

ADULT AND PUBLIC HEALTH SERVICES PORTFOLIO DECISION RECORD

13 March 2013

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

Present:

Councillor: John Lauderdale, Adult and Public Health Services Portfolio Holder

Officers: Jill Harrison, Assistant Director (Adult Social Care)
Phil Homsby, Head of Service (Child & Adult Services)
Chris Wenlock, Parks and Countryside Manager
Sylvia Pinkney, Public Protection Manager
Rachael White, Democratic Services Officer

15. Dementia Day Services (*Assistant Director, Adult Social Care*)

Type of decision

Key Decision (test (ii)) Forward Plan Reference No. CAS 003/13.

Purpose of report

To seek the Portfolio Holder's approval to make an exception to the Contract Procedure Rules in respect of the Day Centre at Gretton Court that provided care and support to sufferers of dementia and provided respite for carers.

Issue(s) for consideration by Portfolio Holder

The Dementia Day service had been in place since 1 April 2000, originally with Hartlepool & East Durham Alzheimer's Trust. Since 2008 the Council had contracted with the Trustees of the Hospital of God with funding for the service shared equally between the Council and the Hartlepool Primary Care Trust. The current contract was due to expire on 31 March 2013. There had been some doubt over the continued joint funding for dementia day services however Hartlepool Primary Care Trust, in consultation with the Clinical Commissioning Group, had agreed to commit to their share of the funding until 31 March 2014. This was on the understanding that a full

review of the service be undertaken before October 2013. Due to a delay in the funding agreement, there had been insufficient time to undertake a tender exercise in line with the Council's Contract Procedure Rules. It was therefore proposed that the Council enter into a 12 month contract with the current provider and that a review of the service be undertaken within the first 6 months of the operation of this contract.

A review of the service in 2012 had identified that the service was well utilised and met the service outcomes and objectives required within the contract. It was considered that by not having a contract it would be a loss of a much need support for people with dementia and their carers as there were no other viable alternatives.

Decision

Approval was given for the Council to enter a one year agreement with the existing provider of Dementia Day Services.

16. Revision of 2013 / 2014 Fees and Charges – Cemeteries and Crematorium *(Assistant Director, Transportation and Engineering)*

Type of decision

Non Key Decision.

Purpose of report

To consider the annual review of fees and charges in respect of Cemeteries and the Crematorium.

Issue(s) for consideration by Portfolio Holder

The Council's Cemeteries and the Crematorium were 100% funded from income mainly from burial and cremation fees. The initial revision of cremation fees was implemented in 2010 and since the previous report, there had been further developments which made an impact on the financial position of the service. In particular, the number of cremations and burials had been lower than expected. This downward trend was greater than first anticipated and resulted in an income budget shortfall of approximately £35,000 per year. The cost of maintaining graves had also increased with the extra cost increasing by approximately £15,000 over the last three years. This had previously been absorbed within the wider Parks and Countryside and Grounds Maintenance budgets however this was unsustainable. A further review of fees had been undertaken which lead to the proposed increase in order to bring the charges closer in line with other

authorities as the Council's burial and cremation fees were substantially less than other Local Authorities in the area. Details of the proposed fees were outlined in the report.

The Portfolio Holder expressed concern in relation to the historical issues that had lead to these circumstances.

Decision

The recommended changes were approved.

17. Revision of 2013 / 2014 Fees and Charges – Public Protection *(Assistant Director, Regeneration and Planning)*

Type of decision

Non Key Decision.

Purpose of report

To consider the annual review of fees and charges in respect of services, licences and registrations undertaken by the Public Protection section of the Regeneration and Planning Division.

Issue(s) for consideration by Portfolio Holder

The suggested increase in charges were based on the following:

- (i) an average rise of 2.5%; or
- (ii) a more accurate reflection of staff resources being utilised; or
- (iii) bringing charges into line with other Authorities.

A full list of fees and charges were provided in Appendix 1.

Several of the charges under consideration were statutory and therefore had been increased in line with the national requirement. Based on the current service operation, the increase in fees would achieve a gross additional income of £8,900 however staff costs had also increased proportionately.

In response to the Portfolio Holders queries on the licences, registrations and services (Appendix 1), the Public Protection Manager advised the following:

- (i) a 'Statement of Fact' was usually a request from a solicitors firm requesting a statement of information in really to and incident the department had been involved in,
- (ii) the charges for street trading were in place to cover general costs
- (iii) the charges in relation to licensing were statutory fees that the Authority had no control over

(iiii) the charge relating to mice in domestic premises would be introduced from 1st April if approved.

Decision

The proposed fees and charges for 2013/14 were approved.

18. Quarterly Update Report for Public Protection (Assistant Director, Regeneration and Planning)

Type of decision

Non Key Decision.

Purpose of report

To update the Adult and Public Health Portfolio Holder on Performance and progress across key areas of the Public Protection services.

Issue(s) for consideration by Portfolio Holder

The Public Protection Manager provided a detailed overview of the progress made in the following areas:

- (i) Programmed work
- (ii) Reactive work
- (iii) Licensing
- (iiii) Enforcement

Further details were included in the report.

Decision

The contents of the report were noted.

The meeting concluded at 10.11

P J DEVLIN

CHIEF SOLICITOR

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