Over 94% of actions (171 actions) are on track to be achieved;
- 4% (8 actions) have been assessed as having made acceptable progress;
- A further 2 actions (1%) have been flagged as requiring intervention. Further information relating to these actions can be found later in the report (paragraph 6.4);
- 43 indicators (83%) have been assessed as being on track to achieve their year end target or having made acceptable progress;
- Over 61% of PIs have been assessed as being on track to achieve their year end target;
- Of the remaining 5 indicators 1 (2%) has been flagged as requiring intervention and more information is included later in the report (see paragraph 6.7);
- The remaining 4 indicators can not be assessed at this stage as all have a ‘time-lag’ on the performance data which means that quarter 1 data is not available at the time of writing this report, and therefore a judgment on whether or not year end target will be achieved can not be made at this time.

Chart 3 – Departmental Plans Overall Action Progress for period to 30 June 2012

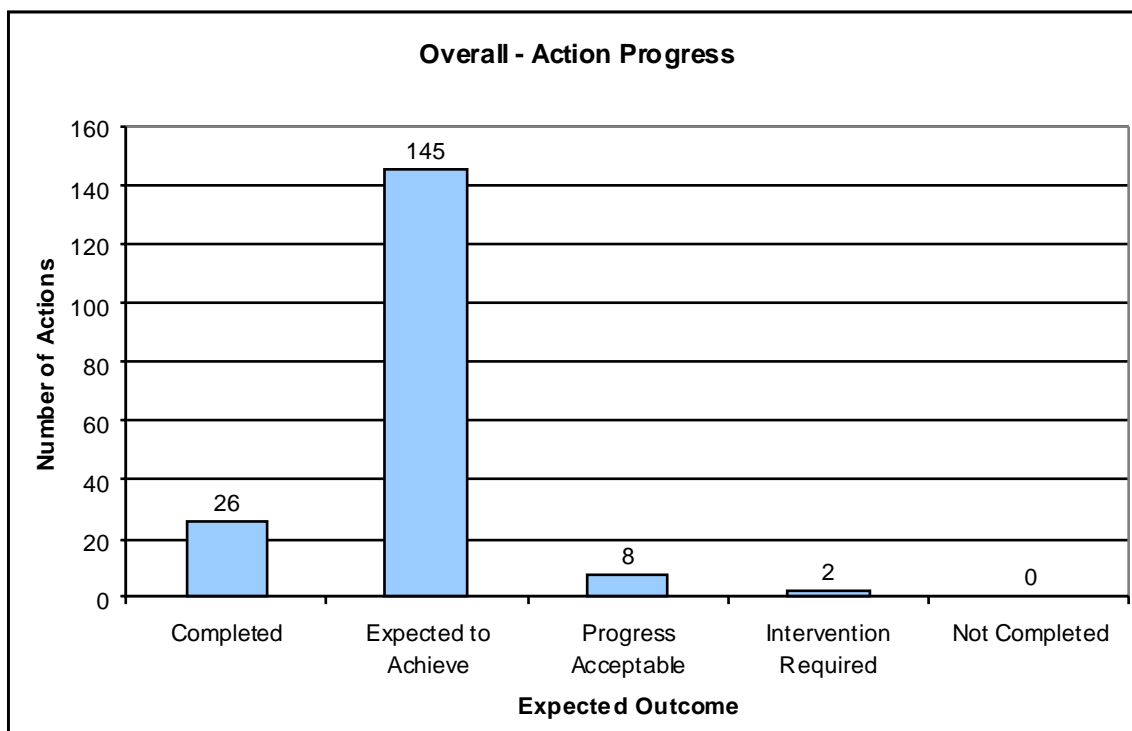
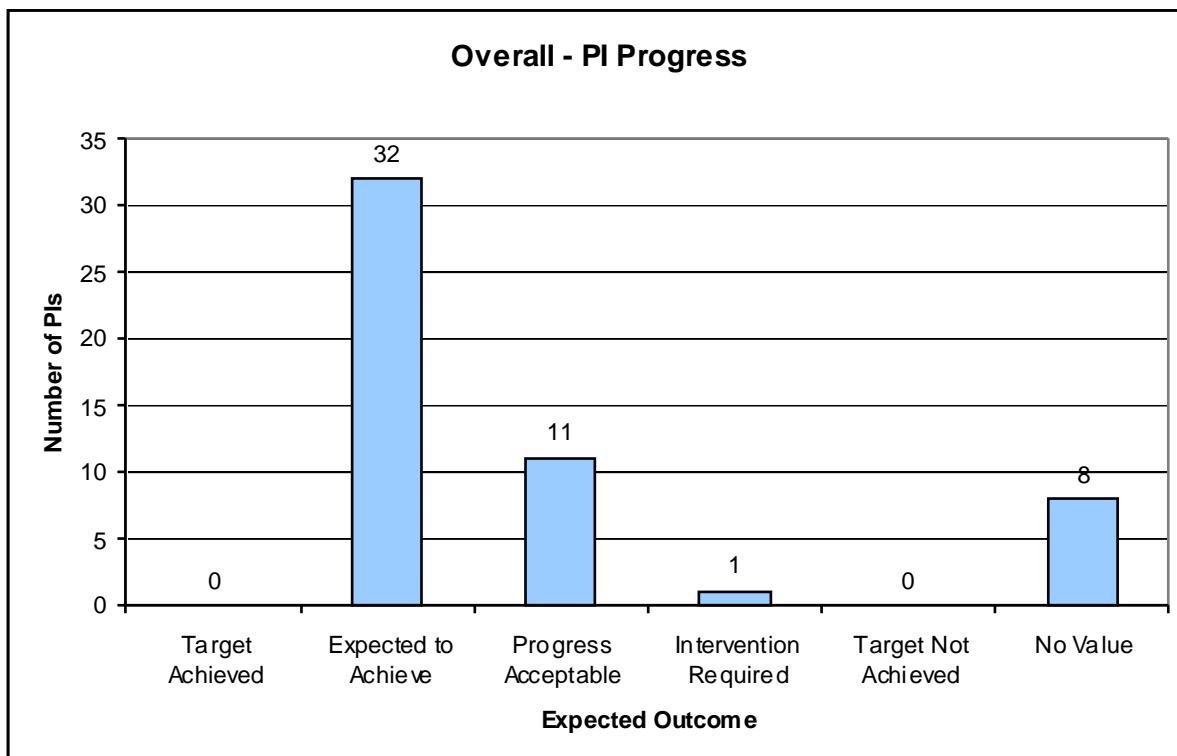


Chart 4 – Departmental Plans Overall PI Progress for period to 30 June 2012



3.8 87 strategic risks have been identified across the Council. These are being managed in accordance with the Council's Risk Management Framework as agreed by Performance Portfolio Holder on 23 March 2011. This splits risks into two categories:

- Actively Managed Risks: those where additional control measures are being pursued or need highlighting and monitoring through senior managers and elected members; and
- Accepted Risks: those risks that have been identified by departments as under control.

3.9 Accepted risks continue to be monitored by individual departments to ensure the risk is kept at an acceptable level. Sections 5.8, 6.9 and 7.6 of this report provide an update on the Actively Managed Risks.

4. CHILD AND ADULT SERVICES DEPARTMENTAL PLAN UPDATE

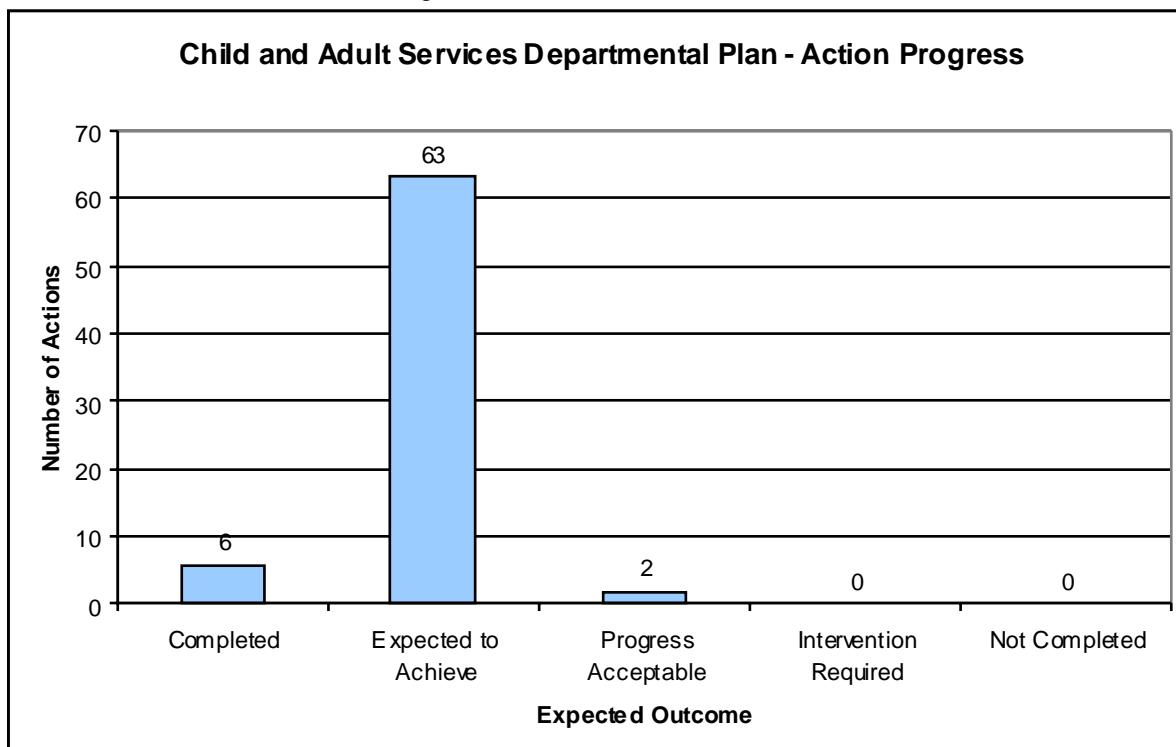
4.1 The Child and Adult Departmental Plan contributes to 11 outcomes, spread across 6 themes:

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

4.2 Included in the Departmental Plan are 71 actions and 90 performance indicators spread across 11 outcomes. In addition the department has identified 17 strategic risks that are included in the Council's Risk Registers.

- 4.3 As can be seen in chart 5 overall progress is good with:
- 69 actions (97%) having been completed or assessed as being on target to be achieved by their scheduled completion date;
 - Two of the remaining actions have been flagged as having made acceptable progress;

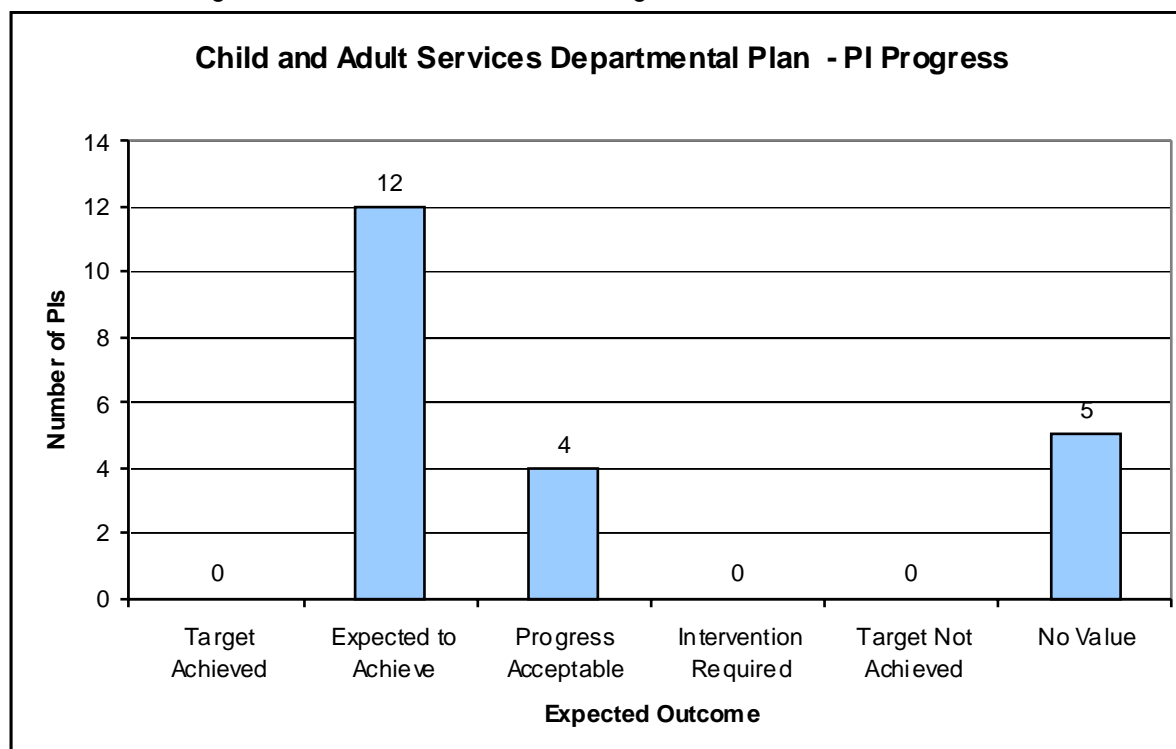
Chart 5: CAD Overall Action Progress – to 30 June 2012



4.4 Chart 6 summarises officers' assessments of the 21 Performance Indicators that have targets **and** are measurable throughout the year. As at 30 June 2012, the position was a positive one, with:

- 12 indicators (57%) being assessed as being on track to achieve their year end target;
- A further four indicators (19%) having been assessed as having made acceptable progress;
- The remaining 5 indicators (19%) have no performance data available for the period up to 30 June 2012 at this stage. This is due to the indicators having a 'time-lag' before data can be published and as a result no judgement can be made at the time of preparing this report as to whether year end target will be achieved.

Chart 6: CAD Targeted Performance Indicators – Progress to 30 June 2012

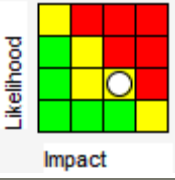

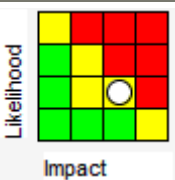
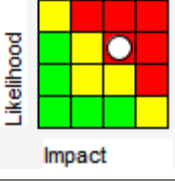
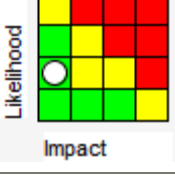




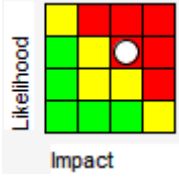
4.5 A further 69 indicators have targets which can only be assessed at the year end or are for monitoring purposes only.

4.6 There are 7 risks on the Accepted Risk Register within the Child and Adult Services Department and a further 10 on the Actively Managed Risk Register. The table below provides a summary of the position of the risks on the Actively Managed Risk Register along with details as to what action is being taken with regard to these risks.

Table 1: CAD Actively Managed Risks 2012/13

Code	Title	Current Risk Matrix	Latest Note
CAD R001	Service issue as a result of insufficient budget allocation or changes in national funding/grants (Actively Managed)		Additional capacity has been built in to the schools improvement service as from September 2012, as schools have provided a source of funding to support improvement work, however the overall risk to the service generally remains.
CAD R002	Increased demand on services due to demographic pressures and current economic climate (Actively Managed)		Risk status remains unchanged. Early indications are that reablement services are working effectively with 66% of people having no ongoing support needs following a period of reablement. Increasing complexity of cases continues to create workload pressure within social work teams and there is a particular pressure emerging in relation to care home placements for older people with EMI needs such as dementia.

Code	Title	Current Risk Matrix	Latest Note
			Services that support the management of such pressures may be at risk if funding is not secured in the longer term.
CAD R003	Failure to provide statutory services to safeguard children & vulnerable adults and protect their well-being. (Actively Managed)		Revised child protection procedures launched by safeguarding board. Staff receive appropriate training, supervision and support.
CAD R004	An increase in the number of schools falling below Performance Achievement Standard (Actively Managed)		A number of schools have been identified in June 2012 as been at risk of falling below national expectations; again this will be reviewed in September 2012. Any school still at risk will fall under the support offered through the recently revised Hartlepool Schools causing concern policy.
CAD R005	Failure to meet the statutory duties and requirements vested within the Child and Adult Services department (Actively Managed)		All statutory duties continue to be met, but must be regularly reviewed as local and national budget cuts impact on services offered.
CAD R006	Alcohol investment does not enable the provision of sufficient services to meet the increased level of need. (Actively Managed)		PCT funded QIP programme (re gap analysis and recommendations for improvement) to be completed August. Business case produced thereafter. Some flexibility in national drug funding allocation for alcohol services.
CAD R007	Adverse publicity and community tension (e.g. in regard to reintegration of drug users, /offenders back into community, drug related deaths, establishing community services/Pharmacist) (Actively Managed)		Ongoing work through PCT to develop Healthy Living Pharmacies to increase services for substance misusers. Harm Minimisation programme of information and events planned
CAD R008	Damage / Disruption due to violence to staff, health & safety incidents or poor working conditions (Actively Managed)		Violence to staff procedures and guidance have been reviewed corporately and are with the trade unions for approval. Training is ongoing via the H&S wellbeing team. The VAS group meet on a monthly basis to review EPR entries. All teams have procedures in place for out of office and out of hours working, the lone working policy currently being reviewed by out of office H&S meeting.
CAD R009	Failure to plan future needs and be able to respond to market pressures. (Actively Managed)		No change to risk score. Pressure continues on placements for looked after children, continued expansion of capacity of fostering service to support placement requirements. Recent business case agreed by Cabinet to develop children's home in Hartlepool.

Code	Title	Current Risk Matrix	Latest Note
CAD R011	Failure to work in effective partnerships with NHS, including risk of cost shunting. (Actively Managed)		From an adult social care perspective there continues to be concern in relation to continuing healthcare funding and ensuring that people's health care needs are appropriately assessed, met and funded. Discussions continue with the PCT to try and ensure that processes work effectively - reducing duplication and the potential for conflict.

4.9 For the period up to 30 June 2012 the Child and Adult Services Department have identified a number of achievements including: -

- Implement the Early Intervention Strategy – New service delivery model commenced in June 2012. All services identified have been commissioned and commenced delivery. Service starting to take referrals through hub and respond to local need.
- The recent inspection of fostering service identified no statutory requirements, two recommendations for action and one good practice recommendation.
- Early evidence suggests that school leavers are once again taking up the local September guarantee offer. This will once again place us in a strong position to reduce the numbers of young people who are not in education/employment/training in Hartlepool.
- Through the development of the Early Intervention Strategy £400,000pa was secured to support the further development of safe and exciting things to do for local children/young people outside of school time.
- The PCT is participating in the Special Educational Needs pathfinder.
- Following the successful recruitment of staff the British Heart Foundation Younger Wiser project got underway on 1 April 2012. Schools are being encouraged to engage in the project and many attended a BHF training day. The secondary school smoking element – Gibber Theatre in Education has been delivered in all secondary schools and is awaiting evaluation.
- An alcohol programme for offenders was developed and delivered between May 2011 and June 2012. An executive summary of findings is available from the CJIT Manager. All offenders engaged in the programme reduced their level of alcohol consumption, of the 15 individuals who completed the programme, 7 had a reduction in the number of times they were either arrested and/or charged in the period during the intervention compared to the period prior to the intervention.
- The Shadow Health and Wellbeing Board has developed an immunisation strategy to improve uptake rates of the flu vaccination
- Diamond Jubilee and Olympic Torch events successfully delivered

5 REGENERATION AND NEIGHBOURHOODS DEPARTMENTAL PLAN UPDATE

5.1 The Regeneration and Neighbourhoods Departmental Plan contributes to 21 outcomes, spread across 7 themes.

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

5.2 Included in the departmental plan were 59 actions and 50 performance indicators spread across the 21 outcomes. In addition the department has identified 36 risks that are included in the Council's Risk Registers

5.3 As can be seen in chart 7, overall progress is good with:

- 56 actions (95%) having already been completed or assessed as being on track to be completed by the agreed date;
- One further action (2%) has been adjudged to have made acceptable progress;
- The remaining 2 actions (4%) have been flagged as requiring intervention, and these actions are shown in the table 2.

Chart 7: RND Overall Action Progress – to 30 June 2012.

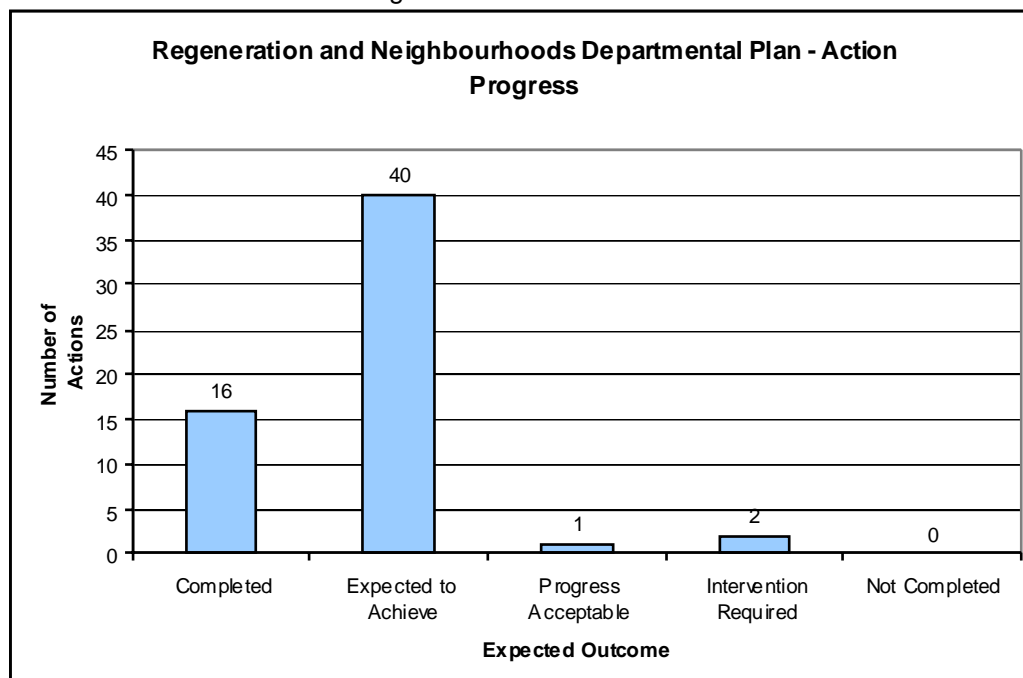


Table 2: RND Actions requiring intervention

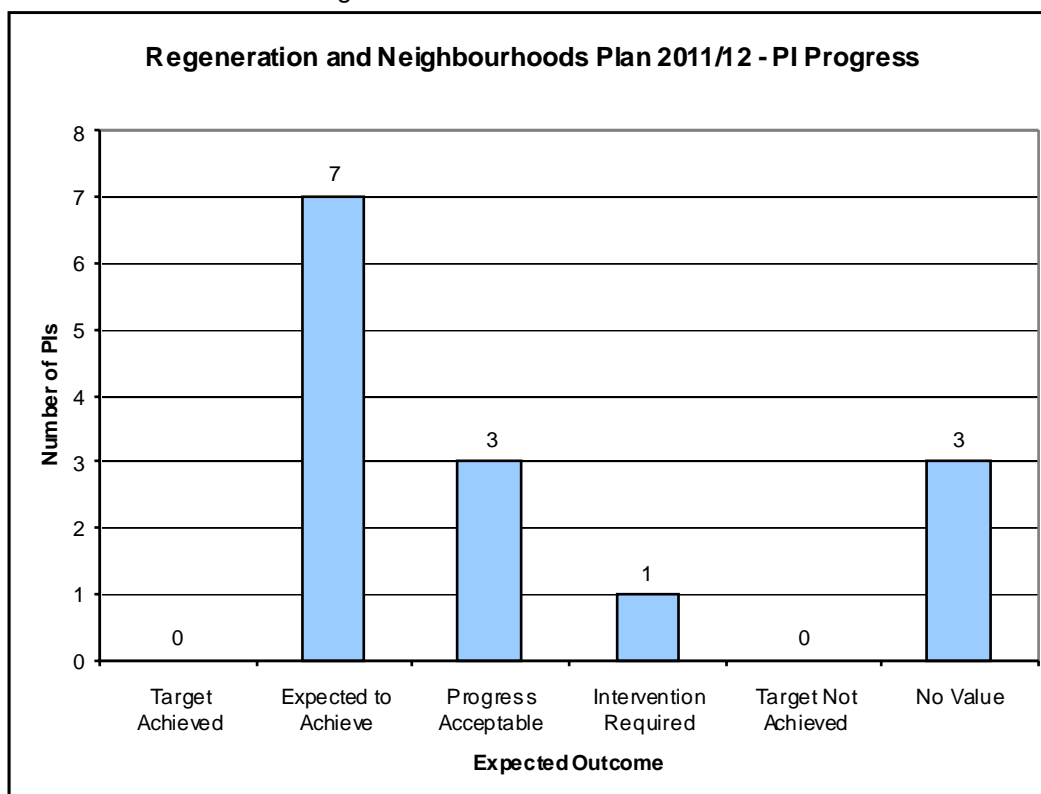
Outcome: Hartlepool has attracted new investment and developed major programmes to regenerate the area and improve connectivity			
Ref	Action	Due Date	Note
RND12/13-JE05	Undertake examination of the Core Strategy in public.	31 Jul 2012	Core Strategy now known as the Local Plan has been submitted to the Secretary of State on the 26/6/12, it is anticipated that the Examination in Public (EIP) will be held October/November 2012, however this is at the discretion of the Planning Inspectorate, initial discussions with the Planning Inspectorate have indicated that the timescale for the EIP is late 2012. It is anticipated that the Inspectors report will be due March 2013 with a view to adopt shortly after.
RND12/13-JE06	Adopt the Core Strategy	31 Oct 2012	

5.4 Cabinet agreed, for the reasons stated in the table above, to change the due dates of the two actions to: -

- RND 12/13 – JE05 change to 31 December 2012
- RND 12/13 – JE06 change to 31 May 2013

5.5 Chart 8 summarises officers’ assessments of the 14 performance indicators that have targets **and** are measurable throughout they year. Three indicators do not have quarter 1 outturns available at the time of preparing this report and so no judgment can be made.

Chart 8: RND Overall PI Progress – to 30 June 2012.



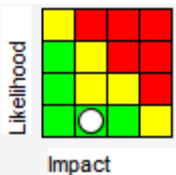
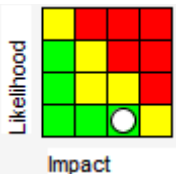
- 5.6 It can be seen that, as at 30 June 2012, the position was a positive one with:
- 7 indicators (50%) having been assessed as being on track to achieve year end target
 - 3 (21%) indicators have been assessed as having made acceptable progress.
 - The remaining indicator (7%) has been flagged up as requiring intervention, and further information is provided in Table 3.

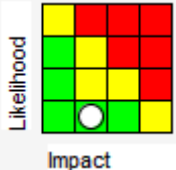
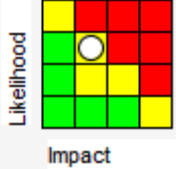

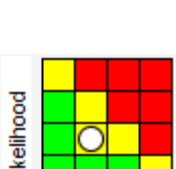

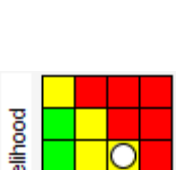
Table 3: RND Performance Indicators requiring intervention

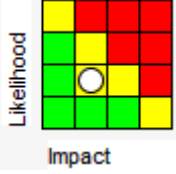
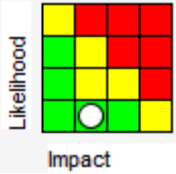
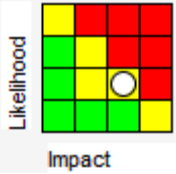
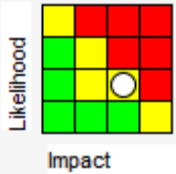
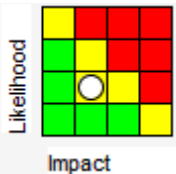
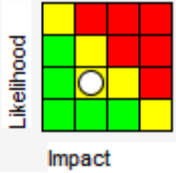
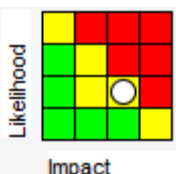
Outcome: 23 Housing services and housing options respond to the specific needs of all communities within Hartlepool				
Ref	Indicator	2011/12 Outturn	Year End Target	Note
RND P051	Number of households where homelessness has been prevented through Local Authority action	1.92	12.00	During Q1 71 households were prevented from becoming homeless. This equates to 1.92 per thousand households for the quarter which is short of the target for this stage of the year and has triggered a review of all case work outcomes for the period. Despite similar levels of cases being dealt with by the team, the options available to clients have tended to be more limited.

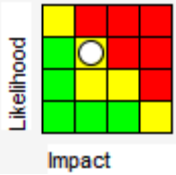
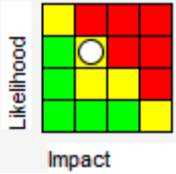
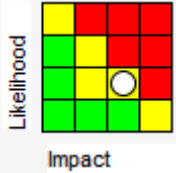
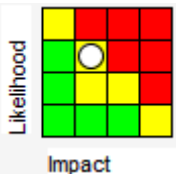
- 5.7 A further 36 indicators have targets which can only be assessed at the year end or are for monitoring purposes only.
- 5.8 There are 17 risks on the Accepted Risk Register within the Regeneration and Neighbourhoods Department and a further 17 on the Actively Managed Risk Register. The table below provides a summary of the position of the risks on the Actively Managed Risk Registers along with details as to what action is being taken with regards to these risks.

Table 4: RND Actively Managed Risks 2012/13

Code	Title	Current Risk Matrix	Latest Note
RND R051	Failure to comply with DDA legislation in Council buildings (Actively Managed)		Capital bid approved, works being programmed.
RND R052	Council liability for RTA related accidents resulting from employees driving whilst on council business (Actively Managed)		Road Safety Team are now administering the driver training process

Code	Title	Current Risk Matrix	Latest Note
RND R053	Failure to effectively implement selective licensing		After one year the management of the scheme has been radically altered and there is now a very low risk of this implementation failing
RND R054	Failure to maintain highway infrastructure to acceptable standard resulting in additional cost implications through insurance claims		Likelihood increased to Likely due to ever decreasing funding and rapidly deteriorating infrastructure
RND R055	Failure to provide an effective transport infrastructure for disabled people (Actively Managed)		Provision of low floor bus infrastructure continues on an annual basis funded by TVBNI capital investment. All new infrastructure and maintenance programme included provision of dropped crossing facilities with appropriate tactile paving
RND R057	Reduction in funding for Housing Investment		Hartlepool has been relatively successful in attracting more resources than expected, therefore in some areas, new affordable housing and bring empties back into use we have over performed. However funding to provide loans and grants to home owners on low incomes remains a stretched although it is being managed effectively
RND R059	Failure to provide a 'sound' Planning Policy Framework leading to a lack of clear planning guidance (Actively Managed)		Core Strategy now known as the Local Plan has been submitted to the SoS for examination. The document has been out to consultation during the publication stage comments received from this consultation are currently being assessed, compliance with the recently adopted National Planning Policy Framework (NPPF) has been undertaken and out to consultation. On track to achieve adoption on Core Strategy in 2013, however it is likely to be later than Autumn given the additional NPPF compliance requirements, anticipated EIP October/November 2012. Meanwhile Local Plan 'saved policies' remain in place, the NPPF have given local authorities a year to adopt a Core Strategy.
RND R060	Failure to deliver current regeneration programmes		The Council continues to actively influence partners such as JCP and contributes to appropriate consultation processes on national policy. In addition the Council has actively pursued funding opportunities such as RGF and has successfully commenced implementation of the Enterprise Zone where Hartlepool has achieved 33% of the Tees Valley land allocation and has delivered the first

Code	Title	Current Risk Matrix	Latest Note
			two Tees Valley projects at Queens Meadow, Omega Plastics and Propipe.
RND R061	Inability to meet very high levels of local housing needs including affordable housing		In conjunction with the bring empties back into use and the new build by registered providers this risk has been reduced. The housing waiting list has been actively reviewed and is managed so improvements have been made to the numbers waiting and the time taken to be rehoused.
RND R062	Effective delivery of housing market renewal affected by external decisions and funding		Scheme has commenced to work on the final HMR site and funding is in place to undertake a scheme by agreement with owners once all the residents trapped on the site are rehoused the final work will be to buy vacant property by agreement and clear the properties this is expected to take place over the next 3 years.
RND R063	Lack of resources to maintain building stock (Actively Managed)		No formal budget in 12/13 for capital works. Council Capital Fund Team bids to capital receipt fund.
RND R064	Failure in asset management planning to make best use of assets in terms of acquisition, disposal and occupation (Actively Managed)		Medium and long-term accommodation strategy is constantly reviewed through the Council's corporate financial team. Key strategic reports to Cabinet and Scrutiny provide position statements/ proposals to ensure active management of the portfolio
RND R079	Failure to meet the statutory requirements of the Regeneration and Neighbourhoods department (Actively Managed)		Legislation continues to be monitored to identify changes and action where appropriate.
RND R080	Failure to monitor and maintain Council owned trees (Actively Managed)		Agreed the inspection programme continues, with any remedial work undertaken. Matrix as previous 24/5/12
RND R081	Failure to provide sound planning advice / enforcement in relation to waste sites in the borough (Actively Managed)		Waste sites are complex planning issues, whilst advice is given in good faith, we do not have specialist planning officers who deal with these as their main element of work. Where necessary we do use consultants or Counsel on particular contentious planning issues, as an example Niramax. Monthly meetings to discuss problem sites occur and multi agency visits carried out, group working well albeit some issues can be protracted.

Code	Title	Current Risk Matrix	Latest Note
RND R083	Loss of personal or sensitive data resulting from a lack of information security (RND)		Support Services continue to promote good practice and work with managers to ensure Information Security is actively managed. For example, recent work in ITU has considerably strengthened arrangements in that area. Dept representatives continue to attend the corporate group where new policies are currently being prepared for consultation and approval
RND R084	Unsafe or unsatisfactory building conditions occurring due to lack of available maintenance resources		Council Capital Fund Team contingency fund allocated with reserve in place. Planned maintenance programme in place.
RND R085	Failure to achieve the Council's Capital Receipts target because of the difficult economic climate and market conditions		Despite the economic climate being difficult sales have been agreed that will far exceed the capital receipts target. Provided that completions are achieved on 50% of the agreed sales then the risk is covered
RND R086	Failure to achieve the required level of financial rebate through the NEPO arrangements		Close monitoring of NEPO performance is required to flag up any forthcoming shortfalls or increases in costs as early as possible. This risk has been reviewed as 'likely' on the basis that there is a distinct possibility that should NEPO not cover their cost base through income from contracts (and they currently have an £800,000 financial gap) then LA rebates will be reduced to make up any shortfall.

5.9 For the period up to 30 June 2012 the Regeneration and Neighbourhoods Department have identified a number of achievements including:

- The Voluntary & Community Sector (VCS) Strategy has now been combined with the Compact and endorsed by Cabinet. Work is continuing to establish a Voluntary & Community Sector Steering group to monitor compliance.
- An approach to troubled families to 'break the cycle' of households having a detrimental affect on communities has been developed and implemented through the Think Family, Think Communities programme approved at Cabinet. A Families and Communities Board has been set up with terms of reference and membership agreed.
- A review of the terms and conditions of allotment tenancy has been undertaken, involving tenants and other interested parties. The new terms and conditions have been implemented from April 2012.
- A new Strategic Housing Market Assessment has been completed that fully identifies the housing needs in Hartlepool for now and the future.

- Local Development Orders for the 3 Enterprise zones in Hartlepool have been adopted and implement with effect from 1st April 2012
- The initial phase of the Photovoltaic works to council buildings including Hartlepool Enterprise Centre, Chatham children’s Centre, Exmoor Home, Wharton Terrace and Summerhill is complete. Further phases are planned for later in the year, which include the central library Civic Centre and Church Street offices, along with Kingsley Primary school.

6 CHIEF EXECUTIVE’S DEPARTMENTAL PLAN UPDATE

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

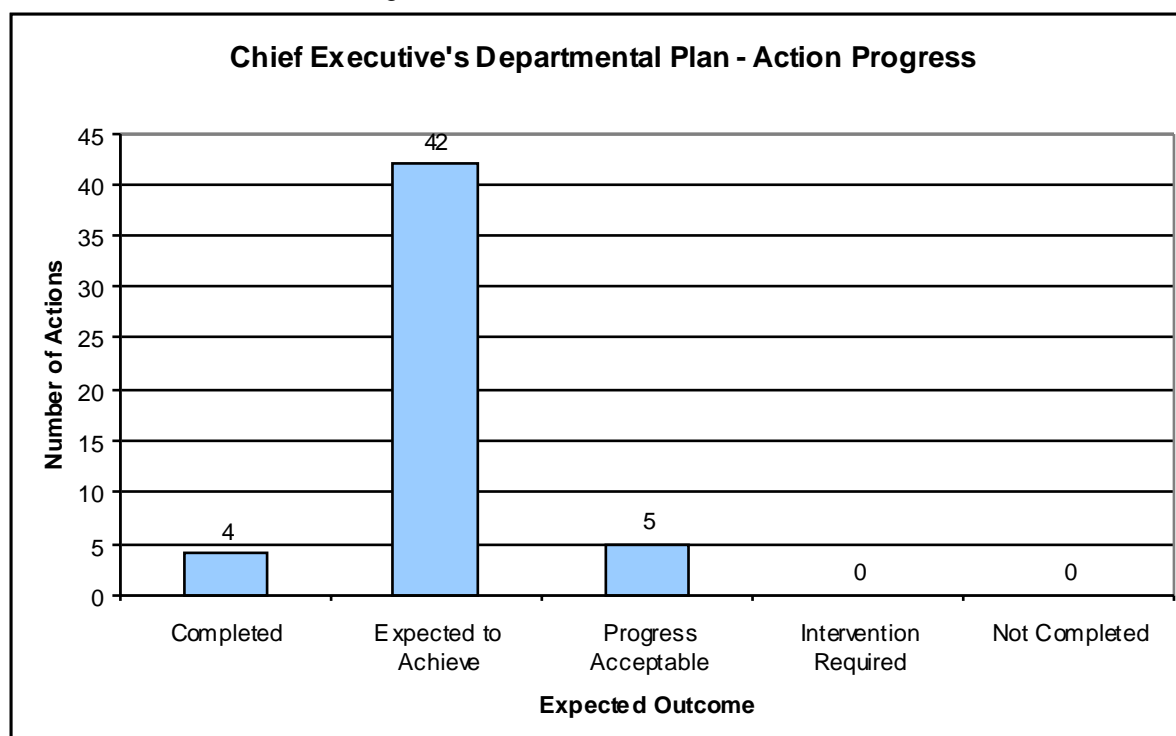
- Jobs and the Economy
- Organisational Development

6.2 Included in the departmental plan are 51 actions and 33 performance indicators spread across 7 outcomes. In addition the department has identified 34 risks that are included in the Council’s Risk Registers.

6.3 As can be seen in chart 9, overall progress across the department is positive, with:

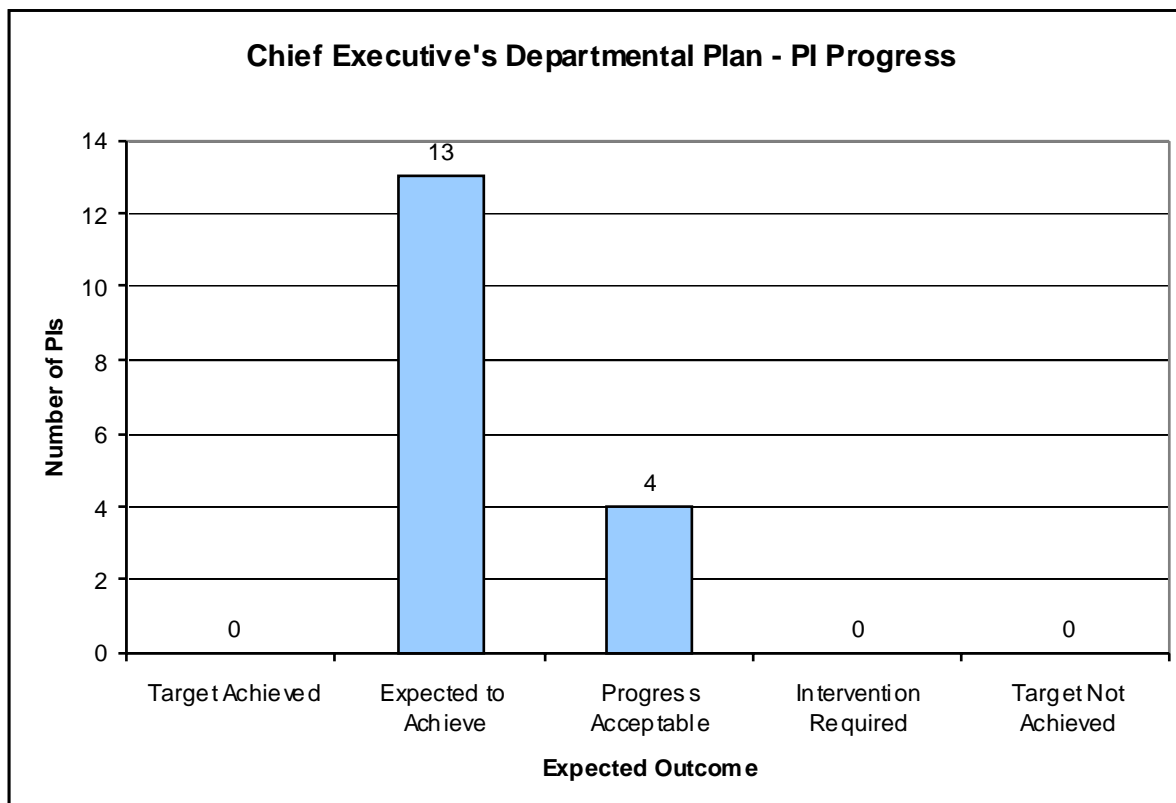
- over 90% of actions (46 actions) having already been completed or being on track to be completed by their agreed due date.
- The remaining 5 actions (10%) have been assessed as having made acceptable progress.

Chart 9: CED Overall Action Progress – to 30 June 2012.



- 6.4 Chart 10 summarises officers' assessments of the 17 performance indicators that have targets **and** are measurable throughout the year. It can be seen that, as at 30 June 2012, the position was also positive, with:
- 13 indicators (76%) either having been assessed as being on track to achieve target ;
 - 4 indicators (24%) having had made acceptable progress.

Chart 10: CED Overall PI Progress – to 30 June 2012



- 6.5 A further 16 indicators have targets which can only be assessed at the year end or are for monitoring purposes only.
- 6.6 There are 29 risks on the Accepted Risk Register within the Chief Executive's Department and a further 5 on the Actively Managed Risk Register. The table below provides a summary of the position of the risks on the Actively Manager Risk Register along with details to show what action is being taken with regards to these risks.

Table 5: CED Actively Managed Risks 2012/13

Code	Title	Current Risk Matrix	Latest Note
CED R059	Failure to integrate equality into all aspects of the Council's work leading to non compliance with legislation and Council aims (Actively Managed)		The Council equality objectives agreed and performance information published.

Code	Title	Current Risk Matrix	Latest Note
CED R088	Future and Current Equal Pay Claims including settlement of, or adverse findings in ET of existing equal pay claims (Actively Managed)		On-going case right of all Equal Pay claims. Risk assessment of terms and conditions arrangements reported to CMT for action.
CED R089	Experiencing failure or lack of access to Critical ICT systems (Actively Managed)		The system arrangements are under review through service / contract meetings to ensure that adequate arrangements are in place.
CED R090	Failure to meet the statutory requirements of the Chief Executive's department (Actively Managed)		There is ongoing monitoring of the requirements of the potential legislative changes in respect of the Localism Bill, Open Public Services White Paper and finance and welfare reform consultations through Chief Executive's department management team in conjunction with responses to white papers and consultation documents through Cabinet and update reports as appropriate.
CED R091	Failure to have corporately adequate arrangements in place to manage and deliver the budget strategy and the BT programme (Actively Managed)		The programme and all the component elements have been completed and reported to cabinet and the savings levels required achieved

6.7 The Chief Executives Department has overall responsibility for Health, Safety and Wellbeing across the Council. In accordance with the Council aim of promoting healthy working the Council has, following a successful pilot, become an accredited centre to provide the Institution of Occupational Safety and Health (IOSH) Managing Safely qualification. This qualification has been adopted by the Council as the minimum health and safety qualification managers are expected to obtain. A programme of training has been set up to ensure managers have achieved this qualification by April 2013.

The Council has become accredited with the Contractors Health and Safety Assessment Scheme (CHAS) having demonstrated compliance and sound management of current health and safety legislation. CHAS is increasingly required by organisations for whom the Council may provide services.

6.8 For the period up to 30 June 2012 the Chief Executive's Department have identified a number of achievements including: -

- A lot of activity around Financial Inclusion has taken place, including the submissions of a Big Lottery Financial Inclusion bid, presentations to the Retired Men's Forum and Multiple Sclerosis Society and a number of Credit Union Events in June.

- The Statement of Accounts was completed before the statutory deadline of 30 June 2012, and were reported to Audit Committee on 20 July 2012.
- First edition of Heartbeat has been published and distributed, with strong sponsorship and advertising support.
- Lone Worker protocol has been produced, and ratified by the Finance and Corporate Services Portfolio Holder at the meeting on 18 July 2012.

7. RECOMMENDATIONS

- 7.1 It is recommended that the Scrutiny Coordinating Committee note the current position with regard to performance.

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

- 8.1 There are no appendices to the report.

9. BACKGROUND PAPERS

- 9.1 There were no background papers used in the preparation of the report.

10. CONTACT OFFICER

- 10.1 David Hunt
Strategy and Performance Officer
Tel: 01429 284073
E-mail: david.hunt@hartlepool.gov.uk

SCRUTINY CO-ORDINATING COMMITTEE

28 September 2012



Report of: Scrutiny Manager

Subject: ILLEGAL MONEY LENDING - INFORMATION REQUEST

1. PURPOSE OF THE REPORT

- 1.1 To update Members of the Scrutiny Co-ordinating Committee in relation to a request for further information regarding the levels of illegal money lending on a ward basis across Hartlepool.

2. BACKGROUND INFORMATION

- 2.1 At the Scrutiny Co-ordinating Committee meeting on the 27 July 2012, a query was raised in relation to the number of cases of illegal money lending (loan sharking) occurring at a ward level across Hartlepool and evidence of any potential hotspots.
- 2.2 Work has been undertaken in response to the request and details of the information gathered will be provided for discussion at this meeting. An appropriate officer will be in attendance at the meeting to answer any further questions Members may have.

4. RECOMMENDATION

- 4.1 That Members of the Scrutiny Co-ordinating Committee note the information provided and seek clarification where required.

Contact Officer:- Joan Stevens - Scrutiny Manager
Chief Executive's Department - Corporate Strategy
Hartlepool Borough Council
Tel: 01429 284141
Email: joan.stevens@hartlepool.gov.uk

BACKGROUND PAPERS

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

- (i) Minutes – Scrutiny Co-ordinating Committee – 27 July 2012

SCRUTINY CO-ORDINATING COMMITTEE

28th September 2012



Report of: Assistant Director (Neighbourhood Services)

Subject: SAFER HARTLEPOOL PARTNERSHIP PERFORMANCE

1 PURPOSE OF REPORT

- 1.1 To provide an overview of Safer Hartlepool Partnership (SHP) performance for 2011/12, and Quarter 1 (Q1) performance 2012/13.

2 BACKGROUND

- 2.1 The refreshed Community Safety Plan 2011/14 was agreed by the SHP Executive on 16th May 2012. The Plan incorporates SHP annual priorities 2012/13 along with performance indicators. The annual priorities and indicators are attached at **Appendix A**.
- 2.2 The SHP annual priorities 2012/13 include:

Strategic Objectives 2011-14	Annual Priorities 2012/13
Reduce Crime and Repeat Victimisation	Acquisitive Crime - domestic burglary and theft Violent Crime, including domestic abuse Support Victims and reduce the risk of victimisation
Reducing the harm caused by drugs and alcohol	Address substance misuse through a combination of prevention, control and treatment services
Creating confident, cohesive and safe communities	Tackle anti-social behaviour through a combination of prevention, diversion and enforcement activity Protect and support vulnerable victims and communities Improve public reassurance and fear of crime by actively communicating, engaging and involving local people
Reducing offending and re-offending	Prevent and reduce offending, re-offending and the risk of offending

- 2.3 As agreed by the SHP Executive on 16th May 2012, SHP performance indicators from 2011/12 will continue to be monitored throughout 2012/13, with the addition of five new indicators as outlined in **Appendix B**. Whilst the Partnership has not set any specific improvement targets for 2012/13, the performance table at **Appendix B** has been assessed using a RAG system:
- **Red** – shows performance has deteriorated in comparison to the baseline year (2011/12) and the Partnership requires significant improvement in order to maintain/improve performance for 2012/13.
 - **Amber** – shows performance has improved in comparison to the baseline year (2011/12) but the Partnership needs to make further progress in order to maintain/improve performance for 2012/13.
 - **Green** - shows performance has improved in 2012/13 in comparison to the baseline year (2011/12).
- 2.4 This report gives an overview of SHP Performance against annual priorities 2011/12. Where it has been possible to gather Q1 data for 2012/13 an indication of the direction of travel in relation to performance against annual priorities is also provided (**Appendix B**).

3 OVERVIEW OF SHP PERFORMANCE 2011/12

3.1 Reducing Crime and Repeat Victimisation

During 2011/12 SHP Partnership performance in relation to reducing crime remained positive. Total recorded crime reduced by 2.3%, equating to 167 lesser offences, in comparison to the previous year, and acquisitive crime offences, specifically domestic burglary, vehicle crime and shoplifting offences all recorded significant reductions exceeding Partnership targets set for 2011/12. However, tackling local violence continued to be a challenge for the Partnership with violent crime and repeat domestic violence incident (MARAC) rates remaining comparable to the previous year.

Quarter 1 data for 2012/13 suggests that the partnership continues to move in the right direction in relation to the majority of categories with repeat incidents of domestic violence showing a reduction of 6%. However of concern is a 14.1% increase in the incidents of local violence when compared to Quarter 1 in 2011/12.

3.2 Reducing the harm caused by drugs and alcohol

This is a cross cutting theme affecting all aspects of the community safety agenda. During 2011/12 the number of drug users recorded in effective treatment increased from 721 to 813 users, thus achieving local and national targets.

In the absence of local perception data collated on a biannual basis via a local Household Survey, data from Cleveland Police – Local Public Confidence Survey (April 2011 – December 2011) indicates that 20.4% of respondents perceive high levels of drug use or dealing in their local area in Hartlepool. This rate is the second highest in the Cleveland Force area.

The rate for alcohol related harm hospital admissions (previously NI39) in Hartlepool has reduced by 5% during the first three quarters of 2011/12 in comparison to the same period in the previous year. However, rates continue to be higher than the regional and national average. At present this is the only comparative data available from the North West Public Health Observatory (NWPHO).

Quarter 1 data for the number of drug users recorded in effective treatment remains comparable to the previous year, with 813 users in treatment in 2012/13 compared to 811 in 2011/12.

3.3 Creating Confident, Cohesive and Safe Communities

During 2011/12 the number of anti-social behaviour incidents reported to the Police in Hartlepool decreased by 11% in comparison to the previous year, with perception levels for anti-social behaviour and drunk/rowdy behaviour following a similar trend (Cleveland Police – Local Public Confidence Survey April 2011-December 2011).

A 3% reduction in relation to criminal damage to dwelling offences was recorded falling short by 14 offences of the SHP target which was set at 5%.

The indicator causing the most concern was in relation to deliberate fire setting where the rates increased by 11.5% during 2011/12 thus failing to meet the reduction target. This is directly attributable to an increase in deliberate property and secondary fires. It is worthy of note that this increase was not unique to Hartlepool, with all three respective Fire Brigade districts recording increases in these categories.

Quarter 1 figures indicate that anti-social behaviour continues to decline with a 34.1% decrease in comparison to previous year with deliberate fire setting being on target in relation to the baseline provided by the Fire Service, incidents of criminal damage are also down by 18.5% in comparison to the same quarter in the previous year. Hate crime incidents have increased indicating that work underway in relation to improving the reporting of incidents is working.

3.4 Reducing Offending and Re-offending

First Time Entrants (FTE's) to the Youth Justice System have decreased by 39%, whereas the re-offending rate for young offenders has remained static.

The average offending rate for Prolific and Priority Offenders (PPO) increased by 11.1%, although this figure represents an increase, the overall conviction rate for the PPO cohort has decreased by 9%.

Quarter 1 figures indicate that the average re-offending rate of young offenders stands at 0.35. This figure represents the average re-offending rate for the 2012/13 young offender cohort, comprising of 39 offenders who have committed 14 proven offences, current data provided in respect of this indicator does not identify how many or which offenders have committed these offences. The overall re-offending rate of this cohort will be tracked over the next 12 months.

The number of FTE's to the Youth Justice System continues to decline with a 35% decrease in comparison to the previous year.

4. CONCLUSION

- 4.1 Overall, SHP performance in 2011/12 remained positive with significant reductions recorded across the Partnership. The evidence available in relation to Quarter 1 2012/13 is also encouraging. However, key challenges in relation to tackling violence including domestic abuse, substance misuse and re-offending are evident for 2012/13. Further analysis of these topics will allow the Partnership to understand the full extent of these issues, identify local need and key areas for improvement.

5. SECTION 17 OF THE CRIME AND DISORDER ACT 1998 CONSIDERATIONS

- 5.1 There are no implications under Section 17.

6. EQUALITY AND DIVERSITY CONSIDERATIONS

- 6.1 There are no equality or diversity implications.

7. RECOMMENDATIONS

- 7.1 That Scrutiny Co-ordinating Committee note and comment on SHP performance in 2011/12 and Quarter 1.
- 7.2 That the Scrutiny Co-ordinating Committee note the key challenges for 2012/13 and discuss the value of conducting further analytical work in respect of these issues.

8. BACKGROUND PAPERS

8.1 There are no Background Papers

9. CONTACT OFFICER

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Safer Hartlepool Partnership Performance 2011/12

STRATEGIC OBJECTIVE: Reduce crime and repeat victimisation.





Annual Priorities 2011/2012: Reduce violent crime, including domestic abuse
Reduce acquisitive crime, specifically domestic burglary and theft

Indicator Name	Baseline (2010/2011)	Local Target (2011/2012)	Current Position April 2011-March 2012	Actual Difference	% Difference	Target Status
All recorded crime	7356	7120	7189	-167	-2.3%	
Domestic Burglaries	419	394	363	-56	13.4%	
Vehicle Crime	509	484	454	-55	-10.8%	
Shoplifting	816	767	766	-50	-6%	
Local Violence	1133	1076	1127	-6	-1%	
Repeat Incidents of Domestic Violence - MARAC	30%	25%	30%	0	0	

STRATEGIC OBJECTIVE: Reduce the harm caused by drug and alcohol misuse						
Annual Priorities 2011/2012: Improve alcohol treatment services Delivery of the alcohol strategy annual action plan Reduce drug dealing and supply						
Indicator Name	Baseline (2010/2011)	Local Target (2011/2012)	Current Position April 2011-March 2012	Actual Difference	% Difference	Target Status
Number of drug users recorded as being in effective treatment.	721	749	813	92	12.7%	
Perceptions of people using or dealing drugs in the community.	Viewpoint 32 May '10 33%	Maintain baseline year perception levels	Biannual Measure Survey Planned for 2012	-	-	-
Reduction in the rate of alcohol related harm hospital admissions ¹	3, 137	Reduce in comparison to baseline year	2205 (Q3 – 2011/12)	0	0	




¹ Admission episodes for alcohol-attributable conditions (previously NI39).

STRATEGIC OBJECTIVE:	Create confident, cohesive and safe communities
Annual Priorities 2011/2012:	Reduce anti-social behaviour with a specific focus on privately rented properties and alcohol related youth ASB
	Reduce criminal damage specifically to dwellings
	Improve confidence and cohesion within communities

Indicator Name	Baseline (2010/2011)	Local Target (2011/2012)	Current Position April 2011-March 2012	Actual Difference	% Difference	Target Status
Perceptions of Anti-social Behaviour	Viewpoint 32 May '10 29%	Reduce in comparison to baseline year	Biannual Measure Survey Planned for 2012	-	-	-
Perceptions of drunk or rowdy behaviour as a problem	Viewpoint 32 May '10 25%	Maintain baseline year perception levels	Biannual Measure Survey Planned for 2012	-	-	-
Anti-social Behaviour Incidents reported to the Police	9887	9393	8779	-1098	-11.1%	
Deliberate fires	338	Reduce in comparison to baseline year	377	39	11.5%	
Criminal damage to dwellings	584	554	568	-16	-3%	
Hate Incidents	88	Increase in comparison to baseline year	98	10	11.3%	

STRATEGIC OBJECTIVE: Reduce offending and re-offending

Annual Priorities 2011/2012: Prevent and reduce offending, re-offending and the risk of offending

Indicator Name	Baseline (2010/2011)	Local Target (2011/2012)	Current Position April 2011-March 2012	Actual Difference	% Difference	Target Status
Re-offending rate of young offenders	1.3	1.3	1.31	0	0	
First time entrants to the Youth Justice System	110	101	67	-43	-39.0%	
Re-offending rate of Prolific and Priority Offenders (PPO's) ²	1.8	1.8	2.0	0.2	11.1%	

Overall average re-offending rate per Prolific and Priority Offender (PPO), although this figure represents an increase the overall number of convictions for the PPO cohort has reduced by 9%.

Safer Hartlepool Partnership Performance Overview - 2012/13								
Strategic Objective 1: Reduce Crime and Repeat Victimisation								
Annual Priorities 2012/13	Performance Indicators 2012/13	Baseline	Q1	Q2	Q3	Q4	YTD	Comments
Acquisitive Crime - domestic burglary and theft	Reduce recorded crime in Hartlepool	7189	1,613				1,613	Crimes recorded in Q1 have reduced by 14% (-269 offences) compared to Q1 2011/12.
	Reduce domestic burglary	363	72				72	Domestic Burglary offences recorded in Q1 have reduced by 27% (27 offences) compared to Q1 2011/12.
Violent Crime, including domestic abuse	Reduce vehicle crime	454	71				71	Vehicle Crime offences recorded in Q1 have reduced by 52% (78 offences) compared to Q1 2011/12.
	Reduce Shoplifting	766	165				165	Shoplifting offences recorded in Q1 have reduced by 32% (77 offences) compared to Q1 2011/12.
Support Victims and reduce the risk of victimisation	Reduce theft of valuable metal *New*	To be established						Number of metal thefts excluding domestic burglary offences
	Reduce incidents of local violence	1127	298				298	Offences recorded in Q1 have increased by 14.1% when compared to Q1 2011/12.
	Reduce repeat incidents of domestic violence - MARAC	30%	23%				23%	Repeats in Q1 have reduced by 6% when compared to Q1 2011/12 - Repeat Rate 29%.
Strategic Objective 2: Reducing the harm caused by drugs and alcohol								
Annual Priorities 2012/13	Performance Indicators 2012/13	Baseline	Q1	Q2	Q3	Q4	YTD	Comments
Address substance misuse through a combination of prevention, control and treatment services	Increase the number of drug users recorded in effective treatment	813	813				813	Provisional data for Q1 indicates a minor increase (+2 users) for the number of drug users recorded in effective treatment compared to Q1 2011/12.
	Increase the number of people leaving Hartlepool drug treatment services - drug free *New*	To be established	-					To be clarified and aligned with national target
	Maintain the perception of people using or dealing drugs in the community	33%	-					Household Survey scheduled for September 2012
	Reduced the rate of alcohol related harm hospital admissions	3,137	-					Baseline - 2010/11 awaiting Quarter 4 data for 2011/12
	Reduce the number of young people found in possession of alcohol *New*	To be established						Number of under 18's found in possession of alcohol - where an AS13 form is submitted

Red – shows performance has deteriorated in comparison to the baseline year (2011/12) and the Partnership requires significant improvement in order to maintain/improve performance for 2012/13.

Amber - shows performance has improved in comparison to the baseline year (2011/12) but the Partnership needs to make further progress in order to maintain/improve performance for 2012/13.

Green - shows performance has improved in comparison to the baseline year.

Safer Hartlepool Partnership Performance Overview - 2012/13								
Strategic Objective 3: Creating confident, cohesive and safe communities								
Annual Priorities 2012/13	Performance Indicators 2012/13	Baseline	Q1	Q2	Q3	Q4	YTD	Comments
Tackle anti-social behaviour through a combination of prevention, diversion and enforcement activity	Reduce perceptions of anti-social behaviour	29%						Household Survey scheduled for September 2012
	Maintain perception of drunk/rowdy behaviour as a problem	25%						Household Survey scheduled for September 2012
Protect and support vulnerable victims and communities	Reduce anti-social behaviour incidents reported to the Police	8,779	1,581				1,581	ASB incidents have reduced by 34.1% (- 817 incidents) compared to Q1 2011/12.
	Reduce deliberate fire setting rates	377	56				56	Deliberate fires have reduced by 50.6% (-79 fires) compared to Q1 2011/12.
Improve public reassurance and fear of crime by actively communicating, engaging and involving local people	Reduce criminal damage to dwelling offences	568	114				114	Criminal damage to dwelling offences have reduced by 18.5% (-26 offences) compared to Q1 2011/12.
	Increase the number of recorded hate incidents	98	26				26	Incidents have increased by 85.7% (+12 incidents) compared to Q1 2011/12.
Strategic Objective 4: Reducing offending and re-offending								
Annual Priorities 2012/13	Performance Indicators 2012/13	Baseline	Q1	Q2	Q3	Q4	YTD	Comments
Prevent and reduce offending, re-offending and the risk of offending	Reduce re-offending rate of young offenders	1.3	0.35				0.35	Cohort of 39 offenders
	Reduce the number of First Time Entrants (FTE) to the Youth Justice System	67	13				13	FTE have reduced by 35% (-7) compared to Q1 2011/12.
	Reduce re-offending rate of Prolific & Priority Offenders (PPO)	2.0						Data not yet available for Q1.
	Reduce alcohol offending rate of individuals subject to Alcohol Specified Activity Requirement (ASAR) *New*	To be established						Measure will examine the rate of offences prior, during & post completion of ASAR
	Reduce alcohol offending rate of individuals subject to Alcohol Treatment Requirement Order (ATRO) *New*	To be established						Measure will examine the rate of offences prior, during & post completion of ATRO
<p>Red – shows performance has deteriorated in comparison to the baseline year (2011/12) and the Partnership requires significant improvement in order to maintain/improve performance for 2012/13.</p> <p>Amber - shows performance has improved in comparison to the baseline year (2011/12) but the Partnership needs to make further progress in order to maintain/improve performance for 2012/13.</p> <p>Green - shows performance has improved in comparison to the baseline year.</p>								

SCRUTINY CO-ORDINATING COMMITTEE

28th September 2012



Report of: Assistant Director, Neighbourhood Services

Subject: HARTLEPOOL BOROUGH COUNCIL
CLOSED CIRCUIT TELEVISION (CCTV)
STRATEGY AND PROTOCOLS 2012 - 2015

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to present to the Scrutiny Co-ordinating Committee the refreshed Hartlepool Borough Council Closed Circuit Television (CCTV) Strategy and Protocols 2012 – 2015.

2. BACKGROUND INFORMATION

Why refresh the existing CCTV Strategy?

- 2.1 In May 2012, The Protection of Freedom Act 2012 was introduced by central Government which placed new legal duties on statutory bodies in relation to the deployment, operation, and management of local Hartlepool Borough Council CCTV systems.
- 2.2 To ensure that the Authority remained compliant with this new legislation a review of its CCTV system was undertaken during the latter part of 2011 and early 2012.
- 2.3 Following this review a report was presented to the Portfolio Holder for Community Safety in June 2012 where it was agreed to refresh the 2008 CCTV Strategy to reflect the new legislative changes, and to prepare a new action plan based on the findings of the review in respect of changes that needed to be made to ensure full operational functionality and appropriate management of the community safety CCTV system.
- 2.4 As recognised in the 2008 strategy, Council CCTV systems are a critical tool in the detection and prevention of crime, and are part of the Safer Hartlepool Partnership's broader strategy for reducing crime and disorder and its aim to 'create safe, confident and cohesive communities'. The refreshed CCTV strategy therefore sets out the key strategic objectives in relation to Council CCTV and its links to the current Safer Hartlepool Partnership Crime and Disorder Strategy 2011/14.

- 2.5 To ensure delivery of the strategic objectives, the refreshed CCTV strategy aims to continue to foster strong local partnerships with a range of agencies and organisations including Housing Hartlepool and Cleveland Police to ensure the best use possible of Council CCTV systems as a resource used for the benefit of the Hartlepool community.
- 2.6 Throughout the lifetime of the CCTV strategy local intelligence sources will be used to inform the development of Council CCTV systems to ensure that they meet local needs whilst operating within the national regulatory framework and codes of practice.
- 2.7 As is the case with all public services the Council currently finds itself in very challenging economic times. Technologies in relation to CCTV also continue to develop at a pace. The refreshed CCTV strategy therefore aims to ensure that the commissioning of CCTV equipment and services reflects value for money in the delivery of Hartlepool Borough Council CCTV systems that are efficient, effective, and sustainable.

New national regulatory framework

- 2.8 CCTV is recognised both nationally and locally as an important tool within any crime reduction strategy. However during 2010 concerns expressed over the level of surveillance taking place both in relation to the number of cameras being deployed, and the uses to which footage was being put, led to arguments within the national media that there was an inappropriate level of intrusion taking place into the privacy of individuals which was outweighing the benefits of CCTV systems.
- 2.9 It is within the context of this debate that the Protection of Freedoms Act (PFA) was introduced in May 2012 which seeks to balance the positive benefits of CCTV whilst minimising collateral intrusion, and promoting transparency and proportionality.
- 2.10 The Act, in seeking to maintain an appropriate balance between crime prevention and protecting individual rights to privacy, amongst other things, introduces the new role of ‘Surveillance Camera Commissioner’ to oversee the use nationally of local CCTV systems operated by Statutory Authorities.
- 2.11 Following the introduction of the Act, the Surveillance Camera Commissioner’s draft revised guidelines for the use of CCTV are due to be published in late 2012 and will come into effect on 1st April 2013. These guidelines will make it clear that Crime Prevention, Public Safety and National Security will remain the only legitimate uses for CCTV, under the PFA (2012).
- 2.12 This new draft guidance along with the recommendations from the local CCTV review undertaken during 2011/12 has resulted in the development of revised protocols for the disclosure of images, and for the commissioning and decommissioning of cameras across Hartlepool.

New technological developments

- 2.13 Following the development of Hartlepool's CCTV Strategy in 2008 there has also been significant developments in new technologies in relation to CCTV from both a transmission and hardware point of view which offer potential benefits in terms of maintaining the quality of the current local CCTV systems with scope for expansion in the future. It is due to this that the Council is replacing cameras connected to the Community Monitoring Centre by broadband with a wireless based radio system. If successful this will remove the annual broadband running costs of the community safety CCTV system freeing up funding to reinvest in the maintenance, upgrade and sustainability of the community safety CCTV system.

Local Context - Community Safety CCTV System

- 2.14 Hartlepool's community safety CCTV system is managed by the Council's Community Safety Team and consists of 117 cameras which are connected to the Community Monitoring Centre and which are monitored by Housing Hartlepool under a Service Level Agreement.

Why is there a need for CCTV in Hartlepool

- 2.15 Under Section 6 of the Crime and Disorder Act 1998 all Local Authorities have a statutory obligation to bring together named 'Responsible Authorities' to work in partnership to develop and implement strategies to protect the local community from crime and disorder related issues including; anti-social behaviour, drug or alcohol misuse and reoffending.
- 2.16 In Hartlepool this statutory partnership is known as the Safer Hartlepool Partnership and includes representatives from Hartlepool Borough Council, Cleveland Police and Cleveland Police Authority, Cleveland Fire Brigade, Hartlepool PCT and Durham Tees Valley Probation Trust. (the 'responsible authorities')
- 2.17 Through the Community Safety Plan (previously known as the Crime and Disorder Strategy), the Safer Hartlepool Partnership has overseen projects which have resulted in significant reductions in crime and anti-social behaviour in Hartlepool. These reductions are partially attributable to the various Council CCTV systems that have operated in Hartlepool during that time.
- 2.18 Local performance data also shows that CCTV has a continuing role to play in Hartlepool for years to come as part of the Safer Hartlepool Partnership's broader strategy for reducing crime and disorder. For example, during the period of January to June 2012, 40 arrests were directly attributable to CCTV, with a further 97 arrests being assisted by CCTV.

- 2.19 CCTV also remains a popular situational crime prevention and control measure with local residents. For local residents the importance of CCTV lies not only in its use as a crime detection tool, but in providing a deterrent to future criminality that provides reassurance, and increases feelings of individual safety. As such the Council's Community Safety Team continues to receive requests for additional CCTV coverage from residents, resident groups, and Ward Councillors.
- 2.20 This Strategy therefore makes explicit the role played by CCTV in the delivery of the Safer Hartlepool strategic objectives set out in the "Safer Hartlepool Partnership 'Community Safety Plan 2011-2014.'" This encompasses the following strategic objectives aimed at making Hartlepool a safer place:
- Reduce crime and repeat victimisation
 - Reduce the harm caused by Alcohol and Drug misuse
 - Create confident, cohesive and safe communities
 - Reduce offending and re-offending
- 2.21 By ensuring all partners have a good working knowledge of the system and it's capabilities, optimum use will be made of the system by all partners delivering on the Safer Hartlepool objectives including the Police, Fire Service, Probation Service and others. In contributing to the above objectives, CCTV will also increase confidence and reassurance.

Service Delivery and Performance

- 2.22 Following the 2011/12 CCTV review, a revised Service Level Agreement with Housing Hartlepool is also being developed. This forms part of a new, broader overarching Partnership Agreement between Housing Hartlepool and Hartlepool Borough Council relating to the delivery of a number of services including the Telecare Service, and an Emergency Out of Hours and Council Building Alarm Monitoring Service.
- 2.23 The Partnership Agreement itself establishes a new Board comprised of partners from both organisations to oversee performance and provide strategic direction in relation to the delivery of services covered by the Partnership Agreement.
- 2.24 Clear and robust performance indicators in relation to CCTV are identified within the Service Level Agreement which will provide transparency and value for money calculations to be made as we move forward.

Finance

- 2.25 When the 2008 CCTV strategy was written, a number of grant funding sources that have previously helped to support the growth and maintenance of Council CCTV systems, such as New Deal for Communities, and the Single Regeneration Budget, were no longer available. This, coupled with the ending of a £7000 annual income received from Morrison's Supermarkets Plc in March 2013 under a 10 year Section 106 Agreement, combined with increased maintenance and broadband costs and the financial constraints facing the Council, and other public sector bodies, means that CCTV systems more than ever have to be managed in a cost efficient way, whilst retaining optimum effectiveness as a tool for preventing and detecting crime.
- 2.26 Following the 2011/12 CCTV review, and to ensure the Council continues to receive value for money, the current community safety CCTV maintenance contract will be tendered in accordance with the Council's procurement processes.
- 2.27 In addition, as identified previously, a wireless CCTV pilot is also underway in Hartlepool for the community safety CCTV system and if successful, it is hoped that this will be expanded to replace all remaining broadband connections for community safety CCTV cameras and this will result in ongoing savings that will assist in sustaining the community safety CCTV system into the future.
- 2.28 The refreshed CCTV strategy therefore aims to ensure that Council CCTV systems remain responsive to local needs whilst delivering value for money, through appropriate use of technology, and responding to the new regulatory framework. The following new strategic objective is added to the CCTV strategy to accordingly reflect this:
- 2.29 "To ensure that Hartlepool Borough Council's CCTV systems are operated in accordance with regulatory requirements in a transparent and cost efficient manner, taking account of appropriate technological developments".

CCTV Strategy 2012

- 2.30 The CCTV Strategy 2008 set out the following strategic objectives:
- i. Reduce crime and anti-social behaviour in public places within Hartlepool.
 - ii. To increase public reassurance.
 - iii. Support delivery of Safer Hartlepool Partnership strategic objectives.

- iv. Assist Hartlepool Borough Council, and other enforcement agencies, carry out their enforcement and regulatory duties.
 - v. Protect Hartlepool Borough Council assets and public space areas.
 - vi. Assist in, and bring added value to, the delivery of services by Hartlepool Borough Council departments and other partners.
- 2.31 These objectives remain just as relevant today as they did in 2008. However to ensure that the refreshed CCTV strategy is more closely aligned to the existing Safer Hartlepool Partnership Community Safety Plan, the refreshed CCTV Strategy 2012 combines objectives 1, 2, and 5.
- 2.32 The refreshed CCTV Strategy 2012 therefore has the following key strategic objectives:
- To support delivery of the Safer Hartlepool Partnership Community Safety Plan and it's objectives by assisting in the prevention and detection of crime and anti-social behaviour.
 - To ensure that Hartlepool Borough Council CCTV systems are operated in accordance with regulatory requirements in a transparent and cost efficient manner, taking account of appropriate technological developments.
 - To assist in the protection of Hartlepool Borough Council clients, staff, assets and public areas.
 - To assist Hartlepool Borough Council, Cleveland Police and other Statutory and Enforcement Agencies in carrying out their regulatory, investigatory and enforcement duties in Hartlepool.
- 2.33 The CCTV Strategy will be monitored by the Safer Hartlepool Partnership with performance management reports being received on a regular basis in relation to its progress and its contribution to the Safer Hartlepool Partnership Community Safety Plan.
- 2.34 The following performance indicators will be used to measure success and assess value for money in relation to the community safety CCTV system under the Service Level Agreement between the Council and Housing Hartlepool. Progress against indicators will also be published on a quarterly basis on the CCTV pages of the Council's website.
- Percentage of operational CCTV cameras
 - Number of CCTV tasking requests received from authorised partners
 - Number of incident logs entered
 - Number of intelligence reports submitted
 - Number of arrests assisted by CCTV
 - Number of arrests directly attributable to CCTV
 - Number of talking camera interventions

- Number of CCTV footage viewing requests received from authorised partners
 - Number of copies of CCTV images provided to authorised partners
- 2.35 The CCTV Strategy also contains an action plan which sets out detailed actions that will assist in achieving the performance indicators and the CCTV Strategic Objectives. The action plan will be updated on an annual basis.

3. SECTION 17 OF THE CRIME AND DISORDER ACT 1998 CONSIDERATIONS

- 3.1 The Crime and Disorder Act 1998 requires Local Authorities to consider the impact of everything they do in relation to crime and disorder in all their activities. This duty is what is referred to as ‘Section 17’.
- 3.2 The Council began introducing Council-owned and monitored CCTV cameras in the late 1990’s.
- 3.3 CCTV cameras enable remote surveillance of areas where they are installed, whether through general monitoring or as part of a wider operation by the Council, Police or other enforcement agencies such as Customs and Excise. Storage and retrieval of CCTV images also allows for evidence to be obtained of an incident after it has occurred.

4. EQUALITY AND DIVERSITY CONSIDERATIONS

- 4.1 An Impact Needs Requirement Assessment (INRA) and Diversity Impact Assessment (DIA) will be undertaken to identify any adverse or differential impact or unmet needs for CCTV service users and to predict the impact of any changes made by the refreshed CCTV Strategy, associated operational procedures and ways of delivering services before they are implemented.

5. RECOMMENDATIONS

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

6. APPENDICES AVAILABLE ON REQUEST, IN THE MEMBERS LIBRARY

- 6.1 Hartlepool Borough Council and Safer Hartlepool Partnership Closed Circuit Television Strategy and Protocols 2012 – 2015.

7. BACKGROUND PAPERS

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

- (i) CCTV Code of Practice 2008 (revised). Information Commissioners Office.
- (ii) Draft Code of Practice for Surveillance Camera Systems 2013 v1.0. Surveillance Camera Commissioner.
- (iii) Protection of Freedoms Act 2012.
- (iv) Strategy for Community Closed Circuit Television 2008. Hartlepool Borough Council.
- (v) Final Report – Hartlepool Borough Council’s Community CCTV Provision 2008. Regeneration and Planning Services Scrutiny Forum. Hartlepool Borough Council.

8. CONTACT OFFICER

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SCRUTINY CO-ORDINATING COMMITTEE
28 September 2012



Report of: Scrutiny Support Officer

Subject: SIX MONTHLY MONITORING OF AGREED SCRUTINY CO-ORDINATING COMMITTEE'S RECOMMENDATIONS

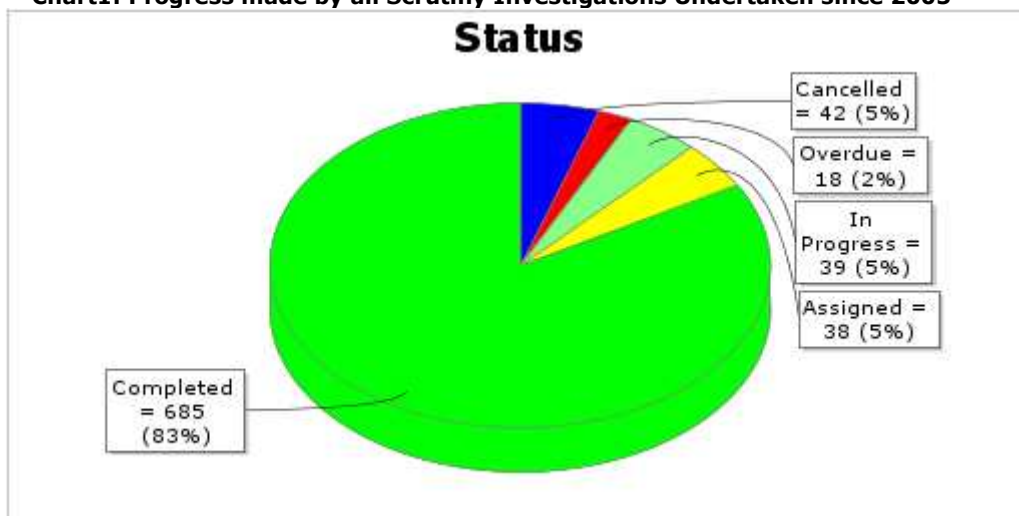
1. PURPOSE OF REPORT

1.1 To provide Members with the six monthly progress made on the delivery of the agreed scrutiny recommendations of this Committee.

2. BACKGROUND INFORMATION

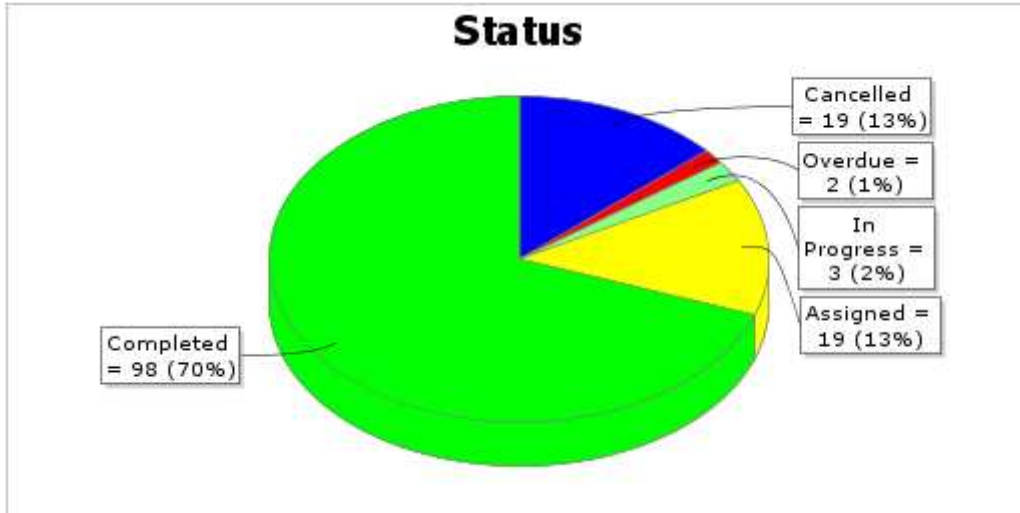
2.1 In accordance with the agreed procedure, this report provides for Members details of progress made against each of the investigations undertaken by the Committee. **Chart1** below is the overall progress made by all scrutiny forums since 2005 and **Chart2** (overleaf) provides a detailed explanation of progress made against each scrutiny recommendation agreed by this Committee since the last six monthly monitoring report presented in March 2012.

Chart1: Progress made by all Scrutiny Investigations Undertaken since 2005




Scrutiny Co-ordinating Committee - All

Generated on: 24 September 2012



Year 2008/09
Investigation Kerbside Recycling Scheme Referral

Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress
					18-Sep-2012 Service changes which will include route optimisation, four day working, suspension of green waste over the winter months, and kerbside recycling collections will be introduced in April 2013. Development of the waste transfer station will allow for the bulking of certain recyclable materials enabling the authority to have greater freedom to approach the markets.	

Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress	
the service standard.					07-Mar-2011 The route optimisation has modelled two options for routing this includes a four day week and a five day week option. Research is also being undertaken into separate green waste collections, different kerbside collection methods such as dual-stream collections. We are also investigating the options and efficiencies from the inhouse disposal of green waste. Charges to bulky waste will be introduced on the 1st February in preparation for this we have reviewed the working methods and reduced the number of vehicles from 3 to 2. The waste transfer station working practices have been reviewed to ensure that all users of the site must segregate where possible.		
SCR-SCC/7f That ways of increasing the levels of recycling with small businesses across the town be explored further.	SCR-SCC/7f Options to explore how best to increase business recycling without adding additional financial pressures to the waste revenue budgets.	Craig Thelwell	01-Sep-2009	01-Sep-2011	<p>18-Sep-2012 Waste management are currently trailing free trade waste recycling collections from 50 businesses/schools across the borough.</p> <p>Businesses taking out a trade waste agreement with Hartlepool Borough Council are being encouraged to recycle via waste audits and information provided by the Waste & Environmental Services section. Where significant amounts of recyclable waste is being produced by a current customers, bins / collections are being offered.</p> <p>Evaluation of this scheme will be undertaken December 2012</p> <p>07-Mar-2011 investigations into the feasibility of a trade waste</p>	 90% Overdue	

Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress	
					recycling centre have been undertaken, however there is concerns that there is a number of strong competitors within the town, also we are looking at how feasible a collection service would be.		

Year 2011/12**Investigation** Call-In: Proposed School Admissions Arrangements for 2013-2014

Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress	
SCR-SCC/30b/ii That the results of the wider review and consultation process be reported to Council.	SCR-SCC/30b /ii Implement the wide ranging review as requested by Council.	Sally Robinson	31-Mar-2013	31-Mar-2013	31-Jul-2012 Recommendation agreed by the Children's and Community Services Portfolio Holder at their meeting of 26 June 2012.	<input type="text" value="0%"/> Assigned	

Year 2011/12**Investigation** The Borough Museum and Art Gallery Collection

Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress	
SCR-SCC/29a/i That Members of the Museum and Art Gallery Working Group are involved in the review and development of the Collections, Acquisitions and Disposals Policy in the 2012/13 Municipal Year, and that this includes a progress update.	SCR-SCC/29a /i/1 Formally report progress on the Collections Review to members on a quarterly basis.	David Worthington	31-Mar-2014	31-Mar-2014		<input type="text" value="0%"/> Assigned	
SCR-SCC/29a/i That Members of the Museum and Art Gallery	SCR-SCC/29a /i/2 Incorporate stakeholder's needs and aspirations into the new version of the	David Worthington	31-Mar-2013	31-Mar-2013		<input type="text" value="0%"/> Assigned	

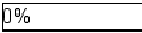
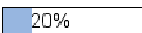
Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress	
Working Group are involved in the review and development of the Collections, Acquisitions and Disposals Policy in the 2012/13 Municipal Year, and that this includes a progress update.	Collections, Acquisitions and Disposal policy.						
SCR-SCC/29a/i That Members of the Museum and Art Gallery Working Group are involved in the review and development of the Collections, Acquisitions and Disposals Policy in the 2012/13 Municipal Year, and that this includes a progress update.	SCR-SCC/29a/i/3 Hold formal consultations with all stakeholders on the expansion and development of the Museum permanent displays.	David Worthington	31-Aug-2013	31-Aug-2013		0% Assigned	
SCR-SCC/29a/i That Members of the Museum and Art Gallery Working Group are involved in the review and development of the Collections, Acquisitions and Disposals Policy in the 2012/13 Municipal Year, and that this includes a progress update.	SCR-SCC/29a/i/4 Secure external funding for a full feasibility study to support the development of the Museum's permanent displays and public areas to refresh our visitor/user offer.	David Worthington	31-Aug-2013	31-Aug-2013		0% Assigned	
SCR-SCC/29a/ii That Members of the Museum and Art Gallery Working Group are involved in the review and development of the Collections, Acquisitions and Disposals Policy in	SCR-SCC/29a/ii Gain formal recognition of the importance of the Council's Maritime collections through Designation. If Designation is not possible, seek entry into comparative programmes.	David Worthington	31-Mar-2015	31-Mar-2015		0% Assigned	

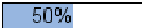

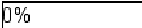

Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress	
the 2012/13 Municipal Year, and that this includes a progress update							
SCR-SCC/29b That the Council promotes the opportunity for the public to donate items to the Collection through a regular article in the Council's magazine, Hartbeat, specifying examples of the types of artefacts required and sample photographs	SCR-SCC/29b /i Raise public awareness of this core mission by producing regular articles in Hartbeat. Focus on items and themes prioritised in the new Collections Policy.	David Worthington	31-Mar-2014	31-Mar-2014		<input type="text" value="0%"/> Assigned	
SCR-SCC/29b That the Council promotes the opportunity for the public to donate items to the Collection through a regular article in the Council's magazine, Hartbeat, specifying examples of the types of artefacts required and sample photographs	SCR-SCC/29b /ii Review public enquiry and donation services to identify and implement improvements. This to include consideration of the opportunities for cross-disciplinary work with both Library and Archive services.	David Worthington	31-Dec-2012	31-Dec-2012		<input type="text" value="0%"/> Assigned	
SCR-SCC/29c/i That the Council explores how the collection can:- (i) be promoted to further enhance its usage	SCR-SCC/29c /i/1 Secure external project funding in collaboration with local partners to sustain and develop Collections Access initiatives.	David Worthington	31-Mar-2013	31-Mar-2013		<input type="text" value="0%"/> Assigned	
SCR-SCC/29c/i That the Council explores how the collection can:- (i) be promoted to further enhance its usage	SCR-SCC/29c /i/2 Secure external project funding in collaboration with local partners to widen digital and on-line access to the Collection.	David Worthington	31-Mar-2013	31-Mar-2013		<input type="text" value="0%"/> Assigned	
SCR-SCC/29c/ii That the Council explores	SCR-SCC/29c Initiate new income generating projects based	David Worthington	31-Mar-2013	31-Mar-2013		<input type="text" value="0%"/> Assigned	


Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress	
how the collection can:- (ii) be utilised to increase income generation opportunities	/ii	around using the Collection. These to include "print on demand" of copies of items including ship plans and artworks from in-house services.					
SCR-SCC/29d That the potential of displaying more of the Council's regalia be explored and that in doing this, work undertaken a number of years ago be re-visited, with a view of erecting a display in the Long Gallery of the Civic Suite.	SCR-SCC/29d /i	Full internal transfer and Accession of the Authority's Civic Regalia into the Museum Collection.	David Worthington	31-Dec-2012	31-Dec-2012		<input type="text" value="0%"/> Assigned
SCR-SCC/29d That the potential of displaying more of the Council's regalia be explored and that in doing this, work undertaken a number of years ago be re-visited, with a view of erecting a display in the Long Gallery of the Civic Suite.	SCR-SCC/29d /ii	Items not owned by the Authority are instead sensitively returned to legal owners.	David Worthington	31-Dec-2012	31-Dec-2012		<input type="text" value="0%"/> Assigned
SCR-SCC/29d That the potential of displaying more of the Council's regalia be explored and that in doing this, work undertaken a number of years ago be re-visited, with a view of erecting a display in the Long Gallery of the Civic Suite.	SCR-SCC/29d /iii	Items to be included where relevant into permanent displays at the Museum.	David Worthington	31-Mar-2013	31-Mar-2013		<input type="text" value="0%"/> Assigned
SCR-SCC/29d That the potential of displaying	SCR-SCC/29d	Assist in the decision making process for secure expanded	David Worthington	30-Apr-2014	30-Apr-2014		<input type="text" value="0%"/> Assigned

Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress
more of the Council’s regalia be explored and that in doing this, work undertaken a number of years ago be re-visited, with a view of erecting a display in the Long Gallery of the Civic Suite.	/iv Civic Display options in the Long Gallery of the Civic Centre.					


Year 2011/12
Investigation The Provision of Face to Face Financial Advice and Information Services in Hartlepool

Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress
SCR-SCC/24a That 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.	SCR-SCC/24a /iii Ensure that all staff working directly with families are equipped with the knowledge to support and signpost to financial advice services – include financial support within workforce plan	Julie Pullman; Penny Thompson	31-Mar-2013	31-Mar-2013	12-Jul-2012 Working together with FISH. Direction from Welfare Reform Strategic Group.	 0% Assigned
SCR-SCC/24d That a web based monitoring process / database be identified that is implementable and accessible by all organisations who receive funding for the provision of face to face financial advice services.	SCR-SCC/24d /i Explore the need for a database to capture information on all the face to face financial advice that’s available in Hartlepool	David Frame; Fiona Stanforth	31-Mar-2013	31-Mar-2013	13-Jul-2012 Following the development of 'The Provision of Face to Face Financial Advice and Information Services in Hartlepool Action Plan' (Mayor's Portfolio - 21st May 2012) in which the need for a database capturing all information was explored and identified, a scoping exercise has commenced. This has involved identifying key partners, outlining the information to be collected and researching suitable systems to record and	 20% In Progress

Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress	
					manage the data. Further progress will be made in Q2.		
SCR-SCC/24f 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 advice packages.	SCR-SCC/24f 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.	David Frame; Fiona Stanforth	31-Mar-2013	31-Mar-2013	13-Jul-2012 Work has begun with the new Category 1 contract provider (West View Advice and Resource Centre) to establish systems to monitor and map demand for face to face services on a geographical basis; this is in order for resources to be effectively and efficiently targeted (especially given the high levels of demand for the service in the current climate). Given the contentious nature of the situation, CAB have not been approached for access to their database and efforts have been concerted in this quarter to working with the new contract provider.	 50% In Progress	
SCR-SCC/24g That work be undertaken to improve the transmission of information between all organisations (navigators and providers).	SCR-SCC/24g Financial Inclusion Partnership to work with partners and other third sector bodies to improve information sharing	Margaret Wrigglesworth	31-Mar-2013	31-Mar-2013		 0% Assigned	
SCR-SCC/24h 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 be explored.	SCR-SCC/24h Financial Inclusion Partnership to work with partners to explore increased partnership working to enable more effective use of resources	Margaret Wrigglesworth	31-Mar-2013	31-Mar-2013		 0% Assigned	
SCR-SCC/24i That funding be found to	SCR-SCC/24i Financial Inclusion Partnership to work with	Penny Thompson;	31-Mar-2013	31-Mar-2013		 0% Assigned	


Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress	
enable the continued provision of money skills / management sessions in schools, in partnership with Barclays Money Skills Project / Hartlepool Financial Inclusion Partnership.	children’s services and financial institutions to explore funding opportunities for financial education	Margaret Wrigglesworth					
SCR-SCC/24k 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.	SCR-SCC/24k To be considered in the light of provider responses to the commissioning process.	David Frame; Fiona Stanforth	31-Dec-2012	31-Dec-2012	14-Sep-2012 Information, advice and guidance relating to welfare benefits, debt, money management, employment law and housing homelessness is delivered by West View Advice and Resource Centre and Credit Union (who secured Categories 1 and 2 of the Community Pool funding respectively). Working in partnership with a number of neighbourhood stake holders including Connected Care, West View Advice and Resource Centre deliver 9 neighbourhood based, outreach sessions in local community venues.	 50% In Progress	

Year 2008/09
Investigation Kerbside Recycling Scheme Referral


Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress	
SCR-SCC/7a/vi That as part of work to further improve waste disposal and recycling services in Hartlepool, the implementation of the following activities be	SCR-SCC/7a/vi Set of meetings to be scheduled exploring the most appropriate collection method to enable residents to recycle and participate in the Kerbside Collection Service. Information will be	Craig Thelwell	01-May-2009	01-May-2011	18-Sep-2012 Work has been undertaken with Housing Hartlepool to ensure information has been passed to new residents in relation to Refuse and Recycling. 07-Mar-2011 The welcome packs	 100% Completed	


Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress
explored:- (vi) Close working with the Authority's Private Sector Housing Team.	incorporated in the welcome packs.				are still issued to teh private sector housing selective licencing scheme members as well as any new properties receiving the Authority's refuse and recycling leaflets. Conversations have also been had with Hartlepool Housing re the waste collections in multiple occupancies.	

Year 2008/09
Investigation Use of Agency Workers Within the Council


Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress
SCR-SCC/8a That a review be undertaken to substantially reduce the current level of expenditure on the use of agency workers / specialists across the Authority.	SCR-SCC/8a Each department to review agency posts and ensure continuous assessments is in place as an ongoing exercise, with a view to reducing the numbers, exploring alternatives, improve planning and consider permanent appointments.	Joanne Machers	01-Apr-2009	01-Apr-2009	12-Apr-2012 Guidance issued to departments regarding the use of agency workers. HR/ Payroll system development on schedule and will allow accurate recording and management of agency workers. Updated reports provided to Scrutiny co-ordinating committee, LJCC and Single Table meeting Feb/March 2012. 04-May-2010 Guidance issued to departments regarding the use of agency workers. HR/Payroll system development on schedule and will allow accurate recording and management of agency workers.	 100% Completed

Year 2009/10
Investigation Child Poverty and Financial Inclusion in Hartlepool

Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress
SCR-SCC/9d That the	SCR- Develop working	Fiona Srogi	31-Dec-	31-Dec-	18-Sep-2012 The number of	 100% Completed

Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress
capacity of Council to become involved in schemes for provision of things e.g. household items, new/second hand, at a reasonable cost to residents be explored to prevent vulnerable families being drawn into high cost finance deals.	SCC/9d arrangements with the voluntary sector to reuse furniture and other items from the Council's Household Waste Recycling centre and the Bulky Waste Collection service.		2010	2011	furniture collection has reduced significantly in relation to good condition items that are suitable for reuse, however we do work with local reuse charities where possible if such items become available. This arrangement with the local charities will continue, as long as there is goods available.	
					07-Mar-2011 The British Heart Foundation are keen to work with HBC with the furniture reuse, a SLA is agreed in principle with the documents to be drafted. Further to this the Hartlepool Hospice has also expressed an interest in working with the authority on Furniture reuse	
SCR-SCC/9e That updates be presented to Scrutiny on progress in tackling child poverty at regular intervals.	SCR-SCC/9e Update reports on progress to be prepared for Scrutiny on a 6 monthly basis.	Danielle Swainston	30-Nov-2010	30-Nov-2010	03-Apr-2012 Face to face financial advice contract has been tendered through Community Pool processes	 100% Completed
					09-Jan-2012 Reporting taking place as needed. Face to face financial advice being explored through Community Pool commissioning process	


Year 2010/11
Investigation Call-In: Community Pool 2011/12

Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress
SCR-SCC/22c That the decision taken in relation to the award of a Community Pool grant to the Hartlepool Credit Union Forum (Ltd) contravened the	SCR-SCC/22c /ii That following this informal meeting the application by the Hartlepool Credit Union come back to the Grants Committee for consideration at a future meeting to be arranged.		31-Dec-2011	31-Dec-2011	21-Sep-2012 Following the informal meeting with the HCU on the 5th May the Grants Committee was scheduled for the 6th June. The grants committee decision was as follows:- (i) That the decision to provide	 100% Completed



Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress
principles of decision making (as outlined in Section 2.9 and 2.13 above).					<p>funding to the Hartlepool Credit Union Board of £16,793 be reaffirmed subject to the appointment of the Council representatives nominated to the Board at Annual Council.</p> <p>(ii) That the allocation of grant aid be released in monthly instalments to safeguard the Council's investment and minimise risk. Following legal advice the monthly payments to the HCU have been made towards their core costs. Following Annual Council four councillors were nominated for appointment to the Board of the HCU and these are currently in the process of submission and consideration by the HCU and then the FSA.</p> <p>21-Sep-2012 new member allocations have been made and two have to date been accepted by the FSA onto the Board of the Credit Union.</p>	




Year 2011/12
Investigation Call-In: Proposed School Admissions Arrangements for 2013-2014




Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress
SCR-SCC/30b/i Before any recommendations can be made the Children's and Community Services Portfolio Holder in relation to the revision of the oversubscription criteria for community	SCR- SCC/30b /i Implement the wide ranging review as requested by Council.		26-Jun-2012	26-Jun-2012	31-Jul-2012 Agreed by the Children's and Community Services Portfolio Holder at their meeting of 26 June 2012.	 100% Completed




Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress	
and voluntary aided primary schools.							
SCR-SCC/30c That given the oversubscription issues facing Throston Primary School, a review of the Throston catchment area be explored / reviewed immediately, taking into consideration the knock on effect for other schools.	Prepare a scoping report in relation to the practical arrangements and timescale for the full review of catchment areas across Hartlepool.	SCR-SCC/30c	26-Jun-2012	26-Jun-2012	31-Jul-2012 Recommendation agreed by the Children's and Community Services Portfolio Holder at their meeting of 26 June 2012.	 100% Completed	




Year 2011/12 Investigation The Provision of Face to Face Financial Advice and Information Services in Hartlepool

Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress	
SCR-SCC/24a That 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.	Further investigate the services available for residents in relation to economic wellbeing.	Scr-SCC/24a /i	Penny Thompson	31-Oct-2011	31-Oct-2011	 100% Completed	
SCR-SCC/24a That a mechanism be put in place under the banner of 'Connected Care' that focuses on the provision of core 'holistic' baseline	Establish the pathways of services for residents in order to understand any duplication and gaps in services.	SCR-SCC/24a /ii	Penny Thompson	31-Oct-2011	31-Oct-2011	 100% Completed	

Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress	
services with the ability to 'bolt' on other services to meet the specific needs of individual communities.							
SCR-SCC/24b That a criterion & formal monitoring mechanism/database be developed, with full Elected Member involvement, for the award of all funding from the Council and other partners for the provision of face to face financial advice & information.	SCR-SCC/24b /i Review all council funding available for face to face financial advice and support towards economic wellbeing	Penny Thompson	31-Oct-2011	31-Oct-2011		 100% Completed	
SCR-SCC/24b That a criterion & formal monitoring mechanism/database be developed, with full Elected Member involvement, for the award of all funding from the Council and other partners for the provision of face to face financial advice & information.	SCR-SCC/24b /ii Explore possibility of commissioning economic wellbeing support using the information captured in (a)(ii) including recommendations in (c)	David Frame	31-Mar-2012	31-Mar-2012		 100% Completed	
SCR-SCC/24c/i That within the criteria emphasis must be placed upon simplicity of language and processes and accountability & performance (to be achieved through the effective	SCR-SCC/24c /i Develop a potential service specification for welfare benefits / financial advice and information services based on investigation carried out in (a).	John Morton	31-Jan-2012	31-Jan-2012		 100% Completed	

Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress	
monitoring/evaluation of activities and outcomes).							
SCR-SCC/24c/ii That within the criteria (outlined in recommendation b) 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.	SCR-SCC/24c/ii Develop a potential service specification for welfare benefits / financial advice and information services based on investigation carried out in (a).	John Morton	31-Jan-2012	31-Jan-2012		 100% Completed	
SCR-SCC/24c/iii That within the criteria (outlined in recommendation b) there must be a requirement for each applicant to clearly define their aims / objectives, and specifically the activities they intend to undertake, in providing advice services.	SCR-SCC/24c/iii Develop a potential service specification for welfare benefits / financial advice and information services based on investigation carried out in (a).	John Morton	31-Jan-2012	31-Jan-2012		 100% Completed	
SCR-SCC/24c/iv That within the criteria 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 an effective emergency response must be available.	SCR-SCC/24c/iv Develop a potential service specification for welfare benefits / financial advice and information services based on investigation carried out in (a).	John Morton	31-Jan-2012	31-Jan-2012		 100% Completed	

Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress	
SCR-SCC/24c/v That within the criteria (outlined in recommendation b) details of the specialist training and qualifications should be clearly specified, against which organisations can be assessed.	SCR-SCC/24c/v Develop a potential service specification for welfare benefits / financial advice and information services based on investigation carried out in (a).	John Morton	31-Jan-2012	31-Jan-2012		 100% Completed	
SCR-SCC/24c/vi That within the criteria 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.	SCR-SCC/24c/vi Include this within Community Pool criteria review	David Frame; Fiona Stanforth	30-Apr-2012	30-Apr-2012	14-Sep-2012 Category 5A of the Community Pool is allocated for the provision of Investment and Development Grants, which encourage organisations to undertake projects that will contribute to their future sustainability. This can include accredited training, and any associated costs (including equipment and Quality Assurance Standards). The level of grant currently available is between £2,000 and £8,000 with no set requirement for match funding; this will however be reviewed for 2013/2014 and recommendations for amendments will be considered by Cabinet in Q3.	 100% Completed	
SCR-SCC/24c/vii That within the criteria 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.	SCR-SCC/24c/vii Develop a potential service specification / monitoring framework for welfare benefits and financial advice services.	John Morton	31-Jan-2012	31-Jan-2012		 100% Completed	

Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress	
<p>SCR-SCC/24d That a web based monitoring process / database be identified that is implementable and accessible by all organisations who receive funding for the provision of face to face financial advice services.</p>	<p>SCR-SCC/24d /ii Ensure that future delivery monitoring arrangements are rigorous</p>	<p>David Frame; Fiona Stanforth</p>	<p>31-Mar-2013</p>	<p>31-Mar-2013</p>	<p>13-Jul-2012 Following the implementation of the revised format to Community Pool, a rigorous performance management system has been put in place for contracts awarded through Categories 1, 2 and 3 which is undertaken on a quarterly basis. In light of the recommendation outlined, a revised quarterly monitoring system has also been implemented for Categories 4 and 5 which will be reviewed with successful organisations through interim monitoring visits. Further to the development of 'The Provision of Face to Face Financial Advice and Information Services in Hartlepool Action Plan' (Mayor's Portfolio - 21st May 2012) in which the need for a database capturing all information was explored and identified, a scoping exercise has commenced. This has involved identifying key partners, outlining the information to be collected and researching suitable systems to record and manage the data. Further progress will be made in Q2.</p>	<p> 100% Completed</p>	
<p>SCR-SCC/24e A strategy needs to be developed to ensure that new financial advisors are trained and accredited in order to meet future demand.</p>	<p>SCR-SCC/24e Specification for Community Pool - Cat 1 Universal Welfare Benefits and Financial Advice will require provider to deliver this.</p>	<p>John Morton</p>	<p>31-Jan-2012</p>	<p>31-Jan-2012</p>		<p> 100% Completed</p>	
<p>SCR-SCC/24j That consideration be given to creating a generic Information Advice and Guidance (I.A.G.) Service which meets</p>	<p>SCR-SCC/24j Community Pool Cat 1 Specification will require the delivery of welfare / debt advice including outreach services to priority neighbourhoods and groups.</p>	<p>John Morton</p>	<p>31-Jan-2012</p>	<p>31-Jan-2012</p>		<p> 100% Completed</p>	

Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress	
the needs of all residents at all stages of their lives, in partnership with current providers.							

3. RECOMMENDATIONS

- 3.1 That Members note progress against the Scrutiny Co-ordinating Committee's agreed recommendations, since the 2005/06 Municipal Year, and explore further where appropriate.

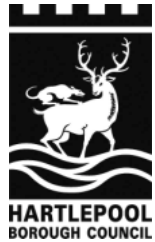
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BACKGROUND PAPERS

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

SCRUTINY CO-ORDINATING COMMITTEE

28 September 2012



Report of: Scrutiny Manager

Subject: REQUEST FOR FUNDING TO SUPPORT THE CURRENT SCRUTINY INVESTIGATION OF THE YOUNG PEOPLES REPRESENTATIVES FROM THE CHILDRENS SERVICES SCRUTINY FORUM

1. PURPOSE OF REPORT

1.1 To seek approval from the Scrutiny Co-ordinating Committee for a request for funding from the Young People’s Representatives from the Children’s Services Scrutiny Forum, from within the Overview and Scrutiny Function’s dedicated scrutiny budget.

2. FUNDING PROPOSAL

2.1 In line with Council procedures, the agreed pro-forma has been completed and is detailed in **Table 1** below. The purpose of the completed pro-forma is to assist this Committee in determining whether approval should be given to fund the additional support requested by the Young People’s Representatives from the Children’s Services Scrutiny Forum, as part of their current investigation.

Table 1

<p>Title of the Overview and Scrutiny Committee: Children’s Services Scrutiny Forum – Young People’s Representatives</p>
<p>Title of the current scrutiny investigation for which funding is requested: Closure Of Youth Centres And Children’s Centres</p>
<p>To clearly identify the purpose for which additional support is required: To assist with expenses incurred during the investigation, such as travel to children’s and youth centre locations</p>
<p>To outline indicative costs to be incurred as a result of the additional support: £200</p>

<p>To outline any associated timescale implications: Throughout the investigation – September 2012 – April 2013</p>
<p>To outline the ‘added value’ that may be achieved by utilising the additional support as part of the undertaking of the Scrutiny Investigation: To enable the young people’s representatives to travel to all necessary locations to engage with service users and providers, to ensure all appropriate evidence is gathered for consideration when formulating recommendations.</p>
<p>To outline any requirements / processes to be adhered to in accordance with the Council’s Financial Procedure Rules / Standing Orders: N/A</p>
<p>To outline the possible disadvantages of not utilising the additional support during the undertaking of the Scrutiny Investigation: The young people may not be able to gather all evidence and views necessary to enable the formulation of appropriate recommendations.</p>
<p>To outline any possible alternative means of additional support outside of this proposal: No alternative methods identified</p>

3. THE COUNCIL’S FINANCIAL PROCEDURE RULES

- 3.1 The Financial Procedure Rules are those rules that the Council must have to govern its financial affairs. These rules are required by law to ensure that large sums of public money are spent properly and wisely.
- 3.2 The Financial Procedure Rules together with Standing Orders apply to all parts of the Council, to Elected Members and employees and form an integral part of the Council’s Constitution.
- 3.3 Consequently, whilst this Committee is requested to make a decision on the merits of the request for funding, the Committee must also adhere to the Council’s Financial Procedure Rules.

4. RECOMMENDATIONS

- 4.1 It is recommended that the Scrutiny Co-ordinating Committee:-
- (a) determines whether the proposal is justified on the basis of information provided in **Table 1** above;
 - (b) determines whether the proposal is a sufficient priority within the remaining budgetary provision; and
 - (c) agrees in principal that any funding allocated, is in accordance with the Council’s Financial Procedure Rules.

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BACKGROUND PAPERS

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

SCRUTINY CO-ORDINATING COMMITTEE

28 September 2012



Report of: Scrutiny Manager

Subject: SCRUTINY INVESTIGATION INTO POVERTY –
SCOPING REPORT

1. PURPOSE OF REPORT

1.1 To make proposals to Members of the Scrutiny Co-ordinating Committee for their forthcoming investigation into Poverty.

2. BACKGROUND INFORMATION

2.1 At the meeting of Scrutiny Co-ordinating Committee on 15 June 2012 (to which all Members of the Children's Services Scrutiny Forum were invited), Members were asked to:-

- i) Consider potential topics for inclusion in the Children's Services Scrutiny Forum's work programme for the 2012/13 Municipal Year; and
- ii) Adopt the Marmot principles as the overarching framework against which the provision of Council services and potential options for service changes be measured and assessed.

2.2 Members of the Scrutiny Co-ordinating Committee, at their meeting of 15 June 2012:-

- i) 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; and
- ii) Approved the adoption of the Marmot principles as overarching framework and identified one Forum to act as a lead in relation to each principle.

- 2.3 Scrutiny Chairs met on the 2 July 2012 to consider their Work Programmes and in relation to the Scrutiny Co-ordinating Committee, it was agreed that the Forum would in 2012/13 focus on the following JSNA topic:-

Poverty - Support people in Hartlepool to maximise their income and increase the number of people who are economically active, given that over 30% of children in Hartlepool live in poverty; ensure that information about the range of benefits available to vulnerable young people and families is consistent and of high quality.

- 2.4 Given the identification of the Marmot principles as the overarching framework against which Scrutiny would measure the provision of Council services, Members are asked to be mindful of the principles in undertaking their work this year.

3. **OVERALL AIM OF THE SCRUTINY INVESTIGATION/ENQUIRY**

- 3.1 To strategically evaluate and contribute towards the development of the 'Poverty' topic within Hartlepool's Joint Strategic Needs Assessment, whilst reflecting (where possible / appropriate) on the Marmot principles.

4. **PROPOSED TERMS OF REFERENCE FOR THE SCRUTINY INVESTIGATION/ENQUIRY**

- 4.1 The following Terms of Reference for the investigation/review are proposed:-

- i) To gather evidence in relation to the following:-

- (a) What are the key issues?
- (b) Who is at risk and why?
- (c) What is the level of need?
- (d) What services are currently provided?
- (e) What is the projected level of need / service use?
- (f) What evidence is there for effective intervention?
- (g) What do people say?
- (h) What needs might be unmet?
- (i) What additional needs assessment is required?
- (j) What are the recommendations for commissioning?

- (ii) To formulate a view in relation to:-

- (a) the needs of Hartlepool residents; and
- (b) the current level and quality of service provision to meet those needs.

- (iii) To make recommendations to inform the development and delivery of the health & wellbeing and commissioning strategies.

5. POTENTIAL AREAS OF ENQUIRY / SOURCES OF EVIDENCE

5.1 Members of the Forum can request a range of evidential and comparative information throughout the Scrutiny review.

5.2 The Forum can invite a variety of people to attend to assist in the forming of a balanced and focused range of recommendations as follows:-

- (a) Member of Parliament for Hartlepool;
- (b) Elected Mayor;
- (c) All Cabinet Members (given the inclusion of 'poverty' in all Portfolios);
- (d) Director and / or Appropriate Officers across all Departments and the Strategic Welfare Reform Group.
- (e) Welfare Reform professionals;
- (f) Representatives from the NHS Tees / Hartlepool North Tees, Hartlepool NHS Foundation Trust and Director of Public Health;
- (g) A comparable local authority as an example of good practice;
- (h) Interested Groups / Bodies

I.e. Economic Forum,
 Financial Inclusion Partnership (bodies making up the partnership*),
 Job Centre Plus,
 Learning and Skills Council,
 Department for Work and Pensions (Job Centre Plus),
 Hartlepool Special Needs Support Group,
 Association of North East Councils (ANEC),
 ANEC Child Poverty Task and Finish Group,
 Child Poverty Action Group,
 Child Poverty Coalition,
 Child Poverty Unit (contacts.cpu@childpovertyunit.gsi.gov.uk)
 Children's Trust, Learning and Skills Council,
 Joseph Rowntree Foundation,
 Connected Care,
 Citizens Advice Bureau*,
 Hartlepool Carers,
 Age UK Teesside (Age Concern),
 50+ Forum / HVDA,
 Families Information and Support Hub (FISH),

Early Intervention Locality Services, and
Hartlepool Credit Union*.

- (i) Voluntary and Community Groups (through the VCS Implementation Group*);

* Membership – Headland Future, Park Residents Association, Scouts / OFCA, West View Project and HVDA. Also, Councillors James and Cranney and the Mayor.

- (j) Local residents;
- (k) Representatives of minority communities of interest or heritage; and
- (l) Neighbourhood Forums.

5.3 The Forum may also wish to refer to a variety of documentary / internet sources, key suggestions are as highlighted below:-

- (a) Hartlepool JSNA – Available online at <http://www.teesjsna.org.uk/hartlepool/>
- (c) The Marmot Review – Available online at <http://www.instituteofhealthequity.org/projects/fair-society-healthy-lives-the-marmot-review>
- (d) Monitoring Poverty and Social Exclusion 2011 - Joseph Rowntree Foundation – Available online at <http://www.jrf.org.uk/sites/files/jrf/poverty-social-exclusion-assessment-full.pdf>
- (e) Child Poverty and Financial Inclusion in Hartlepool – Scrutiny Co-ordinating Committee Investigation (April 2010) – Available online at http://www.hartlepool.gov.uk/downloads/file/6197/scrutiny_interim_report-child_poverty_and_financial_inclusion_in_hartlepool
- (f) The Provision of Face to Face Financial Advice and Information Services in Hartlepool - Scrutiny Co-ordinating Committee Investigation (April 2011) – Available online at http://www.hartlepool.gov.uk/downloads/file/7859/scrutiny_final_report-the_provision_of_face_to_face_fiancial_advice_and_information_services_in_hartlepool
- (g) Child Poverty Action Plan 2012 – Available online at http://www.hartlepool.gov.uk/downloads/file/8293/child_poverty_action_plan_2012

- (h) Child Poverty Strategy 2011-2014 – Available online at http://www.hartlepool.gov.uk/downloads/file/8292/child_poverty_strategy_2011-2014
- (i) Child Poverty Needs Assessment 2012 – Available online at - http://www.hartlepool.gov.uk/downloads/file/8294/child_poverty_needs_assessment_2012

6. COMMUNITY ENGAGEMENT / DIVERSITY AND EQUALITY

- 6.1 Community engagement plays a crucial role in the Scrutiny process and diversity issues have been considered in the background research for this enquiry under the Equality Standards for Local Government. Based upon the research undertaken, paragraph 5.2 includes suggestions as to potential groups which the Forum may wish involve throughout the inquiry (where it is felt appropriate and time allows).

7. REQUEST FOR FUNDING FROM THE DEDICATED OVERVIEW AND SCRUTINY BUDGET

- 7.1 Consideration has been given, through the background research for this scoping report, to the need to request funding from the dedicated Overview and Scrutiny budget to aid Members in their enquiry. At this stage no additional funding has been identified as being necessary to support Members in their investigation. Members, however, may wish to seek additional funding over the course of the investigation and the pro forma attached at **Table A** outlines the criteria on which a request to Scrutiny Co-ordinating Committee will be judged.

8. PROPOSED TIMETABLE OF THE SCRUTINY INVESTIGATION

- 8.1 Detailed below is the proposed timetable for the review to be undertaken, which may be changed at any stage:-

28 September 2012 – Formal meeting of the Committee:-

- (i) To receive the Scoping Report

Early November 2012 (additional meeting) - Meeting Focus - Setting the Scene

- (i) A 'Setting the Scene' presentation covering:
 - What is the consequences of poverty in relation to health;
 - What is the consequences of poverty in relation to neighbourhood services;
 - The key issues; and
 - The level of need; and who is at risk and why.

- (ii) Evidence from the MP / Mayor / Portfolio Holder;
- (iii) Take in to consideration evidence received and recommendations made as part of the following Scrutiny investigations:
 - Child Poverty and Financial Inclusion in Hartlepool (April 2010); and
 - The Provision of Face to Face Financial Advice and Information Services in Hartlepool (April 2011).

Mid January 2013 - (additional Scrutiny Co-ordinating Committee meeting) to seek views from residents in relation to poverty.

January 2013 - Attend a meeting of the VCS Implementation Group to seek views and comments on the poverty issue.

Early February 2013 (additional meeting) - Meeting Focus - Adult / Older Person Poverty

- (i) Formulate a view in relation to:-
 - The services that are currently provided;
 - The projected level of need / service use;
 - How effective is the current intervention;
 - What needs might be unmet and any additional needs assessment that maybe required;
 - Response from the Neighbourhood Forums and any other relevant stakeholders;
 - The needs of Hartlepool residents; and
 - The current level and quality of service provision to meet those needs.
- (ii) To make recommendations to inform the development and delivery of the health & wellbeing and commissioning strategies.

8 March 2013 - Meeting Focus - Family / Child Poverty

- (i) Formulate a view in relation to:-
 - The services that are currently provided;
 - The projected level of need / service use;
 - How effective is the current intervention;
 - What needs might be unmet and any additional needs assessment that maybe required;
 - Response from the Neighbourhood Forums and any other relevant stakeholders;
 - The needs of Hartlepool residents; and
 - The current level and quality of service provision to meet those needs.

- (ii) To make recommendations to inform the development and delivery of the health & wellbeing and commissioning strategies.
- (iii) To tie in to consideration of the:
 - Child Poverty Strategy (a budget and policy framework item to be also considered at this meeting); and
 - Child Poverty Plan.

End March 2013 (additional meeting) - Meeting Focus – Welfare Reform and Poverty.

- (i) To discuss Welfare Reform changes and their impact on poverty; and
- (ii) To finalise recommendations to inform the development and delivery of the health & wellbeing and commissioning strategies.

26 April 2013 – Consideration of Final Report by the Scrutiny Co-ordinating Committee

13 May 2013 – Consideration of Final Report by the Cabinet (tentative date)

9. RECOMMENDATION

- 9.1 Members are recommended to agree the Health Scrutiny Forum's remit of the Scrutiny investigation as outlined in paragraph 4.1.

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BACKGROUND PAPERS

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

- (i) Report of the Scrutiny Manager entitled 'Overview and Scrutiny Work Programme 2012/13' presented at the Scrutiny Co-ordinating Committee meeting of 15 June 2012; and
- (ii) Minutes of the meeting of Scrutiny Co-ordinating Committee held on 15 June 2012.

TABLE A

**PRO-FORMA TO REQUEST FUNDING TO SUPPORT
CURRENT SCRUTINY INVESTIGATION**

Title of the Overview and Scrutiny Committee:
Title of the current scrutiny investigation for which funding is requested:
To clearly identify the purpose for which additional support is required:
To outline indicative costs to be incurred as a result of the additional support:
To outline any associated timescale implications:
To outline the ‘added value’ that may be achieved by utilising the additional support as part of the undertaking of the Scrutiny Investigation:
To outline any requirements / processes to be adhered to in accordance with the Council’s Financial Procedure Rules / Standing Orders:
To outline the possible disadvantages of not utilising the additional support during the undertaking of the Scrutiny Investigation:
To outline any possible alternative means of additional support outside of this proposal: