

CABINET AGENDA



Monday 27th February 2006

at 10:00 a.m.

in Committee Room B

MEMBERS: CABINET:

The Mayor, Stuart Drummond

Councillors Fortune, Hill, Jackson, Payne and R Waller

Also invited: Councillor Cranney

1. APOLOGIES FOR ABSENCE

2. TO RECEIVE ANY DECLARATIONS OF INTEREST BY MEMBERS

3. MINUTES

- 3.1 To receive the Record of Decision in respect of the meeting held on 10th February, 2006 (previously circulated)

4. BUDGET AND POLICY FRAMEWORK

- 4.1 Youth Justice Plan 2006-07 - *The Director of Regeneration and Planning Services*
- 4.2 Responses to the Further Proposed Modifications to the Hartlepool Local Plan - *The Director of Regeneration and Planning Services*

5. KEY DECISIONS

- 5.1 Concessionary Fares – *Director of Neighbourhood Services*
- 5.2 Friarage Manor House and Surrounding Land - Development Brief - *The Director of Regeneration and Planning Services*
- 5.3 Electronic Document, Records Management and Workflow System Phase 2 – *Chief Financial Officer*

6. OTHER ITEMS REQUIRING DECISION

- 6.1 Adoption Of The Coast Protection Strategy Study: North Sands To Newburn Bridge – *Director of Neighbourhood Services*
- 6.2 Appointment of Local Authority Representatives to Serve on School Governing Bodies – *Director of Children's Services*
- 6.3 Vacancies Monitoring Arrangements - *Culture, Housing and Transportation Portfolio Holder* (to be presented by Councillor Payne, Portfolio holder for Culture Housing and Transportation)

7. ITEMS FOR DISCUSSION

- 7.1 None

8. ITEMS FOR INFORMATION

- 8.1 Our Health, Our Care, Our Say – A New Direction For Community Services - *Director of Adult and Community Services Department*
- 8.2 Quarter 3 – Corporate Plan Progress and Revenue Budget Monitoring Report 2005/06 – *Assistant Chief Executive/Chief Financial Officer*
- 8.3 NRF, Capital and Accountable Body Monitoring Report 2005/206 – *Chief Financial Officer*
- 8.4 Local Transport Plan Capital Settlement – *Director of Neighbourhood Services*

9. REPORTS FROM OVERVIEW OF SCRUTINY FORUMS

- 9.1 Final Report – Scrutiny Enquiry Into 20 Mph Speed Limit Zones Outside Of Schools – *Neighbourhood Services Scrutiny Forum* – (to be presented by Councillor Cranney, Chair of Neighbourhood Services Scrutiny Forum) – (booklet attached)
- 9.2 Call-in Decision – Briarfields Allotments Site – *Scrutiny Coordinating Committee* (in the absence of the Chair of Scrutiny Coordinating Committee, this report is to be presented by Councillor Cranney)

EXEMPT ITEMS

Under Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in the paragraphs referred to below of Part 1 of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) Act 1985

10. EXEMPT KEY DECISIONS

- 10.1 None

11. OTHER EXEMPT ITEMS REQUIRING DECISION

- 11.1 None

CABINET REPORT

27th February 2006



Report of: The Director of Regeneration and Planning Services

Subject: YOUTH JUSTICE PLAN 2006-07

SUMMARY

1. PURPOSE OF REPORT

To set out proposals for the development of the Youth Justice Plan and to consider issues for the Youth Offending Service (YOS) during 06/07

2. SUMMARY OF CONTENTS

The issues paper identifies the performance of the Youth Offending Service for the six months to September 2005. Raises issues to be considered in providing the service, links the Youth Justice Plan to the Annual Performance Assessment and sets out the timetable for submission of the plan.

3. RELEVANCE TO CABINET

Budget and Policy framework.

4. TYPE OF DECISION

Part of the Budget and Policy framework.

5. DECISION MAKING ROUTE

Cabinet 27th February
Scrutiny in March
Cabinet in late March or April
Council 13th April

6. DECISION(S) REQUIRED

To approve the issues paper attached for consultation and referral to scrutiny.

Report of: The Director Of Regeneration and Planning Services

Subject: YOUTH JUSTICE PLAN 2006-07

1. PURPOSE OF REPORT

- 1.1 To set out proposals for the development of the Youth Justice Plan and to consider issues for the Youth Offending Service (YOS) during 06/07

2. BACKGROUND

- 2.1 Each year the Youth Justice Board (YJB) requests YOS to complete an annual plan as required by Section 40 of the Crime and Disorder Act 1998.
- 2.2 The YJB Plan requires YOS's to set out how they are going to respond to the requirements of the Youth Justice Performance Management framework, to address areas of under performance and deliver continuous improvement.
- 2.3 The Corporate Performance Assessment excellent rating for the authority does mean that an annual plan is not required, but the authority's constitution requires completion as part of the Budget and Policy Framework. Good practice would dictate that a plan should be produced in order to inform the service delivery for next year.
- 2.4 YOS Performance contributes to the assessment of the overall local authority performance via the Annual Performance Assessment (APA) process. The overall score from this assessment and the accompanying performance data will inform the final score for the Children and Young People service block of the CPA.
- 2.5 The Youth Justice Plan will be used by the APA inspectors and YOS's are asked to complete an additional template summarising performance data by the end of April. The APA templates will also be used by inspectors in the Joint Area Review of Children's Services which is aligned with the Joint Inspection of Youth Offending Teams lead by her Majesty's Inspectorate of Probation.
- 2.6 Hartlepool YOS is to be inspected in October 2006.

3. YOUTH JUSTICE PLAN SPECIFICATION

- 3.1 The YJB have produced a Youth Justice Plan template and Action Planning Tool to serve as formats for the plan. Whilst YOS's may choose to produce their own format, they must ensure that the same areas are covered as in the template.
- 3.2 The 5 sections to be covered in the plan are:
- 1) Chair of the Management Boards Summary – Provides an overview of how the YOS delivers Youth Justice Services.
 - 2) Local Planning Environment – The plan requires an overview of how YOS is engaging the plans and priorities of their local partners, looking separately at interaction with the two main systems that YOS's must operate in namely Children's Services and Crime and Disorder Reduction Partnership (Community Safety Partnership).
 - 3) Drivers of Performance – Governance and Leadership, Performance and Quality Systems, Resources, People and Organisation, Partnership Working.
 - 4) Delivery Plan – Forms the bulk of the plan. YJB have identified 16 themes that are fundamental to the delivery of the overall aims and objectives of the Youth Justice system
 - 5) Review and Approval – Review of actions and update of Action Plan approval by the relevant partners.
- 3.3 To accommodate the bringing forward of the plan submission from end of June to end of April, to tie in with the APA, performance data in the plan will only cover the first three quarters of 05/06.
- 3.4 The first part of the process in Hartlepool is to provide an issues paper, which will be used as the basis for consultation with users and partners and for consideration by scrutiny. The annual plan will be available for consideration by cabinet and full council in April 2006, and needs to be submitted to the YJB by 30th April 2006.

4. ISSUES PAPER

- 4.1 The issues paper is attached at **Appendix 1** for member's consideration.
- 4.2 The verified performance of the YOS against the YJB Key Performance Indicators (KPI's) for the first two quarters April – Sept 2005 is shown at appendix B.

5. RECOMMENDATIONS

- 5.1 Members are requested to approve the issues paper for consultation with partners, young people and for referral to scrutiny forum.

Contact Officer: Danny Dunleavy
YOS Manager

Background Papers: None

APPENDIX 1

Youth Justice Plan 2006/07

Issues Paper

The Delivery Plan forms the bulk of the plan covering the 16 YJB themes which are informed by KPI's.

The Themes are:

Theme	KPI
Prevent Offending	Prevention
Intervene Early	Final Warning*
Provide Intense Supervision	ISSP
Reduce Re-offending	Recidivism
Reduce the use of Custody	Use of remands/custodial sentence*
Ensure Swift administration of Justice	PSR*
Enforcement and Enabling Compliance	Breach
Ensure Effective Rigorous Assessment	Asset*
Support Young People Engaging in Education, Training and Employment	ETE*
Support Access to appropriate accommodation	Accommodation*
Support access to Mental Health Services	CAMHS*
Support access to Substance Misuse services	Substance Misuse*
Resettlement	RAP
Provide Effective Restorative Justice Services	Restorative Processes*
Support Parenting Interventions	Parenting*
Ensure Equal Treatment Regardless of Race	Race

*These 11 KPI's are measured quarterly and the Performance Summary for April – September 2005 is shown in a traffic light grading system at Appendix B which also compares Hartlepool to the YOS family group, the North East YOS's and nationally. The summary also shares the performance for the same 6 month period in the 2004 and the previous financial year (2004/05).

From the Performance Table it can be seen that KPI for Remand is red whilst the Final Warnings, Education Training and Employment and Substance Misuse Assessment are amber and therefore need addressing to meet the YJB prescribed targets

The other KPI's are measured annually

Issues for Consideration

1) Use of Remand

Whilst the percentage figure of 50% appears to be above the target this only represents 2 young people being remanded. The Hartlepool YOS has the resources to offer alternatives to Remands in Custody with its Remand Carers however some offences are so serious that alternatives are not viable to the courts.

2) Final Warning

A number of young people were assessed as not requiring an intervention in the second quarter. Due to low numbers this has brought the performance to just below the 80% target it is expected that the rate will be above 80% at the end of the third quarter. New Counting rules for 2006/07 will only measure those young people requiring interventions.

3) Education, Training and Employment (ETE)

Although we are not meeting the 90% target the performance is above the YOS family regional and national performance. However, all young people of statutory school age should have the opportunity to attend ETE.

4) Accommodation

Attention needs to be given to the use of suitable accommodation for 16-18 year olds, as problems are encountered whenever a 16-18 year old is homeless, either there is no accommodation or where the accommodation is available the cost is prohibitive to young person.

5) Substance Misuse – Assessment

Young people with identified needs should receive appropriate specialist assessment within 5 working days. Specialist assessments can be arranged within the timescale however young people do not always attend the appointments. Support to attend the appointments is offered but not always taken up.

It should be noted that while this assessment KPI is below target, the requirement to receive an appropriate intervention for the substance misuse within 10 days has 100% achievement. This KPI forms part of the APA.

A further three areas form part of the APA assessment.

1) CAMHS

Shown in the Performance Summary as white – 200% as there have been no referrals during the period. Whilst the non acute assessment can be undertaken by the YOS health advisor to meet time scales there is no guarantee of the acute assessment being undertaken by CAMHS within the time scales.

2) Prevention

This requires the YOS to reduce year on year the number of first time entrants into the Youth Justice System.

Work is on-going with Police and Anti Social Behaviour Unit to identify early those young people at risk of becoming involved in crime and Anti Social Behaviour, and referrals are made to the Multi Agency Family Support Panel for targeted intervention to reduce the identified risks.

Funding for a Youth Inclusion Programme in the Dyke House and Owton Manor area's of the town has been applied for.

Funding to support the Straight-line alcohol programme has also been applied for.

3) Reduce Re-offending

Figures for re-offending by the 2003 cohort 2 years after completing their order with YOS will not be available until later in February.

APPENDIX 2

Hartlepool Performance Summary Apr-Sept 2005

Overall Performance		KPI Performance		National Standards Compliance	EPQA Performance	Recidivism Performance	
Overall Summary							
Performance Level	Level 4	Level 4	Level 5	Level 3	Level 4		
Overall Performance	73.5%	85.7%	83.3%	73.9%	53.3%		
Hartlepool I		Family	North East	National	April - Sept 2004	Financial Year (2004-05)	

KPI Summary

Final Warnings	78.3%	86.3%	84.2%	84.5%	93.0%	92.5%
Use of remand	50.0%	38.7%	38.4%	44.7%	25.0%	31.3%
Custodial sentences	0.8%	6.0%	4.1%	6.2%	4.8%	4.5%
Restorative processes	90.0%	94.9%	90.1%	85.8%	97.7%	97.1%
Victim satisfaction	100.0%	98.4%	99.4%	97.6%	100.0%	100.0%
Parenting	28.0%	16.1%	13.3%	12.9%	10.5%	10.6%
Parental satisfaction	100.0%	96.0%	78.8%	95.4%	88.9%	93.3%
Community ASSET Start	100.0%	97.8%	96.0%	95.1%	100.0%	99.3%

End Custodial ASSET	100.0%	98.2%	96.8%	95.2%	100.0%	100.0%
Start Transfer	100.0%	100.0%	97.2%	97.8%	100.0%	100.0%
End PSR	100.0%	96.7%	97.6%	96.3%	100.0%	100.0%
DTO planning	93.8%	89.7%	92.0%	89.6%	96.8%	90.4%
ETE	100.0%	95.7%	90.4%	89.6%	100.0%	100.0%
Accommodation	83.3%	76.4%	75.3%	75.2%	82.2%	81.6%
	94.9%	96.8%	93.7%	93.6%	95.6%	96.9%
CAMHS						
Acute	-200.0%	100.0%	94.6%	58.9%	-200.0%	-100.0%
Non Acute	-200.0%	97.7%	98.1%	88.4%	100.0%	
Substance Misuse						
Assessment	83.3%	90.3%	82.0%	76.3%	64.3%	70.7%
Intervention	100.0%	99.4%	98.1%	92.8%	94.4%	96.6%

CABINET REPORT

27th February 2006



Report of: The Director of Regeneration and Planning Services

Subject: RESPONSES TO THE FURTHER PROPOSED
MODIFICATIONS TO THE HARTLEPOOL LOCAL
PLAN

SUMMARY

1. PURPOSE OF REPORT

To report the receipt of representations following the publication of the Further Proposed Modifications to the Hartlepool Local Plan and to agree that the Local Plan should proceed to adoption.

2. SUMMARY OF CONTENTS

The Further Proposed Modifications as agreed by Council on 15 December 2005 were made available for public inspection from 6 January to 16 February 2006 to give an opportunity for representations in respect of the Further Proposed Modifications.

By the morning of 16 February three objections had been received together with a number of representations of support.

As the consultation period does not expire until 5pm on Thursday 16 February (after this report has been prepared) a further supplementary report will be made to members in the event of any further objections or expression of substantial comment being received by the close of the period.

3. RELEVANCE TO CABINET

The Local Plan is of strategic significance to the Council setting out policies and proposals for development and use of land, covering the period up to 2016.

4. TYPE OF DECISION

The Local plan is part of the plans and strategies which together comprise the development plan and is part of the council's budget and policy framework

5. DECISION MAKING ROUTE

6. DECISIONS REQUIRED

Subject to no further objections being received by the close of the consultation period, that the Local Plan as further modified be formally adopted.

Report of: The Director of Regeneration and Planning Services

Subject: RESPONSES TO THE FURTHER PROPOSED
MODIFICATIONS TO THE HARTLEPOOL LOCAL
PLAN

1. PURPOSE OF REPORT

- 1.1 To report the receipt of representations received following the publication of the Proposed Modifications to the Hartlepool Local Plan and to recommend that the Local Plan as further modified be formally adopted after due statutory notice has been given.

2. Background

- 2.1 The Further Proposed Modifications as agreed by Council on 15 December 2005 were made available for public inspection from 6 January to 16 February 2006 to give an opportunity for representations.

- 2.2 By the morning of 16 February 2006 three objections had been received together with a number of representations of support and comment.

- 2.3 As the consultation period does not expire until 5pm on Thursday 16 February (after this report has been prepared) a further supplementary report will be made to members in the event of any further objections or expression of substantial comment are received by the close of the period.

- 2.4 **The Civic Society** has submitted three objections. These relate to:

- i) the use of Briarfields House and Ambulance station
- ii) the extent of the Burn Valley Green Wedge at Tunstall Farm
- iii) the allocation of North Burn as a site for an electronics components park. These representations do not relate to any of the advertised Further Proposed Modifications: instead they repeat objections and comments made by the Civic Society at the previous Proposed Modification stage considered late in 2005. The objections therefore do not raise issues which require any changes to the Further Proposed Modifications.

- 2.5 To date the following representations have also been received:

Government Office for the North East has carefully considered the further modifications and the First Secretary of State has now no objections

Northumbrian Water: supports the requirement to include consideration of surface water run off impacts as set out in the new paragraph to follow 9.8 (Flood Risk)

English Heritage –has no objection but comments on housing refurbishment and the need to take account of the historic landscape in assessing renewable energy projects.

One North East no comments

Environment Agency welcomes the amendments to the flood risk policy

The Countryside Agency no comments

Yuill Homes supports all the changes set out in the Further Modifications

3. The Next Steps

- 3.1 As the representations on the Further Modifications are not considered to require any other alteration to the plan it is now appropriate to proceed to the formal adoption stage of the Local Plan.

4. Officer Advice

- 4.1 Subject to no further duly made objections being received by the close of the consultation period, that the Local Plan as further modified be formally adopted.

CABINET REPORT

Date 27 February 2006



Report of: The Director of Regeneration and Planning Services

Subject: Supplementary Report on Responses to the Further Proposed Modifications to the Hartlepool Local Plan.

SUMMARY

1. PURPOSE OF REPORT

To update members on the Further Proposed Modifications to the Hartlepool Local Plan following the expiry of the consultation period and to recommend to Council that the Local Plan now be adopted.

2. SUMMARY OF CONTENTS

As stated in the main report, by the morning of 16 February, three objections had been received together with a number of representations of support.

At the expiry of the consultation period at 5pm on Thursday 16 February no further representations had been received.

It is now appropriate for the Hartlepool Local Plan to be formally adopted as the three objections received do not relate to the Further Proposed Modifications and are therefore not duly made.

3 RELEVANCE TO CABINET

The Local Plan is of strategic significance to the Council setting out policies and proposals for development and use of land, covering the period up to 2016.

4. TYPE OF DECISION

The Local Plan is part of the plans and strategies which together comprise the development plan and is part of the council's budget and policy framework.

5. DECISION MAKING ROUTE

Cabinet 27th February 2006; Council 13th April 2006

6. DECISIONS REQUIRED

That, as no relevant objections have been received to the Further Proposed Modifications, the Cabinet recommends Council to adopt, as further modified, the “Hartlepool Local Plan including mineral and waste policies”.

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Report of: The Director of Regeneration and Planning Services

Subject: SUPPLEMENTARY REPORT ON THE FURTHER
PROPOSED MODIFICATIONS TO THE HARTLEPOOL
LOCAL PLAN.

1. PURPOSE OF REPORT

To update members on the Further Proposed Modifications to the Hartlepool Local Plan following the expiry of the consultation period and to recommend to Council that the Local Plan be now adopted.

2. BACKGROUND

As indicated in the main report, by the morning of 16 February three objections which were not duly made had been received together with a number of representations of support.

At the expiry of the consultation period at 5pm on Thursday 16 February no further representations were received.

As there have been no duly made objections to the Proposed Further Modifications, the Council can proceed to adopt the Local Plan as further modified. The date of the formal adoption will be the day of the Council resolution. Statutory Regulations require that the Council publish notices in the London Gazette and the local press advising of the date of the adoption and coming into effect of the Local Plan, and allowing a period of 6 weeks for any person to challenge the plan's validity to apply to the High Court to have the plan or parts of the plan quashed.

3. OFFICER ADVICE

The Cabinet recommends Council to adopt, as further modified, the "Hartlepool Local Plan including mineral and waste policies".

CABINET REPORT

27th February 2006



Report of: Director of Neighbourhood Services

Subject: CONCESSIONARY LOCAL BUS TRAVEL

SUMMARY

1. PURPOSE OF REPORT

To report the current status of the Council's negotiations with bus operators regarding the Government's changes to the statutory minimum requirement for older and disabled persons' travel concessions from the 1st April 2006.

2. SUMMARY OF CONTENTS

Background information on the current concessionary fares scheme operating within Hartlepool, with costed options for the new statutory minimum scheme and enhancements.

3. RELEVANCE TO CABINET

It is the responsibility of the Mayor and Portfolio Holder for Culture, Housing and Transportation but has relevance to other portfolios.

4. TYPE OF DECISION

This is a key decision (tests (i) and (ii) apply).

5. DECISION MAKING ROUTE

Cabinet will make the decision.

6. DECISION(S) REQUIRED

That the Cabinet approve one option for implementing the new concessionary bus travel scheme.

Report of: Director of Neighbourhood Services

Subject: CONCESSIONARY LOCAL BUS TRAVEL

1. PURPOSE OF REPORT

- 1.1 To report the current status of the Council's negotiations with bus operators regarding the Government's changes to the statutory minimum requirement for older and disabled persons' travel concessions from the 1st April 2006.

2. BACKGROUND

- 2.1 A report was brought to Cabinet on 23rd November 2005 outlining the Government's changes to the statutory minimum concessionary fares scheme from 1st April 2006. Since this meeting, discussions have taken place with the bus operators and costed options for a free concessionary local bus travel scheme for Hartlepool residents developed.

Current Concessionary Fares Scheme

- 2.2 Hartlepool Borough Council currently operates a concessionary bus travel scheme in accordance with the statutory minimum requirements of the Transport Act 2000 with the addition of a number of enhancements made at the Council's discretion to travel times and cross boundary journeys.
- 2.3 The current statutory minimum requirement is for all Hartlepool residents aged 60 and over and disabled people to travel at half-fare on registered off-peak local bus services within the Hartlepool area. In addition, the blind are entitled to travel at full concession.
- 2.4 In 2005/2006, a projected total of 1,239,125 journeys will be undertaken by Hartlepool concessionary pass holders at a total cost to the council of around £450,000.

Extended Concessionary Fares Scheme

- 2.5 The Chancellor of the Exchequer announced in the Budget on 16th March 2005 that that the statutory concessionary fares scheme for bus services would be extended from 1st April 2006. This will provide free off-peak concessionary travel on registered local bus services in England for people aged 60 and over and disabled people. The Government has set aside an additional £350 million to local authorities in 2006/07 to finance the scheme distributed through the Rate Support Grant (RSG) formulae with no ring fencing.
- 2.6 In July 2005, the Office of the Deputy Prime Minister consulted authorities in the Local Government Finance: Formula Grant Distribution consultation paper. This

paper provided an indicative figure of £1,171,814 as the additional funding that could be received by Hartlepool Borough Council to support the extended concessionary travel scheme.

- 2.7 A study was conducted by the TAS partnership into the feasibility of a Tees Valley Wide free concessionary fares scheme. Table 1 provides the indicative allocation and projected additional costs to Hartlepool Borough Council of implementing a compliant scheme (statutory minimum requirement), an all day scheme (no morning peak restrictions) and a Tees Valley wide scheme. However the study was based on figures for 2004/2005.

Table 1: Indicative allocation and projected additional cost to Hartlepool Borough Council

Indicative Additional Allocation by ODPM	Additional Cost for Compliant Scheme	Additional Cost for All Day Scheme	Additional Cost for Tees Valley Wide Scheme
£1,171,814	£466,343	£507,992	£546,247

- 2.8 The previous cabinet report stated that the projected additional costs for the new scheme were considered to be a considerable underestimate. This has subsequently been confirmed by the level of funding that bus operators have stated that they require for the new scheme. Average fares have risen by an average of over 14% in the last year as a result of increased costs including fuel, wages, and insurance.
- 2.9 At the previous Cabinet meeting, members authorised officers to commence negotiations with bus operators and partner local authorities to provide costs for the statutory minimum scheme, a Tees Valley scheme and to explore opportunities for a North East Regional scheme. Costs have also been sought from bus operators regarding concessionary travel into County Durham.
- 2.10 Following discussions with bus operators, it is considered to be impractical to consider the introduction of a North East regional scheme at the present time. However, the Government Office for the North East (GONE) are in the early stages of a possible study into a concessionary fares scheme for the North East region. Members will be kept informed of further developments relating to this study.

Free Concessionary Fare Scheme Options

- 2.11 Table 2 provides projected expenditure for the current financial year and the most recent projected costs negotiated with bus operators for the various options. These costs are significantly greater than the initial projected costs. Expenditure for the current financial year is based on the current half fare scheme, with all day travel for Hartlepool with a cross boundary element for services 1 and 36 to Middlesbrough and Stockton respectively.
- 2.12 It should be stressed that the costs for the following options are a result of initial negotiations with bus operators. Crucial negotiations are still taking place with

bus operators. The outcomes of these negotiations will be reported at the meeting for decision making.

2.13 The current costed options are as follows:

Option 1 - Statutory Minimum Scheme

This represents the minimum statutory Government scheme giving free travel within the Hartlepool area after 09:30 in the morning, with half price before 09:30 but no cross boundary concessions.

Option 2 - Statutory Minimum Scheme Plus Existing Cross Boundary

This represents the minimum statutory Government scheme giving free travel within the Hartlepool area after 09:30 in the morning, with half price before 09:30 and includes existing cross boundary services 1 and 36 to Middlesbrough and Stockton.

Option 3 - Statutory Minimum All Day Scheme Plus Existing Cross Boundary

This represents free travel all day within Hartlepool, and half price includes existing cross boundary services 1 and 36 to Middlesbrough and Stockton.

Option 4 - Tees Valley Wide All Day Scheme

This represents free travel all day throughout the Tees Valley Boroughs (excluding Darlington).

Table 2: Costed Options for Proposed Concessionary Schemes

Operator		Option 1	Option 2	Option 3	Option 4
	Current Payment	Statutory minimum scheme	Statutory minimum scheme plus existing cross boundary	Statutory minimum all day scheme plus existing cross boundary	Tees Valley wide all day scheme
Total	£453,764	£1,143,486*	£1,284,948	£1,299,448	£1,339,448

Note - * Estimated from proportions identified in TAS report - final costs to be reported at the meeting.

Table 2 – Costed options for Proposed Concessionary Schemes

This item contains exempt information under Schedule 12A, Local Government Act 1972, namely, terms proposed or to be proposed by or to the authority in the course of negotiations for a contract for the acquisition or disposal of property or the supply of goods (para 9)

- 2.14 In addition to the above, Go-Northern have provided a quote of £50,000 per year for a half price fare scheme into County Durham. This does not include travel within County Durham, just services with direct links within Hartlepool. Go-Northern services within Hartlepool would, of course, be free. Arriva are not able to provide a quote for cross-boundary journeys to County Durham at the present time.

Agreements with Operators

- 2.15 Under the 1985 Transport Act, the Council must ensure that operators are “no better nor no worse off” than they would be if no concessionary fares scheme existed.
- 2.16 Given the uncertainty in the additional trips that could be generated by a free travel scheme (increasing operator costs and fare levels), a fixed payment method is being negotiated with bus operators for 2006/07. This method would secure the agreed scheme in budgetary terms and guarantee payments for both the Council and bus operators.
- 2.17 It is proposed that the fixed price scheme would operate for a period of one year, with reviews taking place after six months and at the year end. Evidence gathered from these reviews, particularly in relation to usage would then help to form the basis for agreements in 2007/08 and beyond. To secure operator agreement, the first payment would be made to operators one month in advance.
- 2.18 In view the significant costs involved, effective monitoring of the new scheme is vital. Bus operators have agreed to provide passenger data based on the ‘ghost ticketing’ principle. This means that details of journeys undertaken by pass holders will be entered into ticket machines, but no charge will be made. To provide a comparison with operator data, it is also vital that the borough Council undertakes adequate on bus monitoring, and that resources are made available to this end. The bus operators have agreed in principle for the Borough Council to undertake this monitoring on their services.

3. CONSULTATION

- 3.1 The Transport Act 2000 requires Hartlepool Borough Council to give a minimum of four months notice to bus operators of proposed changes to their reimbursement arrangements resulting from the implementation of the new statutory minimum. As the new free travel scheme has to be available from 1st April 2006, a statutory notice was issued before 1st December 2005 to all bus operators operating in the Hartlepool area
- 3.2 This stated notice issued before 1st December 2005 stated the Borough Council’s intention to implement the new statutory minimum scheme enabling free travel within the Hartlepool area only, but also stated that it is minded to provide an enhanced scheme effective across the Tees Valley subject to agreement with other partner authorities, the bus operators and financial implications.

- 3.3 Final reimbursement arrangements must be made at least 28 days before the scheme commences, in this case 3rd March 2006.

4. FINANCIAL IMPLICATIONS

- 4.1 It is a legal requirement for the Borough Council to introduce a free concessionary fares scheme in the Hartlepool area from April 1st 2006. The bare minimum would be the new statutory minimum scheme.
- 4.2 The Council in its budget deliberations has included an additional corporate contingency in respect of older peoples purchasing, concessionary fares and ongoing equal pay costs. This sum only included an indicative cost pressure of £600,000 for concessionary fares in 2006/07. The minimum scheme is forecast at this stage to exceed this figure by approximately £100,000 and depending on the actual costs in respect of older peoples purchasing and equal pay costs could put this contingency item under pressure. Approval of one of the other options will place further pressure on this item.
- 4.3 If agreement between the Council and bus operator(s) on the new concessionary fares scheme is not reached, the legislation provides that bus operators must offer the statutory minimum scheme from the 1st April 2006. The bus operator(s) would then invoice the Council for the actual cost of travel for the total number of eligible passengers carried. If the cost quoted by bus operators was considered to be unreasonable, the matter may have to be taken through a legal process.

5. RECOMMENDATIONS

- 5.1 That Cabinet approves one of the stated options for a free concessionary fares scheme in the Hartlepool area contained in Table 2 of this report.
- 5.2 That the Director of Neighbourhood Services, in conjunction with the Chief Financial Officer, is authorised to complete a final agreement with bus operators before the deadline of 3rd March 2006.
- 5.3 That the Cabinet is provided with a report at the end of 2006 providing an update on the operation of the adopted free concessionary fares scheme.

CABINET REPORT

27th February 2006



Report of: Director of Regeneration and Planning Services

Subject: FRIARAGE MANOR HOUSE AND SURROUNDING
LAND – DRAFT DEVELOPMENT BRIEF

SUMMARY

1. PURPOSE OF REPORT

The report seeks Cabinet endorsement to the draft development brief for the Friarage Manor House and surrounding land and requests authorisation to carry out public consultation on the draft brief.

2. SUMMARY OF CONTENTS

The report highlights the importance in terms of regeneration and planning of the proposed development site, refers to issues relating to land ownership, and requests authorisation to carry out public consultation on the draft brief.

3. RELEVANCE TO CABINET

The project is strategically important to the regeneration of the Headland and has relevance to more than one portfolio.

4. TYPE OF DECISION

Key – Test ii)

5. DECISION MAKING ROUTE

The brief will be referred back to Cabinet for endorsement following the public consultation exercise.

6. DECISION(S) REQUIRED

Cabinet is requested to approve the draft development brief for the purposes of public consultation.

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LAND – DRAFT DEVELOPMENT BRIEF

1. PURPOSE OF REPORT

- 1.1 The report seeks Cabinet endorsement to the draft development brief for the Friarage Manor House and surrounding land and requests authorisation to carry out public consultation on the draft brief.

2. BACKGROUND

- 2.1 The land surrounding the Friarage Manor House together with the Manor House itself is considered to be an important site in the context of the continued regeneration of the Headland. Located midway between St Hilda's Church and the Heugh Gun Battery, it is prominently located on the Headland's 'tourism route'. The site is approximately 0.8 hectares in area and incorporates land which was until recently occupied by the Friarage sports hall, youth club and education buildings, the Friarage Manor House and surrounding grassed and tarmac areas. The site excludes the existing Friarage sports field.
- 2.2 The regeneration potential of the site is highlighted in the Headland Regeneration Strategy which was produced in May, 2000. The site was also considered as a location for a major tourist facility within the Headland Tourism Strategy 2002 produced on behalf of the North Hartlepool Partnership although the Partnership and the Council resolved not to pursue that specific proposal.
- 2.3 Following this decision, the Council together with the Partnership have sought to facilitate the redevelopment of this site. A major reason for this has been to secure the restoration and re-use of the Manor House building. As a listed building and one of the oldest remaining structures on the Headland the preservation of the Manor House is considered extremely important. In recognition of the building's status the Manor House is included in the Headland Townscape Heritage Initiative (THI). Indeed English Heritage and the Heritage Lottery Fund, who oversee and fund this programme respectively, have identified the restoration of the building as their main priority for the remainder of the THI programme.
- 2.4 To support the process of restoration, the North Hartlepool Partnership provided funding towards a feasibility study to assess options for and the cost of restoring this building. This study was carried out by the North East Civic Trust in association with the Cleveland Building Preservation Trust last year. The study highlighted the significant cost of restoring the building and

ensuring a viable use. The implication of this is that such restoration would be likely to require some form of subsidy by either a grant input, additional development on the site or a combination of both or perhaps in association with a developer partner such as a building preservation trust. The THI programme is time limited and is scheduled to end in March 2007 so there is therefore an urgent need to pursue any redevelopment proposals if a THI grant is to be secured for the buildings restoration.

3. PREPARATION OF THE DEVELOPMENT BRIEF

- 3.1 A planning/development brief has been prepared in draft which is intended to provide advice and guidance on suitable developments and would be used to support the marketing of the land. The draft brief is appended to this report for Cabinet's consideration. The brief seeks to ensure the viable restoration of the Manor House within a sensitively designed redevelopment scheme. Guidance is included which seeks to ensure that the setting of this building is enhanced as well as the overall character of the Headland Conservation Area.
- 3.2 The development site is allocated within the Emerging Local Plan (2005) for mixed-use development and may, for example, be suitable for residential, an appropriate scale office, commercial or leisure use or possibly a combination of such uses.
- 3.3 In addition to this, the site offers the potential for the provision of some public car parking spaces to cater for visitors to the Headland as well as users of the sports field. The need for additional car parking in this part of the Headland to accommodate the projected increase in visitors resulting from the various regeneration activities, has been raised on a number of occasions by the North Hartlepool Partnership and residents. A working group has recently been set up to look at this issue and although their findings have not yet been finalised, there appears to be significant public support emerging from consultations so far. Initial discussions with the land owners suggest their support in principle for such a provision.

4. LAND OWNERSHIP

- 4.1 One of the difficulties in bringing this land forward in the past has been complications surrounding land ownership. Approximately two-thirds of the site is owned by the Henry Smith Education Trust. The ownership of the remaining land (which fronts on to Friar Street and includes the Manor House Building) has been less certain.
- 4.2 It is believed that the Manor House site is in the ownership of the Henry Smith Non-Educational Charity which was closed by the Charity Commissioners in January last year, in the belief that there were no assets. Subsequent copy letters and documents have come to light which suggests that the House may have belonged to the Non-Educational branch of the Charity. Although no original documentation has been found a submission has been made to the Charity Commissioners that the Manor was in the

ownership of the Henry Smith Non-Educational Trust with a request for advice. The Commissioners may either resurrect the Trust or refer to the Treasury Solicitor to whom the land might fall as bona vacantia.

5. NEXT STEPS

- 5.1 Subject to the agreement of Cabinet, it is proposed to carry out a public consultation exercise in order to allow the local community and others to express their views on the draft brief. The draft brief would be advertised and deposited at the Civic Centre, Bryan Hanson House, the local branch library and other convenient buildings. Views of local ward councillors the Headland Parish Council and local groups would also be actively sought, together with the formal views of land owners. The brief would then be brought back to Cabinet for final endorsement following consideration of representations emerging from the consultation process.

6. RISK CONSIDERATIONS

- 6.1 The principal risks surrounding this report relate to the availability of funding to assist the restoration of the Manor House and establishing ownership of the Manor House land. The grant from the THI is time limited and although it may be possible to secure an extension to the current March 2007 deadline if it can be demonstrated that progress is being made this can not be guaranteed. It is unclear how long it will take to resolve the land ownership issue, however, the availability of the brief should help facilitate future marketing of the site and hopefully secure a viable restoration scheme.

7. RECOMMENDATION

- 7.1 The Cabinet is recommended to approve the draft brief for the purposes of consultation.



Land at the Friarage

Draft Development Brief



February 2006

1. PURPOSE OF BRIEF

- 1.1 This brief is intended to assist in the marketing of the Friarage Manor House site by indicating the Borough Council's policies and design requirements for development.

2. INTRODUCTION AND CONTEXT

- 2.1 The Borough Council together with the major land owner Henry Smith Education Trust are looking to encourage a suitable redevelopment of this important 0.8 ha site on the Headland. It is seen as a key location within Headland, the redevelopment of which should complement and support the ongoing regeneration of the area.
- 2.2 In recent years the Headland has received major investment largely through the governments Single Regeneration Budget programme, which is targeted at developing the local economy and the historic core of Hartlepool. Major investment has been recently made in upgrading the local environment, which includes a refurbished promenade and public squares, improvements to a shopping parade and wider tourism focused activities. Amongst these tourism features are interpretation facilities at St Hilda's church the restoration of the Heugh Gun Battery and visitor centre proposals. The Headland regeneration programme has also included the construction of a new sports centre and community facilities and extensive grant investment in private buildings.
- 2.3 Investment in this site is seen as important within the overall context of regeneration at the Headland. The key objective is to secure the restoration and active re-use of a listed building (the Friarage Manor House), which currently occupies part of the site. The brief is intended to provide advice, guidance and information on the development of the site and the restoration of the Manor House.

3. LOCATION/SITE DESCRIPTION

- 3.1 The development site is situated in a prominent location on the Hartlepool Headland, within the Headland Conservation Area (designated in 1969 and extended in 1974). It is positioned approximately midway between the historic St Hilda Church and the Heugh Gun Battery (a scheduled ancient monument) which are 200 metres to the south and east respectively
- 3.2 The site itself covers an area of 0.8 hectares as shown on the attached plan Site Plan No. 1. It is situated near the junction of Friarage Gardens and Victoria Place and consists predominantly of level land. The site is surrounded on three sides by residential properties. On the south side is the Victorian Terrace of Victoria Place and Moor Terrace whilst to the west and north are more modern terrace dwellings. Abutting the site in the south west corner is a small group of Victorian terraced buildings. To the east, between the brief site and the Heugh Gun Battery is a sports field, which formed part of the original Friarage site, but which is excluded from the brief area.

- 3.3 Slightly further afield to the north east is the Town Moor, a large area of open space which is used as a venue for the annual Headland Carnival. The sea is literally a three hundred metres from the eastern curtilage of the site.
- 3.4 Apart from the Manor House itself, the only other building on the site is a small operational electricity substation, which is located on the north-west tip of the development site.

4. HISTORY

- 4.1 The Headland is the original settlement of Hartlepool and was established during the seventh Century as a religious centre and later becoming a port.
- 4.2 The Manor House site forms the site of a former Franciscan Friarage established around 1240 and dissolved in 1538 under the general dissolution of the monasteries by Henry VIII. Part of the monastic buildings are believed to have been incorporated into a Manorial dwelling in the mid 16th century, the remains of which are still present in the form of the Manor House, which is a Grade II Listed building. The surviving Manor House structure is the original east range of the mansion. In 1634 the Manor House Site was acquired by the Henry Smith Trust, a charity aimed at helping the poor. The Trust was subsequently sub-divided into The Henry Smith Hospital Trust and the Henry Smith Education Trust, the latter which still exists today and owns approximately two thirds of the development site. The Henry Smith Hospital Trust no longer exists and the Council is currently seeking confirmation of ownership of this part of the site.
- 4.3 Subsequently in the mid 19th century the Manor House. building became the north east wing of the hospital, which was built mid-way through the 19th Century and was known as the Friarage Hospital, and more recently St Hilda's hospital. The hospital was closed in 1984 and demolished in 1987 with the current Manor House retained due to its historic interest. Since this time the building has been disused.
- 4.4 The property has a gross internal floor area of 94.5 sq. m. (1,017 sq. ft.) per floor on two floors, totalling 189.1 sq. m (2,035 sq. ft).

5. DEVELOPMENT OPPORTUNITIES

- 5.1 An imaginative but sensitive approach to the development of the Friarage Manor House site, which respects the maritime and Christian heritage of the area, will be actively encouraged. It is important that any new buildings whatever their potential use reflects the scale and character of the historic buildings immediately surrounding the brief area.
- 5.2 The land of the brief area is suitable for a variety of uses and is allocated as a mixed-use area in the local plan. This could take the form of a small-scale housing development. This should resemble the traditional dwellings of the

Headland with two to three storeys and for example built in a small mews or a courtyard form.

- 5.3 Alternatively appropriate leisure uses, small-scale retail or specialist offices would be supported.

6. LOCAL PLAN POLICIES

- 6.1 Development Proposals for the site need to take account of the following policies contained in the 1994 Local Plan:

Ho3	Housing sites
Ec27	Tourism at the Headland
Co1	Conservation Areas
Co2	Protection or Enhancement of Conservation Areas
Co3	Environment Improvements in Conservation Areas
Co5	Control of Demolition in Conservation Areas
Co8	Control of Demolition of Listed Buildings
Co9	Change of Use of Listed Buildings
Co10	Works to Listed Buildings
Co13	Protection of Archaeological Sites

- 6.2 The entire Manor House site is protected by Conservation Area status. This development brief recognises the architectural and historical importance of the Manor House and seeks to enhance the Manor House and the setting by appropriate sensitive treatment.

- 6.2 The 1994 Local Plan will be replaced in due course by a new Local Plan, which is due for adoption summer 2006. The plan has identified several key sites on the Headland, which offer opportunities for mixed-use development including tourism related and community facilities, housing and some specialist retail and small workshop development. These policies have been through a Local Plan inquiry process and therefore now carry substantial weight.

- 6.3 The additional policies for consideration within the 2005 Emerging Local Plan:

Hsg6(A) Mixed Use Areas – Housing Development will be approved as part of mixed use developments.

Com22 Headland Mixed Uses – the Borough Council will encourage proposals for development to:

- to strengthen tourism and established economic activities to increase local employment
- widen the mix of housing investment to meet local needs and
- conserve and renew the environmental heritage of the area to protect and reinforce its historic identity.

7. GENERAL REQUIREMENTS FOR DEVELOPMENT

- 7.1 Although the site is currently in two separate ownership's, in the interests of the proper planning of the area, it would be preferable for it to be treated as one, in order to ensure a cohesive and effective development of the site. Notwithstanding this preference however any separate development on part of the site should not prejudice the effective treatment of the remainder of the land.
- 7.2 The Friarage Manor House is a Grade II Listed building. The Friarage Manor House site is located in a very important part of the Headland Conservation Area as mentioned in the last chapter and any new built development need to be very sensitively treated. Any development of the site should seek to preserve or enhance the appearance of the Conservation Area and also ensure that the design and layout is sympathetic to the character of the Conservation Area.
- 7.3 Proposed developments within the site should respect the setting and status of the Friarage Manor House as a Listed building and the character of surrounding residential properties. This is particularly important on the southern boundary, which faces a traditional Victorian terrace, and around the south-western corner of the site that borders the traditional housing at Friarage Gardens and Victoria Place. Early contact should be made with the Borough Council's Conservation Officer to discuss the conservation and preservation of the Friarage Manor House building. Contact Sarah Scarr, Landscape Planning and Conservation Manager (Telephone 01429 - 523275).

8. DESIGN

- 8.1 Recent Government guidance has highlighted the importance of design quality in order to achieve urban renaissance. New development must display a high standard of urban design, which raises the architectural quality of the area in a way that reflects the existing character of the conservation area.
- 8.2 It is vital that the new development connects with the surrounding buildings both physically and in architectural style. This is particularly important around the older surrounding buildings at Victoria Place to the south west corner of the brief area and to Moor Terrace on the southern boundary.
- 8.3 New buildings should reflect the style of the wider conservation area with two to three storeys and a strong urban form. Traditional materials common to the conservation area would be encouraged such as slate roofs and brick walls with or without render. One notable feature of the Headland Conservation area are public or semi public squares overlooked by housing.
- 8.3 The layout of the development should relate to the scale, location and setting of the Friarage Manor House in particular any new development should respect its orientation, aspect, scale, height, materials and character.

8.4 Any development should retain appropriate space around the Manor House thus maintaining the physical prominence of the Manor House building, which reflects and enhances the buildings scale and character. In practice, the brief suggests any new development should adopt the following principles:

- where closest to the Friarage Manor House, should be orientated towards it, not presenting backs or service areas to it;
- the Friarage Manor House should not be surrounded on all sides by hard surfacing;
- buildings should be no higher than and preferably lower than the height of the Manor House in order to respect the prominence of this building;
- roofs should be dual pitched, of a minimum pitch of 40° and of slate or eternit slate material;
- where possible new buildings should present a strong frontage towards the existing buildings to the west and south;
- the use of traditional materials found in the conservation area;
- care should be taken to avoid the over development of the site.

9. ACCESS AND PARKING

- 9.1 Vehicular access may be provided from Friar Street and/or Moor Terrace/Victoria Place. Consultation should be made with the Borough Council's Highway Engineers regarding suitable access points.
- 9.2 The road along the northern boundary currently serves the site and Jacques Court and is not adopted highway. Access to the Jacques residential dwellings needs to be maintained as part of any redevelopment proposals.
- 9.3 Car parking provision should be in accordance with current Local Authority standards. In addition to this and in the interests of the broader regeneration of the Headland, the development brief requires the provision of approximately 20 to 25 public car parking spaces within the site. This would provide spaces for visitors to the Headland, and users of the adjacent sports field and recreation facilities. These would need to be carefully located and sensitively designed possibly taking the form of one single or two smaller car parks.

10. FEATURES TO BE RETAINED

- 10.1 **BOUNDARY WALL** – Boundary walls run around part of the site as well as the adjacent playing field. This demarks part of the boundary of the Franciscan Friarage. Those boundary walls which form part of the

development site although not listed are an essential feature of the Conservation Area and are to be retained and restored wherever possible.

- 10.2 **ARCHAEOLOGY** – It is known that archaeological remains of national importance exist on the Headland. The Borough Council and Tees Archaeology will offer advice to developers at the pre-application stage where archaeological remains are likely to be affected.

11. **SERVICES**

- 11.1 It is assumed that services are available to the site although potential developers should check with the public utility providers, particularly Northumbrian Water, regarding the drainage of the site, and Hartlepool Water Company regarding the adequacy of water supplies.

- 11.2 Contact details for utilities

Electricity –

Northern Electric Distribution Limited (NEDL) owns and maintains the underground electricity apparatus. Correspondence with NEDL should be directed to Manor House, Station Road, New Penshaw, Houghton-le-Spring, DH4 7LA.

Gas –

Transco maintains the network of gas mains. A plan of gas mains can be found in Appendix *. The local address for Transco is Dunedin House, 2nd Floor, Riverside Quay, Columbia, Stockton-On-Tees, TS17 6YH.

Water –

The on site water is provided by the Hartlepool Water Company. Hartlepool Water are based at 3 Lancaster Road, Hartlepool, TS27 8LW.

Surface and foul drainage –

The sewers are owned and maintained by Northumbrian Water. A plan of the sewer system for the site and surrounding area is provided in Appendix *. Correspondence with Northumbrian Water and should be directed to Leat House, Pattison Road, District 15, Washington, Tyne & Wear, NE38 8LB.

12. **BUILDING REGULATIONS**

Hartlepool Borough Council offers a service of inspection under the Building Regulations. For further details please telephone the Borough Councils Building Control Manager 01429 523290.

13. **SUMMARY**

This brief sets out guidance for prospective developers with an indication of potential uses. It should be recognised that potential purchasers will need to assess the economic viability of the potential uses set out in this brief. However, the brief is not intended to be over prescriptive and therefore they may be opportunities to consider alternative solutions to the redevelopment of the site, provided that they adhere / conform to the following key points:

1. The retention, restoration and re-use of the Manor House.
2. That any new development provides an appropriate setting to the Manor House site.
3. The design is to be of a high quality, which reflects the sites setting within the Headland Conservation Area.

Useful Hartlepool Borough Council contacts

Highways	Mike Blair	01429 523252	mike.blair@hartlepool.gov.uk
Planning	Stuart Green	01429 284133	stuart.green@hartlepool.gov.uk
Leisure	John Mennear	01429 523417	john.mennear@hartlepool.gov.uk
Tourism	Jo Cole	01429 523508	joanne.cole@hartlepool.gov.uk
Economic Development	Antony Steinberg	01429 523503	antony.steinberg@hartlepool.gov.uk
Legal	Alison King	01429 523482	alison.king@hartlepool.gov.uk
Estates	Steve Carroll	01429 523216	steve.carroll@hartlepool.gov.uk



CABINET REPORT

27th February 2006



Report of: Chief Financial Officer

Subject: ELECTRONIC DOCUMENT, RECORDS
MANAGEMENT AND WORKFLOW SYSTEM
PHASE 2

SUMMARY

1. PURPOSE OF REPORT

- 1.1 The purpose of the report is to secure approval to the costs associated with the integration of the current Electronic Document Records Management System and workflow (EDRMS) with the new Financial Management System (FMS) for invoice processing and to the costs of acquisition of a corporate wide software licence for the EDRMS system. This IT implementation will provide the foundations for the future roll out of the document management and workflow solution corporately in line with the Way Forward and will assist in the achievement of future efficiency targets.

2. SUMMARY OF CONTENTS

- 2.1. The report provides details of the linkages of this development to the Efficiency Strategy, the Council's ICT Strategy and The Way Forward. It also demonstrates how this development will assist in the delivery of the service transformation and process re-engineering that the Council is committed to achieving.

3. RELEVANCE TO CABINET

- 3.1. Cabinet received a report of the Chief Financial Officer on 6th September 2005 which set out the background to the corporate EDRMS and workflow project, the project benefits to the citizen and organisation, the pivotal nature of the EDRMS project in addressing key business issues faced by the Council and as part of the ICT Strategy one of the developments that would be necessary to deliver the challenges of improved customer service, more efficient administrative arrangements and more flexible working practices.

4. TYPE OF DECISION

4.1. Key decision (test i).

5. DECISION MAKING ROUTE

5.1. The decision will be made by Cabinet.

Report of: Chief Financial Officer

Subject: ELECTRONIC DOCUMENT, RECORDS
MANAGEMENT AND WORKFLOW SYSTEM
PHASE 2

1. PURPOSE OF REPORT

- 1.1. The purpose of the report is to secure approval to the costs associated with the integration of the current Electronic Document Records Management System and workflow (EDRMS) with the new Financial Management System (FMS) for invoice processing and to the costs of acquisition of a corporate wide software licence for the EDRMS system. This IT implementation will provide the foundations for the future roll out of the document management and workflow solution corporately in line with the Way Forward and will assist in the achievement of future efficiency targets.

2. THE CURRENT POSITION and PHASE 2 EDRMS OBJECTIVES

- 2.1. The Council is in the process of implementing its agreed ICT Strategy. Central to this are two major business and ICT projects both of which are in Phase 1 delivery

- Corporate EDRMS and Workflow
- Corporate Integrated Financial Management System FMS

Phase 1 of the EDRMS project dealt with infrastructure issues and was also concerned with proof of concept covering key responsibilities faced by the Council associated with electronic social care records and external accessibility to planning information via the Council's portal facility.

- 2.2. The scope of these phase 1 implementations excludes any integration between the two systems. Currently the supplier invoice processing and approval process is essentially a manual activity meaning that this business process is less efficient than could be the case.

- 2.3. The business drivers for EDRMS Phase 2 are to:

- Realise the business benefits associated with EDRMS and workflow integration with the FMS for invoice processing
- Lay the foundations for EDRMS Phase 3

3. EDRMS / FMS INTEGRATION LINKAGES TO OTHER STRATEGIES

- 3.1. The Council's Efficiency and IT Strategies will have a key impact on the development of the budget over the next few years. Whilst it is recognised that the IT Strategy requires significant up front investment it is forecast that efficiency savings will result which can be reflected in future budgets.
- 3.2. The Efficiency Strategy will consider how the Council will achieve the annual Gershon efficiency target of £2.2m. At least half of these savings must be cashable and in view of the Council's financial position it has been determined to use cashable savings to help address the budget gap. The Way Forward report to Cabinet in 2004 stressed that an integrated and resourced ICT Strategy was needed to underpin the future development of the authority. The Council recognises that ICT investment and the re-engineering of working practices and processes are central to the delivery of efficiencies required by Gershon.
- 3.3. In October 2005, Cabinet approved the acquisition of a new Financial Management System (FMS) acknowledging that the FMS project in conjunction with business process re-engineering will facilitate significant business improvements and savings primarily in e-procurement arrangements and changes to ordering and payment processes.

4. EDRMS / FMS INTEGRATION BENEFITS

- 4.1. Process efficiencies will be achieved through revisions to the requisition / ordering process and the matching of supplier invoices and orders as part of new payment routines. Integration of the FMS system with the EDRMS system will allow the Council to replace the current circulation of paper invoices with electronic images. This development and associated efficiency savings requires the centralised scanning and registration of invoices into the Council and this is currently being progressed.
- 4.2. Integrating the FMS and EDRMS systems will facilitate a number of other key organisational improvement opportunities:
 - Improve the Council's BVPI performance on the proportion of supplier invoices processed within 30 days
 - Support the Council's approach to electronic service administration.
 - Facilitate the Contact Centre dealing with enquiries from suppliers on the status of invoices submitted for payment
 - Provide improved management information, greater process transparency and automated alerts and notifications to officers to prompt invoice payment authorisation actions.
 - Reduce the risk of losing information

5. IMPLEMENTATION

- 5.1. The timescales for the proposed EDRMS / FMS integration are challenging and it is imperative that as a minimum some core integration functionality is available for the planned go live date of the new FMS system of 3rd April 2006. To minimise any risks associated with the EDRMS / FMS integration, the project will be delivered in two phases, the core functionality by 3rd April and the supplementary functionality in a second phase which is planned to be completed by the end of April 2006.
- 5.2. Northgate have agreed that the charges associated with the implementation can be apportioned over the two phases and furthermore that they only become payable by the Council in stages, the first instalment on exchange of contracts and subsequent instalments on the achievement of certain key deliverable milestones ie. delivery of the software for testing, completion of satisfactory user testing with the final payment one calendar month after the go live date.

6. COSTS AND FUNDING

- 6.1. The EDRMS / FMS integration requires additional users to be licensed to use the EDRMS software. Initial assessments suggest up to 150 extra user licences may be required. However, the ICT Strategy assumes the wider roll out of the EDRMS across the Council into other departments and services / activities which will in future require further licences.
- 6.2. As part of EDRMS Phase 1 the Council spent £93,820 on the purchase of 200 user licences, however the supplier gave the Council the option to convert to a corporate licence basis at a fixed price providing the Council was able to make that decision by 31st March 2006. The supplier has granted an extension to this option to 30th June 2006, however it is willing to offer a discount of £29,775 to the price if the Council makes a commitment to the corporate licence at this stage. Evaluation suggests that the Council should take advantage of the discounted terms offered by the supplier given its forecast future requirements.
- 6.3. The capital costs of EDRMS Phase 2 of the project are £216,634, comprising a corporate licence cost of £157,303 and technical and project management costs of Hummingbird (EDRMS supplier) and Northgate of £59,331. Further details are provided within Section 4 of the Proposal document from Northgate attached at Appendix A. It is proposed to fund the Phase 2 investment from the Way Forward Reserve.

7. RECOMMENDATION

7.1 Members are requested to:

- approve the EDRMS / FMS integration on a two phased implementation basis and the acquisition of the corporate wide EDRMS licence at the discounted cost, both items to be funded from the Way Forward Reserve.
- authorise the Chief Financial Officer and the Assistant Chief Executive to conclude any necessary funding or contractual arrangements.

CABINET REPORT

27th February 2006



Report of: Director of Neighbourhood Services

Subject: ADOPTION OF THE COAST PROTECTION
STRATEGY STUDY: NORTH SANDS TO NEWBURN
BRIDGE

SUMMARY

1. PURPOSE OF REPORT

- 1.1 To seek adoption of the Coast Protection Strategy Study.
- 1.2 To inform the Cabinet of the potential risks and financial implications of the options recommended in the plan.

2. SUMMARY OF CONTENTS

- 2.1 Report for information and requiring action.
- 2.2 Appendix 1 - Abstract of Study Recommendations.
Appendix 2 - Summary Table of Study Findings.
Appendix 3 - Plan of Maintenance Responsibilities.

3. RELEVANCE TO CABINET

- 3.1 The outcome of this study may lead to major sensitive infrastructure projects in the future and have significant affects upon revenue budgets if the maintenance recommendations are implemented.

4. TYPE OF DECISION

- 4.1 Key decision (test ii).

5. DECISION MAKING ROUTE

- 5.1 Cabinet on 27 February 2006.

6. DECISION(S) REQUIRED

- 6.1 To adopt the Study as Council Policy and consider the revenue implications.

Report of: Director of Neighbourhood Services

Subject: ADOPTION OF THE COAST PROTECTION
STRATEGY STUDY: NORTH SANDS TO NEWBURN
BRIDGE

1. PURPOSE OF REPORT

- 1.1 To seek adoption of the Coast Protection Strategy Study.
- 1.2 To inform Cabinet of the potential risks and financial implications of the options recommended in the plan.
- 1.3 **Appendix 1** is the conclusions and recommendations from Stage C of the study.
- 1.4 **Appendix 2** is a summary table of the study findings.
- 1.5 **Appendix 3** is a plan of the maintenance responsibilities.

2. BACKGROUND

- 2.1 It is the Government's intention that all Council's develop a coast protection strategy over their respective coastlines, which together cover all of the country's coastline. The policy document which generated this Council's first strategy study was the Shoreline Management Plan for the north east coast from Seaham to Saltburn, which was adopted by the Council in 1999. The plan recommended prioritised phases for the strategy studies, and the most urgent for this Council was considered to be the length of coastline from North Sands to Newburn Bridge. The Strategy was intended to establish the framework for future coast protection schemes over a 100 year time frame along this length and be the basis upon which DEFRA will grant aid schemes in the foreseeable future (approximately 100 years). It was therefore essential that the ground-rules thus established were well founded and fully consulted.
- 2.2 The study has been produced by the consultant, Atkins, and consultation has been undertaken with statutory consultees, including DEFRA, P D Teesport (formerly THPA), the Environment Agency, English Nature, and a substantial number of non statutory regional and local consultees. Consultation with local residents was also undertaken through two public meetings.

- 2.3 The study was previously reported to Cabinet on 30 June 2003, and this further report seeks to gain adoption of the study. It has been produced after consideration of the responses to the many consultations, and the additional work requested, and funded, by DEFRA, as referred to in the above report.

3. **STUDY FORMAT**

- 3.1 The study consists of 4 volumes:

Stage A Report - Site Assessment.

Includes factual information, site surveys (including geomorphical, topographical and divers), photographs, line drawings, site investigation results together with a statement of the hydraulic performance, condition and residual life;

Stage B Report - Technical Assessment.

Includes coastal processes, condition assessment, environmental scoping assessment, the consequences of “doing nothing”, option costs, benefits of schemes and risk assessment;

Stage C Report - Strategy Plan.

Includes strategic aims and objectives, alternatives considered, development and evaluation of options, conclusions and recommendations;

PAR – Project Appraisal Report.

A report required by DEFRA for their internal use to assess future submissions within the strategy area.

- 3.2 The conclusions and recommendations from Stage C of the study are attached to this report as **Appendix 1** as a useful summary of the findings.
- 3.3 It is proposed to give a presentation on the study findings to each of the 3 Neighbourhood Forums and to make copies of the study available in the Central Library and Bryan Hanson House once adopted.
- 3.4 For the purposes of this report copies of Stages A, B and C have been lodged in the Members’ Room, Civic Centre.

4. **KEY ISSUES**

- 4.1 Based on the following issues strategic and more specific objectives were set. The primary objective is to provide sustainable coast protection policies for the coastline. Specific objectives include preserving the amenity value of the area and improving safety and access.

4.2 The key issues in this study were:

- 1) the problems implicit in the fact that most of the study's major scheme recommendations do not meet the Government's funding criteria (their "priority score") and therefore will not be eligible for any grant aid;
- 2) the challenge of accommodating the significant international environmental designations within many of the proposals, particularly on the Headland;
- 3) the findings and proposals for the Heugh Breakwater and the effects on other coast protection structures (including the Town Wall);
- 4) preserving the integrity of the Town Wall and Heugh Gun Battery Scheduled Ancient Monuments;
- 5) improving the physical condition and safety to the public in storm conditions of most of the Headland structures and North Pier;
- 6) the various maintenance and monitoring recommendations are considerable and would have serious budgetary implications for revenue expenditure if accepted;
- 7) the difficulties arising from the closure of the CJC works;
- 8) the long term problem of erosion of the Spion Kop Cemetery.

5. DISCUSSION

5.1 Taking each of the key issues:

- 1) Priority Scores. It is important to understand that for any coast protection scheme the Treasury (via DEFRA) require that the scheme be evaluated for national comparison against many economic, social, environmental and historic significance criteria, which give any scheme a 'priority score'. To gain approval for grant funding a scheme must achieve a predetermined priority score threshold target value (currently 19), which is set by the Treasury. This is in addition to being assessed for its technical soundness, environmental sustainability and financial viability.

The Treasury regularly reassesses and changes the priority score target figure depending on the available funding for the list of schemes submitted nationally. It is therefore possible, but unlikely that some of the study's proposed schemes could achieve the priority score target at some point in the future. It is also possible that schemes achieving priority scores may gain approval for grant aid but this may be deferred subject to Treasury resources.

The Priority Scores for all proposals are as follows:

Strategy Unit C6-1	The Headland	6.6
Strategy Unit C6-2	Block Sands and Heugh Breakwater	9.0
Strategy C6-3	Town Wall	29.2
Strategy C6-4	Marina	11.7
Current DEFRA threshold target		19.0

- 2) Environmental Designations. English Nature were concerned that certain schemes proposed for the Headland will reduce valuable international designated sites by an unacceptable margin and they would probably therefore seek to see suitable sites established elsewhere in reparation for the losses.

If the preferred scheme option of realignment and managed retreat (i.e. controlled demolition and erosion) of the coast protection structures is progressed on the Headland this inevitably means the loss of the long lengths of promenade and bandstand area, and probably parts of the Town Moor. Unfortunately English Nature cannot confirm their position without the submission of a document called an Appropriate Assessment, which is a detailed consideration of all the relevant issues. The preparation of such a study was beyond the scope of the strategy study, and DEFRA grant funding for its preparation is uncertain, as the overall scheme has a priority score below the threshold target.

- 3) Heugh Breakwater. Atkins have computer modelled the wave action in the bay with the breakwater present and with it removed. Their findings agree with those of the Port Authority, in that the breakwater is not required for the Port Authority to fulfil its statutory obligations with respect to the Port operation. The breakwater is wholly owned and maintained by P D Teesport.

The breakwater, however, does serve as a coast protection structure to protect a limited stretch of coastline structures from heavy seas and if it is totally removed these will require upgrading to withstand the direct impact of the sea. The lengths affected are the Block Sands and Middleton Beach walls, but notably not the Town Wall to any significant degree.

Various options for the 5 to 10 year policy (see Stage C, Page 51, Table 6.3) have been costed and the most cost effective option based on the work to date would appear to be the removal of the outer third of the breakwater with retention and upgrading of the shoreward two thirds together with the upgrading of the Block Sands protection structures (between the Breakwater and the Pilot Pier) and upgrade Middleton Beach protection structures.

It must be noted that the proposal does not meet the priority score and so would not be eligible for DEFRA grant aid funding.

Informal DEFRA view is that once a capital scheme to achieve the above option has been achieved then the maintenance liability for the breakwater could be transferred from the Port to the Council. It should be emphasised that this would only occur after the major capital expenditure to upgrade the required length of the breakwater so that its life expectancy was at least 50 years, and its maintenance liability was minimal in the short to medium term.

The upgraded breakwater could then be available as an amenity for the public but this has the potential to raise the issue of public liability.

As a result of consultation with the public, the serious issue of the shelter the breakwater affords to small craft, RNLI vessels and yachts entering the Marina and Victoria Harbour has been raised. It is agreed that this is true, but from enquiries to date it would appear that neither the Port Authority nor this Council have any statutory duty to these types of vessels. This raises the issue of jeopardising lives, the reputation and amenity value of the marina and small craft moorings and also the overall tourism image of the town if the outer third were allowed to degrade naturally. The amenity value of the Small Crafts Moorings located in Victoria Harbour may degenerate due to the increase in wave heights which is predicted if the breakwater is allowed to reduce in length. The cost of keeping this section maintained is disproportionately high compared to the inner length and so far has been discounted as a viable option. The funding to secure the integrity of the outer third would most certainly have to be found by those wishing to preserve this amenity value.

- 4) The Town Wall. The historical value of the wall as a Scheduled Ancient Monument is unquestionable and therefore the study takes the view that it must be protected, and recommends a scheme to:
- (i) import beach sand to raise beach levels, thus protecting the vulnerable toe and lower reaches of the wall;
 - (ii) construct a control structure (probably a long rock armour mound) between the Port channel and the beach to prevent slippage of beach into the channel; and
 - (iii) refurbish the groyne(s) on the beach to prevent sand loss along the beach.

Half of the Town Wall is maintained by P D Teesport, whilst the other half is the maintained by the Council.

This scheme does achieve the DEFRA priority score and therefore would be eligible for 100% grant aid if approved by DEFRA.

The scheme is included in the 5 year plan and approval is sought to progress this scheme in the recommendations by application to DEFRA.

- 5a) The Heugh Gun Battery and Headland Walls. As discussed in 2) Environmental Designations, none of the schemes to protect the Headland achieve the priority score, and in any event the scheme to allow loss of the promenade and Town Moor would probably be unacceptable. The only option available appears to be that of improving the maintenance regime by systematic year on year renewal of the existing wall. Sections of the Headland walls are either owned or jointly maintained by the Council and P D Teesport. Certain lengths of the Headland walls are maintained by P D Teesport and others by the Council, but there is a considerable length which is jointly maintained by both the Council and P D Teesport in the proportion two thirds/one third respectively.

Technically, wall reconstruction is not the preferred solution as the wave energy absorption performance of a vertical sea wall is very poor and there would still be problems of foreshore scour due to wave reflection and overtopping on the promenade, with the inherent public safety issues.

- 5b) The North Pier. The study highlights the public access safety issues, the implications for the Marina and Middleton (Strand) beach and the poor hydraulic performance of the pier and root wall and proposes phased schemes to improve this. All of the schemes propose armouring to improve the performance and life of the pier.

The schemes are included in both the short term and medium term policies (See **Appendix 1**) and approval is sought to progress these schemes in the recommendations by application to DEFRA, and for release of the TDC residual monies obtained specifically for this area (see later section 7.13, Financial Implications).

- 6) Maintenance and Monitoring. There is no doubt that the recommended maintenance regime is in excess of that currently undertaken and will result in very significant upward pressures on the revenue budget if it is to be established. Exact figures are difficult to determine, but indications for expenditure can be based on recent similar maintenance work undertaken on the North Pier (which was funded from the TDC residual account) and is discussed in section 4, Financial Implications, in this report.

The strategy proposes a phased approach for the implementation of coast protection measures. The need and urgency for implementing coast protection is dependent on the condition of the existing defences.

A full regular programme of inspection and condition, is already undertaken by hand, in the form of paper records. It is proposed to continue monitoring defence condition on a regular basis as a tool for deciding need and priority. In addition, long term records on beach levels will be required for future reviews of this strategy. A monitoring programme comprising the following elements is therefore recommended:

- continuation of the condition surveys of the existing defences;
- twice yearly beach profile monitoring over the entire study area;
- the development of an electronic archive and storage system for the above based on the asset survey work and hazard assessments already completed for this study.

It is possible that DEFRA funding can be gained for developing this system and approval is sought in the recommendations to progress this.

- 7) CJC Closure. This frontage is predominantly sand dunes and the study recommendation is to let nature take its course. The dunes have been reasonably stable, but given the problem of sea level rise it is highly probable that the dunes will erode dramatically, thereby encroaching onto the closed works. This area is currently the subject of a planning application which has yet to be determined. However, coast protection and environmental impact issues are major considerations in the determination of the application. It should be noted that in the medium term there may be difficulties in dealing with this frontage because of the closure of the works.
- 8) Spion Kop Cemetery. Again this frontage is sand dunes and the study recommendation is do nothing. In the long term (in excess of 50 years) there will almost certainly be sufficient erosion to expose graves, but the situation will have to be re-assessed as the erosion gathers pace. It is likely that the costs of disinterment and reinterment would be considerable and would have to be borne by the Council.

6. LEGAL SITUATION

- 6.1 The legal situation with regard to maintenance is that the Council has permissive powers (i.e. may do it) under the 1949 Coast Protection Act, which empowers the Council to carry out maintenance if it wishes. There may be other, older legislation which places a stronger obligation on the Council in this regard (i.e. it 'must' maintain), but this is still being researched.

7. FINANCIAL IMPLICATIONS

- 7.1 It should be noted that irrespective of whether a suggested option meets the DEFRA priority target scores, the scheme must be submitted to DEFRA for approval of technical soundness and environmental sustainability, even if funding is provided from alternative sources.
- 7.2 Heugh Breakwater – (In 5 to 10 year policy) preferred option of partial upgrading - £4.2M construction and design & £0.42M contingencies = £4.62M total, excluding inflation. This would not meet criteria for DEFRA grant aid funding and unless alternative capital sources were found the scheme would flounder and therefore continuing maintenance responsibility would rest with P D Teesport.
- 7.3 Town Wall – (In Immediate Policy) preferred option of beach replenishment and control structure £422k construction & design + £44k contingencies = £486k total, excluding inflation – should be DEFRA grant aid funded, and future maintenance responsibility for the wall would remain as now part Port, part HBC.

Whilst this scheme does meet the present DEFRA criteria for approval, the future of the mechanism of scheme funding and operating authorities is currently under review by central government and is very uncertain. In any event, even if approved by DEFRA there is a possibility of scheme deferral because of shortage of Treasury funding.

- 7.4 Headland – (In 5 to 10 year policy) preferred option of partial upgrade and realignment at a cost of £8.62M construction & design + £0.86M contingencies = £9.48M total, excluding inflation would not meet criteria for DEFRA grant aid funding. Therefore the suggested option of year on year renewal of short sections of the existing wall as an element of increased maintenance costs appears to be the only viable option, as discussed in 7.7 to 7.11 below.
- 7.5 Officers are currently working on a new Capital and Asset Strategy and the pressures in respect of Coastal defences will be considered in this document.

Maintenance (In all policies)

- 7.6 With particular reference to the Headland walls in 5.1 (5a) and 7.4 the strategy study recommends the preferred option as allowing the Town Moor and promenade to erode.

- 7.7 As Capital funds are unlikely to be made available through DEFRA it is likely that the Council will be faced with the need to invest more revenue in ongoing maintenance to mitigate against the risk of a failure in the coastal defences. The following is a summary of potential measures and indicative costs:

<u>Location</u>	<u>Amount £k</u>	<u>Description of Work</u>
North Sands (C5-1)	Nil	
Headland (C6-1)	170	Railing and prom repairs, slopes and steps cleaning of algae, approx 20m of wall reconstruction
Town Wall (C6-3)	8	Specialist masonry and pointing, railing repairs
Marina (C6-4)	29	Blockwork, pointing, railings, parapet walls, steps, signs and toe repairs. (Assumes major capital spend on part of North Pier from TDC residual amount)
South Pier (C6-4)	8	Railings, joints sealing, steps and ramps cleaning, bollard repairs
Remainder of coastline excluded from present strategy study (Hart Warren, Coronation Drive, Seaton Carew, Seaton Sands down to North Gare)	15	Railings, steps, ramps, joints, posts, copings, pavings and signs
Land drainage over whole borough (Included because Budget is Composite)	20	Clearance of ditches, grills, culverts and Tees Bay ponds
Total	£250k per annum	

- 7.8 The current revenue budget for maintenance of coastal structure is £65k per annum. When a major breach occurs there would be the need to fund a one off repair, estimated in the order of £90k per breach. It must be emphasised that the number, and frequency, of occurrence of breaches is totally unpredictable, but given that the wall is already declared close to life expired and is suffering continued wave attack it is feared the frequency of breaches will increase. From anecdotal evidence there have been at least 4 serious breaches of the Headland walls in the last 25 years.
- 7.9 Obviously the alternative is to leave the breach and allow continuing erosion damage as per the recommendation of the strategy study.
- 7.10 It cannot be assumed this is a zero cost option as there will be a constant requirement to ensure public safety and ensure the integrity of the designated SPA is not prejudiced.
- 7.11 The proposal to greatly increase the revenue budget obviously impacts very significantly on P D Teesport's budgets as the lengths involved fall predominantly in the one third responsibility for the Port. This has been broached with their management who are very concerned at any increase but await the outcome of the Council's deliberations.
- 7.12 North Pier - (In immediate and 5 to 10 year policy) the schemes do not meet the DEFRA priority score and so would not qualify for grant aid. A reserve of £1.598m from the demise of the TDC in respect of coastal defences liabilities has been held until now but with serious pressures on the Council resulting from potential equal pay claims it is proposed that this is used as a contingency against those liabilities.
- 7.13 If the TDC monies are utilised elsewhere, there are no known sources of alternative funding and failure to progress this scheme leaves the pier and hence the Marina vulnerable to breach damage and higher maintenance liability.

Monitoring (In all policies)

- 7.14 As discussed in 5.1(6) above the intention is to seek DEFRA funding for the more intense monitoring regime, and the recommendation is so worded.

8. RECOMMENDATIONS

- 8.1 Approve that the Strategy Study be adopted by the Council.
- 8.2 Approve that a copy of the study be placed in the Central Library and in Bryan Hanson House with an electronic copy on the Council's website.
- 8.3 Approve that presentations of the study findings be given to each of the Neighbourhood Forums.

8.4 Approve that applications be made to DEFRA and all other relevant authorities to attempt to progress the following schemes:

- 1) The Town Wall scheme – at present achieves criteria;
- 2) A monitoring system for the beaches and structures – at present uncertain whether meets criteria;
- 3) An 'Appropriate Assessment' for the Headland Structures – at present uncertain whether meets criteria;

It should be noted that schemes must be submitted to DEFRA for approval even though they do not meet the criteria for grant aid funding. Those schemes not achieving the criteria will require funding from alternative sources.

8.5 That the Capital requirements are included into any new Strategic Capital and Asset Strategy.

8.6 That the upward pressures on the coast protection revenue budget due particularly to the maintenance of the Headland Structures be noted and considered as part of the 2007/8 budget process.

CONCLUSIONS AND RECOMMENDATIONS

PREFERRED SOLUTIONS

Table 7.1 summarises the preferred options and policies for the strategy units.

ENVIRONMENTAL ISSUES

A number of physical and environmental issues, which may apply constraints to the design and construction of coast protection, exist along the study frontage. The most significant of these are the SSSI, SPA and Ramsar designations, the historical value of the Town Wall and Sandwell Gate as well as the Headland heritage site.

The implementation of protection works will require close liaison with English Nature, English Heritage and Hartlepool Borough Council Planning department. English Nature is also likely to apply restrictions on the construction programme to minimise the impact on the natural habitats. An appropriate assessment may also be required for works within the SPA designation. In particular, works within C6-1 and C6-2 seem likely to cause loss and damage to rocky shore SPA habitat.

The preliminary environmental impact assessment indicated that the main environmental impacts of the defence works will be disturbance and damage to habitats by construction works and materials, new structures and the collapse of existing structures and the quarrying of rock armour. Consultation with English Nature also stated that for the scheme to be acceptable there must be no net loss of SPA habitat. Although revetment is proposed along a section of C6-1 (between the Heugh Breakwater and the Gun Battery and set back revetment along Sea View Terrace) and C6-2, the managed realignment at Town Moor back to the existing cliff line

would create habitat thus compensating for the loss of some SPA habitat by the footprint of the revetment. An Appropriate Assessment would need to be carried out to determine whether the scheme is acceptable to English Nature, the outcome of which can not be predicted.

FUNDING

DEFRA administers grant aid for capital defence schemes for both coastal and flood defence. Grants are available to Coast Protection Authorities and the Environment Agency toward approved capital expenditure on the construction of new coast protection schemes, sea defence schemes and flood warning systems. Coastal defence strategy plans, studies and beach management schemes are also grant eligible, which are made under the Coast Protection Act 1949 (for defences against erosion) and sea defences (defences to mitigate against flooding) under the Water Resources Act 1991 and Land Drainage Act 1991.

Following on from this coastal defence strategy, Authorities promoting a scheme are required to produce a summary scheme submission (Form LDW13) for each application. This summary document details the scheme's compliance with the absolute thresholds and forms the basis for the priority score. Schemes attaining the required priority rating proceed to the third level where a Project Appraisal Report (PAR) is submitted in support of a formal scheme application to DEFRA. Once approved, grant aid may then be awarded. DEFRA may also postpone approval of the grant.

At present a scheme for the Town Wall would probably have a sufficient priority score to received grant aid. The schemes proposed for the Headland walls and the Heugh breakwater do not meet the current priority score and therefore would not receive grant aid. Funding would have to be secured from other sources.

Preferred Policy Options for Future Years

Strategy Unit	Policy for next five years	Policy five to ten years	Policy ten to one hundred years
C5-1 North Sands	Managed realignment. The present assets do not produce a viable benefit cost ratio for protecting this area.	Managed realignment (protect end of Marine Drive from being outflanked by eroding coastline).	Managed Realignment. As erosion continues, some graves in the cemetery would need to be relocated.
C6-1 Headland	Continue to maintain all the Headland walls and implement monitoring of wall conditions.	Upgrade any existing walls that are at risk of collapse (750m) and consider managed realignment at Town Moor (500m).	Maintain.
C6-2 Block Sands and Heugh	Maintain the existing sea walls and the Heugh Breakwater.	Implement upgrading of the Heugh if justified and consider reduction in length. Upgrade the sea walls along Block Sands with toe scour protection.	Maintain.
C6-3 Town Wall	Implement a scheme to restore the beach using sand replenishment and control structures. Also refurbish existing groyne 5.	Maintain.	Maintain.
C6-4 Marina	Upgrade small section of wall at the root of the North Pier that is in poor condition. This will also prevent overtopping by stem wave effect. Maintain North Pier and other structures for the next five years.	Upgrade the inner half of the North Pier with rock revetment. Continue to maintain the outer half of the North Pier. Undertake minor improvement works to the West Harbour quay walls. Provide scour protection to Middleton Beach walls (may be required due to beach movement as a result of reduced protection from the Heugh Breakwater).	Review need and justification for improving the outer half of the North Pier, otherwise continue to maintain.
C6-5 South Pier to Newburn Bridge	Work completed 2003. Maintain.	Maintain.	Maintain.

Annualised Spend Profile

The tables opposite show the annualised spend profile over the next five years for grant aided projects and for non grant aided expenditure.

The totals include all design and supervision fees.

<i>Grant Aided Work over the Next 5 years</i>							
Cost £k	2006	2007	2008	2009	2010	Sub Total £k	Total (Incl Contingency)
Town Wall Construction	0	60	382			442	486
Monitoring System	40	20	20	20	20	120	132
Headland AA (Study)	0	20				20	22
Sub Total	40	100	402	20	20	582	
Contingency	4	10	40	2	2	58	
Total (Incl Contingency)	44	110	442	22	22	640	

<i>Non Grant Aided Work over the Next 5 years</i>							
Cost £k	2006	2007	2008	2009	2010	Sub Total £k	Total (Incl Contingency)
Headland and North Pier Walls Maintenance and Refurbishment	250	250	250	250	250	1250	1375
North Pier Revetment (Part of element 6719(a))	50	100	900	80	0	1130	1243
Sub Total	300	350	1150	330	250	2380	
Contingency	30	35	115	33	25	238	
Total (Incl Contingency)	330	385	1265	363	275	2618	

FURTHER STUDY

Much of the economic justification for the improvement of coast protection relies on the value placed on the amenity and leisure use of the Hartlepool frontage. A Contingent Valuation Study was therefore carried out. This study included two parts, the determination of visitor/use numbers, and the estimation of the value people place on being able to use and enjoy the sea front at Hartlepool. The results of this study are contained in the CV Scoping Study Report (May, 2004).

PROPOSED FIVE YEAR PROGRAMME

It is recommended, where appropriate, that LDW13 forms be prepared for the following schemes in the next five years;

Maintaining the existing sea walls, piers, and breakwaters;
Protection of Town Wall with sand replenishment and control structures;
Upgrading of walls at the base of the North Pier;
Development of the existing monitoring system for the existing structures and beaches. This relates to the need for monitoring of coastal processes and the condition of the existing walls.
Appropriate Assessment for the Headland.

Coast protection works at Newburn Bridge were completed in 2003.

MONITORING

As detailed above, this strategy puts forward a phased approach for the implementation of coast protection measures. This need and urgency for implementing coast protection is dependent on the condition of the existing defences. A full regular programme of inspection and condition is already undertaken by hand, in the form of paper records. It is proposed to continue monitoring defence condition on an annual basis as a tool for deciding need and priority. In addition, long term records on beach levels will be required for future reviews of this strategy. A monitoring programme comprising the following elements is therefore recommended:

Continuation of the condition surveys of the existing defences;
Twice yearly beach profile monitoring over the entire study area;
The development of an electronic archive and storage system for the above based on the asset survey work and hazard assessments already completed for this study.

FUTURE REVIEWS

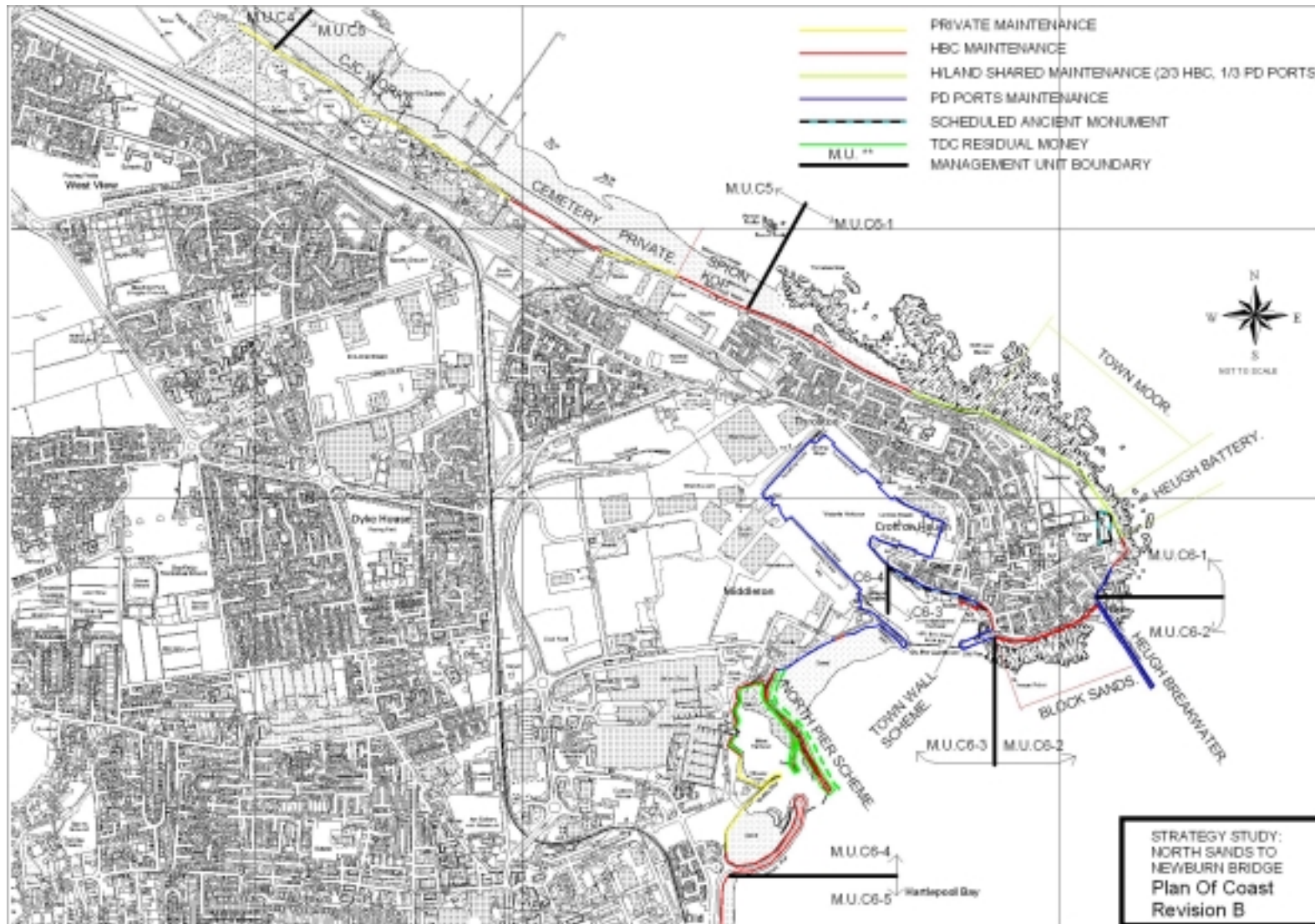
All coastal defence strategies should be subject to periodic review to reflect changes in the area, improvements in understanding of the processes involved, the results of monitoring and any other information gained from scheme implementation. They are a vital link in the feedback chain, which ensures the expertise and knowledge accumulated is used actively in the development of future strategic planning. This strategy should be reviewed on a rolling five-year programme from the date of the adoption of the final document.

Coastal Strategy Study, North Sands to Newburn Bridge, (Management Units C5 and C6), Summary of Report Recommendations Jan 2006

Location	Key Issues	Proposals	Costs	Time Scale	Funding Source	DEFRA priority score (Threshold 19)	Risk of not proceeding	Cross ref. to Strategy Study
C5-1 North Sands	Closure of CJC Works and concern that the abandonment could result in unacceptable levels of contamination on the SPA and in the sea (controlled waters)	Management Realignment, i.e. do as little as possible without compromising public safety.		Ongoing	CJC Chemicals	NA	Danger to public. Unacceptable contamination of beach and sea	Stage C, Section 7
		Reinforce rock armour at the end of Marine Drive.	£50K	5-10 years	HBC Revenue	NA	Marine Drive at risk.	Stage B, Table 5.1
	Erosion of Spion Kop Cemetery.	Disinter bodies in Spion Kop Cemetery and re-bury elsewhere.	£2K/body	10-100 years	HBC Revenue	NA	Human remains strewn on beaches.	
C6-1 Headland	Major Schemes not eligible for grant (low priority scores).	Monitor and maintain (includes systematic reconstruction of walls, a short section year on year.)	£170K/year	Every Year	HBC Revenue plus contributions from port authority (1/3, 2/3 share respectively)	NA	Promenade, Town Moor, Lighthouse, Gun Battery, Redheugh Gardens suffer loss through erosion.	Stage C, Section 7
	Extreme pressures on revenue budget.							
	Ecological designations preventing scheme acceptance.							Stage B, Table 5.2
	Gun Battery is a Scheduled Ancient Monument.	Upgrade wall from Corporation Road to Heugh Breakwater	£9.48M	5-10 years	Unknown	6.6	Promenade unsafe in storm conditions.	
	Public Safety in storm conditions.							

Location	Key Issues	Proposals	Costs	Time Scale	Funding Source	DEFRA priority score (Threshold 19)	Risk of not proceeding	Cross ref. to Strategy Study
C6-2 Block Sands and Heugh Breakwater	<p>If breakwater lost, effects on other coast protection structures. (Block Sands, Pilot Pier, Town Wall, Middleton Beach, North Pier.)</p> <p>Safety of small craft entering port in storm conditions (fishing boats and yachts.)</p> <p>Public Access.</p> <p>If breakwater lost, effects on Marina and implications for public image and tourism.</p>	<p>Maintain all assets.</p> <p>Upgrade breakwater. Consider loss of 1/3 in length.</p> <p>Upgrade Block Sands.</p>	<p>Unknown</p> <p>£4.62M</p>	<p>Next 5 years</p> <p>5-10 years</p>	<p>Block Sands revenue.</p> <p>Breakwater Port Authority.</p> <p>Unknown</p>	<p>NA</p> <p>9.0</p>	<p>Possible loss of Block Sands, highways, Pilot Pier, Town Wall, Middleton Beach, North Pier, Marina</p>	<p>Stage C, Page 40 Table 5.3</p> <p>Stage C, Section 7</p> <p>Stage B, Table 5.3</p>
C6-3 Town Wall	Loss of Town Wall Scheduled Ancient Monument	<p>Construct offshore breakwater, replenish sand and re-construct groyne to protect Town Wall.</p> <p>Maintain all assets</p>	<p>£486K</p> <p>£8K/year</p>	<p>Next 5 years</p> <p>5-100 years</p>	<p>Potential grant aid from DEFRA</p> <p>Part HBC revenue, part Port Authority</p>	<p>29.2</p> <p>NA</p>	<p>Loss of Town Wall Scheduled Ancient Monument and housing.</p>	<p>Stage C, Section 7</p> <p>Stage B, Table 5.4</p>

Location	Key Issues	Proposals	Costs	Time Scale	Funding Source	DEFRA priority score (Threshold 19)	Risk of not proceeding	Cross ref. to Strategy Study
C6-4 Marina	Loss of North Pier causing loss of Marina and Bird Island (Site of Special Scientific Interest)	Upgrade North Pier	£1.7M	Next 10 years	HBC (TDC residual monies)	11.7	Loss of Middleton Beach and North Pier causing loss of Marina, Bird Islands and cabins.	Stage B, Table 5.5 Stage C, Section 7
		Maintain North Pier which remains after upgrade	£20K/year	Ongoing	HBC revenue	NA		
		West Harbour Walls	£0.5K/year nominal. part unknown	Ongoing	Part HBC revenue Part private	NA		
		Maintain Middleton Beach Walls	£0.5K/year nominal	Ongoing	Part HBC revenue (cabins frontage), Part Port	NA		
		Maintain South Pier	£8K/year	Ongoing	HBC revenue	NA		
C6-5 South Pier to Newburn Bridge	None	Maintain	£8K/year	Ongoing	HBC revenue	NA	Protects railway, highways, statutory undertakers' major infrastructure, housing and industrial area. Loss is very long term as structures are very robust and relatively new.	Stage B, Table 5.7 Stage C, Section 7



CABINET

27th February 2006



Report of: Director of Children's Services

Subject: APPOINTMENT OF LOCAL AUTHORITY
REPRESENTATIVES TO SERVE ON SCHOOL
GOVERNING BODIES

SUMMARY

1. PURPOSE OF REPORT

- 1.1 The Portfolio Holder for Children's Services requests Cabinet's consideration and approval of the recommendation of the General Purposes Committee in respect of the appointment of Local Authority representative Governors to serve on school governing bodies where vacancies currently exist (February 2006) following the expiry of terms of office of a number of Local Authority Governors. This includes the expiry of the term of office of the Children's Services Portfolio Holder in her capacity as a Local Authority Governor of a community primary school.

2. SUMMARY OF CONTENTS

- 2.1 The report summarises the process for inviting applications for Local Authority representative governors and the criteria for their selection.

3. RELEVANCE TO CABINET

- 3.1 It is the responsibility of the Cabinet to decide the appointment of Local Authority representative school governors following advice from the General Purposes Sub Committee.

4. TYPE OF DECISION

- 4.1 Non key

5. DECISION MAKING ROUTE

- 5.1 Cabinet 27th February 2006

6. DECISION(S) REQUIRED

- 6.1 Approval by Cabinet of the recommendations of the General Purposes Sub Committee, in respect of the appointment of Local Authority representative Governors to serve on school governing bodies where vacancies exist.

Report of: Director of Children's Services

Subject: APPOINTMENT OF LOCAL AUTHORITY
REPRESENTATIVES TO SERVE ON SCHOOL
GOVERNING BODIES

1. PURPOSE OF REPORT

- 1.1 To request Cabinet's consideration and approval of the recommendations of the General Purposes Committee, in respect of the appointment of Local Authority representative Governors, to serve on school governing bodies where vacancies currently exist (February 2006) following the expiry of terms of office which includes the expiry of the term of office of the Portfolio Holder for Children's Services in her capacity as a Local Authority Governor on the Governing Body of a community primary school.

2. BACKGROUND

- 2.1 Applications are invited from members of the general public, elected members and those governors whose term of office is about to expire or have expired who are interested in serving or wish to continue serving as a Local Authority representative governor on school governing bodies.
- 2.2 The following criteria were agreed by the Borough Council for the recruitment of Local Education Authority representative governors in 2000.
- 2.3 Local Authority governors should be able to show:
- Demonstrable interest in and commitment to education;
 - A desire to support the school concerned;
 - A commitment to attend regular meetings of the governing body (and committees as appropriate) and school functions generally;
 - Good communication/interpersonal skills;
 - Ability to work as part of a team;
 - A clearly expressed willingness to participate in the governor training programme.
- 2.4 A schedule setting out details of vacancies together with applications received in respect of the vacancies was considered by members of the General Purposes Sub Committee at their meeting held on 15th February 2006 (**Appendix 1**).

3. RECOMMENDATIONS

- 3.1 Cabinet approve recommendations of the General Purposes Committee in respect of the appointment of Local Authority representative governors to serve on school Governing Bodies. A schedule outlining recommendations of the General Purposes Sub Committee is attached at **Appendix 1**.



APPENDIX 1

**VACANCIES FOR
LOCAL AUTHORITY REPRESENTATIVES
FEBRUARY, 2006**

**Contact Officer: Ann Turner
Tel. 523766**

Children's Services Department

VACANCIES FOR LOCAL AUTHORITY REPRESENTATIVES ON GOVERNING BODIES

SCHOOL INCLUDING LA GOVERNORS	VACANCIES	POSSIBLE INTEREST	RECOMMENDED FOR APPOINTMENT
English Martyrs School			
	Vice – Mr. F. Rogers	Councillor R. Cook Mr. C. Akers	Mr. C. Akers
	Deceased		
Golden Flatts Primary School			
Mrs. K. Hird	Councillor C. Hill	Councillor C. Hill	Councillor C. Hill
Councillor C. Hill	(Term of office expires 28.2.06)		
Councillor M. W. Turner			
Barnard Grove Primary School			
Mrs. D. Stonehouse	1 Vacancy	No interest expressed	Defer
Mr. J. M. Kay			
Jesmond Road Primary School			
Councillor J. Shaw	Vacancy Vice	No interest expressed	Defer
Mrs. D. Adamson	Mr. M. Sparks		
	Resigned		
Lynnfield Primary School			
Councillor C. Richardson	Vice Mrs. L. Peek	Mr. A. Armstrong	Mr. A. Armstrong
	Resigned		
Dyke House School			
Councillor J. Lauderdale	2 Vacancies	Mr. P. King Mrs. S. Sharpe	Mr. P. King Mrs. S. Sharpe
Mrs. M. Sneddon			

SCHOOL INCLUDING LA GOVERNORS	VACANCIES	POSSIBLE INTEREST	RECOMMENDED FOR APPOINTMENT
Rossmere Primary School		No interest expressed	
Mrs. D. Stonehouse	Vacancy Vice		Defer
Mrs. M. Smith	Mrs. L. Hodgson		
Seaton Carew Nursery		Mr. L. Brown	
	1 Vacancy		Mr. L. Brown
	Vice – Mr. S. Hindhaugh		
Springwell School		No interest expressed	
Mrs. E. Parkinson	Vacancy Vice		Defer
	Mr. C. Rowntree		
	Declined appointment		
St. Cuthbert's RC Primary School		Councillor F. London	
	Vacancy Vice		Councillor F. London
	Mrs. D. Adamson		
Ward Jackson Primary School		No interest expressed	
Mr. M. Ruddock	Vacancy Vice		Defer
	Councillor R. Payne		
	Removed non-attendance		
Fens Primary School		Mrs. A. Lilley	
Mrs. A. Lilley	Vacancy Vice		
Councillor A. Preece	Mrs. A. Lilley – term of office expires		Mrs. A. Lilley
Councillor Mrs. P. Rayner	27.02.06		
Greatham CE Primary School		No interest expressed	
Mrs. P. Brotherton	Vacancy Vice		Defer
	Mrs. Y. Davis resigned		

CABINET REPORT

27th February 2006



Report of: Culture, Housing and Transportation Portfolio Holder

Subject: VACANCIES MONITORING ARRANGEMENTS

SUMMARY

1. PURPOSE OF REPORT

To outline proposals for monitoring vacancies in the Council.

2. SUMMARY OF CONTENTS

The proposals set out arrangements for a Panel to monitor vacancies in the Council.

3. RELEVANCE TO CABINET

Cabinet have previously discussed and agreed that a report be submitted.

4. TYPE OF DECISION

Non-Key.

5. DECISION MAKING ROUTE

Cabinet – 27 February 2006.

6. DECISION(S) REQUIRED

- i.) That the proposals identified in this report are implemented from 1st April 2006.
- ii.) A report reviewing the panel operation is submitted to Cabinet after 6 months of operation (circulated to all members)

Report of: Culture, Housing and Transportation Portfolio Holder

Subject: VACANCIES MONITORING ARRANGEMENTS

1. PURPOSE OF REPORT

- 1.1 To outline proposals for monitoring vacancies in the Council. The proposals set out arrangements for a Panel to monitor vacancies in the Council.

2. BACKGROUND

- 2.1 Non-manual vacancies are currently considered and approved to be filled by the Chief Executive under the rules of the Council's constitution. Departments present requests for a post to be filled at the point when a vacancy needs to be advertised. Departments may decide to delay filling a vacancy for a number of reasons e.g. in order to assess a changing situation and its impact on a post, review the work of a team or a particular post, etc. and also to ensure that staffing budget savings targets are achieved.

3. PROPOSED MONITORING ARRANGEMENTS

- 3.1. A revised process which requires departments to notify all vacancies as they arise to a central system will provide the Council, Elected Members and managers with easy and timely access to the vacancy situation within the Council. The Vacancies Monitoring Panel (VMP) will monitor the vacancy position within the Council, advise on requests from departments to fill, delay or hold vacancies within the overall context of the Council's workforce capacity. The decision to fill a vacancy remains with Chief Executive in consultation with the Mayor. The VMP will comprise the Performance Management Portfolio Holder and five elected members (proportional representation) and the Chief Executive & the Chief Personnel Services Officer. A proposed process is outline in paragraph 4.

- 3.2 All APT&C, Chief Officer and other "staff" posts

- Permanent posts
- Temporary posts
- Funded posts
- New posts
- Any post that has been vacant and covered for a substantial time.

Manual / craft posts, casual appointments and teaching posts and school posts are exempt at this stage until this revised process becomes established and can be evaluated: A further report will be brought to Cabinet in November.

- 3.3 It is proposed that this revised process is implemented with effect from 1.04.06 all outstanding and new vacancies must be registered and presented to the VMP. Previous approvals to fill earlier vacancies will stand.

4. PROPOSED PROCESS

- 4.1 A vacancy arises as a result of a leaver, new post or temporary event.
- 4.2 The employing department sends the Human Resources Division (HR) the vacancy information immediately, electronically. Departments would use a proposed form (Appendix A) to explain/justify reasons for filling the post/ or any suggested delay together e.g. PIs, service pressures, finance provision, legal implications, risks, corporate and or service plan targets, etc.
- 4.3 HR will process payroll changes, log vacancy information and process information to VMP.
- 4.4 The VMP will meet fortnightly and be presented with a list of departmental requests (basic post information and narrative about each post as supplied by the department). The VMP will be asked to agree to advertise, hold a vacancy until X date or review the vacancy/departmental position at Y date. At each meeting the VMP will also be provided with a list of all outstanding vacancies as maintained by HR from vacancies notified and appointments made.
- 4.5 HR will include any approved vacancies in a fortnightly composite advertisement, hold a vacancy until the approved date or hold and bring a vacancy back to VMP at an agreed review date.

5. IMPLICATIONS FOR DEPARTMENTS

- 5.1 Information required as set out 4.2 should be easily available to departments. Notice periods will provide time for review.
- 5.2 This process requires immediate management action in response to a vacancy which ensures:
- 5.2.1 the person leaving is effectively managed
 - 5.2.2 temporary arrangements are considered and planned for
 - 5.2.3 the recruitment process is planned and can be co-ordinated with other similar vacancies.

- 5.3 Vacancy savings are transparent to a certain extent.

6. VMP IMPLICATIONS

- 6.1 The VMP will:
- be given the full vacancy context within the Council i.e. held and active vacancies
 - are able to monitor vacancy savings being accrued by departments

- process co-incides with fortnightly recruitment process planned as an efficiency measure.

6.2 A record of the VMP's advice will be recorded in terms of posts considered, posts which will be advertised immediately, posts which will be advertised after a delay and posts held for review.

7. HR / CORPORATE IMPLICATIONS

7.1 HR will

- be able to process payroll in a timely and accurate fashion
- maintain a register of all vacancies
- maintain register of funded posts for Portfolio Holder
- provide statistical and specific vacancies information for surveys, turnover analysis, redeployment checks, etc.
- co-ordinate recruitment campaigns for similar jobs.

8. PORTFOLIO HOLDER COMMENTS

I believe the proposals contained within this report will enhance the information and controls that the Authority has in place to monitor staffing and financial resource implications.

9. RECOMMENDATIONS

- i.) That the proposals identified in this report are implemented from 1st April 2006.
- ii.) A report reviewing the panel operation is submitted to Cabinet after 6 months of operation (circulated to all members)

APPENDIX A



VACANCY MONITORING FORM

This form must be completed for **all** vacancies as soon as the vacancy arises, even if the vacancy is not going to be filled.

In order for this form to go forward for approval it must be accompanied by the following documents: job description, person specification and advert. These should be provided in electronic format in the Hartlepool Borough Council style.

PART 1 – VACANCY INFORMATION

Post	Post Reference No.:	
Department	Section	
Grade of Post	Salary Range:	
Allowances:	Date became vacant:	
Reason for Vacancy	Name of vacating post holder if applicable:	
Is this post permanent Yes OR temporary Yes	If temporary, duration	
Is this post currently being covered by other means? If yes, how and what costs?	Yes	No
Implications if the post is not filled ? (E.g. PI's, services pressures, finance provision, legal implications, risks, corporate and/or service plan targets)		
Details of Non – Council funding if applicable:		
Do you wish to seek approval to fill this post immediately?		
Do you wish to seek approval to fill this post at a later date?	Specify date _____	
Do you wish to hold this post to be reviewed at a later date?	Specify date _____	
Do you wish to delete this post from the establishment?		
Reason for request:		
Details and number of vacancies currently in the same section:	Who will the post holder report to?	
	Name:	
	Post Title:	

PART 2 - WHERE WOULD YOU LIKE THE POST TO BE ADVERTISED?			
All posts will be advertised first in the Corporate Bulletin.	Children's Services Bulletin (School's)	Hartlepool Mail	Evening Gazette
	Northern Echo	Evening Chronicle	Guardian
How would you like the advert to be displayed?			Other – please specify
Children's Services Composite	All posts will appear in General Composite	Stand Alone Advert (please justify)	
Any special instructions / logos ?			
Budget Code for Advert/CRB/Health Check:		Information pack required ? (See Note 1 below)	
Please nominate a contact to approve advert proof in your absence: (See Note 2 below)			
Name:		Contact Number:	
PART 3 - REQUESTED BY:			
Name: (Must be either Director/Asst Director/Head of Service)		Signed:	
Post Title:		Date:	Contact No.:
PART 4 - TO BE COMPLETED AFTER VACANCY MONITORING PANEL			
<p>The panel have approved this vacancy and agree that the post can be advertised immediately</p> <p>The panel have approved this vacancy and agree that the post can be advertised at a later date of(date)</p> <p>The panel wish to hold this vacancy and will review this post in ____ (weeks) or on ____ (date) time.</p>			
Signed _____		Date: _____	
CEX / CPSO			
PART 5 - HR USE ONLY			
Is this post needed for re-deployment?		Yes No	
Restricted to HBC employees only?	Yes No	Can be advertised without restrictions?	Yes No
Initials _____		Initials _____	
Comments:			

Note 1 – All applicants will receive an application form, job description and person specification plus Criminal Record Bureau information if applicable. Departments must provide all relevant information/inserts/folders to Human Resources prior to the date of the advertisement.

Note 2 – Our advertising agency email proofs of the adverts that are due to appear in the press to HR on Monday morning. HR must get managers approval to proofs and notify the advertising agency whether to proceed or not with the advert by Monday afternoon. Delay in contacting the manager for approval of adverts and costs could result in a delay in the advert going to press. Therefore, we need the name of someone who can approve the advert in the manager's absence.

CABINET REPORT

27 February 2006



Report of: Director of Adult & Community Services Department

Subject: OUR HEALTH, OUR CARE, OUR SAY – A NEW DIRECTION FOR COMMUNITY SERVICES

SUMMARY

1. PURPOSE OF REPORT

- 1.1 To outline the content of the White Paper 'Our Health, Our Care, Our Say – A new direction for community services, ' to identify the key implementation issues for Hartlepool Borough Council.

2. SUMMARY OF CONTENTS

- 2.1 The report includes:

- Background to the legislation
- A summary of each of the chapters highlighting key issues
- Highlight how the White Paper can be taken forward in Hartlepool

3. RELEVANCE TO CABINET

- 3.1 This is a significant policy document which will shape the future development of health and care services.

4. TYPE OF DECISION

- 4.1 Non-key

5. DECISION MAKING ROUTE

- 5.1 Cabinet and Joint Forum.

6. DECISION(S) REQUIRED

- 6.1 To note content of report.

Report of: Director of Adult & Community Services Department

Subject: OUR HEALTH, OUR CARE, OUR SAY – A NEW
DIRECTION FOR COMMUNITY SERVICES

1. PURPOSE OF REPORT

- 1.1 To outline the content of the White Paper 'Our Health, Our Care, Our Say – A new direction for community services, and to identify the key implementation issues for Hartlepool Borough Council.

2. BACKGROUND

- 2.1 The White Paper 'Our Health, Our Care, Our Say' was published on 31st January 2006. It outlines the Government proposals for reforming and improving community based services, by providing health and social care services which focus on prevention and promoting health and well-being, that deliver care in more local settings, and that promote the health of all, and that deliver services that are flexible, integrated and responsive to people's needs and wishes. It provides the framework a radical and sustained shift in the way services are delivered.

- 2.2 The White Paper is divided into the following chapters:

- (i) Community Based Care
- (ii) Enabling health, independence and well-being
- (iii) Better access to General Practice
- (iv) Better access to community services
- (v) Support for people with long term conditions
- (vi) Care closer to home
- (vii) Putting people in control
- (viii) Making change happen
- (ix) A timetable for action

- 2.3 There are 4 central aims of the White Paper:

- Better health and well-being
- Convenient access to high quality services
- Support for those in greatest need
- Care in the most appropriate setting closer to home

3. THE CONTEXT OF THE WHITE PAPER

- 3.1 The White Paper builds on and confirms the vision for adult social care outlined in the Green Paper 'Independent Well-being – Choice', of high quality support meeting people's needs and giving greater control over all aspects of their lives, making services flexible and responsive to individual needs. It also builds on the major consultation exercise 'Your Health, Your Care, Your Say' and on the Children's Services Green Paper 'Every Child Matters'.
- 3.2 Two of the most notable messages which emerged from these events were that people wanted local services to fit with their lives not the other way round, and for people's needs to be the most important factor.
- 3.3 Other key themes to emerge from the consultation process were:
- Letting people have more choice about when, where and how they can access services
 - Developing and providing more services in, and convenient to the local community rather than only in hospitals
 - Involving people in setting local priorities for health and social care services
 - Investing in services for people whose health and well-being may be at greater risk, for example: pensioners, single parents, minority ethnic groups, teenagers and people on low incomes
 - Ensuring greater focus on mental well-being, tackling loneliness, isolation and depression.

4. 'OUR HEALTH, OUR CARE, OUR SAY' – AN OVERVIEW

- 4.1 The White Paper sets out the Government's vision of more effective health and social care services outside hospitals. To deliver this it identifies five key areas for change – more personalised care, services closer to people's homes, better co-ordination with local councils, increased patient choice and a focus on prevention as much as cure.
- 4.2 A summary of each chapter is given to provide a brief overview of the significant number of themes developed in the White Paper.

5. CHAPTER 1 – COMMUNITY BASED CARE

- 5.1 The aim is to shift away from the current system based around acute care towards prevention and community based care, alongside a shift in resources from the acute sector to community services. This process will involve the whole system; social care, primary care and community-based services such as transport and housing that contribute to community well-being. PCTs and Local authorities will drive this realignment and encourage the independent and voluntary sector to get more involved in delivery.

6. CHAPTER 2 – ENABLING HEALTH, INDEPENDENCE AND WELL-BEING

- Better prevention services with earlier intervention; PCTs and GPs are to work more closely with local government to ensure there is early support for prevention;
- Developing an NHS 'Life Check' starting in Primary Care Trust spearhead areas;
- Better support for mental health and emotional well-being; action to help people with health conditions and disabilities to remain in, or return to work and access to computerised cognitive behaviour therapy;
- Local leadership focussed on well-being; improving commissioning and joint working through defining and strengthening the roles of Directors of Public Health and Directors of Adult Social Services;
- Better partnership working in local areas; a new outcomes framework; aligning performance measures, assessments and inspection, aligning planning and budget cycles for the NHS and local authorities;
- The proposed outcomes in the Vision for Adult Social Care, set out below will be developed into measures for Local Area Agreements (LAAs).
 - Improving health and emotional well-being
 - Improved quality of life
 - Making a positive contribution
 - Choice and control
 - Freedom from discrimination
 - Economic well-being
 - Personal dignity

Within Hartlepool the LAA incorporates this approach and used the outcomes in the Green Paper 'Independence, Well-being and Choice' as a base. The outcomes incorporated in 'Every Child Matters' are also included in the LAA outcome framework.

- Stronger local commissioning: shifting towards prevention and early support; re-focusing the Quality and Outcomes Framework (QOF);
- National leadership: stronger leadership for social care within the Department of Health; a new Fitter Britain campaign.

7. CHAPTER 3 – BETTER ACCESS TO GENERAL PRACTICE

7.1 The chapter on primary care includes:

- Helping people register with the GP practice of their choice;
- Rewarding responsive providers;
- Increasing provision in deprived areas; supporting Primary Care Trusts to attract new providers;
- Helping practices to expand by helping with expansion costs and making more money follow the patient;
- Reviewing the funding of NHS Walk-in Centres;
- Giving people more information on local services;
- New drive to improve the availability and quality of primary care provision in areas of deprivation, so that problems of health inequality and worklessness can be tackled.

8. CHAPTER 4 – BETTER ACCESS TO COMMUNITY SERVICES

- People will be given more choice and control over their health and care, including extension of pilots on individual budgets and direct payments. This includes the extension of the direct payments scheme to those groups who are excluded within the current legislation. The Government will expect local authorities to set challenging targets for the take-up of direct payments. A separate report will be taken to Portfolio on individual budgets. Individual budgets bring together funds from different agencies – social care services, community equipment, Independent Living Fund, Access to Work, Disabled Facilities Grants and the Supporting People programme. Individuals will have a single sum allocated to them and held on their behalf like a bank account. There will be a national approach to risk management in social care to address the issues raised by direct payments and individual budgets.
- Expanded use of pharmacies and extended pharmacy services;

- A new urgent care strategy aimed at reducing hospital admissions;
- Better access to services which can tackle health, social care, employment and financial needs, including social security benefits;
- Improving community services for teenagers, expectant mothers, people with mental health problems, people with a learning disability, those who have difficulty accessing services, including older people, offenders, and end-of-life care.

9. CHAPTER 5 – SUPPORT FOR PEOPLE WITH LONGER-TERM NEEDS

9.1 This chapter looks at care and support for people with ongoing needs and includes:

- Empowering those with long-term needs to undertake more care for themselves, including better access to information and care plans;
- Investment in training and development of skills for staff who care for people with ongoing needs;
- New support for informal carers including a helpline, short-term respite and training;
- Collaboration between health and social care to create multi-disciplinary networks and teams to support those people with the most complex needs.

10. CHAPTER 6 – CARE CLOSER TO HOME

10.1 This chapter looks at the type of care that should move into community settings.

- Shifting care within particular specialities into community settings;
- The need over time for growth in health spending to be directed more towards preventative, primary, community and social care services;
- A new generation of community hospitals, to provide a wider range of health and social care services in a community setting;
- A review of service reconfiguration and consultation to streamline processes and accelerate the development of facilities for care closer to home;
- Refining the tariff to provide stronger incentives for practices and Primary Care Trusts to develop more primary and community services;

- Accurate and timely information for the public on specialist services available in a community setting.

10.2 Essential to this principle will be co-location of teams and greater integration not only between the NHS and social care but also with other statutory agencies and services, as well as community and voluntary sectors. One of the ways of shifting social care resources is to increase the number of people (particularly older people) that can be cared for at home or in community based settings such as Extra Care housing, through increased use of intermediate care, community equipment, intensive home care and support for carers. For the NHS, PCT local delivery plans will not be signed off unless there is a clear strategy for the development of primary and community care and accompanying shifts in resources. There is a need for a new generation of community facilities, places where a wide range of services can work together such as community hospitals.

11. CHAPTER 7 – ENSURING THE REFORMS PUT PEOPLE IN CONTROL

11.1 In order to ensure that the above priorities are delivered the White Paper sets out the mechanisms and reforms that ensure that the public's needs and wishes are acted upon. The structures for governance and empowerment include:

- A stronger local voice to effect change in services when needed; single complaints procedure across health and social care; and an integrated approach to information
- Closer working between local authorities and Primary Care Trusts; using Health Act flexibilities and shared outcomes through Local Area Agreements.
- A framework for joint commissioning. For children's services this will be done through the Children's Trust. For adults services they envisage a joint strategic needs assessment will inform the commissioning strategy.
- The benefits of Practice Based Commissioning;
- Ensuring best value for money, through improved provision and commissioning of services;
- Supporting social enterprise and the 'not for profit' sector.

11.2 Essential to the provision of the reforms will be improved commissioning. There will be a comprehensive commissioning framework produced by government including:

- guidance on joint commissioning for health and well-being
- guidance on commissioning for those with ongoing needs

- 11.3 The framework will also consider contracting of services including open tendering. There is a need as identified in the Gershon review to deliver greater standardisation through procurement and contracting. In social care CSIP will work with local government to better develop social care markets.
- 11.4 The Hartlepool Connected Care pilot is highlighted as a good practice example for commissioning responsive services.

12. CHAPTER 8 – MAKING SURE CHANGE HAPPENS

- 12.1 The mechanisms required for change include:
- Better information to support more joined-up services;
 - How quality will be assured;
 - Mechanisms for a more joined-up service with health and social care colleagues working together;
 - How the workforce must evolve to meet the needs of a changing service.
- 12.2 To make sure change happens there is recognition of the need for easy access to information. During 2006 DH will review the provision of information and pilot an integrated (health and social care) approach to information.
- 12.3 This chapter repeats messages in previous chapters about the integration of health and social care with the requirement that the NHS and local authorities should integrate workforce planning alongside budgetary planning. Individual budgets will have an impact on workforce roles and there will be a competency framework developed for workers who are trained to help individuals 'navigate' their way through the health and social care system.

13. A TIMETABLE FOR ACTION

- 13.1 The White Paper describes a comprehensive and integrated programme of reform for community health and social care. It sets out a long-term strategy that will put people at the centre of local decision making and signals a fundamental culture change and shift in focus.
- 13.2 The White Paper sets out a comprehensive set of actions and timescales against which the central recommendations will be taken forward (see **APPENDIX 1**). These national actions will support a programme of local action during 2008/09. Further guidance will be issued during 2006.
- 13.3 The emphasis will be on making measurable progress in:

- Promoting independence and well-being of individuals through better community health and social care and greater integration between local health and social care organisations;
- Developing capacity through a wider range of service providers to secure value for money and improved access to community health and care services;
- Changing the way the whole system works by giving the public greater control over their local services and shifting health services from acute hospitals into local communities.

13.4 This high-level implementation plan will be further developed by a small central team within the Department of Health. The central team will oversee and manage progress around the key themes, develop detailed plans and will take ownership of a co-ordinated approach to implementation, tracking progress and ensuring delivery.

14. TAKING THE WHITE PAPER FORWARD IN HARTLEPOOL

14.1 Hartlepool's 'Vision for Care' provides a framework in which health and social care services are being developed in Hartlepool. It describes how local services will be developed and delivered in the future.

14.2 A fundamental element of this vision is the development of multi-disciplinary, multi-agency teams working together, focusing on a person's whole needs, sharing information and budgets and using the same systems and procedures. Thus ensuring that services are increasingly patient centred/client focused. Tackling deprivation and reducing health inequalities in particular requires greater co-ordination and integration of the planning, commissioning and delivery of local services.

14.3 The areas for change identified within the White Paper – more personalised care, services closer to people's homes, better co-ordination with local councils, increased patient choice and a focus on prevention as much as cure – are key elements of Hartlepool's 'Vision for Care'. As a consequence, much has been achieved and work is underway that will develop and support the commitments contained within the White Paper. These include:

- Joint Director of Public Health and Well-being
- Health and social care outcomes contained within the Local Area Agreement
- Development of integrated health and social care teams based in localities

- Integrated approaches are already in place in Hartlepool delivering the following services:
 - Mental Health Services
 - Learning Disability Services
 - Intermediate Care
 - Surestart
 - Youth Offending Team
- Plans are in place to further develop joint commissioning of Adult Services. A further report will be taken to Portfolio to outline the development of this approach.

15. CONCLUSION

- 15.1 The White Paper sets out an ambitious programme for the reform of community based services that will take us forward to 2009. Much of the detail is still to be developed at national level and further guidance will be issued during this year.
- 15.2 Progress against the commitments will be reported regularly and key issues highlighted as the national guidance is issued and the implementation plan contained in **APPENDIX 1** is rolled out.

16. RECOMMENDATION

- 16.1 Cabinet are asked to note the content of this report.

KEY IMPLEMENTATION TASKS AND TIMINGS BY COMMITMENT**Chapter 2 - Enabling health, independence and well-being**

Commitment	Key Milestones
NHS 'Life Check'	<ul style="list-style-type: none"> • Develop on-line self-assessment 2006/7 • Pilot NHS 'Life Check' in spearhead PCTs-2007/8
Announcement on national demonstration sites for psychological therapies for mental health	<ul style="list-style-type: none"> • During 2006
Director of Adult Social Services (DASS)	<ul style="list-style-type: none"> • April 2006: new guidance issued to local authorities
Align budget cycles between health and local government	<ul style="list-style-type: none"> • 2007/8
New QOF measures for health	<ul style="list-style-type: none"> • 2008/9: New measures and well-being incorporated

Chapter 3 – Better access to general practice

Commitment	Key Milestones
PCTs to take action on poor provision	<ul style="list-style-type: none"> • With immediate effect
PCTs invited to participate in national procurements	<ul style="list-style-type: none"> • Summer 2006
Guaranteed acceptance on an open list and streamlined registration rules	<ul style="list-style-type: none"> • Begin in 2007/8
Change to 'closed list' rules	<ul style="list-style-type: none"> • Effects from 2007/8
Obligation on PCTs to provide detailed information on hours and services as well as new services	<ul style="list-style-type: none"> • Available in 2007/8
Review of PMS funding arrangements	<ul style="list-style-type: none"> • Report in early 2007
New Expanding Practice Allowance	<ul style="list-style-type: none"> • To be considered during 2006/7
PCTs offering more responsive opening hours	<ul style="list-style-type: none"> • 2007/8

Chapter 4 - Better access to community services

Commitment	Key Milestones
Extend scope of direct payments	<ul style="list-style-type: none"> As parliamentary time allows
Roll out of individual budget pilots	<ul style="list-style-type: none"> Impact immediate – 2006/7
National bowel screening programme	<ul style="list-style-type: none"> End 2006
Development of an urgent care strategy	<ul style="list-style-type: none"> End 2006
Improving choice and continuity in maternity services	<ul style="list-style-type: none"> In place by 2009
End of campus provision for people with learning difficulties	<ul style="list-style-type: none"> By 2010
End-of-life care networks	<ul style="list-style-type: none"> In place by 2009

Chapter 5 - Support for people with longer-term needs

Commitment	Key Milestones
Information prescription for all with long-term or social care needs	<ul style="list-style-type: none"> By 2008
Establish an information service/helpline for carers (or delegate to a voluntary organisation)	<ul style="list-style-type: none"> By 2007/8
Short-term home-based respite support for carers in place	<ul style="list-style-type: none"> Begin implementation in 2006, full implementation by 2007/8
Personal Health and Social Care Plans for those with both social care needs and a long-term condition	<ul style="list-style-type: none"> In place by 2008
Joint networks and/or teams for management of health and social care needs between PCTs and local authorities	<ul style="list-style-type: none"> Establish by 2008
Demonstration project to reduce A&E admissions on 1 million patients	<ul style="list-style-type: none"> Project commences in 2006 Share findings in 2008

Chapter 6 - Care closer to home

Commitment	Key Milestones
Demonstration sites in six specialities to define appropriate models of care	<ul style="list-style-type: none"> • 2006/7 (time of study 12 months)
PCT local delivery plans not approved unless a clear strategy for shifting care is a major component	<ul style="list-style-type: none"> • Protocol in place by 2008
Establish an expert group on preventative health spending	<ul style="list-style-type: none"> • End 2006
Details on timing and tender process for new generation of community hospitals	<ul style="list-style-type: none"> • Summer 2006
PCTs demonstrate they have followed proper processes on future of community hospitals	<ul style="list-style-type: none"> • With immediate effect
New turnaround teams for service reconfiguration with focus on tackling causes for local imbalances	<ul style="list-style-type: none"> • Begin in 2006
Unbundle tariff	<ul style="list-style-type: none"> • From 2007/8
Extend to community setting	<ul style="list-style-type: none"> • 2007/8
Best practice tariff	<ul style="list-style-type: none"> • As early as possible

Chapter 7 - ensuring our reforms put people in control

Commitment	Key Milestones
Review of surveys to determine how to make them more effective in the future	<ul style="list-style-type: none"> Autumn 2006
National commissioning framework	<ul style="list-style-type: none"> First part in summer 2006, subsequent parts later in 2006
Develop 'local triggers' relating to public satisfaction and service quality	<ul style="list-style-type: none"> Consult in spring 2006, guidance by autumn 2006
Establish social enterprise fund to provide support for third-sector suppliers wishing to enter the market	<ul style="list-style-type: none"> Establish from April 2007
Review of public and Patient Involvement	<ul style="list-style-type: none"> By 2006
Revised commissioning assessment of PCTs and local authorities	<ul style="list-style-type: none"> During 2006
Comprehensive single complaints system	<ul style="list-style-type: none"> By 2009
Synchronise joint performance management systems	<ul style="list-style-type: none"> By 2008

Chapter 8 - Making sure change happens

Commitment	Key Milestones
Review provision of health and social care information	<ul style="list-style-type: none"> End 2006
Information pilots – to determine how best to join up health and social care information	<ul style="list-style-type: none"> Pilots to begin in 2006
Develop and pilot new practitioners with special interest roles	<ul style="list-style-type: none"> 2007/8

CABINET REPORT

27th February, 2006



Report of: Assistant Chief Executive and Chief Financial Officer

Subject: QUARTER 3 – CORPORATE PLAN PROGRESS
AND REVENUE BUDGET MONITORING REPORT
2005/2006

SUMMARY

1. PURPOSE OF REPORT

1.1 To inform Cabinet of: -

- the progress made towards achieving the Corporate Plan service improvement priorities (SIPs) in order to provide timely information and allow any necessary decisions to be taken;
- to provide details of progress against the Council's overall revenue budget for 2005/2006.

2. SUMMARY OF CONTENTS

2.1 The report describes progress towards achieving the service improvement priorities using the traffic light system of Green, Amber and Red. The report provides an overview of Council performance, with appendices 1 to 6 providing more detailed information for each Portfolio Holder to consider.

2.2 The Revenue Budget Monitoring report covers the following areas:

- Progress against departmental and corporate budgets and High Risk Budget Areas;
- Progress against saving/increased income targets identified in the 2005/2006 Budget Strategy;
- Progress against departmental salary turnover targets;
- Key Balance Sheet information;
- Outturn Presentation in 2005/2006 Statement of Accounts.

3. RELEVANCE TO CABINET

3.1 Cabinet has overall responsibility for the monitoring of the Council's Corporate Plan and the Revenue budget.

4. TYPE OF DECISION

4.1 None.

5. DECISION MAKING ROUTE

Cabinet 27th February, 2006.

6. DECISION(S) REQUIRED

Cabinet is asked to note the report and take any decisions necessary to address the performance or financial risks identified.

Report of: Assistant Chief Executive and
Chief Financial Officer

Subject: QUARTER 3 – CORPORATE PLAN
PROGRESS AND REVENUE BUDGET
MONITORING REPORT 2005/2006

1. PURPOSE OF REPORT

- 1.1 To inform Cabinet of the progress made towards achieving the Corporate Plan service improvement priorities and of progress against the Council's own 2005/2006 Revenue Budget for the period to 31st December, 2005.

2. BACKGROUND

- 2.1 Prior to the Quarter 2 monitoring report, performance information and revenue monitoring information were reported separately to Cabinet. As agreed at Cabinet on 22nd August, 2005, the information has been integrated to form one report that will allow Cabinet to consider performance and expenditure together. The first joint report was approved by Cabinet on 7th November, 2005.
- 2.2 This will also address the requirements of the Comprehensive Performance Assessment (CPA), to be completed in 2006/2007, which will, amongst other things, assess the extent to which the Council's "performance management is integrated with the management of resources (finance, people and IT), so that resources follow priorities whilst retaining the flexibility to move resources around to respond to performance issues".
- 2.3 Capital expenditure, Neighbourhood Renewal Fund (NRF) expenditure and expenditure where the Council acts as Accountable Body are detailed in a separate report elsewhere on the Agenda.
- 2.4 This report and Appendices 1-6 containing more detailed information by Portfolio, will be split into two main sections. The first section will look in detail at the performance and progress on service improvement priorities and key performance indicators. The second section will look in more detail at the progress made against the Council's own 2005/2006 Revenue Budget.

3. PERFORMANCE AND PROGRESS ON SERVICE IMPROVEMENT PRIORITIES AND KEY PERFORMANCE INDICATORS

- 3.1 The Council identified 155 service improvement priorities (SIPs) for 2005/2006 with specific milestones, and 80 key performance indicators (KPIs) as measures of success in the 2005/2006 Corporate Plan.
- 3.2 It has been necessary to split a number of the SIPs as they were too complex to be maintained and reported, as one overall priority. As a result there are now 169 SIPs, although the number of KPIs has remained the same.
- 3.3 A number of service improvement priorities relate directly to the negotiation of a Local Public Service Agreement (LPSA2) with the Government. Progress on negotiating LPSA2 targets has been delayed due, mainly, to the Government transferring negotiations from the Office of the Deputy Prime Minister (ODPM) to Government Office North East (GONE). This is to ensure that the LPSA2 is negotiated as part of our Local Area Agreement, with the intention of commencing both in April 2006.
- 3.4 As a result of this all actions relating to the LPSA2 are assessed as being Red, or 'below target' but are not included in the overall assessment of performance.
- 3.5 Overall performance is good with 77% of the SIPs and 66% of the KPIs (where a judgement can be made) judged to be either on or above targets. Tables 1 and 2 below summarise officers' views on progress as at 31st December, 2005, for each Portfolio Holder's responsibilities.

Table 1 – Progress on Service Improvement Priorities

Portfolio	SIPs by Traffic Light					
	Red		Amber		Green	
	No.	%	No.	%	No.	%
Regeneration and Liveability	5	12%	7	17%	29	71%
Culture Housing and Transportation	0	-	3	12%	23	88%
Children's Services	2	11%	3	16%	14	74%
Adult Services and Public Health	2	8%	8	33%	14	58%
Finance	1	8%	2	15%	10	77%
Performance Management	3	7%	3	7%	40	87%
Total	13	8%	26	15%	130	77%

*figure may not always add to 100% due to rounding.

Note: Definition of traffic lights: -

- **Red:** Below target (i.e. has not been, or is unlikely to be, achieved by milestone);
- **Amber:** Unsure (i.e. achievement by milestone is uncertain);
- **Green:** On or above target (i.e. has been, or is likely to be, achieved by milestone).

Table 2 – Progress on Key Performance Indicators

Portfolio	KPIs by Traffic Light					
	Red		Amber		Green	
	No.	%	No.	%	No.	%
Regeneration and Liveability	1	8%	2	17%	9	75%
Culture Housing and Transportation	1	17%	2	33%	3	50%
Children's Services	4	31%	0	-	9	69%
Adult Services and Public Health	1	14%	1	14%	5	71%
Finance	0	-	1	100%	0	-
Performance Management	1	20%	1	20%	3	60%
Total	8	18%	7	16%	29	66%

*figure may not always add to 100% due to rounding

Note: Definition of traffic lights: -

- **Red:** Below target (i.e. not likely to achieve year-end target);
- **Amber:** Unsure (i.e. achievement of year end target is uncertain);
- **Green:** On or above target (i.e. likely to achieve year-end target).

- 3.6 When compared to performance in quarter 2, reported to Cabinet on 7th November, 2005, the percentage of SIPs assessed as being either on or above target has increased marginally, from 74% to 77%.
- 3.7 The percentage of KPIs that have been assessed as being on or above target has risen significantly from 55% in quarter 2 to 66%.
- 3.8 It should be noted that a number of KPIs are only assessed and monitored once a year and are therefore not included in Table 2, above, or any of the summary analysis.
- 3.9 The strategic improvement priorities and key performance indicators judged to be below target and therefore at significant risk of not being completed by the milestone or achieving the target agreed by the

Council are set out for each Portfolio Holder in the attached appendices.

3.10 Against each priority and indicator that is below target there is a comment detailing an explanation for the delay and where appropriate, remedial action planned. Members may wish to use this list to raise any issues that they may have with performance against these priorities and indicators.

3.11 Key areas of progress included: -

- Recycling has increased town-wide by more than 22% since kerbside recycling has been introduced;
- The treasure box reading scheme for 3-4 year olds has been successfully embedded in service delivery;
- The best ever performance was achieved for the percentage of pupils maintained by the local education authority achieving level 4 or above in the Key Stage 2 English test. Performance was above the national average;
- The number of adults across the borough participating in basic skills classes has already exceeded the target for the full year;
- Budget and Policy Framework proposals for 2006/07 have been approved and referred to Scrutiny;
- All interactions with public, which are capable of electronic service delivery, met the Government's deadline of being on line by December, 2005.

4. REVENUE MONITORING 2005/2006

4.1 As indicated in the previous Budget Monitoring report the arrangements for monitoring the revenue budget have been developed and this report now provides details covering the following areas: -

- Progress against departmental and corporate budgets and High Risk Budget Areas;
- Progress against saving/increased income targets identified in the 2005/2006 Budget Strategy;
- Progress against departmental salary turnover targets;
- Key Balance Sheet information;
- Outturn Presentation in 2005/2006 Statement of Accounts.

4.2 Progress Against Departmental and Corporate Budgets and High Risk Budget Areas

4.3 In previous years the Authority's Budget Monitoring arrangements have not specifically identified high risk budget areas. Budget Monitoring procedures have previously been focused on monitoring individual departmental and corporate budgets at a global level.

These procedures need to be maintained to ensure all areas of expenditure are monitored throughout the year. In addition, the Authority needs to explicitly monitor the position on high risk budget areas which would have significant impact on the Authority's overall financial position if actual expenditure/income levels are not in line with budget forecasts. The areas identified as high risk budgets are attached at Appendix A, which indicates that there are significant variances on a number of the departmental budgets. However, it is currently anticipated that the adverse variances on these budgets will largely be offset by favourable variances on other departmental budgets, as detailed in the following paragraphs. Detailed explanations of these areas are in Appendices 1-6 (blue pages).

- 4.4 Detailed revenue monitoring reports are attached at Appendices 1-6. These reports are prepared on a Portfolio basis to enable each Portfolio Holder to readily review their area of responsibility. However, the Council's budget is monitored on a departmental basis and therefore, the Portfolio reports are summarised by departments at Appendix B, Table 1. In total they show a favourable variance to date of £2.084M and a projected outturn favourable variance of £1.040M, after contributions to and from Reserves. With the exception of Neighbourhood Services all departments are expected to be broadly in line by the year-end.
- 4.5 The overall forecast underspend is greater than reported at the half year. The increase is owing to increased investment income earned on the Council's balances and lower borrowing costs arising from a reduction in long terms interest rates. It is expected that the final underspend on corporate budgets will increase. At this stage a number of issues need investigating to determine an accurate assessment of the forecast outturn. This work has not yet been completed as resources have been allocated to preparing the 2006/07 budget. However, for planning purposes it is anticipated that the year end underspend may be up to £1.4M.
- 4.6 The initial outturn strategy fully committed the previous corporate underspend and the 2003/04 back-dated population grant, mainly for Equal Pay costs. Members have also been advised that even after this action the Council would need to find additional resources for Equal Pay costs. These additional costs were assessed at up to £1m, but could potentially be higher. It is therefore suggested that the uncommitted final underspend on Corporate Budgets be earmarked for the unfunded Equal Pay costs. This issue will be addressed in the final 2005/06 Outturn Strategy report, which will be submitted to Cabinet after the year end, prior to these proposals being referred to Council.
- 4.7 With regard to departmental budgets Neighbourhood Services Department is currently forecasting an overall adverse outturn variance of £145,900. Officers are currently reviewing the situation

and this will either be absorbed within the overall Neighbourhood Services budget or if this is not possible will need to be carried forward as a managed overspend.

- 4.8 The previous budget monitoring report to Cabinet on 7th November, 2005, indicated that there would be an adverse variance for Children's Services Portfolio at the year-end. This was owing to pressures on the placement budget for specialist placement and independent fostering. This budget is currently forecasting an adverse variance at outturn of £530,000. However, with underspends on agency placements and staff vacancy savings, this budget is now expected to be on target at the end of this financial year. Officers are continuing to monitor the situation.

4.9 **Progress Against Savings/Increased Income Targets Identified in the 2005/2006 Budget Strategy**

A number of savings/increased income targets are included in the 2005/2006 Budget Strategy. These items are summarised below, together with comments on progress to date.

<u>Budget Description</u> <u>£'000</u>	<u>Value</u>	<u>Current Position</u>
Restructure Saving	300	Following the appointment of the new Directors a strategy for delivering these savings on a sustainable basis is being developed. As an interim measure for 2005/2006 this saving will largely be achieved from salary savings arising from higher vacancy levels.
Efficiency Saving	200	This saving arises from the implementation of the mobile benefits initiatives and is on target to be achieved at the year end.
Increased Income Targets	175	Charges for a number of areas for 2005/2006 have increased. It is anticipated that the income targets will be achieved at the year-end. There is a risk that the increase in Home Care charges will not be achieved by the year-end. Any shortfall will be managed within the department's own budget.

Increase in Salary Turnover Target 150 The amount has been incorporated with departmental budgets and its on target. Further details are provided in the following section.

4.10 Progress Against Departmental Salary Turnover Targets

An assumed saving from staff turnover is included within salary budgets and this allowance was increased by £0.15m from 2005/2006. Details of individual department's targets are summarised in the following table. With the exception of Neighbourhood Services, it is anticipated that the target for 2005/2006 will be achieved by the year-end. Neighbourhood Services is currently anticipating that they will not achieve their turnover target and this is reflected in the forecast outturn identified in paragraph 4.5.

	2005/2006 Turnover Target	Expected to 31.12.05	Actual to 31.12.05	Variance (Adverse)/ Favourable to 31.12.05
Department	£'000	£'000	£'000	£'000
Adults & Community Services	233.7	175.3	175.3	0
Children's Services	179.8	134.9	151.7	16.8
Neighbourhood Services	119.7	0	0	0
Regeneration & Planning	61.8	46.4	57.3	10.9
Chief Executives	146.3	73.1	88.6	15.5
Total	741.3	429.7	472.9	43.2

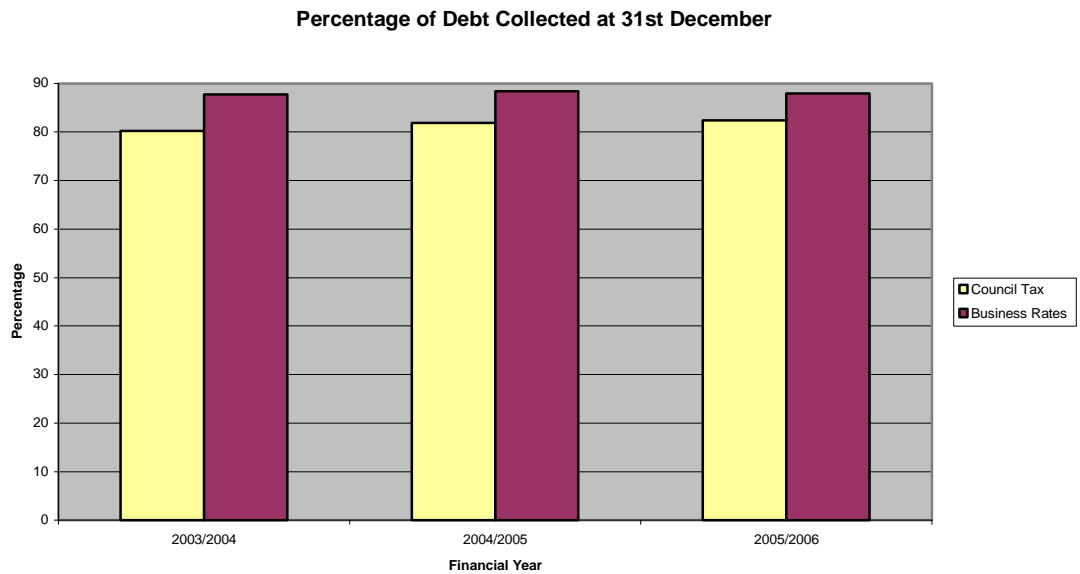
4.11 Key Balance Sheet Information

A Balance Sheet provides details of an organisation's assets and liabilities at a fixed point in time, for example, the end of the financial year or other fixed accounting periods. Traditionally local authorities have only produced a Balance Sheet on an annual basis and have managed Key Balance Sheet issues through other more appropriate methods. However, under the new CPA arrangements there is a greater emphasis on demonstrating effective management of the Balance Sheet. The Audit Commission's preferred option is the production of Interim Balance sheets throughout the year. In my opinion this option is neither practical nor beneficial as a Local Authority Balance Sheet includes a large number of "notional" valuation for an Authority's fixed assets and pension liabilities. It is

therefore more appropriate to monitor the key cash based Balance Sheet items and these items are summarised below: -

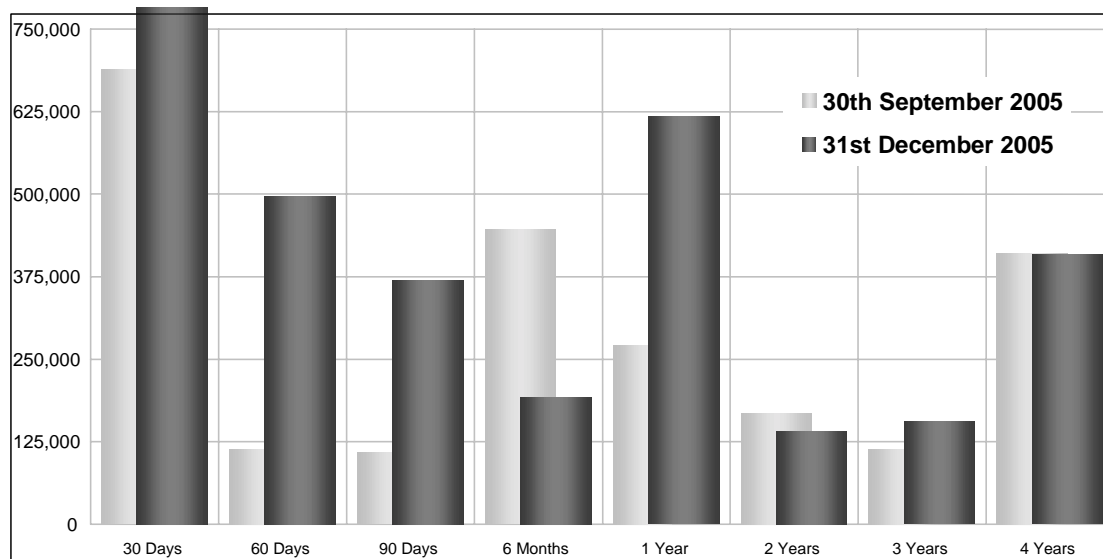
- Debtors

The Council's key debtors arise from the non payment of Council Tax, Business Rates and Sundry Debtors. These areas are therefore subject to detailed monitoring throughout the year. The position on Council Tax and Business Rates is summarised below:



The Council Tax collection rate is up by 0.5% and the NNDR collection rate is down slightly by 0.15% when compared to the same period last financial year.

The position in relation to Sundry Debtors is summarised below:



At the start of the current financial year the Council had outstanding sundry debts of £1.471m. During the period 1st April, 2005 to 31st December, 2005, the Council issued approximately 9,329 invoices with a value of £13.527m. Together these two amounts total £14.998m. As at 31st December, 2005, the Council had collected £10.767m.

- Current Year Debt

With regard to current outstanding debt, this totals £0.907m at 31st December, 2005, inclusive of approximately £0.474m of debt outstanding for less than thirty days.

- Previous Years Debt

These debts relate to the more difficult cases where court action or other recovery procedures are being implemented. At the 31st December, 2005, debts older than one year totalled £533,000 compared to £298,000 at 30th September, 2005.

- Borrowing Requirements

The Treasury Management Strategy provides the framework for managing the Council's borrowing requirement. At 31st March, 2004, the majority of the Council's external debt was held as short term loans. This position reflected the action taken to secure interest savings from the stock transfer process and the lower interest costs of short term loans compared to long term

loans at that time. Action has now been taken, in accordance with the trigger points defined in the Treasury Management Strategy to replace maturing short-term loans with fixed rate, 25 to 30 years, loans with rates of 4.55% to 4.6%. This action has secured the £1m saving built into the base budget from 2005/2006.

4.12 Outturn Presentation in 2005/2006 Statement of Accounts

The previous paragraphs detail how the various financial transactions are reported in the Council's management accounts. These items are reported differently in the Council's Statutory Accounts. In 2004/2005 these different reporting requirements caused some confusion. Therefore, to avoid this situation arising from this year I would advise Members that on the basis of the current forecasts, the Council's statutory accounts for 2005/2006 will record a "surplus for the year" of £2.070m. The make up of this amount and the commitments it will fund are summarised below: -

	Projected Variance at 30.9.05 Favourable/ (Adverse) £'000	Projected Variance at 31.12.05 Favourable/ (Adverse) £'000
Surplus for Year - to be reported in Statutory Accounts	1,663	2,070
Commitments identified (Cabinet report 07.11.05)	(1,663)	(1,363)
Additional contribution to RTB Reserve	0	(81)
Additional contribution Phase 2 Equal Pay Costs		(626)
Uncommitted Resources	0	0

After reflecting the proposed additional contribution for Phase 2 Equal Pay costs of £0.626m the remaining unfunded costs amount to £0.357m. These remaining costs will need to be funded from the Balance Sheet.

5. RECOMMENDATIONS

5.1 It is recommended that Members: -

- note the current position with regard to performance and revenue monitoring;
- take any decisions necessary to address the performance or financial risks identified.

High Risk Budget Areas by Department**Appendix A**

Best Value Unit / Best Value Sub Unit	2005/06 Budget £'000	Variance to 31/12/2005 (Favourable) / Adverse £'000	Forecast Variance 2005/06 (Favourable) / Adverse £'000
Adult & Community Services			
Older People Purchasing	6,357.4	(157.0)	(150.0)
Older People Transitional Care	361.3	(59.8)	(60.0)
Learning Disabilities Purchasing	2,131.8	119.1	175.0
Learning Disabilities Support	1,521.5	36.5	60.0
Assessment & Care Mgmt.	3,128.3	84.4	100.0
Home Care Service	1,545.5	(155.8)	(228.0)
Arts, Events & Museums	1,047.4	(17)	0.0
Allotments	53.4	20.2	30.0
Building Maintenance	243.8	18.6	30.0
Total	16,390.4	(110.5)	(43.0)
Regeneration & Planning			
Development Control	402.2	(109.3)	(109.3)
Planning Policy and Regeneration	478.0	(100.7)	(100.7)
Total	880.2	(210.0)	(210)
Neighbourhood Services			
Highways	3,204.8	281.4	0.0
Retained Housing	602.8	22.5	30.0
Property Services	468.0	8.0	27.0
Total	4,275.6	311.9	57.0
Corporate Budgets			
Centralised Estimates	6,622.0	(450.0)	(771.0)
Total	6,622.0	(450.0)	(771.0)
Children's Services			
Home to School Transport	1,283.1	83.2	99.8
Extra District/Independent School Fees	626.6	40.6	50.9
Access 2 Learning Centre	875.6	35.9	0.0
Fostering and Adoption	2,199.0	553.6	530.0
Total	4,984.3	713.3	680.7

Appendix B**GENERAL FUND - REVENUE MONITORING REPORT TO 31ST DECEMBER 2005**

Line No	Actual Position 31/12/05			Description of Expenditure	Projected Outturn Position		
	Expected Expenditure/ (Income)	Actual Expenditure/ (Income)	Variance Adverse/ (Favourable)		2005/06 Latest Budget	2005/06 Projected Outturn	2005/06 Projected Variance: Adverse/ (Favourable)
	Col. B	Col. C	Col. D (D=C-B)		Col. F	Col. G	Col. H (H=G-F)
Col. A	£'000	£'000	£'000	Col. E	£'000	£'000	£'000
				<u>TABLE 1 - Departmental Expenditure</u>			
1	18,564.3	18,419.2	(145.1)	Adult & Community Services	25,865.1	25,863.1	(2.0)
2	12,254.9	11,860.1	(394.8)	Childrens Services (excl Schools)	19,964.4	19,730.4	(234.0)
3	16,629.8	16,273.6	(356.2)	Neighbourhood Services	14,198.2	14,344.1	145.9
4	2,509.8	2,357.9	(151.9)	Regeneration & Planning	3,746.9	3,536.9	(210.0)
5	5,820.1	5,534.0	(286.1)	Resources	4,242.3	4,242.3	0.0
6	55,778.9	54,444.8	(1,334.1)	Total Departmental Expenditure	68,016.9	67,716.8	(300.1)
				<u>TABLE 2 - Corporate Costs</u>			
7	(64.0)	(79.0)	(15.0)	Emergency Planning	100.0	80.0	(20.0)
8	(942.0)	(1,392.0)	(450.0)	Centralised Estimates	6,622.0	5,851.0	(771.0)
9	1,653.0	1,653.0	0.0	SX3 Information Partnership	2,353.0	2,353.0	0.0
10	516.0	553.0	37.0	Pensions	424.0	350.0	(74.0)
11	67.0	67.0	0.0	Probation and Coroner's Court	158.0	158.0	0.0
12	247.0	47.0	(200.0)	Designated & Custodian Authority Costs	315.0	115.0	(200.0)
13	0.0	0.0	0.0	Insurances	185.0	185.0	0.0
14	232.0	194.0	(38.0)	Audit Fees	310.0	259.0	(51.0)
15	30.0	36.0	6.0	Land Drainage Levy	30.0	36.0	6.0
16	18.0	18.0	0.0	North Eastern Sea Fisheries Precept	18.0	18.0	0.0
17	239.0	223.0	(16.0)	Members' Allowances	318.0	298.0	(20.0)
18	52.0	48.0	(4.0)	Mayoral Allowance	69.0	65.0	(4.0)
19	19.0	19.0	0.0	Parish Precepts	19.0	19.0	0.0
20	(30.0)	(30.0)	0.0	Discretionary Rates	31.0	81.0	50.0
21	52.0	52.0	0.0	Major Tourist Attraction	52.0	52.0	0.0
22	1.0	1.0	0.0	Contingency - General	20.0	20.0	0.0
23	0.0	0.0	0.0	Contingency - Loss Of External Support	330.0	330.0	0.0
24	0.0	0.0	0.0	Strategic Contingency	100.0	0.0	(100.0)
				<u>One-Off Commitments</u>			
25	80.0	45.0	(35.0)	Hart Quarry Judicial Review	80.0	45.0	(35.0)
26	28.0	28.0	0.0	The Way Forward	28.0	28.0	0.0
27	223.0	223.0	0.0	Termination Costs	484.0	484.0	0.0
28	7.0	7.0	0.0	HBC Share of TVURC/TVDC Restructure	7.0	7.0	0.0
29	0.0	0.0	0.0	Cabinet Portfolio Initiatives	70.0	64.0	(6.0)
30	70.0	70.0	0.0	Regeneration Strategy	70.0	70.0	0.0
31	2,498.0	1,783.0	(715.0)	Total Corporate Costs	12,193.0	10,968.0	(1,225.0)
				<u>Contributions From Corporate Reserves</u>			
32	0.0	0.0	0.0	Contributions To / From Balances	(2,300.0)	(2,300.0)	0.0
33	(408.0)	(373.0)	35.0	Contributions from Corp Reserves towards One-off commitments See lines 25-30	(739.0)	(698.0)	41.0
36	(925.5)	(925.5)	0.0	<u>Contributions from Departmental Reserves</u>	(1,481.9)	(1,037.9)	444.0
				<u>Contributions to Corporate Reserves</u>			
37	0.0	0.0	0.0	Contribution To FBR Reserve	400.0	400.0	0.0
38	56,943.4	54,929.3	(2,014.1)	Total General Fund Expenditure	76,089.0	75,048.9	(1,040.1)

Report of: Assistant Chief Executive,
Director of Regeneration & Planning,
Director of Neighbourhood Services and
Chief Financial Officer

Subject: REGENERATION & LIVEABILITY PORTFOLIO
REVENUE MONITORING REPORT 2005/2006

1. PURPOSE OF REPORT

- 1.1 To provide details of progress made towards achieving the Corporate Plan service improvement priorities and the Revenue budgets for the Regeneration and Liveability Portfolio for the nine months to 31st December, 2005.

2. PERFORMANCE UPDATE FOR THE PERIOD ENDING 31ST DECEMBER, 2005

- 2.1 Within the Regeneration and Liveability Portfolio there are a total of 41 service improvement priorities (SIPs) that were identified in the 2005/2006 Corporate Plan. Generally performance towards these SIPs is good, with 71% (29 SIPs) being on target for completion by the agreed milestone. This is slight below the all Portfolios average of 77% of SIPs being on target.
- 2.2 However, there are 5 SIPs (12%) which are assessed as being 'below target' and as such are unlikely to be achieved by the milestone. Table RL1 below details these SIPs, along with an explanation for the delay as well as any remedial action planned.

Table RL1 – SIPs assessed as being below target

Improvement Priority (SIP)	Milestone	Comment
CS4/05.3 Review effectiveness of current community warden scheme and develop options to extend to other areas of Hartlepool	October 2005	NRF to be withdrawn from 31/3/06. NDC funding to continue into 2006/07. NRF scheme to be refocused to complement introduction of neighbourhood policing with effect from 1/4/06.
EH1/05.5 Increase environmental enforcement activity – remove all unlicensed vehicles within 48 hours	By June 2005	Approval for appointment of additional enforcement staff given by Housing Hartlepool. Three new employees to be in post by end of quarter 4.

Improvement Priority (SIP)	Milestone	Comment
JE3/05.1 Ongoing promotion to prospective public sector funders and private sector investors and developers	Presentation to key public sector funding partners May 2005	The Hartlepool Investment Prospectus discussed with key public sector funding partners, including One-NorthEast and Government Office North East in September.
JE5/05 Facility study and master plan preparation	June 2005	HCFE are continuing work to secure funding, finalise designs and costings in anticipation of submitting a planning application to HBC in February 2006. A further report will then be presented to Cabinet.

2.3 A number of key performance indicators (KPIs) were included in the Corporate Plan as measures of success. A number of these can only be assessed and reported on an annual basis, but of those indicators that progress can be monitored, 75% of the Regeneration and Liveability KPIs are assessed as being on or above target. This is a reduction from 86% in quarter 2, although due to the fact that an update has been available for a greater number of performance indicators, there has been an increase in the number of KPIs on target, from 6 in quarter 2 to 9 in quarter 3.

2.4 There is 1 KPI (8%) that are currently assessed as being below target and this is shown in Table RL2, below:

Table RL2 – KPIs assessed as being below target

Key Performance Indicator (KPI)	Target (2005/06)	Outturn	Comment
BVPI 199a Overall % of relevant land that fell below Grade B for litter and detritus when inspected – low % is good	5%	16.44%	Increased due to machinery breakdown.

2.5 Key areas of progress made to date in the Regeneration and Liveability Portfolio includes: -

- A new Substance Misuse Service has been established.
- Recycling has increased town-wide by more than 22% since kerbside recycling has been introduced.
- The Seaside Award has been retained.
- Innovation Centre at Queens Meadow was completed in November, 2005 and over 50% has been let.

**3. REVENUE MONITORING FOR PERIOD ENDING
31ST DECEMBER, 2005**

- 3.1 Details of Regeneration & Liveability's actual expenditure and anticipated expenditure as at 31st December, 2005, are shown at **Appendix 1.1.**
- 3.2 In overall terms actual expenditure amounts to £6,491,100, compared to anticipated expenditure of £6,654,000, resulting in a current favourable variance of £163,000. The projected outturn is £9,696,400, compared to the latest budget of £9,580,400, resulting in a forecast adverse variance of £116,000.
- 3.3 The main items to bring to Portfolio Holder's attention are: -

Line 4: Development Control

Current Variance: £109,300 Favourable

Forecast Variance: £75,000 Favourable

The favourable variance has arisen because the level of fee income generated by the service is above the budgeted target and because it has not yet been possible to recruit staff to grant funded posts. It is anticipated that a favourable variance in the region of £75,000 will occur at outturn. It is proposed to contribute this balance to reserves to help address future funding issues.

Line 8: Planning Policy and Regeneration

Current Variance: £100,700 Favourable

Forecast Variance: £100,700 Favourable

The favourable variance has arisen mainly because only minimal expenditure has occurred so far in the year against the major regeneration projects budget. This favourable variance is expected to remain at outturn and the amount will be added to the Council's reserve to fund future costs of developing the Victoria Harbour regeneration project.

Line 10: Environment

Current Variance : £8,100 Favourable

Forecast Variance: £96,000 Adverse

The Street Cleansing Service provided at Navigation Point contributes £30,000 towards the projected overspend. This service is currently under review and the Director of Neighbourhood Services will be bringing a separate report to a future Cabinet meeting. The venture with NDC requires match funding from Hartlepool Borough Council to improve the cleanliness of the NDC area. In the main the joint funding arrangement requires payment in kind and typically

consists of officer's time. However, the provision of vehicles is met by funding from the Street Cleansing budget. The current estimated spend on these vehicles is £50,000, which is placing severe pressure on Street Cleansing funds. It should also be noted that NDC funding for this initiative expires in March, 2006. A new bid has been submitted for a four-year period after this, which is anticipated to be successful.

The maintenance of hanging baskets within the central area is contributing an additional £16,000 overspend towards the projected variance.

Line 12: Town Care Management
Current Variance: £1,100 Adverse
Forecast Variance: £20,000 Adverse

Pressures on the provision of this service currently being addressed, as expenditure in non-staffing areas is much higher than budgeted and is anticipated to continue. The restructure in the department is expected to address this pressure and every attempt will be made to absorb this overspend within the departments overall budget.

4. RECOMMENDATIONS

- 4.1 It is recommended that Members note the report and take any decisions necessary to address the performance or financial risks identified.

PORTFOLIO : REGENERATION & LIVEABILITY**Appendix 1.1****REVENUE MONITORING REPORT PERIOD ENDING 31ST DECEMBER 2005**

Line No	Actual Position 31/12/05			Description of Best Value Unit	Projected Outturn Position		
	Expected Expenditure/ (Income)	Actual Expenditure/ (Income)	Variance Adverse/ (Favourable)		2005/6 Latest Budget	2005/06 Projected Outturn	Projected Variance: Adverse/ (Favourable)
Col. A	Col. B	Col. C	Col. D (D=C-D)	Col. E	Col. F	Col. G	Col. H (H=G-F)
	£'000	£'000	£'000		£'000	£'000	£'000
1	501.8	501.8	0.0	Administration	0.0	0.0	0.0
2	48.7	43.6	(5.1)	Building Control	161.3	161.3	0.0
3	146.1	139.9	(6.2)	Community Strategy	244.0	244.0	0.0
4	116.4	7.1	(109.3)	Development Control	402.2	292.9	(109.3)
5	87.5	87.5	0.0	Divisional Management	0.0	0.0	0.0
6	725.6	725.6	0.0	Economic Development	1,094.5	1,094.5	0.0
7	206.6	206.6	0.0	Landscape & Conservation	261.1	261.1	0.0
8	225.3	124.6	(100.7)	Planning Policy & Regeneration	478.0	377.3	(100.7)
9	(7.3)	0.0	7.3	Regeneration Staff Savings	(9.7)	(9.7)	0.0
10	4,004.6	3,996.5	(8.1)	Environment	5,753.0	5,849.0	96.0
11	204.8	200.7	(4.1)	Environmental Action	292.6	292.6	0.0
12	106.7	107.8	1.1	Town Care Management	118.6	138.6	20.0
13	0.0	12.4	12.4	Training Services	0.0	0.0	0.0
14	413.3	438.4	25.1	Community Safety	696.5	696.5	0.0
15	142.8	167.4	24.6	Youth Offending Service (Partnership)	364.0	364.0	0.0
16	144.9	144.9	0.0	Drug Action Team (100% grant funded)	55.0	55.0	0.0
17	(241.9)	(241.9)	0.0	DIP Programme (100% grant funded)	0.0	0.0	0.0
18	6,825.9	6,662.9	(163.0)		9,911.1	9,817.1	(94.0)

CONTRIBUTION FROM/TO RESERVES

Line No	Actual Position 31/12/05			Description of Best Value Unit	Projected Outturn Position		
	Expected Expenditure/ (Income)	Actual Expenditure/ (Income)	Variance Adverse/ (Favourable)		2005/6 Latest Budget	2005/06 Projected Outturn	Projected Variance: Adverse/ (Favourable)
Col. A	Col. B	Col. C	Col. D (D=C-D)	Col. E	Col. F	Col. G	Col. H (H=G-F)
	£'000	£'000	£'000		£'000	£'000	£'000
19	0.0	0.0	0.0	Neighbourhood Action Plan production	(15.0)	(15.0)	0.0
20	(37.5)	(37.5)	0.0	Neighbourhood Action Plan staffing costs	(50.0)	(50.0)	0.0
21	(2.7)	(2.7)	0.0	ERDMS project consultancy	(2.7)	(2.7)	0.0
22	(7.1)	(7.1)	0.0	LAA Agreement - consultancy	(7.1)	(7.1)	0.0
23	(3.5)	(3.5)	0.0	BPR & GIS consultancy	(14.2)	(14.2)	0.0
24	(30.0)	(30.0)	0.0	PAP system and Academy integration	(30.0)	(30.0)	0.0
25	0.0	0.0	0.0	Town Centre Management Project (Morrisons)	(15.0)	(15.0)	0.0
26	(2.0)	(2.0)	0.0	RTPI Training Course	(2.0)	(2.0)	0.0
27	(7.5)	(7.5)	0.0	Secretary to Divisional Heads Salary	(10.0)	(10.0)	0.0
28	(20.0)	(20.0)	0.0	Urban Policy Staffing	(26.7)	(26.7)	0.0
29	0.0	0.0	0.0	Community Strategy	(5.4)	(5.4)	0.0
30	(55.3)	(55.3)	0.0	Business Grants	(55.3)	(55.3)	0.0
31	(11.3)	(11.3)	0.0	Building Futures	(15.0)	(15.0)	0.0
32	0.0	0.0	0.0	Community Safety Initiatives	(10.3)	(10.3)	0.0
33	0.0	0.0	0.0	Contribution to YOS HYPED Accommodation	(77.0)	(77.0)	0.0
34	(55.0)	(55.0)	0.0	Contribution to Drugs Building	(55.0)	(55.0)	0.0
35	60.0	60.0	0.0	Monitoring Officer / Sec. to Divisional Heads	60.0	60.0	0.0
36	0.0	0.0	0.0	Contribution to MRU	0.0	210.0	210.0
37	(171.9)	(171.9)	0.0		(330.7)	(120.7)	210.0
38	6,654.0	6,491.0	(163.0)	PORTFOLIO TOTALS	9,580.4	9,696.4	116.0

Report of: Assistant Chief Executive,
Director of Regeneration & Planning,
Director of Neighbourhood Services,
Director of Adult & Community Services and
Chief Financial Officer

Subject: CULTURE, HOUSING AND
TRANSPORTATION PORTFOLIO REVENUE
MONITORING REPORT 2005/2006

1. PURPOSE OF REPORT

- 1.1 To provide details of progress made towards achieving the Corporate Plan service improvement priorities and the Revenue budgets for the Culture Housing and Transportation Portfolio for the nine months to 31st December, 2005.

2. PERFORMANCE UPDATE FOR THE PERIOD ENDING 31ST DECEMBER, 2005

- 2.1 Within the Culture, Housing and Transportation Portfolio there are a total of 26 service improvement priorities (SIPs) that were identified in the 2005/2006 Corporate Plan. Generally performance towards these SIPs is very good, with 88% (23) of SIPs being on target for completion by the agreed milestone. This compares favourably with the overall 77% of SIPs on or above target across all Portfolios. There are no SIPs currently assessed as being 'below target'.
- 2.2 A number of key performance indicators (KPIs) were included in the corporate plan as measures of success. A number of these can only be assessed and reported on an annual basis, but of those indicators that progress can be monitored, 50% (3 KPIs) of the Culture, Housing and Transportation KPIs are assessed as being on or above target. Only 1 KPI has been assessed as being below target and this is shown in Table CHT1, below:

Table CHT1 – SIPs assessed as being below target

Key Performance Indicator (KPI)	Target (2005/06)	Outturn	Comment
LPI NS 12b Extra care sheltered accommodation for b)other vulnerable person provision	57	0	Awaiting confirmation about extent of delays on site- however, scheme will not be completed in this financial year

2.3 Key areas of progress made to date in the Culture, Housing and Transportation Portfolio include: -

- The Treasure Box reading scheme for 3-4 year olds has been successfully embedded in service delivery.
- Improvements at Grayfields Recreational Ground underway with a synthetic turf pitch having been completed. The construction of a new pavilion is also underway.
- A new play area at Burn Valley Gardens has been built. Work to complete the main entrance wall and fencing is underway.

3. REVENUE MONITORING FOR PERIOD ENDING 31ST DECEMBER, 2005

3.1 Details of Culture, Housing and Transportation's actual expenditure and anticipated expenditure as at 31st December, 2005, are shown at **Appendix 2.1**.

3.2 In overall terms actual expenditure amounts to £8,502,500, compared to anticipated expenditure of £8,742,000, resulting in a current favourable variance of £239,500. The projected outturn for the year is £11,614,700 resulted in an adverse variance of £79,000.

3.3 The main items to bring to Portfolio Holder's attention are: -

Line 5: Maintenance

Current Variance: £18,600 Adverse

Forecast Variance: £30,000 Adverse

Due to lack of investment in previous years maintenance continues to be a volatile expenditure area and it is expected that the adverse variance will increase by the end of the year.

In accordance with the Authority's Financial Procedure Rules a transfer of resources from revenue to capital has been proposed by the Director of Adult & Community Services and agreed by the Chief Financial Officer: -

- Bridge Youth Centre £5,197.
- Throston Community Centre £12,000 for essential maintenance.

Line 8: Allotments

Current Variance: £20,200 Adverse

Forecast Variance: £30,000 Adverse

The adverse variance is mainly owing to the Council having to carry out essential maintenance at the Town's allotments relating mainly to Health & Safety.

Line 9: Community Support

Current Variance: £40,700 Favourable

Forecast Variance: Nil

The current favourable variance is mainly the result of Community Pool grants not yet being awarded and some underspends on Community Centres. It is anticipated that grants will be fulfilled by the year-end and essential maintenance to bring buildings to an acceptable standard will be carried out. These actions are likely to lead to a nil variance at the year-end.

Line 14: Highways Services

Current Variance : £281,400 Favourable

Forecast Variance: Nil

The current variance is owing mainly to income in advance which will be carried forward. The main element is £254,000 of Section 38 income, where developers make payments in advance to cover supervision fees before a scheme is adopted. Much of this income will be carried forward to cover costs to be incurred in future years. £38,000 relates to Alleygate deposits where part of the income is to pay for future maintenance and is therefore carried forward. The outturn position for the service overall is expected to be in line with budget.

Line 17: Retained Housing

Current Variance : £22,500 Adverse

Forecast Variance: £30,000 Adverse

The variance on this budget has resulted from lower than expected income in relation to the Supporting People Floating Support contract provided by the Housing Advice Team. The planned level of income could not be achieved within the current capacity of the Section.

Line 20: Action for Jobs Reserve

Current Variance: Nil

Forecast Variance: Nil

This £2,600 reserve was created to contribute towards the Action for Jobs Scheme in 2005/2006. It is now expected that there will be an

underspend of £1,700 against this reserve at outturn. It is proposed to rephase this balance to 2006/2007 to continue to fund this scheme. The budget and profile has been adjusted to reflect this revised expenditure profile.

Line 21: Sports Leader Awards Reserve

Current Variance: Nil

Forecast Variance: Nil

This £5,200 reserve was created to contribute towards the Community of Higher Sports Leader Awards in 2005/2006. It is now expected that only half of this reserve will be required in 2005/2006 with the remainder being rephased to 2006/2007 to continue to support this scheme. The budget and profile has been adjusted to reflect this revised expenditure profile.

Lines 22 – 28: Contributions from Reserves

Current Variance: Nil

Forecast Variance: Nil

These reserves were created in previous years to fund specific known pressures and will be used by the year-end.

4. RECOMMENDATIONS

- 4.1 It is recommended that Members note the report and take any decisions necessary to address the performance or financial risks identified.

PORTFOLIO : CULTURE, HOUSING AND TRANSPORTATION**Appendix 2.1****REVENUE MONITORING REPORT PERIOD ENDING 31ST DECEMBER 2005**

Line No	Actual Position 31/12/05			Description of Best Value Unit	Projected Outturn Position		
	Expected Expenditure/ (Income)	Actual Expenditure/ (Income)	Variance Adverse/ (Favourable)		2005/6 Latest Budget	2005/06 Projected Outturn	Projected Variance: Adverse/ (Favourable)
	Col. B	Col. C	Col. D (D=C-B)		Col. F	Col. G	Col. H (H=G-F)
Col. A	£'000	£'000	£'000	Col. E	£'000	£'000	£'000
1	790.7	758.2	(32.5)	Sports & Physical Recreation	1,333.7	1,333.7	0.0
2	32.7	35.0	2.3	Parks	457.6	465.6	8.0
3	292.1	291.8	(0.3)	Countryside	387.5	387.5	0.0
4	128.0	134.1	6.1	Foreshore	165.9	165.9	0.0
5	167.7	186.3	18.6	Maintenance	243.8	273.8	30.0
6	850.7	834.0	(16.7)	Arts, Events & Museums	1,047.4	1,047.4	0.0
7	78.1	88.5	10.4	Archaeology Services	26.7	26.7	0.0
8	24.0	44.2	20.2	Allotments	53.4	83.4	30.0
9	658.3	617.6	(40.7)	Community Support	740.8	740.8	0.0
10	1,276.3	1,258.7	(17.6)	Libraries	1,768.2	1,768.2	0.0
11	587.5	588.7	1.2	Recharge Accounts	0.0	0.0	0.0
12	215.5	215.5	0.0	Engineers	414.3	404.3	(10.0)
13	473.5	473.5	0.0	Highways and Transportation	566.4	566.4	0.0
14	2,325.8	2,044.4	(281.4)	Highways Services	3,204.8	3,204.8	0.0
15	(178.1)	(43.9)	134.2	Traffic & Road Safety	(263.4)	(263.4)	0.0
16	603.5	537.7	(65.8)	Transport Services	979.6	970.6	(9.0)
17	609.5	632.0	22.5	Retained Housing	602.8	632.8	30.0
18	8,935.8	8,696.3	(239.5)		11,729.5	11,808.5	79.0

CONTRIBUTION FROM RESERVES

Line No	Actual Position 31/12/05			Description of Best Value Unit	Projected Outturn Position		
	Expected Expenditure/ (Income)	Actual Expenditure/ (Income)	Variance Adverse/ (Favourable)		2005/6 Latest Budget	2005/06 Projected Outturn	Projected Variance: Adverse/ (Favourable)
	Col. B	Col. C	Col. D (D=C-B)		Col. F	Col. G	Col. H (H=G-F)
Col. A	£'000	£'000	£'000	Col. E	£'000	£'000	£'000
19	(9.0)	(9.0)	0.0	Use of SRR - Foreshore	(9.0)	(9.0)	0.0
20	(0.9)	(0.9)	0.0	Use of SRR - Action for Jobs	(0.9)	(0.9)	0.0
21	(2.6)	(2.6)	0.0	Use of SRR - Sports Leader Awards	(2.6)	(2.6)	0.0
22	(0.8)	(0.8)	0.0	Use of SRR - Active Sport	(0.8)	(0.8)	0.0
23	(8.0)	(8.0)	0.0	Use of SRR - Countryside	(8.0)	(8.0)	0.0
24	(8.0)	(8.0)	0.0	Use of SRR - Grants to Vol Orgs	(8.0)	(8.0)	0.0
25	(15.0)	(15.0)	0.0	Use of SRR - Wingfield Castle Report	(15.0)	(15.0)	0.0
26	(60.0)	(60.0)	0.0	Cont from Corporate Reserves - H Quay	(60.0)	(60.0)	0.0
27	(55.0)	(55.0)	0.0	Use of Supporting People Reserve	(55.0)	(55.0)	0.0
28	(34.5)	(34.5)	0.0	Use of Private Landlord Reserve	(34.5)	(34.5)	0.0
29	(193.8)	(193.8)	0.0	TOTAL	(193.8)	(193.8)	0.0
30	8,742.0	8,502.5	(239.5)	PORTFOLIO TOTALS	11,535.7	11,614.7	79.0

Report of: Assistant Chief Executive,
Director of Children's Services,
and Chief Financial Officer

Subject: CHILDREN'S SERVICES PORTFOLIO
REVENUE MONITORING REPORT 2005/2006

1. PURPOSE OF REPORT

- 1.1 To provide details of progress made towards achieving the Corporate Plan service improvement priorities and the Revenue budgets for the Children's Services Portfolio for the nine months to 31st December, 2005.

2. PERFORMANCE UPDATE FOR THE PERIOD ENDING 31ST DECEMBER, 2005

- 2.1 Within the Children's Services Portfolio there are a total of 19 service improvement priorities (SIPs) that were identified in the 2005/2006 Corporate Plan. Generally performance towards these SIPs is good, with 74% (14) of SIPs being on target for completion by the agreed milestone. This is compared with the overall 77% of SIPs on or above target across all Portfolios. However, there are 2 SIPs (11%) which are assessed as being 'below target' and as such are unlikely to be achieved by the milestone. This is slightly above the overall Council position, of 8% of all SIPs assessed as being below target. Table CS1 below details these SIPs, along with an explanation for the delay as well as any remedial action planned.

Table CS1 – SIPs assessed as being below target

Improvement Priority (SIP)	Milestone	Comment
HC/Children/1/05.2 Audit assessments to monitor practice	Ongoing	Child Protection procedures being reviewed following the establishment of the Local Safeguarding Children Board (LSCB). Therefore audit unable to start this financial year.
HC/Children/6/05.2 E2E scheme commenced	April 05	Increased use of Gateway has met some of the load and work with individuals has met the rest of the need. Currently only 11 not in adult employment or training (2 in prison).

- 2.2 A number of key performance indicators (KPIs) were included in the Corporate Plan as measures of success. A number of these can only be assessed and reported on an annual basis, but of those indicators that progress can be monitored, 69% of the Children's Services KPIs

are assessed as being on or above target, which relates to a total of 9 performance indicators. 66% of all Council KPIs, where an assessment can be made, are currently on or above target, so this figure compares well. However, there are 4 KPIs (31%) that are currently assessed as being below target and these are shown in table CS2, below. This accounts for half of all KPIs across all Portfolios that have been assessed as being below target.

- 2.3 Whilst viewing the table it is worth noting that in some cases, BVPI 40 for example, the level of performance improvement in 2004 was one of the highest nationally and it would be difficult to maintain this level of improvement year on year. Despite this all education targets are set with an element of challenge, making them more difficult to achieve.

Table CS2 – KPIs assessed as being below target

Key Performance Indicator (KPI)	Target (2005/06)	Outturn	Comment
BVPI 181c Percentage of 14 year old pupils in schools maintained by the local education authority achieving Level 5 or above in the Key Stage 3 test in Science	73%	68%	4% improvement on previous year. Gap to national performance narrowed to 2%. Target not achieved.
BVPI 181d Percentage of 14 year old pupils in schools maintained by the local education authority achieving Level 5 or above in the Key Stage 3 test in ICT Assessment	70%	61.4%	Target not achieved. Weak performance is a concern, although new testing arrangements in 2006 expected to assist performance.
BVPI 39 Percentage of 15 year old pupils in schools maintained by the local education authority achieving five GCSEs or equivalent at grades A* - G including English and Maths	90.6%	88.3%	3% improvement on previous years by very challenging LPSA stretched target not achieved.
BVPI 40 Percentage of pupils in schools maintained by the local education authority achieving level 4 or above in the Key Stage 2 Mathematics test	84%	78%	Performance is 3% above national average for second year in succession, although target not achieved.

- 2.4 Key areas of progress made to date in the Children's Services Portfolio include: -

- The foster care recruitment is ongoing and a further 7 foster carers have been approved in the last quarter.
- The attainment gap for disadvantaged and vulnerable groups has been narrowed.

- Resource services are in operation in the reopened Flint Walk Support Centre. Building work is continuing to ensure residential provision.
- The best ever performance was achieved for the percentage of pupils maintained by the Local Education Authority achieving level 4 or above in the Key Stage 2 English test. Performance was above the national average.
- GCSE exam results indicated a rise in both the number of A* - G passes (up 3% from last year) and number of A* - C passes (up 4% from last year).

**3. REVENUE MONITORING FOR PERIOD ENDING
31ST DECEMBER, 2005**

- 3.1 Details of Children's Services actual expenditure and anticipated expenditure as at 31st December, 2005, are shown at **Appendix 3.1**.
- 3.2 In overall terms actual expenditure amounts to £11,527,500, compared to anticipated expenditure of £11,922,300, resulting in a current favourable variance of £394,800.
- 3.3 The projected outturn is currently estimated to be £19,395,900, compared to the budget of £19,395,900, resulting in a nil variance at outturn.
- 3.4 The items to bring to the Portfolio Holder's attention are: -

Line 1: Access to Education

Current Variance: £26,900 Adverse

Forecast Variance: £57,000 Adverse

The main reason for both the current and forecast adverse variance is Home to School Transport as there is an increase in the number of escorted journeys for pupils with special educational needs.

The significant adverse forecast variance on Home to School Transport of £100,000 is partly offset by forecast favourable variances on maintenance payments to pupils attending Carlton (£12,000), Education Social Workers (£19,000) and consultant fees in relation to the Asset Management Plan (£23,000).

Line 2: Early Years

Current Variance: £46,000 Favourable

Forecast Variance: £51,600 Favourable

The favourable variance has occurred as there has been a lower than expected take up of nursery places for 3 year-old children.

Line 3: Other School Related Expenditure

Current Variance: £28,500 Favourable

Forecast Variance: £38,400 Favourable

The main reason for the favourable variance is that expenditure on early retirement costs for teachers is lower than anticipated.

Line 4: Raising Educational Achievement

Current Variance: £180,500 Favourable

Forecast Variance: £59,100 Favourable

The favourable variance has occurred because of a planned underspend in respect of Carlton Outdoor Education Centre which is currently undergoing major capital development work. A favourable forecast variance at outturn of £99,500 is anticipated on Carlton. It is proposed to create a Reserve equal to this variance (Line 23) to contribute towards the cost of the capital scheme and to cover the costs during the period of reduced operation up to September, 2006.

An adverse variance within the Advisory Service is also reported and is the result of a reduction in the level of grant funding available.

Line 5: Special Educational Needs

Current Variance: £71,800 Adverse

Forecast Variance: £46,700 Adverse

The main reason for this adverse variance is Independent School Fees being higher than anticipated.

Line 6: Strategic Management

Current Variance: £139,400 Favourable

Forecast Variance: £135,600 Favourable

This favourable variance is mainly the result of vacancies within Children's Services support services and underspends against the supplies and services budgets. Some of the vacancies are expected to be filled later in the year. However, certain posts are being reviewed as part of the 2006/2007 budget exercise so may not be filled this financial year resulting in a favourable outturn variance. This variance will be used in part to fund additional Recruitment Consultants fees not originally budgeted for and this has been accounted for in forecast variance above.

Line 12: Children, Young People and Families Support

Current Variance: £13,400 Adverse

Forecast Variance: Nil

As previously reported there continues to be pressures around placement costs for children and young people. The Fostering and Adoption budget is high risk and is currently forecasting an adverse variance at outturn of £530,000. This will be partially offset by underspends on agency placements (£250,000) along with

favourable variances resulting from staff vacancies and the continuing delay in the opening of the Flint Walk Placement Support Centre.

Officers are continuing to review strategies in order to make savings in all possible areas and it is expected that the budget will be on target at the end of this financial year.

This position continues to be closely monitored by Officers.

Line 14: Youth Service
Current Variance: £80,700 Favourable
Forecast Variance: Nil

The current favourable variance is owing to staffing following recruitment and retention issues and some additional grant funding received from Cleveland Fire Brigade. There are also underspends within Boy's Welfare Youth Centre and Brinkburn Youth Centre caused by the delay in the lease at Boy's Welfare and the closure of Brinkburn Pool for part of the year as previously mentioned. A contribution to capital (RCCO) of £80,000 has been agreed in accordance with financial procedures therefore reducing the variance at outturn to nil.

Line 15: Information, Sharing & Assessment (ISA)
Current Variance: £21,900 Favourable
Forecast Variance: £53,000 Favourable

The current variance is owing to staff vacancies, which in turn have resulted in a delay in implementing the new ISA System. It is proposed to transfer this underspend to the ISA Reserve at year end to fund the rephased expenditure in 2006/2007 (see line 29).

Lines 19 – 30: Contributions from Reserves
Current Variance: Nil
Forecast Variance: Nil

These reserves were created in previous years to fund specific known pressures and will be used by the year-end.

Line 23: Carlton Redevelopment
Current Variance: Nil
Forecast Variance: £99,500

As detailed in line 4 a favourable variance is anticipated because of a planned underspend on Carlton Outdoor Education Centre which is currently undergoing major capital development work. The forecast variance at outturn of £99,500 has been earmarked to contribute towards the cost of the capital scheme and to cover the costs during the period of reduced operation up to September, 2006.

Line 24: Building Schools for the Future Reserve
Current Variance: Nil
Forecast Variance: £81,500

A reserve was previously created to contribute towards any Local Authority funding that may be required to support the Government's agenda for replacing school building stock. This reserve was used in 2005/06 to fund pressures identified within the Education Budget resulting from the need to meet the Schools Budget Target set by the DfES. It is anticipated that future costs will need some provision and a contribution to this reserve has therefore been agreed with the Chief Financial Officer in accordance with the Council's financial procedures.

Line 28: Boy's Welfare Refurbishment
Current Variance: Nil
Forecast Variance: Nil

This reserve was set up to fund the refurbishment of the Boy's Welfare Youth Centre once the lease had been agreed. A contribution to capital (RCCO) of £60,000 has been agreed in accordance with financial procedures to fund the cost of this refurbishment in 2006/2007.

Line 29: ISA Initiatives Reserve
Current Variance: Nil
Forecast Variance: Nil

This reserve relates to the implementation of ISA Initiatives. As detailed in Line 15 the implementation of the ISA System has been delayed. The reserve is not expected to be utilised in 2005/2006. This reserve along with the underspends detailed in Line 15 will be rephased to 2006/2007 to cover the delayed expenditure. The budget and profile has been adjusted to reflect this revised expenditure profile.

Line 30: Corporate Children's Services Reserve
Current Variance: Nil
Forecast Variance: Nil

As reported at Line 12 the Fostering and Adoption budget is high risk and is currently forecasting an adverse variance at outturn of £530,000. However, underspends on agency placements along with favourable variances resulting from staff vacancies are also forecast and as such it is expected that the budget will be on target at the end of this financial year.

Officers are continuing to review strategies in order to make savings in all possible areas and based on the latest outturn projection it is not expected to utilise this reserve in the current financial year.

This position continues to be closely monitored by Officers.

Lines 33 – 35: Sure Start
Current Variance: £1,800 Favourable
Forecast Variance: Nil

The three local Sure Start programmes are fully grant funded. The current variance consists of favourable variances for the North and South Programmes, which relate to the late receipt of salary invoices from partner agencies. This is partly offset by a current adverse variance for Sure Start Central, which relates to grant income not yet received.

Sure Start Local Programmes report that expenditure is expected to be in line with budget and that the grants will be fully utilised by the end of the financial year.

Line 36: Teenage Pregnancy Initiative
Current Variance: £61,100 Favourable
Forecast Variance: Nil

This budget relates to the implementation of the teenage pregnancy strategies agreed locally with partner agencies. It is funded by the Teenage Pregnancy Local Implementation Grant. Any underspend will be rolled forward into 2006/2007 to continue to support the agreed action plan.

4. RECOMMENDATIONS

- 4.1 It is recommended that Members note the report and take any decisions necessary to address the performance or financial risks identified.

PORTFOLIO : CHILDRENS SERVICES**Appendix 3.1****REVENUE MONITORING REPORT PERIOD ENDING 31ST DECEMBER 2005**

Line No	Actual Position 31/12/05			Description of Best Value Unit	Projected Outturn Position		
	Expected Expenditure/ (Income)	Actual Expenditure/ (Income)	Variance Adverse/ (Favourable)		2005/6 Latest Budget	2005/06 Projected Outturn	Projected Variance: Adverse/ (Favourable)
Col. A	Col. B	Col. C	Col. D (D=C-B)	Col. E	Col. F	Col. G	Col. H (H=G-F)
	£'000	£'000	£'000		£'000	£'000	£'000
1	1,558.5	1,585.4	26.9	Access to Education	2,309.4	2,366.4	57.0
2	(295.2)	(341.2)	(46.0)	Early Years	359.7	308.1	(51.6)
3	395.2	366.7	(28.5)	Other School Related Expenditure	1,652.4	1,614.0	(38.4)
4	724.4	543.9	(180.5)	Raising Educational Achievement	660.3	601.2	(59.1)
5	1,665.7	1,737.5	71.8	Special Educational Needs	2,691.8	2,738.5	46.7
6	568.9	429.5	(139.4)	Strategic Management	980.1	844.5	(135.6)
7	21.0	21.0	0.0	Central Support Services	882.5	882.5	0.0
8	122.0	122.0	0.0	SRR - Educational Achievement	122.0	122.0	0.0
9	15.3	15.3	0.0	SRR - Children's Services Implementation	15.3	15.3	0.0
10	0.0	0.0	0.0	SRR - Carlton Redevelopment	82.0	82.0	0.0
11	0.0	0.0	0.0	SRR - Swimming	24.9	24.9	0.0
12	6,446.9	6,460.3	13.4	Children, Young People and Families Support	8,707.7	8,707.7	0.0
13	212.0	214.8	2.8	Youth Justice	283.5	283.5	0.0
14	663.1	582.4	(80.7)	Youth Service	989.4	989.4	0.0
15	38.4	16.5	(21.9)	Information, Sharing & Assessment	71.5	18.5	(53.0)
16	118.7	106.0	(12.7)	Play & Care of Children	131.9	131.9	0.0
17	12,254.9	11,860.1	(394.8)		19,964.4	19,730.4	(234.0)

CONTRIBUTION FROM/TO RESERVES

Line No	Actual Position 31/12/05			Description of Best Value Unit	Projected Outturn Position		
	Expected Expenditure/ (Income)	Actual Expenditure/ (Income)	Variance Adverse/ (Favourable)		2005/6 Latest Budget	2005/06 Projected Outturn	Projected Variance: Adverse/ (Favourable)
Col. A	Col. B	Col. C	Col. D (D=C-B)	Col. E	Col. F	Col. G	Col. H (H=G-F)
	£'000	£'000	£'000		£'000	£'000	£'000
19	(138.0)	(138.0)	0.0	Education 2005/06 Budget Pressures	(138.0)	(138.0)	0.0
18	(122.0)	(122.0)	0.0	Educational Achievement	(122.0)	(122.0)	0.0
20	(15.3)	(15.3)	0.0	Children's Serv Implementation	(15.3)	(15.3)	0.0
21	0.0	0.0	0.0	Carlton Redevelopment - Capital Works	(82.0)	(82.0)	0.0
22	0.0	0.0	0.0	Swimming	(24.9)	(24.9)	0.0
23	0.0	0.0	0.0	Carlton Redevelopment	0.0	99.5	99.5
24	0.0	0.0	0.0	Building Schools for the Future	0.0	81.5	81.5
25	0.0	0.0	0.0	Flint Walk Development	(67.0)	(67.0)	0.0
26	0.0	0.0	0.0	Celebrating Success Event	(2.0)	(2.0)	0.0
27	(57.3)	(57.3)	0.0	Way Forward	(57.3)	(57.3)	0.0
28	0.0	0.0	0.0	Boy's Welfare Refurbishment	(60.0)	(60.0)	0.0
29	0.0	0.0	0.0	ISA Initiatives	0.0	53.0	53.0
30	0.0	0.0	0.0	Corporate Children's Services Reserve	0.0	0.0	0.0
31	(332.6)	(332.6)	0.0	TOTAL	(568.5)	(334.5)	234.0
32	11,922.3	11,527.5	(394.8)	PORTFOLIO TOTALS	19,395.9	19,395.9	0.0

MEMO ITEMS

33	69.0	21.8	(47.2)	Sure Start North	0.0	0.0	0.0
34	112.8	43.6	(69.2)	Sure Start South	0.0	0.0	0.0
35	(205.6)	(91.0)	114.6	Sure Start Central	0.0	0.0	0.0
36	57.6	(3.5)	(61.1)	Teenage Pregnancy Initiative	0.0	0.0	0.0
37	33.8	(29.1)	(62.9)	TOTAL	0.0	0.0	0.0

Report of: Assistant Chief Executive,
Director of Adult & Community Services,
Director of Regeneration and Planning,
Director of Neighbourhood Services and
Chief Financial Officer

Subject: ADULT & PUBLIC HEALTH SERVICE
PORTFOLIO REVENUE MONITORING
REPORT 2005/2006

1. PURPOSE OF REPORT

- 1.1 To provide details of progress made towards achieving the Corporate Plan service improvement priorities and the Revenue budgets for the Adult and Public Health Portfolio for the nine months to 31st December, 2005.

2. PERFORMANCE UPDATE FOR THE PERIOD ENDING 31ST DECEMBER, 2005

- 2.1 Within the Adult and Public Health Portfolio there are a total of 24 service improvement priorities (SIPs) that were identified in the 2005/2006 Corporate Plan. Of these 14 (58%) have been assessed as being on or above target for completion by the agreed milestone. This appears to compare poorly with the average across all portfolios of 77%. However, only 2 (8%) have been assessed as being 'below target' and as such is unlikely to be achieved by the milestone. This is on par with the overall position of 8% of all SIPs across all Portfolios assessed as being below target. Table ASPH1 below details the SIPs, along with an explanation for the delay as well as any remedial action planned.

Table ASPH1 – SIPs assessed as being below target

Improvement Priority (SIP)	Milestone	Comment
HC/Adults/3/05.5 Develop multi-agency strategy and community based teams for older people with mental health needs	December 2005	Draft EMI strategy produced. Community based team under consideration
HC/Adults/4/05.1 Implement Public Health Strategy.	From April 05	Public health strategy discussed at LSP. Action plan being developed. Integration of Public Health function being considered.

- 2.2 A number of key performance indicators (KPIs) were included in the Corporate Plan as measures of success. A number of these can only be assessed and reported on an annual basis, but of those indicators that progress can be monitored, 71% (5) of the Adult and Public Health KPIs are assessed as being on or above target. Across all portfolios 66% of KPIs have been assessed as being on or above target, so this compares favourably. This equates to only 1 indicator, from a total of 5. All of the remaining 4 are classified as 'unsure' as whilst performance is broadly on target it is difficult to predict whether the targets will be achieved.
- 2.3 Only 1 KPI, 14%, has been assessed as being below target and this is shown in table ASPH2, below:

Key Performance Indicator (KPI)	Target (2005/06)	Outturn	Comment
BVPI 201 Number of adults and older people receiving direct payments per 100,000	79	51.6	Age standardised figure has increased (34 people) but is below target rate of 79 for the year

- 2.4 Key areas of progress made to date in the Adult and Public Health Portfolio include: -
- Opportunities have been provided to allow more adults to participate in learning opportunities.
 - The number of adults across the borough participating in basic skills classes has already exceeded the target for the full year.
 - There has been a steady increase in the number of people in receipt of Direct Payments.

3. REVENUE MONITORING FOR PERIOD ENDING 31ST DECEMBER, 2005

- 3.1 Details of Adult & Public Health Services actual expenditure and anticipated expenditure as at 31st December, 2005, are shown at **Appendix 4.1**.
- 3.2 In overall terms actual expenditure amounts to £15,002,900, compared to anticipated expenditure of £15,260,100, resulting in a current favourable variance of £257,200.
- 3.3 The projected outturn is currently estimated to be £20,841,300, compared to the budget of £20,932,400, resulting in a forecast favourable variance of £91,100.

3.4 The main items to bring to Portfolio Holder's attention are: -

Line 1: Assessment & Care Management

Current Variance: £84,400 Adverse

Forecast Variance: £100,000 Adverse

The adverse position on this budget is owing to the purchase of Occupational Therapy equipment for clients. Activity levels have been increased to respond to increased demand and to keep waiting lists to a minimum.

The 2006/2007 budget process will review eligibility in this area but this will only impact on low value one-off items. Maintenance of established equipment will continue and therefore a pressure exists for future years.

In accordance with the Authority's Financial Procedure Rules a transfer of resources from revenue to capital has been proposed by the Acting Director of Adult & Community Services and agreed by the Chief Financial Officer: -

- Havelock Centre – the transfer of £13,000 from this budget to fund essential disabled access works.

The adverse outturn projections on this budget will be offset by the favourable projection on the Home Care Service. Officers will continue to review and monitor the situation.

Line 2: Home Care

Current Variance: £155,800 Favourable

Forecast Variance: £228,000 Favourable

The variance in this group arises from a temporary under-use of Home Care hours following restructuring of the service.

There continues to be delays in fully staffing the service owing to new staff requiring induction and training by experienced Home Care staff within the caring environment. It is anticipated that by the start of the new financial year the service will be running at optimum capacity.

As previously reported, during the restructure of the Home Care Service a number of employees opted to take voluntary redundancy. The costs will be funded by a Specific Revenue Reserve (SRR). (Line 18).

Line 3: Learning Disability Purchasing
Current Variance: £119,100 Adverse
Forecast Variance: £175,000 Adverse

A number of factors have influenced the adverse variance on this budget, namely, additional complex packages for Home Care since the start of the year and increased costs for respite with effect from August, 2005.

The pressures on this service are compounded by the much improved life expectancy of people with learning disabilities. Also many carers, generally the parents of those service users, are becoming too frail to care for them as they have previously. It is estimated that over the next decade there will be ten new residential/supported living packages each year. There is also a market pressure on fee levels both locally and nationally.

The adverse forecast variance will be partially offset by the favourable forecast variance on Older People's Purchasing.

Line 4: Learning Disability Support
Current Variance: £36,500 Adverse
Forecast Outturn: £60,000 Adverse

The adverse variance on this budget is owing to the increase in transport costs for school placements since September, 2005. It is anticipated that the overspend will increase to £60,000 by the end of the financial year.

Line 5: Mental Health
Current Variance: £30,300 Favourable
Forecast Variance: £30,000 Favourable

The favourable variance in this group arises from staff vacancies incurred earlier in the financial year.

Line 6: Older People Purchasing
Current Variance: £157,000 Favourable
Forecast Variance: £150,000 Favourable

The favourable variance on this budget has arisen owing to slippage in the use of Government grants and the phased application of development monies. Also there have been fewer admissions to Residential Care and intensive packages of care at home, arising from the success of work carried out in the areas of hospital discharges and multi-link practice.

The year-end position anticipates a continued approach of not allocating Access & Systems Capacity grant to new developments. The grant slippage will enable us to utilise the monies to offset the

adverse variance in Learning Disabilities Purchasing. The use of grants in this way is not sustainable as under development will add to the already growing pressures in future years.

Other pressures, which face Older People budgets over the next decade include increased life expectancy. The number of clients aged 85 and over will rise and our current investment into Elderly Mentally Infirm (EMI) services is insufficient. Also the weekly cost of Care Home beds is due to be reviewed from April, 2006.

In accordance with the Authority's Financial Procedure Rules a transfer of resources from revenue to capital has been proposed by the Acting Director of Adult & Community Services and agreed by the Chief Financial Officer: -

- Lynn Street ATC – the transfer of £120,000 has been made to cover the cost of demolition of Lynn Street ATC, which has been vacant for a number of years and is in a dangerous state of repair.

Line 7: Older People Transitional Care (Swinburne)

Current Variance: £59,800 Favourable

Forecast Outturn: £60,000 Favourable

The favourable variance on this budget has arisen owing to staffing vacancies earlier in the year and an underspend on supplies.

Line 9: Support Services

Current Variance: £88,100 Adverse

Forecast Outturn: £90,000 Adverse

The adverse variance on this budget has arisen owing to staff advertisements, recruitment costs and the Mobile Occupational Therapy Project. This is an IT project which will equip the therapists with mobile 'tablets' enabling them to carry out client assessments in their own homes more efficiently.

The Council has employed consultants to review the fair price for care. The costs will be funded by the earmarked strategic revenue reserve. (Line 19).

Line 12: Adult Education

Current Variance: £99,300 Adverse

Forecast Variance: £99,300 Adverse

The Adult Education Service recently underwent a re-inspection by the Adult Learning Inspectorate. This resulted in additional expenditure being incurred in the academic year August, 2004 to July, 2005 on areas of weakness, in particular staff development. This has resulted in an adverse variance, which will be financed from the Adult Education specific reserve (see Line 22 below).

In addition, funding from the LSC for vocational training courses is subject to claw back if learner numbers do not achieve the targeted level. In the academic year August, 2004 to July, 2005 the target set underachieved for the first time and the LSC have the option to claw back an element of the funding given. The course fee and additional income generated in the same academic year is sufficient to cover this anticipated claw back.

Line 14: Consumer Services**Current Variance: £159,600 Favourable****Forecast Variance: £36,000 Favourable**

The large current variance is the result of Licensing Act income being received, which is intended to cover the costs over a ten year period. The forecast variance is based on an estimate that £114,000 Income in Advance will be carried forward. Also included in the favourable current variance is £45,000 savings arising from staff vacancies. The forecast variance is less than this because there will be a need to employ agency staff to ensure the Council meets its statutory responsibilities.

Lines 17 - 21: Use of Reserves**Current Variance: Nil****Forecast Variance: Nil**

These reserves were created in previous years to fund one-off commitments. These reserves will be fully utilised by the year-end.

Line 22: Use of Adult Education Reserve**Current Variance: Nil****Forecast Variance: Nil**

This reserve was created to address short and long term pressures from within the Adult Education Service as identified in the Post Inspection Plan. It was originally forecasted that £151,300 of this reserve would be required this financial year. However, this has now been revised to £99,300 (see Line 13 above).

Line 23: Use of Bursary Reserve**Current Variance: Nil****Forecast Variance: Nil**

This reserve was created to ring fence the Council's share of the joint funded Bursary Scheme for Trainees. The appointment of trainees in the year has resulted in the need to use some of this Reserve.

4. RECOMMENDATIONS

- 4.1 It is recommended that Members note the report.

PORTFOLIO : ADULT & PUBLIC HEALTH SERVICE**Appendix 4.1****REVENUE MONITORING REPORT PERIOD ENDING 31ST DECEMBER 2005**

Line No	Actual Position 31/12/05			Description of Best Value Unit	Projected Outturn Position		
	Expected Expenditure/ (Income)	Actual Expenditure/ (Income)	Variance Adverse/ (Favourable)		2005/6 Latest Budget	2005/06 Projected Outturn	Projected Variance: Adverse/ (Favourable)
	Col. B	Col. C	Col. D (D=C-B)		Col. F	Col. G	Col. H (H=G-F)
	£'000	£'000	£'000		£'000	£'000	£'000
1	2,286.8	2,371.2	84.4	Assessment and Care Management	3,128.3	3,228.3	100.0
2	1,069.6	913.8	(155.8)	Home Care	1,545.5	1,317.5	(228.0)
3	1,335.2	1,454.3	119.1	Learning Disability - Purchasing	2,131.8	2,306.8	175.0
4	1,127.3	1,163.8	36.5	Learning Disability - Support Services	1,521.5	1,581.5	60.0
5	908.6	878.3	(30.3)	Mental Health	1,271.2	1,241.2	(30.0)
6	4,035.1	3,878.1	(157.0)	Older People - Purchasing	6,357.4	6,207.4	(150.0)
7	255.0	195.2	(59.8)	Older People - Transitional Care	361.3	301.3	(60.0)
8	907.9	901.0	(6.9)	Physical Disability	1,271.2	1,271.2	0.0
9	1,121.3	1,209.4	88.1	Support Services	1,539.7	1,629.7	90.0
10	179.1	153.8	(25.3)	Sensory Loss and Occupational Therapy	251.4	226.4	(25.0)
11	120.8	120.9	0.1	Service Strategy & Regulation	161.5	161.5	0.0
12	331.5	342.3	10.8	Adult Education	99.3	99.3	0.0
13	961.5	961.5	0.0	Supporting People	468.5	468.5	0.0
14	548.6	389.0	(159.6)	Consumer Services	826.1	790.1	(36.0)
15	267.1	265.6	(1.5)	Environmental Standards	306.8	319.7	12.9
16	15,455.4	15,198.2	(257.2)		21,241.5	21,150.4	(91.1)

CONTRIBUTION FROM RESERVES

Line No	Actual Position 31/12/05			Description of Best Value Unit	Projected Outturn Position		
	Expected Expenditure/ (Income)	Actual Expenditure/ (Income)	Variance Adverse/ (Favourable)		2005/6 Latest Budget	2005/06 Projected Outturn	Projected Variance: Adverse/ (Favourable)
	Col. B	Col. C	Col. D (D=C-B)		Col. F	Col. G	Col. H (H=G-F)
	£'000	£'000	£'000		£'000	£'000	£'000
17	0.0	0.0	0.0	Use of Supporting People Reserve	(90.7)	(90.7)	0.0
18	(65.0)	(65.0)	0.0	Home Care Reserve	(65.0)	(65.0)	0.0
19	(31.0)	(31.0)	0.0	Review of Charging Consultancy fees	(31.0)	(31.0)	0.0
20	0.0	0.0	0.0	Use of Local Air Pollution Reserve	(12.0)	(12.0)	0.0
21	0.0	0.0	0.0	Use of Environmental Partnership Res.	(5.1)	(5.1)	0.0
22	(99.3)	(99.3)	0.0	Use of Adult Education Reserve	(99.3)	(99.3)	0.0
23	0.0	0.0	0.0	Use of Bursary Reserve	(6.0)	(6.0)	0.0
24	(195.3)	(195.3)	0.0		(309.1)	(309.1)	0.0
25	15,260.1	15,002.9	(257.2)	PORTFOLIO TOTALS	20,932.4	20,841.3	(91.1)

Report of: Chief Executive and
Chief Financial Officer

Subject: FINANCE PORTFOLIO REVENUE
MONITORING REPORT 2005/2006

1. PURPOSE OF REPORT

- 1.1 To provide details of progress made towards achieving the Corporate Plan service improvement priorities and the Revenue budgets for the Finance Portfolio for the nine months to 31st December, 2005.

2. PERFORMANCE UPDATE FOR THE PERIOD ENDING 31ST DECEMBER, 2005

- 2.1 Within the Finance Portfolio there are a total of 13 service improvement priorities (SIPs) that were identified in the 2005/2006 Corporate Plan. Overall performance is good, with 77% (10) of the SIPs having been assessed as being on or above target for completion by the agreed milestone. The total across all the Portfolios is also 77% so this is on par with the average. Only 1 SIP (8%) which is assessed as being below target and as such is unlikely to be achieved by the milestone. Table F1 below details the SIP, along with an explanation for the delay as well as any remedial action planned.

Table F1 – SIPs assessed as being below target

Improvement Priority (SIP)	Milestone	Comment
OD5/05 Freedom of information – Prepare records retention and disposal procedures	Jun 05	A period of sick leave had an adverse effect on the timetabling arrangements. The draft policy has been completed and roll out anticipated in first half of 2006.

- 2.2 A number of key performance indicators (KPIs) were included in the Corporate Plan as measures of success. A number of these can only be assessed and reported on an annual basis and are therefore not reported at this stage in the year. The Finance Portfolio only has 1 KPI that it can report and this has been assessed as being unsure of whether the target will be achieved – and explanations for this is shown in Table F2 below.

Table F2 – KPIs assessed as being unsure of whether target will be achieved.

Key Performance Indicator (KPI)	Target (2005/06)	Outturn	Comment
LPI CE 9b Annual Efficiency targets achieved: Total	£2.184m	-	Procedures not yet developed to specifically monitor progress. Delay owing to other priorities and limited staffing resources. However, normal budget monitoring procedures indicate that the cashable element of these savings are being delivered.

2.3 Key areas of progress made to date in the Finance Portfolio include: -

- Budget and Policy Framework proposals for 2006/2007 have been approved and referred to Scrutiny.
- Annual Efficiency Statement has been submitted to ODPM.

3. REVENUE MONITORING FOR PERIOD ENDING 31ST DECEMBER, 2005

3.1 Details of Finance's actual expenditure and anticipated expenditure as at 31st December, 2005, are shown at **Appendix 5.1**.

3.2 In overall terms actual expenditure amounts to £2,690,600, compared to anticipated expenditure of £2,880,900, resulting in a current favourable variance of £190,300. It is anticipated that spending will be in line with budgets by the end of the financial year.

3.3 The main items to bring to Portfolio Holder's attention are: -

Line 5: Revenues

Current Variance: £107,900 Favourable

Forecast Variance: Nil

Line 7: R & B Central

Current Variance: £89,800 Favourable

Forecast Variance: Nil

Both the above variances are owing to grant income being received earlier than anticipated. The budget is expected to be on target by the financial year end.

4. RECOMMENDATIONS

- 4.1 It is recommended that Members note the report and take any decisions necessary to address the performance or financial risks identified.

PORTFOLIO : FINANCE**Appendix 5.1****REVENUE MONITORING REPORT PERIOD ENDING 31ST DECEMBER 2005**

Line No	Actual Position 31/12/05			Description of Best Value Unit	Projected Outturn Position		
	Expected Expenditure/ (Income)	Actual Expenditure/ (Income)	Variance Adverse/ (Favourable)		2005/6 Latest Budget	2005/06 Projected Outturn	Projected Variance: Adverse/ (Favourable)
	Col. B	Col. C	Col. D (D=C-B) £'000		Col. F	Col. G	Col. H (H=G-F) £'000
1	676.6	638.4	(38.2)	Accountancy	808.4	808.4	0.0
2	25.3	33.1	7.8	Benefits	33.6	33.6	0.0
3	223.1	196.0	(27.1)	Internal Audit	293.4	293.4	0.0
4	120.9	136.7	15.8	Payments Unit	204.7	204.7	0.0
5	772.8	664.9	(107.9)	Revenues	1,032.7	1,032.7	0.0
6	139.2	157.7	18.5	Fraud	186.0	186.0	0.0
7	378.2	288.4	(89.8)	R & B Central	8.3	8.3	0.0
8	381.5	406.9	25.4	Legal Services	488.9	488.9	0.0
9	163.3	168.5	5.2	Miscellaneous	(2,473.1)	(2,473.1)	0.0
10	2,880.9	2,690.6	(190.3)		582.9	582.9	0.0

11	2,880.9	2,690.6	(190.3)	PORTFOLIO TOTALS	582.9	582.9	0.0
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Report of: Chief Executive,
Director of Neighbourhood Services and
Chief Financial Officer

Subject: PERFORMANCE MANAGEMENT PORTFOLIO
REVENUE MONITORING REPORT 2005/2006

1. PURPOSE OF REPORT

- 1.1 To provide details of progress made towards achieving the Corporate Plan service improvement priorities and the Revenue budgets for the Performance Management Portfolio for the nine months to 31st December, 2005.

2. PERFORMANCE UPDATE FOR THE PERIOD ENDING 31ST DECEMBER, 2005

- 2.1 Within the Performance Management Portfolio there are a total of 46 service improvement priorities (SIPs) that were identified in the 2005/2006 Corporate Plan. Overall performance is very good, with 40 SIPs, or 87%, being assessed as being on or above target for completion by the agreed milestone, comparing favourably with the figure of 77% across all Portfolio areas. There are 3 SIPs (7%) which have been assessed as being 'below target' and as such is unlikely to be achieved by the milestone. Table PM1 below details the SIPs, along with an explanation for the delay as well as any remedial action planned.

Table PM1 – SIPs assessed as being below target

Improvement Priority (SIP)	Milestone	Comment
OD3/05.1 Implementation of new performance management IT system	December 2005	The annual review of the Strategic Risk Register, involving Members and Officers, is now planned for February-April 2006 so it can be integrated into the preparation of the Statement on Internal Control
OD17/05.1 Complete Job Evaluation	Mar 06	Just as the improved arrangements started to have an effect, the absence of a Job Analyst has delayed progress. A further analyst has now been appointed and is due to start in the New Year.
OD6/05.5 Review the Council's corporate identity/branding	Apr-Sept 05	Timescales for this have slipped as a result of the slippage in the development of the 'Communicating with your Council Strategies'. This is likely to be developed as a work based project under the management development programme 'Be the Difference'.

- 2.2 A number of key performance indicators (KPIs) were included in the Corporate Plan as measures of success. A number of these can only be assessed and reported on an annual basis and therefore not reported at this stage in the year. The Performance Management Portfolio only has 5 indicators that can be assessed and being on or above target. Of the others 1 has been assessed as being below target and is therefore unlikely to achieve the year end target. This is shown in the table PM2 below.

Key Performance Indicator (KPI)	Target (2005/06)	Outturn	Comment
BVPI 12 The number of working days/shifts lost due to sickness absence	10.29	11.68	Performance relates to period up to the end of October 2005 and is comparable with performance at the same time in 2004.

- 2.3 Key areas of progress made to date in the Performance Management Portfolio include: -

- The corporate strategy “Communicating with your Council” has been approved.
- The Employee Survey, the first “e-survey” using the new “e-consultation” system, has been carried out with Council employees.
- Second successful “Talking to Communities” event held to continue consultation with BME communities.
- Performance Management System has been developed and is being utilised by officers across the Council. The system is used to produce the quarterly Corporate Plan updates for Cabinet.
- All interactions with public, which are capable of electronic service delivery, on line for 100% target by December, 2005.

3. REVENUE MONITORING FOR PERIOD ENDING 31ST DECEMBER, 2005

- 3.1 Details of Performance Management’s actual expenditure and anticipated expenditure as at 31st December, 2005, are shown at **Appendix 6.1**.
- 3.2 In overall terms actual expenditure amounts to £9,423,000, compared to anticipated expenditure of £9,512,300, resulting in a current favourable variance of £89,300. The projected outturn is £4,549,700, compared to the latest budget of £4,507,700, resulting in a forecast adverse variance of £42,000.
- 3.3 The main items to bring to Portfolio Holder’s attention are: -

Line 3: Corporate Strategy & Public Consultation

Current Variance: £55,800 Favourable
Forecast Variance: Nil

The current favourable variance is owing to staff vacancies at the beginning of the year, some of which have now been filled. It is anticipated that they may be an underspend at outturn, but this would be requested to be used as a managed revenue underspend.

Line 15: Property Services
Current Variance: £8,000 Adverse
Forecast Variance: £27,000 Adverse

This service is very similar to the DSO Trading Activities in that it relies on trading generated income to fund expenditure. Current estimates show a potential adverse variance projected at the year-end. There are, however, certain caveats to this projection. The first being that income from projected schemes cannot be guaranteed. Failure to reach these targets will have an adverse effect on this account. Secondly, the number of staff leaving has had a major detrimental impact on this account. The reduction in directly employed technical staff has resulted in the employment of agency personnel to meet the required workloads. The costs associated with agency labour are far higher than those associated with direct employment and this has resulted in the adverse variance currently projected. Officers are monitoring this budget to attempt to avoid any adverse variance at the year-end.

Line 16: Building Cleaning
Current Variance: £1,500 Favourable
Forecast Variance: £15,000 Adverse

Additional pressures associated with the archive store being brought into operational service as office space have added costs pressures to this service. Every attempt will be made to minimise this variance but additional funding is being sought to cover the extra cost associated with the Archive Store Building.

4. RECOMMENDATIONS

- 4.1 It is recommended that Members note the report and take any decisions necessary to address the performance or financial risks identified.

PORTFOLIO : PERFORMANCE MANAGEMENT**Appendix 6.1****REVENUE MONITORING REPORT PERIOD ENDING 31ST DECEMBER 2005**

Line No	Actual Position 31/12/05			Description of Best Value Unit	Projected Outturn Position		
	Expected Expenditure/ (Income)	Actual Expenditure/ (Income)	Variance Adverse/ (Favourable)		2005/06 Latest Budget	2005/06 Projected Outturn	Projected Variance Adverse/ (Favourable)
Col. A	Col. B	Col. C	Col. D (D=C-B)	Col. E	Col. F	Col. G	Col. H (H=G-F)
	£'000	£'000	£'000		£'000	£'000	£'000
1	87.7	76.6	(11.1)	Public Relations	124.4	124.4	0.0
2	184.0	175.3	(8.7)	Democratic Services	249.2	249.2	0.0
3	410.4	354.6	(55.8)	Corporate Strategy & Public Consultation	548.9	548.9	0.0
4	126.3	114.0	(12.3)	Support To Members	169.2	169.2	0.0
5	(112.0)	(105.6)	6.4	Other Office Services	(149.2)	(149.2)	0.0
6	105.0	127.0	22.0	Printing	63.0	63.0	0.0
7	8.5	9.9	1.4	Purchasing	13.7	13.7	0.0
8	67.2	63.1	(4.1)	Registration Services	91.0	91.0	0.0
9	622.9	644.0	21.1	Human Resources	717.7	717.7	0.0
10	247.2	217.6	(29.6)	Training & Equality	301.1	301.1	0.0
11	1,160.1	1,135.0	(25.1)	Miscellaneous	1,450.6	1,450.6	0.0
12	16.8	16.8	0.0	Local Land and Property Gazetteer	24.3	24.3	0.0
13	13.7	13.7	0.0	Senior HR Staff	20.0	20.0	0.0
14	1.4	1.4	0.0	Accommodation Changes	35.5	35.5	0.0
15	0.0	8.0	8.0	Property Services & Other	468.0	495.0	27.0
16	173.1	171.6	(1.5)	Building Cleaning	227.3	242.3	15.0
17	6,431.9	6,431.9	0.0	DSO	181.3	181.3	0.0
18	0.0	0.0	0.0	Contribution to NS Deficit	51.5	51.5	0.0
19	9,544.2	9,454.9	(89.3)		4,587.5	4,629.5	42.0

CONTRIBUTION FROM RESERVES

Line No	Actual Position 31/12/05			Description of Best Value Unit	Projected Outturn Position		
	Expected Expenditure/ (Income)	Actual Expenditure/ (Income)	Variance Adverse/ (Favourable)		2005/06 Latest Budget	2005/06 Projected Outturn	Projected Variance Adverse/ (Favourable)
Col. A	Col. B	Col. C	Col. D (D=C-B)	Col. E	Col. F	Col. G	Col. H (H=G-F)
	£'000	£'000	£'000		£'000	£'000	£'000
20	(16.8)	(16.8)	0.0	Local Land and Property Gazetteer Reserve	(24.3)	(24.3)	0.0
21	(13.7)	(13.7)	0.0	Senior HR Staff Reserve	(20.0)	(20.0)	0.0
22	(1.4)	(1.4)	0.0	Accommodation Changes Reserve	(35.5)	(35.5)	0.0
23	(31.9)	(31.9)	0.0	TOTAL	(79.8)	(79.8)	0.0
24	9,512.3	9,423.0	(89.3)	PORTFOLIO TOTALS	4,507.7	4,549.7	42.0

CABINET REPORT

27th February, 2006



Report of: Chief Financial Officer

Subject: NRF, CAPITAL AND ACCOUNTABLE BODY
PROGRAMME MONITORING REPORT 2005/2006

SUMMARY

1. PURPOSE OF REPORT

To provide details of progress against the Council's overall Capital budget for 2005/2006 and progress against the Spending Programmes where the Council acts as the Accountable Body and Neighbourhood Renewal Fund (NRF).

The report considers the following areas: -

- NRF
- Capital Monitoring
- Accountable Body Programme Monitoring

2. SUMMARY OF CONTENTS

The report provides detailed monitoring reports for Capital for each Portfolio up to 31st December, 2005. The Finance Portfolio report also includes Accountable Body Programme spend for the same period. The report follows the format adopted for the previous report and budgets are reported by Portfolio Holder and analysed by department, to enable each Portfolio Holder to readily review their area of responsibility.

3. RELEVANCE TO CABINET

Cabinet has overall responsibility for the monitoring of the Council's budgets.

4. TYPE OF DECISION

None

5. DECISION MAKING ROUTE

Cabinet 27th February, 2006.

6. DECISION(S) REQUIRED

Cabinet is asked to note the report.

Report of: Chief Financial Officer

Subject: NRF, CAPITAL AND ACCOUNTABLE BODY
PROGRAMME MONITORING REPORT
2005/2006

1. PURPOSE OF REPORT

- 1.1 To inform Cabinet of progress against the Council's own 2005/2006 Capital budget; and progress against the spending programmes where the Council acts as the Accountable Body and Neighbourhood Renewal Fund (NRF) for the period to 31st December, 2005.
- 1.2 This report considers the following areas: -
- NRF
 - Capital Monitoring;
 - Accountable Body Programme Monitoring;

2. BACKGROUND

- 2.1 As explained in the separate Revenue Monitoring report elsewhere on this agenda, the reporting of Budget Monitoring information has been separated over two reports. This report concentrates on NRF, Capital and the spending programmes where the Council acts as Accountable Body.
- 2.2 This report reflects the recent changes in departmental responsibilities as well as reflecting the changes in Portfolio responsibilities. Therefore, the main reports have been prepared by Portfolio Holder respectively and analysed by department, allowing each Portfolio Holder to readily review their area of responsibility.
- 2.3 This report will be submitted to Scrutiny Co-ordinating Committee on 10th March, 2006. This will ensure that Scrutiny Committee are able to review the report at the earliest opportunity.

3. NRF MONITORING 2005/2006

- 3.1 Details of the NRF expenditure are summarised at Appendix A. Details of individual schemes are contained in Appendices 1-6 (blue pages). At this stage actual expenditure amounts to £2,035,700, compared to expected expenditure of £2,661,200, a favourable variance of £625,500. The Local Strategic Partnership reviews any

variances and agrees a revised Programme Budget to ensure a full spend on the NRF Programme. Therefore, this budget will be fully spent by the year-end.

4. CAPITAL MONITORING 2005/2006

4.1 Expenditure for all Portfolios are summarised at Appendix B. Detailed report by scheme are attached at Appendices 1-6 (blue pages). Actual expenditure to 31st December, 2005, totals £17,735,300, compared to an approved budget of £36,066,500. With a further £17,255,500 expected to be paid before the year-end.

4.2 The position is not unusual at this stage of the year. Forecast Outturns for all areas have been prepared and they indicate that apart from Regeneration & Planning and Neighbourhood Services that expenditure will be broadly on target at the year end.

4.3 The main areas to comment upon :

Neighbourhood Services – Recycling Scheme £609,700

This scheme has been rephased into 2006/07 pending a strategic review of the service.

Regeneration & Planning – Various Schemes £467,200

The Regeneration & Planning capital programme will produce a favourable variance of £467,200 at year end. This reflects the rephasing of a number of schemes which can be rephased together with the necessary funding.

5. ACCOUNTABLE BODY PROGRAMME

5.1 The Council acts as Accountable Body for the Hartlepool New Deal for Communities (NDC), Single Regeneration Budget (SRB) programmes and the Children's Fund Partnership. As part of its role as Accountable Body the Council needs to be satisfied that expenditure is properly incurred and is progressing as planned. In addition, the Council has been allocated monies from the Tees Valley Single Programme Partnership (SP). Although, we are not the Accountable Body for the Partnership, the Council still has responsibilities for ensuring that expenditure is properly incurred and progressing as planned. This objective is achieved through a variety of means, including your consideration of monitoring reports for these areas as follows: -

i) New Deal for Communities (NDC)

The management of NDC resources is subject to specific Government regulations where the Partnership is able to renegotiate the annual allocation during mid year review with Government Office for the North East. This provides the Partnership with a degree of flexibility in managing the overall programme. The programme is currently forecasting full year expenditure at £9,688,700 against a grant approval of £10,200,000. The forecast is very close to the allocation and is being closely monitored.

Details of progress against NDC revenue and capital budgets are summarised at Appendix C, Table 1. Detailed reports showing individual schemes are included within Appendices 5.1, Table 2 and 5.2, Table 3 (blue pages).

There are no items to bring to Members attention and expenditure will be within the approved limits.

ii) Single Regeneration Budget (SRB)

The Council act as Accountable Body for the North Hartlepool Partnership. Details of progress against the approved budget are summarised at Appendix C, Table 2. Detailed reports showing individual schemes are included with Appendices 5.1, Table 1 and 5.2, Table 2 (blue pages).

There are no items to bring to Members attention and expenditure will be on target at the year-end.

iii) Single Programme (SP)

These monies are allocated to the Council by Tees Valley Single Programme Partnership. The Partnership Board approves the annual delivery plan. Details of progress against budgets are summarised at Appendix C, Table 3. Schemes are detailed within Appendices 5.1, Table 3 and 5.2, Table 4 (blue pages).

There are no items to bring to Members attention and expenditure will be on target at the year-end.

iv) Children's Fund

The Children's Fund is funded by the Children and Young Persons Unit (CYPU).

The Children's Fund have been granted a budget of £444,200 for financial year 2005/2006 along with £40,000 carried forward from 2004/2005. Actual expenditure to date amounts to £247,800 compared to expected spend to date of £247,700 as set out in

Appendix C, Table 4. Detailed information is set in Appendix 5, Table 4 (blue pages). There are no items to bring to Members attention and expenditure is expected to be on target at year end.

6. RECOMMENDATIONS

- 6.1 It is recommended that Members note the report.

Appendix A

NEIGHBOURHOOD RENEWAL FUND - REVENUE MONITORING REPORT TO 31ST DECEMBER 2005

Line No	Actual Position 31/12/05			Description of Best Value Unit	Projected Outturn Position		
	Expected Expenditure/ (Income)	Actual Expenditure/ (Income)	Variance Adverse/ (Favourable)		2005/06 Latest Budget	2005/06 Projected Outturn	Projected Variance: Adverse/ (Favourable)
Col. A	Col. B	Col. C	Col. D (D=C-B)	Col. E	Col. F	Col. G	Col. H (H=G-F)
	£'000	£'000	£'000		£'000	£'000	£'000
1	2,144.2	1,723.3	(420.9)	Regeneration & Planning	2,762.4	2,762.4	0.0
2	146.5	104.4	(42.1)	Childrens Services	209.5	209.5	0.0
3	370.5	208.0	(162.5)	Adult Services	488.8	488.8	0.0
	2,661.2	2,035.7	(625.5)		3,460.7	3,460.7	0.0

CAPITAL MONITORING REPORT TO 31ST DECEMBER 2005

Line No	Portfolio	2005/06 Budget	2005/06 Actual	2005/06 Expenditure Remaining	2005/06 Total Expenditure	2005/06 Variance from budget
Col. A	Col. B	Col. C	Col. D	Col. E	Col. F (F=D+E)	Col. G (G=F-C)
£	£	£	£	£	£	£
1	Regeneration & Liveability	1,979.9	493.9	876.3	1,370.2	(609.7)
2	Culture, Housing & Transport	15,695.5	6,190.9	9,037.4	15,228.3	(467.2)
3	Children's Services	7,531.5	4,796.6	2,734.9	7,531.5	0.0
4	Adult & Public Health Services	5,884.5	4,494.2	1,390.3	5,884.5	0.0
5	Finance	3,263.8	1,173.4	2,091.6	3,265.0	1.2
6	Performance Management	1,711.3	586.3	1,125.0	1,711.3	0.0
	Total Capital Expenditure	36,066.5	17,735.3	17,255.5	34,990.8	(1,075.7)

ACCOUNTABLE BODY PROGRAMMES - MONITORING REPORT PERIOD ENDING 31ST DECEMBER 2005

Line No	Actual Position 31/12/05			Description of Expenditure	Projected Outturn Position		
	Expected Expenditure/ (Income)	Actual Expenditure/ (Income)	Variance Adverse/ (Favourable)		2005/06 Latest Budget	2005/06 Projected Outturn	Projected Variance: Adverse/ (Favourable)
Col. A	Col. B	Col.C	Col. D (D=C-B)	Col. E	Col. F	Col.G	Col. H (H=G-F)
	£'000	£'000	£'000		£'000	£'000	£'000
				<u>TABLE 1 - New Deal for Communities</u>			
1	3,890.9	3,116.4	(774.5)	Revenue Projects	5,588.3	5,588.3	(0.0)
2	4,100.4	2,861.6	(1,238.9)	Capital Projects	4,100.4	4,100.4	0.0
3	7,991.4	5,978.0	(2,013.4)	Total NDC	9,688.8	9,688.7	(0.0)
				<u>TABLE 2 - SRB North Hartlepool Partnership</u>			
4	372.2	256.4	(115.8)	Revenue Projects	461.2	421.2	(40.0)
5	4,541.6	2,642.4	(1,899.2)	Capital Projects	4,541.6	4,541.6	0.0
6	4,913.9	2,898.8	(2,015.0)	Total SRB	5,002.8	4,962.9	(40.0)
				<u>TABLE 3 Single Programme</u>			
7	414.3	321.9	(92.4)	Revenue Projects	677.0	677.0	0.0
8	119.0	90.0	(29.0)	Capital Projects	119.0	119.0	0.0
9	533.30	411.90	(121.4)	Total SP	796.0	796.00	0.0
				<u>TABLE 4 - Miscellaneous</u>			
10	247.7	247.8	0.1	Childrens Fund	484.2	484.2	0.0
11	247.7	247.8	0.1	Total Miscellaneous	484.2	484.2	0.0

Report of: Director of Regeneration & Planning,
Director of Neighbourhood Services and
Chief Financial Officer

Subject: REGENERATION & LIVEABILITY PORTFOLIO
NRF & CAPITAL MONITORING REPORT
2005/2006

1. PURPOSE OF REPORT

- 1.1 To provide details of progress against the NRF budget and Capital budget for the Regeneration & Liveability Portfolio for 2005/2006.

2. NRF MONITORING FOR PERIOD ENDING 31ST DECEMBER, 2005

- 2.1 Details of Regeneration's NRF actual expenditure and anticipated expenditure as at 31st December, 2005, are shown at **Appendix 1.1**.
- 2.2 In overall terms actual expenditure amounts to £1,723,300, compared to anticipated expenditure of £2,144,200, resulting in a current favourable variance of £420,900.
- 2.3 It is anticipated that by the end of the financial year the full NRF allocation for this Portfolio will have been spent.
- 2.4 There are no major items to bring to Portfolio Holder's attention.

3. CAPITAL MONITORING FOR PERIOD ENDING 31ST DECEMBER, 2005

- 3.1 Details of anticipated and actual capital expenditure as at 31st December, 2005, is summarised in **Appendix 1.2** and shows:

- Column A - Scheme Title
Column B - Budget for Year
Column C - Actual expenditure to 31st December, 2005
- Column D - Expected remaining expenditure to be incurred in the period January to March, 2006
Column E - Expected total expenditure to be incurred by 31st March, 2006
Column F - Column E less Column B = expected slippage or over/under spend
Column G - Type of financing

- 3.2 Detailed analysis of these schemes are on deposit in the Member's Library.
- 3.3 Actual expenditure to date amounts to £493,900, compared to the approved budget of £1,979,900, with £876,300 of expenditure remaining.
- 3.4 The projected outturn is currently estimated to be £1,370,200, compared to anticipated expenditure of £1,979,900, resulting in a favourable outturn variance of £609,700.
- 3.5 The main item to bring to Portfolio Holder's attention is: -

Recycling Scheme

Variance: £609,700

The resources for this scheme have been rephased into 2006/2007 pending a strategic review of the service and the potential need to replace vehicles.

4. RECOMMENDATIONS

- 4.1 It is recommended that Members note the report.

PORTFOLIO : REGENERATION & PLANNING**Appendix 1.1****NEIGHBOURHOOD RENEWAL FUND****REVENUE MONITORING REPORT PERIOD ENDING 31ST DECEMBER 2005**

Line No	Actual Position 31/12/05			Description of Best Value Unit	Projected Outturn Position		
	Expected Expenditure/ (Income)	Actual Expenditure/ (Income)	Variance Adverse/ (Favourable)		2005/6 Latest Budget	2005/06 Projected Outturn	Projected Variance: Adverse/ (Favourable)
Col. A	Col. B	Col. C	Col. D (D=C-B) £'000	Col. E	Col. F £'000	Col. G £'000	Col. H (H=G-F) £'000
1	58.5	58.5	0.0	Management & Consultancy	60.0	60.0	0.0
2	76.8	46.0	(30.8)	Basic Skills Training	102.4	102.4	0.0
3	25.4	26.1	0.7	Neighbourhood Renewal Officer	33.9	33.9	0.0
4	19.0	21.9	2.9	Targeted Training	25.3	25.3	0.0
5	37.7	18.5	(19.2)	Womens Opportunities	50.3	50.3	0.0
6	56.5	62.0	5.5	Jobsbuild	75.3	75.3	0.0
7	76.6	74.7	(1.9)	ILM	102.1	102.1	0.0
8	3.7	2.2	(1.5)	Tourism/Business Marketing	5.0	5.0	0.0
9	17.8	18.9	1.1	Marketing Assistant	23.7	23.7	0.0
10	17.6	5.7	(11.9)	Employment Co-ordinator	23.5	23.5	0.0
11	9.7	12.1	2.4	Hartlepool Action Team for Jobs Marketing	13.0	13.0	0.0
12	28.5	29.2	0.7	Improving the Employment Offer	38.0	38.0	0.0
13	17.8	13.9	(3.9)	Employment Skills Officer	23.7	23.7	0.0
14	15.0	0.4	(14.6)	Self Employment Training	20.0	20.0	0.0
15	37.5	13.8	(23.7)	Learning Mentors	50.0	50.0	0.0
16	31.5	10.9	(20.6)	Study Support Officer	42.0	42.0	0.0
17	61.3	54.3	(7.0)	North Central Hartlepool Delivery Team Staff Costs	81.8	81.8	0.0
18	78.2	28.4	(49.8)	North Central Hartlepool Residents' Priorities	104.3	104.3	0.0
19	87.4	115.0	27.6	Assisting Local People into Work	116.6	116.6	0.0
20	166.5	137.1	(29.4)	Incubator System	222.0	222.0	0.0
21	48.8	65.0	16.2	Volunteering into Employment	65.0	65.0	0.0
22	6.4	0.2	(6.2)	Skills & Knowledge	8.6	8.6	0.0
23	79.4	58.7	(20.7)	Dyke House Jackson Environmental Team	79.4	79.4	0.0
24	48.4	27.1	(21.3)	Rift House/Burn Valley NAP	48.4	48.4	0.0
25	71.0	51.1	(19.9)	NRF Owtton NAP	71.0	71.0	0.0
26	40.0	(6.5)	(46.5)	Rossmere NAP	40.0	40.0	0.0
27	11.3	1.5	(9.8)	Community Safety Small Grants Fund	15.0	15.0	0.0
28	22.5	25.4	2.9	Anti Social Behaviour Officer	30.0	30.0	0.0
29	224.9	235.2	10.3	Community Safety Wardens	300.0	300.0	0.0
30	26.2	31.5	5.3	Diversionsary Activities - Weekend Youth Clubs	35.0	35.0	0.0
31	116.3	79.0	(37.3)	Target Hardening	155.0	155.0	0.0
32	89.6	33.8	(55.8)	Hartlepool Scheme for Prolific Offenders	119.4	119.4	0.0
33	18.7	15.1	(3.6)	Project Assistant	25.0	25.0	0.0
34	11.3	11.3	0.0	Headland CPI	15.0	15.0	0.0
35	26.0	20.2	(5.8)	COOL Project	34.7	34.7	0.0
36	116.2	112.7	(3.5)	Families Changing Communities	155.0	155.0	0.0
37	10.8	8.6	(2.2)	Addvance Project	14.4	14.4	0.0
38	25.1	25.8	0.7	ASB Analyst	33.5	33.5	0.0
39	21.8	15.3	(6.5)	Burglary Prevention	29.0	29.0	0.0
40	3.6	0.0	(3.6)	Burbank Sports	4.8	4.8	0.0
41	8.0	0.0	(8.0)	COOL Project Jesmond Road	10.6	10.6	0.0
42	34.4	18.0	(16.4)	Community Coordination	45.8	45.8	0.0
43	33.0	29.8	(3.2)	Landlord Accreditation	44.0	44.0	0.0
44	127.5	114.9	(12.6)	Young Firefighters	170.9	170.9	0.0
45	2,144.2	1,723.3	(420.9)		2,762.4	2,762.4	0.0

PORTFOLIO : REGENERATION & LIVEABILITY**Appendix 1.2****CAPITAL MONITORING REPORT PERIOD ENDING 31ST DECEMBER 2005**

Element 3 Code	Scheme Title	EXPENDITURE IN CURRENT YEAR					
		B	C	D	E	F	G
		2005/2006 Budget £'000	2005/2006 Actual as at 31/12/05 £'000	2005/2006 Expenditure Remaining £'000	C+D 2005/2006 Total Expenditure £'000	E-B 2005/2006 Variance from budget £'000	Type of financing
AR51600	Newburn Bridge Units - Electrical Refit Works	79.1	79.1	0.0	79.1	0.0	MIX
RGC00004	Brougham Enterprise Centre Refurbishment	500.0	0.0	500.0	500.0	0.0	GRANT
HLF011	Railing Restoration	6.4	6.4	0.0	6.4	0.0	GRANT
AR51017	Security Grants	25.0	2.8	22.2	25.0	0.0	MIX
AR50130	Minor Works - North	74.1	0.1	74.0	74.1	0.0	MIX
AR50131	Minor Works - South	85.0	16.7	68.3	85.0	0.0	MIX
AR50143	Minor Work - Central	76.5	42.3	34.2	76.5	0.0	MIX
AR55004	Wheely Bin Purchase	62.7	0.0	62.7	62.7	0.0	UPB
NSC00004	Sand.Rd/Sheriff St-C	4.5	0.0	4.5	4.5	0.0	CAPR
NSC00007	Recycling Scheme (Pr	609.7	0.0	0.0	0.0	(609.7)	UPB
NSC00003	Burbank Street Removal of Scrub Beds	5.0	0.0	5.0	5.0	0.0	CAPR
NSC00001	Living Spaces	16.8	16.8	0.0	16.8	0.0	GRANT
AR40039	Community Rehabilitation Centre	304.8	290.8	14.0	304.8	0.0	GRANT
RGC00029	YOS Reparation Vehicle	14.2	14.2	0.0	14.2	0.0	RCCO
CS000014	CSS - Victims of Burglary	2.7	0.0	2.7	2.7	0.0	UPB
COMSFTY	Community Safety Strategy	7.4	0.0	7.4	7.4	0.0	UPB
CS000028	CSS - Alleygates	27.3	24.0	3.3	27.3	0.0	UPB
CS000025	CSS - CCTV - Spion Kop	3.5	0.0	3.5	3.5	0.0	UPB
AR25201	ASBO - Police Office - Jutland Road	30.0	1.3	28.7	30.0	0.0	RCCO
CS000003	Building Safer Communities	45.2	(0.6)	45.8	45.2	0.0	GRANT
		1,979.9	493.9	876.3	1,370.2	(609.7)	

Report of: Director of Regeneration & Planning,
Director of Neighbourhood Services,
Director of Adult & Community Services
and Chief Financial Officer

Subject: CULTURE, HOUSING AND
TRANSPORTATION PORTFOLIO CAPITAL
MONITORING REPORT 2005/2006

1. PURPOSE OF REPORT

- 1.1 To provide details of progress against the Capital budget for the Culture, Housing and Transportation Portfolio for 2005/2006.

**2. CAPITAL MONITORING FOR PERIOD ENDING
31ST DECEMBER, 2005**

- 2.1 Details of anticipated and actual capital expenditure as at 31st December, 2005, is summarised in **Appendix 2.1** and shows:

Column A - Scheme Title
Column B - Budget for Year
Column C - Actual expenditure to 31st December, 2005
Column D - Expected remaining expenditure to be incurred in the period January to March, 2006
Column E - Expected total expenditure to be incurred by 31st March, 2006
Column F - Column E less Column B = expected slippage or over/under spend
Column G - Type of financing

- 2.2 Detailed analysis of these schemes are on deposit in the Member's Library.

- 2.3 Actual expenditure to date amounts to £6,190,900, compared to the approved budget of £15,695,500, with £9,037,400 of expenditure remaining. The forecast outturn for the year is a favourable variance of £467,200.

- 2.4 The main item to bring to Portfolio Holder's attention is: -

£340,100 will be rephased into 2006/2007 as the Council is awaiting the outcome of planning applications or negotiations with contractors.

Underspends of £127,100 will be carried forward to 2006/2007 and reallocated to new schemes. These schemes will subsequently be reported to Members.

3. RECOMMENDATIONS

- 3.1 It is recommended that Members note the report.

PORTFOLIO : CULTURE, HOUSING AND TRANSPORTATION**Appendix 2.1****CAPITAL MONITORING REPORT PERIOD ENDING 31ST DECEMBER 2005**

		EXPENDITURE IN CURRENT YEAR					
	A	B	C	D	E	F	G
Element 3	Scheme Title	2005/2006	2005/2006	2005/2006	C+D	E-B	
Code		Budget	Actual	Expenditure	2005/2006	2005/2006	Type of
			as at 31/12/05	Remaining	Total	Variance	financing
		£'000	£'000	£'000	£'000	£'000	
AR20707	Museum Capital Works	117.1	0.0	117.1	117.1	0.0	RCCC
CS000016	Wingfield Castle - replace decking	47.0	0.0	47.0	47.0	0.0	RCCC
AR20111	SWG - DDA Works	10.0	0.0	10.0	10.0	0.0	MIX
CS000017	Historic Quay - Redecoration of frontages	2.4	0.0	2.4	2.4	0.0	RCCC
CS000023	Library Improvements	1.9	0.0	1.9	1.9	0.0	RCCC
AR50320	Central Library Lighting Upgrade	25.0	0.0	25.0	25.0	0.0	RCCC
CPCHS11-25	Summerhill - all	11.3	9.5	1.8	11.3	0.0	MIX
CPCHS2	Ward Jackson Park Refurbishment	13.6	2.1	11.6	13.6	0.0	MIX
CS000030	Ward Jackson Car Park	60.0	0.0	60.0	60.0	0.0	CAPR
ASC00004	Ward Jackson Park - Fountain Repairs	8.2	0.0	8.2	8.2	0.0	MIX
AR54500 & SRBC	Rossmere Lake/Green Wedge Improvements	1.3	0.0	1.3	1.3	0.0	CAPR
AR40101	Burn Valley Improvements	176.3	135.3	41.0	176.3	0.0	MIX
CSC00026	CSS - Allotment Site Imps	20.0	4.1	15.9	20.0	0.0	MIX
AR40103	Rift House Recreation Imps	1.0	0.0	1.0	1.0	0.0	MIX
AR40096	Grayfields Sports Strategy	1,295.2	132.4	1,162.8	1,295.2	0.0	MIX
AR40095	Grayfields Bowling Env Imps	6.3	1.7	4.7	6.3	0.0	MIX
ASC00005	Bowling Green Improvements	20.0	0.0	20.0	20.0	0.0	MIX
CS000012	Seaton Play Area Improvements	10.8	18.5	(7.7)	10.8	0.0	MIX
CSC00029	Greatham Play Area Equipment	15.0	0.0	15.0	15.0	0.0	RCCC
RGC00002	Jutland Road Play Area Upgrade	20.0	0.0	20.0	20.0	0.0	GRANT
ASC00002	Burn Valley Playground CCTV	14.7	4.5	10.2	14.7	0.0	UPB
AR40306	Throston Community Centre	38.2	0.0	38.2	38.2	0.0	MIX
AR40102	Seaton Carew Cricket Club Ground Imps	20.0	0.0	20.0	20.0	0.0	CAPR
CS000004-9	Wildspaces - All	9.7	7.5	2.2	9.7	0.0	MIX
CS000010	English Nature - Sea Buckthorn Clearance	3.5	3.5	0.0	3.5	0.0	GRANT
NOF012CA-F	NOF Playing Fields - ALL	61.8	53.9	7.8	61.8	0.0	MIX
CSC00027	H2O	2,000.0	0.1	1,999.9	2,000.0	0.0	MIX
CS000019	Countryside Development Works	15.0	0.0	15.0	15.0	0.0	MIX
CS000024	King George V- Fencing Works	2.8	2.8	0.0	2.8	0.0	RCCC
NRFC001	Skateboard Park	5.3	5.3	0.0	5.3	0.0	MIX
NRFC005	NRF- Waverley Allotments	65.0	0.0	65.0	65.0	0.0	MIX
NSC00021	HRA Residual	77.0	38.8	38.2	77.0	0.0	CAPR
AR50103	Disabled Facility Grants	437.0	268.4	168.6	437.0	0.0	MIX
AR50210/216	North Central Hartlepool	5,539.6	3,558.7	1,980.9	5,539.6	0.0	MIX
AR50114	Repayments of Grants	0.0	(27.9)	27.9	0.0	0.0	MIX
AR50205	Research/Consultancy	30.0	13.0	17.0	30.0	0.0	SHIP
NSC00040	Contribution to Sub Region	10.0	0.0	10.0	10.0	0.0	SHIP
AR50104	Home Plus Grants (provided by Endeavour HA)	154.0	98.1	55.9	154.0	0.0	SHIP
AR50218	Thermal Efficiency	270.0	108.4	161.6	270.0	0.0	SHIP
AR50111/NDC1HS	Housing Renewal	552.0	327.2	224.8	552.0	0.0	SHIP
AR51215	Low Floor Infrastructure	30.0	4.3	25.7	30.0	0.0	SCE
AR51216	Bus Shelter Improvements	10.0	2.5	7.5	10.0	0.0	SCE
AR51242	Other Bus Measures	10.0	7.2	2.8	10.0	0.0	SCE
AR51291	Bus Quality Corridor	20.0	1.2	18.8	20.0	0.0	SCE
AR51292	Tees Valley Bus Real Time Information	19.4	7.1	3.5	10.6	(8.8)	SCE
AR51381	CCTV on Buses	10.0	0.2	9.8	10.0	0.0	SCE
AR51383	Rural Bus Challenge	44.0	0.0	0.0	0.0	(44.0)	SCE
AR51223	Cycle Routes General	1.6	0.0	1.6	1.6	0.0	SCE
NSC00026	Greatham Cycleway	65.0	2.8	62.2	65.0	0.0	SCE
AR51247	Cycling - Greatham Greenway	0.7	0.7	0.0	0.7	0.0	GRANT
AR51284	Cycle Parking	1.0	0.1	0.9	1.0	0.0	SCE
AR51410	King Oswy Drive/West View Road Cycle Route	5.0	3.7	1.3	5.0	0.0	SCE
AR51412	Advanced Cycle Route Scheme Design	10.0	0.9	9.1	10.0	0.0	SCE
NSC00027	Brenda Road Cycleway	24.8	24.8	0.0	24.8	0.0	SCE
AR51224	Burn Valley Cycle Route	13.5	13.5	0.0	13.5	0.0	SCE
NSC00028	Cycling Strategy	15.6	10.6	5.0	15.6	0.0	SCE
AR51218	Controlled Crossing Point	19.0	19.0	0.0	19.0	0.0	SCE
AR51220	Safer Routes to School	64.0	0.0	0.0	0.0	(64.0)	SCE
AR51245	Dropped Crossings	25.0	0.0	25.0	25.0	0.0	SCE
AR51246	Guarding	0.7	0.7	0.0	0.7	0.0	SCE
AR51248	Other Street Lighting	113.0	50.2	62.8	113.0	0.0	SCE
AR51240	Minor Works	20.0	12.8	7.2	20.0	0.0	SCE
AR51286	A689 Corridor Study	99.7	99.7	0.0	99.7	0.0	SCE
AR51287	Town Centre Signage	20.0	1.6	18.4	20.0	0.0	SCE
AR51288	Decriminalised Parking Enforcement	20.1	20.1	0.0	20.1	0.0	SCE
AR51389	Mass Action at Give Way Junctions	5.0	1.8	3.2	5.0	0.0	SCE
AR51415	Hart Lane Study	70.1	70.1	0.0	70.1	0.0	SCE
NSC00029	Congestion Reduction	26.7	0.0	0.0	0.0	(26.7)	SCE
NSC00030	Longhill Industrial Estate Improvements	50.0	0.0	50.0	50.0	0.0	SCE
NSC00031	Seaton Carew Safety Improvements	10.2	10.2	0.0	10.2	0.0	SCE
AR51244	Hartlepool Transport Interchange	1,954.7	17.5	1,937.2	1,954.7	0.0	CAPR
AR51043	Local Safety Scheme	33.4	33.4	0.0	33.4	0.0	SCE
AR51295	Minor Safety Schemes	0.1	0.0	0.1	0.1	0.0	SCE
AR51388	Safer Streets Initiative	25.0	8.0	17.0	25.0	0.0	SCE
AR40027	Community Safety Car Parks	20.0	0.0	20.0	20.0	0.0	SCE
AR40012	Community Safety-Social Lighting Programme	16.6	14.3	2.3	16.6	0.0	MIX

PORTFOLIO : CULTURE, HOUSING AND TRANSPORTATION**Appendix 2.1 (cont)****CAPITAL MONITORING REPORT PERIOD ENDING 31ST DECEMBER 2005**

Element 3 Code	Scheme Title	EXPENDITURE IN CURRENT YEAR					
		B	C	D	E	F	G
		2005/2006 Budget £'000	2005/2006 Actual as at 31/12/05 £'000	2005/2006 Expenditure Remaining £'000	C+D 2005/2006 Total Expenditure £'000	E-B 2005/2006 Variance from budget £'000	Type of financing
AR53015	Coastal Protection Strategic Study	5.1	5.4	(0.3)	5.1	0.0	GRANT
AR53019	Stell River Improvement Project	0.3	0.0	0.3	0.3	0.0	GRANT
AR51249	Local Transportation Plan-Monitoring	29.7	29.7	0.0	29.7	0.0	SCE
NSC00032	LTP2 Development	40.0	25.6	14.4	40.0	0.0	SCE
NSC00023	Pride in Hartlepool	15.0	15.8	(0.8)	15.0	0.0	SCE
AR40037	Community Safety-Alleyway Stopping-Up Programme	5.9	4.1	1.8	5.9	0.0	CAPR
AR53025	Coronation Drive Coast Protection Works Phase 3	37.3	37.3	0.0	37.3	0.0	GRANT
AR53027	Alleygates Capital Works	15.7	1.9	0.0	1.9	(13.8)	CAPR
AR53032	Greenland Creosote Works	11.2	3.3	0.0	3.3	(7.9)	SCE
AR53033	Former Spion Kop - Contaminated Land	22.6	3.8	18.8	22.6	0.0	SCE
AR53035	Lithgo Close - Contaminated Land	145.5	62.8	0.0	62.8	(82.7)	SCE
AR51254	Travel Plans	20.0	11.7	8.3	20.0	0.0	SCE
AR51297	Sustainable Travel Awareness	12.3	8.6	3.7	12.3	0.0	SCE
NSC00033	Repainting Hart Railway Bridge	84.7	84.7	0.0	84.7	0.0	SCE
NSC00034	Greatham Creek Bridge Repairs	19.1	1.2	0.0	1.2	(17.9)	SCE
NSC00035	Brenda Road Railway Bridge	0.7	0.7	0.0	0.7	0.0	SCE
AR51251	Highways Maintenance Other Schemes	0.3	0.0	0.3	0.3	0.0	SCE
NSC00010	West Park F/P -L/Relay- Park Drive Junction & Various	15.9	15.9	0.0	15.9	0.0	SCE
NSC00011	Jesmond Gardens	18.8	0.0	18.8	18.8	0.0	SCE
NSC00012	Chester Road	18.8	0.0	18.8	18.8	0.0	SCE
NSC00013	St Aidans Street	5.7	3.8	1.9	5.7	0.0	SCE
NSC00014	Longfellow Walk	9.9	0.0	0.0	0.0	(9.9)	SCE
NSC00015	Clarence Road	5.3	3.4	1.9	5.3	0.0	SCE
NSC00018	Planning / Building Fees	262.1	262.1	0.0	262.1	0.0	SCE
NSC00024	Park Drive footpath scheme	11.1	0.0	11.1	11.1	0.0	SCE
NSC00025	Greatham Link Road footpath	5.5	0.0	5.5	5.5	0.0	SCE
AR51281	Station Lane Pumping Station	43.8	7.2	0.0	7.2	(36.6)	SCE
AR51071	Highways Remedial Works - Hartlepool Marina	16.3	14.0	0.0	14.0	(2.3)	TDC
AR51416	New Car Park York Road Flatlets	104.9	66.1	0.0	66.1	(38.8)	CAPR
AR53020	Tees Valley Boundary Signs	8.4	3.0	0.0	3.0	(5.4)	GRANT
AR53026	Morrisons Supermarket - Section 278	0.0	(73.4)	73.4	0.0	0.0	GRANT
AR53034	Rural Bus Challenge Scheme	70.0	39.9	30.1	70.0	0.0	GRANT
AR53037	Marks & Spencer Car Park Refurbishment	264.9	234.9	0.0	234.9	(30.0)	CAPR
AR53039	Open Market Resurfacing	45.2	1.8	0.0	1.8	(43.4)	CAPR
NSC00047	Basement Car Park	34.0	0.0	34.0	34.0	0.0	CAPR
AR51413	Clavering to King Oswy Drive(Sustrans Links to Schools)	55.0	20.0	0.0	20.0	(35.0)	SCE
AR51289	Motorcycle Parking	0.1	0.1	0.0	0.1	0.0	SCE
AR51385	Murray Street LSS	7.5	7.5	0.0	7.5	0.0	SCE
AR51278	Holdforth Rd-Easington Rd to exit Hospital- Reconst	6.5	6.5	0.0	6.5	0.0	SCE
NSC00038	I Block Surface Dressing	50.0	50.0	0.0	50.0	0.0	SCE
NSC00039	Bamburgh Road Surface Dressing	31.4	20.0	11.4	31.4	0.0	SCE
NRFC02	Street Lighting	50.0	0.0	50.0	50.0	0.0	GRANT
RGC00003	Acquisition, Improvement & Demolition of Housing Stock	40.0	0.0	40.0	40.0	0.0	GRANT
AR75009	Bridge YC - Replace Heating	7.2	6.8	0.4	7.2	0.0	RCCO
		15,695.5	6,190.9	9,037.4	15,228.3	(467.2)	

Report of: Director of Children's Services and
Chief Financial Officer

Subject: CHILDREN'S SERVICES PORTFOLIO NRF
AND CAPITAL MONITORING REPORT
2005/2006

1. PURPOSE OF REPORT

- 1.1 To provide details of progress against the NRF budget and Capital budget for the Children's Services Portfolio for 2005/2006.

2. NRF MONITORING FOR PERIOD ENDING 31ST DECEMBER, 2005

- 2.1 Details of Children's Services NRF actual expenditure and anticipated expenditure as at 31st December, 2005, are shown at **Appendix 3.1**.
- 2.2 In overall terms actual expenditure amounts to £104,400, compared to anticipated expenditure of £146,500, resulting in a current favourable variance of £42,100.
- 2.3 The projected outturn is currently estimated to be £209,500, compared to the budget of £209,500, resulting in a nil outturn variance.
- 2.4 There are no major items to bring to the Portfolio Holder's attention.

3. CAPITAL MONITORING FOR PERIOD ENDING 31ST DECEMBER, 2005

- 3.1 Details of anticipated and actual capital expenditure as at 31st December, 2005, is summarised in **Appendix 3.2** and shows:

- Column A - Scheme Title
- Column B - Budget for Year
- Column C - Actual expenditure to 31st December, 2005
- Column D - Expected remaining expenditure to be incurred in the period January to March, 2006
- Column E - Expected total expenditure to be incurred by 31st March, 2006
- Column F - Column E less Column B = expected slippage or over/under spend
- Column G - Type of financing

- 3.2 Detailed analysis of these schemes are on deposit in the Member's Library.
- 3.3 Actual expenditure to date amounts to £4,796,600, compared to the approved budget of £7,531,500, with £2,734,900 of expenditure remaining.
- 3.4 The projected outturn is currently estimated to be £7,531,500, compared to anticipated expenditure of £7,531,500, resulting in a nil outturn variance.
- 3.5 There are no major items to bring to Portfolio Holder's attention.

4. RECOMMENDATIONS

- 4.1 It is recommended that Members note the report.

PORTFOLIO : CHILDRENS SERVICES**Appendix 3.1****NEIGHBOURHOOD RENEWAL FUND****REVENUE MONITORING REPORT PERIOD ENDING 31ST DECEMBER 2005**

Line No	Actual Position 31/12/05			Description of Best Value Unit	Projected Outturn Position		
	Expected Expenditure/ (Income)	Actual Expenditure/ (Income)	Variance Adverse/ (Favourable)		2005/06 Latest Budget	2005/06 Projected Outturn	Projected Variance: Adverse/ (Favourable)
Col. A	Col. B	Col. C	Col. D (D=C-B)	Col. E	Col. F	Col. G	Col. H (H=G-F)
	£'000	£'000	£'000		£'000	£'000	£'000
1	9.0	8.9	(0.1)	NRF - Attendance/Behaviour/Mobility	12.0	12.0	0.0
2	37.5	19.9	(17.6)	NRF - Education Business Links	50.0	50.0	0.0
3	7.5	5.0	(2.5)	NRF - Project Co-ordination	10.0	10.0	0.0
4	0.0	0.0	0.0	NRF - Contingency	14.3	14.3	0.0
5	19.5	19.0	(0.5)	NRF - Behaviour	26.0	26.0	0.0
6	15.4	15.0	(0.4)	NRF - Childrens Services - Emotional Literacy	20.5	20.5	0.0
7	27.8	17.6	(10.2)	NRF - New Initiatives	37.0	37.0	0.0
8	29.8	19.0	(10.8)	NRF - PCT Occupational Care for Kids	39.7	39.7	0.0
9	146.5	104.4	(42.1)		209.5	209.5	0.0

PORTFOLIO : CHILDREN'S SERVICES**Appendix 3.2****CAPITAL MONITORING REPORT PERIOD ENDING 31ST DECEMBER 2005**

Element 3 Code	Scheme Title	EXPENDITURE IN CURRENT YEAR					
		B	C	D	E	F	G
		2005/2006 Budget £'000	2005/2006 Actual as at 31/12/05 £'000	2005/2006 Expenditure Remaining £'000	2005/2006 Total Expenditure £'000	2005/2006 Variance from budget £'000	Type of financing
AR70026	Barnard Grove Primary Roofing/Windows (04/05)	0.5	0.0	0.5	0.5	0.0	MIX
AR70027	Barnard Grove P Access Int (04/05) Mod to Entrance	0.0	0.0	0.0	0.0	0.0	SCE(R)
AR70122	Brierton - Roof Repair - Phase 2	0.1	0.0	0.1	0.1	0.0	GRANT
AR70133	Brierton Relocation	14.5	0.0	14.5	14.5	0.0	MIX
AR70135	Brierton Remove Boundary Fence	36.0	3.2	32.8	36.0	0.0	MIX
AR70137	Convert Brierton Top Site to PRU	10.1	3.5	6.6	10.1	0.0	MIX
AR70141	Brierton Convert Classroom for SEN	24.6	20.1	4.5	24.6	0.0	ACCESS
AR70143	Brierton- Replace Boiler in Caretakers House	4.9	0.0	4.9	4.9	0.0	MODERN
CHC00018	Brierton - Rent of Mobile Unit	15.0	10.9	4.1	15.0	0.0	RCCO
AR70214	Brougham Space for Sports and Art	0.0	-11.2	11.2	0.0	0.0	MIX
CHC00010	Brougham Outside Play Area	24.9	20.0	4.9	24.9	0.0	GRANT
AR70425	Clavering Primary Replace Roof and Windows	46.6	34.5	12.1	46.6	0.0	GRANT
AR70426	Clavering- Kitchen Interlocks	10.0	0.0	10.0	10.0	0.0	MODERN
AR70427	Clavering Primary Replace Boiler Control	84.5	65.5	19.0	84.5	0.0	GRANT
AR70640	Dyke House Refurb Boys Toilet (04/05)	3.0	0.0	3.0	3.0	0.0	MIX
AR70646	Dyke House Replace Boiler in Science Block	64.0	0.2	63.8	64.0	0.0	MIX
AR70648	Dyke House Replace Bolier in Caretakers House	5.2	0.0	5.2	5.2	0.0	GRANT
AR70908	English Martyrs - PE & Sport - New Pitch	20.6	0.0	20.6	20.6	0.0	MIX
CHC00012	English Martyrs Remodel	527.2	350.0	177.2	527.2	0.0	GRANT
AR70716	Eldon Grove Access Project	34.0	0.0	34.0	34.0	0.0	ACCESS
AR71023	Fens Roof Repair (Main Hall)	1.6	0.0	1.6	1.6	0.0	GRANT
AR71026	Fens - NOF PE & Sport - Playground	15.0	0.0	15.0	15.0	0.0	GRANT
AR71032	Fens Access Initiative	0.3	0.0	0.3	0.3	0.0	SCE(R)
AR71033	Fens Rewire Phase 2	76.5	42.0	34.5	76.5	0.0	MODERN
AR71123	Golden Flatts Multi Use Games Area	99.9	98.7	1.2	99.9	0.0	MIX
AR71127	Golden Flatts Classroom Alterations	10.0	8.1	1.9	10.0	0.0	GRANT
AR71203	Grange Replace Classrooms	26.4	0.0	26.4	26.4	0.0	GRANT
AR71214	Grange Community Storage Facility	2.7	0.0	2.7	2.7	0.0	GRANT
AR71220	Grange Renew Annexe Timber Windows (04/05)	0.4	0.0	0.4	0.4	0.0	MIX
AR71222	Grange Air Conditioning 04/05	0.5	0.0	0.5	0.5	0.0	MIX
AR71311	Greatham - Extend Hall - Storage Space	0.0	-3.8	3.8	0.0	0.0	MIX
AR71314	Greatham Replace Boiler 04/05	5.0	0.0	5.0	5.0	0.0	MIX
CHC00013	Greatham Car Park Improvements	22.2	19.0	3.2	22.2	0.0	GRANT
AR74108	Hart Boundary Wall Repair	6.6	5.4	1.2	6.6	0.0	GRANT
AR71717	High Tunstall - PE & Sport - New Gym	8.4	0.0	8.4	8.4	0.0	MIX
AR71721	High Tunstall Access Int (04/05) Toilets & Footpaths	0.2	0.0	0.2	0.2	0.0	SCE(R)
AR71722	High Tunstall Roof Repairs	15.3	0.0	15.3	15.3	0.0	GRANT
AR71723	High Tunstall Step Lift	23.0	14.5	8.5	23.0	0.0	GRANT
	Jesmond Rd - Handrail on Staircase	13.1	0.0	13.1	13.1	0.0	ACCESS
AR71814	Jesmond Rd - PE & Sport	5.0	0.4	4.6	5.0	0.0	GRANT
AR7818	Jesmond Rd - Resite Kitchen	53.7	39.5	14.2	53.7	0.0	MIX
AR71903	NDS3 - Kingsley Extension	1.0	1.0	0.0	1.0	0.0	MIX
AR71917	Kingsley - PE & Sport - Playground	20.4	20.4	0.0	20.4	0.0	GRANT
AR71928	Kingsley - Modifications to Entrance	16.6	0.2	16.4	16.6	0.0	RCCO
AR71930	Kingsley Replace Boiler Plant	31.7	26.1	5.6	31.7	0.0	GRANT
AR72113	Lynnfield - Ramps	2.1	0.0	2.1	2.1	0.0	GRANT
AR72116	Lynnfield - Roofing	123.3	93.4	29.9	123.3	0.0	GRANT
AR72217	Manor New Science Lab	6.6	0.0	6.6	6.6	0.0	MIX
AR72231	Manor - PE & Sport - New Tennis Courts	104.4	103.5	0.9	104.4	0.0	MIX
AR72234	Manor E Learning Centre	682.6	640.9	41.7	682.6	0.0	MIX
AR72235	Manor - Boiler to Drama Block	42.5	0.0	42.5	42.5	0.0	GRANT
AR72238	Manor - Replace Windows	63.0	49.4	13.6	63.0	0.0	GRANT
AR72311	Owton Manor - Space for Sports and Art	12.6	0.0	12.6	12.6	0.0	MIX
AR72312	Owton Manor - Boiler	13.0	0.0	13.0	13.0	0.0	MIX
AR72422	Rift House Boiler Replacement 04/05	4.4	1.1	3.3	4.4	0.0	MIX
AR72622	Rossmere Access Initiative 04/05	4.6	3.9	0.7	4.6	0.0	MIX
AR72715	Sacred Heart Hall Extension	30.0	27.0	3.0	30.0	0.0	RCCO
AR73011	Springwell - PE & Sport	69.6	39.0	30.6	69.6	0.0	MIX
AR73112	Stranton - Space for Sport and Arts	27.2	0.0	27.2	27.2	0.0	GRANT
AR73121	Stranton Primary Sure Start Office	2.8	2.8	0.0	2.8	0.0	GRANT
AR73123	Stranton Primary Replace Windows 05/06	25.2	21.2	4.0	25.2	0.0	GRANT
AR53205	St Aidans- Extend Playground	54.2	0.0	54.2	54.2	0.0	MIX
AR73309	St Begas Primary - Community Room/Toilets	121.4	112.8	8.6	121.4	0.0	GRANT
AR73528	St Helens Primary - Health Extension	204.2	153.1	51.1	204.2	0.0	GRANT

PORTFOLIO : CHILDREN'S SERVICES**Appendix 3.2 (cont)****CAPITAL MONITORING REPORT PERIOD ENDING 31ST DECEMBER 2005**

Element 3 Code	Scheme Title	EXPENDITURE IN CURRENT YEAR					
		B	C	D	E	F	G
		2005/2006 Budget £'000	2005/2006 Actual as at 31/12/05 £'000	2005/2006 Expenditure Remaining £'000	2005/2006 Total Expenditure £'000	2005/2006 Variance from budget £'000	Type of financing
AR73529	St Helens - Kitchen Refurbishment	82.0	66.5	15.5	82.0	0.0	GRANT
VA000020	St Hilds - New Build	45.8	0.0	45.8	45.8	0.0	MIX
AR73609	St John Vianney EYC	271.4	225.5	45.9	271.4	0.0	GRANT
AR73809	St Teresa's - Boiler	10.9	2.6	8.3	10.9	0.0	GRANT
AR73810	St Teresa's - Childrens Centre Extension	118.8	115.2	3.6	118.8	0.0	GRANT
AR74017	Throston Window Replacement	66.9	55.6	11.3	66.9	0.0	GRANT
AR74117	Ward Jackson - PE & Sport - Storage	1.6	0.0	1.6	1.6	0.0	MIX
AR74121	Ward Jackson Windows Phase 2	0.9	0.0	0.9	0.9	0.0	GRANT
AR74123	Ward Jackson Windows Phase 3	27.7	19.7	8.0	27.7	0.0	GRANT
AR74309	West Park - Roof Repair - Phase 2	4.4	0.0	4.4	4.4	0.0	GRANT
AR74312	West Park - PE & Sport - Playground	10.1	7.6	2.5	10.1	0.0	MIX
AR74314	West Park Primary Re-roof Phase 3 (04/05)	1.6	0.3	1.3	1.6	0.0	GRANT
AR74315	West Park Roof Repairs	30.2	23.9	6.3	30.2	0.0	GRANT
AR74423	West View - Football Foundation	5.5	0.0	5.5	5.5	0.0	GRANT
AR74434	West View Replace Hall Windows	24.0	0.3	23.7	24.0	0.0	GRANT
CHC00011	West View Asbestos Removal	0.7	0.7	0.0	0.7	0.0	GRANT
AR70323	Catcote - Shower / Changing Facilities	26.4	0.3	26.1	26.4	0.0	GRANT
AR74507	Carlton Camp Redevelopment Phase 1 - PE & Sport	826.3	143.2	683.1	826.3	0.0	MIX
CHC00003	Lanehead Redevelopment Contribution	180.0	180.0	0.0	180.0	0.0	GRANT
	Children's Centres - General Capital	53.3	0.0	53.3	53.3	0.0	MIX
DEVCAP	Devolved Capital	850.9	568.1	282.8	850.9	0.0	MIX
DHSECLC	Dyke House - CLC	51.5	51.5	0.0	51.5	0.0	MIX
DHSEXT	Dyke House CLC Extension	105.5	21.6	83.9	105.5	0.0	MIX
ED100004	Playing for Success	6.7	0.0	6.7	6.7	0.0	GRANT
ED100007	Childrens Centres - Capital Projects - Third Party	25.8	0.0	25.8	25.8	0.0	GRANT
CHC00014	Childrens Centre Equipment	30.0	6.0	24.0	30.0	0.0	GRANT
CHC00015	Childrens Centre IT/BT	24.0	5.9	18.1	24.0	0.0	GRANT
AR78129	EDC Kitchen and Dining Room	2.7	0.0	2.7	2.7	0.0	RCCO
ED100009	Dyke House School - Blue Room	2.7	0.0	2.7	2.7	0.0	MIX
ED100012	Rossmere Pool Demolition	13.0	-1.0	14.0	13.0	0.0	RCCO
SEED	Seed Challenge	107.1	104.6	2.5	107.1	0.0	MIX
SPORTCOLL	Brierton Community Sports - Sports College	0.6	0.0	0.6	0.6	0.0	MIX
SRBCD10	Brierton Community Sports	20.4	0.0	20.4	20.4	0.0	MIX
CHC00008	SEN Equipment	4.7	4.7	0.0	4.7	0.0	RCCO
CHC00009	Workforce Remodelling	133.8	53.4	80.4	133.8	0.0	GRANT
TRAVELPLAN	School Travel Plans	66.0	17.1	48.9	66.0	0.0	GRANT
NDC1ED03	NDC Community Learning Lynnfield	19.0	0.0	19.0	19.0	0.0	GRANT
WHITEBRD	Interactive Whiteboards	64.3	62.2	2.1	64.3	0.0	GRANT
AR71622	St Hilds - Costs Prior to Sale	402.0	386.8	15.2	402.0	0.0	RCCO
CHC00021	Watercoolers Preparation Works	1.2	0.0	1.2	1.2	0.0	RCCO
CHC00022	Jesmond Rd - Flooding	0.7	0.0	0.7	0.7	0.0	RCCO
CHC00023	Kingsley Caretakers House	0.9	0.0	0.9	0.9	0.0	RCCO
	Modernisation, Access, RCCO Unallocated	70.0	0.0	70.0	70.0	0.0	MIX
AR82201	Flint Walk Office Refurbishment	121.7	120.5	1.2	121.7	0.0	MIX
SSICS	Integrated Children's Services Grant	51.7	0.0	51.7	51.7	0.0	GRANT
AR76214	Sure Start South Nursery Extension	283.8	270.4	13.4	283.8	0.0	GRANT
LOWTHIAN	Sure Start Central- Lowthian Road	26.2	9.7	16.5	26.2	0.0	GRANT
AR76212	Sure Start North, Hindpool Close	12.5	0.0	12.5	12.5	0.0	GRANT
AR76210	Sure Start North, West View Community Centre	2.5	0.0	2.5	2.5	0.0	GRANT
AR40045	Rift House Neighbourhood Nursery	4.3	0.0	4.3	4.3	0.0	MIX
AR75217	Brinkburn Pool Improvements	184.9	180.7	4.2	184.9	0.0	MIX
AR75219	Brinkburn YC - Boilerplant works	24.6	24.6	0.0	24.6	0.0	RCCO
CS000020	Mobile Youth Provision	52.0	52.0	0.0	52.0	0.0	RCCO
CS000021	SEDA - Brinkburn Sports Hall	0.4	0.1	0.3	0.4	0.0	GRANT
		7,531.5	4,796.6	2,734.9	7,531.5	0.0	

Report of: Director of Adult & Community Services,
Director of Children's Services,
Director of Neighbourhood Services and
Chief Financial Officer

Subject: ADULT & PUBLIC HEALTH SERVICE
PORTFOLIO NRF & CAPITAL MONITORING
REPORT 2005/2006

1. PURPOSE OF REPORT

- 1.1 To provide details of progress against the Capital budget for the Adult & Public Health Portfolio for 2005/2006.

2. NRF MONITORING FOR PERIOD ENDING 31ST DECEMBER, 2005

- 2.1 Details of Adult & Public Health Service NRF actual expenditure and anticipated expenditure as at 31st December, 2005, are shown at **Appendix 4.1**.
- 2.2 In overall terms actual expenditure amounts to £208,000, compared to anticipated expenditure of £370,500, resulting in a current favourable variance of £162,500.
- 2.3 It is anticipated that by the end of the financial year the full NRF allocation for this Portfolio will have been spent.

3. CAPITAL MONITORING FOR PERIOD ENDING 31ST DECEMBER, 2005

- 3.1 Details of anticipated and actual capital expenditure as at 31st December, 2005, is summarised in **Appendix 4.1** and shows:

- Column A - Scheme Title
- Column B - Budget for Year
- Column C - Actual expenditure to 31st December, 2005
- Column D - Expected remaining expenditure to be incurred in the period January to March, 2006
- Column E - Expected total expenditure to be incurred by 31st March, 2006
- Column F - Column E less Column B = expected slippage or over/under spend
- Column G - Type of financing

- 3.2 Detailed analysis of these schemes are on deposit in the Member's Library.
- 3.3 Actual expenditure to date amounts to £4,494,200, compared to the approved budget of £5,884,500, with £1,390,300 of expenditure remaining. It is estimated that the total budget will be utilised by the end of this financial year.
- 3.4 There are no major items to bring to Portfolio Holder's attention.

4. RECOMMENDATIONS

- 4.1 It is recommended that Members note the report.

PORTFOLIO : ADULT & PUBLIC HEALTH SERVICE**Appendix 4.1****NEIGHBOURHOOD RENEWAL FUND****REVENUE MONITORING REPORT PERIOD ENDING 31ST DECEMBER 2005**

Line No	Actual Position 31/12/05			Description of Best Value Unit	Projected Outturn Position		
	Expected Expenditure/ (Income)	Actual Expenditure/ (Income)	Variance Adverse/ (Favourable)		2005/6 Latest Budget	2005/06 Projected Outturn	Projected Variance: Adverse/ (Favourable)
Col. A	Col. B	Col. C	Col. D (D=C-B)	Col. E	Col. F	Col. G	Col. H (H=G-F)
	£'000	£'000	£'000		£'000	£'000	£'000
1	22.3	21.0	(1.3)	NRF - Benefit Advice	29.7	29.7	0.0
2	62.6	83.5	20.9	NRF - Mental Health Development Project	83.5	83.5	0.0
3	11.5	10.2	(1.3)	NRF - Mobile Maintenance Worker	15.3	15.3	0.0
4	13.7	4.5	(9.2)	NRF - Health Inclusion Project	18.3	18.3	0.0
5	17.5	15.0	(2.5)	NRF - Hartlepool Special Olympics	23.3	23.3	0.0
6	58.9	0.0	(58.9)	NRF - Integrated Health & Social Care Teams	78.5	78.5	0.0
7	32.1	17.9	(14.2)	NRF - Owton Ross Health Dev Worker	42.8	42.8	0.0
8	59.3	21.1	(38.2)	NRF - Smoking Issues	79.0	79.0	0.0
9	0.0	0.0	0.0	NRF - Health Inequalities Comm Chest	0.0	0.0	0.0
10	10.0	3.5	(6.5)	NRF - Male Life Expectancy Research	13.3	13.3	0.0
11	15.7	0.0	(15.7)	NRF - Addlink Project	15.7	15.7	0.0
12	33.3	0.0	(33.3)	NRF - Fitness from Football	44.5	44.5	0.0
13	33.6	31.3	(2.3)	NRF - Belle Vue Sports Project	44.9	44.9	0.0
14	370.5	208.0	(162.5)		488.8	488.8	0.0

PORTFOLIO : ADULT AND PUBLIC HEALTH SERVICE**Appendix 4.2****CAPITAL MONITORING REPORT PERIOD ENDING 31ST DECEMBER 2005**

Element 3 Code	A Scheme Title	EXPENDITURE IN CURRENT YEAR					
		B	C	D	E	F	G
		2005/2006 Budget £'000	2005/2006 Actual as at 31/12/05 £'000	2005/2006 Expenditure Remaining	C+D 2005/2006 Total Expenditure £'000	E-B 2005/2006 Variance from budget £'000	Type of financing
AR51051	Chronically Sick & Disabled Persons Adaptations	105.3	43.0	62.3	105.3	0.0	MIX
MHSCE04	Mental Health SCE(R) 2004-05	173.2	0.0	173.2	173.2	0.0	SCE(R)
MHSCE04	Mental Health SCE(R) 2004-05 - Additional	31.2	0.0	31.2	31.2	0.0	SCE(R)
AR82406	Improving Information Management	102.8	41.7	61.1	102.8	0.0	MIX
ACS00003	Lynne Street ATC Demolition	120.0	0.0	120.0	120.0	0.0	RCCO
ASC00006	Joseph Rowntree Development (Extra Care Housing)	4,697.9	3,947.9	750.0	4,697.9	0.0	MIX
AR81120	Havelock Disabled Access Ramps	13.8	0.0	13.8	13.8	0.0	RCCO
ASC00001	Brooklyn UK On-line	7.5	6.5	1.0	7.5	0.0	GRANT
NRFSS01	NRF Adaptions	61.2	60.2	1.0	61.2	0.0	GRANT
DDA	Adult Education - Disabled Adaptations	52.0	21.8	30.2	52.0	0.0	GRANT
ED400007	Adult Education - Capital Equip Replacement	23.8	0.0	23.8	23.8	0.0	GRANT
ED400008	Capital Reserve (ERDF)	45.4	0.0	45.4	45.4	0.0	RCCO
ED400009	Adult Ed - ACL Underspend - DDA & Quality	4.6	0.0	4.6	4.6	0.0	RCCO
ED400010	Adult Education - NLDC	86.7	82.0	4.8	86.7	0.0	GRANT
AR40093	West View Community Centre - Phase 2	3.0	0.2	2.9	3.0	0.0	MIX
NSC00019	Spion Kop Cem Environmental Project (INCA)	30.0	2.5	27.5	30.0	0.0	CAPR
AR50213	Cemetery Flooding Works	326.0	288.5	37.5	326.0	0.0	CORPRES
		5,884.5	4,494.2	1,390.3	5,884.5	0.0	

Report of: Chief Executive and
Chief Financial Officer

Subject: FINANCE PORTFOLIO CAPITAL AND
ACCOUNTABLE BODY PROGRAMME
REPORT 2005/2006

1. PURPOSE OF REPORT

- 1.1 To provide details of progress against the Capital budget for the Finance Portfolio for 2005/2006 and provide detail of progress against regeneration schemes for which the Council acts as Accountable Body.

2. ACCOUNTABLE BODY REVENUE MONITORING FOR PERIOD ENDING 31ST DECEMBER, 2005

- 2.1 The Council acts as Accountable Body for the North Hartlepool, Hartlepool New Deal for Communities, Single Programme Partnerships and the Children's Fund. Details of progress against the approved revenue budgets are summarised at **Appendix 5.1**.

2.2 Table 1 – Single Regeneration Budget (SRB)

Details of progress against the approved revenue budgets are summarised at Table 1. Actual expenditure to date amounts to £256,400, compared to anticipated expenditure of £372,200, resulting in a current favourable variance of £115,800.

- 2.3 There are no major items to bring to Portfolio Holder's attention. The projected outturn is £421,200, compared to the latest budget of £461,200, resulting in a forecast favourable variance of £40,000.

2.4 Table 2 – New Deal for Communities (NDC)

The management of NDC resources is subject to specific Government regulations where the Partnership is able to renegotiate the annual allocation during mid year review with Government Office for the North East. This provides the Partnership with a degree of flexibility in managing the overall programme. The programme is currently forecasting full year expenditure at £9,688,700 against a grant approval of £10,200,000. Actual expenditure towards that target as at 31st December, 2005, was £5,978,000. Any underspend on the overall programme will be offered as an advance to Hartlepool

Revival to complete the acquisitions in Site 1 and 2 and will be paid back to the Partnership on receipt of the land sale value from Yuills. In order to ensure that the Partnership achieves as close to its target allocation as possible each project will be closely monitored up to the financial year end.

Details of progress against the approved revenue budgets are summarised at Table 2. Actual expenditure to date amounts to £3,116,400, compared to anticipated expenditure of £3,890,900, resulting in a current favourable variance of £774,500.

- 2.5 There are no major items to bring to Portfolio Holder's attention and expenditure is expected to be on target at year end.

2.6 **Table 3 – Single Programme**

These monies are allocated to the Council by Tees Valley Single Programme Partnership. The Council has been allocated £677,000 to spend in 2005/2006 on revenue projects. Actual expenditure to date amounts to £321,900, compared to anticipated expenditure of £414,300, resulting in a favourable variance of £92,400.

- 2.7 There are no major items to bring to Portfolio Holder's attention and expenditure is expected to be on target at year-end.

2.8 **Table 4 – Children's Fund Programme**

The Children's Fund Programme is wholly funded by the Children and Young Person's Unit (CYPU).

The Children's Fund has been granted a budget of £444,200 for financial year 2005/2006 along with £40,000 carried forward from 2004/2005. Actual expenditure to date amounts to £247,800, compared to expected spend to date of £247,700 as set out in Appendix 5.1, Table 4.

- 2.8 There are no major items to bring to Portfolio Holder's attention and expenditure is expected to be on target at year-end.

3. **CAPITAL MONITORING FOR PERIOD ENDING
31ST DECEMBER, 2005**

- 3.1 Details of anticipated and actual capital expenditure as at 31st December, 2005, is summarised in **Appendix 5.2** and shows:

Column A	-	Scheme Title
Column B	-	Budget for Year
Column C	-	Actual expenditure to 31 st December, 2005
Column D	-	Expected remaining expenditure to be incurred in the period January to March, 2006

- Column E - Expected total expenditure to be incurred by 31st March, 2006
- Column F - Column E less Column B = expected slippage or over/under spend
- Column G - Type of financing

3.2 Detailed analysis of these schemes are on deposit in the Member's Library.

3.3 **Table 1 – Resources**

Actual expenditure to date amounts to £1,173,400, compared to the approved budget of £3,263,800, with £2,091,600 of expenditure remaining.

3.4 The main item to bring to Portfolio Holder's attention is: -

Civic Centre Capital Maintenance

The original programme for the project had a commencement date on site in 2005/2006. This has not been possible owing to the combination of the Contact Centre and Civic Centre major works projects. In particular there has been a much extended consultation period for the development of the Contact Centre which has looked at a number of operational and design options. This of course is an essential part of developing and defining the project. It is expected that this scheme will be rephrased into 2006/07.

3.5 **Table 2 – Single Regeneration Budget**

Details of progress against the approved capital budgets are summarised at Table 2. Actual expenditure to date amounts to £2,642,400, compared to the approved budget of £4,541,600, with £1,899,200 of expenditure remaining.

3.6 There are no major items to bring to Portfolio Holder's attention and expenditure is expected to be on target at year-end.

3.7 **Table 3 – New Deal for Communities**

The management of NDC resources is subject to specific Government regulations were the Partnership is able to renegotiate the annual allocation during mid year review with Government Office for the North East. This provides the Partnership with a degree of flexibility in managing the overall programme. The programme is currently forecasting full year expenditure at £9,688,700 against a grant approval of £10,200,000. Actual expenditure towards that target as at 31st December, 2005 was £5,978,000. The forecast is very close to the allocation and is being closely monitored.

Details of progress against the approved capital budgets are summarised at Table 3. Actual expenditure to date amounts to £2,861,600, compared to the approved budget of £4,100,400, with £1,238,900 of expenditure remaining.

- 3.8 There are no major items to bring to Portfolio Holder's attention and expenditure is expected to be on target at year-end.

3.9 **Table 4 – Single Programme**

These monies are allocated to the Council by the Tees Valley Single Programme Partnership. The Council has been allocated £119,000 to spend in 2005/2006 on capital projects. Actual expenditure to date amounts to £90,000, with £29,000 of expenditure remaining.

- 3.10 There are no major items to bring to Portfolio Holder's attention and expenditure is expected to be on target at year-end.

4. RECOMMENDATIONS

- 4.1 It is recommended that Members note the report.

PORTFOLIO : FINANCE**Appendix 5.1****ACCOUNTABLE BODY REVENUE MONITORING REPORT PERIOD ENDING
31st DECEMBER 2005****TABLE 1 - SINGLE REGENERATION BUDGET**

Line No	Actual Position 31/12/05			Description of Best Value Unit	Projected Outturn Position		
	Expected Expenditure/ (Income)	Actual Expenditure/ (Income)	Variance Adverse/ (Favourable)		2005/6 Latest Budget	2005/06 Projected Outturn	Projected Variance; Adverse/ (Favourable)
	Col. B	Col. C	Col. D (D=C-B) £'000		Col. F	Col. G	Col. H (H=G-F) £'000
Col. A	£'000	£'000	£'000		£'000	£'000	£'000
1	135.4	120.0	(15.4)	Programme Administration Budget	160.0	160.0	0.0
2	10.3	8.9	(1.3)	Detached Youth Worker	13.7	13.7	0.0
3	3.8	3.8	0.0	Headland Capacity Building	5.1	5.1	0.0
4	2.3	2.3	0.0	Abbey Street Project	3.0	3.0	0.0
5	0.7	0.9	0.2	Community Events and Tourism	0.9	0.9	0.0
6	1.3	0.2	(1.1)	Headland History Project	1.8	1.8	0.0
7	3.0	0.0	(3.0)	Community CCTV	3.0	3.0	0.0
8	3.0	0.0	(3.0)	Headland Promenade CCTV	4.5	4.5	0.0
9	81.0	46.1	(34.9)	Jobsbuild	108.0	88.0	(20.0)
10	22.1	15.3	(6.8)	Targeted Training	29.5	29.5	0.0
11	0.4	0.0	(0.4)	Commercial Improvement Area	0.6	0.6	0.0
12	27.0	6.8	(20.2)	Headland Tourism Marketing	30.0	30.0	0.0
13	12.4	8.3	(4.1)	Headland Key Building Grants	8.3	8.3	0.0
14	63.0	37.5	(25.5)	Intermediate Labour Market	84.0	64.0	(20.0)
15	0.0	0.0	0.0	New Opportunities (Adult Education)	2.0	2.0	0.0
16	0.3	0.0	(0.3)	Education Enhancement (Home Loan)	0.5	0.5	0.0
17	6.4	6.4	0.0	English Martyrs Transitional Enhancement	6.4	6.4	0.0
18	372.2	256.4	(115.8)		461.2	421.2	(40.0)

Appendix 5.1 (cont)

Line No	Actual Position 31/12/05			Description of Best Value Unit	Projected Outturn Position		
	Expected Expenditure/ (Income)	Actual Expenditure/ (Income)	Variance Adverse/ (Favourable)		2005/6 Latest Budget	2005/06 Projected Outturn	Projected Variance: Adverse/ (Favourable)
	Col. B	Col. C	Col. D (D=C-B) £'000		Col. F	Col. G	Col. H (H=G-F) £'000
Col. A	£'000	£'000	£'000	Col. E	£'000	£'000	£'000
19	35.4	32.8	(2.7)	Longhill - Site Manager	45.1	45.1	0.0
20	9.0	7.2	(1.8)	Longhill - Business Security Scheme	14.4	14.4	0.0
21	52.4	61.1	8.8	Longhill - ILM Scheme	116.6	116.6	0.0
22	10.0	8.2	(1.8)	Longhill - CCTV	10.0	10.0	0.0
23	10.8	11.7	1.0	Childcare Training	18.1	18.1	0.0
24	183.0	152.7	(30.3)	Employment Advice and Support: At Work	262.0	262.0	0.0
25	2.1	0.2	(1.9)	NDC Link Worker	2.1	2.1	0.0
26	83.2	26.7	(56.4)	Enterprise Development Package	139.6	139.6	0.0
27	23.8	2.4	(21.4)	Commercial Areas - Building Modernisation	45.9	45.9	0.0
28	0.0	0.1	0.0	Commercial Areas - Env. Improvements	16.5	16.5	0.0
29	32.8	29.3	(3.5)	Commercial Areas - Bus Support Manager	47.0	47.0	0.0
30	67.3	67.3	0.0	Mental Health Support Workers	89.7	89.7	0.0
31	36.7	11.4	(25.3)	Complementary Therapies	42.2	42.2	0.0
32	17.2	17.2	(0.0)	Drop in for Health - Health Bus	23.0	23.0	0.0
33	71.0	63.3	(7.7)	Health Dev. Workers & Activity Block Fund	97.3	97.3	0.0
34	160.6	52.5	(108.1)	Sure Start Extension	257.5	257.5	0.0
35	128.1	103.1	(25.0)	Practical Support to Individuals	153.1	153.1	0.0
36	0.0	0.0	0.0	Drug Outreach	7.0	7.0	0.0
37	243.1	213.9	(29.1)	Community Wardens	335.0	335.0	0.0
38	67.6	62.6	(5.0)	Target Hardening - Phase 3	101.5	101.5	0.0
39	20.0	18.0	(2.1)	Community Safety Grants Pool	25.9	25.9	0.0
40	29.4	28.9	(0.5)	Reach for Success - Hoop Dreams (Crime)	39.5	39.5	0.0
41	23.7	23.7	0.0	Good Citizenship Initiative	31.7	31.7	0.0
42	34.0	34.0	0.0	Drugs Outreach Workers (Anti-Drugs)	40.2	40.2	0.0
43	75.0	50.0	(25.0)	Drug Enforcement Unit	100.0	100.0	0.0
44	23.9	23.9	0.0	Victim Support	30.9	30.9	0.0
45	94.9	69.5	(25.3)	Community Safety Premises	123.2	123.2	0.0
46	51.0	49.4	(1.6)	Domestic Violence	71.3	71.3	0.0
47	25.6	11.5	(14.1)	Dordrecht	42.1	42.1	0.0
48	5.3	0.0	(5.3)	CCTV Implementation	10.6	10.6	0.0
49	11.9	0.0	(11.9)	CCTV Implementation - Phase 2	23.9	23.9	0.0
50	12.2	8.2	(4.1)	Offendering / Mentoring Scheme	20.5	20.5	0.0
51	48.9	50.0	1.0	Anti-Social Behaviour	65.9	65.9	0.0
52	72.5	59.9	(12.6)	Community Learning Centre - Stranton	96.7	96.7	0.0
53	3.9	3.9	(0.0)	Brierton Laptop Computers	3.9	3.9	0.0
54	79.7	53.3	(26.4)	Community Learning Centre - Lynnfield	106.2	106.2	0.0
55	29.4	25.5	(3.9)	Social Inclusion	41.8	41.8	0.0
56	53.7	40.1	(13.6)	Continuing Education and Vocational Training	74.0	74.0	0.0
57	42.5	39.8	(2.7)	Bursary Fund	64.1	64.1	0.0
58	19.2	19.2	(0.0)	Hoop Dreams (Education)	25.6	25.6	0.0
59	113.7	11.7	(102.0)	Educational Achievement Project	213.1	213.1	0.0
60	13.4	0.0	(13.4)	Key Stage 2 & 3 Transition	26.7	26.7	0.0
61	40.7	40.7	0.0	Community Chest	40.7	40.7	0.0
62	43.2	40.7	(2.5)	Learn Through Play	43.2	43.2	0.0
63	34.7	34.7	0.0	Belle Vue Extension	46.2	46.2	0.0
64	11.4	11.6	0.3	Osbourne Road Hall	15.2	15.2	0.0
65	85.0	94.8	9.9	Ethnic Minorities	110.6	110.6	0.0
66	26.5	26.5	0.0	Money Advice and Debt Counselling Service	35.3	35.3	0.0
67	64.1	64.1	0.0	Money Wise Community Banking	85.5	85.5	0.0
68	51.0	30.0	(20.9)	Peoples Centre	72.1	72.1	0.0
69	21.2	21.2	0.0	Family Support	28.3	28.3	0.0
70	3.0	2.7	(0.3)	Voluntary Sector Premises Pool	6.0	6.0	0.0
71	48.0	48.0	0.0	Hartlepool Youth Project	94.5	94.5	0.0
72	103.3	91.3	(12.0)	Capacity Building	133.5	133.5	0.0
73	6.0	4.6	(1.4)	Sunday Opening	11.5	11.5	0.0
74	33.5	32.9	(0.6)	Arts Development Initiative	44.2	44.2	0.0
75	13.0	13.0	0.0	Grange Road Methodist Church	17.3	17.3	0.0
76	9.2	7.3	(1.9)	Community Transport	12.4	12.4	0.0
77	49.1	49.1	0.0	Horizon Centre	65.5	65.5	0.0
78	18.1	11.8	(6.3)	Events Project	12.6	12.6	0.0
79	63.0	48.4	(14.6)	Childrens Activities Project	103.0	103.0	0.0
80	33.3	28.6	(4.8)	Hartbeat	38.1	38.1	0.0
81	3.3	3.3	0.0	Hartlepool Arts Studio Project	3.3	3.3	0.0
82	7.5	0.0	(7.5)	Indoor Skateboard Park	7.5	7.5	0.0
83	32.2	31.7	(0.4)	Housing Advice and Tenancy Support Service	42.9	42.9	0.0
84	82.9	94.5	11.6	Environmental Task Force	102.6	102.6	0.0
85	273.6	136.7	(136.9)	Housing Regeneration Company	421.9	421.9	0.0
86	52.6	51.7	(0.9)	Evaluation Project	65.1	65.1	0.0
87	51.0	51.7	0.6	Communications Project	61.4	61.4	0.0
88	22.3	49.8	27.5	Neighbourhood Management	128.9	128.9	0.0
89	490.3	450.7	(39.6)	Management and Administration	638.0	638.0	0.0
90	3,890.9	3,116.4	(774.5)		5,588.3	5,588.3	0.0

Appendix 5.1 (cont)

TABLE 3 - SINGLE PROGRAMME

Line No	Actual Position 31/12/05			Description of Best Value Unit	Projected Outturn Position		
	Expected Expenditure/ (Income)	Actual Expenditure/ (Income)	Variance Adverse/ (Favourable)		2005/6 Latest Budget	2005/06 Projected Outturn	Projected Variance: Adverse/ (Favourable)
	Col. B	Col. C	Col. D (D=C-B) £'000		Col. F	Col. G	Col. H (H=G-F) £'000
91	45.0	30.0	(15.0)	Tees Valley for Offshore High Value Engineering	60.0	60.0	0.0
92	187.5	147.7	(39.8)	Building Futures	375.5	375.5	0.0
93	21.0	8.0	(13.0)	Queens Meadow Marketing Initiative	28.0	28.0	0.0
94	24.6	30.6	6.0	Coastal Arc Coordinator	32.7	32.7	0.0
93	45.1	20.3	(24.8)	Coastal Arc Tourism (Marketing and Training)	59.8	59.8	0.0
94	40.8	40.3	(0.5)	Coastal Arc Tourism (Events Hartlepool)	54.0	54.0	0.0
95	5.3	0.0	(5.3)	Coastal Arc Tourism (Events Redcar)	7.0	7.0	0.0
96	45.0	45.0	0.0	Management and Administration	60.0	60.0	0.0
97	414.3	321.9	(92.4)		677.0	677.0	0.0

TABLE 4 - ACCOUNTABLE BODY PROGRAMME

Line No	Actual Position 31/12/05			Description of Best Value Unit	Projected Outturn Position		
	Expected Expenditure/ (Income)	Actual Expenditure/ (Income)	Variance Adverse/ (Favourable)		2005/6 Latest Budget	2005/06 Projected Outturn	Projected Variance: Adverse/ (Favourable)
	Col. B	Col. C	Col. D (D=C-B) £'000		Col. F	Col. G	Col. H (H=G-F) £'000
98	247.7	247.8	0.1	Children's Fund Partnership	484.2	484.2	0.0
99	247.7	247.8	0.1		484.2	484.2	0.0

PORTFOLIO : FINANCE**Appendix 5.2****CAPITAL MONITORING REPORT PERIOD ENDING 31ST DECEMBER 2005****TABLE 1 - RESOURCES**

Element 3 Code	Scheme Title	EXPENDITURE IN CURRENT YEAR					
		B	C	D	E	F	G
		2005/2006 Budget £'000	2005/2006 Actual as at 31/12/05 £'000	2005/2006 Expenditure Remaining	C+D 2005/2006 Total Expenditure £'000	E-B 2005/2006 Variance from budget £'000	Type of financing
AR100103	Civic Centre Capital Maintenance	1000.0	10.8	989.2	1,000.0	0.0	PRUD BOR
AR52002	Memorial for lives Lost at Sea	4.8	0.0	4.8	4.8	0.0	CAPR
AR52017	Disability Discrimination Act Works	54.0	2.6	51.4	54.0	0.0	PRUD BOR
AR52018	Civic - Imps to Public Facilities	6.6	5.5	1.1	6.6	0.0	CAPR
AR52027	Demolition of Stranton House	0.8	0.0	0.8	0.8	0.0	CAPR
AR52032	Piazza and Slipway re Trin Trust	0.8	0.4	0.4	0.8	0.0	CAPR
AR52033	Regeneration Office Accommodation	9.9	0.0	9.9	9.9	0.0	CAPR
AR52038	Multi Storey Car Park Refurbishment	4.5	4.5	0.0	4.5	0.0	CAPR
AR52039	Archive Store Refurbishment	32.8	9.8	23.0	32.8	0.0	CAPR
AR52044	York Flatlets Demolition	17.5	14.3	3.2	17.5	0.0	CAPR
AR52046	Mobile Benefits	234.0	94.4	139.6	234.0	0.0	RES
AR52047	Contact Centre	107.2	107.2	0.0	107.2	0.0	CAPR
CC901	City Challenge Architects TOS	1.6	0.0	1.6	1.6	0.0	CAPR
CC907	City Challenge Clayback	228.8	0.0	228.8	228.8	0.0	GRANT
IEG06	IEG - Smartcard Consortium	1.6	1.6	0.0	1.6	0.0	IEGGRANT
IEG08	IEG - Remote/Roaming Lotus Notes Prof.	17.2	17.2	0.0	17.2	0.0	IEGGRANT
IEG09	IEG - Non Stop Gov E Forms Software	69.0	52.4	16.6	69.0	0.0	IEGGRANT
IEG10	IEG - E-Consultation System	239.0	72.5	166.5	239.0	0.0	IEGGRANT
IEG11	IEG - SCMS (Community Portal)	80.7	80.7	0.0	80.7	0.0	IEGGRANT
RSC00001	FMS	137.1	12.5	124.6	137.1	0.0	RES
RSC00002	ERDM and Workflow	541.2	413.9	127.3	541.2	0.0	RES
RSC00005	Friarage Field Building Demolition	120.0	73.8	46.2	120.0	0.0	MIX
RSC00011	E Procurement	6.0	6.0	0.0	6.0	0.0	RCCO
RSC00012	St Bennedicts Barlows Building Demolition	50.0	14.9	35.1	50.0	0.0	CAPR
RSC00013	HR Analyser System	98.5	98.5	0.0	98.5	0.0	RCCO
AR10060B	Corporate Planned Maint- Civic Ctre PH4 Bal System	33.3	17.6	15.6	33.3	0.0	RCCO
AR10068C	Corporate Planned Maint- Civic Ctre Electricity	30.0	14.2	15.8	30.0	0.0	RCCO
AR76019	Corporate Planned Maint- Rossmere YC - DDA Works	90.0	0.0	90.0	90.0	0.0	RCCO
AR78132	Corporate Planned Maint- EDC Ph2 Roofing Conf Hall	27.8	29.0	0.0	29.0	1.2	RCCO
AR78702	Corporate Planned Maint- A2L Brierton Recoat Roof	19.1	19.1	0.0	19.1	0.0	RCCO
		3,263.8	1,173.4	2,091.6	3,265.1	1.2	

Appendix 5.2 (cont)

TABLE 2 - SINGLE REGENERATION BUDGET

Element 3 Code	Scheme Title	EXPENDITURE IN CURRENT YEAR					
		B	C	D	E	F	G
		2005/2006 Budget £'000	2005/2006 Actual as at 31/12/05 £'000	2005/2006 Expenditure Remaining	C+D 2005/2006 Total Expenditure £'000	E-B 2005/2006 Variance from budget £'000	Type of financing
SRB3CD17	Voluntary Sector Premises Pool	30.0	0.0	30.0	30.0	0.0	SRB
SRB3CD32	Headland Community Resource Centre Ph 1 & 2	22.1	0.0	22.1	22.1	0.0	MIX
SRB3CD36	Sports Improvement Scheme	1642.4	1231.3	411.1	1,642.4	0.0	MIX
SRB3CD42	Carnegie Building Refurbishment	922.8	664.8	258.0	922.8	0.0	MIX
SRB3CS03	Tackling Crime Together - Street Lighting Project	30.9	5.5	25.4	30.9	0.0	MIX
SRB3CS04	Tackling Crime Together - Community Safety Initiative	5.1	0.0	5.1	5.1	0.0	SRB
SRB5CS05	Community CCTV	18.1	0.4	17.7	18.1	0.0	SRB
SRB3CS08	Headland Promenade CCTV	13.7	0.0	13.7	13.7	0.0	SRB
SRB3ED07	Oakesway Industrial Improvement Area	7.0	0.0	7.0	7.0	0.0	SRB
SRB3ED21	Commercial Improvement Area	207.6	0.0	207.6	207.6	0.0	MIX
SRB3ED22	Developing Enterprise Scheme	16.0	0.0	16.0	16.0	0.0	MIX
SRB3ED28	Heugh Battery Project	33.2	24.6	8.6	33.2	0.0	SRB
SRB3EN12	Headland Key Buildings (Grants)	161.0	21.5	139.5	161.0	0.0	MIX
SRB3EN19	Headland Regeneration Programme	80.5	70.0	10.5	80.5	0.0	MIX
SRB3EN24	Headland Town Square	600.0	302.6	297.4	600.0	0.0	MIX
SRB3HS1/2	Council House Improvement Project	96.2	0.0	96.2	96.2	0.0	SRB
SRB3HS11	Targeted Private Housing Improvements	286.2	51.5	234.7	286.2	0.0	MIX
SRB3HS20	Environmental Improvements - Key Residential Areas	368.8	270.2	98.6	368.8	0.0	MIX
		4,541.6	2,642.4	1,899.2	4,541.6	0.0	

TABLE 3 - NEW DEAL FOR COMMUNITIES

Element 3 Code	Scheme Title	EXPENDITURE IN CURRENT YEAR					
		B	C	D	E	F	G
		2005/2006 Budget £'000	2005/2006 Actual as at 31/12/05 £'000	2005/2006 Expenditure Remaining	C+D 2005/2006 Total Expenditure £'000	E-B 2005/2006 Variance from budget £'000	Type of financing
NDC1ET02D	Longhill Junction Improvements	20.0	0.0	20.0	20.0	0.0	MIX
NDC1ET18/19	Longhill Business Security and Environmental Imps	352.0	206.7	145.4	352.0	0.0	MIX
NDC1ET20	Business Security Fund	83.6	40.4	43.2	83.6	0.0	NDC
NDC1ET21	CIA Building Modernisation Grant	319.9	71.5	248.4	319.9	0.0	NDC
NDC1ET22A	CIA Environmental Improvements	309.8	2.2	307.6	309.8	0.0	NDC
NDC1CS15	Crime Premises	62.2	44.9	17.2	62.2	0.0	NDC
NDC1CS18	Street Lighting Phase 2	45.4	1.3	44.1	45.4	0.0	MIX
NDC1CS19	Target Hardening Phase 3	134.0	5.1	128.9	134.0	0.0	NDC
NDC1CS21	CCTV Implementation - Phase 2	2.0	2.0	0.0	2.0	0.0	NDC
NDC1CD05	Osbourne Road Hall	39.7	0.0	39.7	39.7	0.0	NDC
NDC1CD11	Voluntary Sector Premises Pool	65.0	13.3	51.7	65.0	0.0	NDC
NDC1CD22	Peoples Centre	36.9	17.4	19.5	36.9	0.0	NDC
NDC1CD23	Hartlepool Youth Project	22.4	7.4	15.0	22.4	0.0	NDC
NDC1HS1	Area Remodelling Project	2,580.2	2,449.3	130.9	2,580.2	0.0	MIX
NDC1HS8	Neighbourhood management	27.5	0.0	27.5	27.5	0.0	NDC
		4,100.4	2,861.6	1,238.9	4,100.4	0.0	

TABLE 4 - SINGLE PROGRAMME

Element 3 Code	Scheme Title	EXPENDITURE IN CURRENT YEAR					
		B	C	D	E	F	G
		2005/2006 Budget £'000	2005/2006 Actual as at 31/12/05 £'000	2005/2006 Expenditure Remaining	C+D 2005/2006 Total Expenditure £'000	E-B 2005/2006 Variance from budget £'000	Type of financing
SP00003	Hartlepool HER Initiative	16.7	16.7	0.0	16.7	0.0	GRANT
SP00018	Business Growth Action Plans	30.0	21.1	8.9	30.0	0.0	CAPR
SP00019	River Tees Strategy	16.3	16.3	0.0	16.3	0.0	GRANT
SP00032	Coastal Arc Central Area Attraction	17.0	8.0	9.0	17.0	0.0	RCCO
SP00033	Coastal Arc Interreg Joint Costs	13.3	2.2	11.1	13.3	0.0	GRANT
SP00034	Coastal Arc Seaton Tourism	25.7	25.7	0.0	25.7	0.0	GRANT
		119.0	90.0	29.0	119.0	0.0	

Report of: Chief Executive,
Director of Neighbourhood Services and
Chief Financial Officer

Subject: PERFORMANCE MANAGEMENT PORTFOLIO
CAPITAL MONITORING REPORT 2005/2006

1. PURPOSE OF REPORT

- 1.1 To provide details of progress against the NRF budget and Capital budget for the Performance Management Portfolio for 2005/2006.

**2. CAPITAL MONITORING FOR PERIOD ENDING
31ST DECEMBER, 2005**

- 2.1 Details of anticipated and actual capital expenditure as at 31st December, 2005, is summarised in **Appendix 6.1** and shows:

Column A - Scheme Title
Column B - Budget for Year
Column C - Actual expenditure to 31st December, 2005
Column D - Expected remaining expenditure to be incurred in the period January to March, 2006
Column E - Expected total expenditure to be incurred by 31st March, 2006
Column F - Column E less Column B = expected slippage or over/under spend
Column G - Type of financing

- 2.2 Detailed analysis of these schemes are on deposit in the Member's Library.

- 2.3 Actual expenditure to date amounts to £586,300, compared to the approved budget of £1,711,300 with £1,125,000 of expenditure remaining. The forecast outturn for the year is £1,711,300, resulting in a nil variance.

- 2.4 There are no major items to bring to Portfolio Holder's attention.

3. RECOMMENDATIONS

- 3.1 It is recommended that Members note the report.

PORTFOLIO : PERFORMANCE MANAGEMENT**Appendix 6.1****CAPITAL MONITORING REPORT PERIOD ENDING 31ST DECEMBER 2005**

	A	EXPENDITURE IN CURRENT YEAR					
		B	C	D	E	F	G
Element 3 Code	Scheme Title	2005/2006 Budget £'000	2005/2006 Actual as at 31/12/05 £'000	2005/2006 Expenditure Remaining	C+D 2005/2006 Total Expenditure £'000	E-B 2005/2006 Variance from budget £'000	Type of financing
NSC00020	Dso Vehicles	1,711.3	586.3	1,125.0	1,711.3	0.0	USB
		1,711.3	586.3	1,125.0	1,711.3	0.0	

CABINET REPORT

27th February 2006



Report of: Director of Neighbourhood Services

Subject: LOCAL TRANSPORT PLAN CAPITAL SETTLEMENT

SUMMARY

1. PURPOSE OF REPORT

To inform the Cabinet of the confirmed levels of Local Transport Plan (LTP) capital funding to be provided for 2006/07, planning guidelines for 2007/08 to 2010/11 and proposed distribution of capital funding.

2. SUMMARY OF CONTENTS

The report provides details of the Government's assessment of Hartlepool's provisional second LTP and most recent Annual Progress Report. It also sets out the confirmed levels of capital funding for the period 2006/07, planning guidelines for 2007/08 to 2010/11 and the proposed revised distribution of capital funding.

3. RELEVANCE TO CABINET

Transport is the responsibility of the Portfolio Holders for Regeneration & Liveability and Culture, Housing & Transportation, but has relevance for the other Portfolio Holders also.

4. TYPE OF DECISION

This is not a key decision.

5. DECISION MAKING ROUTE

Cabinet – 27 February 2006.

6. DECISION(S) REQUIRED

That the Cabinet notes the local transport capital settlement for 2006/07 and planning guidelines for 2007/08 to 2010/11 and approves the revised distribution of capital funding as detailed in Table 2.

Report of: Director of Neighbourhood Services

Subject: LOCAL TRANSPORT PLAN CAPITAL SETTLEMENT

1. PURPOSE OF REPORT

- 1.1 To inform the Cabinet of the confirmed levels of Local Transport Plan (LTP) capital funding to be provided for 2006/07, planning guidelines for 2007/08 to 2010/11 and proposed distribution of capital funding.

2. BACKGROUND

- 2.1 The Hartlepool provisional second Local Transport Plan (LTP), approved by Cabinet on 22nd July 2005, and Annual Progress Report (APR) 2005 were submitted to the Government on 31st July 2005. The Government has used these documents to assess quality of planning demonstrated in developing the provisional second LTP and the Council's progress in delivering the first LTP in 2004/05. The results of this assessment were reported by Government Office for the North East in a letter to the Council dated 14th December 2005. The final second LTP is required to be submitted to the Government by 31st March 2006.

Assessment of the Provisional Second Local Transport Plan

- 2.2 The Government has assessed the provisional Local Transport Plan for each LTP area. Each authority has been given a classification according the quality of the provisional plan – 'very promising', 'promising' or 'needs substantial improvement'.
- 2.3 The overall classification for Hartlepool was 'promising'. This was the classification awarded to most LTP areas. The Government's assessment for Hartlepool stated that:

'The plan broadly reflects the wider context in which it is set although we would be keen to see stronger evidence that transport is influencing, rather than merely reacting to, other key decisions of the Council. Whilst the analysis of problems and opportunities is evidence based we would encourage further development of this, particularly at the Tees Valley level. The plan should also be clearer in identifying the key choices which have been made in determining the overall strategy and in demonstrating how the strategy maximises value for money. There is evidence of strong stakeholder involvement in the plan, although some specific areas of this need further development.'

Assessment of the Annual Progress Report 2005

- 2.4 The Government has also assessed the most recent Annual Progress Report for each LTP area. Each authority is given a performance classification according to their score – ‘excellent’, ‘good’, ‘fair’ or ‘weak’. This performance classification also forms one component of the transport element of the Comprehensive Performance Assessment ‘Environment’ block.
- 2.5 The overall assessment was that in 2004/05 Hartlepool was making ‘fair’ progress towards implementing the first LTP. This was the classification awarded to most LTP areas.

Financial Planning Guideline for Hartlepool

- 2.6 The financial planning guidelines set out the capital funding to be made available by the Government for local transport in each LTP area. Provisional financial planning guidelines were announced by the Government in December 2004. The Government has subsequently introduced a new formula to distribute the integrated transport block funding between councils. Table 1 sets out the provisional and final planning guidelines for 2006/07 to 2010/11.
- 2.7 The Government’s guidance stated that up to 25% of an authority’s 2006/07 planning guideline for the integrated transport block allocation might be varied for performance on the assessed provisional second LTP quality and assessed progress in delivering the first LTP in 2004/05 (APR 2005).
- 2.8 The assessment of provisional second LTPs has affected the 2006/07 allocation as follows:

“Very Promising”	+12.5%
“Promising”	No change
“Needs Substantial Improvement”	No change

- 2.9 The assessment of APRs has affected the 2006/07 allocation as follows:

“Excellent”	+12.5%
“Good”	+5%
“Fair”	-5%
“Weak”	-12.5%

- 2.10 The final planning guideline for the integrated transport block allocation Hartlepool plan area in 2006/07 is £1.267 million. Following assessment, this has been adjusted to produce an integrated transport allocation as follows:
- The assessment of the provisional second LTP as “provisional” has resulted in no change in the 2006/07 allocation
 - The assessment of progress in delivering the first LTP in 2004/05 as “fair” has resulted in the guideline for 2006/07 reduced by 5% (£63,000)

- 2.11 Future assessment of the final second LTP and future delivery reports will impact on the planning guideline allocated for 2007/08 to 2010/11. However, as Hartlepool is classified as an “excellent” authority, the final planning guidelines for 2007/8 to 2010/11 are guaranteed as a minimum for the capital allocation. Additional capital funding could be awarded depending on future assessment.
- 2.12 Table 1 below provides the confirmed capital allocation for 2006/07 compared to the provisional and final planning guidelines. The provisional and final planning guidelines for future years are also provided.

Table 1 – LTP Capital Allocation and Planning Guidelines (2006/07 to 2010/11)

	LTP Capital Allocation (£000's)					
	2006/07	2007/08	2008/09	2009/10	2010/11	Total
Integrated Transport						
Provisional Planning Guideline	1,349	1,349	1,416	1,487	1,562	7,163
Final Planning Guideline	1,267	1,162	1,144	1,122	1,094	5,789
Confirmed Capital Allocation	1,204	-	-	-	-	-
Structural Maintenance						
Provisional Allocation	880	898	943	990	1,039	4,750
Confirmed Capital Allocation	880	-	-	-	-	-
Total						
Provisional Planning Guideline	2,229	2,247	2,359	2,477	2,601	11,913
Final Planning Guideline	2,147	2,060	2,087	2,112	2,133	10,539
Confirmed Capital Allocation	2,084	-	-	-	-	10,476 ¹

¹ – Confirmed allocation for 2006/07 plus final planning guidelines for 2007/08 to 2010/11

Proposed Distribution of Capital Funding for the Final Second LTP

- 2.13 Hartlepool's provisional second LTP, and distribution of capital funding, was based on the provisional planning guidelines. As a result of the Government's new formula to distribute the integrated transport block and assessment, a reduction in capital funding totalling £1.437 million over the period 2006/07 to 2010/11 has been required. This, together with the new schemes and initiatives that have been developed following submission of the provisional LTP in July 2005, has required the need to revise the provisional capital expenditure for each of the scheme types for the final second LTP.
- 2.14 Table 2 below sets out the revised distribution of capital funding proposed to be included in the final second LTP.

Table 2 – Proposed Distribution of LTP Capital Funding (2006/07 to 2010/11)

Scheme Type	LTP Capital Allocation (£000's)					
	2006/07	2007/08	2008/09	2009/10	2010/11	Total
Integrated Transport Block						
Bus Priority Schemes	0	267	200	0	100	567
Bus Infrastructure Schemes	50	100	90	50	50	340
Public Transport Interchanges	0	0	50	0	0	50
Cycling Schemes	100	150	150	200	200	800
Walking Schemes	0	0	40	47	0	87
Travel Plans	30	30	30	30	30	150
Local Safety Schemes	210	210	200	200	200	1,020
Road Crossings	40	40	40	30	30	180
Traffic Management and Traffic Calming	145	90	99	30	144	508
Local Road Schemes	392	100	100	400	205	1,197
Miscellaneous	237	175	145	135	135	827
<i>Sub-total</i>	<i>1,204</i>	<i>1,162</i>	<i>1,144</i>	<i>1,122</i>	<i>1,094</i>	<i>5,726</i>
Structural Maintenance						
Roads	810	828	873	920	969	4,400
Bridges	70	70	70	70	70	350
<i>Sub-total</i>	<i>880</i>	<i>898</i>	<i>943</i>	<i>990</i>	<i>1,039</i>	<i>4,750</i>
Total	2,084	2,060	2,087	2,112	2,133	10,476

2.16 The **Integrated Transport Schemes** include:

Bus Priority Schemes

Highway engineering schemes to facilitate bus movement on the core bus route network. Includes highway improvements on York Road.

Bus Infrastructure Schemes

Bus stop upgrade programme focused on the core bus route network. The programme will include replacement of all bus stop poles and flags, new bus shelters, timetable displays and raised kerbs to enable easier access for the mobility impaired.

Public Transport Interchanges

Improvements to passenger facilities, signage and street lighting at Seaton Carew railway station. Improvements will also be made as part of the Hartlepool Transport Interchange project, including new toilets, waiting room, CCTV, passenger information and ticket office.

Cycling Schemes

Continued development of a comprehensive network of cycle routes and facilities, targeted that will improve accessibility within the borough and across the boundary for commuting, leisure and recreational use in coastal, rural and urban areas. Cycling improvements will also be implemented as part of Safer Routes to School schemes.

Walking Schemes

Schemes to improve facilities for pedestrians and the mobility impaired will be targeted towards routes that will improve accessibility within the borough, including leisure and recreational use. Pedestrian improvements will also be implemented as part of Safer Routes to School schemes.

Travel Plans

Development of travel plans at schools, employers and major developments to encourage more sustainable travel.

Local Safety Schemes

Local safety schemes to be implemented on the basis of accident analysis and targeted appropriately at sites, areas and accident types with a high accident number rate.

Road Crossings

Upgrade of existing and provision of new traffic, pedestrian and cycle signalised crossings. Includes continuation of dropped pedestrian crossing programme across the borough.

Traffic Management and Traffic Calming

Highway engineering schemes to maximise capacity of the existing highway network and slow vehicle speeds. Includes new car parking lay-bys, speed activated signs, new highway signage to inform drivers of speed limit changes and real time electronic signs on approach to town centre to inform drivers of location of available car parking spaces.

Local Road Schemes

Highway engineering improvements including re-modelling of existing junction to increase capacity, ease traffic movements and improve crossing facilities for pedestrians and cyclists.

Miscellaneous

Wide range of schemes and initiatives to support the LTP programme. This includes upgrade of Council controlled off-street car parks, contribution to expand existing Road Safety Education and Training activities, contribution towards Shopmobility, promotion and marketing of non-car modes, LTP monitoring and the purchase of additional Dial-a-Ride vehicle.

2.17 The **Structural Maintenance** schemes include:

Roads

Wide range of footway and carriageway improvements prioritised by condition surveys.

Bridges

Strengthening and maintenance of existing bridge structures, including improvements to town centre subway.

3. CONSULTATION

- 3.1 The Council has paid particular attention to effective consultation and involvement of stakeholders in local transport in the development of the final second LTP. The consultation and involvement programme, commenced in November 2004, has continued after the submission of the provisional second LTP. This one-to-one meetings with local stakeholders, public meetings, forums and exhibitions.
- 3.2 The transport schemes and initiatives proposed to be delivered over the next five years have been discussed with members of the public (January 2006), members of the Neighbourhood Consultative Forums (February 2006) and members of the Scrutiny Panel investigating bus services (February 2006).

4. FINANCIAL IMPLICATIONS

- 4.1 There are no financial implications.

5. OFFICER ADVICE

- 5.1 That the Cabinet note the revised distribution of LTP capital funding for the Hartlepool's final second Local Transport Plan and authorises the Director of Neighbourhood Services to develop the final text version of the LTP to be considered for approval by the Cabinet on 13th March 2006.

CABINET REPORT

27 February 2006



Report of: Neighbourhood Services Scrutiny Forum

Subject: FINAL REPORT – SCRUTINY ENQUIRY INTO
20 MPH SPEED LIMIT ZONES OUTSIDE OF
SCHOOLS

1. PURPOSE OF REPORT

- 1.1 To present the findings of the Neighbourhood Services Scrutiny Forum following its enquiry into 20 mph Speed Limit Zones Outside of Schools within Hartlepool.

2. BACKGROUND INFORMATION

- 2.1 At the meeting of the South Neighbourhood Consultative Forum, held on 12 August 2005, the issue of 20 mph speed limit zones outside of Schools within Hartlepool was referred to Scrutiny Coordinating Committee for further consideration (Minute 28 refers).
- 2.2 Subsequently, at the meeting of the Scrutiny Co-ordinating Committee held on 21 October 2005, Members agreed that, in order to determine the appropriateness of such a review, further information should be received on the Department for Transport guidelines for introducing 20 mph speed limits/zones.
- 2.3 Following consideration of this additional information, Members of the Scrutiny Co-ordinating Committee agreed that this was an area worthy of further investigation and subsequently redirected the 'referral' to the Neighbourhood Services Scrutiny Forum, with a three month prescribed timescale for its completion.

3. INTRODUCTION - SETTING THE SCENE

- 3.1 Road accidents can result in severe injury, long-term disability and death. However, many accidents are preventable and their severity could be reduced using appropriate traffic calming/road safety measures.

- 3.2 Despite improvements, road traffic accidents remain the single largest cause of accidental death among children and young people. Each year nearly 180 children die and approximately 4,800 are injured as pedestrians or cyclists. Over 15,000 children make the journey to and from school in Hartlepool each day.
- 3.3 20 mph speed limit zones can contribute to preventing road traffic accidents involving children. Findings from the Transport Research Laboratory into 20 mph zone pilot projects across England, Wales and Scotland, indicated that on average, speeds dropped by 9 mph, annual collision figures fell by 60% and the overall reduction in child casualties was 67%.
- 3.4 The first three 20 mph speed limit forming zones were implemented in Sheffield, Kingston upon Thames and Norwich, in January 1991. Since then, around 450 zones have been implemented in the UK.
- 3.4 Over the recent weeks, Rift House Primary School has become the first in Hartlepool to be approved for a new £10,000 traffic-calming scheme; with a further two zones being explored for Clavering Primary School and Kingsley Primary School.
- 3.5 It is local authorities who are responsible for setting local speed limits. However, a lack of funding prevents the wider use/implementation of 20 mph speed limit zones.

4. OVERALL AIM OF THE SCRUTINY ENQUIRY

- 4.1 The overall aim of the scrutiny enquiry was to establish the appropriateness of the enforcement of 20 mph Speed Limit Zones outside of schools within Hartlepool.

5. TERMS OF REFERENCE FOR THE SCRUTINY ENQUIRY

- 5.1 The Terms of Reference for the Scrutiny Enquiry were as outlined below:-
- (a) To gain an understanding of the Government policy key areas relating to 20 mph Speed Limit Zones outside of schools;
 - (b) To review the Authority's current procedure of determining the appropriateness of enforcing 20 mph Speed Limit Zones outside of schools;
 - (c) To establish what traffic calming/road safety measures are already in place outside of schools within Hartlepool;

- (d) To consider the number of road casualties outside of schools within Hartlepool over the last 12 months;
- (e) To establish the financial implications of enforcing 20 mph Speed Limit Zones and any other traffic calming measures outside of schools in Hartlepool;
- (f) To seek the views of a sample of users and potential users of the zones in which the 20 mph Speed Limit could be enforced; and
- (g) To compare the good practice of neighbouring local authorities in relation to determining the appropriateness of enforcing 20 mph Speed Limit Zones outside of schools.

6. MEMBERSHIP OF THE NEIGHBOURHOOD SERVICES SCRUTINY FORUM

6.1 The membership of the Scrutiny Forum was as detailed below:-

Councillors Cambridge, Cook, Cranney, Fenwick, Flintoff, Hall, Lauderdale, J Marshall, Richardson, Rogan and Tumilty.

Resident Representatives: Alan Lloyd, Linda Shields and Steve Gibbon.

7. METHODS OF INVESTIGATION

7.1 Members of the Scrutiny Forum met formally from 11 November 2005 to 27 January 2006 to discuss and receive evidence relating to this enquiry. A detailed record of the issues raised during these meetings is available from the Council's Democratic Services.

7.2 A brief summary of the methods of investigation are outlined below:-

- (a) Detailed Officer reports supplemented by verbal evidence;
- (b) Verbal evidence from the Town's Member of Parliament;
- (c) Verbal evidence from the Authority's Elected Mayor and the Cabinet Member Portfolio Holder for Culture, Housing and Transportation;
- (d) Examination of good practice within neighbouring Local Authorities in relation to 20 mph Speed Limit Zones;
- (e) Presentation from the Projects Manager for South Tyneside Council (also Chair of the Northern Region Road Safety Engineering Group)
- (f) Site Visit to a number of schools and the surrounding areas within Hartlepool on 7 December 2005;

- (g) Verbal and written evidence from members of the public, School Crossing Wardens and the Head teacher of Clavering Primary School; and
- (h) Written evidence from Cleveland Casualty Reduction Group.

FINDINGS

8. GOVERNMENT POLICY RELATING TO 20 MPH SPEED LIMIT ZONES

- 8.1 Evidence presented to the Forum allowed Members to establish that road safety is governed by the legislation outlined below:-
- 8.2 **Government White Paper-New Deal for Transport: Better for Everyone (1998)** outlines a framework for the delivery of detailed transport /road safety policies with an emphasis upon Local Authorities utilising Local Transport Plans to address road safety/transport issues.
- 8.3 **Department for Transport (1999) Traffic Advisory Leaflet 9/99 'Use of 20mph Limits'** provides advice on how/where to implement 20 mph speed limits and 20 mph zones to help meet the objectives of the Government White Paper, 'A New Deal for Transport: Better for Everyone' and the requirements for Local Transport Plans. Any Local Authority that does not adhere to these guidelines may be found partly liable in the event of an accident.
- 8.4 **Tomorrow's Roads: Safer for Everyone (2000)** sets targets to reduce the number of people killed or seriously injured as a result of road traffic accidents by 40%, and a more stringent target for children (under 16 years of age). The child target is a 50% reduction compared with the average for 1994-1998. Both targets to be achieved by 2010.
- 8.5 **Department for Transport (2002) Child Road Safety: Achieving the 2010 Target** resulted from consultation undertaken to review the progress of the policies/initiatives outlined in 'Tomorrow's Roads: Safer for Everyone'. The report considered developments in road safety strategy and updated the actions deemed necessary to achieve the 2010 target.
- 8.6 **Local Transport Plans** locate road safety within an integrated transport strategy. Road safety is a high priority in accordance with the statutory requirements of the Road Traffic Act 1988.
- 8.7 Within Hartlepool, the first Local Transport Plan (1999-2005) delivered a wide range of road safety related schemes and initiatives to address many of the key accident hotspot sites.
- 8.8 The Road Safety Strategy within the second Local Transport Plan (2006-2011) is currently being developed. The Strategy will include:-

- (a) Extensive road safety awareness schemes and initiatives;
- (b) A list of traffic calming measures that may be implemented where appropriate;
- (c) Schemes to encourage the involvement of parents in teaching road safety awareness/skills early in their child's development; and
- (d) Road safety good practice for older children and the provision of advice and support for older teenagers and young adults regarding their mode of transport choice.

9. ROAD CASUALTIES OUTSIDE OF SCHOOLS WITHIN HARTLEPOOL

9.1 Members considered the evidence presented by the Authority's Transportation Section in relation to the number of road casualties outside of schools within Hartlepool. During the past three years six child pedestrian accidents have occurred outside schools in Hartlepool at school times. The details of which are listed below:-

- (a) Rift House Primary School, Masefield Road – two casualties (scheme to be introduced in near future);
- (b) Manor College of Technology on Owton Manor Lane – two casualties;
- (c) Brierton School on Catcote Road – one casualty; and
- (d) St. Hilda's School on King Oswy Drive – one casualty.

9.2 Members learned that casualties are classified as fatal, serious and slight. All six casualties occurring outside of Schools within Hartlepool were categorised as slight.

10. HARTLEPOOL BOROUGH COUNCIL'S CURRENT PROCEDURE FOR ENFORCING 20 MPH SPEED LIMIT ZONES OUTSIDE OF SCHOOLS

10.1 In light of Hartlepool's road casualty figures outside of schools, Members were alarmed to hear that the Authority did not have a written policy for determining the suitability of 20 mph Speed Limit Zones outside of schools within Hartlepool at the time of this enquiry.

10.2 The Forum did learn, however, that zones, in accordance with Department for Transport guidelines, were selected on a case by case basis, taking into account the number of casualties within a zone, its suitability for physical traffic calming measures and how beneficial it is in road safety and environmental terms.

- 10.3 The Forum also learned that 20 mph speed limits and speed limit zones are self enforcing by means of signs and physical traffic calming measures. Therefore not all roads are appropriate sites for such a scheme. For example, it was evident to Members that a 20mph limit on Catcote Road outside English Martyrs School in Hartlepool would lead to increased congestion and difficulties for emergency services, therefore other methods of improving road safety in these areas, without actually introducing a 20mph limit, would require consideration.
- 10.4 During this Forum's evidence gathering session with the Authority's Cabinet Member Portfolio Holder for Culture, Housing and Transportation, Members were advised by the Cabinet Member of those schools within Hartlepool that were appropriate sites for 20 mph speed limit zones (at the time of the Forum's enquiry) as outlined below:-
- (a) Barnard Grove Primary School;
 - (b) Brougham Primary School;
 - (c) Clavering Primary School;
 - (d) Dyke House School, Mapleton Road;
 - (e) Eldon Grove Primary School;
 - (f) Greatham C of E Primary School;
 - (g) Hart Primary School;
 - (h) Holy Trinity CE;
 - (i) Jesmond Road Primary School, Percy Street;
 - (j) Kingsley Primary School;
 - (k) Lynnfield Primary School, Sheriff Street;
 - (l) Owton Manor Primary School, Eskdale Road;
 - (m) Rift House Primary School;
 - (n) Rossmere Primary School, Callander Road;
 - (o) St Aidan's CE Memorial Primary School;
 - (p) St Bega's RC Primary School;
 - (q) St Cuthbert's RC Primary School;
 - (r) St Hild's School;
 - (s) St John Vianney RC Primary School;
 - (t) St Josephs RC Primary School;
 - (u) St Teresa's RC Primary School, Callander Road;
 - (v) Stranton Primary School;
 - (w) Thorston Primary School;
 - (x) West Park Primary School; and
 - (y) West View Primary School.
- 10.5 Members were encouraged to note, however, that the schools not listed above would still be considered for other traffic calming measures. With this in mind, the Forum attended a Site Visit on 7 December 2005 to a selection of schools to observe, first hand, traffic calming/road safety measures currently in place and the barriers that prevent the implementation of 20 mph speed limit zones (Pictures shown overleaf of Panel on Site Visit and an example of a school frontage on school 'pick up' time).



Members of the Forum on the Site Visit held on 7 December 2005

Congestion/parking problems outside of a school within Hartlepool at the close of a school day



11. CURRENT TRAFFIC CALMING / ROAD SAFETY MEASURES OUTSIDE OF SCHOOLS WITHIN HARTLEPOOL

- 11.1 During the evidence gathering session with the Authority's Cabinet Member Portfolio Holder for Culture, Housing and Transportation, it was evident to this Forum that the Authority acknowledged the central role it continued to play in reducing the number of road accident casualties and in contributing to the achievement of national child road safety targets.
- 11.2 The Authority's commitment to this reduction was demonstrated in the provisional Local Transport Plan (2006-2011) which aims 'to improve the overall safety and security of the transport system for everyone'. Road safety is outlined as a key priority within the Local Transport Plan.
- 11.3 At the time of this enquiry, three 20mph speed limit schemes in Hartlepool were being considered by the Authority's Cabinet Member, Portfolio Holder

for Culture, Housing and Transportation. These schemes were as outlined overleaf:-

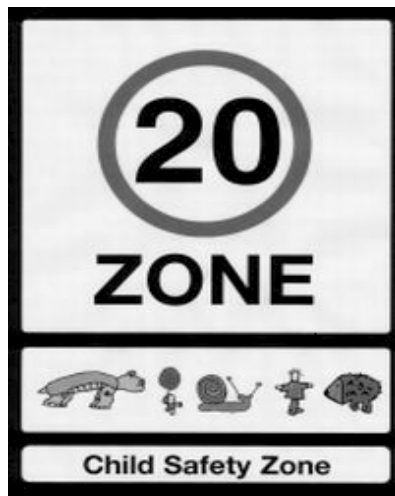
- (a) **Rift House School, Masefield Road** – High speeds recorded during surveys added to road safety concerns near to the school. Two school time child pedestrian casualties had also occurred outside the school in the last 3 years. Consultation had taken place and the scheme was approved at Culture, Housing and Transportation Portfolio on 5 October 2005. The scheme will be implemented during the 2005/06 financial year;
- (b) **Clavering School, Clavering Road** – High speeds also recorded during surveys. Proposed speed cushions and 20mph limit outside of school. No funding is available at present, but the scheme will be fed into the programme of potential schemes for the 2006/07 financial year; and
- (c) **Kingsley School, Kingsley Avenue** – Traffic calming scheme was introduced last year, and a 20mph limit will be introduced to cover this area.

- 11.4 In addition to the physical traffic calming measures and signs that Members observed on the Site Visit held on 7 December 2005, the Authority's Road Safety Team Leader highlighted other traffic calming/road safety measures that are currently in place. The Forum learned that the Authority was pursuing a number of road safety schemes and initiatives that contributed to encouraging children to be safer road users.
- 11.5 Parents and teachers who parked illegally and inconsiderately were also being targeted with education and enforcement campaigns. With targeted enforcement the danger posed by this form of parking was gradually reducing.
- 11.6 Members were pleased to find that the Authority continued to develop regional links and to work in partnership to reduce casualties and achieve the aims and objectives outlined in the Road Safety Strategy. For example, working with the Cleveland Safety Camera Partnership had allowed speed limits to be enforced on roads that had a speed related casualty problem.

12. FINANCIAL IMPLICATIONS OF 20 MPH SPEED LIMIT ZONES / TRAFFIC CALMING MEASURES OUTSIDE OF SCHOOLS WITHIN HARTLEPOOL

- 12.1 Having raised concern at the number of child pedestrian accidents and witnessing the lack of effective traffic calming measures outside of schools during a Site Visit of this Forum on 7 December 2005, Members sought evidence in relation to the financial implications of implementing 20 mph speed limit zones outside schools in Hartlepool.
- 12.2 Members consulted with the Authority's Road Safety Team and consequently found that:-

- (a) The Department for Transport provides funding to Local Authorities to implement safety schemes, traffic calming measures, traffic signal improvements, crossings, congestion measures, maintenance schemes, pedestrian/cycling/public transport improvements, parking schemes and the transport interchange outlined within the Local Transport Plan;
- (b) Funding is also awarded by the Department for Transport for travel planning work, which in turn attracts funding for schemes via the Safer Routes to Schools Programme;
- (c) For each 20mph limit or zone implemented, associated traffic calming measures must also be implemented. These measures are of a significant cost to the Authority. For example the scheme recently approved for Masefield Road in Hartlepool is expected to cost the Authority £10,000;
- (d) Sign only schemes are of a lower cost to the Authority, examples of which are shown below;



- (e) The cost of signs may potentially be met by the Authority's Traffic Management Budget. Members were encouraged to note that such signs were only appropriate on roads where recorded speeds were already low or traffic calming measures were already in place; and
- (f) With the number of people injured on roads in Hartlepool last year standing at 317, it is the sites with the highest number of casualties that receive the majority of the funding that is allocated to road safety schemes.

- 12.3 Whilst Members are aware of the Council's budgetary pressures and priorities, Members agreed that funding should be sought from every possible source to permit the implementation of 20 mph speed limit zones and other appropriate traffic calming measures at all schools throughout Hartlepool.
- 12.4 Members are resolute in the belief that a child's life far outweighs any cost the Authority may incur in implementing 20 mph speed limit zones and/or traffic calming/road safety measures.
- 12.5 Equally the Authority's Elected Mayor and the town's Member of Parliament reinforced this message during an evidence gathering session with the Forum. Both the Elected Mayor and MP believe that a child's safety is paramount and that issues surrounding funding cannot be justified in this instance.

13. 20 MPH ZONES IN NEIGHBOURING LOCAL AUTHORITIES

- 13.1 As part of the Forum's enquiry, consideration was also given to comparing other Local Authorities' policies and practice in relation to 20 mph Zones. In doing so, Members sought evidence from South Tyneside Council due to their links with the Northern Region Road Safety Engineering Group.
- 13.2 The Forum learned that although Road Safety Engineers have been effective in helping to reduce speeds, especially in our neighbourhoods, helping to make these areas to become better/safer places to live, there is still much to be done to win the hearts and minds of those drivers who don't perceive the dangers of speeding.
- 13.3 National Campaigns have detailed how collisions at 40 mph and 30 mph involving a child can potentially kill, in comparison with collisions at 20 mph. Quite simply the higher the speed, the worse the injury to the pedestrian and the less reaction time that is available to the driver in the lead up to an accident to take evasive action.
- 13.4 Members were informed that a holistic approach to speed management has evolved in recent years in which Road Safety Leaders and Transport Managers look at the function, potential conflict and local characteristics of the road network to ensure that a consistent and comprehensive assessment is made of matching traffic speeds with the environment. The following examples illustrate how traffic calming measures can be adapted to suit the location concerned:-



Examples of speed cushions, road markings and signs



- 13.5 The Projects Manager from South Tyneside Council stated that whilst this approach is effective, Local Authorities should consider the schemes and initiatives within their Road Safety Strategy/Local Transport Plan to prevent casualties rather than implementing road safety measures to reduce the number of casualties.
- 13.6 Members were also encouraged to note that the Government will be setting new speed limits this year which should be consulted when considering how to implement 20 mph speed limit zones outside of schools and formulating road safety strategies.
- 13.7 In his capacity as Chair of the Northern Region Road Safety Engineering Group, the Projects Manager commended the efforts of the Forum in stimulating debate and challenging the Authority to ensure that road safety issues are addressed and resolved. It was also proposed to the Forum that the group could assist Hartlepool Borough Council by developing an assessment framework for the implementation of 20 mph speed limit zones.
- 13.8 The Projects Manager outlined the importance of interacting with other Local Authorities throughout the country to establish best practice and aid one

another in ensuring casualties are prevented outside of schools.

13.9 Consequently Members sought evidence from other Local Authorities who sit on the Northern Region Road Safety Engineering Group. Local Authorities that cover the geographical area from Northumberland down to North Yorkshire were invited to discuss their policies and practices relating to 20 mph speed limit zones outside of schools.

13.10 Responses from six Local Authorities were acquired and are summarised below:-

- (a) **Stockton Borough Council** – 20mph limits are only brought in with associated traffic calming measures. They won't be considered without limits, bringing them into disrepute. Schools are not specifically targeted as speeds are generally low due to congestion caused by parents parking, and accident levels are also very low;
- (b) **Redcar and Cleveland Borough Council** – Generally in favour of 20mph limits outside schools and any requests are considered dependent on the suitability of the road;
- (c) **Durham City Council** – Policy states "self enforcing 20mph zones shall be provided around schools with above average number of accidents, particularly where children are involved." Have only one 20mph limit at present and do not have major problems outside of schools in terms of casualties;
- (d) **Sunderland City Council** – Do not have 20mph limits without traffic calming as they have no significant effect. On main roads School Safety Zones are used instead, consisting of high visibility signing, road markings and coloured surfacing, to highlight the presence of a school;
- (e) **North Tyneside Council** – Currently have around twenty 20mph zones, which have been concentrated in appropriate areas with high numbers of casualties. All zones are self enforcing with physical traffic calming measures outside of schools; and
- (f) **Northumberland County Council** – No 20mph limits specifically on the section of road fronting a school. They do, however, have 44 20mph zones, 29 of which include a school within them.

14. **COMMUNITY ENGAGEMENT – THE VIEWS OF THE PUBLIC, SCHOOL CROSSING WARDENS AND HEAD TEACHERS**

14.1 Members invited the public, School Crossing Wardens and the Head teacher of Clavering Primary School to contribute to the enquiry at the meeting of the Forum held on 12 December 2005.

- 14.2 Members were pleased to find that the majority of the residents of Hartlepool would welcome the implementation of 20 mph speed limit zones outside schools and advised that such measures should be implemented as soon as possible to prevent serious accidents occurring.
- 14.3 However, the Forum learned that members of the public had grown increasingly frustrated by the perceived lack of concern for road safety issues surrounding a number of schools within Hartlepool. A small number commented upon their correspondence with the Local Authority, local police and the local bus company who have failed to remedy the issues outlined to Members.
- 14.4 Members of the public requested that issues surrounding the enforcement of parking restrictions, speed limits and other traffic calming measures outside of schools within Hartlepool are addressed. Equally Members were encouraged to note that no objection to any 20 mph speed limit zone would be made providing that the zones would only be enforced at school drop off and pick up times.
- 14.5 Department for Transport legislation, however, does not currently permit part time speed limits. The fact that 20mph limits also require physical traffic calming measures would also prevent this. By their very nature, road humps, etc, are physical measures and once installed are permanent features of the road.
- 14.6 Members also found that the public encouraged the evaluation and review of any 20 mph speed limit zone or traffic calming measure that was put in place in order to determine how effective such measures are at each school.
- 14.7 The Head teacher of Clavering Primary School informed Members that the entrance to the school poses a serious threat to the safety of children, parents, teachers and school crossing wardens. Traffic calming measures in place outside Clavering Primary School include school crossing wardens and double crossing lights on the schools approach, the Head teacher feels these lights are ineffective.
- 14.8 The Head teacher went on to comment that he would support the implementation of 20 mph speed limit zones at all schools in Hartlepool. However, he does appreciate that every school is unique and that there are financial and site implications/problems.
- 14.9 Members were encouraged to note that, from the perspective of the school crossing wardens, the most effective traffic calming measures outside of schools are those that prevent and deter parking at, or close to, the crossing point which improves visibility and makes the crossing point safer. Members learned that footpaths built out and parking restrictions improve visibility for the warden and on the crossing site.
- 14.10 In addition to the above, Members supported the view that educating drivers and parents about child road safety is central to ensuring that roads are safe.

15. CONCLUSIONS

15.1 The Neighbourhood Services Scrutiny Forum concluded:-

- (a) That it is for the Local Authority to determine whether speed limits or zones should be implemented having considered whether such a scheme is appropriate to the area and beneficial in road safety and environmental terms;
- (b) That the Authority does not have a documented policy for determining the selection of schools/zones that could become 20 mph speed limits or zones;
- (c) That the use of 20 mph speed limit zones was initially intended to address the serious problem of child pedestrian accidents occurring in and around residential areas, although such zones are no longer confined to residential areas;
- (d) That research undertaken by the Traffic Advisory Unit has shown that the risk of a child being involved in an accident has reduced by about two-thirds where 20 mph zones have been installed;
- (e) That the long-term success of any 20 mph zone or limit will be the reduction and prevention of accidents to children outside of schools;
- (f) That any proposed schemes are likely to be subject to considerable opposition, both during and after implementation, therefore it is crucial a thorough consultation exercise is undertaken;
- (g) That the DfT guidelines state that 20mph limits should be self enforcing with physical traffic calming measures and may not be appropriate for main roads due to the impact on congestion, emergency services and bus routes, but other measures can be used to slow speeds and improve road safety;
- (h) That 20 mph limits can be provided by signs alone on roads where recorded speeds are low to start with, but these tend to be areas where the risk of casualties is also lower. A small number of schools in Hartlepool may fit into this category and speed surveys can be undertaken to determine this;
- (i) That in the three year period from April 2002- March 2005 there were six children injured going to and from school. Casualties are classified as fatal, serious or slight, and all six were slight casualties. Over 15,000 children make the journey to and from school in Hartlepool each day;
- (j) That Hartlepool's first 20mph limit will be introduced outside Rift House Primary School early in the New Year, which is where two of the six casualties occurred and that a 20 mph limit will also be added to the existing traffic calming scheme outside Kingsley Primary School;

- (k) That members of the public, whilst supporting the implementation of 20 mph speed limit zones outside of schools, are concerned with issues of enforcement and prosecution;
- (l) That educating parents, children and drivers in road safety awareness is vital;
- (m) That schemes and training initiatives regarding road safety awareness should be widely publicised and promoted;
- (n) That partnership working is imperative if zones are to be enforced properly and residents, parents, children and school crossing wardens are to be safe;
- (o) That many 20 mph speed limit zones are not implemented in appropriate sites due to the significant cost to the Authority;
- (p) That consultation with the police is a statutory requirement for both zones and limits, it is also good practice to consult the fire service and bus operators;
- (q) That the emergency services have been consulted on the provisional list of schools, outlined in Appendix A, via the Council's Traffic Liaison Group, regarding whether they feel that the roads designated as being appropriate for traffic calming measures are acceptable to them.
- (r) That two authorities in the North East are seeking to introduce sign only 20 mph speed limit pilot schemes;
- (s) That the Scottish Executive is strongly promoting 20 mph speed limits outside schools and committing a significant amount of funding to child road safety initiatives and schemes;
- (t) That within Scotland part time speed limits are being installed and are operational when flashing 20 mph signs are activated and amber flashes;
- (u) That Special Wardens are employed to monitor speeds in part time zones;
- (v) That the Department for Transport guidelines did not allow part time zones in England at the time of this enquiry;
- (w) That there should be a consistent approach to speed management;
- (x) That Authorities should consider schemes and initiatives in the Local Transport Plan that will allow the prevention of casualties rather than attempting to reduce the number of casualties;

- (y) That the Northern Region Road Safety Engineering Group are able to aid the Authority in compiling an assessment framework for implementing 20 mph speed limit zones and traffic calming measures; and
- (z) That working in partnership with other Local Authorities should be central to Road Safety Strategies within the Local Transport Plan.

16. RECOMMENDATIONS

- 16.1 The Neighbourhood Services Scrutiny Forum has taken evidence from a wide range of sources to assist in the formulation of a balanced range of recommendations. The Forum's key recommendations to the Cabinet are outlined below:-
- (a) That the Authority compiles a 20 mph Speed Limit Zones Policy upon completion of a thorough consultation exercise with members of the public and partners which includes:-
 - (i) An agreed criteria for the implementation of mph speed limit zones outside of schools within Hartlepool;
 - (ii) Alternative traffic calming/road safety measures that may be implemented at sites that are deemed inappropriate for 20 mph speed limit zones;
 - (iii) Proposals to tackle issues of enforcement and prosecution;
 - (iv) Schemes and initiatives to educate children, parents, teachers and residents about road safety; and a
 - (v) Commitment to partnership working.
 - (b) That the Authority continues to strengthen links/working relationships with the emergency services, public transport operators, Northern Region Road Safety Engineering Group, Cleveland Safety Camera Partnership and the Cleveland Casualty Reduction Group;
 - (c) That the Authority monitors and evaluates any 20 mph speed limit zones that are implemented at regular intervals;
 - (d) That the Authority considers a number of 20 mph speed limit zones pilot schemes outside of schools within Hartlepool;
 - (e) That the Authority addresses road safety issues with a 'prevention is better than cure' approach; and
 - (f) That the Authority submits a progress report on the recommendations contained within this report, within six months, to the Neighbourhood Services Scrutiny Forum.

17. ACKNOWLEDGEMENTS

- 17.1 The Forum is grateful to all those who have presented evidence during the course of our investigation. We would like to place on record our appreciation, in particular of the willingness and co-operation we have received from the below named:-

Hartlepool Borough Council:

Stuart Drummond – Elected Mayor

Councillor Robbie Payne – Cabinet Member Portfolio Holder for Culture, Housing and Transportation

Peter Frost – Traffic Team Leader

Paul Watson – Road Safety Team Leader

Pam Robertson and Bev Wood - School Crossing Wardens

Mr Metcalfe – Head teacher of Clavering Primary School

External Representatives:

Iain Wright – Member of Parliament for Hartlepool

John Edwards from South Tyneside Council (and Chair of the Northern Region Road Safety Engineering Group);

Members of the public (including Resident Representatives)

Cleveland Casualty Reduction Group

COUNCILLOR KEVIN CRANNEY CHAIR OF THE NEIGHBOURHOOD SERVICES SCRUTINY FORUM

January 2006

Contact Officers:

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BACKGROUND PAPERS

The following background papers were consulted or referred to in the preparation of this report:-

- (a) Minutes of the South Neighbourhood Consultative Forum, 12th August 2005
- (b) Hartlepool Borough Council (1999) Local Transport Plan 1999-2005, Hartlepool Borough Council
- (c) Hartlepool Borough Council (2005) Local Transport Plan 2006-2011 (Provisional), Hartlepool Borough Council
- (d) Department for Transport (1998) Government White Paper- New Deal for Transport: Better for Everyone, Department for Transport
- (e) Department for Transport (2000) Tomorrow's Roads: Safer for Everyone, The Governments Road Safety Strategy and Casualty Road Safety Targets for 2010, Department for Transport
- (f) Department for Transport (2002) Child Road Safety: Achieving the 2010 Target, Department for Transport
- (g) Department for Transport (1999) Traffic Advisory Leaflet 9/99 'Use of 20mph Limits', Department for Transport
- (h) Report of the Scrutiny Manager entitled Scrutiny Topic Referral from South Neighbourhood Consultative Forum- '20 MPH Speed Limit Zones Outside of Schools' to Scrutiny Co-ordinating Committee held on 30th September 2005
- (i) Report of the Traffic Manager and Scrutiny Manager entitled '20 MPH Speed Limit Zones Outside of Schools' to Scrutiny Co-ordinating Committee held on 21st October 2005
- (j) Report of the Scrutiny Manager/Research Assistant entitled- 'Scrutiny Topic Referral from South Neighbourhood Consultative Forum- 20 MPH Speed Limit Zones Outside of Schools presented to Neighbourhood Services Scrutiny Forum 11th November 2005

CABINET REPORT

27th February 2006



Report of: Scrutiny Co-ordinating Committee

Subject: CALL-IN OF DECISION – BRIARFIELDS
ALLOTMENTS SITE

1. PURPOSE OF REPORT

- 1.1 To refer the decision of Cabinet made on 24 January 2006 (Minute 173 / Decision Item 5.1 refers) back to Cabinet for re-consideration in light of the unanimous recommendation made by the Scrutiny Co-ordinating Committee on 10 February 2006, as per the Authority's Call-In Procedure.

2. BACKGROUND INFORMATION

- 2.1 At the Cabinet meeting on 24 January 2006, a report was considered on the preferred design and costs of reinstatement of the Briarfields Allotments Site following further investigation of costs, as originally presented to the Cabinet meeting on 23 November 2005.
- 2.2 Following the decision by Cabinet (**Appendix A refers**) to reject the reinstatement proposal on the basis that the issue be reconsidered when the Council's budgetary position was known, a Call-In Notice was issued by three Members of the Scrutiny Co-ordinating Committee on the basis that the decision had been taken in contravention of the principles of decision making as outlined in Article 13.02 of the Constitution. The reasons identified in the Call-In Notice were as outlined below:
- (a) **Respect for Human Rights and Equality** – Despite the findings of the Local Government Ombudsman in the fact that Hartlepool Borough Council are guilty of maladministration, with regard to the methods employed to remove the Briarfield gardeners from their allotments. The Mayor has decided to continue to deny them the peaceful enjoyment of their gardens.

The Mayor has also chosen to make dismissive comments in the local press, with regard to the allotment gardeners in an attempt to undermine

public support for the legitimacy of their position and the dignity with which they have carried out their campaign.

- (b) **Best Value** – The Mayor permitted both Officer and Member time to be allocated to negotiating an amicable settlement of the issues surrounding the reinstatement of the Briarfield Allotment Gardens with the gardeners concerned. To then refuse to implement the outcome of that negotiation, is a waste of public resources and causes damage to the integrity of both the Portfolio Holder and the officers of the Council concerned. With the ultimate outcome that the standing of the Council as a whole is diminished.

3. CONSIDERATION OF THE CALL-IN OF THE DECISION BY THE SCRUTINY CO-ORDINATING COMMITTEE

- 3.1 The Scrutiny Co-ordinating Committee met on the 10 February 2006 to determine whether it agreed with the three Members submitting the Call-In Notice and to discuss the Cabinet's decision.
- 3.2 At this meeting Members agreed that the reasons as set out in the Call-In Notice would form the basis of the Committee's consideration of the decision (paragraph 2.2 refers).
- 3.3 To assist Members with the Call-In of the Decision, various documentation relating to the Cabinet's decision was provided, supplemented by verbal evidence from the Elected Mayor, individual Cabinet Members (subject to their availability) and key officers.

4. CONCLUSION

- 4.1 Whilst the Scrutiny Co-ordinating Committee acknowledged that earlier that day, the Cabinet, as part of the Draft Budget and Policy Framework Proposals for 2006/07 to 2007/08 had agreed in principle that provision be made within the Authority's 2006/07 budget to reinstate the Briarfields Allotments Site for Council's consideration. No additional evidence was received during the Call-In process, that satisfied the initial concerns of the Cabinet's decision made on 24 January 2006 as outlined in the Call-In Notice (paragraph 2.2 refers).

5. RECOMMENDATION

- 5.1 It is recommended that the Cabinet reconsider the decision, setting out the reasons for doing so in response to the issues raised by the Scrutiny Co-ordinating Committee as outlined in paragraph 2.2 of this report.

Contact Officer:- Charlotte Burnham – Scrutiny Manager
Chief Executive's Department - Corporate Strategy
Hartlepool Borough Council
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BACKGROUND PAPERS

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

- (i) Report of the Director of Adult and Community Services entitled 'Briarfields Allotments Site' presented to the Cabinet on 24 January 2006.
- (ii) Hartlepool Borough Council's Constitution.
- (iii) Report of the Scrutiny Manager entitled 'Call-In of Decision – Briarfields Allotments Site' presented to the Scrutiny Co-ordinating Committee held on 10 February 2006.
- (iv) Minutes of the Scrutiny Co-ordinating Committee held on 10 February 2006.

CABINET

MINUTE AND DECISION RECORD EXTRACT

24th January 2006

Present:

The Mayor (Stuart Drummond) - In the Chair

Councillors: Stanley Fortune (Policy Co-ordination Portfolio Holder),
Robbie Payne (Culture, Housing and Transportation Portfolio Holder),
Ray Waller (Adult and Public Health Services Portfolio Holder)

Officers: Paul Walker (Chief Executive),
Nicola Bailey (Director of Adult and Community Services),
Ian Parker (Director of Neighbourhood Services),
Adrienne Simcock (Director of Children's Services),
Andrew Atkin (Assistant Chief Executive),
Paul Briggs (Children's Services Consultant),
Tony Brown (Chief Solicitor),
Stuart Green (Assistant Director {Planning and Economic Development}),
John Mennear (Acting Assistant Director {Community Services}),
Michael Ward (Chief Financial Officer)
Steve Hilton (Assistant Public Relations Officer)
Angela Hunter (Principal Democratic Services Officer)
Amanda Whitaker (Democratic Services Team Manager)

173. **Briarfields Allotment Site**(*Director of Adult and Community Services*))

Type of decision

Key Decision (test (ii) applies)

Purpose of report

To provide an update on the preferred design and costs of reinstatement of the Briarfields Allotments following further investigation of costs, as originally presented to the Cabinet meeting on 23rd November 2005.

Issue(s) for consideration by Cabinet

Prior to presentation of the report, the Mayor highlighted that the report was subject to a General Exception Notice and sought clarification that Cabinet

Members were happy to consider the report.

Following the Cabinet meeting on 23rd November 2005, the Culture, Housing and Transportation Portfolio Holder had met with representatives of the Briarfields Allotments Association (BAA) to discuss the site design and options in more detail. The meeting had been held on the 6th December 2005. It had been accepted, at that meeting, that any re-establishment of an allotment site had to be of a high quality to avoid a detrimental affect on any long-term development option of the neighbouring site. Furthermore the BAA representatives had been very mindful that they did not seek to insist on elements of the design which could, by there omission, assist in reducing the cost of the overall scheme estimates. To avoid any misunderstanding it was clarified that some of these elements related to the internal layout, whilst other details were costings to provide site access to a standard that had not previously been present.

Appended to the report was the final layout proposal for the new Briarfields Allotment site in terms of the following:

- The site provides for twelve plots
- A 2.4m high steel perimeter fence
- Internal hedge planting to partially screen the site
- Compacted pathways to perimeter and central alleyway
- New water supply with 3 water taps
- Inclusion of an integral secure compound for parking and potential lock-up container.

The site remained in the preferred location, in the South East corner of the site, bounded on the East by a public footpath and the South by a shelter belt of Corsican Pine trees and a public footpath. The BAA had specifically stated that no access roadway was required (existing grass track would suffice), the compound surface would be left as a strimmed turf surface and that no internal plot fencing would be provided. A series of marker posts would suffice for plot demarcation and allow allotment officers / BAA tenants to determine any future incursion disputes. The quality of the steel fence would remain for strength and security, however the proposed black powdercoating would be deleted. This would mean the fence appearance would be a galvanised finish which would weather to a light silver grey; no future painting to the fence was anticipated nor intended.

The agreed design and layout details had allowed a revised cost estimate to be determined. Discussions between the Officers preparing the scheme and the BAA representatives had clarified misunderstandings which had arisen as to the basis of the cost estimates. It was reported, therefore, that the current cost estimate for the site identified on the appendix (a large scale drawing was available at the Cabinet Meeting) was £75,000.

The cost estimates would be subject to a tender process and final cost could not be guaranteed, however the above figure included a contingency of 10%. However it was noted that it would be unsafe to make any assumption at this stage that this 12 site allotment provision could be

delivered for less than £75,000.

The existing budget did not include provision to meet the capital costs of the current proposal. Therefore if Members wished to implement the scheme the capital costs would need to be funded from prudential borrowing. Members were reminded that Scrutiny Co-ordinating Committee had recently completed a review of the Council reserves. This review had confirmed that the Council's reserves were largely committed and reserves could not be used to fund this expenditure. If the capital costs were to be funded from prudential borrowing the resulting revenue costs would need to be funded from within the overall budget from 2006/2007. This would increase the level of savings required to balance the 2006/2007 budget. Details of the revenue costs were summarised as follows:

	<u>Capital Cost</u>	<u>Revenue Cost p.a.</u>
Provision at Briarfields	£75,000	£7,000

As this development was outside the Budget and Policy Framework the provision of Prudential Borrowing would require the approval of Council.

The implementation of this scheme via the tender process, the appointment of a successful contractor and the completion of the site work would all follow the outcome of a planning application for allotment re-instatement. The timescale to achieve this meant that the allotment completion would be unlikely until early summer 2006 at the earliest.

Following presentation of the report Officers responded to concerns expressed by the Culture, Housing and Transportation Portfolio Holder which included the following:-

- Planning application – Officers clarified that the works proposed involved development which required statutory planning permission.
- Tender process – Following advice received from the Chief Solicitor that the Council was able to have the proposed work carried out by its in-house workforce, the Director of Neighbourhood Services undertook to discuss this with the relevant Officers in the Adult and Community Services Department.

Views were expressed in favour of the re-instatement of the allotments and reference was made to previous decisions of the Cabinet and Council.

The Mayor, supported by Councillor Fortune, was of the view that the recommendation included in the report, to consider the approval of Briarfields allotments at an estimated cost of £75,000, should be refused and revisited when the budget process was complete and when further information was known in relation to equal pay claims.

Councillor. Payne maintained that the Mayor's proposal was contrary to an earlier decision of the Cabinet to reinstate the allotments as early as possible. The Chief Solicitor expressed his understanding that the earlier

decision was an 'in principle' decision only and was subject to determination of the costs of re-instatement, but the earlier minutes could be obtained and examined if necessary. It being agreed that the matter be put to the vote, the vote was taken. The votes being equal, the Mayor exercised his casting vote

Decision

The recommendation for implementation of purpose designed 12 plot allotment site at Briarfields, at an estimated cost of £75,000 was rejected and was to be reconsidered when the Council's budgetary position was known.

Following the vote Cllr Payne requested that his vote against the decision, and the concerns he expressed, be recorded. He then left the meeting and advised that his resignation from the Cabinet would be forthcoming.

J A BROWN

CHIEF SOLICITOR

PUBLICATION DATE: 27th January 2006