

ADULT AND COMMUNITY SERVICES SCRUTINY FORUM AGENDA



23 October 2012

at 2.00 pm

in Committee Room B, Civic Centre, Hartlepool.

MEMBERS: ADULT AND COMMUNITY SERVICES SCRUTINY FORUM:

Councillors Beck, A Lilley, Loynes, Richardson, Shields, Sirs and Wilcox.

1. **APOLOGIES FOR ABSENCE**
2. **TO RECEIVE ANY DECLARATIONS OF INTEREST BY MEMBERS**
3. **MINUTES**
 - 3.1 To confirm the minutes of the meeting held on 17 September 2012
4. **RESPONSES FROM THE COUNCIL, THE EXECUTIVE OR COMMITTEES OF THE COUNCIL TO FINAL REPORTS OF THIS FORUM**

No items
5. **CONSIDERATION OF REQUEST FOR SCRUTINY REVIEWS REFERRED VIA SCRUTINY CO-ORDINATING COMMITTEE**

No items

**6. CONSIDERATION OF PROGRESS REPORTS / BUDGET AND POLICY
FRAMEWORK DOCUMENTS**

- 6.1 Savings Programme 2013/14 – Maritime Festival and Carlton Outdoor Education Centre – *Assistant Director for Community Services*
- 6.2 Savings Programme 2013/14 – Adult Social Care Front Line Services:-
 - (a) Covering Report – *Scrutiny Support Officer*, and
 - (b) Presentation – *Assistant Director for Adult Social Care*

7. ITEMS FOR DISCUSSION

Scrutiny Investigation into Older People

- 7.1 Service Provision and Effective Intervention:-
 - (a) Covering Report – *Scrutiny Support Officer*, and
 - (b) Presentation – *Representatives from Providers of Older People's Services*.

8. ISSUES IDENTIFIED FROM FORWARD PLAN

- 8.1 The Executive's Forward Plan – *Scrutiny Support Officer*

9. ANY OTHER ITEMS WHICH THE CHAIRMAN CONSIDERS ARE URGENT

ITEMS FOR INFORMATION

- i) **Date of Next Meeting 5 November 2012 commencing at 1.00 pm in Committee Room B, Civic Centre**

ADULT AND COMMUNITY SERVICES SCRUTINY FORUM

MINUTES
17 September 2012

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

Present:

Councillor: Carl Richardson (In the Chair)

Councillors: Brenda Loynes and Linda Shields

Also Present: Jean Pegg, Care Quality Commission

Officers: Jill Harrison, Assistant Director, Adult Social Care
John Mennear, Assistant Director, Community Services
Pat Usher, Head of Sport and Recreation
Phil Hornsby, Head of Service, Adult Management
Janette Willis, Head of Finance, Adult Social Care
James Walsh, Scrutiny Support Officer
Denise Wimpenny, Principal Democratic Services Officer

13. Apologies for Absence

An apology for absence was submitted on behalf of Councillor Beck.

14. Declarations of interest by Members

None

15. Minutes of the meeting held on 30 July 2012

Confirmed.

16. Responses from the Council, the Executive or Committees of the Council to Final Reports of this Forum

None

17. Consideration of request for scrutiny reviews referred via Scrutiny Co-ordinating Committee

None

18. Consideration of progress reports/budget and policy framework documents – Budget/Collaboration Proposals Covering Report/Presentations on Adult Social Care Front Line Services and Community Services Budget Proposals *(Scrutiny Support Officer/Assistant Director of Adult Social Care/Assistant Director of Community Services)*

At the meeting of Scrutiny Coordinating Committee on 15 June 2012 Members had delegated responsibility to the Chairs of the Scrutiny forums to finalise work programmes for their respective forums, identifying specific elements of the proposed budget/collaboration programme. It had been agreed that the Adult and Community Services Scrutiny Forum would focus on the following budget/collaboration items as reported at the Adult and Community Services Scrutiny Forum meeting on 30 July 2012:-

- Adult Social Care Front Line Services
- Community Services

The Scrutiny Support Officer advised that the Assistant Director for Adult Social Care and the Assistant Director of Community Services had been invited to attend the meeting to provide information in relation to the budget/collaboration proposals for 2013/14. It was noted that the comments made by the Forum in relation to the budget/collaboration items would form part of a report to be presented to Cabinet on 17 December 2012.

Adult Social Care Front Line Services

The Head of Finance, who was in attendance at the meeting, provided a presentation in relation to the budget position for Adult Social Care which focussed on the following:-

- National Context
- Impact for Hartlepool - cuts of £9million over next 2 years
- Adult Social Care Budget
 - PCT and Other income (£3.7m)
 - Personal Contributions (£8.2m)
 - Expenditure (£41.3m)
- Expenditure Breakdown
 - Assessment and Care Management (£6.2m)
 - Personal Budgets (£17.4m)

- Residential Placements (£17.5m)
- Income Breakdown
 - PCT and Other Income (£3.7m)
 - Personal Budget Contributions £1.75m)
- Personal Budgets
 - Homecare (£6.85m)
 - Supported Accommodation (£1.87m)
 - Day Opportunities (£1.8m)
 - Direct Payments (£4.5m)
 - Equipment (£1m)
 - Other (£1.38m)
- Adult Social Care saved approximately £1,650,000 to balance the 2012/13 budget. Savings were found through increased income, reduction in contract costs with providers and loss of vacant posts.
- Savings Target for 2013/14 and 2014/15
 - £2.75 million for Child and Adult Services
 - £1.6 million for Adult Social Care
- Proposed Savings
 - £750k from collaboration
 - £860k from Adult Social Care (£240k from commissioned services and £620k from frontline services)

In the discussion that followed Members discussed income breakdown figures including residential and personal budget contributions. The Head of Finance provided clarification in response to queries raised by Members regarding the level of contributions for residential care and personal budget arrangements.

Community Services

The Assistant Director of Community Services, who was in attendance at the meeting, went on to provide a detailed and comprehensive presentation in relation to the Community Services budget proposals which included the following:-

- Staffing Structure
- Services included within Community Services Budget:-
 - Sport and Recreation
 - Culture and Information
 - Tees Archaeology
 - Adult Education
 - Workforce Development/Service Development
- Community Services Budget excluding Adult Education

Gross Expenditure £5m
Gross Income £2m
Total net budget £3m

- Sources of Funding
- Staffing figures
Full Time Equivalents – 140.43
Headcount – 183
Casual Headcount - 500
- Options for Savings Target - £205k
Remove subsidy to Carlton Outdoor Education Centre
Cease biennial Maritime Festival
Culture Trust option or collaborative working or locally determined savings
- Carlton Outdoor Education Centre
2011/12 Out-turn Performance
2012/13 Projected Out-turn
2012 - 13 Expenditure
2010 -13 Income
- Carlton Outdoor Education Centre Budget Proposals
Reduction in subsidy to Hartlepool School users
Reduction in allocated weeks from 19 to 15
% reduction of current subsidy
Savings/income identified £32k
Remaining subsidy £38k
Retain core principle of Primary School outdoor education for Hartlepool schools
Greater reliance on non-Hartlepool users
Expand user group market
Expand occupancy levels
Long term aim to provide at cost neutral budget
- Maritime Festival History/Budget Proposals
Budget 2012/13 £35k
Cost of delivery c £110k
Balance from sponsors, ticketing, site fees etc
2012 festival - £8.5k overspend and staff time
To be balanced by stopping other in year activity
- Impact of running a festival on Culture and Information
- Proposal
Re-balance events programme
Cease current festival
Enable staff to focus on core business
Maximise existing and new self funding activity

Develop low cost and free events
Better support 3rd party activity

- Future Major Events
Identify significant opportunities
Secure Council approval and funding – ad-hoc

Following conclusion of the presentation, the Forum raised a number of views/queries to which the Assistant Director responded which included:-

- (i) With regard to the proposal to reduce subsidy to Hartlepool school users in relation to Carlton Outdoor Education Centre, concerns were raised regarding the potential impact on low income families as Members were keen to ensure that all children in the town benefited from this opportunity and acknowledged the benefits of children accessing these types of activities. The Assistant Director advised that it was a matter for schools to determine how costs of such activities were met. Some schools transferred the costs to parents in full, some in part, whilst others schools made efforts to meet the costs in full from the school budget.
- (ii) In relation to usage of the centre, it was reported that 15 out of 30 Hartlepool primary schools currently used the centre and it was noted that there had been a gradual reduction in take-up for Carlton. Members discussed the potential reduction in Council income as a result of reduced subsidy contributions. The importance of exploring alternative methods of encouraging take-up was emphasised.

Recommended

That the information given and comments of the Forum be noted.

19. Care Quality Commission (CQC) – Covering Report/Verbal Evidence *(Scrutiny Support Officer/Acting Compliance Manager (Tees Valley) at CQC)*

The Scrutiny Support Officer advised that the Acting Compliance Manager (Tees Valley) from the Care Quality Commission had been invited to the meeting to provide information of the role of the Care Quality Commission in the assessment of Health and Adult Social Care.

Members were referred to a document produced by the CQC in September 2011 entitled 'A guide for overview and scrutiny committees for health and social care', a copy of which was attached as an appendix to the report.

The Acting Compliance Manager (Tees Valley), who was in attendance at the meeting provided a detailed and comprehensive presentation which focussed

on the following:-

- The services CQC monitor and how checks are carried out
- The new guide for scrutiny committees and short guide for local councillors about working with CQC
- What to expect from CQC and how CQC can work with scrutiny to tackle poor care
- Agree how to work together over the next few months

In the discussion that followed, a number of issues were raised which included:-

- (i) A query was raised in relation to how the Commission was funded and the number of staff employed. Members were advised that the Commission was funded by the NHS with 10 full time inspectors employed within the Tees Valley area. The Commission was currently operating with 8 members of staff due to current vacancies.
- (ii) In response to a request for clarification of how quality of care had improved as a result of the Commission's intervention, a number of examples were provided of incidents that had been observed in various trusts/organisations which had resulted in an number of improvements. Such improvements included an increase in staffing levels to assist with supporting dementia patients, nutritional benefits for patients, improvements in meal choices, flexibility with meal times, meals cooked on premises as opposed to externally and recommending additional equipment.
- (iii) Following discussion regarding the importance of patient care, a Member queried whether sufficient inspections were being undertaken to ensure patient abuse was kept to a minimum and that appropriate actions were being implemented by providers following inspections. The representative provided details of the inspection and follow up visit process to ensure compliance as well as the enforcement measures in place to tackle any non-compliance.
- (iv) With regard to sharing information and what scrutiny could expect from the CQC, the Forum was advised that information was available on the CQC website which could be shared with Scrutiny Committees. In the event that Members required further information or experienced any difficulties accessing information support could be facilitated by the Scrutiny Support Officer.
- (v) In response to a request for clarification as to whether the CQC accepted information from other sources, it was reported that information was accepted from all sources including service user organisations who may undertake inspections

Recommended

That the contents of the report and information provided, be noted.

20. Scrutiny Investigation into JSNA Topic of Older People – Setting the Scene Presentation – Covering Report *(Scrutiny Support Officer)*

The Scrutiny Support Officer advised that as part of the Forum's investigation into the JSNA topic of 'Older People' officers from Child and Adult Services had been invited to attend the meeting to provide evidence in relation to the investigation.

The Head of Service, Adult Social Care, provided a detailed and comprehensive presentation which focussed on the following issues:-

- Defining an "Older Person"
- Key issues
 - Number of older people in Hartlepool is currently estimated at 15,700 but is expected to rise to 22,300 by 2030 (42% increase)
 - Sharpest rise expected in those aged 85+ (85% increase)
 - Those over 85 years proportionally the heaviest users of health and social care services
 - Growing number of older home-owners on low incomes also live in poor and unsuitable housing
- Who is at risk and why?
 - Life limiting long term illness
 - Dementia
 - Depression
 - Risk of falls
 - Strokes and Transient ischemic attacks
 - Heart attacks
 - Poor housing
- What is the level of need?

Of the 15,700 older people in Hartlepool (2011) it is estimated that:-

 - 8,500 had life limiting long term illnesses
 - 1,000 had dementia
 - 1,300 were depressed
 - 1,000 will have a long standing health condition due to stroke/heart attack
 - 5,000 older people unable to carry out at least 1 self care task
 - 6,000 unable to manage at least 1 domestic task
 - 2,700 unable to manage at least 1 mobility task on their own

In the discussion that followed Members noted that the Council currently supported 18% of older people in the town which indicated that there were a significant number of people who were supported by families and carers or self funded their own support or received no support. The potential reasons for elderly people being reluctant to seek support were outlined. The need to publicise the support mechanisms available to the elderly in their own homes was emphasised.

Recommended

That the information given be noted and the comments of the Forum and evidence provided be used to assist with the scrutiny investigation.

21. Six Monthly Monitoring of Agreed Adult and Community Services Scrutiny Forum's Recommendations *(Scrutiny Support Officer)*

The Scrutiny Support Officer provided details of progress made on the delivery of the agreed scrutiny recommendations against investigations undertaken by the Forum since the 2005/06 municipal year. The report included a chart which provided the overall progress made by all scrutiny forums since 2005 and provided a detailed explanation of progress made against each recommendation agreed by this Forum since the last six monthly monitoring report presented in February 2012.

It was noted that since the 2005/06 municipal year, 76% of the Adult and Community Services Scrutiny Forum's recommendations had been completed with 11% assigned, 3% in progress, 8% cancelled and 3% overdue.

Recommended

That progress against the Adult and Community Services Scrutiny Forum agreed recommendations since the 2005/06 municipal year, be noted.

22. Issues Identified from Forward Plan

None

23. Date and Time of Next Meeting

It was reported that the next meeting scheduled for 29 October 2012 commencing at 1.00 pm would be rescheduled to 23 October at 2.00 pm.

The meeting concluded at 3.30 pm.

ADULT AND COMMUNITY SERVICES SCRUTINY FORUM

23 October 2012



Report of: Assistant Director – Community Services

Subject: SAVINGS PROGRAMME 2013/14 – MARITIME
FESTIVAL AND CARLTON OUTDOOR EDUCATION
CENTRE

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to provide more details of proposals for the delivery of savings in respect of the 'Maritime Festival Budget' and the 'Reduction of Council Subsidy for Carlton Outdoor Education Centre' for consideration as part of the 2013/14 budget process.

2. BACKGROUND INFORMATION

- 2.1 As part of the 2013/14 Savings Programme, a number of service areas were identified where potential savings could be made. As part of the process for the identification of the Overview and Scrutiny Work Programme for 2012/13 a number of these service areas were selected for detailed consideration by appropriate Scrutiny Forums.
- 2.2 The 'Maritime Festival Budget' and the 'Reduction of Council Subsidy for Carlton Outdoor Education Centre' were selected for consideration by the Adult and Community Services Scrutiny Forum and to assist Members in their consideration of the proposals, details were provided at the meeting of the Forum held on 17 September 2012.
- 2.3 Members are asked to note that the 2013/14 savings target for Community Services is £205,000 with the proposal to achieve that figure detailed in **Table1** overleaf:

Table1: 2013/14 Community Service Options for Savings Target

Proposed Saving	£,000
Reduce subsidy to Carlton Outdoor Education Centre and cease biennial Maritime Festival	67
Cultural Trust option, or collaborative working or locally determined savings. All will incur significant service reductions leading to potential closure of some services. Increased income from fees and charges only partly mitigate.	138
TOTAL	205

- 2.4 In addition to the evidence provided to Members at their meeting of 17 September 2012, Members are asked to note the following information that has been gathered in relation to the proposed savings which may help Members in formulating a view to be presented as part of the report to Cabinet on 17 December 2012.

3. ENGAGEMENT

3.1 Maritime Festival

The department's events team undertakes an evaluation of each event via a public questionnaire, the results are then analysed to assist in future event planning.

- 3.2 The numbers attending the maritime festival vary considerably and are significantly dependant on the weather. Questionnaires are distributed to attendees and comments on social media and in visitors books are reviewed.
- 3.3 From analysis of 149 completed questionnaires from the Diamond Festival (2012), the majority of completed questionnaires were by women (62%) and 54% were aged 44 or under. This was a snapshot of attendance and with evidence from staff who run the events indicating that attendance at the festivals tend to be from a good mix of the town's population, we cannot say how representative or generally applicable to all free events this finding is. For example, the evaluation of the Tall Ships Races 2010 in contradiction, found that just under two thirds of visitors were aged over 45 years.
- 3.4 The smaller events at the Hartlepool Maritime Experience are also evaluated, the conclusions indicate what went well and what did not or could be improved upon. The information is then used to help plan the following year's events to ensure that the lessons learnt are taken on board and actively addressed. Perhaps the best way to demonstrate this is to view the analysis of the 2011 and the 2012 events. These are attached at **Appendix A(i) and A(ii)** These demonstrate that lessons were learnt, the activity days are extremely popular and that many people are seeking, fun and learning

experiences with their families. The benefit of holding these events within the Maritime experience is that a 'new' audience experiences what great facilities we have to offer and this assists in follow up visitation and word of mouth promotion.

3.5 **Carlton Outdoor Education Centre**

As part of our commitment to deliver high quality outdoor educational experiences, we value open and honest feedback from all clients who visit the Centre. As a result, clients are asked to complete an evaluation form recording a score that best reflects their opinion / experience.

The areas that are monitored fall into the following categories:

- Programme
- Learning opportunities provided
- Equipment provided
- Accommodation, facilities and catering
- Customer Care
- Organisation
- Instructional Team
- Overall experience

The report also allows the opportunity for more detailed feedback in each of the categories.

- 3.6 An overall report for the year is then prepared and is presented to the Steering Group and/or Portfolio Holder and the last one for September 2010 to August 2011 demonstrated that 93% of respondents felt the Centre to be offering an overall service at either above the standard expected or exceeded expectations.
- 3.7 As the Sport and Recreation service is committed to providing the highest possible quality service to clients, services are also subject to rigorous inspection and monitoring regimes as part of national accreditation schemes. These are industry standard continuous improvement programmes which provide a framework for the delivery of best practice with the purpose of improving the quality of their service.
- 3.8 To this end, Carlton holds the Learning Outside the Classroom (LotC) quality badge which provides a very robust indicator of the quality of provision offered by providers of LotC experiences for UK children and young people aged up to 19 years of age. This process ensures the delivery of a client focussed quality experience.
- 3.9 In addition to this, the Centre has to hold an Adventure Activities Licence. This licensing requirement has been in place since 1996 and is delivered jointly by the Adventure Activities Licensing Authority (a role undertaken by the Health and Safety Executive since 2007) and the Adventure Activities

Licensing Service, which is under contract to the Health and Safety Executive to deliver licensing day to day on their behalf.

- 3.10 Both the Activity Centres (Young Persons' Safety) Act 1995 and the Adventure Activities Licensing Regulations 2004 made it a legal requirement for providers of certain adventure activities for young people to undergo an inspection of their safety management systems and hold a licence. As a consequence, Carlton is subjected to a rigorous annual inspection.

4. OPTIONS ANALYSIS

4.1 Maritime Festival

The option proposed is to delete the bi-annual Maritime Festival and focus on self-funding events at current venues and developing specific partnerships to provide greater choice of activity for the local resident. This enables Community Services to take greater advantage of opportunities as and when they arise and not focusing all our activities in one time period.

- 4.2 The opportunity that this change can provide is to enable a more regular, high profile series of self funded events to be organised. Self funded events can be achieved through a variety of means – by taking advantage of individual grant funded activity, national promotions with a local delivery opportunity (eg the LOCOG approved Bandstand marathon in Ward Jackson Park in association with Red Dreams on Sept 9th) or providing support where requested to 3rd sector events particularly in the way of guidance to meet increasing statutory requirements.

- 4.3 These are included as part of the Cultural Services draft business development plan, a further example is the exploration of active promotion of HME car park to other organisations to work in partnership for mutual benefit events, the car boot sale proposals are a current example of this. The Events team work closely with other HBC teams such as Sport & Recreation, Youth Services, and Health services, along with external organisations such as the Headland Carnival Committee and Red Dreams to jointly organise and provide support to run and expand existing events for local people.

- 4.4 The Events Staff will continue to provide advice and guidance for external organisations wishing to execute their own events, this includes representation for third party providers on the Council ISAG (Independent Safety Advisory Group) group which is currently being established to advise and monitor groups which plan to organise event activity likely to attract more than 500 people.

- 4.5 The alternative to ceasing the current maritime festival is to consider increasing the base budget and ensure a meaningful event is promoted with all the financial risks that this will present. The retention of the budget and the event at its current size provides no opportunity to develop the other

areas of event activity that present a greater opportunity to develop sustainability of our core offers.

- 4.6 In short the proposal is suggested as a means of minimising the effect of such budget reductions, ensuring that greater effort can be put into existing and new self funded low cost events throughout the calendar year without the risk of placing all focus into one weather dependent event once every two years.
- 4.7 The ability of the Borough Council to hold future 'ad hoc' major events is not compromised but will rely upon the need to identify such events well in advance and to secure support and funding for such bespoke events as they arise. Examples include the Millennium Festival 2000, The Tall Ships Races 2010 and latterly the Diamond festival 2012.

4.8 **Carlton Outdoor Education Centre**

Given the financial situation of the Council over the past two years and continuing into the future, it is becoming increasingly difficult to produce efficiencies and savings. All of the sport and recreational services are highly valued by the public and Carlton particularly so where many people spent time during their childhood.

- 4.9 Reducing the subsidy will be a risk as there will be an expectation for the Centre to continue to increase its income generation with reduced subsidised use by schools. What we are seeking to achieve is a more economic payment from subsidised users without jeopardising their future selection of Carlton OEC as the venue of choice. The closer the subsidised or discounted charges become to the 'market rate' – which we already levy to all non Hartlepool groups - the greater this risk.
- 4.10 The current revenue 'health' of the Carlton budget has been demonstrated to have positively improved over the last two years, this is encouraging, however we must be mindful of the possibility that if continuing financial support from Hartlepool Borough Council is further eroded then closure of Carlton altogether cannot be discounted. However the Centre is going through a revival, has increased income and continues to drive down costs. Members must remember that we have not yet experienced a full year of the benefits to be derived from all the operational changes made to date. Nevertheless the current subsidy (or base budget) of £68,000 and the current 2012/13 year end out turn estimated overspend of £25,000 must be addressed.
- 4.11 The other important fact to consider is that a lot of schools from the partner local authorities, who previously enjoyed Carlton at a subsidised price, are continuing to attend. Schools are now in receipt of a pupil premium to support deprived pupils (free school meals pupils) and some of these schools may, and do, elect to use the grant in this way.

5. EQUALITY IMPACT ASSESSMENT

- 5.1 When considering the proposed savings it is important to understand what the potential impact may be on service users, as such an Equality Impact Assessment has been undertaken attached as **Appendix B** to this report for the 'Maritime Festival Budget' and **Appendix C** for the 'Reduction of Council Subsidy for Carlton Outdoor Education Centre'

6. RECOMMENDATIONS

- 6.1 That Members of the Forum:-
- (a) Note the content of this report seeking clarification on any relevant issues where required; and
 - (b) Formulate a response in relation to the proposed savings to be presented to Cabinet on 17 December 2012.

Contact Officer John Mennear, Assistant Director, Community Services
Child and Adult Services
Hartlepool Borough Council
Tel: 01429 523417
Email: john.mennear@hartlepool.gov.uk

BACKGROUND PAPERS

The following background paper was used in the preparation of this report:

- (i) Minutes of the Adult and Community Services Scrutiny Forum meeting held on 17 September 2012.

Appendix Ai

Pirate Weekend 21st & 22nd May 2011 Customer Feedback

Numbers interviewed		Numbers attending	
Sat	31	4%	821
Sun	27	6%	441

Origin of visitors					
	Hartlepool	Tees Valley	North East	Outside NE	total
Sat	14 45%	7 23%	7 23%	3 10%	31
Sun	14 52%	6 22%	4 15%	3 11%	27

How did you hear about us?							
Flyer/ poster*	Hpl Mail	Word of mouth	Came on spec	Previous HME visit	Evening Gazette	cinema	Council staff
13	11	7	4	4	3	2	4
Other - Crimdon Dene Caravan Park; church; AA Days Out; cinema; banner at Marina; Dalton Park; countdown clock; HBC intranet; Whats On; facebook; leaflet at work - TESCO and Police							

Would you like to see Pirate Weekend become an annual even ?

Yes, overwhelmingly

What could we do better next time?

Pirate facepainting
Little for <3s to do
More people dressed up - not enough pirates
More interaction with kids
 Cheaper for kids
 Spruce up the coffee shop - looking very tired
 More catering - hog roast? barbecue?
 Activities started at 12 but advertising said 10 and there was little to do at 10
 More outdoor activities
 Background music
 Activities closer together as everything was spread out
 Advertise more!!!!!!!!!!!!!!
 It was a bit flat
 Weather!!!
 Tattoos on Sunday
 Drama

What did you think about the £3.50 admission price?

Should have been cheaper for kids particularly under 3s*
 Value for money
 Very good value for money
 Charge more
 Reasonable
 Fantastic
 Bargain
 Perfect
 A steal
 Would have paid more

Activities that made an impact, i.e. were mentioned by most people

Trip on Adventure
Swordfighting
Jack Sparrow
Animation
 Mermaid
 Map making
 Street theatre guys
 Trincomalee
 Fighting Ships
 Parrot making

Activities that didn't make an impact, i.e. not mentioned or not seen

Stiltwalkers not mentioned
 Saw the arts and crafts but didn't do them
 Story teller not mentioned
 Weaving mentioned once
 Kids too young for arts and crafts activities
 Object handling not mentioned

Pirate Day 31st March 2012 Customer Feedback

Numbers interviewed		Numbers attending	
Sat	30	2%	1254

Origin of visitors					
	Hartlepool	Tees Valley	North East	Outside NE	total
Sat	17	6	4	3	30
	57%	20%	13%	10%	

How did you hear about us?							
Flyer/ poster*	Hpl Mail	Word of mouth	Came on spec	Previous HME visit	Evening Gazette	cinema	Council staff
9	5	5	3	2	1	1	4
Other - Leaflet at work, Vue Cinema, Banner at HME, Countdown Clock, HBC intranet, Whats Happening Hartlepool							

Would you like to see Pirate Day become an annual event?

Definite "YES"

APPENDIX Aii

What could we do better next time?

Little for <3s to do
 Advertising
 More interaction with kids
 Better weather
 Couldn't do it better - excellent day
 Do it again next year!

What did you think about the £3.50 admission price?

Good value for money
 Would have paid more
 Reasonable
 Perfect
 Bargain

Activities that made an impact, i.e. were mentioned by most people

Trip on Adventure
 Swordfighting
 Captain Hook
 Street Theatre
 Craft Making
 Trincomalee
 Peter Pan Décor
 Real Parrot Displays
 Circus Workshops

Activities that didn't make an impact, i.e. not mentioned or not seen

Musket and Cannon Firing
 Walkabout Peter Pan Characters
 Funfair Tea Cup / Carousel Rides
 Treasure Trail

Department	Division	Section	Owner/Officer
Child & Adult	Community Services	Culture & Information	John Mennear – Assistant Director (Community Services)
Function/ Service	Hartlepool's bi-annual Maritime Festival – removal of the budget and to cease the event.		
Information Available	<p>The numbers attending the maritime festival vary considerably and are significantly dependant on the weather. Questionnaires are distributed to attendees and comments on social media and in visitors books are reviewed.</p> <p>From analysis of 149 completed questionnaires from the Diamond Festival (2012), the majority of completed questionnaires were by women (62%) and 54% were aged 44 or under. This was a snapshot of attendance and with evidence from staff who run the events indicating that attendance at the festivals tend to be from a good mix of the town's population, we cannot say how representative or generally applicable to all free events this finding is. For example, the evaluation of the Tall Ships Races 2010 in contradiction, found that just under two thirds of visitors were aged over 45 years.</p>		
Relevance	Age		√
Identify which strands are relevant to the area you are reviewing or changing	Disability		√
	Gender Re-assignment		
	Race		
	Religion		
	Gender		
	Sexual Orientation		
	Marriage & Civil Partnership		
	Pregnancy & Maternity		
Information Gaps	We do not systematically gather demographic data on people who attend free events organised by the section. Where we do have data, it is just a snapshot of attendees and so not necessarily representative of attendees. It would be difficult and resource intense to try and collect more meaningful data due to potential number of visitors and the fact that they come along to an event for entertainment and are less likely to want to take part in surveys.		
What is the Impact	1. No Impact- No Major Change - It is clear that there is no potential for discrimination or adverse impact on the above Protected Characteristics. All opportunities to promote Equality have been taken and no further analysis or action is required.		

	<p><i>As noted, anecdotally we believe that attendees at the Maritime Festivals have tended to be mixed and representative of the town's population. As such we do not anticipate that no longer delivering a free Maritime Festival will have a disproportionate impact on any of the protected characteristics of the Equality Act.</i></p> <p><i>However, it is possible that the organising and holding of such free events might encourage people from socio economic groups who don't normally attend cultural activities to participate. Removing such opportunities might impact on those groups decisions to access cultural services in the future.</i></p>		
Addressing the impact	<p><i>The Council will continue to provide a series of low cost events as part of their annual programme. Currently, due to sponsorship, the annual firework display is still free to visitors and ongoing sponsorship will be sought. Low cost event include Spooquay; Christmas Crackers; and Pirate Day.</i></p> <p><i>As part of the Cultural Services draft business development plan, we will explore the active promotion of HME car park to other organisations wanting to stage events.</i></p> <p><i>The events team are working more closely with other HBC teams such as sport & recreation, youth services, and health services, along with external organisations such as the Headland Carnival Committee and Red Dreams to jointly organise and provide support to run and expand existing events for local people. The events staff will continue to provide advice and guidance to those wishing to execute their own events, this includes representation to the Independent Safety Advisory Group (ISAG) group.</i></p> <p><i>Whilst removing a bi-annual event from the programme may have an effect on the Cultural life of the town it will not disproportionately affect any single group in the society. The fact that the Culture & Information Service still offers a mixture of free and paid events will mitigate the loss of the Maritime Festival.</i></p>		
Actions			
<i>It will be useful to record and monitor any actions resulting from your assessment to ensure that they have had the intended effect and that the outcomes have been achieved.</i>			
Action identified	Responsible Officer	By When	How will this be evaluated?
Surveys at other events such as Spookquay, Christmas Crackers	David Worthington	October & December 2012	Face-to-face surveys with people attending events.

Appendix B

Date sent to Equality Rep for publishing	00/00/00
Date Published	00/00/00
Date Assessment Carried out	00/00/00

Department	Division	Section	Owner/Officer
Child & Adult	Community Services	Sport & Recreation	John Mennear – Assistant Director (Community Services)
Function/ Service	Carlton Outdoor Education Centre – reduction of Council subsidy that supports Hartlepool Primary schools in the use of the Centre		
Information Available	<p>Carlton Outdoor Education Centre delivers residential outdoor activities to primary school children and other groups. A subsidy is provided by the Council which allows Hartlepool primary schools to access the centre at a reduced rate. During 2011/12, 15 out of 30 Hartlepool primary schools used Carlton at the reduced rate.</p> <p>We do not believe that the subsidised rate impacts on the rate that is charged by the school to parents but this needs to be investigated further.</p> <p>Evidence suggests that when the subsidy is removed completely, the numbers of schools accessing the service will reduce.. The retention of a subsidised or discounted price is critical to Hartlepool school retention. Despite the previous removal of subsidy, schools from Stockton, Middlesbrough and Redcar do continue to access Carlton Outdoor Education Centre to varying degrees.</p> <p>In addition, the centre now delivers activities to a wide range of age groups including adults and clients with disabilities.</p> <p>Feedback from user evaluation is very positive with 93% of users advising that they felt the service offered was either above or exceeded standard expectations.</p>		
Relevance	Age	X	
Identify which strands are relevant to the area you are reviewing or changing	Disability		
	Gender Re-assignment		
	Race		
	Religion		
	Gender		
	Sexual Orientation		
	Marriage & Civil Partnership		
	Pregnancy & Maternity		
Information Gaps	Whether any local authorities continue to subsidise schools for educational use of outdoor centres since the introduction of the Pupil Premium. Telephone survey to be conducted to elicit		

	<p>information.</p> <p>We do not know exactly what impact reducing the subsidy would have on the numbers of Hartlepool schools who access the service. Whilst evidence from the other local authorities suggests that the impact would be minimal, further information would be needed to be obtained from operational experience.</p> <p>A reduction in the subsidy rate would potentially have an impact on individuals/families – if schools decide to increase the cost to families, the impact could be unfairly felt by low income families. Whilst not a protected characteristic, it is flagged up as schools currently have different approaches to parental contributions. Schools are in receipt of the Pupil Premium and it is with them to determine how that funding is to be used.</p>
What is the Impact	<p>We do not anticipate that the proposed removal of subsidy would have any impact in terms of increasing inequality in access to the service. However, if the school decided to increase cost to families to adjust for the lack of subsidy, this might have a negative impact on poorer families.</p> <p>It is possible that because of our intention to standardise pricing and introduce peak/off-peak rates, wider access to the centre will be improved so providing more opportunities to more people.</p> <p>There may be a risk of Hartlepool Primary schools no longer making use of Carlton but experience has shown that where subsidised use has already been withdrawn by previous partner local authorities, some of their schools have continued to attend at a non-subsidised price.</p>
Addressing the impact	<p>The outcome of the impact assessment may be one or more of the following four outcomes; You must clearly set out your justification for the outcome/s.</p> <p>1. No Impact- No Major Change - It is clear that there is no potential for discrimination or adverse impact on the above Protected Characteristics. All opportunities to promote Equality have been taken and no further analysis or action is required.</p> <p>We do not believe that the proposal targets or excludes a specific equality group or community. Potentially, the proposal will create more opportunities for wider access to Carlton Outdoor Education Centre so foster good relations between different groups.</p> <p>2. Adjust/Change Policy – You may have to make adjustments to address potential problems or missed opportunities that impact adversely on those with protected characteristics.</p> <p>3. Adverse Impact but Continue – Your decision may be to continue without making changes, this may be the right outcome even if your assessment identifies the potential for adverse impact. (E.g. Cabinet decision to withdraw a service).</p> <p>4. Stop/Remove Policy/Proposal – Your assessment reveals unlawful discrimination it must be stopped and removed or</p>

changed.			
Actions			
<i>It will be useful to record and monitor any actions resulting from your assessment to ensure that they have had the intended effect and that the outcomes have been achieved.</i>			
Action identified	Responsible Officer	By When	How will this be evaluated?
Survey other local authorities re subsidised use	Pat Usher	October 31 st 2012	Telephone survey
Survey HBC schools to ascertain whether they will continue to promote and value Outdoor Education opportunities	Pat Usher	October 31 st 2012	Paper questionnaire
Survey HBC schools to seek their current approach to parental contributions to OE opportunities.	Pat Usher	October 31 st 2012	Paper questionnaire
Monitor use of the site by groups/individuals other than schools.	Pat Usher	July 2014	Visitor figures
Monitor impact of decision.	Pat Usher	July 2014	Visitor figures
Date sent to Equality Rep for publishing		00/00/00	
Date Published		00/00/00	
Date Assessment Carried out		00/00/00	

ADULT AND COMMUNITY SERVICES SCRUTINY FORUM

23 October 2012



Report of: Scrutiny Support Officer

Subject: SAVINGS PROGRAMME 2013/14 – ADULT SOCIAL
CARE FRONT LINE SERVICES – COVERING
REPORT

1. PURPOSE OF REPORT

- 1.1 To inform Members that the Assistant Director for Adult Social Care has been invited to this meeting to provide more information on the Budget / Collaboration proposals for 2013/14 in relation to 'Adult Social Care Front Line Services'.

2. BACKGROUND INFORMATION

- 2.1 As part of the 2013/14 Savings Programme, a number of service areas were identified where potential savings could be made. As part of the process for the identification of the Overview and Scrutiny Work Programme for 2012/13 a number of these service areas were selected for detailed consideration by appropriate Scrutiny Forums.
- 2.2 The 'Adult Social Care Front Line Services' was selected for consideration by the Adult and Community Services Scrutiny Forum and to assist Members in their consideration of the proposals, details of the current financial position of the Department were provided at the meeting of the Forum held on 17 September 2012.
- 2.3 Members are reminded that the 2013/14 savings target for Adult Social Care is £1.6 million. With £750k proposed from collaboration activity, £240k from commissioned services and £620k from frontline services.
- 2.4 Subsequently, the Assistant Director for Adult Social Care will be present at today's meeting to deliver a presentation to Members detailing the risks associated with the savings and the considerations which have been taken into account in developing the proposals, including consideration of key elements which together comprise Social Return On Investment (SROI).

3. RECOMMENDATIONS

3.1 That Members of the Forum:-

- (a) Note the content of the presentation by the Assistant Director for Adult Social Care seeking clarification on any relevant issues where required; and
- (b) Formulate a response in relation to the proposed savings to be presented to Cabinet on 17 December 2012.

Contact Officer:- James Walsh – Scrutiny Support Officer
Chief Executive's Department – Corporate Strategy
Hartlepool Borough Council
Tel: 01429 523647
Email: james.walsh@hartlepool.gov.uk

BACKGROUND PAPERS

The following background paper was used in the preparation of this report:-

- (i) Minutes of the Adult and Community Services Scrutiny Forum meeting held on 17 September 2012; and
- (ii) Presentation of the Head of Finance Adult and Community Services entitled 'Financial Position 2012-13' delivered to the Adult and Community Services Scrutiny Forum of 17 September 2012.

ADULT AND COMMUNITY SERVICES SCRUTINY FORUM

23 October 2012



Report of: Scrutiny Support Officer

Subject: SCRUTINY INVESTIGATION IN THE JSNA TOPIC OF 'OLDER PEOPLE' – SERVICE PROVISION AND EFFECTIVE INTERVENTION - COVERING REPORT

1. PURPOSE OF REPORT

- 1.1 To inform Members that representatives from providers of older people's services have been invited to attend this meeting to provide information in relation to the investigation into the JSNA topic of 'Older People'.

2. BACKGROUND INFORMATION

- 2.1 Members will recall that at the meeting of this Forum on 30 July 2012, Members agreed the Scope and Terms of Reference for their forthcoming investigation into the JSNA topic of Older People.

- 2.2 Subsequently, following providers of older people's services have been invited to attend this meeting:-

- (i) Tees, Esk and Wear Valleys NHS Foundation Trust;
Providers of dementia screening services and memory clinics
- (ii) Housing Hartlepool; and
Provide Telecare monitoring and floating support to people in their own homes
- (iii) Hartlepool Borough Council's Community Services.
Involved in the GP referral programme, healthy heart initiatives and provider of sports and leisure based activities

- 2.3 During this evidence gathering session with the representatives detailed in paragraph 2.2 the following JSNA questions in relation to the topic of Older People will be covered:-

- (i) What services are currently provided?; and

(ii) What evidence is there for effective intervention?

- 2.4 In considering the evidence presented to them at today's meeting, Members should be mindful of the Marmot principle 'Enabling all Children, Young People and Adults to Maximise their Capabilities and have Control over Their Lives'

3. RECOMMENDATION

- 3.1 It is recommended that the Members of the Adult and Community Services Scrutiny Forum consider the evidence from providers of older people's services in attendance at today's meeting, seeking clarification on any relevant issues where required.

Contact Officer:- James Walsh – Scrutiny Support Officer
Chief Executive's Department – Corporate Strategy
Hartlepool Borough Council
Tel: 01429 523647
e-mail: james.walsh@hartlepool.gov.uk

BACKGROUND PAPERS

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

- (i) Report of the Scrutiny Support Officer entitled 'Scrutiny Investigation into Older People – Scoping Report' Presented to the Adult and Community Services Scrutiny Forum on 30 July 2012.
- (ii) Minutes of the Adult and Community Services Scrutiny Forum held on 30 July 2012.

**ADULT AND COMMUNITY SERVICES
SCRUTINY FORUM**

23 October 2012



Report of: Scrutiny Support Officer

Subject: THE EXECUTIVE'S FORWARD PLAN

1. PURPOSE OF REPORT

- 1.1 To provide the opportunity for the Adult and Community Services Scrutiny Forum to consider whether any item within the Executive's Forward Plan should be considered by this Forum.

2. BACKGROUND INFORMATION

- 2.1 One of the main duties of Scrutiny is to hold the Executive to account by considering the forthcoming decisions of the Executive (as outlined in the Executive's Forward Plan) and to decide whether value can be added to the decision by the Scrutiny process in advance of the decision being made.
- 2.2 This would not negate Non-Executive Members ability to call-in a decision after it has been made.
- 2.3 As you are aware, the Scrutiny Co-ordinating Committee has delegated powers to manage the work of Scrutiny, as it thinks fit, and if appropriate can exercise or delegate to individual Scrutiny Forums. Consequently, Scrutiny Co-ordinating Committee monitors the Executive's Forward Plan and delegates decisions to individual Forums where it feels appropriate.
- 2.4 In addition to this, the key decisions contained within the Executive's Forward Plan (October 2012 – January 2013) relating to the Adult and Community Services Scrutiny Forum are shown below for Members consideration:-

DECISION REFERENCE: CAS129/12 COLLABORATION IN CHILD AND ADULT SERVICES

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

cases in respect of Child and Adult Services was identified as being the first area for consideration.

Who will make the decision?

The decision will be made by Cabinet and Council

Ward(s) affected

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

Timing of the decision

The decision to proceed with a collaborative working option is expected to be made by Cabinet and Council by February 2013, with an initial report to Cabinet in October / November.

Who will be consulted and how?

The Corporate Management Team, Cabinet and Scrutiny Co-ordinating Committee will be consulted as options are developed. In respect of Scrutiny, this has been built into the work programme for the forthcoming year to enable sufficient consideration to be given.

Information to be considered by the decision makers

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

How to make representation

Representations should be made to:

Jill Harrison, Assistant Director (Adult Social Care), Child and Adult Services, Level 4, Civic Centre, Hartlepool, TS24 8AY. Tel 01429 523911. E-mail jill.harrison@hartlepool.gov.uk
 Sally Robinson, Assistant Director (Prevention, Safeguarding and Specialist Services), Child and Adult Services, Level 4, Civic Centre, Hartlepool, TS24 8AY. Tel 01429 523732. E-mail sally.robinson@hartlepool.gov.uk
 Nicola Bailey, Acting Chief Executive, Civic Centre, Hartlepool, TS24 8AY. Tel 01429 523001. E-mail Nicola.bailey@hartlepool.gov.uk

DECISION REFERENCE: CAS133/12 – HARTLEPOOL PLAYING PITCH STRATEGY

Key Decision – Test ii applies

Nature of the decision

To approve the Hartlepool Playing Pitch Strategy 2012.

Who will make the decision?

The decision will be made by the Portfolio Holder for Children & Community Services

Ward(s) affected

All wards. Potential for all wards as playing pitches are present in all wards in town. Any proposed status changes will certainly create significant issues for the sites affected.

Timing of the decision

The decision will be made in November 2012

Who will be consulted and how?

All previous consultees and owners/managers of playing pitches scheduled within the Strategy will be consulted. All Councillors will be consulted.

Information to be considered by the decision makers

The provision of a Playing Pitch Strategy (PPS) is a key strategy to assist in the development of the correct capacity and quality set against demand and to ensure that the town's playing pitches are given protection in the planning process in respect of development proposals. The provision of an updated PPS is a requirement of Sport England to assist in investment opportunities for the owners of all playing pitches within the Borough.

How to make representation

Representations should be made to John Mennear, Asst Director, Community Services, Dept of Child & Adults, Civic Centre, Victoria Road, Hartlepool, TS24 8AY. Telephone 01429 523417, e-mail: john.mennear@hartlepool.gov.uk

- 2.5 A summary of all key decisions are detailed in the Timetable of Key Decisions overleaf:-

TIMETABLE OF KEY DECISIONS

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

1. DECISIONS EXPECTED TO BE MADE IN OCTOBER 2012

CE 44/11 (page 7)	Workforce Arrangements	Cabinet
CE 46/11 (page 9)	Review of Community Involvement & Engagement (Including LSP Review): Update on decisions taken 'in principle'	Cabinet / Council
CAS 129/12 (page 17)	Collaboration in Child and Adult Services	Cabinet / Council
CAS 132/12 (page 20)	Denominational Transport – Savings Options	Cabinet
CAS 134/12 (page 22)	Public Health Transition	Cabinet
RN 13/09 (page 27)	Disposal of Surplus Assets	Cabinet
RN 68/11 (page 29)	Community Cohesion Framework	Portfolio Holder / Cabinet
RN 70/11 (page 31)	Innovation Fund	Cabinet
RN 74/11 (page 32)	Former Leathers Chemical Site	Cabinet
RN 89/11 (page 34)	Former Brierton School Site	Portfolio Holder / Cabinet / Council
RN 90/11 (page 36)	Mill House Site Development and Victoria Park	Cabinet / Council
RN 98/11 (page 38)	Acquisition of Assets	Cabinet / Portfolio Holder / Council
RN 3/12 (page 42)	Review of Community Safety CCTV Provision	Cabinet
RN 5/12 (page 44)	Seaton Carew Development Sites – Results of Joint Working Arrangement with Preferred Developer	Cabinet
RN 10/12 (page 46)	Acquisition of the Longscar Building, Seaton Carew	Portfolio Holder
RN 11/12 (page 48)	Public Lighting Strategy	Portfolio Holder
RN 16/12 (page 50)	Sub Regional Tenancy Strategy	Cabinet
RN 18/12 (page 52)	Leasing of Land to a Wind Turbine Developer for the Erection of Wind Turbines on Land at Brenda Road	Cabinet
RN 20/12 (page 54)	Selective Licensing	Cabinet
RN 21/12 (page 56)	Longhill and Sandgate Business Improvement District	Council / Cabinet
RN 22/12 (page 58)	Choice Based Lettings Policy Review 2012	Cabinet
RN 24/12 (page 62)	Additional Highway Maintenance Works 2012-13	Portfolio Holder
RN 28/12 (page 69)	Hartlepool Youth Investment Project	Cabinet
RN 29/12 (page 71)	Ward Profiles	Portfolio Holder

2. DECISIONS EXPECTED TO BE MADE IN NOVEMBER 2012

CE 53/12 (page 12)	Localisation of Council Tax Support – Consultation Proposals	Cabinet / Council
CAS 133/12 (page 21)	Hartlepool Playing Pitch Strategy	Portfolio Holder
RN 25/12 (page 64)	Gambling Act – Statement of Licensing Principles	Council
RN 26/12 (page 65)	Review of Waste Management Services	Cabinet
RN 30/12 (page 73)	Community Pool 2013/14	Cabinet

3. DECISIONS EXPECTED TO BE MADE IN DECEMBER 2012

CAS 106/11 (page 15)	Priority Schools Building Programme	Cabinet
CAS 131/12 (page 19)	Schools' Capital Works Programme 2012/13 (Phase 3)	Portfolio Holder
RN 23/12 (page 60)	HCA Cluster of Empty Homes Funding Outcome	Cabinet
RN 27/12 (page 67)	Coastal Communities Fund Round 2 Application	Portfolio Holder

4. DECISIONS EXPECTED TO BE MADE IN JANUARY 2013

RN 99/11 (page 40)	Community Infrastructure Levy	Cabinet
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- 2.6 Copies of the Executive's Forward Plan will be available at the meeting and are also available on request from the Scrutiny Team (01429 523647) prior to the meeting.

3. RECOMMENDATIONS

- 3.1 It is recommended that the Adult and Community Services Scrutiny Forum:-
- (a) considers the Executive's Forward Plan; and
 - (b) decides whether there are any items where value can be added to the decision by the Adult and Community Services Scrutiny Forum in advance of the decision being made.

CONTACT OFFICER – James Walsh – Scrutiny Support Officer
Chief Executive's Department - Corporate Strategy
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Tel: 01429 523647
Email: james.walsh@hartlepool.gov.uk

BACKGROUND PAPERS

The following background paper was used in preparation of this report:

- (a) The Forward Plan – October 2012 – January 2013