



Chief Executive's Department
Civic Centre
HARTLEPOOL

7 October, 2013

Councillors Ainslie, C Akers Belcher, S Akers Belcher, Atkinson, Barclay, Beck, Brash, Cook, Cranney, Dawkins, Fisher, Fleet, Gibbon, Griffin, Hall, Hargreaves, Hill, Jackson, James, Lauderdale, A E Lilley, G Lilley, Loynes, Martin-Wells, Dr. Morris, Payne, Richardson, Robinson, Shields, Simmons, Sirs, Tempest and Thompson.

Madam or Sir,

You are hereby summoned to attend a meeting of the COUNCIL to be held on THURSDAY, 17 October, 2013 at 7.00 p.m. in the Civic Centre, Hartlepool to consider the subjects set out in the attached agenda.

Yours faithfully

A handwritten signature in black ink that reads 'D Stubbs'. The signature is written in a cursive, slightly slanted style.

D Stubbs
Chief Executive

Enc

COUNCIL AGENDA



Thursday 17 October 2013

at 7.00 p.m.

**in the Council Chamber,
Civic Centre, Hartlepool.**

- (1) To receive apologies from absent Members;
- (2) To receive any declarations of interest from Members;
- (3) To deal with any business required by statute to be done before any other Business;
- (4) To receive questions from and provide answers to the public in relation to matters of which notice has been given under Rule 11;
- (5) To approve the minutes of the last meeting of the Council held on 5 September 2013 as the correct record;
- (6) To answer questions from Members of the Council on the minutes of the last meeting of Council;
- (7) To answer questions of Members of the Council under Rule 12;
 - (a) Questions to the Chairs of Committees and Forums
 - (b) Questions on Police and Crime Panel and Fire Authority issues to the appropriate Members.
- (8) To deal with any business required by statute to be done;
- (9) To receive any announcements from the Chair, or the Head of Paid Service;
- (10) To dispose of business (if any) remaining from the last meeting and to receive the report of any Committee to which such business was referred for consideration;

- (11) To consider reports from the Council's Committees and to receive questions and answers on any of those reports;
- (12) To consider any other business specified in the summons to the meeting, and to receive questions and answers on any of those items;
- (13) To consider reports from the Policy Committees:
- (a) proposals in relation to the Council's approved budget and policy framework
- None.
- (b) proposals for departures from the approved budget and policy framework;
- (1) Additional Apprenticeship Opportunities – Report of Finance and Policy Committee
 - (2) Bowls Club – Report of Finance and Policy Committee
- (14) To consider motions in the order in which notice has been received;

(a) "A number of construction companies have been challenged about supporting the existence of, and subscribing to, construction industry 'blacklists', which detail covertly and potentially illegally gathered information on trade union members in the construction industry.

This Council recognises that any compilation, dissemination and use of 'blacklists' which is intended to discriminate against workers on the grounds of their TU membership or union activities is expressly prohibited by law and the Council therefore resolves that any individual or body who engages in such practices such be prohibited from tendering for council contracts.

That the Council's Contract Procedure Rules and Guide to Procurement reflect this position so that no individual or body is in any doubt of the Council's intention to ensure statutory compliance and prohibit discriminatory practices. Further, that this Council will terminate any existing contracts where such evidence of breach of such statutory compliance is proven to exist.

We will blacklist the blacklists."

Councillor Jonathan Brash
Councillor Pamela Hargreaves
Councillor Paul Thompson
Councillor Geoff Lilley
Councillor Cath Hill
Councillor Keith Fisher
Councillor Alison Lilley

(b) "Recognising the concerns raised by local residents and other stakeholders this council resolves under Section 22 (1) of the Planning and Compulsory Purchase Act, 2004 (as amended) to withdraw the submitted Local Plan (June 2012).

The Council have sought through suggested modifications, additional appraisals and consultations and also through further hearing sessions to address concerns raised by the Planning Inspector during the course of the Public Examination into the Local Plan. However it is proposed that Council withdraws the Local Plan and that it proceeds immediately with further work to seek the adoption of a local plan that conforms with national planning policy guidance and fully meets the needs and aspirations of local residents and all interested parties in ensuring that development is sustainable.

That Council recognises the foundation of emerging local plan policies in the submitted document and that further work be undertaken acknowledging those areas of the local plan that need to be reassessed and that in gathering further evidence on potential site allocations and planning policy the Council proceeds in line with its statement of Community Involvement and that a Local Plan would be anticipated to be adopted by 2015 for the benefit of the borough."

Councillor C Akers-Belcher
Councillor Beck
Councillor Cook
Councillor Ainslie
Councillor Fleet
Councillor S Akers-Belcher
Councillor Griffin
Councillor Richardson
Councillor Barclay
Councillor Tempest
Councillor Cranney
Councillor Hall
Councillor Jackson
Councillor James
Councillor Payne
Councillor Robinson
Councillor Shields
Councillor Simmons
Councillor Sirs

- (15) To receive the Chief Executive's report and to pass such resolutions thereon as may be deemed necessary.

<p style="text-align: center;">COUNCIL</p> <p style="text-align: center;">MINUTES OF PROCEEDINGS</p> <p style="text-align: center;">5 September 2013</p>

The meeting commenced at 7.00 pm in the Civic Centre, Hartlepool

PRESENT:-

The Chairman (Councillor S Akers-Belcher) presiding:

COUNCILLORS:

Ainslie	C Akers-Belcher	Atkinson
Barclay	Beck	Brash
Cranney	Dawkins	Fisher
Fleet	Gibbon	Griffin
Jackson	James	Lauderdale
Loynes	Dr Morris	Richardson
Robinson	Shields	Sirs
Tempest	Thompson	Wells

Officers: Dave Stubbs, Chief Executive
Peter Devlin, Chief Executive
Jill Harrison, Assistant Director (Adult Services)
Chris Little, Chief Finance Officer
Denise Ogden, Director of Regeneration & Neighbourhoods
Joan Stevens, Scrutiny Manager
Louise Wallace, Director of Public Health
Angela Armstrong and Amanda Whitaker, Democratic Services Team

52. APOLOGIES FOR ABSENT MEMBERS

Councillors Cook, Hall, Hargreaves, Hill, A Lilley, G Lilley, Payne and Simmons

53. DECLARATIONS OF INTEREST FROM MEMBERS

No interests were declared at this point in the meeting. An interest was declared by Councillor Christopher Akers-Belcher later in the meeting (minute 62 refers).

54. BUSINESS REQUIRED BY STATUTE TO BE DONE BEFORE ANY OTHER BUSINESS

None

55. PUBLIC QUESTION

None

56. MINUTES OF PROCEEDINGS

The Minutes of Proceedings of the Council held on the 25 July 2013, having been laid before the Council.

RESOLVED - That the minutes be confirmed.

The minutes were thereupon signed by the Chairman.

57. QUESTIONS FROM MEMBERS OF THE COUNCIL ON THE MINUTES OF THE PREVIOUS MEETING OF THE COUNCIL

None

58. QUESTIONS FROM MEMBERS OF THE COUNCIL

(a) Questions to Chairs of Committees and Forums

None

(b) Questions to Police and Crime Panel and Fire Authority issues

The minutes of the Cleveland Fire Authority held on 7 June 2013 and the Police and Crime Panel held on 10 June 2013 had been circulated.

59. BUSINESS REQUIRED BY STATUTE

None

60. ANNOUNCEMENTS

None

61. TO DISPOSE OF BUSINESS (IF ANY) REMAINING FROM THE LAST MEETING AND TO RECEIVE THE REPORT OF ANY COMMITTEE TO WHICH SUCH BUSINESS WAS REFERRED FOR CONSIDERATION.

None

62. TO RECEIVE REPORTS FROM THE COUNCIL'S COMMITTEES

- (a) Consultation Regarding the Reconfiguration of Emergency Medical and Critical Care Services at North Tees and Hartlepool NHS Foundation Trust - Audit and Governance Committee

The Chair of Audit and Governance Committee presented a report which informed Council of the Audit and Governance Committee's views and recommendations following consideration of the consultation outcome regarding the reconfiguration of Emergency Medical and Critical Care Services at North Tees and Hartlepool NHS Foundation Trust.

In accordance with the requirements of the Local Authority (Public Health, Health and Wellbeing Board and Health Scrutiny) Regulations, a Joint Health Scrutiny Committee had been established to formulate a formal response to the consultation. Details of the composition of the Committee and the process undertaken had been reported to Council on the 25 July 2013. The joint Committee had finalised its response to the consultation at its meeting on the 29 July 2013 and this was submitted on the 5 August 2013 (a copy of which was attached at Appendix A). The outcome of the consultation was reported to a joint Clinical Commissioning Group/Foundation Trust meeting on the 2 September 2013 and the outcome of discussions at this meeting, in relation to the implementation of the proposals, was reported back to the Health Scrutiny Joint Committee (3 September 2013) and the Audit and Governance Committee (4 September 2013).

Members were advised that the Audit and Governance Committee had discussed in detail the outcome of the consultation and the decisions of the Clinical Commissioning Groups and had expressed extreme disappointment at their conclusions and recommendations. In considering further action, the Committee had considered the potential for a recommendation to Full Council that the reconfiguration be referred to the Secretary of State. The Committee noted that the Local Authority (Public Health, Health and Wellbeing Board and Health Scrutiny Regulations 2013 and accompanying guidance required an Authority to provide clear explanation, reasons and evidence for any referral. The regulations also detailed specific grounds for any referral and these were detailed in the Council report. Following consideration of the requirements of the Regulations, the Committee determined that it could find no grounds or sufficient evidence to support a referral and as such did not recommend this course of action to Full Council. The Chairman highlighted that Members continued to be extremely dissatisfied with the outcome of the consultation and the movement of services to North Tees University Hospital. The Committee had proposed a number of recommendations including those set out in the Council report.

During the debate which followed presentation of the report, Members sought clarification of the Committee's recommendation not to refer the reconfiguration to the Secretary of State. The Chief Solicitor provided a summary of the advice he had provided to the Audit and Governance Committee relating to the grounds on which a referral to the Secretary of State should be evidenced.

Members responded to the advice which had been provided by the Chief Solicitor. The view was expressed that the reconfiguration should be referred to the Secretary of State. The Chairman of the Audit and Governance Committee responded to the issues which had been raised including his personal views and concerns regarding the Committee's recommendation that the Council should continue to work collaboratively with the commissioners and the Trust and other interested parties. During the debate the Chairman of the Audit and Governance Committee advised Members of details of a telephone call which he had received from a GP. As a result of that telephone call it appeared that a decision had been made, relating to the reconfiguration of Emergency Medical and Critical Care Services at North Tees and Hartlepool NHS Foundation Trust, in advance of the commencement of the consultation exercise and that pre-determination had therefore taken place.

Due to the reference made in the debate to consultation which had been undertaken, Councillor Christopher Akers-Belcher declared a personal interest in view of his involvement in the voluntary and community sector.

Based on the information provided by the GP, as referred to by the Chair of the Audit and Governance Committee, an amendment was moved by Councillor Thompson and seconded by Councillor Brash as follows:-

“That the reconfiguration be referred by Council to the Secretary of State”

Members reiterated their concerns that there was not the evidence to support the referral to the Secretary of State.

In accordance with Council Procedure Rule 17.5 of the Constitution, a recorded vote was taken on the amendment as follows:-

Those in favour:

Councillors Atkinson, Beck, Brash, Dawkins, Fisher, Gibbon, Lauderdale, Loynes and Thompson

Those against:

Councillors Ainslie, C Akers-Belcher, S Akers-Belcher, Barclay, Cranney, Fleet, Griffin, Jackson, James, Morris, Richardson, Robinson, Shields, Sirs, Tempest and Wells.

Those abstaining:

None.

The vote was lost.

Following a debate on the issues associated with the proposal and in accordance with Council Procedure Rule 17.5 of the Constitution, a recorded vote was taken on the following recommendations of the Audit and Governance Committee:-

- i) That in the absence of sufficient evidence to support a formal referral, a letter be sent to the Secretary of State outlining the authority's frustration and disagreement with the outcome of the consultation;
- ii) That the Council should continue to work collaboratively with the commissioners and the Trust and other interested parties , to ensure that the issues raised during the consultation (including specifically those detailed below) are appropriately addressed:
 - Transport;
 - Access to health care (with monitoring and review of the impact of changes over a 12/18 month period); and
 - Communication with the public and all stakeholders.
- iii) That potential avenues to engage / work with other Trusts to achieve better clinical outcomes for residents be explored and that as the first stage of this process, the Leader of the Council and the Chair of the Health and Wellbeing Board be invited to a future meeting of the Audit and Governance Committee to outline and discuss proposals; and
- iv) That the Trust be requested to delay the implementation of the decision to move the services to North Tees Hospital until the proposed transport plans have been put in place and are shown to be working effectively.

Those in favour:

Councillors Ainslie, C Akers-Belcher, S Akers-Belcher, Barclay, Beck, Cranney, Dawkins, Fisher, Fleet, Gibbon, Griffin, Jackson, James, Lauderdale, Loynes, Morris, Richardson, Robinson, Shields, Sirs, Tempest and Wells

Those against:

Councillors Atkinson and Brash,

Those abstaining:

None.

The vote was carried.

63. TO CONSIDER ANY OTHER BUSINESS SPECIFIED IN THE SUMMONS OF THE MEETING

None

64. REPORT FROM THE POLICY COMMITTEES

(a) Proposal in relation to the Council's budget and policy framework

None

(b) Proposal for Departure from the Budget and Policy Framework

(1) Seaton Carew Development Sites - Finance and Policy Committee

A report was presented by the Chair of the Finance and Policy Committee to enable Council to consider the Committee's proposed variation to the approved 2013/2014 Budget and Policy Framework and Prudential Limits to allocate part of the capital receipt from the land sale of Elizabeth Way to purchase and demolish the Longscar building. The report provided the background to the progress made in relation to Seaton Carew Development sites. Details of the Committee's proposal were set out in the report and detailed financial information was set out in the confidential Appendix which contained exempt information under Schedule 12A Local Government Act 1972 (as amended by the Local Government (Access to Information) (Variation) Order 2006) namely, (paragraph 3) information relating to the financial or business affairs of any particular person (including the authority holding that information).

It was noted that the proposal would not commit the whole of the Elizabeth Way capital receipt. The remaining amount of the capital receipt would be set aside towards the overall Seaton Carew regeneration scheme, including the development of community facilities within Seaton. These developments would be subject to approval of future costed proposals by the Finance and Policy Committee and full Council.

Following presentation of the report, the Chief Executive responded to a request for clarification relating to the outcome of discussions with the developer to include land, which would become available following the closure of Seaton nursery, in the proposals for development of sites at Seaton Carew. The Chief Executive confirmed that those discussions were ongoing with the developer.

In accordance with Council Procedure Rule 17.5 of the Constitution, a recorded vote was taken on the following proposals included in the Finance and Policy Committee's report as follows:-

- (a) The allocation of part of the capital receipt from the land sale of Elizabeth Way to purchase and demolish the Longscar building as detailed in confidential Appendix 1. These costs will not be incurred until the capital receipt is received by the Council.

(b) The balance of the capital receipt to be set aside towards the overall Seaton Carew regeneration scheme including the development of community facilities within Seaton subject to future costed proposals being approved by the Finance and Policy Committee and full Council.

(c) If the value of capital receipts needed to fund items (a) and (b) was less than the actual capital receipt from the sale of land at Elizabeth Way the remaining amount be held as an earmarked Unused Capital Receipt, which can only be released if approved by the Finance and Policy Committee and full Council.

(d) To note that if recommendation (a) is agreed the approved Prudential Limits will be updated accordingly.

Those in favour:

Councillors Ainslie, C Akers-Belcher, S Akers-Belcher, Barclay, Beck, Brash, Cranney, Dawkins, Fisher, Fleet, Gibbon, Griffin, Jackson, James, Lauderdale, Loynes, Morris, Richardson, Robinson, Shields, Sirs, Tempest and Wells

Those against:

None

Those abstaining:

None.

The vote was carried.

(2) Living Wage – Finance and Policy Committee

The Chair of the Finance and Policy Committee presented a report which enabled Council to consider the Committee's proposed variation to the approved 2013/2014 Budget and Policy Framework to implement a Living Wage with effect from 1 September 2013 and to approve the funding arrangements for this proposal.

At its meeting on 23 August 2013 the Finance and Policy Committee had considered the proposed introduction of a Living Wage and funding arrangements for this proposal. The Committee had considered a range of issues and proposals in relation to the introduction of a Hartlepool Living Wage and had approved the introduction of a Living Wage of £7.26, with effect from 1 September 2013. As the proposal would increase costs the Committee was seeking Council approval to fund the additional costs. The part year cost of implementing a Hartlepool Living Wage in 2013/14 was £90,000. The Committee was seeking Council approval to release £90,000 of the Living Wage reserve previously set up from savings in Members Allowances to fund the additional costs in 2103/14.

Members were advised that the full year cost of implementing the Living Wage would be £155,000 from 2014/15 onwards. The Committee was proposing that part of this cost would be funded from the ongoing savings in Members Allowances (£131,000) with the residual shortfall of £24,000 funded from the review of Workforce Arrangements, or if savings in this area were not achieved the residual cost would be a budget pressure for 2014/15.

Following presentation of the report Members spoke in support of the implementation of a living wage. It was highlighted, however, that it was important that the introduction of a Living Wage be applied both throughout the Council and to organisations external to the Council.

The following addendum was moved by Councillor Brash:-

‘That a consortium be formed, lead by this Council, including representatives of the business sector in the town to consider how to work together to ensure that everyone in Hartlepool receives a living wage.’

The Chairman of the Finance and Policy Committee advised that the report considered by the Committee referred to the intention of the Director of Child and Adults and the Director of Regeneration and Neighbourhoods to submit a further report on a Living Wage in respect of the potential impact on commissioning arrangements to Finance and Policy Committee should this be required.

The Chairman of the Finance and Policy Committee expressed his support of the addendum and proposed that the formation of a consortium be referred to the Regeneration Services Committee.

There was no dissent to the addendum.

In accordance with Council Procedure Rule 17.5 of the Constitution, a recorded vote was taken on the motion including the addendum as follows:-

a) to release £90,000 of the Living Wage reserve previously set up from savings in Members Allowances to fund the additional costs of implementing a Living Wage in 2103/14.

b) to note the full year cost of implementing the Living Wage will be £155,000 from 2014/15 onwards and will be funded from the ongoing savings in Members Allowances (£131,000) with the residual shortfall of £24,000 being funded from the review of Workforce Arrangements, or if savings in this area are not achieved the residual cost will be a budget pressure for 2014/15.

c) That a consortium be formed, lead by this Council, including representatives of the business sector in the town to consider how to work together to ensure that everyone in Hartlepool receives a living wage.

Those in favour:

Councillors Ainslie, C Akers-Belcher, S Akers-Belcher, Atkinson, Barclay, Beck, Brash, Cranney, Dawkins, Fisher, Fleet, Gibbon, Griffin, Jackson, James, Lauderdale, Loynes, Morris, Richardson, Robinson, Shields, Sirs, Tempest and Wells

Those against:

None

Those abstaining:

None.

The vote was carried.

(3) Local Welfare Support – Finance and Policy Committee

The Chair of Finance and Policy Committee presented a report which enabled Council to consider the Committee's proposed variation to the approved 2013/14 Budget and Policy Framework to apply a forecast uncommitted Local Welfare Support scheme underspend. The report advised members that, at its meeting on 23 August 2013, the Committee had considered proposals to apply the forecast underspend of £400,000 on the Council's Local Welfare Reform scheme budget. The level of expenditure associated with the Council's Local Welfare Support Scheme was proving to be both consistently and significantly lower than forecast. The Committee had agreed to proactively apply the forecast 2013/14 underspend to help mitigate the effects of the wider welfare reforms, in particular the Bedroom Tax. The proposals included retaining a contingency sum of £50,000 to deal with unforeseen increases in demand for Local Welfare Support (LWS) and that the LWS scheme budget position should be subject to review by Finance & Policy Committee in January 2014, when options could be considered to apply any uncommitted resources.

In accordance with Council Procedure Rule 17.5 of the Constitution, a recorded vote was taken on the following proposals included in the Finance and Policy Committee's report:-

- a) Approve the retention of a contingency amount of £50,000 from the forecast Local Welfare Support Scheme underspend to manage any increase in demand for support in the current year.
- b) Approve the commitment of £346,000 from the forecast Local Welfare Support Scheme underspend to provide 16 weeks support on housing benefit loss to those households affected by the Bedroom Tax.
- c) Approve the commitment of £4,000 from the forecast Local Welfare Support Scheme underspend to assist with the development of Food Bank initiatives in the Borough.

- d) Approve delegated authority to Finance & Policy Committee to determine the application of any underspend of the contingency sum of £50,000 following a review of the Local Welfare Support Scheme in January 2014.

Those in favour:

Councillors Ainslie, C Akers-Belcher, S Akers-Belcher, Atkinson, Barclay, Beck, Cranney, Dawkins, Fisher, Fleet, Gibbon, Griffin, Jackson, James, Lauderdale, Loynes, Morris, Richardson, Robinson, Shields, Sirs, Tempest and Wells

Those against:

None

Those abstaining:

None.

The vote was carried.

65. MOTIONS ON NOTICE

None

66. SPECIAL URGENCY DECISION

Council was informed that there had been no special urgency decisions taken by any Policy Committees in the quarter, May to July 2013.

RESOLVED – That the report be noted.

67. BY-ELECTION AND APPOINTMENTS TO COMMITTEES AND OUTSIDE BODIES

Members were informed that following the by-election on 15th August 2013, Alan Barclay had been duly elected as a Councillor for the Manor House Ward.

At the meeting of Council on 25 July, a number of committee and outside body vacancies had been reported as a consequence of vacancy arising from former Councillor Wilcox's resignation. The Chief Executive had been informed by the Labour Group that they wish to make the following appointments/changes to membership in light of the election of Councillor Barclay.

Committees: -

Finance and Policy Committee: - Council made an interim appointment on 25 July of Councillor Cranney. Councillor Cook was now to take the substantive position on the Committee.

Neighbourhood Services Committee – Councillor Barclay to replace Councillor Cook.

Civic Honours Committee – Councillor Barclay appointed to the vacancy.

South and Central Neighbourhood Forum – Councillor James nominated as vice-chair.

Outside Bodies nominations: -

Economic Regeneration Forum – Councillor Payne with Councillor Barclay as nominated substitute.

Safer Hartlepool Partnership – Councillor Barclay.

RESOLVED – That appointments set out above be approved.

68. COUNCILLOR HALL

In the continued absence of Councillor Hall due to ill-health, the Labour Group had informed the Chief Executive of the following substitute arrangements to be put in place until his return.

Adult Services Committee – Councillor Barclay

Licensing Committee – Councillor Barclay

Health and Wellbeing Board – Councillor Sirs

RESOLVED – That the substitute appointments be noted.

The meeting concluded at 8.00 p.m.

CHAIR



Report of: Finance and Policy Committee

Subject: ADDITIONAL APPRENTICESHIP OPPORTUNITIES

1. PURPOSE OF REPORT

1.1 To enable Council to consider the Finance and Policy Committees proposed variation to the approved 2013/2014 Budget and Policy Framework to create an additional 3 apprenticeship opportunities and to approve the funding arrangements for this proposal.

2. BACKGROUND

2.1 In accordance with the constitution the Finance and Policy Committee is responsible for proposing changes to the approved Budget and Policy Framework, which are then referred to Council for consideration.

2.2 In February 2012, Council agreed to allocate a one-off saving arising from the previous year's industrial action of £50,000 to a ring-fenced redeployment reserve for the retraining of employees on the redeployment register. To date £1,300 of the redeployment budget has been accessed to retrain employees who are redeployed as an alternative to redundancy.

3. PROPOSALS

3.1 At its meeting on 19th September 2013 the Finance and Policy Committee considered a proposal to use some of the unused element of the ring fenced redeployment budget to create 3 additional apprenticeship opportunities restricted to young people leaving care in the first instance.

3.2 The cost of 3 apprentices undertaking a 2 year apprenticeship if aged 18 is estimated at £44,622 however, this cost will vary depending upon the age of the apprentice on commencement.

4.0 FINANCIAL CONSIDERATIONS

- 4.1 As Finance and Policy Committee agreed the above proposals Council is requested to approve the to virement of £44,622 of the ring fenced redeployment reserve into an apprenticeship reserve which will be released over a two year period to fund 3 additional apprenticeship opportunities.

5. PROPOSAL

- 5.1 Council agree to the proposal to vire £44,622 of the ring fenced redeployment reserve into an apprenticeship reserve which will be released over a two year period to fund 3 additional apprenticeship opportunities.

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

None.

7. BACKGROUND PAPERS

Finance and Policy Committee report 19th September 2013.

8. CONTACT OFFICERS

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FINANCE AND POLICY COMMITTEE

19TH September 2013



Report of: Assistant Chief Executive

Subject: ADDITIONAL APPRENTICESHIP OPPORTUNITIES

1. TYPE OF DECISION/APPLICABLE CATEGORY

Non Key Decision

2. PURPOSE OF REPORT

- 2.1 To request that Finance and Policy Committee agree to create additional Apprenticeship opportunities restricted to young people leaving care in the first instance.

3. BACKGROUND

- 3.1 In February 2012, Council agreed to allocate a one-off saving arising from the previous year's industrial action of £50,000 to a ring-fenced reserve for the retraining of employees on the redeployment register. To date £1,300 of the redeployment budget has been accessed to retrain employees.
- 3.2 The Council has entered into a partnership with Hartlepool College of Further Education for the delivery of Councils Apprenticeship Programme which is due to expire in August 2014. The college acts as a managing training agency, employing the apprentice and placing them with the Council for the duration of the apprenticeship. The Council pays the college for the apprentice's services i.e., salary costs. All other costs associated with the apprenticeship e.g. training costs are currently borne by the college but there is the potential for the college to request some funding towards the training costs for 19+ apprentices as the funding available to them is lower compared to apprentices who are 18 and under.
- 3.3 The salary costs (which reflect the new national minimum wage rates from October 2013) to place an apprentice is provided in the Table 1

Table 1

Age	Hourly Rate	Annual Salary
16 - 18	£2.68	£5,170.20
19 + (in their first year)	£2.68	£5,170.20
19 – 20 (in their second year)	£5.03	£9,703.78
21 + (in their second year)	£6.08	£12,173.13

- 3.4 Following the September intake of apprentices it is expected that the Council will have a total of 29 apprentices placed with them for the remainder of 2013/14 as detailed in Table 2:

Table 2

Department	Apprenticeship Framework	Currently placed with the Council	Expected September intake	Total
Chief Executives	Customer Service	1	2	3
	Business Administration	0	2	2
Child & Adult Services	Business Administration	3	2	5
Regeneration & Neighbourhoods	Business Administration	1	5	6
	Customer Service	1	0	1
	Civil Engineering	3	0	3
	Fitter	3	0	3
	Building Control	1	0	1
	Electrician	2	0	2

	Heating Engineer	1	0	1
	Housing Strategy	0	1	1
	Waste Management	0	1	1
Total		16	13	29

- 3.5 Typically, an apprenticeship leading to an NVQ2 or NVQ3 qualification lasts for between 1 and 2 year. By way of example it takes 1 year to achieve either an NVQ2 or NVQ3 in Business Admin, Customer Care and 2 years to achieve NVQ3 in Horticulture, electrical work and plumbing and 2 years to achieve NVQ 2 and NVQ 3 in Business Admin and Customer Care.
- 3.6 The National Care Advisory Service (NCAS) is the leading national body aiming to improve policy and practice relating to young people's transition from care to adulthood. As part of this work they have developed a number of initiatives for young people leaving care including work experience placements, apprenticeships and other employability opportunities.
- 3.7 The Council's Economic Development and Through Care Teams offer a range of support to young people leaving care such as advice and guidance, work placements and apprenticeships however as an employer to date the Council has offered limited employment opportunities.

4. ADDITIONAL APPRENTICESHIP OPPORTUNITIES

- 4.1 At the request of the Finance and Policy Committee, Corporate Management Team (CMT) has explored the potential to use the remaining redeployment budget to increase apprenticeship opportunities across the Council.
- 4.2 Within the available budget there are two main options as follows:
- Three apprentices undertaking a 2 year apprenticeship
 - Nine apprentices undertaking a 1 year apprenticeship
- The cost will vary depending upon the age of the apprentice on commencement. The cost of 3 apprentices undertaking a 2 year apprenticeship if aged 18 is estimated at £44,622 and the cost of 9 apprentices undertaking a 1 year apprenticeship if aged 18 is estimated at £46,532.
- 4.3 CMT recommends that 3 apprentices undertaking a 2 year apprenticeship be agreed and departments will determine the areas where the apprenticeships will be located.
- 4.4 In addition, this is an ideal opportunity to make apprenticeships available to young people leaving care to further support the work outlined in 3.8 above

and CMT recommend that the above opportunities be restricted to young people leaving care in the first instance. In the event that young people leaving care do not meet the entry requirements then the opportunities will be made available more widely. Formal qualification requirements are often a barrier to young people leaving care being able to access apprenticeships and further discussions about the entry requirements are planned with the college in this regard. Depending upon the outcome it may be necessary for young people leaving care to spend more time away from the workplace in order to achieve formal qualifications.

5. RECRUITMENT PROCESS AND TIMETABLE

- 5.1 It may be possible for the additional apprentices to start their apprenticeship late this year/early next year as some apprenticeships are able to start at any time e.g., business admin and customer service whereas others may need to start in the next academic year e.g., Horticulture and therefore the apprenticeships will start September 2014.
- 5.2 All vacancies will be advertised via the National Apprenticeship Service website (our website has a link) for a period of up to one month and will indicate that the applications are restricted to young people leaving care if this is agreed by members. Hartlepool College of Further Education shortlist and assess suitable applicants for selection by the Council.

6. RECOMMENDATIONS

Finance and Policy Committee are recommended to:

- a) Create 3 x 2 year apprenticeships at an estimated cost of £44,622
- b) Note that departments will determine the areas where the apprenticeships will be located
- c) Agree the above opportunities be restricted to young people leaving care in the first instance and in the event that young people leaving care do not meet the entry requirements then the opportunities will be made available more widely.
- d) Finance and Policy Committee agree the proposal to vire £44,622 of the ring fenced redeployment reserve into an apprenticeship reserve which will be released over a two year period to fund 3 additional apprenticeship opportunities and seek Council approval to vire these funds.

7. REASONS FOR RECOMMENDATIONS

- 7.1 To increase apprenticeship opportunities for young people leaving care

8. CONTACT OFFICER

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Assistant Chief Executive
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Rachel Smith
Organisational Development Advisor
Workforce Services
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Report of: Finance and Policy Committee

Subject: FUTURE OF THE INDOOR BOWLING CLUB

1. PURPOSE OF REPORT

1.1 To seek approval to release funds from the Council Capital Fund reserved for the Indoor Bowls Club to undertake essential short term improvement works to the Indoor Bowls Club building.

2. BACKGROUND

2.1 Members agreed on 4th February 2013 to approve the grant of a new 7 year lease to the Indoor Bowls Club and invest £200K to upgrade the external envelope of the building particularly the roof.

2.2 The agreement was subject to the proviso that only works considered essential to enable the continued operation of the building would be undertaken in the short term to provide time for both the Club to demonstrate their long term sustainability through implementation of their business plan, and to enable due consideration of options for the future provision of sports facilities at Mill House.

2.3 Finance & Policy Committee at its meeting on the 19th September 2013 approved the grant of a new 7 year lease to the Indoor Bowls Club together with an agreement to invest £15K to upgrade the external envelope of the building particularly the roof.

3. PROPOSALS

3.1 It is proposed that short term improvements are undertaken to the roof to reduce the risk of water penetration at a cost of £15K which should extend the life of the roof by 1-2 years.

4. RISK IMPLICATIONS

4.1 Adopting a short term investment strategy reduces the risk of water ingress to the building but does not guarantee further works may be required on an ongoing basis.

- 4.2 It is prudent to minimise expenditure until a full options appraisal has been concluded considering the future provision of leisure on the Mill House site and other re-development options have been considered.

5. FINANCIAL CONSIDERATIONS

- 5.1 A financial commitment of £200K has been included in the Council's Medium Term Financial Strategy to enable works to the Indoor Bowls Club to ensure the long term sustainability of the building, however, in the short term to retain flexibility it is recommended that financial approval is granted to release £15K in order to undertake essential improvements to the roof.

6. LEGAL CONSIDERATIONS

- 6.1 The Council as Landlord of the building have obligations under the terms of the lease for the external fabric of the building and are therefore obliged to ensure this is maintained appropriately.

7. EQUALITY AND DIVERSITY CONSIDERATIONS

- 7.1 There are no equality and diversity implications of the proposals, however the facilities and activities do provide a service for a diverse group of people.

8. STAFF CONSIDERATIONS

- 8.1 There are no staffing implications.

9. ASSET MANAGEMENT CONSIDERATIONS

- 9.1 The attention of Members is drawn to the Asset Management element of the Medium Term Financial Strategy. The decision by Members in January 2009 requires a commercial, proactive approach to be taken on Asset Management issues, the proceeds of this transaction being a contribution to the Medium Term Financial Strategy (MTFS).
- 9.2 The decision to adopt a commercial approach to asset management requires the Council to realise the full value of any properties or property rights that it disposes of.

10. SECTION 17

- 10.1 There are no Section 17 implications.

11. RECOMMENDATIONS

- 11.1 It is recommended that endorsement be given by Council to release £15K from the Council Capital Fund to undertake improvements to the Indoor Bowls Centre roof, and that full Council is asked to approve the release in line with the budget and policy framework.

12. REASONS FOR RECOMMENDATIONS

- 12.1 Short term investment to maintain the integrity of the building will enable the club to invest grant monies to replace the bowls carpet whilst retaining flexibility to allow for the completion of feasibility work to determine the long term future of the Mill House Complex and the bowls club.

13. CONTACT OFFICER

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Report of: Chief Executive

Subject: BUSINESS REPORT

1. COMBINED ELECTION

At the Annual Council meeting on 9th May, 2013, Members approved certain meeting dates for the municipal year 2013/2014, but noted that no date had been set beyond 3rd April, 2014 as confirmation was still awaited from the Coalition Government regarding the date of the 2014 European elections. Parliament has now approved the Local Elections (Ordinary Day of Elections in 2004) Order, 2013, which entails that the date of the local elections in England in 2014 will be the same as the date of the European Parliamentary elections, namely to take place on Thursday 22nd May, 2014.

The Chief Executive's Business Report to Annual Council indicated that if this combined election was to be 22nd May, 2014, then the following meeting dates would be required:-

Thursday 8th May, 2014
Tuesday 10th June, 2014
Thursday 12th June, 2014 – Annual Meeting

Members are therefore requested to approve these additional ordinary meeting dates for Council and the date of the Annual Meeting.

2. PUBLIC INQUIRY

2.1 Members will recall appointing a barrister earlier this year with the following terms of reference:

“To receive evidence in examining the commissioning and letting of contracts by the Council (during the relevant period) and the relationship between elected Members and the voluntary and community sector in the award of contracts over this period. Further, to examine the extent in which declarations of interest may not have been registered or otherwise disclosed through the formation of a contractual relationship between the Council and the voluntary and community sector.”

- 2.2 His report has now been received and was circulated to all Members on 20th October 2013. A public meeting was also held in the Council Chamber on 4th October 2013 where the author was in attendance to present the report and answer any questions from Members and members of the public.
- 2.3 The report produced a list of four recommendations as follows and I have also listed against each recommendation the action that is proposed.

Recommendation	Action Required
Additional guidance on the disclosure of interest is to be provided to all Councillors by the Chief Solicitor	Agreed and being actioned
Individual Member must continually update their declaration of interest to reflect any changes in circumstances	For Members to action with reminders from the Chief Solicitor
HBC should consider further expanding existing declarations of interest to provide details of employment, interests in property, etc	The Chief Solicitor is considering this recommendation which is outside of DCLG guidelines and a further report on this issue will be considered by the Audit and Governance Committee
HBC should establish a defined group of officers to approve and record the reasons for any exemptions from their contract procedure rules	There is such a grouping of Officers but this will now be formalised and will be made up of: Chief Solicitor or representative Head of Procurement Commissioning Officer – requesting exemption Chief Finance Officer or representative

- 2.4 Members are requested to note the report.

3. HARTLEPOOL AND STOCKTON-ON-TEES CLINICAL COMMISSIONING GROUP'S RESPONSE TO COUNCIL'S RECOMMENDATIONS IN RELATION TO THE CONSULTATION REGARDING THE RECONFIGURATION OF EMERGENCY MEDICAL AND CRITICAL CARE SERVICES AT NORTH TEES AND HARTLEPOOL NHS FOUNDATION TRUST

- 3.1 Following discussions at the Council meeting held on 5 September 2013 in relation to the Consultation regarding the Reconfiguration of Emergency Medical and Critical Care Services at North Tees and Hartlepool NHS Foundation Trust, Members agreed a number of recommendations.

Hartlepool and Stockton-on-Tees Clinical Commissioning Group's response to these recommendations is attached at **Appendix A** with a copy of the Trust's draft Transport Plan at **Appendix B**.

3.2 Members are asked to note the content of the response.

23rd September 2013

1st Floor
Billingham Health Centre
Queensway
Billingham
TS23 2LA

Tel: 01642 745982

Cllr Stephen Akers-Belcher
Chair of the Council
Hartlepool Borough Council
Civic centre
Hartlepool
TS24 8AY

Dear Councillor Akers-Belcher,

Thank you for your recent communication in respect of the decisions made by Hartlepool Borough Council on 5th September 2013 and your further clarification in relation into required responses yesterday which we have received via Joan Stevens.

I have today also discussed this response with the Trust and have provided comments below each Council resolution provided to me:

- i) In the absence of sufficient evidence to support a formal referral, a letter be sent to the Secretary of State outlining the authority's frustration and disagreement with the outcome of the consultation;**

We fully understand the frustration expressed by some members of the Council in relation to the outcome of the consultation, and the decision to implement proposals to move services from the town. We have not taken this decision lightly given the concerns in relation to travel in particular, but we do believe the changes to be critical to sustaining safe, high quality care for our local people. We wondered whether the Council would be prepared to share their correspondence to the Secretary of State with us.

- ii) The Council should continue to work collaboratively with the commissioners and the Trust and other interested parties, to ensure that the issues raised during the consultation (including specifically those detailed below) are appropriately addressed:**

- **Transport**
- **Access to health care (with monitoring and review of the impact of changes over a 12/18 month period); and**
- **Communication with the public and all stakeholders.**

We welcome the opportunity to continue to work with the council to address the issues identified during the consultation. A proposal for the 'Oversight Group' for implementation will be sent to you separately, however, we will of

course continue to work with you through the various formal and informal channels already in place such as the Audit and Governance Committee (health scrutiny element), Health and Wellbeing Board and related subgroups etc.

- iii) Potential avenues to engage/work with other Trusts to achieve better clinical outcomes for residents be explored and that as the first stage of this process, the leader of the Council and the Chair of the Health and Wellbeing Board be invited to a future meeting of the Audit and Governance Committee to outline and discuss proposals.**

As commissioners of health services for the population of Hartlepool and Stockton-on-Tees, we are of course primarily concerned with improving health outcomes and reducing inequalities and hope to work in partnership with all partners through the Health and Wellbeing Board to achieve these aims. We are very pleased that North Tees and Hartlepool NHS Foundation Trust has an excellent track record in this respect and the other healthcare providers from who we purchase services offer similarly good clinical care. We have an extensive quality assurance programme that considers the three dimensions of quality, i.e. clinical effectiveness, patient safety and patient experience and we would be very happy to share this with you and contribute to any discussions in relation to clinical quality improvement.

As explained during the various 'scrutiny' meetings we attended, we do support and encourage informed patient choice based on the most accurate and up to date information available notwithstanding the exception that needs to be made in respect of emergency care, for clinical safety reasons.

- iv) The Trust be requested to delay the implementation of the decision to move the services to North Tees Hospital until the proposed transport plans have been put in place and are shown to be working effectively.**

We have, during the consultation, debated the rationale for the changes to be made as soon as possible and indeed this was as you know, a key finding in the NCAT report.

We are assured that the Trust and Ambulance Service are in a position to begin making the pathway changes from early October. To delay this process will serve only to increase the clinical risks within the present configuration.

We fully understand your concern in respect of transport and we would certainly not wish to make the change ahead of appropriate planning and preparation of the hospital wards required at Stockton or the emergency transport transfer for patients.

As you know we have worked together with the Trust to address many of the transport concerns expressed by patient's families and carers. (It would not be possible to 'test' this process ahead of the change as the requirement for the service would not be there).

Our plans are very advanced and I have attached the final draft Transport Plan which contains information on how to access the services put in place.

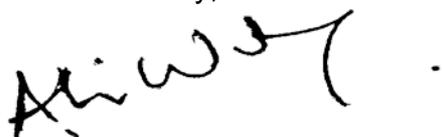
These will come into effect from next week starting with the Volunteer Driver Scheme. Until services move, it won't be possible to run and evaluate the shuttle bus arrangements.

We have worked closely with the Healthwatch organisations to develop these arrangements, but we will continue to evaluate and develop our plans as we learn from the implementation and we look to long term sustainability of good transport arrangements.

I trust this provides a helpful response to the Council's resolutions and a useful update on the progress of our implementation plans.

Kind regards,

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Ali Wilson', followed by a period.

Ali Wilson
Chief Officer

cc. Cllr Christopher Akers-Belcher
Joan Stevens

NHS
*Durham Dales, Easington and Sedgefield
Clinical Commissioning Group*

NHS
*Hartlepool and Stockton-on-Tees
Clinical Commissioning Group*

North Tees and Hartlepool **NHS**
NHS Foundation Trust



Transport Plan - September 2013

Introduction

We know that centralising services on one hospital site can make travelling difficult for some patients and their families.

This was confirmed when the National Clinical Advisory Team visited our area in January and was further reinforced throughout the public consultation which took place between 20 May and 11 August when we heard from a number of people how these proposed changes would cause a problem for them in terms of getting to hospital.

This document outlines the actions which have been taken by your local health service to address the issues you have raised. Though the North East Ambulance Service was not one of the organisations holding the consultation they are clearly a vital part of your local health service so we have included a section on how the service is planning for these changes.

We have also included a section about the transport arrangements which are being put into place to support staff working at North Tees and Hartlepool NHS Foundation Trust because this was raised by some people during the consultation.

We would like to thank Healthwatch in Hartlepool, Stockton and Durham for their contribution to this work because they have represented patients and families throughout and worked with us to develop this plan.

This plan will come into place straightaway. It will be reviewed after three months and will continue to be refined and developed as the new arrangements settle in.



Dr Boleslaw Posmyk
Chair
Hartlepool and
Stockton-on-Tees
Clinical Commissioning
Group



Dr Stewart Findlay
Chief clinical officer
Durham, Dales,
Easington and
Sedgefield
Clinical Commissioning
Group



Julie Gillon
Chief operating officer/
deputy chief executive
North Tees and
Hartlepool NHS
Foundation Trust

Ambulance services

You should always call 999 for an ambulance if you or someone else you know is seriously ill or injured. This will not change.

Examples of medical emergencies include, but are not limited to, chest pain, difficulty in breathing, unconsciousness or severe loss of blood. There are others and if you are in doubt, you should call 999.

The North East Ambulance Service (NEAS) aims to reach these types of emergencies in eight minutes in three-quarters of all incidents. This target of 75% in eight minutes trust-wide for the year is set by the Department of Health and it is the toughest response time standard of all ambulance services anywhere in the world.

In the Hartlepool and Stockton-on-Tees area, there have been 5,700 emergencies which fell within this standard, known as red calls, between April and July 2013. The ambulance service reached 4,500 of these incidents in eight minutes or faster. That is 78.95% of incidents reached in eight minutes compared to the national minimum standard of 75%.

Neither NEAS, nor the clinical commissioning groups who are responsible for paying for the ambulance service, will allow 999 performance to fall below the 75% standard set by the Department of Health.

There are currently 28 paramedics and a further 42 ambulance technicians, urgent care and support staff providing emergency care and urgent transport in the Hartlepool and Stockton-on-Tees area. In 2012, NEAS announced plans to introduce an additional double-crew paramedic ambulance to cover this area in response to existing demands and relocate some of the rapid response paramedic cars and urgent care transport ambulances. The change, due to be implemented later this year, will help to maintain response time standards across the area.

The ambulance service anticipates that a small number of patients previously taken to the University Hospital of Hartlepool will now be taken to the University Hospital of North Tees. On these occasions, when a slightly longer journey to hospital takes a paramedic crew out of the Hartlepool area, the nearest available ambulance will move to a standby point to maintain 999 cover. This already happens across the region, which is why you may have seen ambulances parked in lay-bys, flyovers and beside roundabouts providing maximum medical cover when other crews are responding to 999 incidents.

A small number of patients in County Durham may also be affected where Hartlepool was their nearest hospital. On these occasions, the clinical decision of the paramedic will determine which hospital they are taken to in an emergency situation.

NEAS has been working with its CCG partners about the impact of providing the additional cover. This is to ensure that the service is able to provide resources to cover the extended time that will be required of crews that would previously have gone to Hartlepool.

Patients can help as well by not placing demand on ambulance services unnecessarily. When it's less urgent than 999, alternatives include visiting or calling your GP or talking to your local pharmacist. If you are not sure what help you need, there is also a new number 111, which is free to call – including mobiles - and open 24-hours a day, seven days a week. Callers to this number will be assessed and given advice or directed to the service that can best help them straightaway.



Hartlepool and Stockton-on-Tees CCG

Hartlepool and Stockton-on-Tees CCG is committed to provide high quality transport services to all patients at the point of need. To meet this need Hartlepool and Stockton-on-Tees CCG commissions a number of services.

999 blue light ambulances are provided by the North East Ambulance Service 24/7 for any patient requiring emergency medical care and who may require transportation to hospital for further treatment.

For those patients who are medically unable to get to and from their hospital appointments or inpatient stay, the CCG funds free patient transport from a host of organisations to provide a flexible service to those that need it. This transport is provided by a variety of providers including North East Ambulance Service and some private transport providers. We will review this provision to determine what is required by our patients and appropriate services will be commissioned.

As defined nationally, Hartlepool and Stockton-on-Tees CCG will reimburse the costs of travel to hospital or other NHS-funded treatment or diagnostic tests for those patients who meet the qualifying criteria detailed on the NHS Choices website:

<http://www.nhs.uk/NHSEngland/Healthcosts/Pages/Travelcosts.aspx>

Hartlepool and Stockton-on-Tees CCG is assured that this comprehensive transport provision offers a quality and effective service to all patients and will continue to do so following the changes within North Tees and Hartlepool NHS Foundation Trust.

Durham, Dales, Easington and Sedgefield CCG

In Durham Dales, Easington and Sedgefield the clinical commissioning group is talking to the council about whether it can improve bus routes and accessibility for patients and visitors. The East Durham link service continues to operate running pre-bookable services between hospitals and other destinations. This service is available for anyone to use. The CCG will continue to work with NEAS to ensure their response times for planned and unplanned journeys are within the contracted times and will continue to monitor the impact on patients.

North Tees and Hartlepool NHS Foundation Trust

Providing appropriate transport services for patients, visitors and staff is vital to the success of centralising services. Extensive work has taken place and is on-going to ensure those affected by the service transfers have access to appropriate transport or car parking.

The trust set up a transportation sub-group including two governor representatives. The group has been working hard to improve transport arrangements which can be put into place if the proposals go ahead.

The trust has a policy of never leaving a patient stranded. So, for example, staff will always ask a patient brought in by ambulance how they are going to get home, especially in the later evening when transport is not available. If the patient has no way of getting home the trust will help with one of its transport schemes.

The committee and the foundation trust worked together on:

- ‡ a patient journey exercise, led by Healthwatch, so that the trust and commissioners can appreciate the challenges of getting to hospital by public transport.
- ‡ an exercise to see what other transport is available that local people may not know about. This includes volunteer driver and community schemes which already exist.
- ‡ a phased implementation to minimise the inconvenience to patients and their relatives and make the transition smoother. In other words, the changes will take place throughout October, they won't all happen on one day.



Patient journey - picture courtesy of the Hartlepool Mail



A planning meeting taking place with representatives of Healthwatch and North Tees and Hartlepool NHS Foundation Trust

From early October no more emergency medical patients will be admitted to the emergency assessment unit at the University Hospital of Hartlepool. Instead medical patients will be taken to the University Hospital of North Tees.

By the end of October there should be very few patients who need to be transferred by ambulance from the University Hospital of Hartlepool to the University Hospital of North Tees because the vast majority will have been treated and discharged during that time.

The sub-acute unit at the University Hospital of Hartlepool

Some patients from Hartlepool or Easington, who were admitted to the University Hospital of North Tees for assessment, tests and treatment could be transferred to the sub-acute unit at the University Hospital of Hartlepool.

This will make travelling easier for people who wish to visit loved ones. These patients will be people who are not yet well enough to go home but do not need to see a doctor every day or have any further tests or investigations such as CT scans.

Trust transport schemes

- ‡ The trust already has its own same day ambulance service to transport patients home after a stay in hospital. This service will be reviewed and revised alongside all transport arrangements.
- ‡ Additional shuttle buses running between the hospital sites. As well as the current eight-seater minibus the trust has two 17-seater buses which will run regularly between the two hospitals. The buses are free and can be booked by phoning the trust's service desk on 01429 522550.
- ‡ Looking at appointment times to make them more convenient for patients. The committee is working with other people in the trust to look at appointment times and theatre sessions to see if these can be changed or patients offered times which are easier for them to get to. Patient should discuss any worries or concerns about transport at their pre-assessment visit so that staff can tell them about schemes such as the trust's volunteer driver scheme.



The team of volunteer drivers

- ‡ The trust has negotiated a discount with its taxi provider 23 Taxis for patients or relatives travelling to appointments or visiting relatives.
- ‡ The trust has set up a volunteer driver scheme for people who need help getting to appointments. The first group of volunteers has now been trained. People can find out more about the service by ring the trust's service desk on 01429 522550.
- ‡ The trust has applied to Stockton Borough Council for additional temporary car parking space at the University Hospital of North Tees site.
- ‡ People receiving certain welfare benefits may be able to get help with travel costs under the Department of Health's Help with Hospital Transport Costs scheme. More information is available at <http://www.nhs.uk/NHSEngland/Healthcosts/Pages/Travelcosts.aspx> or by asking at the trust's cashier's offices.

Staff

North Tees and Hartlepool NHS Foundation Trust has reviewed its travel policy to be ready for the changes.

The trust has a duty to reduce carbon emissions, traffic congestion and parking requirements and would prefer staff who need to travel between sites to do so using the free shuttle buses. The trust is putting into place:

- ‡ a free park and ride facility for staff affected by the changes.
- ‡ a car sharing scheme for staff with guaranteed reserved parking and discounted cost arrangements.
- ‡ an enhanced car park management system to maximise car parking capacity.
- ‡ additional shuttle buses (detailed opposite).
- ‡ different shift patterns for staff, where possible, to enable them to get across sites in time for work.

In summary

All of the organisations mentioned in this plan have been working hard to ensure patients, visitors and staff need are covered as far as they possibly can in terms of transport.

Healthwatch have been working with our organisations to represent the views of patients. They are working with us to get an understanding of the challenges faced by some people when travelling for their health appointments. We are indebted to them for the work they have been doing.

In addition to the information above, there are some useful sites people can use when planning a journey, whether it is by private or public transport. See our travel information page overleaf.



IMPORTANT INFORMATION

Cut out this page and keep safe

For chest pain, difficulty in breathing, a suspected stroke, severe loss of blood or unconsciousness, do not delay. Phone 999 straightaway. DO NOT put the patient in a car to take them to the nearest health facility as this may result in a delay in them getting the treatment they need. They need to go to the nearest hospital which can deal with their particular illness or injury. The ambulance paramedics will decide and take the patient to the best hospital for their needs.

Need help with transport? Do you have a health appointment?

If, because of your medical condition or mobility problems, you feel you need transport to get to your appointment and you are registered with a GP surgery within the Tees area contact Patient Transport Information Services on 0345 045 0160 Monday - Friday, 9.00am - 5.00pm.

If you are registered with a GP surgery within the East Durham area contact the Travel Response Centre on 0191 383 5383 Monday - Thursday, 8.30am - 5.00pm Friday, 8.30am - 4.30pm.

You will be asked a number of questions to see if you are eligible to have transport provided for you. You will need to apply at least 2-3 weeks before your appointment to arrange for transport.

If not, there are ways North Tees and Hartlepool NHS Foundation Trust can help

If you have a very early or late appointment you could:

- ‡ contact the trust's volunteer driver scheme by calling 01429 522550
- ‡ book a seat on the shuttle bus by phoning 01429 522550. You can use the park and ride at the University Hospital of Hartlepool
- ‡ book a taxi from 23 Taxis who will give you a discount. You can contact 23 Taxis by phoning 01429 232323

Do you receive benefits? You may be entitled to help with your travel costs. Find out more at www.nhs.uk/NHSEngland/Healthcosts/Pages/Travelcosts.aspx or phone the trust's cashiers office on 01642 617617.

Travelling by car? More car parking spaces have been created at the University Hospital of North Tees.

Car parking charges

‡ First 15 minutes - free ‡ 0 - 2 hours - £3 ‡ 2 - 4 hours - £3.30 ‡ Over 4 hours - £4

The trust has season tickets for people who need to come to hospital regularly.

‡ Weekly unlimited visits - £15 ‡ Monthly pass £25

The trust does not expect anyone to spend more than £25 on car parking. Please ask for more details at the service desk near the main concourse or pick up a ticket near the blue machine.

Parking is free for patients receiving treatment for cancer at the University Hospital of Hartlepool or the University Hospital of North Tees. Please ask at the ward or department where you are receiving your treatment and they will help you complete the appropriate paperwork.

Travelling by bus? You can get information from:

- ‡ Stagecoach Bus - www.stagecoachbus.com or call Hartlepool 01429 267 092 / Stockton 01642 60 2112
- ‡ Arriva - www.arrivabus.co.uk or call Arriva customer service 0844 800 44 11 or Traveline 0871 200 22 33

Need to plan your journey? You can get information from:

www.transportdirect.info or www.connectteesvalley.com



Report of: Chief Executive

Subject: BUSINESS REPORT (2)

4. Expenditure relevant to Members' Interests

4.1 Further to requests by members this information has been compiled to provide the following:

a) details of any contracts for works or services which were subject to the Council's tender process and awarded to a body/entity listed on the Member's Register of Interests during the last 3 months (Appendix C).

and

b) details of any payments made to a body/entity listed on the Member's Register of Interests during the last 3 months Appendix D).

4.2 It should be noted that the information presented in Appendix D has been vetted to comply with the following requirements:

The report includes the following categories of member interest:

Employment, Office Trade, Profession or Vocation
Sponsorship
Contracts with the Authority
Land in the area of the Authority
Securities
Other interests
Interested parties

The following categories are excluded:

Licence to occupy land
Corporate tenancies

All payments relating to benefits are excluded.

4.3 Caveats:

The report does not include information on those bodies listed on members interests forms which either do not have a supplier number on Integra or which cannot be identified on Integra given the information provided.

Members are asked to note the contents of the report.

5. Police Satellite Offices

5.1 The Director of Regeneration and Neighbourhoods has received the appended communication (Appendix E) from the Chief Superintendent for Neighbourhood and Partnership Policing in respect of the Police's intention to vacate 173 York Road from 11th November 2013.

5.2 Members are requested to the note the report.

Appendix C – Contracts awarded to a body/entity listed on the Member's Register of Interests.

Date of Contract Award	Contract Name and Reference Number	Description of Goods / Services being procured	Contract Value
26 July 2013	Low Level Support Service for residents in Hartlepool Contract Reference 665/QTLE973JJ6	The Service(s) will focus on maintaining independence and early intervention of those who access it and meet the needs of the local community	£170,000

Appendix D - Details of payments made to a body/entity listed on the Member's Register of Interests.

**MEMBERS DECLARATION OF INTERESTS
2013/2013 - Quarter 2 - September 2013**

Supplier Ref	Supplier Name	Current Quarter Payments (July to Sept 2013) £	Cumulative Payments (April to Sept 2013) £
700025200	Belle Vue Community Sports	19,802.69	44,715.02
750137600	Fens Residents Association	0.00	795.00
700395100	Hartlepool Access Group	3,750.00	7,500.00
701780000	Hartlepool Carers	50,770.31	95,877.17
705354500	Hartlepool Credit Union Limited	24,433.95	52,763.95
701981200	Hartlepool Families First	38,433.79	73,574.32
700323500	Hartlepool Patch	24,169.57	35,647.07
705510700	Hartlepool United Community Sports Found	3,750.00	8,500.00
700123500	Hartlepool United Football Club	600.00	725.00
700122200	Hartlepool Voluntary Development Agency	50,640.45	130,003.65
701780500	Headland Future Limited	31,028.87	62,400.93
705208300	Heugh Gun Battery Trust Ltd	0.00	5,000.00
700172100	Manor Residents Assoc	9,458.77	28,223.52
702202000	Owton Fens Community Association	3,288.00	7,332.66
701117200	Owton Rossmere Community Enterprise Limited	4,145.00	6,636.00
701891900	Oxford Road Baptist Church	675.00	689.00
705144300	Rift House East Residents Association	1,500.00	1,500.00
750126300	Seaton Carew Holy Trinity Church Council	135.00	335.00
705615800	St Lukes Infant Welfare Mothers Club	0.00	200.00
750133800	Tees Valley Arts	0.00	1,100.00
750130500	The Friends of Seaton Park	1,500.00	1,500.00
750157400	The Rifty Youth Project	1,703.00	1,703.00
700300500	West View Advice & Resource Centre Ltd	39,496.25	71,238.25
750071400	Who Cares NE	55,626.01	140,625.01
750054000	Xivvi Limited	450.00	1,608.98
		365,356.66	780,193.53

Appendix E

By way of introduction my name is Gordon Lang and I am the Chief Superintendent in the Neighbourhood and Partnership Policing Command , My responsibility stretches across the force area and includes Neighbourhood Police officers, P.C.S.O.s and 60 % of the force Detective Constable strength. I would like to take this opportunity to inform you of some changes that are coming in the near future.

As Cleveland Police move forward with the internal restructure programme I have been given the task of developing Neighbourhood Policing by introducing Integrated Teams i.e. Detectives, PCSO s and Neighbourhood officers as part of the same team to address neighbourhood crime and associated problems. Whilst these officers do communicate now they are not formally brought together as a matter of course and do conduct most of their business in their own areas of responsibility. As an experienced investigator I have seen many examples of the massive benefit that a PCSO or Neighbourhood officer can bring to tackling problems traditionally in the realm of the detective. These officers are armed with an incredible level of local knowledge of their communities and I have usually found that if they don't know then they have the time and inclination to find out. The ethos of these teams will be " live and breathe the problems in the community and tackle those problems together...#157;.

As part of the integration the police officers and PCSO s presently based at the York Rd office will move into the main Avenue Rd building bringing to an end our occupancy of York Rd. Whilst the main station will afford better accommodation to get everyone together there is also a financial imperative. As a force we are having to reassess the whole of our estates structure in light of the present financial position. The Comprehensive Spending Review (C.S.R.) of October 2010 required Cleveland Police to make savings of over £22 million over a four year period .This in itself is very challenging but the continued pressure on public sector spending has seen a further requirement in June 2013 of cash backed efficiencies of £6.6 million. In short we can no longer justify our financing of York Rd when the Avenue Rd station is so close and available.

The part that York Rd has played in the development of neighbourhood policing is not lost on me but , as I have briefly tried to explain , we live in very different times financially. Your Neighbourhood officers and PCSOs will still be available as before but from the short distance to the main station.

Our move will happen on the 11th of November and we will pilot this initiative in both Middlesbrough and Redcar and Cleveland, as well as Hartlepool . I am confident that the benefits of integration will have a positive impact on our ability to tackle the problems that concern residents and business in the town.

To assist I would be happy to meet personally in the future

Regards Gordon Lang