

# SCRUTINY CO-ORDINATING COMMITTEE AGENDA



30 November 2012

at 1.00pm

in the Council Chamber

MEMBERS: SCRUTINY CO-ORDINATING COMMITTEE:

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

1. **APOLOGIES FOR ABSENCE**

2. **TO RECEIVE ANY DECLARATIONS OF INTEREST BY MEMBERS**

3. **MINUTES**

3.1 To confirm the minutes of the meetings held on 19 October 2012 (to follow)

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

No items

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

No items

6. **FORWARD PLAN**

6.1 The Executive's Forward Plan: December 2012 to March 2013 - Scrutiny Manager

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

No items

8. **CONSIDERATION OF FINANCIAL MONITORING/CORPORATE REPORTS**

No items

9. **ITEMS FOR DISCUSSION**

**Scrutiny Investigation in to the JSNA Topic of 'Poverty**

9.1 Setting the Scene

- (a) Covering Report - Scrutiny Manager; and
- (b) Presentation – Director of Public Health, Assistant Director (Neighbourhood Services), FISH Manager and Employment Development Officer

9.2 Evidence from the Portfolio Holder for Children's and Community Services – Covering Report

- (a) Covering Report - Scrutiny Manager; and
- (b) Verbal Evidence - Portfolio Holder for Children's and Community Services

9.3 Previous Poverty Related Scrutiny Investigations – Scrutiny Manager

**Illegal Money Lending**

9.4 Illegal Money Lending - Information Request

- (a) Covering Report - Scrutiny Manager; and
- (b) Presentation - Catherine Wohlers, LIAISE Manager, Illegal Money Lending Team - England

**Funding Request from the Dedicated Scrutiny Budget**

9.5 Request For Funding: Visit To Bournemouth Borough Council - Scrutiny Manager

10. **CALL-IN REQUESTS**

No items

11. **ANY OTHER ITEMS WHICH THE CHAIRMAN CONSIDERS ARE URGENT**

**ITEMS FOR INFORMATION**

**Date of Next Meeting 7 December 2012, commencing at 1.00pm in the Council Chamber**

## SCRUTINY CO-ORDINATING COMMITTEE

30 November 2012



**Report of:** Scrutiny Manager

**Subject:** THE FORWARD PLAN – DECEMBER 2012 TO MARCH 2013

### 1. PURPOSE OF REPORT

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

### 2. BACKGROUND INFORMATION

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

### 3. RECOMMENDATION

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

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

### BACKGROUND PAPERS

No background papers were used in the preparation of this report



**HARTLEPOOL**  
**BOROUGH COUNCIL**

**FORWARD PLAN**

**DECEMBER 2012 – MARCH 2013**

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## 1. **INTRODUCTION**

- 1.1 The law requires the executive of the local authority to publish in advance, a programme of its work in the coming four months including information about key decisions that it expects to make. It is updated monthly.
- 1.2 The executive means the Mayor and those Councillors the Mayor has appointed to the Cabinet.
- 1.3 Key decisions are those which significantly modify the agreed annual budget of the Council or its main framework of policies, those which initiate new spending proposals in excess of £100,000 and those which can be judged to have a significant impact on communities within the town. A full definition is contained in Article 13 of the Council's Constitution.
- 1.4 Key decisions may be made by the Mayor, the Cabinet as a whole, individual Cabinet members or nominated officers. The approach to decision making is set out in the scheme of delegation which is agreed by the Mayor and set out in full in Part 3 of the Council's Constitution.

## 2. **FORMAT OF THE FORWARD PLAN**

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

Part 1	Chief Executive's Department
Part 2	Child and Adult Services Department
Part 3	Regeneration and Neighbourhoods Department
- 2.2 Each section includes information on the development of the main policy framework and the budget of the Council where any of this work is expected to be undertaken during the period in question.
- 2.3 It sets out in as much detail as is known at the time of its preparation, the programme of key decisions. This includes information about the nature of the decision, who will make the decisions, who will be consulted and by what means and the way in which any interested party can make representations to the decision-maker.

## 3. **DECISIONS MADE IN PRIVATE**

- 3.1 Most key decisions will be made in public at a specified date and time.
- 3.2 A small number of key decisions, for reasons of commercial or personal confidentiality, will be made in private and the public will be excluded

from any sessions while such decisions are made. Notice will still be given about the intention to make such decisions, but wherever possible the Forward Plan will show that the decision will be made in private session.

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

#### 4. **URGENT DECISIONS**

- 4.1 Although every effort will be made to include all key decisions in the Forward Programme, it is inevitable for a range of reasons that some decisions will need to be taken at short notice so as to prevent their inclusion in the Forward Plan. In such cases a minimum of 5 days public notice will be given before the decision is taken.
- 4.2 In rare cases it may be necessary to take a key decision without being able to give 5 days notice. The Executive is only able to do this with the agreement of the Chair of the Scrutiny Co-ordinating Committee or the Chairman or Vice-Chairman of the local authority. (Scrutiny committees have the role of over viewing the work of the Executive).

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

- 5.1 All decisions which have been notified in the Forward Plan and any other key decisions made by the Executive, will be recorded and published as soon as reasonably practicable after the decision is taken.
- 5.2 The Council's constitution provides that key decisions will not be implemented until a period of four days has elapsed after the decision has been published. This allows for the exceptional cases when a scrutiny committee may 'call in' a decision of the Executive to consider whether it should be reviewed before it is implemented. 'Call in' may arise exceptionally when a Scrutiny Committee believes that the Executive has failed to make a decision in accordance with the principles set out in the Council's constitution (Article 13); or that the decision falls outside the Council's Policy Framework; or is not wholly in accordance within the Council's budget.

#### 6. **DETAILS OF DECISION MAKERS**

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

7. **TIMETABLE OF KEY DECISIONS**

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



## **PART ONE – CHIEF EXECUTIVE’S DEPARTMENT**

### **A. BUDGET AND POLICY FRAMEWORK**

#### **MEDIUM TERM FINANCIAL STRATEGY (MTFS) 2013/14 TO 2016/17 – INITIAL CONSULTATION PROPOSALS**

Cabinet (4<sup>th</sup> October 2012) reviewed the existing MTFS Cabinet and determined initial proposals for managing the cuts in Government grants which will be made from April 2013 and changes in planning assumptions. This included reviewing the current years forecast outturn. These details were referred to Scrutiny Co-ordinating Committee. A second report on the 2013/14 budget process will be submitted to Cabinet on 17 December 2012. This report will then be referred to Scrutiny Co-ordinating Committee. A further report will be submitted to Cabinet in February 2013. Cabinet’s final proposals will be referred to full Council in February 2013.

Commencing October 2012, Scrutiny Co-ordinating Committee will be consulted through presentation of the MTFS. Trade Unions and Business Sector representatives will be consulted through presentation of the MTFS.

Further information can be sought by contacting Chris Little, Chief Finance Officer.

## PART ONE – CHIEF EXECUTIVE’S DEPARTMENT

### BUDGET AND POLICY FRAMEWORK

#### COUNCIL PLAN 2013/14

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

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

<b>Who</b>	<b>What</b>	<b>When</b>
Cabinet	Agreement of the outcome framework and timetable	29 Oct 2012
i) Adult & Community Services Scrutiny Forum ii) Children’s Services Scrutiny Forum iii) Neighbourhood Services Scrutiny Forum iv) Regeneration & Planning Services Scrutiny Forum v) Health Scrutiny Forum vi) Scrutiny Co-ordinating Committee	Consideration of the Departmental Plans including actions, performance indicators and risks that underpin each outcome	i) 14 Jan 2013 ii) 15 Jan 2013 iii) 16 Jan 2013 iv) 17 Jan 2013 v) 10 Jan 2013 vi) 4 Jan 2013
Scrutiny Co-ordinating Committee	Feedback from Forums and consideration of the proposed Council Plan	25 Jan 2013
Scrutiny Co-ordinating Committee	Agreement of the Council Plan (incorporating the three Departmental Plans)	8 March 2013
Cabinet	Agreement of the Council Plan (incorporating the three Departmental Plans)	18 March 2013
Council	Agreement of the Council Plan (incorporating the three Departmental Plans)	11 April 2013

As in previous years Scrutiny Forums will consider more detailed proposals in January 2013 and Scrutiny Coordinating Committee will be given a further opportunity to discuss the draft Council Plan in March 2013.

Cabinet will then consider the draft Council Plan and recommendations from Scrutiny Coordinating Committee in March 2013 and the final Council Plan will be presented to the full Council meeting in April 2013 for final approval. Further details on the process will be provided in future Forward Plans.

## **B. SCHEDULE OF KEY DECISIONS**

### **DECISION REFERENCE: CE 44/11 – Workforce Arrangements**

#### **Nature of the decision**

Key Decision – Test (i) applies

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

#### **Who will make the decision?**

The decision will be made by Cabinet unless the proposals impact on the base budget in which case Council will make the decision.

#### **Ward(s) affected**

Ward(s) are not directly affected

#### **Timing of the decision**

The decision will be made between December 2012 and March 2013 taking into account identified consultees.

#### **Who will be consulted and how?**

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

#### **Information to be considered by the decision makers**

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

#### **How to make representation**

Representations should be made to Dave Stubbs, Chief Executive, Civic Centre, Victoria Road, Hartlepool, TS24 8AY. Telephone 01429 523001 e-mail: [Dave.stubbs@hartlepool.gov.uk](mailto:Dave.stubbs@hartlepool.gov.uk)

## **Further information**

Further information can be sought by contacting Dave Stubbs as detailed above.

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

### **Nature of the decision**

Key Decision - Test (ii) applies

### **Background**

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

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

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

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

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

## **Who will make the decision?**

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

## **Ward(s) affected**

The proposals will affect all wards within the Borough.

## **Timing of the decision**

At the Cabinet meeting on 18<sup>th</sup> July 2011 it was agreed that a further report would be brought to Cabinet once the statutory Health & Wellbeing Board guidance had been issued. If the 'in principle' decisions that Cabinet have taken are unaffected then they will be agreed for implementation. If those 'in principle' decisions are affected then Cabinet will be asked to consider alternative proposals which reflect the new position. It is expected that the guidance will be published in the near future and a report will be taken to Cabinet following the publication date. This is not expected to be until February 2013. The detailed timescales for this are currently unclear and may be subject to change.

## **Who will be consulted and how?**

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

## **Information to be considered by the decision makers**

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

## **How to make representation**

Representation should be made to:

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

Catherine Frank, Performance & Partnerships Manager, Civic Centre, Hartlepool TS24 8AY.  
Telephone: (01429) 284322.  
Email: [catherine.frank@hartlepool.gov.uk](mailto:catherine.frank@hartlepool.gov.uk)

## **Further Information**

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



## **DECISION REFERENCE: CE 53/12 – Localisation of Council Tax Support – Consultation Proposals**

### **Nature of the decision**

Key decision – tests (i) and (ii) apply

The Government is implementing legislation to localise support for council tax from 2013/14. As part of this change the Government is reducing funding by 10 per cent nationally and legislating to avoid low income pensioners experiencing any increase in their council tax liability as a result of this reform and to ensure that pensioners who become eligible for support with council tax at any time in the future will enjoy the same support as existing eligible low income.

As a result of these changes the Council is required to develop a local council tax support scheme within the reduced funding envelope and after meeting the cost of protecting low income pensioners this is anticipated to mean significantly higher reductions in support for other groups than 10 per cent. Alternatively if the Council decides to protect all groups currently in receipt of Council Tax Benefit this additional pressure will have to be funded from the Councils General Fund budget and this will result in additional budget reductions having to be identified.

Not determining a scheme in the timescales specified by central Government will mean that a default system will be applied to the Council which will be the current system (for which the Council will not have sufficient budget)

To inform the final decision initial proposals will be put forward for consultation, before a final decision is made by full Council in January 2013.

The decision has been included in the forward plan as it is a fundamental change in the existing funding arrangements for providing Council Tax Support, which in turn will have a significant financial impact on either individual residents currently in receipt of Council Tax support, or the Councils financial position depending on the decisions made.

### **Who will make the decision?**

Cabinet will make the decision on the initial consultation proposals and the final proposals to be referred to full Council. Council will make the final decision on the local scheme before the statutory deadline of 31st January 2012.

### **Ward(s) affected**

All Wards are potentially affected.

## **Timing of the decision**

Cabinet will make the decision on the initial consultation proposals in September. Cabinet will then make a recommendation in late November/early December on the final proposal to be referred to full Council. Council will make a decision in late December 2012/January 2013 before the statutory deadline of 31<sup>st</sup> January 2012.

## **Who will be consulted and how?**

A comprehensive public consultation exercise will be completed using Hartbeat and Online consultation.

Non Executive members, Neighbourhood Forums and Welfare Support Groups will be consulted via standard consultation arrangements.

## **Information to be considered by the decision makers**

The information to be considered by the decision makers is likely to include

- i) details of the changes being implemented by the Government including any required and mandated scheme elements
- ii) financial modelling of the changes over a 3 to 4 year period including a risk assessment of factors underpinning the financial model
- iii) the linkages and potential impact on the Council's Medium Term Financial Strategy,
- iv) feedback from the consultation undertaken
- v) the potential impact on other strategies and policies of the Council
- vi) information will which will provide an understanding of the proposed and / or agreed schemes of other authorities (subject to availability)
- vii) the Equality Impact Assessment relating to the decision and the potential impacts and their mitigations,

## **How to make representation**

Representations should be made to Chris Little, Chief Finance Officer, Civic Centre, Victoria Road, Hartlepool, TS24 8AY. Telephone 01429 523002 e-mail: [chris.little@hartlepool.gov.uk](mailto:chris.little@hartlepool.gov.uk)

## **DECISION REFERENCE: CE54 /12 – Local Welfare Support / Social Fund Localisation**

### **Nature of the decision**

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

### **Background**

The December 2010 White Paper “Universal Credit: welfare that works”, set out amongst other changes the Government’s plans for reform of the DWP discretionary Social Fund arrangements. From April 2013, the current system of DWP administered discretionary payments will be abolished. In their place will be a new system of local authority administered support that will replace Community Care Grants and Crisis Loans.

Transfer of this new responsibility to the Council brings with it substantial financial, operational and reputational risks. In particular, the DWP will be providing councils with a fixed cash limited budget for awards and there is a significant risk that with the wider welfare reforms demand for help will increase in future and these allocations will be insufficient to meet local need. These new responsibilities will need to be delivered within a framework encompassing robust approval criteria, effective budgetary control and an appropriate delivery model.

### **Who will make the decision?**

Cabinet will be asked to approve the proposed Local Welfare Support Scheme for 2013/14 and future years and refer the issue to Scrutiny Co-ordinating Committee and then full council for approval.

Cabinet will be asked to approve the proposed administrative arrangements for managing a Local Welfare Support Scheme.

### **Ward(s) affected**

The proposals will affect all wards within the Borough.

### **Timing of the decision**

The decision is expected to be made in December 2012.

### **Who will be consulted and how?**

Scrutiny Coordinating Committee.

## **Information to be considered by the decision makers**

Cabinet will be provided with detail regarding the new responsibilities, indicative available funding, a proposed Hartlepool Local Welfare Support Policy and a proposed Hartlepool Delivery Model.

## **How to make representation**

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

## **Further information**

Further information can be sought by contacting John Morton, Assistant Chief Finance Officer, Civic Centre, Victoria Road, Hartlepool, TS24 8AY. Telephone 01429 523093 e-mail: [john.morton@hartlepool.gov.uk](mailto:john.morton@hartlepool.gov.uk).

**PART TWO – CHILD AND ADULT SERVICES  
DEPARTMENT**

**A. BUDGET AND POLICY FRAMEWORK**

**NONE**

## **B. SCHEDULE OF KEY DECISIONS**

### **DECISION REFERENCE: CAS106/11 – PRIORITY SCHOOLS BUILDING PROGRAMME**

#### **Nature of the decision**

Key decision – test (i) applies.

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

#### **Who will make the decision?**

The decision will be made by Cabinet.

#### **Ward(s) affected**

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

#### **Timing of the decision**

The decision is expected to be made in March 2013.

#### **Who will be consulted and how?**

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

#### **Information to be considered by the decision makers**

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

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

2014-15. Those schools included in the initial group for procurement are expected to commence procurement during the second quarter of 2012.

In order to be considered for the programme an expression of interest has been registered with Partnerships for Schools in line with the required procedure. An application for Manor College of Technology, Barnard `Grove Primary, West View Primary and Holy Trinity Church of England Primary, Seaton in conjunction with the Diocese to be considered as part of the programme, was submitted by 14 October 2011 in line with the procedures and deadlines. Cabinet noted progress at its meeting with 24<sup>th</sup> October 2011.

Cabinet will be informed about the implications of the Programme as they are announced in more detail and also how the Education Funding Agency will deal with the three school applications accepted into the Programme.

### **How to make representation**

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

### **Further information**

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

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

### **Nature of the decision**

Key decision – tests (i) and (ii) apply

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

### **Who will make the decision?**

The decision will be made by Cabinet and Council

### **Ward(s) affected**

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

### **Timing of the decision**

The final decision to implement collaborative working is expected to be made by Cabinet and Council by February 2013, with an initial report to Cabinet in December to secure agreement in principle.

### **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.

Briefing sessions have taken place for elected members and a second series of road shows for staff within Child & Adult Services will be complete by early November.

### **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. A number of



possible models for collaboration have been developed and are currently being evaluated and costed to inform the final business case.

## **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](mailto: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](mailto:sally.robinson@hartlepool.gov.uk)

Dave Stubbs, Chief Executive, Civic Centre, Hartlepool, TS24 8AY. Tel 01429 523001. E-mail [Dave.stubbs@hartlepool.gov.uk](mailto:Dave.stubbs@hartlepool.gov.uk)

## **Further information**

Further information can be obtained from Jill Harrison, Sally Robinson or Dave Stubbs as above.

## **DECISION REFERENCE: CAS131/12 – SCHOOLS’ CAPITAL WORKS PROGRAMME 2012/13 (PHASE 3)**

### **Nature of the decision**

Key decision – test (i) applies

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

### **Who will make the decision?**

Children’s and Community Services Portfolio Holder.

### **Timing of the decision**

The decision will be made in December 2012.

### **Ward(s) affected**

All

### **Who will be consulted and how?**

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

### **Information to be considered by the decision-makers**

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

### **How to make representations**

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

### **Further information**

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

## **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 Cabinet

#### **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 December 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

#### **Further information**

Further information can be sought by contacting;- 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

## **DECISION REFERENCE: CAS135/12 – REABLEMENT STRATEGY 2012-15**

### **Key Test Decision ii applies**

#### **Nature of the decision**

Cabinet to approve the Reablement Strategy 2012-15 which sets out the strategic aims and direction for the Reablement Service over the next few years.

#### **Who will make the decision?**

The decision will be made by Cabinet.

#### **Ward(s) affected**

All wards are affected across Hartlepool.

#### **Timing of the decision**

The decision will be made in December 2012.

#### **Who will be consulted and how?**

The draft strategy will be taken for consultation to the Housing, Care, and Support Steering Group, 50+ Forum, Reablement Steering Group, the Champions of Older Lifestyles group and Carers Steering Group.

#### **Information to be considered by the decision makers**

The Reablement Strategy will provide a strategic overview to ensure that individuals are given the appropriate support to ensure that they can live as independently as possible, for as long as possible. The strategy sets out the key aims of the service and explains how the service has been developed. An annual action plan is to be developed from this strategy which will be monitored through the Reablement Steering Group.

#### **How to make representation**

Representations should be made to Phil Hornsby, Head of Service, Child and Adult Services, Civic Centre, Victoria Road, Hartlepool, TS24 8AY. Telephone 01429 523944 e-mail: phil.hornsby@hartlepool.gov.uk.

#### **Further information**

Further information can be sought by contacting Hannah Gill, Modernisation Lead- Housing Care and Support, Child and Adult Services, Civic Centre, Victoria Road, Hartlepool. Telephone 01429 284300, email Hannah.gill@hartlepool.gov.uk .

## **DECISION REFERENCE: CAS136/12 UPDATED CHILD POVERTY STRATEGY AND ACTION PLAN**

### **Key Test Decision ii applies**

#### **Nature of the decision**

The Child Poverty Act (March 2010) set out a number of local duties:

- Make arrangements to cooperate to reduce and mitigate the effects of child poverty in their local areas;
- Prepare and publish a local child poverty needs assessment;
- Prepare a local child poverty strategy based on the needs assessment and in consultation with children, parents and organisations representing children and parents.

The previous Child Poverty Strategy was approved by Cabinet in May 2011. Changes in government policy, particularly relating to Welfare Reform, needs to be included in further planning and therefore it was felt that it was timely to review the strategy and action plan.

#### **Who will make the decision?**

Cabinet

#### **Timing of the decision**

February 2013

#### **Ward(s) affected**

a) All

#### **Who will be consulted and how?**

The Strategic Partners Group has been consulted and officers are consulting with the four theme partnerships. A scrutiny poverty investigation is being carried out which will include a review of child poverty.

There are a number of groups meeting to discuss elements of Welfare Reform. These groups will also be used to consult on the strategy and action plan.

#### **Information to be considered by the decision-makers**

The updated child poverty strategy and action plan will be considered by cabinet in February 2013 for approval.

### **How to make representations**

Representations should be made to Danielle Swainston, Head of Access and Strategic Planning, Civic Centre, tel: 01429 523671, e-mail [danielle.swainston@hartlepool.gov.uk](mailto:danielle.swainston@hartlepool.gov.uk)

### **Further information**

Further information can be sought from Danielle Swainston, Head of Access and Strategic Planning, tel 01429 523671, e-mail [danielle.swainston@hartlepool.gov.uk](mailto:danielle.swainston@hartlepool.gov.uk)

## **DECISION REFERENCE: CAS137/12 – HEALTH AND WELLBEING STRATEGY**

### **Key Test Decision (i) and (ii) applies**

#### **Nature of the decision**

The Health and Social Care Act 2012 requires a Health and Wellbeing Strategy to be produced jointly between the Local Authority and key partners of the Shadow Health and Wellbeing Board.

#### **Who will make the decision?**

Cabinet and Council.

#### **Ward(s) affected**

All Wards

#### **Timing of the decision**

The decision will be made in February 2013.

#### **Who will be consulted and how?**

There is a comprehensive consultation process with local people and partners as part of developing the Strategy.

#### **Information to be considered by the decision makers**

The Draft Health and Wellbeing Strategy which was approved by Cabinet in October 2012.

#### **How to make representation**

Representations should be made to Louise Wallace, Director of Public Health, Civic Centre, Victoria Road, Hartlepool, TS24 8AY. Telephone 01429 284030, e-mail: [louise.wallace@hartlepool.gov.uk](mailto:louise.wallace@hartlepool.gov.uk)

#### **Further information**

Further information can be sought by contacting Louise Wallace as above

## **DECISION REFERENCE: CAS138/12– ESTABLISHMENT OF HEALTH AND WELLBEING BOARD**

### **Key Test Decision (ii) applies**

#### **Nature of the decision**

To seek approval to establish a Health and Wellbeing Board. The Health and Social Care Act 2012 requires local authorities and key partner agencies to establish a Health and Wellbeing Board. The key functions of this board will be to develop a Joint Strategic Needs Assessment, a Health and Wellbeing Strategy and work collectively to commission services.

#### **Who will make the decision?**

The decision will be made by Cabinet

#### **Ward(s) affected**

All wards

#### **Timing of the decision**

The decision will be made on March 2013

#### **Who will be consulted and how?**

Scrutiny, Cabinet and Key partner agencies, including the Clinical Commissioning Group.

#### **Information to be considered by the decision makers**

Previous Cabinet paper on Shadow Health and Wellbeing Board August 2011.

#### **How to make representation**

Representations should be made to Louise Wallace, Director of Public Health, Civic Centre, Victoria Road, Hartlepool, TS24 8AY. Telephone 01429 284030, e-mail: [louise.wallace@hartlepool.gov.uk](mailto:louise.wallace@hartlepool.gov.uk)

#### **Further information**

Further information can be sought by contacting Louise Wallace as above.



## **DECISION REFERENCE: CAS139/12 PROVISION FOR PUPILS WITH MODERATE LEARNING DIFFICULTIES**

### **Key Test Decision (ii) applies**

### **Nature of the decision**

To consider the publication of statutory notices to discontinue the additionally resourced facility at Grange Primary School for pupils with moderate learning difficulties in the age range 7 – 11 years.

### **Who will make the decision?**

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

### **Ward(s) affected**

All

### **Timing of the decision**

The decision is expected to be made in March 2013.

### **Who will be consulted and how?**

All those substantially affected will be invited to comment via meetings and relevant documents, including consultation booklets and covering letters. The following will be consulted:

- Parents/carers, Governors and staff of Grange Primary School;
- Headteachers of all Hartlepool schools;
- Chairs of Governing Bodies of all Hartlepool schools;
- Directors of Children's Services in neighbouring local authorities;
- The Diocesan Directors;
- The Chief Executive of Hartlepool PCT, the Chief Executive of Tees, Esk and Wear Valley Health Trust, the Clinical Director Paediatrics and Child Health and the Director of Clinical Services.(Check this list is correct)

### **Information to be considered by the decision-makers**

A report will be presented showing the options available and the views of the stakeholders.

### **How to make representations**

Representations should be made to Zoe Westley, Head of Social & Education Inclusion, Education Development Centre, Golden Flatts, Seaton Lane, TS25 1HN. Telephone 01429 287349, e-mail zoe.westley@hartlepool.gov.uk

## **Further information**

Further information on this matter can be sought from Zoe Westley who can be contacted as above.

## **PART THREE - REGENERATION AND NEIGHBOURHOODS**

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

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

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

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

Preparatory work relating to the local plan has been ongoing for some time involving the gathering of essential evidence which will be required to support and justify the policies included in the Document. Various studies have been produced including the Strategic Housing Land Availability Assessment, the Housing Needs Assessment, an Executive Housing Need Strategy, a Housing Implementation Strategy, an Employment Land Review, a PPG17 Open Space Assessment, a Sport and Recreation Audit and an indoor Sports Facilities Study. Some of these documents require updating before the local plan is published (see below) as the evidence needs to be as up to date as possible. A revised Strategic Housing Market Assessment has been prepared; the Local Infrastructure Plan which sets out details of infrastructure which will need to be provided in support of proposals contained within the local plan is also being prepared. The draft Local Infrastructure Plan has been consulted on and will be submitted to Cabinet for approval in early 2013. Work is continuing to be progressed on preparing the local plan. Following the initial Issues and Options

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

The second Preferred Options document also generated a significant number of responses and these were reported to Cabinet in September as part of a detailed report which highlight officer recommendations on key policy issues such as proposed housing sites, industrial allocations and affordable housing policies. Cabinet's views have been fed into the local plan Publication Document which was approved by Cabinet in January and full Council in February prior to a final consultation before being sent to the Secretary of State who will appoint an independent Planning Inspector to hold an Examination in Public (EiP). This is scheduled to take place in January / February 2013. The Publication Document is intended to represent the Councils definitive position in relation to the local plan minor changes have been made at the request of the Planning Inspectorate which are being consulted on prior to the Examination in Public, these include the insertion of policies relating to the control of advertisements, presumption in favour of sustainable development; and the allocation of a Gypsy and Traveller site. If the local plan passes the tests of 'soundness' it may be amended to take account of the Inspectors recommendations and then adopted, probably in April 2013.

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

#### b) Supplementary Planning Documents

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

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

Planning Obligations SPD – This document will set out guidance and standards on the use of commuted sums negotiated from developers through planning

agreements. A draft of this SPD was initially presented to Cabinet for approval for public consultation purposes in October 2009, with the consultation beginning on the 31 October 2009 for a period until 8 January 2010. Responses to this are being considered alongside changes to the Planning Obligations Regulations which were introduced in 2010. The revised Planning Obligations SPD will go to Cabinet for approval early 2013.

Community Infrastructure Levy (CIL) – a new planning charge came into force in April 2010 which allows local authorities to raise funds from developers undertaking new building projects towards the cost of a wide range of infrastructure that is needed as a result of development. Although local authorities are not obliged to introduce CIL, restrictions on the use of Planning Obligations through Section 106 Agreements which will come into effect in 2014 would reduce local authorities' ability to secure infrastructure improvements without CIL. The scope for introducing CIL in Hartlepool is currently being investigated and subject to agreement to proceed a charging schedule will be prepared and submitted to Cabinet for approval early 2013.

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

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

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

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

Trees and Development Guidelines – SPD Cabinet agreed on the 29<sup>th</sup> October to the preparation of guidance in relation to those involved in development on the standards that the Council will expect from new development proposals as they relate to trees. Work on this SPD will progress and reported back to Cabinet in January / February 2013 with any proposed modifications as a result of the consultation process. It is anticipated that this would be presented to Council in April / May 2013 with a view to adoption.

Shop Front Design Guide - SPD to encourage the construction of traditional shop fronts to create high quality shops and together, with other adjoining buildings, generate shopping streets in which individuals and firms can do business and invest with confidence. It is proposed that a report will be presented to Cabinet in February/March 2013 to request agreement to public consultation of this SPD.

New Development Outside of Development Limits – SPD to provide guidance in light of the National Planning Policy framework (NPPF) 2012 and the deletion of Planning Policy Statement 7 (PPS7) with regard to development in the open countryside. It is proposed that a report will be presented to Cabinet in January/February 2013 to request agreement to public consultation of this SPD.

Tees Valley Waste Management Developments – SPD to provide a focused direction to the Waste Management issues within Hartlepool. It is proposed that a report will be presented to Cabinet in April/May 2013 to request agreement to public consultation of this SPD.

#### (c) Local Development Orders

Local Development Orders (LDOs) are a tool which can be used to simplify planning controls for designated areas of land. Whilst LDO's must be in general compliance with the key policies contained in the Development Plan (Local Plan/Core Strategy) an LDO will provide the planning policy framework within these areas, providing development meets the criteria established in the LDO. The government is currently encouraging the use of LDO's as a means of promoting development and supporting community led planning and sees these as a mechanism to support the delivery of their Enterprise Zone initiative. The Tees Valley has recently been successful in securing Enterprise Zone status under this initiative and the successful bid includes sites in Hartlepool at Queens Meadow and the port estate and Oakesway.

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

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

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

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

The first Local Development Scheme (LDS) as approved by Cabinet came into effect on 15 April 2005. The Scheme has been updated annually and the most recent scheme was approved by Cabinet in October 2011.

Annual Monitoring Reports (AMR) have been produced each year since 2004 / 5. The most recent AMR was completed in 2011 relating to the year 2010 / 11. This reviews progress against the RSS and generally assesses the effectiveness of planning policies and the extent to which they are being implemented. The AMR relating to 2011 / 2012 is to be presented to Cabinet December 2012.

**Further Information:**

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

## **B. SCHEDULE OF KEY DECISIONS**

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

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

#### **Nature of the decisions**

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

#### **Who will make the decision?**

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

#### **Ward(s) affected**

Various wards depending upon location of property asset.

#### **Timing of the decisions**

Decisions are expected to be made from December 2012 in line with a programme of disposals.

#### **Who will be consulted and how?**

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

#### **Information to be considered by the decision makers**

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



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

Disposals concluded in 2011 and 2012 to-date include, Municipal Buildings, Jesmond Road Primary School, 85 Station Lane, Easy Skip site, Throston Grange (former old persons home) and Somersby Close.

Disposals currently being progressed include: the former Foggy Furze Library and adjoining land, Morrison Hall, Tanfield Road Nursery Site (southside), Throston Grange (former Old Persons Home), and Ward Jackson Park Lodge, together with Brooklyn offices, and 174 West View Road.

The most recent potential sites/premises for consideration are Briarfields Paddock and Ambulance Station and Blakelock Hostel (as part of a supported accommodation project) Morrison Hall, Ward Jackson Park Lodge and the Middlesbrough Cargo Fleet Depot which is a "custodian" property jointly owned by the former Cleveland districts. The former Henry Smiths School Site is currently being considered including the potential of a specific area for affordable housing. Sites at Elizabeth Way, Coronation Drive and the former fairground sites in Seaton Carew will be disposed of as part of the regeneration proposals for Seaton.

The accommodation strategy is currently being reviewed with the potential disposal of surplus office accommodation at Bryan Hanson House being considered together with the future use of Carnegie Buildings during 2013 / 14.

As a result of Council decisions in respect of agreed Service Reviews and the Medium Term Financial Strategy the asset transfer to the third sector of West View Community Centre and Library, has now concluded whilst Jutland Road Community Centre is progressing. Throston Community Centre has now been leased out with an option to purchase.

## **How to make representation**

Representations should be made to Graham Frankland, Assistant Director (Resources), Regeneration and Neighbourhoods Department, Civic Centre, Victoria Road, Hartlepool. Telephone: 01429 523211.  
E Mail: [Graham.Frankland@hartlepool.gov.uk](mailto:Graham.Frankland@hartlepool.gov.uk)

## **Further information**

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

## **DECISION REFERENCE: RN 70/11 - INNOVATION FUND**

### **Key Test Decision (i) and (ii) applies**

#### **Nature of the decision**

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

#### **Who will make the decision?**

The decision will be made by the Cabinet.

#### **Ward(s) affected**

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

#### **Timing of the decision**

The decision is expected to be made in December 2012

#### **Who will be consulted and how?**

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

#### **Information to be considered by the decision makers**

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

#### **How to make representation**

Representations should be made to Damien Wilson, Assistant Director (Regeneration and Planning), Level 3, Civic Centre, Hartlepool, TS24 8AY. Telephone 01429 523400, email [damien.wilson@hartlepool.gov.uk](mailto:damien.wilson@hartlepool.gov.uk).

#### **Further information**

Further information can be obtained from Antony Steinberg, Economic Development Manager, Bryan Hanson House, Hanson Square Hartlepool, TS24 7BT. Telephone 01429 523503, email [antony.steinberg@hartlepool.gov.uk](mailto:antony.steinberg@hartlepool.gov.uk)

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

### **Key Test Decision (i) applies**

#### **Nature of the decision**

Following “determination” of the dunes area as “contaminated land”, to consider a report identifying responsible bodies and to decide upon progressing action against those bodies in accordance with the legislation.

#### **Who will make the decision?**

The decision will be made by the Cabinet.

#### **Ward(s) affected**

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

#### **Timing of the decision**

The decision is expected to be made in January 2013.

#### **Who will be consulted and how?**

Potential responsible bodies, Natural England and the Environment Agency will be consulted in writing.

#### **Information to be considered by the decision makers**

Following, the Environment Agency investigation and the determination of the site as contaminated land, Cabinet will be presented with a report setting out the findings of the legal process to establish those liable to contribute to the permanent remediation of the site, and to decide upon the issuing of Remediation Notices.

#### **How to make representation**

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

#### **Further information**

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

## **DECISION REFERENCE: RN89 / 11 FORMER BRIERTON SCHOOL SITE**

### **Key Test Decision (i) and (ii) applies**

#### **Nature of the decisions**

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

#### **Who will make the decision?**

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

#### **Ward(s) affected**

All Wards of the town are affected.

#### **Timing of the decision**

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

#### **Who will be consulted and how?**

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

Local residents

Ward Members

Sport England

Council Working Group

Cabinet

Council

#### **Information to be considered by the decision makers**

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

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

Cabinet and Council, through the budget process, have given approval to the demolition of surplus buildings on the site which will be progressed from October 2012.

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

The future determination of the whole site will be considered including those areas to be retained for sport and those where a master plan for future use / development will be required. The playing pitch strategy results are now being addressed and the options are being considered in two phases in the lower site (where Catcote Futures may be able to be accommodated and will take up temporary occupation under a licence) and upper site which is more dependent on the playing pitch strategy. The final decision on the future of the site will follow.

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

### **How to make representation**

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

### **Further information**

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

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

### **Key Test Decision (i) and (ii) applies**

#### **Nature of the decision**

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

#### **Who will make the decision?**

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

#### **Wards affected**

The wards affected are in the Victoria and Headland and Harbour Wards in particular, but there is town wide interest in the provision of recreational facilities generally and the Football Club itself.

#### **Timing of the decision**

The decision on Victoria Park is expected to be made in December / January 2013. Further decisions on the Masterplan will follow in January / February 2013.

#### **Who will be consulted and how?**

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

#### **Information to be considered by the decision makers**

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

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

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

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

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

Cabinet considered the Masterplan and the potential disposal of Victoria Park to the Football Club at the meeting on 19<sup>th</sup> March 2012 and it was agreed that the disposal should be referred to Full Council for decision. A Members presentation was held on 18<sup>th</sup> June 2012 in advance of the full Council meeting with the result that Members required more information on the masterplan and the land arrangements prior to it being considered by Council. Further discussions have taken place with the developer in relation to leisure provision and the regeneration of the site as a whole. Some further details on options have been provided but more detailed viability assessments are awaited. Audit Committee have also considered relevant aspects of the proposals.

## **How to make representation**

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

E mail: [Graham.Frankland@hartlepool.gov.uk](mailto:Graham.Frankland@hartlepool.gov.uk)

E mail: [Damien.wilson@hartlepool.gov.uk](mailto:Damien.wilson@hartlepool.gov.uk)

## **Further information**

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

## **DECISION REFERENCE: RN 98/11 – ACQUISITION OF ASSETS**

### **Key Test Decision (i) and (ii) applies**

#### **Nature of the decisions**

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

#### **Who will make the decision?**

The decisions will be made by Cabinet or the Finance and Corporate Services Portfolio Holder and Council as appropriate.

#### **Ward(s) affected**

Various wards depending upon location of property asset.

#### **Timing of the decisions**

Decisions are expected to be made from December 2012 in line with the potential of strategic acquisitions.

#### **Who will be consulted and how?**

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

#### **Information to be considered by the decision makers**

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

A robust business case will be considered on a case-by-case base to ensure that any acquisition is both a strategic priority and in line with the medium term financial strategy and does not increase financial risk. The acquisition and



disposal strategy is part of the strategy to fund one off costs identified in the medium term financial strategy. The purchase and resale of assets will need to be managed carefully to ensure annual capital receipts match annual expenditure commitments and avoid unbudgeted revenue costs from using prudential borrowing to fund any shortfall wherever possible.

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

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

### **How to make representation**

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

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

E Mail: [chris.little@hartlepool.gov.uk](mailto:chris.little@hartlepool.gov.uk)

### **Further information**

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

## **DECISION REFERENCE: RN 99/11 COMMUNITY INFRASTRUCTURE LEVY**

### **Key Test Decision (i) and (ii) applies**

#### **Nature of the decision**

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

#### **Who will make the decision?**

The decision will be made by Cabinet.

#### **Ward(s) affected**

The Community Infrastructure Levy would impact across the Borough.

#### **Timing of the decision**

The decision to progress preparatory work and evidence gathering was made by Cabinet in February 2012 and the decision to approve the appointment of external consultants to undertake viability testing on a range of development types to illustrate whether it is viable to implement a CIL in Hartlepool was made in June 2012.

The key decision in relation to the introduction of the CIL charging schedule will be taken following this work, it is anticipated that this will be end of January beginning of February 2013.

#### **Who will be consulted and how?**

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

#### **Information to be considered by the decision makers**

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

## **How to make representation**

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

## **Further information**

Further information can be obtained from Damien Wilson, Assistant Director (Regeneration and Planning), Regeneration and Neighbourhoods Department, Civic Centre, Victoria Road, Hartlepool. Telephone: 01429 523400. E Mail: [damien.wilson@hartlepool.gov.uk](mailto:damien.wilson@hartlepool.gov.uk).

## **DECISION REFERENCE: RN 5/12 SEATON CAREW DEVELOPMENT SITES – RESULTS OF JOINT WORKING ARRANGEMENT WITH PREFERRED DEVELOPER**

### **Key Test Decision (i) applies**

#### **Nature of the decision**

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

#### **Who will make the decision?**

The decision will be made by Cabinet.

#### **Ward(s) affected**

Seaton Ward will be directly affected by the proposals.

#### **Timing of the decision**

The decision is expected to be made in December 2012

#### **Who will be consulted and how?**

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

#### **Information to be considered by the decision makers**

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

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

## **How to make representation**

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

## **Further information**

Further information can be obtained from Damien Wilson as above

## **DECISION REFERENCE: RN 10/12 - ACQUISITION OF THE LONGSCAR BUILDING, SEATON CAREW**

### **Key Test Decision (i) applies**

#### **Nature of the decision**

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

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

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

#### **Who will make the decision?**

The decision will be made by Cabinet

#### **Ward(s) affected**

Seaton Ward

#### **Timing of the decision**

The decision is expected to be made in December 2012.

#### **Who will be consulted and how?**

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

## **Information to be considered by the decision makers**

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

## **How to make representation**

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

## **Further information**

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

## **DECISION REFERENCE: RN 11 / 12 PUBLIC LIGHTING STRATEGY**

### **Key Test Decision (i) and (ii) applies**

#### **Nature of the decision**

To approve the Public Lighting Strategy for Hartlepool

#### **Who will make the decision?**

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

#### **Timing of the decision**

The decision will be made in January 2013.

#### **Who will be consulted and how?**

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

#### **Information to be considered by the decision makers**

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

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

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

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



## **How to make representation**

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

## **Further information**

Further information can be obtained from Mike Blair, Highways, Traffic and Transport Manager, 1 Church Street, Hartlepool, TS24 7DS. Telephone: 01429 523252. Email: [mike.blair@hartlepool.gov.uk](mailto:mike.blair@hartlepool.gov.uk).

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

### **Key Decision Test (i) and (ii) applies**

#### **Nature of the decision**

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

#### **Who will make the decision?**

The decision will be made by Cabinet.

#### **Ward(s) affected**

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

#### **Timing of the decision**

The decision is expected to be made in December 2012.

#### **Who will be consulted and how?**

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

The construction of the wind turbines will require planning permission and will be subject to relevant consultation.

#### **Information to be considered by the decision makers**

It is widely accepted that the public sector has a major role to play if the UK is to meet its challenging renewable energy targets. However, funding costly large

scale renewable energy projects is difficult, and many public sector bodies do not have the funds nor the highly specialist skills to deliver such projects.

The Council was approached by Partnership for Renewables (PfR) in 2009. PfR proposed to lease land from the Council, with the intention of erecting wind turbines on that land. The Council would benefit from an income from the lease of the land, and also from a share of the income from electricity generated.

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

The Council has since undertaken some further market testing with other contractors to discuss the proposal further and to ensure that the Council receives the best arrangement possible.

It is likely that any arrangement will lead to the following:

- The erection of wind turbines, which would be owned by the developer third party.
- Leasing of the land, by the Council, to the developer. This would attract an annual fixed price income.
- The Council would receive a further payment, linked to energy generation performance.
- A community benefit fund may also be provided by the developer.
- Any final contract would be likely to lead to a 25 year lease on the land, with the Council receiving an index-linked income for this period of time.

Cabinet at its meeting on 4<sup>th</sup> October 2012 agreed to progress with a competitive procurement which will then allow the Council to consider the options and benefits more fully.

## **How to make representation**

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

## **Further information**

Further information can be obtained from Denise Ogden as above.

## **DECISION REFERENCE: RN 20/12 SELECTIVE LICENSING**

### **Key Decision Test (i) and (ii) applies**

#### **Nature of the decision**

To consider the findings of the evidence gathered from the consultation as prescribed by guidance together with a timetable of possible implementation of additional Selective Licensing areas in Hartlepool.

#### **Who will make the decision?**

The decision will be made by Cabinet

#### **Ward(s) affected**

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

#### **Timing of the decision**

The decision is expected to be made in January / February 2013.

#### **Who will be consulted and how?**

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

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

#### **Information to be considered by the decision makers**

The Housing Act 2004 introduced a discretionary power for Local Housing Authorities to designate areas for the selective licensing of private sector rented housing suffering from, or likely to suffer from, low demand and/or significant and persistent anti-social behaviour. The current designation of Selective Licensing was implemented in May 2009 covering 6 areas of the town and in September 2011 Cabinet agreed to delay their decision to extend the scheme into a further 9 areas for 12 months until a thorough evaluation of the evidence available from the existing scheme has been undertaken. This was reported to Cabinet on the 17<sup>th</sup> September 2012 giving detailed information and a report will

provide an analysis of the impact the scheme has had on each of the existing 6 areas and indicate the effectiveness of Selective Licensing in Hartlepool. This further report will inform members of the outcome and evidence gathered from the consultation into introducing additional Selective Licensing areas in Hartlepool in addition to the areas which currently have selective licensing of private landlords operating in selective areas.

### **How to make representation**

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

### **Further information**

Further information can be obtained from Lynda Igoe, Principal Housing Advice Officer, Regeneration and Neighbourhoods Department, Housing Options Centre, Park Road, Hartlepool. Telephone: 01429 284177. Email: [lynda.igoe@hartlepool.gov.uk](mailto:lynda.igoe@hartlepool.gov.uk)

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

### **Key Test Decision (ii) applies**

#### **Nature of the decision**

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

#### **Who will make the decision?**

The decision will be made by Cabinet

#### **Ward(s) affected**

All Wards

#### **Timing of the decision**

The decision is expected to be made in December 2012

#### **Who will be consulted and how?**

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

#### **Information to be considered by the decision makers**

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

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

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

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

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

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

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

### **How to make representation**

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

### **Further information**

Further information can be obtained from Nigel Johnson (Housing Services Manager) 01429 284339 [nigel.johnson@hartlepool.gov.uk](mailto:nigel.johnson@hartlepool.gov.uk)

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

### **Key Test Decision (ii) applies to whole borough**

#### **Nature of the decision**

To seek full Council approval for the re-adoption of the Council's statement of licensing principles (gambling policy) as required by the gambling act 2005

#### **Who will make the decision?**

Council

#### **Ward(s) affected**

The ward(s) affected are all

#### **Timing of the decision**

The decision will be made in December 2012

#### **Who will be consulted and how?**

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

#### **Information to be considered by the decision makers**

Craft policy, Consultation responses, National guidance

#### **How to make representation**

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

#### **Further information**

Further information can be sought by contacting Ian Harrison Principal Trading Standards & Licensing Officer, Hartlepool Borough Council, Bryan Hanson House, Hanson Square, Hartlepool, TS24 7BT, Telephone 01429 523354, E-Mail: [Ian.Harrison@Hartlepool.Gov.Uk](mailto:Ian.Harrison@Hartlepool.Gov.Uk)



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

### **Key Test (i) and (ii) applies**

#### **Nature of the decision**

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

#### **Who will make the decision?**

The decision will be made by Cabinet.

#### **Timing of the decision**

The decision is expected to be made in December 2012.

#### **Ward(s) affected**

Potential impact upon all Wards

#### **Who will be consulted and how?**

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

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

#### **Information to be considered by the decision makers**

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

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

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

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

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

## **How to make representation**

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

## **Further information**

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

## **DECISION REFERENCE: RN 27/12 COASTAL COMMUNITIES FUND ROUND 2 APPLICATION**

### **Nature of the decision**

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

### **Who will make the decision?**

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

### **Ward(s) affected**

It is anticipated that a number of wards could be affected, depending upon the nature of the bid.

### **Timing of the decision**

The decision is expected to be made in January 2013.

### **Who will be consulted and how?**

Consultation will take place with the private, voluntary and community sectors to explore the potential for partnership working to deliver a bid.

### **Information to be considered by the decision makers**

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

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

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

A bid for funding submitted by the Council in April 2012 was unsuccessful. Further funding for 2013/14 is expected (although the level remains unknown) and timescales will be announced by the fund administrators in 2012, following a review and evaluation from year one. It is anticipated that the application process and timetable for submission will be similar to the round 1 timetable with submissions required in April 2013.

### **How to make representation**

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

### **Further information**

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

## **DECISION REFERENCE: RN 30 / 12 – COMMUNITY POOL 2013/14**

### **Key Test Decision (i) and (ii) applies**

#### **Nature of the decision**

To feed back to Cabinet on the Community Pool processes and allocations for 2012/13 and to present proposals for the allocations of Community Pool budget for 2013/14.

#### **Who will make the decision?**

The decision will be made by Cabinet.

#### **Ward(s) affected**

No wards are affected specifically; however Community Pool is a town wide programme.

#### **Timing of the decision**

The decision will be made by Cabinet in December 2012.

#### **Who will be consulted and how?**

Relevant council departments and key stakeholders will be consulted with to determine their views on the progress made by the projects contracted, and grant funded through the Community Pool 2012/13. This will also be an opportunity to consider any suggested changes to the eligibility criteria and associated guidance for the grants.

#### **Information to be considered by the decision makers**

The key aims of the Community Pool are to support the VCS to undertake activities and projects that clearly reflect the aspirations, aims, objectives and priorities of the Council's Community Strategy, Child Poverty Strategy, Voluntary and Community Sector Strategy as well as the work of the Financial Inclusion Partnership.

Following the review of the Community Pool, the approach to commissioning of the budget for 2012/13 was significantly different to the approach taken in previous years. The allocation of the funding was split into 5 categories;

- Category 1 – The provision of universal welfare benefits and advice;
- Category 2 – The provision of universal credit union support;
- Category 3 – Capacity and resource building in the Voluntary and Community Sector
- Category 4 – The provision of universal specialist support; and
- Category 5 – The provision of development / investment

Categories 1, 2 and 3 were procured through a formal commissioning process and Categories 4 and 5 have been allocated through a grant application process, offering a variety of support packages to the Voluntary and Community Sector whilst delivering specific services in Hartlepool.

The report will consider and evaluate the process that was undertaken to allocate grant funding in 2012/13, and outline any suggested amendments to procedures used, as well as the eligibility criteria and associated guidance. Options on the allocation of the budget between Categories 4 and 5 in 2013/14 will also be presented to Cabinet for consideration.

### **How to make representation**

Representations should be made to Denise Ogden, Assistant Director (Neighbourhood Services) Civic Centre, Victoria Road, Hartlepool, TS24 8AY. Telephone 01429 523800 e-mail: [denise.ogden@hartlepool.gov.uk](mailto:denise.ogden@hartlepool.gov.uk)

### **Further information**

Further information can be sought by contacting Fiona Stanforth, Community Regeneration Officer, Bryan Hanson House, Hanson Square, Hartlepool, TS24 7BT. Telephone 01429 523278 e-mail: [fiona.stanforth@hartlepool.gov.uk](mailto:fiona.stanforth@hartlepool.gov.uk)

## **DECISION REFERENCE: RN 31 / 12 - CITY DEAL**

### **Key Test Decision (i) and (ii) applies**

#### **Nature of the decision**

To consider Hartlepool Borough Council's inclusion in a Tees Valley bid for a City Deal proposal with the Government.

#### **Who will make the decision?**

The decision will be made by Cabinet which will need to be ratified by Council.

#### **Ward(s) affected**

All wards

#### **Timing of the decision**

The decision is expected to be made in December 2012

#### **Who will be consulted and how?**

All Council members  
Tees Valley Directors of Place  
Tees Valley Leader and Mayors  
Tees Valley Chief Executives  
Tees Valley Unlimited/Local Enterprise Partnership Board

#### **Information to be considered by the decision makers**

On 8<sup>th</sup> December 2011, the Deputy Prime Minister and the Minister for Cities, jointly published "Unlocking Growth in Cities" which invited the eight core cities in England to submit proposals for tailored deals, consisting of new powers and innovative projects to unlock growth.

The eight core cities have been working with Government to develop the detail of their city deals, with Liverpool and Manchester publishing their agreed documents earlier in the year and others, including Leeds and Newcastle following suit when the remaining deals were announced on 5<sup>th</sup> July 2012.

A second wave of City Deals will be announced shortly and Hartlepool as part of the wider Tees Valley could potentially be included in a City Deal based on the Tees Valley Local Enterprise Partnership area.

In essence, Government has agreed to devolve new powers to England's largest cities or functional economic areas, such as Tees Valley in a series of very unique and specific deals that will help them invest in growth and unlock job creation, support local businesses, control budgets, improve critical infrastructure and improve local skills. In return, the core cities have agreed to put in place stronger, more accountable local leadership and to spend their resources more efficiently

## **How to make representation**

Representations should be made to

Damien Wilson, Assistant Director (Regeneration and Planning), Level 3, Civic Centre, Hartlepool, TS24 8AY. Tel: (01429) 523400. E-mail: [damien.wilson@hartlepool.gov.uk](mailto:damien.wilson@hartlepool.gov.uk)

## **Further information**

Further information can be obtained from Damien Wilson, Assistant Director (Regeneration and Planning), Level 3, Civic Centre, Hartlepool, TS24 8AY. Tel: (01429) 523400. E-mail: [damien.wilson@hartlepool.gov.uk](mailto:damien.wilson@hartlepool.gov.uk)



## **DECISION REFERENCE: RN 32 / 12 – EMPTY PROPERTY PURCHASING SCHEME - LOCAL AUTHORITY FLEXIBLE TENANCIES**

### **Key Test Decision (i) and (ii) applies**

#### **Nature of the decision**

Key decision to adopt Local Authority Flexible Tenancies for properties let through the Empty Property Purchasing Scheme.

#### **Who will make the decision?**

The decision will be made by Cabinet.

#### **Ward(s) affected**

All wards in Hartlepool will be affected.

#### **Timing of the decision**

The decision will be made in December 2012.

#### **Who will be consulted and how?**

Detailed public and stakeholder consultation completed on the Tenancy Strategy concluded in August. The Strategy was required through the Localism Act November 2011 and set out details of Local Authorities power to grant flexible tenancies which are the subject of the required decision. Detailed consultation has also been taken forward as part of the Empty Homes Strategy and Members have considered a number of reports in relation to the Empty Property Purchasing Scheme.

#### **Information to be considered by the decision makers**

The report will provide details of the proposed tenancy arrangements for properties purchased and refurbished through the Empty Property Purchasing Scheme. It will propose the introduction of flexible tenancies and provide the background for this proposal and implications. The Local Authority currently only issues secure tenancies, The Localism Act provided Local Authorities with the opportunity to introduce a new form of flexible tenancy at a affordable rent and following the success of Hartlepool Borough Councils Cluster Fund bid 100 empty homes will be brought back into use and the business plan has been developed using 80% of market rents. Allowing tenancies to be let as flexible tenancies will give greater flexibility to the scheme creating opportunities for home ownership options to be introduced in the future if required. This is in line with the principles in the Tenancy Strategy creating flexibility in specific and exception circumstances.

## **How to make representation**

Representations should be made to Damien Wilson, Assistant Director of Regeneration and Planning, Civic Centre, Victoria Road, Hartlepool, TS24 8AY. Telephone 01429 523400, e-mail: [damien.wilson@hartlepool.gov.uk](mailto:damien.wilson@hartlepool.gov.uk)

## **Further information**

Further information can be sought by contacting Amy Waller (Principal Housing and Regeneration Officer) Housing Services, 01429 523539 [amy.waller@hartlepool.gov.uk](mailto:amy.waller@hartlepool.gov.uk) or Nigel Johnson (Housing Services Manager) Housing Services, 01429 284339 or [nigel.johnson@hartlepool.gov.uk](mailto:nigel.johnson@hartlepool.gov.uk).

## **DECISION REFERENCE: RN 33 / 12 – HIGH STREET INNOVATION FUND**

### **Key Test Decision (i) and (ii) applies**

#### **Nature of the decision**

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

#### **Who will make the decision?**

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

#### **Ward(s) affected**

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

#### **Timing of the decision**

The decision is expected to be made in January 2013.

#### **Who will be consulted and how?**

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

#### **Information to be considered by the decision makers**

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

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

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

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

Approval to develop a project for the Indoor Market and for additional signage within the town centre was approved by the Regeneration and Neighbourhoods Portfolio Holder on the 28<sup>th</sup> September 2012. A further report will be considered in November to allocate the remaining £75k from the High Street Innovation Fund.

## **How to make representation**

Representations should be made to Damien Wilson Assistant Director (Regeneration and Planning) , Civic Centre, Victoria Road, Hartlepool, TS24 8AY. Telephone 01429 523400, e-mail: [damien.wilson@hartlepool.gov.uk](mailto:damien.wilson@hartlepool.gov.uk)

## **Further information**

Further information can be sought by contacting Rob Smith, Senior Regeneration Officer, Bryan Hanson House, Hanson Square, Hartlepool TS24 7BT Tel: 01429 523531. Email: [rob.smith@hartlepool.gov.uk](mailto:rob.smith@hartlepool.gov.uk)

## **DECISION REFERENCE: RN 34 / 12 - ADOPTION OF THE REVIEW OF THE LONG TERM COASTAL MANAGEMENT STRATEGY COVERING THE FRONTAGE FROM CRIMDON TO NEWBURN BRIDGE.**

### **Key Test Decision (i) and (ii) applies**

#### **Nature of the decision**

Formal adoption of the recommendations and policies for the long term strategic management of the coastline from Crimdon (the boundary with Durham County Council) down to Newburn Bridge; contained within the Coastal Strategy Review Document. Authorisation of Officers to progress the recommendations of the strategy by undertaking maintenance of key frontage lengths and also producing detailed Project Appraisal Reports (PAR'S) leading to significant capital construction schemes subject to the necessary approvals, availability of funding and contributions from key beneficiaries of the works including the Council and the Private Sector.

#### **Who will make the decision?**

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

#### **Ward(s) affected**

Coastal erosion and flooding are Borough wide issues, however the strategy directly affects the Headland and Harbour and De Brus Wards.

#### **Timing of the decision**

The decision is expected to be made in January 2013.

#### **Who will be consulted and how?**

Public consultations and presentations, stakeholder meetings and press releases were all undertaken throughout the duration of producing the strategy; responses received were considered in formulating the final strategy reports. Further consultation on the conclusions of the strategy will not be carried out, however consultations on individual schemes will be carried out through production of the Project Appraisal Reports and through the formal Planning process. Final dissemination of the strategy conclusions is planned after formal adoption by the Council and the Environment Agency's Large Projects Review Group.

## **Information to be considered by the decision makers**

The information to be considered is the Strategy Study Review for North Sands to Newburn Bridge (incorporating Hart Warren) which is produced in 3 parts namely:-

- Stage A Report – Comprising an assessment of the current condition and analysis of future performance of the existing coastal defence structures; includes a detailed topographical survey, visual walk-over survey, intrusive investigation of existing structures and photomontage;
- Stage B Report - Technical, Environmental and Economic evaluation of feasible options and selection of preferred options to manage the long-term coastal defence of the frontage; includes detailed numerical modelling and a Strategic Environmental Assessment (of the options), Habitats Regulations Screening Assessment and a Water Framework Directive Assessment;
- Stage C Report – Strategy Appraisal Report (StAR) which details the justification and business case for carrying out the recommended works; an essential requirement to secure Government Grant (Flood Defence Grant in Aid).

## **How to make representation**

Formal representations can be made in writing to:-

Alastair Smith  
Assistant Director (Transportation and Engineering)  
Hartlepool Borough Council,  
Bryan Hanson House,  
Lynn Street,  
Hartlepool,  
TS24 7BT.

[alastair.smith@hartlepool.gov.uk](mailto:alastair.smith@hartlepool.gov.uk)

Tel No: 01429 523802

## **Further information**

Copies of the strategy documents will be made available at the Civic Centre, Bryan Hanson House and the Town Centre and Headland Libraries and the Council's coastal website <http://www.hartlepoolcoastal.com>. Further information can be obtained from Dennis Hancock – Principal Engineer 01429 523207 or [dennis.hancock@hartlepool.gov.uk](mailto:dennis.hancock@hartlepool.gov.uk)

## **DECISION REFERENCE: RN 35/12 – EUROPEAN COMMISSION 'YOUTH GUARANTEE SCHEME'**

### **Key Test Decision (i) and (ii) applies**

#### **Nature of the decision**

To seek approval from Cabinet to deliver the European Commission Youth Guarantee Scheme programme which is aimed at supporting young people to enter into education, employment or training on leaving school. This decision will be subject to the Council successfully securing this European funding through an open and competitive tendering process.

#### **Who will make the decision?**

The decision will be made by the Cabinet.

#### **Ward(s) affected**

Potentially all wards could be affected, but particular focus will be on the most deprived wards.

#### **Timing of the decision**

The decision is expected to be made in January 2013. A report will be submitted to Cabinet on 29<sup>th</sup> October 2012 which will provide details of the Youth Guarantee Scheme tender specification.

#### **Who will be consulted and how?**

Schools, career guidance services, voluntary and community sector organisations, public & private employment services, colleges, work-based learning providers and employers have been consulted. All of these key stakeholders have been invited to a briefing session on Monday 15<sup>th</sup> October 2012 to discuss the tender specification and the proposed delivery model for Hartlepool.

#### **Information to be considered by the decision makers**

In August 2012, the European Commission announced a €4million call for proposals to develop a Youth Guarantee Scheme in local, regional or national areas where youth unemployment is above 22.7%. This will build on existing Youth Guarantee approaches in some Member States (particularly Austria, Finland, the Netherlands and Sweden).

The Commission expects to finance at least 15 proposals across the European Union. The amount of grant needed to implement the programme will be between €100,000 and €250,000 with organisations only able to bid for 95% of the funding required. All projects are expected to last no longer than 12 months.

Within the tender outline, the Commission has called for proposals that will aim to *'ensure that all young are in a job, further education or activation measures within four months of leaving school and to provide this as a 'Youth Guarantee'*.

The Council will submit an application for this funding to the European Commission in Brussels, Belgium by the deadline of 22<sup>nd</sup> October 2012. Organisations will be notified of the results by the end of January 2013.

### **How to make representation**

Representations should be made to Damien Wilson, Assistant Director (Regeneration and Planning), Level 3, Civic Centre, Hartlepool, TS24 8AY. Telephone 01429 523400, email [damien.wilson@hartlepool.gov.uk](mailto:damien.wilson@hartlepool.gov.uk) or Dean Jackson, Assistant Director (Performance and Achievement) Level 3, Civic Centre, Hartlepool, TS24 8AY. Telephone 01429 523914, email [dean.jackson@hartlepool.gov.uk](mailto:dean.jackson@hartlepool.gov.uk)

### **Further information**

Further information can be obtained from Patrick Wilson, Employment Development Officer, Bryan Hanson House, Hanson Square Hartlepool, TS24 7BT. Telephone 01429 523517, email [patrick.wilson@hartlepool.gov.uk](mailto:patrick.wilson@hartlepool.gov.uk) or Tom Argument, 11-19 Partnership Advisor, Education Development Centre, Seaton Lane, Hartlepool, TS25 1HN. Telephone 01429 287366, email [tom.argument@hartlepool.gov.uk](mailto:tom.argument@hartlepool.gov.uk)



## **DECISION REFERENCE: RN 36/12 – LANDLORD ACCREDITATION**

### **Key Test Decision (i) and (ii) applies**

#### **Nature of the decision**

Members will be asked to consider withdrawing the locally operated voluntary Landlord Accreditation scheme and encourage landlords operating within the town to take up membership of one of the independent national Landlord Accreditation schemes.

#### **Who will make the decision?**

The decision will be made by Cabinet

#### **Ward(s) affected**

All wards will be affected.

#### **Timing of the decision**

The decision is expected to be made in December 2012.

#### **Who will be consulted and how?**

The potential removal of the Landlord Accreditation was discussed with members of the Neighbourhood Services Scrutiny Forum as part of its investigation into Private Sector Housing in 2011/12.

Consultation has taken place with all landlords participating in the existing scheme and all landlords and managing agents operating within the designated areas for Selective Licensing within the town.

#### **Information to be considered by the decision makers**

The Landlord Accreditation Scheme was first introduced in 2002 and aimed to share and promote good practice within the private rented sector in Hartlepool whilst also recognising those landlords who manage their properties to a good standard. The local scheme is voluntary and administered solely by the Council and membership is free.

The report will highlight the findings of an internal audit review of the existing scheme which found that this non statutory service would need significant development and investment in order to achieve its intended aims and objectives.

## **How to make representation**

Representations should be made to Damien Wilson, Assistant Director (Regeneration and Planning), Regeneration and Neighbourhoods Department, Civic Centre, Victoria Road, Hartlepool, TS24 8AY. Telephone 01429 523400, e-mail: [Damien.wilson@hartlepool.gov.uk](mailto:Damien.wilson@hartlepool.gov.uk).

## **Further information**

Further information can be sought by contacting Lynda Igoe, Principal Housing Advice Officer, Regeneration and Neighbourhoods Department, Housing Options Centre, Park Road, Hartlepool. Telephone: 01429 284177. Email: [Lynda.igoe@hartlepool.gov.uk](mailto:Lynda.igoe@hartlepool.gov.uk)

## **DECISION REFERENCE: RN 37/12 – EARLY MORNING ALCOHOL RESTRICTION ORDER**

Key Test Decision (ii) applies to whole borough

### **Nature of the decision**

Approval of the adoption of an Early Morning Alcohol Restriction Order (EMRO)

### **Who will make the decision?**

Council

### **Ward(s) affected**

The ward(s) affected are all

### **Timing of the decision**

Depending on consultation responses, it is likely that the matter would be taken to Council between February and May 2012

### **Who will be consulted and how?**

Letters to Local Interested Parties, Local Licensees, Councillors, National Associations, Local Media, Website

### **information to be considered by the decision makers**

Draft order, consultation responses, national guidance

### **How to make representation**

Representations should be made to Ian Harrison, Principal Trading Standards & Licensing Officer, Hartlepool Borough Council, Bryan Hanson House, Hanson Square, Hartlepool, Ts24 7bt, Telephone 01429 523354, E-Mail: [Ian.Harrison@Hartlepool.gov.uk](mailto:Ian.Harrison@Hartlepool.gov.uk)

### **Further information**

Further information can be sought by contacting Ian Harrison on above number

## **DECISION REFERENCE: RN 38/12 – COMMUNITY ENERGY COLLECTIVE SWITCHING**

Key Test Decision (ii) applies (affects all Wards)

### **Nature of the decision**

Cabinet will be asked to consider pursuing a collective switching scheme where the Council will, through a specialist third party organisation, bring together a group of bill payers to increase their negotiating with energy suppliers.

### **Who will make the decision?**

Cabinet

### **Ward(s) affected**

The ward(s) affected are all

### **Timing of the decision**

The decision will be made in December 2012 / January 2013.

### **Who will be consulted and how?**

If approval is given for the Council to progress this project a comprehensive consultation process will be undertaken with residents and businesses in order to explain the scheme and its benefits. Thereafter assistance will be given to those people wishing to join the scheme.

Consultation will be undertaken directly through Council sources and through the specialist third party organisation who may be appointed to administer the scheme. Vela as the town's largest housing provider have also indicated their wish to be involved to ensure their tenants benefit.

### **Information to be considered by the decision makers**

Collective switching is a concept whereby a group of billpayers get together to increase their negotiating power with energy suppliers. The concept relies on energy suppliers competing to offer low prices in order to secure the business of multiple householders, whereby economies of scale dictate a lower price for the consumer.

It is common for a third party organisation to administer the scheme, such as the 'Switch with Which?' campaign undertaken by the consumer focus organisation Which?. There are several Council-led schemes developing across the country which are being encouraged.

Collective switching is usually led by a third party organisation who takes responsibility for collating details of all members of a scheme. This organisation will liaise directly with energy suppliers or wholesalers to secure the best price for members of the group.

Both the third party and also member organisations would expect to make a profit for each household introduced, via a commission based scheme. In the case of a local authority, this commission may be used to take further action to tackle fuel poverty.

The introduction of a collective switching scheme for Hartlepool Borough Council would present a number of benefits, including:

- Reduction in fuel poverty for residents.
- Increase in disposable income for residents, some of which would be re-circulated in the local economy.

A small income for the Council from commission for each household signing up.

## **How to make representation**

Representations should be made to Denise Ogden, Assistant Director (Neighbourhood Services) Civic Centre, Victoria Road, Hartlepool, TS24 8AY. Telephone 01429 523800 e-mail: [denise.ogden@hartlepool.gov.uk](mailto:denise.ogden@hartlepool.gov.uk) or Graham Frankland, Assistant Director (Resources), Regeneration and Neighbourhoods Department, Civic Centre, Victoria Road, Hartlepool. Telephone: 01429 523211. E Mail: [Graham.Frankland@hartlepool.gov.uk](mailto:Graham.Frankland@hartlepool.gov.uk)

## **Further information**

Further information can be sought by contacting Denise Ogden or Graham Frankland on above number

## **DECISION REFERENCE: RN 39 / 12 - TOWN WALL COASTAL WORKS: CONSTRUCTION OF SET-BACK FLOOD DEFENCE WALL AND ASSOCIATED WORKS**

### **Key Test Decision (i) and (ii) applies**

#### **Nature of the decision**

To approve the scheme following completion of the final detailed design of the set back flood defence wall and associated works involving drainage and highway elements.

#### **Who will make the decision?**

The decision will be made by the Cabinet.

#### **Ward(s) affected**

The Headland and Harbour Ward.

#### **Timing of the decision**

The decision is expected to be made in February 2013.

#### **Who will be consulted and how?**

The development of this scheme has been ongoing since 2008 and various public consultations and presentations, 1 to 1 meetings with residents of the Town Wall, stakeholder meetings and press releases have all been undertaken.

The detailed proposals will be presented to the Hartlepool Headland Residents Association and details of the scheme and a feedback form will be delivered to residents situated within the predicted flood zone; along with an offer for residents to view the scheme proposals in detail and provide feedback.

The scheme details will also be included in the November 2012 edition of Hartbeat.

#### **Information to be considered by the decision makers**

The information to be considered by Cabinet will consist of a report comprising the following:-

- A detailed background to the need for the scheme and results of consultations already carried out;
- Progress made to date;

- Description of the final design and the detailed design process;
- Financial and risk implications.

## **How to make representation**

Formal representations can be made in writing to:-

Alastair Smith  
Assistant Director (Transportation and Engineering)  
Hartlepool Borough Council,  
Bryan Hanson House,  
Lynn Street,  
Hartlepool,  
TS24 7BT.

[alastair.smith@hartlepool.gov.uk](mailto:alastair.smith@hartlepool.gov.uk)

Tel No: 01429 523802

## **Further information**

Copies of the drawings and feedback form can be accessed on the Council's coastal website <http://www.hartlepoolcoastal.com>. Further information can be obtained from Dennis Hancock – Principal Engineer 01429 523207 or [dennis.hancock@hartlepool.gov.uk](mailto:dennis.hancock@hartlepool.gov.uk)

## **DECISION REFERENCE: RN 40 / 12 REVIEW OF CONCESSIONARY FARE PAYMENTS TO BUS OPERATORS FOR 2013-2014**

### **Key Test Decision (i) and (ii) applies**

#### **Nature of the decision**

To agree a revised payment structure for the provision of free concessionary travel for the over 60's and disabled for the 2013-2014 period with the bus operators.

#### **Who will make the decision?**

The decision will be made by Cabinet

#### **Timing of the decision**

The decision will be made in February 2012

#### **Who will be consulted and how?**

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

#### **Information to be considered by the decision makers**

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

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

Such enhancements that have previously been approved by Cabinet include allowing travel at all times of the day, and from 2011-12, the payment of a fixed fare of 30p prior to 9:30am

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

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

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

The cost to the Council for the national bus concession from the 1<sup>st</sup> April 2013 will be determined following negotiation with all bus operators operating services in Hartlepool.



## **How to make representation**

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

## **Further information**

Further information can be obtained from Mike Blair as above.

## **APPENDIX 1**

### **DETAILS OF DECISION MAKERS**

#### **THE CABINET**

Many decisions will be taken collectively by the Cabinet.

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

#### **EXECUTIVE MEMBERS**

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

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

The Mayor, Stuart Drummond  
Cath Hill  
John Lauderdale  
Paul Thompson

## **APPENDIX 2**

### **TIMETABLE OF KEY DECISIONS**

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

#### **1. DECISIONS EXPECTED TO BE MADE IN DECEMBER 2012**

CE 44/11 (page 9)	Workforce Arrangements	Cabinet / Council
CE 53/12 (page 14)	Localisation of Council Tax Support – Consultation Proposals	Cabinet / Council
CE 54/12 (page 16)	Local Welfare Support / Social Fund Localisation	Cabinet / Council
CAS 131/12 (page 23)	Schools' Capital Works Programme 2012/13 (Phase 3)	Portfolio Holder
CAS 133/12 (page 24)	Hartlepool Playing Pitch Strategy	Cabinet
CAS 135/12 (page 25)	Reablement Strategy 2012-15	Cabinet
RN 13/09 (page 37)	Disposal of Surplus Assets	Cabinet / Portfolio Holder
RN 70/11 (page 39)	Innovation Fund	Cabinet
RN 89/11 (page 41)	Former Brierton School Site	Cabinet / Portfolio Holder / Council
RN 90/11 (page 43)	Mill House Site Development and Victoria Park	Cabinet / Council
RN 98/11 (page 45)	Acquisition of Assets	Cabinet / Portfolio Holder / Council
RN 5/12 (page 49)	Seaton Carew Development Sites – Results of Joint Working Arrangement with Preferred Developer	Cabinet
RN 10/12 (page 51)	Acquisition of the Longscar Building, Seaton Carew	Portfolio Holder
RN 18/12 (page 55)	Leasing of land to a Wind Turbine Developer for the erection of wind turbines on land at Brenda Road	Cabinet
RN 22/12 (page 59)	Choice Based Lettings Policy Review 2012	Cabinet
RN 25/12 (page 61)	Gambling Act – Statement of Licensing Principles	Council
RN 26/12 (page 62)	Review of Waste Management Services	Cabinet
RN 30/12 (page 66)	Community Pool 2013/14	Cabinet
RN 31/12 (page 68)	City Deal	Cabinet / Council
RN 32/12 (page 70)	Empty Property Purchasing Scheme – Local Authority Flexible Tenancies	Cabinet
RN 36/12 (page 78)	Landlord Accreditation	Cabinet
RN 38/12 (page 81)	Community Energy Collective Switching	Cabinet

#### **2. DECISIONS EXPECTED TO BE MADE IN JANUARY 2013**

RN 74/11 (page 40)	Former Leathers Chemical Site	Cabinet
RN 99/11 (page 47)	Community Infrastructure Levy	Cabinet
RN 11/12 (page 53)	Public Lighting Strategy	Portfolio Holder
RN 20/12 (page 57)	Selective Licensing	Cabinet
RN 27/12 (page 64)	Coastal Communities Fund Round 2 Application	Portfolio Holder
RN 33/12 (page 72)	High Street Innovation Fund	Portfolio Holder
RN 34/12 (page 74)	Adoption of the Review of the Long Term Coastal Management Strategy covering the frontage from Crimdon to Newburn Bridge	Cabinet / Council
RN 35/12 (page 76)	European Commission 'Youth Guarantee Scheme'	Cabinet

### **3. DECISIONS EXPECTED TO BE MADE IN FEBRUARY 2013**

CE 46/11 (page 11)	Review of Community Involvement & Engagement (including LSP Review) : Update on decisions taken 'in principle'	Cabinet / Council
CAS 129/12 (page 21)	Collaboration in Child and Adult Services	Cabinet / Council
CAS 136/12 (page 26)	Updated Child Poverty Strategy and Action Plan	Cabinet
CAS 137/12 (page 28)	Health and Wellbeing Strategy	Cabinet / Council
RN 37/12 (page 80)	Early Morning Alcohol Restriction Order	Council
RN 39/12 (page 83)	Town Wall Coastal Works: Construction of set-back flood defence wall and associated works	Cabinet
RN 40/12 (page 85)	Review of Concessionary Fare Payments to Bus Operators for 2013-2014	Cabinet

### **4. DECISIONS EXPECTED TO BE MADE IN MARCH 2013**

CAS 106/11 (page 19)	Priority Schools Building Programme	Cabinet
CAS 138/12 (page 29)	Establishment of Health and Wellbeing Board	Cabinet
CAS 139/12 (page 30)	Provision for Pupils with Moderate Learning Difficulties	Portfolio Holder

## SCRUTINY CO-ORDINATING COMMITTEE

30 November 2012



**Report of:** Scrutiny Manager

**Subject:** SCRUTINY INVESTIGATION IN THE JSNA TOPIC OF 'POVERTY' - SETTING THE SCENE PRESENTATION - COVERING REPORT

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### 1. PURPOSE OF REPORT

1.1 To inform Members that relevant officers have been invited to attend this meeting to provide information in relation to the investigation into the JSNA topic of 'Poverty'.

### 2. BACKGROUND INFORMATION

2.1 Members will recall that at the meeting of this Committee on 28 September 2012, the terms of reference and potential areas of inquiry / sources of evidence for this Scrutiny investigation were approved.

2.2 As the first stage of the investigation, a 'Setting the Scene' presentation will be presented today by officers from across the authority, providing base line information in relation to the following:-

- i) How is poverty defined;
- ii) What are the consequences of poverty in relation to health;
- iii) What are the consequences of poverty in relation to the provision of services across different authority departments;
- iv) What are the key issues; and
- v) What is the level of need; and who is at risk / why.

### 3. RECOMMENDATION

- 3.1 It is recommended that the Members of the Scrutiny Co-ordinating Committee consider the evidence provided and seek clarification on any relevant issues where required.

**Contact Officer:-** Joan Stevens - Scrutiny Manager  
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Tel: 01429 284142  
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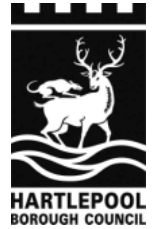
### BACKGROUND PAPERS

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

- (i) Minutes of the Scrutiny Co-ordinating Committee meeting held on 28 September 2012.
- (ii) Report of the Scrutiny Manager, entitled 'Scrutiny Investigation into Poverty – Scoping Report' presented at the meeting of the Scrutiny Co-ordinating Committee on 28 September 2012.

## SCRUTINY CO-ORDINATING COMMITTEE

30 November 2012



**Report of:** Scrutiny Manager

**Subject:** JSNA TOPIC OF 'POVERTY' – EVIDENCE FROM THE PORTFOLIO HOLDER FOR CHILDREN'S AND COMMUNITY SERVICES – COVERING REPORT

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### 1. PURPOSE OF REPORT

1.1 To inform Members of this Committee that the Portfolio Holder for Children's and Community Services has agreed to attend today's meeting to provide evidence in relation to this Committee's investigation into the JSNA topic of 'Poverty'.

### 2. BACKGROUND INFORMATION

2.1 Members will recall that at the meeting of this Committee on 28 September 2012, the terms of reference and potential areas of inquiry / sources of evidence for this Scrutiny investigation were approved.

2.2 Consequently, the Portfolio Holder for Children's and Community Services has agreed to attend this meeting to submit evidence of a local perspective to the Committee. Whilst the Mayor, and the Portfolio Holder for Adult and Public Health Services were unable to attend today's meeting, please note that arrangements have been made for their attendance at a future meeting of this Committee, on the 8 March 2013.

2.3 During this evidence gathering session it is suggested that responses should be sought, from the Portfolio Holder, to the following key questions:-

(a) With poverty being a contributory factor in closing the gap on health inequalities, and given that 30% of children in Hartlepool live in poverty, in your opinion as MP what more could be done to:-

i) Support people in Hartlepool to maximise their income and increase the number of people who are economically active;

ii) Ensure that information about the range of benefits available to vulnerable young people and families is consistent and of high quality.

- (b) What recommendations in relation to poverty could be helpful in informing the development of the health & wellbeing and commissioning strategies?
- (c) What other advice / information are you able to provide this Committee, that would assist this scrutiny investigation?

### 3. RECOMMENDATIONS

- 3.1 That Members of the Committee consider the views of the Portfolio Holder for Children's and Community Services in relation to the questions outlined in section 2.3 above.

**Contact Officer:-** Joan Stevens - Scrutiny Manager  
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### BACKGROUND PAPERS

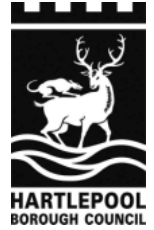
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# SCRUTINY CO-ORDINATING COMMITTEE

30 November 2012



**Report of:** Scrutiny Manager

**Subject:** JSNA TOPIC OF 'POVERTY' – PREVIOUS POVERTY RELATED SCRUTINY INVESTIGATIONS

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## 1. PURPOSE OF REPORT

1.1 To provide Members with details of, and progress in relation to the recommendations of, previous poverty related scrutiny investigations to assist in the committee in its current investigation in to the JSNA poverty topic of 'poverty'.

## 2. BACKGROUND INFORMATION

2.1 Members will recall that at the meeting of this Committee on 28 September 2012, the terms of reference and potential areas of inquiry / sources of evidence for this Scrutiny investigation were approved.

2.2 As part of the scoping process, emphasis was placed upon the importance of taking into consideration the outcome of previously investigations, as part of which poverty issues were considered. On this basis, attention is drawn to the following investigations:



i) Child Poverty and Financial Inclusion in Hartlepool (Undertaken in 2009/10)  
[http://www.hartlepool.gov.uk/downloads/file/6197/scrutiny\\_interim\\_report-child\\_poverty\\_and\\_financial\\_inclusion\\_in\\_hartlepool](http://www.hartlepool.gov.uk/downloads/file/6197/scrutiny_interim_report-child_poverty_and_financial_inclusion_in_hartlepool)


ii) The Provision of Face to Face Financial Advice and Information Services in Hartlepool (Undertaken in 2011/12)  
[http://www.hartlepool.gov.uk/downloads/file/7859/scrutiny\\_final\\_report-the\\_provision\\_of\\_face\\_to\\_face\\_financial\\_advice\\_and\\_information\\_services\\_in\\_hartlepool](http://www.hartlepool.gov.uk/downloads/file/7859/scrutiny_final_report-the_provision_of_face_to_face_financial_advice_and_information_services_in_hartlepool)



2.3 To assist the Committee, copies of the final reports in relation to each of the investigations will be placed in the Members library, however, please contact the Scrutiny Manager if you would prefer a hard copy ahead of the meeting. For those with internet access links to the documents are provided above.




2.4 In relation to each of the investigations, **Table 1** provides details of progress / actions in relation to each the recommendations made. Relevant officers will be present to answer any questions Members may have.

Table 1

Year 2009/10						
Investigation Child Poverty and Financial Inclusion in Hartlepool						
Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress
SCR-SCC/9a That a 'mapping' exercise of services be undertaken to ensure that all organisations are aware of the services available.	SCR-SCC/9a  A task and finish group will be established to complete the mapping exercise: - Group established June 2010; Mapping completed Jan 2011; and Information circulated to all partner agencies Mar 2011.	John Morton	31-Mar-2011	31-Mar-2011	07-Mar-2011 Research completed into information advice and guidance provision. HVDA has directory of support groups providing support on financial issues. The Hartlepool Families Information service also has a directory of service providers in Hartlepool. There are however a limited number of licensed advisors - CAB West View Advice and Resource Centre, Manor Residents and JobCentre Plus. An existing publication produced by the Financial Inclusion Partnership has been updated to reflect the research and this document is now available at a range of community based venues including Sure Start centres, Community Centres and Libraries. A joint staff development and awareness programme has also been developed to provide a more holistic knowledge on financial inclusion matters. This programme is being led by the Financial Inclusion Partnership manager. Officers are also working with the national child poverty action group to access training in financial support for families.	 Completed
SCR-SCC/9b That given ANEC's role as the lobbying and	SCR-SCC/9b  Regular attendance by lead officer at North East Local Authority	Danielle Swainston	28-Feb-2011	28-Feb-2011	09-Jan-2012 Lead officer continues to attend regional network meeting	 Completed

<p>advisory body in relation to this issue, the Council should utilise the skills and knowledge it has to assist in linking into the work of other authorities to share best practice.</p>	<p>Child Poverty Policy Network and Government Office led workshops, which are supported by ANEC's Policy Manager and the North East Child Poverty Adviser from Government Office, will provide structured mechanism for sharing of best practice.</p>				<p>30-Sep-2011 Lead officer continues to attend regional meeting.</p>	
<p>SCR-SCC/9c That ways of working with utility providers, benefits agencies and other bodies be explored to facilitate the transmission of information to the Council where families are in need of assistance and at risk of falling in to poverty.</p>	<p>SCR-SCC/9c Existing Hartlepool Financial Inclusion Partnership Stakeholder Group which meets monthly and involves a broad range of agencies will be used to drive this initiative. Will need to integrate with Child Poverty Working Group work programme.</p>	<p><del>Carol Jones</del></p>	<p>31-Dec-2010</p>	<p>31-Dec-2010</p>	<p>03-Mar-2011 The ongoing review of Public Bodies will result in changes to the way in which the most vulnerable people are supported in terms of fuel/utilities disputes, debt and disconnections referral work. A decision has not yet been reached as to the potential for CABx's to undertake this work. At this point it is difficult to determine the outcome of anticipated reduced services through the voluntary and third sectors but the ongoing SCC investigation should help to determine the direction of future funding and delivery of frontline services. Work continues to embed the HFIP/FIN agenda within the emerging Child Poverty Strategy.</p> <p>21-Jan-2011 Under the Governments review of public bodies, Consumer Focus has been identified as an agency for disbandment by 2012 under the Public Bodies Bill. A consultation is underway with CABX's in England &amp; Scotland to uptake displaced work following the disbandment of the organisation i.e. fuel/utilities disputes, debt,</p>	<p> Completed</p>

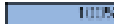


					disconnections etc. The extent of funding to made available for the delivery of this new work is not yet known. This will undoubtedly impact on advice agencies in ability to meet the needs of vulnerable families. Demand for support form grant trust aidis expected to be oversubscribed due to an increased number of funding applications to these bodies, further depresses potential growth in the third and community sectors. HFIP is represented by the PDO on the Child Poverty Working Group and is active in all aspects of work to ensure the integration of the Child Poverty agenda.		
SCR-SCC/9d That the 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.	SCR-SCC/9d	Develop working 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.	Fiona Srogi	31-Dec-2010	31-Dec-2011	<p>18-Sep-2012 The number of 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.</p> <p>This arrangement with the local charities will continue, as long as there are goods available.</p> <p>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</p>	 Completed
SCR-SCC/9e That updates be presented to Scrutiny on progress in tackling	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	 Completed




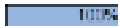
child poverty at regular intervals.					09-Jan-2012 Reporting taking place as needed. Face to face financial advice being explored through Community Pool commissioning process		
SCR-SCC/9f/i That in ensuring that the impact of child / family poverty is reflected in all aspects of the Council's decisions and work reference to 'child poverty' be included as a standard item on all Council reports.	SCR-SCC/9f/i	Report writing guide for officers will be amended to include child/family poverty as an issue to consider on all reports. This will be put in place for the commencement of the new municipal year.	Amanda Whitaker	30-Jun-2010	30-Jun-2010	29-Jun-2010 Report writing guide was amended to include reference to child/family poverty. An e mail was circulated to advise Officers that the guide had been updated.	 Completed
SCR-SCC/9f/ii That in ensuring the impact of child/family poverty is reflected in all aspects of the Council's decisions/work a review of the Commissioning of Services be undertaken to ensure that 'child poverty' is a separate clause within any contract.	SCR-SCC/9f/ii	Reference to Child Poverty to be included in the Council's Sustainable Procurement policy and guidance given to staff on the use of clauses in contract documents wherever appropriate.	David Hart	29-Oct-2010	29-Oct-2010	07-Mar-2011 Reference to Child Poverty has been included in the Council's Sustainable Procurement Policy and additional questions have been made available for use with the Council's Pre-Qualification Questionnaire (PQQ) which will enable Officers to request details of prospective supplier's efforts to relieve child poverty as part of their assessment of the supplier. Wording used is taken from that recommended by the Child Poverty Action Group (CPAG). 03-Aug-2010 Reference to Child Poverty has been included in the Council's Sustainable Procurement policy. Work is ongoing in relation to contractual clauses.	 Completed
SCR-SCC/9g That the recommendations of the ANEC Child Poverty Task and Finish Group be	SCR-SCC/9g	Progress against the actions as outlined in appendix B of the report will be updated on a 6 monthly basis as part of	Danielle Swainston	30-Nov-2010	30-Nov-2010	09-Jan-2012 Reporting taking place as needed. Financial advice being explored via Community Pool process. 06-Jul-2011 Reporting taking	 Completed

supported and taken forward wherever possible.	the reporting.				place as needed.	
SCR-SCC/9h That the expansion of face to face financial advice and support be explored through local authority in-house provision to increase the availability of appointments already provided by the CAB and the West View Advice and Resource Centre.	SCR-SCC/9h  That this action be undertaken as part of the Scrutiny Co-ordinating Committee's 2010/11 investigation into the provision of face to face financial advice and information services.	Danielle Swainston	30-Apr-2011	30-Apr-2011	09-Jan-2012 Face to face financial advice being explored within the Community Pool commissioning process.  30-Sep-2011 Report presented to Cabinet. Action plan being reviewed with a focus on wider economic wellbeing. Consultation currently taking place with front facing staff.	 Completed
SCR-SCC/9i That the local authority and all partners co-ordinate and work together to focus on one or two issues affecting child poverty in the first instance to ensure a defined and co-ordinated effort.	SCR-SCC/9i To be added	Danielle Swainston	31-Dec-2011	31-Dec-2011	10-Jan-2012 Child Poverty plan in place - partners contributing within partnership approach. Reviewing democratic reports paperwork to include Child Poverty risks  06-Jul-2011 Child poverty pathway being developed as part of the early intervention strategy - all partners involved.	 Completed




Year 2011/12

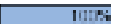
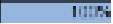
**Investigation** The Provision of Face to Face Financial Advice and Information Services in Hartlepool



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.	Scr-SCC/24a /i Further investigate the services available for residents in relation to economic wellbeing.	Penny Thompson	31-Oct-2011	31-Oct-2011		 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 services with the ability to 'bolt' on other services to meet the specific needs of individual communities.	SCR-SCC/24a /ii Establish the pathways of services for residents in order to understand any duplication and gaps in services.	Penny Thompson	31-Oct-2011	31-Oct-2011		 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 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	10-Oct-2012 Visiting customers who may be affected by benefit cap. Programme of training all customer facing staff throughout authority near completion. 12-Jul-2012 Working together with FISH. Direction from Welfare Reform Strategic Group.	 In Progress



Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress
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		 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		 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 monitoring/evaluation of activities and outcomes).	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		 Completed
SCR-SCC/24c/ii That within the criteria (outlined in	SCR-SCC/24c/ii Develop a potential service specification for welfare benefits /	John Morton	31-Jan-2012	31-Jan-2012		 Completed








Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress
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.	financial advice and information services based on investigation carried out in (a).					
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		 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		 Completed
SCR-SCC/24c/v That within the criteria (outlined in recommendation b)	SCR-SCC/24c/v Develop a potential service specification for welfare benefits / financial advice and	John Morton	31-Jan-2012	31-Jan-2012		 Completed

Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress
details of the specialist training and qualifications should be clearly specified, against which organisations can be assessed.	information services based on investigation carried out in (a).					
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.	 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		 Completed

Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress
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	16-Nov-2012 The Welfare Operational Reform Group met on 24 October 2012 and agreed that a number of very informative websites are already available and that a suitable course of action would be to ensure that the HBC website signposts to these appropriately. A review of the website and who will undertake this will be discussed in Q4.	 In Progress
					15-Oct-2012 All organisations that receive funding are members of the Welfare Reform Operational Group, and information on financial advice services currently operating in Hartlepool is available on the FISH Directory; this has been deemed as a satisfactory web based resource that meets the needs of the delivery organisations. This will however be reviewed at the next meeting to be held in October 2012.	
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 /ii Ensure that future delivery monitoring arrangements are rigorous	David Frame; Fiona Stanforth	31-Mar-2013	31-Mar-2013	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	 Completed

Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress
					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.	
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.	SCR-SCC/24e Specification for Community Pool - Cat 1 Universal Welfare Benefits and Financial Advice will require provider to deliver this.	John Morton	31-Jan-2012	31-Jan-2012		 Completed
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	15-Oct-2012 Systems have been established for the Category 1 contract provider (West View Advice and Resource Centre) to monitor and map demand for their services, and work is ongoing to review this through the Community Pool contract monitoring process. This also applies to the Category 2 contract provider (Credit Union) and work is ongoing with the organisation to target their resources most efficiently and effectively.  13-Jul-2012 Work has begun with the new Category 1 contract provider (West View	 In Progress

Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress
					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.	
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		 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		 Assigned
SCR-SCC/24i That funding be found to enable the continued provision of money	SCR-SCC/24i Financial Inclusion Partnership to work with children's services and financial institutions to	Penny Thompson; Margaret Wrigglesworth	31-Mar-2013	31-Mar-2013		 Assigned

Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress
skills / management sessions in schools, in partnership with Barclays Money Skills Project / Hartlepool Financial Inclusion Partnership.	explore funding opportunities for financial education					
SCR-SCC/24j That consideration be given to creating a generic Information Advice and Guidance (I.A.G.) Service which meets the needs of all residents at all stages of their lives, in partnership with current providers.	SCR-SCC/24j Community Pool Cat 1 Specification will require the delivery of welfare / debt advice including outreach services to priority neighbourhoods and groups.	John Morton	31-Jan-2012	31-Jan-2012		 Completed
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	15-Oct-2012 Work is ongoing to provide a generic information, advice and guidance service through Categories 1 and 2 of the Community Pool , and continues to be frequently reviewed through the contract monitoring process. 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	 In Progress

**9.3**

Recommendation	Action	Assigned To	Original Due Date	Due Date	Note	Progress
					based, outreach sessions in local community venues.	

### 3. RECOMMENDATIONS

#### 3.1 That Members:-

- i) Take consider the content and outcomes / recommendations of previous investigations (as detailed above) as part of their current work in relation to the JSNA 'poverty' topic; and
- ii) Seek clarification where required in relation to any of the information provided.

**Contact Officer:-** Joan Stevens - Scrutiny Manager  
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Email: joan.stevens@hartlepool.gov.uk

### BACKGROUND PAPERS

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- (i) Minutes of the Scrutiny Co-ordinating Committee meeting held on 28 September 2012.
- (ii) Report of the Scrutiny Manager, entitled 'Scrutiny Investigation into Poverty – Scoping Report' presented at the meeting of the Scrutiny Co-ordinating Committee on 28 September 2012.



# SCRUTINY CO-ORDINATING COMMITTEE

30 November 2012



**Report of:** Scrutiny Manager

**Subject:** ILLEGAL MONEY LENDING - INFORMATION REQUEST

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## 1. PURPOSE OF THE REPORT

- 1.1 To update Members of the Scrutiny Co-ordinating Committee in relation to with 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. In accordance with this request, mosaic lifestyle types and illegal money lending information was presented to the Scrutiny Co-ordinating Committee on the 28 September 2012.
- 2.2 During consideration of the information provided, attention was drawn to The Stop Loan Sharks Project, which targets illegal money lenders, and in particular the success of West Middlesbrough Neighbourhood Trust (WMNT) in partnership with Middlesbrough Council in being awarded the North East Regional 'Stop Loan Sharks Award'. Members indicated that they would be interested in learning more about the activities of the project, and the elements of best practice which had prompted the award.
- 2.3 In response to this request, it was established that three national Illegal Money Lending Teams make up the Stop Loan Sharks Project, with the team covering England located within Birmingham City Council. In order to provide the Committee with the requested information, contact was made with Birmingham City Council and an arrangement put in place for Catherine Wohlers from Birmingham City Council to attend today's meeting to provide a presentation and answer any questions Members may have.

## 3. RECOMMENDATION

- 3.1 That Members of the Scrutiny Co-ordinating Committee receive the presentation / 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 – 28 September 2012

## SCRUTINY CO-ORDINATING COMMITTEE

30 November 2012



Report of: Scrutiny Manager

Subject: REQUEST FOR FUNDING: VISIT TO  
BOURNEMOUTH BOROUGH COUNCIL

### 1. PURPOSE OF REPORT

- 1.1 To seek approval from the Scrutiny Co-ordinating Committee for a request for funding from the Overview and Scrutiny Function's dedicated scrutiny budget. The purpose of this funding being to enable three members of the Scrutiny Co-ordinating Committee to meet with appropriate officers and Elected Members from Bournemouth Borough Council, to discuss their processes and practices in relation to the operation and development of their Shadow Health and Wellbeing Board / Health and Wellbeing Board.

### 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 the retrospective funding request.

**Table 1**

<p><b>Title of the Overview and Scrutiny Committee:</b> Scrutiny Co-ordinating Committee (Health Reform Working Group)</p> <p>Visit being undertaken by:-</p> <p>Councillor James Councillor Stephen Akers-Belcher Councillor Christopher Akers-Belcher</p>
<p><b>Title of the current scrutiny investigation for which funding is requested:</b> The Health Reform Working Group is exploring the development of the role / relationship of Health scrutiny in relation to the operation and development of Hartlepool's Health and Wellbeing Board.</p>

<p><b>To clearly identify the purpose for which additional support is required:</b></p> <p>Key reasons for the visit:</p> <ul style="list-style-type: none"> <li>- The Bournemouth is an early implementer and as such is taking forward the development of governance arrangements to ensure the effective introduction of the statutory Health and Wellbeing Board (HWBB) in April 2013. As such, it would be beneficial to explore the processes, practices and progress made in relation to the operation and development of the SHWWB, including the working / operational relationships with their health overview and scrutiny function.</li> <li>- Bournemouth's HWBB is formed across two authorities. As such it would be beneficial to consider how the relationship between the Local Authorities works and explore its benefits / draw backs.</li> </ul>
<p><b>To outline indicative costs to be incurred as a result of the additional support:</b> £140 (£70 per room for one night)</p> <p>Transport, and other costs, are to be covered as part of arrangements for attendance at the National Association of Councillors Conference.</p>
<p><b>To outline any associated timescale implications:</b> Visit to occur on the 22 November 2013</p>
<p><b>To outline the 'added value' that may be achieved by utilising the additional support as part of the undertaking of the Scrutiny Investigation:</b> See above.</p>
<p><b>To outline any requirements / processes to be adhered to in accordance with the Council's Financial Procedure Rules / Standing Orders:</b> N/A</p>
<p><b>To outline the possible disadvantages of not utilising the additional support during the undertaking of the Scrutiny Investigation:</b> Suggestions may come forward that could be beneficial to the development of activities in Hartlepool, that otherwise might not be considered.</p>
<p><b>To outline any possible alternative means of additional support outside of this proposal:</b> 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.